

# EAST COUNTY FIRE & RESCUE

## REGULAR BOARD OF FIRE COMMISSIONERS MEETING

November 7, 2017

Station 91

7 PM

## AGENDA

### CALL TO ORDER:

Flag Salute

### PUBLIC HEARING:

Kettenburg Annexation

Resolution #227-11072017 Kettenburg Annexation

### AGENDA ADJUSTMENTS:

### CONSENT AGENDA:

1. Approval of October 17, 2017 Regular Board Meeting Minutes
2. Approval of October 17, 2017 Local BVFF&RO Meeting Minutes
3. Approval of October 18, 2017 Budget Workshop Minutes
4. Approval of Financial Transactions
5. Excuse Absent Commissioner(s):

### OPEN TO PUBLIC:

### CORRESPONDENCE:

### STAFF REPORT:

Deputy Chief Carnes

Assistant Chief Jacobs

### VOLUNTEER FIRE FIGHTERS ASSOCIATION:

### SAFETY REPORT:

### FIRE DISTRICT BUSINESS:

Resolution 228-11072017 General Fund Levy

Resolution 229-11072017 EMS Levy

2018 General Operating Budget

Review Paul Lewis Invoice

(See Reverse)

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**This Meeting is Being Recorded.**  
**Please Silence or Turn-Off Your Personal Cell Phones, Pagers, etc.**  
Page # 1 of 2

**COMMISSIONER COMMENTS:**

**OPEN TO PUBLIC:**

**LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:**

**ROUND TABLE:**

Chief Wrightson's Retirement Party November 16<sup>th</sup>, 3:00 PM Station 31  
Administrative Office Closed November 10<sup>th</sup> in observance of Veteran's Day  
Preparations underway for planning Holiday Dinner

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

Next Regular Board Meeting: November 21, 2017, Station 91, 7 PM

# EAST COUNTY FIRE & RESCUE

## RESOLUTION #227-11072017

### A RESOLUTION PROVIDING FOR ANNEXATION TO EAST COUNTY FIRE AND RESCUE

**WHEREAS**, East County Fire and Rescue is a municipal corporation of the State of Washington organized and existing under Title 52 RCW; and

**WHEREAS**, in accordance with RCW 52.04.051, on November 7, 2017 the District resolved after receipt of an annexation petition, a public hearing and other public notice, that the real property described in Exhibit A is appropriate for annexation into the district; and

**WHEREAS**, the Commissioners of East County Fire and Rescue wish to approve the petition and consent to the annexation to the District;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of East County Fire and Rescue approves the annexation of the property described in Exhibit A to East county Fire and Rescue and adjusts the District's boundaries to include this property.

**ADOPTED** at a meeting of the Board of Commissioners for East County Fire & Rescue this 7<sup>th</sup> day of November, 2017 the following Commissioners being present and voting.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

**DISTRICT SEAL**

**ATTEST:** \_\_\_\_\_  
District Secretary

## **Exhibit A**

**Legal Description:**

The Northeast quarter of Section 23 Township 2 North, Range 4 East of the Willamette Meridian, Clark County, Washington.

**Property Address:**

39200 NE 28<sup>th</sup> Street, Washougal WA. 98671



**EAST COUNTY FIRE & RESCUE  
 CONSENT AGENDA  
 November 7, 2017**

1. Minutes –

- October 17, 2017 Regular Meeting
- October 17, 2017 Local BVFF&RO Meeting
- October 18, 2017 Special Workshop Minutes

2. Invoices

- \$ 2,689.23
  - i. Check Nos.10378-10385 dated October 19, 2017
- \$ 7,496.32
  - i. Check Nos. 10386-10401 dated November 2, 2017

3. Approved Commissioner Stipends October 25 Pay Date

Name	For the Period Oct 15 thru Oct 31				Other	Total
	Regular Meeting	Committee Meeting	Special Mtg	Education		
Berg	1		1			
Gianatasio	1		1			
Martin	1		1			
Petty	1		1			
Taggart	1		1			

4. Voided/Destroyed Claims/Payroll Warrants

- None

5. Payroll/Benefits

- \$ (Payroll/EFTs)

\_\_\_\_\_  
 Commissioner Mike Taggart – Chair

\_\_\_\_\_  
 Commissioner Martha Martin – Vice Chair

\_\_\_\_\_  
 Commissioner Mike Berg

\_\_\_\_\_  
 Commissioner Tom Gianatasio

\_\_\_\_\_  
 Commissioner Sherry Petty

**EAST COUNTY FIRE & RESCUE**  
**REGULAR BOARD OF FIRE COMMISSIONERS MEETING**

October 17, 2017

Station 91

7 PM

**Draft Minutes**

**ATTENDANCE:**

Martha Martin  
Tom Gianatasio  
Mike Carnes  
Kacie Jones  
Danny Burch  
Joel VanNess

Sherry Petty  
Nick Swinhart  
Matt Hazlett  
Stephen Vera  
Michael Garrison  
Sean Gremer

Mike Taggart  
Mike Berg  
Robert Jacobs  
John Prasch  
Zach Hougan  
Megan Gremer

**CALL TO ORDER:** 19:00 PM

Flag Salute

**GUESTS:**

None

**AGENDA ADJUSTMENTS:**

Swearing in new full time firefighter Sean Gremer will take place when he arrives.

**CONSENT AGENDA:**

1. Approval of October 3, 2017 Regular Board Meeting Minutes
2. Approval of October 3, 2017 Local BVFF&RO Meeting Minutes
3. Approval of October 12, 2017 Policy Review Workshop Minutes
4. Approval of Financial Transactions
5. Excuse Absent Commissioner(s):

**Motion by Commissioner Martin** to approve the consent agenda, **seconded by Gianatasio.**

**Motion passed.**

**OPEN TO PUBLIC:**

Nothing

**CORRESPONDENCE:**

None

**STAFF REPORT:**

Chief Carnes gave his report; a copy is in the packet. Commissioner Martin asked that the Commissioners be included in the exit interview phase of the Audit.

Chief Swinhart shared that the City of Camas is amenable to the changes that East County's attorney made to the ILA for Chief services contract and will sign the agreement.

Chief Jacobs gave his report; a copy is in the packet.

**VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

Nothing

**FULL TIME FIREFIGHTER OATH:**

New full time firefighter Sean Gremer was sworn in.

**SAFETY REPORT:**

The next Safety Committee meeting will be November 29, 2017, 7:30PM at Station 91.

**FIRE DISTRICT BUSINESS:**

**Consider Purchase Request for Desktop Computer:**

Chief Swinhart outlined the purchase request, which is for a desktop computer to replace the laptop computer that the accounting assistant currently uses. Commissioner Gianatasio inquired about the proposed vendor. Commissioner Taggart inquired about the laptop's specifications. **Motion by Commissioner Martin** to approve the purchase request, seconded by **Commissioner Petty. Motion Passed.**

**Resolution #225-10172017 Terminating Voya 457 Retirement Plan:**

Chief Carnes explained the proposed resolution, which would terminate a Voya retirement plan to which contributions have long since ceased. **Motion by Commissioner Martin** to terminate the Voya Plan, seconded by **Commissioner Petty. Motion Passed.**

**Resolution #226-10172017 Rescinding Resolution #155-04172017 Adoption of 457(b) Hartford Plan:**

Chief Carnes explained that while the Hartford 457(b) plan was suspended years ago, because it was created by a resolution, it must also be rescinded by resolution. **Motion by Commissioner Martin** to rescind resolution #155-04172017 Adoption of 457(b) Hartford Plan, **seconded by Commissioner Petty. Motion Passed.**

**COMMISSIONER COMMENTS:**

Commissioner Gianatasio shared that he and Commissioner Martin recently attended a meeting with the Camas Mayor and discussed the renewal of the ILA for Chief services and the study being conducted by Paul Lewis. The next mayoral meeting is scheduled for December 14, 2017. Chief Swinhart added that he will also be having a meeting with Deputy Chief Carnes and Paul Lewis on October 19, 2017.

**OPEN TO PUBLIC:**

Nothing

**LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:**

Nothing

**ROUND TABLE:**

The next policy review meeting is Wednesday, November 15<sup>th</sup>, 6:00PM at Station 91  
The next budget workshop is Wednesday, October 18<sup>th</sup> 2017, 6:00PM at Station 91.

**EXECUTIVE SESSION:**

None

**Motion by Commissioner Petty to adjourn, seconded by Commissioner Gianatasio. Motion passed.**

**ADJOURNMENT: 19:22**

\_\_\_\_\_  
Mike Taggart, Chairperson

\_\_\_\_\_  
Martha Martin, Vice Chair

\_\_\_\_\_  
Tom Gianatasio, Commissioner

\_\_\_\_\_  
Mike Berg, Commissioner

\_\_\_\_\_  
Sherry Petty, Commissioner

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Kacie Jones, District Secretary



# EAST COUNTY FIRE & RESCUE

## Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes  
October 17, 2017

### CALL TO ORDER:

The meeting was called to order by Chairperson Mike Taggart at 19:16 at Station 91.

The following were in attendance:

Martha Martin  
Tom Gianatasio  
Mike Carnes  
Kacie Jones  
Danny Burch  
Joel VanNess

Sherry Petty  
Nick Swinhart  
Matt Hazlett  
Stephen Vera  
Michael Garrison  
Sean Gremer

Mike Taggart  
Mike Berg  
Robert Jacobs  
John Prasch  
Zach Hougan  
Megan Gremer

### BUSINESS:

None

### ADJOURNMENT:

The Local Board adjourned at 19:17.

Respectfully Submitted,

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**Tom Gianatasio**, Commissioner,  
Sherry Petty, Alternate

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**Tad Crum**, FF's Assoc. Liaison  
Paula Knapp, FF's Assoc. Liaison Alternate

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**Kacie Jones**, District Secretary  
Bob Jacobs, Alternate

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**Mike Taggart**, Chairperson  
Marth Martin, Alternate

### DISTRICT SEAL:

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**Bob Jacobs**, Chief's Rep.

# EAST COUNTY FIRE & RESCUE

## SPECIAL BOARD OF FIRE COMMISSIONERS WORKSHOP

October 18th, 2017

Station 91

### Draft Minutes

**ATTENDANCE:**

Martha Martin

Sherry Petty

Mike Carnes

Danny Burch

Mike Taggart

Mike Berg

Linda Durrett

Tom Gianatasio

Robert Jacobs

Kacie Jones

**CALL TO ORDER:** 06:02 PM

Chief Carnes presented the FY2018 Draft Budget. The Board and staff conducted a line by line review of all anticipated revenues and proposed expenditures for FY2018. The timeline for finalization was discussed. No official action was taken.

**Meeting adjourned:** 07:25 PM

Respectfully Submitted,

\_\_\_\_\_  
Mike Taggart, Chairperson

\_\_\_\_\_  
Mike Berg, Commissioner

\_\_\_\_\_  
Tom Gianatasio, Commissioner

\_\_\_\_\_  
Sherry Petty, Commissioner

\_\_\_\_\_  
Martha Martin, Commissioner

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Kacie Jones, District Secretary

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

10/01/2017 To: 11/30/2017

Time: 11:10:05 Date: 11/03/2017

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1131	10/19/2017	Claims	6291	10378	BROTHERS IN BATTLE LLC	700.00	Invoices 175 And 176
					001 - 522 40 43 000 - Tuition	475.00	Forcible Entry- Vera
					001 - 522 40 43 000 - Tuition	225.00	Basic Irons- Gremer
1132	10/19/2017	Claims	6291	10379	CLARK COUNTY AUDITOR	101.04	Customer 1802
					001 - 522 20 40 000 - Radio Dispatch	101.04	NetMotion Q3
1133	10/19/2017	Claims	6291	10380	CLARK PUBLIC UTILITIES	311.18	Account 7200-401-3
					001 - 522 50 43 093 - Electrical & Htg (St 93)	311.18	Electricity ST93
1134	10/19/2017	Claims	6291	10381	PACIFIC TRUCK & TRAILER SERVICE, INC	841.31	2017-27634
					001 - 522 60 48 010 - T93	841.31	T93 Annual Inspection And Repair Water Tank Leak
1135	10/19/2017	Claims	6291	10382	WALTON FARM LLC	470.00	Invoice 710818
					001 - 522 50 30 000 - Grounds & Park	470.00	Field Mowing St91 & St93
1136	10/19/2017	Claims	6291	10383	WASHOUGAL LUMBER CO. INC.	108.70	INV 82164
					001 - 522 50 40 000 - Bldg Repair & Maint	108.70	Shelves ST94
1137	10/19/2017	Payroll	6291	10384	OPEIU Local 11	57.00	Pay Cycle(s) 10/25/2017 To 10/25/2017 - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	28.50	
					001 - 589 99 99 000 - Payroll Clearing	28.50	
1138	10/19/2017	Payroll	6291	10385	WASHINGTON COUNCIL OF POLICE	100.00	Pay Cycle(s) 08/01/2017 To 09/30/2017 - WACOPS
					001 - 522 10 26 001 - Admin Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
					001 - 522 20 26 001 - FF Disability	10.00	
1149	11/02/2017	Claims	6291	10386	BUSINESS CARD BANK OF AMERICA	1,736.99	Account Ending In 8515
					001 - 522 10 30 000 - Office Supplies	31.32	Copy Paper
					001 - 522 10 30 001 - Postage	0.91	Postage For Resp. Questionnaires
					001 - 522 10 30 001 - Postage	48.75	Stamps
					001 - 522 10 31 000 - Furniture/Appliances	291.60	BBQ Grill For ST94
					001 - 522 10 32 000 - Cleaning and Sanitation	175.64	Cleaning Supplies
					001 - 522 10 32 000 - Cleaning and Sanitation	21.68	Liquid Hand Soap
					001 - 522 20 32 002 - Equipment	32.97	Wrench Holders For Tool Boxes
					001 - 522 50 40 000 - Bldg Repair & Maint	8.22	Light Switch ST91
					001 - 522 50 42 091 - Comcast Tel/Internet (St 91)	307.60	Comcast ST91
					001 - 522 50 42 093 - Comcast Tel/Internet (St 93)	159.94	Comcast ST93
					001 - 522 50 42 094 - Comcast Tel/Internet (St 94)	271.84	Comcast ST94
					001 - 522 50 42 095 - Telephone (St 95)	74.90	Comcast ST95
					001 - 522 50 43 093 - Electrical & Htg (St 93)	305.83	Electricity ST93
					001 - 522 60 48 000 - Vehicle Repair & Maint	5.79	Distilled Water For Apparatus
1150	11/02/2017	Claims	6291	10387	CDW Government	473.35	Customer 10704219
					001 - 522 10 33 000 - Computer/Software/Supplies	473.35	Projector And Cable
1151	11/02/2017	Claims	6291	10388	CLARK PUBLIC UTILITIES	214.77	Accounts 7169-997-9 & 7196-908-3

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

10/01/2017 To: 11/30/2017

Time: 11:10:05 Date: 11/03/2017

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 522 50 43 092 - Electrical & Heating (St 92)	100.85	Electricity ST92
					001 - 522 50 43 095 - Electrical & Heating (St 95)	113.92	Electricity ST95
1152	11/02/2017	Claims	6291	10389	EMBROIDER IT	7.05	Invoice 30339
					001 - 522 20 25 001 - FF Uniforms	7.05	Job Shirt Name Tape (allen)
1153	11/02/2017	Claims	6291	10390	ENVIROMET	95.58	Customer EA19202
					001 - 522 20 32 000 - Expendable Equipment	95.58	Throw & Go Absorbent
1154	11/02/2017	Claims	6291	10391	INNOVATIVE LEAK DETECTION	525.00	Invoice 2114
					001 - 522 50 40 000 - Bldg Repair & Maint	525.00	Leak Detection ST93
1155	11/02/2017	Claims	6291	10392	LN CURTIS & SONS	993.80	Customer C32870
					001 - 522 20 38 001 - PPE Accessories	993.80	Fire Gloves (13 Pair)
1156	11/02/2017	Claims	6291	10393	MUNICIPAL EMERGENCY SERVICES	54.37	Customer C38710
					001 - 522 20 25 001 - FF Uniforms	54.37	Job Shirt- Allen
1157	11/02/2017	Claims	6291	10394	Emily Moore	50.00	Cleaning Deposit Refund
					001 - 389 10 00 000 - Refundable Deposits	-50.00	Refund Of Cleaning Deposit Moore Birthday
1158	11/02/2017	Claims	6291	10395	NORTHWEST ASSOCIATION OF FIRE TRAINERS	700.00	
					001 - 522 40 43 000 - Tuition	225.00	Basic Irons Tuition Phelps
					001 - 522 40 43 000 - Tuition	475.00	Basic & Advanced Irons Tuition Taylor
1159	11/02/2017	Claims	6291	10396	NW NATURAL	109.78	Account 2074612-9
					001 - 522 50 45 091 - Gas (St 91)	109.78	Natural Gas Service ST 91
1160	11/02/2017	Claims	6291	10397	PACIFIC TRUCK & TRAILER SERVICE, INC	1,188.75	2017-27660; 2017-27682
					001 - 522 60 48 914 - T94	595.27	Annual Service; Fuel Filter, Gear Oil And Misc. Bulbs
					001 - 522 60 48 919 - T91	593.48	Annual Inspection & Repair. Turn Signal Replacement
1161	11/02/2017	Claims	6291	10398	STAPLES ADVANTAGE	55.39	Customer LA113379872
					001 - 522 10 30 000 - Office Supplies	26.87	Staples, Glue Sticks, Scissors, Folders
					001 - 522 10 33 000 - Computer/Software/Supplies	28.52	Ethernet And VGA Cables
1162	11/02/2017	Claims	6291	10399	UNITED FIRE, HEALTH & SAFETY	446.60	Cutsomer 022250
					001 - 522 50 40 000 - Bldg Repair & Maint	446.60	Annual Backflow Testing
1163	11/02/2017	Payroll	6291	10400	TRUSTEED PLANS SERVICE CORPORATION	787.89	Pay Cycle(s) 10/01/2017 To 10/31/2017 - Disability - FF; Pay Cycle(s) 10/01/2017 To 10/31/2017 - Addtl Life
					001 - 522 10 26 001 - Admin Disability	2.40	
					001 - 522 10 26 001 - Admin Disability	88.81	
					001 - 522 20 26 001 - FF Disability	72.10	
					001 - 522 20 26 001 - FF Disability	68.82	
					001 - 522 20 26 001 - FF Disability	79.76	
					001 - 522 20 26 001 - FF Disability	72.23	
					001 - 522 20 26 001 - FF Disability	56.46	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

10/01/2017 To: 11/30/2017

Time: 11:10:05 Date: 11/03/2017

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	75.50	
					001 - 522 20 26 001 - FF Disability	90.69	
					001 - 522 20 26 001 - FF Disability	79.76	
					001 - 522 20 26 001 - FF Disability	79.76	
<b>1165</b>	<b>11/02/2017</b>	<b>Payroll</b>	<b>6291</b>	<b>10401</b>	<b>OPEIU Local 11</b>		<b>57.00 Pay Cycle(s) 11/10/2017 To 11/10/2017 - OPEIU Dues</b>
					001 - 589 99 99 000 - Payroll Clearing	28.50	
					001 - 589 99 99 000 - Payroll Clearing	28.50	
					001 General Fund	10,185.55	
						Claims:	9,183.66
* Transaction Has Mixed Revenue And Expense Accounts						10,185.55 Payroll:	1,001.89

# Deputy Chief Report

**11-7-17**

Calls since last Commissioner meeting: **60**

EMS: **33**

Fire: **2**

Other: **25**

Calls YTD: 2017- **850**

**Staff Overtime Numbers:**

Budget Amount: **\$68,000.00**

Used YTD: **\$52,664**

% Used: **77.45%**

- Brown outs since last meeting: **1**  
11-4-17, Station 94, 24 hours
- We have a water leak at Station 93. The washroom vent to the outside is rotten and needs to be replaced. There is damage to sheetrock and insulation in the washroom and the southwest bedroom. Were in the process of getting estimates.
- Annual backflow testing complete at Station 91. Need to replace 2 check valves that have failed.
- Attended Clark County Ops Chiefs meeting on 10-24-17. I have been asked to draft a county wide policy for wildland firefighting.
- Attended an EMS Council and Clark County Chiefs meeting on 11-2-17 at Station 61.
- ECFR's Station 94 crew attended the career day at WHS on Nov. 1<sup>st</sup>. The crew put together a very nice presentation and the interaction with the students went very well.

## AC Jacobs Report

11-7-17

October EST training was 10-23-17.

ACC/ EOC training 11-14-2017 Sta. 91 & PM. Joint training with the ARES/RACES group is being rescheduled.

November EST training 11-27-2017 Sta. 93 2017.

Tentative date for the inspection trip for the new engine is Dec. 18<sup>th</sup>.

### Safety Report

Next safety committee meeting, 11-29-17 Sta. 91 7:30 PM.

No reported accidents or incidents since the last board meeting



Ordinance / Resolution No. 228-

11072017

RCW 84.55.120

WHEREAS, the Commissioners of East County Fire & Rescue has met and considered its budget for the calendar year 2018 ; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 2,001,105.82 ; and,

WHEREAS, the population of this district is more than or less than 10,000; and now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2018 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 19,993.32 which is a percentage increase of 1.00 % from the previous year.

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 7 day of November , 2017 .

Three horizontal lines for signatures on the left and right sides.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc.

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Ordinance / Resolution No. 229-

11072017

RCW 84.55.120

WHEREAS, the Commissioners of East County Fire & Rescue has met and considered its budget for the calendar year 2018 ; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 438,836.39 ; and,

WHEREAS, the population of this district is more than or less than 10,000; and now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2018 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 4,388.36 which is a percentage increase of 1.00 % from the previous year.

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 7 day of November , 2017 .

Three horizontal lines for signatures on the left and right sides.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc.

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# 2018 General Operating Budget Final Draft

## Revenue

308 80 00 001	Rollover From 2017	\$76,212.00
311 10 00 000	Leasehold Excise Tax	\$3,600.00
311 10 00 001	Property Tax Collected	\$2,099,091.00
311 10 00 002	Property Tax - Delinquent	\$10,000.00
311 10 00 003	Admin Refund (CC Treasurer)	\$1,000.00
311 10 00 004	Timber Excise Tax	\$4,000.00
332 15 60 000	Steigerwald Wildlife Reserve	\$200.00
334 01 30 000	WSP FF1 Reimbursement	\$1,000.00
334 04 90 000	EMS Participation Grant	\$1,250.00
342 21 00 000	Fire Protection Services	\$500.00
342 21 00 001	Wildland Firefighting-Personnel	\$5,100.00
342 21 00 002	Wildland Firefighting-Equipment	\$5,000.00
342 21 00 003	Ntnl Motocross Standby	\$4,000.00
342 21 00 004	Jemtegaard State Fee	\$600.00
361 10 00 000	Earnings on Investments	\$6,000.00
362 00 00 000	DNR Timber Rents	\$10,000.00
367 00 00 000	Contributions & Donations	\$150.00
369 10 00 000	Sale of Junk & Salvage	\$50.00
369 91 00 000	Prior Year Refunds	\$250.00
369 91 00 001	Other Misc. Revenue	\$50.00
369 91 00 002	BVFF Refund for Vol Phys Exam	\$1,000.00
395 10 00 000	DNR Timber Sales	\$70,000.00
397 00 00 003	Transfer from Apparatus Reserve	\$222,443.00
<b>Revenue Totals</b>		<b>\$2,521,496.00</b>

# 2018 General Operating Budget Final Draft

## Expenditure

<b>Commissioners</b>		
522 10 11 001	Commissioner Wages	\$30,000.00
522 10 21 001	Commissioner Payroll Benefits	\$2,460.00
522 10 48 001	Commissioner Mileage	\$350.00
522 10 48 002	Commissioner Meals	\$500.00
522 10 48 003	Commissioner Lodging	\$1,200.00
522 10 48 004	Commissioner Dues/Memberships	\$2,600.00
522 10 48 005	Commissioner Tuition	\$1,000.00
<b>Administrative Staff</b>		
522 10 10 001	Admin Salaries	\$193,263.00
522 10 14 001	Admin Overtime	\$1,000.00
522 10 19 001	Admin Deferred Comp	\$12,044.00
522 10 20 001	Admin Unemployment/Medicare	\$5,254.00
522 10 22 001	Admin Medical Insurance	\$53,487.00
522 10 25 001	Admin Uniforms	\$300.00
522 10 26 001	Admin Disability	\$2,497.00
522 10 26 002	Admin Retirement PERS	\$13,148.00
522 10 27 001	Admin VEBA	\$2,700.00
522 10 28 001	Admin Retirement LEOFF	\$4,927.00
522 10 29 001	Admin L&I	\$680.00
<b>Administrative Supplies &amp; Services</b>		
522 10 24 001	Magellan - EAP	\$1,260.00
522 10 30 000	Office Supplies	\$1,000.00
522 10 30 001	Postage	\$450.00
522 10 30 002	UPS/Federal Express	\$150.00
522 10 31 000	Furniture/Appliances	\$3,900.00
522 10 32 000	Cleaning and Sanitation	\$1,500.00
522 10 33 000	Computer/Software/Supplies	\$3,000.00
522 10 34 000	Incentives and Awards	\$750.00
522 10 40 000	BIAS Financial Software	\$6,263.00
522 10 40 001	Computer/Website Mtce & Repair	\$6,600.00
522 10 40 002	Copier Mtce	\$600.00
522 10 42 000	Legal Services	\$4,500.00
522 10 43 000	Medical/Drug Screen/Vaccinations	\$6,000.00
522 10 44 000	Professional Services	\$6,000.00

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522 10 44 001	Chief Services	\$37,080.00
522 10 46 000	Taxes and Assessments	\$2,500.00
522 10 49 000	Admin Tuition/Registration	\$900.00
522 10 49 001	Admin Training Travel	\$400.00
522 10 49 002	Admin Training Meals	\$300.00
522 10 49 003	Admin Training Lodging	\$600.00
522 20 42 000	Advertising	\$1,000.00
522 20 42 001	Legal Notices	\$100.00
522 20 45 001	Election Fees	\$2,000.00
522 20 46 000	Bldgs/Liability/Equip Insuranc	\$38,000.00
522 20 49 000	NFIRS/Fire Manager/Target Solutions	\$11,300.00
<b>Firefighters</b>		
522 20 10 001	Firefighter Salaries	\$778,088.00
522 20 10 002	Miscellaneous Salaries	\$1,500.00
522 20 14 001	FF Overtime	\$67,000.00
522 20 19 001	Capt Deferred Comp	\$16,324.00
522 20 20 001	FF Unemployment/Medicare	\$22,733.00
522 20 22 001	FF Medical Insurance	\$153,145.00
522 20 25 001	FF Uniforms	\$4,500.00
522 20 26 001	FF Disability	\$9,625.00
522 20 26 002	FF Retirement PERS	\$16,305.00
522 20 27 001	FF VEBA	\$8,100.00
522 20 28 001	FF Retirement LEOFF	\$38,917.00
522 20 29 001	FF L&I	\$40,502.00
<b>Volunteers</b>		
522 20 11 001	Volunteer Stipends	\$30,000.00
522 20 21 001	Medicare/SS Vol	\$2,295.00
522 20 23 001	Intern Tuition Assistance	\$18,000.00
<b>Operating Supplies &amp; Services</b>		
522 20 30 000	Maps/Books/ Periodicals	\$450.00
522 20 31 000	Food and Water	\$1,500.00
522 20 32 000	Expendable Equipment	\$1,500.00
522 20 32 001	Other Operating Supplies	\$1,500.00
522 20 32 002	Equipment	\$18,300.00
522 20 32 003	Tech Rescue Equipment	\$3,000.00
522 20 32 004	Hose & Nozzles	\$2,000.00
522 20 33 000	Volunteer Uniforms	\$600.00
522 20 33 001	T-Shirts/Sweatshirts	\$1,500.00

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522 20 34 000	Bldg Supplies/Facility Misc	\$1,500.00
522 20 35 000	Address Signs	\$150.00
522 20 36 000	Diesel / Gas	\$20,000.00
522 20 37 000	Exercise Equip	\$1,000.00
522 20 38 000	Turn-Outs	\$8,000.00
522 20 38 001	PPE Accessories	\$4,000
522 20 40 000	Radio Dispatch	\$50,000.00
522 20 41 000	Pagers	\$636.00
522 20 41 001	Satellite Phone	\$375.00
522 20 41 002	Verizon MDC Cards	\$960.00
522 20 41 003	Cell Phones for Engine 91 & 94	\$1,200.00
522 20 43 000	Hydrant/Fireline	\$600.00
522 20 44 001	Dues/Memberships	\$3,200.00
522 20 45 000	Volunteer Pensions	\$1,500.00
<b>Mobilization/Wildland Fires</b>		
522 20 11 002	Wildland Salaries & Benefits	\$2,500.00
522 20 14 002	Wildland Overtime & Benefits	\$2,600.00
<b>Public Education</b>		
522 30 30 000	Educational Supplies	\$500.00
522 30 40 000	Printing/Newsletter	\$600.00
522 30 41 000	Postage for Newsletter	\$1,300.00
522 30 42 000	Advertising	\$300.00
<b>Training</b>		
522 40 30 000	Books/Periodicals (Training)	\$2,000.00
522 40 32 000	Food and Water (Training)	\$150.00
522 40 33 000	Training Supplies	\$500.00
522 40 40 000	Local/Long Distance Travel (Training)	\$500.00
522 40 41 000	Meals (Training)	\$2,500.00
522 40 42 000	Lodging	\$2,000.00
522 40 43 000	Tuition	\$10,000.00
<b>Repair &amp; Maintenance</b>		
522 60 40 000	Fire Extinguisher Maint	\$1,200.00
522 60 40 001	Exercise Equip Maint	\$1,000.00
522 60 41 000	Hose & Nozzle Test/Mtce	\$200.00
522 60 41 001	EMS Equipment Mtce	\$200.00
522 60 41 002	Ladder Testing/Repair	\$1,500.00
522 60 41 003	Hand Tool Maintenance	\$150.00
522 60 41 004	SCBA Mtce	\$22,000.00
522 60 42 000	Minitors/Radios Repair	\$4,000.00

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522 60 43 000	Small Engine Repair	\$5,000.00
522 60 47 001	Emergency Generators Repair/Mtce.	\$500.00
<b>Disaster Prep</b>		
525 60 30 000	Disaster Preparedness	\$150.00
<b>Apparatus Repair &amp; Maintenance</b>		
522 60 48 000	Vehicle Repair & Maint	\$2,700.00
522 60 48 001	T95	\$2,250.00
522 60 48 009	E93	\$3,600.00
522 60 48 010	T93	\$2,250.00
522 60 48 011	S92	\$3,600.00
522 60 48 012	U93	\$675.00
522 60 48 013	S93	\$3,600.00
522 60 48 014	E91	\$3,600.00
522 60 48 016	U91	\$675.00
522 60 48 018	U92	\$675.00
522 60 48 019	RH93	\$675.00
522 60 48 905	A93	\$675.00
522 60 48 909	E92	\$2,250.00
522 60 48 911	E95	\$3,600.00
522 60 48 914	T94	\$2,250.00
522 60 48 915	U94	\$675.00
522 60 48 916	E94	\$3,600.00
522 60 48 917	S91	\$3,600.00
522 60 48 918	S93	\$1,800.00
522 60 48 919	T91	\$2,250.00
<b>Buildings &amp; Grounds Repair &amp; Maintenance</b>		
522 50 30 000	Grounds & Park	\$3,000.00
522 50 40 000	Bldg Repair & Maint	\$20,000.00
<b>Station 91</b>		
522 50 41 091	Monitoring (St 91)	\$450.00
522 50 42 091	Comcast Tel/Internet (St 91)	\$3,500.00
522 50 43 091	Electrical Service (St 91)	\$7,000.00
522 50 44 091	Garbage (St 91)	\$1,350.00
522 50 45 091	Gas (St 91)	\$3,500.00
522 50 46 091	Water & Sewer (St 91)	\$1,000.00
<b>Station 92</b>		
522 50 43 092	Electrical & Heating (St 92)	\$850.00
<b>Station 93</b>		
522 50 41 093	Monitoring (St 93)	\$400.00

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522 50 42 093	Comcast Tel/Internet (St 93)	\$1,677.00
522 50 43 093	Electrical & Htg (St 93)	\$4,500.00
522 50 44 093	Garbage (St 93)	\$150.00
<b>Station 94</b>		
522 50 41 094	Monitoring (St 94)	\$635.00
522 50 42 094	Comcast Tel/Internet (St 94)	\$2,695.00
522 50 43 094	Electric & Heating (St 94)	\$6,100.00
522 50 44 094	Garbage (St 94)	\$650.00
<b>Station 95</b>		
522 50 41 095	Monitoring (St 95)	\$610.00
522 50 42 095	Telephone (St 95)	\$780.00
522 50 43 095	Electrical & Heating (St 95)	\$1,500.00
522 50 45 095	Gas (St 95)	\$800.00
522 50 46 095	Water & Sewer (St 95)	\$1,500.00
<b>Capital</b>		
594 22 60 000	Capital Purchases	\$4,600.00
594 22 61 000	Computer Equip	\$26,500.00
594 22 62 000	Offsets Over Est. Prop. Tax	\$50,000.00
594 22 63 000	Offsets Est. Mob Equip. Rev	\$5,000.00
594 22 64 000	New Engine 91	\$222,443.00
<b>Debt Service</b>		
597 22 55 001	Transfer Out- Debt Service Payment	\$249,888.00

**Expenditure Totals**

**\$2,521,496.00**

**Invoiced To:** East County Fire & Rescue  
**Invoice Date:** November 3, 2017  
**Client:** Nick Swinhart, Fire Chief  
**Services:** Functional Consolidation Financial Analysis

**Invoice**

<u>Date</u>	<u>Description</u>	<u>Hours</u>
9/21/17	Review background information; Meeting with Nick, Cliff and Mike	2.00
9/22/17	Follow up with requests for data	1.00
9/28/17	Develop joint deployment options	1.50
9/29/17	Develop joint deployment options; Review labor contracts	1.50
10/4/17	Estimate costs associated with alternative deployment	0.50
10/11/17	Update deployment plan for scenarios; Estimate additional costs; E-mail to staff	1.00
10/18/17	Consolidated staffing and cost analysis; Briefing document	3.00
10/19/17	Briefing with Nick, Cliff and Mike; Prep	2.00
10/25/17	Draft memo summarizing analysis	3.00
10/26/17	Draft memo summarizing analysis	3.00
10/30/17	Draft memo summarizing analysis	2.00

Total Hours: 20.50

Hourly Rate: \$ 125.00

**Total Invoice:** \$ 2,562.50

**City of Camas Share** \$ 1,281.25

**East County Fire & Rescue Share** \$ 1,281.25 *Please pay this amount*

Prior Invoices: \$ -

Total Invoiced Year to Date: \$ 2,562.50 *Not to exceed \$3,750*

**Send Payment To:**

Paul N. Lewis  
 16510 NE 30th Court  
 Ridgefield, WA 98642