

WOODINVILLE FIRE & RESCUE

Tuesday, October 24, 2023

**SPECIAL MEETING OF THE BOARD OF FIRE COMMISSIONERS  
BUDGET AND BENEFIT CHARGE HEARING**

Commissioner Collins called the meeting to order at 5:00 p.m. Roll call was taken and was as follows:

**Roll Call**

Commissioner Collins (Chair)  
Commissioner Millman (Vice-Chair)  
Commissioner van Veen  
Commissioner Barton

**Staff**

Fire Chief Ben Lane  
Deputy Director Pam Bryson  
Deputy Director Jamie Formisano  
Board Secretary Nicole Frisch

**Absent**

Commissioner Halbert

**Consideration and Approval of Agenda in Content and Order**

***MOTION:*** Commissioner Millman moved to approve the agenda in content and order. The motion was seconded by Commissioner van Veen. The motion passed, 4-0.

**Public Comments**

None.

**1. Budget Presentation (attached hereto)**

Deputy Director Bryson presented the attached report regarding both the 2024 benefit charge and the 2024 budget. She covered property tax estimates, benefit charge estimates, total revenue, and budget needs.

Deputy Director Bryson requested that the Board direct staff to build the budget at an effective tax rate of \$0.92/\$1,000 AV.

## **2. 2023 Benefit Charge and Budget Hearings**

**MOTION:** At 5:08 p.m., Commissioner Millman moved to open the public hearing to review and establish the District's benefit charge to be imposed in 2024 and the public hearing to review and establish the District's 2024 budget. The motion was seconded by Commissioner van Veen. The motion passed, 4-0.

**MOTION:** At 5:09 p.m., Commissioner van Veen moved to open the public testimony portion of the public hearing to review and establish the District's benefit charge to be imposed in 2024 and the public hearing to review and establish the District's 2024 budget. The motion was seconded by Commissioner Millman. The motion passed, 4-0.

### **Public Testimony:**

None

**MOTION:** At 5:09 p.m., Commissioner van Veen moved to close the public testimony portion of the public hearing to review and establish the District's benefit charge to be imposed in 2024 and the public hearing to review and establish the District's 2024 budget. The motion was seconded by Commissioner Millman. The motion passed, 4-0.

### **Discussion:**

None.

### **Action:**

The Board directed staff to build the budget at an effective tax rate of \$0.92 per \$1,000 AV.

Staff will bring the Resolutions for the final budget adoption to the Board's November 14, 2023 Regular Meeting.

**MOTION:** At 5:13 p.m., Commissioner Millman moved to close the public hearing to review and establish the District's benefit charge to be imposed in 2024 and the public hearing to review and establish the District's 2024 budget. The motion was seconded by Commissioner van Veen. The motion passed, 4-0.


### 3. Adjournment

**MOTION:** Commissioner Millman moved to adjourn the meeting. The motion was seconded by Commissioner van Veen. The motion passed, 4-0.

**The meeting adjourned at 5:16 p.m.**

  
\_\_\_\_\_  
Nicole Frisch, Board Secretary

  
\_\_\_\_\_  
Derek van Veen, Commissioner, Position 1

  
\_\_\_\_\_  
Absent 10/24/2023

Doug Halbert, Commissioner, Position 2

  
\_\_\_\_\_  
Anjela Barton, Commissioner, Position 3

\_\_\_\_\_  
Mike Millman, Commissioner, Position 4

  
\_\_\_\_\_  
Roger Collins, Commissioner, Position 5



**Woodinville Fire & Rescue**

**SPECIAL MEETING OF THE BOARD OF FIRE COMMISSIONERS  
Station 31, 17718 Woodinville-Snohomish Road NE**

**Tuesday, October 24, 2023  
5:00 p.m.**

The meeting will be conducted in person and virtually, via Microsoft Teams. You may join the meeting in person at the above address, or virtually using the link below:

[Click here to join the meeting](#)

To listen live, dial [+1 509-931-1382,,585653173#](#)  
Phone Conference ID: 585 653 173#

**AGENDA**

Call to Order/Flag Salute/Roll Call

Approval of Agenda in Content and Order

Public Comments (Please submit public comment via email to [NFrisch@esf-r.org](mailto:NFrisch@esf-r.org) at least one hour prior to start of meeting. Please limit comments to three minutes.)

**Board Business Items**

1. Budget Presentation
2. Fire Benefit Charge and Budget Hearing
3. Adjournment



# Woodinville Fire & Rescue

## 2024 Budget

Presented by:  
Pam Bryson, Deputy Director,  
Administration  
October 24, 2023

# Agenda

01 Budget Calendar

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02 WFR's 2024 Budget Needs

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03 Planned Expenditures - Capital

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04 Planned Expenditures - Reserves

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05 2024 Estimated Revenue

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06 Request to the Board

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07 Questions/Direction to Staff



# Budget Calendar

- ❑ 1st look/Board direction on budget 09/12/23
- ❑ 2nd look/final revenue & expense estimates 10/10/23
- ❑ **Benefit Charge Hearing/Budget Hearing** **10/24/23**
- ❑ Final budget adoption 11/14/23
- ❑ Forward budget documents to King County 11/21/23

# WFR's 2024 Budget Needs

## General Fund

Administration	\$14,715,072
BoFC	22,100
Non-Departmental	<u>135,000</u>
	\$14,872,172

## Reserves

Add to reserves	<u>\$ 500,000</u>
	<u><u>\$15,372,172</u></u>



# Planned Expenditures

## Capital Fund

Balance on Station 35 generator	\$105,000
Facility expense – not specified	75,000
Contribution to EFR CFMF	79,568
Machinery, tools, equipment expense – not specified	<u>75,000</u>
	<u><u>\$334,568</u></u>

Funds currently in Capital Fund; no additional collection required.

# Planned Expenditures

## Reserve Fund

Station 31 kitchen upgrades	\$ 300,000
Station 33 bathroom upgrades	550,000
Station 35 kitchen upgrades	300,000
Balance on new brush rig	68,000
Contribution to EFR Equipment Replacement Fund	<u>180,859</u>
	<u><u>\$1,198,859</u></u>

\$500,00 to Reserves

2024 *Estimated* Revenue – 13.6% decrease in AV

Property Tax	\$ 9,414,646
Fire Benefit Charge	5,121,605
EMS Levy Funds	735,921
Miscellaneous	<u>100,000</u>
	\$15,372,172

Needs:

Operating Expenses	\$14,872,172
Reserves	<u>500,000</u>
2024 Collection	<u>\$15,372,172</u>

Effective Tax Rate: \$0.91886

## Request to the Board

Staff requests Board approval to move forward with preparing the final budget with an effective tax rate of no more than \$0.92. We will collect approximately \$9,414,646 in property tax, or the allowable levy amount; and approximately \$5,121,605 in fire benefit charges.

Staff will return to the Board on November 14, 2023 with the necessary Resolutions for final budget adoption.

\* The levy limit worksheet is preliminary; thus, the numbers may change slightly before final budget adoption.



# Questions?

Thank you

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**IWR**