

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



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**MINUTES OF NOVEMBER 4, 2022
BOARD OF FIRE COMMISSIONERS
SPECIAL BUDGET MEETING**

The special budget meeting of the Pierce County Fire Protection District No. 27 Board of Fire Commissioners was held for Anderson Island Fire/Rescue, based at 12207 Lake Josephine Blvd., Anderson Island, Washington. Commissioner Colleen M. Adler called the meeting to order at 10:00 a.m. Commissioner David Albertson, Commissioner Gordon S. Babo, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Ramona Wheeler and A/A Elizabeth Vickstein attended the meeting. Also in attendance: Capt. Jeff Hayes.

REVIEW OF PROPOSED 2023 BUDGET ITEMS:

Pierce County's projected tax revenue and our proposed operating expenses for the 2023 Current Expense Fund were made available for review and discussion.

Chief Bixler reported positively on Pierce County's projections for the 2023 Tax Levy and informed the Board that the District plans to include an automatic 10% distribution into Reserve Revenue Funds. Commissioners expressed interest in placing additional funds into the District's Reserve Revenue Fund, above the 10% automatic deposit to be established through Levy Certification.

The proposed budget expenditures for 2023 were reviewed line-by-line with pertinent discussion on key items in each category. Changes that were identified during the meeting are reflected in the finalized preliminary budget and include the following key items:

1. Noting the potential financial strain of recent cost of living increases, a proposed 5% cost-of-living adjustment for employees and volunteers was discussed and approved.
2. The Computer Hardware and Repair line item was reduced to \$3,000. It was agreed this amount would be sufficient to replace older equipment, improve the station's security system and to continue IT services in the coming year.
3. Grant Consulting and Printing line items were defunded, as there is not an anticipated need.
4. Volunteer Disability Insurance with the Board of Volunteer Fire Fighters (BVFF) was decreased to reflect the average number of active volunteers more accurately.
5. The Medical Supplies line item covering Bandages, Blankets, and Dressings, was decreased, as many of these items have been provided through recent partnership with the Department of Emergency Management.
6. The line items for Legal Fees, Food, General Supplies and SCBA Testing will be reduced, to reflect historical usage.

7. Commissioners introduced and approved an increase for the Wildland budget to \$2,000 so that the District may replace any items that have reached end-of-life. Any remaining expired items will need to be replaced using funds allocated in the 2024 budget.
8. Discussion took place regarding the new Residency program and where the monthly stipend would be reflected in the budget.
9. Commissioners proposed and approved that all line items under Training for External Parties, as well as the line-items of Professional Services Testing/Training and Advertising/Newsletters be removed, as they have not been a necessary expense for the District in recent years.

The Board indicated that the commissioners plan to review and approve the proposed 2023 budget at the next regular meeting.

PUBLIC INPUT:

None.

REGULAR BOARD MEETING SCHEDULE:

Nov 15, 2022	3:00 PM
Dec 5, 2022	3:00 PM ~ <i>Monday</i>
Dec 20, 2022	3:00 PM

ADJOURN:

There being no further business for discussion, the meeting adjourned at 2:27 p.m.

APPROVED:

ATTEST:

Colleen M. Adler, Commissioner

David Albertson, Commissioner

Gordon S. Babo, Commissioner

James R. Bixler, Secretary to the Board