



**VALLEY REGIONAL FIRE AUTHORITY
FINANCE COMMITTEE
1101 D Street NE
Auburn, Washington
April 9, 2019**

MINUTES

I. CALL TO ORDER

Chair Lynda Osborn called the VRFA Finance Committee Regular Meeting to order at 5:00 p.m.

Members present included: Chair Lynda Osborn, Vice-Chair Nancy Backus and Member David Storaasli.

Staff members present included: Fire Chief/Administrator Brent Swearingen, Deputy Chief Kevin Olson, Acting Deputy Chief Dave Larberg, Fiscal Coordinator Angie Boyle, Clerk of the Board Louise Bartol and Joe Quinn, Legal Counsel.

II. AGENDA MODIFICATIONS

There were no agenda modifications.

III. APPROVAL OF MINUTES

A. Minutes

1. Minutes of the February 12, 2019 Regular Meeting were reviewed.

There being no discussion or questions Vice-Chair Backus moved and Member Storaasli seconded to approve the Minutes of the February 12, 2019 Regular meeting.

MOTION CARRIED UNANIMOUSLY 3-0

IV. CONSENT ITEMS

A. Vouchers

1. **Claims**

Check numbers 207647 through 207732 in the amount of \$521,812.30, and electronic payments in the amount of \$8,250.00, totaling \$530,062.30, dated April 10, 2019 were reviewed.

2. Payroll

Payroll check numbers 99579 through 99582 in the amount of \$16,339.07, and electronic deposit transmissions in the amount of \$1,575,669.16 for a grand total of \$1,592,008.23 for the period covering March 1, 2019 to March 31, 2019 were reviewed.

There being no questions or discussion regarding Claims or Payroll, Vice-Chair Backus moved and Member Storaasli seconded the approval of Claims and Payroll as presented.

MOTION CARRIED UNANIMOUSLY 3-0**V. RESOLUTIONS & MOTIONS**

There were no resolutions or motions.

VI. INFORMATION/DISCUSSION**A. 4th Quarter Financial Review**

Fiscal Coordinator Angie Boyle provided an overview of the 4th Quarter Financial Review memo dated March 7, 2019 from CFO Horaski. Highlights included:


- At year end revenue closed at 99.7% of expectation and expenses at 98.1%.
- An unbudgeted expenditure occurred during the year for the purchase of PowerDMS policy workflow software.
- Major repair costs were incurred on both Ladder 31 and Aid 321, which caused an above-budget variance for apparatus repair expenditures.
- The 2018 contract cost for West Hill services was significantly higher than budgeted, due to changes in the South King Fire levy rate and assessed valuation.

VII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:04 p.m.

Dated this 14th day of May, 2019.


Lynda Osborn
Chair


Louise Bartol
Clerk of the Board