



**VALLEY REGIONAL FIRE AUTHORITY
FINANCE COMMITTEE
1101 D Street NE
Auburn, Washington
November 10, 2020**

FINANCE COMMITTEE MEETING MINUTES

I. CALL TO ORDER, 5:00 P.M., VIA VIDEOCONFERENCE

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

Members present included Member Nancy Backus and Member David Storaasli.

Staff members present included Fire Chief Brent Swearingen, Deputy Chief Dave Larberg, Deputy Chief Brad Thompson, Chief Financial Officer Mark Horaski, and Clerk of the Committee Stefanie Harper.

II. AGENDA MODIFICATIONS

There were no agenda modifications.

III. APPROVAL OF MINUTES

A. Minutes

Minutes of the October 13, 2020 Meeting were reviewed.

There being no questions or discussion, Member Backus moved and Member Storaasli seconded to approve the Minutes of the October 13, 2020 regular meeting.

MOTION CARRIED UNANIMOUSLY 3-0

IV. CONSENT ITEMS

A. Vouchers

1. Claims

Check numbers 209069 through 209126 in the amount of \$269,743.93, and electronic payments in the amount of \$9,832.67, totaling \$279,576.60, dated November 12, 2020. (Check numbers 209012 through 209068 were voided due to a printing error.)

2. Payroll

Payroll check numbers 99639 through 99641 in the amount of \$15,790.19, and electronic deposit transmissions in the amount of

\$1,988,337.21 for a grand total of \$2,004,127.40 for the period covering October 1, 2020 to October 31, 2020.

There being no further discussion or questions regarding Claims or Payroll, Member Backus moved and Member Storaasli seconded to approve the Claims and Payroll.

MOTION CARRIED UNANIMOUSLY 3-0

V. RESOLUTIONS & MOTIONS

A. King County Fire District #31 Interlocal Agreement

Chief Swearingen stated this a continuation of the agreement with KCFD #31 to continue to provide services to that area. The exception is the addition of the evergreen clause – to automatically renew the existing agreement.

There being no further discussion or questions or discussion, Member Backus moved and Member Storaasli seconded to move to the full Board of Governance, King County Fire District #31 Interlocal Agreement.

MOTION CARRIED UNANIMOUSLY 3-0

B. PSRFA Fire Investigation Services Interlocal Agreement

Deputy Chief Larberg stated this was a short-term agreement to provide investigation services to PSRFA on weekends only and wages will be paid by PSRFA.

There being no further questions or discussion, Member Backus moved and Member Storaasli seconded to move to the full Board of Governance, PSRFA Fire Investigation Services Interlocal Agreement.

MOTION CARRIED UNANIMOUSLY 3-0

C. 2021 VRFA Fee Schedule

Fire Marshal Stewart stated this years fee schedule has a 1% CPI. FM Stewart stated the Fireworks Sales Permit was redefined and brought into compliance with RCW 70 77.55.

There being no further questions or discussion, Member Backus moved and Member Storaasli seconded to move to the full Board of Governance, 2021 VRFA Fee Schedule.

MOTION CARRIED UNANIMOUSLY 3-0

D. Resolution No. 165

CFO Horaski stated Resolution 165 is a resolution of the Governing Board of the Valley Regional Fire Authority adopting the Valley Regional Fire Authority Budgets for the year 2021.

There being no further questions or discussion, Member Backus moved and Member Storaasli seconded to move to the full Board of Governance, Resolution No. 165.

MOTION CARRIED UNANIMOUSLY 3-0

E. Resolution No. 166

CFO Horaski stated Resolution 166 is a Resolution of the Governing Board of the Valley Regional Fire Authority certifying the levy of regular and voter approved excess property taxes by the Valley Regional Fire Authority for collection in 2021.

CFO Horaski stated there was a change to the draft Resolution that was provided in the original agenda packet – the latest version of AVs came in and resulted in a \$14,000 adjustment to the property taxes being received. The final Resolution will read a regular levy of \$14,887,937.

There being no further questions or discussion, Member Backus moved and Member Storaasli seconded to move to the full Board of Governance, Resolution No. 166.

MOTION CARRIED UNANIMOUSLY 3-0

F. Resolution No. 167

CFO Horaski stated Resolution 167 is a Resolution of the Governing Board of the Valley Regional Fire Authority establishing and imposing a fire benefit service charge by the Valley Regional Fire Authority for collection in 2021.

There being no further questions or discussion, Member Backus moved and Member Storaasli seconded to move to the full Board of Governance, Resolution No. 167.

MOTION CARRIED UNANIMOUSLY 3-0

G. Resolution No. 168

Fire Marshal Stewart stated Resolution 168 was a Resolution to waive the competitive bidding process under single source exemption and allow purchase of Knox products.

FM Stewart stated the legacy Auburn and Pacific Fire Departments have used Knox Products since 1986. Waiving the competitive bidding process according to VRFA policy modernizes the existing system in use, creates better security for our customers, provides for consistency in installed infrastructure, and provides efficiency to our Knox program.

There being no further questions or discussion, Member Backus moved and Member Storaasli seconded to move to the full Board of Governance, Resolution No. 168.

MOTION CARRIED UNANIMOUSLY 3-0

VI. INFORMATION/DISCUSSION

There was no information/discussion.

VII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:12 p.m.

Dated this 8th day of December, 2020

LO
Nancy Beckus
Lynda Osborne
Chair

Stefanie Harper
Stefanie Harper
Clerk of the Board