

**CENTRAL WHIDBEY ISLAND FIRE & RESCUE
(ISLAND COUNTY FIRE DISTRICT #5)**

RESOLUTION #97-05

**BE IT RESOLVED BY THE COMMISSIONERS OF CENTRAL WHIDBEY ISLAND
FIRE & RESCUE AS FOLLOWS:**

1. That the County Assessor has notified the Commissioners of Central Whidbey Island Fire & Rescue that the assessed valuation of real properties lying within the boundaries of said District for the calendar year 1998 is \$720,461,409.00.
2. That the attached hereto Exhibit "A" (by this reference made a part of this Resolution) be and hereby is adopted as the budget of Central Whidbey Island Fire & Rescue for the calendar year 1998.
3. That the Board of County Commissioners of Island County, Washington, be and are hereby requested to make a levy for 1998 for said Central Whidbey Island Fire & Rescue of \$785,025.64.
4. That the County Treasurer of Island County, Washington, be and is hereby authorized and directed to deposit and sequester the monies received from the collection of the tax levy specified in Section 3 above in the amount and fund specified below:

\$785,025.64 into the Expense Fund of said District.

5. That one copy of this resolution together with Exhibit "A" be delivered to the Board of County Commissioners and the Auditor of Island County, Washington.


Adopted at a meeting of the Board of Commissioners, Central Whidbey Island Fire & Rescue, this 13th day of November, 1997.


Cheryl J. Engle, Chairperson

Paul E. Messner, Commissioner


Gerald J. Helm, Commissioner

ATTEST:


Delane Taylor, District Secretary

CERTIFICATION

STATE OF WASHINGTON)
COUNTY OF ISLAND)

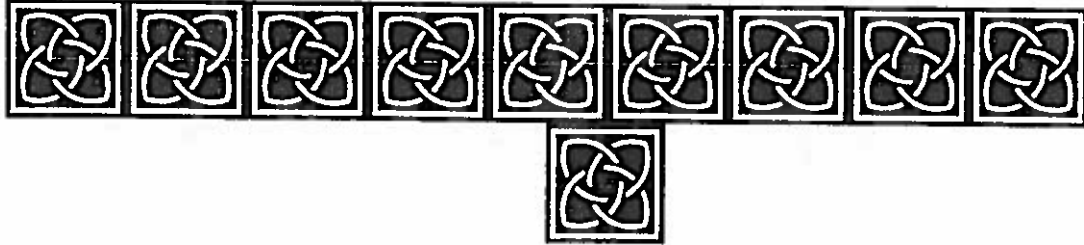
I, Delane Taylor, Secretary of Central Whidbey Island Fire & Rescue (Island County Fire District #5), do hereby certify that the following is a true and correct copy of the budget for the year 1998 adopted by the fire commissioners of said district and appearing in the minutes of a meeting held on the 13th day of November, 1997, requesting the Board of Commissioners of Island County to levy taxes as follows:

A: Expense Fund: \$785,025.64

TOTAL TAXES REQUIRED: \$785,025.64

Given under my hand and the official seal of said District on this 13th day of November, 1997.

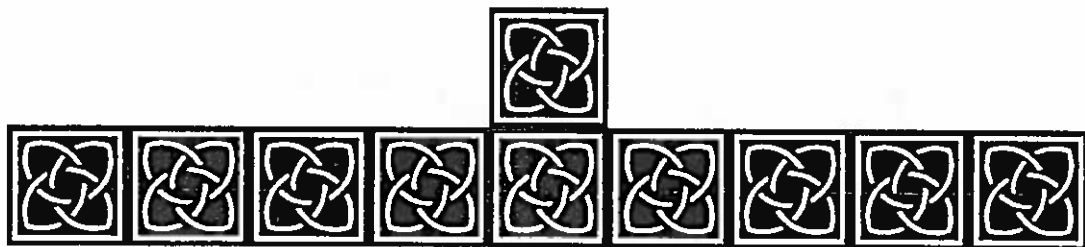

District Secretary



Central Whidbey Island
Fire and Rescue

"Island County Fire Protection District 5"

1998 Budget



Commissioner Cheryl Engle
Commissioner Gerald Helm
Commissioner Paul Messner

November 1997

APPROVED
11/13/97

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Budget Message 1998

Although most line items are held to the previous years expenditure rate, some upgrades to equipment and programs are reflected in this budget. These items and projects are only possible because of the hard work and diligent planning by program managers, staff and the Board of Commissioners. Again, for 1997 Central Whidbey Island Fire and Rescue operated with 32% less dollars when compared to all other Fire Districts in Island County.

We celebrated Battalion Chief Don Allen's retirement in October, 1997. He left a 38 year legacy that is unmatched in this region. His dedication and spirit of helping is woven into this organization's culture. His retirement comes on the brink of a year full of challenges:

- Construction of Station 54, phase II construction at Headquarters, and a remodeling of Station 51 - Coupeville;
- Newly elected Commissioner Tom Smith, replaces 10 year veteran, Commissioner Jerry Helm - Honorary Lifetime Member of the Washington State Fire Commissioners Association;
- With Don Allen's retirement and the consolidation of Station 55 and 56, a reorganization will occur with Battalion Chief Clarke Harvey's area of responsibility. There is a need to establish a new officer list for potential vacancies;
- Because of the successful results of the "Weekend Duty Crew Pilot Program;" it is funded for 52 weeks in 1998 at 2.5 days per week;
- In order to improve Training, Recruiting, Safety, Public Education and additional daytime Emergency Response this proposed budget includes funding for another full-time position in the second half of 1998;
- The 1998 Budget reflects a 300%+ increase to I-Com for dispatching services;
- The Short Term Capital line item is not spent in 1998 and is held over to 1999 and matched with anticipated funds to be able to retro fit our SCBA to modern mask mounted regulator assemblies;
- A new rescue rig is anticipated to be ordered in 1998.

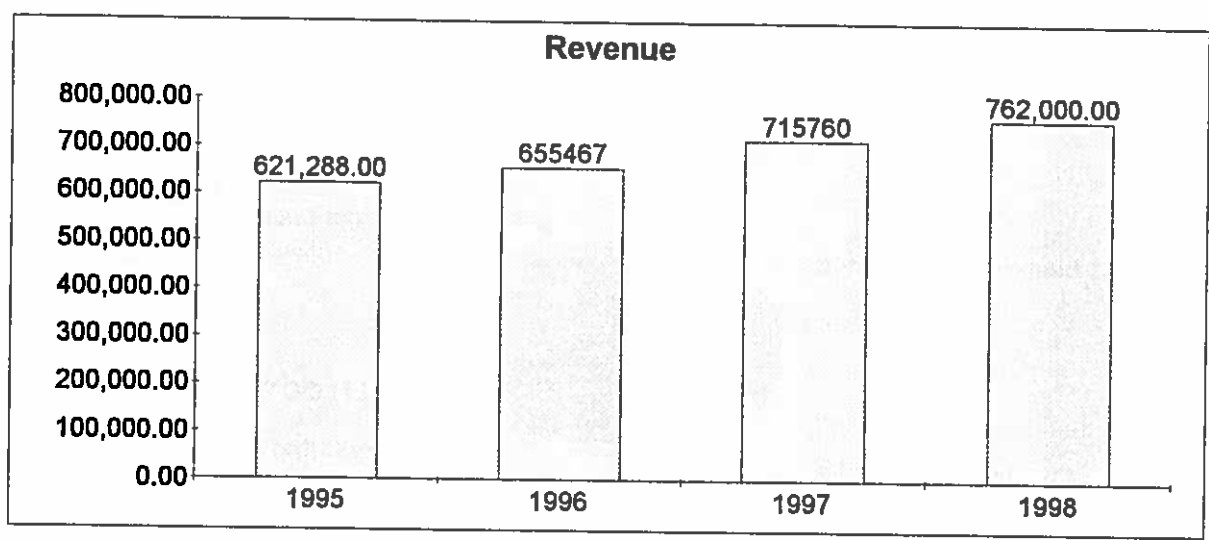
On a personal note, 1998 marks a 10 year mile stone for Delane Taylor and myself..... it was ten years ago in September and October 1988 that we started working as full time employees for the Fire Protection District.

I look forward to a busy 1998.

Joe Biller, Fire Chief

1998 Budget

Revenue	
Property Tax at 97%	761,450.00
Inspections	4,000.00
Hospital Reimbursement	3,200.00
Total Revenue	768,650.00

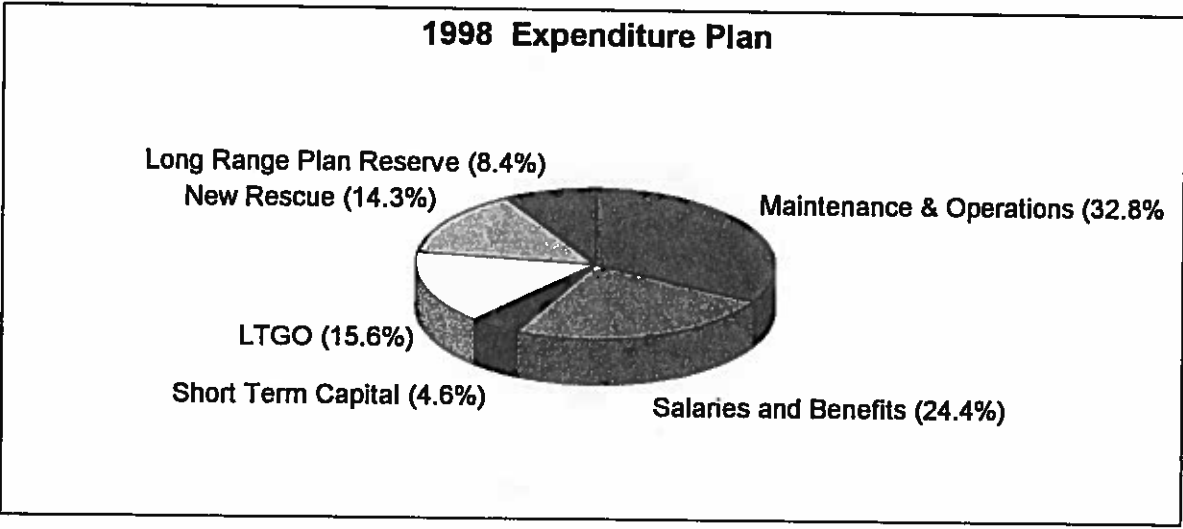


- Referendum 47 (not applicable for 1999).
Office of Fiscal Management "Demographics Division" in Olympia Reports:

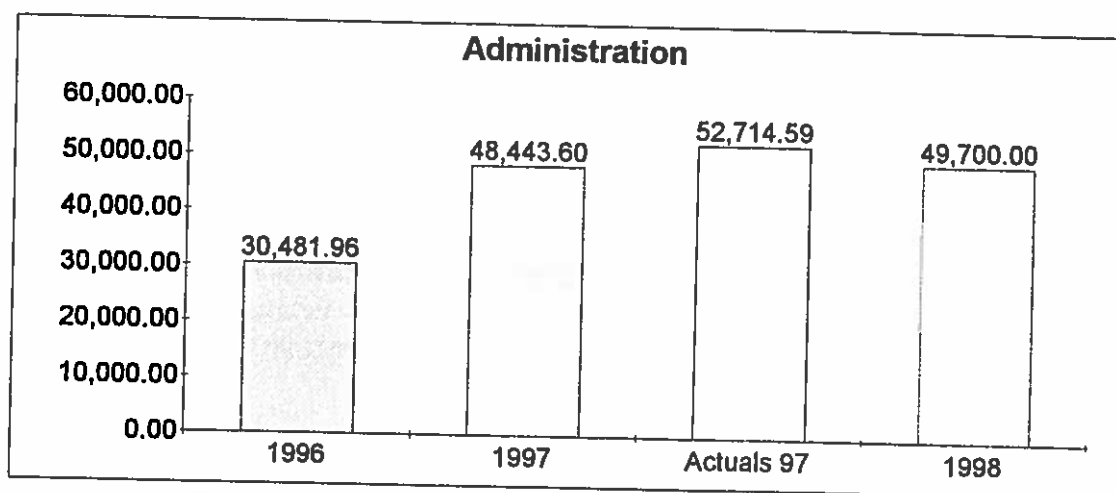
Current population estimate for Central Whidbey Fire and Rescue at **5,883** with 3,297 housing units and 19.4 vacancy rate
- County Assessor to collect at 106% = 785,025.64 (includes 14 million in new construction).
- The 1998 Revenue calculations reflect a 3% conservative collection for late payment of taxes.

Potential revenue on the sale of surplus property of Station 55 and Station 56 is not calculated into this revenue projection

Expenditure Summary		
TOTAL OPERATIONS		439,422.56
Maintenance/Operations	252,050.00	
Salaries/Benefits	187,372.56	
BOND REDEMPTION		119,670.00
LTGO	119,670.00	
CAPITAL OUTLAY		209,557.44
Short Term Capital	35,000.00	
New Rescue	110,000.00	
Long Range Plans Reserve	64,557.44	

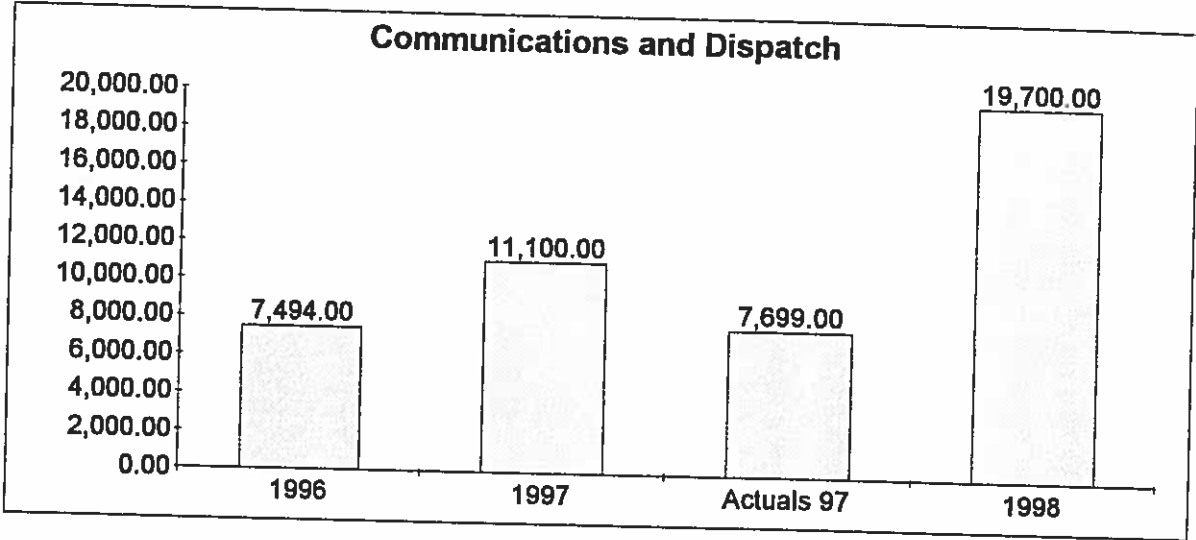


Administration		
Contingency	2,300.00	
Dist. Ins	19,500.00	
Dues and Subscriptions	3,900.00	
Part time Clerical	1,500.00	
Training	2,000.00	
Supplies/computer supplies	8,000.00	
Commissioners Salary	2,500.00	
Commissioners Training	1,000.00	
Uniforms/Supplies	300.00	
Secretary Salary	600.00	
Map Updates	1,200.00	
Audit fees		
Election Fees		
Legal Fees	2,000.00	
Hiring Process	3,100.00	
L& I Insurance	1,800.00	49,700.00



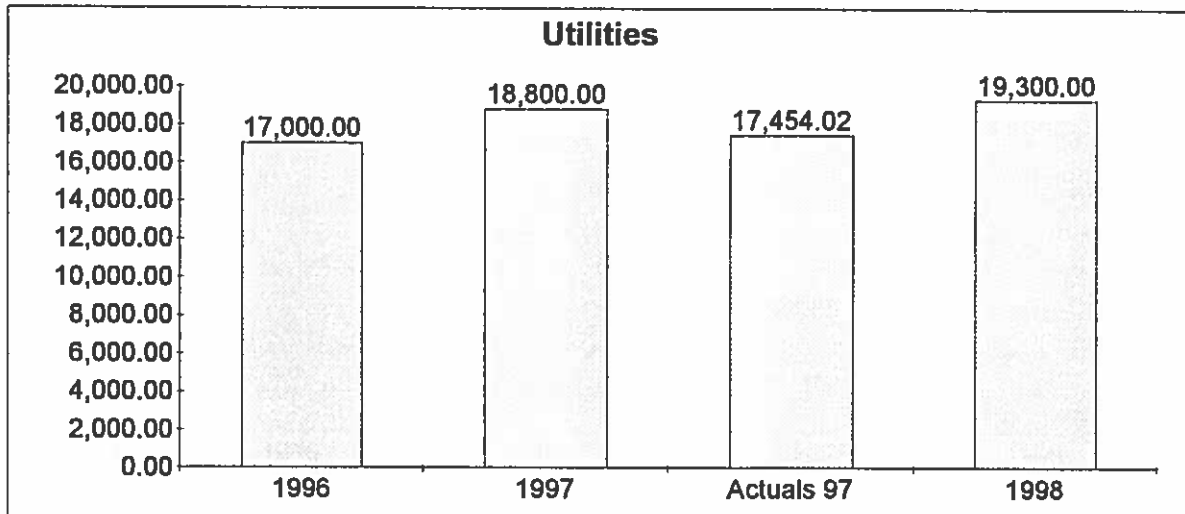
- Computer in Command Rig in 1998

Communication & Dispatch		
Dispatch	14,500.00	
Maint. Contract	2,500.00	
Pager & Radio Repair & Installations	2,700.00	19,700.00



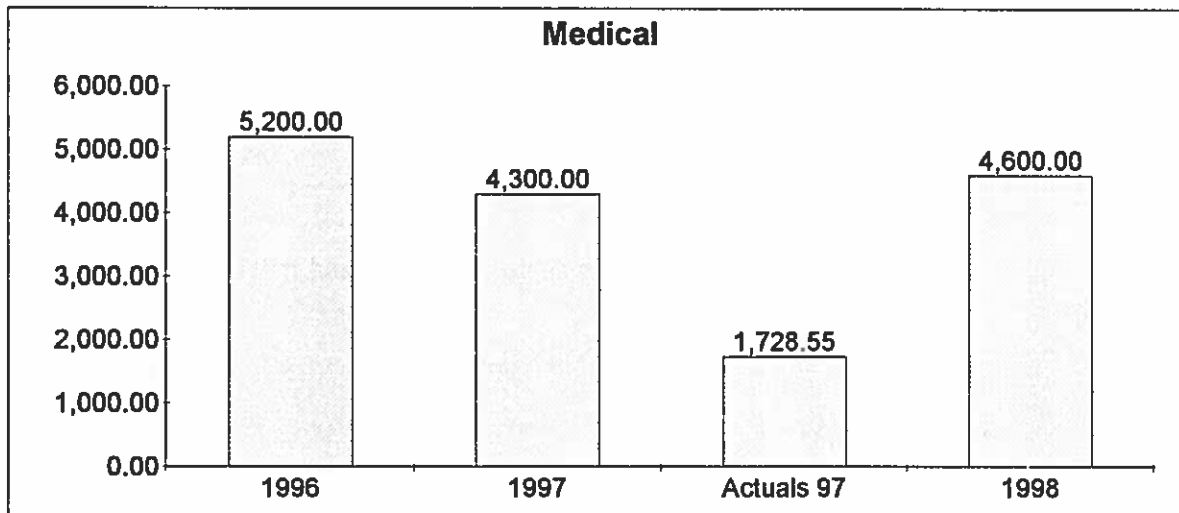
- I-Com Increase
- I-Com further enhancements - pagers - portables - mobiles
- Station site for transmitter
- Automated Power Transfer

Utilities		
Electric	6,000.00	
Garbage	600.00	
Phone/Cellular	2,500.00	
Phone Fixed	4,700.00	
Propane	4,500.00	
Water	1,000.00	19,300.00

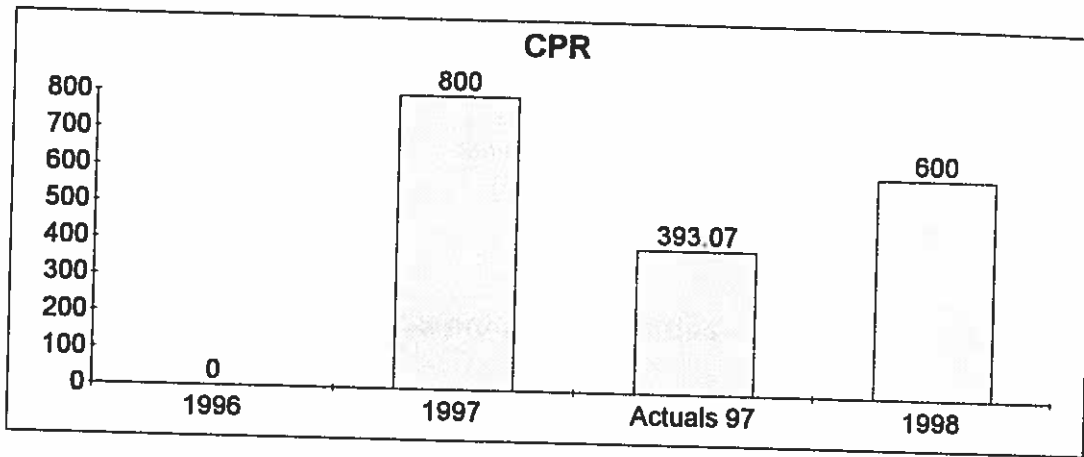


- Need to add more into this fund because we are adding additional phones to the engines
- Other funds appear to be sufficient

Medical/Infectious Disease		
Hep B	100.00	
Supplies	2,500.00	
4 first responders	800.00	
4 EMT	800.00	
Training	400.00	4,600.00

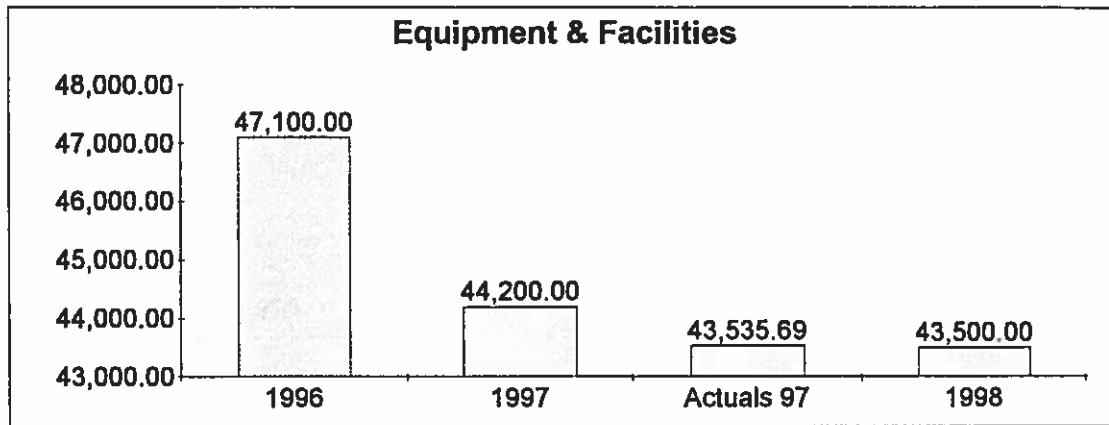


- Phyllis wants to upgrade each rescue rigs boxes and supplies



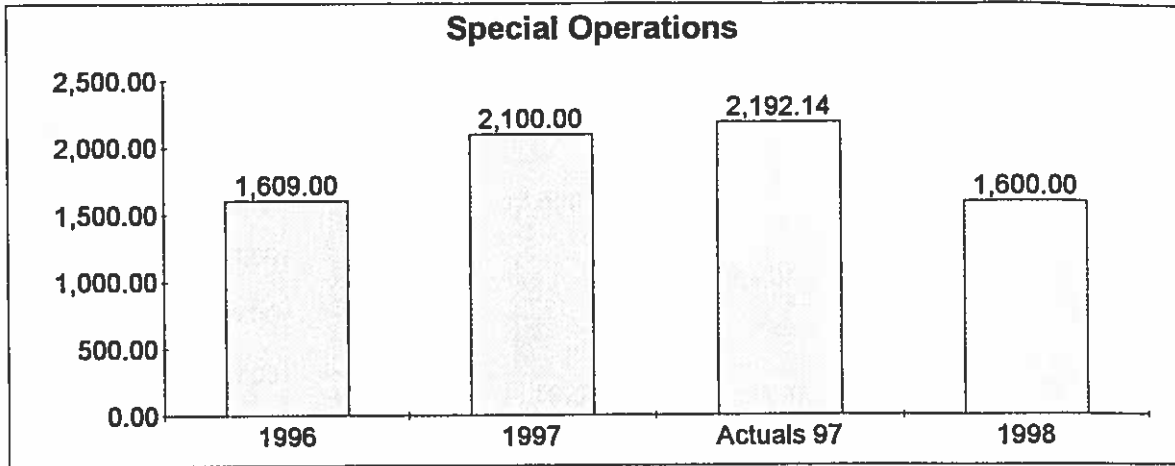
- A 1997 program that has not caught on as well as hoped

Equipment & Facilities Readiness		
Fuel	8,000.00	
O.H. Repair Contract	1,000.00	
Supplies	18,000.00	
Small Tools	6,000.00	
Facilities	7,000.00	
Janitor	3,500.00	43,500.00



- BA Maintenance is rolled into the Supplies category for 1998
- Increasing Facilities because of the additional help - more is getting accomplished
- Good news is that overall this budget item has been declining because our equipment is newer and because we are not going outside as much as before

Special Operations		
High Angle	800.00	
Water Rescue	800.00	1,600.00



High Angle

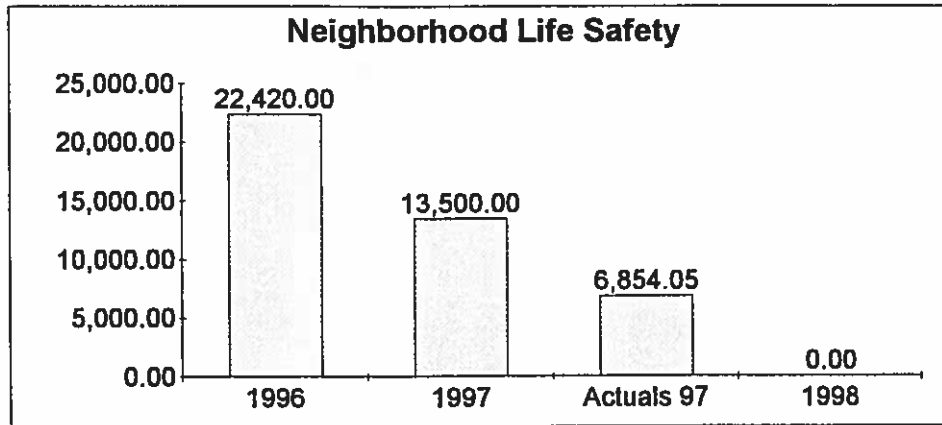
Rope, Carabiners, Gear bags, Helmets

Water Rescue

- 2 work suits
- Replacement work booties
- Strobe light

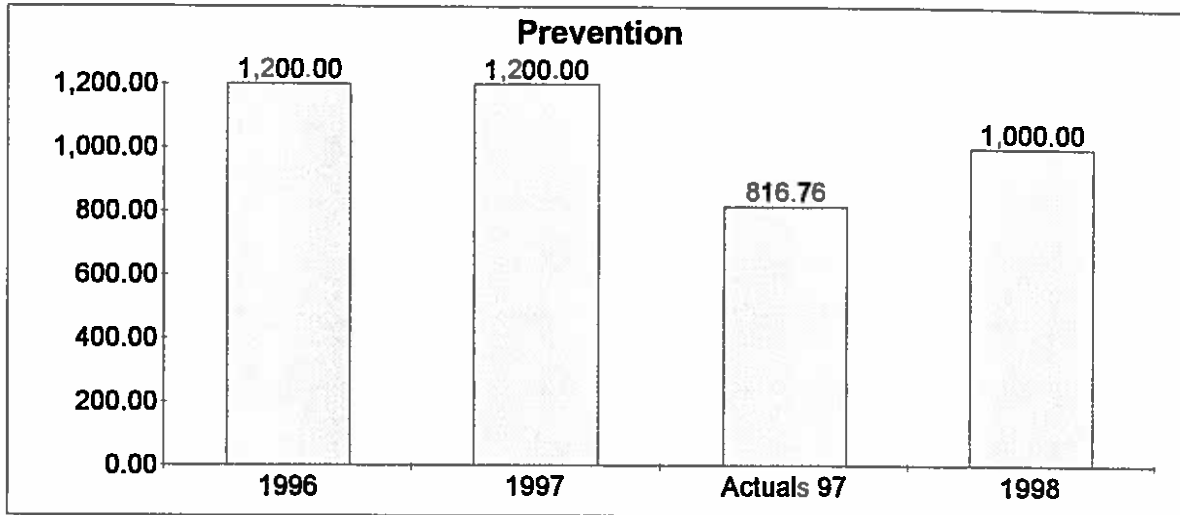
Program not funded in 1998 as planned

NLS- 2nd year			
Salaries/supplies		13,500.00	5,711.71



- 911 homes directly affected 100's received prevention information

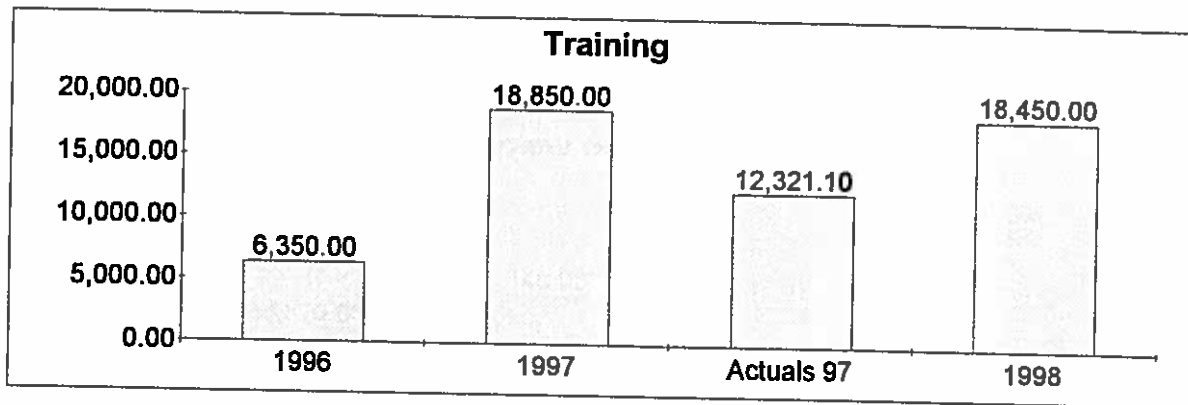
Prevention		
Supplies	1,000.00	1,000.00



Safety		
WAC Implementation	800.00	800.00

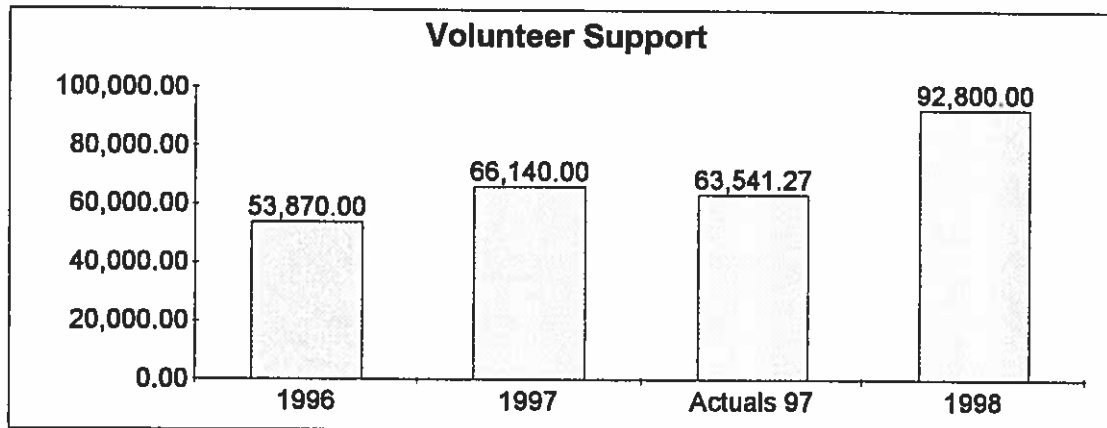
- New position will develop and implement requirements in 1998

Training		
Recruit	3,700.00	
North Bend	1,750.00	
Supplies	2,000.00	
Outside Classes	11,000.00	18,450.00



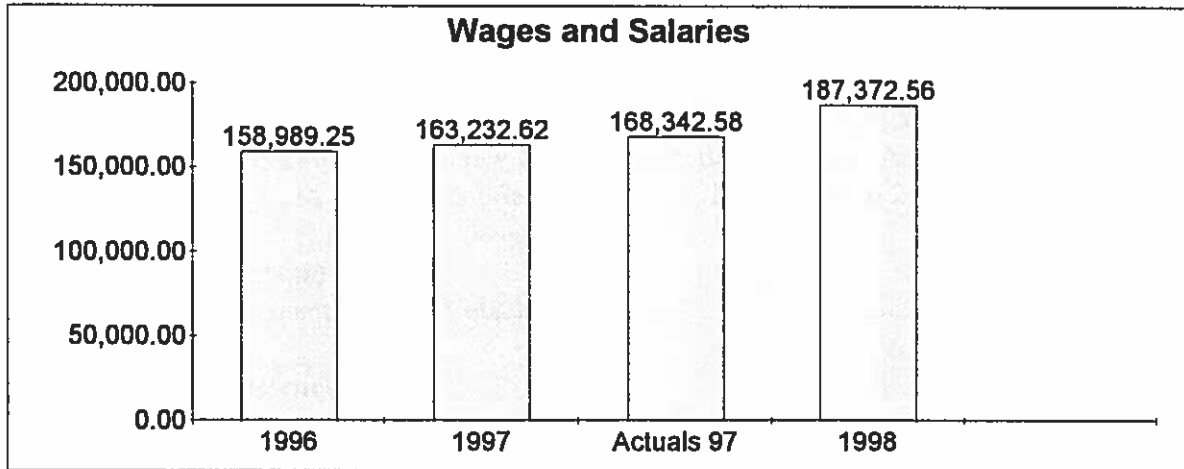
- Once in a lifetime program started and intended to continue in 1998
- Planning for 10 recruits in 1998
- New position to help in coordinating on going programs

Volunteer Support/Services		
Incentive Plan	10,500.00	
Meals/Supplies	4,000.00	
Retirement	3,300.00	
Quarterly Reimbursement	54,000.00	
Summer Help	4,000.00	
Duty Crew (2.5 days per wk.)	14,000.00	
Advertising	3,000.00	92,800.00



- Explore, develop and improve incentive and volunteer payment schedules
- Consider minimum wage reimbursement
- Extend weekend duty to 52 weeks at 2.5 days per week

Exhibit "A"	
Monthly Salary & Benefits	Monthly Base Salary
Chief	5,167.22
Admin Asst	2,802.27
Capt	3,129.90
New hire after June 1998	3,000.00



- Shown is 3.5% increase in base salaries
- Benefits as provided by the Commissioners authorization

Bond Fund

L.T.G.O. Debt service 1998 119,670.00

This is the Limited Tax General Obligation Bonds used for planned building construction.

Capital Outlay

Short Term Funds	1998	35,000.00
	1999 combined	<u>31,000.00</u>
		65,205.00 estimated

The 1998 funds are to be carried over to 1999 to Upgrade the Self Contained Breathing Apparatus. New Mask Mounted Regulators, Automatic Pass Devices and Voice Amplifiers are planned by combining 2 years funding.

Vehicle Acquisition

Replacement Rescue Vehicle 110,000.00

Building Construction

As of this date the agreement with the Bryan Young, the architect, is to design Station 54 including a training facility, implementation of Phase II at Headquarters, and an additional bay at Coupeville under the MAC- Maximum Authorized Construction Cost limited to: 1,191,138.00

It is further understood that the District will be responsible for the building furnishings, placement of the Water Storage Tank/s, access and septic for Station 54.

Initial indications from the Architect is that the program is ahead of schedule and that substantial completion may be moved up to the end of summer rather than the fall as originally anticipated. Calling for bids could take place as early as February of 1998.

As of November 1997, Architectural Base bid estimates are: (these do not include design and administrative fees)

Station 54	488,000.00	includes 60,000.00 for Training Facility not including 49,000.00 in alternates
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Headquarters	179,000.00	not including 84,000.00 in alternates
Coupeville	130,000.00	excluding parking issues

Revenue

1	Property Tax at 97%	761,450.00
2	Inspections	4,000.00
3	Hospital Reimbursement	3,200.00
4	Total Revenue	768,650.00

Expenditure Summary

TOTAL OPERATIONS		439,422.56
5	Maintenance/Operations	252,050.00
6	Salaries/Benefits	187,372.56
BOND REDEMPTION		119,670.00
7	LTGO	119,670.00
CAPITAL OUTLAY		209,557.44
8	Short Term Capital	35,000.00
9	New Rescue	110,000.00
10	Long Range Plans Reserve	64,557.44

Detailed Narrative

11	Wages (Exhibit A)	151,192.68	
	Benefits	36,179.88	
			187,372.56
Administration			
12	Contingency	2,300.00	
13	Dist. Ins	19,500.00	
14	Dues and Subscriptions	3,900.00	
15	Part time Clerical	1,500.00	
16	Training	2,000.00	
17	Supplies/computer supplies	8,000.00	
18	Commissioners Salary	2,500.00	
19	Commissioners Training	1,000.00	
20	Uniforms/Supplies	300.00	
21	Secretary Salary	600.00	
22	Map Updates	1,200.00	
23	Audit fees		
24	Election Fees		
25	Legal Fees	2,000.00	
25a	Hiring Process	3,100.00	
26	L& I Insurance	1,800.00	49,700.00
Communication & Dispatch			
27	Dispatch	14,500.00	
28	Maint. Contract	2,500.00	
29	Pager & Radio Repair & Installations	2,700.00	19,700.00
Utilities			
30	Electric	6,000.00	
31	Garbage	600.00	
32	Phone/Cellular	2,500.00	
33	Phone Fixed	4,700.00	
34	Propane	4,500.00	
35	Water	1,000.00	19,300.00
Programs			
Medical/Infectious Disease			
36	Hep B	100.00	
37	Supplies	2,500.00	
38	4 first responders	800.00	
39	4 EMT	800.00	
40	Training	400.00	4,600.00
41	Citizen CPR & First Aid Startup	600.00	600.00

Equipment & Facilities Readiness

42		Fuel	8,000.00	
43		O.H. Repair Contract	1,000.00	
44		Supplies	18,000.00	
45		Small Tools	6,000.00	
46		Facilities	7,000.00	
47		Janitor	3,500.00	43,500.00

Special Operations

48		High Angle	800.00	
49		Water Rescue	800.00	1,600.00

Prevention

50		Supplies	1,000.00	1,000.00
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Training

51		Recruit	3,700.00	
52		North Bend	1,750.00	
53		Supplies	2,000.00	
54		Outside Classes	11,000.00	18,450.00

Safety

55		WAC Implementation	800.00	800.00
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Volunteer Support/Services

56		Incentive Plan	10,500.00	
57		Meals/Supplies	4,000.00	
58		Retirement	3,300.00	
59		Quarterly Reimbursement	54,000.00	
60		Summer Help	4,000.00	
61		Duty Crew (2.5 days per wk.)	14,000.00	
62		Advertising	3,000.00	92,800.00

439,422.56

Capital (2 year program)				
63		Retro-fit SCBA	1997	35,000.00
			1999	31,000.00
				65,205.00

Exhibit "A"

	Monthly Salary & Benefits	Monthly Base Salary
64	Chief	5,167.22
65	Admin Asst	2,802.27
66	Capt	3,129.90
67	New hire after June 1998	3,000.00