

Whatcom County Fire District #5

Point Roberts Fire Department

2030 Benson Road, Suite A
Point Roberts, Washington, 98281

**Special Meeting of the Board of Commissioners
Work Session for 2024 Budget**

November 1st, 2023

MINUTES

In Attendance: Commissioner Virginia Lester
 Commissioner Norm Katz
 Commissioner Pat Harper
 Chief Christopher Carleton
 Financial Manager Markel
 District Secretary Linda Hughes

Guests: Bill Zidel
 Rebecca Goodwin

A. CALL TO ORDER

The meeting was called to order at 4:03 by Commissioner Lester, who then turns it over to Chief Carleton to present the proposed budget for 2024.

B. WORK SESSION

Chief Carleton displayed the projected budget worksheet on the screens for all in attendance to view and follow along.

He identified the expected sources of income, beginning with the allotted annual increase known as the 1% increase, but which this year will amount to .55851% increase over the levy income from 2023, which equates to \$3,621.68.

When that increase is added to the levy income from 2023 of \$648,449.98, the projected income for 2024 is \$652,071.66. Chief explained that "other" income is also anticipated to be received by the District, derived from burn permits, unpaid taxes, etc. which brings the total projected income for 2024 to \$681,589.66.

Chief asked Financial Manager to review some of the other income for the Commissioners and attendees. Ms. Markel noted that rental income is received from the Hospital District for the Clinic space, ambulance transport revenue is sometimes received, and Whatcom County Parks pays a nominal fee for fire protection of the various park lands. There is also interest earned on investments.

Chief added that he regularly applies for grant funding, but that income is not included in these projections as grant funding is not guaranteed and therefore cannot be relied upon for planning and budgeting purposes.

Chief reported that the current budget anticipates spending in the amount of \$693,491.00, which would leave the District in a deficit at year end of \$11,901.34.

Chief noted that the District has placed a proposed levy lid lift proposition on the upcoming ballot, and once the results of the election are known, he and Financial Manager Markel can adjust the budget in accordance with those results. Chief advised that the next regular meeting of Commissioners is scheduled for November 10, wherein he anticipates this budget will be finalized for Commissioners consideration.

Financial Manager Markel also reviewed anticipated increases to Commissioners' salary for special meetings.

Chief then reviewed the budget through each segmented division and line item, pointing out various anticipated increases and decreases in spending.

Chief reviewed the condition of various equipment and vehicles that may require replacement in the coming years.

Chief reiterated the types of grants he has been and will continue to pursue to potentially assist with costs, particularly large expense items like radios, bunker gear and emergency equipped vehicles.

C. ADJOURNMENT

As there was no further business, Commissioner Katz moved to adjourn the meeting at 5:15 pm. Commissioner Harper seconded the motion. **Motion passed 3 – 0.**

The next Regular Meeting of the Board of Commissioners will be November 10th, 2023, at 4:00 pm.



Commissioner Virginia Lester

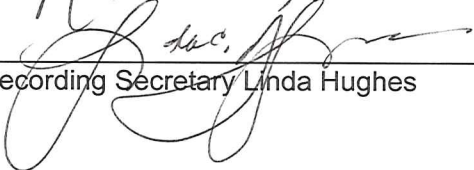


Commissioner Norm Katz



Commissioner Pat Harper

Dated November 1, 2023

Attest: 

Recording Secretary Linda Hughes