

Klickitat County Fire District 3 Commissioners Meeting
200 Husum Street Husum, WA.
July 13, 2023, at 15:00 (3 pm).
REGULAR BOARD MEETING
AGENDA

Join Zoom Meeting	https://us02web.zoom.us/j/82329271412?pwd=NjRJa1VFUEJJaFNOMUac0RVZmdlZz09
Dial by your location	+1 253 215 8782 US (Tacoma)
Meeting ID	823 2927 1412
Password	493608

The recommendations for in person meetings are subject to change. The district will continue to provide remote access for the public.

- **Open Meeting:** Call to order. **Time**_____
- **Attendance**
- **Approval of agenda**
- **Minutes of last meetings:**
 - June 8th – Regular Business Meeting (3pm)
 - June 28th – Special Meeting – RFA Planning Committee
 - July 10th - Special Meeting – RFA Planning Committee
- **Secretary / Finance Report**
- **Chief’s / Training Report**
- **On Going Business**
 1. **Personnel:**
 2. **Policies:**
 3. **BOND**
 - CAPITAL PROJECTS
 - **Station 31**
 - a) Bathrooms
 - b) ADA Walkway
 - c) Kitchen
 - d) Training room kitchenette
 - e) Fence
 - **Station 32**
 - a) Oven
 - b) Fence
 4. **Engine Replacement**
 5. **City of White Salmon -Cooperative Services**
 - WKRFA Planning Committee
 - Joint Resolution 2023-10 Proposition to form RFA
 6. **Annexation: Resolution 2023-11**
- **New Business:**
- **Public Discussion:**
- **Good of the order:**
- **Next meeting:**
 - Regular meeting: Thursday August 10th 3:00 pm
- **Motion to adjourn: (A) Time**_____

July 13, 2023

Secretary's Report

County Treasurer's Report for May (June 2023 not available)

	Fund	Beginning Balance	Deposits	Disbursements	Ending Balance
1	General 667.1	278,255.23	54,974.14	38,648.00	294,581.37
2	Capital 667.3	92,740.82	527.94	0.00	93,268.76
3	Bond 667.2	554,856.63	30,459.51	53,777.22	531,538.92
4	Invested Gen	1,198,294.95	0.00	0.00	1,198,294.95
5	Invested CAP	137,000.00	0.00	0.00	137,000.00

1. GENERAL EXPENSE FUND 667.1: See 2023 Operating Budget table and graphs.

General Expenditure Scripts for approval

Date	Amount	Date	Amount
6/7/23	7,949.39	7/5/23	7,582.33
6/14/23	2,267.01		
6/26/23	1,666.55		
6/29/23	495.10		

2. CAPITAL FUND 667.3: See 2023 Capital summary.

Capital Expenditure Scripts for Approval

Date	Amount
6/14/23	35,449.83
6/26/23	57,653.74
7/10/23	3,640.20

3. BOND FUND 667.2:

Debt repayment schedule (2023 June 1 \$56,170.57, December 1 \$179,191.92)

2018 12/18	\$3,225,750.00			
year	Principle	Interest	Sub Total	Annual Total
2023 June		53,777.22	53,777.22	
2023 Dec				

4. Internal Review and Reconciliation

	Date	By
Treasurer's Report	7/12/23 (May)	Commissioner Connor
Auditor's Report	7/12/23 (June)	"
Credit Card	7/12/23	"
Petty Cash	7/12/23	"
Payroll	7/12/23	"
General Deposits	7/12/23	"



**KLICKITAT COUNTY
TREASURER REPORT
May 2023**

KCFD3
JUN 12 REC'D
2023

	Fund No.:	667.1	667.2	667.3
	Fund Name:	FIRE DIST 3	FIRE DIST 3 BOND	FIRE DIST 3 CAP
BEGINNING CASH BALANCE	1	\$ 278,255.23	\$ 554,856.63	\$ 92,740.82
+++ Increases ++++				
Receipts (Revenue Dist Rpt)	2	54,974.14	30,459.51	527.94
Netted Transactions	3	-	-	-
Matured Investments	4	-	-	-
Interfund Transfers - In (397)	5	-	-	-
Other Revenue - JE's	6	-	-	-
Subtotal Increases	7	54,974.14	30,459.51	527.94
<< Disbursements >>				
Other Expenditures - JE & KC AP	8	22,235.09	-	-
Interfund Transfers - Out (597)	9	-	-	-
New Investments	10	-	-	-
Disbursements (AP & PR)	11	-	-	-
E - Transactions (ACH & EFTPS)	12	16,412.91	-	-
Debt Service P&I	13	-	53,777.22	-
Other	14	-	-	-
Subtotal Disbursements	15	38,648.00	53,777.22	-
ENDING CASH BALANCE	16	\$ 294,581.37	\$ 531,538.92	\$ 93,268.76
WARRANTS				
Previous Month O/S	17	-	-	-
Issued (+)	18	-	-	-
Redeemed (-)	19	-	-	-
Canceled (-)	20	-	-	-
WARRANTS OUTSTANDING (O/S)	21	-	-	-
Cash Balance <O/S Warrants >	22	\$ 294,581.37	\$ 531,538.92	\$ 93,268.76
INVESTMENTS				
Beginning Inv Balance	23	1,198,294.95	-	137,000.00
Matured Investments	24	-	-	-
New Investments	25	-	-	-
ENDING INVESTMENT BALANCE	26	1,198,294.95	-	137,000.00
DEBT SERVICE/BOND ACTIVITY				
Beginning Bond Principle Balance	27	-	2,434,636.65	-
Bond Principle Payments	28	-	-	-
Bond Interest Payments	29	-	53,777.22	-
ENDING BOND PRINCIPLE BALANCE	30	-	2,434,636.65	-



KLICKITAT COUNTY

Fund Revenue Distribution
As of 05-31-2023

Fund	Account	Description	Year	Daily	Month-To-Date	Fiscal Year-To-Date
667	FIRE DISTRICT #3 GENERAL FUND					
	66731111	Real & Personal Propert	2023	\$236.11	\$50,075.17	\$306,054.52
			2022	\$0.00	\$232.78	\$7,442.00
			2021	\$0.00	\$214.76	\$53.62
			2020	\$0.00	\$0.00	(\$199.72)
			2016	\$0.00	\$0.00	\$2.45
			2015	\$0.00	\$0.00	\$2.23
			2014	\$0.00	\$0.00	\$1.73
			Fund Totals:	\$236.11	\$50,522.71	\$313,356.83
667001	FIRE DISTRICT #3 GENERAL FUND					
	667136111	Investment Interest	2023	\$0.00	\$4,447.10	\$20,200.09
	667138611	Agency Deposits	2023	\$0.00	\$4.33	\$4,303.33
			Fund Totals:	\$0.00	\$4,451.43	\$24,503.42
667002	FIRE DISTRICT #3 BOND FUND					
	667231111	Real & Personal Property	2023	\$143.52	\$30,179.51	\$185,523.44
			2022	\$0.00	\$140.58	\$4,970.35
			2021	\$0.00	\$139.42	\$33.77
			2020	\$0.00	\$0.00	(\$171.73)
			Fund Totals:	\$143.52	\$30,459.51	\$190,355.83
667003	FIRE DISTRICT #3 CAP FUND					
	667336111	Investment Interest	2023	\$0.00	\$527.94	\$1,817.88
			Fund Totals:	\$0.00	\$527.94	\$1,817.88



KLICKITAT COUNTY

Property Tax/Special Assessment Fund Activity

From 05-01-2023 To 05-31-2023

District: FIRE DISTRICT #3

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
1996	66712110	\$1,470.72	\$0.00	\$0.00	\$1,470.72
1996	66712130	(\$1,461.93)	\$0.00	\$0.00	(\$1,461.93)
1995	66712110	\$56.80	\$0.00	\$0.00	\$56.80
1995	66712130	(\$54.51)	\$0.00	\$0.00	(\$54.51)
Fund Total:		\$289,653.89	\$113.71	\$50,522.71	\$239,244.89
Fund: 667001 FIRE DISTRICT #3 GENERAL FUND					
2009	667112110	\$0.99	\$0.00	\$0.00	\$0.99
2009	667112130	(\$1.00)	\$0.00	\$0.00	(\$1.00)
2008	667112110	(\$0.01)	\$0.00	\$0.00	(\$0.01)
2007		(\$0.01)	\$0.00	\$0.00	(\$0.01)
2006		\$17.33	\$0.00	\$0.00	\$17.33
2006	667112130	(\$17.32)	\$0.00	\$0.00	(\$17.32)
Fund Total:		(\$0.02)	\$0.00	\$0.00	(\$0.02)
Fund: 667002 FIRE DISTRICT #3 BOND FUND					
2023	667212110	\$167,391.98	\$76.94	\$30,179.51	\$137,289.41
2022		\$6,547.62	\$0.00	\$0.00	\$6,547.62
2022	667212130	(\$3,210.89)	\$0.00	\$140.58	(\$3,351.47)
2021	667212110	\$5,861.57	\$0.00	\$0.00	\$5,861.57
2021	667212130	(\$3,434.62)	\$0.00	\$139.42	(\$3,574.04)
2020	667212110	\$6,151.07	\$0.00	\$0.00	\$6,151.07
2020	667212130	(\$4,673.00)	\$0.00	\$0.00	(\$4,673.00)
2019	667212110	\$6,300.30	\$0.00	\$0.00	\$6,300.30
2019	667212130	(\$6,016.79)	\$0.00	\$0.00	(\$6,016.79)
Fund Total:		\$174,917.24	\$76.94	\$30,459.51	\$144,534.67

May 2023 Disbursement Detail
 Matches to E-Transactions on Line 12

Rpt Ttl 16,158,085.28

Seq	Bank	Date	Fund	Fund_A	Sub	BAR	Description	Amt
47	UB	5/9/2023	667.1	667	1	158610	FD3 - Payroll	10,092.37
49	UB	5/9/2023	667.1	667	1	158610	FD3 - Payroll Tax	6,320.54
			667.1 Total					16,412.91

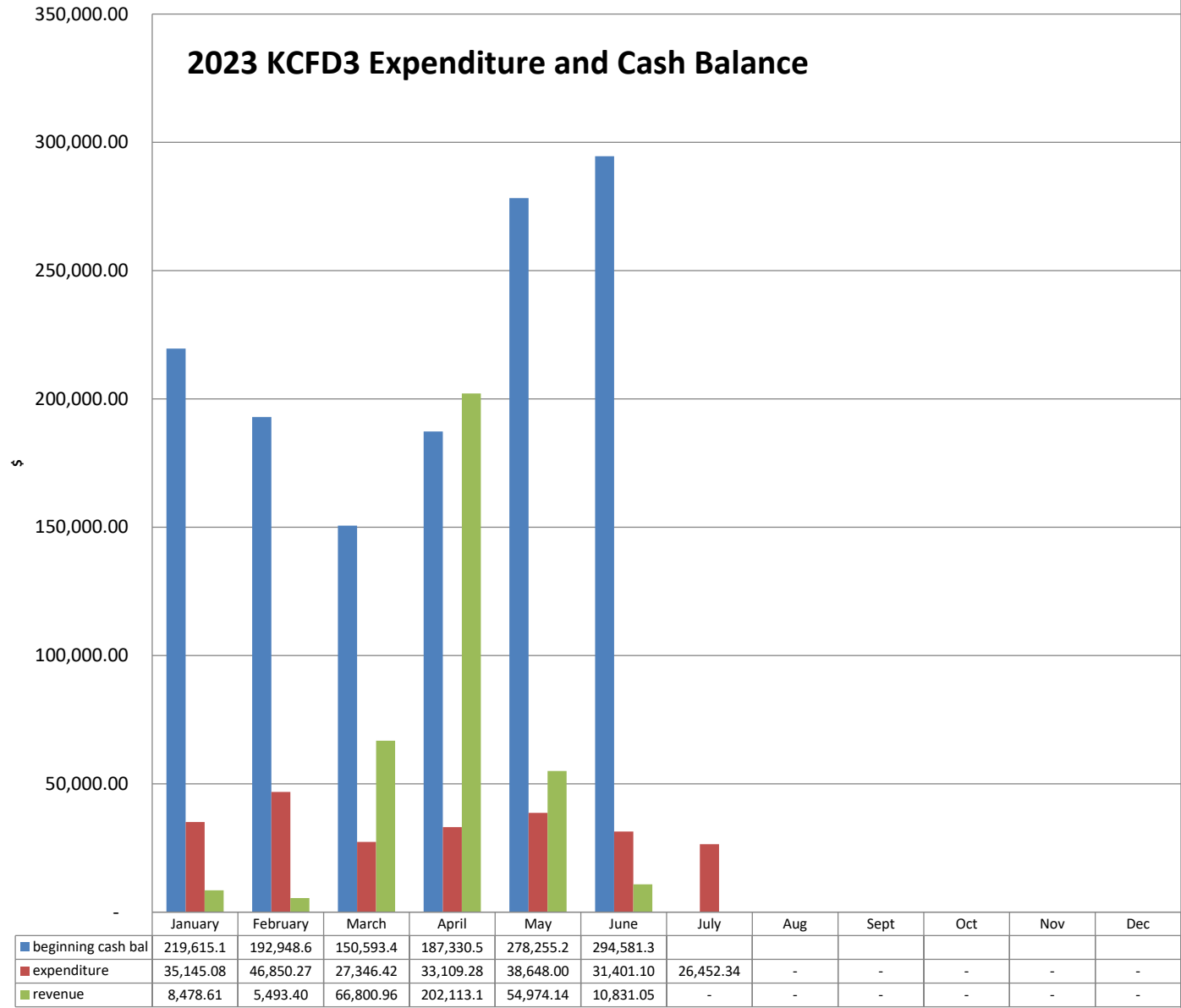
2023 Operating Budget

Updated 7/11/2023

This budget sheet is connected to the expenditure spreadsheet.

BUDGET 2023	Klickitat County Fire District 3				updated 6/13/2023	
CATEGORY	Original Budget	May expenditure	Expenditure YTD	Balance	% Used	NOTES
Salaries & Wages + employee paid benefits	242,536.18	15,196.65	100,115.55	142,420.63	41%	287,047.79
Benefits (excluding employee paid)	44,511.61	2,714.14	24,811.79	19,699.82	56%	
Volunteer Stipend	16,600.00	-	12,055.61	4,544.39	73%	
Volunteer Disability/Pension/lifeflight	13,907.00	90.00	1,545.00	12,362.00	11%	
Volunteer Recognition	3,500.00	39.87	1,902.53	1,597.47	54%	
Office Expense/Supplies	4,500.00	203.93	2,160.35	2,339.65	48%	
Professional Services	38,530.00	15,754.91	29,942.06	8,587.94	78%	
Insurance (Enduris)	40,555.00	-	-	40,555.00	0%	
Communications	4,875.00	217.86	1,524.43	3,350.57	31%	
Advertising	1,000.00	-	123.75	876.25	12%	
Vehicle Parts/Repairs/service	13,500.00	1,241.93	10,280.09	3,219.91	76%	
Rescue - Apparatus/Supplies	7,970.00	545.13	545.13	7,424.87	7%	
Fuel	10,000.00	480.91	4,740.75	5,259.25	47%	
Facilities/Station Repairs/Supplies	4,500.00	342.08	2,913.11	1,586.89	65%	
Utilities Services	17,150.00	45.00	13,672.67	3,477.33	80%	
Travel & Meals	2,500.00	-	827.25	1,672.75	33%	
Training	6,000.00	654.00	2,213.66	3,786.34	37%	
Fire Supplies/service	15,000.00	902.41	10,968.26	4,031.74	73%	
EMS Supplies/service	4,330.00	64.40	1,551.94	2,778.06	36%	
Uniform/apparel	2,500.00	-	323.33	2,176.67	13%	
Prevention	1,700.00	154.78	242.18	1,457.82	14%	
Taxes (for previous year)	2,000.00	-	2,668.01	(668.01)	133%	
Dues & Fees	2,910.00	-	92.00	2,818.00	3%	
Municipal Pool Reserve	25,000.00	-	-	25,000.00	0%	
Total budgeted expenditure	525,574.79	38,648.00	225,219.45	300,355.34	43%	
Hale Construction - Str. 32 Collapse/Rebuild	29,230.82	-	13,733.04	15,497.78	47%	
		-	-	-	#DIV/0!	
		-	-	-	#DIV/0!	
Total Actual Expenditure		116,727.21	238,952.49			
Invested funds		78,079.21	231,794.95			
<small>Ave. property tax estimated in November 2022 512,656.97 + 12,917.82 new construction</small>	525,574.79					

2023 KCFD3 Expenditure and Cash Balance



2023 JULY Capital SUMMARY

7/10/2023

ORIGINAL BOND	\$ 3,235,750.00
2018 Bond Council included in engineering and admin serv. Total.	15,000.00
Beginning balance (dec 2018)	3,220,750.00
2019 total expenses	375,043.23
2020 Beginning balance	2,845,706.77
2020 total expenses	266,539.18
2021 Beginning balance	2,579,167.59
2021 total expenses	1,437,439.31
2022 Beginning balance	1,141,728.28
2022 expenses	943,862.65
2023 Beginning balance	197,865.63

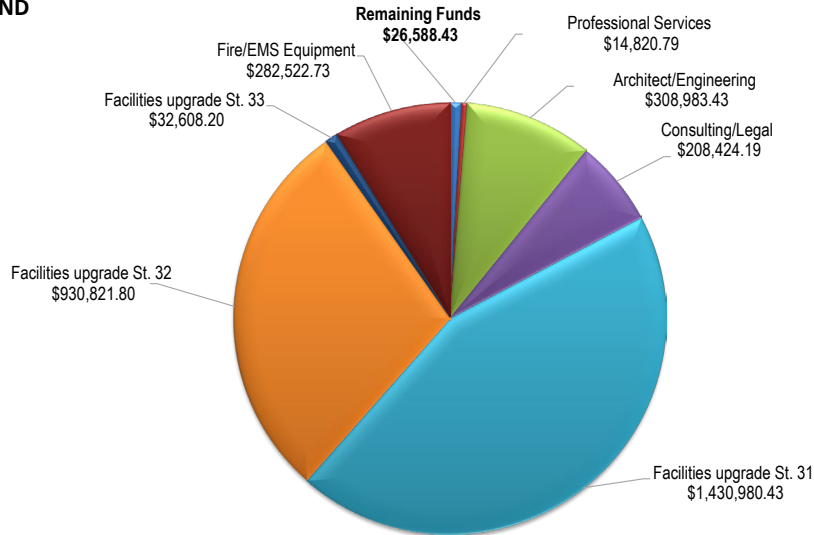
		2019	2020	2021	2022	2023	Total
Facilities Upgrade/Admin	Professional Serv	8,870.89	5,949.90	-	-	-	
	Architect/Engineering	38,399.02	237,546.66	62,413.75	10,170.25	453.75	
	Architect deposit return	-	(40,000.00)	-	-	-	
	Consulting/Legal	60,841.92	40,741.15	79,483.34	12,357.78	-	
	Facilities Upgrade 31	27,322.65	1,911.46	674,540.56	592,955.65	134,250.11	
	Facilities Upgrade 32	-	3,722.69	572,965.00	317,560.77	36,573.34	
	Facilities Upgrade 33	2,477.00	-	29,211.00	920.20	-	2,911,638.84
Equipment	Vehicles/Fire Equipment	234,713.55	16,667.32	18,825.66	9,898.00	-	
	EMS Equipment	2,418.20	-	-	-	-	
	MISC	-	-	-	-	-	282,522.73
TOTAL		375,043.23	266,539.18	1,437,439.31	943,862.65	171,277.20	3,194,161.57
REMAINING FUNDS		2,845,706.77	2,579,167.59	1,141,728.28	197,865.63	26,588.43	
INVESTED		2,822,552.04	2,430,000.00	-	-	65,000.00	
Balance (does not include interest)		23,154.73	109,167.59	1,141,728.28	197,865.63	(38,411.57)	

							Total Interest Earned
Interest Earned		25,877.67	20,714.90	2,368.77	3,414.38	2,276.62	54,652.34

Treasurer Cash Balance **\$ 16,240.77** (includes interest)

	2018	2019	2020	2021	2022	2023	Totals
Chart Summary	\$ 15,000.00	\$ 375,043.23	\$ 266,539.18	\$ 1,437,439.31	\$ 943,862.65	\$ 171,277.20	
Remaining Funds	\$ -	\$ 2,845,706.77	\$ 2,579,167.59	\$ 1,141,728.28	\$ 197,865.63	\$ 26,588.43	\$ 26,588.43
Professional Services	\$ -	\$ 8,870.89	\$ 5,949.90	\$ -	\$ -	\$ -	\$ 14,820.79
Architect/Engineering	\$ -	\$ 38,399.02	\$ 197,546.66	\$ 62,413.75	\$ 10,170.25	\$ 453.75	\$ 308,983.43
Consulting/Legal	\$ 15,000.00	\$ 60,841.92	\$ 40,741.15	\$ 79,483.34	\$ 12,357.78	\$ -	\$ 208,424.19
Facilities upgrade St. 31	\$ -	\$ 27,322.65	\$ 1,911.46	\$ 674,540.56	\$ 592,955.65	\$ 134,250.11	\$ 1,430,980.43
Facilities upgrade St. 32	\$ -	\$ -	\$ 3,722.69	\$ 572,965.00	\$ 317,560.77	\$ 36,573.34	\$ 930,821.80
Facilities upgrade St. 33	\$ -	\$ 2,477.00	\$ -	\$ 29,211.00	\$ 920.20	\$ -	\$ 32,608.20
Fire/EMS Equipment	\$ -	\$ 237,131.75	\$ 16,667.32	\$ 18,825.66	\$ 9,898.00	\$ -	\$ 282,522.73
							\$ 3,235,750.00

KCFD3 CAPITAL FUND
\$3,235,750



Bond Funds	Meriman remaining	Meriman Retainage	Remaining Bond	Interest	Available Funds
\$ 26,588.43	\$ 17,580.98	\$ 8,218.24	\$ 789.21	\$ 54,652.34	\$ 55,441.55

Fire Chief's Report to Board of Commissioners
July 13, 2023

No Injuries to report

Customer Service (emergent and non-emergent):

1. 45 calls for service since your last meeting.
2. Two residential structure fires: 1 30% damage 1 100% loss (Both caused by electrical problems)
3. Minor uptick with burn complaints during burn ban.
4. Mutual Aid wildland/WUI fire in Skamania County FD3's service area. (Tunnel 5 Fire)

• **Apparatus/Fleet:**

Water Tender 31 cross lay valve repaired and in service.

1. Researching transmission service planning for next year's annual service. Engines, tenders and brush trucks.
2. Scheduling larger truck brake inspections during the Fall with the school transportation shop.
3. Command 300 in for oil change. Transmission service due and will be scheduled.

• **Other items:**

1. Station 31 bathroom completed. Warranty item for lady's shower. Contractor notified. Payment will be held until drainage is repaired.
2. Station 31 hood, counter and sink installed.
3. Station 31 meeting room sink connected.
4. Regional Foire Authority. Several meeting with Bob Merritt and Bill Hunsaker. Positive results from Committee Meeting on Monday July 10th.
5. Waiting for Hood River Arts Club: Station 32 tank scheduled for refresh July 14-16.
6. Re-posting ADA Sidewalk request for quote. Will provide specific specifications to equalize quotes. Will present to Board in August Meeting.
7. Final station radio project will be completed after ADA sidewalk project. (Note* ` \$700 dollars remaining from Capital Line item. Interest earned \$52,000.
8. Anticipate WSRB final report back. Will share with everyone once it does.

• **Personnel:**

1. Planning to announce 2 resident firefighter vacancies. FF Craft expected to begin residency in Eugene Oregon at the end of September. Goal is to get two persons in place to begin training by late summer. No change: Plan to post next week.

• **Community: N/A**

• **Training Report:**

No report at this time. New laptop with training file missing.

Community Events: July 4th parade cancelled by organizers.

Personal Activities and Achievements: S301 class scheduled (All Hazards Incident Management Team) Lacey Washington August 7-11, 2023.

Respectfully submitted: Wesley W. Long – Fire Chief 07/11/2023