

Board Meeting Agenda

June 20, 2022

5:30 p.m.

Mid-Columbia Fire and Rescue Station
1400 West 8th Street, The Dalles, Oregon

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Agenda Changes

5. Minutes

- a. Correction of Minutes, if any – Monday, May 16, 2022

6. Public Comment

- a. During this portion of the meeting, a citizen may speak on any subject upon being recognized by the Board President. The citizen must state their name, address, and their discussion topic for the minutes. Five minutes per person will be allowed. If a response by the District is requested, the speaker will be referred to the Fire Chief for further action. At the discretion of the Board President, the issue may appear on a future meeting agenda for Fire District consideration.
- b. The public may observe and/or listen to the meeting virtually by using either the link or the telephone number and access code provided below:

TELEPHONE NO. +1 (415) 930-5321

AUDIO ACCESS CODE: 305-585-935

COMPUTER LINK:

<https://attendee.gotowebinar.com/register/533631899472101900>

WEBINAR ID: 197-432-763

7. Financial Reports

- a. Caselle Update – Angie Wilson, City of The Dalles
b. Financial Report
c. Ambulance Service Financial Report

8. Open Public Hearing

- a. Open hearing to receive citizen's testimony on the FY 2022-23 budget approved by the MCFR Budget Committee.
b. Board of Directors to consider public testimony on the approved budget.
c. Board of Directors to consider and incorporate any proposed budget adjustments.
d. Adjournment to regular Board meeting.

9. Committee Reports

- a. Urban Renewal Report - Director Bailey
- b. Enterprise Zone Report – Director Jacobs

10. Fire Chief’s Report

- a. Fire Chiefs Update
- b. Monthly Report – AC Jensen
- c. Monthly Report – DC Coleman
- d. Monthly Report - DC Wood
- e. Other items as needed
 - 1. Board member e-mail address transition

11. Correspondence

- a. Wasco County Burn Ban Proclamation
- b. Wasco County Fireworks Ban Proclamation

12. Old Business

13. New Business

- a. Resolution No. 2022-04 “A Resolution Adopting the Budget, Making Appropriations, and Imposing and Categorizing Taxes”.
- b. Resolution No. 2022-05 “A Resolution Authorizing the Transfer of Funds from Operational Contingency to Selected General Fund Administration Expenditure Lines”
- c. Information Sheet – Surplus Items

14. Good of the Order

15. Adjournment



OUR MOTTO:

Educate, Serve & Protect

OUR SHARED VISION:

“To provide for the optimal safety and welfare of the community and our members.”

OUR MISSION:

“We are committed to providing professional emergency and non-emergency services to minimize suffering, protect life, environment and property.”

OUR VALUES:

P-rofessionalism
R-espect
I-ntegrity
D-uty
E-ngaged

MINUTES
Mid- Columbia Fire and Rescue
Board of Directors Meeting
In Person / Virtually Held
1400 W 8th Street, The Dalles, OR 97058
May 16, 2022

1. CALL MEETING TO ORDER

Board President David Jacobs called the May 16, 2022, meeting of the Mid-Columbia Fire and Rescue to order at 5:30pm.

2. PLEDGE OF ALLEGIANCE

President Jacobs led the Pledge of Allegiance.

3. ROLL CALL

Directors Present: David Jacobs, Diana Bailey, Corey Case, Dick Shaffield arrived at 5:45. Dave Peters was excused on vacation.

Staff Present: Chief Bob Palmer, Assistant Chief David Jensen, Division Chief Jay Wood, Division Chief Fred Coleman. Office Manager Stephanie Ziegler was out ill.

Others Present: Legal Counsel Andrew Myers.

4. AGENDA CHANGES

None.

5. MINUTES

The minutes of the April 18, 2022, regular meeting stand approved as written.

6. PUBLIC COMMENT

None.

7. FINANCIAL REPORTS

- a. Financial Report – Chief Palmer stated that the financial report in the agenda is through QuickBooks but stated that the new Caselle software is now programmed and online. Chief Palmer stated that he will have Angie Wilson from the City placed on the agenda for next meeting to explain the different reports and how they work. He stated the reports will be a different format from what QuickBooks puts out.
- b. Ambulance Service Financial Report – There were no questions on the ambulance report.

8. COMMITTEE REPORTS

- a. Urban Renewal Report – Director Bailey stated that Director Cannon was directed by the board to apply and move forward with the Business Oregon Brownfield Cleanup Fund grant application to provide financial assistance for the demolition and asbestos abatement for the Tony’s Building property located at 401-407 E 2nd St. She also stated that the next meeting would be May 17th and would include a resolution to adopt the Fiscal Year 2022/23 budget, adopt incentive programs, and there will be a redevelopment presentation on 201, 203 and 205 Washington Street (previously known as “The Blue Building”). There will also be a Vertical Housing Zone Development update.
- b. Enterprise Zone Report – President Jacobs stated that they had finalized the SIP agreement and are now moving forward. He stated we just needed to keep our eye on the tax revenue from Project 1 which will be coming out in November to see what it looks like and then wait for Google to decide to break ground which will start the clock on the Community Service fee.

9. FIRE CHIEF’S REPORT

- a. Incident Reports/911 Statistics – Chief Palmer reported on the Run statistics stating that in April we had 316 calls a year ago same time we had 270 calls. There were 10 fire calls, 222 Rescue/EMS calls, 25 Service calls, 47 Canceled/Good Intent calls, 12 False Alarm/Fall Calls. He stated a 9% difference. Year to date we have had 1213 calls and a year ago we were at 1048 calls. He stated we are still above where we were last year. Director Bailey wanted to know what category the Unauthorized or authorized burns come in at, Chief Palmer stated the unauthorized burns come in through service call and if is an authorized burn it comes in through Good Intent. City burning is now closed and open burning is no longer allowed.
- b. Fire Chiefs Update – Chief Palmer reviewed his report that was included in the board packet. He spoke briefly about each item he included in his report. Director Bailey asked if Chief Palmer had any additional information on why there was a problem in Jefferson County with the ASA application process. Chief Palmer stated that the attorney for Jefferson County stated it was because of the online application process, and there was no online application as noted in the ASA plan. Chief Palmer went through the rest of his report.
- c. Monthly Report – AC Jensen – Included in board packet. President Jacobs asked about current vacancies. AC Jensen stated that we have two dual role positions open, and we have two single role paramedic positions open and 1 person in background to fill the one single role EMT position that is open. AC Jensen also stated that the application process for Firefighter/Paramedic has closed and that we had 7 qualified applicates. AC Jensen stated that they hope to have 4 Firefighter/Paramedics to start in the next academy.
- d. Monthly Report – DC Coleman Report – Included in board packet.
- e. Monthly Report – DC Wood Report – Included in board packet.

10. CORRESPONDENCE

None.

11. OLD BUSINESS

- a. Information Sheet – Patch design concept. The patch design was based on input from all members associated with the Fire District. Stephanie will contact the vendor and start working with him to provide a proof and then get the new patch ordered.

12. NEW BUSINESS

- a. Information Sheet – Fund transfers to the General, Reserve and Special Funds. This is an annual event, Chief Palmer stated that it is usually done through Resolution, however Angie at finance stated that it wasn't necessary to do it by Resolution as it is adopted and approved under the budget process. Angie informed Chief Palmer that all he needed to do was let her know which fund transfers were due. Chief Palmer forwarded the necessary budget information to Angie to be completed. Chief Palmer included a transfer sheet to show what transfers were done in the board packet.
- b. Information Sheet – Surplus Items – Director Case made a motion to declare items noted in Exhibit A as surplus items. Director Bailey seconded. President Jacobs called for a vote. All in favor: 4 Ayes, 0 Nays. Motion passed.

13. EXECUTIVE SESSION

- a. Adjourned to Executive Session in accordance with ORS 192.660(2)(i) to review and evaluate the employment-related performance of the Chief Executive Officer at 5:57pm.

14. GOOD OF THE ORDER

Reconvened at 6:35pm from Executive Session. No action taken.

15. ADJOURNMENT

Meeting adjourned at 6:40pm.

Board President

Board Secretary/Treasurer

**General Fund Revenue / Expense Recap
Cash Accounts Summary**

Month Ending: 5/31/2022

Month	Projected Revenue	Actual Revenue	Month Variance	Cumulative Variance	Projected Expense	Actual Expense	Month Variance	Cumulative Variance
July	192,421	161,901	(30,520)	(30,520)	506,340	547,423	41,083	41,083
August	166,459	133,471	(32,988)	(63,508)	437,459	333,310	(104,150)	(63,086)
September	168,492	153,616	(14,876)	(78,384)	460,156	368,860	(91,296)	(154,362)
October	209,048	155,155	(53,893)	(132,278)	426,060	504,579	78,520	(75,842)
November	2,311,105	3,189,710	878,605	746,328	432,880	331,683	(101,197)	(177,039)
December	848,781	347,700	(501,081)	245,247	456,188	412,233	(43,955)	(220,994)
January	263,266	447,936	184,670	429,917	507,669	405,643	(102,026)	(323,020)
February	145,642	157,723	12,081	441,997	445,002	345,772	(99,230)	(422,250)
March	298,060	191,852	(106,208)	335,789	447,785	441,593	(6,192)	(428,442)
April	163,717	150,765	(12,952)	322,837	463,993	368,620	(95,372)	(523,814)
May	188,937	146,116	(42,821)	280,017	419,672	451,513	31,841	(491,973)
June	299,725		-	-	477,178		-	-
Total	5,255,654	5,235,945	(19,709)	280,017	5,480,380	4,511,229	(969,151)	(491,973)
Budgeted Transfers from General Fund to Reserve Funds								
Total All Expenses and Transfers					5,480,380	4,511,229		

0

YTD Revenue			YTD Expenses		
Projected	Actual	% of Projected	Projected	Actual	% of Projected
5,255,654	5,235,945	99.63%	5,480,380	4,511,229	82.32%

CASH SUMMARY					
General Fund		Building Reserve Fund		Equipment Reserve Fund (Apparatus)	
Beg Balance	2,899,615.40	Beg Balance	70,152.12	Beg Balance	663,800.48
Deposits	308,150.70	Deposits	42,572.42	Deposits	280,633.39
Disbursements	(1,201,971.67)	Disbursements	(4,739.60)	Disbursements	
From Other Funds		From General Fund	-	From General Fund	-
To Other Funds		To General Fund	-	To General Fund-ST Loan	-
Ending Balance	2,005,794.43	Ending Balance	107,984.94	Ending Balance	944,433.87
Training Reserve		Cash on Hand		Debt Service Fund	
Beg Balance	206,036.60	Beginning Balance	125.00	Beg Balance	287,010.58
Deposits	9,697.15	Deposit	-	Deposits	31.40
Disbursements	(55,962.82)	Disbursements	-	Disbursements/trsfr	(240,225.00)
To General Fund	-	To General Fund	-	To General Fund	-
From Gen Fund	-	From Gen Fund	-	From Gen Fund	-
Ending Balance	159,770.93	Ending Balance	125.00	Ending Balance	46,816.98
Technical Rescue Reserve Fund		Checking		FF Equipment Reserve Fund	
Beg Balance	55,895.16	Beg Balance	213,397.15	Beg Balance	265,706.86
Deposits	3,750.00	Deposits	694,996.06	Deposits	54,995.08
Disbursements		Disbursements	(771,189.85)	Disbursements	
From Gen Fund	-	From Gen Fund	-	From Gen Fund	-
Ending Balance	59,645.16	Ending Balance	137,203.36	Ending Balance	320,701.94
Stacker Butte Fund		FireMed Fund		Retirement Liability Fund	
Beg Balance	38,455.25	Beg Balance	76,771.10	Beg Balance	102,172.25
Deposits	2,768.86	Deposits	1699.27	Deposits	7,073.27
Disbursements	(686.74)	Disbursements	(5,000.00)	Disbursements	-
From Gen Fund	-	To General	-	Ending Balance	109,245.52
Ending Balance	40,537.37	Ending Balance	73,470.37		
				Capital Projects Fund	
				Beginning Balance	-
				Deposits	
				Disbursements	-
				Ending Balance	-

Total Cash on Hand - All Accounts: 4,005,729.87

Mid-Columbia Fire and Rescue
Current Month Expenses - All Funds
May 2022

	May 22
Ordinary Income/Expense	
Expense	
6330 · 00 - Personal Services	
6400-00 · Administrative Personnel	
6401-00 · Fire Chief	10,198.10
6402-00 · Assistant Chief	10,587.20
6402-03 · Division Chief - Operations	0.00
6402-04 · Division Chief-Prev/Public Ed.	10,332.57
6402-05 · Division Chief - FEMA Funded	10,332.57
6403-07 · Office Manager / Admin. Clerk	4,272.67
Total 6400-00 · Administrative Personnel	45,723.11
6403-00 · Career Personnel	
6403-02 · Captain	31,139.76
6404-00 · Lieutenant	13,048.56
6405-01 · Firefighter	67,942.35
Total 6403-00 · Career Personnel	112,130.67
6406-10 · Volunteer & Related	
6406-00 · Volunteer Program	8,795.16
Total 6406-10 · Volunteer & Related	8,795.16
6410-00 · Insurance & Retirement	
6421-00 · Retirement - Public Safety	63,160.49
6421-01 · PEHP Plan - Public Safety	2,503.86
6421-02 · Retirement - Administration	2,703.99
6421-03 · PEHP - Administration	933.99
6424-00 · Health Insurance	29,413.61
6424-01 · Health Ins - Administration	9,245.71
6424-03 · Occupational Healthcare	2,982.00
6424-04 · Occ. Health - Administration	1,849.00
6426-00 · Long Term Disability	954.83
6426-01 · Long Term Disability - Admin	274.32
6430-00 · Medicare	6,713.63
6430-01 · Defined Contribution	5,222.23
6430-03 · Defined Cont. - Admin	2,302.81
6531-00 · Payroll Expenses / SS	0.00
Total 6410-00 · Insurance & Retirement	128,260.47
6410-01 · Employee Benefits	
6407-00 · Uniforms - Public Safety	554.65
6414-00 · Holiday	8,348.17
Total 6410-01 · Employee Benefits	8,902.82
6416-00 · Overtime	
6415-00 · Sick	6,604.03
6416-01 · Fire	964.36
6416-02 · Ambulance	9,302.88
6416-04 · Tech Rescue	12,342.15
6416-05 · Training	4,650.60
6416-06 · Other	1,938.63
6416-07 · Ambulance Stand-By	1,764.01
6417-00 · FLSA	4,682.92
6416-00 · Overtime - Other	0.00
Total 6416-00 · Overtime	42,249.58
Total 6330 · 00 - Personal Services	346,061.81
6433 · Materials & Services	
6441-10 · Office, Admin. & Related	

Mid-Columbia Fire and Rescue
Current Month Expenses - All Funds
May 2022

	May 22
6435-00 · Advertising, Publications	607.50
6436-00 · Dues, Subscriptions	510.00
6441-00 · Office Expense	503.92
6441-01 · Office Equip Maintenance	131.87
6442-00 · Bank Charges	227.97
6512-00 · Postage, Shipping	71.44
Total 6441-10 · Office, Admin. & Related	2,052.70
6446-00 · Gas and Diesel	5,963.04
6452-00 · Mtce., Repairs & Supplies	
6443-00 · Janitorial Supplies	281.93
6445-01 · Residence Supplies	274.96
6451-00 · Tire, Batteries	513.19
6453-00 · Equipment Maintenance	3,041.32
6457-02 · Sm Eq Maint, Shop Supplies	30.67
6510-00 · Building Maintenance	890.00
Total 6452-00 · Mtce., Repairs & Supplies	5,032.07
6457-10 · Ambulance & EMS Expenses	
6459-00 · Ambulance Billing Expense	37,836.20
6479-00 · EMS Dues	1,625.00
6481-00 · Ambulance Transport Exp	693.00
6482-00 · Ambulance Expendables	3,736.07
6482-01 · Ambulance Non Expendable	2,071.65
Total 6457-10 · Ambulance & EMS Expenses	45,961.92
6457-11 · Fire & Related Expenses	
6485-00 · Firefighting Supplies-Tools/Equ	2,708.08
6485-01 · Firefighting Supplies - PPE	160.65
6486-01 · Public Education	160.00
6487-00 · Fire Training Supplies	261.83
Total 6457-11 · Fire & Related Expenses	3,290.56
6460-00 · Professional Expenses	
6462-00 · Legal Services	5,384.60
6462-01 · Professional Services	5,500.86
Total 6460-00 · Professional Expenses	10,885.46
6463-10 · Utilities	
6464-00 · Water	190.62
6465-00 · Natural Gas	795.49
6466-00 · Electricity	1,052.84
6467-00 · Telephone	1,425.15
6468-00 · Sewer	283.28
6469-00 · Garbage	384.30
Total 6463-10 · Utilities	4,131.68
6501-00 · Training	
6503-00 · Bargaining Unit - Voluntary	5,483.67
6507-00 · General Training - ALL	14,696.70
Total 6501-00 · Training	20,180.37
6513-00 · Miscellaneous Expense	1,827.98
6520-00 · 911 Services	6,125.00
Total 6433 · Materials & Services	105,450.78
6532-00 · Fund Transfers	

Mid-Columbia Fire and Rescue
Current Month Expenses - All Funds
May 2022

	May 22
6532-02 · General Fund Transfers	395,430.00
Total 6532-00 · Fund Transfers	395,430.00
6534 · Reserve/Special Funds Expense	
6534-00 · Stacker Butte Mtls & Svcs	686.74
6536-00 · Capital Outlay Building	4,739.60
6537-02 · Training Tower Loan Principal	50,807.73
6537-03 · Training Tower Loan Interest	5,155.09
6539-02 · X-fer FireMed to General Fund	5,000.00
Total 6534 · Reserve/Special Funds Expense	66,389.16
6560 · Debt Service Expense	
6561-00 · Interest Expense DSF	45,225.00
6562-00 · Principal Expense DSF	195,000.00
Total 6560 · Debt Service Expense	240,225.00
Total Expense	1,153,556.75
Net Ordinary Income	-1,153,556.75
Net Income	-1,153,556.75

Mid-Columbia Fire and Rescue
Profit & Loss Budget vs. Actual
July 2021 through May 2022

	Jul '21 - Ma...	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
4800 · FF Equipment Reserve				
4801-00 · Interest Earned-FF Reserve	1,327.17	2,500.00	-1,172.83	53.1%
4802-00 · X-fer FROM GF To FF Equip	54,780.00	54,780.00	0.00	100.0%
Total 4800 · FF Equipment Reserve	56,107.17	57,280.00	-1,172.83	98.0%
4810 · FireMed Income				
4812-00 · Interest Earned FM	291.74	1,000.00	-708.26	29.2%
4812-02 · FireMed Fees	40,989.75	40,000.00	989.75	102.5%
Total 4810 · FireMed Income	41,281.49	41,000.00	281.49	100.7%
4825 · Stacker Butte				
4825-00 · X-fer General Fund to SB	2,350.00	2,350.00	0.00	100.0%
4825-01 · Sub-Lease & Rental Fees	14,219.81	19,170.00	-4,950.19	74.2%
4825-03 · SB Interest	186.69	1,000.00	-813.31	18.7%
4825-04 · Stacker Butte Reimbursement	2,701.24	9,625.00	-6,923.76	28.1%
Total 4825 · Stacker Butte	19,457.74	32,145.00	-12,687.26	60.5%
4830 · Debt Service Revenue				
4831-00 · Current Year Taxes DSF	285,635.45	285,450.00	185.45	100.1%
4832-00 · DSF Prior Year Taxes	7,272.23	4,000.00	3,272.23	181.8%
4833-00 · Interest Earned DSF	749.82	2,000.00	-1,250.18	37.5%
Total 4830 · Debt Service Revenue	293,657.50	291,450.00	2,207.50	100.8%
4840 · Technical Rescue Fund				
4841-00 · Interest Earned TR	273.96	1,000.00	-726.04	27.4%
4844-00 · X-fer FROM GF To Tech Rescue	3,710.00	3,710.00	0.00	100.0%
Total 4840 · Technical Rescue Fund	3,983.96	4,710.00	-726.04	84.6%
4850-00 · Capital Project Fund				
4856-00 · Interest Earned	0.00			
Total 4850-00 · Capital Project Fund	0.00			
4860 · Equipment Reserve Income				
4863-00 · Interest Earned ER	3,439.70	3,500.00	-60.30	98.3%
4864-00 · X-fer FROM GF To Equip (App...	280,000.00	280,000.00	0.00	100.0%
Total 4860 · Equipment Reserve Income	283,439.70	283,500.00	-60.30	100.0%
4870 · Building Reserve Income				
4871-01 · Bldg Reserve Other Revenue	0.00	2,500.00	-2,500.00	0.0%
4873-00 · Interest Earned BR	410.19	1,200.00	-789.81	34.2%
4874-00 · Xfer FROM GF To Bld Rsv	42,500.00	42,500.00	0.00	100.0%
Total 4870 · Building Reserve Income	42,910.19	46,200.00	-3,289.81	92.9%
4880 · Training Reserve Income				
4881-00 · Training Res Income from Classe	3,375.00	3,000.00	375.00	112.5%
4882-00 · Training Res Other Revenue	56,847.17	56,000.00	847.17	101.5%
4883-00 · Int Earned, Training	795.37	2,000.00	-1,204.63	39.8%
4884-00 · Xfer FROM GF To Training	5,090.00	5,090.00	0.00	100.0%
Total 4880 · Training Reserve Income	66,107.54	66,090.00	17.54	100.0%
4885-00 · Retirement Liability Fund				
4886-00 · Interest Earned Ret. Liability	500.91	1,000.00	-499.09	50.1%
4887-00 · XFer from GF to Ret. Fund	7,000.00	10,000.00	-3,000.00	70.0%
Total 4885-00 · Retirement Liability Fund	7,500.91	11,000.00	-3,499.09	68.2%
4900 · General Fund Income				
4990-00 · Taxes - Prior Year	100,118.68	110,000.00	-9,881.32	91.0%
4991-00 · GF-Interest Earned	11,227.01	42,000.00	-30,772.99	26.7%
4997-00 · Taxes - Current Year	3,301,059.80	3,400,754.00	-99,694.20	97.1%
4998-00 · Ambulance Revenue				
4998-04 · GEMT Ambulance Revenue	259,994.00	509,000.00	-249,006.00	51.1%

Mid-Columbia Fire and Rescue
Profit & Loss Budget vs. Actual
July 2021 through May 2022

	Jul '21 - Ma...	Budget	\$ Over Bud...	% of Budget
4998-00 · Ambulance Revenue - Other	1,419,363.34	1,380,000.00	39,363.34	102.9%
Total 4998-00 · Ambulance Revenue	1,679,357.34	1,889,000.00	-209,642.66	88.9%
4998-01 · Fire Protection Agreements	0.00	900.00	-900.00	0.0%
4998-07 · Transfer from FireMed	5,000.00	5,000.00	0.00	100.0%
4998-08 · Transfer from Ret Liab. Fund	0.00	10,000.00	-10,000.00	0.0%
4999-00 · GF-Misc Revenue	72,206.44	84,000.00	-11,793.56	86.0%
4999-02 · Grant Proceeds	96,592.00	88,000.00	8,592.00	109.8%
Total 4900 · General Fund Income	5,265,561.27	5,629,654.00	-364,092.73	93.5%
Total Income	6,080,007.47	6,463,029.00	-383,021.53	94.1%
Gross Profit	6,080,007.47	6,463,029.00	-383,021.53	94.1%
Expense				
6330 · 00 - Personal Services				
6400-00 · Administrative Personnel				
6401-00 · Fire Chief	118,625.59	129,800.00	-11,174.41	91.4%
6402-00 · Assistant Chief	112,380.00	122,966.00	-10,586.00	91.4%
6402-03 · Division Chief - Operations	0.00			
6402-04 · Division Chief-Prev/Public Ed.	109,678.07	120,009.00	-10,330.93	91.4%
6402-05 · Division Chief - FEMA Funded	109,678.07	120,009.00	-10,330.93	91.4%
6403-04 · Administrative Assistant	0.00			
6403-07 · Office Manager / Admin. Clerk	46,684.45	49,960.00	-3,275.55	93.4%
6403-08 · Background Investigator	4,234.01	9,900.00	-5,665.99	42.8%
Total 6400-00 · Administrative Personnel	501,280.19	552,644.00	-51,363.81	90.7%
6403-00 · Career Personnel				
6403-02 · Captain	249,704.53	283,866.00	-34,161.47	88.0%
6404-00 · Lieutenant	229,291.69	264,793.00	-35,501.31	86.6%
6405-00 · Engineer	0.00			
6405-01 · Firefighter	888,716.70	1,140,910.00	-252,193.30	77.9%
6405-02 · Single Role EMS	92,832.00	192,489.00	-99,657.00	48.2%
Total 6403-00 · Career Personnel	1,460,544.92	1,882,058.00	-421,513.08	77.6%
6406-10 · Volunteer & Related				
6406-00 · Volunteer Program	10,877.65	24,750.00	-13,872.35	44.0%
6406-02 · Volunteer Reimbursement	2,511.66	20,000.00	-17,488.34	12.6%
Total 6406-10 · Volunteer & Related	13,389.31	44,750.00	-31,360.69	29.9%
6410-00 · Insurance & Retirement				
6421-00 · Retirement - Public Safety	423,217.64	456,130.00	-32,912.36	92.8%
6421-01 · PEHP Plan - Public Safety	39,087.46	37,650.00	1,437.46	103.8%
6421-02 · Retirement - Administration	31,174.93	113,815.00	-82,640.07	27.4%
6421-03 · PEHP - Administration	13,128.34	10,855.00	2,273.34	120.9%
6422-00 · Workers' Compensation	46,622.59	69,220.00	-22,597.41	67.4%
6422-01 · Workers Comp - Administrat...	1,930.21	2,500.00	-569.79	77.2%
6423-00 · Life Insurance	11,478.00	15,796.00	-4,318.00	72.7%
6423-01 · Life Insurance - Administration	1,125.00	1,500.00	-375.00	75.0%
6424-00 · Health Insurance	358,444.10	520,200.00	-161,755.90	68.9%
6424-01 · Health Ins - Administration	116,103.03	109,568.00	6,535.03	106.0%
6424-03 · Occupational Healthcare	26,496.14	55,915.00	-29,418.86	47.4%
6424-04 · Occ. Health - Administration	1,946.00	4,100.00	-2,154.00	47.5%
6426-00 · Long Term Disability	9,044.93	17,500.00	-8,455.07	51.7%
6426-01 · Long Term Disability - Admin	2,740.51	2,800.00	-59.49	97.9%
6428-00 · Unemployment	192.21			
6430-00 · Medicare	29,137.79	33,773.00	-4,635.21	86.3%
6430-01 · Defined Contribution	61,508.28	67,219.00	-5,710.72	91.5%
6430-02 · Medicare - Administration	3,797.41	8,050.00	-4,252.59	47.2%
6430-03 · Defined Cont. - Admin	21,951.61	18,708.00	3,243.61	117.3%
6531-00 · Payroll Expenses / SS	1,911.18	4,900.00	-2,988.82	39.0%
6531-01 · Social Security - Admin	0.00	1,000.00	-1,000.00	0.0%
Total 6410-00 · Insurance & Retirement	1,201,037.36	1,551,199.00	-350,161.64	77.4%
6410-01 · Employee Benefits				
6407-00 · Uniforms - Public Safety	24,478.54	26,615.00	-2,136.46	92.0%

Mid-Columbia Fire and Rescue
Profit & Loss Budget vs. Actual
July 2021 through May 2022

	Jul '21 - Ma...	Budget	\$ Over Bud...	% of Budget
6407-01 · Uniforms - Administration	1,709.55	3,800.00	-2,090.45	45.0%
6414-00 · Holiday	36,870.25	55,541.00	-18,670.75	66.4%
6414-01 · Vacation	152.00			
6414-02 · Funeral Leave	6,235.44			
6415-02 · Sick Leave Used	140.00			
Total 6410-01 · Employee Benefits	69,585.78	85,956.00	-16,370.22	81.0%
6416-00 · Overtime				
6415-00 · Sick	85,059.01	87,150.00	-2,090.99	97.6%
6416-01 · Fire	24,458.12	62,250.00	-37,791.88	39.3%
6416-02 · Ambulance	103,283.15	105,513.00	-2,229.85	97.9%
6416-04 · Tech Rescue	12,342.15	22,908.00	-10,565.85	53.9%
6416-05 · Training	22,899.23	25,896.00	-2,996.77	88.4%
6416-06 · Other	26,300.31	44,000.00	-17,699.69	59.8%
6416-07 · Ambulance Stand-By	11,068.77	9,375.00	1,693.77	118.1%
6417-00 · FLSA	46,653.86	78,078.00	-31,424.14	59.8%
Total 6416-00 · Overtime	332,064.60	435,170.00	-103,105.40	76.3%
Total 6330 · 00 - Personal Services	3,577,902.16	4,551,777.00	-973,874.84	78.6%
6433 · Materials & Services				
6434-00 · General Insurance	72,372.23	68,000.00	4,372.23	106.4%
6441-10 · Office, Admin. & Related				
6435-00 · Advertising, Publications	2,972.67	4,000.00	-1,027.33	74.3%
6436-00 · Dues, Subscriptions	22,156.32	24,350.00	-2,193.68	91.0%
6441-00 · Office Expense	11,874.31	28,024.00	-16,149.69	42.4%
6441-01 · Office Equip Maintenance	1,016.63	3,150.00	-2,133.37	32.3%
6441-02 · Office Equipment Lease	3,268.22	3,150.00	118.22	103.8%
6442-00 · Bank Charges	1,800.01	800.00	1,000.01	225.0%
6512-00 · Postage, Shipping	1,304.01	2,372.00	-1,067.99	55.0%
Total 6441-10 · Office, Admin. & Related	44,392.17	65,846.00	-21,453.83	67.4%
6446-00 · Gas and Diesel	48,869.89	40,000.00	8,869.89	122.2%
6452-00 · Mtce., Repairs & Supplies				
6443-00 · Janitorial Supplies	2,548.99	3,500.00	-951.01	72.8%
6445-01 · Residence Supplies	941.21	1,000.00	-58.79	94.1%
6451-00 · Tire, Batteries	9,094.91	8,500.00	594.91	107.0%
6453-00 · Equipment Maintenance	29,999.86	37,000.00	-7,000.14	81.1%
6453-01 · Training Prop Mtce & Operat...	834.78	2,000.00	-1,165.22	41.7%
6454-00 · Communication Repair	959.02	4,600.00	-3,640.98	20.8%
6457-02 · Sm Eq Maint, Shop Supplies	826.76	2,000.00	-1,173.24	41.3%
6457-03 · Fire Equipment Maintenance	660.00	5,950.00	-5,290.00	11.1%
6457-05 · Equipment Testing	4,491.21	11,280.00	-6,788.79	39.8%
6510-00 · Building Maintenance	9,928.49	9,200.00	728.49	107.9%
6510-01 · Bldg Maint. Agreements	6,422.37	7,000.00	-577.63	91.7%
6511-00 · Grounds Maintenance	0.00	3,000.00	-3,000.00	0.0%
Total 6452-00 · Mtce., Repairs & Supplies	66,707.60	95,030.00	-28,322.40	70.2%
6457-10 · Ambulance & EMS Expenses				
6457-04 · EMS Equipment Maintenance	6,144.63	13,684.00	-7,539.37	44.9%
6459-00 · Ambulance Billing Expense	145,324.12	183,121.00	-37,796.88	79.4%
6477-00 · EMS Training Supplies	5,864.99	11,890.00	-6,025.01	49.3%
6479-00 · EMS Dues	1,805.00	800.00	1,005.00	225.6%
6480-00 · Physician Advisor	6,000.00	12,000.00	-6,000.00	50.0%
6481-00 · Ambulance Transport Exp	8,274.00	10,500.00	-2,226.00	78.8%
6482-00 · Ambulance Expendables	63,916.87	59,000.00	4,916.87	108.3%
6482-01 · Ambulance Non Expendable	2,308.08	1,300.00	1,008.08	177.5%
Total 6457-10 · Ambulance & EMS Expen...	239,637.69	292,295.00	-52,657.31	82.0%
6457-11 · Fire & Related Expenses				
6483-00 · Hazardous Materials	297.00	1,500.00	-1,203.00	19.8%
6485-00 · Firefighting Supplies-Tools/...	15,465.46	18,400.00	-2,934.54	84.1%
6485-01 · Firefighting Supplies - PPE	16,205.06	30,070.00	-13,864.94	53.9%
6486-00 · Fire Prevention Supplies	12,792.36	15,150.00	-2,357.64	84.4%

Mid-Columbia Fire and Rescue
Profit & Loss Budget vs. Actual
July 2021 through May 2022

	Jul '21 - Ma...	Budget	\$ Over Bud...	% of Budget
6486-01 · Public Education	7,467.44	21,000.00	-13,532.56	35.6%
6487-00 · Fire Training Supplies	3,054.41	8,730.00	-5,675.59	35.0%
6491-00 · Fire Suppression Expense	5,488.83	10,000.00	-4,511.17	54.9%
Total 6457-11 · Fire & Related Expenses	60,770.56	104,850.00	-44,079.44	58.0%
6460-00 · Professional Expenses				
6461-00 · Audit, Budget	20,400.00	19,850.00	550.00	102.8%
6462-00 · Legal Services	52,582.25	100,300.00	-47,717.75	52.4%
6462-01 · Professional Services	37,233.79	55,132.00	-17,898.21	67.5%
6460-00 · Professional Expenses - Other	89.90			
Total 6460-00 · Professional Expenses	110,305.94	175,282.00	-64,976.06	62.9%
6463-10 · Utilities				
6464-00 · Water	1,959.64	4,500.00	-2,540.36	43.5%
6465-00 · Natural Gas	11,160.61	12,000.00	-839.39	93.0%
6466-00 · Electricity	12,891.82	14,000.00	-1,108.18	92.1%
6467-00 · Telephone	21,887.48	30,504.00	-8,616.52	71.8%
6468-00 · Sewer	3,116.08	4,000.00	-883.92	77.9%
6469-00 · Garbage	4,844.48	6,440.00	-1,595.52	75.2%
Total 6463-10 · Utilities	55,860.11	71,444.00	-15,583.89	78.2%
6501-00 · Training				
6495-00 · Fire Board Meals, Lodging	245.04	6,900.00	-6,654.96	3.6%
6497-00 · Fire Board Conference	0.00	2,800.00	-2,800.00	0.0%
6502-00 · EMS Scholarship	1,360.00	4,300.00	-2,940.00	31.6%
6503-00 · Bargaining Unit - Voluntary	7,709.73	10,500.00	-2,790.27	73.4%
6507-00 · General Training - ALL	34,012.05	41,850.00	-7,837.95	81.3%
6508-00 · Administration - Voluntary	1,083.87	4,000.00	-2,916.13	27.1%
6509-00 · Volunteer	3,326.37	20,500.00	-17,173.63	16.2%
Total 6501-00 · Training	47,737.06	90,850.00	-43,112.94	52.5%
6513-00 · Miscellaneous Expense	2,947.82	7,550.00	-4,602.18	39.0%
6520-00 · 911 Services	97,762.00	73,500.00	24,262.00	133.0%
Total 6433 · Materials & Services	847,363.07	1,084,647.00	-237,283.93	78.1%
6530-00 · Capital Outlay Expense				
6533-00 · Firefighting Equipment	11,665.68	18,720.00	-7,054.32	62.3%
6533-01 · Office Equipment	2,718.00	14,650.00	-11,932.00	18.6%
6533-05 · Radio Equipment	2,722.72	7,575.00	-4,852.28	35.9%
6533-06 · Fire Training Equipment	0.00	1,500.00	-1,500.00	0.0%
6533-09 · EMS Training Equipment	13,312.50	14,000.00	-687.50	95.1%
Total 6530-00 · Capital Outlay Expense	30,418.90	56,445.00	-26,026.10	53.9%
6532-00 · Fund Transfers				
6532-02 · General Fund Transfers	395,430.00			
Total 6532-00 · Fund Transfers	395,430.00			
6534 · Reserve/Special Funds Expense				
6534-00 · Stacker Butte Mtls & Svcs	21,054.22	28,510.00	-7,455.78	73.8%
6534-01 · Stacker Butte Capital Outlay	0.00	5,000.00	-5,000.00	0.0%
6535-00 · Capital Outlay Apparatus	10,201.08	962,226.00	-952,024.92	1.1%
6536-00 · Capital Outlay Building	40,175.21	203,158.00	-162,982.79	19.8%
6537-00 · Capital Outlay Training	0.00	53,000.00	-53,000.00	0.0%
6537-02 · Training Tower Loan Principal	50,807.73	50,808.00	-0.27	100.0%
6537-03 · Training Tower Loan Interest	10,257.04	10,282.00	-24.96	99.8%
6538-00 · Capital Outlay FF Equip	0.00	332,840.00	-332,840.00	0.0%
6539-00 · FireMed Mtls & Services	0.00	1,000.00	-1,000.00	0.0%
6539-01 · FM Capital Outlay	0.00	14,700.00	-14,700.00	0.0%
6539-02 · X-fer FireMed to General Fund	5,000.00	5,000.00	0.00	100.0%
6550-01 · Transfer to General Fund	0.00	10,000.00	-10,000.00	0.0%
Total 6534 · Reserve/Special Funds Expense	137,495.28	1,676,524.00	-1,539,028.72	8.2%
6540 · Technical Rescue				
6540-01 · Capital Outlay Tech Rescue	0.00	57,971.00	-57,971.00	0.0%

Mid-Columbia Fire and Rescue
Profit & Loss Budget vs. Actual
 July 2021 through May 2022

	<u>Jul '21 - Ma...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
6540-02 · Tech Rescue Mtls & Services	12.99	1,000.00	-987.01	1.3%
Total 6540 · Technical Rescue	12.99	58,971.00	-58,958.01	0.0%
6560 · Debt Service Expense				
6561-00 · Interest Expense DSF	90,249.00	90,450.00	-201.00	99.8%
6562-00 · Principal Expense DSF	195,000.00	195,000.00	0.00	100.0%
Total 6560 · Debt Service Expense	285,249.00	285,450.00	-201.00	99.9%
Total Expense	5,273,871.40	7,713,814.00	-2,439,942.60	68.4%
Net Ordinary Income	806,136.07	-1,250,785.00	2,056,921.07	-64.5%
Net Income	806,136.07	-1,250,785.00	2,056,921.07	-64.5%

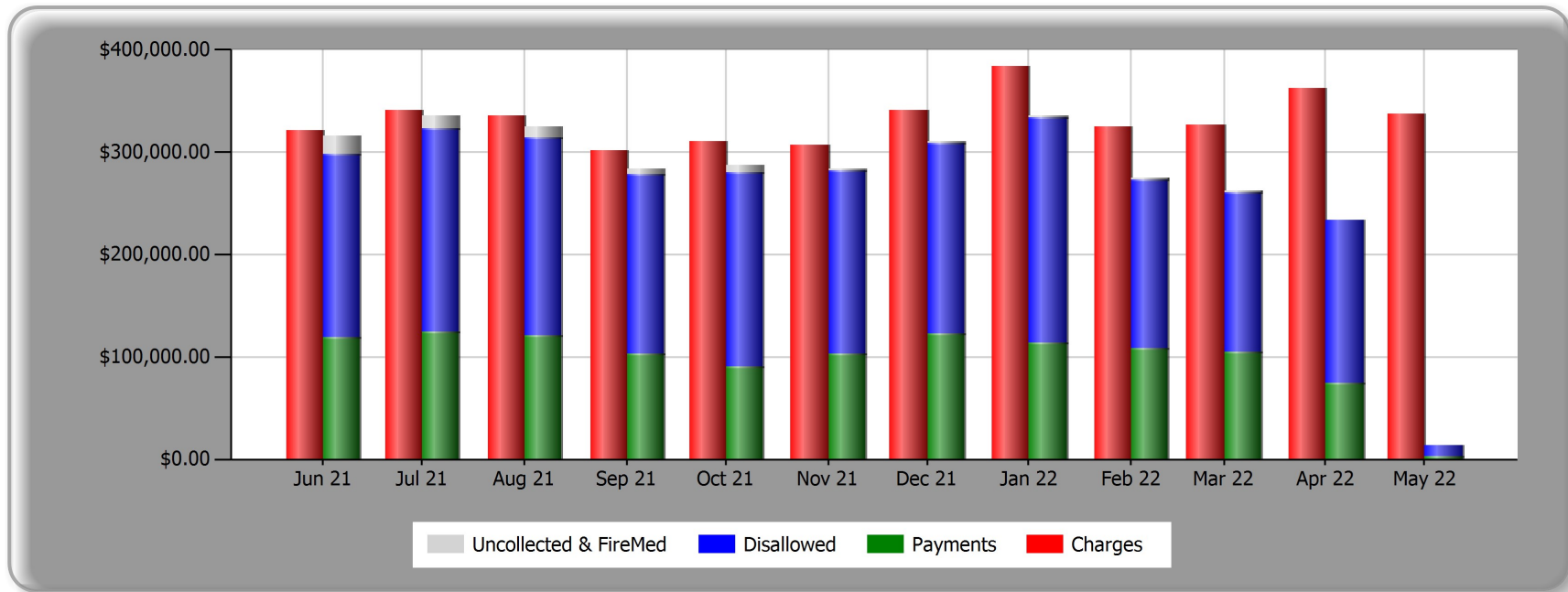
**Mid-Columbia
ANNUAL COLLECTION STATISTICS**

Company	Mid-Columbia
Date Of Service	6/1/2021
Date Of Service	5/31/2022
Invoices	0

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Jun 21	180	322,058.51	-119,940.43	37 %	-619.98	0 %	-178,885.91	56 %	-16,165.62	5 %	6,446.57	2 %
Jul 21	195	341,253.77	-124,030.68	36 %	-3,126.74	1 %	-198,503.81	58 %	-10,090.60	3 %	5,501.94	2 %
Aug 21	188	336,110.16	-120,247.00	36 %	-30.35	0 %	-194,451.01	58 %	-9,791.95	3 %	11,589.85	3 %
Sep 21	171	301,225.79	-103,078.74	34 %	-2,248.35	1 %	-175,172.43	58 %	-3,764.17	1 %	16,962.10	6 %
Oct 21	165	311,502.80	-91,113.53	29 %	-1,368.90	0 %	-189,826.92	61 %	-4,377.68	1 %	24,815.77	8 %
Nov 21	153	307,370.03	-102,183.39	33 %	-1,834.47	1 %	-179,324.64	58 %	-113.86	0 %	23,913.67	8 %
Dec 21	185	340,726.13	-122,294.99	36 %	-340.14	0 %	-187,179.34	55 %	0.00	0 %	30,911.66	9 %
Jan 22	212	384,409.19	-113,795.05	30 %	-1,036.32	0 %	-220,616.97	57 %	0.00	0 %	48,960.85	13 %
Feb 22	175	325,274.99	-107,823.20	33 %	-300.00	0 %	-167,285.04	51 %	0.00	0 %	49,866.75	15 %
Mar 22	176	326,499.44	-103,899.09	32 %	-900.00	0 %	-157,682.74	48 %	0.00	0 %	64,017.61	20 %
Apr 22	196	362,604.34	-74,303.63	20 %	0.00	0 %	-158,822.23	44 %	0.00	0 %	129,478.48	36 %
May 22	183	336,705.24	-1,896.55	1 %	0.00	0 %	-11,001.41	3 %	0.00	0 %	323,807.28	96 %

2,179 3,995,740.39 -1,184,606.28 -11,805.25 -2,018,752.45 -44,303.88 736,272.53

All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



MID-COLUMBIA FIRE AND RESCUE INFORMATION SHEET

DATE: June 20, 2022

TO: Fire District Board President and Board Members

FROM: Robert Palmer, Fire Chief

PREPARED BY: Robert Palmer, Fire Chief

ISSUE: Public Hearing for Adoption of Resolution No. 2022-04 – Adopting the FY 2022-23 budget, making appropriations and categorizing taxes.

BACKGROUND: The budget committee approved the FY 2022-23 budget appropriations in the following amounts:

CATEGORY	APPROPRIATION
General Fund (GF)	\$6,715,121
Building Reserve Fund	\$121,450
Equipment (App) Reserve Fund	\$1,367,195
Technical Rescue Reserve Fund	\$171,013
Capital Project Fund	\$0
Debt Service Fund	\$295,224
Fire Med Fund	\$98,489
Stacker Butte Fund	\$33,510
Training Reserve Fund	\$171,013
FF Equipment Reserve Fund	\$365,375
Retirement Liability Fund	\$50,000
Total All Funds	\$9,388,390
Total Unappropriated and Reserve Amounts	\$1,310,450
Total Approved Budget	\$10,698,840

The budget as approved above by the budget committee incorporates wage and benefit adjustments for Staff and Union personnel, funding for District operations and adequately funds the Districts Capital Improvement and Replacement Plan.

Discussion took place among the budget committee regarding the addition of funding for three additional dual-role firefighter positions based on information received from the Oregon Health Authority that the GEMT CCO funding was authorized by Medicaid for CY 2022. Staff noted that such budget adjustments can be made at the budget hearing on June 20th without having to reconvene the budget committee or, if desired, another meeting could be scheduled after approval of the proposed budget. The budget committee agreed that it would be reasonable to handle any budget adjustments that amounted to less than 10% of the affected fund at the budget hearing. Therefore, no adjustments were made by the budget committee and FY 2022-23 budget was approved as proposed with the expectation of any recommended changes being discussed and considered at the upcoming budget hearing.

PROPOSED ADJUSTMENTS: As you will note, there are two resolutions attached for the Boards consideration. Resolution No. 2022-04 Option “A” illustrates the budget as approved by the budget committee on May 17, 2022. Resolution No. 2022-04 Option “B” illustrates an adjusted budget reflecting the changes noted below:

ACCOUNT LINE	DESCRIPTION	ADJUSTMENT	REV. TOTAL	JUSTIFICATION
4998-03	Amb. Revenue GEMT	\$306,000	\$606,000	Add. CCO Revenue
4999-02	GF Grant Revenue	\$35,000	\$35,000	OSFM Grant Award
6424-01	Health Ins. Admin.	\$1,500	\$123,100	Budget Refinement
6403-08	Background Investigator	(\$4500)	0	Moved to Prof. Services
6531-01	Social Security Admin.	(\$1000)	0	Moved to Prof. Services
6405-01	Firefighter	\$96,466	\$1,256,700	Planned Add. 3 FF's
6407-00	Uniforms Public Safety	\$3,900	\$23,880	Asso. Costs - 3 FF's
6416-01	OT Fire	\$35,000	\$99,890	Asso. Costs - 3 FF's
6416-05	OT Training	\$6,720	\$48,510	Asso. Costs - 3 FF's
6417-00	OT FLSA	\$2,692	\$103,632	Asso. Costs - 3 FF's
6421-00	Retirement	\$27,713	\$549,648	Asso. Costs - 3 FF's
6421-01	PEHP	\$1,930	\$45,763	Asso. Costs - 3 FF's
6423-00	Life Insurance	\$972	\$16,103	Asso. Costs - 3 FF's
6424-00	Health Insurance	\$22,570	\$516,270	Asso. Costs - 3 FF's
6430-01	Defined Contribution	\$3,966	\$79,980	Asso. Costs - 3 FF's
6435-00	Advertising/Publications	\$600	\$10,600	Adv. – Testing/Assmt.
6446-00	Gas and Diesel	\$25,000	\$75,000	Trending Increases
6453-00	Equipment Maintenance	\$7,500	\$42,500	Trending Increases
6433-05	CO Radio Equipment	\$2,550	\$10,125	Asso. Costs - 3 FF's
6549-00	Ambulance Billing Expense	\$70,000	\$188,800	CCO/GEMT Leverage/Admin. Fees
6462-01	Professional Services	\$19,300	\$120,212	Testing/Assmt. Costs
6479-00	EMS Dues	\$165	\$5,990	Asso. Costs - 3 FF's
6485-00	FF Supplies	\$1,800	\$19,100	Asso. Costs - 3 FF's
6533-00	CO FF Equipment	\$9,600	\$18,750	Asso. Costs - 3 FF's

The above adjustments reflect additional revenue projected to be received through the GEMT program and grant revenue approved by the OSFM as a result of SB 762. On the expenditure side of the budget, the adjustments incorporate appropriations for three dual-role firefighters, additional costs associated with three additional firefighters, and increased costs associated with fuel and maintenance. The three firefighters will not be hired before the actual revenue from Phase 1 of the Design LLC property has been confirmed in November of 2022.

LEVY AMOUNTS: The budget committee of Mid-Columbia Fire and Rescue approved property taxes for the 2022-23 FY at the rate of \$2.1004 per \$1000 of assessed value for operating purposes in the (GF) and property taxes in the amount of \$317,445.00 for the general obligation bond principal and interest in the Debt Service Fund. These amounts remain unadjusted.

BUDGET IMPACT: The FY 2022-23 budget approved by the budget committee (Option “A” was approved with no adjustments. The ending fund balance based on the budget approved by the budget committee is \$1,247,991.

The proposed 2022-23 budget with the adjusted amounts is being recommended by Staff for adoption. The ending fund balance incorporating the proposed budget adjustments is \$1,250,030.00. This an increase of \$2,039.

By Oregon law, expenditures may be increased to the approved budget by the governing body, without having to convene the entire budget committee, if the total increase in no fund exceeds \$5,000 (\$10,000 in a biennial budget) or 10 percent, whichever is greater, then no additional process steps are required. The proposed adjustments as recommended only affect the GF of the approved budget.

The GF of the approved budget totals \$6,715,121. The GF incorporating the proposed budget adjustments total \$7,054,082. This is a difference of \$338,961 or 5% between the approved GF budget and proposed GF budget. The total increase proposed in the GF does not exceed 10% and thereby complies with local budget law.

Staff is recommending approval of Resolution No. 2022-04 (Option “B”) adopting the 2022-23 FY budget with proposed adjustments as illustrated below:

CATEGORY	APPROPRIATION
General Fund (GF)	\$7,054,082
Building Reserve Fund	\$121,450
Equipment (App) Reserve Fund	\$1,367,195
Technical Rescue Reserve Fund	\$171,013
Capital Project Fund	\$0
Debt Service Fund	\$295,224
Fire Med Fund	\$98,489
Stacker Butte Fund	\$33,510
Training Reserve Fund	\$171,013
FF Equipment Reserve Fund	\$365,375
Retirement Liability Fund	\$50,000
Total All Funds	\$9,727,351
Total Unappropriated and Reserve Amounts	\$1,312,489
Total Approved Budget	\$11,039,840

RECOMMENDATION:

Option A: Under new business - Adopt of Resolution No. 2022-04 “A resolution adopting the budget, making appropriations, imposing taxes, and categorizing taxes for FY 2022-23” with no recommended budget adjustments.

Option B: Under new business - Adopt of Resolution No. 2022-04 “A resolution adopting the budget, making appropriations, imposing taxes, and categorizing taxes for FY 2022-04” based upon recommended budget adjustments, in compliance with local budget law. **Recommended.**

MCFR INFORMATION SHEET

DATE: June 20, 2022

TO: Fire District Board of Directors

FROM: Bob Palmer, Fire Chief

ISSUE: Fire Chief's Report

ASA UPDATE PROCESS: The Wasco County ASA Ordinance is currently under revision. The ASA coordinator remains in the process of revising the ordinance for review by the ASA review committee. It is possible the ASA Plan may undergo additional revisions as well. Adoption of the updated ordinance is projected for September. As stated previously, all ASA holders will be required to reapply for new three-year contracts which would commence the beginning of CY 2023.

STUDENT INTERN PROGRAM: CGCC has informed us that the paramedic program has passed all the hoops and is now approved. They will start advertising and recruiting for the EMT level to start in the fall program. We are optimistic that the paramedic program will attract more students to the Fire District's student intern program.

GROUND EMERGENCY TRANSPORT (GEMT) PROGRAM: The invoice has been received for the FY 2020-21 GEMT FFS payment from Washington State and we are awaiting reimbursement. We are additionally awaiting GEMT FFS reimbursement from the State of Oregon. We are preparing for the FY 2021-22 GEMT reimbursement process.

OREGON GEMT CCO PROGRAM: We forwarded the leverage funds and administrative fees to receive the remaining reimbursement for CY 2021 October to December. OHA has received approval and is currently moving forward with the 2022 GEMT CCO Supplemental Payment Program as well.

COMMUNITY PLANNING AND DEVELOPMENT: I have inquired as to the status of the emergency response plan for the Google project. I have received a new contact for the project who will be coordinating with the Fire District as the project moves ahead.

COVID-19 PANDEMIC RESPONSE: Masks are not required for most indoor settings, but you still need to wear a mask in health care settings to keep everyone safe. Some businesses and schools may still choose to require masks. People may also choose to continue to wear well-fitting masks to protect themselves and others. Oregon's full rule on masking, including a list of health care settings where masks are still required, may be referenced in Oregon Administrative Rule, Chapter 333, Division 19, Investigation and Control of Diseases: General Powers and Responsibilities.

STRATEGIC PLAN STATUS: Progress updates will be provided in each Chief Officers monthly report included in the Board packet on a quarterly basis commencing in September.

STACKER BUTTE LEASE: Upon checking in with Janelle Depolo, she has informed the Consortium that a long-term lease sounds good. She will be looking over the details of our proposal and getting back to us soon to finalize the new lease agreement.

POLICY REVISION: Two policies remain under review in the bargaining process. All other policies have been TA'd.

FY 2022-23 BUDGET PROCESS: The FY 2022-23 budget document as proposed was approved at the May 17, 2022, budget committee meeting. Adoption of the approved budget, taxes and levy will take place at the June 20, 2022, Board meeting.

COLLECTIVE BARGAINING PROCESS: Our most recent bargaining session took place on June 1st. All proposals have been presented. The Parties remain in the process of working through the proposals. The next bargaining sessions are scheduled for June 14th.

FIRE DISTRICT BANQUET: The banquet was well-attended and very successful. The food and refreshments were delicious. A big shout out goes to DC Coleman and his wife Robin and Office Manager Stephanie Ziegler for stepping up to organize this annual event. Thank you.

PATCH PROJECT: Now that the new patch design has been established, Stephanie is in now the process of selecting a company to complete the new patch. We will keep Board as to her progress on this project.

FDB MA AGREEMENT: Upon request of the Clackamas County Fire Defense Board Chief, a Mutual Aid Agreement has been established between the Wasco County and Clackamas County Fire Defense Boards agencies. Such agreements are encouraged by the Oregon State Fire Marshal's Office in an effort to mobilize resources more quickly to keep fires small and away from local communities, hopefully before a mobilization of State resources becomes necessary.

OSFM GRANT AWARD: Mid-Columbia Fire and Rescue was recently awarded grant funding in the amount of \$35,000 from the Oregon State Fire Marshal through SB 762. The 2022 Wildfire Season Staffing Grant is intended for all Oregon fire agencies to increase the availability of local firefighters through October 1, 2022. Grant funds are being appropriated in the 2022-23 FY budget. Staff is currently working out the details of a plan to effectively use the funding to meet the intended purpose of this grant.

HIRING UPDATE: Over the months of May and June, Staff has been engaged in testing and assessment of applicants to establish a register from which to fill firefighter vacancies. The District recently made job offers to three candidates from the register each of whom have provided letters of acceptance. Staff will also be conducting testing and assessment for establishing a Lieutenant and Captain's register from which to fill potential vacancies as well.

AMBULANCE RATE ADJUSTMENT: It is that time of the year again for ambulance rates to be adjusted. By policy, the District, as of July 1 of each year, will adjust the rates to a minimum of 1.5% to a maximum of 3.0%, based upon the cost-of-living increase using the Consumer Price Index (CPI), All Urban Consumers, West, as computed by the LGPI from April 30th to May 31st for the comparison year. The CPI as of April 30th is

9.3%. We are awaiting the official CPI for May however expect that it will amount to the same of similar percentage. Draft rates will be calculated based on the 3.0% maximum amount allowed by policy. Once we conform the official CPI for May, the new rates will be forwarded to Systems Design for billing purposes.

RECOMMENDATION/ACTION: Staff update.

Assistant Fire Chief- Board Report

David Jensen, Assistant Fire Chief

May 2022

Major Topics for May 2022

- **Budget**

Following the budget committee meeting, the budget proposals were adjusted to reflect the revenue of the CCO GEMT, which was confirmed, and the subsequent expenditures for three Firefighter EMT positions. Additional adjustments were made for increasing fuel costs, ambulance billing expenses, and apparatus maintenance. The 3 FFs will not be hired prior to seeing actual revenue from the Phase 1 Design LLC Property in November of 2022.
- **Staffing**

The single role program still has two paramedic openings and are budgeted to be filled. The open EMT position was filled by Oscar Anaya who is a regionally local resident from the Parkdale area. We are excited to have him here as he begins work on June 20th.

The three open Firefighter Paramedic positions were posted, and the assessment was completed. Seven qualified candidates were found. One was offered and accepted a position at another fire district prior to the test date. One had a scheduling conflict and could not test. Two other candidates did not pass the assessment center. The remaining three candidates were subsequently interviewed, offered positions, accepted, and are in the on boarding process now. They will begin fire academy on August 8th.
- **Type 3 Purchasing Process (Delayed, *Status Quo from last update*)**

Boise Mobile Equipment is still awaiting the chassis to get started on our type 3 fire engine build project. I am currently due and awaiting another status update. At this point, we are hopeful this project will be completed for the 2023 fire season. BME assures us we have not been moved in the line, and the chassis manufacturer (International) has adjusted their delivery dates out.
- **Continuity of Operations Plan (COOP)**

As a result of our newly adopted Strategic Plan, I have begun to develop a scope of work to solicit contracts in developing a Continuity of Operations Plan for the District. This document will include action plans for any various type of disasters, natural and human caused.
- **Stacker Butte Projects**

I am working with Captain Biehn to complete some projects at our Stacker Butte Radio site to ensure the structure and access remain in good condition.



- **Records Management System (RMS) Transition**
The District's Record Management System must transition to a new provider. This is due to Emergency Reporting (our current provider) merging into ESO. The current price we pay for records management will not change this year, but if we choose to stay with ESO after the transition, we will see a significant increase in access costs (20k plus). This will be a budget item for 2023/24 FY. We are current looking into all of our options this year.
- **Wildfire Staffing Grant Operation (OSFM)**
We have applied and received a grant from the Oregon State Fire Marshal Office to assist with seasonal staffing. How we make the best use of these funds is still in the planning process, but the intention of the grant is to increase our local capacity to respond to wildfires.
- **MCMC Leadership Transitions**
The primary operational contact between MCMC and MCFR is the Emergency Department Director. The position has changed hands a couple of times in the past few years. Rihanna Hurff is now back in the position. We have a great history of working with Mrs. Hurff. We have reestablished monthly meetings to continually improve the working relationships between our agencies to deliver the best service to our customers as possible.
- **Firefighter Completing Probation**
June will be the final full month of probation for Firefighters Joe Russel, and Uriel Barrios-Gonzales. They have both worked very hard and proven themselves as valuable employees who exemplify the future vision of the Fire District. Congratulations to them both.
- **Technical Rope Rescue Certifications**
Following the Technical Rope Rescue Technician class, we now have over 15 responders within the region who are eligible to test for certification at the Rope Rescue Technician Level 1 and 2. We will host another drill in June and a final test will be scheduled in July. It is a great group, and it will be exciting to have all of these new resources in our area.

- Company Level Task Performances

I have been working with Chief Coleman to implement Company Performance Skills Evaluations. We have completed the first set of tasks with each shift and now are refining the standards and our goals. Our ultimate goal is to achieve the first intervention at a fire (usually the first intervention is water on fire) within 480 seconds of report to 911. This is broken down to each section of the response system.

Element	Individual Time Standards (Seconds)
911 call to the point the call is picked up at dispatch	15 ¹
Call picked up to dispatch notifications sent	64 ¹
Notification of a fire to apparatus responding	80 ¹
Travel time of first unit to the scene	240 ¹
Time for firefighters to deploy and implement first intervention	81 ²
Total Time	480
Overall Goal	480

¹NFPA 1710 time standard

²MCFR Goal (Still in operational review)

- Emergency Management Hazardous Materials Exercise

Each quarter, county emergency management is obligated to conduct 1 exercise. This quarter, Chief Coleman organized a hazardous material release exercise in which many of our emergency response partners from the State, Federal, and Local government participated. It was a good exercise and it was good to get most of the major players back together in a room to coordinate response and understand the needs of each agency.

- Turnout Time Metrics

May data for turnout times show some points with little change and some downward movement for compliance. In April we maintained the 70 percent plus range for EMS turnout time (Bell to Enroute) as Fire/ Other response time hovered within the same range. In May those percentages moved downward. This may be partly attributed to personnel movement, short staffing, and reeducating some members on the use of the electronic timestamping system. The goal is 90% response time compliance. The biggest highlight of May was the Fire/Other turnout time compliance improvement by Station 2 of 7%. We will continue to work to improve our turnout response times and I am confident we can reestablish our compliance upward trajectory.

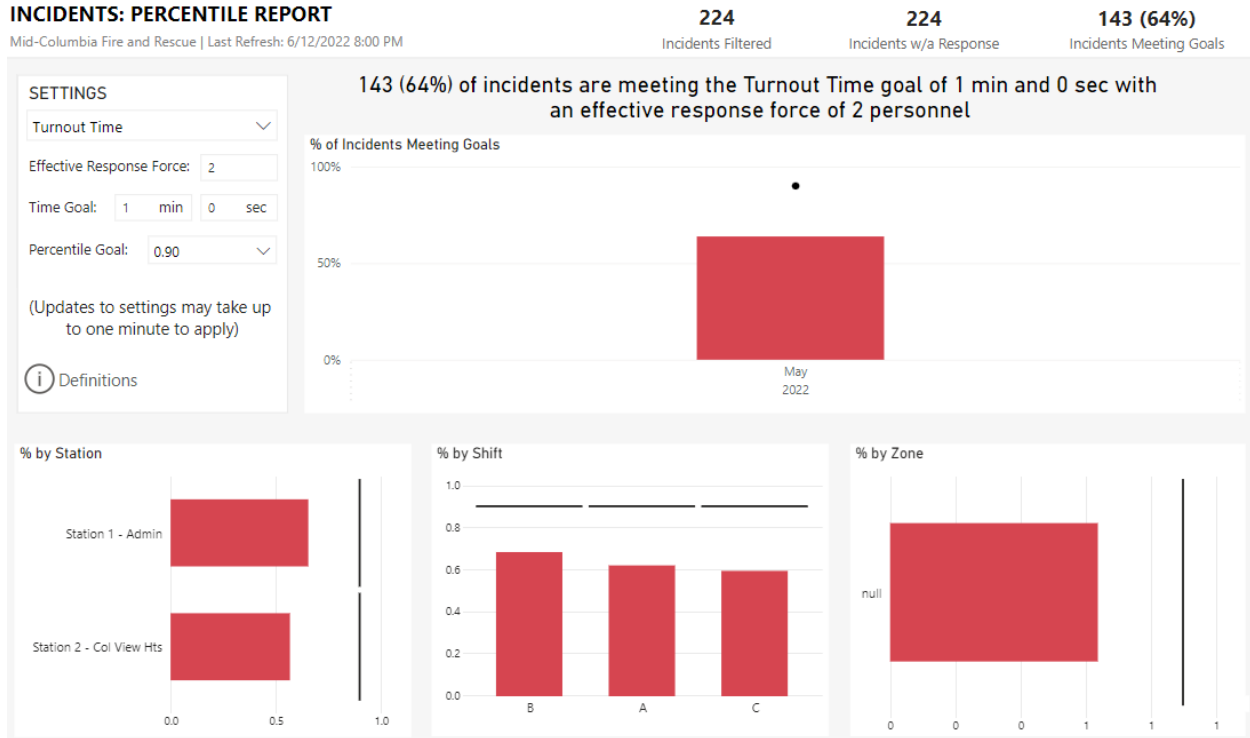
EMS Calls for Service May 2022

Percentage of EMS Calls Meeting 60 Second Response Compliance:

A Shift- 62.31% down from 74.7%, B Shift- 68.7% down from 70%, C Shift- 59.72 down from 67.6%

Station 1 overall- **75.3%** up from 73.8%, Station 2 overall- **59.3%** down from 69.2%

Districtwide **63.8%** down from 71%



Fire and Other Calls for Service May 2022

Percentage of *Fire/Other Calls* Meeting 80 Second Response Compliance:

*A Shift- **72.2%** from March 75%, B Shift- **50%** down from 72%, C Shift- **55.5%** down from 62.5%*

*Station 1 overall- **62.2%** down from 78%, Station 2 overall- **53.8%** up from 47%*

*Districtwide **60.3%** down from **71.7%***

INCIDENTS: PERCENTILE REPORT

Mid-Columbia Fire and Rescue | Last Refresh: 5/5/2022 8:00 PM

78
Incidents Filtered

60
Incidents w/a Response

43 (72%)
Incidents Meeting Goals

SETTINGS

Turnout Time

Effective Response Force:

Time Goal: min sec

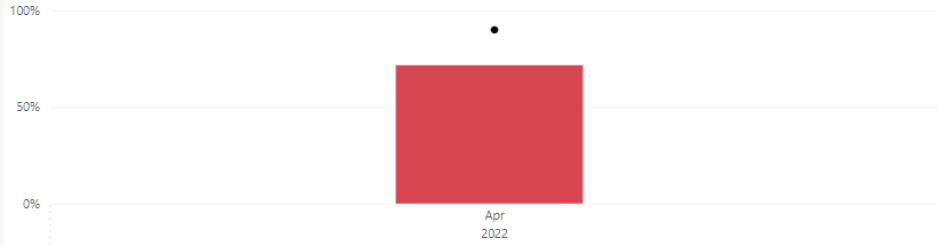
Percentile Goal:

(Updates to settings may take up to one minute to apply)

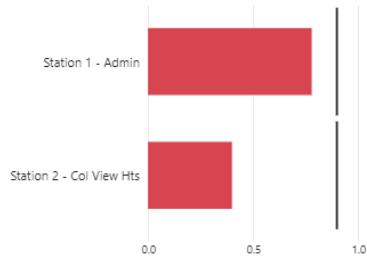
[Definitions](#)

43 (72%) of incidents are meeting the Turnout Time goal of 1 min and 20 sec with an effective response force of 2 personnel

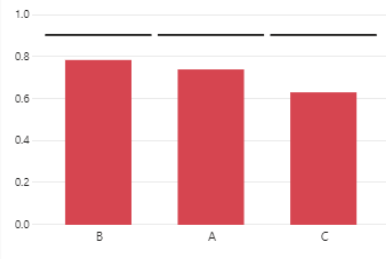
% of Incidents Meeting Goals



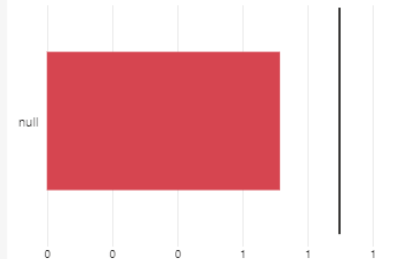
% by Station



% by Shift

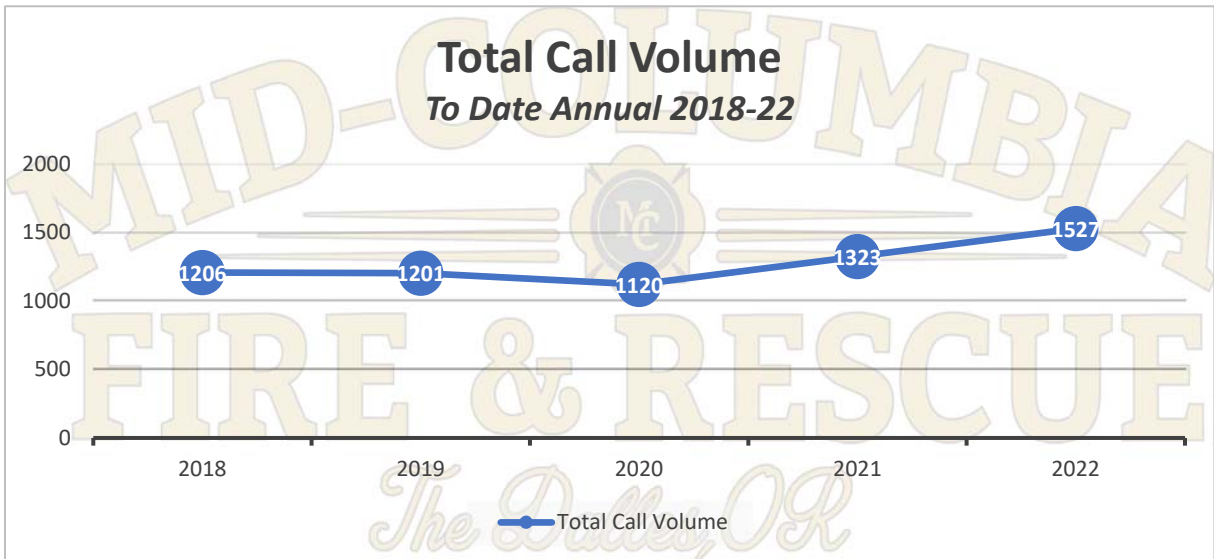


% by Zone

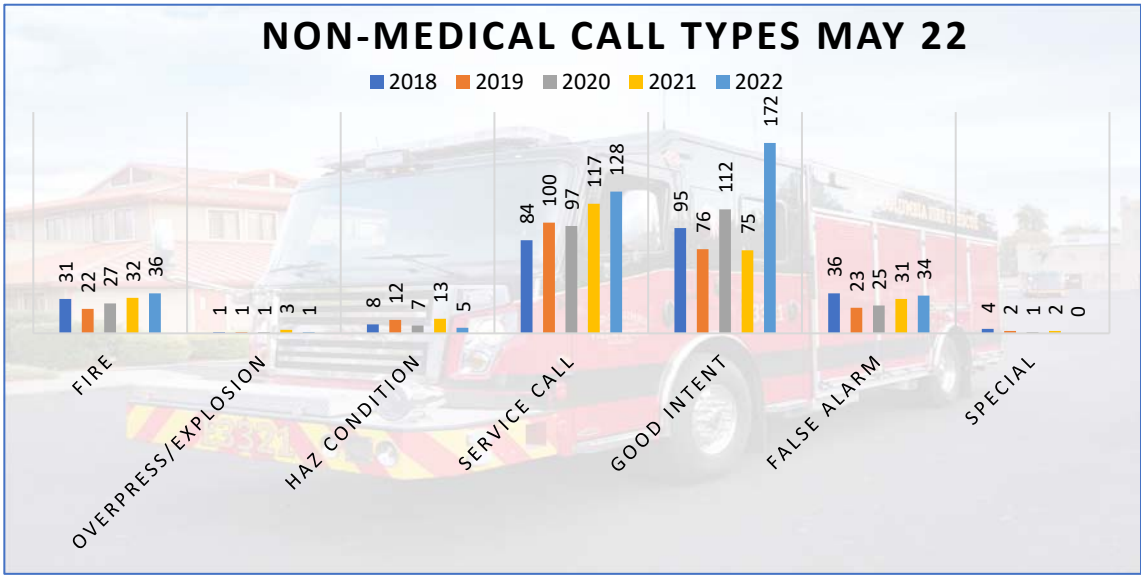


District Response Metrics

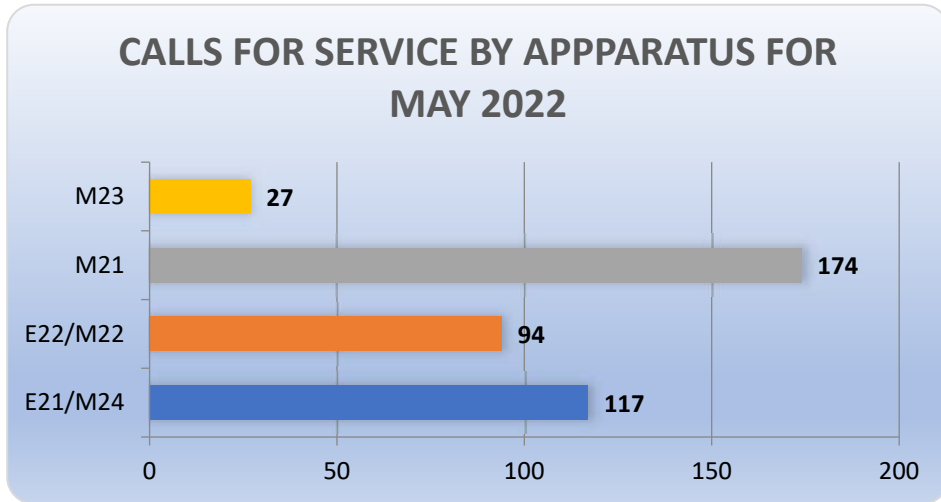
Below are the current statistics year-over-year, January 1st through May 31st



Call Types Jan-May 2018-22					
	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
EMS/Rescue	947	964	848	1050	1151
Fire	31	22	27	32	36
Overpressure/Explosion	1	1	1	3	1
Haz Condition	8	12	7	13	5
Service Call	84	100	97	117	128
Good Intent	95	76	112	75	172
False Alarm	36	23	25	31	34
Special	4	2	1	2	0



Call Distribution by Apparatus for May 2022



Prevention Division- Board Report

Jay Wood, Division Chief

May 2022

Just before I left on vacation, I gave my recommendation to Assistant Chief Jensen for our IT contractor. Upon my return, May 31st, I was informed by AC Jensen that Chief Palmer agreed with my recommendation. With his approval and signature on the Purchase Order, I started the process of completing the Managed Services agreement with Pacific Office Automation (POA). We will officially start with POA on July 1, 2022, however upfront/onboarding work will start in June. I am happy and relieved to have the selection portion complete and moving on to the next phase. This will include granting access to POA, getting them set up for remote access and several other tasks to be determined. Ultimately, when we are fully on board, each individual user will have the ability and authority to utilize the support request process if they should have an issue with logging in, printing, slow computer/internet, etc. This is on a 24/7/365 basis.

The district had seven hostile fire events for May 2022 with an estimated total of \$977,000 in property at risk. The total loss of property and contents was \$551,010. The fires were: two small grass fires (possible railroad powerline on both); unattended warming fire; two vehicle fires (unknown); dumpster fire (discarded charcoal briquettes); structure fire (suspicious in nature).

Public Education in May consisted of one community CPR/First Aid class by line personnel. I also attended our regional Team-Teaching sessions with Sparky, Smokey Bear and State/Federal Forest agencies. This year, we did our presentations outside and presented Stop, Drop, and Roll and Campfire Safety to First and Second Grade students in North Wasco schools and St. Mary's Academy. Met with the previous coordinator of the Get Ready The Dalles preparedness event to see if we could organize an event for this year. We discussed with another major player and it was decided to do a smaller scale/pared down version but move forward with the event with the caveat that should restrictions be in place in the fall, that we would be okay with cancelling the event. The event is tentatively scheduled for September 17th at the main Fire Station.

Inspections continue to move along at a steady pace. We still have not had any major violations which I am grateful for. Despite our call volume increasing each month, crews are still moving along steadily. There were nine fire system reports completed for May 2022, with no reported deficiencies and no previous month deficiencies corrected.

Assistant Chief Jensen and I discussed the Community Risk Assessment at my annual performance evaluation in May. We will be working together on the data for this CRA as it will directly be pertinent to the Standards of Cover document. The bulk of this will likely be completed after the summer.

I attended a virtual Wildfire Prevention Summit presented by the Western Fire Chiefs Association. There were approximately 32 presenters over two days who gave short presentations on Innovative Approaches to Wildfire Prevention and Mitigation, Prevention of Transportation Route

Fires, Prevention of Utility Corridor Fires, Insurance Companies and Wildfire, New Prevention Ideas; Preventing Wildfire Ignitions in/on the Home, etc.

Community Risk Reduction [Prevention, Public Education, Code Enforcement]

- Site Visits/Code Questions – Visited a few home sites in the areas surround the city with the new Oregon State Fire Marshal’s Office Community Risk Reduction Coordinator who is planning a class called Assessing Structure Ignition Potential for June here at MCFR.
- Public Education – Team Teaching for 1st and 2nd Grade (approximately 250 students).
- Site Team – 1 Meeting with 1 minor partition (one other postponed to future meeting).
- Plan Review/Code Research – For Site Team, a 40+ unit subdivision was on the agenda and pulled at the last minute. I had a few hours of research on the various aspects of the subdivision that had to be worked through.

Meetings/Training/Safety/Other:

- Various Staff Meetings and Weekly Planning Meetings
- Board Meeting and Budget Committee Meeting
- Coaching and Strategy Sessions with James Rowan
- CWPP meeting
- Annual Performance Evaluation

Emergency Responses/Station Staffing/Fire Investigations:

- All Calls – 0 on my duty shift, 3 for the district.
- Motor Vehicle Accident – 0
- Fire Response – 1; Investigation
- Duty Officer – 5 days
- EMS Response – Lift Assistance response due to low staffing
- Assisted in securing a Landing Zone at Station 1 for LifeFlight on a serious Trauma Call



Training Division- Board Report

Fred Coleman, Division Chief

May 2022

Volunteer Training:

- Engine Company Task performances

Career Training:

- Officer training Communications
- Wildland RT-130
- Single and multi-Engine Task performances
- EMS- Medication Review

Major projects and completion status:

- Probationary training and testing for Recruit Class 2021-01,2021-02,2021-03E, and 2021-04E
- Career officer development course-in progress, ½ complete
- Working on getting an instructor 1 for our region-started ¾ complete
- Working on Instructor II for region- ¾ complete- scheduled
- Working on bringing in outside training “Nozzle Forward”- complete
- Working on training for dispatchers- on going
- Working on the volunteer recruitment process- Started ¾ complete
- Wildland Academy S-130, S-190-L-180- complete
- County wide Haz Mat drill through EOC- ¾ complete
- CGTA Wildland fire Academy- complete
- Setting up Car Live Fire prop. – ¾ complete

Meetings/ Training/ District Representation

- Officer Training May 2nd 0830
- Proctor Written exam for EMT single Role May 2nd ,1330
- Duty Chief May 4th-8th
- Staff Meeting May 5th , 1500
- Officer development Rowan May 5th, 1530
- Nozzle Forward Class May 7th 0700-2100

- Assistant Chief Sieverkropp services May 7th ,1230
 - Nozzle Forward Class May 8th 0800-2100
 - EMS Quality Assurance Dr. Burnham May 9th 0830
 - Volunteer Drill May 11th , 1900-2100
 - Officer Development Rowan May 12th, 1530
 - Board Meeting May 16th, 1730
 - Overdose Task Force May 17th, 1000
 - Budget Committee meeting May 17th ,1730
 - CGTA meeting May 18th, 1000-1200
 - Volunteer Drill May 18th, 1900-2100
 - Chief Officer Training May 19th, 1000-1200
 - Officer development training May 19th ,1530
 - Wildland Academy Field Day May 21st ,0700-1700
 - Duty Chief May 24-28
 - FF Paramedic Assessment May 25th 0800
 - Volunteer Drill May 25th , 1900-2100
 - Dispatch training May 27th 1400-1500
- Total Duty Chief days in May-10

Emergency Response and Station Staffing

- All Calls-1
- EMS Response - 3
- MVA Response -
- Fire Response –

Current Volunteer Levels and Status:

May 2022 Volunteers		
Position/ Qualification	Number	Volunteers
Lieutenant/FF2/WFFT2	1	Eric Pyles
FF2/WFFT2	2	Loren Gilbert, Chuck Laochumnvanit
FF1/WFFT2/EMT	1	Tristan Sheppard (Leave of Absence)
FF1/WFF2/ EMT	1	Tanner Fletcher student
FF1/WFFT2/Paramedic	1	Dave Bandel
Apparatus Operator	2	Jeff Holland, Jesse Witkowski
Support	1	Christina Buck (Medical Leave)
Chaplain	3	Marilyn Roth, Doug Marquardt, Paul Boehlke
Total Volunteers	12	

May Volunteer Hours

Training Hours= 30

Response Ready Hours= 264

Total Hours=294

Training Totals

In total Since July 2020, we have completed the following training at MCFR:

3 Career Dual Role Academies

2 Career Single Role EMS Orientations

2 Volunteer Structure Academies with CGTA

2 Wildland Academy With CGTA

1 S-290 Intermediate Wildland Fire Behavior with CGTA 7 students

1 S-230/S-231 Crew/Engine Boss 19 students

1 S-215 Wildland Urban Interface FF 27 students including 12 remotely taught in Wamic

2 S-131 Wildland Firefighter Type I

And we have certified the following:

6 Vol FF I Structure

4 Vol FF II Structure

1 Career FF II Structure

32 + 15 Career/Vol Wildland FF II

29 Career/Vol Wildland FF I

2 Engine Boss

9 Career Apparatus Operator Eng., Water Tender, Wildland Type's III, VI

10+1 Aerial Operators

18 NFPA Ropes I & II

55 Students for Nozzle Forward Class

Bold = Additions for the reporting month.



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF DECLARING A BAN ON RESIDENTIAL BURNING IN WASCO COUNTY, OREGON

ORDER #22-023

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

IT APPEARING TO THE BOARD: That local fire officials have identified a need to ban all residential burning in Wasco County, Oregon until the fire danger has been reduced; and

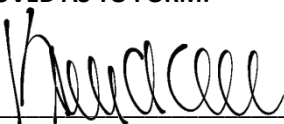
IT FURTHER APPEARING TO THE BOARD: That fire agencies located within Wasco County have designated a complete ban on all residential burning within their jurisdiction; and

IT FURTHER APPEARING TO THE BOARD: That due to the extreme fire conditions in Wasco County, Oregon it is imperative that a ban on all residential burning be declared, which includes piles and burn barrels, for those areas in Wasco County that lie outside the boundary of an officially recognized Fire Protection District.

NOW THEREFORE, IT IS HEREBY ORDERED: That a ban on all burning, which includes piles and burn barrels, for areas outside the boundary of an officially recognized Fire Protection District in Wasco County is hereby ordered to become effective on June 15, 2022, at 12:01 a.m., and will remain in effect until it is determined by local fire officials that said burning ban can be lifted.

DATED this 1st day of June, 2022

APPROVED AS TO FORM:



Kristen Campbell, County Counsel

WASCO COUNTY BOARD OF COMMISSIONERS:



Kathleen B. Schwartz, Commission Chair



Steven D. Kramer, Vice Chair



Scott C. Hege, County Commissioner



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF DECLARING A LOCAL STATE OF EMERGENCY IN WASCO COUNTY AS A RESULT OF DROUGHT CONDITIONS AND DECLARING A BAN ON THE USE OF FIREWORKS

RESOLUTION 22-007

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

WHEREAS, ORS 401.025(1)(a) defines “emergency” as a natural event or circumstance causing or threatening widespread loss of life, injury to person or property, human suffering, or financial loss, including but not limited to “fire” and “severe weather”;

WHEREAS, ORS 401.309 authorizes the County governing body to declare a state of emergency within the County and to establish procedures to prepare for and carry out activities which are necessary to prevent, minimize, respond to, or recover from an emergency;

WHEREAS, Wasco County requested the Governor of the State of Oregon declare a drought throughout the County on June 1, 2022;

WHEREAS, As of June 15, 2022, all outdoor burning has been prohibited with a total burn ban for Wasco County in effect;

WHEREAS, As of May 25, 2022, there have been 24 reported brush fires reported in Wasco County since January 1, 2022; and

WHEREAS, according to the National Fire Protection Association fireworks cause over 19,000 fires in the United States each year; and

WHEREAS, this region, like many other regions in the western United States, is experiencing extremely low water levels and cannot afford to use its limited water supply for fighting fires caused by fireworks.

NOW, THEREFORE, THE WASCO COUNTY BOARD OF COMMISSIONERS DECLARES AS FOLLOWS:

1. A local State of Emergency is declared to exist throughout Wasco County as a result of severe drought conditions.
2. This Declaration of a State of Emergency is effective immediately and shall remain in effect until the Wasco County Burn Ban is lifted in coordination with local Fire Officials. It may be amended, modified, supplemented, and/or extended in additional increments by the Board of Commissioners so long as conditions continue to pose an ongoing, immediate, and substantial threat to life, safety, health, or property in Wasco County.
3. The Board of Commissioners directs the Wasco County Emergency Manager to address mitigating risks associated with drought conditions and extreme heat including but not limited to coordinating services with other public bodies and requesting assistance from the State of Oregon to the extent available.

4. To preserve limited public safety and water resources, and to prioritize emergency preparedness and response to maximize public safety, including those related to extreme weather conditions, use of all fireworks as defined by ORS 480.111 within the unincorporated areas of Wasco County during this emergency is strictly prohibited. Violations are subject to Class C misdemeanors and all civil and/or criminal penalties, sanctions, and liability allowed by law. For purposes of this section, "use" includes lighting, exploding, or igniting in any way. Fireworks displays approved by the Oregon State Fire Marshall are exempt from this restriction. Use of fireworks that are illegal under state law continues to be prohibited at all times.
5. The County may take any other actions within its authority for the protection of safety, health, life, or property during this emergency.

APPROVED AND ADOPTED THIS 1st DAY OF JUNE, 2022.

APPROVED AS TO FORM:



Kristen Campbell, County Counsel

WASCO COUNTY BOARD OF COMMISSIONERS:



Kathleen B. Schwartz, Commission Chair



Steven D. Kramer, Vice-Chair



Scott C. Hege, County Commissioner

MID-COLUMBIA FIRE AND RESCUE INFORMATION SHEET

DATE: June 20, 2022

TO: Fire District Board President and Board Members

FROM: Robert Palmer, Fire Chief

PREPARED BY: Robert Palmer, Fire Chief

ISSUE: Adoption of Resolution No. 2022-04 – Adopting the FY 2022-23 budget, making appropriations and categorizing taxes.

BACKGROUND: Two resolutions are attached for the Boards consideration. Resolution No. 2022-04 Option “A” illustrates the budget as approved by the budget committee on May 17, 2022, as noted below:

CATEGORY	APPROPRIATION
General Fund	\$6,715,121
Building Reserve Fund	\$121,450
Equipment (App) Reserve Fund	\$1,367,195
Technical Rescue Reserve Fund	\$171,013
Capital Project Fund	\$0
Debt Service Fund	\$295,224
Fire Med Fund	\$98,489
Stacker Butte Fund	\$33,510
Training Reserve Fund	\$171,013
FF Equipment Reserve Fund	\$365,375
Retirement Liability Fund	\$50,000
Total All Funds	\$9,388,390
Total Unappropriated and Reserve Amounts	\$1,310,450
Total Approved Budget	\$10,698,840

The budget as approved above by the budget committee incorporates wage and benefit adjustments for Staff and Union personnel, funding for District operations and adequately funds the Fire Districts Capital Improvement and Replacement Plans.

Resolution No. 2022-04 Option “B” reflects the approved budget with recommended adjustments incorporating additional revenue projected to be received through the GEMT program and grant revenue approved by the OSFM as a result of SB 762. On the expenditure side of the budget, the adjustments incorporate appropriations for three dual-role firefighters, additional costs associated with three additional firefighters, and increased costs associated with fuel and maintenance. The approved budget with adjustments is illustrated below:

CATEGORY	APPROPRIATION
General Fund	\$7,054,082
Building Reserve Fund	\$121,450
Equipment (App) Reserve Fund	\$1,367,195
Technical Rescue Reserve Fund	\$171,013
Capital Project Fund	\$0
Debt Service Fund	\$295,224
Fire Med Fund	\$98,489
Stacker Butte Fund	\$33,510
Training Reserve Fund	\$171,013
FF Equipment Reserve Fund	\$365,375
Retirement Liability Fund	\$50,000
Total All Funds	\$9,727,351
Total Unappropriated and Reserve Amounts	\$1,312,489
Total Approved Budget	\$11,039,840

LEVY AMOUNTS: The budget committee of Mid-Columbia Fire and Rescue approved property taxes for the 2022-23 FY at the rate of \$2.1004 per \$1000 of assessed value for operating purposes in the General Fund and property taxes in the amount of \$317,445.00 for the general obligation bond principal and interest in the Debt Service Fund. These amounts remain unadjusted.

BUDGET IMPACT: The FY 2022-23 budget approved by the budget committee (Option “A” was approved with no adjustments. The ending fund balance based on the budget approved by the budget committee is \$1,247,991.

The proposed 2022-23 budget with the adjusted amounts is being recommended by Staff for adoption. The ending fund balance incorporating the proposed budget adjustments is \$1,250,030.00. This an increase of \$2,039. The proposed adjustments as recommended only affect the General Fund of the approved budget.

The difference between the General Fund of the approved budget and the proposed budget with adjustments is 5%. The total proposed increase does not exceed 10% and thereby complies with local budget law.

Staff is recommending approval of Resolution No. 2022-04 (Option “B”) adopting the 2022-23 FY budget with proposed adjustments as illustrated below.

RECOMMENDATION/ACTION:

Option A:

Adopt of Resolution No. 2022-04 “A resolution adopting the budget, making appropriations, imposing taxes, and categorizing taxes for FY 2022-23” with no recommended budget adjustments.

Option B:

Adopt of Resolution No. 2022-04 “A resolution adopting the budget, making appropriations, imposing taxes, and categorizing taxes for FY 2022-04” based upon

recommended budget adjustments, in compliance with local budget law.
Recommended.

OPTION "A"
RESOLUTION NO. 2022-04
RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of Mid-Columbia Fire and Rescue hereby adopts the budget for fiscal year 2022-2023 in the total amount of \$10,698,840.* This budget is now on file at **Mid-Columbia Fire and Rescue 1400 W. 8th St.** in The Dalles, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2022, for the following purposes:

General Fund	
<u>Organizational Unit or Program:</u>	
Administration	906,900
Public Safety	5,178,661
	0
	0
<u>Not Allocated to Organizational Unit or Program:</u>	
Personnel Services.....	0
Materials & Services.....	0
Capital Outlay.....	0
Debt Service	0
Special Payments.....	0
Transfers Out.....	529,560
Contingency.....	100,000
Total.....	\$6,715,121

Building Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	0
Capital Outlay	121,450
Transfers Out.....	0
Contingency.....	0
Total.....	\$121,450

Equipment (App) Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	0
Capital Outlay	\$1,367,195
Transfers Out.....	0
Contingency.....	0
Total.....	\$1,367,195

Technical Rescue Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	8,500
Capital Outlay	162,513
Transfers Out.....	0
Contingency.....	0
Total.....	\$171,013

Capital Project Fund	
Org. Unit/Program: Operations	0
Capital Outlay	0

Debt Service Fund	
Debt Service Principal	210,000
Debt Service Interest	85,224
Admin Fee	0
Total.....	\$295,224

FireMed Fund	
Org. Unit/Program: Operations	0
Materials & Services	6,200
Capital Outlay.....	87,289
Transfers Out.....	5,000
Contingency.....	0
Total.....	\$98,489

Stacker Butte Fund	
Org. Unit/Program: Operations	0
Materials & Services	28,510
Capital Outlay	5,000
Transfers Out.....	0
Contingency.....	0
Total.....	\$33,510

Training Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	8,500
Capital Outlay	103,117
Training Tower Loan Principal	51,829
Training Tower Loan Interest	7,567
Total.....	\$171,013

FF Equipment Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	50,000
Capital Outlay	315,375
Transfers Out.....	0
Contingency.....	0
Total.....	\$365,375

Retirement Liability Fund	
Org. Unit/Program: Operations	0
Special Payments.....	0
Transfers Out.....	50,000
Contingency.....	0
Total.....	\$50,000

Transfers Out.....	0
Contingency.....	0
Total.....	\$0

Total APPROPRIATIONS, All Funds . . .	\$9,388,390
Total Unappropriated and Reserve Amounts, All Funds . . .	1,310,450
TOTAL ADOPTED BUDGET . . .	\$10,698,840 *

*(*amounts with asterisks must match)*

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2022- 2023 :

- (1) At the rate of \$2.1004 per \$1000 of assessed value for permanent rate tax;
- (2) In the amount of \$ _____ **OR** at the rate of \$ _____ per \$1000 of assessed value for local option tax; and
- (3) In the amount of \$306,935 for debt service on general obligation bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax.....\$ _____ **OR** \$ 2.1004/\$1,000
 Local Option Tax.....\$ _____ **OR** \$ _____ /\$1,000

Excluded from Limitation

General Obligation Bond Debt Service.....\$317,445

The above resolution statements were approved and declared adopted on June 20, 2022.

X _____
 Signature

EXHIBIT "B"
RESOLUTION NO. 2022-04
RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of Mid-Columbia Fire and Rescue hereby adopts the budget for fiscal year 2022-2023 in the total amount of \$11,039,840.* This budget is now on file at **Mid-Columbia Fire and Rescue 1400 W. 8th St.** in The Dalles, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2022, for the following purposes:

General Fund	
<u>Organizational Unit or Program:</u>	
Administration	902,900
Public Safety	5,521,622
	0
	0
<u>Not Allocated to Organizational Unit or Program:</u>	
Personnel Services.....	0
Materials & Services.....	0
Capital Outlay.....	0
Debt Service	0
Special Payments.....	0
Transfers Out.....	529,560
Contingency.....	100,000
Total.....	\$7,054,082

Building Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	0
Capital Outlay	121,450
Transfers Out.....	0
Contingency.....	0
Total.....	\$121,450

Equipment (App) Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	0
Capital Outlay	\$1,367,195
Transfers Out.....	0
Contingency.....	0
Total.....	\$1,367,195

Technical Rescue Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	8,500
Capital Outlay	162,513
Transfers Out.....	0
Contingency.....	0
Total.....	\$171,013

Capital Project Fund	
Org. Unit/Program: Operations	0
Capital Outlay	0

Debt Service Fund	
Debt Service Principal	210,000
Debt Service Interest	85,224
Admin Fee	0
Total.....	\$295,224

FireMed Fund	
Org. Unit/Program: Operations	0
Materials & Services	6,200
Capital Outlay.....	87,289
Transfers Out.....	5,000
Contingency.....	0
Total.....	\$98,489

Stacker Butte Fund	
Org. Unit/Program: Operations	0
Materials & Services	28,510
Capital Outlay	5,000
Transfers Out.....	0
Contingency.....	0
Total.....	\$33,510

Training Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	8,500
Capital Outlay	103,117
Training Tower Loan Principal	51,829
Training Tower Loan Interest	7,567
Total.....	\$171,013

FF Equipment Reserve Fund	
Org. Unit/Program: Operations	0
Materials & Services	50,000
Capital Outlay	315,375
Transfers Out.....	0
Contingency.....	0
Total.....	\$365,375

Retirement Liability Fund	
Org. Unit/Program: Operations	0
Special Payments.....	0
Transfers Out.....	50,000
Contingency.....	0
Total.....	\$50,000

Transfers Out.....	0
Contingency.....	0
Total.....	\$0

Total APPROPRIATIONS, All Funds . . .	\$9,727,351
Total Unappropriated and Reserve Amounts, All Funds . . .	1,312,489
TOTAL ADOPTED BUDGET . . .	\$11,039,840 *

*(*amounts with asterisks must match)*

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2022- 2023 :

- (1) At the rate of \$2.1004 per \$1000 of assessed value for permanent rate tax;
- (2) In the amount of \$ _____ **OR** at the rate of \$ _____ per \$1000 of assessed value for local option tax; and
- (3) In the amount of \$306,935 for debt service on general obligation bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax.....\$ _____ **OR** \$ 2.1004/\$1,000
 Local Option Tax.....\$ _____ **OR** \$ _____ /\$1,000

Excluded from Limitation

General Obligation Bond Debt Service.....\$317,445

The above resolution statements were approved and declared adopted on June 20, 2022.

X _____
 Signature

MCFR INFORMATION SHEET

DATE: June 20, 2022

TO: Fire District Board of Directors

FROM: Bob Palmer, Fire Chief

ISSUE: Resolution No. 2022-05 "A Resolution Authorizing the Transfer of funds from Operational Contingency to Certain General Fund Administration Expenditure Lines".

BACKGROUND: End of the fiscal year projections have determined that certain budget adjustments will be necessary before the end of the current budget cycle to avoid an over-expenditure in the General Fund for Administration expenses and associated audit deficiency. The following adjustments are recommended:

1. Transfer \$4800.00 from Operational Contingency to line 6421-03 PEHP Admin.
2. Transfer \$8500.00 from Operational Contingency to line 6424-01 Health Ins. Admin.
3. Transfer \$5600.00 from Operatiaonal Contingency to line 6430-03 Defined Contribution Admin.

OAR 150-294-388(7) sets forth the process and requirements to transfer funds from the General Fund Operating Contingency to the General Fund Administration expenditure lines for this purpose.

BUDGET IMPLICATION: The General Fund Operating Contingency will be reduced in the amount of \$18,900.00. Line 6421-03 PEHP Admin. will be increased by \$4800.00. Line 6424-01 Health Ins. Admin. will increase by \$8500.00. Line 6430-03 Defined Contribution Admin. will increase by \$5600.00. The additional funds in each of these lines will cover the necessary costs that were not included in projections during the development of the 2021-22 FY budget.

ACTION/RECOMMENDATION: Adoption of Resolution No. 2022-05 "A Resolution Authorizing the Transfer of funds from Operational Contingency to Certain General Fund Administration Expenditure Lines".

MID-COLUMBIA FIRE AND RESCUE

RESOLUTION NO. 2022-05

“A Resolution Authorizing the Transfer of funds from Operational Contingency to Certain General Fund Administration Expenditure Lines.”

WHEREAS, end of the fiscal year projections determined that certain expenditures were not included in initial projections during the development of the 2021-22 FY budget; and

WHEREAS, based upon this determination, budget adjustments are necessary before the end of the current budget cycle to avoid an over-expenditure in the General Fund for Administration expenses and associated audit deficiency; and

WHEREAS, it will be necessary to transfer funds from the General Fund Operating Contingency to certain General Fund Administration lines to address this issue; and

WHEREAS, OAR 150-294-388(7) sets forth the process and requirements to transfer funds from General Fund Operating Contingency to the General Fund Administration expenditure lines for this purpose; and

WHEREAS, the Board of Directors of Mid Columbia Fire & Rescue has determined it to be reasonable and prudent to approve the transfer of funds from the General Fund Operating Contingency to the General Fund Administration expenditure lines to make the necessary budget adjustments.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Board of Directors of Mid-Columbia Fire and Rescue authorize the Fire Chief to take the following action:

1. To reduce the 2021-22 FY budget General Fund Operating Contingency by the amount of \$18,900.00.
2. To increase the 2021-22 FY General Fund budget line 6421-03 PEHP Admin. by the amount of \$4800.00 and to appropriate such funds for expenditure.
3. To increase the 2021-22 FY General Fund budget line 6424-01 Health Ins. Admin. by the amount of \$8500.00 and to appropriate such funds for expenditure.
4. To increase the 2021-22 FY General Fund budget line 6430-03 Defined Contribution Admin. by the amount of \$5600.00 and to appropriate such funds for expenditure.

Approved and adopted this 20^h day of June 2022, by the Board of Directors of Mid-Columbia Fire and Rescue.

Ayes: _____

Nays: _____

President/Board of Directors

Attest: _____
Secretary/Board of Directors

Approved as to form: _____
Andrew J. Myers

MCFR INFORMATION SHEET

DATE: June 20, 2022

TO: Fire District Board of Directors

FROM: Bob Palmer, Fire Chief

ISSUE: Surplus Property

SYNOPSIS: The Fire District desires to declare certain items noted on the attached list as surplus property.

BACKGROUND: The Fire District has accumulated property awaiting surplus. Property of this nature is taken out of service and placed into storage for one of the following reasons:

1. The property/equipment has exceeded its life expectancy and/or is no longer of use to the Fire District.
2. The property/equipment has failed a required test and/or has been damaged beyond repair.
3. The property/equipment is too expensive to maintain.

Once approved for surplus, the property will be discarded, sold, or donated in accordance with Board Policy Chapter 6, Section 6.1 (B) "Disposal of Surplus Property".

BUDGET IMPLICATION: None

RECOMMENDATION/ACTION: Motion to declare items noted on Exhibit "A".

EXHIBIT "A"

ITEM	MODEL	INVENTORY/SERIAL #	DISPOSITION
36-Old Training Room Chairs	chair-	N/A	End of Service Life- Replaced
Portable White Board	N/A	N/A	No longer needed- Replaced
	-	-	
	-	-	
	-	-	
	-	-	