



**BOARD OF DIRECTORS MEETING**  
Central Coast Fire & Rescue Training Room  
125 East Alsea Highway  
Waldport, Oregon 97394  
Thursday, July 15, 2021  
Board Meeting 5:30 PM

**BOARD OF DIRECTORS MEETING REGULAR SESSION**

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I. CALL TO ORDER BOARD OF DIRECTORS MEETING, REGULAR SESSION

Announcement that the meeting is being streamed "Live" and if anyone has public comments or questions, they can text, or email Information Station and the questions will be relayed to the Board members and answered at the end of the meeting.

II. PLEDGE OF ALLEGIENCE

III. ADMINISTRATION OF OATHS OF OFFICE FOR NEW BOARD MEMBERS

IV. ROLL CALL

V. ELECTION OF OFFICERS

VI. APPROVAL OF MINUTES  
a. Regular Session Minutes

VII. CITIZEN PARTICIPATION

VIII. STAFF PRESENTATIONS  
a. Training, Maintenance, & Admin Report

IX. UNION REPORT

X. VOLUNTEER REPORT

XI. FINANCE REPORT  
a. Approval of financial report  
b. Approval of expenditures  
c. Resolution# 2021-12 (signatures and LGIP authorization)

XII. CORRESPONDENCE

XIII. OLD BUSINESS  
a. Tidewater -update  
b. Mackenzie - update

XIV. NEW BUSINESS  
a. Surplus letter

XV. CHIEFS REPORT

XVI. PRESIDENTS REPORT

XVII. QUESTIONS FROM CITIZENS OR VIEWING AUDIENCE.

XVIII. BOARD MEMBER COMMENTS

XIX. GOOD OF THE ORDER

XX. ADJOURNMENT

## CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

### BOARD OF DIRECTORS MEETING

JUNE 17, 2021

- 1. Call to Order.** The regular meeting and the budget hearing of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Tim Grady at 5:33 p.m. on Thursday, June 27, 2021.
- 2. Pledge of Allegiance.** Mr. Grady led those present in the Pledge of Allegiance.
- 3. Roll Call.** Directors present were Reda Eckerman, Tim Grady, and Peter Carlich; Kevin Battles was delayed and Dave Brooks was excused. A quorum was present.
- 4. Budget Hearing.** Mr. Grady declared a hearing to finalize the proposed budget for 2021-22. Budget Officer Chief Mason had no changes from the Budget Committee meeting. Mr. Grady read **Resolution #2021-08 Adopting the Budget** for the fiscal year 2021-2022. Moved by Mr. Carlich, seconded by Mrs. Eckerman, to approve and adopt Resolution #2021-08 as read; motion carried. Mr. Grady then read **Resolution #2021-10 Amending the Budget for Fiscal Year 2020-2021** to budget for the purchase of the used 2009 Spartan Gladiator Pumper Engine. It was moved by Mr. Carlich, seconded by Mrs. Eckerman, to approve Resolution #2021-10; motion carried. Mr. Grady read **Resolution #2021-11 A Resolution Regarding Continuance of the Building/Property Reserve Fund.** Moved by Mr. Carlich, seconded by Mrs. Eckerman, to approve Resolution #2021-11; motion carried. This fund needs to be renewed every 10 years. Mr. Grady closed the Budget Hearing at 5:41 p.m. and resumed the regular meeting.
- 5. Approval of Minutes.** It was moved by Mr. Carlich, seconded by Mrs. Eckerman, to approve the minutes of the regular Board meeting on May 20, 2021 as presented; motion carried. Moved by Mrs. Eckerman, seconded by Mr. Carlich, to approve the minutes of the Budget Committee meeting on May 20, 2021 as presented; motion carried. Director Battles arrived at 5:43. Moved by Mr. Carlich, seconded by Mrs. Eckerman, to approve the Special Meeting of the Board on June 1, 2021 as presented; motion carried. Moved by Mr. Carlich, seconded by Mrs. Eckerman, to approve the Special Meeting of the Board on June 8, 2021 as presented; motion carried.
- 6. Citizen Participation.** None.
- 7. Staff Reports. Training.** Chief Mason reported a total of 118 calls in May, and 56 so far in June, with 560 so far this year. Training hours went down as some people have left, but total for the year is 1206. In Firefighter II they are doing the classroom work, then moving on to Fire Officer I. Academy is beginning in September. **Maintenance.** Lt. Knudson is waiting for a bid for landscaping on Station 74. He will get another sign when security is set up. At Station 73 the roof is now on, fascia board is on, and it is officially dried in and waiting for electrician bids. It should be roughed in by the July Board meeting. Engine 72 is back from Hughes and it wasn't as bad as originally thought. Recently the light bars are going out sporadically; he is checking on fixing it, but the crew knows how to cope with it as it is. The new Spartan engine should be in service by the end of next week, which will let 72 rest. PWA is done with their work and moved in; they will be setting up their offices, etc. Chief Mason is trying to organize the space better and get turnouts in their own place. Signs have arrived for PWA and Sheriff and will be installed after some landscape work is done. He has been checking on a Portapotty for the Tidewater station, but without success. Discussion of costs and possibly purchasing one. He will check on cleaning costs from M & E. He had one bid for concrete work but it would be fall before it could be done so he will do another bid request. No **Administration** report.

**8. Volunteer Report.** Volunteer Association President Rick Booth introduced two new volunteers, Rachel Mueller EMS and Roger Carnes, Chaplain. The volunteers started out this month with about 23 but lost 5 who moved away, and now have 18. There are 4 or 5 who are EMS only, 2 from Seal Rock, one is an engineer, and they have Engine 75 which they all like. There are 7 or 8 who are always coming on calls, not necessarily at the same time. They show up when they can, especially on days when there were 8 calls in 12 hours. Charlie and Reilly are doing the Wednesday Market booth, and Charlie will walk sites for fire prevention advice. The County Fair is the same weekend as Beachcomber's; there will be a booth here on the 3rd and in Newport on the 4th. One of our Chaplains, Rhonda, left and there was an award ceremony for her. There was considerable discussion of the difficulty of getting and keeping volunteers as it amounts to asking people to do the same training and work as a career firefighter but for free; it is a nationwide problem. Mrs. Alves commented that she knew of at least 4 similar fire districts that had lots of volunteers; it was suggested that she find out more about their programs that might be of use. Chief Mason said there had been discussion about trying to work with the high school, but the liability is high. He also pointed out that the average age in the district is 62. We have more volunteers than several other districts in our area.

**9. Finance Report.** Mr. Quick reported that we finished May with \$753,906 in the accounts, which is down from last year due to all the Tidewater expense, but the budget is in good shape. Taxes received are higher than last year; legal fees are \$18,525, over the \$15,000 budgeted. Medical supplies are at \$5,405 compared to \$15,004 last year; last year was a catch-up year. Chief Mason is trying to do a better job of reining in supplies and keeping current. Building maintenance is over budget but there have been improvements made; payroll expense is at 79% of budget. Moved by Mr. Carlich, seconded by Mrs. Eckerman, to accept the financial report as presented; motion carried. Moved by Mr. Carlich, seconded by Mrs. Eckerman, to pay the bills; motion carried.

**10. Correspondence.** None.

**11. Old Business. Tidewater.** Already covered in Lt. Knudson's report. **Mackenzie.** Will be covered in Chief Mason's report. **Policy 5.1-8.1.** Mr. Grady questioned whether the fee schedule was adequate. Chief Mason said they will see if it works, and if not it can be adjusted. Discussion; this portion of the Policy is primarily ORS material. Moved by Mrs. Eckerman, seconded by Mr. Carlich, to approve Policy 5.1-8.1 as presented; motion carried.

**12. New Business. Acceptance of Abstract of Votes from May 2021 Election.** Moved by Mrs. Eckerman, seconded by Mr. Battles, to accept the Abstract of Votes from May 2021 Election; motion carried. **Resolutions.** All were already passed during the Budget Hearing. **Surplus T-74.** Chief Mason removed the tender from Five Rivers and brought it down to Station 72 to be surplus and sold. It is not worth fixing; it would be a good truck for a logging company but not a fire truck. He plans to go for a grant in January to replace the tender. Moved by Mr. Carlich, seconded by Mr. Battles, to declare the 1979 Ford 9000-Water Tender VIN – W90AVFE8003 surplus; motion carried.

**13. Chief's Report. Mackenzie** architects came down for a site visit and are developing blueprints. They are looking at everything and will write one for a two-story and one for a one-story, which would save on engineering costs and an elevator. They would replace the living quarters on the first level. When we get the blueprints we can go forward with what it will cost and what to ask for. **Boat House.** It looks as if there will not be a boat house. We will get a jet-lift for the Port for three seasons and store the boat over winter. He is talking with the Port and looking at a possible 50% match. The boat needs to be down there, both as a reassurance for the boaters and the need for room at the station. **EF Recovery** is up and running and claims are coming in. One of the ITs is going through last years records for recovery. We didn't get the **OSFM Grant** but we did get the ODF grant and he modified the equipment levy funds to get the necessary Wildland gear; he had attached a spreadsheet showing purchases. Also attached to the packet was a spreadsheet showing the location changes for the vehicles. With the Spartan at Five

Rivers he hopes to recoup points for a reserve engine for ISO, which is being checked next week and could result in a 4.0 rating because of the staffing, equipment, training, etc. If it does, he will publicize it. **Fire Season.** This is a major concern, and he has told the Fire Defense Board that if needed he can provide a tender and one person but everything else is staying here to cover this area. June 1<sup>st</sup> closed the burning season. July 3<sup>rd</sup> is a mandatory call for all personnel; he is staffing two engines, one for the fireworks and one for everything else. **Squad 21** is waiting on approval from Depoe Bay Fire. **SDAO Board Training.** Chief Mason had a schedule for Board training, with a transitional meeting the next Thursday, a July 10<sup>th</sup> SDAO training, July 15<sup>th</sup> Board meeting, and July 29<sup>th</sup> if the first transitional meeting wasn't enough. This last year saw a lot of changes and a lot more are coming and everyone needs to be on the same page. **New Engine 72.** Current 7201 is tired, and going to Tidewater, which may help stretch its usefulness for another five years. The new one is newer, well maintained, up to date, and should be in service by the end of next week. **Connex Boxes** are going away as soon as the concrete is done at Tidewater. **Equipment Levy** expenditures were indicated in an attached summary. **Open House/Campaign Kick-Off** and recruitment drive is tentatively scheduled for July 24; Seal Rock will do the same in August.

**14. President's Report.** Mr. Grady said that this was the end of a big era in his life. It has been an amazing experience and the district is to be commended on how it has grown in 40 years. His wife is extremely happy, and he is ready to leave, it's time to move on. He appreciates everyone and all they have done.

At this time, Mrs. Eckerman presented certificates to Mr. Grady, who had served on the Board since 1998, and to Mr. Carlich in appreciation for their service. She had given one to Mr. Brooks prior to the meeting, as he couldn't attend because of a business commitment.

**15. Questions from the citizens and viewing audience.** None

**16. Good of the Order.** Mrs. Eckerman had some material which Mr. Brooks had left with her to review for the Board. One was a feasibility study from 2012 which contained a lot of good information regarding potential consolidation of fire districts in the county. Mr. Grady pointed out that there had always been consideration of consolidation in South County, but it is difficult for people to give up their territory. Mr. Brooks had also gone back to 2015 and pulled balance sheets for March showing cash in the bank. In 2015, \$55,032.88; in 2016, \$44,061.15; in 2017, \$675,954.22; in 2018, \$847,251.91; in 2019, \$854,780; in 2020, \$917,054.67; and in 2021, \$902,732.23. This just shows how far we have come in the financial stability of our district, which directly equates to the amount of service we can provide. There were some very lean years. Mr. Carlich wanted to say how very lucky we have been to obtain the people we have and he is very glad they have stayed with us.

There being no further business to come before the Board the meeting adjourned at 7:02 p.m.

Respectfully submitted,

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Jan K. Hansen, Recording Secretary

Approved:

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Board Chair



Central Coast Fire & Rescue District  
145 NW Alsea Hwy  
Waldport, OR 97394  
(541)-563-3121

Seal Rock Rural Fire Protection District  
10349 NW Rand Street  
Seal Rock, Oregon 97376



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**To: Board of Directors**  
**From: District Training Chief**  
**Date: 12 July 2021**  
**Subject: Monthly Training Report**

## **Monthly Training Report**

- 1. Total Annual Hours Training: 1451.25 Hours**
- 2. Upcoming Training – Training Sessions coming up over the next few months:**
  - a. NFPA Fire Officer I**
  - b. NFPA Firefighter II**
- 3. Academy Progress – Upcoming Academy in September**
- 4. Monthly Hours Combined (June): 211.5 Hours**



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## Maintenance Report

June 17<sup>th</sup>, 2021

### Station 74

Brush Clearing – On Hold / Owners

### Station 73

Separate Update on the agenda  
Tender 73 is in the bay

### Station 72

Engine 72 – In service  
Old Engine 72 – Currently 75 as a reserve / 2<sup>nd</sup> Out  
Shop Area  
Bunk Gear / Transition Room



**Central Coast Fire & Rescue District**  
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Administrative Report

July 12, 2021

**New Members:**

Email setup and Information.

Minutes of meetings for the past 12 months.

The last 2 budgets.

Copy of approved sections of District Policy (in the process of being updated).

**All Board Members:**

SDAO Board Handbook (please refer to district 2.1-4.6)

Website update

## Central Oregon Coast Fire & Rescue Profit & Loss by Class - (NOT FINAL)

June 2021

	Bldg/Property Rsv	Equipment Levy Fund	Equipment Reserve	General Fund	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4010 · Current Levied Taxes	0.00	0.00	0.00	47,180.90	47,180.90
4020 · Previous Levied Taxes	0.00	0.00	0.00	5,320.00	5,320.00
5800 · Capital Lease Proceeds	0.00	0.00	0.00	100,000.00	100,000.00
6030 · Interest	0.00	0.00	0.00	169.97	169.97
6051 · Pac. West Agreement	0.00	0.00	0.00	1,000.00	1,000.00
6090 · Sale of Surplus Property	0.00	0.00	0.00	1,585.00	1,585.00
<b>Total Income</b>	0.00	0.00	0.00	155,255.87	155,255.87
<b>Gross Profit</b>	0.00	0.00	0.00	155,255.87	155,255.87
<b>Expense</b>					
8000 · Personnel Services					
8010 · Gross Payroll					
Base Wages	0.00	0.00	0.00	31,841.21	31,841.21
Call Stipend	0.00	0.00	0.00	805.00	805.00
FSLA	0.00	0.00	0.00	361.78	361.78
Overtime Wages	0.00	0.00	0.00	847.67	847.67
<b>Total 8010 · Gross Payroll</b>	0.00	0.00	0.00	33,855.66	33,855.66
8011 · Employer FICA	0.00	0.00	0.00	2,150.51	2,150.51
8012 · SUTA	0.00	0.00	0.00	460.89	460.89
8014 · PERS	0.00	0.00	0.00	610.75	610.75
8015 · Medical Insurance	0.00	0.00	0.00	6,366.50	6,366.50
8016 · Workmans Comp	0.00	0.00	0.00	1,602.26	1,602.26
8017 · Volunteer Fund (LOS, etc...)	0.00	0.00	0.00	-855.00	-855.00
8027 · 457 Deferred	0.00	0.00	0.00	45.00	45.00
8029 · Payroll Expenses - Other	0.00	0.00	0.00	22.75	22.75
<b>Total 8000 · Personnel Services</b>	0.00	0.00	0.00	44,259.32	44,259.32
8019 · Materials					
8023 · Bank Fees	0.00	0.00	0.00	14.10	14.10
8031 · Office Supply/Postage	0.00	0.00	0.00	1,272.80	1,272.80
8032 · Legal Services	0.00	0.00	0.00	2,093.59	2,093.59
8034 · Medical Supplies	0.00	0.00	0.00	394.43	394.43
8037 · Protective Equipment/Uniforms	0.00	0.00	0.00	84.79	84.79
8038 · Consulting	0.00	0.00	0.00	1,000.00	1,000.00
8040 · Equipment Maintenance	0.00	0.00	0.00	102.50	102.50
8045 · Building Maintenance	0.00	0.00	0.00	1,073.97	1,073.97
8050 · Vehicle Fuel	0.00	0.00	0.00	1,191.88	1,191.88
8055 · Vehicle Repair	0.00	0.00	0.00	1,177.13	1,177.13
8056 · Annual Equipment Testing	0.00	0.00	0.00	780.76	780.76
8178 · Department Software/Hardware	0.00	0.00	0.00	14.99	14.99
8180 · Training/Mileage	0.00	0.00	0.00	298.00	298.00
8185 · Travel	0.00	0.00	0.00	393.41	393.41
8186 · Volunteer Appreciation	0.00	0.00	0.00	590.00	590.00
8187 · Membership/Dues	0.00	0.00	0.00	633.06	633.06
8190 · Insurance	0.00	0.00	0.00	396.91	396.91
8200 · Bookkeeping	0.00	0.00	0.00	1,250.00	1,250.00
8235 · Dispatch Service	0.00	0.00	0.00	8,361.34	8,361.34
8236 · Telephone	0.00	0.00	0.00	953.38	953.38
8237 · Water/Sewer	0.00	0.00	0.00	242.13	242.13
8238 · Electricity/Propane	0.00	0.00	0.00	585.85	585.85
8239 · Rent	0.00	0.00	0.00	208.33	208.33
8270 · Miscellaneous Expense	0.00	0.00	0.00	1,011.54	1,011.54
<b>Total 8019 · Materials</b>	0.00	0.00	0.00	24,124.89	24,124.89
9020 · Capital Outlay					
8035 · Minor Equipment	0.00	226.73	0.00	0.00	226.73
9000 · Work-in-Progress					



## Central Oregon Coast Fire & Rescue Profit & Loss by Class - (NOT FINAL)

June 2021

	Bldg/Property Rsv	Equipment Levy Fund	Equipment Reserve	General Fund	TOTAL
9405 · Waldport Station House Upgrade	2,007.44	0.00	0.00	0.00	2,007.44
9000 · Work-in-Progress - Other	14,702.06	0.00	0.00	0.00	14,702.06
<b>Total 9000 · Work-in-Progress</b>	<b>16,709.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,709.50</b>
9092 · Uniforms	0.00	0.00	0.00	7,256.20	7,256.20
9096 · Engine/Ambulance Equipment	0.00	1,201.10	0.00	0.00	1,201.10
9098 · Fire Engine	0.00	0.00	0.00	200,000.00	200,000.00
<b>Total 9020 · Capital Outlay</b>	<b>16,709.50</b>	<b>1,427.83</b>	<b>0.00</b>	<b>207,256.20</b>	<b>225,393.53</b>
<b>Total Expense</b>	<b>16,709.50</b>	<b>1,427.83</b>	<b>0.00</b>	<b>275,640.41</b>	<b>293,777.74</b>
<b>Net Ordinary Income</b>	<b>-16,709.50</b>	<b>-1,427.83</b>	<b>0.00</b>	<b>-120,384.54</b>	<b>-138,521.87</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
5820 · Equipment Reserve Fund Transfer Interest	0.00	0.00	49.21	0.00	49.21
<b>Total 5820 · Equipment Reserve Fund Transfer</b>	<b>0.00</b>	<b>0.00</b>	<b>49.21</b>	<b>0.00</b>	<b>49.21</b>
5825 · Building/Property Rsrv Transfer Interest	119.00	0.00	0.00	0.00	119.00
<b>Total 5825 · Building/Property Rsrv Transfer</b>	<b>119.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>119.00</b>
<b>Total Other Income</b>	<b>119.00</b>	<b>0.00</b>	<b>49.21</b>	<b>0.00</b>	<b>168.21</b>
<b>Net Other Income</b>	<b>119.00</b>	<b>0.00</b>	<b>49.21</b>	<b>0.00</b>	<b>168.21</b>
<b>Net Income</b>	<b>-16,590.50</b>	<b>-1,427.83</b>	<b>49.21</b>	<b>-120,384.54</b>	<b>-138,353.66</b>

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss by Class (NOT FINAL)**  
 July 2020 through June 2021

	Bldg/Property Rsv	Equipment Levy Fund	Equipment Reserve	General Fund	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4010 · Current Levied Taxes	0.00	0.00	0.00	878,610.98	878,610.98
4015 · Equipment Replacement Levy	0.00	91,986.79	0.00	0.00	91,986.79
4020 · Previous Levied Taxes	0.00	0.00	0.00	21,875.85	21,875.85
5800 · Capital Lease Proceeds	0.00	0.00	0.00	100,000.00	100,000.00
6030 · Interest	0.00	0.00	0.00	3,326.72	3,326.72
6050 · Miscellaneous	0.00	0.00	0.00	1,617.67	1,617.67
6051 · Pac. West Agreement	0.00	0.00	0.00	12,585.00	12,585.00
6060 · Prior Run Fees	0.00	0.00	0.00	576.00	576.00
6062 · Corridor Billing	0.00	0.00	0.00	70.00	70.00
6090 · Sale of Surplus Property	0.00	0.00	0.00	15,261.28	15,261.28
6101 · Beginning Fund FY 2020/2021	317,217.00	0.00	111,688.00	805,543.00	1,234,448.00
6120 · Conflagration	0.00	0.00	0.00	8,011.10	8,011.10
<b>Total Income</b>	<b>317,217.00</b>	<b>91,986.79</b>	<b>111,688.00</b>	<b>1,847,477.60</b>	<b>2,368,369.39</b>
<b>Gross Profit</b>	<b>317,217.00</b>	<b>91,986.79</b>	<b>111,688.00</b>	<b>1,847,477.60</b>	<b>2,368,369.39</b>
<b>Expense</b>					
<b>8000 · Personnel Services</b>					
<b>8010 · Gross Payroll</b>					
Base Wages	0.00	0.00	0.00	354,568.42	354,568.42
Call Stipend	0.00	0.00	0.00	8,590.00	8,590.00
FSLA	0.00	0.00	0.00	4,203.94	4,203.94
Overtime Wages	0.00	0.00	0.00	17,379.26	17,379.26
Tidewater Station	12,362.50	0.00	0.00	0.00	12,362.50
<b>Total 8010 · Gross Payroll</b>	<b>12,362.50</b>	<b>0.00</b>	<b>0.00</b>	<b>384,741.62</b>	<b>397,104.12</b>
8011 · Employer FICA	945.74	0.00	0.00	27,280.07	28,225.81
8012 · SUTA	191.52	0.00	0.00	4,732.40	4,923.92
8014 · PERS	0.00	0.00	0.00	19,164.14	19,164.14
8015 · Medical Insurance	0.00	0.00	0.00	69,661.49	69,661.49
8016 · Workmans Comp	0.00	0.00	0.00	19,284.21	19,284.21
8017 · Volunteer Fund (LOS, etc...)	0.00	0.00	0.00	-855.00	-855.00
8027 · 457 Deferred	0.00	0.00	0.00	565.00	565.00
8029 · Payroll Expenses - Other	0.00	0.00	0.00	273.00	273.00
<b>Total 8000 · Personnel Services</b>	<b>13,499.76</b>	<b>0.00</b>	<b>0.00</b>	<b>524,846.93</b>	<b>538,346.69</b>
<b>8019 · Materials</b>					
8023 · Bank Fees	18.00	0.00	18.00	276.22	312.22
8031 · Office Supply/Postage	0.00	0.00	0.00	15,395.11	15,395.11
8032 · Legal Services	0.00	0.00	0.00	20,586.48	20,586.48
8033 · Lab Fees	0.00	0.00	0.00	90.00	90.00
8034 · Medical Supplies	0.00	0.00	0.00	5,799.37	5,799.37
8037 · Protective Equipment/Uniforms	0.00	0.00	0.00	2,812.17	2,812.17
8038 · Consulting	0.00	0.00	0.00	12,000.00	12,000.00
8040 · Equipment Maintenance	0.00	0.00	0.00	2,946.49	2,946.49
8045 · Building Maintenance	0.00	0.00	0.00	25,086.40	25,086.40
8050 · Vehicle Fuel	0.00	0.00	0.00	12,461.87	12,461.87
8055 · Vehicle Repair	0.00	0.00	0.00	75,091.43	75,091.43
8056 · Annual Equipment Testing	0.00	0.00	0.00	6,077.38	6,077.38
8170 · Prevention/Publi	0.00	0.00	0.00	199.00	199.00
8178 · Department Software/Hardware	0.00	0.00	0.00	5,903.04	5,903.04
8180 · Training/Mileage	0.00	0.00	0.00	8,136.52	8,136.52

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss by Class (NOT FINAL)**  
 July 2020 through June 2021

	Bldg/Property Rsv	Equipment Levy Fund	Equipment Reserve	General Fund	TOTAL
8185 · Travel	0.00	0.00	0.00	495.36	495.36
8186 · Volunteer Appreciation	0.00	0.00	0.00	4,577.00	4,577.00
8187 · Membership/Dues	0.00	0.00	0.00	7,066.80	7,066.80
8190 · Insurance	0.00	0.00	0.00	15,571.05	15,571.05
8200 · Bookkeeping	0.00	0.00	0.00	15,000.00	15,000.00
8210 · Audit	0.00	0.00	0.00	8,000.00	8,000.00
8235 · Dispatch Service	0.00	0.00	0.00	43,241.44	43,241.44
8236 · Telephone	0.00	0.00	0.00	14,377.44	14,377.44
8237 · Water/Sewer	0.00	0.00	0.00	2,122.50	2,122.50
8238 · Electricity/Propane	0.00	0.00	0.00	7,935.49	7,935.49
8239 · Rent	0.00	0.00	0.00	2,499.96	2,499.96
8240 · Internet Service	0.00	0.00	0.00	366.39	366.39
8270 · Miscellaneous Expense	0.10	0.00	0.00	2,123.09	2,123.19
<b>Total 8019 · Materials</b>	<b>18.10</b>	<b>0.00</b>	<b>18.00</b>	<b>316,238.00</b>	<b>316,274.10</b>
<b>9020 · Capital Outlay</b>					
8035 · Minor Equipment	0.00	4,386.08	0.00	0.00	4,386.08
8036 · Communications Equipment	0.00	23,835.29	0.00	0.00	23,835.29
8047 · Self Contained Breathing Appara	0.00	263.86	0.00	0.00	263.86
8195 · Interest Expense	0.00	0.00	3,847.56	0.00	3,847.56
9000 · Work-in-Progress					
9405 · Waldport Station House Upgrade	9,142.44	0.00	0.00	0.00	9,142.44
9000 · Work-in-Progress - Other	111,736.69	0.00	0.00	0.00	111,736.69
<b>Total 9000 · Work-in-Progress</b>	<b>120,879.13</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>120,879.13</b>
9045 · Structure Gear (Protective Gear	0.00	7,347.54	0.00	0.00	7,347.54
9056 · CERT Team	0.00	0.00	2,530.24	0.00	2,530.24
9092 · Uniforms	0.00	0.00	0.00	7,256.20	7,256.20
9096 · Engine/Ambulance Equipment	0.00	3,086.46	0.00	0.00	3,086.46
9098 · Fire Engine	0.00	0.00	0.00	200,000.00	200,000.00
9102 · New Station Property	71,073.00	0.00	0.00	0.00	71,073.00
<b>Total 9020 · Capital Outlay</b>	<b>191,952.13</b>	<b>38,919.23</b>	<b>6,377.80</b>	<b>207,256.20</b>	<b>444,505.36</b>
<b>Total Expense</b>	<b>205,469.99</b>	<b>38,919.23</b>	<b>6,395.80</b>	<b>1,048,341.13</b>	<b>1,299,126.15</b>
<b>Net Ordinary Income</b>	<b>111,747.01</b>	<b>53,067.56</b>	<b>105,292.20</b>	<b>799,136.47</b>	<b>1,069,243.24</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
5820 · Equipment Reserve Fund Transfer Interest	0.00	0.00	916.26	0.00	916.26
<b>Total 5820 · Equipment Reserve Fund Transfer</b>	<b>0.00</b>	<b>0.00</b>	<b>916.26</b>	<b>0.00</b>	<b>916.26</b>
5825 · Building/Property Rsrv Transfer Interest	2,231.18	0.00	0.00	0.00	2,231.18
<b>Total 5825 · Building/Property Rsrv Transfer</b>	<b>2,231.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,231.18</b>
<b>Total Other Income</b>	<b>2,231.18</b>	<b>0.00</b>	<b>916.26</b>	<b>0.00</b>	<b>3,147.44</b>
<b>Net Other Income</b>	<b>2,231.18</b>	<b>0.00</b>	<b>916.26</b>	<b>0.00</b>	<b>3,147.44</b>
<b>Net Income</b>	<b>113,978.19</b>	<b>53,067.56</b>	<b>106,208.46</b>	<b>799,136.47</b>	<b>1,072,390.68</b>

**Central Oregon Coast Fire & Rescue**  
**Balance Sheet (NOT FINAL)**  
 As of June 30, 2021

	Jun 30, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
LGIP	
Building/Property Reserve Accou	204,433.37
Equipment Reserve Account	81,244.01
Public Funds	
Equipment Levy Fund	52,430.76
Public Funds - Other	60,791.39
<b>Total Public Funds</b>	113,222.15
<b>Total LGIP</b>	398,899.53
Oregon Coast Bank Public Funds	115,674.13
Oregon Coast Operating Account	219,581.19
Petty Cash	400.00
<b>Total Checking/Savings</b>	734,554.85
Accounts Receivable	
Accounts Receivable	6,428.82
Property Taxes	56,804.78
<b>Total Accounts Receivable</b>	63,233.60
<b>Other Current Assets</b>	
Interfund Receivable	277,439.96
Prepaid Expenses	
Equipment Maintenance Agreement	102.50
Insurance	9,956.56
Licenses & Permits	399.51
Memberships	1,355.49
P.O. Box Rental	76.00
Storage Lease	1,250.04
Subscriptions	2,723.33
Prepaid Expenses - Other	6,286.54
<b>Total Prepaid Expenses</b>	22,149.97
1710 · Deferred OF - Contib. After M.D	112,634.00
<b>Total Other Current Assets</b>	412,223.93
<b>Total Current Assets</b>	1,210,012.38
<b>Fixed Assets</b>	
1600 · Capital Assets	
1605 · Tidewater Station	71,073.00

**Central Oregon Coast Fire & Rescue**  
**Balance Sheet (NOT FINAL)**  
As of June 30, 2021

	Jun 30, 21
1600 · Capital Assets - Other	1,252,326.86
Total 1600 · Capital Assets	1,323,399.86
1650 · Allowance For Depreciation	-678,856.71
Total Fixed Assets	644,543.15
<b>TOTAL ASSETS</b>	<b>1,854,555.53</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	8,172.18
2210 · Interfund Payable	277,440.12
Total Accounts Payable	285,612.30
<b>Other Current Liabilities</b>	
1700 · Net Pension Asset	77,886.00
2110 · Direct Deposit Liabilities	118.83
2150 · Union Dues, IAFF Local 4619	292.50
2200 · Deferred Revenue-Ambulance Reve	95.66
2201 · Deferred Revenue	43,676.04
2202 · Compensated Absences	15,135.92
2203 · 941 Tax Payable	298.86
2204 · SIT Payable	684.00
2205 · SUTA Payable	106.03
2206 · Workers' Benefit Fund	13.62
2207 · 457 Deferred Compensation Payab	-60.00
2222 · Deferred Revenue Contra	-41,147.00
2301 · Capital Lease Obligation	82,144.89
2310 · Deferred IF - Investment Return	334,284.00
Total Other Current Liabilities	513,529.35
Total Current Liabilities	799,141.65
<b>Long Term Liabilities</b>	
2500 · Capital Lease Obligation - LT	100,000.00
Total Long Term Liabilities	100,000.00
Total Liabilities	899,141.65
<b>Equity</b>	
<b>Fund Balance</b>	
Fire	440,672.73
Unreserved	

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Accrual Basis

**Central Oregon Coast Fire & Rescue**  
**Balance Sheet (NOT FINAL)**  
As of June 30, 2021

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	<u>Jun 30, 21</u>
Beginning Fund - FY 2020/2021	-1,234,448.00
<b>Total Unreserved</b>	-1,234,448.00
4300 · FB Prior Period Adjustment	-20,714.00
4510 · FB Debt Proceeds	-95,720.00
Fund Balance - Other	253,957.49
<b>Total Fund Balance</b>	-656,251.78
1110 · Retained Earnings	141,628.80
4100 · Investment In Fixed Assets	71,073.00
4120 · F/B - Depreciation	-58,553.35
4400 · F/B - Capital Asset Additions	325,091.76
4500 · Fund Balance-Comp Abs	553.55
4560 · GASB 34 Fund Balance	8,213.00
4600 · GAAP - Pension Income	51,859.00
4620 · F/B -Deferred Revenue	-95.66
Net Income	1,071,895.56
<b>Total Equity</b>	955,413.88
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,854,555.53</u></b>

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss Budget vs. Actual (All Funds-NOT FINAL)**  
**July 2020 through June 2021**

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010 · Current Levied Taxes	878,610.98	765,332.26	113,278.72	114.8%
4015 · Equipment Replacement Levy	91,986.79	91,986.79	0.00	100.0%
4020 · Previous Levied Taxes	21,875.85	8,200.00	13,675.85	266.8%
5800 · Capital Lease Proceeds	100,000.00	220,000.00	-120,000.00	45.5%
6025 · AFG Grant	0.00	250,000.00	-250,000.00	0.0%
6030 · Interest	3,326.72	1,300.00	2,026.72	255.9%
6040 · Donations & Memorials	0.00	200.00	-200.00	0.0%
6050 · Miscellaneous	1,617.67	2,000.00	-382.33	80.9%
6051 · Pac. West Agreement	12,585.00	12,000.00	585.00	104.9%
6060 · Prior Run Fees	576.00			
6062 · Corridor Billing	70.00	4,000.00	-3,930.00	1.8%
6090 · Sale of Surplus Property	15,261.28	15,000.00	261.28	101.7%
6101 · Beginning Fund FY 2020/2021	1,234,448.00	805,543.00	428,905.00	153.2%
6120 · Conflagration	8,011.10			
<b>Total Income</b>	<b>2,368,369.39</b>	<b>2,175,562.05</b>	<b>192,807.34</b>	<b>108.9%</b>
<b>Gross Profit</b>	<b>2,368,369.39</b>	<b>2,175,562.05</b>	<b>192,807.34</b>	<b>108.9%</b>
<b>Expense</b>				
8000 · Personnel Services				
8010 · Gross Payroll				
Base Wages	355,021.67	380,725.00	-25,703.33	93.2%
Call Stipend	8,590.00	30,000.00	-21,410.00	28.6%
FSLA	4,203.94			
Overtime Wages	17,379.26	20,000.00	-2,620.74	86.9%
Tidewater Station	12,362.50			
<b>Total 8010 · Gross Payroll</b>	<b>397,557.37</b>	<b>430,725.00</b>	<b>-33,167.63</b>	<b>92.3%</b>
8011 · Employer FICA	28,260.49	32,950.46	-4,689.97	85.8%
8012 · SUTA	4,931.11	3,876.53	1,054.58	127.2%
8014 · PERS	19,164.14	63,747.30	-44,583.16	30.1%
8015 · Medical Insurance	69,661.49	69,503.42	158.07	100.2%
8016 · Workmans Comp	19,284.21	14,231.25	5,052.96	135.5%
8017 · Volunteer Fund (LOS, etc...)	-855.00	4,000.00	-4,855.00	-21.4%
8018 · PIO, Consultant	0.00	5,500.00	-5,500.00	0.0%
8027 · 457 Deferred	565.00	1,200.00	-635.00	47.1%
8029 · Payroll Expenses - Other	273.00	360.00	-87.00	75.8%
<b>Total 8000 · Personnel Services</b>	<b>538,841.81</b>	<b>626,093.96</b>	<b>-87,252.15</b>	<b>86.1%</b>
8019 · Materials				
8023 · Bank Fees	312.22	700.00	-387.78	44.6%
8031 · Office Supply/Postage	15,395.11	9,000.00	6,395.11	171.1%
8032 · Legal Services	20,586.48	15,000.00	5,586.48	137.2%
8033 · Lab Fees	90.00	250.00	-160.00	36.0%
8034 · Medical Supplies	5,799.37	16,240.00	-10,440.63	35.7%
8037 · Protective Equipment/Uniforms	2,812.17	7,250.00	-4,437.83	38.8%
8038 · Consulting	12,000.00			
8040 · Equipment Maintenance	2,946.49			
8045 · Building Maintenance	25,086.40	10,500.00	14,586.40	238.9%
8050 · Vehicle Fuel	12,461.87	12,648.00	-186.13	98.5%
8055 · Vehicle Repair	75,091.43	27,500.00	47,591.43	273.1%
8056 · Annual Equipment Testing	6,077.38	10,000.00	-3,922.62	60.8%

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss Budget vs. Actual (All Funds-NOT FINAL)**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
8135 · AFG Grant	0.00	300,000.00	-300,000.00	0.0%
8170 · Prevention/Publi	199.00	2,500.00	-2,301.00	8.0%
8178 · Department Software/Hardware	5,903.04	3,500.00	2,403.04	168.7%
8180 · Training/Mileage	8,136.52	17,000.00	-8,863.48	47.9%
8185 · Travel	495.36	2,250.00	-1,754.64	22.0%
8186 · Volunteer Appreciation	4,577.00	6,400.00	-1,823.00	71.5%
8187 · Membership/Dues	7,066.80	4,250.00	2,816.80	166.3%
8190 · Insurance	15,571.05	19,560.00	-3,988.95	79.6%
8200 · Bookkeeping	15,000.00	15,600.00	-600.00	96.2%
8210 · Audit	8,000.00	7,560.00	440.00	105.8%
8235 · Dispatch Service	43,241.44	42,800.00	441.44	101.0%
8236 · Telephone	14,377.44	14,000.00	377.44	102.7%
8237 · Water/Sewer	2,122.50	2,100.00	22.50	101.1%
8238 · Electricity/Propane	7,935.49	5,000.00	2,935.49	158.7%
8239 · Rent	2,499.96	3,000.00	-500.04	83.3%
8240 · Internet Service	366.39	2,500.00	-2,133.61	14.7%
8260 · OSHA	0.00	200.00	-200.00	0.0%
8265 · Tsunami Warning/Disaster Prepar	0.00	2,000.00	-2,000.00	0.0%
8270 · Miscellaneous Expense	2,123.19	2,500.00	-376.81	84.9%
9300 · Simulcast Network - Maint. Agre	0.00	4,000.00	-4,000.00	0.0%
<b>Total 8019 · Materials</b>	<b>316,274.10</b>	<b>565,808.00</b>	<b>-249,533.90</b>	<b>55.9%</b>
8400 · Operating Contingency	0.00	25,000.00	-25,000.00	0.0%
9020 · Capital Outlay				
8035 · Minor Equipment	4,386.08	2,986.79	1,399.29	146.8%
8036 · Communications Equipment	23,835.29	18,950.00	4,885.29	125.8%
8047 · Self Contained Breathing Appara	263.86	126,500.00	-126,236.14	0.2%
8049 · Wildland Equipment	0.00	17,000.00	-17,000.00	0.0%
8195 · Interest Expense	3,847.56	4,750.00	-902.44	81.0%
8250 · Water Rescue	0.00	5,000.00	-5,000.00	0.0%
8255 · Cardiac Monitor	0.00	13,050.00	-13,050.00	0.0%
8925 · D/S - Principal	0.00	43,684.08	-43,684.08	0.0%
8927 · D/S Fees	0.00	150.00	-150.00	0.0%
9000 · Work-in-Progress				
9405 · Waldport Station House Upgrade	9,142.44			
9000 · Work-in-Progress - Other	111,736.69	175,000.00	-63,263.31	63.8%
<b>Total 9000 · Work-in-Progress</b>	<b>120,879.13</b>	<b>175,000.00</b>	<b>-54,120.87</b>	<b>69.1%</b>
9045 · Structure Gear (Protective Gear	7,347.54	30,000.00	-22,652.46	24.5%
9047 · Exercise Equipment	0.00	5,000.00	-5,000.00	0.0%
9049 · Boat Facility & Related	0.00	20,000.00	-20,000.00	0.0%
9056 · CERT Team	2,530.24	3,000.00	-469.76	84.3%
9092 · Uniforms	7,256.20			
9095 · Rescue Boat	0.00	7,500.00	-7,500.00	0.0%
9096 · Engine/Ambulance Equipment	3,086.46	60,000.00	-56,913.54	5.1%
9098 · Fire Engine	200,000.00	100,000.00	100,000.00	200.0%
9102 · New Station Property	71,073.00	200,000.00	-128,927.00	35.5%
<b>Total 9020 · Capital Outlay</b>	<b>444,505.36</b>	<b>832,570.87</b>	<b>-388,065.51</b>	<b>53.4%</b>
<b>Total Expense</b>	<b>1,299,621.27</b>	<b>2,049,472.83</b>	<b>-749,851.56</b>	<b>63.4%</b>
<b>Net Ordinary Income</b>	<b>1,068,748.12</b>	<b>126,089.22</b>	<b>942,658.90</b>	<b>847.6%</b>
<b>Other Income/Expense</b>				



**Central Oregon Coast Fire & Rescue**  
**Profit & Loss Budget vs. Actual (All Funds-NOT FINAL)**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>Other Income</b>				
5820 · Equipment Reserve Fund Transfer				
Interest	916.26	1,200.00	-283.74	76.4%
5820 · Equipment Reserve Fund Transfer - Other	0.00	50,000.00	-50,000.00	0.0%
<b>Total 5820 · Equipment Reserve Fund Transfer</b>	<b>916.26</b>	<b>51,200.00</b>	<b>-50,283.74</b>	<b>1.8%</b>
5825 · Building/Property Rsrv Transfer				
Interest	2,231.18	5,000.00	-2,768.82	44.6%
5825 · Building/Property Rsrv Transfer - Other	0.00	75,000.00	-75,000.00	0.0%
<b>Total 5825 · Building/Property Rsrv Transfer</b>	<b>2,231.18</b>	<b>80,000.00</b>	<b>-77,768.82</b>	<b>2.8%</b>
<b>Total Other Income</b>	<b>3,147.44</b>	<b>131,200.00</b>	<b>-128,052.56</b>	<b>2.4%</b>
<b>Other Expense</b>				
9200 · Equipment Reserve Fund	0.00	50,000.00	-50,000.00	0.0%
9205 · Building/Property Rsrv Fund	0.00	75,000.00	-75,000.00	0.0%
<b>Total Other Expense</b>	<b>0.00</b>	<b>125,000.00</b>	<b>-125,000.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>3,147.44</b>	<b>6,200.00</b>	<b>-3,052.56</b>	<b>50.8%</b>
<b>Net Income</b>	<b>1,071,895.56</b>	<b>132,289.22</b>	<b>939,606.34</b>	<b>810.3%</b>



Central Oregon Coast Fire & Rescue District #7  
145 NW Alsea Hwy  
Waldport, OR 97394  
(541)-563-3121

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**To:** Board of Directors  
**From:** Chief Mason  
**Date:** 12 July 2021  
**Subject:** Surplus Equipment 1978 Seagrave Ladder Truck

**Members of the Board,**

Central Oregon Coast Fire & Rescue District #7 would like to declare the vehicle listed below as surplus equipment. It is the Districts intention to sell the vehicle using the GovDeals Auction Website.

The equipment is specified by Vehicle VIN Number, Model Number, and Odometer below:

- **1978 Seagrave Ladder Truck (100ft.)**
  - VIN – J75228
  - Model Number – WR20767
  - Odometer – 114621.6

Should the equipment be declared surplus, the equipment will be sold and removed from inventory.

Respectfully,

A handwritten signature in black ink, appearing to read "Jamie A. Mason".

Fire Chief Jamie Mason



**Central Coast Fire & Rescue District**  
145 NW Alsea Hwy  
Waldport, OR 97394  
(541)-563-3121

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**To: Central Coast Fire & Rescue Board of Directors**  
**From: Chief Jamie Mason**  
**Date: 7/12/2021**  
**Subject: Board Report**

## **CHIEF'S REPORT**

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**Makenzie Group** – Architects from Mackenzie did a thorough site visit on June 2<sup>nd</sup>. They have begun the development of blueprints for the requirements of their proposal. The next step in this process will be to have Geotech surveys completed to determine the needs of supporting the seismic portion of the project.

**Boat House** – After meeting with Roxy we are looking at the idea of not having a boat house but instead having a jet lift and all the components necessary to keep the boat on a ready status for most of the year. Our current focus is obtaining quotes for a cover for the boat as well as cost to install a jet lift system that would keep the boat out of the water when not in use. The lift would also provide a stable walking platform for moving patients and providing maintenance to the boat as needed.

**Surplus Property** – Tender 74 was sold on the government auction site we have been using. The 1978 Seagrave ladder truck that was purchased from Chiloquin was returned after the company that bought it was not able to provide payment. I have submitted a surplus request to surplus this vehicle so it can be sold and removed from the Districts inventory.

**Fire Season** – We have entered into fire season. Burning was closed down on June 1<sup>st</sup>, this is very early for the coastal regions of the county as we typically close after the 4<sup>th</sup> of July. So far this season we have had three fires that have had potential of becoming large fires threatening structures. Fortunately, we with the help of our response partners have been able to get onto these fires quickly and extinguish them before they could become large enough to overwhelm our resources. In one case the residents, who live up Five Rivers road beyond the county line, were able to stop the forward progression of a fire using their tractors.

**Squad 21** – Waiting on approval from Depoe Bay Fire.

**ISO** – Dave Hyland completed the re-evaluation on June 29<sup>th</sup>. Hopefully, we will have our results soon.

**SDAO Board Training** – I have contacted SDAO and Local Law Group for providing Board member training. We have postponed the training as requested until the new members were sworn in and have taken their seats. SDAO does not do classes for individual agencies but continues to do scheduled trainings. One of the upcoming trainings is June 30<sup>th</sup> and it is a virtual option. Local Law Group is willing to come in specifically for our District and provide the training needed for the legal side of the Board.

**New Engine 72** – Engine 72 was placed in service after the conclusion of the parade on July 3<sup>rd</sup>. It fought its first structure fire for us a few days after.

**Conex Boxes** – All of the previously determined surplus equipment has been sold and removed from the connex located at station 72. As soon as the concrete is poured at Tidewater the connex will be relocated to Tidewater and the District will not need to purchase a connex as previously planned in the Tidewater Station plan thus saving the District on funding in that project.

**Equipment Levy** – I have been identifying and purchasing equipment to meet the districts needs. The equipment levy will not be zeroed out this year but should end the fiscal year out with less than \$3k in the fund. Next fiscal year the fund expires and therefore the fund will need to be spent by the end of the fiscal year. I have provided a summary on what final purchases we have made to close out the fiscal year.

**Station 74 Property and Grounds Maintenance** – The property at station 74 is in the process of being sold. We have been contacted by the potential new owners who are asking to maintain the property as they have specific requests regarding the process. Should the property be sold a new agreement would have to be made between the District and the new owners for continued use of the Lease agreement in place.

**Open House/Campaign Kick-Off** – The open house and recruitment campaign is scheduled for July 24<sup>th</sup>. We are advertising through our website, Facebook, and the with use of the District billboard. A new banner has been placed on display on the front of the building advertising for recruitment as well.