

CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS MEETING

JULY 12, 2022

- 1. Call to Order.** The rescheduled regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by Director Reda Eckerman at 5:31 p.m. on Tuesday, July 12, 2022. She announced the procedure for participation by any members of the audience of the live-streamed meeting.
- 2. Pledge of Allegiance.** Mrs. Eckerman led those present in the Pledge of Allegiance.
- 3. Administration of Oath of Office for New Board Members.** Mrs. Knudsen administered the Oath of Office to Zach Akins, Position 3, and Jon McCulloch, Position 2, both of whom were appointed by the Board at the June 30th meeting for terms to expire on June 30, 2023.
- 4. Roll Call.** Directors present were Reda Eckerman, Zach Akins, and Jon McCulloch; Kevin Battles and Ray Woodruff were excused. A quorum was present.
- 5. Election of Officers.** Mr. McCulloch, seconded by Mr. Akins, nominated Mrs. Eckerman as President; motion carried. Mrs. Eckerman, seconded by Mr. Akins, nominated Mr. McCulloch as Vice President; motion carried. Having obtained his permission prior to the meeting, Mrs. Eckerman nominated Mr. Battles as Secretary-Treasurer, seconded by Mr. McCulloch; motion carried.
- 6. Approval of Minutes.** Moved by Mr. McCulloch, seconded by Mr. Akins, to approve the minutes of the regular Board of Directors meeting on June 30, 2022, as presented; motion carried.
- 7. Citizen Participation.** None.
- 8. Staff Presentations.** Chief Mason reported a total of 72 calls for June, 25 so far for July, and a total so far this year of 592 responses. **Training.** Training hours year to date are 1309.3, and 259 hours from May 15-July 7. **Maintenance.** Maintenance Officer Lt. Knudson reported that all apparatus is operational, but some of the engines are being shuffled around in order to facilitate the drywall installation at Tidewater. He had included a spreadsheet in the Board packet with fuel logs to show 6 months of the information resulting from the program he is using to track the cost per mile per apparatus. He is also including maintenance and repair costs for each. Currently Rescue 72 is \$3.62/mile. Drywall at Tidewater should be done in the next couple of weeks as he has been finishing the insulation installation and he plans to be ready for an Open House in August. Chief Mason explained that the engine from Tidewater is currently at Yachats and the tender is in storage with Public Works, so they are under cover and available. **Administration.** Office Administrator Knudson welcomed the new Board members and added they have their emails set up. She gave each a copy of the Policy, the SDAO Handbook, current budget, last 5 years budgets, and minutes for the last year, along with a receipt to be signed. Copies of everything are also available on the website. The website has slowed down, there were only 14,546 views in June. She had provided forms for the new members to sign for the bank in order to sign checks. Also recommended to be given to new members, although it hasn't been done in the past, is the Department of Justice Attorney General Public Records and Meeting Handbook. Since it is about 400 pages, a copy is available in her office. She also requested that any agenda

items be submitted by the Friday before a scheduled meeting. Now that the new uniforms are here she will be setting up to get pictures of everyone, including Board members, for the website.

9. Volunteer Report. Mrs. Knudson reported that the 3rd of July hot dog feed was not quite as successful as the one for Beachcombers, probably because most of the activity was down at the Interpretative Center. Lt. Knudson commented that the next Friday they would begin their monthly Bingo event at the Community Center, along with hot dogs, nachos, popcorn, etc.

10. Finance Report. Mr. Quick stated that cash on hand at the end of June was \$636,678. Taxes levied were 5.44% above budget for both operational and equipment. Personnel services were over budget by 1.57%, due to the addition of the two new firefighters. Legal services and vehicle repairs were over, and ambulance was over because of carryover from the previous year. Moved by Mr. Akins, seconded by Mr. McCulloch, to approve the financial report as presented; motion carried. Moved by Mr. McCulloch, seconded by Mr. Akins, to pay the bills; motion carried. Mrs. Eckerman then read **Resolution #2022-03 A Resolution Authorizing Bank Account Signer Removals and Additions**, removing Raymond "Buster" Pankey, Kathryn Menefee, and Todd Holt as signatories and adding Ray Woodruff, Zachary Akins, and Jon McCulloch as signatories to the accounts. Moved by Mr. Akins, seconded by Mr. McCulloch, to approve Resolution #2022-03; motion carried. Mrs. Eckerman read **Resolution #2022-04 Amending the Budget for Fiscal Year 2021-2022**, to adjust for an additional \$10,000 for personnel services. Moved by Mr. McCulloch, seconded by Mr. Akins, to approve Resolution #2022-04 as read; motion carried. Mrs. Eckerman read **Resolution #2022-05 Amending the Budget for Fiscal Year 2021-2022**, to move \$200,000 from 9102 New Station Property to 9000 Work in Progress, to move funds to be spent in fiscal year 2021-2022. Work in Progress was primarily the Tidewater station. Moved by Mr. Akins, seconded by Mr. McCulloch, to approve Resolution #2022-05 as read; motion carried.

11. Correspondence. None.

12. Old Business. OSFM Grant. The grant proposal had been given to the Board at the last meeting, and Chief Mason had prepared a report of what the District was going to do. This is funding for two temporary wildland firefighters, ending on November 20, 2022. Mr. McCulloch questioned the difference in ending dates between OSFM and COCFRD; Chief Mason will check with the Fire Marshall's office to verify there is no conflict as long as he meets the reporting date of November 15th. Moved by Mr. McCulloch, seconded by Mr. Akins, to accept the OSFM Wildland Urban Interface Staffing Grant for \$35,000; motion carried.

13. New Business. Abstract of Votes. Moved by Mr. Akins, seconded by Mr. McCulloch, to accept the Official Abstract of Votes – June 7, 2022 Recall Election; motion carried. **SDAO Training.** Chief Mason explained that staff will also do the training with any interested Board members via classroom ZOOM on August 31st in the training room, lunch provided. If anyone wishes to attend in person in Newport on August 30th they need to let Mrs. Knudson know so they can be registered. **Workshop/Goal Setting.** Mr. Battles will be gone until the end of the first week of August, and following discussion it was suggested to try to have two evening workshop sessions, one before the August meeting and another before the September meeting. If everyone will email Mrs. Knudson when they are available she will narrow it down and send out options. She also explained about other SDAO videos available which can bring insurance discounts as a result of participation. **New Auditor Proposal.** Mrs. Knudson contacted five different auditors but only one responded. Discussion of the proposal followed, and it was determined to contact the

others again and decide at the next meeting. She will forward any other responses when they are received.

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14. Chief's Report. Mackenzie. Mackenzie will be providing a proposal for the Board to discuss, possibly by the August workshop, which will incorporate the full footprint of the building with the addition of two vehicle bays. **Civil Service Committee.** Chief Mason has received a letter of interest from a third individual to serve on the Committee so they will be able to set up a meeting to perform their duties. **Grant Funding.** The OSFM grant was just approved. Ryan LLC will have a report for August. The seismic grant is through Mackenzie and still on hold. Siletz will award their grants on July 27th. FEMA has to have their grants out by the end of September but there has still been no word from them. Chief Mason commented that we are looking at close to a million dollars in grants. **Action Items.** Five Rivers water supply, jet dock installation, and engine equipment continuity will be done when this year's tax dollars come in.

15. President's Report. Mrs. Eckerman reported that the Union contract expired on June 30, 2022 but they have agreed to work under the existing contract until a new one can be negotiated. This will require two Board members to meet with the Union for discussions. Mrs. Eckerman nominated Zach Akins, seconded by Mr. McCulloch; motion carried. Mrs. Eckerman, seconded by Zach Akins, nominated Jon McCulloch; motion carried. Mrs. Eckerman will serve as a substitute if needed.

16. Questions from the Citizens and Viewing Audience. None.

17. Good of the Order. None.

There being no further business to come before the Board it was moved by Mr. McCulloch, seconded by Mr. Akins, to adjourn the meeting; motion carried. Meeting adjourned at 6:32 p.m.

Respectfully submitted,

Jan K. Hansen, Recording Secretary

Approved:

Board Chair

CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS WORKSHOP

AUGUST 11, 2022

1. Call to Order. The Central Oregon Coast Fire & Rescue District Board of Directors Workshop was called to order by President Reda Eckerman at 5:30 p.m. on Thursday, August 11, 2022.

2. Pledge of Allegiance. Mrs. Eckerman led those present in the Pledge of Allegiance.

3. Roll Call. Directors present were Reda Eckerman, Zach Akins, Jon McCulloch, Ray Woodruff, and Kevin Battles. A quorum was present. Also present were Chief Jamie Mason, Maintenance Officer Erich Knudson, and Office Administrator Wendy Knudson.

4. New Business. IGA Seal Rock and CCF&R. Before beginning any discussion, Chief Mason advised the Board that a ZOOM meeting with Mackenzie personnel was scheduled for 6:00 p.m. Chief Mason then proceeded to express his opinion that the current IGA with Seal Rock is not really in existence and has been reduced to basic mutual aid instead. Training, sharing of personnel and resources, and consistency of equipment are no longer taking place. Discussion followed of possible courses of action as well as concern regarding the availability and qualifications of the Seal Rock personnel responding to calls. Chief Mason doesn't know if they have people trained or who is doing the training and if they can even meet mutual aid requirements. He also talked about auto aid. He would like to start over from the beginning, form a new committee that would include the Chiefs, and build a new system that works. One problem is the current pretense that the IGA exists. There needs to be better communication with the residents of COC, Seal Rock, and Yachats regarding who is actually covered by which fire district.

Auto Aid Seal Rock and CCF&R. Already discussed.

Mackenzie Meet and Greet. At 6:04 p.m. the meeting went to ZOOM and Chief Mason introduced the Board to Project Manager Cathy Bowman, Director Jeff Humphries, and team members Ragan Archer and David Linton. **Mackenzie Proposal.** After showing a background of some of their projects to the new Board members, Ms. Bowman presented their proposal for additional services. She had a list of the many issues of non-conformance with the current fire station structure. These included ADA deficiencies, building code deficiencies, lack of fire protection, NFPA non-compliance, bunk room lighting and egress, and seismic regulations non-conformance. Their plan is to utilize seismic grant money to renovate the station maximizing the existing floor plan and adding two more apparatus bays. They will provide a new floor plan and an updated cost estimate based on what is approved by the Board. Cost for their proposal is \$5,500, which is in addition to the existing contract for \$65,000. Discussion and review of past attempts to secure a different location for a station. In order to secure grants the building must be owned and there was further discussion on how it can be purchased. There is currently an option in the lease and Chief Mason will check with Gina to find out what the interest rate is on loans. It was suggested to set up a special meeting to develop a plan on how to proceed. The seismic grant would be for \$2.5million which would cover hardening for the existing structure; improvements would not be included. At Mr. McCulloch's request Ms. Bowman will clarify the degree of seismic activity for which the building would be renovated and provide the information by the next Board meeting. ZOOM ended at 6:48 p.m. Further discussion on possible financing followed as there is no guarantee that the seismic grant would be available in 2023. There is a

suggestion that a meeting be set up with Representative Gomberg that would include members from the Board and the City Council to discuss potential grants for the new water system and an opportunity to fund purchase of the building before the deadline for this year's seismic grant.

IGA. Returning to the discussion of the IGA it was decided that the agenda for the next Board meeting should include dismissing the current IGA and setting up a committee to meet with Seal Rock.

Building Plan. Currently there is \$40,000 in the budget for repairs and there needs to be a plan to meet the terms of the agreement with the City before the end of the year. Chief Mason indicated a need to replace the siding, remove brick, fix columns, and replace the bay doors. It was suggested that we wait until the committee has talked to the City and determined what to do with the building so the money can go toward something that isn't going to be replaced through the seismic grant. Chief Mason asked that it be put on the agenda.

November Election Serial Levy to Operations Levy \$.30/\$1000.00. The current equipment levy expires on June 30, 2023 and there are two elections to put it on for renewal. Chief Mason would like to reroll it as an operations levy for \$.30/\$1000 to offset staffing costs, training, etc. for the next 5 years. Current levy has been the same for 10 years, and the other levy has also been at the same rate for 10 years. Changing costs require new levies. Chief Mason is drafting a letter to the Fire Defense Board to address at the state level the fact that the rate is locked and can't expand at more than 3%, which can't keep up with inflation. Discussion of other ways of increasing income, including consolidation or having the City Council expanding district protection rights inside the city limits, which would also have the advantage of cleaning up the fragmented sections of coverage that now exist. The point was made that Yachats is now facing having to ask for a massive increase because they had not done it incrementally in the past. It was also suggested that an increase to \$.30/\$1000 could be asked in the November election and if it failed go back to the original \$.25/\$1000 in the May election. Chief Mason will bring numbers to the next meeting for direction for the election; the ballot title for November is due the day after the meeting. Information will need to be sent out, especially if there is a proposed increase, explaining what difference it will make in tax rates and emphasizing that the ISO is now 4 with resulting lower insurance costs because of money spent on people and equipment. The Union will participate in the campaign. Chief Mason will go over numbers and there also needs to be an executive session for Union contract discussion.

OFSM Engine Program. OFSM is purchasing 30 tenders for the state. We currently have two sixes, which are too big. OFSM will buy us one to use for us and to go on conflagrations. Chief Mason has put in an application for a tender and has also done a grant application for another one, which will give us two. The deadline is in November so we won't hear anything until then. FEMA has finally started to send out their grant awards. Chief Mason was asked to build a plan for rotating out fire trucks and replacement of major equipment such as SCBAs.

Proposal of Committee with City. Already discussed. Need a committee to meet with the City to see if they can do the protection district changes, which would help fix boundaries and add income. It would also change Yachats coverage.

Goal Setting. Chief Mason asked the Board if there were any goals other than those already on the agenda. He was asked to do a 5 and 10 year plan for what needs to happen. It is difficult to

do too much without knowing the status of Seal Rock and Yachats. He will update his former 20 year plan again with election dates; 5 and 10 year plan will be more accurate, 15 maybe, and 20 whatever. Agenda items are executive session, levy vote, building committee, and Seal Rock committee.

Good of the Order. Discussion of the proposed meeting with Representative Gomberg. Committee should have a City Council member and have a meeting ahead of time to make sure everyone is together on what is wanted, emphasizing the opportunity to benefit two entities at the same time. Chief Mason will develop a draft of what can be presented and the Board will set up the committee.

Adjournment. There being no further business to come before the Board the meeting was adjourned at 8:01 p.m.

Respectfully submitted,

Jan K. Hansen, Recording Secretary

Approved:

Board Chair



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

Maintenance Report

August 18th, 2022

Station 74

All Apparatus Fully Functional and Certified

Station 73

All Apparatus Fully Functional and Certified

Brush 73 Readiness

Gas Line Installed

Drywall Complete

Interior Painting Complete

Electrical Scheduled for completion

Generator Installed and Functional

August 31st, 2022 Open House

Station 72

All Apparatus Fully Functional and Certified

5:10 PM

08/14/22

Accrual Basis

Central Oregon Coast Fire & Rescue
Balance Sheet
As of July 31, 2022

| | <u>Jul 31, 22</u> |
|---|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| LGIP | |
| Building/Property Reserve Account | 151,034.69 |
| Equipment Reserve Account | 81,761.66 |
| Public Funds | |
| Equipment Levy Fund | 18,926.09 |
| Public Funds - Other | 200,864.05 |
| Total Public Funds | <u>219,790.14</u> |
| Total LGIP | 452,586.49 |
| Oregon Coast Bank Public Funds | 64,215.78 |
| Oregon Coast Operating Account | 46,126.48 |
| Petty Cash | <u>400.00</u> |
| Total Checking/Savings | 563,328.75 |
| Accounts Receivable | |
| Accounts Receivable | 1,928.82 |
| Property Taxes | 56,804.78 |
| Total Accounts Receivable | <u>58,733.60</u> |
| Other Current Assets | |
| Interfund Receivable | 188,506.05 |
| Prepaid Expenses | |
| Computer Support | 229.65 |
| Dispatch Service | 300.28 |
| Equipment Maintenance Agreement | 404.13 |
| Insurance | 3,991.57 |
| Internet Service | 8.99 |
| Licenses & Permits | 579.51 |
| Memberships | -99.39 |
| P.O. Box Rental | 75.96 |
| Storage Lease | 1,041.69 |
| Subscriptions | 1,670.71 |
| Prepaid Expenses - Other | 33,273.52 |
| Total Prepaid Expenses | <u>41,476.62</u> |
| 1710 - Deferred OF - Contib. After M.D | <u>112,634.00</u> |
| Total Other Current Assets | <u>342,616.67</u> |
| Total Current Assets | 964,679.02 |

Central Oregon Coast Fire & Rescue
Balance Sheet
As of July 31, 2022

| | Jul 31, 22 |
|--|---------------------|
| Fixed Assets | |
| 1600 · Capital Assets | |
| 1605 · Tidewater Station | 71,073.00 |
| 1600 · Capital Assets - Other | 1,252,326.86 |
| | 1,323,399.86 |
| Total 1600 · Capital Assets | 1,323,399.86 |
| 1650 · Allowance For Depreciation | -678,856.71 |
| | 644,543.15 |
| Total Fixed Assets | 644,543.15 |
| TOTAL ASSETS | 1,609,222.17 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 2000 · Accounts Payable | 5,614.08 |
| 2210 · Interfund Payable | 188,506.21 |
| | 194,120.29 |
| Total Accounts Payable | 194,120.29 |
| Credit Cards | |
| 2103 · Amazon Credit Line | 149.00 |
| 2104 · Oregon Coast Bank Visa | 19.32 |
| | 168.32 |
| Total Credit Cards | 168.32 |
| Other Current Liabilities | |
| 1700 · Net Pension Asset | 77,886.00 |
| 2110 · Direct Deposit Liabilities | 14,516.33 |
| 2150 · Union Dues, IAFF Local 4619 | -248.50 |
| 2200 · Deferred Revenue-Ambulance Reve | 95.66 |
| 2201 · Deferred Revenue | 43,676.04 |
| 2202 · Compensated Absences | 14,332.92 |
| 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 | 240.00 |
| 2211 · Garnishments Payable | 650.60 |
| 2222 · Deferred Revenue Contra | -41,147.00 |
| 2301 · Capital Lease Obligation | 95,720.00 |
| 2310 · Deferred IF - Investment Return | 334,284.00 |
| | 541,108.56 |
| Total Other Current Liabilities | 541,108.56 |
| Total Current Liabilities | 735,397.17 |

5:10 PM

08/14/22

Accrual Basis

Central Oregon Coast Fire & Rescue
Balance Sheet
As of July 31, 2022

| | <u>Jul 31, 22</u> |
|---------------------------------------|----------------------|
| Long Term Liabilities | |
| 2500 · Capital Lease Obligation - LT | 59,274.67 |
| Total Long Term Liabilities | 59,274.67 |
| Total Liabilities | 794,671.84 |
| Equity | |
| Fund Balance | |
| Unreserved | |
| Beginning Fund - FY 2022/2023 | -671,170.57 |
| Beginning Fund FY 2021/2022 | -703,741.33 |
| Total Unreserved | -1,374,911.90 |
| 4000 · FB Fire | 440,672.73 |
| 4300 · FB Prior Period Adjustment | -20,714.00 |
| 4510 · FB Debt Proceeds | -54,994.67 |
| Fund Balance - Other | 399,880.80 |
| Total Fund Balance | -610,067.04 |
| 1110 · Retained Earnings | 500,757.35 |
| 4100 · Investment In Fixed Assets | 71,073.00 |
| 4120 · F/B - Depreciation | -58,553.35 |
| 4400 · F/B - Capital Asset Additions | 225,091.76 |
| 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 | 625,718.72 |
| Total Equity | 814,550.33 |
| TOTAL LIABILITIES & EQUITY | 1,609,222.17 |

Central Oregon Coast Fire & Rescue
Profit & Loss by Class
 July 2022

| | Bldg/Property Rsv | Equipment Levy Fund | Equipment Reserve | General Fund | TOTAL |
|--|-------------------|---------------------|-------------------|-------------------|-------------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| 4010 · Current Levied Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4020 · Previous Levied Taxes | 0.00 | 0.00 | 0.00 | 3,419.46 | 3,419.46 |
| 6030 · Interest | 0.00 | 0.00 | 0.00 | 277.23 | 277.23 |
| 6050 · Miscellaneous | 0.00 | 0.00 | 0.00 | 843.95 | 843.95 |
| 6051 · Pac. West Agreement | 0.00 | 0.00 | 0.00 | 1,200.00 | 1,200.00 |
| 6062 · Corridor Billing | 0.00 | 0.00 | 0.00 | 588.86 | 588.86 |
| 6122 · Beginning Fund - 2022/2023 | 92,000.00 | 42,000.00 | 54,539.00 | 482,631.57 | 671,170.57 |
| Total Income | 92,000.00 | 42,000.00 | 54,539.00 | 488,961.07 | 677,500.07 |
| Gross Profit | 92,000.00 | 42,000.00 | 54,539.00 | 488,961.07 | 677,500.07 |
| Expense | | | | | |
| 8000 · Personnel Services | | | | | |
| 8010 · Gross Payroll | | | | | |
| Base Wages | 0.00 | 0.00 | 0.00 | 44,836.90 | 44,836.90 |
| Call Stipend | 0.00 | 0.00 | 0.00 | 160.00 | 160.00 |
| FLSA | 0.00 | 0.00 | 0.00 | 715.44 | 715.44 |
| Overtime Wages | 0.00 | 0.00 | 0.00 | 7,296.99 | 7,296.99 |
| 8010 · Gross Payroll - Other | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total 8010 · Gross Payroll | 0.00 | 0.00 | 0.00 | 53,009.33 | 53,009.33 |
| 8011 · Employer FICA | 0.00 | 0.00 | 0.00 | 4,055.20 | 4,055.20 |
| 8012 · SUTA | 0.00 | 0.00 | 0.00 | 816.79 | 816.79 |
| 8014 · PERS | 0.00 | 0.00 | 0.00 | 8,376.06 | 8,376.06 |
| 8015 · Medical Insurance | 0.00 | 0.00 | 0.00 | 7,099.76 | 7,099.76 |
| 8027 · 457 Deferred | 0.00 | 0.00 | 0.00 | 70.00 | 70.00 |
| 8029 · Payroll Expenses - Other | 0.00 | 0.00 | 0.00 | 33.25 | 33.25 |
| Total 8000 · Personnel Services | 0.00 | 0.00 | 0.00 | 73,460.39 | 73,460.39 |
| 8019 · Materials | | | | | |
| 8023 · Bank Fees | 0.00 | 0.00 | 0.00 | 4.10 | 4.10 |
| 8031 · Office Supply/Postage | 0.00 | 0.00 | 0.00 | 158.10 | 158.10 |
| 8032 · Legal Services | 0.00 | 0.00 | 0.00 | 3.00 | 3.00 |
| 8033 · Lab Fees | 0.00 | 0.00 | 0.00 | 71.25 | 71.25 |
| 8034 · Medical Supplies | 0.00 | 0.00 | 0.00 | 809.49 | 809.49 |
| 8035 · Minor Equipment | 0.00 | 0.00 | 0.00 | 97.96 | 97.96 |
| 8040 · Equipment Maintenance | 0.00 | 0.00 | 0.00 | 540.07 | 540.07 |
| 8045 · Building Maintenance | | | | | |
| Tidewater | 0.00 | 0.00 | 0.00 | 55.54 | 55.54 |
| 125 · NW Alsea Hwy | 0.00 | 0.00 | 0.00 | 89.00 | 89.00 |
| 8045 · Building Maintenance - Other | 0.00 | 0.00 | 0.00 | 1,228.23 | 1,228.23 |
| Total 8045 · Building Maintenance | 0.00 | 0.00 | 0.00 | 1,372.77 | 1,372.77 |

Central Oregon Coast Fire & Rescue
Profit & Loss by Class
 July 2022

| | Bldg/Property Rsv | Equipment Levy Fund | Equipment Reserve | General Fund | TOTAL |
|---|-------------------|---------------------|-------------------|-------------------|-------------------|
| 8050 · Vehicle Fuel | 0.00 | 0.00 | 0.00 | 1,689.29 | 1,689.29 |
| 8055 · Vehicle Repair | 0.00 | 0.00 | 0.00 | 712.83 | 712.83 |
| 8056 · Annual Equipment Testing | 0.00 | 0.00 | 0.00 | 473.50 | 473.50 |
| 8178 · Department Software/Hardware | 0.00 | 0.00 | 0.00 | 49.81 | 49.81 |
| 8186 · Volunteer Appreciation | 0.00 | 0.00 | 0.00 | 486.00 | 486.00 |
| 8187 · Membership/Dues | 0.00 | 0.00 | 0.00 | 704.40 | 704.40 |
| 8190 · Insurance | 0.00 | 0.00 | 0.00 | 2,505.33 | 2,505.33 |
| 8200 · Bookkeeping | 0.00 | 0.00 | 0.00 | 1,326.13 | 1,326.13 |
| 8236 · Telephone | 0.00 | 0.00 | 0.00 | 352.63 | 352.63 |
| 8237 · Water/Sewer | 0.00 | 0.00 | 0.00 | 314.33 | 314.33 |
| 8238 · Electricity/Propane | 0.00 | 0.00 | 0.00 | 272.91 | 272.91 |
| 8239 · Rent | 0.00 | 0.00 | 0.00 | 208.33 | 208.33 |
| 8240 · Internet Service | 0.00 | 0.00 | 0.00 | 1.50 | 1.50 |
| 8270 · Miscellaneous Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8272 · Copier Agreement | 0.00 | 0.00 | 0.00 | 179.55 | 179.55 |
| Total 8019 · Materials | 0.00 | 0.00 | 0.00 | 12,333.28 | 12,333.28 |
| 9020 · Capital Outlay | | | | | |
| 9000 · Work-in-Progress | | | | | |
| 9400 · Tidewater Station Improvements | 1,188.00 | 0.00 | 0.00 | 0.00 | 1,188.00 |
| 9000 · Work-in-Progress - Other | 45.96 | 0.00 | 0.00 | 0.00 | 45.96 |
| Total 9000 · Work-in-Progress | 1,233.96 | 0.00 | 0.00 | 0.00 | 1,233.96 |
| Total 9020 · Capital Outlay | 1,233.96 | 0.00 | 0.00 | 0.00 | 1,233.96 |
| Total Expense | 1,233.96 | 0.00 | 0.00 | 85,793.67 | 87,027.63 |
| Net Ordinary Income | 90,766.04 | 42,000.00 | 54,539.00 | 403,167.40 | 590,472.44 |
| Other Income/Expense | | | | | |
| Other Income | | | | | |
| 5820 · Equipment Reserve Fund Transfer Interest | 0.00 | 0.00 | 86.52 | 0.00 | 86.52 |
| Total 5820 · Equipment Reserve Fund Transfer | 0.00 | 0.00 | 86.52 | 0.00 | 86.52 |
| 5825 · Building/Property Rsrv Transfer Interest | 159.76 | 0.00 | 0.00 | 0.00 | 159.76 |
| Total 5825 · Building/Property Rsrv Transfer | 159.76 | 0.00 | 0.00 | 0.00 | 159.76 |
| 6033 · Grants OSFM Wildfire Staffing Grant | 0.00 | 0.00 | 0.00 | 35,000.00 | 35,000.00 |
| Total 6033 · Grants | 0.00 | 0.00 | 0.00 | 35,000.00 | 35,000.00 |
| Total Other Income | 159.76 | 0.00 | 86.52 | 35,000.00 | 35,246.28 |
| Net Other Income | 159.76 | 0.00 | 86.52 | 35,000.00 | 35,246.28 |
| Net Income | 90,925.80 | 42,000.00 | 54,625.52 | 438,167.40 | 625,718.72 |

Central Oregon Coast Fire & Rescue Profit & Loss Budget vs. Actual - (All Funds)

July 2022

| | Jul 22 | Budget | \$ Over Budget | % of Budget |
|--|-------------------|---------------------|----------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4010 · Current Levied Taxes | | | | |
| Operating Levy | 0.00 | 536,408.77 | -536,408.77 | 0.0% |
| Permanent Levy | 0.00 | 341,788.64 | -341,788.64 | 0.0% |
| Total 4010 · Current Levied Taxes | 0.00 | 878,197.41 | -878,197.41 | 0.0% |
| 4015 · Equipment Replacement Levy | 0.00 | 105,592.28 | -105,592.28 | 0.0% |
| 4020 · Previous Levied Taxes | 3,419.46 | 13,000.00 | -9,580.54 | 26.3% |
| 6030 · Interest | 277.23 | | | |
| 6050 · Miscellaneous | 843.95 | | | |
| 6051 · Pac. West Agreement | 1,200.00 | 14,400.00 | -13,200.00 | 8.3% |
| 6062 · Corridor Billing | 588.86 | 10,000.00 | -9,411.14 | 5.9% |
| 6090 · Sale of Surplus Property | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 6120 · Conflagration | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 6122 · Beginning Fund - 2022/2023 | 671,170.57 | 671,170.57 | 0.00 | 100.0% |
| Total Income | 677,500.07 | 1,702,360.26 | -1,024,860.19 | 39.8% |
| Gross Profit | 677,500.07 | 1,702,360.26 | -1,024,860.19 | 39.8% |
| Expense | | | | |
| 8000 · Personnel Services | | | | |
| 8009 · Occupation Medical Evaluations | 0.00 | 4,000.00 | -4,000.00 | 0.0% |
| 8010 · Gross Payroll | | | | |
| Base Wages | 44,836.90 | 431,201.96 | -386,365.06 | 10.4% |
| Call Stipend | 160.00 | | | |
| FLSA | 715.44 | 6,000.00 | -5,284.56 | 11.9% |
| Overtime Wages | 7,296.99 | 25,000.00 | -17,703.01 | 29.2% |
| 8010 · Gross Payroll - Other | 19.25 | | | |
| Total 8010 · Gross Payroll | 53,028.58 | 462,201.96 | -409,173.38 | 11.5% |
| 8011 · Employer FICA | 4,055.20 | 35,358.45 | -31,303.25 | 11.5% |
| 8012 · SUTA | 816.79 | 8,361.75 | -7,544.96 | 9.8% |
| 8014 · PERS | 8,376.06 | 65,011.93 | -56,635.87 | 12.9% |
| 8015 · Medical Insurance | 7,099.76 | 95,040.00 | -87,940.24 | 7.5% |
| 8016 · Workmans Comp | 0.00 | 12,500.00 | -12,500.00 | 0.0% |
| 8025 · Recruitment & Retention | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 8027 · 457 Deferred | 70.00 | 750.00 | -680.00 | 9.3% |
| 8029 · Payroll Expenses - Other | 14.00 | 105.00 | -91.00 | 13.3% |
| Total 8000 · Personnel Services | 73,460.39 | 685,329.09 | -611,868.70 | 10.7% |
| 8019 · Materials | | | | |
| 8023 · Bank Fees | 4.10 | 700.00 | -695.90 | 0.6% |
| 8031 · Office Supply/Postage | 158.10 | 8,000.00 | -7,841.90 | 2.0% |
| 8032 · Legal Services | 3.00 | 8,000.00 | -7,997.00 | 0.0% |
| 8033 · Lab Fees | 71.25 | 250.00 | -178.75 | 28.5% |
| 8034 · Medical Supplies | 809.49 | 5,000.00 | -4,190.51 | 16.2% |
| 8035 · Minor Equipment | 97.96 | 2,000.00 | -1,902.04 | 4.9% |
| 8036 · Communications Equipment | 0.00 | 14,000.00 | -14,000.00 | 0.0% |
| 8037 · Protective Equipment/Uniforms | 0.00 | 5,500.00 | -5,500.00 | 0.0% |
| 8040 · Equipment Maintenance | 540.07 | 2,750.00 | -2,209.93 | 19.6% |

Central Oregon Coast Fire & Rescue Profit & Loss Budget vs. Actual - (All Funds)

July 2022

| | Jul 22 | Budget | \$ Over Budget | % of Budget |
|---|-----------|------------|----------------|-------------|
| 8045 · Building Maintenance | | | | |
| Tidewater | 55.54 | | | |
| 125 · NW Alsea Hwy | 89.00 | 40,000.00 | -39,911.00 | 0.2% |
| 8045 · Building Maintenance - Other | 1,228.23 | 4,500.00 | -3,271.77 | 27.3% |
| Total 8045 · Building Maintenance | 1,372.77 | 44,500.00 | -43,127.23 | 3.1% |
| 8050 · Vehicle Fuel | 1,689.29 | 17,000.00 | -15,310.71 | 9.9% |
| 8055 · Vehicle Repair | 712.83 | 15,000.00 | -14,287.17 | 4.8% |
| 8056 · Annual Equipment Testing | 473.50 | 10,000.00 | -9,526.50 | 4.7% |
| 8172 · Public Eduction | 0.00 | 1,300.00 | -1,300.00 | 0.0% |
| 8178 · Department Software/Hardware | 49.81 | 2,000.00 | -1,950.19 | 2.5% |
| 8179 · Subscriptions | 0.00 | 5,900.00 | -5,900.00 | 0.0% |
| 8180 · Training/Mileage | 0.00 | 3,740.00 | -3,740.00 | 0.0% |
| 8186 · Volunteer Appreciation | 486.00 | 7,900.00 | -7,414.00 | 6.2% |
| 8187 · Membership/Dues | 704.40 | 3,200.00 | -2,495.60 | 22.0% |
| 8190 · Insurance | 2,505.33 | 18,040.00 | -15,534.67 | 13.9% |
| 8200 · Bookkeeping | 1,326.13 | 16,000.00 | -14,673.87 | 8.3% |
| 8210 · Audit | 0.00 | 8,500.00 | -8,500.00 | 0.0% |
| 8235 · Dispatch Service | 0.00 | 22,330.00 | -22,330.00 | 0.0% |
| 8236 · Telephone | 352.63 | 5,900.00 | -5,547.37 | 6.0% |
| 8237 · Water/Sewer | 314.33 | 3,600.00 | -3,285.67 | 8.7% |
| 8238 · Electricity/Propane | 272.91 | 14,400.00 | -14,127.09 | 1.9% |
| 8239 · Rent | 208.33 | 3,700.00 | -3,491.67 | 5.6% |
| 8240 · Internet Service | 1.50 | 1,900.00 | -1,898.50 | 0.1% |
| 8271 · Oregon Ethics Commission | 0.00 | 500.00 | -500.00 | 0.0% |
| 8272 · Copier Agreement | 179.55 | 2,250.00 | -2,070.45 | 8.0% |
| 9056 · CERT Team | 0.00 | 1,500.00 | -1,500.00 | 0.0% |
| 9092 · Uniforms | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 9095 · Rescue Boat | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 9096 · Engine/Ambulance Equipment | 0.00 | 54,000.00 | -54,000.00 | 0.0% |
| 9300 · Simulcast Network - Maint. Agre | 0.00 | 4,400.00 | -4,400.00 | 0.0% |
| Total 8019 · Materials | 12,333.28 | 316,760.00 | -304,426.72 | 3.9% |
| 8400 · Operating Contingency | 0.00 | 20,000.00 | -20,000.00 | 0.0% |
| 9020 · Capital Outlay | | | | |
| 8047 · Self Contained Breathing Appara | 0.00 | 3,200.00 | -3,200.00 | 0.0% |
| 8195 · Interest Expense | 0.00 | 2,056.53 | -2,056.53 | 0.0% |
| 8250 · Water Rescue | 0.00 | 4,990.00 | -4,990.00 | 0.0% |
| 8925 · D/S - Principal | 0.00 | 19,721.59 | -19,721.59 | 0.0% |
| 9000 · Work-in-Progress | | | | |
| 9103 · Five Rivers Property & Improvem | 0.00 | 7,500.00 | -7,500.00 | 0.0% |
| 9400 · Tidewater Station Improvements | 1,188.00 | 20,000.00 | -18,812.00 | 5.9% |
| 9000 · Work-in-Progress - Other | 45.96 | | | |
| Total 9000 · Work-in-Progress | 1,233.96 | 27,500.00 | -26,266.04 | 4.5% |

Central Oregon Coast Fire & Rescue
Profit & Loss Budget vs. Actual - (All Funds)

July 2022

| | Jul 22 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|---------------------|----------------------|---------------|
| 9045 · Structure Gear (Protective Gear | 0.00 | 6,800.00 | -6,800.00 | 0.0% |
| 9049 · Boat Facility & Related | 0.00 | 38,000.00 | -38,000.00 | 0.0% |
| 9093 · Technical Rescue Equipment | 0.00 | 4,500.00 | -4,500.00 | 0.0% |
| 9098 · Fuel Depot | 0.00 | 15,000.00 | -15,000.00 | 0.0% |
| 9099 · Workout/Training Equipment | 0.00 | 3,100.00 | -3,100.00 | 0.0% |
| Total 9020 · Capital Outlay | 1,233.96 | 124,868.12 | -123,634.16 | 1.0% |
| Total Expense | 87,027.63 | 1,146,957.21 | -1,059,929.58 | 7.6% |
| Net Ordinary Income | 590,472.44 | 555,403.05 | 35,069.39 | 106.3% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| 5820 · Equipment Reserve Fund Transfer | | | | |
| Interest | 86.52 | | | |
| 5820 · Equipment Reserve Fund Transfer - Other | 0.00 | 45,461.00 | -45,461.00 | 0.0% |
| Total 5820 · Equipment Reserve Fund Transfer | 86.52 | 45,461.00 | -45,374.48 | 0.2% |
| 5825 · Building/Property Rsrv Transfer | | | | |
| Interest | 159.76 | | | |
| 5825 · Building/Property Rsrv Transfer - Other | 0.00 | 33,000.00 | -33,000.00 | 0.0% |
| Total 5825 · Building/Property Rsrv Transfer | 159.76 | 33,000.00 | -32,840.24 | 0.5% |
| 6033 · Grants | | | | |
| OSFM Wildfire Staffing Grant | 35,000.00 | | | |
| Total 6033 · Grants | 35,000.00 | | | |
| Total Other Income | 35,246.28 | 78,461.00 | -43,214.72 | 44.9% |
| Other Expense | | | | |
| 9200 · Equipment Reserve Fund | 0.00 | 45,461.00 | -45,461.00 | 0.0% |
| 9205 · Building/Property Rsrv Fund | 0.00 | 33,000.00 | -33,000.00 | 0.0% |
| Total Other Expense | 0.00 | 78,461.00 | -78,461.00 | 0.0% |
| Net Other Income | 35,246.28 | 0.00 | 35,246.28 | 100.0% |
| Net Income | 625,718.72 | 555,403.05 | 70,315.67 | 112.7% |

To: Central Coast Fire & Rescue Board of Directors
From: Chief Jamie Mason
Date: 08/12/2022
Subject: Board Report

CHIEF'S REPORT

Makenzie Group – A proposal has been provided in the amount of \$5500.00. This is a continuation of the original agreement that provided the initial cost estimate and planning for the new construction of the Fire Station. There is no deadline for the proposal but, Makenzie did want to make mention that the deadline for the Seismic Grant is in December, and they would need to start working on the grant by October to get the documents in on time.

Civil Service Committee – The commission is ready for appointment by the Board and there is a first official meeting scheduled for Thursday the 26th of August to review and possibly approve the Civil Service Rules for the agency.

Grant Funding – The following are grants that we are researching, applying for, or have applied for:

RYAN LLC. – We have mutually terminated the contract with Ryan Group LLC. We met Monday, August 1st via Zoom with Ron Nichoalds, Caitlin Glenn, and Melissa Munoz. During the meeting, they Melissa explained their thoughts on “their services not beneficially meeting our needs at this time.” I have included a copy of the mutually agreed termination letter in the Board Packets.

Central Coast Fire & Rescue – We will resume contact with the FEMA grant programs contacts for the following grants:

- *National Rescue Relief Act*
- *FEMA Building Resilient Infrastructure and Communities (BRIC) Funds*

Oregon Seismic Grant – Makenzie awaiting direction and proposal approval as needed.

Operational FEMA Grants – Waiting for results.

- *Staffing for Adequate Fire and Emergency Response (SAFER)*
- *Assistance to Firefighters Grant (AFG)*
- *Prevention and Preparedness Grant*

OSFM Engine Program – I have applied through OSFM for a Tender. The Engine Program, if approved, will provide a Tender to the District from OSFM for use in emergencies with the expectation of, if needed, it will deploy for conflagration needs.

FEPP Surplus – I have renewed our agreement with ODF for Federal Surplus and requested a Type Three Heavy Brush Engine from the federal surplus. Currently, the only Type III available has a blown Engine so we will continue to wait for an opportunity for a vehicle to be available at a later date.

Boat 72 – We are still planning to place the Boat for rapid response at the port. Roxie called and requested the fees for the slip. I responded by requesting an invoice to document the expense to meet our purchase record keeping. The expectation is power will be installed this fall/winter. After power is installed the lift for the boat can be installed.

OSFM Staffing Grant – Our Temporary staff have started their employment with the District. Brush 72 has been staffed since August 3rd. The staff has focused on training to insure the crews are operating within the expectations and guidelines of our agency. I have clarified the terms of the agreement with OSFM. The term of the staffing will end on October 31st, and our agency’s final report is due no later than November 15th. If we have unspent funds remaining, we can apply to use the funds for additional wildland purposes. It is my plan to use any unspent funds to extend the positions as far into November as funding will provide.

Action Items – The following items were identified with the following deadlines during the District goal-setting workshop.

1. *Five Rivers Water Supply – 22-23 Budget*
2. *Jet Dock Installation Plan – 22-23 Budget*
3. *Engine Equipment Continuity List – 22-23 Budget*