

# CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

## BUDGET COMMITTEE MEETING

MAY 18, 2023

**1. Call to Order.** The Budget Committee Meeting of the Central Oregon Coast Fire & Rescue District was called to order at 5:30 p.m. on May 18, 2023 by President Reda Eckerman. She reviewed the notice and purpose of the meeting which is to receive the budget message and to receive any comments from the public on the budget.

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

**3. Introduction of Budget Committee Members.** Members of the Budget Committee present were Joe Vandehey, Jovita Ballentine, Susan Swander, and Louise Solliday; Dakota Hartzell was absent. COCFRD Board Members present were Reda Eckerman, Kevin Battles, and Jon MacCulloch; Zach Akin was delayed and Ray Woodruff was excused. A quorum was present. Also present were Fire Chief Jamie Mason, Accountant Brett Quick, Administrative Assistant Wendy Knudson, and Maintenance Engineer Erich Knudson.

**4. Election of Chairperson.** Ms. Swander, seconded by Ms. Ballentine, nominated Joe Vandehey as Chairman. There being no other nominations Mr. Vandehey took over the meeting.

**5. Presentation of Budget.** Budget Officer Chief Mason reviewed the upcoming revenue for 2023-2024 and the previous taxes, summary of resources, and forecast for the next several years. Costs are increasing at a rate of 8%, but the tax increase is capped at 3% by the state mandate. He had included the \$16,800 income from the sale of the surplus truck in the revenue for next year as it had not been budgeted for this year. Continuing on to the Operating Budget, personnel will account for the majority of funds. The increase over the current year is a result of the new Union contract. About 72% of the anticipated income will be for personnel. Vehicle maintenance was increased because current year's budget was exceeded, as were fuel costs. Several other minor adjustments were made with the result of an increase of just \$5,000 over this year. Mr. Akin arrived at 5:42. Chief Mason then reviewed the Materials and Services expenses, with decreased legal costs and the purchase of a copier instead of leasing. The station mortgage of \$40,000 is the interest on the loan used for the station purchase. Grounds maintenance will be done in-house, and general insurance is going up because of the general cost increase in insurance. At the end of the proposed budget year the holding capital will be \$22,000, not the \$18,000 listed on the form, and the total unappropriated ending fund balance will be \$25,831.33.

**6. Discussion of Budget.** Mr. Vandehey thanked Chief Mason for his presentation and opened the meeting for further discussion. Ms. Solliday questioned the inclusion of the sale of the surplus truck in next year's income. Following discussion, it was determined to remove it and account for it this year. Mr. Battles noted that bank fees had not been carried over to the LB-31; Mr. Quick will correct that omission. Mr. Battles also said that the \$40,000 listed on LB-31 as building maintenance should be reclassified as interest. He questioned the cost of vehicle maintenance, which was increased because of the increasing costs of the aging vehicles. Lt. Knudson commented that some of the labor costs will be going down because he is now certified to do a major portion of the repairs. Chief Mason commented that we do have new

vehicles coming in on grants, but we didn't get the seismic grant. They will have to work out between keeping the building up and keeping the vehicles going. Operational costs are growing more than the state limit on taxes allows.

Discussion followed concerning the necessity of increasing the operations levy when it is up for renewal in 2025. Emphasis was placed on how and when to educate the voters, including the possibility of an annual District newsletter. Lt. Knudsen commented that it would cost \$1500-\$1800 just in mailing costs, not including printing costs, to mail to everyone. Chief Mason has been handing out the annual report as much as possible and it covers all kinds of information on the age of the vehicles, financial figures, anticipated needs, etc. The population of the fire district is about 4,500 in an area of 36 ½ miles, although the actual service area is larger because of mutual aid and non-coverage areas. People not in the tax base get charged for service, as well as negligence or cause by taxpayers; recovery costs usually amount to about 30%. Mr. Battles questioned classifications of memberships and reserve funds; Mr. Quick will make the necessary readjustments. Ms. Swander wanted to express appreciation to Chief Mason for all the grants we have gotten and continue to get. He commented that Lt. Bartling has obtained a tribal grant for \$3500 for equipment and John Townley is working on a grant for a new floating pump, and both Erich and Wendy Knudson also work on getting grants. Ms. Swander also wanted to say kudos to everyone for their efforts the previous hot weekend. Mr. Vandehey questioned the progress on the Tidewater station; it is all done except for plumbing on the reserve water tank.

**7. Public Comment on Budget.** None.

**8. Recommendations or Changes.** Mr. Vandehey asked for any recommendations or changes. After discussion it was determined that only some account classification changes needed to be made by Mr. Quick.

**9. Approval of the Budget.** Ms. Swander, seconded by Ms. Solliday, moved to approve the budget as discussed and corrected and recommend that the Board of Directors approve the 2023-2024 budget as determined tonight; motion carried.

**10. Adjournment.** There being no further business to come before the Budget Committee the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

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Jan K. Hansen, Recording Secretary

Approved:

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Board Chair