



**BOARD OF DIRECTORS MEETING**  
Central Coast Fire & Rescue Training Room  
125 East Alsea Highway  
Waldport, Oregon 97394  
Thursday, September 16, 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. ROLL CALL

IV. APPROVAL OF MINUTES

- a. Regular Session Minutes

V. CITIZEN PARTICIPATION

VI. STAFF PRESENTATIONS

- a. Training, Maintenance, & Admin Report (Policy)

VII. UNION REPORT

VIII. VOLUNTEER REPORT

IX. FINANCE REPORT

- a. Approval of financial report
- b. Approval of expenditures

X. CORRESPONDENCE

XI. OLD BUSINESS

- a. Tidewater -update
- b. Mackenzie - update

XII. NEW BUSINESS

- a. Selection of Appraiser

XIII. CHIEFS REPORT

XIV. PRESIDENTS REPORT

XV. QUESTIONS FROM CITIZENS OR VIEWING AUDIENCE.

XVI. GOOD OF THE ORDER

XVII. ADJOURNMENT

## CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

### BOARD OF DIRECTORS MEETING

AUGUST 19, 2021

- 1. Call to Order.** The regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Pankey at 5:30 p.m. on Thursday, August 19, 2021.
- 2. Pledge of Allegiance.** Mr. Pankey led those present in the Pledge of Allegiance.
- 3. Roll Call.** Directors present were Reda Eckerman, Buster Pankey, Todd Holt, and Kathryn Menefee; Kevin Battles was expected shortly. A quorum was present.
- 4. Approval of Minutes.** It was moved by Mrs. Menefee, seconded by Mr. Holt, to approve the minutes of the regular Board meeting on July 15, 2021, and the special meeting on August 5, 2021, as presented; motion carried.
- 5. Citizen Participation.** None.
- 6. Staff Presentations. Training.** Chief Mason reported a total of 126 calls in July, second busiest month since March. Training hours for July were 195, year-to-date 1708; still working on Firefighter II and initiating to Fire Officer I. He talked with the training officer from Newport and with the fire season extending into September it's been decided to move the Academy into October, with an anticipated graduation on January 11, 2022. **Maintenance.** Facility Engineer Knudson has contacted the individual suggested for the maintenance of Station 74 and will talk tomorrow about the work needed and the cost. If that doesn't work out he is planning a work party; the clearing needs to get done. He is working on Brush Truck 72, it still needs more work. He should have a proposal for the security network for the Board by September. A lot of equipment has been surplused lately; he would like to sell the old Utility Truck and add it to the other money from the surplus sales in order to get a Command Rig. A used police vehicle with about 150,000 miles can be obtained for about \$15,000 and equipped for another \$5,000. Mr. Battles arrived at 5:36 p.m. Mrs. Menefee questioned why one of the current trucks couldn't be set up as a command vehicle; Chief Mason explained that there is too much need now for answering calls, towing the boat, etc. She also pointed out that at the last meeting the Board was told there was all the equipment needed; it was explained that this is not a dire need. It could be financed using the funds from the surplus sales, which would be about \$20,000. Following further discussion, the consensus of the Board was that a Command Rig would be a good idea and if an opportunity to get an appropriate vehicle comes up at a later date it can be readdressed then. **Administrative.** Office Administrator Knudson reported that as of the end of July the website had 15,493 visits, and 9,897 so far in August, mainly for the burn information pages. She explained the EF Recovery program for the new Board members, and that she has been working with them to ensure the correct rates are being used. To date there has been \$3,752.48 billed. She asked the Board to review Policy 9.1-9.5 over the next month and email any suggestions or changes to her for approval at the next meeting. It does match the Union contract.
- 7. Union Report.** Union Representative Shi Bucher was pleased to report a successful response by Seal Rock and COC to a car fire in Newport as an excellent example of how well the IGA works. He then introduced Andy Parker, president of the local Union, in case any of the Board had questions. Mr. Pankey asked about a letter which the Union had sent to the Seal Rock Board regarding extrication equipment. Lt. Bucher explained that the Seal Rock Board had requested that the extrication equipment be removed from the first engine, 72, and placed on the third unit. The Union felt it should be on the engine that goes out first so the tools are ready to go. Seal Rock bought them and put them on an engine that doesn't go out, so the Union sent a letter to their Board regarding that decision. Mr. Holt pointed out that according to the IGA decisions should be made between the two Fire Chiefs, or brought to the Oversight Committee. Chief Mason said that he had stepped back on this as it is up to Seal Rock. He has been able to negotiate a deal which would give COC the same type of equipment which would then

be ours, giving us two gas units and one battery unit, by the end of September. Mr. Parker said that the Union felt it has a responsibility when a Board is telling a Chief what has to be done, when it is an operational issue, and thought this would be a good avenue in which to communicate. Discussion followed regarding the roles of authority in operational decisions. Mr. Parker emphasized that this was not an issue with COC.

**8. Volunteer Report.** Chief Mason said that Volunteer Association President Booth was not able to be present, but that there had been no changes in the volunteer status. Three applications had been handed out at the Open House but none had been returned as yet. Moving the Academy to October may help get a few more people to attend. Chief Mason is not expecting a bad fire season but it is most likely to occur in September, which would have interfered with academy attendance.

**9. Finance Report.** Mr. Quick reported that one month into the new year, July ended with \$617,069 in the accounts. There were no notable expenses; Tidewater Station improvements for the month were \$17,456. Mr. Battles asked about the total cost to date; Mr. Quick will have that information at the next meeting. Discussion of various account percentages; there have been some unexpected expenses but should even out. Chief Mason said that the budget process at the end of this year should be more accurate than he was able to determine for the last year. The canvas cover for the boat was \$3,469, which was less than anticipated, and means it will be ready to go to the Port as soon as water and power are there, for which prices are in the process of being determined. It was moved by Mr. Battles, seconded by Mrs. Eckerman, to accept the financial report as presented; motion carried. It was moved by Mr. Battles, seconded by Mrs. Eckerman, to pay the bills; motion carried. **RESOLUTION #2021-13 A Resolution Authorizing LGIP Account Signer Additions** was read by Mrs. Eckerman. Moved by Mrs. Menefee, seconded by Mr. Holt, to adopt Resolution #2021-13; motion carried.

**10. Correspondence.** Chief Mason had a resignation letter from Cody Woods, one of our Firefighters, who has been hired by the Portland Fire District. As John Townley had been in consideration at the time Lt. Woods was hired, Chief Mason offered the position to him. Cody's last day will be August 28<sup>th</sup> and John's first day will be September 2<sup>nd</sup>. This means we will remain at 100% staff with no interruptions.

#### **11. Old Business.**

**a. Tidewater – update.** Maintenance Office Knudson reported that the concrete pad has been laid, the conduit and pipes are in and there will be a pump up there, the plumbing is in place. The electrical is green tagged, the Connex box has been moved up there, the siding is 45% done. The trim work was done by a volunteer and the hardy panel is going up; it can be sprayed in one day. All Electric is working on the electrical and the main breaker is in. Mrs. Menefee was concerned about having the work done by an employee rather than a contractor and what recourse there is should there be any issue with it. It was explained that the plumbing consisted of running conduit and laying pipes, the trusses were done on bid, the electrical is on bid, the roof was done by a contractor, and our insurance company was fine with the work that was being done in-house. The only things we are doing is basic stuff like the siding, etc.

**b. Mackenzie – update and presentation.** At this time Jeff Humphreys from Mackenzie provided a video presentation introducing his co-workers on the project and showing examples of similar projects which they have completed in our area. He explained that following the seismic assessment, they had come in to look at it from an architectural standpoint. He showed the current footprint of the facility and said that one of the first things they do is to look for areas of non-compliance. There were a number of areas that are non-compliant with current building codes and ADA requirements and the apparatus bay is the least compliant; he showed numerous instances of violations. The next step is to develop concept plans of what could be possible. Chief Mason indicated the three conceptual floor plans provided by Mackenzie, two with a second story and one with a single story floor plan. He said that the single story floor plan eliminates the considerable expense of an elevator and from his point of view would

be much more efficient as well as safer for the personnel. This would also eliminate the expense of engineering and construction involved in a second floor. Consensus of the Board was that the single story floor plan made the most sense. However, Mrs. Menefee pointed out that it seemed like putting the cart before the horse as the decision to purchase the building had not yet been made. Discussion of the condition of the vehicle bay followed and the question raised that if the building has to be removed should it have to be paid for. There needs to be some consideration since whoever takes it over will have the same compliance issues. Chief Mason also pointed out that there is a timeline involved with the seismic grant and elections; the grant has to be applied for in December and has a time limit in which it can be used so a bond election can only be done in either May 2022 or May 2023. It was decided that an appraisal by an outside firm is needed and, with the findings of Mr. Pankey and Mr. Holt from legal counsel and the letter from Mackenzie detailing the condition of the building, the Board could be in a position by the September meeting to consider the purchase. It was moved by Mr. Holt, seconded by Mrs. Menefee, that Chief Mason be authorized to spend up to \$4,000 for a commercial appraisal; motion carried.

## **12. New Business.**

**a. Notice of Measure, Explanatory Statement, and SEL803 Form.** Chief Mason presented copies the Notice of Measure Election, Explanatory Statement, and the SEL 803 Form for the upcoming November election. The Notice has already been filed; the other forms are not due until September 2<sup>nd</sup>, so if any Board member wants to make any changes or additions they can email him before that date and he can make modifications. Discussion of whether or not Board members can add comments to the Voters Pamphlet; he will check, but the impression was that no representative of the District can, although the Union may.

**b. Elite Extrication & Equipment.** Chief Mason met with Tyler from Elite Extrication and Equipment and had a proposal to acquire a battery-operated cutter and spreader, eight batteries, battery charger, and a Sawzall that uses the same batteries in exchange for the excess equipment listed and a difference of \$5,000. There is \$20,000 in the Operational Levy as Unappropriated Fund Balance left in that levy and Mr. Quick had advised that it would not have an adverse effect on the budget to take \$5,000 out of that and put it into a line item as Operational Costs. That is what the resolution is for. Mrs. Menefee questioned why not take the money from the surplus sales and use it for that; the Operational Levy has to be used up by the end of the year or it just gets rolled over into capital. Mr. Quick felt this was the cleanest way to go. Mrs. Eckerman read **RESOLUTION #2021-14 A Resolution Authorizing Central Oregon Coast Fire & Rescue District to Declare Certain Property Owned by the District to be Surplus to the District's Need and Directing Disposal of Same.** Moved by Mr. Battles, seconded by Mr. Holt, to adopt Resolution #2021-14; motion carried.

**13. Chief's Report.** Chief Mason thanked Mr. Humphreys for the presentation and reviewed his report. The cover for the boat is here and will be ready to go to the Port as soon as water and power are available; the ladder truck sold for \$5,000 and has been picked up; fire season ban is still in effect, although we have dropped down to "high"; Depoe Bay hasn't returned the paperwork as they are waiting for usage confirmation but should have that by the 25<sup>th</sup>; he still hasn't heard anything on the ISO rating; the conference room has been set up and can be used by the Board for training with SDAO if they wish; the portable radios have arrived and are in the process of being programmed by Lt. Bucher; the Open House was a success and Rick talked to about 200 people, so the next thing is maybe a Town Hall meeting, depending on restrictions; and all the AEDs have arrived and will be on the trucks, except for one for public access at the station. Things have been busy, with lots of emergencies.

**14. President's Report.** Mr. Pankey just wanted to emphasize the need to get the appraisal done by the next meeting in order to be ready to go.

**15. Questions from Citizens or Viewing Audience.** None.

**16. Good of the Order.** Erich Knudson expressed concern over people who have been asking questions about the station as he heard that a Board Member had been talking about low morale among the personnel. He said it's higher than ever, and that this may just be a misperception of something overheard in a conversation. Mrs. Menefee said that she has talked to several of the firefighters and everything has been positive. Chief Mason added that they have had a lot on their plate and the firefighters are here every day to go out and do what has to be done, and he is very happy to be with them. He feels things are good, the budget is stable, the equipment is good, and they are getting the job done very well. He extended congratulations to John Townley on his new position, as did the Board. Shi Bucher said this is the best job he has ever had, and then spoke about the possibilities of sending trucks and/or personnel out as part of the crews fighting the other fires in the state. It can be a good source of income. Chief Mason explained his first priority is ensuring coverage in the District, but as training levels improve we can have people to send. He would like to be able to send out resources. Discussion of the possibility of training high school students as cadets; the State Fire Marshall requires full-fledged Firefighter I's and that can't happen until age 18, but it is a good goal to work towards.

**17. Adjournment.** There being no further business to come before the Board the meeting was adjourned at 7:37 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: 13 September 2021**  
**Subject: Monthly Training Report**

## **Monthly Training Report**

- 1. Total Annual Hours Training: 1989.75 Hours**
- 2. Academy Progress** – Upcoming Academy moved to October to allow more time for recruitment
- 3. Monthly Hours Combined (August): 312 Hours**



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145 NW Alsea Hwy  
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## Maintenance Report

September 16<sup>th</sup>, 2021

### Station 74

Brush Cleared  
All Apparatus Fully Functional and Certified

### Station 73

All Apparatus Fully Functional and Certified  
Construction Separate Update on the agenda  
\*Consumers Power  
\*Electrician  
\*Siding  
\*East Door - Concrete

### Station 72

All Apparatus Fully Functional and Certified  
Brush 72 Controls – Still Waiting for Parts  
Engine 72 – Delayed Parts are in and have been installed  
McKenzie – Separate Agenda Item – Floor Plans Printed



**Central Coast Fire & Rescue District**  
145 NW Alsea Hwy  
Waldport, OR 97394  
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**To: Central Coast Fire & Rescue Board of Directors**  
**From: Wendy Rush Knudson**  
**Date: 9/13/2021**  
**Subject: Admin Report**

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**Website:**

Website had 15,961 pageviews in August and so far, September has 6,589 pageviews.

**EF Recovery:**

We currently have \$3,752.48 in claims submitted.

**Policy 9.1-9.5**

Make changes if any and adopt policy.

**Policy 9.6-9.10**

Review for next month.



## Central Oregon Coast Fire & Rescue Profit & Loss Budget vs. Actual July through August 2021

	Jul - Aug 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>4010 · Current Levied Taxes</b>			
Operating Levy	0.00	326,311.05	-326,311.05
Permanent Levy	0.00	504,830.00	-504,830.00
<b>Total 4010 · Current Levied Taxes</b>	0.00	831,141.05	-831,141.05
<b>4015 · Equipment Replacement Levy</b>	0.00	99,376.01	-99,376.01
<b>4020 · Previous Levied Taxes</b>	5,072.07	15,890.00	-10,817.93
<b>6025 · AFG Grant</b>	0.00	131,250.00	-131,250.00
<b>6030 · Interest</b>	175.87	2,500.00	-2,324.13
<b>6032 · Insurance Recovery/Refund</b>	0.00	4,000.00	-4,000.00
<b>6040 · Donations &amp; Memorials</b>	0.00	200.00	-200.00
<b>6051 · Pac. West Agreement</b>	2,400.00	14,400.00	-12,000.00
<b>6090 · Sale of Surplus Property</b>	14,262.00	5,000.00	9,262.00
<b>6120 · Conflagration</b>	0.00	5,000.00	-5,000.00
<b>6121 · Beginning Fund - FY 2021/2022</b>	0.00	674,566.55	-674,566.55
<b>Total Income</b>	21,909.94	1,783,323.61	-1,761,413.67
<b>Gross Profit</b>	21,909.94	1,783,323.61	-1,761,413.67
<b>Expense</b>			
<b>8000 · Personnel Services</b>			
<b>8010 · Gross Payroll</b>			
Base Wages	58,603.33	368,878.36	-310,275.03
Call Stipend	975.00	8,000.00	-7,025.00
FLSA	846.74	1,500.00	-653.26
Overtime Wages	6,360.42	20,000.00	-13,639.58
<b>Total 8010 · Gross Payroll</b>	66,785.49	398,378.36	-331,592.87
<b>8011 · Employer FICA</b>	5,109.07	30,475.94	-25,366.87
<b>8012 · SUTA</b>	897.57	9,361.89	-8,464.32
<b>8014 · PERS</b>	2,711.09	59,218.94	-56,507.85
<b>8015 · Medical Insurance</b>	19,954.92	102,000.00	-82,045.08
<b>8016 · Workmans Comp</b>	0.00	12,825.06	-12,825.06
<b>8025 · Recruitment &amp; Retention</b>	0.00	2,200.00	-2,200.00
<b>8027 · 457 Deferred</b>	145.00	750.00	-605.00
<b>8029 · Payroll Expenses - Other</b>	47.25	360.00	-312.75
<b>Total 8000 · Personnel Services</b>	95,650.39	615,570.19	-519,919.80

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss Budget vs. Actual**  
 July through August 2021

	Jul - Aug 21	Budget	\$ Over Budget
<b>8019 · Materials</b>			
8023 · Bank Fees	8.00	750.00	-742.00
8031 · Office Supply/Postage	2,041.13	6,000.00	-3,958.87
8032 · Legal Services	1,271.40	8,000.00	-6,728.60
8033 · Lab Fees	36.00	250.00	-214.00
8034 · Medical Supplies	1,880.93	5,000.00	-3,119.07
8035 · Minor Equipment	118.42		
8037 · Protective Equipment/Uniforms	104.00	10,000.00	-9,896.00
8040 · Equipment Maintenance	361.32	3,080.00	-2,718.68
8045 · Building Maintenance	3,195.40	2,600.00	595.40
8050 · Vehicle Fuel	3,522.24	12,000.00	-8,477.76
8055 · Vehicle Repair	3,148.49	20,000.00	-16,851.51
8056 · Annual Equipment Testing	0.00	10,000.00	-10,000.00
8135 · AFG Grant	0.00	175,000.00	-175,000.00
8172 · Public Education	0.00	5,000.00	-5,000.00
8178 · Department Software/Hardware	265.96	1,900.00	-1,634.04
8179 · Subscriptions	0.00	3,825.00	-3,825.00
8180 · Training/Mileage	236.25	8,180.00	-7,943.75
8186 · Volunteer Appreciation	486.00	14,000.00	-13,514.00
8187 · Membership/Dues	1,486.38	4,500.00	-3,013.62
8190 · Insurance	2,784.52	15,600.00	-12,815.48
8200 · Bookkeeping	2,575.00	15,600.00	-13,025.00
8210 · Audit	0.00	8,400.00	-8,400.00
8235 · Dispatch Service	3,546.99	24,535.00	-20,988.01
8236 · Telephone	1,514.56	2,400.00	-885.44
8237 · Water/Sewer	677.20	2,100.00	-1,422.80
8238 · Electricity/Propane	899.25	12,900.00	-12,000.75
8239 · Rent	416.66		
8240 · Internet Service	0.00	3,600.00	-3,600.00
8271 · Oregon Ethics Commission	0.00	439.09	-439.09
8272 · Copier Agreement	359.10	2,160.00	-1,800.90
9092 · Uniforms	514.22	3,500.00	-2,985.78
9300 · Simulcast Network - Maint. Agre	0.00	4,165.44	-4,165.44
<b>Total 8019 · Materials</b>	<b>31,449.42</b>	<b>385,484.53</b>	<b>-354,035.11</b>
8400 · Operating Contingency	0.00	20,000.00	-20,000.00
<b>9020 · Capital Outlay</b>			
8036 · Communications Equipment	573.00		
8195 · Interest Expense	0.00	3,965.46	-3,965.46
8925 · D/S - Principal	0.00	82,145.00	-82,145.00
<b>9000 · Work-in-Progress</b>			
9400 · Tidewater Station Improvements	17,839.73		
9405 · Waldport Station House Upgrade	3,968.45		
<b>Total 9000 · Work-in-Progress</b>	<b>21,808.18</b>		

5:56 PM

09/12/21

Accrual Basis

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss Budget vs. Actual**  
 July through August 2021

	Jul - Aug 21	Budget	\$ Over Budget
9045 · Structure Gear (Protective Gear)	5,566.10		
9049 · Boat Facility & Related	0.00	20,000.00	-20,000.00
9056 · CERT Team	0.00	3,000.00	-3,000.00
9093 · Technical Rescue Equipment	0.00	4,500.00	-4,500.00
9095 · Rescue Boat	4,775.97	1,500.00	3,275.97
9096 · Engine/Ambulance Equipment	0.00	5,765.55	-5,765.55
9102 · New Station Property	0.00	200,000.00	-200,000.00
<b>Total 9020 · Capital Outlay</b>	<b>32,723.25</b>	<b>320,876.01</b>	<b>-288,152.76</b>
<b>Total Expense</b>	<b>159,823.06</b>	<b>1,341,930.73</b>	<b>-1,182,107.67</b>
<b>Net Ordinary Income</b>	<b>-137,913.12</b>	<b>441,392.88</b>	<b>-579,306.00</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
5820 · Equipment Reserve Fund Transfer Interest	78.99	600.00	-521.01
<b>Total 5820 · Equipment Reserve Fund Transfer</b>	<b>78.99</b>	<b>600.00</b>	<b>-521.01</b>
5825 · Building/Property Rsrv Transfer Interest	198.83	2,500.00	-2,301.17
<b>Total 5825 · Building/Property Rsrv Transfer</b>	<b>198.83</b>	<b>2,500.00</b>	<b>-2,301.17</b>
6033 · Grants	0.00	10,000.00	-10,000.00
<b>Total Other Income</b>	<b>277.82</b>	<b>13,100.00</b>	<b>-12,822.18</b>
<b>Net Other Income</b>	<b>277.82</b>	<b>13,100.00</b>	<b>-12,822.18</b>
<b>Net Income</b>	<b>-137,635.30</b>	<b>454,492.88</b>	<b>-592,128.18</b>

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss Budget vs. Actual**  
 July through August 2021

	% of Budget
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4010 · Current Levied Taxes	
Operating Levy	0.0%
Permanent Levy	0.0%
<b>Total 4010 · Current Levied Taxes</b>	<b>0.0%</b>
4015 · Equipment Replacement Levy	0.0%
4020 · Previous Levied Taxes	31.9%
6025 · AFG Grant	0.0%
6030 · Interest	7.0%
6032 · Insurance Recovery/Refund	0.0%
6040 · Donations & Memorials	0.0%
6051 · Pac. West Agreement	16.7%
6090 · Sale of Surplus Property	285.2%
6120 · Conflagration	0.0%
6121 · Beginning Fund - FY 2021/2022	0.0%
<b>Total Income</b>	<b>1.2%</b>
<b>Gross Profit</b>	<b>1.2%</b>
<b>Expense</b>	
8000 · Personnel Services	
8010 · Gross Payroll	
Base Wages	15.9%
Call Stipend	12.2%
FLSA	56.4%
Overtime Wages	31.8%
<b>Total 8010 · Gross Payroll</b>	<b>16.8%</b>
8011 · Employer FICA	16.8%
8012 · SUTA	9.6%
8014 · PERS	4.6%
8015 · Medical Insurance	19.6%
8016 · Workmans Comp	0.0%
8025 · Recruitment & Retention	0.0%
8027 · 457 Deferred	19.3%
8029 · Payroll Expenses - Other	13.1%
<b>Total 8000 · Personnel Services</b>	<b>15.5%</b>

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss Budget vs. Actual**  
 July through August 2021

	% of Budget
<b>8019 · Materials</b>	
8023 · Bank Fees	1.1%
8031 · Office Supply/Postage	34.0%
8032 · Legal Services	15.9%
8033 · Lab Fees	14.4%
8034 · Medical Supplies	37.6%
8035 · Minor Equipment	
8037 · Protective Equipment/Uniforms	1.0%
8040 · Equipment Maintenance	11.7%
8045 · Building Maintenance	122.9%
8050 · Vehicle Fuel	29.4%
8055 · Vehicle Repair	15.7%
8056 · Annual Equipment Testing	0.0%
8135 · AFG Grant	0.0%
8172 · Public Education	0.0%
8178 · Department Software/Hardware	14.0%
8179 · Subscriptions	0.0%
8180 · Training/Mileage	2.9%
8186 · Volunteer Appreciation	3.5%
8187 · Membership/Dues	33.0%
8190 · Insurance	17.8%
8200 · Bookkeeping	16.5%
8210 · Audit	0.0%
8235 · Dispatch Service	14.5%
8236 · Telephone	63.1%
8237 · Water/Sewer	32.2%
8238 · Electricity/Propane	7.0%
8239 · Rent	
8240 · Internet Service	0.0%
8271 · Oregon Ethics Commission	0.0%
8272 · Copier Agreement	16.6%
9092 · Uniforms	14.7%
9300 · Simulcast Network - Maint. Agre	0.0%
<b>Total 8019 · Materials</b>	<b>8.2%</b>
<b>8400 · Operating Contingency</b>	<b>0.0%</b>
<b>9020 · Capital Outlay</b>	
8036 · Communications Equipment	
8195 · Interest Expense	0.0%
8925 · D/S - Principal	0.0%
9000 · Work-in-Progress	
9400 · Tidewater Station Improvements	
9405 · Waldport Station House Upgrade	
<b>Total 9000 · Work-in-Progress</b>	

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09/12/21

Accrual Basis

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss Budget vs. Actual**  
July through August 2021

	<u>% of Budget</u>
9045 · Structure Gear (Protective Gear	
9049 · Boat Facility & Related	0.0%
9056 · CERT Team	0.0%
9093 · Technical Rescue Equipment	0.0%
9095 · Rescue Boat	318.4%
9096 · Engine/Ambulance Equipment	0.0%
9102 · New Station Property	0.0%
<b>Total 9020 · Capital Outlay</b>	<b>10.2%</b>
<b>Total Expense</b>	<b>11.9%</b>
<b>Net Ordinary Income</b>	<b>-31.2%</b>
<b>Other Income/Expense</b>	
<b>Other Income</b>	
5820 · Equipment Reserve Fund Transfer	
Interest	13.2%
<b>Total 5820 · Equipment Reserve Fund Transfer</b>	<b>13.2%</b>
5825 · Building/Property Rsrv Transfer	
Interest	8.0%
<b>Total 5825 · Building/Property Rsrv Transfer</b>	<b>8.0%</b>
6033 · Grants	0.0%
<b>Total Other Income</b>	<b>2.1%</b>
<b>Net Other Income</b>	<b>2.1%</b>
<b>Net Income</b>	<b>-30.3%</b>

**Central Oregon Coast Fire & Rescue**  
**Balance Sheet**  
As of June 30, 2021

	Jun 30, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>LGIP</b>	
Building/Property Reserve Accou	204,433.37
Equipment Reserve Account	81,244.01
<b>Public Funds</b>	
Equipment Levy Fund	164,426.45
Public Funds - Other	-51,204.30
<b>Total Public Funds</b>	113,222.15
<b>Total LGIP</b>	398,899.53
<b>Oregon Coast Bank Public Funds</b>	90,690.94
<b>Oregon Coast Operating Account</b>	216,325.85
<b>Petty Cash</b>	400.00
<b>Total Checking/Savings</b>	706,316.32
<b>Accounts Receivable</b>	
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	114,124.38
<b>Prepaid Expenses</b>	
Equipment Maintenance Agreement	102.50
Insurance	9,956.56
Licenses & Permits	399.51
Memberships	1,931.99
P.O. Box Rental	76.00
Storage Lease	1,250.04
Subscriptions	2,806.67
Training	110.00
Prepaid Expenses - Other	6,286.54
<b>Total Prepaid Expenses</b>	22,919.81
1710 - Deferred OF - Contib. After M.D	112,634.00
<b>Total Other Current Assets</b>	249,678.19
<b>Total Current Assets</b>	1,019,228.11

## Central Oregon Coast Fire &amp; Rescue

## Balance Sheet

As of June 30, 2021

09/12/21

Accrual Basis

	Jun 30, 21
<b>Fixed Assets</b>	
<b>1600 · Capital Assets</b>	
1605 · Tidewater Station	71,073.00
1600 · Capital Assets - Other	1,252,326.86
	<hr/>
<b>Total 1600 · Capital Assets</b>	1,323,399.86
<b>1650 · Allowance For Depreciation</b>	-678,856.71
	<hr/>
<b>Total Fixed Assets</b>	644,543.15
<b>TOTAL ASSETS</b>	<b>1,663,771.26</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	27,365.41
2210 · Interfund Payable	120,103.36
	<hr/>
<b>Total Accounts Payable</b>	147,468.77
<b>Credit Cards</b>	
Oregon Coast Bank Visa	5,687.97
	<hr/>
<b>Total Credit Cards</b>	5,687.97
<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	95,720.00
2310 · Deferred IF - Investment Return	334,284.00
	<hr/>
<b>Total Other Current Liabilities</b>	527,104.46
<b>Total Current Liabilities</b>	680,261.20



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09/12/21

Accrual Basis

**Central Oregon Coast Fire & Rescue**  
**Balance Sheet**  
As of June 30, 2021

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	<u>Jun 30, 21</u>
<b>Long Term Liabilities</b>	
2500 · Capital Lease Obligation - LT	86,424.89
<b>Total Long Term Liabilities</b>	<u>86,424.89</u>
<b>Total Liabilities</b>	766,686.09
<b>Equity</b>	
<b>Fund Balance</b>	
Fire	440,672.73
4300 · FB Prior Period Adjustment	-20,714.00
4510 · FB Debt Proceeds	-82,144.89
Fund Balance - Other	<u>399,850.11</u>
<b>Total Fund Balance</b>	737,663.95
<b>Suspense</b>	-5,978.82
1110 · Retained Earnings	-4,281.60
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
<b>Net Income</b>	<u>-128,459.66</u>
<b>Total Equity</b>	<u>897,085.17</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u><b>1,663,771.26</b></u></u>

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09/12/21

Accrual Basis

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss by Class**  
 August 2021

	Bldg/Property Rsv	Equipment Levy Fund	Equipment Reserve	General Fund	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
6030 · Interest	0.00	0.00	0.00	78.85	78.85
6051 · Pac. West Agreement	0.00	0.00	0.00	1,200.00	1,200.00
6090 · Sale of Surplus Property	0.00	0.00	0.00	5,000.00	5,000.00
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,278.85</b>	<b>6,278.85</b>
<b>Gross Profit</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,278.85</b>	<b>6,278.85</b>
<b>Expense</b>					
<b>8000 · Personnel Services</b>					
8010 · Gross Payroll					
Base Wages	0.00	0.00	0.00	31,569.21	31,569.21
Call Stipend	0.00	0.00	0.00	465.00	465.00
FLSA	0.00	0.00	0.00	478.04	478.04
Overtime Wages	0.00	0.00	0.00	2,376.82	2,376.82
<b>Total 8010 · Gross Payroll</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34,889.07</b>	<b>34,889.07</b>
8011 · Employer FICA	0.00	0.00	0.00	2,668.97	2,668.97
8012 · SUTA	0.00	0.00	0.00	438.45	438.45
8014 · PERS	0.00	0.00	0.00	1,070.61	1,070.61
8015 · Medical Insurance	0.00	0.00	0.00	9,095.55	9,095.55
8027 · 457 Deferred	0.00	0.00	0.00	70.00	70.00
8029 · Payroll Expenses - Other	0.00	0.00	0.00	26.25	26.25
<b>Total 8000 · Personnel Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,258.90</b>	<b>48,258.90</b>
<b>8019 · Materials</b>					
8023 · Bank Fees	0.00	0.00	0.00	4.00	4.00
8031 · Office Supply/Postage	0.00	0.00	0.00	260.29	260.29
8034 · Medical Supplies	0.00	0.00	0.00	697.72	697.72
8035 · Minor Equipment	0.00	0.00	0.00	44.98	44.98
8040 · Equipment Maintenance	0.00	0.00	0.00	102.92	102.92
8045 · Building Maintenance	0.00	0.00	0.00	2,546.62	2,546.62
8050 · Vehicle Fuel	0.00	0.00	0.00	1,452.89	1,452.89
8055 · Vehicle Repair	0.00	0.00	0.00	1,054.34	1,054.34
8178 · Department Software/Hardware	0.00	0.00	0.00	250.97	250.97
8180 · Training/Mileage	0.00	0.00	0.00	156.25	156.25
8187 · Membership/Dues	0.00	0.00	0.00	673.19	673.19
8190 · Insurance	0.00	0.00	0.00	1,275.76	1,275.76
8200 · Bookkeeping	0.00	0.00	0.00	1,287.50	1,287.50
8235 · Dispatch Service	0.00	0.00	0.00	1,773.50	1,773.50
8236 · Telephone	0.00	0.00	0.00	659.53	659.53
8237 · Water/Sewer	0.00	0.00	0.00	344.87	344.87
8238 · Electricity/Propane	0.00	0.00	0.00	463.55	463.55
8239 · Rent	0.00	0.00	0.00	208.33	208.33
8272 · Copier Agreement	0.00	0.00	0.00	179.55	179.55
<b>Total 8019 · Materials</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,436.76</b>	<b>13,436.76</b>

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09/12/21

Accrual Basis

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss by Class**  
 August 2021

	Bldg/Property Rsv	Equipment Levy Fund	Equipment Reserve	General Fund	TOTAL
<b>9020 · Capital Outlay</b>					
<b>9000 · Work-in-Progress</b>					
9400 · Tidewater Station Improvements	383.60	0.00	0.00	0.00	383.60
9405 · Waldport Station House Upgrade	305.19	0.00	0.00	0.00	305.19
<b>Total 9000 · Work-in-Progress</b>	688.79	0.00	0.00	0.00	688.79
9045 · Structure Gear (Protective Gear)	0.00	5,566.10	0.00	0.00	5,566.10
9095 · Rescue Boat	0.00	0.00	0.00	1,306.97	1,306.97
<b>Total 9020 · Capital Outlay</b>	688.79	5,566.10	0.00	1,306.97	7,561.86
<b>Total Expense</b>	688.79	5,566.10	0.00	63,002.63	69,257.52
<b>Net Ordinary Income</b>	-688.79	-5,566.10	0.00	-56,723.78	-62,978.67
<b>Other Income/Expense</b>					
<b>Other Income</b>					
5820 · Equipment Reserve Fund Transfer Interest	0.00	0.00	37.97	0.00	37.97
<b>Total 5820 · Equipment Reserve Fund Transfer</b>	0.00	0.00	37.97	0.00	37.97
5825 · Building/Property Rsrv Transfer Interest	95.54	0.00	0.00	0.00	95.54
<b>Total 5825 · Building/Property Rsrv Transfer</b>	95.54	0.00	0.00	0.00	95.54
<b>Total Other Income</b>	95.54	0.00	37.97	0.00	133.51
<b>Net Other Income</b>	95.54	0.00	37.97	0.00	133.51
<b>Net Income</b>	<b>-593.25</b>	<b>-5,566.10</b>	<b>37.97</b>	<b>-56,723.78</b>	<b>-62,845.16</b>

## Central Oregon Coast Fire & Rescue Profit & Loss by Class July through August 2021

	Bldg/Property Rsv	Equipment Levy Fund	Equipment Reserve	General Fund	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4020 · Previous Levied Taxes	0.00	0.00	0.00	5,072.07	5,072.07
6030 · Interest	0.00	0.00	0.00	175.87	175.87
6051 · Pac. West Agreement	0.00	0.00	0.00	2,400.00	2,400.00
6090 · Sale of Surplus Property	0.00	0.00	0.00	14,262.00	14,262.00
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,909.94</b>	<b>21,909.94</b>
<b>Gross Profit</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,909.94</b>	<b>21,909.94</b>
<b>Expense</b>					
<b>8000 · Personnel Services</b>					
<b>8010 · Gross Payroll</b>					
Base Wages	0.00	0.00	0.00	58,603.33	58,603.33
Call Stipend	0.00	0.00	0.00	975.00	975.00
FLSA	0.00	0.00	0.00	846.74	846.74
Overtime Wages	0.00	0.00	0.00	6,360.42	6,360.42
<b>Total 8010 · Gross Payroll</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>66,785.49</b>	<b>66,785.49</b>
8011 · Employer FICA	0.00	0.00	0.00	5,109.07	5,109.07
8012 · SUTA	0.00	0.00	0.00	897.57	897.57
8014 · PERS	0.00	0.00	0.00	2,711.09	2,711.09
8015 · Medical Insurance	0.00	0.00	0.00	19,954.92	19,954.92
8027 · 457 Deferred	0.00	0.00	0.00	145.00	145.00
8029 · Payroll Expenses - Other	0.00	0.00	0.00	47.25	47.25
<b>Total 8000 · Personnel Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>95,650.39</b>	<b>95,650.39</b>
<b>8019 · Materials</b>					
8023 · Bank Fees	0.00	0.00	0.00	8.00	8.00
8031 · Office Supply/Postage	0.00	0.00	0.00	2,041.13	2,041.13
8032 · Legal Services	0.00	0.00	0.00	1,271.40	1,271.40
8033 · Lab Fees	0.00	0.00	0.00	36.00	36.00
8034 · Medical Supplies	0.00	0.00	0.00	1,880.93	1,880.93
8035 · Minor Equipment	0.00	0.00	0.00	118.42	118.42
8037 · Protective Equipment/Uniforms	0.00	0.00	0.00	104.00	104.00
8040 · Equipment Maintenance	0.00	0.00	0.00	361.32	361.32
8045 · Building Maintenance	0.00	0.00	0.00	3,195.40	3,195.40
8050 · Vehicle Fuel	0.00	0.00	0.00	3,522.24	3,522.24
8055 · Vehicle Repair	0.00	0.00	0.00	3,148.49	3,148.49
8178 · Department Software/Hardware	0.00	0.00	0.00	265.96	265.96
8180 · Training/Mileage	0.00	0.00	0.00	236.25	236.25
8186 · Volunteer Appreciation	0.00	0.00	0.00	486.00	486.00
8187 · Membership/Dues	0.00	0.00	0.00	1,486.38	1,486.38
8190 · Insurance	0.00	0.00	0.00	2,784.52	2,784.52
8200 · Bookkeeping	0.00	0.00	0.00	2,575.00	2,575.00
8235 · Dispatch Service	0.00	0.00	0.00	3,546.99	3,546.99
8236 · Telephone	0.00	0.00	0.00	1,514.56	1,514.56
8237 · Water/Sewer	0.00	0.00	0.00	677.20	677.20
8238 · Electricity/Propane	0.00	0.00	0.00	899.25	899.25
8239 · Rent	0.00	0.00	0.00	416.66	416.66
8272 · Copier Agreement	0.00	0.00	0.00	359.10	359.10
9092 · Uniforms	0.00	0.00	0.00	514.22	514.22
<b>Total 8019 · Materials</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31,449.42</b>	<b>31,449.42</b>
<b>9020 · Capital Outlay</b>					
8036 · Communications Equipment	0.00	0.00	0.00	573.00	573.00
<b>9000 · Work-in-Progress</b>					
9400 · Tidewater Station Improvements	17,839.73	0.00	0.00	0.00	17,839.73
9405 · Waldport Station House Upgrade	3,968.45	0.00	0.00	0.00	3,968.45
<b>Total 9000 · Work-in-Progress</b>	<b>21,808.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,808.18</b>

**Central Oregon Coast Fire & Rescue**  
**Profit & Loss by Class**  
 July through August 2021

	Bldg/Property Rsv	Equipment Levy Fund	Equipment Reserve	General Fund	TOTAL
9045 - Structure Gear (Protective Gear)	0.00	5,566.10	0.00	0.00	5,566.10
9095 - Rescue Boat	0.00	0.00	0.00	4,775.97	4,775.97
<b>Total 9020 - Capital Outlay</b>	<b>21,808.18</b>	<b>5,566.10</b>	<b>0.00</b>	<b>5,348.97</b>	<b>32,723.25</b>
<b>Total Expense</b>	<b>21,808.18</b>	<b>5,566.10</b>	<b>0.00</b>	<b>132,448.78</b>	<b>159,823.06</b>
<b>Net Ordinary Income</b>	<b>-21,808.18</b>	<b>-5,566.10</b>	<b>0.00</b>	<b>-110,538.84</b>	<b>-137,913.12</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
5820 - Equipment Reserve Fund Transfer Interest	0.00	0.00	78.99	0.00	78.99
<b>Total 5820 - Equipment Reserve Fund Transfer</b>	<b>0.00</b>	<b>0.00</b>	<b>78.99</b>	<b>0.00</b>	<b>78.99</b>
5825 - Building/Property Rsrv Transfer Interest	198.83	0.00	0.00	0.00	198.83
<b>Total 5825 - Building/Property Rsrv Transfer</b>	<b>198.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>198.83</b>
<b>Total Other Income</b>	<b>198.83</b>	<b>0.00</b>	<b>78.99</b>	<b>0.00</b>	<b>277.82</b>
<b>Net Other Income</b>	<b>198.83</b>	<b>0.00</b>	<b>78.99</b>	<b>0.00</b>	<b>277.82</b>
<b>Net Income</b>	<b>-21,609.35</b>	<b>-5,566.10</b>	<b>78.99</b>	<b>-110,538.84</b>	<b>-137,635.30</b>



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: 9/13/2021**  
**Subject: Board Report**

## **CHIEF'S REPORT**

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**Makenzie Group** – We met via zoom meeting with Mackenzie Group on September 13<sup>th</sup>. We updated the floor plan and started laying out the plan for electrical and comms. Mackenzie is assisting with the grant researching we are doing to locate funding in addition to the seismic grant from the State.

**Fire Season** – As of August 12<sup>th</sup> CCF&R and SRFD went into a full fire ban in conjunction with a Red Flag Warning issued. The Ban will most likely be in effect until a significant amount of rain fall is provided and/or the expiration of the fire season.

**Ambulance 72** – Depoe Bay was denied the option to use the ambulance for mutual aid. Due to this denial, they are not going to be able to trade the rescue with us. I have met with Jeff from Pac-West Ambulance. They are interested in the ambulance, and we are working through legal to see what options, if any, we have for generating a trade with them.

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

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

***National Rescue Relief Act*** – Currently researching if this will have funding available for us. We have several documents that we are reviewing to determine how to try to access these funds.

***Sequoia Consulting*** – Had a meeting Monday morning with this firm. They are a Grant Research and Writing group. They are presenting us with a proposal to assist with finding and writing grants to present at the Board Meeting.

***Ryan, LLC. (Ron Nichoalds)*** - They are also a Grant Research and Writing group. We have a meeting schedule with them on Tuesday September 14<sup>th</sup> at 0930 to discuss their assistance with finding and writing grants on behalf of the Fire District.

***FEMA Building Resilient Infrastructure and Communities (BRIC) Funds*** – We had a zoom conference with Oregon office of Emergency Management Mitigation Support. We are pursuing two routes of funding opportunities. The first is reconstruction funding for the facility and the second is hazard mitigation projects.

***Oregon Seismic Grant*** – Makenzie's evaluation provides the information as well as the writing and submittal of this grant on our behalf. The next step we have to complete is the geo-tech information for the property. We need to select an organization to complete the survey and

provide us with a stage 1 report. The information will be added to the grant application in support of seismic funding.

**USDA Rural Development Grant and Loan Process** – Contacted the State Director for this program to research if we are eligible and when a grant could be requested.

**Siletz Charitable Contribution Fund** – Submitted a request for grant funding to purchase fire hose. We have been working towards equipping all 4 Engines with the same equipment. This continuity will ensure that regardless of which Engine arrives they will all perform the same and provide the same level of suppression equipment.

**FEMA Staffing for Adequate Fire and Emergency Response (SAFER)** – We will apply for a 2-year SAFER grant to establish funding for an additional firefighter position. Currently we are waiting for the FY2021 Notice of Funding Option to post so we can prepare and submit for the grant. Typically, applications are accepted in January-February. Once awarded we will be able to hire for the position right away.

**Equipment Levy** – The Notice of Measure election has been withdrawn from the County Elections office. A copy of the SEL 804 is included in your Board packets for review. This is due to new information provided by the elections office which identified that the levy we previously expected to expire this budget year in fact is not going to expire this year but will expire the next budget year. The November 2022 election would be the next election for renewing the levy without incurring a cost increase to the public.

**Fire Academy Recruitment** – A flier was distributed via social media on the 7<sup>th</sup>, and an article was published in the News Times. As of now we have Four pending recruits for the academy.

**Port of Alsea Bay** – Received a phone call from Roxie last Wednesday. She reported that they were having trouble getting bids from electricians to run the power and wanted to know how soon we planned to place the boat at the Port. I advised we would not place the boat without power as the equipment on the boat are dependent on power charging to keep them all operational.

**Building Appraisal** – Contact has been made with several appraisers (listed below) we have received two quotes. The quotes have been included in your packets. Due to the fact that both quotes were higher than the amount approved at last months meeting I have talked with both agencies, and they have agreed to extend their quote timeline to allow a decision at our September Board meeting.

1. *Woodman Real Estate Appraisal*
2. *Appraisal Group of Salem Inc.*
3. *Rex Appraisals Inc.*
4. *Capital Valuation Group LTD.*
5. *Appraisal Institute*
6. *Aaron Brown & Associates Inc.*
7. *Conser Appraisal Group*
8. *Marineau and Associates*
9. *Appraisal & Consulting Group LLC.*
10. *RSP & Associates LLC.*
11. *Valuation Inc.*
12. *Appraisal Services NW*
13. *BBG Inc.*
14. *L3 Valuation*
15. *Bill Adams*
16. *Sydney Lich*

# Withdrawal Notice of Measure Election

SEL 804

rev 01/18  
OAR 165-014-0005

## Measure Information

Measure Number if assigned

Name of District

Central Coast Fire & Rescue

## Caption of Ballot Title

Local Option Tax For Central Coast Fire & Rescue

## Withdrawal Reason Optional.

The District has identified information that corrects predetermined dates regarding the expiration date of a Levy the District currently has active, and the identified information is cause for postponing the election for an additional year to coincide with the expiration date of the Levy in question.

## Resubmission of Measure

Do you intend to resubmit the measure?

Yes

No

For what election?

November 2022

## Authorized Official Not required to be notarized.

Name

Jamie Mason

Title

Fire Chief

Mailing Address

PO Box 505 Waldport, OR 97394

Contact Phone

541-563-3121

*By signing this document:*

→ I hereby state that I am authorized by the county, city or district to submit this Withdrawal - Notice of Measure Election.

8/31/2021

Signature

Date Signed



# PROFESSIONAL SERVICES QUOTATION

**Property Name:** Waldport Public Buildings  
**Property Type:** Mixed Use, firehouse, offices, etc.  
**Property Owner:** City of Waldport  
**Address/Location:** 145 NW Alsea Highway  
**City, State:** Waldport, Oregon

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**Bid Requestor:** Jamie Mason, Fire Chief  
**Organization:** Central Coast Fire & Rescue District  
**Phone Number:** 541-563-3121  
**Fax Number or Email:** j.mason@centralcoastfire.net

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**Quote Date:** 8/27/21  
**Scope of Work:** Two-Approach Appraisal  
**Report Type:** Summary  
**Function of Work:** Sale Negotiation  
**Fee Basis:** Flat fee not to exceed  
**Fee Quote:** \$5,000.00 payable up-front  
**Estimated Completion:** 9/20/21 or about 3 weeks from initiation

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**Specific Requirements, Conditions and/or Assumptions:** Please sign/return this form with payment to initiate our process. We appreciate your trust. Scope of work to focus on land/improvements values "as is."

RSP & Associates LLC will honor this fee quote for 10 business days. After which we reserve the right to make adjustments to the fee and/or completion date based upon workload changes. If the information above is incorrect, please notify our office immediately for revision.

Signature below indicates acceptance of the above terms and responsibility for payment of the professional fee (including reasonable attorneys fees and/or collection costs). If your organization utilizes a standard engagement letter, receipt of such letter is preferred. Our office number is (503) 582-8944.



August 27, 2021

Ryan S. Prusse, MAI

Date

Client Signature

Date



**j.mason@centralcoastfire.net**

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**From:** j.mason@centralcoastfire.net  
**Sent:** Monday, September 13, 2021 9:23 AM  
**To:** 'j.mason@centralcoastfire.net'  
**Subject:** FW: Proposal for appraisal services

**From:** Jeffrey Marineau <jeffrey@epuerto.us>  
**Sent:** Thursday, August 26, 2021 2:51 PM  
**To:** j.mason@centralcoastfire.net  
**Subject:** Proposal for appraisal services

Jamie,

Thank you for the assistance with the areas in your building. This is not a typical firehouse operation, as you know. There are multiple tenants and different types of spaces and office users, which will require looking at sales that would include offices and possibly quality warehouse/industrial buildings that would assist with valuing the different types of spaces. The geographic area would be from Brookings to Lincoln City for comparable data. A very unique structure and combination of uses. I recommend a summary style of report for governmental use, and the Sales Comparison Approach only.

It is possible that the Cost Approach could be beneficial, but until we do a complete search for data, it is difficult to say at this point in time.

Based on the above scope of work, the proposed fee is \$6,950 and the time to completion is 6 weeks from a notice to proceed.

If you wish to proceed, just respond to this email and I will get you onto our list of work to do.

Further, if you have any questions, please don't hesitate to contact me by email or phone.

And thanks for contacting us.



Jeffrey L. Marineau, MAI

Marineau and Associates  
510 Highland Avenue  
Coos Bay, OR 97420

Phone: 541-269-2624 Extension 207

Cell: 541-297-2331

Website: [www.marineau.net](http://www.marineau.net)









<b>Date</b>	<b>Class Name</b>	<b>Location</b>	<b>From</b>	<b>To</b>	<b>Instructor</b>
10/5/2021	Fire Academy Orientation/Safety	Waldport	1800	2100	Mason
10/7/2021	Fire Behavior	Newport	1800	2100	Murphy
10/12/2021	Fire Department Communications	District Specific	1800	2100	Bartling
10/14/2021	Personal Protective Equipment and SCBA's	District Specific	1800	2100	Johnson
10/19/2021	Building Construction	Waldport	1800	2100	Knudson
10/21/2021	Portable Extinguishers, Intro to Medical Responses	Waldport	1800	2100	Johnson
10/26/2021	Hose Deployment and Loading	Waldport	1800	2100	Townley
10/28/2021	Water Supply	Waldport	1800	2100	Bucher
10/30/2021	Skills Day	Waldport	0900	1600	Townley
11/2/2021	Fire Ground Ladders	Newport	1800	2100	Helmricks
11/4/2021	Forcible Entry and Ventilation	Newport	1800	2100	Helmricks
11/6/2021	Skills Day	Newport	0900	1600	Helmricks
11/9/2021	Search & Rescue	Waldport	1800	2100	Bucher
11/11/2021	Ropes and Knots	Waldport	1800	2100	Mason
11/13/2021	Skills Day with MayDay Course	Seal Rock	0900	1600	Johnson
11/16/2021	Fire Streams	Waldport	1800	2100	Bucher
11/18/2021	Fire Control	Waldport	1800	2100	Mason
11/30/2021	Car Fires	Waldport	1800	2100	DPSST
12/2/2021	Sprinklers, Salvage and Overhaul	Waldport	1800	2100	Johnson
12/7/2021	Traffic Incident Managemnt	Waldport	1800	2100	Johnson
12/9/2021	Auto Extrication	Newport	1800	2100	Helmricks
12/11/2021	Live Fire	Newport	0900	1600	Helmricks
12/14/2021	Haz-Mat Awareness	Waldport	1800	2100	Mason
12/16/2021	Haz-Mat Operations 1	Waldport	1800	2100	Mason
12/18/2021	Haz-Mat Operations 2	Waldport	0900	1600	Mason
1/6/2022	NFPA Apparatus Operator 1	Waldport	1800	2100	Johnson
1/8/2022	Final Exam/Cone Course Eval	Waldport	0900	1600	Bucher
1/11/2022	Academy Graduation	Newport	1800	2100	Helmricks