

**Approved Minutes**  
**Deschutes County R.F.P.D. #2**  
**Budget Committee Meeting**  
**Tuesday May 12, 2020 at 12:00 P.M.**  
**Attendance for Public Teleconference due to Governors Physical Distancing**  
**Order**  
**Call In Number is 1-503-946-5336 ID is 239 282 235#**

- 1. For the Record: Open Meeting and Introductions meeting at 12:05 PM**  
**In Attendance:** Ray Miao, President; George Roshak, Vice President; Kent Haarberg, Sec-Treasurer; Gary Cadez and Karl Scronce, Directors; Gary Marshall, Executive Director; Todd Riley, Fire Chief; Kay Johnson, Accountant; Budget Members Mike Clevenger, Michael Kirkpatrick, John Pritchard, Steve Davidson. Ron Ladd Absent.
- 2. Public Comment:** None.
- 3. Nominations for Budget Chairman:** Haarberg nominated Miao to be the Budget Chairman. Scronce Seconded the motion. Miao proceeded with a roll call for those who approved the motion. Motion passed unanimously.
- 4. 2020 /2021 Budget Review:** Budget Officer Marshall presented the 2020/21 Budget. The proposed budget was sent by mail and electronically to all budget committee members. Marshall reviewed the Board and Budget Committee members their positions and their terms expirations. Michael and John said they are willing to serve again as Budget Members since their terms will be expiring. Marshall gave some history of the fire district and the district's services including the Ambulance Service Area (ASA) contract the City has with the County. Marshall reviewed the size of the District and the Population. Marshall reviewed the contract between the City and District, the Fire Fund history, the City of Bend Fire Department deployment of resources and fire prevention services. Marshall discussed the fire station buildings and the newly built fire station projects. The fire district owns all the fire stations and training facilities with the exception of the fire administration building which is owned by the City. Marshall discussed the fire station contracts with the City and the lease agreement between fire and police for the training area at the Pilot Butte Fire Station. Marshall discussed the FireFree wildfire grants that are given each year. Marshall reviewed Insurance costs, auditors cost and PERS. Marshall discussed a \$50,000.00 proposed budget for deferred construction costs when the last two fire stations were built. Johnson reviewed the Operating Fund revenue proposed budget line items with the Budget Committee. Johnson described each line item program, use and need. The Budget Revenue proposal is \$5.895 Million. Scronce asked why the District will receive more revenue each year? Johnson said we can go up to 3%, and if there is additional growth in value the District can receive additional funds. Johnson said we have two funds, the Operating and Capital Improvement Fund. The Operating Fund will pay for the Personal Services such as the Executive Director other professional services. Other costs including payroll taxes and PERS. Materials and Services were reviewed including City of Bend contract fees calculated by the \$1.185 and the .20 cent Local Option Levy. Johnson discussed the Debt Service within the Budget. Johnson then went through the remaining line items in the proposed budget and described why the amounts were proposed and the use of the money. Marshall elaborated on the Predictive Software program that the Fire District purchases for the Fire Department to help the Department decide where to place

fire stations and resources. There was a question from the Budget Committee member Clevenger why the educational scholarship program was deleted. Marshall said that the Board was advised by Special Districts legal counsel that it would not be wise to fund a college education program for non-employees of the fire district. Johnson reviewed the Capital Improvement Fund and Contingency Funding and why we need it. The Capital Improvement Reserve Fund then was discussed, and the District needs to review this fund at least every 10 years. We have just over \$1 Million in that fund. Johnson then discussed the PERS Reserve Fund which we will abolish as it will not be needed in the future. The Fire Education Fund was dissolved, and Marshall explained this fund was used to pay for the Project Wildfire Coordinator position. The Board thanked Johnson for her help with this budget. Miao asked if there was any questions or comments from the Budget Committee? None.

**5. Approval of 2020 /2021 Budget and Taxing Rate :**

Haarberg made a motion to approve the 2020/21 Budget as presented by the Budget Officer. Scronce Seconded the motion. Miao called for the roll to anyone who objected. All those in favor. Motion passed unanimously. Haarberg made motion to approve the \$1.4366 tax rate. Pritchard seconded the motion. Miao asked if there were anyone who objected. All those in favor. Motion passed unanimously. Clevenger made a motion to approve the .20 cent Local Option levy tax rate. Motion seconded by Cadez. Miao asked if there were anyone who objected? All those in favor. Motion passed unanimously.

**6. Budget Meeting May 19<sup>th</sup> not needed.**

**7. Adjournment at 1:05 PM.**