

**Approved Board Minutes
Deschutes County R.F.P.D. #2
Board of Directors Meeting
Tuesday July 19, 2022 at 11:30 A.M.**

- 1. For the Record: Open Meeting and Introductions by President Roshak at: 11:35 AM**
Present: George Roshak, President; Ray Miao, Vice President; Kent Haarberg, Secretary-Treasurer; Gary Cadez and Oliver Tatom, Directors; Gary Marshall, Executive Director; Todd Riley, Fire Chief; Trish Connolly, Jason Bolen, and Drew Norris Deputy Fire Chiefs; Crosby Grindle, Budget Committee Member; Tom Cocanower, Citizen; Eric King, City Manager; Sharon Wodja, Assistant City Manager.
- 2. Public Comment:** Cocanower said the new Ladder Truck presentation at Station 305 was a success in his opinion.
- 3. Approval of minutes from last meeting:** Miao made a correction regarding Marshall's Health Insurance. Haarberg made a motion to approve the minutes of the last meeting as amended. Motion seconded by Cadez. Motion approved unanimously.
- 4. Election of Board Officers:** Miao nominated Roshak as President. Roshak nominated Miao for Vice President and Haarberg for Secretary-Treasurer. Haarberg made a motion close nomination and to approve those nominated. Tatom seconded the motion. Motion Passed Unanimously.
- 5. Consideration of monthly expenses:** Haarberg stated he has reviewed the expenses, Marshall transferred the required amounts to balance accounts and balances are in order and verified that all the monthly accounting transactions are accurate to the best of his knowledge. Motion by Haarberg to approve the Monthly Expenses. Miao seconded the motion. Motion Passed Unanimously. Miao asked how much we are receiving in interest. Wodja said the current rate is 1.4%.

July, 2022 Checks Written:

5707	Accuity CPA	Audit	1,000.00
5708	Airlink	Gary membership	65.00
5709	Brilliance in Branding	Hats	432.00
5710	EO Media Group	Public Notice ads	1,834.31
5711	Mastercard	See Below	455.56
5712	Gary Marshall	Cell phone, Insurance reimbursement	998.99
5713	KJ Accounting	Accounting	1,200.00
5714	Pacific Source	Gary Health Insurance	958.52
5715	Phil Anderson	Legal	350.00
5716	Tate & Tate Catering	Board Lunch	242.76
EFT	Gary Marshall	Payroll	7,127.08
EFT	Payroll Taxes	Payroll taxes	4,392.01
EFT	PERS	PERS retirement (2 months)	<u>5,808.94</u>
		TOTALS	24,865.17

Mastercard:

Surf thru Redmond	Car wash	35.00
The Phoenix Restaurant	Agenda meeting	59.00
Aloha Cafe	Board Meeting lunch	164.50
Microsoft	Annual Subscription	69.99
Safeway	Board lunch drinks	38.77
Century Link	Office Phone	68.32
DRI Crash plan	Backup	<u>19.98</u>
		455.56

6/30/2022 Bank Balances:

First Interstate Checking	205,013.86
First Interstate Money Market	168,661.69
LGIP Operating Fund	99,340.53
LGIP Capital Improvement Fund	1,117,743.15

Transfer \$150,000 from Operating Checking to MMA - Gary

6. Reports:

A. Fire Department Reports / Fire Chief: King gave his report first to speak on the future levy and what the rate may have to be to meet the needs for the fire department and he wanted to hear from the Board what values or needs they foresee to be included in the services. Miao asked what is the date that the City is focusing on for the levy election. King said May of 2023. Roshak asked what is the anticipated rate increase? King said it will be a considerable amount. He said there is some catch up to do but did not have the final number. King asked what is the service level we want? Roshak said to maintain the staffing is #1. Marshall asked that the maintenance budget should be doubled to meet the need for general maintenance for the aging fire stations. Marshall asked the question when the first three stations are paid off in 2024 by City General Fund dollars and will that budgeted payment amount be replenished to the Fire Fund? Marshall also asked if the Levy does not pass, will the City go back out to the voters? King said yes, but would probably repackage it, but unsure when they would go back out to the voters. Marshall said that Response Times, Cardiac Survivability, ISO Rating's etc. will be important to maintain or improve over the next levy period. He also asked King, if the Levy passed in the City and not in the District, will the General Fund from the City make up the difference? King said no. Marshall asked if we need a written agreement to how it will work if one jurisdiction passed and the other didn't what the procedure will be. Miao said we can't just keep throwing money at the staffing issue and we need to find efficiencies or a solution. Tatom said that the old levy was for the BLS program, and the new levy is to maintain the BLS program. Riley said the Department is consistently behind in staffing. Roshak agrees and we are making efforts to give the minimum staffing but unsure what the public wants and what they expect. King said he will come back to the Board between August and December with the plan. Wodja said that she will show what the Cadillac plan will be compared to the Chevy plan. Tatom has asked about a Community Paramedic Program and what the cost would be to include in the Levy. The other program he would like to see evaluated is wildland fuel removal from citizens property to reduce risk and the cost of fires. Roshak asked if a second QRV would be a good resource? Riley said probably not as they are not utilizing the current QRV to it's full potential.

Wodja summarized the discussion with notes she will take back to work on. Riley said staffing Station 306 will mainly handle City calls but will leave other units to handle calls within the Rural Fire District. King said that the new replacement for Council Liaison will happen tomorrow.

Riley gave a report on the increase in call volume. He said the new ladder truck is in service. He gave an update on the new Business Manager position. Update on the Intergovernmental Agreement. Update on GEMT revenues. All three Labor contracts within the City are complete. Connolly said September 12th the new Firefighter Academy starts. She also shared a report pertaining to the Special Maintenance Fund and she will give a report to the Board on a regular basis on the use and fund balance. Norris gave a report on a cardiac victim within the Fire District. Bolen gave a report on his new Fire Inspector staff.

6. Old Business:

A. **Chief Riley, City Legal Department to amend IGA:** Report given under his section.

B. **Fireworks Patrol within District:** Riley said no fires. Roshak gave a report. Marshall gave a report from the Sheriff's office. Marshall said maybe the Fire District could support the meals for those who work on the 4th of July. Miao asked Bolen if he has staff to do home wildfire consultations? Bolen said yes.

C. **Wildfire Grant Application:** Marshall reviewed the new grant application that he recently revised as requested from the Board. The largest change gives the Executive Director authority to approve the grant before the Board sees the application to give better customer service and streamlines the process. Haarberg gave his approval as it expedites the process for the homeowners. The Board approved by consensus.

7. New Business:

A. **Deschutes County Assessor, Scot Langton:** Langton said that Oregon is a very complicated taxing system. He said if the country goes into another recession that it will not be like 2008. He said what you are seeing on the tax statement this year is outdated by a year and the assessed value for next year will be much greater for additional revenue. Langton spoke on Measure 5 and other property tax measures. He said Tetherow is a large significant revenue source for the fire district. Langton said until the property has improvements there is no tax. Marshall said for clarification that when the Fire District annexes land that we have the applicant sign a form to allow it to be taxed without improvements. Langton asked if we bill for that. Marshall said no the County should be as this is an ORS form we use. Langton said let's follow up later on this to see if it is getting taxed. Langton said the collections are about 96-97%. He explained the reasons that collection rate is high. Questions came up on how we receive our funding from the Solar farms. Langton's presentation resumed with some very valuable information.

8. Good of the Order: None

9. Board Meeting Adjournment at: 1:45 PM.

10. Next Regular Board Meeting: August 16, 2022 at 11:30 A.M.

