

**Approved Meeting Minutes
Budget Committee
Deschutes County R.F.P.D. #2
Tuesday, May 16, 2023 at 12:00 P.M.**

1. **Call to order by Board President Roshak at:** 12:05 PM.

Those present: George Roshak, President; Ray Miao, Vice President; Kent Haarberg, Secretary-Treasurer; Gary Cadez, Director; Oliver Tatom, Director; Gary Marshall, Executive Director; Mike Clevenger, Steve Davidson, Jonathon Pritchard, Budget Committee Members; Kay Johnson, Accountant; Betsy Tucker, Fire Department Business Manager, Todd Riley, Fire Chief. Budget Members Mike Kirkpatrick and Crosby Grindle were absent.

2. **Committee Chairperson Selection:** Budget Committee member Mike Clevenger was selected as the Chairperson to open and facilitate the Budget meeting with a majority quorum.

3. **Public Comment:** None

4. **2023-24 Proposed Budget Message-Marshall/Johnson:** Marshall welcomed the 2023-2024 Budget Committee and gave an in-depth review of the Budget Document that was provided to each member. Marshall reviewed the District History including the Contracts, MOU's, Debt, PERS, Programs, Efficiencies, Growth of the fire district, job duties, and the Fire Fund. Johnson reviewed the Fiscal Year 2023-24 budget line items and economic factors and outcomes. Johnson gave a more in-depth analysis on significant budget items. Johnson went line by line on the Operating Fund Revenue, Operating Fund Expenditures, Non-Departmental Expenditures, and the Capital Improvement Fund. Johnson gave a current report on the \$280,000.00 SFMO Wildfire Grant which will be allocated from the State to the District this current budget year which is a change from the document provided. We thought that the funds would come in the next fiscal year. Davidson asked a question about where the funds are located. Johnson will make the adjustments. Clevenger asked how the Solar funds that the District receives show up in the budget. Johnson said it comes in with tax funds and it is not itemized within the budget.

Budget Message Continued: Johnson said that the Fire Prevention budget went up by \$4,500.00 to upgrade the fire prevention trailer. Accounting went up to \$1,400.00 each month with the new accounting firm that will take over from Johnson. A question was asked by the Budget Committee, what will happen when the debt on the stations is paid off. Marshall said that we will proceed with the contract language between the City and the District where the rent would then be collected from the City. The funds will then be used to maintain and build future buildings.

5. **Discussion of Budget and approval recommendation - Budget Committee:**
Budget Committee Chair Clevenger asked if there are any questions, and if not, he will entertain a motion. Haarberg made a motion to approve the budget with the suggested amendments. Motion was seconded by Davidson. Motion passed unanimously.

6. **Date and Time for next Meeting (May 23rd, 2023 @ 12:00 not necessary)**

7. **Adjournment at: 1:20 PM.**