

AURORA RURAL FIRE PROTECTION DISTRICT

Budget Committee Meeting

Wednesday, May 20, 2020

Annual Budget Committee Meeting at 6 pm

Station 900 Aurora, Oregon & via Video Conference

Public attendance and participation via Telephonic access

ATTENDANCE

<input checked="" type="checkbox"/>	Fire Chief Joshua Williams	<input checked="" type="checkbox"/>	Budget Member Bruce Bennett
<input checked="" type="checkbox"/>	President Greg Leo	<input type="checkbox"/>	Budget Member Richard Haener
<input checked="" type="checkbox"/>	Director Bobby Meyer	<input checked="" type="checkbox"/>	Budget Member Kris Taylor Sallee
<input checked="" type="checkbox"/>	Director Daroll Nicholson	<input checked="" type="checkbox"/>	Budget Member John Clemson
<input checked="" type="checkbox"/>	Director Paul Ranta	<input checked="" type="checkbox"/>	Budget Member Ken Ivey
<input checked="" type="checkbox"/>	Director Fred Hartley	<input checked="" type="checkbox"/>	Admin Assistant Emily Murphy

Also in attendance: Operations Chief Greg Dyke at the Aurora Fire Station, and community member Deb Barnes (via phone)

CALL TO ORDER

The Annual Budget Committee Meeting was called to order at 6 pm by Director Greg Leo once everyone had a chance to log into the meeting. Roll call performed. All were present via video conference, except Budget Member Richard Haener, who was excused.

INTRODUCTIONS

All attendees were welcomed by Fire Chief Williams and introductions given.

ELECTION OF PRESIDING OFFICER and VICE CHAIR

Director Leo opened nominations for election of the Budget Committee Presiding Officer.

Budget Committee Member Ken Ivey nominated Daroll Nicholson as the Budget Committee Presiding Officer. The nomination was seconded by Director Hartley. Roll call vote, unanimously elected.

Director Leo opened nominations for election of the Budget Committee Vice Chair.

Budget Committee Member John Clemson nominated Ken Ivey as Vice Chair. The nomination was seconded by Kris Taylor Sallee. Roll call vote, unanimously elected.

ESTABLISH BUDGET COMMITTEE RULES

Motion made by Director Meyer to establish Robert's Rules of Order as the Aurora Fire District Budget Committee Procedural Rules. The motion was seconded by Director Leo. Roll call vote, unanimously approved.

Skills pay – Paramedic / Peer reviewers built into the normal budget for incentives.

OT – Overtime is always a shot in the dark, depending on the needs of each district, though it usually fluctuates. Since they are going to shift work next fiscal year, the amount listed should be sufficient. Will most likely change next year.

FLSA OT – FF's can work up to 53 hours/week before they receive overtime pay. Therefore, based on the Fair Labor Standard Act, the employees will get mandated pay.

PERS – Stayed the same.

Payroll taxes – This item has gone up. Did not budget enough last year, but with all the new staff it has gone up.

Workers Compensation – Has gone down. No claims this year.

LTD/STD – Went up with the additional staffing, but Group Life went down.

6000 – MATERIALS & SERVICES

Due to the value of the \$6000 per radio (vs. the previous \$800 radios) the insurance has increased to cover those costs.

CPR and Fire Extinguisher Training – stayed the same. All other training and per diem went down.

EMS supplies have to be replaced constantly.

Peer Health/Mental illness – Due to a conference Chief attended, he has been trying to improve the wellness program for everyone. This includes a gym membership and a peer counseling program.

Student housing and tuition program – Same.

Office supplies, professional services, consulting, legal, elections and publications – staying consistent.

Audit – We have a contract for next year as well. (3 years total).

Ken Ivey questioned the cost of the audit, and Chief explained that the district was behind 2 years in audits, so now we will be caught up.

Intergovernmental Contract with Canby – An agreement that they can assist with administrative duties, training, as needed.

Dispatch – The fee will be lower now that we are moving to CCOM, but capital cost (for radios upgrade) is higher.

Inspections and testing are annual fees that we are required to do for all fire equipment. Information systems covers all data, cell phones, google, software and hardware.

Physician Advisor – FD fee to operate under.

6120 is for all community recognition and staff banquet events.

6125 Uniforms were upgraded this year.

6130/6131 is for Station utilities (900 is Aurora, 920 is Donald).
6132 Volunteer house for those volunteers who come to work / pull shifts, and stay overnight.
6133 is the Aurora student house, 6134 is the Donald student house.
6140 Fuel costs should go down this next year.
6145 Covers the general maintenance of the engines and equipment.
6150 Small tools and equipment is going up.
6155 Storage fee is going away. Will no longer need the rental so cancelled it.
6160 Aurora Station repair / maintenance, 6161 for Donald Station
6162 Volunteer house
6163 Student's house we pay rent for monthly
6164 Donald house maintenance
6190 Covers all miscellaneous or unexpected expenses.
6200 Debt Services
6210 Paying off the loan for 2 fire engines (Flex lease and we own the equipment at the end.)
6220 Interest and fees

7000 – CAPITAL OUTLAY

7100 Jaws of life
7200 Paid for all the new radios (mobile and portable)
7300 Grant money received for locks and security.
7400 Furniture as needed for the office.

8000 – OPERATING CONTINGENCIES & TRANSFERS

As Fire Chief, he says he has never spent contingency money and hopes not to ever need to.

8900 – The Unappropriated Ending Fund Balance is the money Chief says he intends to have for the Fire District to operate July to November, until tax revenue starts to come in again. He anticipates that this time next year should be the same, which prevents our District from having to get a loan to operate.

The Apparatus Reserve Fund \$165,000 – This fund has been budgeted to spend all of it. Chief said he's been waiting for over a year to get a vehicle from a grant we were to receive from the State of Oregon. If we get it, the money will be spent and if we don't, it won't be spent.

Budget Committee Member Bruce Bennett inquired as to the type of vehicle. Chief answered that it's a High Axle Rescue Vehicle, which we can outfit to our use.

The Building Reserve Fund \$710,000 – The majority of this money has been spent on professional services on the Ehlen Rd property. Any monies left over will be placed into outgoing expenses.

Director Nicholson thanked all the Budget Committee Members and the Vice Chair for their participation in this process. He also wanted to thank Chief Joshua Williams, Ops Chief Greg Dyke, Administrative Assistant Emily Murphy, and any other staff who helped in the preparing of the proposed budget.

CITIZEN INPUT – Waited for public input via telephone, there was none.

BUDGET COMMITTEE DELIBERATION

FY 2020 / 2021 BUDGET

MOTION TO SET AND APPROVE THE PERMANENT TAX RATE – President Greg Leo made a motion to set and approve the following ad valorem property taxes under Aurora Fire District’s permanent rate authority on all taxable property within the Fire District for tax year 2020 / 2021, as follows:

- **At the rate of \$0.8443 per \$1000 of assessed value for the permanent tax rate.**

The motion was seconded by Director Bobby Meyer and unanimously approved.

MOTION TO SET AND APPROVE THE LOCAL OPTION LEVY TAX RATE – Budget Committee Member Bruce Bennett made a motion to set and approve the following ad valorem property taxes under Aurora Fire District’s local option levy rate authority on all taxable property within the Fire District for Tax Year 2020 / 2021 as follows:

- **At the rate of \$0.99 per \$1000 of assessed value for the local option tax.**

The motion was seconded by Director Paul Ranta and unanimously approved.

MOTION TO APPROVE THE BUDGET – President Greg Leo made a motion to approve and recommend to the Aurora Fire District FY 2020 / 2021 Budget, as presented. The motion was seconded by Director Bobby Meyer and unanimously approved.

GOOD OF THE ORDER

Motion to adjourn the Budget Committee Meeting was made by Director Bobby Meyer. The motion was seconded by Director Greg Leo. All were in favor, meeting adjourned.

ADJOURNMENT: Meeting adjourned at 7:28 pm

Approved: _____



Bobby Meyer, Board Secretary/Treasurer

Budget Committee Members were dismissed. The Regular Board Meeting scheduled to begin directly following a 10-minute recess.