

Turner Fire District Minutes of Budget Meeting of May 19, 2022

The Turner Fire District Budget Committee met for an advertised budget meeting on May 19, 2022, at 1803 hours at the Turner Fire District, located at 7605 Third Street Turner, Oregon.

Attended: D. Craig Anderson, Ed Humber*via Zoom, Chuck Roberts, Tom Lovell, Robert Marker, Mike Collier, Mike Everitt, Su Fennern, and Pete Rasmussen. **Absent:** Claude Kennedy
Staff present: Fire Chief Jordan Donat, Office Manager Kara Howden, and Business Manager Rebecca Shivers

Logistics: Roundtable introduction of members. **Call to order:** Board President Anderson called the budget committee meeting to order at 1803 hours.

Flag salute: yes.

Elections: Board President Anderson opened the floor for election of committee chairperson and secretary. Tom Lovell nominated Pete Rasmussen as Chairperson; nomination seconded by Mike Collier. Tom Lovell nominated Su Fennern as Secretary; nomination seconded by Mike Everitt. Call for any other nominations, hearing none, slate was closed, and vote was convened, unanimous, 9 yeas, 0 nays, 1 absent. Chairperson Rasmussen then closed the elections.

Public Comment: Chairman Rasmussen opened the floor for public comment; there were no questions or comments presented at this time.

Approval of agenda: agenda stands as presented. Motion: *Moved by Chuck Roberts, seconded by Tom Lovell to approve agenda for 2022-23 Budget Committee Meeting. Unanimous, 9 yeas, 0 nays, 1 absent.*

Budget Officer: Chief Donat welcomed the budget committee members and asked if there were any questions about the process or the role of the budget committee member. He reviewed the process of electing directors, appointing budget committee members, and the budget process. He explained there was a slight change on the motions template page included in the packet and a new page was handed out for tonight's meeting.

Budget Message and Proposed Budget Documents:

1. Chief Donat spoke on Turner Fire District's strategic plan and the presented budget speaks to the next fiscal year and the upcoming fiscal years to align with the strategic plan.
2. Chief Donat then reviewed the entire budget packet with the committee moving through each fund and speaking to highlighted and or noted line items where changes were

apparent from last fiscal year that were included in the packet. This included the following:

- a. Ambulance Billing will be now outsourced to an outside billing company. FIREMED will still be managed by Turner Fire District.
 - b. Grant revenue increase for EMS supplies and potential new training mannequin.
 - c. Due to 8% CPI cost of living, an increase of 4% for staff wages. Due to the current economic climate, district is proposing this COLA increase to go into effect this year, rather than next fiscal year.
 - d. Proposal of hiring of two additional FTE Firefighter/EMT positions
 - e. Proposal of hiring an Office Specialist at 30 hrs/week. Currently no FF/EMS requirement.
 - f. Rebecca Shivers will be moving to Division Chief
 - g. There is an increase in short term and long term disability costs due to the new Oregon Paid Leave Act.
 - h. Anticipating asking the board under the current budget to make an extra principal payment to debt service for the property purchased. We are proposing an extra \$18,315.30 in the next fiscal year of extra principal payment as well. The goal is to wisely reduce the district's debt service during a time when it makes the most sense.
3. Chief Donat spoke on the purchase of EMS equipment and training mannequins and the application for this item to be covered by the HPP grant.
 4. Chief Donat reviewed Fund 1, noting the AFG grant revenue and that TFD will be applying again this year and must budget for the revenue even if TFD does not get the grant.
 5. Chief Donat reviewed Fund 3, reviewed the history and purpose of fund.
 6. Chief Donat reviewed Fund 4, no questions,
 7. Chief Donat reviewed Fund 5, noting this is reserve fund. With a 150k transfer to and the purchase of two command vehicles. This fund needs to be renewed periodically and this is the year that it is due. Motion: *Tom Lovell moved to keep Fund 5 established for another five years, seconded by Sue Fennern. Unanimous, 9 yeas, 0 nays, 1 absent.*
 8. Chief Donat reviewed Fund 6, Medical Director Service enterprise fund, pass through for shared Medical Director Services with area fire districts.

Public Comment: Chairman Rasmussen opened the floor for public comment; there were no questions or comments presented at this time.

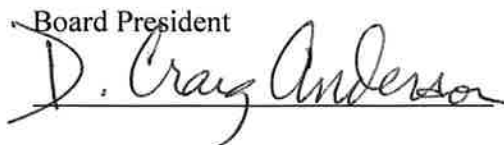
Committee Deliberations: Chairman Rasmussen asked if there were any questions from committee members regarding the proposed budget. There was nothing further to add.

Action Items: Chairman Rasmussen called for motions to approve the budget documents proposed tonight.

1. Su Fennern so moved that the Turner Fire District Budget Committee approves the Turner Fire District 2022-23 permanent tax rate of 1.7997 per \$1,000.00. President Anderson seconded. Motion passed unanimously 9 yeas, 0 nays.
2. Director Everitt so moved that the Turner Fire District Budget Committee approves the proposed 2022-23 budget with the General Fund 1 resources of \$3,292,479.00 and General Fund 1 requirements of \$3,292,479.00. Tom Lovell seconded. Motion passed unanimously 9 yeas, 0 nays.
3. Tom Lovell so moved that the Turner Fire District Budget Committee approves the proposed 2022-23 budget with the TFD Education Fund 3 resources of \$15,198.00 and TFD Education Fund 3 requirements of \$15,198.00. Mike Collier seconded. Motion passed unanimously 9 yeas, 0 nays.
4. Mike Collier so moved that the Turner Fire District Budget Committee approves the proposed 2022-23 budget with the So. County Training & Coalition Fund 4 resources of \$37,943.99 and So. County Training & Coalition Fund 4 requirements of \$37,943.99. President Anderson seconded. Motion passed unanimously 9 yeas, 0 nays.
5. Pete Rasmussen so moved that the Turner Fire District Budget Committee approves the proposed 2022-23 budget with the Facility & Equipment Fund 5 resources of \$746,375.00 and Facility & Equipment Fund 5 requirements of \$746,375.00. Mike Collier seconded. Motion passed unanimously 9 yeas, 0 nays.
6. Robert Marker so moved that the Turner Fire District Budget Committee approves the proposed 2022-23 budget with the Medical Director Services Fund 6 resources of \$28,013.46 and Medical Director Services Fund 6 requirements of \$28,013.46. Mike Everitt seconded. Motion passed unanimously 9 yeas, 0 nays.

Meeting was adjourned at 1939 hours with a motion by Pete Rasmussen and second by President Anderson and it was unanimous to adjourn. The second meeting for budget committee for May 26, 2022, has been canceled.

Respectfully submitted,

Board President


Board Secretary/Treasurer
