

Turner Fire District Minutes of Budget Meeting of May 20, 2021

The Turner Fire District Budget Committee met for an advertised budget meeting on May 20, 2021, at 1803 hours at the Turner Fire District, located at 7605 Third Street Turner, Oregon.

Attended: D. Craig Anderson, Ed Humber*arrived at 1806, Chuck Roberts, Gene Schaeffer, Tom Lovell, Robert Marker Mike Collier, Mike Everitt. **Absent:** Claude Kennedy **Staff present:** Fire Chief Jon Remy, Business Manager Rebecca Shivers Singleterry, Assistant Chief Jordan Donat, Admin Assistant Kristin Rux.

Logistics: Chief Remy asked if there were any questions regarding the process of the budget committee meeting and what to expect at tonight's meeting. There were none. He briefly welcomed everyone and explained the process, noting who was absent and that President Humber was running late.

Call to order: Secretary/Treasurer Anderson called the budget committee meeting to order at 1803 hours.

Flag salute: yes.

Elections: Secretary/Treasurer Anderson opened the floor for election of committee chairperson and secretary. Tom Lovell nominated Mike Everitt as Chairperson; nomination seconded by Mike Collier. Mike Collier nominated Tom Lovell as Secretary; nomination seconded by Mike Everitt. Call for any other nominations, hearing none, slate was closed, and vote was convened, unanimous, 8 yeas, 0 nays, 2 absent. Chairman Everitt then closed the elections.

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

Approval of agenda: agenda stands as presented.

Budget Officer: Chief Remy welcomed the budget committee members and asked if there were any questions about the process, 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 Remy gave briefing on the budget message. (See message in packet) and then went on to review the budget packet with the committee, explaining the net position of the district from previous fiscal year to proposed, reviewing the debt service for the property purchased last year and the addition of the Paramedic AO position. He shared the PERS actuarial rates for new biennium are being forecasted lower but do not want to get caught lowering expenses too soon; we will watch carefully.
2. Chief Remy 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. \$10,000 impact to residential volunteer tuition, increases based on providing full tuition reimbursement based on cost of tuition credits actuals for Chemeketa; attracting young people who become excellent EMS people, future of Turner Fire.
 - b. 10% wage increase based on comparable for the Paramedic AO position; we currently have 3 positions.
 - c. 3% CPI cost of living increase for staff wages.
 - d. CRF grant funds received in current fiscal year, transfer to Fund 5.
 - e. Adding a position in personnel based on reassigning current personnel, excellent opportunities for our staff.
 - f. Funding a business manager position as well in the coming months; ready for progressive changes.
 - g. Anticipating asking the board under the current budget to make an extra principal payment to debt service for the property purchased, up to \$31,000 depending on end of year actuals. We are proposing an extra \$12,500 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. Director Anderson asked about why the Urban Renewal money on the General Fund 1 Resources page was lower than what he thought it would be after attending the UR Committee budget meetings. Discussion ensued regarding the process and where the projected number comes from by the city. Chief Remy said he would investigate the projected number and ask the City Manager.
 4. Chief Remy reviewed Fund 1, noting AFG grant is being included for this fiscal year again, we were not awarded in the 2019 AFG rounds, we applied for the 2020 AFG grant with the assistance of our grant writer and will hope for a more successful outcome. He also reminded the committee about the CRF grant award in current fiscal year which led to the proposal of moving \$130,000 from General Fund 1 proceeds to the Reserve Fund 5 and an additional \$227,850 from the CRF grant for a total of \$357,850. This transfer would bring the reserve fund balance to over \$600,000.
 5. Chief Remy reviewed Fund 3, reviewed the history and purpose of fund.
 6. Chief Remy reviewed Fund 4, no questions, pass through for Academy with area fire districts.
 7. Chief Remy reviewed Fund 5, noting this is reserve fund.
 8. Chief Remy reviewed Fund 6, Medical Director Service enterprise fund, pass through for shared Medical Director Services with area fire districts.
 9. Chief Remy explained the history behind including the ambulance service analysis data, shared the history of TFD service, how it has evolved, re-establishing our service in 2012 with our ASA, and reminder that we are succeeding in commitment. He went on to explain that this page will be retired this year, going forward the budget committee will see a report more inline with the current Budget vs. Actual QB reporting and the current ambulance billing style reports, where actual data is pulled from financial and billing software.

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

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

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

1. Director Anderson so moved that the Turner Fire District Budget Committee approves the Turner Fire District 2020-21 permanent tax rate of 1.7997 per \$1,000.00. Tom Lovell seconded. Motion passed unanimously 9 yeas, 0 nays.
2. Director Roberts so moved that the Turner Fire District Budget Committee approves the proposed 2020-21 budget with the General Fund 1 resources of \$2,5558,223.62 and General Fund 1 requirements of \$2,5558,223.62. President Humber seconded. Motion passed unanimously 9 yeas, 0 nays.
3. Su Fennern so moved that the Turner Fire District Budget Committee approves the proposed 2020-21 budget with the TFD Education Fund 3 resources of \$13,948.00 and TFD Education Fund 3 requirements of \$13,948.00. Tom Lovell seconded. Motion passed unanimously 9 yeas, 0 nays.
4. President Humber so moved that the Turner Fire District Budget Committee approves the proposed 2020-21 budget with the So. County Training & Coalition Fund 4 resources of \$24,645.36 and So. County Training & Coalition Fund 4 requirements of \$24,645.36. Director Anderson seconded. Motion passed unanimously 9 yeas, 0 nays.
5. Director Kennedy so moved that the Turner Fire District Budget Committee approves the proposed 2020-21 budget with the Facility & Equipment Fund 5 resources of \$260,925.03 and Facility & Equipment Fund 5 requirements of \$260,925.03. Director Roberts seconded. Motion passed unanimously 9 yeas, 0 nays.
6. Mike Collier so moved that the Turner Fire District Budget Committee approves the proposed 2020-21 budget with the Medical Director Services Fund 6 resources of \$24,913.46 and Medical Director Services Fund 6 requirements of \$24,913.46. Tom Lovell seconded. Motion passed unanimously 9 yeas, 0 nays.

Tom Lovell thanked Chief Remy for all the work he has done in the past years for TFD and his role as Chief and Budget Officer. His presence in the community has been enormous; cannot say how much he means to the people in this community. There are so many people in this fire district and city who love Jon Remy.

Meeting was adjourned at 1903 hours with a motion by Ed Humber and second by Chuck Roberts and it was unanimous to adjourn. The second meeting for budget committee for May 27, 2021, has been cancelled.

Respectfully submitted,

Board President

Board Secretary/Treasurer