

AGENDA

This meeting will include the boards of Sheridan Fire District, SW Polk Fire District and West Valley Fire District

SW Polk - Rickreall Fire District
275 N Main St.
Rickreall, OR 97371
June 11, 2020 at 6:00 pm

The public is welcome to attend, however if you are not feeling well, please stay home and take care of yourself. In accordance with Governor Brown's Executive Order 2020-12 we are limiting the number of people and if we meet capacity, we may ask you to leave. The public is encouraged to relay concerns and comments to the Board in one of three ways:

- Email at any time up to 12 p.m. the day of the meeting to mprescott@sheridanfd.org;
- If attending via telephone only; please sign up prior to the meeting by emailing mprescott@sheridanfd.org;
- If virtually attending the meeting; send a chat directly to Admin Assistant, Mariah Prescott, to request to speak and use the raise hand feature to request to speak, once your turn is up we will announce your name and unmute your mic.

Join from computer or smartphone: <https://meetings.ringcentral.com/j/1494215365>

Join by Telephone: +1(623)4049000

Meeting ID: 149 421 5365

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. EXECUTIVE SESSION authorized under ORS 192.660(2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions, (f) To consider information or records that are exempt by law from public inspection, and (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
5. Approval of Minutes/All Agencies
6. Financial Report
 - A. Sheridan
 - B. SW Polk
 - C. West Valley
7. Audience Participation
8. Presentations
 - A. COVID-19 Transition by Chief Schulze and Chief Thomas
9. Budget Hearing- Sheridan, SW Polk, West Valley
 - A. Open public hearing
 - B. Take public comment
 - C. Close public hearing
10. Old Business
 - A. Fire & EMS Coalition.....ALL.....Discussion
 - B. Fire Authority Model.....ALL.....Discussion
 - C. Equitable Sharing.....ALL.....Discussion/Action
11. New Business
 - A. Establish guidance.....ALL.....Discussion/Action
 - B. Adopt Budgets.....ALL.....Discussion/Action

- C. Ford Family Foundation Grant.....SWP.....Discussion/Action
- D. Seismic and SMCF GrantSFD.....Discussion/Action
- E. Relief Nursery MOU.....WVFD.....Discussion/Action
- F. Surplus of Ambulance.....SFD.....Discussion/Action
- G. Lexipol Policy Changes.....ALL.....Discussion/Action
- H. West Valley Levy.....ALL.....Discussion

12. Chief's Report

13. Director comments and/or agenda items for next month

14. Adjournment

- a. Next meeting July 9, 2020 at West Valley Fire District, Willamina Fire Station

**Sheridan/SW Polk/West Valley Fire Districts
Joint Regular Board Meeting
230 SW Mill St. Sheridan, OR 97378
May 14, 2020 6 PM**

Meeting was held virtually via RingCentral Meetings.

ROLL CALL

Fred Hertel – SFD/SW Polk/WVFD Fire Chief
Damon Schulze – SFD/SW Polk/WVFD Deputy Chief
Les Thomas- SFD/SW Polk/WVFD Division Chief

Sheridan Fire District	SW Polk Fire District	West Valley Fire District
Scot Breeden – absent until 6:14pm	Rod Watson	Chris Greenhill
Tammy Heidt	Bob Davis- absent until 6:24 PM	Rick Mishler
Brice Ingram - absent	Keith Moore	Gary Brooks
Dennis Rogers	Frank Pender - absent until 6:49 PM	Don Shelton
Carol Harlan	Bruce Sigloh - absent until 6:15 PM	Roy Whitman

Audience

Todd Brumfield
Damon Schulze
Cody Heidt
Dave Fullerton
Steve Warden
Christy Monson
Jason Crowe
Jack Scott
McKenna Hoy

Vice President Dennis Rogers, Sheridan Fire District, opened the meeting at 6:10 pm.

Each agency has a quorum of directors and will allow deliberation, decision making and will take public comment per the posted agenda.

FLAG SALUTE

Approval of Minutes - All agencies

SFD/SW Polk/WVFD

Motion: Rick Mishler

Second: Roy Whitman

Move to approve the minutes from the joint board meeting. Motion passed.

Discussion:

SFD: Heidt; aye Breeden; aye Rogers; aye Ingram; absent Harlan; Aye

SW Polk: Watson; aye Davis; absent Pender; absent Moore; aye Sigloh; absent

WVFD: Brooks; aye Greenhill; aye Mishler; aye Shelton; aye Whitman; aye

The oversight meeting minutes were reviewed as a group. No comments were made.

Scot Breeden present at 6:14 PM.

Move to table discussion until next meeting. Motion passes.

Discussion: None.

SFD: Heidt; aye Breeden; aye Rogers; aye Ingram; absent Harlan; Aye

SW Polk: Watson; aye Davis; aye Pender; absent Moore; aye Sigloh; aye

WVFD: Brooks; aye Greenhill; aye Mishler; aye Shelton; aye Whitman; aye

Appoint 2020-2021 Budget Committee Members- WVFD and SW Polk

Motion: Gary Brooks

Second: Roy Whitman

Appoint Jack Scott as new budget committee members. Motion passes.

Discussion: None.

Brooks; aye Greenhill; aye Mishler; aye Shelton; aye Whitman; aye

Motion: Frank Pender

Second: Bob Davis

Appoint Todd Pendley as new budget committee members. Motion passes.

Discussion: None.

Watson; aye Davis; aye Pender; aye Moore; aye Sigloh; aye

Tribal Contract

Motion: Gary Brooks

Second: Roy Whitman

I move to approve the contract between West Valley Fire District and The Confederated Tribes of Grand Ronde as present and give the Fire Chief the authority to sign the contract. Motion passes.

Discussion: Contract was reviewed and explained.

Brooks; aye Greenhill; aye Mishler; aye Shelton; aye Whitman; aye

Rick Mishler leaves at 7:16 PM

Motion: Bob Davis

Second: Frank Pender

Move to approve FY 2018-19 audit as presented. Motion passes.

Discussion: None.

Watson; aye Davis; aye Pender; aye Moore; aye Sigloh; aye

Chiefs Report

Written chief's report was provided in board packets and reviewed.

Final groundbreaking for the three new SW Polk Stations was completed.

Yamhill County was approved for phase 1 of reopening from the COVID-19 pandemic.

Polk County was not approved for phase 1 yet.

West Valley Civil Service Commissioner Art Hanson passed away recently. Chief Examiner Rod McAllister has volunteer to be Civil Service Commissioner.

Motion: Gary Brooks

Second: Roy Whitman

Move to appoint Rod McAllister as West Valley Fire District as Civil Service Commissioner. Motion passes.

Discussion: None

Brooks; aye Greenhill; aye Mishler; absent Shelton; aye Whitman; aye

DIRECTORS COMMENTS AND/OR AGENDA ITEMS FOR NEXT MONTH

No comments made.

Next Meeting; June 11, 2020 at 6 pm at SW Polk Fire District, Rickreall Fire Station.

Meeting adjourned at 7:35 PM

Motion: Scot Breeden

Second: Chris Mishler

SFD: Heidt; aye Breeden; aye Rogers; aye Ingram; absent Harlan; aye

SW Polk: Watson; aye Davis; aye Pender; aye Moore; aye Sigloh; aye

WVFD: Brooks; aye Greenhill; aye Mishler; absent Shelton; absent Whitman; aye

Respectfully submitted,

Mariah Prescott

Sheridan – SW Polk – West Valley Fire Districts



May 18, 2020 4 PM

Oversight Committee Notes

- COVID-19 update
 - Governor Kate Brown's state of emergency have been determined null and void by a Baker County judge due to not having the proper approvals in place. It is anticipated that this will be reviewed at the Oregon Supreme Court level and that the restrictions will be put back in place. The federal restrictions remain in place.
 - System Design West has increased their billing fee per call temporarily to cover the extra work that they are doing to meet the COVID-19 billing changes.
 - Yamhill County has been approved to begin phase 1 of reopening.
 - Polk County has not been approved and all restrictions remain in place.
 - Additional funding opportunities continue to become available and our staff is monitoring those opportunities closely and applying for what the districts qualify for.
- Review of treatment/no transports billing protocol was reviewed
- Define service levels
 - Discussion was begun about setting service level standards within the district. The Master Plan that was done for Dallas and SW Polk a few years ago was showed as an example of what data could be looked at for these standards.
- Decision-making benchmarks
 - Discussion on benchmarks for where the three districts are headed was held. These benchmarks will be used to guide the administration on their aim and goals for the three districts.
- Employee Handbook Review
 - No notes made. The handbook has also been given to the union to review.
- Insurance Discussion
 - Insurance options to get all employees under the same plan was reviewed. This is an ongoing conversation to ensure the option chose is beneficial to the district and the employees.
- Review Board Meeting
 - No notes made.

Sheridan Fire District
Budget Committee Meeting

May 18, 2020 6 PM

Minutes

Meeting was held in person with public attending via RingCentral Meetings.

Vice President Dennis Rogers determines there is a quorum.

Introductions were made during roll call.

Board:
Scot Breeden (absent until 6:50
PM)
Dennis Rogers
Tammy Heidt
Brice Ingram (absent)

Carol Harlan
Budget Committee:
Cody Heidt
Tom Prescott (absent)
Parrish Van Wert
Cary Laughlin (absent)

Todd Whitlow
Audience:
Les Thomas
Judy Breeden
Damon Schulze

Vice President Dennis Rogers asks for nominations of Budget Committee Chair. Cody Heidt is named Budget Committee Chair.

Cody Heidt calls the meeting to order.

Budget message was reviewed.

Budget is reviewed and explained.

Second meeting was scheduled for May 27, 2020 at 6 PM.

Motion: Dennis Rogers Second: Scot Breeden

Motion to adjourn meeting.

Motion passes unanimously.

Meeting adjourned at 7:10 PM.

SW Polk Fire District
Budget Committee Meeting
May 19, 2020 6 PM

Minutes

Meeting was held in person with public attending via RingCentral Meetings.

President Rod Watson determines there is a quorum.

Introductions were made during roll call.

Board:	Budget Committee:	Audience:
Rod Watson	Todd Pendley	Rob Foster
Frank Pender	Amy Pendley	Jake Rosenbalm
Bruce Sigloh	Jeff Classen	Susan Shephard
Keith Moore	Tom Gilson (absent)	Mick Shephard
Bob Davis (absent)	David Loewen	Judy Breeden
		Damon Schulze

President Rod Watson asks for nominations of Budget Committee Chair.

Motion: Frank Pender Second: Keith Moore
Move to nominate Rod Watson as Budget Committee Chair.

Motion: Frank Pender Second: Bruce Sigloh
Move to close nominations and appoint Rod Watson as Budget Committee Chair.
Motion passes unanimously.

Budget message was presented.

Budget is reviewed and explained.

Second meeting was scheduled for May 27, 2020 at 6 PM.

Meeting adjourned at 6:54 PM

West Valley Fire District
Budget Committee Meeting

May 20, 2020 6 PM

Minutes

Meeting was held in person with public attending via RingCentral Meetings.

President Chris Greenhill determines there is a quorum.

President Chris Greenhill asks for nominations of Budget Committee Chair.

Motion: Patty Brooks Second: Connie Brown
Move to nominate Jack Scott as Budget Committee Chair.
Motion passes unanimously.

Jack Scott is named Budget Committee Chair.

Jack Scott calls the meeting to order.

Roll Call:

Board:
Chris Greenhill
Rick Mishler
Gary Brooks
Don Shelton
Roy Whitman

Budget Committee:
Jency Rosasco
Patty Brooks
Jack Scott
Connie Brown
Melissa Ivey (absent)

Audience:
Damon Schulze
Judy Breeden
Dennis Rogers
Rod Watson
Jason Crowe

Budget message was reviewed.

Budget is reviewed and explained.

Second meeting was scheduled for June 1, 2020 at 6 PM.

Motion: Chris Greenhill Second: Roy Whitman
Motion to adjourn meeting.
Motion passes unanimously.

Meeting adjourned at 8:00 PM.

Sheridan Fire District
Budget Committee Meeting

May 27, 2020 6 PM

Minutes

Meeting was held in person with public attending via RingCentral Meetings.

Budget Committee Chair Cody Heidt determines there is a quorum.

Cody Heidt calls the meeting to order at 6:02 PM.

Board:

Scot Breeden
Dennis Rogers
Tammy Heidt
Brice Ingram (absent)
Carol Harlan

Budget Committee:

Cody Heidt
Tom Prescott
Parrish Van Wert
Cary Laughlin
Todd Whitlow

Audience:

Les Thomas
Judy Breeden
Damon Schulze
Rod Watson

Budget is reviewed and discussed.

**Motion: Dennis Rogers Second: Cary Laughlin
Move to change the Dispatch line item in Materials and Services to \$30,193.
All in favor.**

Tom Prescott leaves at 6:27 PM.

**Motion: Scot Breeden Second: Tammy Heidt
I move that we approve the budget as presented, with the exception of the change to the dispatch line item, and property taxes at the District's permanent tax rate of \$1.1188 per \$1,000 of assessed value and the voter approved levy rate of \$0.35 per \$1,000 of assessed value.
All in favor.**

**Motion: Scot Breeden Second: Dennis Rogers
Motion to adjourn meeting.
Motion passes unanimously.**

Meeting adjourned at 7:00 PM.

SW Polk Fire District
Budget Committee Meeting
May 28, 2020 6 PM

Minutes

Meeting was held in person with public attending via RingCentral Meetings.

President Rod Watson determines there is a quorum.

President Rod Watson opens meeting at 6:05 PM.

Board:

Rod Watson
Frank Pender
Bruce Sigloh
Keith Moore
Bob Davis (absent)

Budget Committee:

Todd Pendley
Amy Pendley
Jeff Classen
Tom Gilson (absent)
David Loewen (absent)

Audience:

Rob Foster
Jake Rosenbalm

Budget is reviewed and discussed.

Motion: Frank Pender Second: Keith Moore

I move that we approve the budget as presented and property taxes at the District's permanent tax rate of \$0.8612 per \$1,000 of assessed value and the voter approved bond amount of \$350,000.

Motion passes unanimously.

Meeting adjourned at 6:19 PM

Sheridan – SW Polk – West Valley Fire Districts



June 1, 2020 4 PM

Oversight Committee Agenda

- COVID-19 update
 - Both counties are in Phase 1. Chief Schulze has been in contact with the state and county agencies to work on a transition plan out of the COVID-19 restrictions.
- Define service levels
 - Excerpt of the Dallas and SW Polk Master plan was provided as an example of how service levels can be defined.
- Employee Handbook Feedback
 - No comments made.
- Conflagration Response Reimbursement and Backfill
 - Staff are developing a presentation for the July Joint Board Meeting to explain the purpose and process.
- Five Year Roadmap
 - Updated five-year road map was presented with steps that are in progress and completed marked.
- Review Board Agenda
 - Executive Session during June Board Meeting
 - Ross Williamson Presentation
 - Property Discussion

West Valley Fire District
Budget Committee Meeting

June 1, 2020 6 PM

Minutes

Meeting was held in person with public attending via RingCentral Meetings.

Budget Committee Chair Jack Scott opens meeting and determines there is a quorum.

Flag Salute

Roll Call:

Board:

Chris Greenhill
Rick Mishler
Gary Brooks
Don Shelton
Roy Whitman (leaves 6:30)

Budget Committee:

Jency Rosasco
Patty Brooks
Jack Scott
Connie Brown
Melissa Ivey

Audience:

Judy Breeden
Jason Crowe
Damon Schulze

Budget is reviewed and discussed.

Motion: Don Shelton Second: Rick Mishler

I move that we approve the budget as presented and property taxes at the District's permanent tax rate of \$0.8936 per \$1,000 of assessed value and the voter approved levy rate of \$1.06 per \$1,000 of assessed value.

Aye:

**Chris Greenhill
Rick Mishler
Don Shelton
Jency Rosasco
Jack Scott**

Melissa Ivey

Nay:

**Gary Brooks
Patty Brooks
Connie Brown**

Motion: Don Shelton Second: Rick Mishler

Move to adjourn.

All in favor

Meeting adjourned at 7:16 PM.

SW Polk Fire District
Special Board Meeting
275 N Main St.
Rickreall, OR 97378
June 4, 2020 4 PM

President Rod Watson calls meeting to order at 4:00 PM.

Roll Call:

Board:

Rod Watson
Frank Pender
Bob Davis
Bruce Sigloh
Keith Moore

Staff:

Fred Hertel
Mariah Prescott
Jason Crowe

Audience:

Jerry Freeman
Heather Freeman

Flag Salute

EXECUTIVE SESSION authorized under ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Real Property Procurement

Motion: Frank Pender Second: Keith Moore

Move to approve bid as presented in executive session and give the Fire Chief permission to execute the procurement of the property.

All in favor

Adjourn meeting at 4:57 PM.

Respectfully submitted,

Mariah Prescott

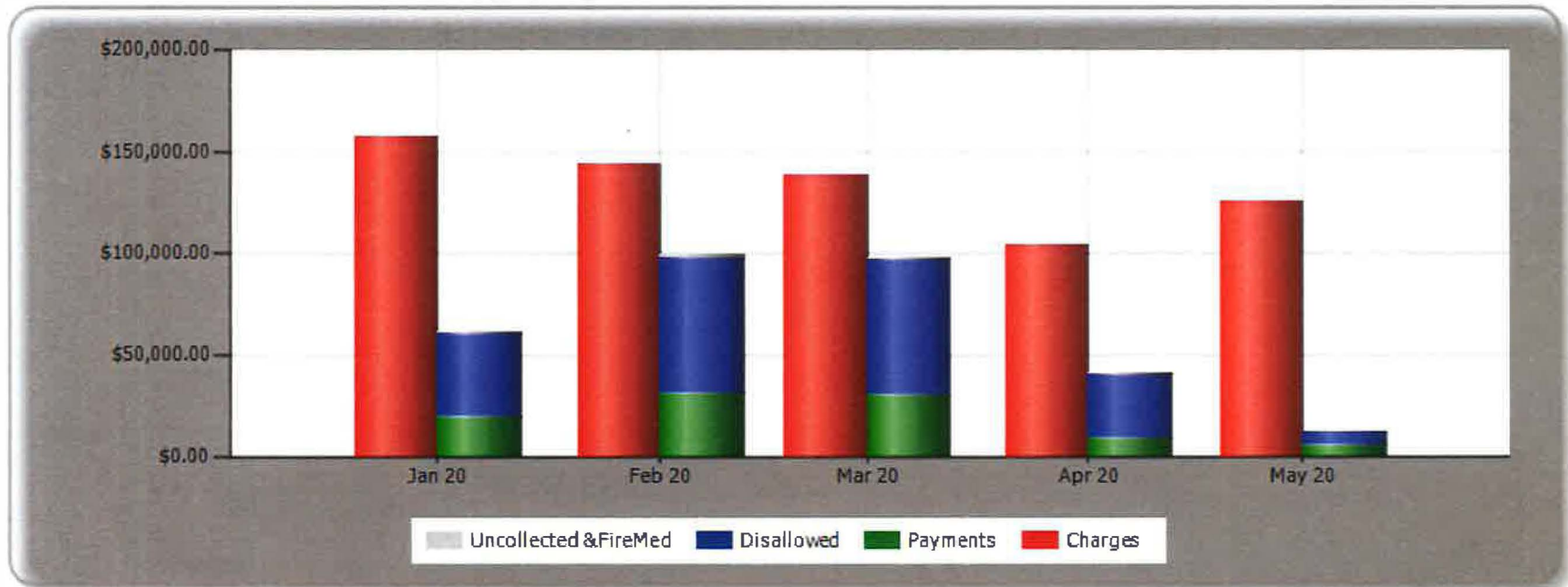
Sheridan
ANNUAL COLLECTION STATISTICS

Date Of Service	05/01/2019
Date Of Service	05/31/2020
Invoices	0
Company	Sheridan
Provider	Sheridan

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Jan 20	84	158,407.50	-19,975.45	13 %	-275.00	0 %	-40,746.84	26 %	-500.00	0 %	96,910.21	61 %
Feb 20	77	144,177.50	-31,463.58	22 %	-1,050.00	1 %	-66,427.41	46 %	-1,000.00	1 %	44,236.51	31 %
Mar 20	76	138,970.00	-30,643.80	22 %	-650.00	0 %	-66,564.86	48 %	0.00	0 %	41,111.34	30 %
Apr 20	57	104,402.50	-9,077.92	9 %	-775.00	1 %	-32,104.85	31 %	0.00	0 %	62,444.73	60 %
May 20	69	126,197.50	-5,956.83	5 %	0.00	0 %	-6,180.28	5 %	0.00	0 %	114,060.39	90 %

363 672,155.00 -97,117.58 -2,750.00 -212,024.24 -1,500.00 358,763.18

All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



Sheridan Fire District

Cash Report Fund Balance

May 31, 2020

For June 2020 Board Meeting

	BALANCE	DEPOSIT	WITHDRAWAL	INTEREST	FEES	BALANCE	
Checking/First Federal	\$ 59,491.14	\$273,208.54	-\$213,787.79	\$0.00	\$0.00	\$ 118,911.89	√
LGIP	\$ 1,136,814.65	\$2,087.44	-\$100,000.00	\$1,372.40	\$0.00	\$ 1,040,274.49	√
Checking/US Bank	\$ 277,671.55	\$28,777.38	-\$50,201.00	\$2.42	\$0.00	\$ 256,250.35	√
Petty Cash	\$ 56.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 56.00	√
Totals	\$ 1,474,033.34	\$304,073.36	\$ (363,988.79)	\$ 1,374.82	\$ -	\$ 1,415,492.73	

√ Indicates reconciled to statement

Sheridan Rural Fire Protection District

Profit & Loss

06/01/20

May 2020

Cash Basis

	<u>May 20</u>
Income	
R1 · General Fund revenue	
Contractual Services	88,417.12
Current Taxes	2,285.63
Yamhill/Polk Prior Taxes	548.50
404000 · Misc. Income	25,537.88
407000 · User Fees	<u>36,373.45</u>
Total R1 · General Fund revenue	153,162.58
R5 · Gen. Equipment Reserve Fund	
4050050 · G.E.R. Transfer Gen-Fund	<u>25,000.00</u>
Total R5 · Gen. Equipment Reserve Fund	25,000.00
R9 · Station 9 Spending Authority	
Transfer in - General Fund	<u>25,000.00</u>
Total R9 · Station 9 Spending Authority	<u>25,000.00</u>
Total Income	<u>203,162.58</u>
Gross Profit	203,162.58
Expense	
001 · General Fund	
02 · Material and Services	
Dispatch & Radio Services	2,482.25
Equipment Testing	4,098.72
General Supplies	1,011.94
Miscellaneous	40.00
PPE & Uniforms	5.40
Professional Fees	5,762.67
Repairs & Maintenance	13,712.23
Travel & Education	33.97
Utilities	2,418.62
200650 · EMS Supplies	<u>706.49</u>
Total 02 · Material and Services	30,272.29
05 · Transfers	
500600 · General Equip. Reserve Fund	25,000.00
500900 · St. 9 Spending Authority	<u>25,000.00</u>
Total 05 · Transfers	<u>50,000.00</u>
Total 001 · General Fund	80,272.29
01 · Payroll	
Administrative Staff	56,825.37
Firefighter/Paramedic & EMT's	
100056 · Paramedic	<u>42,324.87</u>
Total Firefighter/Paramedic & EMT's	42,324.87

1:04 PM

Sheridan Rural Fire Protection District

06/01/20

Profit & Loss

Cash Basis

May 2020

	<u>May 20</u>
100057 · Payroll Expenses -Over Time -	2,533.53
100061 · Part-Time	4,808.22
104500 · Workers' Compensation	44.99
104600 · Health Insurance	27,131.44
104700 · FICA	8,146.63
104800 · PERS	18,259.41
104900 · Unemployment Insurance	0.00
01 · Payroll - Other	-0.06
Total 01 · Payroll	<u>160,074.40</u>
Total Expense	<u>240,346.69</u>
Net Income	<u><u>-37,184.11</u></u>

Sheridan Rural Fire Protection District
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
R1 · General Fund revenue				
Contractual Services	792,421.18	797,000.00	-4,578.82	99.4%
Current Taxes	666,180.36	653,000.00	13,180.36	102.0%
Yamhill/Polk Prior Taxes	12,944.11	20,000.00	-7,055.89	64.7%
401501 · General Fund Begining Balance	759,371.00	550,000.00	209,371.00	138.1%
404000 · Misc. Income	52,935.10	64,000.00	-11,064.90	82.7%
407000 · User Fees	510,887.09	650,000.00	-139,112.91	78.6%
Total R1 · General Fund revenue	2,794,738.84	2,734,000.00	60,738.84	102.2%
R5 · Gen. Equipment Reserve Fund				
3200050 · G.E.R. ending balance	427,525.00	392,525.00	35,000.00	108.9%
4050050 · G.E.R. Transfer Gen-Fund	25,000.00	25,000.00	0.00	100.0%
Total R5 · Gen. Equipment Reserve Fund	452,525.00	417,525.00	35,000.00	108.4%
R7 · John Fancher Memorial Fund Rev.				
3200070 · J.F.M. Ending fund bal.	5,327.00	5,427.00	-100.00	98.2%
Total R7 · John Fancher Memorial Fund Rev.	5,327.00	5,427.00	-100.00	98.2%
R8 · Building Maint. Fund Revenue				
Seismic Grant Income	0.00	1,310,470.00	-1,310,470.00	0.0%
3200080 · B.M. F. Ending Fund Balance	304,256.00	304,256.00	0.00	100.0%
Total R8 · Building Maint. Fund Revenue	304,256.00	1,614,726.00	-1,310,470.00	18.8%
R9 · Station 9 Spending Authority				
Miscellaneous Income	0.00	2,000.00	-2,000.00	0.0%
Transfer in - General Fund	25,000.00	25,000.00	0.00	100.0%
Total R9 · Station 9 Spending Authority	25,000.00	27,000.00	-2,000.00	92.6%
Total Income	3,581,846.84	4,798,678.00	-1,216,831.16	74.6%
Gross Profit	3,581,846.84	4,798,678.00	-1,216,831.16	74.6%

Sheridan Rural Fire Protection District
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense				
001 · General Fund				
02 · Material and Services				
Dispatch & Radio Services	27,304.75	33,000.00	-5,695.25	82.7%
Equipment	9.63	26,000.00	-25,990.37	0.0%
Equipment Testing	9,687.73	20,000.00	-10,312.27	48.4%
General Supplies	12,709.95	25,000.00	-12,290.05	50.8%
Grant	0.00	20,000.00	-20,000.00	0.0%
Miscellaneous	8,278.31	10,500.00	-2,221.69	78.8%
PPE & Uniforms	5,018.62	31,500.00	-26,481.38	15.9%
Professional Fees	55,186.12	35,000.00	20,186.12	157.7%
Repairs & Maintenance	113,148.18	100,000.00	13,148.18	113.1%
Travel & Education	9,871.28	25,000.00	-15,128.72	39.5%
Utilities	30,003.35	30,500.00	-496.65	98.4%
200650 · EMS Supplies	25,409.20	25,000.00	409.20	101.6%
200800 · Insurance	27,935.50	35,000.00	-7,064.50	79.8%
Total 02 · Material and Services	324,562.62	416,500.00	-91,937.38	77.9%
05 · Transfers				
500300 · Building Maintenance	0.00	0.00	0.00	0.0%
500600 · General Equip. Reserve Fund	25,000.00	25,000.00	0.00	100.0%
500900 · St. 9 Spending Authority	25,000.00	25,000.00	0.00	100.0%
Total 05 · Transfers	50,000.00	50,000.00	0.00	100.0%
06 · Contingency				
600100 · Contingency	0.00	50,000.00	-50,000.00	0.0%
Total 06 · Contingency	0.00	50,000.00	-50,000.00	0.0%
Total 001 · General Fund	374,562.62	516,500.00	-141,937.38	72.5%

Sheridan Rural Fire Protection District
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
005 · General Equipment Reserve Fund				
310150 · G.E.R. Equipment Purchase	10,548.00			
310151 · Total Gen Eq Res UEFB	<u>0.00</u>	<u>417,525.00</u>	<u>-417,525.00</u>	<u>0.0%</u>
Total 005 · General Equipment Reserve Fund	10,548.00	417,525.00	-406,977.00	2.5%
007 · John Fancher Memorial				
2100070 · J.F.M. Individual Awards	200.00	200.00	0.00	100.0%
2100071 · Total J Fancher Memorial UEFB	<u>0.00</u>	<u>5,227.00</u>	<u>-5,227.00</u>	<u>0.0%</u>
Total 007 · John Fancher Memorial	200.00	5,427.00	-5,227.00	3.7%
008 · Building Maint. Fund				
Seismic Grant Upgrades	0.00	1,310,470.00	-1,310,470.00	0.0%
2100080 · B.M.F. Repair and Upkeep Bldg.	10,634.21	250,000.00	-239,365.79	4.3%
2100081 · Total Building Maint UEFB	<u>0.00</u>	<u>54,256.00</u>	<u>-54,256.00</u>	<u>0.0%</u>
Total 008 · Building Maint. Fund	10,634.21	1,614,726.00	-1,604,091.79	0.7%
009 · St. 9 Spending Authority				
2100090 · Appreciation Program	<u>25,000.00</u>	<u>27,000.00</u>	<u>-2,000.00</u>	<u>92.6%</u>
Total 009 · St. 9 Spending Authority	25,000.00	27,000.00	-2,000.00	92.6%
01 · Payroll				
Administrative Staff	594,450.16	637,000.00	-42,549.84	93.3%
Firefighter/Paramedic & EMT's	469,930.09	684,000.00	-214,069.91	68.7%
100057 · Payroll Expenses -Over Time -	52,796.92	50,000.00	2,796.92	105.6%
100060 · RV Reimbursement	6,427.00	50,000.00	-43,573.00	12.9%
100061 · Part-Time	27,586.67	10,000.00	17,586.67	275.9%
104500 · Workers' Compensation	54,640.10	25,000.00	29,640.10	218.6%
104600 · Health Insurance	267,814.39	310,000.00	-42,185.61	86.4%
104700 · FICA	87,748.84	110,000.00	-22,251.16	79.8%
104800 · PERS	195,182.00	210,000.00	-14,818.00	92.9%
104900 · Unemployment Insurance	1,063.53	1,500.00	-436.47	70.9%
01 · Payroll - Other	<u>-0.08</u>			
Total 01 · Payroll	1,757,639.62	2,087,500.00	-329,860.38	84.2%

Sheridan Rural Fire Protection District
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
07 · Unappropriated EFB 70000 · UEFB	<u>0.00</u>	<u>130,000.00</u>	<u>-130,000.00</u>	<u>0.0%</u>
Total 07 · Unappropriated EFB	<u>0.00</u>	<u>130,000.00</u>	<u>-130,000.00</u>	<u>0.0%</u>
Total Expense	<u>2,178,584.45</u>	<u>4,798,678.00</u>	<u>-2,620,093.55</u>	<u>45.4%</u>
Net Income	<u>1,403,262.39</u>	<u>0.00</u>	<u>1,403,262.39</u>	<u>100.0%</u>

**Sheridan Rural Fire Protection District
Check Detail**

May 2020

Type	Num	Date	Name	Account	Paid Amount
Liability Check		05/28/2020	QuickBooks Payroll Service		
				Payroll Expenses	-31.50
				Payroll Expenses	-27.00
				Payroll Expenses	-109.00
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-10,110.00
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-1,544.13
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-1,544.13
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-6,602.50
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-6,602.50
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-6,818.00
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-44.99
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-44.99
			QuickBooks Payroll Service	2110 · Direct Deposit Liabilities	-75,960.50
			QuickBooks Payroll Service	2100 · Payroll Liabilities	-103.45
TOTAL					<u>-109,542.69</u>
Paycheck		05/29/2020	Breeden, Judy L	Payroll	-3,268.05
Paycheck		05/29/2020	Crowe, Jason R	Payroll	-6,141.08
Paycheck		05/29/2020	Cummins, Daniel L	Payroll	-3,885.72
Paycheck		05/29/2020	Elliott, Michael R	Payroll	-3,183.03
Paycheck		05/29/2020	Hammer, Donna E	Payroll	-3,331.95
Paycheck		05/29/2020	Hari, Brendan R	Payroll	-2,761.58
Paycheck		05/29/2020	Hertel, Frederick J	Payroll	-7,346.68
Paycheck		05/29/2020	Homer, Daniel B	Payroll	-3,102.07
Paycheck		05/29/2020	Hoxie, Sean R	Payroll	-6,339.78
Paycheck		05/29/2020	Ketelson, Andrew D	Payroll	-2,729.69

**Sheridan Rural Fire Protection District
Check Detail**

May 2020

Type	Num	Date	Name	Account	Paid Amount
Paycheck		05/29/2020	Leigh, Zachariah A	Payroll	-2,877.74
Paycheck		05/29/2020	Malcomson, Ronald P	Payroll	-2,612.08
Paycheck		05/29/2020	Mock, Robert C	Payroll	-5,107.36
Paycheck		05/29/2020	Pozzesi, Nicholas M	Payroll	-3,050.19
Paycheck		05/29/2020	Prescott, Mariah N	Payroll	-2,807.87
Paycheck		05/29/2020	Ryan, Suzanna R	Payroll	-3,266.89
Paycheck		05/29/2020	Schulze, Damon R	Payroll	-8,047.23
Paycheck		05/29/2020	Thomas, Leslie E	Payroll	-6,101.51
Bill Pmt -Check Online Bill		05/04/2020 04/17/2020	Crystal Springs	202720 · Janitorial & House Supplies	-108.61
Liability Check Online		05/05/2020	West Valley Local 4861 Dues	2100 · Payroll Liabilities	-700.00
Check Online		05/05/2020	Citi Cards	Citi VISA/9805 JB Citi/VISA 3867FH	-1,050.94 -521.94
TOTAL					<u>-1,572.88</u>
Liability Check Online		05/05/2020	Employee Benefits Service Trust Health insurance	2100 · Payroll Liabilities	-28,388.97
Bill Pmt -Check Online Bill		05/06/2020 04/11/2020	CenturyLink St 9	202300 · Telephone	-213.59
Bill Pmt -Check Online Bill		05/06/2020 04/17/2020	PGE St 98	202200 · Electricity	-92.07

**Sheridan Rural Fire Protection District
Check Detail**

May 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Online Bill		05/06/2020 04/12/2020	Verizon Wireless Cell phones	202300 · Telephone	-231.28
Bill Pmt -Check Online Bill		05/08/2020 04/17/2020	PGE St 97	202200 · Electricity	-70.00
Bill Pmt -Check Online Bill		05/08/2020 04/22/2020	PGE St 9	202200 · Electricity	-534.23
Bill Pmt -Check Online Bill		05/11/2020 04/23/2020	NW Natural Gas St 98	202100 · Natural Gas	-33.23
Bill Pmt -Check Online Bill		05/11/2020 04/23/2020	NW Natural Gas St 9	202100 · Natural Gas	-310.35
Liability Check Online		05/11/2020	Nationwide Retirement Solutions Payroll deduction	2100 · Payroll Liabilities	-3,216.66
Bill Pmt -Check Online Bill		05/11/2020 04/28/2020	City of Sheridan St 9	202000 · Water & Sewer	-242.66
Check Online		05/12/2020	Public Employees Retirement System PERS	104800 · PERS	-18,259.41
Liability Check Online		05/15/2020	Aflac Payroll deduction	2100 · Payroll Liabilities	-140.01
Bill Pmt -Check Online Bill		05/19/2020 04/30/2020	Western Oregon Waste St 97	203100 · Garbage Collection	-31.90
Bill Pmt -Check Online Bill		05/19/2020 04/30/2020	Western Oregon Waste St 9	203100 · Garbage Collection	-185.66
Bill Pmt -Check Online Bill		05/19/2020 04/28/2020	CenturyLink St 9	202300 · Telephone	-47.97

**Sheridan Rural Fire Protection District
Check Detail**

May 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Bill	Online	05/20/2020 04/26/2020	Buell-Red Prairie Water District St 97	202000 · Water & Sewer	-60.74
Check	26161	05/14/2020	SW Polk Fire District. Medic 193	200500 · Fuel & Oil	-253.95
Bill Pmt -Check Bill	26162 2710	05/14/2020 05/01/2020	Annas Consultants, Inc.	200430 · SCBA	-433.72
Bill Pmt -Check Bill	26163	05/14/2020 04/30/2020	Bretthauer Oil Co.	200500 · Fuel & Oil	-1,147.75
Bill Pmt -Check Bill	26164	05/14/2020 04/25/2020	Davison Auto Parts	200710 · Vehicle Maintenance	-590.75
Bill Pmt -Check Bill	26165	05/14/2020 04/30/2020	DMV	200900 · Prof Services and Elections	-33.00
Bill Pmt -Check Bill	26166	05/14/2020 04/30/2020	Garber Excavating Inc. septic tank repair - Buell septic tank repair - Ballston	202710 · Bldg. Maint. Sup. and Grounds 202710 · Bldg. Maint. Sup. and Grounds	-1,250.00 -1,250.00
TOTAL					<u>-2,500.00</u>
Bill Pmt -Check Bill	26167	05/14/2020 04/30/2020	Industrial Welding Supply, Inc. oxygen	200650 · EMS Supplies	-119.00
Bill Pmt -Check Bill	26168	05/14/2020 05/01/2020	Itemizer-Observer 1 year	203000 · Dues & Subscriptions	-40.00
Bill Pmt -Check Bill	26169	05/14/2020	Life-Assist, Inc.	200650 · EMS Supplies	-1,558.02
Bill Pmt -Check Bill	26170	05/14/2020 05/01/2020	McMinnville Immediate Health Care	203300 · Physicals	-308.10

**Sheridan Rural Fire Protection District
Check Detail**

May 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	26171	05/14/2020	News-Register		
Bill	40/40/20	04/20/2020	volunteer recruitment ad	203400 · Advertising	-271.00
Bill Pmt -Check	26172	05/14/2020	Perrydale Domestic Water Assn		
Bill		04/30/2020	St 98	202000 · Water & Sewer	-40.00
Bill Pmt -Check	26173	05/14/2020	Sheridan Building Materials		
Bill		04/30/2020		202710 · Bldg. Maint. Sup. and Grounds	-34.54
Bill Pmt -Check	26174	05/14/2020	Speer Hoyt LLC		
Bill		04/30/2020		200900 · Prof Services and Elections	-3,031.50
Bill Pmt -Check	26175	05/14/2020	Streamline		
Bill		04/13/2020	website - May	203800 · Computer Programs and Maint.	-200.00
Bill Pmt -Check	26176	05/14/2020	The Bulletin Board		
Bill	5321	05/01/2020		203400 · Advertising	-216.00
Bill Pmt -Check	26177	05/14/2020	Walter E Nelson Co		
Bill		04/30/2020		202720 · Janitorial & House Supplies	-512.18
Bill Pmt -Check	26178	05/14/2020	Yamhill Communication Agency		
Bill		04/13/2020	May	Dispatch & Radio Services	-2,482.25
Check	26179	05/14/2020	West Valley Fire District		
			40/40/20 bills	40/40/20 bills	-193.29
Check	26180	05/14/2020	West Valley Fire District		
			misc bills on credit card	misc bills on credit card	-3,616.11
Check	26181	05/14/2020	SW Polk Fire District.		
			square sales	For SW Polk	-96.50
Check	26182	05/14/2020	West Valley Fire District		
			square sales	For West Valley Fire	-217.56

**Sheridan Rural Fire Protection District
Check Detail**

May 2020

Type	Num	Date	Name	Account	Paid Amount
Check	26183	05/14/2020	BrightSide Electric St 97	202710 · Bldg. Maint. Sup. and Grounds	-5,514.00
Bill Pmt -Check	26184	05/15/2020	Fire Resue Equipment NW, LLC		
Bill	2353	04/19/2020	annual maint. on cutter tools	Equipment Testing	-3,665.00
Bill Pmt -Check	26185	05/15/2020	Service Graphics, LLC		
Bill		05/13/2020		203930 · Address Markers	-360.00
Bill Pmt -Check	26186	05/15/2020	Systems Design West, LLC		
Bill		05/14/2020	March EMS billing	200900 · Prof Services and Elections	-1,768.35
Bill Pmt -Check	26187	05/15/2020	News-Register		
Bill	40/40/20	04/30/2020	volunteer recruitment ad	203400 · Advertising	-271.00

SW Polk Fire District

Cash Report Fund Balance
May 31, 2020

For June 2020 Board Meeting

	BALANCE	DEPOSIT	WITHDRAWAL	INTEREST	FEES	BALANCE
District/Columbia Bank	\$ 8,978.94	\$742,510.05	-\$650,315.51	\$0.00	-\$25.00	\$ 101,148.48
Volunteer/Columbia Bank	\$ 36,293.93	\$100.00	-\$113.96	\$0.00	\$0.00	\$ 36,279.97
LGIP/4884	\$ 908,746.68	\$3,881.91	-\$245,000.00	\$1,069.19	-\$0.10	\$ 668,697.68
LGIP/6043	\$ 4,814,287.51	\$0.00	-\$497,080.85	\$5,823.29	-\$0.05	\$ 4,323,029.90
Totals	\$ 5,768,307.06	\$746,491.96	\$ (1,392,510.32)	\$ 6,892.48	\$ (25.15)	\$ 5,129,156.03

√ Indicates reconciled to statement

SW Polk Fire District
Profit & Loss
May 2020

	<u>May 20</u>
Income	
4200 · Current Property Tax	2,736.65
4210 · Deliquent Property Tax	1,139.83
4310 · Interest on Investments	6,892.48
4830 · Miscellaneous Revenue	184.18
	<hr/>
Total Income	10,953.14
Gross Profit	10,953.14
Expense	
6000 · Materials & Services	
Dispatch Services	9,765.28
General Supplies	1,489.34
PPE	2.70
Repairs & Maintenance	1,586.82
Utilities	588.04
6400 · Firefighter Appreciation	413.96
6463 · Contractual Services	49,463.94
6465 · Legal/Professional Fees	8,051.00
6500 · Equipment	126.00
6600 · Miscellaneous	25.15
	<hr/>
Total 6000 · Materials & Services	71,512.23
7000 · Debt Service	
7802 · Series 2017 Debt Serv Interest	97,564.37
	<hr/>
Total 7000 · Debt Service	97,564.37
8000 · Capital Outlay	
8502 · Facillites (Stations)	518,271.20
	<hr/>
Total 8000 · Capital Outlay	518,271.20
Total Expense	687,347.80
	<hr/>
Net Income	-676,394.66

SW Polk Fire District
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4200 · Current Property Tax	847,330.22	863,300.00	-15,969.78	98.2%
4210 · Delinquent Property Tax	20,763.43	15,000.00	5,763.43	138.4%
4310 · Interest on Investments	100,497.06	100,000.00	497.06	100.5%
4830 · Miscellaneous Revenue	51,501.89	55,000.00	-3,498.11	93.6%
4949 · Transfer In GF-Firefighter	27,740.00	27,740.00	0.00	100.0%
4990 · Beginning Balance	6,158,571.00	6,551,540.00	-392,969.00	94.0%
Total Income	7,206,403.60	7,612,580.00	-406,176.40	94.7%
Gross Profit	7,206,403.60	7,612,580.00	-406,176.40	94.7%
Expense				
4999 · Unappropriated Ending Fund Bal	0.00	720,000.00	-720,000.00	0.0%
5000 · Personnel				
5063 · Workers Compensation	3,072.90	5,000.00	-1,927.10	61.5%
Total 5000 · Personnel	3,072.90	5,000.00	-1,927.10	61.5%
6000 · Materials & Services				
Dispatch Services	45,229.42	54,000.00	-8,770.58	83.8%
Equipment Testing & Maint.	3,631.37	28,000.00	-24,368.63	13.0%
General Supplies	4,395.85	5,000.00	-604.15	87.9%
PPE	8,025.05	10,000.00	-1,974.95	80.3%
Repairs & Maintenance	32,424.87	9,500.00	22,924.87	341.3%
Travel & Education	4,213.30	4,000.00	213.30	105.3%
Utilities	7,481.84	8,500.00	-1,018.16	88.0%
6400 · Firefighter Appreciation	30,850.54	56,740.00	-25,889.46	54.4%
6455 · Insurance-Property/Liab	12,771.50	15,000.00	-2,228.50	85.1%
6463 · Contractual Services	448,525.22	471,600.00	-23,074.78	95.1%
6465 · Legal/Professional Fees	40,792.69	27,500.00	13,292.69	148.3%
6500 · Equipment	126.00	5,000.00	-4,874.00	2.5%
6515 · General Purpose Grant Expense	0.00	5,000.00	-5,000.00	0.0%
6600 · Miscellaneous	2,625.29	5,000.00	-2,374.71	52.5%
6000 · Materials & Services - Other	0.00	0.00	0.00	0.0%
Total 6000 · Materials & Services	641,092.94	704,840.00	-63,747.06	91.0%
7000 · Debt Service				
7466 · Bond Issuance Costs	0.00	0.00	0.00	0.0%
7801 · Series 2017 Debt Serv Principal	195,000.00	195,000.00	0.00	100.0%
7802 · Series 2017 Debt Serv Interest	199,226.23	200,000.00	-773.77	99.6%
Total 7000 · Debt Service	394,226.23	395,000.00	-773.77	99.8%

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 06/02/20
 Cash Basis

SW Polk Fire District
Profit & Loss Budget vs. Actual
 July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
8000 · Capital Outlay				
8500 · Firefighting & Safety Equip	0.00	100,000.00	-100,000.00	0.0%
8501 · Apparatus Replacement	34,015.85	2,351,000.00	-2,316,984.15	1.4%
8502 · Faciliites (Stations)	964,994.38	3,259,000.00	-2,294,005.62	29.6%
Total 8000 · Capital Outlay	999,010.23	5,710,000.00	-4,710,989.77	17.5%
9901 · Transfer to Station 130	27,740.00	27,740.00	0.00	100.0%
9970 · Contingency	50,000.00	50,000.00	0.00	100.0%
Total Expense	2,115,142.30	7,612,580.00	-5,497,437.70	27.8%
Net Income	5,091,261.30	0.00	5,091,261.30	100.0%

SW Polk Fire District Check Detail May 2020

Type	Num	Date	Name	Account	Paid Amount
Check		05/01/2020		1007 · LGIP 4884	
				6600 · Miscellaneous	-0.10
TOTAL					-0.10
Check		05/01/2020		1006 · Bond LGIP	
				6600 · Miscellaneous	-0.05
TOTAL					-0.05
Check		05/15/2020		1008 · SW - 9840 Columbia Bank	
				6600 · Miscellaneous	-25.00
TOTAL					-25.00
Bill Pmt -Check	Online	05/01/2020	CenturyLink	1008 · SW - 9840 Columbia Bank	
Bill		04/13/2020		Utilities	-157.11
TOTAL					-157.11
Bill Pmt -Check	Online	05/08/2020	NW Natural	1008 · SW - 9840 Columbia Bank	
Bill		04/28/2020		Utilities	-67.08
TOTAL					-67.08
Bill Pmt -Check	Online	05/18/2020	Pacific Power	1008 · SW - 9840 Columbia Bank	
Bill	St 130	04/30/2020		Utilities	-173.86
TOTAL					-173.86
Bill Pmt -Check	Online	05/26/2020	Spectrum Business	1008 · SW - 9840 Columbia Bank	
Bill		05/09/2020		Utilities	-66.98
TOTAL					-66.98

**SW Polk Fire District
Check Detail
May 2020**

Type	Num	Date	Name	Account	Paid Amount
Check	Online	05/26/2020	Bank of America	1009 · VOLS - 9832 Columbia Bank 4080 · LOS Gifts	-113.96
TOTAL					-113.96
Check	211	05/19/2020	Weaver, Brad.	1009 · VOLS - 9832 Columbia Bank 4110 · Operations	-300.00
TOTAL					-300.00
Check	6174	05/14/2020	Sheridan Rural Fire Protection District <i>April Admin/Staff</i>	1008 · SW - 9840 Columbia Bank 6463 · Contractual Services	-49,463.94
TOTAL					-49,463.94
Check	6175	05/14/2020	West Valley Fire District <i>4/14/20</i>	1008 · SW - 9840 Columbia Bank General Supplies General Supplies PPE Repairs & Maintenance Repairs & Maintenance	-6.00 -4.09 -2.70 -82.42 -85.29
TOTAL					-180.50
Check	6176	05/14/2020	Sheridan Rural Fire Protection District <i>Misc. bills</i>	1008 · SW - 9840 Columbia Bank Repairs & Maintenance Utilities General Supplies 8502 · Faciliites (Stations)	-50.18 -40.01 -9.67 -100.00
TOTAL					-199.86

SW Polk Fire District Check Detail May 2020

Type	Num	Date	Name	Account	Paid Amount
Check	6177	05/14/2020	Sheridan Rural Fire Protection District <i>40/40/20</i>	1008 · SW - 9840 Columbia Bank	
				Repairs & Maintenance	-33.08
				6465 · Legal/Professional Fees	-54.20
				6465 · Legal/Professional Fees	-6.60
				6465 · Legal/Professional Fees	-40.20
TOTAL					-134.08
Bill Pmt -Check	6178	05/14/2020	A & B Septic Service	1008 · SW - 9840 Columbia Bank	
Bill	47523	04/22/2020		Repairs & Maintenance	-150.00
TOTAL					-150.00
Bill Pmt -Check	6179	05/14/2020	Ben Fackler Construction, Inc	1008 · SW - 9840 Columbia Bank	
Bill	# 1	04/30/2020		8502 · Facilites (Stations)	-497,080.85
TOTAL					-497,080.85
Bill Pmt -Check	6180	05/14/2020	City of Dallas	1008 · SW - 9840 Columbia Bank	
Bill	E137	04/21/2020		Repairs & Maintenance	-341.73
TOTAL					-341.73
Bill Pmt -Check	6181	05/14/2020	City of Salem	1008 · SW - 9840 Columbia Bank	
Bill	4th QTR	05/05/2020		Dispatch Services	-9,765.28
TOTAL					-9,765.28
Bill Pmt -Check	6182	05/14/2020	Department of Environmental Quality	1008 · SW - 9840 Columbia Bank	
Bill	Salt Creek	04/06/2020		8502 · Facilites (Stations)	-1,112.00
TOTAL					-1,112.00

SW Polk Fire District Check Detail May 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	6183	05/14/2020	Mallory Safety & Supply LLC	1008 · SW - 9840 Columbia Bank	
Bill	foam	04/15/2020		General Supplies	-850.00
TOTAL					-850.00
Bill Pmt -Check	6184	05/14/2020	MNOP	1008 · SW - 9840 Columbia Bank	
Bill	CL32340	04/15/2020		Fuel & Oil For Sheridan	-184.89
Bill	CL34739	04/30/2020		Repairs & Maintenance For Sheridan	-481.35
TOTAL					-920.19
Bill Pmt -Check	6185	05/14/2020	Oregon Secretary of State	1008 · SW - 9840 Columbia Bank	
Bill	2018-19	04/27/2020		6465 · Legal/Professional Fees	-250.00
TOTAL					-250.00
Bill Pmt -Check	6186	05/14/2020	Pauly, Rogers, and Co., PC	1008 · SW - 9840 Columbia Bank	
Bill	2018-19	04/24/2020		6465 · Legal/Professional Fees	-7,600.00
TOTAL					-7,600.00
Bill Pmt -Check	6187	05/14/2020	Perrydale Domestic Water Assc.	1008 · SW - 9840 Columbia Bank	
Bill	St 140	04/30/2020		Utilities	-40.00
TOTAL					-40.00
Bill Pmt -Check	6188	05/14/2020	Rickreall Community Water	1008 · SW - 9840 Columbia Bank	
Bill	2160	05/04/2020		Utilities	-21.50
Bill	10000383	05/04/2020		Utilities	-21.50
TOTAL					-43.00

SW Polk Fire District Check Detail May 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	6189	05/14/2020	Royal Flush Portable Toilets	1008 · SW - 9840 Columbia Bank	
Bill	St 130	05/01/2020		Repairs & Maintenance	-115.00
TOTAL					-115.00
Bill Pmt -Check	6190	05/14/2020	Streamline	1008 · SW - 9840 Columbia Bank	
Bill	May	05/09/2020		6465 · Legal/Professional Fees	-100.00
TOTAL					-100.00
Bill Pmt -Check	6191	05/14/2020	Zions Bank	1008 · SW - 9840 Columbia Bank	
Bill	GOB 2018	04/24/2020		7802 · Series 2017 Debt Serv Interest	-97,564.37
TOTAL					-97,564.37
Check	6192	05/14/2020	West Valley Fire District <i>Misc bills</i>	1008 · SW - 9840 Columbia Bank	
				Repairs & Maintenance	-21.99
				6500 · Equipment	-126.00
				General Supplies	-181.80
				General Supplies	-76.00
				Repairs & Maintenance	-39.98
				Repairs & Maintenance	-54.45
				General Supplies	-54.98
				General Supplies	-25.98
				General Supplies	-280.82
				Repairs & Maintenance	-42.96
TOTAL					-904.96
Bill Pmt -Check	6193	05/27/2020	Carlson Veit Architects, PC	1008 · SW - 9840 Columbia Bank	
Bill	12516	04/30/2020		8502 · Faciliites (Stations)	-6,390.04
Bill	12525	04/30/2020		8502 · Faciliites (Stations)	-1,979.29
				8502 · Faciliites (Stations)	-1,210.00
				8502 · Faciliites (Stations)	-151.59
				8502 · Faciliites (Stations)	-4,422.00
Bill	12526	04/30/2020		8502 · Faciliites (Stations)	-5,675.43
TOTAL					-19,828.35

1:00 PM
06/02/20

SW Polk Fire District
Check Detail
May 2020

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
Check	6194	05/27/2020	Luckiamute Domestic Water Cooperat...	1008 · SW - 9840 Columbia Bank	
				8502 · Faciliites (Stations)	-150.00
TOTAL					-150.00

West Valley

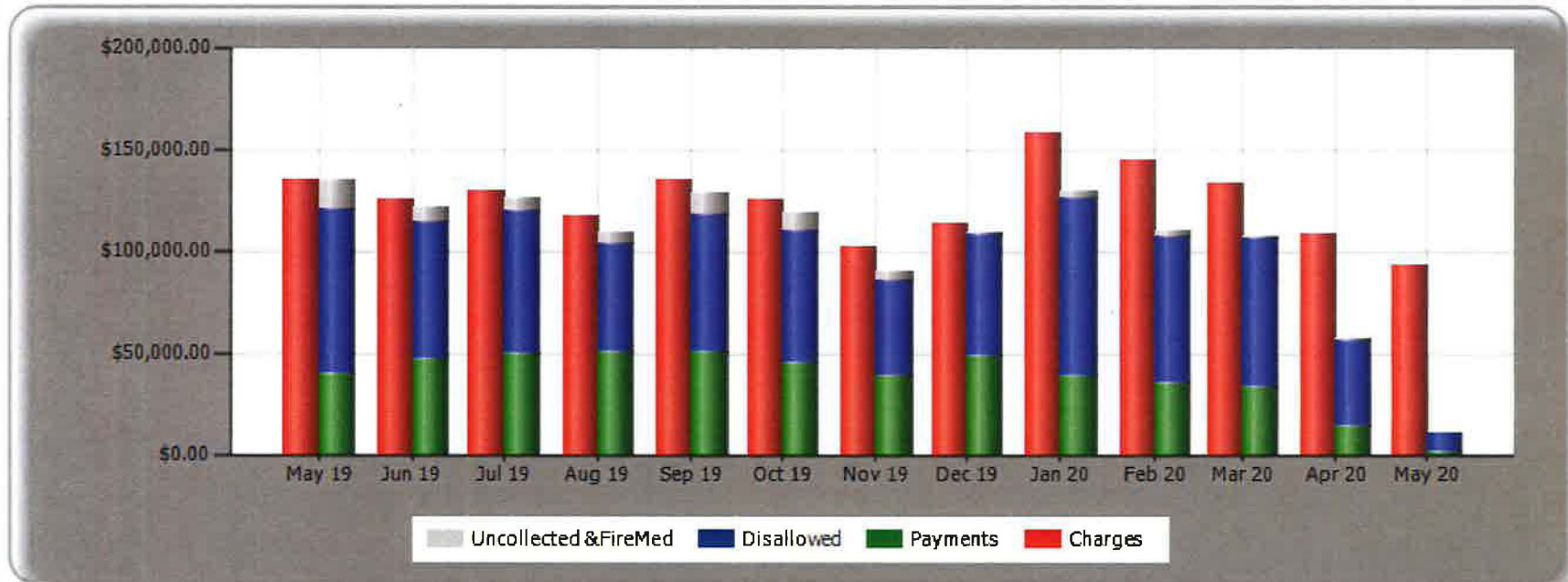
ANNUAL COLLECTION STATISTICS

Date Of Service	05/01/2019
Date Of Service	05/31/2020
Invoices	0
Company	West Valley
Provider	West Valley

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
May 19	80	135,731.20	-40,335.21	30 %	-1,885.60	1 %	-81,317.32	60 %	-12,089.53	9 %	103.54	0 %
Jun 19	72	125,567.40	-48,030.18	38 %	-925.00	1 %	-67,064.34	53 %	-6,276.68	5 %	3,271.20	3 %
Jul 19	73	130,667.20	-50,940.78	39 %	-1,637.84	1 %	-69,150.21	53 %	-4,788.85	4 %	4,149.52	3 %
Aug 19	65	117,289.00	-51,755.95	44 %	-1,052.47	1 %	-52,730.78	45 %	-3,856.56	3 %	7,893.24	7 %
Sep 19	82	135,750.00	-51,930.14	38 %	-3,813.00	3 %	-66,869.88	49 %	-7,172.87	5 %	5,964.11	4 %
Oct 19	73	125,521.00	-45,711.83	36 %	-400.00	0 %	-64,841.97	52 %	-8,703.40	7 %	5,863.80	5 %
Nov 19	56	102,760.60	-40,128.70	39 %	-550.00	1 %	-46,329.59	45 %	-3,863.20	4 %	11,889.11	12 %
Dec 19	66	113,736.40	-49,443.56	43 %	-250.00	0 %	-59,172.53	52 %	-700.00	1 %	4,170.31	4 %
Jan 20	81	158,785.00	-39,628.61	25 %	-525.00	0 %	-87,312.30	55 %	-3,140.00	2 %	28,179.09	18 %
Feb 20	79	145,905.00	-36,603.57	25 %	-1,306.43	1 %	-71,300.28	49 %	-1,000.00	1 %	35,694.72	24 %
Mar 20	68	133,415.00	-34,215.43	26 %	-500.00	0 %	-72,716.60	55 %	0.00	0 %	25,982.97	19 %
Apr 20	65	108,625.00	-15,123.48	14 %	-250.00	0 %	-41,973.22	39 %	0.00	0 %	51,278.30	47 %
May 20	59	93,690.00	-2,613.06	3 %	0.00	0 %	-8,470.96	9 %	0.00	0 %	82,605.98	88 %

919 1,627,442.80 -506,460.50 -13,095.34 -789,249.98 -51,591.09 267,045.89

All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



West Valley Fire District

Cash Report Fund Balance
May 31, 2020

For June 2020 Board Meeting

	BALANCE	DEPOSIT	WITHDRAWAL	INTEREST	FEES	BALANCE	
US Bank Checking	\$ 151,998.24	\$58,767.86	-\$126,587.98	\$0.00	\$0.00	\$ 84,178.12	√
LGIP/5640	\$ 11,280.29	\$1,314.11	\$0.00	\$15.47	\$0.00	\$ 12,609.87	√
Totals	\$ 163,278.53	\$60,081.97	\$ (126,587.98)	\$ 15.47	\$ -	\$ 96,787.99	

√ Indicates reconciled to statement

West Valley Fire District

PROFIT AND LOSS

May 2020

	TOTAL
Income	
INCOME	
Current Taxes	882.96
Miscellaneous	112.26
Previous Taxes	429.40
User Fees	53,930.44
Total INCOME	55,355.06
Total Income	\$55,355.06
GROSS PROFIT	\$55,355.06
Expenses	
MATERIAL & SERVICES	
Contractual Services	34,982.32
Dispatch Fees	1,836.42
General Supplies	849.38
Medical Supplies	1,705.30
Misc. Expenses	174.66
PPE	399.00
Professional Services	5,280.80
Repairs & Maintenance	-808.09
Travel & Education	474.57
Utilities	2,446.65
Total MATERIAL & SERVICES	47,341.01
PAYROLL EXPENSES	
Federal Taxes 941/944	3,123.89
MEDICAL INS	8,295.26
P.E.R.S.	9,106.70
Salaries	44,806.56
State Taxes	65.26
Total PAYROLL EXPENSES	65,397.67
Total Expenses	\$112,738.68
NET OPERATING INCOME	\$ -57,383.62
NET INCOME	\$ -57,383.62

West Valley Fire District

BUDGET VS. ACTUALS: FY_2019_2020 - FY20 P&L

July 2019 - May 2020

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
Income				
GF Beginning Balance	329,005.46	375,000.00	45,994.54	87.73 %
INCOME				
Contractual Services	488,023.68	550,000.00	61,976.32	88.73 %
Current Taxes	259,168.28	255,000.00	-4,168.28	101.63 %
Miscellaneous	40,911.96	50,000.00	9,088.04	81.82 %
Previous Taxes	11,725.14	5,000.00	-6,725.14	234.50 %
User Fees	591,666.89	650,000.00	58,333.11	91.03 %
Total INCOME	1,391,495.95	1,510,000.00	118,504.05	92.15 %
Unapplied Cash Payment Income-1	5.00		-5.00	
Total Income	\$1,720,506.41	\$1,885,000.00	\$164,493.59	91.27 %
GROSS PROFIT	\$1,720,506.41	\$1,885,000.00	\$164,493.59	91.27 %
Expenses				
Contingency	25,000.00	25,000.00	0.00	100.00 %
MATERIAL & SERVICES				
Contractual Services	330,290.63	355,000.00	24,709.37	93.04 %
Dispatch Fees	25,693.43	33,000.00	7,306.57	77.86 %
Equipment	-24,473.89	16,000.00	40,473.89	-152.96 %
General Supplies	15,169.37	25,000.00	9,830.63	60.68 %
Grant Purchases	10,000.00	20,000.00	10,000.00	50.00 %
Insurance	25,862.50	35,000.00	9,137.50	73.89 %
Medical Supplies	26,010.37	35,000.00	8,989.63	74.32 %
Misc. Expenses	5,761.24	10,000.00	4,238.76	57.61 %
PPE	14,569.47	18,000.00	3,430.53	80.94 %
Professional Services	91,979.12	25,000.00	-66,979.12	367.92 %
Repairs & Maintenance	90,626.87	60,000.00	-30,626.87	151.04 %
Travel & Education	10,723.12	15,000.00	4,276.88	71.49 %
Utilities	33,832.37	32,000.00	-1,832.37	105.73 %
Total MATERIAL & SERVICES	656,044.60	679,000.00	22,955.40	96.62 %

West Valley Fire District

BUDGET VS. ACTUALS: FY_2019_2020 - FY20 P&L

July 2019 - May 2020

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
PAYROLL EXPENSES				
Employment Insurance	1,456.46	1,000.00	-456.46	145.65 %
Federal Taxes 941/944	48,154.03	70,000.00	21,845.97	68.79 %
MEDICAL INS	99,229.84	150,000.00	50,770.16	66.15 %
P.E.R.S.	107,368.38	120,000.00	12,631.62	89.47 %
Salaries	585,410.81	685,000.00	99,589.19	85.46 %
State Taxes	5,747.79		-5,747.79	
Volunteer Reimbursement	13,608.74	50,000.00	36,391.26	27.22 %
Worker's Comp	26,779.44	30,000.00	3,220.56	89.26 %
Total PAYROLL EXPENSES	887,755.49	1,106,000.00	218,244.51	80.27 %
Unapplied Cash Bill Payment Expense	0.00		0.00	
Unappropriated Ending Fund Balance		75,000.00	75,000.00	
Total Expenses	\$1,568,800.09	\$1,885,000.00	\$316,199.91	83.23 %
NET OPERATING INCOME	\$151,706.32	\$0.00	\$ -151,706.32	0.00%
NET INCOME	\$151,706.32	\$0.00	\$ -151,706.32	0.00%

**West Valley Fire District
Check Detail
May 2020**

Date	Transaction Type	Num	Name	Memo/Description	Amount
05/04/2020	Bill Payment (Check)	Online	CenturyLink	Utilities	-304.44
05/06/2020	Check		OR Department of Revenue	Tax Payment for Period: 04/29/2020-05/01/2020	-3,637.71
05/06/2020	Check		IRS	Tax Payment for Period: 04/29/2020-05/01/2020	-14,864.11
05/11/2020	Bill Payment (Check)	Online	NW Natural	Utilities	-302.58
05/12/2020	Expense		PERS	PERS	-2,643.44
05/12/2020	Expense		PERS	PERS	-6,463.26
05/13/2020	Bill Payment (Check)	Online	Verizon Wireless	Utilities	-648.94
05/13/2020	Bill Payment (Check)	Online	Portland General Electric (8)	Utilities	-693.97
05/14/2020	Bill Payment (Check)	5228	Annas Consultants	2709	-433.72
05/14/2020	Bill Payment (Check)	5229	City of Willamina	Utilities	-247.53
05/14/2020	Bill Payment (Check)	5230	Cummins, Daniel	Vehicle maint. (reimbursement)	-27.98
05/14/2020	Bill Payment (Check)	5231	Davison Auto Parts	Repairs	-378.67
05/14/2020	Bill Payment (Check)	5232	Grand Ronde Community Water	Utilities	-24.00
05/14/2020	Bill Payment (Check)	5233	Grand Ronde Sanitary District	Utilities	-40.00
05/14/2020	Bill Payment (Check)	5234	Industrial Welding Supply, Inc	EMS supplies	-236.00
05/14/2020	Bill Payment (Check)	5235	MLynn Designs	General supplies	-25.00
05/14/2020	Bill Payment (Check)	5236	Sheldon Oil Company	Fuel	-968.98
05/14/2020	Bill Payment (Check)	5237	Sheridan Fire Distirct	Admin April	-38,953.18

Date	Transaction Type	Num	Name	Memo/Description	Amount
05/14/2020	Bill Payment (Check)	5238	Skyberg Lumber	EMS supplies	-85.93
05/14/2020	Bill Payment (Check)	5240	Streamline	Website	-200.00
05/14/2020	Bill Payment (Check)	5241	The Bulletin Board	Advertising	-15.00
05/14/2020	Bill Payment (Check)	5242	thyssenkrupp Elevator Corp.	Bldg. maint.	-531.00
05/14/2020	Bill Payment (Check)	5243	Willamina Coastal Hills Chamber	Misc.	-50.00
05/14/2020	Bill Payment (Check)	5244	Yamhill Communications Agency	Dispatch	-1,836.42
05/14/2020	Bill Payment (Check)	5245	Zoll Medical Corporation	EMS supplies	-356.15
05/14/2020	Check	5239	Special Districts Insurance Services	June health insurance	-10,606.44
05/14/2020	Check	5246	Sheridan Fire Distirct	misc bills paid by SFD	<u>-1,220.94</u>
				Fort Hill Rest. 3/11/2020	91.50
				Life-Assist 3/31/2020 (988376)	12.32
				Walter E Nelson 4/3/2020 (1484967)	129.61
				Life-Assist 4/6/2020 (990924)	71.68
				Life-Assist 4/6/2020 (991373)	71.25
				Life-Assist 4/17/2020 (995362)	338.99
				Life-Assist 4/22/2020 (996322)	9.00
				Life-Assist 4/30/2020 (998572)	496.59
05/14/2020	Check	5247	Sheridan Fire Distirct	40/40/20 bills	<u>-268.18</u>
				Walter E Nelson 4/17/2020	66.18
				News-Register 4/20/20 (recruitment)	108.40
				DMV 4/30/2020	13.20
				Bulletin Board 4/30/2020	80.40
05/15/2020	Check	Online	AFLAC	Payroll deduction	-77.52
05/15/2020	Bill Payment (Check)	Online	Sierra Springs	Misc.	-124.66
05/15/2020	Bill Payment (Check)	Online	Portland General Electric	Utilities/8580 Grand Ronde Rd.	-30.22

Date	Transaction Type	Num	Name	Memo/Description	Amount
05/15/2020	Check	Online	US Bank	3/20-4/20/2020	-5,485.68
				Hertel CC	-180.00
				Hoxie CC	-1,880.44
				Crowe CC	-2,467.15
				Mock CC	-730.44
				Thomas CC	-227.65
				Schulze CC	0.00
05/15/2020	Bill Payment (Check)	Online	Recology Western Oregon	Utilities	-100.34
05/19/2020	Bill Payment (Check)	5248	Systems Design West, LLC	Feb. & March EMS billing	-3,541.20
05/20/2020	Bill Payment (Check)	Online	Dial Long Distance	Utilities	-39.12
05/20/2020	Bill Payment (Check)	Online	Wave Business	Utilities	-15.51
05/21/2020	Expense		Point & Pay	NSF payment returned	-75.00
05/22/2020	Bill Payment (Check)	Online	TIAA Bank	Office	-603.64
05/26/2020	Bill Payment (Check)	5249	Solutions Yes	Office	-14.90
05/26/2020	Bill Payment (Check)	5250	Speer Hoyt PC	Professional fees	-1,081.00
05/27/2020	Expense		Intuit Complete Payroll	May payroll fee	-115.00
05/29/2020	Check	DD	ALGUIRE, JACOB.	Payroll	-3,203.15
05/29/2020	Check	DD	HINES, ERIC	Payroll	-3,414.70
05/29/2020	Check	DD	McKENNA A HOY	Payroll	-3,052.93
05/29/2020	Check	DD	LUKE B NODINE	Payroll	-3,389.13
05/29/2020	Check	DD	JAY W PAYNE	Payroll	-2,944.96
05/29/2020	Check	DD	SESSA, JAKOB	Payroll	-3,254.20
05/29/2020	Check	DD	VAUBLE, RYAN.	Payroll	-3,199.90
05/29/2020	Check	DD	WALTERS, COOPER	Payroll	-2,981.87
05/29/2020	Check	DD	WOODS, MICHAELA	Payroll	-3,017.45

Sheridan Fire District

RESOLUTION No. 2019-05

ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Sheridan Fire District hereby adopts the budget for fiscal year 2020-2021 in the total amount of \$7,871,320. This budget is now on file at 230 SW Mill St. in Sheridan, Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2020, for the following purposes:

General Fund	
Fire/EMS Services	2,673,193
Not Allocated to Organizational Unit or Program:	
Transfers Out.....	2,143,000
Contingency.....	50,000
UEFB.....	130,000
Total.....	\$4,996,193

Volunteer Spending Fund	
Appreciation Program	44,000
Total.....	\$44,000

Equipment Reserve Fund	
Equipment Purchases	380,000
UEFB.....	50,000
Total.....	\$430,000

John Fancher Memorial Fund	
Appreciation Program	200
UEFB.....	4,927
Total.....	\$5,127

Building Reserve Fund	
Facility Maintenance	2,365,000
UEFB.....	31,000
Total.....	\$2,396,000

Total APPROPRIATIONS, All Funds . . .	\$5,462,393
Total Unappropriated and Reserve Amounts, All Funds . . .	2,408,927
TOTAL ADOPTED BUDGET . . .	\$7,871,320

IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2020- 2021 :

- (1) At the rate of \$ 1.1188 per \$1000 of assessed value for permanent rate tax;
- (2) At the rate of \$ 0.3500 per \$1000 of assessed value for local option tax; and
- (3) In the amount of \$0 for debt service on general obligation bonds;

CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Excluded from Limitation

Permanent Rate Tax.....\$1.1188/\$1,000
Local Option Tax.....\$0.3500/\$1,000

General Obligation Bond Debt Service.....\$ 0

The above resolution statements were approved and declared adopted on June 11, 2020.

X _____
Scot Breeden, Board President

X _____
Tammy Heidt, Board Secretary

SW Polk Fire District

RESOLUTION No. 2019-06

ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Southwestern Polk County Rural Fire District hereby adopts the budget for fiscal year 2020-2021 in the total amount of \$7,519,000. This budget is now on file at 230 SW Mill St. in Sheridan, Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2020, for the following purposes:

General Fund

Fire/EMS Services \$ 1,108,000

Not Allocated to Organizational Unit or Program:

Transfers Out..... 22,000

Contingency..... 30,000

UEFB..... 100,000

Total..... \$1,260,000

Volunteer Spending Fund

Appreciation Program..... 57,000

Total..... \$57,000

GO Bond Capital Projects

Debt Service..... 5,000,000

Total..... \$5,000,000

Debt Service Fund

Debt Service..... 807,000

UEFB..... 395,000

Total..... \$395,000

Total APPROPRIATIONS, All Funds . . . \$ 6,972,000

Total Unappropriated and Reserve Amounts, All Funds . . . 547,000

TOTAL ADOPTED BUDGET . . . \$7,519,000

IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2020- 2021 :

- (1) At the rate of \$ 0.8612 per \$1000 of assessed value for permanent rate tax;
- (2) At the rate of \$ 0 per \$1000 of assessed value for local option tax; and
- (3) In the amount of \$350,000 for debt service on general obligation bonds;

CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax..... \$0.8912/\$1,000

Local Option Tax.....\$0/\$1,000

Excluded from Limitation

General Obligation Bond Debt Service.....\$ 350,000

The above resolution statements were approved and declared adopted on June 11, 2020.

X _____
Rod Watson, Board President

X _____
Bob Davis, Board Secretary

West Valley Fire District

RESOLUTION No. 2019-07

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the West Valley Fire District hereby adopts the budget for fiscal year 2020-2021 in the total amount of \$1,945,000. This budget is now on file at 230 SW Mill St. in Sheridan, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2020, for the following purposes:

<u>General Fund</u>	
Fire/EMS Services	1,845,000
Not Allocated to Organizational Unit or Program:	
Contingency.....	25,000
UEFB.....	75,000
Total.....	\$1,945,000

Total APPROPRIATIONS, All Funds . . .	\$1,845,000
Total Unappropriated and Reserve Amounts, All Funds . . .	100,000
TOTAL ADOPTED BUDGET . . .	\$1,945,000

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2020- 2021 :

- (1) At the rate of \$ 0.8936 per \$1000 of assessed value for permanent rate tax;
- (2) At the rate of \$ 1.0600 per \$1000 of assessed value for local option tax; and
- (3) In the amount of \$ 0 for debt service on general obligation bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax.....\$0.8936/\$1,000
Local Option Tax..... \$ 1.0600/\$1,000

Excluded from Limitation

General Obligation Bond Debt Service.....\$ 0

The above resolution statements were approved and declared adopted on June 11, 2020.

X _____
Chris Greenhill, Board President

X _____
Roy Whitman, Board Secretary

Memorandum of Understanding

The purpose of this MOU is to share an understanding between the West Valley Fire District (Fire District), the City of Willamina (City) the Willamina School District (School District) and Lutheran Community Services Northwest (LCSNW) with regards to the Willamina School District leasing land for placement of a new modular building in partnership with Lutheran Community Services Northwest. Within this agreement, we have outlined the shared acknowledgements by each agency involved.

Supporting information:

The School District is working with LCSNW to provide much-needed services to the community of Willamina by providing leased land for their essential services. These services would be provided in a new modular building, provided by LCSNW, at a location on School District property. However, the modular building cannot be placed until a building permit is issued.

LCSNW and the greater Yamhill County community have already committed a substantial investment in this project based on assurances made by the School District that the permitting would not be a problem. The City and School District have received grant funding in the next two to three years that would resolve the underlying issue holding up the permit.

Acknowledgements:

City of Willamina:

- The water system within the area of the Willamina School district property located at 1100 NE Oaken Hills Dr is inadequate for fire suppression purposes.
- The City has received a planning grant and is pursuing a construction grant to upgrade the water system infrastructure in this area.
- The City agrees to collaboratively continue seeking solutions to their water system.

West Valley Fire District:

- The fire suppression code requirements within West Valley Fire District are established through the State of Oregon by their adoption of the Oregon Fire Code.
- The Fire District values our fire & life safety community partnerships.
- The current Fire District staffing, at the Willamina Fire Station, consists of a mostly volunteer response supplemented by one career person. This staffing model does not allow for additional operational steps with alternative water supply methods.

Willamina School District:

- The School District understands that the building project does not meet the Oregon Fire Code.
- The School District agrees to collaboratively continue seeking solutions that meet Oregon Fire & Life Safety Codes.
- The School District accepts that no further permit generating building projects will be permissible without adequate fire suppression water supply.

Lutheran Community Services Northwest:

- LCSNW understands that the building project does not meet the Oregon Fire Code.

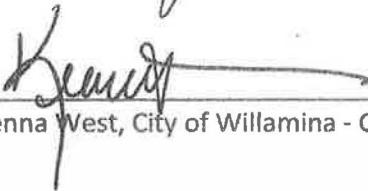
- LCSNW agrees to collaboratively continue seeking solutions that meet Oregon Fire & Life Safety Codes.
- LCSNW agrees to perform or partner with the Fire District on regular fire safety practices including fire drills, fire extinguisher training, facility fire safety reviews, patron fire safety education.

All entities:

- Recognize and support the much-needed services to the community available through the School District partnership with LCSNW.
- Recognize the City water system as inadequate and support the upgrade to the City water infrastructure to meet adequate fire suppression activities for the safety of our community and specifically the protection of School District property, personnel and patrons.
- Recognize that the City water system is insufficient to meet the Oregon Fire Code requirements for the completion of this building project and support continuation of this project while seeking compliance with Oregon Fire Codes.
- Recognize and support collaboration on locating appropriate funding through grants and other funding sources.
- Recognize and support this and other partnerships for adequate fire and life safety matters.

With these acknowledgments all entities agree to allow this project to proceed through the building permit process for occupancy and use of the facilities.

 6-3-2020
 Carrie Zimbrick, Willamina School District - Superintendent

 6-5-2020
 Kenna West, City of Willamina - City Manager

 David Duea, Lutheran Community Services Northwest - CEO

 Fred Hertel, West Valley Fire District – Fire Chief

 Date

Staff Report:

To: Chief Schulze

From: BC Hoxie

RE: M0711 (SFD International Medic unit)

Vehicle M0711 failed while responding to a move up at station 197. Per the crew operating they began to lose power and noticed white smoke from the exhaust. The crew switched into a West Valley reserve unit for response. Investigation find the unit as stated runs rough and has white smoke in the exhaust. Glen Jensen - volunteer mechanic looked at the unit he believes EGR cooler has failed resulting in coolant being injected into the exhaust. Kent McKnight from Dallas was consulted via phone he concurs with Glen based on the finding. Both recommend having the unit taken to Peterson Trucks for repair, the local International shop. Kent recommended having the unit towed to prevent any other damage from occurring.

This vehicle has a history of breakdowns that has resulted in numerous out of service hours. Currently the unit was in line to have the air conditioning system serviced as it is currently not working. Other noted issues per Glen's safety inspection show rear shocks in need of replacement. Crews noted the UHF radio has an undiagnosed transmit issue resulting in poor and intermittent radio communications. AC and radio issues were to be addressed once the unit was swapped back to reserve status this month.

This chassis unit has relatively low miles for its age, 127000 miles. This chassis has a remount box on it. The unit hours are higher than average at 4930 hours and the unit has a history of reliability issues that result in a lack of confidence in the unit. Estimates for the repair: \$1000 tow cost to Albany, \$5000-7000 for the EGR replacement, per phone call with Peterson Truck if the EGR is the only issue, AC estimate is \$1000-1500 based on leak repair and recharge due to the size and dual compressor setup. Shocks with labor \$200-500, and radio issue \$100-200, unless the older unit needs to be replaced, the cost is close to \$1000 with labor to replace.

We assessed the status of the West Valley medics and see there are medics that are in better condition mechanically than M0711. One is to be replaced this fiscal year and that would leave a shared reserve. Both districts will have two solid front-line medics and one shared reserve. Resulting in cost savings moving forward, insurance, maintenance, fuel, etc.

Staff Recommendation: Remove this medic unit from service and surplus the vehicle.

Lexipol Update

1025.3 TATTOOS

At no time will tattoos on the arms below the elbow be visible while on-duty. Any tattoo, brand or mutilation on the head, neck, scalp, face or hand must be covered by way of a uniform, business attire or neutral-colored skin patch while on-duty. Tattoos, brands or mutilations that are inappropriate, as determined at the sole discretion of the Fire Chief, must also be covered. Inappropriate may include, but is not limited to, marks that exhibit or advocate discrimination against sex, race, religion, ethnicity, national origin, sexual orientation, age (40 and over), physical or mental disability or medical condition, religion or marital status; marks that promote or express gang, supremacist or extremist group affiliation; and marks that depict or promote drug use, sexually explicit acts or other obscene material.

CHIEF'S REPORT

- ❖ **Upcoming Events**
 - June 20 – Sheridan Hometown Days- **Cancelled**
 - Sheridan Volunteers are setting trigger points for a decision on the Sheridan Pancake Breakfast

- ❖ **Recent Events**
 - West Valley's Levy passed by 60%!
 - The District's participated in the Willamina & Sheridan's High School

- ❖ **COVID-19 (Coronavirus)-**
 - Yamhill County will move into Phase 2 on June 6, 2020
 - Polk County has not been approved for Phase 2 and will remain in Phase 1

- ❖ **SW Polk stations**
 - We are waiting for Polk County to approve the building, septic, access and utility permits. All paperwork has been submitted to the County, however since they are still working remotely there has been a delay in getting the permits approved.

- ❖ **Firefighter/Paramedic Hiring**
 - The assessment center has been completed and the list has been approved by the civil service commission. Chief Hertel will be doing interviews in the next couple weeks for the one position, Brendan Hari's, we know will be opening soon as well as starting the process for the West Valley hiring that will be happening later this year.

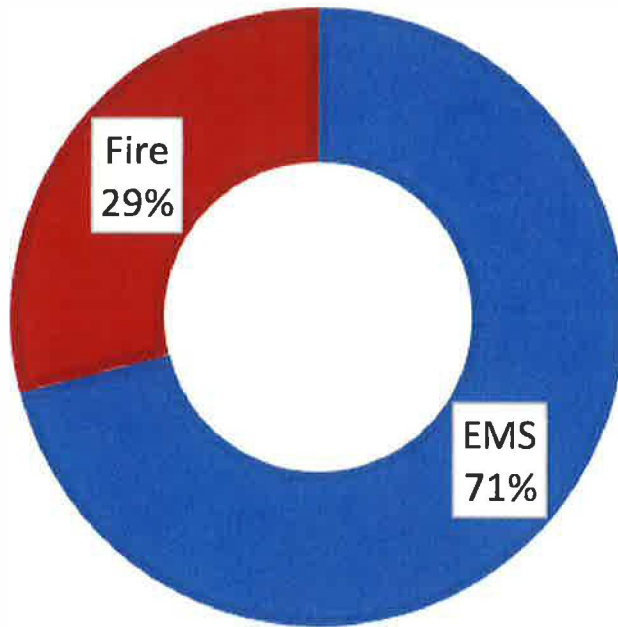
- ❖ **GEMT**
 - Due to COVID-19, the GEMT process has been further delayed. We are unsure at this time when the funds will be available.

- ❖ **Civil Service**
 - Rod McAllister has moved from Chief Examiner to Civil Service Commission Member per the board's appointment.
 - We will be advertising for the Chief Examiner position; we currently have two persons interested in filling this role already.

- ❖ **Monthly Activity Report**
 - Please find attached the Monthly Activity Report for all three districts

Sheridan Fire District

MAY 2020 MONTHLY REPORT



Fire Stats

Structure Fire	4
Natural vegetation fire	1
EMS incident	24
Accident, potential accident	1
Public service assistance	1
Move-Up	2
Cancelled	10
Detector malfunction	1

Total 44

EMS Stats

Public Assist	1
Cancelled	12
Patient Dead on Scene	2
Standby	12
Not Transported	20
Transported	61

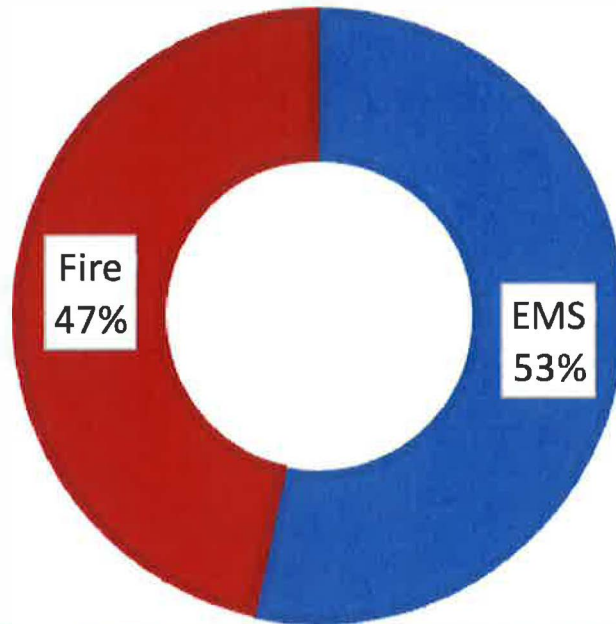
Total 108

Total Calls 152

Training Hours 411.33

SW Polk Fire District

MAY 2020 MONTHLY REPORT



Fire Stats

Extrication, rescue	1
Cancelled	5
False alarm	1

Total 7

EMS Stats

Medical assist	2
EMS incident	5
Move-Up	1

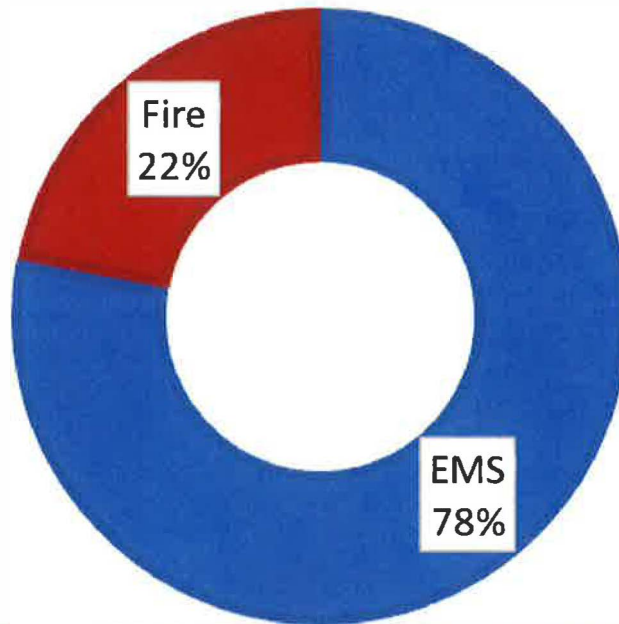
Total 8

Total Calls 15

Training Hours 52.33

West Valley Fire District

MAY 2020 MONTHLY REPORT



Fire Stats

Structure Fire	2
Medical assist	3
EMS incident	12
Accident, potential accident	1
Water problem	1
Public service assistance	1
Cancelled	2
False alarm	2
Total	24

EMS Stats

Public Assistant	2
Cancelled	10
Not Transported	30
Transported No Lights/Siren	43
Total	85

Total Calls 109

Training Hours 363.41