

Jackson County Fire District 3

Board of Directors Meeting Agenda
June 18, 2020 at approximately 5:15 pm
Crater Lake Room, Administrative Building

1. **CALL TO ORDER** – President Tonn
2. **ROLL CALL OF DIRECTORS** – Executive Assistant Calvert
3. **APPROVAL OF MINUTES** – President Tonn
 - A. **EXECUTIVE SESSION** – May 21, 2020
 - B. **REGULAR BOARD MEETING** – May 21, 2020
4. **FINANCIAL REVIEW** – President Tonn
 - A. **REVENUE, EXPENDITURE AND ACCOUNTS PAYABLE REPORTS** – May 2020
ACTION REQUESTED: Consider approval of financial reports.
5. **PUBLIC COMMENT** (Not to exceed 5 minutes per person) – President Tonn
6. **WHA INSURANCE PRESENTATION** – Jeff Griffin
7. **INFORMATION ITEMS** – Fire Chief Horton
 - A. **EXECUTIVE REPORT** – Fire Chief Horton
 - B. **OPERATIONS REPORT** – Deputy Chief Hussey
 - C. **TRAINING AND SAFETY REPORT** – Division Chief Blakely
 - D. **FIRE AND LIFE SAFETY REPORT** – Fire Marshal Patterson
 - E. **STRATEGIC SERVICES REPORT** – Deputy Chief Bates
8. **OLD BUSINESS** – President Tonn
 - A. **NONE**
9. **NEW BUSINESS** – President Tonn
 - A. **RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT WITH ROGUE VALLEY PROFESSIONAL FIREFIGHTERS – IAFF 1817 FOR July 1, 2020 to June 30, 2023** – Fire Chief Horton
ACTION REQUESTED: Consider approval of the Collective Bargaining Agreement with RVPFF Local 1817.
 - B. **RESOLUTION No. 20-04 BARGAINING UNIT SALARIES AND BENEFITS FOR THE 2020/21 FISCAL YEAR** – Fire Chief Horton
ACTION REQUESTED: Consider adopting Resolution No. 20-04 approving the Bargaining Unit Salaries and Benefits.
 - C. **RESOLUTION No. 20-05 NON- BARGAINING UNIT SALARIES AND BENEFITS FOR THE 2020/21 FISCAL YEAR** – Fire Chief Horton
ACTION REQUESTED: Consider adopting Resolution No. 20-05 approving the Non-Bargaining Unit Salaries and Benefits.

D. FIRE CHIEF PERFORMANCE APPRAISAL AND EMPLOYMENT AGREEMENT – President Tonn

ACTION REQUESTED: Discuss performance appraisal process and review employment agreement.

E. WORKERS' COMPENSATION INSURANCE RENEWAL FOR THE 2020/21 FISCAL YEAR – CAO Maxwell

ACTION REQUESTED: Consider approval of the Workers' Compensation Insurance renewal coverage with SDAO for the 2020/21 Fiscal Year.

**F. CONTRACT WITH RICHARD BREWSTER C.P.A. FOR THE 2020/21 FISCAL YEAR
FINANCIAL AUDIT SERVICES - CAO Maxwell**

ACTION REQUESTED: Consider approval of the contract with Richard Brewster C.P.A. for the 2020/21 Fiscal Year.

G. 2020/21 FISCAL YEAR BUDGET ADOPTION – President Tonn

PUBLIC HEARING – State law requires a public hearing prior to the final adoption of the Budget that was approved by the Budget Committee on May 5, 2020.

RESOLUTION NO. 20-06 ADOPTION OF THE 2020/21 FISCAL YEAR BUDGET – CAO Maxwell

ACTION REQUESTED: Consider adopting Resolution No. 20-06: Adoption of the 2020-21 Fiscal Year Budget.

10. TOPICS FOLLOWING PREPARATION OF AGENDA – President Tonn

11. GOOD OF ORDER – Fire Chief Horton

12. INDIVIDUAL BOARD MEMBER COMMENTS – President Tonn

13. ADJOURNMENT – President Tonn

Jackson County Fire District 3

Minutes – Executive Session – Board of Directors

May 21, 2020 4:00 p.m.

Crater Lake Room, Administrative Building

ATTENDANCE

Board Present: Directors Harvey Tonn, John Dimick, Bill Leavens, Cindy Hauser, and Steve Shafer

Board Absent: None

Staff Present: Fire Chief Robert B. Horton, Deputy Chief Mike Hussey, Chief Administrative Officer Stacy Maxwell

Visitors Present: None

President Tonn called the meeting to order at 4:00 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated May 15, 2020.

EXECUTIVE SESSION

ORS 192.660(2)(d) to conduct deliberations with persons designated to carry on labor negotiations; and

The Board of Directors discussed the labor negotiations with the Local 1817 with Deputy Chief Mike Hussey and Chief Administrative Officer Stacy Maxwell.

ORS 192.660(2)(i) to review and evaluate the performance of a chief officer if the person does not request an open meeting.

The Board of Directors discussed the evaluation process for the Fire Chief.

ADJOURNMENT

Motion to adjourn at 5:07 p.m. and carried unanimously.

APPROVED BY:

Submitted by,

Board of Directors

Board of Directors

Jackson County Fire District 3

Minutes - Board of Directors

May 21, 2020 at approximately 5:15 PM, Crater Lake Room, Administrative Building

ATTENDANCE

Board Present: Directors Harvey Tonn, Steve Shafer, John Dimick, with Bill Leavens, and Cindy Hauser via Zoom videoconference

Board Absent: None

Staff Present: Robert Horton, Stacy Maxwell, John Patterson, Mike Hussey, Justin Bates, Dave Blakely, and Margie Calvert

Staff Absent: None

Visitors Present: Jeff Bancroft with Lorin Myers and Tanea Browning via videoconference

President Tonn called the meeting to order at 5:18 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated May 15, 2020.

MINUTES

Motion by Director Dimick to approve the minutes of the regular Board Meeting dated April 16, 2020 as presented. Motion carried unanimously.

FINANCIAL REVIEW

Revenue for the month of April totaled \$79,102. Revenue resulted from current year taxes.

Expenditures for the month of April totaled \$799,000. Expenditures were fairly routine in nature. Noteworthy expenditures were for the new website design and implementation with CivicPlus, Mitel phone system upgrade and installation at the Scenic station, and construction costs for the Scenic station.

Motion by Director Shafer to approve the Accounts Payable and the Revenue/Expenditure reports for April 2020. Motion carried unanimously.

PUBLIC COMMENT

None

INFORMATION ITEMS

EXECUTIVE REPORT

Fire Chief Horton shared the ASA Ordinance discussions are in final review regarding response time expectations before they are presented to the Jackson County Commissioners.

Horton shared that the Fire Chiefs have met with Dr. Alicia Bond regarding the contract as the Supervision Physician. Dr. Bond is a physician with Asante and currently the supervising physician on staff at Mercy Flights. There is a great deal of interest to have a single supervision physician for all of Jackson County. One condition is for Dr. Bond to be a contract employee for all agencies and not be an employee of Mercy Flights.

Horton shared the new website is live and the District continues to make a few adjustments. Social media and PulsePoint information will be available on the website. The goal is to provide community engagement through the website.

Horton shared June 10, 2020 the District will open the Scenic Station. Save the Date information was released, however the District is unsure whether this will be a virtual or physical opening.

Horton shared that Mercy Flights has hired a new Chief Executive Officer with a strong medical background.

OPERATIONS

Deputy Chief Hussey shared that multiple agencies have been working together to determine what COVID will mean on the fire lines during wildfire season. State and federal agencies are currently

working on best practices. ODF will continue with the same force, however the amount of passengers in vehicles is under review causing the need for more vehicles to transport. For the fire service mobilization changes will require more personal protective equipment (PPE), crews will operate as family units (pods), camps will become larger, and will cause a great deal of work.

Hussey shared that the Type III engine is in Eugene under inspection. There are approximately 34 items that are in review and we hope to take delivery in mid-June.

TRAINING AND SAFETY

Division Chief Blakely shared the collaboration of multiple agencies to train for wildlife season includes the Rogue Interagency Training Association (RITA) to provide a regional class June 12-13, 2020 in preparation for fire season and managing aircraft.

Blakely shared that the four firefighter recruits are working on their probationary training to realign with the annual District training.

FIRE AND LIFE SAFETY

Fire Marshal Patterson shared the May Fire and Life Safety explaining the investigation process of a recent fire.

Patterson shared that the department is currently in the process of a low hazard occupancy self-inspection program as well as redistributing the Fire and Life Safety responsibilities with Fire Marshal Patterson participating more.

Patterson shared that the Scenic station is on schedule to be completed May 31, 2020. All contractors are doing a great job to get everything completed by the end of the month.

STRATEGIC SERVICES

Deputy Chief Bates shared the Community Care Paramedics, Michelle Frazier who previously worked 14 years with Mercy Flights and Chad LaFlamme who previously worked with AMR and has a long military background, will begin May 26, 2020. Everyone has worked hard to have everything ready for them to begin.

Bates shared that the District provided a fuels reduction dumpster to the City of Gold Hill as a community clean-up event. This was supported by grant funds through NFPA. The community of Gold Hill responded well and filled the dumpster with 39 cubic yards of flammable vegetation from people's homes. Many community members were very grateful due to the financial inability to clear their home sites. Captain Tom Kerley was able to secure funds to do this again on June 26th – 28th.

Bates shared that the fuels reduction trailer has also been very popular for patrons in our District helping them mitigate the flammable vegetation around their homes.

OLD BUSINESS

None

NEW BUSINESS

FIRE CHIEF EVALUATION

The Board of Directors have appointed Director Leavens and Tonn to determine the process for the Fire Chief's annual evaluation. This will hopefully be completed by the June Board of Directors meeting.

RESOLUTION No. 20-03 – IN THE MATTER OF AUTHORIZING A TRANSFER OF FUNDS FROM CONTINGENCY TO TECHNOLOGY DEPARTMENT

Chief Administrative Officer Maxwell explained the formality of allocation changes in detail that would accommodate the increase to the budget due to changes in the District's record management system, implementing FirstWatch and acquiring a mobile radio system for the COVID-19 command center.

Motion by Director Shafer to adopt Resolution No. 20-03; Authorizing a transfer of \$20,000 from Contingency to Technology. Motion carried unanimously.

TOPICS FOLLOWING PREPARATION OF THE AGENDA

None

GOOD OF THE ORDER

None

INDIVIDUAL BOARD MEMBER COMMENTS

Bill Leavens shared he is very excited for the opening of the new fire station and congratulated John Patterson for all his work.

Cindy Hauser shared she will be working on technology and Zoom.

John Dimick shared he is worried about what fire season will be like this year.

Steve Shafer very good work by everyone on the team and it is coming together nicely.

Harvey Tonn shared he is also looking forward to the opening of the fire station. This is an attractive building.

The next Board of Directors meeting is June 18, 2020.

ADJOURNMENT

Motion to adjourn at 6:10 p.m. by Director Dimick. Motion carried unanimously.

APPROVED BY:

Submitted by:

Board of Directors

Margie Calvert, Scribe

General Ledger

Revenue Analysis

Jackson County Fire

District 3



Period: 11 - MAY
Fiscal Year 2019-2020

Account Number	Description	Budget Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
Fund 1	GENERAL FUND					
1-0-40000-000	Beginning Fund Balance	5,705,000.00	-	5,848,115.02	(143,115.02)	102.51%
1-0-40010-000	Taxes; Current	14,000,000.00	64,409.44	13,436,174.59	563,825.41	95.97%
1-0-40020-000	Taxes; Prior	350,000.00	9,520.13	274,441.83	75,558.17	78.41%
1-0-40030-000	Interest	200,000.00	15,032.91	286,869.20	(86,869.20)	143.43%
1-0-40050-000	Workers Comp Refund & Reimb's	10,000.00	496.52	11,015.40	(1,015.40)	110.15%
1-0-40060-000	Sale of Equipment	1,000.00	-	689.37	310.63	68.94%
1-0-40080-000	OSFM Conflagrations	1,000.00	-	31,829.19	(30,829.19)	3182.92%
1-0-40100-000	Fees for Service; FS/EMS	10,000.00	-	14,270.78	(4,270.78)	142.71%
1-0-40110-000	Fees for Service; Drill Ground	1,000.00	-	690.00	310.00	69.00%
1-0-40200-000	Grants; Local, State, Federal	30,000.00	-	5,500.00	24,500.00	18.33%
1-0-40331-000	Contract; Financial Services	5,000.00	-	5,000.00	-	100.00%
1-0-40331-002	Contract; Rogue Comm College	50,000.00	-	49,070.64	929.36	98.14%
1-0-40410-000	Rental Income	10,000.00	-	7,428.00	2,572.00	74.28%
1-0-40500-000	Miscellaneous Income	5,000.00	554.00	8,987.08	(3,987.08)	179.74%
1-0-40600-000	Donations	1,000.00	-	-	1,000.00	0.00%
1-0-43000-000	Loan Proceeds	100.00	-	27,300.00	(27,200.00)	27300.00%
	Total	\$ 20,379,100.00	\$ 90,013.00	\$ 20,007,381.10	\$ 371,718.90	98.18%
Fund 5	CAPITAL PROJECTS FUND					
5-0-40000-000	Beginning Fund Balance	3,662,500.00	-	3,705,434.78	(42,934.78)	101.17%
5-0-40060-000	Sale of C/O Equip/Vehicles	500.00	-	-	500.00	0.00%
5-0-40200-000	Grants; Local, State, Federal	100.00	-	-	100.00	0.00%
5-0-40600-000	Donations	100.00	-	-	100.00	0.00%
5-0-41000-000	Transfer from General Fund	1,266,200.00	-	1,266,200.00	-	100.00%
5-0-43000-000	Loan Proceeds	4,000,000.00	-	4,000,700.00	(700.00)	100.02%
	Total	\$ 8,929,400.00	\$ -	\$ 8,972,334.78	\$ (42,934.78)	100.48%
	TOTAL ALL FUNDS	\$ 29,308,500.00	\$ 90,013.00	\$ 28,979,715.88	\$ 328,784.12	98.88%

General Ledger

Budget Status - Expense versus Budget

Period: 11 - MAY
Fiscal Year 2019-2020

Jackson County Fire District 3



		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
SUMMARY OF EXPENDITURES								
General Fund								
	PERSONNEL SERVICES	11,546,900.00	801,739.31	9,870,715.56	1,676,184.44	-	1,676,184.44	14.52%
	MATERIALS & SERVICES	2,477,000.00	139,902.21	1,861,615.59	615,384.41	60,080.62	555,303.79	22.42%
	TRANSFERS	1,266,200.00	-	1,266,200.00	-	-	-	0.00%
	CONTINGENCY	866,000.00	-	-	866,000.00	-	866,000.00	100.00%
	DEBT SERVICE	492,000.00	-	486,021.19	5,978.81	-	5,978.81	1.22%
	UEFB	3,731,000.00	-	-	3,731,000.00	-	3,731,000.00	100.00%
		\$ 20,379,100.00	\$ 941,641.52	\$ 13,484,552.34	\$ 6,894,547.66	\$ 60,080.62	\$ 6,834,467.04	33.54%
Capital Fund								
	CAPITAL OUTLAY	5,853,000.00	311,754.39	4,517,131.36	1,335,868.64	836,109.57	499,759.07	8.54%
	CONTINGENCY	154,000.00	-	-	154,000.00	-	154,000.00	100.00%
	RESERVE	2,922,400.00	-	-	2,922,400.00	-	2,922,400.00	100.00%
		\$ 8,929,400.00	\$ 311,754.39	\$ 4,517,131.36	\$ 4,412,268.64	\$ 836,109.57	\$ 3,576,159.07	40.05%
DEPARTMENTAL SECTION								
Fund	1	GENERAL FUND						
Dept	1-1	ADMINISTRATION						
		PERSONNEL SERVICES						
1-1-51110-000	Fire Chief	145,600.00	11,078.40	133,142.98	12,457.02	0.00	12,457.02	8.56%
1-1-51128-000	Finance Assistant	61,700.00	4,702.41	56,428.83	5,271.17	0.00	5,271.17	8.54%
1-1-51131-000	Executive Assistant	63,600.00	4,849.61	58,195.24	5,404.76	0.00	5,404.76	8.50%
1-1-51150-000	Chief Administrative Officer	128,000.00	9,756.80	117,081.60	10,918.40	0.00	10,918.40	8.53%
1-1-55140-000	Comm Engagement Coordinator	18,000.00	2,344.00	12,599.01	5,400.99	0.00	5,400.99	30.01%
1-1-58100-000	Part Time; Program Asst	12,500.00	0.00	1,551.00	10,949.00	0.00	10,949.00	87.59%
1-1-58192-000	Overtime; Administrative	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00%
1-1-58194-001	Ed Incentive	14,500.00	1,402.00	16,125.90	-1,625.90	0.00	-1,625.90	-11.21%
1-1-58196-000	Longevity Pay	4,700.00	0.00	0.00	4,700.00	0.00	4,700.00	100.00%
1-1-58197-000	Car Allowance	11,000.00	858.00	10,181.00	819.00	0.00	819.00	7.45%
1-1-58197-010	Technology Stipend	2,000.00	165.00	1,815.00	185.00	0.00	185.00	9.25%
1-1-58199-000	Duty Accrual Payout	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00%
1-1-58201-000	Retirement (PERS)	80,000.00	6,288.78	73,402.29	6,597.71	0.00	6,597.71	8.25%
1-1-58202-000	Unemployment Insurance	100.00	0.00	0.00	100.00	0.00	100.00	100.00%
1-1-58210-000	ER Deferred Comp Contrib	27,000.00	2,338.00	25,135.06	1,864.94	0.00	1,864.94	6.91%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-1-58212-000	Health and Life Insurance	67,000.00	5,529.84	66,579.92	420.08	0.00	420.08	0.63%
1-1-58215-000	HRA-VEBA Contribution	16,300.00	1,523.96	15,721.42	578.58	0.00	578.58	3.55%
1-1-58220-000	FICA/Medicare PR Taxes	34,000.00	2,620.67	28,664.36	5,335.64	0.00	5,335.64	15.69%
1-1-58221-000	Workers' Comp Insurance	1,500.00	40.45	425.74	1,074.26	0.00	1,074.26	71.62%
	E1 Sub Totals:	\$ 693,500.00	\$ 53,497.92	\$ 617,049.35	\$ 76,450.65	\$ -	\$ 76,450.65	11.02%
	MATERIALS & SERVICES							
1-1-58203-000	Physicals and Vaccinations	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00%
1-1-60220-000	Printing	3,000.00	749.88	2,245.52	754.48	65.90	688.58	22.95%
1-1-60222-000	Supplies; Office	10,000.00	1,365.67	7,357.81	2,642.19	843.54	1,798.65	17.99%
1-1-60223-001	Supplies; Administrative	30,000.00	558.38	28,511.41	1,488.59	179.59	1,309.00	4.36%
1-1-60223-002	Licenses and Fees	45,000.00	231.89	32,048.14	12,951.86	0.00	12,951.86	28.78%
1-1-60270-000	Contractual & Professional Serv	591,000.00	16,226.40	504,263.99	86,736.01	15,420.00	71,316.01	12.07%
1-1-60370-000	Property & Casualty Insurance	85,000.00	0.00	86,566.00	-1,566.00	0.00	-1,566.00	-1.84%
1-1-60380-000	Mileage Reimbursements	2,000.00	0.00	328.24	1,671.76	0.00	1,671.76	83.59%
1-1-60410-000	Membership Dues	8,500.00	345.00	7,870.00	630.00	0.00	630.00	7.41%
1-1-60412-000	Books & Subscriptions	1,500.00	119.88	1,887.48	-387.48	359.64	-747.12	-49.81%
1-1-60430-001	Advertising	6,500.00	520.45	1,472.73	5,027.27	102.39	4,924.88	75.77%
1-1-60490-000	Hiring Processes & Backgrounds	15,000.00	545.43	12,368.73	2,631.27	485.00	2,146.27	14.31%
1-1-60491-000	Postage and Shipping	3,500.00	66.12	2,379.38	1,120.62	378.65	741.97	21.20%
1-1-62100-000	Interest on Bank Loan	100.00	0.00	0.00	100.00	0.00	100.00	100.00%
	E2 Sub Totals:	\$ 802,100.00	\$ 20,729.10	\$ 687,299.43	\$ 114,800.57	\$ 17,834.71	\$ 96,965.86	12.09%
	Administration Total	\$ 1,495,600.00	\$ 74,227.02	\$ 1,304,348.78	\$ 191,251.22	\$ 17,834.71	\$ 173,416.51	11.60%
Dept 1-2	OPERATIONS							
	PERSONNEL SERVICES							
1-2-52130-000	Fire Captains	1,250,000.00	95,370.24	1,134,224.64	115,775.36	0.00	115,775.36	9.26%
1-2-52140-000	Fire Engineers	1,090,000.00	82,568.64	984,902.64	105,097.36	0.00	105,097.36	9.64%
1-2-52151-000	Firefighters	1,640,000.00	127,111.05	1,416,688.87	223,311.13	0.00	223,311.13	13.62%
1-2-55140-000	Deputy Chief of Operations	128,000.00	9,756.80	117,081.60	10,918.40	0.00	10,918.40	8.53%
1-2-55142-000	Battalion Chiefs	340,000.00	25,724.16	305,933.76	34,066.24	0.00	34,066.24	10.02%
1-2-55147-000	Administrative Assistant	38,000.00	3,878.40	21,682.60	16,317.40	0.00	16,317.40	42.94%
1-2-55180-000	Community Paramedic/EMT	25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	100.00%
1-2-58192-000	Overtime; Operations	500,000.00	11,688.85	310,246.00	189,754.00	0.00	189,754.00	37.95%
1-2-58192-001	Overtime; FLSA Premium Pay	131,000.00	7,135.10	99,179.88	31,820.12	0.00	31,820.12	24.29%
1-2-58192-002	Overtime; OSFM Conflagrations	1,000.00	0.00	24,647.68	-23,647.68	0.00	-23,647.68	-2364.77%
1-2-58193-000	Out of Classification	70,000.00	1,956.06	42,209.82	27,790.18	0.00	27,790.18	39.70%
1-2-58194-007	Ed Incentive	113,800.00	8,548.00	102,667.00	11,133.00	0.00	11,133.00	9.78%
1-2-58195-000	EMS Incentive	236,800.00	17,132.00	201,960.00	34,840.00	0.00	34,840.00	14.71%
1-2-58196-000	Longevity Pay	83,000.00	0.00	0.00	83,000.00	0.00	83,000.00	100.00%
1-2-58197-000	Holiday Pay	121,800.00	0.00	119,586.72	2,213.28	0.00	2,213.28	1.82%
1-2-58197-010	Technology Stipend	4,000.00	260.00	3,120.00	880.00	0.00	880.00	22.00%
1-2-58199-000	Duty Accrual Payout	7,000.00	0.00	0.00	7,000.00	0.00	7,000.00	100.00%
1-2-58201-000	Retirement (PERS)	1,230,000.00	80,568.58	1,028,366.05	201,633.95	0.00	201,633.95	16.39%
1-2-58210-000	ER Deferred Comp Contrib	132,400.00	9,516.43	114,633.85	17,766.15	0.00	17,766.15	13.42%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-2-58212-000	Health and Life Insurance	1,100,000.00	87,425.89	1,002,620.23	97,379.77	0.00	97,379.77	8.85%
1-2-58215-000	HRA-VEBA Contribution	207,300.00	16,948.77	176,311.67	30,988.33	0.00	30,988.33	14.95%
1-2-58220-000	FICA/Medicare PR Taxes	448,000.00	29,411.67	365,365.84	82,634.16	0.00	82,634.16	18.45%
1-2-58221-000	Workers' Comp Insurance	129,400.00	7,915.28	102,862.68	26,537.32	0.00	26,537.32	20.51%
	E1 Sub Totals:	\$ 9,026,500.00	\$ 622,915.92	\$ 7,674,291.53	\$ 1,352,208.47	\$ -	\$ 1,352,208.47	14.98%
	MATERIALS & SERVICES							
1-2-58203-000	Physicals and Vaccinations	22,500.00	7,244.00	23,718.00	-1,218.00	0.00	-1,218.00	-5.41%
1-2-60223-002	Licenses and Fees	4,000.00	0.00	1,021.00	2,979.00	456.00	2,523.00	63.08%
1-2-60223-007	Supplies; Operations	5,000.00	54.98	1,447.59	3,552.41	0.00	3,552.41	71.05%
1-2-60224-000	Supplies; Special Projects	11,000.00	125.00	3,825.99	7,174.01	167.82	7,006.19	63.69%
1-2-60225-000	FIRE SUPPRESSION							
1-2-60225-001	Personal Protective Equipment	57,500.00	1,294.39	21,175.25	36,324.75	28,440.95	7,883.80	13.71%
1-2-60225-002	Hose and Appliances	30,000.00	2,872.00	15,817.06	14,182.94	1,846.00	12,336.94	41.12%
1-2-60225-003	Apparatus Equipment	12,500.00	248.57	11,789.80	710.20	0.00	710.20	5.68%
1-2-60225-004	Safety Equipment	8,700.00	228.20	9,414.71	-714.71	40.24	-754.95	-8.68%
1-2-60225-005	Specialty Equipment	7,500.00	2,816.54	3,519.87	3,980.13	0.00	3,980.13	53.07%
1-2-60225-006	Technical Rescue Equipment	10,000.00	-125.00	2,580.01	7,419.99	995.06	6,424.93	64.25%
1-2-60225-007	Rehabilitation and Consumables	6,500.00	432.00	2,940.33	3,559.67	0.00	3,559.67	54.76%
1-2-60225-008	Equip for New Apparatus	14,200.00	0.00	0.00	14,200.00	0.00	14,200.00	100.00%
1-2-60254-000	M&R; Emergency Response Equip	43,000.00	1,555.17	29,996.52	13,003.48	26.06	12,977.42	30.18%
1-2-60270-000	Contractual & Professional Serv	17,500.00	0.00	10,857.20	6,642.80	0.00	6,642.80	37.96%
1-2-60410-000	Membership Dues	1,000.00	0.00	1,118.50	-118.50	0.00	-118.50	-11.85%
1-2-60412-000	Books & Subscriptions	2,000.00	110.00	1,726.02	273.98	0.00	273.98	13.70%
1-2-60500-000	STUDENT FF / VOL GROUP							
1-2-65001-000	Vol Pre-Entrance Screening	5,000.00	522.00	2,953.00	2,047.00	0.00	2,047.00	40.94%
1-2-65005-000	Student Firefighter Program	50,000.00	12,310.33	38,585.08	11,414.92	0.00	11,414.92	22.83%
1-2-65007-000	Vol Length of Serv Prg (LOSAP)	3,000.00	0.00	200.00	2,800.00	0.00	2,800.00	93.33%
1-2-65010-000	Scholarship Donations	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00%
	E2 Sub Totals:	\$ 311,900.00	\$ 29,688.18	\$ 182,685.93	\$ 129,214.07	\$ 31,972.13	\$ 97,241.94	31.18%
	Operations Total	\$ 9,338,400.00	\$ 652,604.10	\$ 7,856,977.46	\$ 1,481,422.54	\$ 31,972.13	\$ 1,449,450.41	15.52%
Dept 1-3	FIRE AND LIFE SAFETY							
	PERSONNEL SERVICES							
1-3-53150-000	Fire Marshal	128,000.00	9,756.80	117,081.60	10,918.40	0.00	10,918.40	8.53%
1-3-53153-000	Deputy Fire Marshals	208,600.00	15,897.60	190,771.20	17,828.80	0.00	17,828.80	8.55%
1-3-53155-000	Fire Life Safety Specialist	82,000.00	0.00	113,059.38	-31,059.38	0.00	-31,059.38	-37.88%
1-3-55147-000	Administrative Assistant	56,000.00	4,275.20	51,302.40	4,697.60	0.00	4,697.60	8.39%
1-3-58192-000	Overtime	20,000.00	540.27	1,844.37	18,155.63	0.00	18,155.63	90.78%
1-3-58194-000	Ed/EMS Incentive	31,900.00	2,326.00	28,416.00	3,484.00	0.00	3,484.00	10.92%
1-3-58196-000	Longevity Pay	2,600.00	0.00	0.00	2,600.00	0.00	2,600.00	100.00%
1-3-58197-010	Technology Stipend	3,100.00	195.00	2,405.00	695.00	0.00	695.00	22.42%
1-3-58198-001	Fire Investigator On Call Pay	15,000.00	824.25	11,466.00	3,534.00	0.00	3,534.00	23.56%
1-3-58199-000	Duty Accrual Payout	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00%
1-3-58201-000	Retirement (PERS)	125,500.00	7,885.37	98,037.41	27,462.59	0.00	27,462.59	21.88%
1-3-58210-000	ER Deferred Comp Contrib	12,600.00	752.00	8,209.96	4,390.04	0.00	4,390.04	34.84%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-3-58212-000	Health and Life Insurance	108,000.00	7,803.65	98,587.81	9,412.19	0.00	9,412.19	8.71%
1-3-58215-000	HRA-VEBA Contribution	20,300.00	1,354.64	20,292.01	7.99	0.00	7.99	0.04%
1-3-58220-000	FICA/Medicare PR Taxes	42,600.00	2,530.64	37,143.95	5,456.05	0.00	5,456.05	12.81%
1-3-58221-000	Workers' Comp Insurance	1,000.00	44.35	523.42	476.58	0.00	476.58	47.66%
	E1 Sub Totals:	\$ 867,200.00	\$ 54,185.77	\$ 779,140.51	\$ 88,059.49	\$ -	\$ 88,059.49	10.15%
	MATERIALS & SERVICES							
1-3-58203-000	Physicals and Vaccinations	2,000.00	0.00	1,521.00	479.00	0.00	479.00	23.95%
1-3-60220-000	Printing	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00%
1-3-60223-002	Licenses and Fees	1,000.00	0.00	0.00	1,000.00	115.00	885.00	88.50%
1-3-60223-004	Supplies; FLS	10,000.00	2,282.26	7,027.27	2,972.73	-1,861.32	4,834.05	48.34%
1-3-60223-005	Supplies; Public Ed Materials	7,000.00	0.00	4,786.86	2,213.14	213.75	1,999.39	28.56%
1-3-60223-009	Community Fire Prev & Safety	72,300.00	1,571.77	31,187.88	41,112.12	0.00	41,112.12	56.86%
1-3-60270-000	Contractual & Professional Serv	15,000.00	0.00	11,801.45	3,198.55	0.00	3,198.55	21.32%
1-3-60410-000	Membership Dues	2,000.00	0.00	600.00	1,400.00	0.00	1,400.00	70.00%
1-3-60412-000	Books & Subscriptions	3,500.00	0.00	2,888.50	611.50	0.00	611.50	17.47%
1-3-60430-000	Advertising	9,000.00	0.00	700.00	8,300.00	0.00	8,300.00	92.22%
	E2 Sub Totals:	\$ 123,300.00	\$ 3,854.03	\$ 60,512.96	\$ 62,787.04	\$ (1,532.57)	\$ 64,319.61	52.17%
	Fire and Life Safety Total	\$ 990,500.00	\$ 58,039.80	\$ 839,653.47	\$ 150,846.53	\$ (1,532.57)	\$ 152,379.10	15.38%
Dept 1-4	TRAINING							
	PERSONNEL SERVICES							
1-4-55143-000	Div Chief Training and Safety	122,000.00	9,292.80	111,513.60	10,486.40	0.00	10,486.40	8.60%
1-4-55147-000	Administrative Assistant	56,000.00	4,275.20	51,302.40	4,697.60	0.00	4,697.60	8.39%
1-4-58192-000	Overtime; Non Trng Dept Staff	75,000.00	324.49	34,617.16	40,382.84	0.00	40,382.84	53.84%
1-4-58195-000	Ed/EMS Incentive	11,000.00	852.00	10,224.00	776.00	0.00	776.00	7.05%
1-4-58197-010	Technology Stipend	800.00	65.00	715.00	85.00	0.00	85.00	10.63%
1-4-58199-000	Duty Accrual Payout	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00%
1-4-58201-000	Retirement (PERS)	50,000.00	2,346.78	34,750.61	15,249.39	0.00	15,249.39	30.50%
1-4-58210-000	ER Deferred Comp Contrib	7,400.00	698.98	7,408.07	-8.07	0.00	-8.07	-0.11%
1-4-58212-000	Health and Life Insurance	32,000.00	3,910.88	42,141.20	-10,141.20	0.00	-10,141.20	-31.69%
1-4-58215-000	HRA-VEBA Contribution	8,000.00	692.16	8,447.88	-447.88	0.00	-447.88	-5.60%
1-4-58220-000	FICA/Medicare PR Taxes	20,800.00	1,120.62	15,743.26	5,056.74	0.00	5,056.74	24.31%
1-4-58221-000	Workers' Comp Insurance	6,000.00	226.19	3,047.46	2,952.54	0.00	2,952.54	49.21%
	E1 Sub Totals:	\$ 393,000.00	\$ 23,805.10	\$ 319,910.64	\$ 73,089.36	\$ -	\$ 73,089.36	18.60%
	MATERIALS & SERVICES							
1-4-58203-000	Physicals and Vaccinations	1,000.00	0.00	308.00	692.00	0.00	692.00	69.20%
1-4-60223-002	Licenses and Fees	1,000.00	0.00	80.00	920.00	0.00	920.00	92.00%
1-4-60223-012	Supplies; Training & Safety	18,000.00	239.09	6,237.51	11,762.49	300.28	11,462.21	63.68%
1-4-60223-014	Training Props & Equipment	3,000.00	0.00	2,951.48	48.52	89.99	-41.47	-1.38%
1-4-60254-000	M&R; Training Equip & Props	1,000.00	600.00	600.00	400.00	0.00	400.00	40.00%
1-4-60265-000	Health and Wellness	5,000.00	3,673.50	4,554.47	445.53	0.00	445.53	8.91%
1-4-60270-000	Contractual & Professional Serv	15,000.00	0.00	1,175.00	13,825.00	0.00	13,825.00	92.17%
1-4-60410-000	Membership Dues	1,000.00	0.00	635.00	365.00	0.00	365.00	36.50%
1-4-60412-000	Books & Subscriptions	10,000.00	226.27	7,056.63	2,943.37	60.00	2,883.37	28.83%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-4-60449-000	Meeting Travel Expenses	8,000.00	0.00	3,993.20	4,006.80	0.00	4,006.80	50.09%
1-4-60455-001	Training/Conferences; Adm & Ldrship	45,000.00	1,965.00	35,875.60	9,124.40	129.99	8,994.41	19.99%
1-4-60455-002	Training/Conferences; Board	2,500.00	0.00	1,649.68	850.32	0.00	850.32	34.01%
1-4-60455-003	Training/Conferences; Op's	25,000.00	0.00	10,011.75	14,988.25	0.00	14,988.25	59.95%
1-4-60455-004	Training/Conferences; FLS	10,000.00	60.95	2,817.87	7,182.13	0.00	7,182.13	71.82%
1-4-60455-006	Training/Conferences; Student's & Vol's	5,000.00	0.00	964.22	4,035.78	0.00	4,035.78	80.72%
1-4-60455-007	Training/Conferences; Technology	7,500.00	0.00	2,968.38	4,531.62	-1,165.00	5,696.62	75.95%
1-4-60455-008	Trng/Conferences; EMS	6,000.00	75.50	4,241.68	1,758.32	-969.50	2,727.82	45.46%
E2 Sub Totals:		\$ 164,000.00	\$ 6,840.31	\$ 86,120.47	\$ 77,879.53	\$ (1,554.24)	\$ 79,433.77	48.44%
Training Total		\$ 557,000.00	\$ 30,645.41	\$ 406,031.11	\$ 150,968.89	\$ (1,554.24)	\$ 152,523.13	27.38%
Dept	1-5	STRATEGIC SUPPORT SERVICES						
PERSONNEL SERVICES								
1-5-57124-000	Deputy Chief Strategic Servies	128,000.00	9,756.80	117,081.60	10,918.40	0.00	10,918.40	8.53%
1-5-57125-000	Facilities/Logistics Technician	91,000.00	4,064.00	82,998.51	8,001.49	0.00	8,001.49	8.79%
1-5-57130-000	Community Risk Reduction Captain	36,000.00	7,571.20	17,035.20	18,964.80	0.00	18,964.80	52.68%
1-5-58195-000	Ed/EMS Incentive	14,500.00	1,296.00	10,481.00	4,019.00	0.00	4,019.00	27.72%
1-5-58196-000	Longevity Pay	200.00	0.00	148.68	51.32	0.00	51.32	25.66%
1-5-58197-010	Technology Stipend	1,700.00	195.00	1,560.00	140.00	0.00	140.00	8.24%
1-5-58199-000	Duty Accrual Payout	7,000.00	0.00	0.00	7,000.00	0.00	7,000.00	100.00%
1-5-58201-000	Retirement (PERS)	50,000.00	4,554.12	37,372.93	12,627.07	0.00	12,627.07	25.25%
1-5-58210-000	ER Deferred Comp Contrib	6,000.00	74.59	400.59	5,599.41	0.00	5,599.41	93.32%
1-5-58212-000	Health and Life Insurance	56,600.00	5,848.21	53,518.79	3,081.21	0.00	3,081.21	5.44%
1-5-58215-000	HRA-VEBA Contribution	8,500.00	985.37	7,995.88	504.12	0.00	504.12	5.93%
1-5-58220-000	FICA/Medicare PR Taxes	18,000.00	1,711.41	17,281.83	718.17	0.00	718.17	3.99%
1-5-58221-000	Workers' Comp Insurance	1,000.00	47.90	348.61	651.39	0.00	651.39	65.14%
E1 Sub Totals:		\$ 418,500.00	\$ 36,104.60	\$ 346,223.62	\$ 72,276.38	\$ -	\$ 72,276.38	17.27%
MATERIALS & SERVICES								
1-5-58213-000	Uniforms	30,000.00	1,212.32	22,709.01	7,290.99	1,580.60	5,710.39	19.03%
1-5-60221-000	Janitorial and Laundry Services	33,000.00	2,973.15	26,520.29	6,479.71	235.68	6,244.03	18.92%
1-5-60223-003	Supplies; Medical	75,000.00	5,157.56	58,715.84	16,284.16	3,886.20	12,397.96	16.53%
1-5-60223-008	Supplies; Station Consumables	6,000.00	0.00	1,541.12	4,458.88	287.70	4,171.18	69.52%
1-5-60223-015	Supplies; Furnishings & Appliances	20,000.00	2,595.73	23,497.81	-3,497.81	3,338.62	-6,836.43	-34.18%
1-5-60223-016	Supplies; Facilities	13,000.00	305.17	3,886.03	9,113.97	30.72	9,083.25	69.87%
1-5-60230-000	Fuel and Lubricants	80,000.00	2,226.62	46,989.39	33,010.61	243.48	32,767.13	40.96%
1-5-60250-000	M&R; Apparatus & Vehicles	200,000.00	26,636.92	161,977.87	38,022.13	1,440.75	36,581.38	18.29%
1-5-60251-110	Building & Grounds; WC Station	17,000.00	753.60	9,841.30	7,158.70	83.28	7,075.42	41.62%
1-5-60251-111	Building & Grounds; CP Station	46,000.00	327.75	47,711.73	-1,711.73	12.28	-1,724.01	-3.75%
1-5-60251-112	Building & Grounds; DB Station	12,000.00	0.00	837.83	11,162.17	29.16	11,133.01	92.78%
1-5-60251-113	Building & Grounds; SV Station	5,000.00	543.95	6,329.93	-1,329.93	8.33	-1,338.26	-26.77%
1-5-60251-114	Building & Grounds; GH Station	15,000.00	120.00	13,751.09	1,248.91	0.00	1,248.91	8.33%
1-5-60251-115	Building & Grounds; AL Station	12,000.00	120.00	2,770.59	9,229.41	8.33	9,221.08	76.84%
1-5-60251-116	Building & Grounds; EP Station	34,000.00	200.24	35,232.35	-1,232.35	0.00	-1,232.35	-3.62%
1-5-60251-117	Building & Grounds; TR Station	5,000.00	0.00	3,893.31	1,106.69	8.33	1,098.36	21.97%
1-5-60251-118	Building & Grounds; CP Scenic Station	1,000.00	410.00	1,795.00	-795.00	0.00	-795.00	-79.50%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-5-60251-120	Building & Grounds; TRNG Center	6,000.00	261.71	4,596.51	1,403.49	0.00	1,403.49	23.39%
1-5-60251-121	Building & Grounds; ADM Bldg	32,000.00	883.49	18,030.44	13,969.56	14.97	13,954.59	43.61%
1-5-60251-122	Building & Grounds; LOG Warehouse	2,000.00	0.00	785.03	1,214.97	0.00	1,214.97	60.75%
1-5-60251-123	Building & Grounds; FS Center	2,000.00	616.56	3,484.75	-1,484.75	0.00	-1,484.75	-74.24%
1-5-60254-000	M&R; District Equipment	7,500.00	0.00	2,080.27	5,419.73	13.10	5,406.63	72.09%
1-5-60255-000	M&R; Appliances/Furnishings	5,000.00	0.00	874.14	4,125.86	0.00	4,125.86	82.52%
1-5-60270-000	Contractual & Professional Serv	8,000.00	720.00	5,306.55	2,693.45	0.00	2,693.45	33.67%
1-5-60410-000	Membership and Certifications	100.00	0.00	370.00	-270.00	0.00	-270.00	-270.00%
1-5-60412-000	Books & Subscriptions	100.00	0.00	0.00	100.00	0.00	100.00	100.00%
1-5-60500-110	Utilities; WC	35,000.00	2,381.71	28,025.86	6,974.14	0.00	6,974.14	19.93%
1-5-60500-111	Utilities; CP	23,000.00	2,239.39	19,232.96	3,767.04	0.00	3,767.04	16.38%
1-5-60500-112	Utilities; DB	14,000.00	607.70	7,613.73	6,386.27	0.00	6,386.27	45.62%
1-5-60500-113	Utilities; SV	14,000.00	1,002.04	5,979.39	8,020.61	0.00	8,020.61	57.29%
1-5-60500-114	Utilities; GH	14,000.00	891.27	10,339.88	3,660.12	0.00	3,660.12	26.14%
1-5-60500-115	Utilities; AL	10,000.00	1,105.41	6,498.49	3,501.51	0.00	3,501.51	35.02%
1-5-60500-116	Utilities; EP	23,000.00	1,729.33	19,345.53	3,654.47	0.00	3,654.47	15.89%
1-5-60500-117	Utilities; TR	10,000.00	1,200.01	10,162.80	-162.80	0.00	-162.80	-1.63%
1-5-60500-118	Utilities; CPS	3,000.00	575.30	928.15	2,071.85	0.00	2,071.85	69.06%
1-5-60500-120	Utilities; TC	15,000.00	1,531.49	14,126.09	873.91	0.00	873.91	5.83%
1-5-60500-121	Utilities; AB	37,000.00	3,024.81	33,942.42	3,057.58	0.00	3,057.58	8.26%
1-5-60500-123	Utilities; FSC	5,000.00	340.98	3,319.58	1,680.42	0.00	1,680.42	33.61%
E2 Sub Totals:		\$ 869,700.00	\$ 62,694.21	\$ 663,043.06	\$ 206,656.94	\$ 11,221.53	\$ 195,435.41	22.47%
Support Services Total		\$ 1,288,200.00	\$ 98,798.81	\$ 1,009,266.68	\$ 278,933.32	\$ 11,221.53	\$ 267,711.79	20.78%
Dept 1-7	TECHNOLOGY							
PERSONNEL SERVICES								
1-7-51145-000	Info Tech Administrator	99,300.00	7,569.61	90,835.22	8,464.78	0.00	8,464.78	8.52%
1-7-58194-000	Ed Incentive	3,400.00	264.00	3,168.00	232.00	0.00	232.00	6.82%
1-7-58196-000	Longevity Pay	1,200.00	0.00	0.00	1,200.00	0.00	1,200.00	100.00%
1-7-58197-010	Technology Stipend	800.00	0.00	0.00	800.00	0.00	800.00	100.00%
1-7-58201-000	Retirement (PERS)	13,000.00	988.60	11,863.20	1,136.80	0.00	1,136.80	8.74%
1-7-58210-000	ER Deferred Comp Contrib	4,400.00	368.00	4,048.00	352.00	0.00	352.00	8.00%
1-7-58212-000	Health and Life Insurances	13,500.00	1,098.05	13,221.12	278.88	0.00	278.88	2.07%
1-7-58215-000	HRA-VEBA Contribution	4,100.00	338.66	3,725.26	374.74	0.00	374.74	9.14%
1-7-58220-000	FICA/Medicare PR Taxes	8,000.00	595.86	7,153.72	846.28	0.00	846.28	10.58%
1-7-58221-000	Workers' Comp Insurance	500.00	7.22	85.39	414.61	0.00	414.61	82.92%
E1 Sub Totals:		\$ 148,200.00	\$ 11,230.00	\$ 134,099.91	\$ 14,100.09	\$ -	\$ 14,100.09	9.51%
MATERIALS & SERVICES								
1-7-60223-011	Supplies; Computers and Tech	47,000.00	4,663.08	46,926.13	73.87	969.06	-895.19	-1.90%
1-7-60223-013	Supplies; Communication Device	20,000.00	4,435.48	15,913.05	4,086.95	1,170.00	2,916.95	14.58%
1-7-60240-000	Licenses and Subscriptions	94,600.00	3,817.03	85,965.51	8,634.49	0.00	8,634.49	9.13%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-7-60241-000	Technical Support	8,000.00	0.00	4,505.25	3,494.75	0.00	3,494.75	43.68%
1-7-60252-000	M&R; Office and Tech Equip	7,000.00	690.27	5,378.98	1,621.02	0.00	1,621.02	23.16%
1-7-60253-000	M&R; Communication Devices	5,000.00	181.25	3,413.68	1,586.32	0.00	1,586.32	31.73%
1-7-60290-000	Communication Services	24,400.00	2,309.27	19,851.14	4,548.86	0.00	4,548.86	18.64%
	E2 Sub Totals:	\$ 206,000.00	\$ 16,096.38	\$ 181,953.74	\$ 24,046.26	\$ 2,139.06	\$ 21,907.20	10.63%
	Technology Total	\$ 354,200.00	\$ 27,326.38	\$ 316,053.65	\$ 38,146.35	\$ 2,139.06	\$ 36,007.29	10.17%
Dept 1-9	NON-DEPARTMENTAL							
	TRANSFERS							
1-9-90300-000	Trsf to Capital Projects Fund	1,266,200.00	0.00	1,266,200.00	0.00	0.00	0.00	0.00%
	E4 Sub Totals:	\$ 1,266,200.00	\$ -	\$ 1,266,200.00	\$ -	\$ -	\$ -	0.00%
	OPERATING CONTINGENCY							
1-9-80070-000	Operating Contingency	841,000.00	0.00	0.00	841,000.00	0.00	841,000.00	100.00%
1-9-80070-001	Contingency Vac Liabilities	25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	100.00%
	E5 Sub Totals:	\$ 866,000.00	\$ -	\$ -	\$ 866,000.00	\$ -	\$ 866,000.00	100.00%
	DEBT SERVICE							
1-9-80010-000	Debt Service Principal	428,100.00	0.00	432,062.44	-3,962.44	0.00	-3,962.44	-0.93%
1-9-80011-000	Debt Service Interest	63,900.00	0.00	53,958.75	9,941.25	0.00	9,941.25	15.56%
	E6 Sub Totals:	\$ 492,000.00	\$ -	\$ 486,021.19	\$ 5,978.81	\$ -	\$ 5,978.81	1.22%
	UEFB							
1-9-99000-000	Unapp Ending Fund Balance	3,731,000.00	0.00	0.00	3,731,000.00	0.00	3,731,000.00	100.00%
	E8 Sub Totals:	\$ 3,731,000.00	\$ -	\$ -	\$ 3,731,000.00	\$ -	\$ 3,731,000.00	100.00%
	Non-Departmental Total	\$ 6,355,200.00	\$ -	\$ 1,752,221.19	\$ 4,602,978.81	\$ -	\$ 4,602,978.81	72.43%
	General Fund Total	\$ 20,379,100.00	\$ 941,641.52	\$ 13,484,552.34	\$ 6,894,547.66	\$ 60,080.62	\$ 6,834,467.04	33.54%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
Fund	5	CAPITAL PROJECTS FUND						
		CAPITAL OUTLAY						
5-8-70530-000	Department Equipment	745,000.00	0.00	668,813.69	76,186.31	56,880.00	19,306.31	2.59%
5-8-70531-000	Apparatus and Vehicles	108,000.00	11,036.14	107,220.19	779.81	0.00	779.81	0.72%
5-8-70532-000	Land and Improvements	500,000.00	11,724.87	69,052.37	430,947.63	0.00	430,947.63	86.19%
5-8-70533-000	Bldg Const and Improvements	4,500,000.00	288,993.38	3,672,045.11	827,954.89	779,229.57	48,725.32	1.08%
	E3 Sub Totals:	\$ 5,853,000.00	\$ 311,754.39	\$ 4,517,131.36	\$ 1,335,868.64	\$ 836,109.57	\$ 499,759.07	8.54%
	OPERATING CONTINGENCY							
5-8-80070-000	Contingency	154,000.00	-	-	154,000.00	-	154,000.00	100.00%
	E5 Sub Totals:	\$ 154,000.00	\$ -	\$ -	\$ 154,000.00	\$ -	\$ 154,000.00	100.00%
	RESERVE FUND BALANCE							
5-8-99000-000	Resv for Future/End Fund Bal	2,922,400.00	-	-	2,922,400.00	-	2,922,400.00	100.00%
	E9 Sub Totals:	\$ 2,922,400.00	\$ -	\$ -	\$ 2,922,400.00	\$ -	\$ 2,922,400.00	100.00%
	Capital Fund Total	\$ 8,929,400.00	\$ 311,754.39	\$ 4,517,131.36	\$ 4,412,268.64	\$ 836,109.57	\$ 3,576,159.07	40.05%
	Report Totals:	\$ 29,308,500.00	\$ 1,253,395.91	\$ 18,001,683.70	\$ 11,306,816.30	\$ 896,190.19	\$ 10,410,626.11	35.52%

Accounts Payable

Transactions by Account and Department

Period: 11 - MAY
Fiscal Year 2019-2020

Jackson County Fire

District 3



Account No	Vendor	Description	GL Date	Check No	Amount
GENERAL FUND					
ADMINISTRATION DEPARTMENT					
1-1-58212-000	Regence Blue Cross	June Health Insurance Premium	05/27/2020	0	5,139.60
1-1-58212-000	Special Districts	June Dental, Life, AD&D Insurances	05/21/2020	41038	612.08
1-1-60220-000	Minuteman Press	Fuels Reduction Flyer for GH (600)	05/07/2020	40985	225.00
1-1-60220-000	Minuteman Press	Business Cards for Deutschman	05/07/2020	40985	49.00
1-1-60220-000	Minuteman Press	Business Cards for Kerley (500)	05/07/2020	40985	49.00
1-1-60220-000	Tekprinting Services Inc.	Tabs for 2020/21 FY Budget Document	05/07/2020	40999	426.88
1-1-60222-000	Office Depot	Office Supplies	05/07/2020	40991	23.78
1-1-60222-000	Office Depot	Office Supplies	05/07/2020	40991	35.64
1-1-60222-000	Office Depot	Toner Cartridges (2)	05/07/2020	40991	186.53
1-1-60222-000	Office Depot	Office Supplies	05/07/2020	40991	36.33
1-1-60222-000	Office Depot	Office Supplies	05/07/2020	40991	519.02
1-1-60222-000	Office Depot	Office Supplies	05/07/2020	40991	13.25
1-1-60222-000	Office Depot	Office Supplies	05/07/2020	40991	157.70
1-1-60222-000	Office Depot	Ink Cartridges (3)	05/07/2020	40991	97.62
1-1-60222-000	Office Depot	Office Supplies	05/21/2020	41032	18.49
1-1-60222-000	Office Depot	Ink Cartridges (3)	05/21/2020	41032	91.35
1-1-60222-000	Office Depot	Office Supplies	05/21/2020	41032	57.66
1-1-60222-000	Office Depot	Office Supplies	05/21/2020	41032	72.74
1-1-60222-000	Office Depot	Office Supplies	05/21/2020	41032	34.26
1-1-60222-000	Wells Fargo Bank Visa Cards	JP Visa; Office Supplies	05/13/2020	0	21.30
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Paper for Budget Document	05/13/2020	0	125.93
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Snacks for Labor Negotiations (50% Reimb)	05/13/2020	0	5.99
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Snacks for Admin Bldg/BOD	05/13/2020	0	33.76
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Snacks for Labor Negotiations (50% Reimb)	05/13/2020	0	42.62
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Storage Tubs (4) for Crater Lake Room	05/13/2020	0	33.92
1-1-60223-001	Wells Fargo Bank Visa Cards	JuB Visa; SmartMike Wireless Mic for CEC	05/13/2020	0	125.10
1-1-60223-001	Wells Fargo Bank Visa Cards	BH Visa; Snacks for Incident Command Post COVID-19 Mtg	05/13/2020	0	84.54
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Snacks for ECSO Telecom Week	05/13/2020	0	106.52
1-1-60223-002	PacificSource Administrators	Flex Spending Admin Fee	05/28/2020	41046	104.50
1-1-60270-000	Bravio Communications, LLC	March Lobbyist/Legislative Services	05/07/2020	40966	1,000.00
1-1-60270-000	Bravio Communications, LLC	April Lobbyist/Legislative Services	05/07/2020	40966	1,000.00
1-1-60270-000	Bravio Communications, LLC	May Lobbyist/Legislative Services	05/28/2020	41049	1,000.00
1-1-60270-000	CDR Labor Law, LLC	Legal Services	05/21/2020	41014	2,990.00
1-1-60270-000	CivicPlus	New Website Design/Implementation/Training (FINAL)	05/21/2020	41018	7,487.50
1-1-60270-000	Michael House	Construction Consultation for Scenic Station	05/07/2020	40979	357.50
1-1-60270-000	Michael House	Construction Consultation for Scenic Station	05/21/2020	41024	910.00
1-1-60270-000	Special Districts	Public Safety EAP for ES/ Admin/Volunteers	05/28/2020	41062	1,481.40
1-1-60410-000	The Chamber of Medford & Jackson County	Medford Chamber/Jackson County Membership Dues	05/21/2020	41041	345.00
1-1-60412-000	Wells Fargo Bank Visa Cards	MyH Visa; Annual Dropbox Subscription	05/13/2020	0	119.88
1-1-60430-001	Rosebud Media LLC	Budget Committee Meeting Notice 4/16/20	05/07/2020	40994	195.47

Account No	Vendor	Description	GL Date	Check No	Amount
1-1-60430-001	Rosebud Media LLC	April BOD Meeting Notice	05/07/2020	40994	117.29
1-1-60430-001	Rosebud Media LLC	Executive Session Mtg Notice on 5/21/20	05/28/2020	41061	85.52
1-1-60430-001	Rosebud Media LLC	May BOD Meeting Notice	05/28/2020	41061	122.17
1-1-60490-000	David M. Corey Ph.D., P.C.	Pre-Offer Phase I Report on CCP Candidate Scott	05/21/2020	41020	20.00
1-1-60490-000	David M. Corey Ph.D., P.C.	Pre-Offer Phase I Report on AA Deutschman	05/21/2020	41020	20.00
1-1-60490-000	David M. Corey Ph.D., P.C.	Pre-Offer Phase I Report on CCP Candidate Frazier	05/21/2020	41020	20.00
1-1-60490-000	David M. Corey Ph.D., P.C.	Pre-Offer Phase I Report on CCP Candidate LaFlamme	05/21/2020	41020	20.00
1-1-60490-000	David M. Corey Ph.D., P.C.	Post-Offer Psych Eval on CCP Candidate Frazier	05/28/2020	41052	325.00
1-1-60490-000	Rosebud Media LLC	Civil Service Meeting Notice on 4/23/20	05/07/2020	40994	97.73
1-1-60490-000	Wells Fargo Bank Visa Cards	MC Visa; Lunch for Admin Asst Interview Evaluators	05/13/2020	0	17.75
1-1-60490-000	Wells Fargo Bank Visa Cards	MC Visa; Degree Verification for AA Deutschman	05/13/2020	0	24.95
1-1-60491-000	UPS	April Shipping Charges	05/07/2020	41000	57.80
1-1-60491-000	Wells Fargo Bank Visa Cards	MC Visa; Endicia Service Fee (April)	05/13/2020	0	8.32
Sub Total Dept 1:					\$26,353.39

OPERATIONS DEPARTMENT

1-2-58203-000	Asante Physician Partners	RFT Review Questionnaire for Osorio Perez	05/21/2020	41009	32.00
1-2-58203-000	Asante Physician Partners	Hep B/Vaccinations for Gordon	05/21/2020	41009	215.00
1-2-58203-000	Asante Physician Partners	Annual/Med Physical Exams (32)	05/21/2020	41009	6,997.00
1-2-58212-000	Regence Blue Cross	June Health Insurance Premium	05/27/2020	0	79,693.40
1-2-58212-000	Regence Blue Cross	May Add Health Insurance Premium - Deutschman	05/27/2020	0	1,835.70
1-2-58212-000	Special Districts	Deutschman May Premium	05/21/2020	41038	199.07
1-2-58212-000	Special Districts	June Dental, Life, AD&D Insurances	05/21/2020	41038	9,148.40
1-2-60223-007	Wells Fargo Bank Visa Cards	MyH Visa; Repl Resident Step Ladder (Damaged During Alarm)	05/13/2020	0	54.98
1-2-60225-001	PNW Emergency Equipment	Fire Resistant Safety Masks (100)	05/28/2020	41058	780.00
1-2-60225-001	Sea Western Fire Fighting Equipment	Haix Turnout Boots	05/07/2020	40995	404.60
1-2-60225-001	Sea Western Fire Fighting Equipment	Structure Gloves for Vait	05/21/2020	41037	109.79
1-2-60225-002	Cascade Fire Equipment	1.5" x 100' Fire Suppression Hose	05/21/2020	41013	1,352.00
1-2-60225-002	Cascade Fire Equipment	1" x 100' Fire Suppression Hose	05/21/2020	41013	1,520.00
1-2-60225-003	Grange Co-op	Fasteners for SE14-01	05/07/2020	40978	2.64
1-2-60225-003	Grange Co-op	Equipment for Mounting Charger on SE18-01	05/07/2020	40978	41.33
1-2-60225-003	Rapco Industries	Purchase New Chainsaw Chains	05/21/2020	41035	204.60
1-2-60225-004	Wells Fargo Bank Visa Cards	JoP Visa; Headlamp Bulbs	05/13/2020	0	64.98
1-2-60225-004	WCP Solutions	Restock Batteries	05/07/2020	41002	29.00
1-2-60225-004	WCP Solutions	Restock Batteries	05/07/2020	41002	134.22
1-2-60225-005	L.N. Curtis & Sons	Stabilization Struts (2) for Apparatus	05/07/2020	40981	2,632.10
1-2-60225-005	L.N. Curtis & Sons	Mountings (2) for Stabilization Struts on Apparatus	05/21/2020	41027	184.44
1-2-60225-007	Wells Fargo Bank Visa Cards	JoP Visa; Rehab Liquid Drink Mix (36 Units)	05/13/2020	0	432.00
1-2-60254-000	Cascade Fire Equipment	Repair SCBA on CP Compressor	05/21/2020	41013	729.04
1-2-60254-000	Cascade Fire Equipment	Repair SCBA Pack	05/21/2020	41013	65.00
1-2-60254-000	Municipal Emergency Services	Brackets/Parts for SCBA Masks	05/07/2020	40987	294.22
1-2-60254-000	Northwest Safety Clean	Turnout Jacket Repair for Bailey	05/21/2020	41031	200.41
1-2-60254-000	Northwest Safety Clean	Turnout Pants Repair for Lockwood	05/21/2020	41031	99.37
1-2-60254-000	Rapco Industries	Repair Chainsaw Chains	05/21/2020	41035	167.13
1-2-60412-000	Minuteman Press	EMS Standing Order Books (10)	05/07/2020	40985	110.00
1-2-65001-000	Asante Physician Partners	Annual/Med Physical Exams (2)	05/21/2020	41009	522.00
1-2-65005-000	Rogue Community College	Student FF Program Textbooks for Spring Term	05/28/2020	41060	771.00
1-2-65005-000	Rogue Community College	Spring Term Tuition for (6) Students	05/28/2020	41060	11,494.00
1-2-65005-000	Wells Fargo Bank Visa Cards	SC Visa; Student Hornbeck E-Book Rental for Spring Term	05/13/2020	0	45.33
Sub Total Dept 2:					\$120,564.75

Account No	Vendor	Description	GL Date	Check No	Amount
FIRE AND LIFE SAFETY DEPARTMENT					
1-3-58212-000	Regence Blue Cross	June Health Insurance Premium	05/27/2020	0	7,342.80
1-3-58212-000	Special Districts	June Dental, Life, AD&D Insurances	05/21/2020	41038	778.78
1-3-60223-004	Blackbird Shopping Center	Metal Detector/Magnet/Bag for WL Fire Investigations	05/07/2020	40963	179.97
1-3-60223-004	Blackbird Shopping Center	Magnifying Glass/Pin Flags for WL Fire Investigations	05/07/2020	40963	10.98
1-3-60223-004	Coastal - White City	Magnet/Pruner/Tape/Etc for WL Fire Investigations	05/21/2020	41019	100.65
1-3-60223-004	Coastal - White City	Paint for Pin Flags for WL Fire Investigations	05/21/2020	41019	5.29
1-3-60223-004	Coastal - White City	Paint for Pin Flags for WL Fire Investigations	05/21/2020	41019	5.29
1-3-60223-004	Eagle Point Hardware	Smoke Alarm Detector Kit	05/07/2020	40975	58.96
1-3-60223-004	Wells Fargo Bank Visa Cards	JP Visa; Address/Flat Fire Signs (Billed in Error)	05/13/2020	0	1,921.12
1-3-60223-009	Eagle Point Hardware	Roof Supplies for Life Jacket Loaner Station at DB	05/07/2020	40975	13.26
1-3-60223-009	Lowe's Business Acct/Synb	Building Supplies for Life Jacket Loaner Station	05/07/2020	40983	13.73
1-3-60223-009	Lowe's Business Acct/Synb	Building Supplies for Life Jacket Loaner Station	05/07/2020	40983	28.49
1-3-60223-009	Lowe's Business Acct/Synb	Building Supplies for Life Jacket Loaner Station	05/07/2020	40983	115.37
1-3-60223-009	Lowe's Business Acct/Synb	Building Supplies for Life Jacket Loaner Station	05/07/2020	40983	20.41
1-3-60223-009	Lowe's Business Acct/Synb	Smoke Alarms (52)	05/28/2020	41054	695.76
1-3-60223-009	Lowe's Business Acct/Synb	Smoke Alarms (38)	05/28/2020	41054	446.12
1-3-60223-009	Lowe's Business Acct/Synb	Roof Supplies for Life Jacket Loaner Station at DB	05/28/2020	41054	115.83
1-3-60223-009	The Sign Dude	Signage Patches (2) for Life Jacket Loaner Station at DB	05/21/2020	41042	122.80
Sub Total Dept 3:					\$11,975.61

TRAINING DEPARTMENT

1-4-58212-000	Regence Blue Cross	June Health Insurance Premium	05/27/2020	0	3,671.40
1-4-58212-000	Special Districts	June Dental, Life, AD&D Insurances	05/21/2020	41038	398.14
1-4-60223-012	Medford Builders Exchange A, Inc.	Printing of Jul-Dec 2020 18x24 Training Calendars (12)	05/28/2020	41056	36.00
1-4-60223-012	Medford Builders Exchange A, Inc.	Printing of Jul-Dec 2020 24x36 Training Calendars (19)	05/28/2020	41056	114.00
1-4-60223-012	Wells Fargo Bank Visa Cards	JoP Visa; Sidewalk Chalk for Training	05/13/2020	0	24.99
1-4-60223-012	Wells Fargo Bank Visa Cards	JoP Visa; Staples for Roof Sheathing	05/13/2020	0	64.10
1-4-60254-000	Exercise Equipment of Oregon	Annual Preventative Maint on Station Fitness Equipment	05/07/2020	40976	600.00
1-4-60265-000	Exercise Equipment of Oregon	Vision Fitness Treadmill for ADM	05/07/2020	40976	3,673.50
1-4-60412-000	Wells Fargo Bank Visa Cards	SC Visa; IFSTA Pumper Operator Handbook for Eng Anders	05/13/2020	0	66.00
1-4-60412-000	Wells Fargo Bank Visa Cards	SC Visa; IFSTA Aerial Operator Handbook for Eng Anders	05/13/2020	0	101.96
1-4-60412-000	Wells Fargo Bank Visa Cards	SC Visa; Incident Reponse Pocket Guides (20)	05/13/2020	0	58.31
1-4-60455-001	Rogue Community College	Spring 2020 Tuition for Blakely Towards BA Degree	05/28/2020	41060	1,965.00
1-4-60455-004	Wells Fargo Bank Visa Cards	JP Visa; Credit Ldg at OFMA Conf in Newport/Patterson	05/13/2020	0	-155.00
1-4-60455-004	Wells Fargo Bank Visa Cards	SC Visa; Online Certified Fire Inspector I Trng for Simonsen	05/13/2020	0	215.95
1-4-60455-008	First Response LLC	BLS Skills for Ede	05/07/2020	40977	30.00
1-4-60455-008	First Response LLC	BLS Skills for Mattson	05/07/2020	40977	30.00
1-4-60455-008	First Response LLC	BLS Skills for Manning	05/07/2020	40977	30.00
1-4-60455-008	First Response LLC	BLS Skills for Chenoweth	05/07/2020	40977	30.00
1-4-60455-008	First Response LLC	BLS Skills for Downing	05/07/2020	40977	30.00
1-4-60455-008	Wells Fargo Bank Visa Cards	SC Visa; Online BLS Renewal Class for Chenoweth	05/13/2020	0	28.50
1-4-60455-008	Wells Fargo Bank Visa Cards	SC Visa; Online BLS Renewal Class for Mattson	05/13/2020	0	28.50
1-4-60455-008	Wells Fargo Bank Visa Cards	SC Visa; Credit Reg at EMS Conf for Horton (canceled)	05/13/2020	0	-160.00
1-4-60455-008	Wells Fargo Bank Visa Cards	SC Visa; Online BLS Renewal Class for Manning	05/13/2020	0	28.50
Sub Total Dept 4:					\$10,909.85

Account No	Vendor	Description	GL Date	Check No	Amount
STRATEGIC SUPPORT SERVICES DEPARTMENT					
1-5-58212-000	Regence Blue Cross	June Health Insurance Premium	05/27/2020	0	5,507.10
1-5-58212-000	Special Districts	June Dental, Life, AD&D Insurances	05/21/2020	41038	579.71
1-5-58213-000	Buffaloe Graphics	Uniform 1/4 Zip Sweatshirt Embroidery/Logos	05/21/2020	41011	92.00
1-5-58213-000	Buffaloe Graphics	Uniform Jacket Embroidery	05/21/2020	41011	20.00
1-5-58213-000	Buffaloe Graphics	Uniform Polo/Cardigan/Shirts with Embroidery	05/21/2020	41011	118.00
1-5-58213-000	Cascade Fire Equipment	Uniform Nomex Pants (40)	05/21/2020	41013	424.00
1-5-58213-000	L.N. Curtis & Sons	Station Boots for Gordon	05/07/2020	40981	141.90
1-5-58213-000	L.N. Curtis & Sons	Station Boots for Persons	05/07/2020	40981	127.25
1-5-58213-000	L.N. Curtis & Sons	Station Boots for Osorio Perez	05/07/2020	40981	127.25
1-5-58213-000	Wells Fargo Bank Visa Cards	MC Visa; Uniform Vests (2) for CCP-P	05/13/2020	0	76.94
1-5-58213-000	Wells Fargo Bank Visa Cards	MC Visa; Uniform Shirt for CCP-P	05/13/2020	0	44.99
1-5-58213-000	Wells Fargo Bank Visa Cards	MC Visa; Uniform Shirt for CCP-P	05/13/2020	0	39.99
1-5-60221-000	Cintas	April Janitorial Supplies/Laundry Service at GH	05/07/2020	40970	381.72
1-5-60221-000	Cintas	April Janitorial Supplies/Laundry Service at EP	05/07/2020	40970	391.71
1-5-60221-000	Cintas	April Janitorial Supplies/Laundry Service at CP	05/07/2020	40970	329.61
1-5-60221-000	Cintas	April Janitorial Supplies/Laundry Service at WC	05/07/2020	40970	702.44
1-5-60221-000	Cintas	April Janitorial Supplies/Laundry Service at ADM	05/07/2020	40970	112.20
1-5-60221-000	Cintas	April Janitorial Supplies/Laundry Service at TC	05/07/2020	40970	319.05
1-5-60221-000	Cintas	April Janitorial Supplies/Laundry Service at TR	05/07/2020	40970	553.56
1-5-60221-000	Wells Fargo Bank Visa Cards	JoP Visa; Fabric Softener	05/13/2020	0	19.88
1-5-60221-000	Wells Fargo Bank Visa Cards	JoP Visa; Air Freshener	05/13/2020	0	26.98
1-5-60221-000	WCP Solutions	Formula 409 Degreaser	05/07/2020	41002	136.00
1-5-60223-003	Airgas USA, LLC	Refill Medical Oxygen Cylinders (3)	05/21/2020	41008	176.36
1-5-60223-003	Airgas USA, LLC	April Medical Cylinder Rental (CP)	05/21/2020	41008	73.70
1-5-60223-003	Airgas USA, LLC	April Medical Cylinder Rental (WC)	05/21/2020	41008	203.60
1-5-60223-003	Airgas USA, LLC	Refill Medical Oxygen Cylinders (2)	05/21/2020	41008	170.04
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	05/07/2020	40965	139.89
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	05/21/2020	41010	55.74
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	05/21/2020	41010	234.48
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	05/21/2020	41010	1,239.99
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	05/21/2020	41010	153.96
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	05/28/2020	41048	187.11
1-5-60223-003	Life Assist, Inc.	Infrared Non-Contact Thermometers (4)	05/07/2020	40982	441.60
1-5-60223-003	Life Assist, Inc.	Airway Pro-Packs (2)	05/07/2020	40982	419.50
1-5-60223-003	Mercy Flights Inc.	Medical Supplies - Req 1413 Partial	05/21/2020	41030	59.97
1-5-60223-003	Mercy Flights Inc.	Medical Supplies - Req 1404 Final	05/21/2020	41030	13.31
1-5-60223-003	Mercy Flights Inc.	Medical Supplies - Req 1421 Partial	05/21/2020	41030	638.50
1-5-60223-003	Mercy Flights Inc.	Medical Supplies - Req 1419	05/21/2020	41030	239.52
1-5-60223-003	Mercy Flights Inc.	Medical Supplies - Req 1412	05/21/2020	41030	407.57
1-5-60223-003	Wells Fargo Bank Visa Cards	JoP Visa; Medical Supplies	05/13/2020	0	41.99
1-5-60223-003	Wells Fargo Bank Visa Cards	JoP Visa; Medical Supplies	05/13/2020	0	110.25
1-5-60223-003	Wells Fargo Bank Visa Cards	JoP Visa; Medical Supplies	05/13/2020	0	96.95
1-5-60223-003	Wells Fargo Bank Visa Cards	JoP Visa; Medical Supplies	05/13/2020	0	29.22
1-5-60223-003	Wells Fargo Bank Visa Cards	JoP Visa; Credit for Medical Supplies	05/13/2020	0	-46.25
1-5-60223-003	Wells Fargo Bank Visa Cards	JoP Visa; Medical Supplies	05/13/2020	0	11.52
1-5-60223-003	ZOLL Medical Corporation	Thermal Paper for Defibrillator	05/28/2020	41063	59.04
1-5-60223-015	Lowe's Business Acct/Synco	Metal Shelving for ADM	05/07/2020	40983	106.40
1-5-60223-015	Medford Mobile Storage	June Storage Container Rental for Scenic Furnishings	05/21/2020	41029	95.00
1-5-60223-015	Wells Fargo Bank Visa Cards	JP Visa; Kitchen Supplies for Scenic Station	05/13/2020	0	33.45
1-5-60223-015	Wells Fargo Bank Visa Cards	JoP Visa; Metal Shelving (6) for Scenic Station	05/13/2020	0	659.94

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60223-015	Wells Fargo Bank Visa Cards	JoP Visa; Mattress for WC	05/13/2020	0	429.00
1-5-60223-015	Wells Fargo Bank Visa Cards	JoP Visa; Glove Holders/Towel Holder for Scenic Station	05/13/2020	0	71.95
1-5-60223-015	Wells Fargo Bank Visa Cards	JP Visa; Toolbox for EMS Supplies at Scenic Station	05/13/2020	0	1,199.99
1-5-60223-016	Coastal - White City	BBQ Brush for TR	05/21/2020	41019	10.99
1-5-60223-016	Coastal - White City	Spray Lubricant	05/21/2020	41019	7.49
1-5-60223-016	Eagle Point Hardware	Drill Set/Circular Saw for CP	05/07/2020	40975	199.99
1-5-60223-016	Eagle Point Hardware	Supplies for Warehouse	05/07/2020	40975	39.14
1-5-60223-016	Lowe's Business Acct/Synch	Space Heater for CAO Office	05/28/2020	41054	47.56
1-5-60230-000	Hays Oil Co.	Fill WC Fuel Tank (532 Gal Diesel)	05/21/2020	41023	680.16
1-5-60230-000	Hays Oil Co.	Fill EP Fuel Tank (200 Gal Diesel)	05/21/2020	41023	283.62
1-5-60230-000	Marc Nelson Oil Products, Inc.	Fuel	05/21/2020	41028	589.17
1-5-60230-000	Marc Nelson Oil Products, Inc.	Fuel	05/28/2020	41055	547.07
1-5-60230-000	Napa Auto Parts	Diesel Exhaust Fluid	05/07/2020	40989	126.60
1-5-60250-000	Burns Auto Works, Inc.	Cargo Tie Down Strap in SV17-01	05/07/2020	40967	65.00
1-5-60250-000	Crater Car Wash	April Car Washes (4)	05/07/2020	40973	12.00
1-5-60250-000	Eagle Point Hardware	D-Rings for SV17-01	05/07/2020	40975	5.58
1-5-60250-000	Interstate Batteries of the Rogue River	Battery for SV38-01	05/21/2020	41025	209.90
1-5-60250-000	MyFleetCenter.com	Oil Service on SV17-02	05/07/2020	40988	54.26
1-5-60250-000	MyFleetCenter.com	Oil Service on SV11-03	05/07/2020	40988	147.40
1-5-60250-000	City of Medford	Service on SE97-01	05/21/2020	41017	814.05
1-5-60250-000	City of Medford	Service on TN94-01	05/21/2020	41017	1,097.73
1-5-60250-000	City of Medford	Service on LT01-01	05/21/2020	41017	1,085.84
1-5-60250-000	City of Medford	Service on TN13-02	05/21/2020	41017	55.70
1-5-60250-000	City of Medford	Service on SE99-01	05/21/2020	41017	5,481.85
1-5-60250-000	City of Medford	Service on SE02-01	05/21/2020	41017	5,094.19
1-5-60250-000	City of Medford	Service on WL97-01	05/21/2020	41017	775.79
1-5-60250-000	City of Medford	Service on WL96-01	05/21/2020	41017	994.24
1-5-60250-000	City of Medford	Service on TN17-01	05/21/2020	41017	1,358.30
1-5-60250-000	City of Medford	Service on TN13-01	05/21/2020	41017	2,923.29
1-5-60250-000	City of Medford	Service on WL03-01	05/21/2020	41017	817.00
1-5-60250-000	City of Medford	Service on SE08-01	05/21/2020	41017	674.50
1-5-60250-000	City of Medford	Service on TN91-01	05/21/2020	41017	2,183.78
1-5-60250-000	City of Medford	Service on SE18-02	05/21/2020	41017	1,804.38
1-5-60250-000	City of Medford	Fuel	05/21/2020	41017	70.33
1-5-60250-000	City of Medford	Service on SE14-02	05/21/2020	41017	801.86
1-5-60250-000	Wells Fargo Bank Visa Cards	JuB Visa; Safety Barrier for SV17-01	05/13/2020	0	109.95
1-5-60251-110	Northern Pacific Landscape	April Landscape Maint at WC	05/07/2020	40990	240.00
1-5-60251-110	Pathway Enterprises, Inc.	WC Classroom Cleaning for April	05/21/2020	41034	32.48
1-5-60251-110	Statewide Sales and Service Inc	Sweep Parking Lot at WC	05/07/2020	40998	70.88
1-5-60251-110	Wells Fargo Bank Visa Cards	JoP Visa; Switch for Water Heater at CP	05/13/2020	0	114.24
1-5-60251-110	Wells Fargo Bank Visa Cards	JoP Visa; Vent Blower Motor for the Tower Heater	05/13/2020	0	296.00
1-5-60251-111	Northern Pacific Landscape	April Landscape Maint at CP	05/07/2020	40990	140.00
1-5-60251-111	Statewide Sales and Service Inc	Sweep Parking Lot at CP	05/21/2020	41040	47.25
1-5-60251-111	Wells Fargo Bank Visa Cards	JoP Visa; Roof Sealant/Masonry Blade for CP	05/13/2020	0	65.50
1-5-60251-111	Wells Fargo Bank Visa Cards	JoP Visa; Roof Flashing for CP	05/13/2020	0	75.00
1-5-60251-113	Batteries Plus	Battery for Emergency Lighting at SV	05/28/2020	41047	36.95
1-5-60251-113	Jerome J Dean Construction	Replace Fascia/Seal Gutter at SV	05/21/2020	41026	387.00
1-5-60251-113	Northern Pacific Landscape	Jan-Mar Landscape Maint at SV	05/07/2020	40990	120.00
1-5-60251-114	Northern Pacific Landscape	April Landscape Maint at GH	05/07/2020	40990	120.00
1-5-60251-115	Northern Pacific Landscape	Jan-Mar Landscape Maint at AL	05/07/2020	40990	120.00
1-5-60251-116	Eagle Point Hardware	Concrete Crack Repair for EP	05/07/2020	40975	12.99

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60251-116	Northern Pacific Landscape	Irrigation Repair at EP	05/07/2020	40990	20.00
1-5-60251-116	Northern Pacific Landscape	April Landscape Maint at EP	05/07/2020	40990	120.00
1-5-60251-116	Statewide Sales and Service Inc	Sweep Parking Lot at EP	05/21/2020	41040	47.25
1-5-60251-118	Don's Lock, LLC	Master Keys (22) for Scenic Station	05/21/2020	41022	330.00
1-5-60251-118	Northern Pacific Landscape	Irrigation Repair at CPS	05/07/2020	40990	80.00
1-5-60251-120	Pathway Enterprises, Inc.	TC Janitorial for April	05/21/2020	41034	77.96
1-5-60251-120	Statewide Sales and Service Inc	Sweep Parking Lot at TC	05/07/2020	40998	183.75
1-5-60251-121	Northern Pacific Landscape	April Landscape Maint at ADM	05/07/2020	40990	120.00
1-5-60251-121	Pacific Power Group, LLC	Repair Transfer Switch on Generator at ADM	05/07/2020	40992	129.85
1-5-60251-121	Pathway Enterprises, Inc.	ADM Janitorial for April	05/21/2020	41034	562.77
1-5-60251-121	Statewide Sales and Service Inc	Sweep Parking Lot at ADM	05/07/2020	40998	70.87
1-5-60251-123	Pathway Enterprises, Inc.	FSC Janitorial for April	05/21/2020	41034	253.08
1-5-60251-123	Wells Fargo Bank Visa Cards	JoP Visa; New Office Door at FSC (Billed In Error)	05/13/2020	0	363.48
1-5-60270-000	SOS Alarm	Fire Sprinkler Alarm Monitoring (May-Oct)	05/07/2020	40997	720.00
1-5-60500-110	Avista	Natural Gas (WC)	05/07/2020	40961	616.36
1-5-60500-110	Charter Communications	Cable TV Service (WC)	05/07/2020	40969	113.54
1-5-60500-110	Hunter Communications	Internet Fiber Connection (WC)	05/07/2020	40980	148.74
1-5-60500-110	Medford Water Commission	Water (WC)	05/07/2020	40984	266.31
1-5-60500-110	Pacific Power	Electricity (WC)	05/21/2020	41033	815.63
1-5-60500-110	Rogue Disposal & Recycling, Inc.	Garbage (WC)	05/21/2020	41036	271.86
1-5-60500-110	Rogue Valley Sewer Services	Sewer (WC)	05/07/2020	40993	149.27
1-5-60500-111	Avista	Natural Gas (CP)	05/07/2020	40961	253.33
1-5-60500-111	City of Central Point	Water (CP)	05/07/2020	40971	197.70
1-5-60500-111	City of Central Point	Water (CP)	05/28/2020	41050	205.49
1-5-60500-111	CenturyLink	Telephone (CP)	05/21/2020	41016	315.91
1-5-60500-111	Charter Communications	Digital Cable Receiver Rental (CP)	05/07/2020	40969	22.70
1-5-60500-111	Hunter Communications	Internet Fiber Connection (CP)	05/07/2020	40980	276.24
1-5-60500-111	Pacific Power	Electricity (CP) April	05/21/2020	41033	380.86
1-5-60500-111	Pacific Power	Electricity (CP) March	05/21/2020	41033	409.09
1-5-60500-111	Rogue Disposal & Recycling, Inc.	Garbage (CP)	05/21/2020	41036	150.32
1-5-60500-111	Rogue Valley Sewer Services	Sewer (CP)	05/07/2020	40993	27.75
1-5-60500-112	CenturyLink	Telephone (DB)	05/21/2020	41015	122.37
1-5-60500-112	CenturyLink	DSL Internet (DB)	05/21/2020	41015	19.98
1-5-60500-112	Pacific Power	Electricity (DB)	05/21/2020	41033	156.36
1-5-60500-112	Pacific Power	Electricity (DB Mobile 2)	05/21/2020	41033	76.63
1-5-60500-112	Pacific Power	Electricity (DB Mobile 1)	05/21/2020	41033	125.68
1-5-60500-112	So Oregon Sanitation, Inc	Garbage (DB)	05/07/2020	40996	106.68
1-5-60500-113	Blue Star Gas	Propane (SV) 220 Gal	05/07/2020	40964	718.68
1-5-60500-113	CenturyLink	May Internet (SV)	05/21/2020	41016	44.40
1-5-60500-113	CenturyLink	Telephone (SV)	05/21/2020	41016	68.77
1-5-60500-113	Pacific Power	Electricity (SV Mobile 1)	05/21/2020	41033	37.48
1-5-60500-113	Pacific Power	Electricity (SV)	05/21/2020	41033	81.07
1-5-60500-113	So Oregon Sanitation, Inc	Garbage (SV)	05/07/2020	40996	51.64
1-5-60500-114	Avista	Natural Gas (GH)	05/07/2020	40961	272.64
1-5-60500-114	CenturyLink	Telephone (GH)	05/21/2020	41016	182.73
1-5-60500-114	Charter Communications	Digital Cable Receiver Rental (GH)	05/07/2020	40969	22.70
1-5-60500-114	Charter Communications	Internet Service (GH)	05/07/2020	40969	99.98
1-5-60500-114	Pacific Power	Electricity (GH)	05/21/2020	41033	268.33
1-5-60500-114	So Oregon Sanitation, Inc	Garbage (GH)	05/07/2020	40996	44.89
1-5-60500-115	Blue Star Gas	Propane (AL) 260 Gal	05/07/2020	40964	847.44
1-5-60500-115	CenturyLink	Telephone (AL)	05/21/2020	41015	72.99

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60500-115	Pacific Power	Electricity (AL Mobile 1)	05/21/2020	41033	61.39
1-5-60500-115	Pacific Power	Electricity (AL)	05/21/2020	41033	123.59
1-5-60500-116	Avista	Natural Gas (EP)	05/07/2020	40961	206.01
1-5-60500-116	CenturyLink	Telephone (EP)	05/21/2020	41015	380.68
1-5-60500-116	Charter Communications	Cable TV Service (EP)	05/07/2020	40969	106.12
1-5-60500-116	City of Eagle Point	Water/Sewer (EP)	05/07/2020	40972	119.78
1-5-60500-116	Hunter Communications	Internet Fiber Connection (EP)	05/07/2020	40980	276.24
1-5-60500-116	Pacific Power	Electricity (EP)	05/21/2020	41033	535.63
1-5-60500-116	So Oregon Sanitation, Inc	Garbage (EP)	05/07/2020	40996	104.87
1-5-60500-117	Avista	Natural Gas (TR)	05/07/2020	40961	230.01
1-5-60500-117	City of Central Point	Water (TR)	05/07/2020	40971	36.79
1-5-60500-117	City of Central Point	Water (TR)	05/28/2020	41050	36.97
1-5-60500-117	Charter Communications	Cable/Internet/Voice Services (TR)	05/07/2020	40969	224.17
1-5-60500-117	Pacific Power	Electricity (TR) April	05/21/2020	41033	239.79
1-5-60500-117	Pacific Power	Electricity (TR) March	05/21/2020	41033	258.12
1-5-60500-117	Rogue Disposal & Recycling, Inc.	Garbage (TR)	05/21/2020	41036	151.58
1-5-60500-117	Rogue Valley Sewer Services	Sewer (TR)	05/07/2020	40993	22.58
1-5-60500-118	City of Central Point	Water (CPS)	05/07/2020	40971	142.11
1-5-60500-118	City of Central Point	Water (CPS)	05/28/2020	41050	175.15
1-5-60500-118	Pacific Power	Electricity (CPS)	05/21/2020	41033	235.46
1-5-60500-118	Rogue Valley Sewer Services	Sewer (CPS)	05/07/2020	40993	22.58
1-5-60500-120	Avista	Natural Gas (TC)	05/07/2020	40961	333.41
1-5-60500-120	Medford Water Commission	Water (TC)	05/07/2020	40984	1,000.43
1-5-60500-120	Pacific Power	Electricity (SIM)	05/21/2020	41033	68.98
1-5-60500-120	Rogue Valley Sewer Services	Sewer (TC)	05/07/2020	40993	128.67
1-5-60500-121	CenturyLink	Telephone (Alarm System & 911)	05/21/2020	41015	183.60
1-5-60500-121	CenturyLink	Telephone (ADM)	05/21/2020	41015	1,210.67
1-5-60500-121	Charter Communications	Cable TV Service (ADM)	05/07/2020	40969	105.10
1-5-60500-121	Hunter Communications	Internet Fiber Connection (ADM)	05/07/2020	40980	148.73
1-5-60500-121	Medford Water Commission	Water (ADM)	05/07/2020	40984	99.48
1-5-60500-121	Pacific Power	Electricity (ADM)	05/21/2020	41033	1,277.23
1-5-60500-123	Avista	Natural Gas (FSC)	05/07/2020	40961	53.58
1-5-60500-123	Pacific Power	Electricity (FSC)	05/21/2020	41033	98.35
1-5-60500-123	Rogue Valley Sewer Services	Sewer (FSC)	05/07/2020	40993	189.05
Sub Total Dept 5:					\$68,781.02

TECHNOLOGY DEPARTMENT

1-7-58212-000	Regence Blue Cross	June Health Insurance Premium	05/27/2020	0	1,003.50
1-7-58212-000	Special Districts	June Dental, Life, AD&D Insurances	05/21/2020	41038	139.07
1-7-60223-011	Kelley Connect	Mitel Installation Equipment at EP	05/28/2020	41053	3,231.06
1-7-60223-011	Wells Fargo Bank Visa Cards	JuB Visa; Paramedic Protocol Licenses (5)	05/13/2020	0	49.95
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Cat 6 Cables for Scenic Station	05/13/2020	0	74.47
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Shoretel IP655 Phone for Emerg Command Ctr	05/13/2020	0	399.99
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Mitel Phones (3) for Scenic Station	05/13/2020	0	474.00
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; iPhone Cases (2)	05/13/2020	0	119.98
1-7-60223-011	Wells Fargo Bank Visa Cards	JuB Visa; Simushare Apps (5)	05/13/2020	0	49.95
1-7-60223-011	Wells Fargo Bank Visa Cards	JuB Visa; Med Spanish Apps (5)	05/13/2020	0	29.95
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Otterbox for CCP-P iPhone	05/13/2020	0	49.99
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Shoretel External Mic for Emerg Command Ctr	05/13/2020	0	183.74
1-7-60223-013	Motorola Solutions, Inc.	Mobile Radio Equipment for COVID-19 ICP	05/07/2020	40986	4,435.48

Account No	Vendor	Description	GL Date	Check No	Amount
1-7-60240-000	Kelley Connect	Additional Mitel Licenses (5)	05/28/2020	41053	499.74
1-7-60240-000	CrewSense, LLC.	CrewSense Pro Monthly Support Contract (May)	05/07/2020	40974	262.99
1-7-60240-000	Backdraft OpCo, LLC	Records Management System (Jun)	05/07/2020	40962	259.00
1-7-60240-000	Rain Networks	Additional Trend Licenses (5)	05/28/2020	41059	125.30
1-7-60240-000	Springbrook Software LLC	Payroll Employee Self-Service Module	05/21/2020	41039	2,670.00
1-7-60252-000	Canon Financial Services, Inc.	Maint/Copies on Adm Copier (May)	05/21/2020	41012	136.66
1-7-60252-000	Canon Financial Services, Inc.	Copy Charges (4/1/20 - 4/30/20)	05/21/2020	41012	553.61
1-7-60253-000	Day Wireless Systems	Control Head for Portable Radio	05/21/2020	41021	181.25
1-7-60290-000	Verizon Wireless	April Cellular and Data Charges	05/07/2020	41001	2,309.27
Sub Total Dept 7:					\$17,238.95

NON DEPARTMENTAL

Sub Total Dept 9: \$0.00

Total General Fund: \$255,823.57

CAPITAL PROJECTS FUND

5-8-70531-000	Motorola Solutions, Inc.	Mobile Radio Equipment for Interface Type 3 Engine	05/28/2020	41057	11,036.14
5-8-70532-000	City of Central Point	Fire Suppression Meter Fee for Scenic Station	05/28/2020	41051	1,676.87
5-8-70532-000	CenturyLink	Relocation of Communication Lines/Poles for Scenic Station	05/07/2020	40968	10,048.00
5-8-70533-000	Adroit Construction Co., Inc.	Scenic Station - CO16	05/21/2020	41007	15,544.38
5-8-70533-000	Adroit Construction Co., Inc.	Scenic Station Construction - PP10	05/21/2020	41007	258,560.99
5-8-70533-000	Adroit Construction Co., Inc.	Scenic Station - CO15	05/21/2020	41007	14,888.01
Total Capital Projects Fund:					\$311,754.39

Total All Funds: \$567,577.96



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SERVICES WE OFFER

Loss Control Evaluation

Compliance with Americans with Disabilities Act (ADA) in hiring

New Hire Application Forms & Procedures

Monthly Claims Review

Unit Stat Review

Experience Modifier Calculation

CompTips

Assist with OSHA Compliance

Hazard Communication

Safety Committees

Substance Abuse Programs

Written Job Descriptions

Competitive Quotes and Plan Comparisons

Road Observation Reports

“Safety Talks” for Safety Committees

Class Code Review

\$2,000 Nondisabling Claims Reimbursement Analysis

PROGRAM INFORMATION

The following pages constitute what we refer to as a **Proposal of Insurance**.

The coverage, definitions and limits explained hereafter is a simplified outline of the insurance policies we recommend.

THE POLICY ITSELF SHOULD BE USED AND READ FOR EXACT COVERAGES, DEFINITIONS, CONDITIONS AND EXCLUSIONS PERTAINING TO YOUR SPECIFIC INSURANCE PROGRAM, COVERAGE MAY DIFFER BY STATE

WORKERS' COMPENSATION COVERAGE

EFFECTIVE DATES

7/01/2020 - 7/01/2021

STATES COVERED

Oregon

LIMITS OF INSURANCE

Workers' Compensation Insurance: Part One

Exclusive Remedy means that if any injury is work related, it is covered, regardless of who is at fault. The employee cannot sue the employer for workplace accidents and illnesses and the employer cannot frivolously deny claims.

Employers Liability: Part Two

Bodily Injury by Accident	\$1,000,000 each accident
Bodily Injury by Disease	\$1,000,000 each employee
Bodily Injury by Disease	\$1,000,000 policy limit

Employers Liability coverage protects your company should an employee claim that his or her injury or illness was caused by your company's negligence or failure to provide a safe workplace.

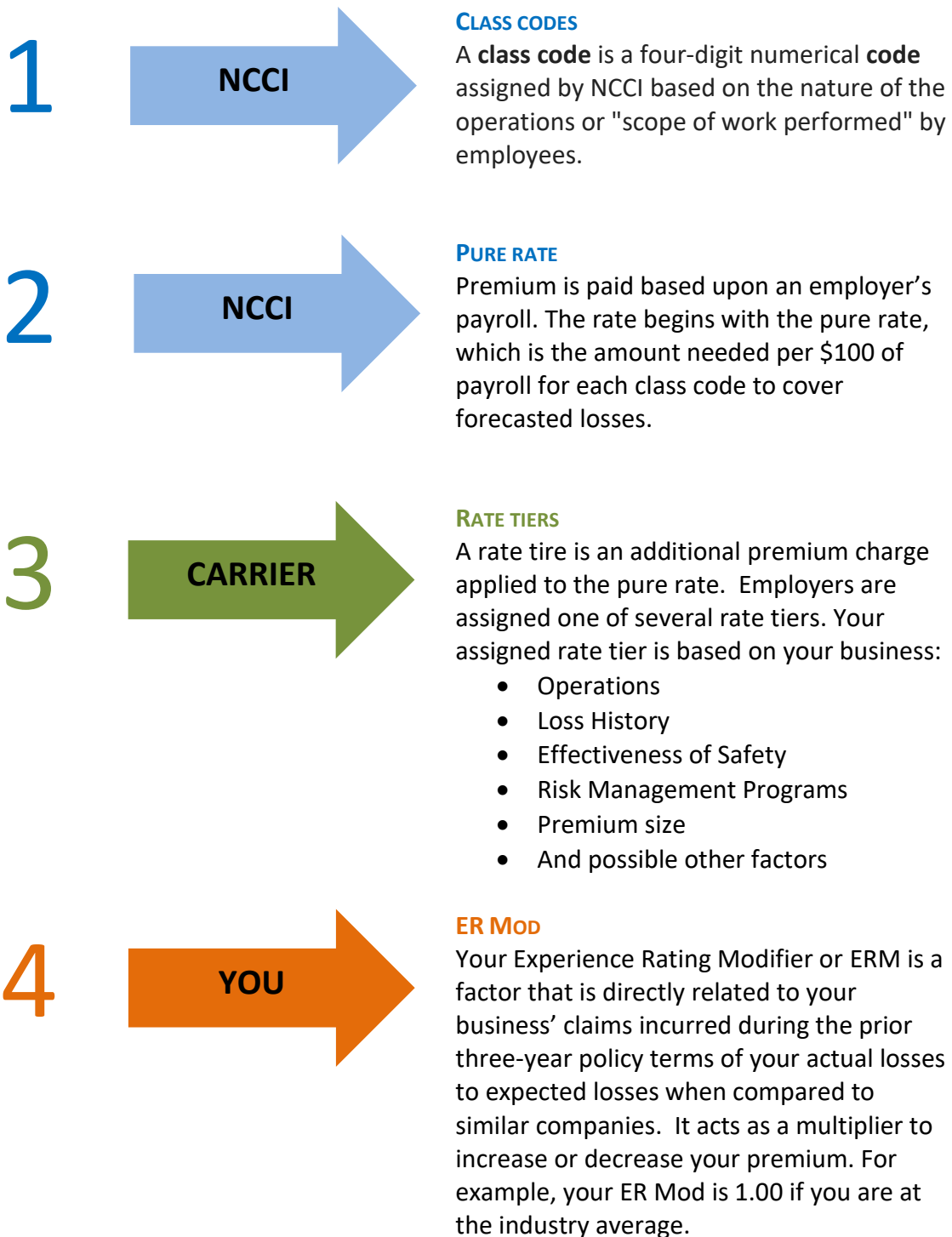
PREMIUM BASIS (Auditable)

Remuneration

PREFERRED WORKERS

None

UNDERSTANDING YOUR RATES



LOSS HISTORY SUMMARY

<u>Policy Year</u>	<u># of Claims</u>	<u>Incurred Losses</u>
2019*	3	\$9,112
2018	9	\$16,723
2017	6	\$0
2016	10	\$27,278
2015	<u>4</u>	<u>\$6,324</u>
Total:	32	\$59,438

2019
.68

2020
.69

Average Number of Claims	6.4
Average Cost per Claim	\$1,857
Average Cost per Year	\$11,888

**Claims list as of 06/10/2020*

PURE PREMIUM RATE HISTORY

PURE PREMIUM is the estimated rate per \$100 of payroll that it will take to pay for claims. To determine the rates they charge the policyholder, the insurance carrier multiplies the pure rate by a factor (expense load factor) to allow for risk, profit and overhead. Pure premiums are calculated by the National Council on Compensation Insurance (NCCI). Expense Loading Factors and Pure Rates are approved by the Oregon Department of Consumer and Business Services (DCBS).

7710 Firefighters & Drivers

'89	'90	'91	'92	'93	'94	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	% Chg
4.60	5.33	3.64	2.69	2.69	2.39	1.94	1.98	1.78	1.64	1.70	1.90	2.04	2.21	2.54	2.71	2.78	3.13	2.86	2.54	2.45	2.75	3.05	3.01	3.06	3.23	3.32	2.95	3.04	2.42	2.29	2.17	-5.24%

8411 Municipal Volunteers/Firefighters

'89	'90	'91	'92	'93	'94	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	% Chg
1.13	1.15	1.01	0.83	0.87	0.84	0.73	0.81	0.75	0.65	0.64	0.62	0.64	0.62	0.59	0.55	0.54	0.69	0.65	0.64	0.62	0.68	0.64	0.67	0.78	0.92	1.08	1.27	1.22	0.85	0.75	0.65	-13.33%

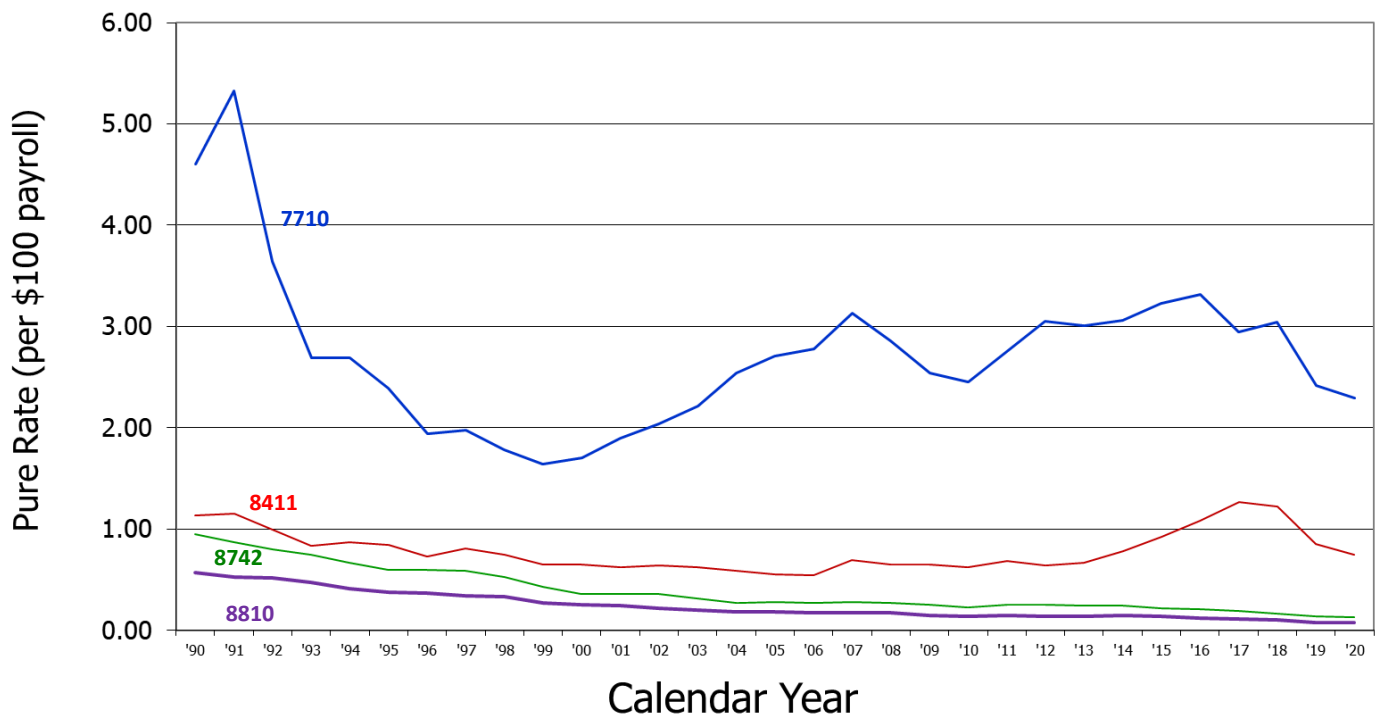
8742 Outside Salesperson

'89	'90	'91	'92	'93	'94	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	% Chg
0.95	0.87	0.80	0.75	0.67	0.60	0.60	0.59	0.53	0.43	0.36	0.36	0.36	0.31	0.27	0.28	0.27	0.28	0.27	0.25	0.23	0.25	0.25	0.24	0.24	0.22	0.21	0.19	0.18	0.14	0.13	0.13	0.00%

8810 Office Clerical

'89	'90	'91	'92	'93	'94	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	% Chg
0.95	0.87	0.80	0.75	0.67	0.60	0.60	0.59	0.53	0.43	0.36	0.36	0.36	0.31	0.27	0.28	0.27	0.28	0.27	0.25	0.23	0.25	0.14	0.14	0.15	0.14	0.12	0.11	0.10	0.08	0.08	0.07	-12.50%

Pure Premium Rate History



2020 SDAO RENEWAL QUOTE

Coverage Period: 7/1/2020 through 6/30/2021

Named Participant

Jackson County Fire District #3
8383 Agate Rd
White City, OR 97503

Agent of Record

WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Class	Description	2020 - 2021 Rate	2020 - 2021 Estimated Payroll	2020 - 2021 Contribution
7705	Ambulance Service Companies and EMS Providers and Drivers	2.65	\$87,500.00	\$2,315.25
7710	Firefighters	2.34	\$5,599,500.00	\$131,229.88
8411	Municipal Volunteers- Firefighters and Police	0.70	\$360,000.00	\$2,527.20
8742	Director/Sales/Collectors	0.14	\$936,700.00	\$1,315.13
8742B	Board Member Coverage	0.14	\$2,400.00	\$3.37
8810	Clerical Office Employee	0.08	\$547,400.00	\$413.83

Multi-Line Discount applied to SDIS
Property/Casualty Contribution*

\$3,088.33

**Payment Due
August 1, 2020**

Manual Contribution:	\$137,804.66
Experience Modification: x	0.69
Modified Contribution: =	\$95,085.22
Contribution Volume Credit: -	\$14,940.34
Underwriting Adjustment: x	1.00
Terrorism Exposure Contribution: +	\$753.35
Standard Contribution: =	\$80,898.23
State Assessment 8.5%: +	\$6,876.35
Estimated Workers' Compensation: =	\$87,774.58
\$1,000,000.00 Employers Liability Coverage: +	\$0.00
Safety Net Coverages (See Next Page) +	\$4,388.73
Net of Commission Discount: -	\$0.00
Pro Rate Factor: x	1.00000
Contribution: =	\$92,163.31

*This discount is applied to your SDIS Property/Casualty Contribution and does not reduce the amount of your Workers Compensation Contribution. This discount will not be applied to your Property/Casualty Contribution if your district is not a member of the SDIS Workers Compensation Program.

Select one of the following payment plans:

Quarterly Discounted Payment Plan	\$91,241.68
\$22,810.42 Due by August 1, 2020	
\$22,810.42 Due by October 1, 2020	
\$22,810.42 Due by January 1, 2021	
\$22,810.42 Due by April 1, 2021	
Annual Discounted Payment Plan - payment made prior to August 1, 2020	\$88,937.59
No Discount - payment made on due date of August 1, 2020	\$92,163.31

WEB-SITE FEATURES

Web-site Features

SDAO's website provides current information, which will help you manage your Workers' Compensation program. The information listed below is easy to access and is protected by your security password. Here are some of its features:

Printable Forms

- Employer at Injury Brochure
- 801 Claim Form
- \$2,000 Medical Reimbursement Election form

To Access SDAO Online

- Go to www.sdao.com
- Complete the log-in for new user and then submit it to SDAO. SDAO will then verify your information, set up your User ID and password and email it to you.
- Once you receive your User ID and password, you can access the SDAO website.

JACKSON COUNTY FIRE DISTRICT 3



RESOLUTION NO. 20-04

IN THE MATTER OF AUTHORIZING THE SALARY AND BENEFITS SCHEDULE FOR FISCAL YEAR 2020-2021 (IAFF Local 1817 - Firefighter Bargaining Unit Personnel)

WHEREAS, it is the duty and responsibility of the Board of Directors of Jackson County Fire District 3 to annually establish salaries of personnel who are members of the Firefighter Bargaining Unit; and

WHEREAS, the Board also approves the number of positions to be staffed each year; and

WHEREAS, the salaries and benefits were determined through a labor-management collective bargaining process for a three-year period starting July 1, 2020 through June 30, 2023; and

WHEREAS, the cost of living adjustment (COLA) effective July 1, 2020 per the labor agreement is a 1.5% increase for all identified positions.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Jackson County Fire District 3 does hereby adopt this resolution recognizing benefits herein and within the labor agreement and establishing salary schedules effective July 1, 2020, through June 30, 2021, as follows:

POSITION	FTE	A	B	C	D	E
Battalion Chief (56 Hour)	3	7,759	8,147	8,554	8,982	9,431
Fire Captain (56 Hour)	13	7,189	7,549	7,926	8,322	8,739
Deputy Fire Marshal (40 Hour)	02	7,189	7,549	7,926	8,322	8,739
Fire Engineer (56 Hour)	12	6,249	6,562	6,890	7,234	7,596
Firefighter (56 Hour)	20	5,657	5,939	6,236	6,548	6,876
Community Care Provider - Paramedic (40 Hour)	02	3,999	4,199	4,409	4,629	4,861
Community Care Provider - EMT (40 Hour)	02	3,026	3,177	3,336	3,503	3,678

Date adopted: June 18, 2020

BOARD OF DIRECTORS

BOARD OF DIRECTORS

JACKSON COUNTY FIRE DISTRICT 3



RESOLUTION NO. 20-05

IN THE MATTER OF AUTHORIZING THE SALARY AND BENEFITS SCHEDULE FOR NON-BARGAINING PERSONNEL FISCAL YEAR 2020-2021

WHEREAS, it is the duty and responsibility of the Board of Directors of Jackson County Fire District 3 to annually establish the number of positions, salaries, and benefits for administrative and clerical personnel in the non-bargaining group; and

WHEREAS, employees generally receive time-in-grade pay increases following 12 months of service across each step; and

WHEREAS, the District recognizes administrative working hours to be a four (4) day, ten (10) hour day work week that includes a one (1) hour compensable lunch; and

WHEREAS, salaries for the 2020/21 fiscal year represent a 1.5% cost of living adjustment.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Jackson County Fire District 3 does hereby adopt this resolution establishing the salary schedules and benefits as identified to become effective July 1, 2020, through June 30, 2021, as follows for full-time equivalent employees:

POSITION	FTE	A	B	C	D	E
Deputy Chief of Operations	1	9,346	9,813	10,304	10,819	11,360
Deputy Chief of Strategic Services	1	9,346	9,813	10,304	10,819	11,360
Chief Administrative Officer	1	8,955	9,403	9,873	10,366	10,885
Fire Marshal	1	8,529	8,956	9,404	9,874	10,368
Division Chief of Training and Safety	1	8,529	8,956	9,404	9,874	10,368
Information Tech Administrator	1	6,846	7,188	7,548	7,925	8,322
Executive Assistant	1	4,386	4,605	4,835	5,077	5,331
Finance Assistant	1	4,254	4,467	4,690	4,924	5,171
Facilities/Logistics Technician	1	4,254	4,467	4,690	4,924	5,171
Administrative Assistant	3	3,867	4,061	4,264	4,477	4,701

Jackson County Fire District 3 - RESOLUTION NO. 20-05

SICK LEAVE: Full-time employees shall accrue 138 hours of sick leave for each pay period worked and it shall be accumulative.

DEATH OF A FAMILY MEMBER: Full-time employees shall be granted leave with pay in accordance with the District personnel policy on bereavement leave.

DEATH IN THE LINE OF DUTY: In the event an employee is killed in the line of duty, or dies as a result of injury or illness acquired in the line of duty, the District shall pay the full cost of health, dental, and vision insurance for a surviving spouse and children for three (3) years after the employee's death, or until remarriage or until the child reaches age 21, whichever occurs first.

LONGEVITY: Full-time employees hired before July 1, 2010 are entitled to longevity pay in accordance with the following schedule, paid annually in June:

Years of Employment	Percentage of Base Salary
9 -13 Years	1.25%
14 -18 Years	2.50%
19 + Years	3.75%

HOLIDAYS: Full-time employees are provided seven (7) paid holidays or 70 hours per year. Authorized holidays are as follows:

New Year's Day	Veterans Day
Memorial Day	Thanksgiving Day
Fourth of July	Christmas Day
Labor Day	

PERSONAL LEAVE DAYS: The District provides 30 hours of personal leave to full-time employees to provide flexibility for personal business and Federal holidays not recognized by the District. These hours will be posted annually on July 1st to the employee's personal leave accrual. Hours must be utilized by June 30th or they will be forfeited.

VACATION: Full-time employees shall accrue vacation as follows:

Years Employed	0-2 years	3-4 years	5-9 years	10-15 years	16-20 years	21+ Years
Annual Accrual (40 Hour)	72	120	152	188	224	256
Annual Accrual (56 Hour)	96	168	216	264	312	360

The maximum accrual for each employee is three (3) years (3 x the annual accrual). Accruals exceeding the maximum will be forfeited. Those employees hired after July 1, 2008 will only be able to accrue up to two (2) years of vacation. Probationary employees can utilize accrued vacation no earlier than six (6) months of employment, unless earlier use is approved by the Fire Chief at time of hiring.

Jackson County Fire District 3 - RESOLUTION NO. 20-05

COMPENSATORY TIME: Compensatory time will be allowed in lieu of overtime for hours worked in excess of 40 during the regular work week for the positions of Executive Assistant, Finance Assistant, Administrative Assistant, and Facilities/Logistics Technician. For purposes of determining hours worked in excess of 40, accrued leave hours will be considered as hours worked. Compensatory time will be calculated at 1.5 hours for each hour worked, with 60 hours being the maximum allowable to accrue (equal to 40 overtime hours worked). All compensatory time must be pre-approved and may not be converted to a cash payment, unless the employment terminates with the District.

INSURANCE: The District shall pay 95% of the monthly premium for medical, dental, vision, and prescription coverage for full-time employees and their eligible dependents. The employee shall pay 5% of the monthly premium. The District shall provide long-term disability (LTD) insurance and life insurance for full-time positions in the amount of \$50,000.

HRA-VEBA: The District will make a monthly contribution into a District sanctioned HRA-VEBA account for each employee of 5% per month, based on the "E" step firefighter wage (\$6,876). The monthly amount equates to \$344 and will be paid semi-monthly.

RETIREMENT: The District shall pay the employer's contribution for employees who are eligible to participate in the Oregon Public Employees Retirement System (PERS). Employees pay their 6% contribution pre-tax.

EDUCATION INCENTIVE: The District shall establish an educational incentive of 3.5% for an Associate's Degree and 5% for a Bachelor's Degree of base salary for all positions.

EMS INCENTIVE: The District will pay Chief Officers an EMS Incentive of 5% for an intermediate or paramedic certification based on the "E" Step Firefighter range (\$344/month).

TECHNOLOGY STIPEND: The District will provide a \$65 per month technology stipend for use of a personal cellular device to conduct required District business for the positions of Deputy Chief, Chief Administrative Officer, Fire Marshal, Division Chief, Information Technology Administrator, and Facilities/Logistics Technician.

STAFF CHIEF'S OVERTIME: Staff Chiefs qualified to work as a shift battalion chief will be eligible to work the duty shift battalion position outside of their normal work hours and shall be compensated at the "E" step shift BC hourly rate times 1.5.

Staff Chiefs working on an Incident Management Team shall receive overtime at their base rate times 1.5 for hours that are reimbursable by the Team's administrator. Approval to participate must be obtained from the Fire Chief.

DUTY OFFICER/FIRE INVESTIGATOR/FIRE DEFENSE BOARD ACCRUAL: Staff Chiefs will receive ten hours of accrued time for each week they serve as the District Duty Officer, Fire Investigator, or Fire Defense Board Chief. Such leave will be posted to the employee's DO accrual bank. Hours not utilized in time off during the fiscal year will be paid out to the employee on the last payroll in June at the employee's regular hourly rate. Hours are not permitted to carry forward into the ensuing fiscal year.

UNIFORMS: The District will provide uniforms for the positions of Deputy Chief, Fire Marshal, and Division Chief.

LIABILITY UMBRELLA: The District shall reimburse a maximum of \$150 annually for a personal liability umbrella for the positions of Deputy Chief, Fire Marshal, and Division Chief.

Jackson County Fire District 3 - RESOLUTION NO. 20-05

DEFERRED COMPENSATION: The District will make a contribution into a sanctioned 401(a) Deferred Compensation Plan based on position and years of service, so long as the employee is also contributing at least the same amount under both benefits, commencing after the employee's probationary period (one year of service):

Position Based Contribution	Percentage of Base Salary
Deputy Chief Chief Administrative Officer Fire Marshal Division Chief	4%
Information Technology Administrator Community Engagement Coordinator	2.5%
Executive Assistant Finance Assistant Facilities/Logistics Technician Administrative Assistant	1%

Years of Employment Based Contribution	Percentage of Base Salary
1-4 Years	1%
5-9 Years	2%
10-15 Years	3%
16-20 Years	4%
21+ Years	5%

PHYSICAL FITNESS: The District will offer 40-hour employees paid time, 30 minutes per day; 3 days per week for the purpose of maintaining fitness conducted on District premises.

VACATION SELL BACK: The District will allow full-time employees to sell back accrued vacation leave in accordance with the following parameters, so long as the employee has at least 50% of their maximum accrual on the books at the time of the sell back request. Requests for sell back can be made only during the month of November and will be paid out on the first regular (non-overtime) payroll in December of that year.

Years of Service	Minimum Sell Back Hours	Maximum Sell Back Hours
5-9 years	20	48
10-15 years	20	96
16 years and greater	20	120

Jackson County Fire District 3 - RESOLUTION NO. 20-05

PART-TIME POSITIONS: The District recognizes the following positions as part-time with benefits as identified herein. Part-time is defined as 20 hours or more per week.

POSITION	A	B	C	D	E
	Hourly				
Community Engagement Coordinator	26.98	38.33	29.74	31.23	32.79

SICK LEAVE: Part-time employees shall accrue sick leave for each pay period worked and it shall be accumulative. 20-Hour employees will accrue 69 hours per year.

HOLIDAYS: Part-time employees are provided five (5) hours of paid time off for each of the seven (7) recognized District holidays:

New Year's Day
Memorial Day

Fourth of July
Labor Day

Veterans Day
Thanksgiving Day
Christmas Day

PERSONAL LEAVE DAYS: Part-time employees shall receive 15 hours of personal leave to provide flexibility for personal business and Federal holidays not recognized by the District. These hours will be posted annually on July 1st to the employee's personal leave accrual. Hours must be utilized by June 30th or they will be forfeited.

VACATION: Full-time employees shall accrue vacation as follows:

Years Employed	0-2 years	3-4 years	5-9 years	10-15 years	16-20 years	21+ Years
Annual Accrual (20-hours)	36	60	76	94	112	128
Bi-Weekly Accrual	1.38	2.30	2.92	3.61	4.30	4.92

The maximum accrual is (2) years (2 x the annual accrual). Accruals exceeding the maximum will be forfeited.

COMPENSATORY TIME: Part-time employees are not eligible to receive compensatory time in lieu of overtime as their schedule will not provide for hours worked over 40. Hours worked over 20 will be paid at the hourly rate.

INSURANCE: Part-time employees are eligible to receive health insurance benefits. The District shall pay 50% of the monthly premium for medical, dental, vision, and prescription coverage with the employee contributing 50%. The District shall provide long-term disability (LTD) insurance and life insurance in the amount of \$50,000. If the employee opts out of health coverage benefits then LTD and life insurance is not provided.

HRA-VEBA: The District will make a monthly contribution into a District sanctioned HRA-VEBA account of 2.5% per month, based on the "E" step firefighter wage (\$6,876). The monthly amount equates to \$172 and will be paid semi-monthly.

RETIREMENT: Part-time employees working greater than 600 hours per year are required to be a participating member of PERS. The District shall pay the employer's contribution and employees shall pay their 6% contribution pre-tax.

Jackson County Fire District 3 - RESOLUTION NO. 20-05

EDUCATION INCENTIVE: Part-time employees are eligible to receive an educational incentive of 3.5% of base salary (based on 20-hours per week) for an Associate's Degree and 5% for a Bachelor's Degree.

DEFERRED COMPENSATION: Part-time employees are eligible to receive a District contribution into a sanctioned 401(a) Deferred Compensation Plan based on position and years of service, so long as the employee is also contributing at least the same amount under both benefits, commencing after the employee's probationary period (one year of service). Contribution amounts are identified within the chart on Page 4 of this Resolution. Contribution amount is based on 20 hours per week and is not adjusted up should additional hours be worked in the week.

Date Adopted: June 18, 2020

BOARD OF DIRECTORS

BOARD OF DIRECTORS

RICHARD W. BREWSTER, CPA, PC

CERTIFIED PUBLIC ACCOUNTANT

670 SUPERIOR COURT, # 106
MEDFORD, OREGON 97504
(541) 773-1885 • FAX (541) 770-1430
www.rwbrewstercpa.com

May 05, 2020

Board of Directors and Fire Chief
Jackson County Fire District No. 3
8333 Agate Road
White City, OR 97503

I am pleased to confirm my understanding of the services I am to provide Jackson County Fire District No. 3 for the year ended June 30, 2020.

I will audit the financial statements of the governmental activities, business-type activities, and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Jackson County Fire District No. 3 as of and for the year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Jackson County Fire District No. 3's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of my engagement, I will apply certain limited procedures to Jackson County Fire District No. 3's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedules Required by GASB 68 – Pension Plan
3. Schedules Required by GASB 75 – OPEB Plan
4. Budgetary Comparison Schedule - General Fund
5. Notes to Budgetary Comparison Schedules

I have also been engaged to report on supplementary information other than RSI that accompanies Jackson County Fire District No. 3's financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and I will provide an opinion on it in relation to the financial statements as a whole in a report combined with my auditor's report on the financial statements:

1. Detail to Budgetary Comparison Schedules for the General Fund
2. Budgetary Comparison Schedules for the Capital Projects Fund
3. Schedule of Property Tax Transactions

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in my audit of the financial statements, and my auditors report will not provide an opinion or any assurance on that other information:

1. Introductory Section
2. Statistical Section

Audit Objective

The objective of my audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles, and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. My audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures I consider necessary to enable me to express such opinions. I will issue a written report upon completion of my audit of Jackson County Fire District No. 3's financial statements. My report will be addressed to the Board of Directors of Jackson County Fire District No. 3. I cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for me to modify my opinions or add emphasis-of-matter or other-matter paragraphs. If my opinions on the financial statements are other than unmodified, I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or am unable to form or have not formed opinions, I may decline to express opinions or may withdraw from this engagement

Audit Procedures-General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, my audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. I will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by me, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential. My responsibility as auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditor.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of my audit, I will require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

My audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, I will not express no such opinion. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of Jackson County Fire District No. 3's compliance with provisions of applicable laws, regulations, contracts, and agreements. However, the objective of my audit will not be to provide an opinion on overall compliance, and I will not express such an opinion. I will, however, determine if Jackson County Fire District No. 3 has complied substantially with appropriate Oregon legal provisions and will report such in the report "Independent Auditor's Report Required by Oregon State Regulations."

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to me and for the accuracy and completeness of that information. You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that I may request for the purpose of the audit, and (3) unrestricted access to persons within the District from whom I determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to me in the written representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include my report on the supplementary information in any document that contains and indicates that I have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes my report thereon.

Your responsibilities include acknowledging to me in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the

supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation and any nonattest services I provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

I understand that your employees will prepare all cash and other confirmations I request and will locate any documents selected by me for testing.

The audit documentation for this engagement is the property of Richard W. Brewster, CPA, PC and constitutes confidential information. However, subject to applicable laws and regulation, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Oregon Secretary of State or its designee. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Richard W. Brewster, CPA, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the Oregon Secretary of State or its designee. The Oregon Secretary of State or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

I expect to begin my audit on approximately August 17, 2020, and to issue my reports no later than December 20, 2020. Richard W. Brewster is the engagement partner and is responsible for supervising the engagement and signing the report. Adequate copies of such report shall be delivered to Jackson County Fire District No. 3, and its form and content shall be in accordance with and not less than that required by the Minimum Standards for Audits of Oregon Municipal Corporations.

My fee for the audit services listed above will be \$12,000 for the audit year. Any additional services provided outside of this agreement will be billed at my standard hourly billing rate. My standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. My invoices for these fees will be rendered as work progresses or at the end of the engagement and are payable on presentation. In accordance with my firm policies, work may be suspended if your account becomes **60 days or more overdue** and may not be resumed until your account is paid in full. **Amounts not paid within 60 days from the invoice date will be subject to a late payment charge of 1.5% per month (18% per year).** If I elect to terminate my services for nonpayment, my engagement will be deemed to have been completed upon written notification of termination, even if I have not completed my report. You will be obligated to compensate me for all time expended and to reimburse me for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs.

It is understood that Richard W. Brewster, CPA, PC owns the opinion on the audit report. You agree that you will not use my firm's name or the name of an employee of the firm in a communication containing a financial presentation without my written permission. If you do use my firm name or the name of any employee of the firm in a communication containing a financial presentation, you agree to include an "accountants report" or a "disclaimer" on the financial presentations that I so specify. Further, you agree to provide me with printers' proofs or masters of any document that contains my firm name or the name of an employee of the firm and a financial presentation for my review and approval before printing. You also agree to provide me with a copy of the final reproduced material for approval before it is distributed.

I appreciate the opportunity to be of service to Jackson County Fire District No. 3 and believe this letter accurately summarizes the significant terms of this engagement. If you have any questions, please let me know. If you agree with the terms of this engagement as described in this letter, please sign the accountants copy and return it to me in the enclosed envelope.

Very truly yours,



Richard W. Brewster
Certified Public Accountant

CLIENT'S COPY

**RETAIN FOR
YOUR RECORDS**

RESPONSE:

This letter correctly sets forth the understanding of **Jackson County Fire District No. 3.**

Jackson County Fire District No. 3
Fire Chief

Date

Jackson County Fire District No. 3
Board President

Date