

Jackson County Fire District 3

Board of Directors Meeting Agenda
May 17, 2018 at 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. **REGULAR BOARD MEETING** – April 19, 2018
4. **FINANCIAL REVIEW** – President Tonn
 - A. **REVENUE, EXPENDITURE AND ACCOUNTS PAYABLE REPORTS** – April 2018
ACTION REQUESTED: Consider approval of financial reports.
5. **PUBLIC COMMENT** (Not to exceed 5 minutes per person) – Vice President Hauser
6. **INFORMATION ITEMS** – Fire Chief Horton
 - A. **EXECUTIVE REPORT** – Fire Chief Horton
 - B. **OPERATIONS HIGHLIGHTS** – Deputy Chief Hussey
 - C. **FIRE AND LIFE SAFETY HIGHLIGHTS** – Deputy Chief Patterson
 - D. **SUPPORT SERVICES HIGHLIGHTS** – Deputy Chief Patterson
 - E. **TRAINING AND SAFETY HIGHLIGHTS** – Division Chief Blakely
7. **OLD BUSINESS** – President Tonn
 - A. **COUNTRY CROSSINGS BRIEFING** – Fire Chief Horton
8. **NEW BUSINESS** – President Tonn
 - A. **CIVIL SERVICE COMMISSION TERM EXPIRATION** – Fire Chief Horton
ACTION REQUESTED: Direct Staff on the process of expiring Civil Service Commissioner Term.
 - B. **AUTOMATIC AID IGA** – Deputy Chief Hussey
ACTION REQUESTED: Consider approval of the Automatic Aid IGA with the City of Medford.
 - C. **FIRE CHIEF PERFORMANCE APPRAISAL** – President Tonn
ACTION REQUESTED: Appoint two Directors to discuss and/or determine the process to evaluate the Fire Chief's performance.
 - D. **RESOLUTION NO. 18-03 NON-BARGAINING UNIT SALARIES AND BENEFITS FOR THE 2018/19 FISCAL YEAR** – Fire Chief Horton
ACTION REQUESTED: Consider adopting Resolution 18-03 on the Non-Bargaining Unit Salaries and Benefits.

- E. RESOLUTION No. 18-04 BARGAINING UNIT SALARIES AND BENEFITS FOR THE 2018/19 FISCAL YEAR – CFO Maxwell**
- F. ACTION REQUESTED:** Consider adopting Resolution 18-04 on the Bargaining Unit Salaries and Benefits.
- 9. TOPICS FOLLOWING PREPARATION OF AGENDA – President Tonn**
- 10. GOOD OF ORDER – Fire Chief Horton**
- 11. INDIVIDUAL BOARD MEMBER COMMENTS – President Tonn**
- 12. ADJOURNMENT – President Tonn**

Jackson County Fire District 3

Minutes - Board of Directors

April 19, 2018 at 6:00 PM, Crater Lake Room, Administrative Building

ATTENDANCE

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

Board Absent: Harvey Tonn

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

Staff Absent: None

Visitors Present: Jeff Bancroft and Lorin Myers

Vice President Hauser called the meeting to order at 6:00 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated April 12, 2018.

MINUTES

Motion by Director Dimick to approve the minutes of the March 15, 2018 meeting with the intentional modifications. Motion carried unanimously.

FINANCIAL REVIEW

Revenue for the month of March totaled \$342,106.

Expenditures for the month of March totaled \$1,149,000. Noteworthy expenditures were the worker's compensation reimbursing claims, suppression equipment for new apparatus, and 50 percent down payment for Firewise fuels reduction in Madrone Park, and expenses made for the Scenic property.

Motion by Director Shafer to approve the Accounts Payable and the Revenue/Expenditure reports for March 2018. Motion carried unanimously.

PUBLIC COMMENT

None.

INFORMATION ITEMS

EXECUTIVE REPORT

Fire Chief Horton shared the Executive team has been working on building the task list for the Strategic Plan which are posted in the draft budget document at the end of each department. The task list will be posted on the District website in the near future. Horton commended the staff for doing an excellent job putting together the budget document.

Horton shared that the Staff Battalion Chief process is advancing, the District received 11 applications with 7 of those moving to phone interviews in May.

Horton explained the Intterra data analytics program that will offer performance metrics analytics, situational awareness information as well as real-time, live, and user friendly pre-planning for buildings in the District.

Horton briefly shared the Verified Responder program through PulsePoint, which is another level alarming off-duty first responders.

Horton shared the District is looking into a federal grant that is available to use toward the marketing and recruiting of volunteers in the fire service. This is to fully fund a part-time member for four years.

Horton shared that the District is in collaboration with School District 6 to give public interest information as soon as it is received regarding the new fire station on Scenic Avenue.

Horton attended the Oregon Prepared Conference, the POW flag ceremony at the Jackson County Courthouse, the Sparrow Club event with the Local 1817 and Central Point Police at the Central Point Bobbio's Pizza, supported the ECSO telecommunications week, attended an event for the Central Point Chamber of Commerce, and an event for the Addiction Center.

Horton shared that the ECSO Board will share an update on the service versus special district this coming week. Horton will report the outcome at the May meeting.

Horton announced he will be on vacation next week returning on May 4th.

OPERATIONS

Deputy Chief Hussey shared that the surplus tender was sold at auction for \$9,000. Hussey is still looking to share the surplus Durango with a smaller district in need.

Hussey shared that student Josh McGonagle has accepted a job in La Grande, OR. Student Brandon Grissom has been hired by Medford Fire Rescue, and Gold Hill student resident Christina Shulters has been offered a position in Hillsboro, Oregon and Denver, Colorado. Data has shown that Christina had put in over 2,700 hours at the Gold Hill station and responded to 125 alarms out of the Gold Hill station. During their exit interviews each have shared that they are very appreciative and that the District and RCC have developed a path and it is up to the individual and their commitment to get through. They feel confident that this has helped them.

Hussey shared that he is noticing the cost of maintenance is going up. The District has spent \$100,000 in the past four months. Hussey is concerned about the increase and is looking at what may be causing the increases, noting that many factors may be involved. As NFPA requirements and technology increases, so do the costs.

FIRE AND LIFE SAFETY

Deputy Chief Patterson shared a recap of hours spent on fire investigations, the amount of smoke alarm installations, and fuels reduction on Pumice Land and Table Rock neighborhoods. The District is currently looking at different grant or collaborations for smoke alarms.

Patterson shared that the Target Hazard Tour at CARESTREAM completed today. DFM Murdock does a fantastic job. Next month's tour will focus on Long Mountain the week of May 14th.

May is wildfire awareness month and the District is partnering with ODF and Keep Oregon Green.

SUPPORT SERVICES

Deputy Chief Patterson shared that IT Rydings completed the network switches and upgraded the infrastructure with zero downtime to the District, increasing reliability.

Patterson shared that security cameras have been installed at the White City station. They record strategic locations of the parking lots and entry points.

Patterson updated the Board on Scenic Avenue property. Asbestos testing took place this week prior to demolition of the house and cleaning up the property. The District is surveying the lot line adjustments and looking into the road prospects.

TRAINING AND SAFETY

Division Chief Blakely shared that the District hosted an Engineer Promotional exam last week ending with six personnel on the register after a one-day process.

Blakely shared that wildland preparation is underway. There is discussion that the season looks similar to last year.

Blakely shared that he met with Medford Fire Rescue and began making revisions to the Fire Rescue Standing Orders for a July 1st implementation. This is a collaborative effort between the two agencies.

Blakely shared the Safety Committee sent two people to serious accident review training in Clackamas.

Blakely shared audio clips demonstrating the positive aspects of the Blue Card program.

OLD BUSINESS

COUNTRY CROSSINGS BRIEFING

Fire Chief Horton shared there is a workable fire safety plan that is moving forward.

NEW BUSINESS

ANNEXATION REQUEST

Deputy Chief Patterson provided an annexation request for 10697 East Antelope Road. Patterson shared that this property does not meet the issues of consideration for approval, specifically the property is almost 4 miles outside our current District boundaries which is 9 and a half miles away from the Agate Lake station, 14 miles from Eagle Point and 15 miles from the White City station. Another consideration is that the District would be sending a large amount of resources into a remote area leaving the District uncovered. Staff requested that the Board deny the approval of the annexation.

Motion by Director Shafer to deny the request to annex the property listed as 10697 East Antelope Road into the District due to the inability to meet the issues of consideration for approval. Motion carried unanimously.

TOPICS FOLLOWING PREPARATION OF THE AGENDA

None

GOOD OF THE ORDER

Horton shared that he presented the Annual Report to the City Councils.

Horton shared that Klamath Community College visited the District looking at the drill grounds. We have offered our assistance as they build.

Horton shared that Captain TJ Lockwood prepared a 'Stop the Bleed' active shooter training at the Medford International Airport receiving thanks from the airport Deputy Director of Security.

Hussey shared that Brookings Harbor FFA thanked the District for the donated wildland gear that was given for their fire shadow program. They are able to run 12 students through the program.

INDIVIDUAL BOARD MEMBER COMMENTS

Bill Leavens shared in jest that he disagreed with the picture in the annual report. He also shared the entertaining 911 dispatch calls that were shared in honor of the 911's 100th birthday.

John Dimick shared that he did the initial safe forestry years ago.

Steve Shafer also shared different 911 dispatch calls.

ADJOURNMENT

Motion to adjourn at 7:17 p.m. by Director Dimick. Motion carried unanimously.

Submitted by,

Margie Calvert, Scribe

APPROVED BY:

Board of Directors

General Ledger

Revenue Analysis

Jackson County Fire

District 3



Period: 10 - APRIL
Fiscal Year 2017-2018

Account Number	Description	Budget Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
Fund 1	GENERAL FUND					
1-0-40000-000	Beginning Fund Balance	5,155,000.00	\$ -	\$ 5,287,915.28	(132,915.28)	102.58%
1-0-40010-000	Taxes; Current	12,500,000.00	\$ 46,383.48	\$ 12,211,842.63	288,157.37	97.69%
1-0-40020-000	Taxes; Prior	375,000.00	\$ 11,902.06	\$ 256,643.84	118,356.16	68.44%
1-0-40030-000	Interest	80,000.00	\$ 18,360.24	\$ 140,275.99	(60,275.99)	175.34%
1-0-40050-000	Workers Comp Refund & Reimb	10,000.00	\$ -	\$ 11,469.94	(1,469.94)	114.70%
1-0-40060-000	Sale of Equipment	500.00	\$ -	\$ -	500.00	0.00%
1-0-40080-000	OSFM Conflagrations	168,900.00	\$ 86,186.56	\$ 254,116.37	(85,216.37)	150.45%
1-0-40100-000	Fees for Service; FS/EMS	10,000.00	\$ -	\$ 6,100.00	3,900.00	61.00%
1-0-40110-000	Fees for Service; Drill Ground	1,000.00	\$ -	\$ -	1,000.00	0.00%
1-0-40200-000	Grants; Local, State, Federal	130,000.00	\$ -	\$ 19,562.14	110,437.86	15.05%
1-0-40331-000	Contract; Financial Services	24,900.00	\$ 6,225.00	\$ 24,900.00	-	100.00%
1-0-40410-000	Rental Income	8,000.00	\$ -	\$ 9,002.00	(1,002.00)	112.53%
1-0-40500-000	Miscellaneous Income	5,000.00	\$ 6,585.30	\$ 13,038.08	(8,038.08)	260.76%
1-0-40600-000	Donations	1,000.00	\$ -	\$ -	1,000.00	0.00%
1-0-43000-000	Loan Proceeds	100.00	\$ -	\$ -	100.00	0.00%
	Total	\$ 18,469,400.00	\$ 175,642.64	\$ 18,234,866.27	\$ 234,533.73	98.73%
Fund 5	CAPITAL PROJECTS FUND					
5-0-40000-000	Beginning Fund Balance	3,607,000.00	\$ -	\$ 3,573,376.64	33,623.36	99.07%
5-0-40060-000	Sale of C/O Equip/Vehicles	500.00	\$ 9,450.00	\$ 9,450.00	(8,950.00)	1890.00%
5-0-40200-000	Grants; Local, State, Federal	1,082,000.00	\$ -	\$ -	1,082,000.00	0.00%
5-0-40600-000	Donations	1,000,000.00	\$ -	\$ -	1,000,000.00	0.00%
5-0-41000-000	Transfer from General Fund	1,349,300.00	\$ -	\$ 1,349,300.00	-	100.00%
5-0-43000-000	Loan Proceeds	100.00	\$ -	\$ -	100.00	0.00%
	Total	\$ 7,038,900.00	\$ 9,450.00	\$ 4,932,126.64	\$ 2,106,773.36	70.07%
	TOTAL ALL FUNDS	\$ 25,508,300.00	\$ 185,092.64	\$ 23,166,992.91	\$ 2,341,307.09	90.82%

General Ledger

Budget Status - Expenses versus Budget

Period: 10 - APRIL
Fiscal Year 2017-2018

Jackson County Fire District 3



	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available	
SUMMARY OF GENERAL FUND EXPENSES								
PERSONNEL SERVICES	10,264,800.00	742,289.54	8,086,799.44	2,178,000.56	-	2,178,000.56	21.22%	
MATERIALS & SERVICES	2,319,400.00	192,420.66	1,557,691.82	761,708.18	82,726.18	678,982.00	29.27%	
TRANSFERS	1,349,300.00	-	1,349,300.00	-	-	-	0.00%	
CONTINGENCY	1,184,000.00	-	-	1,184,000.00	-	1,184,000.00	100.00%	
DEBT SERVICE	261,900.00	-	261,835.20	64.80	-	64.80	0.02%	
UEFB	3,090,000.00	-	-	3,090,000.00	-	3,090,000.00	100.00%	
	\$ 18,469,400.00	\$ 934,710.20	\$ 11,255,626.46	\$ 7,213,773.54	\$ 82,726.18	\$ 7,131,047.36	38.61%	
DEPARTMENTAL SECTION								
Fund 1	GENERAL FUND							
Dept 1-1	ADMINISTRATION							
	PERSONNEL SERVICES							
1-1-51110-000	Fire Chief	137,000.00	10,540.80	110,678.40		26,321.60	19.21%	
1-1-51128-000	Finance Assistant	53,300.00	4,513.60	44,720.02		8,579.98	16.10%	
1-1-51131-000	Executive Assistant	53,700.00	4,430.40	44,387.21		9,312.79	17.34%	
1-1-51150-000	Chief Finance Officer	116,000.00	8,915.20	93,609.60		22,390.40	19.30%	
1-1-58100-000	Part Time; Program Asst	1,000.00	0.00	0.00		1,000.00	100.00%	
1-1-58192-000	Overtime; Administrative	500.00	0.00	0.00		500.00	100.00%	
1-1-58194-001	Ed Incentive	13,200.00	1,036.00	10,774.00		2,426.00	18.38%	
1-1-58196-000	Longevity Pay	4,300.00	0.00	0.00		4,300.00	100.00%	
1-1-58197-000	Car Allowance	9,500.00	684.00	7,230.00		2,270.00	23.89%	
1-1-58197-010	Technology Stipend	2,000.00	165.00	1,650.00		350.00	17.50%	
1-1-58201-000	Retirement (PERS)	54,400.00	4,174.15	32,678.50		21,721.50	39.93%	
1-1-58202-000	Unemployment Insurance	100.00	0.00	0.00		100.00	100.00%	
1-1-58210-000	ER Deferred Comp Contrib	23,400.00	1,866.00	18,504.00		4,896.00	20.92%	
1-1-58212-000	Health and Life Insurance	67,200.00	5,574.56	61,276.91		5,923.09	8.81%	
1-1-58215-000	HRA-VEBA Contribution	15,600.00	1,299.60	12,996.00		2,604.00	16.69%	
1-1-58220-000	FICA/Medicare PR Taxes	30,000.00	2,254.51	23,405.78		6,594.22	21.98%	
1-1-58221-000	Workers' Comp Insurance	2,000.00	39.13	450.86		1,549.14	77.46%	
	E1 Sub Totals:	\$ 583,200.00	\$ 45,492.95	\$ 462,361.28	\$ 120,838.72	\$ -	\$ 120,838.72	20.72%
	MATERIALS & SERVICES							
1-1-58203-000	Physicals and Vaccinations	1,000.00	0.00	0.00		1,000.00	100.00%	
1-1-60220-000	Printing	3,000.00	444.40	1,432.09		1,567.91	52.26%	
1-1-60222-000	Supplies; Office	10,000.00	640.81	5,245.94		4,754.06	47.54%	
1-1-60223-001	Supplies; Administrative	28,000.00	47.52	12,721.72		15,124.35	54.02%	
1-1-60223-002	Licenses and Fees	9,000.00	271.91	5,395.11		3,604.89	40.05%	
1-1-60270-000	Contractual & Professional Serv	531,000.00	106,760.35	477,381.65		46,338.35	8.73%	
1-1-60370-000	Property & Casualty Insurance	76,000.00	0.00	72,713.50		3,286.50	4.32%	
1-1-60380-000	Mileage Reimbursements	2,000.00	59.22	166.59		1,833.41	91.67%	
1-1-60410-000	Membership Dues	8,400.00	200.00	6,904.00		1,496.00	17.81%	

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-1-60412-000	Books & Subscriptions	1,500.00	399.00	1,118.60	381.40	0.00	381.40	25.43%
1-1-60430-001	Advertising	6,500.00	160.56	1,837.72	4,662.28	146.61	4,515.67	69.47%
1-1-60490-000	Hiring Processes & Backgrounds	7,000.00	0.00	3,730.53	3,269.47	2,338.68	930.79	13.30%
1-1-60491-000	Postage and Shipping	3,500.00	234.03	1,856.62	1,643.38	0.00	1,643.38	46.95%
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:	\$ 687,000.00	\$ 109,217.80	\$ 590,504.07	\$ 96,495.93	\$ 9,919.22	\$ 86,576.71	12.60%
	Administration Total	\$ 1,270,200.00	\$ 154,710.75	\$ 1,052,865.35	\$ 217,334.65	\$ 9,919.22	\$ 207,415.43	16.33%
Dept 1-2	OPERATIONS							
	PERSONNEL SERVICES							
1-2-52130-000	Fire Captains	1,180,000.00	90,746.88	946,853.93	233,146.07	0.00	233,146.07	19.76%
1-2-52140-000	Fire Engineers	1,039,000.00	79,511.04	832,026.26	206,973.74	0.00	206,973.74	19.92%
1-2-52151-000	Firefighters	1,544,000.00	117,978.56	1,234,561.44	309,438.56	0.00	309,438.56	20.04%
1-2-55140-000	Deputy Chief of Operations	122,000.00	9,360.00	98,280.00	23,720.00	0.00	23,720.00	19.44%
1-2-55142-000	Battalion Chief - 56 Hr	322,000.00	24,682.56	258,584.96	63,415.04	0.00	63,415.04	19.69%
1-2-55142-001	Battalion Chief - 40 Hr	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00%
1-2-55147-000	Staff Assistant	46,000.00	4,102.40	39,404.03	6,595.97	0.00	6,595.97	14.34%
1-2-58100-000	Part Time; Program Asst	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00%
1-2-58192-000	Overtime; Operations	450,000.00	18,856.60	226,867.91	223,132.09	0.00	223,132.09	49.58%
1-2-58192-001	Overtime; FLSA Premium Pay	123,000.00	7,640.90	94,535.32	28,464.68	0.00	28,464.68	23.14%
1-2-58192-002	Overtime; OSFM Conflagrations	168,900.00	0.00	155,600.58	13,299.42	0.00	13,299.42	7.87%
1-2-58193-000	Out of Classification	70,000.00	4,308.20	46,613.64	23,386.36	0.00	23,386.36	33.41%
1-2-58194-007	Ed Incentive	107,100.00	8,274.00	86,682.00	20,418.00	0.00	20,418.00	19.06%
1-2-58195-000	EMS Incentive	218,300.00	16,500.00	173,250.00	45,050.00	0.00	45,050.00	20.64%
1-2-58196-000	Longevity Pay	71,200.00	0.00	0.00	71,200.00	0.00	71,200.00	100.00%
1-2-58197-000	Holiday Pay	99,000.00	0.00	98,673.57	326.43	0.00	326.43	0.33%
1-2-58197-010	Technology Stipend	3,100.00	260.00	2,600.00	500.00	0.00	500.00	16.13%
1-2-58199-000	Duty Accrual Payout	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00	100.00%
1-2-58201-000	Retirement (PERS)	920,000.00	63,126.69	713,014.40	206,985.60	0.00	206,985.60	22.50%
1-2-58210-000	ER Deferred Comp Contrib	99,000.00	8,469.72	81,115.22	17,884.78	0.00	17,884.78	18.07%
1-2-58212-000	Health and Life Insurance	935,000.00	78,225.32	860,556.16	74,443.84	0.00	74,443.84	7.96%
1-2-58215-000	HRA-VEBA Contribution	195,000.00	15,640.26	158,174.59	36,825.41	0.00	36,825.41	18.88%
1-2-58220-000	FICA/Medicare PR Taxes	414,000.00	28,796.76	316,526.28	97,473.72	0.00	97,473.72	23.54%
1-2-58221-000	Workers' Comp Insurance	164,500.00	10,212.80	119,399.83	45,100.17	0.00	45,100.17	27.42%
	E1 Sub Totals:	\$ 8,299,100.00	\$ 586,692.69	\$ 6,543,320.12	\$ 1,755,779.88	\$ -	\$ 1,755,779.88	21.16%
	MATERIALS & SERVICES							
1-2-58203-000	Physicals and Vaccinations	18,000.00	0.00	42.00	17,958.00	0.00	17,958.00	99.77%
1-2-60223-002	Licenses and Fees	4,000.00	0.00	359.15	3,640.85	410.00	3,230.85	80.77%
1-2-60223-007	Supplies; Operations	3,000.00	448.44	2,542.54	457.46	67.44	390.02	13.00%
1-2-60224-000	Supplies; Special Projects	7,000.00	180.00	1,069.51	5,930.49	0.00	5,930.49	84.72%
1-2-60225-000	FIRE SUPPRESSION	0.00	0.00	0.00	0.00	0.00	0.00	
1-2-60225-001	Personal Protective Equipment	50,300.00	2,415.25	15,529.28	34,770.72	37,106.50	-2,335.78	-4.64%
1-2-60225-002	Hose and Appliances	15,000.00	2,980.70	9,535.39	5,464.61	1,272.54	4,192.07	27.95%
1-2-60225-003	Apparatus Equipment	22,000.00	1,394.36	7,989.09	14,010.91	269.90	13,741.01	62.46%
1-2-60225-004	Safety Equipment	14,000.00	1,949.87	8,948.14	5,051.86	341.13	4,710.73	33.65%
1-2-60225-005	Technical Apparatus Equipment	11,800.00	0.00	11,805.81	-5.81	0.00	-5.81	-0.05%
1-2-60225-006	Technical Rescue Equipment	8,700.00	0.00	2,552.33	6,147.67	2,432.27	3,715.40	42.71%
1-2-60225-007	Rehabilitation and Consumables	6,000.00	627.67	3,548.66	2,451.34	56.90	2,394.44	39.91%
1-2-60225-008	Equip for New Apparatus	35,000.00	3,167.33	32,347.97	2,652.03	3,580.13	-928.10	-2.65%
1-2-60254-000	M&R; Emergency Response Equip	40,000.00	592.29	23,106.90	16,893.10	1,968.70	14,924.40	37.31%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-2-60270-000	Contractual & Professional Serv	24,000.00	0.00	22,181.34	1,818.66	0.00	1,818.66	7.58%
1-2-60410-000	Membership Dues	700.00	0.00	934.00	-234.00	0.00	-234.00	-33.43%
1-2-60412-000	Books & Subscriptions	1,500.00	0.00	1,384.24	115.76	0.00	115.76	7.72%
E2 Sub Totals:		\$ 261,000.00	\$ 13,755.91	\$ 143,876.35	\$ 117,123.65	\$ 47,505.51	\$ 69,618.14	26.67%
Operations Total		\$ 8,560,100.00	\$ 600,448.60	\$ 6,687,196.47	\$ 1,872,903.53	\$ 47,505.51	\$ 1,825,398.02	21.32%
Dept 1-3	FIRE AND LIFE SAFETY							
PERSONNEL SERVICES								
1-3-53150-000	Fire Marshal	122,000.00	9,360.00	98,280.00	23,720.00	0.00	23,720.00	19.44%
1-3-53153-000	Deputy Fire Marshals	198,300.00	15,251.20	160,137.60	38,162.40	0.00	38,162.40	19.24%
1-3-53155-000	Fire Life Safety Specialist	71,700.00	5,441.61	56,861.46	14,838.54	0.00	14,838.54	20.70%
1-3-55147-000	Staff Assistant	46,000.00	4,102.40	39,404.02	6,595.98	0.00	6,595.98	14.34%
1-3-58192-000	Overtime	18,000.00	2,000.54	9,237.09	8,762.91	0.00	8,762.91	48.68%
1-3-58194-000	Ed/EMS Incentive	28,500.00	2,352.00	23,656.00	4,844.00	0.00	4,844.00	17.00%
1-3-58196-000	Longevity Pay	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00%
1-3-58197-010	Technology Stipend	3,000.00	260.00	2,600.00	400.00	0.00	400.00	13.33%
1-3-58198-001	Fire Investigator On Call Pay	15,000.00	871.50	10,525.50	4,474.50	0.00	4,474.50	29.83%
1-3-58199-000	Duty Accrual Payout	8,000.00	0.00	0.00	8,000.00	0.00	8,000.00	100.00%
1-3-58201-000	Retirement (PERS)	91,600.00	7,004.96	71,141.62	20,458.38	0.00	20,458.38	22.33%
1-3-58210-000	ER Deferred Comp Contrib	10,900.00	591.21	5,906.23	4,993.77	0.00	4,993.77	45.81%
1-3-58212-000	Health and Life Insurance	98,300.00	8,180.21	90,376.72	7,923.28	0.00	7,923.28	8.06%
1-3-58215-000	HRA-VEBA Contribution	19,500.00	1,630.62	16,222.94	3,277.06	0.00	3,277.06	16.81%
1-3-58220-000	FICA/Medicare PR Taxes	39,200.00	2,974.77	29,627.19	9,572.81	0.00	9,572.81	24.42%
1-3-58221-000	Workers' Comp Insurance	1,500.00	78.37	713.99	786.01	0.00	786.01	52.40%
E1 Sub Totals:		\$ 774,000.00	\$ 60,099.39	\$ 614,690.36	\$ 159,309.64	\$ -	\$ 159,309.64	20.58%
MATERIALS & SERVICES								
1-3-58203-000	Physicals and Vaccinations	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00%
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	0.00	1,000.00	100.00%
1-3-60223-004	Supplies; FLS	10,000.00	1,842.86	3,148.14	6,851.86	44.99	6,806.87	68.07%
1-3-60223-005	Supplies; Public Ed Materials	5,000.00	0.00	2,481.52	2,518.48	0.00	2,518.48	50.37%
1-3-60223-009	Community Fire Prev & Safety	167,000.00	9,001.15	46,100.72	120,899.28	5,832.98	115,066.30	68.90%
1-3-60270-000	Contractual & Professional Serv	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00%
1-3-60410-000	Membership Dues	3,500.00	260.00	1,089.00	2,411.00	0.00	2,411.00	68.89%
1-3-60412-000	Books & Subscriptions	3,500.00	1,345.50	1,907.45	1,592.55	116.00	1,476.55	42.19%
1-3-60430-000	Advertising	4,000.00	0.00	844.00	3,156.00	0.00	3,156.00	78.90%
E2 Sub Totals:		\$ 207,500.00	\$ 12,449.51	\$ 55,570.83	\$ 151,929.17	\$ 5,993.97	\$ 145,935.20	70.33%
Fire and Life Safety Total		\$ 981,500.00	\$ 72,548.90	\$ 670,261.19	\$ 311,238.81	\$ 5,993.97	\$ 305,244.84	31.10%
Dept 1-4	TRAINING							
PERSONNEL SERVICES								
1-4-55143-000	Div Chief Training and Safety	116,000.00	8,915.20	93,609.60	22,390.40	0.00	22,390.40	19.30%
1-4-55147-000	Administrative Assistant	48,200.00	4,102.40	39,659.83	8,540.17	0.00	8,540.17	17.72%
1-4-58192-000	Overtime; Non Trng Dept Staff	76,000.00	8,462.91	47,627.49	28,372.51	0.00	28,372.51	37.33%
1-4-58195-000	Ed/EMS Incentive	10,400.00	818.00	8,415.00	1,985.00	0.00	1,985.00	19.09%
1-4-58197-010	Technology Stipend	800.00	65.00	650.00	150.00	0.00	150.00	18.75%
1-4-58199-000	Duty Accrual Payout	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00	100.00%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-4-58201-000	Retirement (PERS)	36,900.00	3,037.43	24,906.06	11,993.94	0.00	11,993.94	32.50%
1-4-58210-000	ER Deferred Comp Contrib	6,300.00	611.07	5,626.55	673.45	0.00	673.45	10.69%
1-4-58212-000	Health and Life Insurance	29,500.00	2,419.09	26,706.82	2,793.18	0.00	2,793.18	9.47%
1-4-58215-000	HRA-VEBA Contribution	7,800.00	923.52	7,546.47	253.53	0.00	253.53	3.25%
1-4-58220-000	FICA/Medicare PR Taxes	19,700.00	1,680.11	13,389.31	6,310.69	0.00	6,310.69	32.03%
1-4-58221-000	Workers' Comp Insurance	6,400.00	509.10	3,904.41	2,495.59	0.00	2,495.59	38.99%
	E1 Sub Totals:	\$ 364,000.00	\$ 31,543.83	\$ 272,041.54	\$ 91,958.46	\$ -	\$ 91,958.46	25.26%
	MATERIALS & SERVICES							
1-4-58203-000	Physicals and Vaccinations	500.00	0.00	114.00	386.00	0.00	386.00	77.20%
1-4-60223-002	Licenses and Fees	1,000.00	40.00	350.00	650.00	0.00	650.00	65.00%
1-4-60223-012	Supplies; Training & Safety	23,000.00	2,577.31	8,642.04	14,357.96	120.65	14,237.31	61.90%
1-4-60223-014	Training Props & Equipment	10,700.00	0.00	2,611.00	8,089.00	0.00	8,089.00	75.60%
1-4-60254-000	M&R; Training Equip & Props	1,500.00	0.00	15.18	1,484.82	0.00	1,484.82	98.99%
1-4-60265-000	Health and Wellness	5,000.00	714.95	2,589.50	2,410.50	0.00	2,410.50	48.21%
1-4-60270-000	Contractual & Professional Serv	15,000.00	0.00	1,160.00	13,840.00	0.00	13,840.00	92.27%
1-4-60410-000	Membership Dues	1,000.00	0.00	654.00	346.00	0.00	346.00	34.60%
1-4-60412-000	Books & Subscriptions	12,000.00	0.00	7,157.57	4,842.43	79.00	4,763.43	39.70%
1-4-60449-000	Meeting Travel Expenses	8,000.00	566.21	1,822.01	6,177.99	217.25	5,960.74	74.51%
1-4-60455-001	Training/Conferences; Admin	25,000.00	2,255.17	20,076.41	4,923.59	698.50	4,225.09	16.90%
1-4-60455-002	Training/Conferences; Board	2,500.00	0.00	2,566.37	-66.37	0.00	-66.37	-2.65%
1-4-60455-003	Training/Conferences; Op's	55,000.00	1,955.32	42,041.05	12,958.95	850.00	12,108.95	22.02%
1-4-60455-004	Training/Conferences; FLS	10,000.00	678.60	4,617.56	5,382.44	0.00	5,382.44	53.82%
1-4-60455-006	Training/Conferences; Vol's & Students	5,000.00	0.00	5,340.53	-340.53	775.00	-1,115.53	-22.31%
1-4-60455-007	Training/Conferences; Tech	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00%
	E2 Sub Totals:	\$ 178,200.00	\$ 8,787.56	\$ 99,757.22	\$ 78,442.78	\$ 2,740.40	\$ 75,702.38	42.48%
	Training Total	\$ 542,200.00	\$ 40,331.39	\$ 371,798.76	\$ 170,401.24	\$ 2,740.40	\$ 167,660.84	30.92%
Dept 1-5	SUPPORT SERVICES							
	PERSONNEL SERVICES							
1-5-57125-000	Facilities/Logistics Manager	69,500.00	5,268.80	55,322.42	14,177.58	0.00	14,177.58	20.40%
1-5-58196-000	Longevity Pay	1,700.00	0.00	0.00	1,700.00	0.00	1,700.00	100.00%
1-5-58197-010	Technology Stipend	800.00	65.00	650.00	150.00	0.00	150.00	18.75%
1-5-58201-000	Retirement (PERS)	6,000.00	444.84	4,668.11	1,331.89	0.00	1,331.89	22.20%
1-5-58210-000	ER Deferred Comp Contrib	3,100.00	256.00	2,560.00	540.00	0.00	540.00	17.42%
1-5-58212-000	Health and Life Insurance	15,500.00	1,262.84	13,941.88	1,558.12	0.00	1,558.12	10.05%
1-5-58215-000	HRA-VEBA Contribution	3,900.00	324.90	3,249.00	651.00	0.00	651.00	16.69%
1-5-58220-000	FICA/Medicare PR Taxes	5,500.00	404.16	4,243.13	1,256.87	0.00	1,256.87	22.85%
1-5-58221-000	Workers' Comp Insurance	1,000.00	11.13	103.15	896.85	0.00	896.85	89.69%
	E1 Sub Totals:	\$ 107,000.00	\$ 8,037.67	\$ 84,737.69	\$ 22,262.31	\$ -	\$ 22,262.31	20.81%
	MATERIALS & SERVICES							
1-5-58213-000	Uniforms	59,600.00	50.00	9,612.22	49,987.78	0.00	49,987.78	83.87%
1-5-60221-000	Janitorial Supplies & Laundry Serv	30,000.00	4,055.77	33,294.43	-3,294.43	220.92	-3,515.35	-11.72%
1-5-60223-003	Supplies; Medical	50,000.00	5,923.06	45,103.93	4,896.07	11,138.58	-6,242.51	-12.49%
1-5-60223-006	Supplies; Logistics/Warehouse	4,000.00	213.53	1,003.76	2,996.24	121.93	2,874.31	71.86%
1-5-60223-008	Supplies; Station Consumables	6,000.00	215.76	2,081.96	3,918.04	95.52	3,822.52	63.71%
1-5-60223-015	Supplies; Furnishings & Appliances	10,000.00	3,132.49	15,293.49	-5,293.49	67.07	-5,360.56	-53.61%
1-5-60223-016	Supplies; Facilities	5,000.00	466.87	3,411.24	1,588.76	428.91	1,159.85	23.20%
1-5-60230-000	Fuel and Lubricants	80,000.00	5,718.24	43,088.54	36,911.46	0.00	36,911.46	46.14%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-5-60250-000	M&R; Apparatus & Vehicles	197,000.00	227.72	149,123.90	47,876.10	-544.77	48,420.87	24.58%
1-5-60251-110	Building & Grounds; WC Station	16,000.00	904.54	13,759.69	2,240.31	699.99	1,540.32	9.63%
1-5-60251-111	Building & Grounds; CP Station	10,000.00	165.98	5,751.31	4,248.69	0.00	4,248.69	42.49%
1-5-60251-112	Building & Grounds; DB Station	12,000.00	0.00	909.33	11,090.67	0.00	11,090.67	92.42%
1-5-60251-113	Building & Grounds; SV Station	23,000.00	11.79	19,838.61	3,161.39	0.00	3,161.39	13.75%
1-5-60251-114	Building & Grounds; GH Station	5,000.00	136.00	3,470.73	1,529.27	0.00	1,529.27	30.59%
1-5-60251-115	Building & Grounds; AL Station	4,000.00	0.00	3,591.30	408.70	0.00	408.70	10.22%
1-5-60251-116	Building & Grounds; EP Station	20,000.00	957.28	5,955.54	14,044.46	0.00	14,044.46	70.22%
1-5-60251-117	Building & Grounds; TR Station	5,000.00	0.00	1,073.68	3,926.32	0.00	3,926.32	78.53%
1-5-60251-120	Building & Grounds; TRNG Center	13,500.00	175.00	3,786.09	9,713.91	0.00	9,713.91	71.95%
1-5-60251-121	Building & Grounds; ADMIN Bldg	22,000.00	1,211.05	21,438.15	561.85	0.00	561.85	2.55%
1-5-60251-122	Building & Grounds; Warehouse	1,500.00	0.00	762.49	737.51	799.99	-62.48	-4.17%
1-5-60254-000	M&R; District Equipment	7,500.00	742.00	5,125.98	2,374.02	44.74	2,329.28	31.06%
1-5-60255-000	M&R; Appliances/Furnishings	3,000.00	0.00	1,495.99	1,504.01	0.00	1,504.01	50.13%
1-5-60270-000	Contractual & Professional Serv	7,000.00	0.00	4,171.62	2,828.38	0.00	2,828.38	40.41%
1-5-60410-000	Membership and Certifications	100.00	0.00	0.00	100.00	0.00	100.00	100.00%
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	32,000.00	3,062.58	27,919.63	4,080.37	0.00	4,080.37	12.75%
1-5-60500-111	Utilities; CP	22,000.00	1,958.10	17,657.02	4,342.98	0.00	4,342.98	19.74%
1-5-60500-112	Utilities; DB	14,000.00	724.76	8,635.75	5,364.25	571.72	4,792.53	34.23%
1-5-60500-113	Utilities; SV	14,000.00	1,302.31	10,651.79	3,348.21	0.00	3,348.21	23.92%
1-5-60500-114	Utilities; GH	14,000.00	1,031.36	9,788.94	4,211.06	0.00	4,211.06	30.08%
1-5-60500-115	Utilities; AL	10,000.00	473.61	5,409.09	4,590.91	0.00	4,590.91	45.91%
1-5-60500-116	Utilities; EP	20,000.00	1,691.90	16,636.87	3,363.13	0.00	3,363.13	16.82%
1-5-60500-117	Utilities; TR	10,000.00	1,150.97	9,203.42	796.58	0.00	796.58	7.97%
1-5-60500-120	Utilities; TC	12,000.00	1,177.80	10,880.64	1,119.36	0.00	1,119.36	9.33%
1-5-60500-121	Utilities; ADMIN Bldg	37,000.00	3,004.16	30,839.77	6,160.23	0.00	6,160.23	16.65%
E2 Sub Totals:		\$ 776,300.00	\$ 39,884.63	\$ 540,766.90	\$ 235,533.10	\$ 13,644.60	\$ 221,888.50	28.58%
Support Services Total		\$ 883,300.00	\$ 47,922.30	\$ 625,504.59	\$ 257,795.41	\$ 13,644.60	\$ 244,150.81	27.64%
Dept 1-6	VOLUNTEER							
MATERIALS & SERVICES								
1-6-58203-000	Vaccinations/Entrance Screening	4,000.00	31.00	558.00	3,442.00	0.00	3,442.00	86.05%
1-6-58221-000	Workers' Comp Insurance	4,500.00	0.00	3,130.14	1,369.86	0.00	1,369.86	30.44%
1-6-60223-013	General Supplies	2,500.00	19.34	314.34	2,185.66	0.00	2,185.66	87.43%
1-6-60270-000	Contractual & Professional Serv	1,000.00	0.00	124.00	876.00	0.00	876.00	87.60%
1-6-60271-000	Student Firefighter Program	40,000.00	-991.00	4,440.30	35,559.70	0.00	35,559.70	88.90%
1-6-60272-000	LOSAP Contribution	10,000.00	0.00	200.00	9,800.00	0.00	9,800.00	98.00%
1-6-60410-000	Membership Dues	500.00	0.00	232.50	267.50	0.00	267.50	53.50%
1-6-60412-000	Books & Subscriptions	6,500.00	-19.97	4,348.91	2,151.09	771.50	1,379.59	21.22%
1-6-63010-000	School Donations	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00%
E2 Sub Totals:		\$ 70,000.00	\$ (960.63)	\$ 13,348.19	\$ 56,651.81	\$ 771.50	\$ 55,880.31	79.83%
Volunteer Total		\$ 70,000.00	\$ (960.63)	\$ 13,348.19	\$ 56,651.81	\$ 771.50	\$ 55,880.31	79.83%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
Dept	1-7	TECHNOLOGY						
		PERSONNEL SERVICES						
1-7-51145-000	Info Tech Administrator	95,500.00	7,260.80	76,238.40	19,261.60	0.00	19,261.60	20.17%
1-7-58194-000	Ed Incentive	3,300.00	254.00	2,667.00	633.00	0.00	633.00	19.18%
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)	8,200.00	626.74	6,580.77	1,619.23	0.00	1,619.23	19.75%
1-7-58210-000	ER Deferred Comp Contrib	4,200.00	354.00	3,540.00	660.00	0.00	660.00	15.71%
1-7-58212-000	Health and Life Insurances	12,300.00	1,021.46	11,276.64	1,023.36	0.00	1,023.36	8.32%
1-7-58215-000	HRA-VEBA Contribution	4,000.00	324.90	3,249.00	751.00	0.00	751.00	18.78%
1-7-58220-000	FICA/Medicare PR Taxes	7,500.00	571.77	6,005.14	1,494.86	0.00	1,494.86	19.93%
1-7-58221-000	Workers' Comp Insurance	500.00	9.34	91.50	408.50	0.00	408.50	81.70%
	E1 Sub Totals:	\$ 137,500.00	\$ 10,423.01	\$ 109,648.45	\$ 27,851.55	\$ -	\$ 27,851.55	20.26%
		MATERIALS & SERVICES						
1-7-60223-011	Supplies; Computers and Tech	45,500.00	852.74	28,314.49	17,185.51	1,657.30	15,528.21	34.13%
1-7-60223-013	Supplies; Communication Device	10,000.00	1,621.95	6,670.71	3,329.29	0.00	3,329.29	33.29%
1-7-60240-000	Licenses and Subscriptions	43,900.00	1,242.20	42,576.35	1,323.65	0.00	1,323.65	3.02%
1-7-60241-000	Technical Support	8,000.00	1,093.75	4,865.62	3,134.38	493.68	2,640.70	33.01%
1-7-60252-000	M&R; Office and Tech Equip	7,000.00	575.17	4,329.59	2,670.41	0.00	2,670.41	38.15%
1-7-60253-000	M&R; Communication Devices	5,000.00	2,178.07	10,508.77	-5,508.77	0.00	-5,508.77	-110.18%
1-7-60290-000	Communication Services	20,000.00	1,722.00	16,602.73	3,397.27	0.00	3,397.27	16.99%
	E2 Sub Totals:	\$ 139,400.00	\$ 9,285.88	\$ 113,868.26	\$ 25,531.74	\$ 2,150.98	\$ 23,380.76	16.77%
	Technology Total	\$ 276,900.00	\$ 19,708.89	\$ 223,516.71	\$ 53,383.29	\$ 2,150.98	\$ 51,232.31	18.50%
Dept	1-9	NON-DEPARTMENTAL						
		TRANSFERS						
1-9-90300-000	Trsf to Capital Projects Fund	1,349,300.00	0.00	1,349,300.00	0.00	0.00	0.00	0.00%
	E4 Sub Totals:	\$ 1,349,300.00	\$ -	\$ 1,349,300.00	\$ -	\$ -	\$ -	0.00%
		OPERATING CONTINGENCY						
1-9-80070-000	Operating Contingency	1,159,000.00	0.00	0.00	1,159,000.00	0.00	1,159,000.00	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:	\$ 1,184,000.00	\$ -	\$ -	\$ 1,184,000.00	\$ -	\$ 1,184,000.00	100.00%
		DEBT SERVICE						
1-9-80010-000	Debt Service Principal	236,500.00	0.00	236,455.52	44.48	0.00	44.48	0.02%
1-9-80011-000	Debt Service Interest	25,400.00	0.00	25,379.68	20.32	0.00	20.32	0.08%
	E6 Sub Totals:	\$ 261,900.00	\$ -	\$ 261,835.20	\$ 64.80	\$ -	\$ 64.80	0.02%
		UEFB						
1-9-99000-000	Unapp Ending Fund Balance	3,090,000.00	0.00	-	3,090,000.00	-	3,090,000.00	100.00%
	E8 Sub Totals:	\$ 3,090,000.00	\$ -	\$ -	\$ 3,090,000.00	\$ -	\$ 3,090,000.00	100.00%
	Non-Departmental Total	\$ 5,885,200.00	\$ -	\$ 1,611,135.20	\$ 4,274,064.80	\$ -	\$ 4,274,064.80	72.62%
	General Fund Total	\$ 18,469,400.00	\$ 934,710.20	\$ 11,255,626.46	\$ 7,213,773.54	\$ 82,726.18	\$ 7,131,047.36	38.61%

		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	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00%
5-8-70531-000	Apparatus and Vehicles	1,260,000.00	0.00	1,244,542.30	15,457.70	3,395.08	12,062.62	0.96%
5-8-70532-000	Land and Improvements	260,000.00	-73.78	258,901.40	1,098.60	0.00	1,098.60	0.42%
5-8-70533-000	Bldg Const and Improvements	2,581,800.00	16,640.50	56,019.00	2,525,781.00	19,537.00	2,506,244.00	97.07%
	E3 Sub Totals:	\$ 4,151,800.00	\$ 16,566.72	\$ 1,559,462.70	\$ 2,592,337.30	\$ 22,932.08	\$ 2,569,405.22	61.89%
	OPERATING CONTINGENCY							
5-8-80070-000	Contingency	40,000.00	-	-	40,000.00	-	40,000.00	100.00%
	E5 Sub Totals:	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	\$ -	\$ 40,000.00	100.00%
	RESERVE FUND BALANCE							
5-8-99000-000	Resv for Future/End Fund Bal	2,847,100.00	-	-	2,847,100.00	-	2,847,100.00	100.00%
	E9 Sub Totals:	\$ 2,847,100.00	\$ -	\$ -	\$ 2,847,100.00	\$ -	\$ 2,847,100.00	100.00%
	Capital Fund Total	\$ 7,038,900.00	\$ 16,566.72	\$ 1,559,462.70	\$ 5,479,437.30	\$ 22,932.08	\$ 5,456,505.22	77.52%
	Report Totals:	\$ 25,508,300.00	\$ 951,276.92	\$ 12,815,089.16	\$ 12,693,210.84	\$ 105,658.26	\$ 12,587,552.58	49.35%

Accounts Payable

Transactions by Account and Department

Period: 10 - APRIL
Fiscal Year 2017-2018

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	May Health Insurance Premium	04/23/2018	0	5,160.60
1-1-58212-000	Special Districts	May Dental, Life, AD&D Insurances	04/12/2018	38257	638.32
1-1-60220-000	Tekprinting Services Inc.	Tabs for 2018/19 FY Budget Document	04/26/2018	38300	444.40
1-1-60222-000	Office Depot	Toner Cartridge	04/05/2018	38215	98.35
1-1-60222-000	Office Depot	Office Supplies	04/05/2018	38215	144.26
1-1-60222-000	Office Depot	Office Supplies	04/12/2018	38251	31.26
1-1-60222-000	Office Depot	Office Supplies	04/26/2018	38294	114.28
1-1-60222-000	Office Depot	Office Supplies	04/26/2018	38294	51.80
1-1-60222-000	Office Depot	Office Supplies	04/26/2018	38294	1.69
1-1-60222-000	Office Depot	Office Supplies	04/26/2018	38294	94.38
1-1-60222-000	Office Depot	Toner Cartridges (2)	04/26/2018	38294	104.79
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Snacks for February BOD Meeting	04/06/2018	0	47.52
1-1-60223-002	PacificSource Administrators	Flex Spending Admin Fee	04/19/2018	38265	110.00
1-1-60223-002	UPS	Annual Account Fee	04/05/2018	38220	45.00
1-1-60270-000	Bravio Communications, LLC	March Lobbyist/Legislative Services	04/05/2018	38204	1,000.00
1-1-60270-000	Bravio Communications, LLC	February Lobbyist/Legislative Services	04/05/2018	38204	1,000.00
1-1-60270-000	Centerpoint - Preskenis Perrin Assoc, Inc.	EAP Services for April	04/05/2018	38205	2,140.00
1-1-60270-000	Emergency Comm of Southern Oregon	911 Dispatch Services (Apr, May, Jun)	04/26/2018	38281	99,402.85
1-1-60270-000	Michael House	Construction Consultation for Seismic Rehab Projects	04/05/2018	38213	1,007.50
1-1-60270-000	Michael House	Construction Consultation for RCC Classroom Project	04/05/2018	38213	292.50
1-1-60270-000	Michael House	Construction Consultation for Seismic Rehab Projects	04/26/2018	38284	1,917.50
1-1-60380-000	Lorin Myers	Reimb Mileage for Chaplaincy (Jan-Mar)	04/12/2018	38248	59.22
1-1-60410-000	Eagle Pt/Upper Rogue Chamber Commere	2018 Eagle Point Chamber Membership	04/26/2018	38280	200.00
1-1-60412-000	Wells Fargo Bank Visa Cards	BH Visa; Annual Negotiation Briefings Newsletter	04/06/2018	0	147.00
1-1-60412-000	Wells Fargo Bank Visa Cards	MC Visa; Annual Survey Monkey Subscription	04/06/2018	0	252.00
1-1-60430-001	Rosebud Multimedia	Budget Committee Meeting Notice	04/26/2018	38298	160.56
1-1-60491-000	UPS	March Shipping Charges	04/05/2018	38220	196.23
1-1-60491-000	Wells Fargo Bank Visa Cards	MC Visa; Postage for BOD Awards	04/06/2018	0	37.80
Sub Total Dept 1:					\$114,899.81
OPERATIONS DEPARTMENT					
1-2-58212-000	Regence Blue Cross	May Health Insurance Premium	04/23/2018	0	72,613.70
1-2-58212-000	Special Districts	May Dental, Life, AD&D Insurances	04/12/2018	38257	8,774.02
1-2-60223-007	Petty Cash - Steve Darnell	Snacks for Engine Pre-Construction Meeting	04/12/2018	38254	9.70
1-2-60223-007	Petty Cash - Steve Darnell	Rehab Meal for Crew on Thomas Fire Conflagration	04/12/2018	38254	5.33
1-2-60223-007	Petty Cash - Steve Darnell	Repair Chair for Citizen	04/12/2018	38254	26.00
1-2-60223-007	Petty Cash - Steve Darnell	Snacks for EMS/Fire Meeting	04/12/2018	38254	32.41
1-2-60223-007	Quality Fence Co.	Replace Citizen Gate/Damaged by District on Alarm	04/12/2018	38255	375.00
1-2-60224-000	The Sign Dude	3x5 Double-Sided Special Events Flag for EP	04/12/2018	38259	180.00
1-2-60225-001	Cascade Fire Equipment	Wildland Gloves (2)	04/12/2018	38233	74.00

Account No	Vendor	Description	GL Date	Check No	Amount
1-2-60225-001	Sea Western Fire Fighting Equipment	Turnout Pants for Merrill	04/26/2018	38299	930.75
1-2-60225-001	Sea Western Fire Fighting Equipment	Turnout Coat for Cummings	04/26/2018	38299	1,410.50
1-2-60225-002	L.N. Curtis & Sons	Gated Wye Valves/Adapters for Apparatus	04/26/2018	38290	1,190.70
1-2-60225-002	L.N. Curtis & Sons	Intake Valves for Apparatus	04/26/2018	38290	1,790.00
1-2-60225-003	Coastal - White City	Supplies to Install Apparatus Drop Cords	04/05/2018	38209	16.44
1-2-60225-003	The Sign Dude	Reflective Decals (448) for Apparatus	04/12/2018	38259	112.00
1-2-60225-003	Wells Fargo Bank Visa Cards	DH Visa; Air Horns (3) for Engines	04/06/2018	0	28.71
1-2-60225-003	Wells Fargo Bank Visa Cards	MH Visa; Transformer/Hose Straps for Ladder Tip Project	04/06/2018	0	367.21
1-2-60225-003	Wisdom Signs	FD3 Logo/Front Bumper Chevron/Numbering on TN13-01	04/12/2018	38261	870.00
1-2-60225-004	Airgas USA, LLC	N95 Face Masks (80)	04/05/2018	38201	330.09
1-2-60225-004	Napa Auto Parts	Safety Tape	04/12/2018	38256	64.93
1-2-60225-004	WCP Solutions	Restock Batteries	04/05/2018	38221	29.00
1-2-60225-004	Yates Gear Inc.	Ladder Truck Escape Belts (6)	04/05/2018	38223	1,525.85
1-2-60225-007	Will Clelland	Reimb Rehab Meals for Crew-Old Military Rd Alarm 6/29/17	04/12/2018	38235	59.60
1-2-60225-007	Wells Fargo Bank Visa Cards	MyH Visa; Rehab Meals for Crew on Alarm 2018-1316	04/06/2018	0	76.08
1-2-60225-007	WCP Solutions	Water for Rehab	04/05/2018	38221	551.59
1-2-60225-008	Cascade Fire Equipment	Equipment for New Tender	04/26/2018	38274	1,107.00
1-2-60225-008	Chandler Custom Fab	Console Unit for TN17-01	04/26/2018	38277	575.00
1-2-60225-008	L.N. Curtis & Sons	Equipment for New Tender	04/12/2018	38242	234.63
1-2-60225-008	L.N. Curtis & Sons	Equipment for New Tender	04/12/2018	38242	404.72
1-2-60225-008	L.N. Curtis & Sons	Equipment for New Tender	04/12/2018	38242	845.98
1-2-60254-000	Cascade Fire Equipment	Repair SCBA Pack	04/12/2018	38233	518.00
1-2-60254-000	Crater Chain Saw Co.	Repair Circular Saw	04/12/2018	38237	61.25
1-2-60254-000	Petty Cash - Steve Darnell	Clamping Lever	04/12/2018	38254	2.00
1-2-60254-000	Petty Cash - Steve Darnell	Alcohol for SCBA Masks	04/12/2018	38254	4.00
1-2-60254-000	Petty Cash - Steve Darnell	Lag Bolts/O-Rings for Skill Saw	04/12/2018	38254	7.04

Sub Total Dept 2: \$95,203.23

FIRE AND LIFE SAFETY DEPARTMENT

1-3-58212-000	Regence Blue Cross	May Health Insurance Premium	04/23/2018	0	7,568.70
1-3-58212-000	Special Districts	May Dental, Life, AD&D Insurances	04/12/2018	38257	942.46
1-3-60223-004	Wells Fargo Bank Visa Cards	JP Visa; Waterproof Cameras (4) for Fire Investigations	04/06/2018	0	1,675.96
1-3-60223-004	Wells Fargo Bank Visa Cards	JP Visa; Canvas Prints (5) THFT Gifts	04/06/2018	0	166.90
1-3-60223-009	B&B Fire Suppression LLC	Add'l Equip Rental-Lg Diameter Trees-Madrone Hill Park	04/12/2018	38228	1,850.00
1-3-60223-009	B&B Fire Suppression LLC	Final Pmt-Firewise Fuels Reduction-Madrone Hill Park	04/12/2018	38228	5,750.00
1-3-60223-009	Lowe's Business Acct/Syncb	Smoke Alarms (65)	04/26/2018	38291	700.05
1-3-60223-009	Lowe's Business Acct/Syncb	Smoke Alarms (42)	04/26/2018	38291	661.50
1-3-60223-009	Oregon Department of Forestry	Fuels Reduction Work/Pumice Lane Project - Burn Fees	04/26/2018	38295	39.60
1-3-60410-000	Wells Fargo Bank Visa Cards	JP Visa; OFMA Membership Renewal for Patterson	04/06/2018	0	65.00
1-3-60410-000	Wells Fargo Bank Visa Cards	JP Visa; OFMA Membership Renewal for Murdock	04/06/2018	0	65.00
1-3-60410-000	Wells Fargo Bank Visa Cards	JP Visa; OFMA Membership Renewal for A Blakely	04/06/2018	0	65.00
1-3-60410-000	Wells Fargo Bank Visa Cards	JP Visa; OFMA Membership Renewal for Northrop	04/06/2018	0	65.00
1-3-60412-000	NFPA	Annual National Fire Codes Online Subscription	04/12/2018	38249	1,345.50

Sub Total Dept 3: \$20,960.67

TRAINING DEPARTMENT

1-4-58212-000	Regence Blue Cross	May Health Insurance Premium	04/23/2018	0	2,219.60
1-4-58212-000	Special Districts	May Dental, Life, AD&D Insurances	04/12/2018	38257	296.32
1-4-60223-002	DPSST	Certification Fingerprinting for Student Deupree	04/05/2018	38211	40.00

Account No	Vendor	Description	GL Date	Check No	Amount
1-4-60223-012	Bullex, Inc	Smoke Liquid (50 Gal)	04/26/2018	38272	2,387.00
1-4-60223-012	Coastal - White City	Reflective Rope for Training	04/05/2018	38209	16.96
1-4-60223-012	Wells Fargo Bank Visa Cards	SC Visa; Snacks for ACLS Class 2/28-3/2/18	04/06/2018	0	50.65
1-4-60223-012	Wells Fargo Bank Visa Cards	JB Visa; Lunch for ACLS Class 3/2/18	04/06/2018	0	87.30
1-4-60223-012	Wells Fargo Bank Visa Cards	SC Visa; Lunch for ACLS Class 2/28/18	04/06/2018	0	35.40
1-4-60265-000	Exercise Equipment of Oregon	Annual Preventative Maint on Station Fitness Equipment	04/26/2018	38282	714.95
1-4-60449-000	Wells Fargo Bank Visa Cards	JP Visa; Ldg at OFCA Roundtable in Eugene	04/06/2018	0	131.33
1-4-60449-000	Wells Fargo Bank Visa Cards	MH Visa; Ldg at OFCA Roundtable in Eugene	04/06/2018	0	131.33
1-4-60449-000	Wells Fargo Bank Visa Cards	JP Visa; Parking Fees at Fire Codes Mtg in Salem	04/06/2018	0	7.50
1-4-60449-000	Wells Fargo Bank Visa Cards	MH Visa; Ldg at OFCA Roundtable in Eugene/Blakely	04/06/2018	0	164.72
1-4-60449-000	Wells Fargo Bank Visa Cards	MH Visa; Ldg at OFCA Roundtable in Eugene/Horton	04/06/2018	0	131.33
1-4-60455-001	David Blakely	Meals at OFCA Spring Conference in Redmond	04/26/2018	38268	67.00
1-4-60455-001	Robert Horton	Meals at WFCA President's Forum in Idaho	04/26/2018	38283	97.00
1-4-60455-001	Robert Horton	Meals at OFCA Spring Conference in Redmond	04/26/2018	38283	67.00
1-4-60455-001	Mike Hussey	Meals at OFCA Spring Conference in Redmond	04/26/2018	38286	67.00
1-4-60455-001	John Patterson	Meals at OFCA Spring Conference in Redmond	04/26/2018	38296	67.00
1-4-60455-001	Wells Fargo Bank Visa Cards	MyH Visa; Ldg at NW Leadership in Portland	04/06/2018	0	466.98
1-4-60455-001	Wells Fargo Bank Visa Cards	MH Visa; Ldg at Wildland Urban Interface in Reno/Hussey	04/06/2018	0	207.40
1-4-60455-001	Wells Fargo Bank Visa Cards	MyH Visa; Ldg at NW Leadership in Portland/Downing	04/06/2018	0	466.98
1-4-60455-001	Wells Fargo Bank Visa Cards	BH Visa; Ldg at Wildland Urban Interface in Reno	04/06/2018	0	273.81
1-4-60455-001	Wells Fargo Bank Visa Cards	DB Visa; Reg at Wildland Urban Interface in Reno/Hussey	04/06/2018	0	475.00
1-4-60455-003	Crowne Plaza Union Station	Ldg at FDIC Int'l in Indianapolis for Manning/Miller	04/12/2018	38238	1,572.48
1-4-60455-003	Don Manning	Meals at FDIC Int'l in Indianapolis	04/12/2018	38243	268.00
1-4-60455-003	Robert Miller	Meals at FDIC Int'l in Indianapolis	04/12/2018	38246	268.00
1-4-60455-003	Wells Fargo Bank Visa Cards	MyH Visa; Ldg at TF Leader Symp in Redmond	04/06/2018	0	131.94
1-4-60455-003	Wells Fargo Bank Visa Cards	MyH Visa; Fuel to/from TF Leader Symp in Redmond	04/06/2018	0	38.90
1-4-60455-004	Wells Fargo Bank Visa Cards	JP Visa; Credit Ldg at OFMA Annual Bus Mtg/Trng Conf	04/06/2018	0	-111.40
1-4-60455-004	Wells Fargo Bank Visa Cards	SC Visa; Reg at OFMA Bus Mtg/Trng Conf for Northrop	04/06/2018	0	395.00
1-4-60455-004	Wells Fargo Bank Visa Cards	SC Visa; Reg at OFMA Bus Mtg/Trng Conf for Patterson	04/06/2018	0	395.00

Sub Total Dept 4: \$11,627.48

SUPPORT SERVICES DEPARTMENT

1-5-58212-000	Regence Blue Cross	May Health Insurance Premium	04/23/2018	0	1,165.30
1-5-58212-000	Special Districts	May Dental, Life, AD&D Insurances	04/12/2018	38257	148.18
1-5-58213-000	Blackbird Shopping Center	Danner Boot Dressing	04/12/2018	38229	50.00
1-5-60221-000	Cintas Corporation #178	March Janitorial Supplies/Laundry Service at ADM	04/12/2018	38234	331.46
1-5-60221-000	Cintas Corporation #178	March Janitorial Supplies/Laundry Service at WC	04/12/2018	38234	1,308.40
1-5-60221-000	Cintas Corporation #178	March Janitorial Supplies/Laundry Service at TR	04/12/2018	38234	600.87
1-5-60221-000	Cintas Corporation #178	March Janitorial Supplies/Laundry Service at EP	04/12/2018	38234	779.67
1-5-60221-000	Cintas Corporation #178	March Janitorial Supplies/Laundry Service at CP	04/12/2018	38234	849.58
1-5-60221-000	Wells Fargo Bank Visa Cards	DH Visa; Floor Squeegees (2) for EP	04/06/2018	0	81.00
1-5-60221-000	WCP Solutions	Trash Can Liners/Dishwashing Detergent	04/05/2018	38221	60.99
1-5-60221-000	WCP Solutions	Trash Can Liners	04/05/2018	38221	43.80
1-5-60223-003	Airgas USA, LLC	March Medical Cylinder Rental (WC)	04/12/2018	38225	194.93
1-5-60223-003	Airgas USA, LLC	March Medical Cylinder Rental (CP)	04/12/2018	38225	60.83
1-5-60223-003	Airgas USA, LLC	Toggle Post Valves (6) for Medical Oxygen Cylinders	04/26/2018	38266	252.53
1-5-60223-003	Bound Tree Medical, LLC	Billing in Error	04/05/2018	38203	177.90
1-5-60223-003	Bound Tree Medical, LLC	Credit Billing in Error	04/05/2018	38203	-177.90
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	04/05/2018	38203	139.90

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	04/05/2018	38203	113.99
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	04/12/2018	38230	1,057.94
1-5-60223-003	Bound Tree Medical, LLC	Qtr 4/2017 Naloxone Rebate	04/12/2018	38230	-60.00
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	04/26/2018	38271	202.90
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	04/26/2018	38271	189.48
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	04/26/2018	38271	1,589.94
1-5-60223-003	Cintas Corporation #178	PPE Latex Gloves	04/12/2018	38234	1,140.00
1-5-60223-003	WCP Solutions	Baby Wipes	04/05/2018	38221	21.58
1-5-60223-003	ZOLL Medical Corporation	Battery Pack for AED on SE97-01	04/05/2018	38224	120.00
1-5-60223-003	ZOLL Medical Corporation	Electrodes	04/05/2018	38224	840.00
1-5-60223-003	ZOLL Medical Corporation	Thermal Paper for Defibrillator	04/05/2018	38224	59.04
1-5-60223-006	Coastal - White City	Glue	04/05/2018	38209	8.99
1-5-60223-006	Platt Electric Supply	Power Cord Ends (10)	04/05/2018	38216	99.98
1-5-60223-006	Napa Auto Parts	Drip Pans (2)	04/12/2018	38256	38.18
1-5-60223-006	Wells Fargo Bank Visa Cards	DH Visa; Misc Shop Supplies	04/06/2018	0	66.38
1-5-60223-008	Wells Fargo Bank Visa Cards	DH Visa; Restock Station Coffee (24)	04/06/2018	0	215.76
1-5-60223-015	Petty Cash - Steve Darnell	Kitchen Knife Set	04/12/2018	38254	39.99
1-5-60223-015	Petty Cash - Steve Darnell	Kitchen Knife Sharpener	04/12/2018	38254	14.00
1-5-60223-015	Wells Fargo Bank Visa Cards	DH Visa; Fuels Safety Storage Cabinet	04/06/2018	0	1,074.55
1-5-60223-015	Wells Fargo Bank Visa Cards	DH Visa; Office Chairs (2) for Board Room	04/06/2018	0	475.00
1-5-60223-015	West Coast Appliance	Replace Refrigerator at Admin Bldg	04/26/2018	38301	999.00
1-5-60223-015	West Coast Appliance	Mattress Bed Set for CP	04/26/2018	38301	529.95
1-5-60223-016	Eagle Point Hardware	Files (2) for Station Tool Maintenance	04/05/2018	38212	13.18
1-5-60223-016	Medford Tools & Supply Inc.	Roto Hammer Drill Bit for Security Camera Install	04/26/2018	38293	37.99
1-5-60223-016	Petty Cash - Steve Darnell	Kitchen Brushes (5)	04/12/2018	38254	5.00
1-5-60223-016	Petty Cash - Steve Darnell	Clamps for Flag	04/12/2018	38254	4.74
1-5-60223-016	Wells Fargo Bank Visa Cards	DH Visa; Bit Sockets (2)	04/06/2018	0	16.96
1-5-60223-016	Wells Fargo Bank Visa Cards	DH Visa; Air Compressor for SV	04/06/2018	0	389.00
1-5-60230-000	Hays Oil	Fill EP Fuel Tank (195 Gal Diesel)	04/12/2018	38240	526.89
1-5-60230-000	Hays Oil	Fill EP Fuel Tank (115 Gal Diesel)	04/12/2018	38240	255.52
1-5-60230-000	Hays Oil	Fill WC Fuel Tank (1,000 Gal Diesel)	04/12/2018	38240	2,221.90
1-5-60230-000	Hays Oil	Fill SV Fuel Tank (208 Gal Diesel)	04/12/2018	38240	517.17
1-5-60230-000	Marc Nelson Oil Products	Fuel	04/12/2018	38244	1,002.12
1-5-60230-000	Marc Nelson Oil Products	Fuel	04/26/2018	38292	1,048.06
1-5-60230-000	Napa Auto Parts	Credit for Diesel Exhaust Fluid	04/12/2018	38256	-175.84
1-5-60230-000	Napa Auto Parts	Diesel Exhaust Fluid	04/12/2018	38256	175.84
1-5-60230-000	Napa Auto Parts	Diesel Exhaust Fluid	04/12/2018	38256	94.08
1-5-60230-000	Wells Fargo Bank Visa Cards	MH Visa; Fuel	04/06/2018	0	52.50
1-5-60250-000	Chandler Custom Fab	2x2 Pipe Holder for SE97-01	04/26/2018	38277	40.00
1-5-60250-000	Crater Car Wash	March Car Washes (4)	04/12/2018	38236	12.00
1-5-60250-000	Jiffy Lube	Oil Service on SV11-02	04/12/2018	38241	59.91
1-5-60250-000	Jiffy Lube	Oil Service on SV11-03	04/12/2018	38241	64.79
1-5-60250-000	Jiffy Lube	Oil Service on SV17-02	04/12/2018	38241	51.02
1-5-60251-110	American Industrial Door LLC	Apparatus Bay Door Repair at WC	04/12/2018	38226	190.00
1-5-60251-110	Eagle Point Hardware	Replace Kitchen Faucet Spray Head	04/05/2018	38212	9.99
1-5-60251-110	Northern Pacific Landscape	March Landscape Maint/Weed Preventative at WC	04/12/2018	38250	256.00
1-5-60251-110	Pathway Enterprises, Inc.	WC Classroom Cleaning for March	04/12/2018	38253	27.70
1-5-60251-110	Petty Cash - Steve Darnell	Light Repair Supplies for WC Dorm	04/12/2018	38254	3.35
1-5-60251-110	Robert Lyon Construction Co Inc	Clean Out Sumps (4) at WC	04/26/2018	38297	350.00
1-5-60251-110	Statewide Sales and Service	Sweep Parking Lot at WC	04/12/2018	38258	67.50

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60251-111	Northern Pacific Landscape	March Landscape Maint/Weed Preventative at CP	04/12/2018	38250	156.00
1-5-60251-111	Petty Cash - Steve Darnell	Shower Tub Seal for CP	04/12/2018	38254	9.98
1-5-60251-113	Petty Cash - Steve Darnell	Antenna Flange	04/12/2018	38254	11.79
1-5-60251-114	Northern Pacific Landscape	March Landscape Maint/Weed Preventative at GH	04/12/2018	38250	136.00
1-5-60251-116	American Industrial Door LLC	Preventative Maintenance on Apparatus Doors at EP	04/26/2018	38267	165.00
1-5-60251-116	Kelly's Carpet Cleaning, Inc.	Carpet Cleaning/Steam Clean Linoleum at EP	04/26/2018	38288	656.28
1-5-60251-116	Northern Pacific Landscape	March Landscape Maint/Weed Preventative at EP	04/12/2018	38250	136.00
1-5-60251-120	Statewide Sales and Service	Sweep Parking Lot at TC	04/12/2018	38258	175.00
1-5-60251-121	Central Point Glass & Mirror Co.	Kitchen Window Seal Repair at Admin Bldg	04/26/2018	38275	80.00
1-5-60251-121	Infinity Electrical Contractors, Inc	Install Time Clock/Remove Photo Eye at Admin Bldg	04/26/2018	38287	524.40
1-5-60251-121	Northern Pacific Landscape	March Landscape Maint/Weed Preventative at Adm	04/12/2018	38250	136.00
1-5-60251-121	Pathway Enterprises, Inc.	Adm Bldg Janitorial for March	04/12/2018	38253	398.16
1-5-60251-121	Petty Cash - Steve Darnell	Wall Outlet for CFO Office	04/12/2018	38254	4.99
1-5-60251-121	Statewide Sales and Service	Sweep Parking Lot at Adm Bldg	04/12/2018	38258	67.50
1-5-60254-000	Municipal Emergency Services	SCBA Compressor Repair at WC	04/12/2018	38247	742.00
1-5-60500-110	Avista Utilities	Natural Gas (WC)	04/05/2018	38202	1,290.45
1-5-60500-110	Charter Communications	Cable TV Service (WC)	04/26/2018	38278	105.17
1-5-60500-110	Hunter Communications	Internet Fiber Connection	04/26/2018	38285	148.74
1-5-60500-110	Medford Water Commission	Water (WC)	04/05/2018	38214	131.73
1-5-60500-110	Pacific Power	Electricity (WC)	04/12/2018	38252	952.66
1-5-60500-110	Rogue Disposal & Recycling, Inc.	Garbage (WC)	04/05/2018	38217	287.73
1-5-60500-110	Rogue Valley Sewer Services	Sewer (WC)	04/05/2018	38218	146.10
1-5-60500-111	Avista Utilities	Natural Gas (CP)	04/05/2018	38202	525.73
1-5-60500-111	City of Central Point	Water (CP)	04/05/2018	38207	192.06
1-5-60500-111	CenturyLink	Telephone (CP)	04/26/2018	38276	278.85
1-5-60500-111	Charter Communications	Digital Cable Receiver Rental (CP)	04/26/2018	38278	7.38
1-5-60500-111	Hunter Communications	Credit Franchise Fee from March Billing	04/26/2018	38285	-13.65
1-5-60500-111	Hunter Communications	Internet Fiber Connection	04/26/2018	38285	276.24
1-5-60500-111	Pacific Power	Electricity (CP)	04/12/2018	38252	482.07
1-5-60500-111	Rogue Disposal & Recycling, Inc.	Garbage (CP)	04/05/2018	38217	182.96
1-5-60500-111	Rogue Valley Sewer Services	Sewer (CP)	04/05/2018	38218	26.46
1-5-60500-112	CenturyLink	Telephone (DB)	04/05/2018	38206	119.55
1-5-60500-112	CenturyLink	DSL Internet (DB)	04/05/2018	38206	23.97
1-5-60500-112	Pacific Power	Electricity (DB Mobile 1)	04/12/2018	38252	177.04
1-5-60500-112	Pacific Power	Electricity (DB)	04/12/2018	38252	111.33
1-5-60500-112	Pacific Power	Electricity (DB Mobile 2)	04/12/2018	38252	187.79
1-5-60500-112	So Oregon Sanitation, Inc.	Garbage (DB)	04/05/2018	38219	105.08
1-5-60500-113	Blue Star Gas	Propane (SV) 265 Gal	04/26/2018	38269	838.62
1-5-60500-113	CenturyLink	Telephone (SV)	04/26/2018	38276	60.58
1-5-60500-113	CenturyLink	January Internet (SV)	04/26/2018	38276	48.39
1-5-60500-113	Pacific Power	Electricity (SV Mobile 1)	04/12/2018	38252	178.21
1-5-60500-113	Pacific Power	Electricity (SV)	04/12/2018	38252	125.64
1-5-60500-113	So Oregon Sanitation, Inc.	Garbage (SV)	04/05/2018	38219	50.87
1-5-60500-114	Avista Utilities	Natural Gas (GH)	04/05/2018	38202	432.41
1-5-60500-114	CenturyLink	Telephone (GH)	04/26/2018	38276	161.57
1-5-60500-114	Charter Communications	Digital Cable Receiver Rental (GH)	04/26/2018	38278	7.37
1-5-60500-114	Charter Communications	Internet Service (GH)	04/26/2018	38278	89.98
1-5-60500-114	Pacific Power	Electricity (GH)	04/12/2018	38252	295.81
1-5-60500-114	So Oregon Sanitation, Inc.	Garbage (GH)	04/05/2018	38219	44.22
1-5-60500-115	CenturyLink	Telephone (AL)	04/05/2018	38206	61.65

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60500-115	Pacific Power	Electricity (AL)	04/12/2018	38252	243.62
1-5-60500-115	Pacific Power	Electricity (AL Mobile 1)	04/12/2018	38252	84.58
1-5-60500-115	Rogue Disposal & Recycling, Inc.	Garbage (AL)	04/05/2018	38217	83.76
1-5-60500-116	Avista Utilities	Natural Gas (EP)	04/05/2018	38202	361.00
1-5-60500-116	CenturyLink	Telephone (EP)	04/05/2018	38206	367.54
1-5-60500-116	Charter Communications	Digital Cable Receiver Rental (EP)	04/26/2018	38278	7.37
1-5-60500-116	City of Eagle Point	Water/Sewer (EP)	04/05/2018	38208	102.39
1-5-60500-116	Hunter Communications	Credit Franchise Fee from March Billing	04/26/2018	38285	-13.65
1-5-60500-116	Hunter Communications	Internet Fiber Connection	04/26/2018	38285	276.24
1-5-60500-116	Pacific Power	Electricity (EP)	04/12/2018	38252	492.54
1-5-60500-116	So Oregon Sanitation, Inc.	Garbage (EP)	04/05/2018	38219	98.47
1-5-60500-117	Avista Utilities	Natural Gas (TR)	04/05/2018	38202	404.50
1-5-60500-117	City of Central Point	Water (TR)	04/05/2018	38207	36.20
1-5-60500-117	Charter Communications	Cable/Internet/Voice Services (TR)	04/26/2018	38278	196.67
1-5-60500-117	Pacific Power	Electricity (TR)	04/12/2018	38252	349.10
1-5-60500-117	Rogue Disposal & Recycling, Inc.	Garbage (TR)	04/05/2018	38217	143.92
1-5-60500-117	Rogue Valley Sewer Services	Sewer (TR)	04/05/2018	38218	20.58
1-5-60500-120	Avista Utilities	Natural Gas (TC)	04/05/2018	38202	178.17
1-5-60500-120	Medford Water Commission	Water (TC)	04/05/2018	38214	786.06
1-5-60500-120	Pacific Power	Electricity (SIM)	04/12/2018	38252	57.25
1-5-60500-120	Rogue Valley Sewer Services	Sewer (TC)	04/05/2018	38218	156.32
1-5-60500-121	CenturyLink	Telephone (Adm Bldg)	04/05/2018	38206	1,113.10
1-5-60500-121	CenturyLink	Telephone (Alarm System & 911)	04/05/2018	38206	176.64
1-5-60500-121	Charter Communications	Cable TV Service (Adm Bldg)	04/26/2018	38278	97.81
1-5-60500-121	Hunter Communications	Internet Fiber Connection	04/26/2018	38285	148.73
1-5-60500-121	Medford Water Commission	Water (Adm Bldg)	04/05/2018	38214	66.86
1-5-60500-121	Pacific Power	Electricity (Adm Bldg)	04/12/2018	38252	1,401.02

Sub Total Dept 5: \$41,198.11

VOLUNTEER DEPARTMENT

1-6-58203-000	Asante Physician Partners	RFT Review Questionnaire for Vol Quintana	04/12/2018	38227	31.00
1-6-60223-013	Petty Cash - Steve Darnell	Snacks for Fire Chaplain Meeting	04/12/2018	38254	19.34

Sub Total Dept 6: \$50.34

TECHNOLOGY DEPARTMENT

1-7-58212-000	Regence Blue Cross	May Health Insurance Premium	04/23/2018	0	909.90
1-7-58212-000	Special Districts	May Dental, Life, AD&D Insurances	04/12/2018	38257	152.14
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Access 2016 Book	04/06/2018	0	24.51
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; HDMI Switch	04/06/2018	0	133.04
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Connectors	04/06/2018	0	113.43
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Hooks to Organize Cables	04/06/2018	0	12.23
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; MS Access 2018	04/06/2018	0	129.99
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; SFP Modules (4) for Cisco Switches	04/06/2018	0	260.00
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Fiber Optic Patch Cables for TR	04/06/2018	0	29.98
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; SFP Modules for Back-Up Switches	04/06/2018	0	120.00
1-7-60223-011	Wells Fargo Bank Visa Cards	PR Visa; Cat 5E Cables for Servers	04/06/2018	0	29.56
1-7-60223-013	Day Wireless Systems	Batteries for Portable Radios (15)	04/12/2018	38239	1,621.95
1-7-60240-000	CallBack Staffing Solutions, LLC	CrewSense Pro Monthly Support Contract (April)	04/12/2018	38231	245.65
1-7-60240-000	Kronos, Inc.	Voxeo Telephony Charges for Telestaff (Feb - Mar 2018)	04/26/2018	38289	73.94
1-7-60240-000	Wells Fargo Bank Visa Cards	SM Visa; Annual InDesign Software License/MC and HH	04/06/2018	0	719.76
1-7-60240-000	Wells Fargo Bank Visa Cards	DB Visa; Wix.com Domain Subscription for rvfrso.com	04/06/2018	0	47.70

Account No	Vendor	Description	GL Date	Check No	Amount
1-7-60240-000	Wells Fargo Vendor Fin Serv	Canon Copier Lease Pmt	04/05/2018	38222	155.15
1-7-60241-000	Burning Diode	Interra SQL Switch Cut-Over	04/26/2018	38273	93.75
1-7-60241-000	Core Business Services	Server Exchange Contract/Block Support (2nd Qtr 2018)	04/05/2018	38210	1,000.00
1-7-60252-000	Canon Solutions America, Inc.	Maint/Copies on Adm Copier	04/12/2018	38232	575.17
1-7-60253-000	Day Wireless Systems	Radio Contact Assembly Repair	04/26/2018	38279	103.72
1-7-60253-000	Day Wireless Systems	Repair Portable Radios (5)	04/26/2018	38279	2,074.35
1-7-60290-000	Verizon Wireless	March Cellular and Data Charges	04/12/2018	38260	1,722.00
Sub Total Dept 7:					<u>\$10,347.92</u>

NON DEPARTMENTAL

Sub Total Dept 9: \$0.00

Total General Fund: \$294,287.56

CAPITAL PROJECTS FUND

5-8-70533-000	Adroit Construction Co., Inc.	Pre-Construction Design Work/Fire Science Classroom PP3	04/05/2018	38200	14,702.00
5-8-70533-000	BOLI	Prevailing Wage Contract Fee - Fire Science Classroom	04/26/2018	38270	1,000.00
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for CP	04/12/2018	38245	938.50
Total Capital Projects Fund:					<u><u>\$16,640.50</u></u>

Total All Funds: \$310,928.06

INTERGOVERNMENTAL AGREEMENT FOR AUTOMATIC AID AND EMERGENCY RESPONSE SERVICES

THIS AGREEMENT, is made and entered into on this first day of June, by and between Medford Fire-Rescue (City of Medford) and Fire District 3, through their duly authorized Mayor, City Manager or Board Director, to provide for automatic assistance for fires and other types of emergency incidents as described under the terms of this agreement.

RECITALS

Whereas, Oregon Revised Statutes (ORS) Chapter 190 authorizes units of local government to enter into written agreements with other units of local government for any or all of the functions and activities of a party to the agreement, and

Whereas, the participating cities, towns and fire districts of the Automatic Aid System seek to provide the most efficient, safe, and effective fire-rescue-emergency medical services to their communities, and

Whereas, policy statements for automatic assistance in fire protection and response to other emergencies have existed between specific municipalities and governmental jurisdictions, and

Whereas, under the oversight of the Rogue Valley Fire Chiefs Association, the Mutual Aid System has been in existence to provide the highest levels of services in conjunction with the most effective use of local fire department resources working collaboratively through intergovernmental cooperation; and

Whereas, the Automatic Aid System Participants are committed to demonstrate public equity through the reasonable commitment and distribution of resources within their jurisdiction to ensure that no participant unfairly benefits at the expense of the other participants, and

Whereas, it is the desire of the Automatic Aid System participants joining in this agreement to continue and improve the nature and coordination of emergency assistance to incidents that threaten loss of life or property within the geographic boundaries of their respective jurisdictions, and

Whereas, it is further the determination of each of the parties hereto that the decision to enter into this Automatic Aid Agreement constitutes a fundamental governmental policy of the parties hereto which is automatic in nature, and includes the determination of the proper use of the resources available with respect to the providing of governmental services and the utilization of existing resources of each of the parties hereto, including the use of equipment and personnel, and

Whereas, it is the desire of these municipalities and governmental jurisdictions to maintain a “closest forces” automatic aid response for emergency response services.

AGREEMENT

That the Automatic Aid System participants executing this agreement agree to dispatch their respective assigned fire department units on an automatic basis. The Computer Aided Dispatch and Automatic Vehicle Locator system will automatically determine the closest available, most appropriate unit(s) regardless of jurisdictional boundaries. Each jurisdiction agrees that such unit(s) will respond.

1. It is agreed that the scope of this agreement includes automatic assistance in responding to fires, medical emergencies, hazardous materials incidents, rescue and extrication situations and other types of emergency incidents that are within the standard scope of services provided by fire departments in the Automatic Aid System. The scope of this agreement is not intended to include assistance for pre-planned or special events requiring additional staffing needs.
2. If at any time while this Automatic Aid Agreement is in effect, if a party to the Automatic Aid Agreement closes a fire station, or reduces the level of fire, medical or emergency services provided within its municipal or jurisdictional boundaries, the party closing said fire station or reducing services will give a minimum of 90 days' notice to all other parties to this Automatic Aid Agreement.
3. Agree to maintain compatible equipment and encourage the development of cooperative procedures and protocols.
4. Nothing in this agreement shall limit the ability of any or all of the parties from agreeing to participate in more specific contracts for services, mutual assistance or automatic response; nor shall this prohibit any party from providing emergency assistance to another jurisdiction which is not a participant in this agreement.
5. Each participating municipality or fire district shall retain ownership of any equipment or property it brings to the performance of this agreement and shall retain ultimate control of its employees. If at any time it is determined that communications infrastructure is necessary to meet the operational requirements of the automatic aid response system, the jurisdiction's fire department will assist Emergency Communications of Southern Oregon (ECSO) in facilitating all necessary steps to implement sufficient communications infrastructure, including the authorizations, agreements, access, etc.
6. Each Automatic Aid System participant commits to meet regularly to discuss issues and develop policies or protocols to improve coordinated response reliability. The Fire Chief may designate a representative with decision making authority.
7. Participants in this automatic aid agreement do further agree to the following standard service criteria as the primary response system elements of this automatic aid agreement:
 - A. The Automatic Aid System will use a Computer Aided Dispatch (CAD) system that automatically selects the closest, most appropriate unit(s) for dispatch to include Battalion Chiefs. The CAD system shall be a centralized, totally integrated unit dispatch/status keeping system.
 - B. The Automatic Aid System allows the closest, most appropriate emergency response unit to an

emergency to be dispatched automatically - regardless of the jurisdiction where the emergency occurs or the jurisdictional affiliation of the response unit. The dispatch system utilizes Automatic Vehicle Location (AVL) equipment to discern the location of emergency response units and a computerized Geographic Information System (GIS) to discern the location of the emergency call. The AVL and GIS systems allow the dispatch system to match the closest response unit to the emergency and recommend it for dispatch within the Automatic Aid System boundaries. All Automatic Aid System participants shall ensure its staffed engines, ladders, tenders and wildland brush units are equipped with AVLs'.

- C. The automatic aid system utilizes a preplanned system of communications. Communications support for participants includes the provision of a main dispatch and multiple tactical radio frequencies, a Mobile Computer Terminal (MCT) system, a station alerting system, direct communication lines between each participating fire station and the Dispatch Center, and a paging system. These systems are in place and supported by the Dispatch Center.
- D. All participants will use standard command procedures. A standardized Incident Management System (IMS) provides for efficient management of the emergency and for the safety of firefighters through the use of standard terminology, reporting relationships, and support structures. The Incident Management System and associated standard operating procedures adopted for use by all Automatic Aid participants are the Rogue Valley Fire Rescue Standing Orders.
- E. Participants shall use the same set of procedures for Incident Management and minimum company standards (basic evolutions used by the fire service). Participants shall explore opportunities for joint training. Participants that do not attend joint training opportunities on a regular basis, as determined by the signors of this agreement, will be automatically removed from this agreement.
- F. To ensure compatibility of equipment, participants shall maintain a mutually agreed upon inventory of equipment (based upon minimum NFPA standards), including hoses, couplings, pump capacity, communications equipment, and will maintain the minimum standard amount of equipment on each type of apparatus (as recommended by related NFPA Standards).
- G. Participants shall utilize the Valley-wide apparatus numbering system and standardized terminology for apparatus and fire stations.
- H. Participants shall use standardized response criteria (i.e. pre-established type and number of apparatus that will be automatically dispatched based on type of call as per standard NFPA and ISO recommendations). The dispatch system can tailor the response to specific types of incidents by jurisdiction or part of a jurisdiction. This includes the capability to automatically dispatch selected specialty units.

- I. Participants recognize the importance of service delivery and personnel safety issues. The minimum staffing level for response is two fully trained personnel. The minimum staffing level for engines and ladders is three fully trained personnel. Engine & Ladder staffing may be reduced to less than 3 personnel for short periods of time under special circumstances. Specialty units such as Interface engines, wildland units, tenders, tactical tenders, rescues, etc. may have staffing of less than 3 personnel. Command Staff unit staffing of 1 Chief Officer is acceptable.
 - J. To ensure safety, all participants agree that they will follow the standard operating procedures and command procedures of the Rogue Valley Fire Rescue Standing Orders. Departments shall use safety officers that will follow standardized procedures as recommended by NFPA. Staff filling the role of safety officer shall participate in joint training.
 - K. Participants agree to the use of specialized unit resources. The assignment of a specialized unit to an incident relies on predefined response levels to specific types of incidents, the closest specialized unit to the call, and/or any special call for resources made by an incident commander that is not pre-programmed in the CAD system. This includes, but is not limited to, hazardous materials support, technical rescue support, loss control, rehab, command, utility, brush, and water tenders.
 - L. Participants agree that automatic aid is reciprocal. While automatic aid does not ensure that a community will receive the exact same amount of assistance as it gives, it does mean that all participants will provide assistance outside its jurisdictional boundaries and that the level of service delivered within the Automatic Aid System will be comparable.
 - M. The amount of automatic aid given and received by each participant of this agreement will be tracked on a monthly basis with a rolling 12 month look-back. If significant long term trends develop in the gap between automatic aid given vs received then the participants of this agreement will meet to evaluate strategies to reduce that gap.
 - N. Participants shall define "time of dispatch" as the point in time at which the Dispatch Center has notified the station or (responding unit if out of station) of the call through the station alert system, radio, or MDC.
 - O. Participants shall measure "response time" from the time of dispatch to time of arrival on-scene.
 - P. Calls outside the response boundaries of the Automatic Aid Response System will be considered mutual aid where such written agreements remain under the supervision of the Rogue Valley Fire Chiefs Association. Requests for and responses to mutual aid will be at the sole discretion of the departments involved.
8. No term or provision of this Agreement is intended to, or shall, create any rights in any person, firm, corporation or other entity not a party hereto, and no such person or entity shall have any cause of action hereunder.

9. Except as specifically agreed to by both parties for a particular incident, neither party shall be reimbursed by the other party for any costs incurred pursuant to this agreement. In the event of Declared Disasters, participants may apply for reimbursements from County, State and Federal agencies.
10. The parties further understand that this agreement supersedes any previous Automatic Aid Agreement between any of the parties hereto.
11. The parties also recognize that it is the responsibility of each participating party to ensure that their employees are notified in accordance with the provisions of Oregon Workers Compensation Law, specifically, ORS or any amendment thereto, and that all such notices as required by such laws shall be posted in accordance with said law.
12. No term or provision in this agreement is intended to create a partnership, joint venture or agency arrangement between any of the parties.
13. The parties to this agreement hereby agree that other departments dispatched by Emergency Communications of Southern Oregon may be added to this Automatic Aid Agreement upon approval of their governing body and the governing bodies of all signors.
14. This Automatic Aid Agreement shall be reviewed by all parties every five years or as deemed necessary.

REVIEW, EVALUATION, AND QUALITY ASSURANCE

Both parties shall notify the other as soon as possible of incidents that affect the quality of service delivery under this agreement. Both parties agree to work diligently towards resolving any issues that may arise for the mutual benefit of the parties.

LIABILITY/INDEMNITY

- A. To the extent permitted by the Oregon Tort Claims Act and the Oregon Constitution, Fire District 3 shall defend, indemnify and hold harmless Medford Fire-Rescue, and each of Medford Fire-Rescue's elected officials, officers, agents and employees, from and against any and all losses, claims, actions, costs, judgments, damages or other expenses resulting from injury to any person (including injury resulting in death) or damage to property (including loss or destruction), of whatever nature, arising out of or incident to the performance of this agreement by Fire District 3, including, but not limited to, any acts or omissions of Fire District 3's officers, employees, agents, volunteers and others, if any, designated by Fire District 3 to perform services under this agreement.
- B. Fire District 3 shall not be held responsible for any losses, claims, actions, costs, judgments, damages or other expenses directly, solely and proximately caused by the negligence of Medford Fire-Rescue.
- C. To the extent permitted by the Oregon Tort Claims Act and the Oregon Constitution, Medford Fire-Rescue shall defend, indemnify and hold harmless Fire District 3, and each of its elected official, officers, agents and employees, from and against any and all losses, claims, actions, costs, judgments, damages or other expenses resulting from injury to any person (including injury resulting in death) or damage to property (including loss or

destruction), of whatsoever nature, arising out of or incident to the performance of this agreement by Medford Fire-Rescue, including but not limited to, the acts and omissions of Medford Fire-Rescue's employees, agents, volunteers and others, if any, designated by Medford Fire-Rescue to perform services under this agreement.

- D. Medford Fire-Rescue shall not be held responsible for any losses, claims, actions, costs, judgments, damages or other expenses directly, solely and proximately caused by the negligence of District 3.
- E. This section does not confer any right to indemnity on any person or entity other than the parties, waive any right of indemnity or contribution from any person or entity; or waive any governmental immunity.

DEFAULT

- A. A party to this agreement who has cause to believe that the other party is in default of the terms or conditions of this agreement, shall give the party alleged to be in default written notice of said default, and allow not less than ten (10) days for the default to be cured. If the default is not cured within that time, the following remedies are available to the parties:
 - Declare this agreement to be terminated, at which time the provisions of Termination of this agreement shall be complied with.
 - Request arbitration of any dispute pursuant to ORS 190.710 to ORS 190.180.
 - If not resolved in arbitration, bring an action in the Jackson County Circuit Court to enforce any provision of this agreement.
- B. Each of the above remedies is deemed to be cumulative and non-exclusive of any other remedy.

TERMINATION

- A. This agreement may be terminated by either party, without cause, by the terminating party giving the other party written notice of its intention to terminate this agreement. Such notice shall be given at least six (6) months prior to the termination of this agreement, although, by mutual consent of the parties, this agreement may be terminated on shorter notice.

ENTIRE AGREEMENT

- A. This written agreement is the entire agreement of the parties hereto regarding the subject matter of this agreement and contains all of the terms and conditions of the agreement between the parties. All prior agreements, for the services aforementioned, understandings or the like, whether written or verbal, are superseded by this agreement and shall be of no force or effect whatsoever. Any amendment to this agreement shall be in writing and signed by the representatives of the parties as duly authorized by the governing body of each party.

EXECUTION

- A. The execution of this agreement by each of the undersigned is done pursuant to the authorization of the governing body of each party, voted upon in an open meeting in accordance with Oregon Law, and each person executing this agreement hereby certifies that they are authorized to execute this agreement on behalf of Fire District 3 or Medford Fire-Rescue. In witness whereof, the parties, through their duly authorized representatives, have executed this Agreement on the date or dates set forth below.

IN WITNESS WHEREOF, this Agreement is executed on the year and date first above written.

Approved:
Jackson County Fire District 3

Approved:
City of Medford

By: _____

By: _____

Date: _____

Date: _____