

# ***Jackson County Fire District 3***

Board of Directors Meeting Agenda  
July 19, 2018 at 5:15 PM  
Crater Lake Room, Administrative Building

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1. **CALL TO ORDER** – President Tonn
2. **ROLL CALL OF DIRECTORS** – Executive Assistant Calvert
3. **ELECTION OF BOARD OFFICERS** – President Tonn
  - A. Elections for the positions of President, Vice-President, and Secretary-Treasurer for the 2018/19 Fiscal Year
4. **APPROVAL OF MINUTES** – Board President
  - A. **REGULAR BOARD MEETING** – June 21, 2018
5. **FINANCIAL REVIEW** – Board President
  - A. **REVENUE, EXPENDITURE AND ACCOUNTS PAYABLE REPORTS** – June 2018  
**ACTION REQUESTED:** Consider approval of financial reports.
6. **PUBLIC COMMENT** (Not to exceed 5 minutes per person) – Board President
7. **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. **TRAINING AND SAFETY HIGHLIGHTS** – Division Chief Blakely
8. **OLD BUSINESS** – Board President
  - A. **COUNTRY CROSSINGS BRIEFING** – Fire Chief Horton
  - B. **FIRE CHIEF PERFORMANCE APPRAISAL AND EMPLOYMENT AGREEMENT** – Board President  
**ACTION REQUESTED:** Discuss performance appraisal and review employment agreement.
9. **NEW BUSINESS** – Board President
  - A. **CONTRACT WITH EMERGENCY COMMUNICATIONS OF SOUTHERN OREGON (ECISO) FOR DISPATCH SERVICES FOR THE 2018/2019 FISCAL YEAR** – Fire Chief Horton  
**ACTION REQUESTED:** Consider approval of the 2018/2019 Fiscal Year Emergency Communications of Southern Oregon Telecommunications contract in the amount of \$409,539.80.
  - B. **BOARD POLICY 3.3: CODE OF ETHICS** – Board President  
**ACTION REQUESTED:** Formal review of Board Policy 3.3 on Code of Ethics.

**C. BOARD POLICY 3.4: CONFLICT OF INTEREST – Board President**

**ACTION REQUESTED:** Formal review of Board Policy 3.4 on Conflict of Interest. Each Director submits a statement of acknowledgement addressing any known or anticipated conflicts of interest that may exist. Board members must report any conflicts of interest in a public session.

**D. RESOLUTION NO. 18-07: AUTHORIZING 2018/19 FISCAL YEAR FUNDS AND FINANCIAL POLICIES – Chief Administrative Officer Maxwell**

**ACTION REQUESTED:** Consider adoption of Resolution No. 18-07; Authorizing 2018/19 Fiscal Year Funds and Financial Policies.

**10. TOPICS FOLLOWING PREPARATION OF AGENDA – Board President**

**11. GOOD OF ORDER – Fire Chief Horton**

**12. INDIVIDUAL BOARD MEMBER COMMENTS – Board President**

**13. ADJOURNMENT – Board President**

# ***Jackson County Fire District 3***

Minutes - Board of Directors

June 21, 2018 at 5:15 PM, Crater Lake Room, Administrative Building

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## **ATTENDANCE**

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

**Board Absent:** None

**Staff Present:** Robert Horton, Mike Hussey, Dave Blakely, Stacy Maxwell

**Staff Absent:** Margie Calvert, John Patterson, Dave Blakely

**Visitors Present:** Heather Halvorsen, Mike Calhoun, Lorin Myers, Brian Murdock, Ian Kassab, Tanea Browning

President Tonn called the meeting to order at 5:15 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated June 14, 2018.

## **MINUTES**

Motion by Director Hauser to approve the minutes of the May 17, 2018 meeting. Motion carried unanimously.

## **FINANCIAL REVIEW**

Revenue for the month of May totaled \$104,643. The majority being current taxes.

Expenditures for the month of May totaled \$275,900. Noteworthy expenditures were the annual purchase of 15 turnout sets replacing 15-20 sets each year, Phoenix helmet parts purchased for cancer prevention methods mitigate exposure, Technical Rescue Team (TRT) combat shirts, and newsletter and postage costs.

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

## **PUBLIC COMMENT**

None.

## **PUBLIC HEARING ON THE APPROVED 2017/18 FISCAL YEAR BUDGET**

President Tonn opened a public hearing at 5:20 p.m. for comments or objections to the proposed 2018/19 Fiscal Year Budget as required by state law. No comments or objections were made public hearing was closed at 5:21 p.m.

## **INFORMATION ITEMS**

### **EXECUTIVE REPORT**

Fire Chief Horton shared that the District will provide an operational cost to Jacksonville if they were to engage in our service delivery and standards of cover in the future.

Horton spoke to the coordination with the School District 6 casting a net around the neighborhood inviting the community to engage with the District and school district regarding the future plans for the station. The community meeting will take place at Scenic Middle School sometime in July.

Horton shared the opportunity for a student intern from SOU to help with our strategic priorities. The District welcomes Cora Jacobi as the intern beginning July 2<sup>nd</sup> and will continue through the end of the year.

Horton shared that he was elected to be Vice Chair for ECSO and will be out next week for his first meeting with OFCA.

## **OPERATIONS**

Deputy Chief Hussey shared that the new tactical tender, Unit 54, will be receiving all warranty repairs and is expected to go back into service on Monday. Hussey appreciates Hughes integrity and doing the right thing. Hussey explained the subsequent damage and repairs that were necessary.

Hussey stated that fire season is ramping up, expect it to go to moderate on Saturday. Energy release components are going up, pointing to a longer fire season and a more volatile fire season. In preparation crews are inspecting all of the rural water supply locations.

Hussey recognized student firefighter Cameron Deupree who graduated and is on a helicopter crew with ODF.

## **FIRE AND LIFE SAFETY**

Deputy Fire Marshal Brian Murdock shared the increase in fire and life safety requests for rural settings. The department began the fire safety inspections for fireworks displays, targeting tents with RV's, making sure they have working smoke alarms.

Murdock share that the Juvenile fire-setters out of the area are being brought forward and the program is working very well.

## **SUPPORT SERVICES**

Deputy Chief Hussey shared that the tin from the Scenic property will be repurposed for the Sams Valley school chicken coop, the well has been refilled, and conceptual drawings have been completed.

Hussey shared that the RCC classroom subs have been selected and we hope to see dirt moving in July for a possibly winter term opening up. Seismic project RFPs are in final review. There is much positive movement on projects.

Hussey shared that IT Paul Rydings has been instrumental creating maps to depict what calls in the Scenic area would look like.

## **TRAINING AND SAFETY**

Deputy Chief Hussey shared that he is happy to report on Chief Blakely's behalf that the first rendition of the Fire Rescue Protocols compiled. 61 protocols mutually agreed upon with a signature by both fire chiefs.

## **OLD BUSINESS**

### **COUNTRY CROSSINGS BRIEFING**

Fire Chief Horton shared that there is not a great deal to report. The fire and life safety plan looks great, Deputy Chief Patterson has done a great job. Parking changes to occur; an exercise to simulate a public safety hostile event was practiced. There will be marketing at school districts for parking with 1,200 parking spaces utilizing the school parking. Drop offs will be acceptable this year. ODOT has plans on how pedestrians will get across I-5, there will be lots of traffic control.

### **CIVIL SERVICE COMMISSION TERM EXPIRATION**

The District advertised for the position expiration for Civil Service Commissioner. One application was received from sitting commissioner, Bill Littlefield, who would like to continue serving. This appointment will expire June 2022.

Motion by Director Dimick to appoint Bill Littlefield to a four year term on the Civil Service Commission. Motion carried unanimously.

#### **AUTOMATIC AID IGA**

Deputy Chief Hussey introduced the Intergovernmental Agreement with the City of Medford for Automatic Aid and Emergency Response Services. This is the official written document outlining what is currently taking place as closest forces mutual aid. Hussey identified consistency between the two agencies in compatibility. This agreement does not change anything that is currently taking place; however it is now in writing. The City of Medford has reviewed the agreement with their legal counsel and their Labor group.

Chief Hussey reported that it had its first reading two weeks ago with a 5-2 vote and will be re-introduced tonight at the city council meeting at 1800. He believes it will pass tonight.

Motion by Director Leavens to approve the Intergovernmental Agreement for Automatic Aid and Emergency Response Services with the City of Medford. Motion carried unanimously.

#### **NEW BUSINESS**

##### **WORKERS COMPENSATION INSURANCE RENEWAL FOR THE 2018/19 FISCAL YEAR**

Chief Finance Officer Maxwell presented on behalf of Jeff Griffin of Wilson Heirgood. Maxwell reported on the loss history summary, stating that the District's experience mod is down to a .68, which is the lowest it has ever been. The District has an average of 8.6 claims per year. Maxwell's recommendation is to prepay the amount of \$96,818.31 in full by July which will provide a discount of \$22,000. Predictions are that this reduction is short lived due to the continued possibility of cancer and PTSD claims. Maxwell shared that Special Districts is introducing an EAP program to help smaller agencies reduce PTSD claims.

Motion by Director Shafer to approve the Worker's Compensation Insurance Renewal coverage with Special District Insurance Service for the 2018/19 Fiscal Year in the amount of \$96,818.31. Motion carried unanimously.

##### **CONTRACT WITH RICHARD BREWSTER C.P.A FOR THE 2018/19 FISCAL YEAR FINANCIAL AUDIT SERVICES**

Chief Finance Officer Maxwell shared that each year the District is bound to have a contract with an auditor. This year the cost is \$9,100 dollars which is a 4.6% increase from last year.

Motion by Director Hauser to approve the contract with Richard Brewster C.P.A. for the financial audit services for fiscal year June 30, 2018. Motion carried unanimously.

##### **BOARD POLICY 2.1: VISION AND MISSION STATEMENT**

Fire Chief Horton explained that during the Strategic Planning session, the mission of the District was revised to state: "To preserve quality of life and protect property through public education, prevention activities, and emergency response services." The Board validated the revision of Board Policy 2.1: Vision and Mission Statement. Staff will republish the policy with a review date of June 21, 2018.

Motion by Director Dimick to adopt revised Board Policy 2.1: Vision and Mission Statement. Motion carried unanimously.

##### **ANNEXATION REQUEST FOR 4400 KANE CREEK**

Fire Chief Horton addressed the annexation request for 4400 Kane Creek and Deputy Fire Marshal Murdock explained the process and uniqueness of the request. 4400 Kane Creek meets

all five conditions as outlined with a home under construction. Director Harvey added that the previously denied requests did not meet all specifications.

Motion by Director Leavens to approve the request to annex the property listed as 4400 Kane Creek into the District. Motion carried unanimously.

#### **ANNEXATION REQUEST FOR 16800 JONES ROAD**

Fire Chief Horton addressed the annexation request for 16800 Jones Road and Deputy Fire Marshal Murdock explained the process and uniqueness of the request. 16800 Jones Road meets all five conditions and also has a home and a water source on the property. The District has previously responded to this address proving the ability to do so. This is a 200 acre property that is accessible and provides a reliable water supply.

Motion by Director Shafer to approve the request to annex the property listed as 16800 Jones Road into the District. Motion carried unanimously.

#### **RESOLUTION 18-05; SCHEDULE OF FEES**

Chief Finance Officer Maxwell shared that Resolution 18-05 replaces Resolution 16-09. Significant changes include additions to Stand-By Services adding the rates charged for a wildland unit, command staff, and fire code enforcement. Adding a rate for care facility lift assist allows the District flexibility. The hourly rate for code compliance is increased to \$100 per hour for services provided which is assessed by the Fire Marshal maintaining flexibility for cost recover, such as the Rodeo and other events. Fire Chief Horton expressed that the District is trying to deter the inappropriate use of services and the first step was to add this to our resolutions.

Motion by Director Dimick to adopt Resolution No. 18-05; Schedule of Fees. Motion carried unanimously.

#### **INTERAGENCY AGREEMENT FOR PROVISION OF FINANCIAL SERVICES WITH FIRE DISTRICT 4 FOR THE 2018/19 FISCAL YEAR**

Chief Finance Officer Maxwell stated that Fire District 3 is assessing a 4.4% increase for a total contract of \$26,000 dollars for the accounting focused duties. The District has maintained this contract with Fire District 4 since 2003 and no other changes have been made. The Fire District 4 Board of Directors have already agreed to this and signed the agreement. Director Tonn commented that we need to address this in the future.

Motion by Director Leavens to approve the Interagency Agreement for Provision of Financial Services with Fire District 4 for the 2018/2019 Fiscal Year in the amount of \$26,000.

#### **RESOLUTION 18-06: ADOPTION OF THE 2018-19 FISCAL YEAR BUDGET**

Chief Finance Officer Maxwell shared a summary review of the 2018/19 fiscal year budget for a total of \$28,637,000.

Motion by Director Shafer to adopt Resolution No. 18-06: Adopting the budget for the 2018/2019 Fiscal Year in the sum of \$28,637,000 and certifying a tax rate of \$3.1194 per \$1,000 of assessed value and that the taxes are hereby imposed and categorized for tax year 2018/2019 upon the assessed value of all taxable property within the District. Motion carried unanimously.

#### **TOPICS FOLLOWING PREPARATION OF THE AGENDA**

None

### **GOOD OF THE ORDER**

Fire Chief Horton shared that Eagle Point School District 9 presented Fire District 3 the Outstanding Community Group Award noting Deputy Chief Hussey and Captain Lockwood's instrumental and valuable service of the Stop the Bleed program.

Horton shared thank you booklets from Hoover Elementary School classes, thank you notes from scholarship recipients from Crater High School, a nice letter from a resident of Medford that is recognizing the great work that first responders do, and the Chiloquin Fire and Rescue Department sent a nice letter in appreciation of our donation of the 2002 Durango.

### **INDIVIDUAL BOARD MEMBER COMMENTS**

John Dimick commented that living in the rural interface causes him to get really nervous this time of the year and it looks like it is going to be a long summer.

Bill Leavens commended CFO Maxwell on the clear, seamless budget process and presentation. Noting this is his first time through the budget process; it was a very, very good job.

All Directors were unanimous in their appreciation of CFO Maxwell and her work on the budget.

### **ADJOURNMENT**

Motion to adjourn at 6:21 p.m. by Director Hauser. Motion carried unanimously.

Submitted by,

\_\_\_\_\_  
Heather Halvorsen, Scribe

APPROVED BY:

\_\_\_\_\_  
Board of Directors

# General Ledger

## Revenue Analysis

# Jackson County Fire

## District 3



Period: 12 - JUNE  
Fiscal Year 2017-2018

Account Number	Description	Budget Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
<b>Fund 1</b>	<b>GENERAL FUND</b>					
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	\$ 304,759.59	\$ 12,587,963.63	(87,963.63)	100.70%
1-0-40020-000	Taxes; Prior	375,000.00	\$ 11,554.97	\$ 280,313.27	94,686.73	74.75%
1-0-40030-000	Interest	80,000.00	\$ 16,468.93	\$ 173,969.44	(93,969.44)	217.46%
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	\$ -	\$ 3,932.55	(3,432.55)	786.51%
1-0-40080-000	OSFM Conflagrations	168,900.00	\$ -	\$ 254,116.37	(85,216.37)	150.45%
1-0-40100-000	Fees for Service; FS/EMS	10,000.00	\$ 2,250.00	\$ 8,350.00	1,650.00	83.50%
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	\$ 34,336.25	\$ 53,898.39	76,101.61	41.46%
1-0-40331-000	Contract; Financial Services	24,900.00	\$ -	\$ 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	\$ 2,035.24	\$ 15,083.32	(10,083.32)	301.67%
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%
	<b>Total</b>	<b>\$ 18,469,400.00</b>	<b>\$ 371,404.98</b>	<b>\$ 18,710,914.19</b>	<b>\$ (241,514.19)</b>	<b>101.31%</b>
<b>Fund 5</b>	<b>CAPITAL PROJECTS FUND</b>					
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	(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%
	<b>Total</b>	<b>\$ 7,038,900.00</b>	<b>\$ -</b>	<b>\$ 4,932,126.64</b>	<b>\$ 2,106,773.36</b>	<b>70.07%</b>
	<b>TOTAL ALL FUNDS</b>	<b>\$ 25,508,300.00</b>	<b>\$ 371,404.98</b>	<b>\$ 23,643,040.83</b>	<b>\$ 1,865,259.17</b>	<b>92.69%</b>



# General Ledger

## Budget Status - Expenses versus Budget

Period: 12 - JUNE  
Fiscal Year 2017-2018

## Jackson County Fire District 3



	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
<b>SUMMARY OF GENERAL FUND EXPENSES</b>							
PERSONNEL SERVICES	10,264,800.00	736,814.44	9,849,211.80	415,588.20	-	415,588.20	4.05%
MATERIALS & SERVICES	2,319,400.00	177,809.84	1,899,522.15	419,877.85	17,920.73	401,957.12	17.33%
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	\$ 914,624.28	\$ 13,359,869.15	\$ 5,109,530.85	\$ 17,920.73	\$ 5,091,610.12	27.57%

### DEPARTMENTAL SECTION

Fund 1 GENERAL FUND

Dept 1-1 ADMINISTRATION

PERSONNEL SERVICES

1-1-51110-000	Fire Chief	137,000.00	10,540.80	137,030.40	-30.40	0.00	-30.40	-0.02%
1-1-51128-000	Finance Assistant	53,300.00	4,513.60	56,004.02	-2,704.02	0.00	-2,704.02	-5.07%
1-1-51131-000	Executive Assistant	53,700.00	4,651.21	55,904.83	-2,204.83	0.00	-2,204.83	-4.11%
1-1-51150-000	Chief Finance Officer	116,000.00	8,915.20	115,897.60	102.40	0.00	102.40	0.09%
1-1-58100-000	Part Time; Program Asst	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00%
1-1-58192-000	Overtime; Administrative	500.00	0.00	0.00	500.00	0.00	500.00	100.00%
1-1-58194-001	Ed Incentive	13,200.00	1,046.00	13,384.00	-184.00	0.00	-184.00	-1.39%
1-1-58196-000	Longevity Pay	4,300.00	4,345.20	4,345.20	-45.20	0.00	-45.20	-1.05%
1-1-58197-000	Car Allowance	9,500.00	684.00	8,940.00	560.00	0.00	560.00	5.89%
1-1-58197-010	Technology Stipend	2,000.00	165.00	1,980.00	20.00	0.00	20.00	1.00%
1-1-58201-000	Retirement (PERS)	54,400.00	5,058.52	44,004.46	10,395.54	0.00	10,395.54	19.11%
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	23,400.00	1,966.00	22,434.00	966.00	0.00	966.00	4.13%
1-1-58212-000	Health and Life Insurance	67,200.00	-202.56	65,580.71	1,619.29	0.00	1,619.29	2.41%
1-1-58215-000	HRA-VEBA Contribution	15,600.00	1,299.60	15,595.20	4.80	0.00	4.80	0.03%
1-1-58220-000	FICA/Medicare PR Taxes	30,000.00	2,606.23	29,437.92	562.08	0.00	562.08	1.87%
1-1-58221-000	Workers' Comp Insurance	2,000.00	43.62	554.42	1,445.58	0.00	1,445.58	72.28%
	EI Sub Totals:	\$ 583,200.00	\$ 45,632.42	\$ 571,092.76	\$ 12,107.24	\$ -	\$ 12,107.24	2.08%

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	0.00	1,491.09	1,508.91	0.00	1,508.91	50.30%
1-1-60222-000	Supplies; Office	10,000.00	242.16	5,698.41	4,301.59	0.00	4,301.59	43.02%
1-1-60223-001	Supplies; Administrative	28,000.00	227.56	13,103.21	14,896.79	50.47	14,846.32	53.02%
1-1-60223-002	Licenses and Fees	9,000.00	405.30	6,142.02	2,857.98	0.00	2,857.98	31.76%
1-1-60270-000	Contractual & Professional Serv	531,000.00	3,530.00	486,751.65	44,248.35	1,000.00	43,248.35	8.14%
1-1-60370-000	Property & Casualty Insurance	76,000.00	-137.00	72,576.50	3,423.50	0.00	3,423.50	4.50%
1-1-60380-000	Mileage Reimbursements	2,000.00	0.00	166.59	1,833.41	0.00	1,833.41	91.67%
1-1-60410-000	Membership Dues	8,400.00	0.00	7,229.00	1,171.00	0.00	1,171.00	13.94%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-1-60412-000	Books & Subscriptions	1,500.00	99.00	1,485.60	14.40	297.00	-282.60	-18.84%
1-1-60430-001	Advertising	6,500.00	1,371.94	3,258.53	3,241.47	0.00	3,241.47	49.87%
1-1-60490-000	Hiring Processes & Backgrounds	7,000.00	616.45	6,647.75	352.25	1,278.01	-925.76	-13.23%
1-1-60491-000	Postage and Shipping	3,500.00	483.20	2,419.08	1,080.92	0.00	1,080.92	30.88%
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	\$ 6,838.61	\$ 606,969.43	\$ 80,030.57	\$ 2,625.48	\$ 77,405.09	11.27%
	<b>Administration Total</b>	<b>\$ 1,270,200.00</b>	<b>\$ 52,471.03</b>	<b>\$ 1,178,062.19</b>	<b>\$ 92,137.81</b>	<b>\$ 2,625.48</b>	<b>\$ 89,512.33</b>	<b>7.05%</b>
<b>Dept 1-2</b>	<b>OPERATIONS</b>							
	PERSONNEL SERVICES							
1-2-52130-000	Fire Captains	1,180,000.00	91,019.04	1,173,993.30	6,006.70	0.00	6,006.70	0.51%
1-2-52140-000	Fire Engineers	1,039,000.00	79,511.04	1,030,803.86	8,196.14	0.00	8,196.14	0.79%
1-2-52151-000	Firefighters	1,544,000.00	118,994.88	1,530,921.05	13,078.95	0.00	13,078.95	0.85%
1-2-55140-000	Deputy Chief of Operations	122,000.00	9,360.00	121,680.00	320.00	0.00	320.00	0.26%
1-2-55142-000	Battalion Chief - 56 Hr	322,000.00	24,682.56	320,291.36	1,708.64	0.00	1,708.64	0.53%
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	49,660.03	-3,660.03	0.00	-3,660.03	-7.96%
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	6,415.14	252,385.66	197,614.34	0.00	197,614.34	43.91%
1-2-58192-001	Overtime; FLSA Premium Pay	123,000.00	7,659.10	117,476.22	5,523.78	0.00	5,523.78	4.49%
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	3,009.35	55,376.58	14,623.42	0.00	14,623.42	20.89%
1-2-58194-007	Ed Incentive	107,100.00	8,274.00	107,367.00	-267.00	0.00	-267.00	-0.25%
1-2-58195-000	EMS Incentive	218,300.00	16,500.00	214,500.00	3,800.00	0.00	3,800.00	1.74%
1-2-58196-000	Longevity Pay	71,200.00	71,231.19	71,231.19	-31.19	0.00	-31.19	-0.04%
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	3,120.00	-20.00	0.00	-20.00	-0.65%
1-2-58199-000	Duty Accrual Payout	6,000.00	4,446.00	4,446.00	1,554.00	0.00	1,554.00	25.90%
1-2-58201-000	Retirement (PERS)	920,000.00	75,242.93	881,777.81	38,222.19	0.00	38,222.19	4.15%
1-2-58210-000	ER Deferred Comp Contrib	99,000.00	8,912.24	98,812.16	187.84	0.00	187.84	0.19%
1-2-58212-000	Health and Life Insurance	935,000.00	-1,678.02	937,059.86	-2,059.86	0.00	-2,059.86	-0.22%
1-2-58215-000	HRA-VEBA Contribution	195,000.00	15,842.50	189,847.79	5,152.21	0.00	5,152.21	2.64%
1-2-58220-000	FICA/Medicare PR Taxes	414,000.00	33,626.93	393,139.92	20,860.08	0.00	20,860.08	5.04%
1-2-58221-000	Workers' Comp Insurance	164,500.00	11,722.32	145,703.42	18,796.58	0.00	18,796.58	11.43%
	E1 Sub Totals:	\$ 8,299,100.00	\$ 589,133.60	\$ 7,953,867.36	\$ 345,232.64	\$ -	\$ 345,232.64	4.16%
	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	769.15	3,230.85	0.00	3,230.85	80.77%
1-2-60223-007	Supplies; Operations	3,000.00	41.57	2,651.55	348.45	814.14	-465.69	-15.52%
1-2-60224-000	Supplies; Special Projects	7,000.00	633.58	1,703.09	5,296.91	0.00	5,296.91	75.67%
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	256.00	56,279.74	-5,979.74	0.00	-5,979.74	-11.89%
1-2-60225-002	Hose and Appliances	15,000.00	3,999.26	14,807.19	192.81	569.00	-376.19	-2.51%
1-2-60225-003	Apparatus Equipment	22,000.00	384.83	8,966.91	13,033.09	0.00	13,033.09	59.24%
1-2-60225-004	Safety Equipment	14,000.00	962.30	12,084.65	1,915.35	174.90	1,740.45	12.43%
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	2,835.64	7,820.24	879.76	0.00	879.76	10.11%
1-2-60225-007	Rehabilitation and Consumables	6,000.00	50.02	3,697.56	2,302.44	0.00	2,302.44	38.37%
1-2-60225-008	Equip for New Apparatus	35,000.00	3,687.77	36,035.74	-1,035.74	0.00	-1,035.74	-2.96%
1-2-60254-000	M&R; Emergency Response Equip	40,000.00	96.50	34,058.21	5,941.79	0.00	5,941.79	14.85%

		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	765.55	2,149.79	-649.79	103.55	-753.34	-50.22%
E2 Sub Totals:		\$ 261,000.00	\$ 13,713.02	\$ 215,986.97	\$ 45,013.03	\$ 1,661.59	\$ 43,351.44	16.61%
<b>Operations Total</b>		<b>\$ 8,560,100.00</b>	<b>\$ 602,846.62</b>	<b>\$ 8,169,854.33</b>	<b>\$ 390,245.67</b>	<b>\$ 1,661.59</b>	<b>\$ 388,584.08</b>	<b>4.54%</b>
<b>Dept 1-3</b>	<b>FIRE AND LIFE SAFETY</b>							
PERSONNEL SERVICES								
1-3-53150-000	Fire Marshal	122,000.00	9,360.00	121,680.00	320.00	0.00	320.00	0.26%
1-3-53153-000	Deputy Fire Marshals	198,300.00	15,251.20	198,265.60	34.40	0.00	34.40	0.02%
1-3-53155-000	Fire Life Safety Specialist	71,700.00	3,213.27	68,237.13	3,462.87	0.00	3,462.87	4.83%
1-3-55147-000	Staff Assistant	46,000.00	4,102.40	49,660.02	-3,660.02	0.00	-3,660.02	-7.96%
1-3-58192-000	Overtime	18,000.00	1,140.22	11,840.42	6,159.58	0.00	6,159.58	34.22%
1-3-58194-000	Ed/EMS Incentive	28,500.00	2,352.00	29,536.00	-1,036.00	0.00	-1,036.00	-3.64%
1-3-58196-000	Longevity Pay	2,500.00	2,478.00	2,478.00	22.00	0.00	22.00	0.88%
1-3-58197-010	Technology Stipend	3,000.00	260.00	3,120.00	-120.00	0.00	-120.00	-4.00%
1-3-58198-001	Fire Investigator On Call Pay	15,000.00	1,104.00	13,494.75	1,505.25	0.00	1,505.25	10.04%
1-3-58199-000	Duty Accrual Payout	8,000.00	7,488.00	7,488.00	512.00	0.00	512.00	6.40%
1-3-58201-000	Retirement (PERS)	91,600.00	8,556.42	89,946.45	1,653.55	0.00	1,653.55	1.81%
1-3-58210-000	ER Deferred Comp Contrib	10,900.00	593.06	7,091.15	3,808.85	0.00	3,808.85	34.94%
1-3-58212-000	Health and Life Insurance	98,300.00	-330.95	98,225.98	74.02	0.00	74.02	0.08%
1-3-58215-000	HRA-VEBA Contribution	19,500.00	1,640.03	19,496.90	3.10	0.00	3.10	0.02%
1-3-58220-000	FICA/Medicare PR Taxes	39,200.00	3,518.04	37,525.40	1,674.60	0.00	1,674.60	4.27%
1-3-58221-000	Workers' Comp Insurance	1,500.00	68.69	883.54	616.46	0.00	616.46	41.10%
E1 Sub Totals:		\$ 774,000.00	\$ 60,794.38	\$ 758,969.34	\$ 15,030.66	\$ -	\$ 15,030.66	1.94%
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	265.00	5,015.13	4,984.87	166.90	4,817.97	48.18%
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	48,184.15	95,482.13	71,517.87	0.00	71,517.87	42.83%
1-3-60270-000	Contractual & Professional Serv	10,000.00	0.00	9,224.80	775.20	0.00	775.20	7.75%
1-3-60410-000	Membership Dues	3,500.00	0.00	1,089.00	2,411.00	0.00	2,411.00	68.89%
1-3-60412-000	Books & Subscriptions	3,500.00	0.00	2,023.45	1,476.55	0.00	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	\$ 48,449.15	\$ 116,160.03	\$ 91,339.97	\$ 166.90	\$ 91,173.07	43.94%
<b>Fire and Life Safety Total</b>		<b>\$ 981,500.00</b>	<b>\$ 109,243.53</b>	<b>\$ 875,129.37</b>	<b>\$ 106,370.63</b>	<b>\$ 166.90</b>	<b>\$ 106,203.73</b>	<b>10.82%</b>
<b>Dept 1-4</b>	<b>TRAINING</b>							
PERSONNEL SERVICES								
1-4-55143-000	Div Chief Training and Safety	116,000.00	8,915.20	115,897.60	102.40	0.00	102.40	0.09%
1-4-55147-000	Administrative Assistant	48,200.00	4,102.40	49,915.83	-1,715.83	0.00	-1,715.83	-3.56%
1-4-58192-000	Overtime; Non Trng Dept Staff	76,000.00	1,745.31	51,607.84	24,392.16	0.00	24,392.16	32.09%
1-4-58195-000	Ed/EMS Incentive	10,400.00	818.00	10,460.00	-60.00	0.00	-60.00	-0.58%
1-4-58197-010	Technology Stipend	800.00	65.00	780.00	20.00	0.00	20.00	2.50%
1-4-58199-000	Duty Accrual Payout	6,000.00	1,532.30	1,532.30	4,467.70	0.00	4,467.70	74.46%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-4-58201-000	Retirement (PERS)	36,900.00	1,922.63	29,599.25	7,300.75	0.00	7,300.75	19.79%
1-4-58210-000	ER Deferred Comp Contrib	6,300.00	534.70	6,692.69	-392.69	0.00	-392.69	-6.23%
1-4-58212-000	Health and Life Insurance	29,500.00	-96.83	29,029.08	470.92	0.00	470.92	1.60%
1-4-58215-000	HRA-VEBA Contribution	7,800.00	711.87	8,988.11	-1,188.11	0.00	-1,188.11	-15.23%
1-4-58220-000	FICA/Medicare PR Taxes	19,700.00	1,290.36	16,421.09	3,278.91	0.00	3,278.91	16.64%
1-4-58221-000	Workers' Comp Insurance	6,400.00	271.37	4,645.80	1,754.20	0.00	1,754.20	27.41%
	E1 Sub Totals:	\$ 364,000.00	\$ 21,812.31	\$ 325,569.59	\$ 38,430.41	\$ -	\$ 38,430.41	10.56%
	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	0.00	350.00	650.00	0.00	650.00	65.00%
1-4-60223-012	Supplies; Training & Safety	23,000.00	218.00	9,100.69	13,899.31	0.00	13,899.31	60.43%
1-4-60223-014	Training Props & Equipment	10,700.00	3,750.50	6,361.50	4,338.50	0.00	4,338.50	40.55%
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	349.00	2,938.50	2,061.50	2,311.93	-250.43	-5.01%
1-4-60270-000	Contractual & Professional Serv	15,000.00	0.00	1,660.00	13,340.00	0.00	13,340.00	88.93%
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	4,871.38	12,053.80	-53.80	237.00	-290.80	-2.42%
1-4-60449-000	Meeting Travel Expenses	8,000.00	465.36	2,612.62	5,387.38	294.90	5,092.48	63.66%
1-4-60455-001	Training/Conferences; Admin	25,000.00	340.44	24,222.22	777.78	14.12	763.66	3.05%
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	438.88	43,886.68	11,113.32	40.00	11,073.32	20.13%
1-4-60455-004	Training/Conferences; FLS	10,000.00	0.00	5,695.00	4,305.00	0.00	4,305.00	43.05%
1-4-60455-006	Training/Conferences; Vol's & Students	5,000.00	-26.00	5,989.63	-989.63	0.00	-989.63	-19.79%
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	\$ 10,407.56	\$ 118,220.19	\$ 59,979.81	\$ 2,897.95	\$ 57,081.86	32.03%
	<b>Training Total</b>	<b>\$ 542,200.00</b>	<b>\$ 32,219.87</b>	<b>\$ 443,789.78</b>	<b>\$ 98,410.22</b>	<b>\$ 2,897.95</b>	<b>\$ 95,512.27</b>	<b>17.62%</b>
<b>Dept 1-5</b>	<b>SUPPORT SERVICES</b>							
	PERSONNEL SERVICES							
1-5-57125-000	Facilities/Logistics Manager	69,500.00	5,268.80	68,494.42	1,005.58	0.00	1,005.58	1.45%
1-5-58196-000	Longevity Pay	1,700.00	1,711.80	1,711.80	-11.80	0.00	-11.80	-0.69%
1-5-58197-010	Technology Stipend	800.00	65.00	780.00	20.00	0.00	20.00	2.50%
1-5-58201-000	Retirement (PERS)	6,000.00	587.60	5,920.26	79.74	0.00	79.74	1.33%
1-5-58210-000	ER Deferred Comp Contrib	3,100.00	256.00	3,072.00	28.00	0.00	28.00	0.90%
1-5-58212-000	Health and Life Insurance	15,500.00	-50.64	15,154.08	345.92	0.00	345.92	2.23%
1-5-58215-000	HRA-VEBA Contribution	3,900.00	324.90	3,898.80	1.20	0.00	1.20	0.03%
1-5-58220-000	FICA/Medicare PR Taxes	5,500.00	535.11	5,383.93	116.07	0.00	116.07	2.11%
1-5-58221-000	Workers' Comp Insurance	1,000.00	13.24	133.45	866.55	0.00	866.55	86.66%
	E1 Sub Totals:	\$ 107,000.00	\$ 8,711.81	\$ 104,548.74	\$ 2,451.26	\$ -	\$ 2,451.26	2.29%
	MATERIALS & SERVICES							
1-5-58213-000	Uniforms	59,600.00	29,062.15	39,614.27	19,985.73	0.00	19,985.73	33.53%
1-5-60221-000	Janitorial Supplies & Laundry Serv	30,000.00	2,019.50	37,931.11	-7,931.11	0.00	-7,931.11	-26.44%
1-5-60223-003	Supplies; Medical	50,000.00	4,338.11	59,127.74	-9,127.74	1,711.50	-10,839.24	-21.68%
1-5-60223-006	Supplies; Logistics/Warehouse	4,000.00	0.00	1,360.61	2,639.39	0.00	2,639.39	65.98%
1-5-60223-008	Supplies; Station Consumables	6,000.00	161.82	2,339.30	3,660.70	0.00	3,660.70	61.01%
1-5-60223-015	Supplies; Furnishings & Appliances	10,000.00	0.00	15,360.56	-5,360.56	0.00	-5,360.56	-53.61%
1-5-60223-016	Supplies; Facilities	5,000.00	59.88	3,900.03	1,099.97	11.94	1,088.03	21.76%
1-5-60230-000	Fuel and Lubricants	80,000.00	7,450.67	53,040.65	26,959.35	3,268.82	23,690.53	29.61%

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
1-5-60250-000	M&R; Apparatus & Vehicles	197,000.00	31,619.03	207,863.50	-10,863.50	1,594.89	-12,458.39	-6.32%
1-5-60251-110	Building & Grounds; WC Station	16,000.00	267.70	15,221.81	778.19	0.00	778.19	4.86%
1-5-60251-111	Building & Grounds; CP Station	10,000.00	862.69	6,799.00	3,201.00	0.00	3,201.00	32.01%
1-5-60251-112	Building & Grounds; DB Station	12,000.00	17.66	2,306.39	9,693.61	0.00	9,693.61	80.78%
1-5-60251-113	Building & Grounds; SV Station	23,000.00	243.64	20,239.75	2,760.25	0.00	2,760.25	12.00%
1-5-60251-114	Building & Grounds; GH Station	5,000.00	476.66	4,395.99	604.01	0.00	604.01	12.08%
1-5-60251-115	Building & Grounds; AL Station	4,000.00	146.49	3,737.79	262.21	0.00	262.21	6.56%
1-5-60251-116	Building & Grounds; EP Station	20,000.00	1,580.00	7,695.54	12,304.46	21.98	12,282.48	61.41%
1-5-60251-117	Building & Grounds; TR Station	5,000.00	1,086.05	2,159.73	2,840.27	0.00	2,840.27	56.81%
1-5-60251-120	Building & Grounds; TRNG Center	13,500.00	0.00	3,786.09	9,713.91	0.00	9,713.91	71.95%
1-5-60251-121	Building & Grounds; ADMIN Bldg	22,000.00	448.16	22,404.47	-404.47	0.00	-404.47	-1.84%
1-5-60251-122	Building & Grounds; Warehouse	1,500.00	0.00	1,562.48	-62.48	0.00	-62.48	-4.17%
1-5-60254-000	M&R; District Equipment	7,500.00	87.49	5,613.31	1,886.69	73.00	1,813.69	24.18%
1-5-60255-000	M&R; Appliances/Furnishings	3,000.00	0.00	1,595.94	1,404.06	0.00	1,404.06	46.80%
1-5-60270-000	Contractual & Professional Serv	7,000.00	0.00	4,891.62	2,108.38	0.00	2,108.38	30.12%
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	2,206.66	32,819.90	-819.90	0.00	-819.90	-2.56%
1-5-60500-111	Utilities; CP	22,000.00	1,488.12	20,694.98	1,305.02	0.00	1,305.02	5.93%
1-5-60500-112	Utilities; DB	14,000.00	553.73	10,393.67	3,606.33	0.00	3,606.33	25.76%
1-5-60500-113	Utilities; SV	14,000.00	996.10	12,103.26	1,896.74	0.00	1,896.74	13.55%
1-5-60500-114	Utilities; GH	14,000.00	597.42	11,235.39	2,764.61	0.00	2,764.61	19.75%
1-5-60500-115	Utilities; AL	10,000.00	300.31	6,523.22	3,476.78	0.00	3,476.78	34.77%
1-5-60500-116	Utilities; EP	20,000.00	1,438.78	19,578.03	421.97	0.00	421.97	2.11%
1-5-60500-117	Utilities; TR	10,000.00	734.24	10,914.30	-914.30	0.00	-914.30	-9.14%
1-5-60500-120	Utilities; TC	12,000.00	1,349.64	13,716.21	-1,716.21	0.00	-1,716.21	-14.30%
1-5-60500-121	Utilities; ADMIN Bldg	37,000.00	2,813.24	36,622.35	377.65	0.00	377.65	1.02%
E2 Sub Totals:		\$ 776,300.00	\$ 92,405.94	\$ 697,548.99	\$ 78,751.01	\$ 6,682.13	\$ 72,068.88	9.28%
<b>Support Services Total</b>		<b>\$ 883,300.00</b>	<b>\$ 101,117.75</b>	<b>\$ 802,097.73</b>	<b>\$ 81,202.27</b>	<b>\$ 6,682.13</b>	<b>\$ 74,520.14</b>	<b>8.44%</b>
<b>Dept 1-6</b>	<b>VOLUNTEER</b>							
MATERIALS & SERVICES								
1-6-58203-000	Vaccinations/Entrance Screening	4,000.00	0.00	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	0.00	314.34	2,185.66	0.00	2,185.66	87.43%
1-6-60270-000	Contractual & Professional Serv	1,000.00	95.00	219.00	781.00	0.00	781.00	78.10%
1-6-60271-000	Student Firefighter Program	40,000.00	0.00	8,983.30	31,016.70	0.00	31,016.70	77.54%
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	0.00	5,425.91	1,074.09	0.00	1,074.09	16.52%
1-6-63010-000	School Donations	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00%
E2 Sub Totals:		\$ 70,000.00	\$ 95.00	\$ 20,063.19	\$ 49,936.81	\$ -	\$ 49,936.81	71.34%
<b>Volunteer Total</b>		<b>\$ 70,000.00</b>	<b>\$ 95.00</b>	<b>\$ 20,063.19</b>	<b>\$ 49,936.81</b>	<b>\$ -</b>	<b>\$ 49,936.81</b>	<b>71.34%</b>

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
<b>Dept</b>	<b>1-7</b>	<b>TECHNOLOGY</b>						
		PERSONNEL SERVICES						
1-7-51145-000	Info Tech Administrator	95,500.00	7,260.80	94,390.40	1,109.60	0.00	1,109.60	1.16%
1-7-58194-000	Ed Incentive	3,300.00	254.00	3,302.00	-2.00	0.00	-2.00	-0.06%
1-7-58196-000	Longevity Pay	1,200.00	1,179.75	1,179.75	20.25	0.00	20.25	1.69%
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	725.13	8,246.01	-46.01	0.00	-46.01	-0.56%
1-7-58210-000	ER Deferred Comp Contrib	4,200.00	354.00	4,248.00	-48.00	0.00	-48.00	-1.14%
1-7-58212-000	Health and Life Insurances	12,300.00	-40.58	12,257.52	42.48	0.00	42.48	0.35%
1-7-58215-000	HRA-VEBA Contribution	4,000.00	324.90	3,898.80	101.20	0.00	101.20	2.53%
1-7-58220-000	FICA/Medicare PR Taxes	7,500.00	662.02	7,526.37	-26.37	0.00	-26.37	-0.35%
1-7-58221-000	Workers' Comp Insurance	500.00	9.90	115.16	384.84	0.00	384.84	76.97%
	E1 Sub Totals:	\$ 137,500.00	\$ 10,729.92	\$ 135,164.01	\$ 2,335.99	\$ -	\$ 2,335.99	1.70%
		MATERIALS & SERVICES						
1-7-60223-011	Supplies; Computers and Tech	45,500.00	1,249.39	31,343.21	14,156.79	3,886.68	10,270.11	22.57%
1-7-60223-013	Supplies; Communication Device	10,000.00	360.00	7,030.71	2,969.29	0.00	2,969.29	29.69%
1-7-60240-000	Licenses and Subscriptions	43,900.00	245.65	43,377.95	522.05	0.00	522.05	1.19%
1-7-60241-000	Technical Support	8,000.00	718.68	5,584.30	2,415.70	0.00	2,415.70	30.20%
1-7-60252-000	M&R; Office and Tech Equip	7,000.00	507.16	5,579.39	1,420.61	0.00	1,420.61	20.29%
1-7-60253-000	M&R; Communication Devices	5,000.00	1,117.67	11,651.44	-6,651.44	0.00	-6,651.44	-133.03%
1-7-60290-000	Communication Services	20,000.00	1,702.01	20,006.35	-6.35	0.00	-6.35	-0.03%
	E2 Sub Totals:	\$ 139,400.00	\$ 5,900.56	\$ 124,573.35	\$ 14,826.65	\$ 3,886.68	\$ 10,939.97	7.85%
	<b>Technology Total</b>	<b>\$ 276,900.00</b>	<b>\$ 16,630.48</b>	<b>\$ 259,737.36</b>	<b>\$ 17,162.64</b>	<b>\$ 3,886.68</b>	<b>\$ 13,275.96</b>	<b>4.79%</b>
<b>Dept</b>	<b>1-9</b>	<b>NON-DEPARTMENTAL</b>						
		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%
	<b>Non-Departmental Total</b>	<b>\$ 5,885,200.00</b>	<b>\$ -</b>	<b>\$ 1,611,135.20</b>	<b>\$ 4,274,064.80</b>	<b>\$ -</b>	<b>\$ 4,274,064.80</b>	<b>72.62%</b>
	<b>General Fund Total</b>	<b>\$ 18,469,400.00</b>	<b>\$ 914,624.28</b>	<b>\$ 13,359,869.15</b>	<b>\$ 5,109,530.85</b>	<b>\$ 17,920.73</b>	<b>\$ 5,091,610.12</b>	<b>27.57%</b>

		Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	Percent Available
<b>Fund</b>	<b>5</b>	<b>CAPITAL PROJECTS FUND</b>						
		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	1,247,975.33	12,024.67	0.00	12,024.67	0.95%
5-8-70532-000	Land and Improvements	260,000.00	24,216.00	284,817.40	-24,817.40	0.00	-24,817.40	-9.55%
5-8-70533-000	Bldg Const and Improvements	2,581,800.00	20,334.05	82,521.30	2,499,278.70	0.00	2,499,278.70	96.80%
	E3 Sub Totals:	\$ 4,151,800.00	\$ 44,550.05	\$ 1,615,314.03	\$ 2,536,485.97	\$ -	\$ 2,536,485.97	61.09%
	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%
	<b>Capital Fund Total</b>	<b>\$ 7,038,900.00</b>	<b>\$ 44,550.05</b>	<b>\$ 1,615,314.03</b>	<b>\$ 5,423,585.97</b>	<b>\$ -</b>	<b>\$ 5,423,585.97</b>	<b>77.05%</b>
	<b>Report Totals:</b>	<b>\$ 25,508,300.00</b>	<b>\$ 959,174.33</b>	<b>\$ 14,975,183.18</b>	<b>\$ 10,533,116.82</b>	<b>\$ 17,920.73</b>	<b>\$ 10,515,196.09</b>	<b>41.22%</b>

# Accounts Payable

## Transactions by Account and Department

Period: 12 - JUNE  
Fiscal Year 2017-2018

# Jackson County Fire

## District 3



Account No	Vendor	Description	GL Date	Check No	Amount
<b>GENERAL FUND</b>					
<b>ADMINISTRATION DEPARTMENT</b>					
1-1-60222-000	Office Depot	Ink Cartridges (4)	06/14/2018	38449	116.52
1-1-60222-000	Office Depot	Office Supplies	06/14/2018	38449	24.42
1-1-60222-000	Office Depot	Credit for Return of Dry Erase Board (Damaged)	06/28/2018	38497	-348.99
1-1-60222-000	Office Depot	Credit for Return of Dry Erase Board (Damaged)	06/28/2018	38497	-348.99
1-1-60222-000	Office Depot	Credit for Toner Cartridge	06/28/2018	38497	-30.41
1-1-60222-000	Office Depot	Dry Erase Board	06/28/2018	38497	348.99
1-1-60222-000	Office Depot	Dry Erase Board	06/28/2018	38497	348.99
1-1-60222-000	Office Depot	Ink Cartridges (2)	06/28/2018	38497	127.46
1-1-60223-001	Southern Oregon Trophy	Name Plate for Claflin Award	06/14/2018	38462	6.00
1-1-60223-001	Superior Stamp and Sign	Plaques for Student Wall Photos (3) in Claflin Classroom	06/28/2018	38506	27.00
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Memory Cards (2) for Board/Executive Mtgs	06/06/2018	0	89.87
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Snacks for April BOD Meeting	06/06/2018	0	48.36
1-1-60223-001	Wells Fargo Bank Visa Cards	MC Visa; Snacks for May Budget Meeting	06/06/2018	0	56.33
1-1-60223-002	Oregon Dept of Transportation	GH Land Use Permit Fee	06/28/2018	38498	150.00
1-1-60223-002	PacificSource Administrators	Flex Spending Admin Fee	06/28/2018	38471	110.00
1-1-60223-002	Wells Fargo Bank Visa Cards	DH Visa; Overlimit Fee	06/06/2018	0	39.00
1-1-60270-000	Bravio Communications, LLC	May Lobbyist/Legislative Services	06/14/2018	38421	1,000.00
1-1-60270-000	Centerpoint - Preskenis Perrin Assoc, Inc.	EAP Services for June	06/14/2018	38427	2,140.00
1-1-60270-000	Michael House	Construction Consultation for Seismic Rehab Projects	06/28/2018	38488	97.50
1-1-60270-000	Michael House	Construction Consultation for RCC Classroom Project	06/28/2018	38488	162.50
1-1-60412-000	Wells Fargo Bank Visa Cards	MC Visa; Annual Dropbox Subscription	06/06/2018	0	99.00
1-1-60430-001	Rosebud Multimedia	May BOD Meeting Notice	06/14/2018	38459	48.87
1-1-60430-001	Rosebud Multimedia	June BOD Meeting Notice	06/28/2018	38502	48.87
1-1-60430-001	Rosebud Multimedia	Publication of 2018/19 FY Local Budget Summary	06/28/2018	38502	1,274.20
1-1-60490-000	Rosebud Multimedia	Civil Service Meeting Notice on 4/12/18	06/14/2018	38459	37.91
1-1-60490-000	Rosebud Multimedia	Civil Service Commissioner Position Opening Notice	06/14/2018	38459	131.94
1-1-60490-000	Cory Whitlock	Reimb Airfare for Staff BC Evaluator Process	06/28/2018	38509	446.60
1-1-60491-000	UPS	May Shipping Charges	06/14/2018	38464	86.85
1-1-60491-000	UPS	June Shipping Charges	06/28/2018	38507	96.35
1-1-60491-000	Wells Fargo Bank Visa Cards	SM Visa; Refill Postage Account (Endicia)	06/06/2018	0	300.00
<b>Sub Total Dept 1:</b>					<b>\$6,735.14</b>
<b>OPERATIONS DEPARTMENT</b>					
1-2-58212-000	Regence Blue Cross	June Dependent Change - Harrington	06/26/2018	0	471.66
1-2-58212-000	Regence Blue Cross	April Dependent Change - Harrington	06/26/2018	0	471.66
1-2-58212-000	Regence Blue Cross	May Dependent Change - Harrington	06/26/2018	0	471.66
1-2-58212-000	Special Districts	Harrington June Dependent Change	06/28/2018	38504	45.60
1-2-58212-000	Special Districts	Harrington May Dependent Change	06/28/2018	38504	45.60
1-2-60223-007	Wells Fargo Bank Visa Cards	JB Visa; Replace Damaged Mailbox at 13603 Modoc	06/06/2018	0	41.57
1-2-60224-000	Rescue Essentials	Bleeding Control Response Kits (2)	06/14/2018	38452	633.58



Account No	Vendor	Description	GL Date	Check No	Amount
1-2-60225-001	Sea Western Fire Fighting Equipment	Gear Keepers (13)	06/14/2018	38460	256.00
1-2-60225-002	L.N. Curtis & Sons	1.75" x 50' Wildland Hose (24)	06/14/2018	38443	3,175.00
1-2-60225-002	L.N. Curtis & Sons	3" x 50' Wildland Hose (3)	06/14/2018	38443	695.40
1-2-60225-002	L.N. Curtis & Sons	1.75" x 15' Wildland Hose (2)	06/14/2018	38443	122.00
1-2-60225-002	Napa Auto Parts	Hose Fitting for Pump Test Equipment	06/28/2018	38496	6.86
1-2-60225-003	Wells Fargo Bank Visa Cards	DH Visa; Sawzall Blades (12)	06/06/2018	0	159.88
1-2-60225-003	Wells Fargo Bank Visa Cards	MH Visa; Jump Start Pack	06/06/2018	0	224.95
1-2-60225-004	Cascade Fire Equipment	Battery for Flashlight	06/28/2018	38480	40.00
1-2-60225-004	Wells Fargo Bank Visa Cards	DH Visa; 5-Gal Buckets for Decon (5)	06/06/2018	0	134.95
1-2-60225-004	Wells Fargo Bank Visa Cards	DH Visa; Scrub Brushes for Decon Kit Safety Equipment	06/06/2018	0	20.00
1-2-60225-004	Wells Fargo Bank Visa Cards	DH Visa; Tools for Decon Buckets	06/06/2018	0	160.50
1-2-60225-004	WCP Solutions	Plastic Bags for Contamination Protection	06/14/2018	38466	440.00
1-2-60225-004	WCP Solutions	Dishwashing Soap for Decon Buckets	06/14/2018	38466	26.45
1-2-60225-004	WCP Solutions	Restock Batteries	06/14/2018	38466	96.90
1-2-60225-006	Rescue Response Gear	Ascender	06/28/2018	38500	75.12
1-2-60225-006	Rescue Response Gear	Helmets (13)	06/28/2018	38500	1,590.13
1-2-60225-006	Rescue Response Gear	Rappel Gloves (9)	06/28/2018	38500	322.29
1-2-60225-006	Rescue Response Gear	Flex Pads (4)	06/28/2018	38500	61.20
1-2-60225-006	Rescue Response Gear	Locking Carabiners (7)	06/28/2018	38500	123.35
1-2-60225-006	Rescue Response Gear	Shrink Tubing (15)	06/28/2018	38500	10.20
1-2-60225-006	Rescue Response Gear	Rescue Harnesses (3)	06/28/2018	38500	613.80
1-2-60225-006	Rescue Response Gear	Delta Links (5)	06/28/2018	38500	39.55
1-2-60225-007	Wells Fargo Bank Visa Cards	MiC Visa; Rehab Meals for Crew on Alarm 18-2322	06/06/2018	0	50.02
1-2-60225-008	L.N. Curtis & Sons	Suppression Equipment for New Apparatus	06/28/2018	38490	209.24
1-2-60225-008	L.N. Curtis & Sons	Suppression Equipment for New Apparatus	06/28/2018	38490	133.05
1-2-60225-008	L.N. Curtis & Sons	Suppression Equipment for New Apparatus	06/28/2018	38490	3,345.48
1-2-60254-000	Crater Chain Saw Co.	Repair Chainsaw	06/14/2018	38433	96.50
1-2-60412-000	Minuteman Press	Fire Rescue Protocol Standing Order Books (30)	06/28/2018	38494	615.20
1-2-60412-000	Wells Fargo Bank Visa Cards	MH Visa; 2018 NFPA 3000 Standard Books (3)	06/06/2018	0	150.35

**Sub Total Dept 2: \$15,175.70**

#### FIRE AND LIFE SAFETY DEPARTMENT

1-3-60223-004	58 Spearco	Address Sign Reflective Numbers (400)	06/28/2018	38472	265.00
1-3-60223-009	B&B Fire Suppression LLC	Fuels Reduction on West Pine - Juniper/Trash Removal	06/14/2018	38418	3,200.00
1-3-60223-009	Jackson County Expo	Firewise Garden Replanting at JC Expo	06/14/2018	38441	5,000.00
1-3-60223-009	Oregon Department of Forestry	Fuels Reduction Work/Pumice Lane - March Contract Work	06/28/2018	38499	10,004.75
1-3-60223-009	Oregon Department of Forestry	Fuels Reduction Work/Pumice Lane - May Contract Work	06/28/2018	38499	1,346.83
1-3-60223-009	Oregon Department of Forestry	Fuels Reduction Work/Pumice Lane - April Contract Work	06/28/2018	38499	9,145.07
1-3-60223-009	Superior Landscape & Maintenance	Fuels Reduction W Pine - Install Irrigation/Planting (Dn Pmt)	06/14/2018	38463	16,987.50

**Sub Total Dept 3: \$45,949.15**

#### TRAINING DEPARTMENT

1-4-60223-012	Medford Builders Exchange A, Inc.	Printing of Jul-Dec 2018 24x36 Training Calendars (18)	06/14/2018	38446	153.00
1-4-60223-012	Medford Builders Exchange A, Inc.	Printing of Jul-Dec 2018 18x24 Training Calendars (10)	06/14/2018	38446	65.00
1-4-60223-014	Bullex, Inc	Replace Smoke Generator Machine	06/14/2018	38423	2,945.00
1-4-60223-014	Rescue Response Gear	CMC Load Cell Kit	06/14/2018	38453	805.50
1-4-60265-000	Andrew Cardinal	Reimb Cost for ACE Personal Trainer Recert/Renewal	06/28/2018	38479	129.00
1-4-60265-000	Andrew Cardinal	Reimb Cost for ACE Personal Trainer Recert Credits	06/28/2018	38479	220.00
1-4-60412-000	Across the Street Productions	BC Bundled Discount	06/14/2018	38415	-1,195.00

Account No	Vendor	Description	GL Date	Check No	Amount
1-4-60412-000	Across the Street Productions	BC Annual Career Renewal (23)	06/14/2018	38415	2,875.00
1-4-60412-000	Across the Street Productions	BC Annual Instructor Renewal for Tuers	06/14/2018	38415	100.00
1-4-60412-000	Across the Street Productions	BC Annual Instructor Renewal for Blakely	06/14/2018	38415	2,000.00
1-4-60412-000	Across the Street Productions	BC Annual Instructor Renewal for Cohee	06/14/2018	38415	500.00
1-4-60412-000	Across the Street Productions	BC Annual Instructor Renewal for Calhoun	06/14/2018	38415	500.00
1-4-60412-000	DOI/BLM	Incident Response Pocket Guides (50)	06/14/2018	38434	91.38
1-4-60449-000	Wells Fargo Bank Visa Cards	MH Visa; Ldg at Analytics Wkshp/FirstNet/Fire Def Mtg	06/06/2018	0	465.36
1-4-60455-001	Wells Fargo Bank Visa Cards	SC Visa; Ldg Deposit at OFCA Spring Conf for Horton	06/06/2018	0	340.44
1-4-60455-003	Wells Fargo Bank Visa Cards	DB Visa; Reg at ULFSI Fire Attack Study/Lockwood	06/06/2018	0	50.00
1-4-60455-003	Wells Fargo Bank Visa Cards	DB Visa; Reg at ULFSI Fire Attack Study/Cummings	06/06/2018	0	50.00
1-4-60455-003	Wells Fargo Bank Visa Cards	DB Visa; Reg at ULFSI Fire Attack Study/Allen	06/06/2018	0	50.00
1-4-60455-003	Wells Fargo Bank Visa Cards	DB Visa; Reg at ULFSI Fire Attack Study/Hussey	06/06/2018	0	50.00
1-4-60455-003	Wells Fargo Bank Visa Cards	SC Visa; Early Reg-Hands On Trng at 2019 FDIC Int'l	06/06/2018	0	575.00
1-4-60455-003	Wells Fargo Bank Visa Cards	DB Visa; Credit Reg at ER Regional Training (Canceled)	06/06/2018	0	-685.69
1-4-60455-003	Wells Fargo Bank Visa Cards	MiC Visa; Campsite at Emigrant Lake for TRT Trng 6/12/18	06/06/2018	0	38.00
1-4-60455-003	Wells Fargo Bank Visa Cards	SC Visa; Early Reg-Hands On Trng at 2019 FDIC Int'l	06/06/2018	0	575.00
1-4-60455-003	Wells Fargo Bank Visa Cards	DB Visa; Ldg at ULFSI Fire Attack Study in Salem (5)	06/06/2018	0	430.26
1-4-60455-003	Wells Fargo Bank Visa Cards	MH Visa; Credit Reg at ER Regional Training (Canceled)	06/06/2018	0	-685.69
1-4-60455-003	Wells Fargo Bank Visa Cards	DB Visa; Reg at ULFSI Fire Attack Study/Gobel (Canceled)	06/06/2018	0	50.00
1-4-60455-003	Wells Fargo Bank Visa Cards	DB Visa; Reg at ULFSI Fire Attack Study/Blakely	06/06/2018	0	50.00
<b>Sub Total Dept 4:</b>					<b>\$10,541.56</b>

#### SUPPORT SERVICES DEPARTMENT

1-5-58213-000	Buffaloe Graphics	Uniform 1/4 Zip Sweatshirt Logos (2)	06/28/2018	38478	14.00
1-5-58213-000	Buffaloe Graphics	Uniform 1/4 Zip Sweatshirt Embroidery	06/28/2018	38478	5.00
1-5-58213-000	Cascade Fire Equipment	Removable Name Panels (59)	06/28/2018	38480	1,239.00
1-5-58213-000	Cascade Fire Equipment	Duty/Wildland Dual Purpose Coats (59)	06/28/2018	38480	15,085.00
1-5-58213-000	Cascade Fire Equipment	Duty/Wildland Dual Purpose Pants (59)	06/28/2018	38480	12,685.00
1-5-58213-000	Herndon Recognition	Name Bar for Eng Hoffman	06/28/2018	38487	34.15
1-5-60221-000	Cintas Corporation #178	May Janitorial Supplies/Laundry Service at EP	06/14/2018	38429	289.37
1-5-60221-000	Cintas Corporation #178	May Janitorial Supplies/Laundry Service at WC	06/14/2018	38429	526.22
1-5-60221-000	Cintas Corporation #178	May Janitorial Supplies/Laundry Service at ADM	06/14/2018	38429	115.48
1-5-60221-000	Cintas Corporation #178	May Janitorial Supplies/Laundry Service at TR	06/14/2018	38429	361.98
1-5-60221-000	Cintas Corporation #178	May Janitorial Supplies/Laundry Service at CP	06/14/2018	38429	481.05
1-5-60223-003	Airgas USA, LLC	May Medical Cylinder Rental (WC)	06/14/2018	38416	197.10
1-5-60223-003	Airgas USA, LLC	May Medical Cylinder Rental (CP)	06/14/2018	38416	61.45
1-5-60223-003	Black Oak Health Mart Pharmacy	Pharmaceuticals	06/28/2018	38476	399.96
1-5-60223-003	Black Oak Health Mart Pharmacy	Pharmaceuticals	06/28/2018	38476	96.00
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	06/14/2018	38420	434.16
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	06/14/2018	38420	59.04
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	06/28/2018	38477	189.80
1-5-60223-003	Bound Tree Medical, LLC	Medical Supplies	06/28/2018	38477	1,256.63
1-5-60223-003	Mercy Flights Inc.	Medical Supplies - Req 1073 Final	06/28/2018	38493	12.36
1-5-60223-003	Mercy Flights Inc.	Medical Supplies - Req 1096	06/28/2018	38493	1,039.40
1-5-60223-003	Mercy Flights Inc.	Medical Supplies - Req 1106 Partial	06/28/2018	38493	401.62
1-5-60223-003	Rogue Disposal Environmental	Bio-Waste Disposal at WC	06/14/2018	38455	38.36
1-5-60223-003	ZOLL Medical Corporation	Medical Supplies	06/28/2018	38510	44.63
1-5-60223-008	Wells Fargo Bank Visa Cards	DH Visa; Restock Station Coffee (18)	06/06/2018	0	161.82
1-5-60223-016	Grange Co-op	Hornet/Wasp Spray	06/14/2018	38436	59.88

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60230-000	Blue Star Gas	Propane	06/14/2018	38419	39.80
1-5-60230-000	Hays Oil	Fill EP Fuel Tank (332 Gal Diesel)	06/14/2018	38438	875.72
1-5-60230-000	Hays Oil	Fill WC Fuel Tank (1,512 Gal Diesel)	06/14/2018	38438	3,898.09
1-5-60230-000	Marc Nelson Oil Products	Fuel	06/14/2018	38445	1,146.50
1-5-60230-000	Marc Nelson Oil Products	Fuel	06/28/2018	38491	1,058.92
1-5-60230-000	City of Medford	Fuel	06/28/2018	38483	233.22
1-5-60230-000	City of Medford	Fuel	06/28/2018	38483	104.34
1-5-60230-000	Napa Auto Parts	Diesel Exhaust Fluid	06/28/2018	38496	94.08
1-5-60250-000	Crater Car Wash	May Car Washes (6)	06/14/2018	38432	20.00
1-5-60250-000	Hughes Fire Equipment Inc.	Baby Moon Hubcap for SE97-01	06/14/2018	38439	50.93
1-5-60250-000	Jiffy Lube	Oil Service on SV16-01	06/14/2018	38442	36.44
1-5-60250-000	Les Schwab Warehouse Center	New Tires (4) for SV15-01	06/14/2018	38444	1,240.60
1-5-60250-000	Les Schwab Warehouse Center	Repair Flat Tire on SE14-02	06/14/2018	38444	39.58
1-5-60250-000	City of Medford	Service on WL08-02	06/28/2018	38483	931.26
1-5-60250-000	City of Medford	Service on SE97-01	06/28/2018	38483	301.78
1-5-60250-000	City of Medford	Service on TN94-01	06/28/2018	38483	132.89
1-5-60250-000	City of Medford	Service on SE14-02	06/28/2018	38483	1,456.62
1-5-60250-000	City of Medford	Service on WL04-01	06/28/2018	38483	793.51
1-5-60250-000	City of Medford	Service on SE05-01	06/28/2018	38483	374.99
1-5-60250-000	City of Medford	Service on TN13-01	06/28/2018	38483	1,227.96
1-5-60250-000	City of Medford	Service on SE99-01	06/28/2018	38483	699.25
1-5-60250-000	City of Medford	Service on SE03-01	06/28/2018	38483	5,624.98
1-5-60250-000	City of Medford	Service on SE05-01	06/28/2018	38483	3,326.69
1-5-60250-000	City of Medford	Service on SE99-01	06/28/2018	38483	1,435.86
1-5-60250-000	City of Medford	Service on TN91-01	06/28/2018	38483	153.00
1-5-60250-000	City of Medford	Service on AM07-01	06/28/2018	38483	252.00
1-5-60250-000	City of Medford	Service on SE14-01	06/28/2018	38483	306.76
1-5-60250-000	City of Medford	Service on SE14-02	06/28/2018	38483	2,172.32
1-5-60250-000	City of Medford	Service on TN13-01	06/28/2018	38483	539.43
1-5-60250-000	City of Medford	Service on SE08-01	06/28/2018	38483	1,674.00
1-5-60250-000	City of Medford	Service on SE03-01	06/28/2018	38483	3,551.87
1-5-60250-000	City of Medford	Service on SE90-01	06/28/2018	38483	1,162.54
1-5-60250-000	City of Medford	Service on WL96-01	06/28/2018	38483	162.00
1-5-60250-000	City of Medford	Service on WL08-02	06/28/2018	38483	23.39
1-5-60250-000	City of Medford	Service on SE14-01	06/28/2018	38483	2,065.80
1-5-60250-000	City of Medford	Service on LT01-01	06/28/2018	38483	135.00
1-5-60250-000	City of Medford	Service on SE08-01	06/28/2018	38483	207.00
1-5-60250-000	City of Medford	Service on SE02-01	06/28/2018	38483	45.00
1-5-60250-000	City of Medford	Service on LT01-01	06/28/2018	38483	1,137.29
1-5-60250-000	Mobile Installations	Remove Lighting in FC Vehicle (Dodge)	06/28/2018	38495	300.00
1-5-60250-000	Napa Auto Parts	Lubricant for Engines	06/28/2018	38496	26.32
1-5-60250-000	Napa Auto Parts	Window Washer Fluid	06/28/2018	38496	11.97
1-5-60251-110	Northern Pacific Landscape	May Landscape Maint at WC	06/14/2018	38448	240.00
1-5-60251-110	Pathway Enterprises, Inc.	WC Classroom Cleaning for May	06/14/2018	38451	27.70
1-5-60251-111	Bullet Rentals & Sales	Tractor Mower Rental for Weed Control at CP	06/14/2018	38422	35.32
1-5-60251-111	Grover Electric & Plumbing Supply	Shower Head Holder for CP	06/14/2018	38437	15.91
1-5-60251-111	Infinity Electrical Contractors, Inc	Electric Photo Eye Repair at CP	06/28/2018	38489	188.72
1-5-60251-111	Northern Pacific Landscape	Install Drain Rock in Rear Beds at CP	06/14/2018	38448	450.00
1-5-60251-111	Northern Pacific Landscape	May Landscape Maint at CP	06/14/2018	38448	140.00
1-5-60251-111	Wells Fargo Bank Visa Cards	DH Visa; Paint for CP	06/06/2018	0	32.74

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60251-112	Bullet Rentals & Sales	Tractor Mower Rental for Weed Control at DB	06/14/2018	38422	17.66
1-5-60251-113	Bullet Rentals & Sales	Tractor Mower Rental for Weed Control at SV	06/14/2018	38422	123.64
1-5-60251-113	Northern Pacific Landscape	Jan-Mar Landscape Maint at SV	06/14/2018	38448	120.00
1-5-60251-114	Bullet Rentals & Sales	Tractor Mower Rental for Weed Control at GH	06/14/2018	38422	17.66
1-5-60251-114	Northern Pacific Landscape	May Landscape Maint at GH	06/14/2018	38448	120.00
1-5-60251-114	Viking Automatic Sprinkler Co.	Re-Align Coolant Vault Tamper Switches at GH	06/28/2018	38508	339.00
1-5-60251-115	Bullet Rentals & Sales	Tractor Mower Rental for Weed Control at AL	06/14/2018	38422	26.49
1-5-60251-115	Northern Pacific Landscape	Jan-Mar Landscape Maint at AL	06/14/2018	38448	120.00
1-5-60251-116	American Industrial Door LLC	Apparatus Bay Door Repair at EP	06/28/2018	38474	658.50
1-5-60251-116	American Industrial Door LLC	Apparatus Bay Door Repair at EP	06/28/2018	38474	756.50
1-5-60251-116	Northern Pacific Landscape	May Landscape Maint at EP	06/14/2018	38448	120.00
1-5-60251-116	Statewide Sales and Service	Sweep Parking Lot at EP	06/28/2018	38505	45.00
1-5-60251-117	Bullet Rentals & Sales	Tractor Mower Rental for Weed Control at TR	06/14/2018	38422	8.83
1-5-60251-117	Grover Electric & Plumbing Supply	Replace Toilet Seat at TR	06/14/2018	38437	20.98
1-5-60251-117	Rogue Valley Dust Control	Road Dust Control at TR	06/14/2018	38457	1,056.24
1-5-60251-121	Northern Pacific Landscape	New Carex Plants (5) at Adm	06/14/2018	38448	75.00
1-5-60251-121	Northern Pacific Landscape	May Landscape Maint at Adm	06/14/2018	38448	120.00
1-5-60251-121	Pathway Enterprises, Inc.	Adm Bldg Janitorial for May	06/14/2018	38451	398.16
1-5-60254-000	City of Medford	Joystick Repair for Scissor Lift	06/28/2018	38483	72.00
1-5-60254-000	Wells Fargo Bank Visa Cards	MyH Visa; Replace Waterproof Camera Case on SV15-01	06/06/2018	0	15.49
1-5-60500-110	Avista Utilities	Natural Gas (WC)	06/14/2018	38417	295.77
1-5-60500-110	Charter Communications	Cable TV Service (WC)	06/28/2018	38482	105.17
1-5-60500-110	Hunter Communications	Internet Fiber Connection	06/14/2018	38440	148.74
1-5-60500-110	Medford Water Commission	Water (WC)	06/14/2018	38447	255.94
1-5-60500-110	Pacific Power	Electricity (WC)	06/14/2018	38450	966.03
1-5-60500-110	Rogue Disposal & Recycling, Inc.	Garbage (WC)	06/14/2018	38454	290.15
1-5-60500-110	Rogue Valley Sewer Services	Sewer (WC)	06/14/2018	38458	144.86
1-5-60500-111	Avista Utilities	Natural Gas (CP)	06/14/2018	38417	64.96
1-5-60500-111	City of Central Point	Water (CP Scenic)	06/14/2018	38430	30.86
1-5-60500-111	City of Central Point	Water (CP)	06/14/2018	38430	195.00
1-5-60500-111	CenturyLink	Telephone (CP)	06/28/2018	38481	283.13
1-5-60500-111	Charter Communications	Digital Cable Receiver Rental (CP)	06/28/2018	38482	7.38
1-5-60500-111	Hunter Communications	Internet Fiber Connection	06/14/2018	38440	276.24
1-5-60500-111	Pacific Power	Electricity (CP)	06/14/2018	38450	418.48
1-5-60500-111	Rogue Disposal & Recycling, Inc.	Garbage (CP)	06/14/2018	38454	191.45
1-5-60500-111	Rogue Valley Sewer Services	Sewer (CP)	06/14/2018	38458	20.62
1-5-60500-112	CenturyLink	DSL Internet (DB)	06/14/2018	38428	23.97
1-5-60500-112	CenturyLink	Telephone (DB)	06/14/2018	38428	119.54
1-5-60500-112	Pacific Power	Electricity (DB Mobile 2)	06/14/2018	38450	115.93
1-5-60500-112	Pacific Power	Electricity (DB)	06/14/2018	38450	85.06
1-5-60500-112	Pacific Power	Electricity (DB Mobile 1)	06/14/2018	38450	104.15
1-5-60500-112	So Oregon Sanitation, Inc.	Garbage (DB)	06/14/2018	38461	105.08
1-5-60500-113	Blue Star Gas	Propane (SV) 175 Gal	06/14/2018	38419	556.39
1-5-60500-113	CenturyLink	Telephone (SV)	06/28/2018	38481	61.88
1-5-60500-113	CenturyLink	June Internet (SV)	06/28/2018	38481	48.39
1-5-60500-113	Pacific Power	Electricity (SV Mobile 1)	06/14/2018	38450	166.69
1-5-60500-113	Pacific Power	Electricity (SV)	06/14/2018	38450	111.88
1-5-60500-113	So Oregon Sanitation, Inc.	Garbage (SV)	06/14/2018	38461	50.87
1-5-60500-114	Avista Utilities	Natural Gas (GH)	06/14/2018	38417	20.85
1-5-60500-114	CenturyLink	Telephone (GH)	06/28/2018	38481	162.87

Account No	Vendor	Description	GL Date	Check No	Amount
1-5-60500-114	Charter Communications	Internet Service (GH)	06/28/2018	38482	89.98
1-5-60500-114	Charter Communications	Digital Cable Receiver Rental (GH)	06/28/2018	38482	7.37
1-5-60500-114	Pacific Power	Electricity (GH)	06/14/2018	38450	272.13
1-5-60500-114	So Oregon Sanitation, Inc.	Garbage (GH)	06/14/2018	38461	44.22
1-5-60500-115	CenturyLink	Telephone (AL)	06/14/2018	38428	59.77
1-5-60500-115	Pacific Power	Electricity (AL Mobile 1)	06/14/2018	38450	60.49
1-5-60500-115	Pacific Power	Electricity (AL)	06/14/2018	38450	96.29
1-5-60500-115	Rogue Disposal & Recycling, Inc.	Garbage (AL)	06/14/2018	38454	83.76
1-5-60500-116	Avista Utilities	Natural Gas (EP)	06/14/2018	38417	79.28
1-5-60500-116	CenturyLink	Telephone (EP)	06/14/2018	38428	369.01
1-5-60500-116	Charter Communications	Digital Cable Receiver Rental (EP)	06/28/2018	38482	7.37
1-5-60500-116	City of Eagle Point	Water/Sewer (EP)	06/14/2018	38431	115.40
1-5-60500-116	Hunter Communications	Internet Fiber Connection	06/14/2018	38440	276.24
1-5-60500-116	Pacific Power	Electricity (EP)	06/14/2018	38450	493.01
1-5-60500-116	So Oregon Sanitation, Inc.	Garbage (EP)	06/14/2018	38461	98.47
1-5-60500-117	Avista Utilities	Natural Gas (TR)	06/14/2018	38417	74.49
1-5-60500-117	City of Central Point	Water (TR)	06/14/2018	38430	35.63
1-5-60500-117	Charter Communications	Cable/Internet/Voice Services (TR)	06/28/2018	38482	196.67
1-5-60500-117	Pacific Power	Electricity (TR)	06/14/2018	38450	261.74
1-5-60500-117	Rogue Disposal & Recycling, Inc.	Garbage (TR)	06/14/2018	38454	145.13
1-5-60500-117	Rogue Valley Sewer Services	Sewer (TR)	06/14/2018	38458	20.58
1-5-60500-120	Avista Utilities	Natural Gas (TC)	06/14/2018	38417	238.75
1-5-60500-120	Medford Water Commission	Water (TC)	06/14/2018	38447	841.89
1-5-60500-120	Pacific Power	Electricity (SIM)	06/14/2018	38450	59.36
1-5-60500-120	Rogue Valley Sewer Services	Sewer (TC)	06/14/2018	38458	209.64
1-5-60500-121	CenturyLink	Telephone (Adm Bldg)	06/14/2018	38428	1,104.50
1-5-60500-121	CenturyLink	Telephone (Alarm System & 911)	06/14/2018	38428	176.09
1-5-60500-121	Charter Communications	Cable TV Service (Adm Bldg)	06/28/2018	38482	97.81
1-5-60500-121	Hunter Communications	Internet Fiber Connection	06/14/2018	38440	148.73
1-5-60500-121	Medford Water Commission	Water (Adm Bldg)	06/14/2018	38447	88.34
1-5-60500-121	Pacific Power	Electricity (Adm Bldg)	06/14/2018	38450	1,197.77
Sub Total Dept 5:					\$92,197.94

#### VOLUNTEER DEPARTMENT

1-6-60270-000	David M. Corey Ph.D., P.C.	Pre-Offer Eval Phase I/II for Student Thompson	06/28/2018	38484	95.00
Sub Total Dept 6:					\$95.00

#### TECHNOLOGY DEPARTMENT

1-7-60223-011	Dell Marketing USA	Dell Latitude Computer for Stock	06/28/2018	38486	1,249.39
1-7-60223-013	Southern Oregon Wireless Inc	Batteries (3) for Portable Radios	06/28/2018	38503	360.00
1-7-60240-000	CallBack Staffing Solutions, LLC	CrewSense Pro Monthly Support Contract (June)	06/14/2018	38424	245.65
1-7-60241-000	Cascade Communication Services, Inc.	Terminate Additional Fiber Optic Connectors (Admin/Shop)	06/14/2018	38426	493.68
1-7-60241-000	Rogue Mappers	GIS Consultation/ Assistance	06/14/2018	38456	225.00
1-7-60252-000	Canon Solutions America, Inc.	Maint/Copies on Adm Copier	06/14/2018	38425	452.56
1-7-60252-000	Ricoh USA, Inc	Quarterly Copy Charges (TR)	06/28/2018	38501	6.89
1-7-60252-000	Ricoh USA, Inc	Quarterly Copy Charges (WC)	06/28/2018	38501	15.83
1-7-60252-000	Ricoh USA, Inc	Quarterly Copy Charges (EP)	06/28/2018	38501	14.79
1-7-60252-000	Ricoh USA, Inc	Quarterly Copy Charges (CP)	06/28/2018	38501	17.09
1-7-60253-000	Day Wireless Systems	Mic Protectors (10) for David Clark Headsets	06/28/2018	38485	34.50

Account No	Vendor	Description	GL Date	Check No	Amount
1-7-60253-000	Day Wireless Systems	Gel Ear Pads (10) for David Clark Headsets	06/28/2018	38485	281.05
1-7-60253-000	Day Wireless Systems	Program Radio at CP	06/28/2018	38485	130.00
1-7-60253-000	Day Wireless Systems	Repair Portable Radios (5)	06/28/2018	38485	672.12
1-7-60290-000	Verizon Wireless	May Cellular and Data Charges	06/14/2018	38465	1,702.01

**Sub Total Dept 7: \$5,900.56**

**NON DEPARTMENTAL**

**Sub Total Dept 9: \$0.00**

**Total General Fund: \$176,595.05**

**CAPITAL PROJECTS FUND**

5-8-70532-000	B&L Construction, LLC	Demolition of Structures at 1909 Scenic Ave	06/28/2018	38475	17,251.00
5-8-70532-000	First Response Restoration Services, Inc.	Asbestos Abatement at 1909 Scenic Ave	06/14/2018	38435	6,965.00
5-8-70533-000	Adroit Construction Co., Inc.	Pre-Construction Design Work/Fire Science Classrm Final	06/28/2018	38473	456.50
5-8-70533-000	Adroit Construction Co., Inc.	Pre-Construction Design Work/Fire Science Classroom PP5	06/28/2018	38473	16,200.00
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for EP	06/28/2018	38492	294.25
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for SV	06/28/2018	38492	52.50
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for DB	06/28/2018	38492	52.50
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for DB	06/28/2018	38492	52.50
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for CP	06/28/2018	38492	851.75
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for SV	06/28/2018	38492	157.50
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for EP	06/28/2018	38492	105.00
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for AL	06/28/2018	38492	26.25
5-8-70533-000	Marquess & Associates, Inc.	Seismic Rehab Engineering Work for CP	06/28/2018	38492	2,085.30

**Total Capital Projects Fund: \$44,550.05**

**Total All Funds: \$221,145.10**



AGREEMENT FOR 9-1-1-  
ANSWERING AND DISPATCH SERVICES

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This Agreement is made under the authority of ORS Chapter 190, by and between the Emergency Communications Agency of Southern Oregon ("ECSO"), an intergovernmental agency formed by ORS 190, and Jackson County Fire District 3 ("AGENCY"), an Oregon governmental entity providing fire, police or life safety services.

WITNESSETH:

WHEREAS, ECSO operates a central 911 public safety answering point (PSAP) and a dispatch facility to provide PSAP and Dispatch Services (Services) to various fire, law enforcement, and life safety governmental entities; and

WHEREAS, ECSO and AGENCY are current participating members and signatories to the Restated Intergovernmental Agreement which establishes ECSO or are Subscribers to ECSO Services; and

WHEREAS, the Restated Intergovernmental Agreement provides for the governance, leadership, funding and membership rules regarding ECSO and allows full and fair participation in ECSO's governance for all members; and

WHEREAS, ECSO derives a significant portion of its funding from 9-1-1 Service Agreements such as this one; and

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN CONTAINED, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **Term; Renewal.** The Term of this Agreement shall begin on the date it is signed by both parties and shall continue for a period of 1 year. This provision is subject to ECSO's authorized amendment of the "Compensation; Rates and Charges" terms as provided in Section 3 below. This Agreement shall automatically renew for unlimited 1-year renewal terms unless otherwise terminated as provided herein.
2. **Services.** ECSO agrees to provide 9-1-1 PSAP Service and Dispatch Services ("Services") for the AGENCY as described below and as further required in the ECSO Restated IGA and Rules ("Founding Documents"), which are attached hereto as Exhibit A and by this reference incorporated in this Agreement.
  - a. The PSAP Services provided by ECSO shall include 24 hour-per-day staffing of certified communications personnel for answering of 9-1-1-telephone calls for fire, law enforcement and medical services, as such PSAP Services are further defined by ORS 403.105. Performance goals for PSAP Services are described in Exhibit B. ECSO and AGENCY agree

that ECSO, using the process provided in its Founding Documents, may revise these service goals as needed from time to time. .

- b. The Dispatch Services provided by ECSO shall include 24-hour-per-day staffing of dispatch personnel for: 1) the prompt dispatch of fire, law enforcement and medical services requests; 2) emergency and routine radio communications with law enforcement, fire, medical services personnel; 3) emergency and routine radio communications with law enforcement, fire, and medical services personnel; 4) communications between ECSO members and other entities or resources;; and other specific functions as may be determined by the ECSO Board from time to time to aid in the performance of ECSO dispatch functions. Performance goals for Dispatch Services are described in Exhibit B. ECSO and AGENCY agree that ECSO, using the process provided in its Founding Documents, may revise these service goals as needed from time to time.
  - c. ECSO shall deliver the Services at all times in accordance with this Agreement, ECSO's Founding Documents, and Exhibit B. If there is a conflict between these documents, ECSO's Founding Documents shall prevail.
3. **Compensation; Rates and Charges.** In return for ECSO's provision of Services, AGENCY agrees to compensate ECSO in accordance with the Schedule of Rates and Charges, which is attached as Exhibit C and by this reference is incorporated into this Agreement. Such rates and charges may be amended by ECSO during any Term or Renewal Term of this Agreement, as long as ECSO uses the process provided in the Founding Documents.
4. **Billing.** ECSO will invoice AGENCY QUARTERLY. AGENCY agrees to pay ECSO within 30 days of receiving the invoice notice. Late payments may be assessed a late fee of one percent, which may be charged monthly until full payment is received or until the Parties enter into a mutually-agreed upon payment plan.
5. **Termination.**
- a. Termination by Mutual Consent. This Contract may be terminated immediately by mutual written consent of the Parties, or at a later date as mutually determined by the Parties.
  - b. Termination by ECSO. ECSO may unilaterally terminate this Agreement effective upon delivery of written notice to AGENCY, or at a later date as may be established by ECSO, under any of the following conditions:



- 1) If ECSO funding is not obtained and continued at levels sufficient to safely and efficiently provide Services.
  - 2) If federal or state laws, regulations or guidelines are modified or interpreted in such a way that ECSO's Services are no longer authorized or are no longer eligible for the requisite funding.
  - 3) If any license or certificate required by law or regulation to be held by ECSO to provide Services required by this Agreement is for any reason denied, revoked, or not renewed.
- c. **No Cause Termination.** Either Party may terminate this Agreement with 365 days' written notice to the other Party.
- d. Upon any AGENCY termination under this Section, ECSO shall be entitled to payment in accordance with the terms of this Agreement for any Services rendered, less previous amounts paid.
6. **Indemnification and Waiver.** To the extent limited by the tort claims limits in Oregon Law (ORS 30.260 through 30.300 and the Oregon Constitution, Article XI, Section 7), the Parties agree to mutually defend and indemnify each other (including the Parties' employees, agents, or contractors) against any and all liabilities, causes of action, suits, claims, damages, or costs or fees (including attorney fees) for injury or damage to life or property related to this Agreement or arising from the Parties' actions or failures to act under this Agreement (collectively, "Claims"). The Parties also hereby waive all such Claims against each other. However, this indemnification and waiver shall not apply to any willful misconduct by the Parties or their respective employees, agents, or contractors. The obligations assumed hereunder shall survive the termination or expiration of this Agreement.
7. **Non-Assignment.** ECSO may not assign any of its responsibilities under this Agreement without AGENCY's prior written consent, which consent may be withheld in AGENCY's sole discretion.
8. **Independent Contractor; No Employment Relationship.** ECSO is an independent contractor for all purposes. AGENCY cannot and will not control the means and manner of ECSO's performance, except as may be provided in the Founding Documents. No employment relationship is established by the Agreement and no employee of one Party shall be deemed to be an employee of the other Party.
9. **Insurance.** During the term of this Agreement, each Party shall maintain, at its own expense, the following types insurance in the following amounts:

- a. Commercial General Liability insurance with a combined single limit of not less than \$1,500,000 each occurrence for bodily injury and property damage. Coverage shall include contractual liability coverage for the indemnity provided under this Contract.
- b. Workers' Compensation and employer's liability insurance per ORS Chapter 656. The employer's liability limit shall not be less than \$1,000,000 per occurrence.
- c. Errors and Omissions insurance covering the Parties' liability arising out of negligent acts, errors or omissions in performance of Services under this Agreement. Such policy will have a combined single limit of not less than \$1,500,000 per each claim, incident or occurrence.
- d. The limits required in this Section may be met with a combination of underlying and umbrella coverage.
- e. The Parties' insurance policies shall provide that ECSO and AGENCY, including their Boards, Councils, officers, representatives, employees, and agents, will be included as an additional insured with respect to the coverages required in this Section and a waiver of subrogation against them shall be obtained for all coverages. All policies of insurance shall be issued by good, responsible companies, with a rating reasonably acceptable to City and that are qualified to do business in the state of Oregon. The Parties shall furnish each other, upon request, with certificates of insurance evidencing all required coverages. Failure to maintain any required insurance coverages in the minimum required amounts shall constitute a material breach of this Agreement and shall be grounds for immediate termination.

**10. Conflict Resolution.** In the event there are disputes or claims by the Parties related to this Agreement, the Parties waive all rights to litigation and agree to follow the following dispute resolution process. The Parties agree that this process will serve as the sole dispute resolution process regarding disputes or claims related to this Agreement. The disputing parties shall address disputes in the below order. Dispute resolution will be documented by mutually-signed memorandum.

File complaint with either the ECSO Director or the Agency's Designated Contact describing the matter in detail and specifically citing any alleged violations of this Agreement.

If unresolved, file with either the ECSO Board Chair or his or her designee describing the matter in detail and specifically citing any alleged violations of this Agreement.

In the event the dispute is not resolved using the above process, either Party may proceed to mediation. To begin the mediation process, the Parties will each submit three (3) names of potential mediators and shall agree upon a mutually acceptable mediator from the list of names. The costs of mediation shall be borne equally between the parties.

In the event the dispute is not resolved using the above mediation process, the dispute shall be subject to binding arbitration. Arbitration shall be conducted pursuant to the rules of the Arbitration Service of Portland and shall be conducted in Jackson County, Oregon, unless otherwise agreed by the disputing parties.

In the event of any arbitration arising out of or relating to this Agreement or the enforcement thereof, the prevailing party in such action shall be entitled to recover its reasonable attorney fees, costs, and expenses from the non-prevailing party.

The laws of the State of Oregon shall be applied in the interpretation, execution, and enforcement of this Agreement.

ECSO efforts to secure past due compensation under this Agreement is exempt from this dispute resolution process.

- 11. Workers' Compensation and Other Laws.** ECSO and AGENCY are both public entities and subject employers under the Oregon Workers' Compensation Law. The Parties shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all subject workers, as well as all applicable public contracting laws (which are set forth in Exhibit D, which is attached to this Agreement and by this reference incorporated herein.)
- 12. Representations and Warranties.** The Parties each represent and warrant to each other that each has the duly authorized power and authority to enter into and perform this Agreement.
- 13. Integration and Amendment.** This Agreement, including the attached Exhibits, contains the entire agreement between the parties regarding the matters referenced herein and supersedes all prior written or oral discussions or

agreements regarding the matters addressed by this Agreement. Any modifications or amendments to this Contract will only be effective when made in writing and signed by the Parties. .

14. **Notices.** All notices provided for hereunder shall be in writing and shall be deemed to be duly served on the date of delivery if delivered in person or, when receipt of transmission is generated by the transmitting facsimile machine if delivered by facsimile transmission or, on the day after deposit if delivered by overnight courier, or three days after deposit if delivered by placing in the U.S. mail, first-class, postage prepaid. Any notice delivered by facsimile transmission shall be followed by a hard copy. All notices shall be addressed as follows:

15.

16.

ECSO:

17.

18.

AGENCY:

19.

20.

21.

22.

23.

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

Phone: (541) 826-7100

Fax: (541) 826-4566

24.

ECSO

AGENCY

\_\_\_\_\_  
NAME

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

# Exhibit C

## FY 2018-2019 User Rates

Agency	Rates
BLM	\$ 6,708.46
Butte Falls Fire	\$ 3,345.44
Butte Falls Police	\$ 6,708.46
Crater Lake National Park	\$ 13,917.64
Greensprings Fire	\$ 6,708.46
Jackson County Airport	\$ 13,917.64
Jackson County Roads	\$ 6,708.46
Jackson County Services	\$ 6,708.46
Lake Creek Rural Fire	\$ 6,708.46
ODF	\$ 6,708.46
OLCC	\$ 6,708.46
Prospect Fire	\$ 6,708.46
SOU	\$ 13,917.64
US Forest Service	\$ 6,708.46
Ashland Fire	\$ 199,252.25
Ashland Police	\$ 450,019.31
Central Point Police	\$ 278,601.87
Eagle Point Police	\$ 144,627.42
Evans Valley Fire #6	\$ 23,112.65
Jackson County Sheriff	\$ 1,320,674.63
Jacksonville Fire	\$ 27,998.22
Jacksonville Police	\$ 65,684.05
JCFD #1	\$ 66,438.53
JCFD #3	\$ 409,539.80
JCFD #4	\$ 46,170.83
JCFD #5	\$ 155,516.70
JCFD #9	\$ 46,251.82
Medford Fire	\$ 681,255.61
Medford Police	\$ 1,408,523.34
Phoenix Police	\$ 71,483.84
Rogue River Police	\$ 36,090.14
Talent Police	\$ 87,479.87

## **DIRECTOR CODE OF ETHICS**

**Relative Information:** The term “Ethics”, used in its broadest form, refers to a set of moral principles. Not every individual within an organization has the same perception of ethical conduct. People base their decisions on experience, personal values, and learned behavior. A “Code of Ethics,” as used in this policy, refers to the general rules of conduct the Board recognizes in respect to governance of the District. This code of ethics is intended to serve as a guide for Board Directors.

The Board is committed to excellence in leadership and decision-making that results in the highest quality of service to its residents and taxpayers.

It is the Board of Director’s intent to review and re-adopt this policy annually in the month of July.

1. The Board will follow all regulations and laws related to the conduct of District business. It will also honor its own adopted policies and procedures. Knowing the law is the starting point of effective governance.
2. The Board recognizes the dignity, values, and opinions of one another, staff members, employees, and the general public. It will encourage responsiveness and effective participation in all its communications.
3. The Board recognizes its primary responsibility is the formulation and evaluation of policy and the employment of a Chief Executive Officer (Fire Chief) to administer District business at the direction of the Board.
4. The Board recognizes that operational matters of the District should ordinarily be directed to the Fire Chief and Staff.
5. The Board commits to conducting all meetings in accordance with the Oregon Public Meetings laws. It recognizes that District business is to be conducted in public with the exception of specific topics that meet the criteria for Executive sessions.
6. The Board will focus on issues and seek solutions that are in the best interest of the public and avoid issues of personality and/or special interests.
7. The Board, both as a body and as a group of individuals will support decisions made by the Board. Individual Directors may disagree with a certain decision but should support the position as the considered opinion of the Board. This position is not intended to restrict further consideration based on additional information but to provide for the effective continuation of District business.
8. The Board will work directly with the Fire Chief and Staff to obtain information and/or an enhanced understanding to improve effective decision making.
9. The Board should direct any complaint and/or issue directly to the Fire Chief. It is the responsibility of the Fire Chief to resolve the issue as may be necessary.
10. Board Directors, to the greatest extent possible, will forward business items to either the Board President or the Fire Chief for inclusion in a Board of Directors meeting agenda. The goal is to provide public notification of the issue and to allow time for the Staff and other Board Directors to research/consider the topic.
11. The Board recognizes it operates as a unit and that individual Board Director authority exists only as a member of the whole.

12. The Board acknowledges that policy decisions require Board action. When an individual Board Director receives a policy related question, the response must be based on established policy. The question may be brought to the full Board for further consideration. When such questions arise, the topic should be forwarded to the Board President and/or Fire Chief for inclusion in a Board of Directors meeting agenda.
12. The Board recognizes effective operations require a team approach. The Board, Fire Chief, and Staff members are expected to work together in a collaborative process assisting each other in the conduct of District business.
13. The Board recognizes the value of long-term planning and interaction with other agencies and will constantly maintain a focus on the long-term stability of the District and service to its residents and taxpayers.
14. The Board will be courteous and responsive to citizen requests and will generally direct their concerns and interests to the Fire Chief as appropriate.
15. The Board as a body, and as a group of individuals, acknowledges that information and study foster good decision making and will commit the necessary effort to develop a working understanding of all issues that come before the Board.
16. The Board acknowledges that conflict or differences of view could arise between members and will seek effective remedies that are in the best interest of the Board and the District.
17. The Board will seek legal counsel when indicated and will be guided by the legal advice provided.
18. The Board acknowledges that conflicts of interest may occasionally arise and that each Board member is responsible to declare such actual or potential conflicts as specified in Oregon Revised Statutes and/or Oregon Administrative Rule.

**Policy Statement:** It is the policy of the Board of Directors to annually review and adopt this Code of Ethics policy.

## **DIRECTOR CONFLICT OF INTEREST**

**Relative Information:** The state laws related to conflicts of interest were established in 1974. The laws are now known as “Government Ethics.” They are included in Oregon Revised Statutes (ORS) Chapter 244. Directors, Board Appointees (Budget Committee & Civil Service), District employees, and District volunteers are Public Officials as defined by the law.

In essence the laws require public officials to disclose any situation that could be either a potential or actual conflict of interest. An **actual conflict of interest** may arise when a public official takes official action that **would** financially impact the official, a relative or an associated business. A **potential conflict of interest** may arise when a public official takes official action that **could** financially impact the public official, the official’s relatives, or a business with which the public official or a relative is associated. The standards for disclosure and subsequent action depend on whether the circumstance in question is an actual or potential conflict.

The Board, in its desire to ensure all business decisions are made in full disclosure and compliance with the law, has implemented the practice of requiring Directors to annually submit an individual Statement of Acknowledgment concerning conflicts of interest. This process is designed to refresh Board member’s knowledge of the State of Oregon Government Ethics laws and does not relieve the Board member from declaring an actual/potential conflict before participating in any official action throughout the year.

**Policy Statement:** It is the policy of the Board of Directors that all District members comply with the Oregon Ethics laws and may not request, accept, or take advantage of any preference that could result in financial gain or avoidance of financial detriment due to their association with the District.

It is further the policy of the Board of Directors that each Director submits an annual Statement of Acknowledgment in July addressing any known or anticipated conflicts of interest that may exist. Any time an unanticipated actual or a potential conflict situation occurs Board members must report it in public session.



# JACKSON COUNTY FIRE DISTRICT 3



## RESOLUTION NO. 18-07

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### IN THE MATTER OF AUTHORIZING 2018-2019 FISCAL YEAR FUNDS AND FINANCIAL POLICIES

**BE IT RESOLVED**, that the BOARD OF DIRECTORS of JACKSON COUNTY FIRE DISTRICT 3 hereby authorizes that a **General Fund** and a **Capital Projects Fund** be established and used to record the financial affairs of the Fire District in accordance with the applicable laws and administrative rules of the State of Oregon;

**BE IT FURTHER RESOLVED**, that the Board of Directors adopts the following financial policies:

The District shall have a **checking account** at the White City Branch of Wells Fargo Bank with money in excess of FDIC thresholds to be collateralized. Persons (any two) authorized to sign checks shall be **Robert B. Horton, John Patterson, Mike Hussey, Dave Blakely, and Stacy Maxwell**.

In accordance with ORS 294.460(4) the District may commingle cash balances from the General Fund and the Capital Projects Fund in terms of funds held with financial institutions; the combination of both fund balances at fiscal year end will be utilized for spending requirements during the months prior to receiving tax revenue; in accordance with ORS 294.460(4) the District will keep all commingled cash balances segregated in the budget and accounting records.

**Tax revenues** shall be collected by the Jackson County Treasurer's Office and be transferred to the **Local Government Investment Pool (LGIP)**. The Chief Administrative Officer and Finance Assistant are authorized to initiate transfers between the District's LGIP account and Wells Fargo checking account;

The District shall utilize electronic **payroll direct deposit** through Wells Fargo Bank's automated clearing house (ACH) system;

The District shall have **\$500 petty cash** on hand with the **Chief Administrative Officer** responsible for monitoring same;

The District recognizes the **modified accrual basis of accounting and budgeting**;

The District shall maintain a **fixed assets** ledger for equipment, property, and buildings costing **\$5,000** or more and of a life of at least one year, calculate depreciation expense utilizing the straight-line method, and maintain a policy for estimating the useful lives of depreciable assets.

The Fire Chief and Chief Administrative Officer have the authority to assign fund balance in accordance with Generally Accepted Accounting Principles and the District's minimum fund balance policy.

## **RESOLUTION NO. 18-07**

(continued)

The District supports a **Length of Service Award Plan (LOSAP)** for volunteer firefighters after providing one year of volunteer service. Such volunteer shall become vested in the plan after three years of service with the District. All volunteers are eligible for reimbursement of actual expenses in accordance with the District's Accountable Plan policy guidelines.

**The District shall authorize use of cards as follows:**

**VISA Credit Card** – Fire Chief, Deputy Chief of Operations, Deputy Chief/Fire Marshal, Chief Administrative Officer, Division Chief of Training, Battalion Chiefs (4), Facilities/Logistics Manager, Information Technology Administrator, Executive Assistant, and Administrative Assistant.

**Lowe's** – District group card to be checked out to District members with the approval from Finance.

**Chevron/Texaco** – Fuel cards to be checked out to District members for travel related to training with the approval from Finance.

**Pacific Pride Cardtrol** – Fuel cards to be assigned to District apparatus and staff vehicles.

**Robert B. Horton, Fire Chief**, will serve as the District's **Registered Agent** in accordance with ORS 198.340, and as **Budget Officer**. The District's registered office is located at 8383 Agate Road, White City, OR 97503.

**Agents of Record** shall be appointed as follows: **property and casualty insurance, workers' compensation insurance, and life insurance** – Jeff Griffin, Wilson-Heirgood Assoc.; **medical, vision, dental, and long-term disability insurance** – Larry Boeck, Boeck & Associates.

**Other:** **auditor** – Richard W. Brewster, CPA; **retirement** – Oregon Public Employees Retirement System (PERS); **attorney** – John Blackhurst.

**Date adopted:** July 19, 2018

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BOARD of DIRECTORS

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BOARD of DIRECTORS