

DRAFT

Seal Rock Rural Fire Protection District Budget Committee Meeting May 12, 2020 Phone Conference

Directors Present:	John Soltau	Peter Benjamin
	Dustin Joll	Larry Henson
	Tina Fritz	
Budget Committee Members:	Mickie Lindquist	Jim Provance
	Mel Beery	
Budget Committee Member Absent:		Sara Vandehey
Others Present:	Chief Tom Sakaris	Paul Rimola
	Paul Highfill	Mike Burt
	Derek Udoutch	Mary Lou Morris

Call to Order/Establishment of a Quorum

- President Soltau called the meeting to order at 18:00. There was a quorum.
- President Soltau turned the meeting over to Chief Tom Sakaris, Budget Officer.

Budget Message

- Chief Sakaris read to Budget Message which is attached.

Discussion of Budget Documents

- Director Benjamin presented the proposed budget for 2020-2021.

Form LB-10(a): Special Fund Resources and Requirements – Local Option Levy/Chief
Total Resources - \$166,949.

(Included in this is beginning fund balance, previously levied taxes estimated to be received and taxes estimated to be received.)

Requirements include Chief's Salary, Insurance Benefit, PERS Benefit, Payroll Taxes, Chief's Aide, Seminars & Conferences, Uniforms, Cell Phone and Annual Physical Examination.

Total Requirements - \$111,700.

Unappropriated Ending Fund Balance - \$55,249.

Total Requirements - \$166,949.

Form LB-10(b): Special Fund Resources and Requirements – Local Option
Levy/Firefighters

Total Resources - \$246,600.

(Included in this total is beginning fund balance, previously levied taxes estimated to be received, transfer in from General Fund and taxes estimated to be received.)

Requirements include Firefighters Salaries, Insurance Benefit, PERS Benefit, Payroll Taxes, Uniforms, Cell Phones, Annual Physical Exams.

Total Requirements - \$245,900.
Unappropriated Ending Fund Balance - \$700
Total Requirements - \$246,600.

Form LB-11: Special Fund Resources and Requirements-Truck and Building Reserve Fund

Total Resources - \$252,579.
(Included in this total is beginning fund balance, interest and transfer in from General Fund)

Requirements include Property Acquisitions/Property Improvements, Note Payments, Bldg 3, Service Charges from banks.

Total Requirements - \$36,700.
Reserved for Future Expenditure - \$215,879
Total Requirements - \$252,579.

Form LB-20: Resources – General Fund

Resources – Beginning fund balance, previously levied taxes estimated to be received, interest. Other Resources include Dept. of Forestry, Insurance Recoveries/Refunds, Insurance Dividends, Grants and Miscellaneous.

Total resources, except taxes to be levied - \$356,597.
Taxes estimated to be received - \$233,084.
Total Resources - \$589,681.

Form LB-30: Requirements Summary - General Fund

Materials and Services Requirements Description is on a separate form – Form LB-31.

Total Personnel Services - \$4,000.
Total Materials and Services - \$167,700.
Capital Outlay includes Capital Equipment, Protective Gear/Clothing, Radios Building Repairs & Equipment, Radios & Pagers, Grant Equipment.
Total Capital Outlay - \$23,000.
Interfund Transfers includes Truck and Building Reserve Fund and Firefighters Levy.
Total Interfund Transfers - \$96,000
Total Operating Contingency - \$15,000.
Total Requirements - \$305,700.
Unappropriated Ending Fund Balance- \$283,981.
Total Requirements - \$589,681.

Form LB-31: Materials and Services – General Fund

Reviewed with no questions or comments.
Total Materials and Services - \$167,700.

Board Member and Budget Committee Comments

All board members were fine with the proposed budget.

Mickie Lundquist asked why Accounting Services are so high. Mel Beery has donated his time but as of July Mr. Beery's replacement will be charging for accounting services. She questioned the cost for cell phones. The cost is for one year at \$100/month. Also, she wanted to know why legal services went from \$4000 to \$9000. It was explained the legal services include the firefighters' contract, property annexed into District, questions regarding IGA, and Lexipol.

Motion to Approve Budget

- President Soltau made a motion to approve the budget as proposed for 2020-2021. Director Benjamin seconded the motion. Motion passed unanimous.

The meeting was adjourned at 18:28.

Minutes prepared by Mary Lou Morris