

**Seal Rock Rural Fire Protection District
Budget Hearing/Board of Directors Meeting – June 9, 2016
Seal Rock Administration Building**

Directors Present:	Peter Benjamin John Soltau (by phone)	Karl Kowalski
Directors Absent:	Al Anton	Larry Silverthorn
Others Present:	Chief Tom Sakaris Bill Kenworthy Lynda Engle	Mel Beery Susan and Skip Smith Mary Lou Morris

Call to Order – Budget Hearing

- Peter Benjamin, Budget Officer, presided and called the hearing to order at 18:34. There was a quorum.
- Director Benjamin asked if there were any questions or changes to the budget that was approved by the Budget Committee on May 9, 2016. There were no questions or comments.
- Director Benjamin stated the governing body accepts to budget document as approved by the Budget Committee.
- Director Kowalski made a motion to close the Budget Hearing. Director Soltau seconded the motion. Motion passed.
- Director Benjamin closed the Budget Hearing at 18:40.

Call to Order – Board of Directors Meeting

- Director Benjamin presided and called the meeting to order at 18:40. There was a quorum.

Approval of Minutes for May 9, 2016 Budget Committee Meeting

- Director Benjamin asked if there were any comments or corrections regarding the May 9, 2016 minutes. There were no comments or corrections.
- Director Kowalski made a motion to approve the May 9, 2016 minutes. Director Soltau seconded the motion. Motion passed.

Approval of Minutes for May 12, 2016 Board of Directors Meeting

- Director Benjamin asked if there were any comments or corrections regarding the May 12, 2016 minutes. There were no comments or corrections.
- Director Kowalski made a motion to approve the May 12, 2016 minutes. Director Soltau seconded the motion. Motion passed.

Annual Transfers

- Mr. Beery distributed the list of Annual Transfers for the 2015-2016 Budget Year.
- The transfers follow:

Money Transfers

From General LGIP to Reserve LGIP, as budgeted	\$30,000
From General LGIP to LOSAP Checking, as budgeted	\$15,000
From Reserve LGIP to Reserve Checking, for building down payment	\$12,000 (July1, 2016)

Budget Line Items Transfers

General Fund:

From “Contingency” to “Radios & Pagers”	\$2,500
From “Contingency” to “Volunteer Events”	\$1,500

- Director Kowalski made a motion to approve the transfers as presented. Director Soltau seconded the motion. Motion passed.

Financials (handout)

- Mr. Beery distributed financial reports and discussed each statement.
- Balance Sheet as of May 31, 2016 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$473,861. Total LOSAP cash was \$67,032. Total Accounts Payable was \$20,978.
- Income and Expense May 2016– Approximately \$8,500 of the income was from taxes collected. Mr. Beery pointed out the expenses for Emergency Preparedness/CERT, Capital Equipment, Protective Gear/Clothing and Radios and Pagers.
- Expense Detail May 2016– Reviewed with no comments or questions.
- Budget vs. Actual Report July 2015 through May 2016 – Mr. Beery stated the actuals are not over the budgeted amounts.
- Director Kowalski made a motion to approve Financials. Director Soltau seconded the motion. Motion passed.
- Bills Paid June 2016 – The bills were presented with no questions.
- Credit Card Charges May 2016 – Charges were presented with no comments.
- Director Kowalski made a motion to approve Accounts Payable. Director Soltau seconded the motion. Motion passed.
- Cash Requirements June 2016 – Mr. Beery stated \$42,000 is required for the month of June.
- Director Kowalski made a motion to transfer \$42,000 from the LGIP fund to the bank account to pay the month’s bills. Director Soltau seconded the motion. Motion passed.

Resolution Authorizing Opening Checking Account

- Mr. Beery presented Resolution 16-03 as follows:

BEFORE THE BOARD OF DIRECTORS OF THE
SEAL ROCK RURAL FIRE PROTECTION DISTRICT
SEAL ROCK OREGON 97376

RESOLUTION AUTHORIZING OPENING A CHECKING ACCOUNT AT
THE UMPQUA BANK, WALDPORT, OREGON BRANCH

At its regular monthly meeting on June 9, 2016, the Board of Directors of Seal Rock Rural Fire Protection District approved the following resolution:

1.RESOLVED that a checking account be opened at Umpqua Bank, Waldport, Oregon in the name of Seal Rock Fire Protection District, and that the authorized signers on the account are any two of the Board members named below:

Al Anton	President and Chair
Peter Benjamin	Treasurer
John Soltau	
Karl Kowalski	
Larry Silverthorn	

These authorized signers will remain in effect until changed by a majority vote of the Board of Directors.

ADOPTED by the Board of Directors of the Seal Rock Rural Fire Protection District on the 9th day of June, 2016.

By: _____
Peter Benjamin, Treasurer

- Director Kowalski made a motion to adopt Resolution 16-03. Director Soltau seconded the motion. Motion passed.

Resolution Adopting The Budget, Making Appropriations, Imposing The Tax, and Categorizing The Tax

- Director Kowalski read Resolution 16-02 as follows:

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Seal Rock Rural Fire Protection District hereby adopts the budget for the fiscal year 2016-2017 in the total amount of \$804,994.*

This budget is now on file at the Seal Rock Fire Administration Building, Seal Rock, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2016, for the following purposes:

General Fund

Organizational Unit or Program:

0

Not Allocated to Organizational Unit or Program:

Personnel Services	15,000
Materials & Services	159,000
Capital Outlay	18,000
Debt Service	0
Special Payments	0
Transfers Out	30,000
Contingency	15,000
Total	\$237,000

Debt Service Fund

Debt Service	0
Total	\$0

Local Option Levy Fund

Chief's Salary and Expenses	87,700
Special Payments	0
Transfers Out	0
Contingency	0
Total	\$87,000

Truck & Building Reserve Fund

Capital Outlay, Materials and Expenses	95,120
Special Payments	0
Transfers Out	0
Contingency	0
Total	\$95,120

Total APPROPRIATIONS, All Funds	\$419,820
Total Unappropriated and Reserve Amounts, All Funds	<u>385,174</u>
TOTAL ADOPTED BUDGET	\$804,994*

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(*amounts with asterisks must match)

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2016-2017:

- (1)At the rate of \$0.4634 per \$1000 of assessed value for permanent rate tax;
- (2)At the rate of \$0.20 per \$1000 of assessed value for local option tax; and
- (3)In the amount of NONE for debt service on general obligation bonds.

RESOLUTION CATEGORIZING THE TAX

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

Subject to the General Government Limitation

Permanent Rate Tax	\$0.4634/\$1,000
Local Option Tax	\$0.20/\$1,000

Excluded from Limitation

General Obligation Bond Debt Service \$0.00

The above resolution statements were approved and declared adopted on June 9, 2016.

Signature

- Director Kowalski made a motion to adopt Resolution 16-02 as presented. Director Soltau seconded the motion. Motion passed.
- Director Soltau authorized Director Benjamin to sign Resolution 16-02 as Treasurer.

NOTE: Director Soltau left the meeting at 19:00.

Old Business

- Property Acquisition:
Chief Sakaris stated the property will be set up in four stages – contractual services, installation of equipment, placing fire equipment in station and station up and running. The new facility should be fully operational by the end of September or first of October.

New Business

- Chief Sakaris' Report:
There were 33 calls last month. One was a major structure fire with several fire departments responding and a surf rescue with Seal Rock water rescue doing an outstanding job.
- Volunteer Association Report by Bill Kenworthy:
Mr. Kenworthy stated he has heard no complaints. Mr. Kenworthy needs to have an additional name on the Association bank account. Director Benjamin will make the arrangements. The same needs to be done for on the sign account.

Public Comments

- Mr. Smith asked if Central Coast has ASA. Director Benjamin stated Central Coast could not support it and had to give up the ASA. Pac West has taken it over.

Communications

- None.

Board Member Comments

- None.

Director Benjamin adjourned the meeting at 19:15.

Minutes prepared by Mary Lou Morris.