

DUNDEE RURAL FIRE PROTECTION DISTRICT

P. O. BOX 491 Dundee, Oregon 97115

drfpdmail@gmail.com

AGENDA : December 5th, 2022

- (1) Call to order
- (2) Roll call
- (3) Approval of agenda with flexibility.
- (4) Review and approval of the November minutes.

(5) Treasurer's Report: Reconciled with US Bank statement on 12-1-22 with balance of \$5,339.31

Received two checks from the county totaling \$152,000.51. By 12-15-22 4 payments will have been made to the city in the last 30 days totaling \$103,424.55 and that is about 88% of the predicted annual contract.

Checkbook Ledger

| | 5,315.36 | Code | Check# | Description | Expense | Income | Balance |
|------------|------------|-----------------------------|-----------|-----------------------------------|-----------|------------|----------|
| | Print Date | | | 6,094.35 | | | 5,315.36 |
| | | | | Starting Balance \$6,094.35 | | | 6,094.35 |
| ▼ | 11/7/2022 | Misc Expense ▼ | 1159 ▼ | SDAO Membership | 140.00 | | 5,363.26 |
| LGIP GF ▼ | 11/10/2022 | Tax ▼ | ▼ | Yamhill Check# 111022 | | 22,985.96 | 5,363.26 |
| LGIP GF ▼ | 11/14/2022 | Contract w/City ▼ | ▼ | Contract with city | 9,725.82 | | 5,363.26 |
| LGIP DSF ▼ | 11/14/2022 | Transfer into LGIP DSF ▼ | | Transfer from LGIP GF to LGIP DSF | 6,722.70 | | 5,363.26 |
| ▼ | 11/15/2022 | Audit/ Clerical ▼ | | Service Fee | 23.95 | | 5,339.31 |
| LGIP GF ▼ | 11/18/2022 | Tax ▼ | ▼ | Yamhill Check# 111822 | | 104,273.37 | 5,339.31 |
| LGIP GF ▼ | 11/30/2022 | Tax ▼ | ▼ | Yamhill Check# 113022 | | 47,727.14 | 5,339.31 |
| LGIP GF ▼ | 12/1/2022 | Contract w/City ▼ | ▼ | Contract with city | 12,308.39 | | 5,339.31 |
| LGIP DSF ▼ | 12/1/2022 | Transfer into LGIP DSF ▼ | | Transfer from LGIP GF to LGIP DSF | 8,505.50 | | 5,339.31 |
| LGIP DSF ▼ | 12/5/2022 | Transfer into LGIP DSF ▼ | ▼ | Transfer from LGIP GF to LGIP DSF | 38,582.79 | | 5,339.31 |
| LGIP GF ▼ | 12/14/2022 | Contract w/City ▼ | Pending ▼ | Contract with city | 55,836.99 | | 5,339.31 |
| LGIP GF ▼ | 12/15/2022 | Contract w/City ▼ | Pending ▼ | Contract with city | 25,553.35 | | 5,339.31 |
| LGIP DSF ▼ | 12/15/2022 | Transfer into US Bank DSF ▼ | Pending ▼ | Transfer from LGIP GF to LGIP DSF | 17,664.38 | | 5,339.31 |
| ▼ | 12/15/2022 | Audit/ Clerical ▼ | Pending ▼ | Service Fee | 23.95 | | 5,315.36 |

US BANK ACCT BALANCE

SILVER BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Number 1-536-0214-9962

Account Summary

| | # Items | | |
|--------------------------------|---------|----|----------|
| Beginning Balance on Nov 1 | | \$ | 5,832.55 |
| Other Withdrawals | 1 | | 23.95- |
| Checks Paid | 2 | | 469.29- |
| Ending Balance on Nov 30, 2022 | | \$ | 5,339.31 |

LGIP Accts



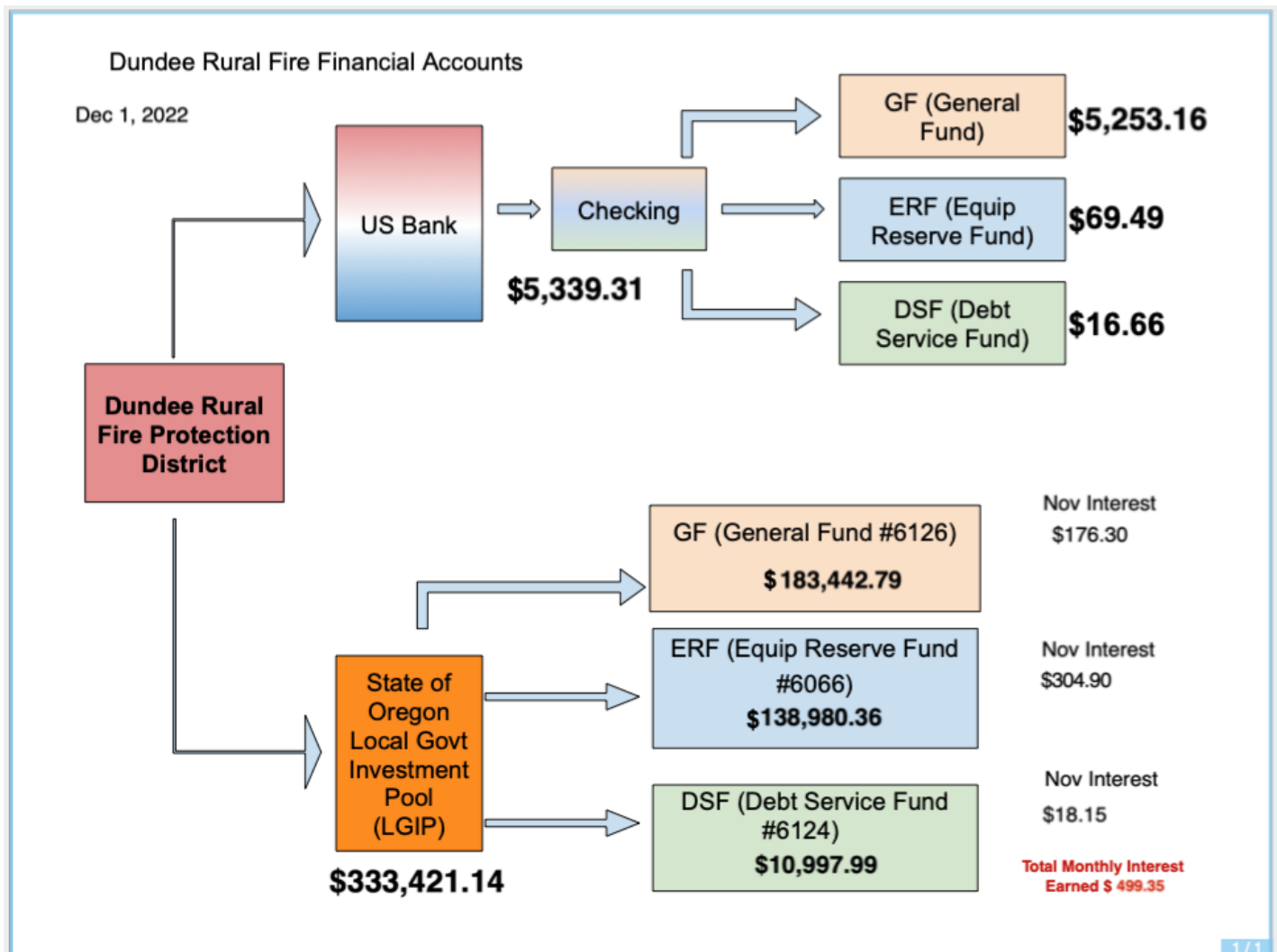
Consolidated Summary Statement

Account Statement
For the Month Ending **November 30, 2022**

Dundee Rural Fire Protection District

| Account Number | Account Name | Opening Balance | Purchases | Redemptions | Closing Balance | Dividends |
|----------------|-------------------|---------------------|---------------------|----------------------|---------------------|-----------------|
| 6066 | Equipment Reserve | 138,675.46 | 304.90 | 0.00 | 138,980.36 | 304.90 |
| 6124 | Debt Service Fund | 4,257.14 | 6,740.85 | 0.00 | 10,997.99 | 18.15 |
| 6126 | General Fund | 6,563.70 | 193,327.61 | (16,448.52) | 183,442.79 | 176.30 |
| Total | | \$149,496.30 | \$200,373.36 | (\$16,448.52) | \$333,421.14 | \$499.35 |

- (6) Old business: a)
- (7) New Business: a) Discussion on a reasonable levy rate for the May levy
- (8) **Announcements:** a) Complete the US Census Survey and submitted on 11-9-22
b) Another LGIP Rate change effective 11-16-22 from 2.50% to 2.85%



MEMORANDUM

TO: City Council
via-Steve Dahl, City Administrator

From: Brandon Hamilton
Fire Chief

Date: 10/27/2022

RE: Update on Fire Department/District

Council,

As you are aware, over the last two years, there have been discussions around how to properly fund fire and EMS services to the City of Dundee and Dundee Rural Fire District.

This conversation began prior to my employment. The direction we have been headed towards is an ask of the voters of the rural district to formally dissolve the current fire district and then simultaneously re-form with a higher millage rate, while simultaneously asking the city voters to annex into the new fire district. This would make all fire and EMS services currently provided by the city part of this new district and the city would no longer be responsible for providing this service.

For this to succeed there would need to be multiple simultaneous ballot measures that ALL would have to pass to happen. Through the work of this work group, the millage rate determined to be needed was \$2.15 per \$1,000. This millage rate would provide the necessary funding to adequately fund the new fire district going forward. This millage rate would include absorbing the current bonded debt for both entities for the fire station that is currently owed.

The work group discussed this heavily and the consensus was this was too much money to ask for, as the current rural millage rate is \$0.55/\$1,000. There was discussion on proceeding with a \$1.85/\$1,000 millage rate with the city retaining the bonded debt for the city portion of the bond. This option was more palatable of an increase in the asking price.

With this, I set out to work on determining (and getting my hands on) the legal description of the rural district boundaries. This proved to be extremely difficult. I worked for several months in attempting to track this down. I went to Yamhill County on multiple occasions and was told they do not have such a thing and was referred to the Secretary of State. I reached out to the Secretary of State's office, and they told me they were not the agency that has this kind of information and referred me back to the county. The county then referred me back to the State of Oregon Archives Division and I was again referred back to Yamhill County. During this time, I checked our own archive files that I could find and solicited the help of the rural board in searching of their records. All these efforts proved to be fruitless.

McMinnville Rural Fire District and the City of McMinnville are doing this exact same process. I was having a discussion with one of their chief officers and learned they were getting the same run around for trying to track down their legal description as well. They were eventually able to track down an individual at Yamhill County that knew where to look for the needed document(s) and provided them. I reached out to this individual and was able to get them for Dundee Rural Fire District.

The difficulty is the legal description needs to be current. There are multiple changes in the boundaries over the last 85+ years and are tracked as supplemental legal documents. To proceed with this vote we need to get a current legal description of the district boundary in a single document. I have solicited an estimate from the company that is doing this for the McMinnville effort. I just received their estimate late last week for this work and it came in at \$7,920.

We have had a preliminary meeting with IAFF Local 1660 representatives who are willing to lead the charge in the political campaigning of this attempt. They have provided us a timeline and roadmap on what they believe it will take to be successful at the polls.

Through this process (as I have been a part of), I have felt the entire committee has not been completely sold and bought-in on this process. I agree that something must (and needs to) happen in regard to a secure funding stream for fire and EMS services. Based off my experience, I haven't seen a successful campaign unless EVERYONE is 100% on-board and committed. This topic came up in a casual conversation two weeks ago with staff here at the station. In our conversation, it was learned that they share the same concerns and thought process. The biggest concern was the downside of the \$1.85 millage rate is we would not see any initial staffing increase unless we were successful with the SAFER grant. If we were not successful with the grant, it would be 3-4 years before we were able to add staffing, based off the projected numbers. This is a lot more money the citizens would be paying and not seeing any increased service levels.

As a result of my thought process, I have been thinking about other options on how to provide the funding needed to immediately increase our needed staffing, with the end goal of still forming a new fire district.

I have looked at the feasibility of a 5-year local option levy to fund three additional positions. Due to the large discrepancy between what city residents currently pay for fire protection vs. what the rural district pays, I ran numbers with a larger levy rate for the rural district vs. the city residents (see attached sheet for numbers).

By doing this, it begins to level the field, so to speak, on the millage rate discrepancy. The goal and thought would be to still pursue a new fire district entity as this five-year levy expires. This would be a stair step option for the millage rate, instead of asking for a huge jump all at once. I have sincere concerns about asking for a \$1.50 (ish) millage rate increase with the current state and projected trending of the economy.

I presented these numbers to City Administrator Dahl to gauge his thoughts. He feels this route may be a safer/appropriate way to proceed. He asked that I reach out the rural board and gauge their opinions. I sent the rural board an email and received one response back, stating they felt it would be difficult to let me know their thoughts without having a meeting first to discuss.

Based off the numbers I have ran, the proposed levy rates would provide funding to hire three additional staff. That would bring our line staff up to 6 employees. The initial thought is that we would transition to 24-hour shifts with career staff and supplement them with volunteer shifts. This would ensure that there is a crew ready to respond 24-hours a day. We still have our shoulder time(s) issue, and this would alleviate that.

The question(s) to Council is:

Do we continue to pursue a new entity/district as originally planned/discussed?

Do we pursue a 5-year operating levy between the two current voting entities with the end of pursuing a new entity at the end of the 5-year operating levy?

Salary Numbers Proposed Levy

Current Rates (including rollup costs) 2340 working hours:

| | <u>HOURLY</u> | <u>MONTHLY</u> | <u>ANNUAL</u> |
|---------------------|----------------------------|----------------------------|------------------------------|
| Captain: | \$62.50 | \$12,187 | \$146,246 |
| Lieutenant: | N/A | N/A | N/A |
| Firefighter (x2): | <u>\$56.54 (\$113.07)</u> | <u>\$11,025 (\$22,050)</u> | <u>\$132,297 (\$264,594)</u> |
| TOTAL COST : | \$119.04 (\$175.57) | \$23,212 (\$34,237) | \$278,543 (\$410,840) |

Proposed Rates (including rollup costs) 2160 working hours (12-hour shift):

| | <u>HOURLY</u> | <u>MONTHLY</u> | <u>ANNUAL</u> |
|--------------------|----------------------------|----------------------------|------------------------------|
| Captain: | \$67.71 | \$12,187 | \$146,246 |
| Lieutenant: | \$64.81 | \$11,667 | \$140,000 |
| Firefighter (x4): | <u>\$61.25 (\$245.00)</u> | <u>\$11,025 (\$44,100)</u> | <u>\$132,297 (\$529,188)</u> |
| TOTAL COST: | \$193.77 (\$377.52) | \$34,879 (\$67,954) | \$418,543 (\$815,434) |

Proposed Rates (including rollup costs) 2912 working hours (24-hour shift):

| | <u>HOURLY</u> | <u>MONTHLY</u> | <u>ANNUAL</u> |
|--------------------|----------------------------|----------------------------|-------------------------------|
| Captain: | \$50.22 | \$12,187 | \$146,246 |
| Lieutenant (x2): | \$48.08 (\$96.16) | \$11,667 (\$23,334) | \$140,000 (\$280,000) |
| Firefighter (x3): | <u>\$45.43 (\$136.29)</u> | <u>\$11,025 (\$33,075)</u> | <u>\$ 132,297 (\$396,891)</u> |
| TOTAL COST: | \$143.73 (\$282.67) | \$34879 (\$68,596) | \$418,543 (\$823,197) |
| | | Difference: | \$412,357 |

Taxable Value:

City: \$332,315,992
Rural: \$242,649,077

Current Millage Rates (Fire):

Rural: \$0.55/\$1,000
City: \$1.90/\$1,000

Levy Rate- EQUAL Rural and City Rates:

\$0.65/\$1,000: \$373,727
\$0.70/\$1,000: \$402,476
\$0.75/\$1,000: \$431,224
\$0.80/\$1,000: \$459,972
\$0.85/\$1,000: \$488,720
\$0.90/\$1,000: \$517,468
\$0.95/\$1,000: \$546,216
\$1.00/\$1,000: \$574,965

Levy Rate-DIFFERENT Rural and City Rates:

Rural: \$1.10/\$1,000: \$261,691
City: \$0.55/\$1,000: \$182,774
TOTAL: \$444,465