



**HAZELDELL RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
47592 HWY 58, OAKRIDGE, OR
5:00 PM THURSDAY, FEBRUARY 25, 2021**

CALL MEETING TO ORDER

- 1) *** APPROVAL OF CONSENT AGENDA**
 - a) Approval of minutes from 12/16/2020 & 1/28/2021
- 2) **FINANCIAL REPORTS**
 - a) *Accounts Payable
 - b) Financial Report for September
- 3) **RECOGNITION / PUBLIC COMMENT**
- 4) **CORRESPONDENCE**
- 5) **OLD BUSINESS**
 - a) Resident Address List Update
 - b) Review Schedule of Action Items
- 6) **NEW BUSINESS**
 - a) HRFD 2019-20 Audit
 - b) FY21-22 Budget Process
 - c) Review and discussion of IGA with the City of Oakridge
- 7) **FIRE CHIEF'S REPORT**
 - a) COVID Vaccine Clinic
 - b) Activity Report
 - c) Equipment Readiness
- 8) **DIRECTORS REPORT**
- 9) **CHAIR REPORT**

ADJOURNMENT

* Requires Board Action

Join Zoom Meeting <https://us02web.zoom.us/j/3664311610>

Meeting ID: 366 431 1610

One tap mobile +16699009128,,3664311610# US (San Jose)

+12532158782,,3664311610# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

**HAZELDELL RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, DECEMBER 16, 2020**

CALL TO ORDER: Chairman Herb Wick called the meeting to order at 5:00 PM via Zoom.

ATTENDANCE: Directors Herb Wick, John Milandin, and Pam Mahler present via Zoom, Directors Scott Baker and Joan Peterkin and Acting Fire Chief Bryan Cutchen and Lt. Scott Hollett at the Oakridge Fire Station.

ABSENT: None

Public Attendance: Trudy Hammond of Oakridge animal rescue service

Summary of Motions

- Motion to approve the Consent Agenda – Passed
- Motion to approve Accounts Payable – Passed
- Motion to contract with Spectrum to install internet service and a single phone line to HPS– Passed
- Motion to adjourn the meeting made at 6:00 pm – Passed

Approval of Consent Agenda

Approval of minutes from 18 November

Motion to approve the Consent Agenda. Motion made by Mahler, 2nd by Baker.
(Motion Passed Unanimously with a 5-0 roll call vote)

Financial Reports

Accounts Payable

Motion to approve the Accounts Payable. Motion made by Milandin, 2nd by Mahler.
(Motion Passed Unanimously with a 5-0 roll call vote)

Financial Report

Peterkin briefly explained the report. The check written to Oakridge is 1/2 of total due towards the IGA. Tax receipts are keeping pace with last year. During December (and not on this report), \$118K on deposit at Banner Bank was moved to LGIP and \$1100 received from the vehicle sale was deposited with Banner Bank.

Recognition/Public Comment

Correspondence

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Old Business

Resident Address List Update

Peterkin said that the County sent her the list of resident addresses in Excel format. There are two lists: persons who own property with residences and those who own properties with no residences. The County will send us the maps next. Milandin remembered when a map of HRFD with addresses was present in the FD hallway. Cutchen has a connection to LCOG which can do mapping.

Review Schedule of Action Items

Milandin reviewed the Action Items List. The following items had noteworthy information and/or discussion.

#26. Publish a Disaster Contingency Plan

Cutchen stated that he has reached out to a U of O intern who will lead a study. Cutchen told him that his initial concerns are 1) notification and how it will happen 2) wildfire and other events that might affect Oakridge, such as a dam failure or mudslide, and 3) limited number of exit points out of the area. The study will include Cutchen in the process as the plan is developed.

Milandin discussed getting information together to produce a simple document that could be sent to HRFD patrons. Peterkin said she is concerned about liability if HRFD published a document that people relied on, but failed to protect them. Wick suggested that a HRFD-issued document could reference other sources of information. Milandin stated that the County could issue the document. Cutchen will relay this information to the study group.

#25. Spectrum Service to HPS

Cutchen provided an update, stating that Spectrum's introductory deal expires at the end of December. Spectrum's agreement with Oakridge is that the school and City will start installing transmitters that will share the internet connection at various locations including City Hall, the Lutheran church, WAC, the FD and Junior HS. Installation will start this week.

Milandin asked whether it would be helpful to install Spectrum service to HPS. Cutchen said our insurance agent said we would not get a reduction in our premium unless there was an alarm system installed or an alert to the police department. Milandin is concerned about potential loss at station. Wick's view is that it is a low priority and would only benefit HRFD if there were real time views of HPS. Peterkin's view is that the station would be more useful if we installed the Spectrum service. Baker concurred. Cutchen said people (kids) might come and park in our lot and use the connection for remote learning.

Motion to contract with Spectrum to install internet service and a single phone line at an estimated monthly cost of \$76. Motion made by Milandin, 2nd by Baker.
(Motion Passed Unanimously with a 5-0 roll call vote)

New Business

Status of HRFD 2019-20 Audit

The audit is in process.

Fire Chief's Report

COVID Update

Six firefighters tested positive: four are out of isolation now and two to come out in a few days. Five persons with close contact to cases are in quarantine. We are getting through it. Lt. Hollett put in about five days of FT duty,

Activity Report

Cutchen presented the Activity Report.

Equipment Readiness

Studs are on three of the medic units. A brief discussion of lack volunteers ensued. Cutchen will be having this discussion with Lane County on the EMS situation.

Director Reports

Chair Report

Adjournment

Motion to adjourn the meeting made at 6:00 pm. Motion made by Milandin, 2nd by Mahler.
(Motion Passed Unanimously with a 5-0 roll call vote)

Respectfully Submitted,

Joan Peterkin
Secretary

**HAZELDELL RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
THURSDAY, JANUARY 28, 2021**

CALL TO ORDER: Chairman Herb Wick called the meeting to order at 5:00 PM via Zoom.

ATTENDANCE: Directors Herb Wick, John Milandin, and Pam Mahler present via Zoom, Directors Scott Baker, Joan Peterkin, and Acting Fire Chief Bryan Cutchen at the Oakridge Fire Station. Lt. Scott Hollett present via Zoom.

ABSENT: None

Public Attendance: None

Summary of Motions

- Motion to approve the Consent Agenda – Postponed to next meeting
- Motion to approve the Accounts Payable – Passed
- Motion to adjourn the meeting – Passed

Approval of Consent Agenda The minutes of the December Board Meeting are not ready. This item is delayed until the next meeting.

Financial Reports

Accounts Payable

The invoices to be paid were reviewed. The Lane Electric bill was discussed. Captain Higdon looked into the high electric usage and found that the station heat was not on, so he surmises that the engine block heaters were working a lot harder than normal. **Motion to approve the Accounts Payable** made by Milandin, 2nd by Mahler. (Motion Passed Unanimously with a 5-0 roll call vote)

Financial Report

Peterkin briefly explained the Financial Report for December business. The audit report will be available in about 2 weeks.

Recognition/Public Comment

Correspondence

The Local Government Law Group sent us a Christmas card.

Old Business

Security System Update

Cutchen discussed the status. The new DVR was installed in the system and the new uninterruptible power supply will protect the DVR from power outages. A technician needs to come and set up the system that allows for remote access to the cameras. HRFD will be able to view cameras at the HP station from their smart phones.

Review Schedule of Action Items

#25. Spectrum Service to HP Station

Complete. Milandin said that Integrated Electronic System that did the work also installs smoke detectors that tie into the phone line. Milandin recommends that we request an estimate.

#26. Publish a Disaster Contingency Plan

Cutchen said that model evacuation plans are being developed by a U of O graduate class project for cities with similar characteristics. The focus of the project is now on the communities affected by last fall's Holiday Farm Fire. They will probably send out a draft. The report will likely be completed by the end of the semester.

#27. Develop Specifications for replacement rescue vehicle.

HRFD's 1991 Ford 800, a rescue vehicle, is a priority for replacement. Cutchen said a FEMA equipment grant is coming out that he will look into, although the chance of getting a grant is low. The current vehicle carries water and has devices to cut into a car. Lt. Hollett joined the meeting and took questions about fighting fires with foam. Milandin proposed that we look at the cost and benefit of getting a vehicle that can dispense foam.

#1. Renew IGA Document

Cutchen will make changes and to adjust the price. He will bring the changes to the Board.

New Business

Lane County Elections

Peterkin reported that the Elections department contacted her regarding the May elections. Peterkin will confirm that HRFD has three director positions for the ballot and that Dead Mountain Echo is no longer in business. Board members Wick, Mahler and Peterkin will need to file.

Covid-19 Vaccine availability in Oakridge

At request of Director Milandin, Cutchen discussed the current status and strategies that the Oakridge community is taking.

Fire Chief's Report

Activity Report

Cutchen presented the Activity Report.

Equipment Readiness

The vehicle report was discussed as #27 of the Action Items List. The HRFD ambulance needs a new suspension system and shocks replaced. The refrigeration unit is not working.

Hollett responded to a question about the Volunteers: The number of volunteers is stable now after losing a few who went back to school. The FD would like to get more local people.

Wick asked for an update on the City's financial difficulties for EMS after failure of tax levy. Cutchen stated that he would like to roll the decision into the City's budget cycle in early March. He would propose four alternatives for ambulance/life support transport. In any case, Cutchen plans to go to Lane County and propose that the County provide a subsidy. EMS is a critical service, but not a required City service. Oakridge is losing about \$0.5 million per year now. If Oakridge fails, the service will fall to the County.

Director Reports

Chairman's Report

Adjournment

Motion to adjourn the meeting made at 5:55 pm. Motion made by Baker, 2nd by Mahler
(Motion Passed Unanimously with a 5-0 roll call vote)

Respectfully Submitted,

Joan Peterkin
Secretary

Hazeldell Rural Fire Department

2/23/2021 12:43 AM

Register: 1002 · Banner Bank - 4095

From 01/01/2021 through 02/28/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/14/2021			-split-	Deposit		X	3,482.62	17,000.80
01/19/2021	3672	Lane Electric	5400 · Materials & Ser...		96.37			16,904.43
01/20/2021	3673	LB Office Works	5400 · Materials & Ser...		125.00			16,779.43
01/25/2021	3685	Oregon Fire District ...	5400 · Materials & Ser...		250.00			16,529.43
01/27/2021	3686	Emerald CPA Group,...	5400 · Materials & Ser...	Audit	3,700.00			12,829.43
01/27/2021	3687	Oregon Sec. of State ...	5400 · Materials & Ser...	2019-20 Review	150.00			12,679.43
01/31/2021		Banner Bank	4000 · Revenue:4200-...	Deposit		X	0.39	12,679.82
02/18/2021	3674	Lane Electric	5400 · Materials & Ser...	Acct. #3715400	79.42			12,600.40
02/18/2021	3675	Charter Communicati...	5400 · Materials & Ser...	Acct. #8750 14...	76.97			12,523.43
02/18/2021	3676	Integrated Electronic ...	5400 · Materials & Ser...	Inv. #32694	1,356.00			11,167.43
02/18/2021	3677	Special Districts Insu...	5400 · Materials & Ser...	Acct. #01-0052...	3,207.00			7,960.43
02/18/2021	3678	LB Office Works	5400 · Materials & Ser...	Inv. #2021-4	125.00			7,835.43



787 Bailey Hill Road
Eugene, Oregon 97402-5451

541.484.1151
www.laneelectric.com

443 1 AV 0.395
HAZELDELL RURAL FIRE DIST
ATTN HERB WICK
PO BOX 717
OAKRIDGE OR 97463-0717

4 443
C-2 P-2



Your Energy Bill Description

Service Address: 78175 DEAD MOUNTAIN ROAD
Type: FIRE STATION
Service From: 12/30/2020 TO 02/01/2021

Meter #	Desc.	Previous	Present	Usage	Mult.
78567	kWh	45613	45929	316	1.0
78567	kW	0	1.354	1.354	1.0

Description	Usage	Rate	Total
Basic Charge			\$ 52.00
Usage Charge	316	\$.067800	\$ 21.42
70 Watt Light Street Lights (Qty: 1)			\$ 6.00

Current Month's Charges \$ 79.42

Acct 5460-0 JEP

Your Electric Bill Information

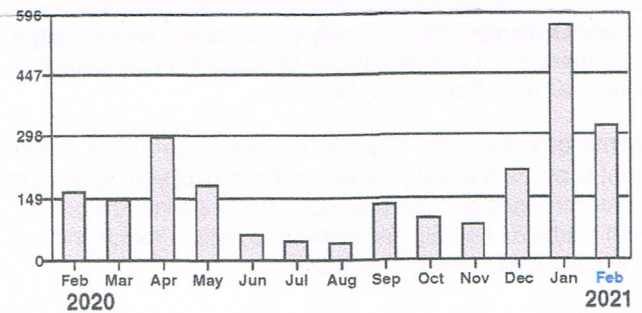
Account Number	3715400
Statement Date	02/04/2021
Previous Balance	\$96.37
Payments Thank You!	\$-96.37
Current Charges - Due By 03/03/2021	\$79.42
Total Amount Due	\$79.42

Page 1 of 1

Co-op Bulletin Board

IT'S SCHOLARSHIP SEASON!! Each year Lane Electric offers just over \$20,000 in scholarships to high school seniors and members looking to begin a new career. Visit our webpage, www.laneelectric.com, to learn more about the five different offerings, the requirements, and begin your application. Get a great start to a new career!

Your Monthly Energy (kWh) Use



Your Monthly Comparisons

Period	# Days	kWh Use	kWh/Day	\$/Day	Avg. Temp.
This Month	33	316	10	2.41	45
Last Month	30	566	19	3.21	42
Last Year	31	164	5	2.62	47



787 Bailey Hill Road
Eugene, Oregon 97402-5451
541.484.1151
Pay-by-Phone at 1-877-562-5503
www.laneelectric.com

HAZELDELL RURAL FIRE DIST
ATTN HERB WICK
PO BOX 717
OAKRIDGE OR 97463-0717

PLEASE DETACH THIS PORTION AND RETURN IT WITH YOUR PAYMENT

Account Number	3715400
Statement Date	02/04/2021
Total Amount Due	79.42

Your payment and any returned checks may be processed electronically.

LANE ELECTRIC COOPERATIVE
787 BAILEY HILL ROAD
EUGENE OR 97402-5451

01



February 7, 2021
Invoice Number: 0013997020721
Account Number: **8751 14 220 0013997**
Security Code: **8229**
Service At: 78175 DEAD MOUNTAIN RD
OAKRIDGE OR 97463-9628

Contact Us

Questions about your bill or services?

Visit SpectrumBusiness.net or call [800.314.7195](tel:800.314.7195)

Summary

*Service from 02/07/21 through 03/06/21
details on following pages*

Previous Balance	175.97
Payments Received	0.00
Adjustments	-175.97
Remaining Balance	\$0.00
Spectrum Business™ Internet	56.98
Spectrum Business™ Voice	19.99
Current Charges	\$76.97
Total Due by 02/24/21	\$76.97

SPECTRUM BUSINESS NEWS

NOTE. Taxes, Fees and Charges listed in the Summary only apply to Spectrum Business TV and Spectrum Business Internet and are detailed on the following page. Taxes, Fees and Charges for Spectrum Business Voice are detailed in the Billing Information section.



*JEP
Acct 5460-0 Utilities*

Thank you for choosing Spectrum Business.
We appreciate your prompt payment and value you as a customer.



4145 S FALKENBURG RD RIVERVIEW FL 33578-8652
8634 0150 NO RP 07 02082021 NNNNNYNN 01 998270

HAZELDELL FD
78175 DEAD MOUNTAIN RD
OAKRIDGE OR 97463-2017

February 7, 2021

HAZELDELL FD

Invoice Number: 0013997020721
Account Number: 8751 14 220 0013997
Service At: 78175 DEAD MOUNTAIN RD
OAKRIDGE OR 97463-9628

Total Due by 02/24/21 **\$76.97**
Amount you are enclosing \$

Please Remit Payment To:

CHARTER COMMUNICATIONS
PO BOX 7173
PASADENA CA 91109-7173



Invoice Number: 0013997020721
 Account Number: 8751 14 220 0013997
 Security Code: 8229

Contact Us
Questions about your bill or services?
 Visit SpectrumBusiness.net or call **800.314.7195**

8634 0150 NO RP 07 02082021 NNNNNYNN 01 998270

Charge Details

Previous Balance 175.97

Payments received after 02/07/21 will appear on your next bill.

Adjustments

Business WiFi - Adjustment	01/09	-6.99
Spectrum Business Voice - Adjustment	01/09	-19.99
B Internet Install - Adjustment	01/09	-49.50
Installation - Adjustment	01/09	-49.50
B Internet - Adjustment	01/09	-49.99
Adjustments Total		-\$175.97

Remaining Balance \$0.00

Service from 02/07/21 through 03/06/21

Spectrum Business™ Internet

B Internet	109.99
Promotional Discount	-60.00
Desktop Security	0.00
Business WiFi	6.99
	\$56.98

Spectrum Business™ Internet Total \$56.98

Spectrum Business™ Voice

Phone number (458) 675-9152

Spectrum Business Voice	49.99
Promotional Discount	-30.00
	\$19.99

For additional call details and terms of service, please visit spectrum.net/calldetails.

Spectrum Business™ Voice Total \$19.99

Spectrum Business™ Voice Continued

Current Charges	\$76.97
Total Due by 02/24/21	\$76.97

Billing Information

Tax and Fees - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit spectrum.net/taxesandfees for more information.

The following taxes, fees and surcharges are included in the price of the applicable service - FEES AND CHARGES: FEDERAL UNIVERSAL SERVICE FUND \$1.25, STATE E911 SURCHARGE \$1.25, STATE UNIVERSAL SERVICE FUND \$0.63.

Terms & Conditions - Spectrum's detailed standard terms and conditions for service are located at spectrum.com/policies.

Past Due Fee / Late Fee Reminder - A late fee will be assessed for past due charges for service.

Insufficient Funds Payment Policy - Charter may charge an insufficient funds processing fee for all returned checks and bankcard charge-backs. If your check, bankcard (debit or credit) charge, or other instrument or electronic transfer transaction used to pay us is dishonored, refused or returned for any reason, we may electronically debit your account for the payment, plus an insufficient funds processing fee as set forth in your terms of service or on your Video Services rate card (up to the amount allowable by law and any applicable sales tax). Your bank account may be debited as early as the same day payment is dishonored, refused or returned. If your bank account is not debited, the returned check amount (plus fee) must be replaced by cash, cashier's check or money order.

Complaint Procedures - You have 60 days from the billing date to register a complaint if you disagree with your charges.

Franchise Administrator - Lane County Community Development 125 E 8th Ave Eugene OR 97401 Phone: (541) 682-3747



Continued on the next page...

Local Spectrum Store: 1500 NW Mulholland Dr, Suite 103, Roseburg OR 97471 Store Hours: Mon thru Sat - 10:00am to 8:00pm; Sun - 12:00pm to 5:00pm

Visit Spectrum.com/stores for store locations. For questions or concerns, visit Spectrum.net/support.

Simplify your life with Auto Pay!

Spend less time paying your bill and more time doing what you love.

It's Easy - No more checks, stamps or trips to the post office
 It's Secure - Powerful technology keeps your information safe
 It's Flexible - Use your checking, savings, debit or credit card
 It's **FREE** - And helps save time, postage and the environment

Set up easy, automatic bill payments with **Auto Pay!**
 Visit: spectrumbusiness.net
 (My Account login required)

Payment Options

Pay Online - Create or Login to MyAccount to pay or view your bill online at spectrumbusiness.net.

Pay by Mail - Detach payment coupon and enclose with your check made payable to Charter. Please do not include correspondences of any type with payments.



Integrated Electronic Systems, Inc

PO Box 700
 Junction City, OR 97448
 Phone # 5414854456
 Fax # 541-688-1478

Invoice

Date	Invoice #
1/27/2021	32694

Bill To
Oakridge Fire Department PO Box 1410 Oakridge, OR 97463

P.O. No.	Terms	Project
	Due 10th	

Description	Est Amt	Prior Amt	Total %	Amount Billed
Oakridge Fire Department Hazel Dale Fire Station New DVR Service Order #20-29309	1,356.00		100.00%	1,356.00
<i>Acct 5435-5 Equipment</i> <i>JEP</i> <i>17 Feb '21</i>				

Thank you! We appreciate your business.	Total	\$1,356.00
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Property / Casualty Statement

Statement Date: 2/2/2021
 Payment Due: End of Month
 Customer Number: 01-0052047

Hazeldell Rural Fire District
 PO Box 717
 Oakridge, OR 97463

Bancorp Insurance
 PO Box 327
 La Pine, OR 97739

Date	Description	Debits	Credits	Balance
	Balance Forward			0.00
12/1/2020	Auto Liability		54.00	54.00-
12/1/2020	Auto Physical Damage	3.00		51.00-
12/9/2020	Payment Ref: 059154	51.00		0.00
12/9/2020	Payment Ref: REV059154		51.00	51.00-
12/9/2020	Payment Ref: 059154	51.00		0.00
1/1/2021	Auto Liability	1,138.00		1,138.00
1/1/2021	Auto Physical Damage	522.00		1,660.00
1/1/2021	Excess	188.00		1,848.00
1/1/2021	General Liability	822.00		2,670.00
1/1/2021	N/O Auto Liability	175.00		2,845.00
1/1/2021	Property	362.00		3,207.00

17 Feb '21
 JEP
 Acct 5410-0 Insurance

Balance Due 3,207.00

727 Center Street NE Salem, Oregon 97301 P.O. Box 12613 Salem, Oregon 97309-0613
 Phone: (503) 371-8667 1-800-285-5461 Fax: (503) 371-4781

Please include a copy of statement to help us apply your payment correctly.

Hazeldell Rural Fire Department

02/23/21

Revenue And Expenditures Budget vs. Actual General

Accrual Basis

July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3900 · Beginning Fund Balances Budget				
4100-1 · Beginning Fund Balances-G.F.	0.00	55,000.00	-55,000.00	0.0%
Total 3900 · Beginning Fund Balances Bu...	0.00	55,000.00	-55,000.00	0.0%
4000 · Revenue				
4000-0 · Prior Year Taxes	2,022.17	3,000.00	-977.83	67.4%
4110-0 · Current Year Tax Receipts	158,032.97	159,234.00	-1,201.03	99.2%
4120-0 · Interest On Prior Year Taxes	204.41	300.00	-95.59	68.1%
4200-0 · Invest Interest (LGIP)	461.35	1,000.00	-538.65	46.1%
4200-1 · Bank Interest	4.59	0.00	4.59	100.0%
4840-0 · Address Sign Post Program	0.00	0.00	0.00	0.0%
4850-0 · Miscellaneous Revenue	1,100.00	500.00	600.00	220.0%
Total 4000 · Revenue	161,825.49	164,034.00	-2,208.51	98.7%
Total Income	161,825.49	219,034.00	-57,208.51	73.9%
Gross Profit	161,825.49	219,034.00	-57,208.51	73.9%
Expense				
5000 · Capital Outlay				
5830-0 · Vehicles	0.00	0.00	0.00	0.0%
Total 5000 · Capital Outlay	0.00	0.00	0.00	0.0%
5400 · Materials & Services				
5410-0 · Insurance	547.11	4,240.00	-3,692.89	12.9%
5415-0 · Office Expense	0.00	500.00	-500.00	0.0%
5415-1 · Board Expense	0.00	2,000.00	-2,000.00	0.0%
5420-1 · Audit	3,700.00	4,000.00	-300.00	92.5%
5420-2 · Bookkeeping	875.00	900.00	-25.00	97.2%
5420-3 · Legal Fees	0.00	500.00	-500.00	0.0%
5420-4 · Public Info.,Web Design & Maint	0.00	500.00	-500.00	0.0%
5420-5 · Bank Fees & Service Charges	0.10	150.00	-149.90	0.1%
5425-0 · Licenses,Permits,Subscrip.,Dues	885.09	1,000.00	-114.91	88.5%
5426-0 · Elections & Notices	0.00	1,500.00	-1,500.00	0.0%
5430-0 · Training	0.00	2,500.00	-2,500.00	0.0%
5431-0 · Travel	501.20	2,500.00	-1,998.80	20.0%
5435-0 · Vehicle Repair & Maintenance	7,632.27	10,000.00	-2,367.73	76.3%
5435-1 · Gas & Oil	0.00	250.00	-250.00	0.0%
5435-2 · Tires & Batteries	188.95	3,000.00	-2,811.05	6.3%
5435-3 · Vehicle & Equipment Testing	0.00	4,000.00	-4,000.00	0.0%
5435-4 · Protective Clothing	0.00	14,000.00	-14,000.00	0.0%
5435-5 · Equipment	0.00	1,500.00	-1,500.00	0.0%
5435-6 · Radio Repair/Small Tools/Equip	0.00	1,500.00	-1,500.00	0.0%
5436-0 · Address Sign Program	0.00	100.00	-100.00	0.0%
5450-0 · Contract Ser - City of Oakridge	30,544.50	61,089.00	-30,544.50	50.0%
5450-1 · Contract Services-Adm Asst	0.00	1,000.00	-1,000.00	0.0%
5460-0 · Utilities	1,265.27	3,000.00	-1,734.73	42.2%
5460-1 · Building/Grounds Maintenance	940.00	7,000.00	-6,060.00	13.4%
5470-0 · Volunteer Prog-City of Oakridge	0.00	15,450.00	-15,450.00	0.0%
Total 5400 · Materials & Services	47,079.49	142,179.00	-95,099.51	33.1%
5700 · Interfund Transfer				
5700-1 · Land & Facilities Fund	0.00	10,000.00	-10,000.00	0.0%
5900-1 · Vehicle Fund	0.00	30,000.00	-30,000.00	0.0%
Total 5700 · Interfund Transfer	0.00	40,000.00	-40,000.00	0.0%
6100 · Operating Contingency-Budgeted				
6100-0 · Operating Contingency	0.00	20,000.00	-20,000.00	0.0%
Total 6100 · Operating Contingency-Budg...	0.00	20,000.00	-20,000.00	0.0%

Hazeldell Rural Fire Department
Revenue And Expenditures Budget vs. Actual General
July 2020 through January 2021

	<u>Jul '20 - Jan 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7100 · Unappropriated Ending Fund Bal.	0.00	16,855.00	-16,855.00	0.0%
Total Expense	<u>47,079.49</u>	<u>219,034.00</u>	<u>-171,954.51</u>	<u>21.5%</u>
Net Ordinary Income	<u>114,746.00</u>	<u>0.00</u>	<u>114,746.00</u>	<u>100.0%</u>
Net Income	<u><u>114,746.00</u></u>	<u><u>0.00</u></u>	<u><u>114,746.00</u></u>	<u><u>100.0%</u></u>

Hazeldell Rural Fire Department

Balance Sheet

As of January 31, 2021

	<u>Jan 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Local Gov. Invest. Pool	
1001-1 · General Fund	164,602.63
1001-2 · Land & Facilities Fund	40,978.32
1001-3 · Vehicle Fund	<u>92,895.72</u>
Total 1001 · Local Gov. Invest. ...	298,476.67
1002 · Banner Bank - 4095	
1002-1 · General Fund	<u>12,679.82</u>
Total 1002 · Banner Bank - 4095	12,679.82
Total Checking/Savings	<u>311,156.49</u>
Total Current Assets	<u>311,156.49</u>
TOTAL ASSETS	<u>311,156.49</u>
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	195,790.69
Net Income	<u>115,365.80</u>
Total Equity	<u>311,156.49</u>
TOTAL LIABILITIES & EQUITY	<u>311,156.49</u>

HAZELDELL RFD ACTION ITEMS

February 25, 2021

Completed items since last report: 18,15

*Updated items this report: 1,8,15,18,25,26,27

New Item: None

*1. Renew IGA / **Wick/Milandin** /Initiated-Annually/Start in February. ***Cutchen** to update contract cost for February BOD review.

2. Audit and review finances/**Peterkin**/Annually/Start in November

3. Meet with City during interview of new chief/ **Wick, Cutchen**/On hold, budget restraint

5. Yard Light /**Wick** / Initiated 10/22/2020/Investigate less expensive light and proper lighting of drafting plug. Contact Lane El.

7.Prepare job description for minutes and agenda staff assistant/**Peterkin, Baker, Milandin**/Initiated 7/25/19/Board agreed 10/24/2019 to put on hold for new chief.

*8. Prepare job description for Secretary-Treasurer/**Peterkin** /Initiated 6/19/ 7/29 rough outline. Consult policy manual.*Develop content .

9. Prepare Policy for 3rd party use of facilities/**Milandin**/ Initiated 7/19/ Draft being prepared using policy of school district for guidance-10/20

10.Develop agreement with ODF/**Wick, Milandin**/Initiated 7/19 /Last meeting ODF reviewed plans for RFD addition. Principal comments were to enlarge the footprint, initially use trailer when present ODF Officer (Bird) retires. Present

status: Plans ready to build with smaller footprint, well and septic systems installed. Project on hold.

13. Open House at HP Station/**Baker**/ Initiated 2019/ On hold until COVID all clear.

14. Develop a Website/**Board**/Initiated 6/19/ On hold.

*15. Perform identified maintenance items at HPS/**Milandin, Wick**/Initiated on going/ *install or repair outside motion light,*install combo lock on propane tank for inspection access,*repair roofing-Complete,*repair video camera alarm (see # 25)*

16. Obtain contract with Bookkeeper Deanna Baxley/**Peterkin, Milandin**/ Initiated 11/19 /Draft contract provided by LB Office Works. Review and obtain legal review

*18. Purchase Closet Style File Storage Cabinets/**Mahler**/Initiated 2019/ Authorized to spend \$500. Aric reported that a surplus file cabinet at the WAC could be moved to a suitable location as directed by Peterkin and Mahler. The cabinet has been located in the HP Station.

22. Prepare Recruitment Job Description for Truck Drivers/**Hollett** /Initiated 2019/ Plan is to recruit drivers from HRFD area for rapid response from HP station to fire to serve as drivers only. The job description will be used to inform prospects of driving requirements.

23. Address Sign Project/ **Hollett**/Initiated 8/1 2020/ In process of identifying addresses without signs and asking owner to install a donated address sign. BOD to authorize purchase of signs. General Zones served by HRFD are: High Prairie, McFarland, Dunning, Hills Creek,* La Duke Rd. Westridge, Airport. A status of structures in each Zone could facilitate determining progress and signs needed . * City Admin has requested County Tax office for list of HRFD tax properties to identify property locations.

24. Fire Suppression Drill in Hazeldell Area/**Hollett**/Initiated 10/2020. On 10/25 Hollett reported conducting a walk thru on the HPS water system and is planning for a full fire suppression evolution. The BOD supports this and can assist in staging a location for a structure to be used in the evolution.

*25. Spectrum Service to HPS/**CUTCHEN**/ BOD DETERMINE NEED FOR Spectrum Service including a phone line . Estimated cost \$76/ month.* The BOD discussed the need to provide smoke/fire monitoring utilizing a smoke detection callout system utilizing the Spectrum phone and internet line. Installation of the Spectrum line was authorized. ***Curchen** reported video monitoring system alarm repaired with new DVR and power supply. Currently providing remote system to OFS for personnel to monitor .**BOD** to designate a coordinator to obtain an estimate for a smoke/fire detector call out system from IES. Need status of Spectrum service install.

*26. Publish a Disaster Contingency Plan/**Milandin**/ Establish an advisory panel to BOD. Panel to consist of representatives from ODF, Lane County Emergency Program Coordinator, City Administrator, Red Cross, Lane County Sheriffs Department, Middle Fork FS, Hazeldell Zones. Plan to include evacuation information : notification alerts, routes, safe locations and Emergency Kit content.

Received notification Message 11/19/2020 by Lane County Emergency Manager, Patence Winningham, the enlistment of the UO Institute for Policy Resource and Engagement to address evacuation plans for rural community evacuation including shelter in place options for high wildfire impact areas of the county. Stakeholders of rural areas will be contacted for technical information by UO graduate students. Oakridge **City Administrator** planned to contact the student leader to discuss how they plan to include areas such as HRFD and Westfir.

*Further review of the information on the County Website on this subject appeared to lack specific information for Hazeldell residents such as WHO will notify residents of stage 1, 2, and 3 and HOW residents will be notified (should power be out) and WHERE residents and livestock will evacuate to including the safest route to take. This information could be answered by the county and coordinated with the Oakridge CA and HRFD. Any document containing this

information should be published by the county and not the HRFD BOD. ***Cutchen** will pass on to the student leader our WHO, HOW, and WHERE requirements who has been charged with writing a general evacuation plan for rural areas.

*27. Develop specifications for replacement rescue vehicle. The current vehicle (#1518, a 1991 FORD 800 exceeds the useful reliable life by 19 years.) ***Cutchen** plans to include a replacement in an upcoming FEMA grant. The BOD discussed the need for a foam rapid fire suppression system with a water tank to be included on the replacement or added if all else is good.

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HAZELDELL RURAL FIRE DISTRICT

ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended June 30, 2020

Emerald CPA Group, LLP

450 Country Club Road, Suite 155

Eugene OR 97401

HAZELDELL RURAL FIRE DISTRICT

BOARD OF DIRECTORS

<u>NAME AND ADDRESS</u>	<u>POSITION</u>	<u>TERM EXPIRES</u>
Herb Wick 48356 McFarland Road Oakridge, Oregon 97463	Chair	June 30, 2021
John Milandin 78750 High Prairie Road Oakridge, Oregon 97463	Vice-Chair	June 30, 2023
Robert (Skip) Baker 48767 McFarland Rd Oakridge, Oregon 97463	Secretary	June 30, 2023
Pamela Mahler 76672 LaDuke Road Oakridge, Oregon 97463	Board Member	June 30, 2021
Joan Peterkin PO Box 369 Oakridge, Oregon 97463	Treasurer Registered Agent	June 30, 2021

APPOINTED OFFICIALS

Bryan Cutchen
Acting Fire Chief

REGISTERED OFFICE

Hazeldell Rural Fire District
Post Office Box 717
47592 Hwy 58
Oakridge, Oregon 97463

HAZELDELL RURAL FIRE DISTRICT

ANNUAL FINANCIAL REPORT

June 30, 2020

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Emerald CPA Group, LLP

450 Country Club Road, Suite 155
Eugene OR 97401

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Directors
Hazeldell Rural Fire District
Oakridge, Oregon

Report on the Financial Statements

We have reviewed the accompanying modified cash basis financial statements of the governmental activities and each major fund of the Hazeldell Rural Fire District (the District) as of and for the year ended June 30, 2020, which collectively comprise the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the management of the District. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

The management of the District is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting; this includes determining that the modified cash basis is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the modified cash basis of accounting. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with the modified cash basis of accounting.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Supplementary Information

The accompanying budgetary comparison schedules on pages 15-18 are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

Other Information

The accompanying Management Representation of Fiscal Affairs is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. We have not audited or reviewed such information and we do not express an opinion, a conclusion, nor provide any assurance on it.

Emerald CPA Group, LLP

William H. Trotter

By _____
William H. Trotter, Partner
Eugene, Oregon
January 05, 2021

BASIC FINANCIAL STATEMENTS

**Hazeldell Rural Fire District
Statement of Net Position - Modified Cash Basis
June 30, 2020**

	Governmental Activities
ASSETS	
Cash and Equivalents	\$ 195,791
Total Current Assets	195,791
Capital Assets	
Land and Other Assets Not Subject to Depreciation	102,443
Other Capital Assets	771,245
Less: Accumulated Depreciation	(398,765)
Total Capital Assets	474,923
Total Assets	\$ 670,714
 NET POSITION	
Net Investment in capital assets	\$ 474,923
Unrestricted	195,791
Total net position	\$ 670,714

The accompanying notes are an integral part of these financial statements

**Hazeldell Rural Fire District
Statement of Activities - Modified Cash Basis
For the Year Ended June 30, 2020**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Net (Expense) Revenue and Changes in Net</u>
Primary government		Governmental Activities
Governmental Activities		
Public Safety	\$ 151,002	\$ (151,002)
Total governmental activities	<u>\$ 151,002</u>	<u>(151,002)</u>
General revenues:		
Taxes:		
Property taxes, levied for general purposes		162,220
Unrestricted investment earnings		<u>4,381</u>
Total general revenues, special items, and transfers		<u>166,601</u>
Change in net position		15,599
Net position - beginning		<u>655,115</u>
Net position - ending		<u>\$ 670,714</u>

The accompanying notes are an integral part of these financial statements

**Hazeldell Rural Fire District
Balance Sheet - Modified Cash Basis
Governmental Funds
June 30, 2020**

	General Fund	Vehicle Fund	Land & Facilities Fund	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 62,537	\$ 92,547	\$ 40,707	\$ 195,791
Total assets	\$ 62,537	\$ 92,547	\$ 40,707	\$ 195,791
 FUND BALANCES				
Fund balances:				
Assigned	\$ -	\$ 92,547	\$ 40,707	\$ 133,254
Unassigned	62,537	-	-	62,537
Total fund balances	62,537	92,547	40,707	195,791
Total liabilities and fund balances	\$ 62,537	\$ 92,547	\$ 40,707	\$ 195,791

The accompanying notes are an integral part of these financial statements

Hazeldell Rural Fire District
Reconciliation of the Governmental Funds Balance Sheet - Modified Cash Basis to
June 30, 2020

Total fund balance, governmental funds \$ 195,791

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not current financial resources and therefore are not reported in this fund financial statement, but are reported in the governmental activities of the Statement of Net Position.

474,923

Net Position of Governmental Activities in the Statement of Net Position \$ 670,714

The accompanying notes are an integral part of these financial statements

Hazeldell Rural Fire District
Statement of Revenues, Expenditures and Changes in Fund Balances - Modified Cash Basis
Governmental Funds
For the Year Ended June 30, 2020

	<u>General Fund</u>	<u>Vehicle Fund</u>	<u>Land & Facilities Fund</u>	<u>Total Governmental Funds</u>
REVENUES				
Property Taxes - Current year	159,502	\$ -	\$ -	\$ 159,502
Property Taxes - Prior Year	2,718	-	-	2,718
Interest on prior year taxes	424	-	-	424
Investment earnings	3,167	395	395	3,957
Total revenues	<u>165,811</u>	<u>395</u>	<u>395</u>	<u>166,601</u>
EXPENDITURES				
Current:				
Public Safety	102,284	-	-	102,284
Total Expenditures	<u>102,284</u>	<u>-</u>	<u>-</u>	<u>102,284</u>
Excess (deficiency) of revenues over expenditures	<u>63,527</u>	<u>395</u>	<u>395</u>	<u>64,317</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	-	30,000	10,000	40,000
Transfers out	<u>(40,000)</u>	<u>-</u>	<u>-</u>	<u>(40,000)</u>
Total other financing sources and uses	<u>(40,000)</u>	<u>30,000</u>	<u>10,000</u>	<u>-</u>
Net change in fund balances	23,527	30,395	10,395	64,317
Fund balances - beginning	<u>39,010</u>	<u>62,152</u>	<u>30,312</u>	<u>131,474</u>
Fund balances - ending	<u>\$ 62,537</u>	<u>\$ 92,547</u>	<u>\$ 40,707</u>	<u>\$ 195,791</u>

The accompanying notes are an integral part of these financial statements

Hazeldell Rural Fire District
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances
of Governmental Funds - Modified Cash Basis to the Statement of Activities - Modified Cash
Basis
For the Year Ended June 30, 2020

Net change in fund balances - total governmental funds: \$ 64,317

Amounts reported for Governmental Activities in the Statement of Activities are different because:

Governmental funds report outlays for capital assets as expenditures because such outlays use current financial resources. In contrast, the Statement of Activities reports only a portion of the outlay as expense. The outlay is allocated over the assets' estimated useful lives as depreciation expense for the period. This is the amount by which capital outlays \$0 was less than depreciation of \$48,718 in the current period.

(48,718)

Change in net assets of governmental activities

\$ 15,599

The accompanying notes are an integral part of these financial statements

NOTES TO THE BASIC FINANCIAL STATEMENTS

**HAZELDELL RURAL FIRE DISTRICT
JUNE 30, 2020**

NOTES TO THE FINANCIAL STATEMENTS

Note 1. Summary of Significant Accounting Policies

A. Reporting Entity

Hazeldell Rural Fire District is organized pursuant to Chapter 478 of the Oregon Revised Statutes. The governing body is a Board of five members who were elected by the voters within the District. The administration of the day-to-day affairs of the District is the responsibility of the Fire Chief.

The District is a primary government. A primary government is a financial reporting entity, which has a separately elected governing body, is legally separate and is fiscally independent of other state and local governments. The District has considered for inclusion in its financial statements all potential governmental organizations (component units) for which the District is financially accountable. Financial accountability may be evidenced by the ability to appoint the voting majority of the governing body, and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific burdens on, the primary government; or a fiscal dependency or intergovernmental relationship so close that exclusion from the primary government would render the financial statements incomplete or misleading. The District has no component units.

B. Measurement Focus, Basis of Accounting and Basis of Presentation

The financial statements have been prepared in accordance with the modified cash basis, a basis of accounting other than accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB), including Statement No 34, *Basic Financial Statements and Management's Discussion and Analysis - for State and Local Governments*, issued in June 1999. Capital assets and long-term debt are recognized. No other accruals have been made. Revenues are recognized when received and expenditures and expenses recognized when paid. Accruals for other receivable and payables are omitted.

Government-wide Financial Statements (GWFS)

The statement of Net Position and Statement of Activities display information about the reporting government as a whole. The Statement of Net Position and the Statement of Activities were prepared using the economic resources measurement focus within the limitations of the modified cash basis of accounting.

All direct expenses are reported in the public safety function in the Statement of Activities.

**HAZELDELL RURAL FIRE DISTRICT
JUNE 30, 2020**

NOTES TO THE FINANCIAL STATEMENTS

Note 1 – Summary of Significant Accounting Policies (continued)

Fund financial statements

The accounts are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

Governmental Fund Type

Governmental funds are used to account for the general governmental activities. Governmental fund types use the flow of current financial resources measurement focus and the modified cash basis of accounting

The District reports the following major governmental funds:

- *General Fund* is the general operating fund of the District. It is used to account for all financial sources except those required to be accounted for in another fund. The principal revenue sources are property taxes and interest on investments.
- *Vehicle Fund* is used to account for purpose of accumulating funds for equipment acquisition, replacement or emergency repairs. The principal resources are transfers in from the General Fund and interest on investments.
- *Land and Facilities Fund* is used to account for the purpose of accumulating funds for land and building acquisition, replacement, or emergency repairs. The principal resources are transfers in from the General Fund.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

C. Assets, Liabilities, and Net Position

Cash and cash equivalents

Cash and cash equivalents reported on the balance sheet include a checking account and deposits held for the District by the State of Oregon Local Government Investment Pool. The State Treasurer's Investment Pool operates in accordance with appropriate state laws and regulations. The reported value of the pool is the same as the fair value of the pool shares.

**HAZEDELL RURAL FIRE DISTRICT
JUNE 30, 2020**

NOTES TO THE FINANCIAL STATEMENTS

Note 1 – Summary of Significant Accounting Policies (continued)

Property Taxes

Property taxes levied for the year ended June 30, 2020 were at the permanent rate of 2.7115 per \$1,000 of assessed value within the district.

Lane County makes all assessments of property value, and levies and collects the taxes for the District and all other taxing districts within the County. Real property taxes are levied in July of each fiscal year. Real property taxes attach as an enforceable lien on property as of January 1 each year. Taxes are due November 15 and a three percent discount is allowed for timely payment.

Capital assets

Capital assets, which include property, plant and equipment, are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000, except for certain significant items, and an estimated useful life in excess of 1 year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Property, plant, and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	50
Building Improvements	20
Vehicles	10
Equipment	5

Long-term obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities. Bond discounts and issuance costs are recognized in the current period. The District had no Long-term obligations in the current fiscal year.

**HAZEDELL RURAL FIRE DISTRICT
JUNE 30, 2020**

NOTES TO THE FINANCIAL STATEMENTS

Note 1 – Summary of Significant Accounting Policies (continued)

Fund equity

Fund Balance

The Governmental Accounting Standards Board (GASB) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54), and has been adopted by the District. This Statement defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB 54 requires the fund balance amounts to be properly reported within one of the fund balance categories listed below:

Non-spendable, such as fund balance associated with inventories, prepaids, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed, or assigned),

Restricted fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation,

Committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the Board of Directors (the District's highest level of decision-making authority),

Assigned fund balance classification are intended to be used for specific purposes but do not meet the criteria to be classified as restricted or committed, and

Unassigned fund balance is the residual classification for the general fund and includes all spendable amounts not contained in the other classifications.

D. Stewardship, Compliance, and Accountability

Budgetary information

Budgets are prepared and adopted, and expenditures are appropriated, in accordance with Oregon Local Budget Law. Budgets are adopted on the cash-basis of accounting, which is not in conformity with generally accepted accounting principles, but is an acceptable method for Oregon Municipal Corporations under Oregon Local Budget Law. All annual appropriations lapse at fiscal year-end. The District does not use encumbrance accounting.

On or before June 30 of each year, the District enacts a resolution approving the budget, appropriating the expenditures, and levying the property taxes. Prior to enacting this resolution, the proposed budget is presented to the District Board for a budget hearing by a budget committee.

**HAZEDELL RURAL FIRE DISTRICT
JUNE 30, 2020**

NOTES TO THE FINANCIAL STATEMENTS

Note 1 – Summary of Significant Accounting Policies (continued)

The budget is prepared by fund, activity and line item, and includes information of the past year, current year estimates, and requested appropriations for the next fiscal year. Expenditures may not exceed legally budgeted appropriations at the level of personal services, material and services, capital outlay, debt service and contingencies for each fund.

Excess of expenditures over appropriations

During the fiscal year, no expenditures exceeded legally budgeted appropriations.

Note 2. Cash and cash equivalents

Cash and cash equivalents as of June 30, 2020 were as follows:

Deposits in Bank	\$ 16,395
Local Government Investment Pool	<u>179,396</u>
 Total	 <u><u>\$ 195,791</u></u>

Deposits

Deposits with financial institutions are comprised of bank demand deposits. Total bank balances, as shown on the bank's records at year-end were \$27,955. Federal Deposit Insurance Corporation (FDIC) insurance covers up to \$250,000 for all demand deposits owned by a public unit. All of the District's deposits were covered by FDIC insurance throughout the fiscal year.

Custodial Credit Risk- deposits: This is the risk that, in the event of a bank failure, the District's deposits may not be returned to it. In order to minimize this risk, the State of Oregon established the Public Funds Collateralization Program (PFCP).

PFCP is an application created by the Office of the State Treasurer (OST) to facilitate bank depository, custodian and public official compliance with Oregon Revised Statutes 295 (ORS) effective on July 1, 2008. Requirements described on PFCP for depository banks, custodian banks and local governments are set forth as the following:

Banks are required to report quarterly to the State Treasurer, providing quarter-end public funds balance in excess of the FDIC limits, net worth, and FDIC capitalization information. The FDIC assigns each bank with a capitalization category quarterly, either well capitalized, adequately capitalized or undercapitalized. The PFCP calculates, based on this information, the bank's minimum collateral (maximum liability) that must be pledged with the custodian for the next quarter. The maximum liability is reported to the bank, OST and custodian.

The custodian banks hold the collateral pledged by the banks. OST provides the custodian the maximum liability for each bank. Banks will request security pledges, releases and substitutions through the PFCP. The custodian will process the process the transactions as approved by OST and maintain an inventory of pledged securities. OST will monitor that adequate collateral is

**HAZEDELL RURAL FIRE DISTRICT
JUNE 30, 2020**

NOTES TO THE FINANCIAL STATEMENTS

Note 2. Cash and cash equivalents (continued)

pledged at all times and that all banks comply with the requirements of ORS.

Public officials are required to verify that deposit accounts in excess of deposit insurance limits are only maintained at financial institutions included on the list of qualified depositories found on the OST's web site. Public officials are also required to report at least annually, or within 10 days of a change, the banks they do business with, and contact information for the public official. It is the responsibility of the public official to ensure compliance with these requirements in order to eliminate personal liability in the event of a bank loss.

The district's depository bank was listed on the Treasurer's web site, "Qualified Depositories for Public Fund", throughout the fiscal year.

State Investment Pool

The District places excess funds in the Local Government Investment Pool (LGIP), which is managed by the State Treasurer in accordance with the "prudent person rule" and administrative rules that, may be subject to change. ORS and the Oregon Investment Council establish investment policies for the State Treasurer and OSTF. In addition, the Oregon Short Fund Board establishes OSTF portfolio guidelines. Members of the Investment Council and the Oregon Short Fund Board are appointed by the governor. The investments that make up the State Local Government Pool are those allowed by ORS and the reported fair value of the investment is the same as the value of the pool shares. The District's investments are internally pooled. The funds placed in the LGIP are considered cash and cash equivalents. The LGIP is not registered with the SEC and is unrated.

Note 3. Capital assets

Capital asset activity for the year ended June 30, 2020 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets , not being depreciated:				
Land and improvements	\$ 97,743	\$ -	\$ -	\$ 97,743
Construction in progress	4,700	-	-	4,700
Total capital assets not being depreciated	<u>102,443</u>	<u>-</u>	<u>-</u>	<u>102,443</u>
Capital assets being depreciated:				
Buildings and improvements	322,882	-	-	322,882
Equipment	197,937	-	-	197,937
Vehicles	250,426	-	-	250,426
Total capital assets being depreciated	<u>771,245</u>	<u>-</u>	<u>-</u>	<u>771,245</u>
Less accumulated depreciation for:				
Buildings and improvements	(114,131)	(11,215)	-	(125,346)
Equipment	(128,293)	(16,277)	-	(144,570)
Vehicles	(107,623)	(21,226)	-	(128,849)
Total accumulated depreciation	<u>(350,047)</u>	<u>(48,718)</u>	<u>-</u>	<u>(398,765)</u>
Total capital assets being depreciated, net	<u>421,198</u>	<u>(48,718)</u>	<u>-</u>	<u>372,480</u>
Total capital assets, net	<u>\$ 523,641</u>	<u>\$ (48,718)</u>	<u>\$ -</u>	<u>\$ 474,923</u>

**HAZELDELL RURAL FIRE DISTRICT
JUNE 30, 2020**

NOTES TO THE FINANCIAL STATEMENTS

Note 5. Interfund Transfers

Interfund transfers for the year ended June 30, 2019, consisted of the following:

Transfers In:	
To Vehicle Fund from General Fund	\$ 30,000
To Land and Facilities Fund from General Fund	10,000
	<u>\$ 40,000</u>
Transfers Out:	
From General Fund to Vehicle Fund	\$ 30,000
From General Fund to Land and Facilities Fund	10,000
	<u>\$ 40,000</u>

Transfers are regularly used to increase the balance in the Vehicles and Land and Equipment Funds.

Note 6. Intergovernmental agreement

On December 10, 2007, the District entered into an intergovernmental agreement with the City of Oakridge for fire protection until such time as the District is able to fully provide fire suppression services to the citizens of the District. Under this agreement, the City will provide fire suppression response, training, dispatch, rescue services, and other related services at substantially the same level in the District as was currently being provided to the City by the City of Oakridge Fire Department. The District may occupy space at the Oakridge Fire Station for the purposes of administrative duties. All fire department personnel are employees of the city. The agreement continues in effect at the volition of both parties.

The agreement continues on a year-to-year basis unless one of the parties advises the other in writing, at least one year prior to July 1 of any fiscal year, of their desire to terminate the agreement. The City and the District annually determine the amount of compensation for the next year of the agreement. The contract amount for the fiscal year ending June 30, 2020 was \$59,310. The agreed upon amount for the fiscal year ending June 30, 2021 is \$61,089.

**HAZELDELL RURAL FIRE DISTRICT
JUNE 30, 2020**

NOTES TO THE FINANCIAL STATEMENTS

Note 7. Non-Exchange Transaction

In May 2008, the District entered into an intergovernmental agreement with the State of Oregon, Oregon Department of Forestry (ODF), to share the use of the District's property and utilities for the construction and operation of mutually supporting facilities that are intended to serve as a fire department substation and wildfire guard and observation station. ODF will be assigned one of the four bays in the building. In lieu of monthly rent payments for the initial twenty-year term of the agreement, ODF agreed to prepare the site for construction by clear cutting and selling the timber as well as providing an engine at this station for suppression mutual aid. These activities compensate the District for this occupancy. The value of the in-kind services donation is not readily available or determinable, and thus, no revenue, expense or capital asset has been recorded in the financial statements. The agreement expires May 2028, with an option to renew for an additional twenty years.

Note 8. Debt

Management has represented that there the District does not have any debt at this time.

Note 9. Contingent Liabilities

Management has represented that there are no other contingent liabilities which were understood to include among other things: notes or accounts receivable which have been discounted; pending suits, proceedings, hearings, or negotiations possibly involving retroactive judgments or claims; taxes in dispute; endorsements or guarantees; and options given that would require disclosure or recognition under Statement of Financial Accounting Standards (FASB) ASC 450.

Note 10. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the District participates in the Special District Association of Oregon. The District has not significantly reduced insurance coverage or had any losses in excess of coverage in the past three years.

Note 10. Subsequent Event

The District's operations may be affected by the recent and ongoing outbreak of the coronavirus disease 2019 (COVID-19) which was declared a pandemic by the World Health Organization in March 2020. The ultimate disruption that may be caused by the outbreak is uncertain; however, it may result in a material adverse impact on the District's financial position and operations. Possible effects may include, but are not limited to, disruption to the District's funders and revenue, absenteeism in the District's labor workforce, unavailability of products and supplies used in operations, and a decline in value of assets held by the District.

SUPPLEMENTARY INFORMATION

Hazeldell Rural Fire District
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual - Modified Cash Basis
General Fund
For the year ended June 30, 2020

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
REVENUES				
Current Year Property Taxes	\$ 152,813	\$ 152,813	\$ 159,502	\$ 6,689
Prior Year Property Taxes	2,000	2,000	2,718	718
Interest on prior year taxes	300	300	424	124
Investment earnings	500	500	3,167	2,667
Miscellaneous	566	566	0	(566)
Total revenues	<u>156,179</u>	<u>156,179</u>	<u>165,811</u>	<u>9,632</u>
EXPENDITURES				
Current:				
Public Safety - Materials and services	140,526	140,526	102,284	38,242
Capital Outlay	131,300	131,300	-	131,300
Contingency	11,653	11,653	-	11,653
Total Expenditures	<u>283,479</u>	<u>283,479</u>	<u>102,284</u>	<u>181,195</u>
Excess (deficiency) of revenues over expenditures	<u>(127,300)</u>	<u>(127,300)</u>	<u>63,527</u>	<u>190,827</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	131,300	131,300	-	(131,300)
Transfers out	(40,000)	(40,000)	(40,000)	-
Total other financing sources and uses	<u>91,300</u>	<u>91,300</u>	<u>(40,000)</u>	<u>(131,300)</u>
Net change in fund balances	<u>(36,000)</u>	<u>(36,000)</u>	<u>23,527</u>	<u>59,527</u>
Fund balances - beginning	<u>48,000</u>	<u>48,000</u>	<u>39,010</u>	<u>(8,990)</u>
Fund balances - ending	<u>\$ 12,000</u>	<u>\$ 12,000</u>	<u>\$ 62,537</u>	<u>\$ 50,537</u>

Hazeldell Rural Fire District
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual - Modified Cash Basis
Vehicle Fund
For the year ended June 30, 2020

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
REVENUES				
Investment earnings	\$ 300	\$ 300	\$ 395	\$ 95
Total revenues	300	300	395	95
OTHER FINANCING SOURCES (USES)				
Transfers in	30,000	30,000	30,000	-
Transfers out	(91,100)	(91,100)	-	(91,100)
Total other financing sources and uses	(61,100)	(61,100)	30,000	(91,100)
Net change in fund balances	(60,800)	(60,800)	30,395	91,195
Fund balances - beginning	60,800	60,800	62,152	1,352
Fund balances - ending	\$ -	\$ -	\$ 92,547	\$ 92,547

Hazeldell Rural Fire District
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual - Modified Cash Basis
Land & Facilities Fund
For the year ended June 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
OTHER FINANCING SOURCES (USES)				
Transfers in	10,000	10,000	10,000	-
Transfers out	<u>(40,200)</u>	<u>(40,200)</u>	<u>-</u>	<u>(40,200)</u>
Total other financing sources and uses	<u>(30,200)</u>	<u>(30,200)</u>	<u>10,000</u>	<u>(40,200)</u>
Net change in fund balances	(30,200)	(30,200)	10,395	(40,595)
Fund balances - beginning	<u>30,200</u>	<u>30,200</u>	<u>30,312</u>	<u>(112)</u>
Fund balances - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 40,707</u>	<u>\$ (40,707)</u>

Hazeldell Rural Fire District
Schedule of Expenditures - Budget and Actual - Modified Cash Basis
General Fund
For the year ended June 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u> <u>Favorable</u> <u>(Unfavorable)</u>
Materials and Services:				
Insurance	\$ 4,000	\$ 4,000	\$ 3,922	\$ 78
Bookkeeping expense	900	900	1,400	(500)
Board expense	2,000	2,000	34	1,966
Audit	4,000	4,000	3,700	300
Office expense	500	500	120	380
Public information webpage design and maintenanc	500	500	-	500
Bank fees and service charges	250	250	26	224
Legal fees	500	500	-	500
License, permits, subscriptions, dues	1,000	1,000	749	251
Elections and notices	1,000	1,000	1,848	(848)
Training	2,500	2,500	0	2,500
Travel	2,500	2,500	62	2,438
Vehicle maintenance and repair	10,000	10,000	0	10,000
Gas and oil	500	500	0	500
Tires and batteries	3,000	3,000	1,496	1,504
Vehicle and equipment testing	4,000	4,000	959	3,041
Protective clothing	13,000	13,000	10,758	2,242
Equipment	1,500	1,500	508	992
Radio repair	1,500	1,500	-	1,500
Address sign program	66	66	-	66
Contract services	59,310	59,310	59,310	-
Contract services-Administrative services	3,000	3,000	-	3,000
Volunteer Program	15,000	15,000	15,000	-
Utilities	3,000	3,000	1,742	1,258
Buildings and grounds maintenance	7,000	7,000	650	6,350
Total materials and services	<u>140,526</u>	<u>140,526</u>	<u>102,284</u>	<u>38,242</u>
Capital Outlay:				
Firefighting equipment	131,300	131,300	-	131,300
Total capital outlay	<u>131,300</u>	<u>131,300</u>	<u>-</u>	<u>131,300</u>
Transfers Out:				
Transfer out to Vehicle Fund	30,000	30,000	30,000	-
Transfer out to Land and Equipment Fund	10,000	10,000	10,000	-
Total transfers out	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>-</u>
Other:				
Contingency	11,653	11,653	-	11,653
Total expenditures, transfers & contingency	<u>\$ 323,479</u>	<u>\$ 323,479</u>	<u>\$ 142,284</u>	<u>\$ 181,195</u>

***MANAGEMENT REPRESENTATION OF FISCAL AFFAIRS
REQUIRED BY OREGON REGULATION***




Hazeldell Rural Fire Protection District
PO Box 717, Oakridge, Oregon 97463 - 541-782-2416

**MANAGEMENT REPRESENTATION OF FISCAL AFFAIRS REQUIRED BY OREGON
REGULATION**

Hazeldell Rural Fire District is subject to, and responsible for, compliance with various laws, rules and regulations relating to its operation and finances. Among such laws, rules and regulations are the requirements prescribed in Municipal Audit Law (ORS Chapter 297) and the Minimum Standards for Review of Oregon Municipal Corporations (OAR 162, division 40) including but not limited to:

- Deposit of public funds with financial institutions (ORS Chapter 295).
- Indebtedness limitations, restrictions, and repayment
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Programs funded from outside sources
- Authorized investment of surplus funds (ORS Chapter 294)
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C)

The management of Hazeldell Rural Fire District is aware of the requirements of Oregon laws and administrative rules concerning each of the above requirements and has complied, in all material respects, with such requirements. Further, we are not aware of any violations or possible violations of laws, rules, or regulations, whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.

 OAKRIDGE FIRE CHIEF

Name and Title
January 27, 2021



HAZELDELL RURAL FIRE PROTECTION DISTRICT

Staff Report

- I. Issue: FY 21-22 Budget Process
- II. Initiator: Joan Peterkin
- III. Date: 24 FEB 2021
- IV. Contact Person: Bryan Cutchen
- V. Exhibit: (1) Budget Calendar.
- VI. Background: The district must appoint a budget officer; hold at least one budget committee meeting, a public hearing and pass a budget by 30 JUN 2021.
- VII. Staff Recommendation: Appoint budget officer and adopt budget calendar.
- VIII. Possible Motion: I move we appoint Mr. Eric Kytola as the fiscal year 2021-2022 budget officer and adopt the budget calendar as detailed in exhibit (1).

BUDGET IMPACT

EXPENDITURE REQUIRED:	AMOUNT BUDGETED:	APPROPRIATION REQUIRED: -0-
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Budget Calendar (Fiscal Year 2021-22)

Event	Attendees	Planned Date(s)
Estimate current year-end revenue and controls	OFD Staff	Mar 15-25
HRFPD budgets and capital investment lists prepared and reviewed to line-item detail	OFD Staff	Apr 5-23
Budget committee meets and approves budget (ORS 294.428)	Budget Committee	April 29
Publish "Notice of Budget Hearing" (ORS 294.438, 294.448)	Staff	5 to 30 days before meeting
City Council Public Hearing; adopts budget; levies taxes (ORS 294.456)	BOD	May 27
Adopted budget goes into effect		July 1
Adopted budget submitted to County Assessor and Department of Revenue (ORS 294.458)	Staff	July



HAZELDELL RURAL FIRE PROTECTION DISTRICT

Staff Report

- I. Issue: FY 21-22 Intergovernmental Agreement with the City of Oakridge
- II. Initiator: Joan Peterkin
- III. Date: 24 FEB 2021
- IV. Contact Person: Bryan Cutchen
- V. Exhibit: (1) Current IGA
- VI. Background: HRFPD has an agreement with the City of Oakridge that the city will provide fire and rescue services to the residents of HRFPD. The agreements is maintained indefinitely with the annual payment for these services to not increase more than the annual assessed valuation percent increase.
- VII. Staff Recommendation: Review, propose any changes and adopt at the March BOD.
- VIII. Possible Motion: None.

BUDGET IMPACT

EXPENDITURE REQUIRED:	AMOUNT BUDGETED:	APPROPRIATION REQUIRED: -0-
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**INTERGOVERNMENTAL AGREEMENT FOR PROVISION OF
FIRE PROTECTION SERVICES**

This agreement is made and entered into between the City of Oakridge, hereinafter called City, and the Hazeldell Rural Fire Protection District, hereinafter called District.

Both entities are units of local government, organized and operated under the laws of the State of Oregon. Oregon Revised Statutes, Chapter 190 specifically authorizes agreements between units of local government that are party to the agreement for any and all functions and activities they have authority to perform.

RECITALS:

1. This agreement for fire protection is to be maintained indefinitely. It provides both fire and rescue services to the citizens of the District. Changes will be suggested and negotiated with the City and the District. Provision is made for an annual payment increment not to exceed the annual assessed valuation percent increase.
2. The City and the District acknowledge that it is in the best interest of the patrons of the City and the District to pursue an Intergovernmental Agreement that provides fire and rescue services to the citizens of the area.
3. Both the City and the District have the statutory authority to provide all services covered by this agreement.

NOW, THEREFORE, it is mutually agreed by and between the City and the District as follows:

1. AGREEMENT

- A. Throughout the term of this agreement, the City shall provide fire suppression response, training, dispatch, rescue services and other related services, facilities and supplies set forth herein, at substantially the same level in the District as is currently provided to the City by the City of Oakridge Fire Department.
- B. The Oakridge-Hazeldell Fire Chief, hereinafter referred to as Fire Chief, or the Chief's designee, shall have authority and responsibility to prescribe the manner and method of

providing the services delineated in this agreement.

- C. As part of this agreement and as part of the payment identified within Section 5, the District may occupy space at the Oakridge Fire Station for the purposes of administrative duties and housing of records and equipment. The District may use City office equipment but shall provide its own office supplies.

2. PERSONAL PROPERTY AND EQUIPMENT

- A. All property and equipment including fire apparatus, furnishings, training aids and other articles of property, purchased by each entity shall remain the property of the entity that purchased said property. However, the City shall have the opportunity to use District property in the fulfillment of this contract.
- B. All repairs, improvements, replacements, or additions to the property described in 2A shall be the responsibility of the party that purchased said property. The entity operating said equipment shall be responsible for routine maintenance costs.
- C. Each party shall be responsible for providing liability insurance for its own respective property and equipment.
- D. The District shall make available to the City all water resources available to the District. Further, the District agrees to seek out additional water storage facilities and will assist the City in fulfilling the terms of this agreement.

3. GENERAL ADMINISTRATION AND MANAGEMENT

- A. The Fire Chief shall work under the general direction of the City Administrator. General administration and management of the District shall be the responsibility of the Fire Chief under the general direction of the District Board of Directors. The Fire Chief shall provide information to the City and the District as requested.
- B. Operational control of incidents within the District shall be vested with the Fire Chief.

- C. All fire department employees and volunteers shall be subject to the rules and regulations of the City. The City shall have the responsibility of providing all administrative services required for the employees, accounting, personnel and insurance. District volunteers shall maintain membership as volunteers with the Oakridge Fire Department.

4. BUDGETING/EXPENDITURES

Each year the Fire Chief as Budget Officer will, with assistance from the District's bookkeeping service, oversee and direct the budget process and expenditure of funds for the District.

5. PAYMENT

- A. The contract price agreed upon for fire protection services shall be commensurate with the services, supplies, facilities and accommodations provided to the District by the City as stated on page 1, section 1. Agreement, paragraphs A. and C. of this agreement.
- B. City and District agree to meet annually in the second week in January to agree on an amount for the following fiscal year. Payment adjustment increases shall not exceed the percentage increase in the District's valuation for the previous year.
- C. The District shall make two (2) payments of half the total amount, one in December and one in June of each fiscal year. The current agreed upon base total for fiscal year 2016-2017 is \$58,710, first payment due December of 2016. A \$1,000 per month payment will be paid to Michael V. Hansen Consulting LLC for professional services. This amount will be deducted from the amount owed to the City of Oakridge. Therefore, the District's two (2) payments to the City of Oakridge will be \$23,355 each.

6. DISPUTE RESOLUTION

- A. The parties agree that if there is a dispute as to any matter, excluding departmental operations policy, such dispute shall be reduced to writing and submitted to both City Administrator and District Board Chairman for appropriate action. If the matter is not resolved, it shall be submitted to the City Council and District Board for consideration at a joint meeting.

- B. If resolution is not achieved at that point and the issue is not one involving decisions or powers reserved by State law or City Charter to one of the parties only, and no procedure for arbitration can be reached, the matter shall be submitted to the presiding judge of the Lane County Circuit Court, to be decided in accordance with the ground rules of ORS Chapter 36 on arbitration, or upon other mutually agreeable rules of procedure.
- C. The decision of the arbitrator shall be binding on all parties. The costs of arbitration shall be shared equally.

7. DURATION AND TERMINATION OF AGREEMENT

- A. This agreement shall be in full force and effect from the date of its approval by the designated authorities. The agreement shall continue on a year to year basis unless one of the parties advises the other, in writing, at least one (1) year prior to July 1st of the next fiscal year of its desire to terminate this agreement.
- B. Either party may, at its option, purchase equipment, property, or improvements thereon, from the other. The parties shall agree to payment arrangements providing for payment of the purchase price over a period of not less than five (5) years, with interest at the average interest rate paid on investments by the Local Government Investment Pool for each year a principal balance is owed. If the parties cannot resolve any disputes or differences relating to the disposition of assets, they shall be referred to the disputes resolution of this agreement, including binding arbitration.

DATED this 30th day of November, 2016.

CITY OF OAKRIDGE
City Administrator




HAZELDELL RURAL FIRE PROTECTION DISTRICT
Chairman, Board of Directors



ATTEST:
Oakridge City Recorder



ATTEST:
Hazeldell Fire Chief





Oakridge Fire & EMS



47592 Highway 58, P.O. Box 1410, Oakridge OR 97463

Fire Department Activity report for 21-01-31 through 21-02-06

	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	Mutual Aid	Canceled / UTL
EMS	17	1	0	0	1	0	0
Transports	8	0	0	0	0	0	
Trans. %	50%	0%	0%	0%	0%	0%	
MVA's	0	0	0	0	0	0	0
Transports	0	0	0	0	0	0	0
Trans. %	0%	0%	0%	0%	0%	0	
Public Assists	0	0	0	0	1	0	0
Fires	1	0	0	0	0	0	0
Total Calls	18	1	0	0	2	0	
Overall Total Calls for response Area:							0

(Overall EMS transport rate 44%)

2nd Out Calls – 2

3rd Out Call – 1

4th Out Call – 1

Calls by Day of the week:

Sun. – 3 Mon. – 4 Tues. – 2 Wed. – 1 Thur. – 6 Fri. – 3 Sat. – 2

Calls by Time of Day:

0800-1200 – 4 1200-1600 – 9 1600-2000 – 4 2000-0000 – 3
 0000-0400 – 0 0400-0800 – 1

Items to Note:

Two potential COVID patients seen, only one transported code 3 to hospital.

The 3rd out and 4th out call this week were handle by an off-duty career staff member and Eugene Springfield Ambulance. The 3rd out patient was transported after confirming the 4th out (higher priority patient) wanted to go POV.



Oakridge Fire & EMS



47592 Highway 58, P.O. Box 1410, Oakridge OR 97463

Fire Department Activity report for 21-02-07 through 21-02-13

	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	Mutual Aid	Canceled / UTL
EMS	11	0	0	0	0	0	0
Transports	5	0	0	0	0	0	
Trans. %	45%	0%	0%	0%	0%	0%	
MVA's	0	1	0	1	0	0	1
Transports	0	0	0	0	0	0	0
Trans. %	0%	0%	0%	0%	0%	0	
Public Assists	2	0	0	0	0	0	0
Fires	0	1	0	0	0	0	1
Total Calls	13	2	0	1	0	0	
Overall Total Calls for response Area:						16	2

(Overall EMS transport rate 45%)

2nd Out Calls – 1

3rd Out Call – 0

4th Out Call – 0

Calls by Day of the week:

Sun. – 2 Mon. – 3 Tues. – 2 Wed. – 2 Thur. – 2 Fri. – 1 Sat. – 4

Calls by Time of Day:

0800-1200 – 3 1200-1600 – 5 1600-2000 – 2 2000-0000 – 2

0000-0400 – 1 0400-0800 – 3

Items to Note:

One cardiac arrest / deceased that crews worked on for 30 minutes but were unable to revive. Patient was not transported.



Oakridge Fire & EMS



47592 Highway 58, P.O. Box 1410, Oakridge OR 97463

Fire Department Activity report for 21-02-14 through 21-02-20

	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	Mutual Aid	Canceled / UTL
EMS	13	4	0	0	0	0	0
Transports	4	2	0	0	0	0	
Trans. %	31%	50%	0%	0%	0%	0%	
MVA's	0		0	0	0	0	0
Transports	0	0	0	0	0	0	0
Trans. %	0%	0%	0%	0%	0%	0	
Public Assists	1	0	0	0	0	0	0
Fires	0		0	0	0	0	0
Total Calls	14	4	0	0	0	0	
Overall Total Calls for response Area:						18	0

(Overall EMS transport rate 35%)

2nd Out Calls – 2

3rd Out Call – 0

4th Out Call – 0

Calls by Day of the week:

Sun. – 1 Mon. – 0 Tues. – 4 Wed. – 4 Thur. – 2 Fri. – 3 Sat. – 4

Calls by Time of Day:

0800-1200 – 7 1200-1600 – 4 1600-2000 – 2 2000-0000 – 0

0000-0400 – 2 0400-0800 – 3

Items to Note:

One cardiac arrest / deceased. Patient was not transported.

Two potential COVID patient contacts last week.