

Medford Rural Fire Protection District #2
Telephonic/In Person Meeting
May 5, 2020 3:00PM
Budget Committee Meeting

Call to Order 3:00PM

Budget Committee Members and MRFPD#2 Board Members

X	Gayle Bate	X	President Bill Riggert
X	Nicholas Bate	X	Vice President Joe Brooks
X	Chris Morgan	X	Sec/Treasurer Dan Marcisz
X	Bob Hulse	X	Director Jack Tait
X	Robert Sheets	X	Director Lisa Sandrock

President Riggert opened the meeting and called on Secretary/Treasurer Marcisz to conduct the Budget Meeting. Marcisz confirmed that all Budget Committee and Board Members were present. Marcisz thanked the committee and the board members for their commitment to the budget process. He informed the group about previously distributed budget documents. The budget message was read for the record.

2021 – 2022 Budget Message
Presented by Dan Marcisz, Budget Officer
May 5, 2021

This year’s budget has again been developed with the input of the Fire Chief, his staff and the entire Board. This collaboration has made the process a more comfortable one. Budget discussions have occurred throughout this past year. The Board has determined what funds will be available and the Chief has prioritized his operational needs. This is what is reflected in this draft budget. Revenue has been projected for a 3% increase, which is the statutory limit. The revenue loss from the Alameda Fire has been calculated at \$ 178,000.00. A FEMA grant has been applied for to replace the lost tax revenue. But, the status is unknown at the writing of this budget and is not included in these calculations. If it received during this budget year, consensus is that it will be mostly earmarked for future budgets. Since we expect this revenue loss to be occurring for many budgets into the future, this is the most fiscally conservative approach for the District.

The last several budget cycles have seen additions and upgrades to our Firefighting Vehicle Fleet. That is not the case this year with the loss of revenue. We have focused on adding more training props/tools to our existing Training Building, to make that investment more valuable for fire departments throughout the valley.

The loss of tax revenue will not negatively affect our largest expense, which is the Contract for Services with the City of Medford. That payment is calculated at 80% of our tax receipts. This loss of revenue will also reduce our liability. The carryover to reserve by 30% and the contingency is increased by 7%, in an effort to help us prepare for future revenue shortfalls and needs.

The District will continue to provide service to our rate payers without carrying any debt. The Board has seen no need to expend funds yet to be received, and we expect that to continue.

The status of the grant will be communicated to the Budget Committee. We will also provide how those changes will look in the budget. Should any supplemental budget action be required we will provide that information to all of you.

Respectfully Submitted, Dan Marcisz

Marcisz noted he is presenting a balanced budget.

The following budget documents were reviewed and discussed.

- LB10- Reserve account total \$1,062,558
- LB20- Total Resources are \$2,434,020
- LB 30- Allocated total is \$1,972,520 and Non-allocated is \$461,500.
- LB31- Total Requirements is \$2,424,020
- The notice of the Budget Hearing public meeting notice was included

LB10- Capital Reserve, Resources and Requirements

The total resources and requirements are \$1,062,558. The carryover is \$813,808. Sheets asked about the amount budgeted to equip the engine. Several members noted that the District generally purchases all the equipment for a new engine. Although, the City and the District have purchased simultaneous engines in the past, they also purchased up-fitting packages.

LB 20- General Fund

The available cash on hand is \$205,750. This document reflects the resources from taxes. \$2,175,170 is estimated to be collected. A greater General Fund carryover is due to increase dollars in the contingency fund.

LB-30- Expenses- Marcisz reviewed the expenses line by line, explaining decreases which is a cost savings for future efforts.

LB 30- Not allocated (funds available, but not assigned to specific expense)- \$461,500. This also includes inter-fund transfers, and operating contingency.

LB-31 General and Administration Detailed Requirements

Each line item was reviewed for a total in Requirements equaling Resources in the amount of \$2,434,020.

Marcisz concluded the budget presentation seeking a motion if there were no further questions.

Motion to approve the proposed budget as presented- Sheets

Second- Hulse

Motion carried- Unanimous

The approved proposed budget will be presented for adoption at the June 2, 2021 Board of Directors meeting.

Marcisz thanked the Budget Committee members for their assistance and informed them that they were invited to stay for the regular board meeting or if they had other business to attend to, they could be excused. President Riggert noted that he values the Budget Committee members for their important contribution of time and support. All Budget Committee members departed at the conclusion of the Budget Committee Meeting.

Budget Committee Meeting Adjourned
3:58PM

Respectfully submitted by Pam Webber, MFD