

**CROOKED RIVER RANCH RFPD**  
6971 SW Shad Road  
Terrebonne, OR 97760-9250

**BUDGET COMMITTEE MINUTES**  
**May 7, 2020**

A Virtual Budget Committee Meeting of the Crooked River Ranch Fire Protection District was held on Thursday May 7 at 6 p.m. Sixteen persons participated remotely from various locations via the Zoom internet application. The meeting was conducted by Chief Harry Ward, and Assistant Chief Sean Hartley from the district office at 6971 SW Shad Road, Crooked River Ranch, Oregon. A second virtual meeting was held on May 14 at 6 p.m. to complete the presentation and adoption of the 2020-2021 Budget.

- 1.0 **Call to Order:** Director Oakley called the meeting to order at 6 p.m.
- 2.0 **Nomination of Budget Committee Officers:** Director Oakley called for nominations for Budget Committee Chairperson. Kay Norberg was nominated and elected unanimously, with Board Member Green declining a nomination. Nominations for Budget Committee Secretary were called for and Michael Knoke was nominated and elected unanimously.
- 3.0 **Budget Committee Chair Assumes Direction of Meeting:** Meeting turned over to Budget Committee Chairperson Kay Norberg who then called for a roll call by Secretary Knoke.
- 4.0 **Roll Call of Directors, Budget Committee Members, and Staff:** Present were Directors Oakley, Pahl, Wilson, Green, and Meredith; Budget Committee members present were Norberg, Knoke, Burt, Bengston, and Sundin; Staff present were Chief Ward, Assistant Chief Hartley, and Administrative Assistant Schulke. Members of the public attending were Tammy Pahl, Tina Wilson, and Jody (last name not given).
- 5.0 **Budget Presentation:** Assistant Chief Hartley presented a budget document with corrections of the copies which the committee members received. Chief Ward explained the changes in the current year's budget. The Chief presented the total budget figure for the 2020-2021 budget year as \$1,559,568. Tax collection was dropped to 91% for budget projections. Chief Ward reported that Jefferson County was going to release the Coronavirus lockdown re-opening protocol soon. Chief Ward explained several budget increases and their impact, explaining the reasoning for each item. Some confusion was expressed by participants due to the virtual nature of the meeting. Some of those participating were using cell phones that seemed to have a delay in their audio while those on computers did not have the delay.
- 6.0 **Questions via e-mail and from attendees:** Chief Ward answered questions submitted by e-mail and by some of those present. Board Member Green asked if there was a plan B based on unemployment figures. Chief Ward answered "Definitely" and expanded on the District's readiness looking forward to 2021-2022. Board Member Meredith stated that people are struggling locally and that Ambulance revenues could be down 42% in Transports. Chief Ward responded that we are not seeing the declines that Redmond and Bend are seeing. Board President Oakley asked if there was any more questions. Because of some information that had not been finalized, another meeting was scheduled for May 14.

6.0 cont. President Oakley asked if there was anything major coming up soon with the vehicles and the Chief responded “no”, but that the 572 Ambulance would be put up for sale soon. The Chief said Dispatch Services has gone up and President Oakley asked if they couldn’t be contacted and a cost reduction be investigated. Board Member Meredith asked if \$230,000 was still valid for the new ambulance and the Chief said “yes, and Alicia is working on licensing”. The Chief stated that there were no plans for Capital Purchases. Board Member Wilson asked about approval of the minutes from the last meeting and presented a correction on Page 2, paragraph 2 that said “1 ton truck” and should have been “5 ton truck.” A motion to make the correction was made seconded and adopted.

7.0 **Adjournment:** Budget Committee President Norberg recessed the meeting until Thursday, May 14.

8.0 **May 14 Meeting:** The meeting of May 14 was called to order by Budget Committee Chair Norberg at 6 p.m. A roll call was conducted by Budget Committee Secretary Knoke. Present were; Chief Harry Ward, Assistant Chief Sean Hartley, Administrative Assistant Dana Schulke, Board Members Barb Oakley, Brad Pahl, Mark Wilson, Jeff Green, and John Meredith; Budget Committee members Kay Norberg, Bob Bengston, Mike Knoke, Bill Burt, Bill Sundin. Some minor changes were noted in Resources, Personnel Services, and Materials & Services with the bottom line staying the same. Board Member Wilson asked a question about why Admin costs went down on page 4, and Assistant Chief Hartley responded that one item was moved to a more appropriate line item, causing that figure to decrease. Chair Norberg asked if there were any more questions and there was no further responses. A roll call vote to approve the budget was conducted by Secretary Knoke with the following results:

Bob Bengston	Yes
Bill Burt	Yes
Bill Sundin	Yes
Michael Knoke	Yes
Barbara Oakley	Yes
Brad Pahl	Yes
Mark Wilson	No
Jeff Green	Yes
John Meredith	Yes
Kay Norberg	Yes

The budget was approved as presented and the meeting was adjourned at 6:23 p.m. by Chair Norberg.

Respectfully Submitted by: Michael Knoke