Black Butte Ranch R.F.P.D.

Board Of Directors Meeting

March 28, 2024

Optional Teleconference Information:
Join the meeting from your computer, tablet, or smartphone:
https://us06web.zoom.us/j/84764068621?pwd=9eM7IQrngvMhfya6oMNaXlD86iCv5D.1
Meeting ID: 847 6406 8621 | **Passcode:** 159481 | **Phone:** +1 253 215 8782 US

Board of Directors:

- ✓ Don Bowler
- ✓ Rodger Gabrielson
- ✓ Dave Gibson
- ✓ Tom Sawyer
- ✓ Larry Stuker (via zoom)

Administration:

- ✓ Chief Dan Tucker
- ✓ Deputy Chief Jason Ellison
- ✓ Jamie Vohs

PUBLIC CONTRACT REVIEW BOARD & DISTRICT BOARD OF DIRECTORS

Call Joint Meeting of the District Board of Directors and Local Contract Review Board to Order

Rodger Gabrielson called to order the joint meeting of the District Board of Directors and Local Contract Review Board at 9:05 a.m.

Joint Public Hearing On Findings Supporting Amended Public Contracting Rules and Exemptions - See Resolution 2024-0328-R-A

Rodger Gabrielson opened the joint public hearing on findings supporting amended public contracting rules and exemption at 9:05 a.m.

Jamie reiterated "the why" of adopting the updated public contracting rules. Local Government Law Group (LGLG), the District's legal counsel, has provided BBR RFPD with an updated 2023 Public Contracting Rules packet. The enclosed rules reflect the substance of the Attorney General's Model Rules to ensure compliance with the code. Rules not dictated by statute have been modified to grant the District the greatest level of flexibility and to simplify them as much as possible.

Public Testimony

Public testimony was open and allowed to the public; however, no public members were in attendance.

Rodger Gabrielson closed the joint public hearing at 9:07 a.m.

Adjourn Joint Meeting and Reconvene Regular Board Meeting
Rodger Gabrielson adjourned the joint meeting and reconvened the regular board meeting at 9:08 a.m.

Resolution 2024-0328-R-A - Action Required

Motion: Tom Sawyer moved to adopt Resolution No. 2024-0328-R-A on behalf of Black Butte Ranch Rural Fire Protection District and on behalf of the District's Local Contract Review Board, seconded by Don Bowler, unanimously passed.

APPROVAL OF MINUTES

Motion: Dave Gibson moved to approve the February 22, 2024 meeting minutes as presented, seconded by Don Bowler, unanimously passed.

REPORTS

Treasurer Report

Motion: Tom Sawyer moved to approve the February 2024 financial reports as presented, seconded by Don Bowler, unanimously passed.

Chief's Report
Fire and Ambulance Report – D/C Ellison
February 2024, the department responded to the following:

- 34 total calls
- 2 fire
- 15 medical
- 7 ground transports
- 1 air transport
- 3 move-ups
- 14 public assists
- 3 mutual aids
- 0 duty officer responses
- 0 move-up calls
- 2 8-PCs
- Year-to-date calls 71 (18 more than YTD 2023 and 24 more than YTD 2022)

Comments/Discussion on F&A Report:

- There were two (2) live fires.
- Of the 14 public assists, six (6) were most likely to BBR Lodge.
- There was a traumatic injury at Hoodoo requiring air transportation.

Chief Tucker discussed:
All items for Chief Tucker to discuss follow throughout the rest of the meeting.

Firewise Report
The next Firewise meeting will be held on Tuesday, April 16, 2024, at 2:45 pm. at the BBR Administration Building. The public is invited to attend. USFS will provide information on their mitigation plan for west of the Ranch. This meeting will help BBR homeowners understand that the mitigation plan will not happen overnight but over five (5) years. The area west of the Ranch was probably last done 30 years ago.

The mitigation plan will be open for public comment in June and then submitted to the USFS Administration for funding approval.

Forest Management Report
Dave Gibson reported that Brandon from BBR Maintenance will start thinning the area across the Fire Department. 4 Brothers Tree Service will complete the other side of the road.

Dave also reported that the parcel was complete by the 11th fairway.

Director Gabrielson discussed:
President's Report
Rodger Gabrielson mentioned the recent BBR homeowner survey. There were a couple of questions about the Fire Department. Chief Tucker felt the survey was a way to get feedback on how best to allow multiple departments on the Ranch to work together.

OLD BUSINESS
PERS Side Account Rate Inquiry – Decision Needed
Chief Tucker presented the following table to the Board.

PERS Side Account Effect - 15 Year

Assumptions

Levy	$2.00/$1000
Avg. Interest	1.60%

	15 Year Carry	Minimum Carryover Needed @ 15 Years	15 Yr Excess / (Short)
$2.748M	$ 5,215,690	$ 1,806,734	$ 3,408,956
$1M	**$ 4,082,754**	**$ 1,913,149**	**$ 2,169,606**
$500K	$ 3,753,655	$ 1,943,634	$ 1,810,022
Do Nothing	$ 3,426,774	$ 1,974,048	$ 1,452,726

*This does not inlcude placing additional funds into the apparatus replacement. We should wait on the results of the levy for this. We've used $1M as the number to add to it when appropriate.

*Does not take into account the new legislative PERS changes that will affect rates.

Chief Tucker suggested putting $1.0 million into a PERS side account for the 24/25 budget. Originally he had thought of making the $1.0 million deposit 8/1/24 but is now considering waiting until after the new levy rate of $2.00 per $1,000 of assessed value is secured.

Ambulance & Other Rates – Discussion and Proposed Ordinance

Motion: Tom Sawyer moved to approve the ambulance and other rates ordinance language as presented, seconded by Don Bowler, unanimously passed.

Policy Updates – Submitted for Approval
Policy 1-2-4 Reimbursement of Board Member Expenses

Motion: Don Bowler moved to approve Policy 1-2-4: Reimbursement of Board Member Expenses as presented, seconded by Tom Sawyer, unanimously passed.

Policy 1-3-6 Election of Officers of the Board

Motion: Tom Sawyer moved to approve Policy 1-3-6: Election of Officers of the Board as presented, seconded by Dave Gibson, unanimously passed.

Policy 1-6-1 Public Contracting Rules

Motion: Don Bowler moved to approve Policy 1-6-1: Public Contracting Rules as presented, seconded by Dave Gibson, unanimously passed.

Policy 2-3-2 Paid Leave Oregon

Motion: Don Bowler moved to approve Policy 2-3-2: Paid Leave Oregon as presented, seconded by Dave Gibson, unanimously passed.

Levy Rate Update – Consensus
There was discussion on declaring the appropriate levy rate (based on information provided by Chief Tucker to the board) for the August election. The board consensus is to submit $2.00 per $1000 to the ballot. Based on that information the following election forms are due: SEL 805 (June 7th), SEL 803 (June 27th), with having the actual election held on August 27, 2024.

Chief Tucker would entertain a work session in May if needed.

NEW BUSINESS
Paid Leave Oregon Policy – Submitted for Approval
Policy 2-3-2 Paid Leave Oregon

Motion: Don Bowler moved to approve Policy 2-3-2: Paid Leave Oregon as presented, seconded by Dave Gibson, unanimously passed.

GOOD OF THE ORDER
Great job to Cade and crew for putting on a great Resident Volunteer Breakfast Fundraiser.

D/C Ellison feels that now that he has run the Resident Volunteer program for a year, he is definitely seeing a lot more interest in the fire service. Rodger inquired if something could be written up (possibly by Bill Bartlett from the Nugget on the "life of a firefighter."

NEXT MEETING DATE

Work Session for April, if necessary
FY 2024/25 Proposed Budget Available - Tuesday, April 23rd, 2024
April 25, 2024 - Board of Directors Meeting - 9:00 am
1st Budget Committee Meeting - Tuesday, April 30, 2024 - 9:00 a.m.
2nd Budget Committee Meeting (If Needed) - Tuesday, May 7th, 2024 - 9:00 a.m.

ADJOURNMENT

Board meeting adjourned at 10:12 a.m.

OFFICIAL MEETING MINUTES

Approved by Tom Sawyer

Larry Stuker

Date: April 25, 2024