

Apparatus Fund

Fund 21 • Special Revenue Fund Type

FUND DESCRIPTION

The Apparatus Fund is a special revenue fund designated for the purchase of emergency response apparatus. Requirements for this fund are generally in accordance with the District's long-term capital replacement plans. The General Fund's local option tax levy provides property tax resources to be transferred to this fund to provide apparatus funding. This fund is expected to have limited activity for the next several years, as the District utilizes the proceeds of its general obligation bonds in the Capital Projects fund to purchase emergency response apparatus. However, because there may be periods in between the series of bond sales when the District may need to fund purchases; additional resources have been provided to the fund in 2009-10.

The apparatus replacement section of the Capital Plan is affected by several factors and accordingly, the plan is reviewed and updated annually. Planning factors include the extended order-to-receipt time of approximately eight months for fire engines and ladder trucks as the apparatus are constructed to District specifications; as well as apparatus deployment needs of Emergency Operations as they adjust units deployed to meet increased population and response needs. An ongoing Apparatus Planning Committee is utilized to keep up-to-date and prepared for the future. Apparatus are relocated throughout the District to make best use of their particular technical support capabilities, such as a narrow turning radius, water supply capabilities, rural/urban interface abilities, and all terrain capabilities. The apparatus response requirements for industrial areas, residential areas, and wildland areas differ.

Funding for the ongoing requirements has been provided by working capital brought forward from the prior fiscal year, transfers from the General Fund, interest earnings on invested funds, and any proceeds from the sale of emergency response vehicles purchased from this fund.

BUDGET SUMMARY

Expenditures	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Budget
Capital Outlay	\$147,617			
Contingency			\$1,115,678	\$500,000
Ending Fund Balance	433,051	\$612,210		1,158,181
Total Expenditures	\$580,668	\$612,210	\$1,115,678	\$1,658,181

OPERATING BUDGET

The annual maintenance and operating costs, including fuel to operate the fire apparatus are:

Apparatus	2005-06	2006-07	2007-08	2008-09
Engines	\$13,100	\$22,769	\$19,756	\$20,478
Trucks	18,256	23,585	31,767	34,452
Aerial Pumpers	15,725	37,340	26,717	41,953
Rescue Pumpers	10,000	17,429	12,340	12,459
Specialty ⁽¹⁾	6,800	6,100	6,446	6,514
Tenders	2,975	3,647	4,969	4,868

⁽¹⁾ Specialty includes Heavy Rescue, Tech Rescue, Hazmat, and Dive Rescue units.

Apparatus Fund, continued

These costs are budgeted within the Fleet Maintenance and Emergency Operations divisions, as well as with Finance, for the insurance premiums. The costs of maintenance depend upon the costs of actual repairs, actual mileage, fuel prices, and maintenance efforts. All of these costs have been significantly escalating. The engines are scheduled as replacement apparatus, and it is expected that all of the replaced apparatus will be designated as surplus equipment. Proceeds from the sale of apparatus are returned to this fund for utilization in future years.

LONG-TERM PLANNING

Apparatus replacement requires long-term financial planning. Below is a schedule of anticipated apparatus replacement that is largely expected to be funded with general obligation bonds in the Capital Projects Fund and Apparatus Fund.

Apparatus	2009-10	2010-11	2011-12	2012-13	2013-14
Engines		\$2,292,000	\$1,770,600	\$500,000	\$1,656,000
Trucks				850,000	
Sqrts				750,000	
Rehabilitation Units	\$ 800,000				
Medic Units	170,000				
Special Purpose	130,000			195,000	
Tenders	1,200,000				
Total	\$2,300,000	\$2,292,000	\$1,770,600	\$2,295,000	\$1,656,000

Note: Total Apparatus Fund for 2009-2010 is being funded by the Capital Projects Fund (see page 320).

Apparatus Fund

<i>Historical Data</i>			<i>Budget for Next Year 2009-10</i>			
Actual Second Preceding Year 2006-07	Actual First Preceding Year 2007-08	Adopted Budget This Year 2008-09		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
			Resources			
\$474,407	\$433,051	\$598,500	Beginning Fund Balance	\$1,140,179	\$1,140,179	\$1,140,179
22,122	30,298	17,178	Earnings from Temporary Investments	18,002	18,002	18,002
84,139	148,861	500,000	Surplus Property Income			
			Transfer from Other Funds	500,000	500,000	500,000
\$580,668	\$612,210	\$1,115,678	Total Resources	\$1,658,181	\$1,658,181	\$1,658,181
			Requirements			
			Capital Outlay			
\$147,617			Water Tender			
147,617		\$1,115,678	Total Capital Outlay			
433,051	\$612,210		Contingency	\$500,000	\$500,000	\$500,000
			Reserved for Future Expenditures	1,158,181	1,158,181	1,158,181
\$580,668	\$612,210	\$1,115,678	Total Requirements	\$1,658,181	\$1,658,181	\$1,658,181

Capital Improvements Fund

Fund 22 • Special Revenue Fund Type

FUND DESCRIPTION

The Capital Improvements Fund accounts for capital expenditures used to support day-to-day operations that the District classifies as “small capital” items or “operating capital” items. This fund accounts for the purchase of equipment and furniture that cannot be funded through general obligation bonds under Oregon law, and equipment that generally must be regularly replaced, such as firefighting equipment or personal computers. The renewal of the local option tax levy, approved by voters in November 2004, continues to provide resources for this fund, in addition to normal General Fund transfers to provide resources for specialized emergency response technologies such as defibrillators and response aids.

BUDGET SUMMARY

Expenditures	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Budget
Capital Outlay	\$712,091	\$806,500	\$3,762,278	\$3,547,639
Contingency			1,415,528	3,415,528
Reserved for Future	3,938,607	6,003,849	2,926,561	2,215,036
Total Expenditures	\$4,650,698	\$6,810,349	\$8,104,367	\$9,178,203

2009-10 SIGNIFICANT CHANGES

Because this fund is utilized to account for the “operating” equipment needed to operate the fire department, the items are detailed by type and managing cost center. The fund’s expenditures this year are in accordance with the District’s normal replacement schedule. The significant items in the 2009-10 capital budget include a four-cell multi-use burn prop, fire suppression turnout replacement, firefighting, emergency medical, and communications equipment to outfit new apparatus and response vehicles, mobile radio replacements, ERP/ASP hosted annual software fees, phase 2 of District VoIP implementation, and District-wide user desktop and laptop replacements among others.

Unused contingency and fund balance reserved for future expenditures includes continued annual project expenditures for the ERP system over the next three fiscal years, a major capital replacement of the self-contained breathing apparatus and air management, and furniture and fixtures for the Command and Business Operations Center, which would not be eligible for bond funds proceeds.

Capital Improvements Fund

<i>Historical Data</i>			<i>Budget for Next Year 2009-10</i>			
Actual Second Preceding Year 2006-07	Actual First Preceding Year 2007-08	Revised Budget This Year 2008-09	Resources	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
\$1,968,771	\$3,938,607	\$5,396,867	Beginning Fund Balance	\$6,400,338	\$6,400,338	\$6,400,338
72,709	7,745		Surplus Property Income			
126,718	228,981	125,000	Interest Income	105,656	105,656	105,656
	52,516		Grants and Donations			
2,482,500	2,582,500	2,582,500	Transferred from Other Funds	2,672,209	2,672,209	2,672,209
\$4,650,698	\$6,810,349	\$8,104,367	Total Resources	\$9,178,203	\$9,178,203	\$9,178,203
			Requirements			
			Capital Outlay			
\$211,686	\$113,651	\$236,700	Vehicles and Apparatus			
6,914	4,155	9,575	Training Center Props	\$125,000	\$125,000	\$125,000
152,823	44,115	158,585	Firefighting Equipment	1,205,252	1,205,252	1,205,252
16,166	3,683	7,540	Emergency Medical Equipment	68,520	68,520	68,520
9,776	17,948	73,034	Office Equipment	303,635	303,635	303,635
12,087	32,057	46,000	Building Equipment/Improv	80,144	80,144	80,144
16,894	14,717	36,000	Physical Fitness Equipment	52,927	52,927	52,927
49,397	4,588	6,500	Shop Equipment			
37,352	250,095	1,682,326	Communications Equipment	553,321	553,321	553,321
78,211	153,693	875,282	Data Processing Software	478,408	478,408	478,408
120,785	167,798	630,736	Data Processing Equipment	680,432	680,432	680,432
712,091	806,500	3,762,278	Total Capital Outlay	3,547,639	3,547,639	3,547,639
		1,415,528	Contingency	3,415,528	3,415,528	3,415,528
712,091	806,500	5,177,806	Total Expenditures	6,963,167	6,963,167	6,963,167
3,938,607	6,003,849	2,926,561	Reserved for Future Expenditures	2,215,036	2,215,036	2,215,036
\$4,650,698	\$6,810,349	\$8,104,367	Total Requirements	\$9,178,203	\$9,178,203	\$9,178,203

Capital Improvements Fund

5603 RTC Training Props

22402 Training - Capital Improv Fund

CFBT Burn Prop	Purchase and installation of a four-cell multi-use burn prop to support the Controlled Fire Burn Training (CFBT) Program. This prop would be housed at the South Training Center.	125,000
		Total
		125,000

5610 Building & Bldg Improv

22053 Station 53 - Cap Improv Fund

Building and Improvements	EMS Room: Shelving, counter tops, storage	4,000
Building and Improvements	Shop: Shelving, workbench, storage	2,000

22058 Station 58 - Cap Improv Fund

Building and Improvements	EMS Room: Shelving, counter tops, storage	4,000
Building and Improvements	Shop: Shelving, workbench, storage	2,000

22059 Station 59 - Cap Improv Fund

Building and Improvements	EMS Room: Shelving, counter tops, storage	4,000
Building and Improvements	Shop: Shelving, workbench, storage	2,000

22064 Station 64 - Cap Improv Fund

Building and Improvements	8'x10' garden shed for the parking lot in order to move landscaping equipment out of the hose tower. Outsourced per Facilities Maintenance.	2,500
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22220 Supply - Capital Improv. Fund

Building and Improvements	Storage containers for the backup (2nd set) turnouts at stations. 340 containers @ \$20.	6,800
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22402 Training - Capital Improv Fund

Building and Improvements	Purchase two propane tanks at TC that are currently leased.	7,000
		Total
		34,300

5620 Firefighting Equip

22200 Emerg Oper Admin-Cap.Imp.Fund

Firefighting Equip	1.5" Attack Nozzles: Adjustable gallonage nozzles that provide the option of controlling the fire gas region with smaller volumes of water while continuing to cover the overall situation with larger volumes if conditions change. Consistent with current fire core training. 65 Nozzles @ \$569.	36,985
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Capital Improvements Fund, continued

5620 Firefighting Equip

Mask Fit Testing Machines	TSI Model 8028 Universal PortaCount Fit Test System: Includes PortaCounty Plus Model 8020 and Model 8095 N95-Companion, particle generator Model 8026, AC adapter, alcohol cartridge, alcohol fill caspsule, storage cap, two #1602066 zero check filters, operation and service manual, Model 8016 alcohol supplies, 3/16" and 1/4" hose adapters, two spare alcohol wicks, 100 pc. salt tabs, carrying case FitPlus Fit Test software CD, Model 8927 RS-232 interface cable, training video, two-year warrantee, and unlimited regional representative training support. On-Site comprehensive "train-the-trainer" as requested is included.	11,165
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22220 Supply - Capital Improv. Fund

Turnout Replacement	One turnout pant and coat for career Line Personnel and Duty Chiefs. 340 turnouts @ \$2,500	850,000
Turnout Inventory	Turnouts for the inventory/stock in Supply. 20 turnouts @ \$2,500.	50,000
Backup Turnout Replacement	Replacement of turnouts that have depreciated to 50% of their value. 10 turnouts @ \$2,500.	25,000
Hose Replacement	100' sections of 5" hose. 25 @ \$790.	19,750
Hose Replacement	50' sections of 5" hose. 10 @ \$515.	5,150
Hose Replacement	25' sections of 5" hose. 8 @ \$340.	2,720
Hose Replacement	100' sections of 1.5" forestry hose. 15 @ \$175.	2,625
Hose Replacement	50' sections of 1.5" hose. 20 @ \$120.	2,400
Hose Replacement	50' sections of 2.5" hose. 10 @ \$155.	1,550
Hose Replacement	100' sections of 1" lightweight booster hose. 3 @ \$375.	1,125

22571 Fleet Maint-Cap. Imp. Fund

Equipment to outfit tenders	Setup equipment including brackets, fabrication and decals. 3 @ \$25,000.	75,000
Equipment for two rapid response intervention medical response units	Setup equipment including brackets, fabrication and decals. 2 @ \$10,000.	20,000
Equipment for additional Medic unit	Setup equipment including brackets, fabrication and decals.	10,000
Slide-out beds for Supply Van	Special configuration slide-out beds in the Supply van purchased in fiscal year 2008-2009. Because of the special design configured to maximize the use of this van, the slide-out platforms will be custom made. Fund request is for hardware needed to fabricate the slide-out platforms. The total cost will be less than standard commercially available units.	2,000
Awning for Tech Rescue trailer	In an effort to stay with UASI Grant funds on the Tech Rescue trailer, the awning option over the work area was deleted. This request is to add a 21 foot awning to the unit.	1,500

22621 Wildland-Capital Impr. Fund

Firefighting Equip	Auxiliary fire pumps to be carried on each of the Heavy Brush Type-3 Engines. Water from lakes, rivers, creeks, and ponds can be used to extinguish fires and perform mop-up operations. 5 @ \$1,425.	7,125
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Capital Improvements Fund, continued

5620 Firefighting Equip

Firefighting Equip	Auxiliary fire pump to be carried on Boat 59. Water from lakes, rivers, creeks, and ponds can be used to extinguish fires and perform mop-up operations.	3,403
22622 Tech Rescue-Capital Impr.Fund		
Firefighting Equip	Replacement of TRT shoring package. Current shores are 16 years old and were designed for use in situations where trench has not failed and not designed for fire service use. Replacement shores have the ability to be used in trench.	67,124
Firefighting Equip	Confined space command module for communications. Current command module limits ability to effectively communicate, particularly with injured rescuer situation.	2,030
Firefighting Equip	Yates Spec Harness for victim removal. Gives ability for dragging and vertical lifts while maintaining C-spine stabilization.	1,200
22625 HazMat - Capital Improv. Fund		
Firefighting Equip	HazMat booms for containing spills in navigable waterways.	4,400
22626 Dive Rescue-Capital Impr. Fund		
Firefighting Equip	Light tower for Boat 59 needed for on scene and emergency response lighting.	3,000
	Total	<u>1,205,252</u>

5625 EMS Equip

22205 EMS Cap Improv Fund		
Power Cot Stretcher	Place on one of the new medic units to reduce on the job injury and increase patient safety. 142% increase in number of bariatric patients since 2000 and size is also dramatically heavier. Specialized equipment is needed.	12,500
Bariatric Ramp/Winch	One set of equipment that will fit into any of the three medic units to safely load morbidly obese patients.	5,400
Tracked Stair Chairs	To safely move patients (especially morbidly obese/bariatric) down stairs and hallways. Lower risk of injury to personnel and patient.	3,020
22220 Supply - Capital Improv. Fund		
EMS Equipment	EMS equipment for two new rapid response units. MRX Heart Monitor - 2 @ \$18,000; IV Kit - 2 @ \$1,180; Airway kit - 2 @ \$1,170; Peds kit - 2 @ \$580; Trauma kit - 2 @ \$160; Loose items kit - 2 @ \$90; Suction unit - 2 @ \$650 (including charger); Splint kit - 2 @ \$125; C-collar kit - 2 @\$145.	44,000
22402 Training - Capital Improv Fund		
Rescue Mannequins	For search and rescue drills. 2 @ \$1,800.	3,600
	Total	<u>68,520</u>

5630 Office Equip & Furn

22034 Station 34-Cap Improv Fund		
Office Equip & Furn	Station remodel; built-in desk assembly, file storage, and book cases.	7,500

Capital Improvements Fund, continued

5630 Office Equip & Furn

22053 Station 53 - Cap Improv Fund

Office Equip & Furn	Office: built-in workstation, cabinets, bookcases, file cabinets.	7,500
Office Equip & Furn	Community Room: 30 chairs @ \$125, 10 tables @ \$150.	5,250

22057 Station 57 - Cap Improv Fund

Office Equip & Furn	Desk/work station. Increased efficiency and usability of station space. Current room is not utilized for any purpose. This would allow for a possible third computer and private meeting area for station officers and committee chair work. Includes delivery and installation (outsourced per Facilities Maintenance).	1,385
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22058 Station 58 - Cap Improv Fund

Office Equip & Furn	Office: built-in workstation, cabinets, bookcases, file cabinets.	7,500
Office Equip & Furn	Community Room: 30 chairs @ \$125, 10 tables @ \$150.	5,250

22059 Station 59 - Cap Improv Fund

Office Equip & Furn	Office: built-in workstation, cabinets, bookcases, file cabinets.	7,500
Office Equip & Furn	Community Room: 30 chairs @ \$125, 10 tables @ \$150	5,250

22200 Emerg Oper Admin-Cap.Imp.Fund

Office Equip & Furn	Station Battalion headquarters remodel: Built in desk assembly, file storage, and bookcases for C6.	5,000
Office Furniture	Office set up for new Operations Administrative Assistant.	3,500

22210 Finance - Capital Improv. Fund

Office Furniture	Office set up for new Purchasing Manager.	3,500
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22215 Info Tech. - Cap. Improv. Fund

VoIP implementation Phase 2	Phase 2 of 2 for implementation of VoIP project approved in fiscal year 2008-2009 budget Estimate was obtained from previous product research and comparisons. Hardware replacement for South, Training Center, and all fire stations. Amount includes \$45,000 from fiscal year 2008-2009 budget to replace the Administration phone switch.	241,000
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22582 Facilities Maint.-Cap.Imp.Fund

Office Furniture	Office set up for new Facilities Manager.	3,500
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Total 303,635

5635 Building Equipment

22033 Station 33 - Cap Improv Fund

Bldg Equip	New station sign.	2,500
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22057 Station 57 - Cap Improv Fund

Bldg Equip	New station sign.	3,500
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Capital Improvements Fund, continued

5635 Building Equipment

22402 Training - Capital Improv Fund

Extension Ladders	Two 35' two section extension ladders	2,379
Extension Ladders	Two 24' extension ladders	1,465

22582 Facilities Maint.-Cap. Imp.Fund

Turnout Washer/Extractor	New/replacement if required. 2 @ \$10,000.	20,000
Washers and Dryers	Routine maintenance/replacement at stations. 3 washers @ \$1,500 and 3 Dryers @ \$1,200. Increase due to new front load "Energy Star" specifications.	9,000
Dishwashers/Refrigerators and Other Major Appliances	Routine replacement of major appliances at stations. Increase due to new "Energy Star" specifications for all major appliances.	7,000

Total 45,844

5640 Physical Fitness Equip

22053 Station 53 - Cap Improv Fund

Physical Fitness Equip	Exercise Room: Step Mill	5,549
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22058 Station 58 - Cap Improv Fund

Physical Fitness Equip	Exercise Room: Cross Trainer	3,700
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22059 Station 59 - Cap Improv Fund

Physical Fitness Equip	Various physical fitness training equipment. Station 59 currently does not have a workout room.	20,000
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22230 Recruits - Capital Improv. Fnd

Suunto Heart Monitors	This system is set up to monitor heart rates of 16 recruits at one time. The system not only allows for monitoring heart rates while recruits are working out or drilling, but the information can be downloaded onto a laptop and results printed out so training cadre can track and compare time spent at intensity (measures work output) and rate of recovery (measure of fitness). These systems are used throughout the collegiate and professional athletic world. In the current environment, staff are not able to monitor how long recruits are working at their peak heart rates, and must stop all recruits, take BP and pulse if it appears one is having trouble so as to not appear to be discriminatory.	7,678
Workout Pads	These are for recruits to do body core training outside on the asphalt.	1,000

22421 OHS - Cap Improv Fund

Fitness Equipment	Funds to replace aging/inoperable fitness equipment for the 24 facilities within the District (20 stations, four administrative offices). Costs for aging equipment that is replaced but not completely inoperable are recouped through selling them using online resources.	15,000
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Total 52,927

5650 Communications Equip

22175 Comm Cap Improv.

Capital Improvements Fund, continued

5650 Communications Equip

Mobile Radios	Carried over from last fiscal year due to inability to have installed on time. 99 @ \$2,993.33	296,340
Communications equipment for new apparatus	Communications equipment for new apparatus projected to be purchased as part of the capital bond project.	157,100
Base Station Radios	Carried over from last fiscal year due to the inability to have installed on time. 4 @ \$8,640.	38,722
FireCom headsets	Replace non-servicable FireCom 2-pin headsets on ten apparatus. 10 sets of 4 headsets @ \$275 and 10 sets of 4 headset modules @ \$65.	13,600
Base Station Radios	To enhance communications capability at Station 58 - EBHQ during major emergency/disaster operations. VHF, UHF, Ham, and 800 MHz radios. 1 @ \$8,640 and 3 @ \$1,000.	11,460
Base Station Radios	To enhance communications capability at Station 34 - South Battalion Headquarters (SBHQ) during major emergency/disaster operations. VHF, UHF, Ham, and 800 MHz radios. 1 @ \$8,640 and 3 @ \$1,000.	11,460
Base Station Radios	To enhance communications capability at Station 67 - NBHQ during major emergency/disaster operations. VHF, UHF, Ham, and 800 MHz radios. 1 @ \$8,640 and 3 @ \$1,000.	11,460
FireCom remote head	Allows for relocation of FireCom system to previously budgeted Hammond boxes. 20 @ \$210.	4,200
FireCom interface cable for new radios	Required to interface new mobile radios to connect to existing FireCom system. 20 @ \$185.	3,700
Satellite docking station	This will be installed in Station 58 East Battalion Headquarters (EBHQ) which will be constructed this fiscal year. This will accommodate a matching communications compliment that exists in the two other Battalion Headquarters.	1,480

22626 Dive Rescue-Capital Impr. Fund

Communications Equip	Wireless FireComm headsets for Boat 59. Retrofit existing system for wireless/untethered operations.	1,999
Communications Equip	Submersible Communications Swimmers Kit. Support in-water communications when in IDLH environments.	1,800

Total **553,321**

5655 Data Processing Software

22170 LOGS Admin Capital Improv. Fd.

Response Aid Pre-Plans	Preplan outsourcing with MSI: Outsourcing with Mapping Solutions, Inc. (MSI), for 100 preplans for new construction, occupancy changes, and major revisions of existing occupancies. \$95.00 per hour for field survey work and \$75.00 per hour for drafting services. These times are estimated and averaged per preplan and actual times will vary depending on the complexity of the occupancy. 100 @ 5 hours field survey @ \$95.00 per hour @ 5 hours drafting @ \$75.00 per hour.	85,000
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22215 Info Tech. - Cap. Improv. Fund

Capital Improvements Fund, continued

5655 Data Processing Software

ERP ASP (hosted solution) annual fee	Replaces IFAS accounting software, providing a District-wide solution for accounting, inventory, HR, work orders, timekeeping, etc. Implementation expected to begin mid fiscal year. Year one of a three year contract.	343,050
PEAC software for Hazmat	Requested for Hazmat team at Stations 34 and 53. Cost is for total subscription. IT installs on a server for access by any user. Not necessary to replace Cameo District wide. Simple to use and compiles info quicker than Cameo. Quickly displays isolation distances and better mapping interface. Significant cost savings with subscription pricing vs. per license @ 1,500/each.	17,630
Offsite DR expansion ESX server licenses	VMWare ESX Enterprise licenses to expand off site disaster recovery location. This item is required for the purchase of two Proliant DL380 servers, which is a separate capital request. 2 @ \$6,364.	12,728
ERP 401a customization	\$12,000 customization as spelled out in the Statement of Work and the contract.	12,000
Other Professional	Tyler/MUNIS: Estimated Project Planning services for implementation of new business software.	8,000
		Total
		478,408

5660 Computer Equip

22215 Info Tech. - Cap. Improv. Fund

End user desktop replacement	Capital replacement of desktops District-wide currently starting fifth year of service to the District (purchased 6/16/04). Four year warranty included. This requires the recycling services. 15 PCs were purchased in fiscal year 2008-2009 for testing Vista operating system. 275 @ \$1,000.	275,000
Second phase (of 2) network equipment refresh (Stations)	Phase 2 of 2 for capital replacement of network switches (end of life) District-wide. The switches will also support VoIP implementation that began in fiscal year 200820-09. This cost accommodates for larger switches to accommodate for the higher capacity fire stations (58, 59, 50, 67, 52).	140,000
End user laptop replacement	Capital replacement of 50 laptops purchased in 2004 and 50 carrying cases. Restock the loaner laptop supply as well. A four-year warranty is included. This requires contractor services for recycling. 50 laptops @ \$1,500; 50 carrying cases @ \$50.	77,500
Monitors for District hardware upgrade	Capital replacement of monitors with speakers and 4-year warranty. This requires the contractor services for recycling. 343 monitors @ \$220 each.	75,460
Expand existing SAN environment	Adds disk space to existing environment. New enclosures and drives are needed to expand current hardware. This purchase leaves room for disk purchase for future expansion. Current storage space is limited. Changes with Exchange server environment, scheduled server refreshes, and new growth in the virtual environment are all expected in the immediate future.	58,000
Offsite DR expansion	Business Continuity/Disaster Recovery expansion. Add one HP 1200 all-in-one and SAS drives to double the storage capacity at the offsite disaster recovery location. This request requires the purchase of the two Proliant DL380 servers, which is a separate capital request.	12,500
Server hardware refresh	Replacement plan for the oldest HP Proliant servers. (Nortel equipment management server and SurfControl server).	12,000

Capital Improvements Fund, continued

5660 Computer Equip

Offsite DR servers	Business Continuity/Disaster Recovery expansion. Purchase two Proliant DL380 servers to expand disaster recovery off site capacity. VMWare licensing costs are required and are a separate capital request. This item requires the purchase of the HP 1200 SAS drives unit, which is a separate capital request. 2 @ \$6,085.	11,372
Laptop requests for Community Services	Laptops with docking stations. 2 @ \$1,700.	3,400
Desktop for Finance telecommuting	Desktop @ \$1,000. Dual monitors. 2 @ \$300. Laser printer @ \$1,200.	2,800
Docking stations for new laptops	Capital replacement of docking stations to support new laptops and dual monitors. 10 @ \$200.	2,000
Laptop for Sr. DBA	Replace Sr. DBA's desktop with a laptop, docking station, and carrying case, which are better suited for after hours coverage. The air card rotated through IT will be used.	1,700
Computer for new Purchasing Manager	Desktop @ \$1,000 with dual monitors 2 @ \$300.	1,600
Computer for new Ops AA	Desktop @ \$1,000 with dual monitors 2 @ \$300.	1,600
Computer for new Controller	Desktop @ \$1,000 with dual monitors 2 @ \$300.	1,600
Computer for new Communications Manager	Desktop @ \$1,000 with monitor @ \$300.	1,300
Computer for new Facilities Tech	Desktop @ \$1,000 with monitor @ \$300.	1,300
Computer for new Facilities Manager	Desktop @ \$1,000 with monitor @ \$300.	1,300
	Total	<u>680,432</u>
	Total Capital Improvements Fund	<u><u>3,547,639</u></u>

Emergency Management Fund

Fund 24 • Special Revenue Fund Type

FUND DESCRIPTION

This fund accounts for costs associated with administration of the Office of Consolidated Emergency Management for Washington County or OCEM. OCEM is a regional emergency preparedness partnership between the District, Washington County, and the cities of Beaverton, Hillsboro, and Tigard. The District's commitment to the partnership includes a full time Emergency Program Coordinator funded entirely by the District, with a contribution of 20% of the costs of the Program Director funded jointly by the participating agencies.

BUDGET SUMMARY

Expenditures	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Budget
Personnel Services	\$35,948	\$31,862	\$43,774	\$46,179
Materials and Services	4,464	3,954	8,964	9,069
Total Expenditures	\$40,412	\$35,816	\$52,738	\$55,248

PERSONNEL SUMMARY

Position	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Budget
Emergency Management Director	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	1.00

2009-10 SIGNIFICANT CHANGES

Personnel Services reflects annual wage and benefit increases for the Director.

STATUS OF 2008-09 SERVICE MEASURES – (AS APPROVED BY THE OCEM BOARD)

- **Lead efforts in Washington County to design and conduct a severe winter storm exercise in the spring of 2009.** Effectively partner with local, regional, state, and other exercise participants (planners and players) to maximize outcomes from the exercise. Guide and facilitate player agency exercise preparations with a focus on efforts of the OCEM partner agencies.

Goal(s): III, VI
Service Type(s): Mandatory
Measured By: OCEM partner agency participation in the in the spring 2009 exercise and implementation of the post-exercise corrective action plan by June 30, 2009.
Status or Outcome: The exercise focus shifted to earthquake when the state decided to conduct a statewide catastrophic earthquake and tsunami exercise. The OCEM Director led the countywide exercise team in design and conduct of a large tabletop exercise focused on short-term recovery and development of a recovery framework plan. OCEM partner agencies participated in the tabletop and conducted additional earthquake drills and functional exercises built on the statewide scenario. The corrective action plan resulting from the drills and exercises will be implemented in fiscal year 2009-2010.

Emergency Management Fund, continued

- **Continue to implement the approved incident management guidelines and training recommendations** developed by the Washington County Taskforce charged with addressing deficiencies noted in the June 2006 TIPOFF terrorism response exercise.

Goal(s): III, VI
Service Type(s): Mandatory
Measured By: Implementation of the taskforce guidelines and recommendations by June 30, 2009, with a focus on adoption of recommended staff qualifications and conduct of field and EOC staff training.
Status or Outcome: The OCEM Board adopted the Incident Management Enhancement Taskforce Report and recommendations and agreed to serve as the Washington County Multi-Agency Coordination (MAC) Group. The Washington County Technical Advisory Group (TAG) was formed from OCEM and other agency representatives to guide the implementation process. Charters for the MAC Group and a new Washington County Type 3 Incident Management Team (IMT) Program were developed and two "beta" offerings of a new Washington County Emergency Response System Course were delivered.

- **Continue rewrite of the Washington County Emergency Operations Plan** with the focus for fiscal year 2008-2009 being on hazardous materials, mental health, communications, and shelter and care.

Goal(s): III
Service Type(s): Mandatory
Measured By: Completion or update of the following annexes to the Washington County Emergency Operations Plan by June 30, 2009: HazMat Resource Management; Mental Health; Communications; and Shelter, Reception, and Care.
Status or Outcome: The following annexes to the Washington County Emergency Operations Plan were completed: Mental Health; Donations Management; Law Enforcement; Catastrophic Mass Reception; and Transportation Management. The following annexes to the Washington County Emergency Operations Plan were updated: Shelter, Reception and Care and Debris Management. A first draft of the Communications Annex was also completed.

- **Inventory and evaluate existing Washington County resource management mutual aid agreements** and make recommendations to improve their effectiveness for major emergency and disaster operations.

Goal(s): III
Service Type(s): Essential
Measured By: Completion of an inventory and assessment of local mutual aid agreements and preparation of recommendations to enhance their effectiveness in major emergency and disaster operations.
Status or Outcome: An inventory and assessment of local mutual aid agreements was completed. Recommendations to address gaps and enhance effectiveness of the agreements with regard to disaster response will be developed in fiscal year 2009-2010.

Emergency Management Fund, continued

STATUS OF 2008-09 CHANGE STRATEGIES- (AS APPROVED BY THE OCEM BOARD)

- **Enhance District, served agency, and other partner preparedness for catastrophic and unforeseen events** through support for, facilitation of, and participation in complex, full scale disaster exercises that test all levels of the incident management and emergency management systems in concert with one another.

Goal(s): III
Budget Impact: None, although could improve District cost recovery following mutual aid deployments.
Status or Outcome: OCEM sponsored a countywide recovery exercise to enhance understanding of and preparation for a catastrophic earthquake. This large exercise assisted the OCEM partner agencies and others with development of a recovery framework plan.

- **Enhance District, served agency, and other partner preparedness for catastrophic and unforeseen events** by both leading and supporting efforts to implement and institutionalize use of the National Incident Management System (NIMS) and locally-developed guidance for the operation and staffing of emergency operations centers.

Goal(s): III
Budget Impact: None, although could improve District cost recovery following mutual aid deployments.
Status or Outcome: OCEM continued to coordinate NIMS implementation efforts both within the partner agencies and countywide. The OCEM Director and OCEM partner agencies delivered and/or organized NIMS and ICS training, managed and updated the online tool for tracking NIMS compliance, and assisted other agencies with their compliance activities.

- **Enhance District, served agency, and other partner preparedness for catastrophic and unforeseen events** through assessment of and improvement to resource management mutual aid agreements.

Goal(s): III
Budget Impact: None, although could improve District cost recovery following mutual aid deployments.
Status or Outcome: OCEM completed an assessment of mutual aid agreements, although improvements must still be pursued. The OCEM Director and other OCEM emergency managers are working in concert with the Fire Defense Board on fire agency mutual aid agreements and with a regional law enforcement working group on law enforcement agreements.

ADDITIONAL 2008-09 ACCOMPLISHMENTS

- OCEM partner agencies responded to a severe winter storm event in December 2008. The region was hit by the largest snowfall in over 40 years. The snow significantly disrupted transportation and local government and business activities and placed heavy demands on public works and public safety agencies. The county EOC activated for five days and TVF&R's FOC for three. Other OCEM partner agencies operated with Department Operations Centers or with enhanced staffing in multiple departments.
- The OCEM Director coordinated the countywide Initial Damage Assessment and Preliminary Damage Assessment processes following the winter storm. Reports of damage and disaster-related costs from OCEM partner agencies and others led to the county receiving major disaster and snow assistance declarations from the federal government. FEMA and the state worked individually with the OCEM agencies and others following the declarations to provide reimbursement for eligible costs and losses.

Emergency Management Fund, continued

- OCEM finalized an Intergovernmental Agreement template for local jurisdictions to use in formalizing their participation in the Oregon Department of Forestry's shadow team program.

2009-10 SERVICE MEASURES (AS APPROVED BY THE OCEM BOARD)

- **Lead efforts in Washington County to design and conduct a wind storm exercise in the spring of 2010.** Effectively partner with local, regional, state, and other exercise participants (planners and players) to maximize outcomes from the exercise. Guide and facilitate player agency exercise preparations with a focus on efforts of the OCEM partner agencies.

Goal(s): III, VI
Service Type(s): Mandatory
Measured By: OCEM partner agency participation in the spring 2010 exercise and implementation of the post-exercise corrective action plan by June 30, 2010.

- **Continue implementation of the incident and emergency management guidelines and recommendations** developed by the Washington County Incident Management Enhancement Taskforce and adopted by the OCEM Board.

Goal(s): III, VI
Service Type(s): Mandatory
Measured By: Implementation of the taskforce guidelines and recommendations by June 30, 2010, with a focus on implementation of Type 3 Incident Management Teams, operation and administration of the MAC Group and TAG, and conduct of field and EOC staff training.

- **Continue rewrite of the Washington County Emergency Operations Plan,** with the focus for fiscal year 2009-2010 being on the resource management, hazardous materials, fire, and EMS annexes and the flood and Scoggins Dam failure appendices.

Goal(s): III
Service Type(s): Mandatory
Measured By: Completion or update of the following annexes and appendices to the Washington County Emergency Operations Plan by June 30, 2010: Resource Management Annex; HazMat Annex; Fire Resource Management Annex; EMS Resource Management Annex; Flood Appendix; and Dam Failure Appendix.

- **Manage contract study of countywide Citizen Corps Program management** and facilitate implementation of study recommendations.

Goal(s): III
Service Type(s): Essential
Measured By: Completion and acceptance of a countywide study looking at how Citizen Corps programs are managed and operated countywide and development of a plan to implement study recommendations, which will enhance program management and citizen involvement.

Emergency Management Fund, continued

2009-10 CHANGE STRATEGIES (AS APPROVED BY THE OCEM BOARD)

- **Enhance District, served agency, and other partner preparedness for catastrophic and unforeseen events** through support for, facilitation of, and participation in complex, full scale disaster exercises that test all levels of the incident management and emergency management systems in concert with one another.

Goal(s): III
Budget Impact: None, although OCEM partner agencies could incur some additional costs for exercise equipment, materials and supplies, staff overtime, and exercise evaluation costs
Duration: Ongoing
Budget Description: Recurring commitment of OCEM partner agency staff, equipment and other resources needed to both design and conduct challenging and realistic disaster exercises.
Partner(s): OCEM partner agencies, other local governments, non-governmental organizations, and businesses.

- **Enhance District, served agency, and other partner preparedness for catastrophic and unforeseen events** by both leading and supporting efforts to implement and institutionalize use of the National Incident Management System (NIMS), developing and implementing Type 3 Incident Management Teams (IMT), and delivering the Washington County Emergency Response System Course countywide.

Goal(s): III
Budget Impact: OCEM partner agency staff commitment to training delivery, attendance of emergency response system courses, and participation in the Type 3 IMT program will require additional training funds. Some costs for deployment of the Type 3 teams may be recoverable.
Duration: Year 2 of 5
Budget Description: As the program is formalized and OCEM partner agency commitments are solidified, expect modest increases in overtime costs for both training delivery and training attendance.
Partner(s): OCEM partner agencies, other local governments

- **Enhance District, served agency, and other partner preparedness for catastrophic and unforeseen events** through more effective and efficient engagement of citizen volunteers in disaster preparedness and response activities.

Goal(s): III
Budget Impact: None, although could potentially reduce District costs through more effective management and delivery of programs supported by the District
Duration: Year 1 of 3
Budget Description: Contract study funded with homeland security grant funds managed by Washington County
Partner(s): OCEM partner agencies, other local governments currently operating Citizen Corps programs

Emergency Management Fund

<i>Historical Data</i>				<i>Budget for Next Year 2009-10</i>		
Actual Second Preceding Year 2006-07	Actual First Preceding Year 2007-08	Adopted Budget This Year 2008-09	Resources	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
\$35,948	\$35,816	\$52,738	Operating Transfers In	\$55,248	\$55,248	\$55,248
\$35,948	\$35,816	\$52,738	Total Resources	\$55,248	\$55,248	\$55,248
			Requirements			
\$31,484	\$31,862	\$43,774	Personnel Services	\$46,179	\$46,179	\$46,179
4,464	3,954	8,964	Materials and Services	9,069	9,069	9,069
\$35,948	\$35,816	\$52,738	Total Requirements	\$55,248	\$55,248	\$55,248

Grants Fund

Fund 25 • Special Revenue Fund Type

FUND DESCRIPTION

This fund has been created to account for the significant volume of grant funds awarded to the District. Due to the sizeable volume of these grants, the fund was created to separately account for and manage the flow of funds and associated audit requirements.

BUDGET SUMMARY

Expenditures	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Budget
Personnel Services	\$8,388			
Materials and Services	73,116			\$100,000
Capital Outlay	142,415	\$88,732	\$25,200	1,600,000
Ending Fund Balance		10,733		
Total Expenditures	\$223,919	\$99,465	\$25,200	\$1,700,000

GRANT DESCRIPTIONS

In 2009-2010, monies of \$100,000 are budgeted as placeholders for a possible Cardiac Media Campaign grant to provide media design and development, television public service announcements, billboards, and print materials.

\$1,600,000 is budgeted for funding for seismic structural upgrades to existing fire stations. If the District receives this grant, stations 52, 64, 65, and 69 could be the recipients of the upgrade.

Grants Fund

<i>Historical Data</i>			<i>Budget for Next Year 2009-10</i>			
Actual Second Preceding Year 2006-07	Actual First Preceding Year 2007-08	Adopted Budget This Year 2008-09	Resources	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
\$223,919	\$99,465	\$25,200	Grant Revenue	\$1,380,000	\$1,380,000	\$1,380,000
			Surplus Property Income	320,000	320,000	320,000
			Operating Transfers In			
\$223,919	\$99,465	\$25,200	Total Resources	\$1,700,000	\$1,700,000	\$1,700,000
			Requirements			
\$8,388			Personnel Services			
73,116			Materials and Services	\$100,000	\$100,000	\$100,000
142,415	\$88,732	\$25,200	Capital Outlay	1,600,000	1,600,000	1,600,000
223,919	88,732	25,200	Total Expenditures	1,700,000	1,700,000	1,700,000
	10,733		Reserved for Future Expenditures			
\$223,919	\$99,465	\$25,200	Total Requirements	\$1,700,000	\$1,700,000	\$1,700,000

Retiree Medical Insurance Stipend Fund

Fund 46 • Expendable Trust Fund Type

FUND DESCRIPTION

The Retiree Medical Insurance Stipend Fund was created to account for the District's previous defined benefit post employment health plan. The District changed from the prior plan, which made a \$100 or less contribution per month for firefighters and employees who were disabled from active duty or retired with 20 or more years of service, until they reached Medicare eligible age. That plan was phased out for all current employees as of June 30, 2000, and was replaced with a defined contribution plan, which pre-funds employees' post employment benefits during their employment. The current plan allows investment returns to help pay for future costs.

The resources in this fund are used to pay for monthly stipends of \$100 or less per retiree, for employees who retired under the prior plan on or before June 30, 2002, until they reach Medicare eligible age. The fund also pays for certain contractual insurance commitments under early retirement contracts previously authorized by the Board of Directors.

BUDGET SUMMARY

Expenditures	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Budget
Personnel Services	\$128,762	\$111,776	\$152,740	\$110,103
Ending Fund Balance	231,045	214,327	154,460	177,173
Total Expenditures	\$359,807	\$326,103	\$307,200	\$287,276

Retiree Medical Insurance Stipend Fund

<i>Historical Data</i>			<i>Budget for Next Year 2009-10</i>			
Actual Second Preceding Year 2006-07	Actual First Preceding Year 2007-08	Adopted Budget This Year 2008-09		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
			Resources			
\$262,871	\$231,045	\$215,585	Beginning Fund Balance	\$201,275	\$201,275	\$201,275
11,127	9,249	6,035	Earnings from Investments	2,716	2,716	2,716
85,809	85,809	85,800	Transfer from Other Funds	83,285	83,285	83,285
<u>\$359,807</u>	<u>\$326,103</u>	<u>\$307,420</u>	Total Resources	<u>\$287,276</u>	<u>\$287,276</u>	<u>\$287,276</u>
			Requirements			
\$128,762	\$111,776	\$152,740	Post Employment Health Program	\$110,103	\$110,103	\$110,103
231,045	214,327	154,680	Unappropriated Ending Fund Balance	177,173	177,173	177,173
<u>\$359,807</u>	<u>\$326,103</u>	<u>\$307,420</u>	Total Requirements	<u>\$287,276</u>	<u>\$287,276</u>	<u>\$287,276</u>