

Tualatin Valley Fire and Rescue
Notes to the Basic Financial Statements

June 30, 2009

I. Summary of significant accounting policies

A. Reporting entity

Tualatin Valley Fire and Rescue, a Rural Fire Protection District, is an Oregon municipal corporation, which, operating under Oregon Revised Statutes Chapter 478 as a Rural Fire Protection District provides fire protection within Washington, Clackamas, and Multnomah counties.

The power and authority given to the District is vested in a Board of Directors, each member being elected for a four-year term. The Board of Directors has the statutory authority to adopt and modify the budget; levy taxes; control all assets, including facilities and properties; authorize borrowing, or long-term debt issuances; sign contracts, and develop the programs to be provided. The responsibility and accountability over all funds and fiscal matters are vested in the Board of Directors. The District is responsible for its debts and is entitled to surpluses. No separate agency receives a financial benefit from nor imposes a financial burden on the District.

The Board of Directors appoints the Fire Chief of the District. The activities under the purview of the Fire Chief are within the scope of the reporting entity and the Fire Chief is accountable to the Board of Directors for the activities being managed.

The District is the primary, special purpose government responsible for all fire protection within its service areas. As a result, all significant activities have been included in the government-wide financial statements. The District's financial statements represent those of a stand-alone government, as there are no component units.

B. Government-wide and fund financial statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

The entity-wide statements and governmental fund statements have been combined as allowed for single-purpose governmental activities. The Statement of Net Assets and the Governmental Funds Balance Sheet have been combined into a single presentation, with adjustments indicated to move from fund totals to the entity-wide totals. Similarly, the Statement of Activities and the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balance have also been combined. Eliminations have been made to minimize the double counting of internal activities. *Governmental activities* are financed primarily through property taxes, investment earnings, grants and contributions, and charges for services to other governments.

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Separate financial statements are provided for the internal service fund and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

C. Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial information (Statement of Net Assets and Statement of Activities) is reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the internal service fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

Property taxes are recognized as revenues in the year for which they are levied. Grants are recognized as revenue as soon as all eligibility requirements have been met.

The governmental fund financial information uses a flow of *current financial resources measurement focus*. With this measurement focus, generally only current assets and current liabilities are included in the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net assets. The governmental fund types are maintained using the *modified accrual basis of accounting*, whereby revenues are recorded in the accounting period in which they become susceptible to accrual, i.e., both measurable and available, and expenditures are recorded at the time the related fund liabilities are incurred, except for: (1) interfund transactions for services, which are recorded on the accrual basis; (2) interest expense on long-term debt, which is recorded as due; (3) insurance premiums benefiting more than one fiscal year are recorded when paid; and (4) accrued compensated absences, which are recorded when payment is due.

Revenue is determined to be measurable when the transaction amount is determinable and available when it is collectible within the current fiscal year or soon enough thereafter to pay liabilities of the current fiscal year.

The District considers revenues available if they are collected within 60 days of year-end, with the exception of investment interest, which is recognized when earned. The most significant revenue source, which is measurable and available under the modified accrual basis of accounting, is property tax revenue.

The District reports the following major governmental funds:

- The *General Fund* is the District's primary operating fund. It accounts for all financial resources of the District, except those required to be accounted for in another fund, either legally or by Board direction. The principal revenue source is property taxes. Primary expenditures are for public safety.

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- The *Capital Projects Fund*; a capital projects fund type, accounts for the general obligation bond debt issuances and the related building site acquisitions and construction costs for new and existing facilities, as well as the purchase of public safety emergency response apparatus. The principal resources are proceeds from debt issuance.

Additionally, the District reports the following fund types:

- Non-major governmental funds, including special revenue and capital projects funds are reported in the aggregate.
- The *internal service fund* type includes the District's *Insurance Fund* and is used to account for the accumulation of resources used for payment of claims and losses that are less than the District's deductible limits for insurance coverage. The principal revenue sources are interest income and insurance refunds.
- The *fiduciary funds* account for assets held by the District in a trustee capacity under the terms of formal trust agreements. The District's trust funds are two pension trust funds, the *Pension Trust Fund*, and the *Volunteer Length of Service Award Plan (LOSAP) Fund*. The *Pension Trust Fund* accounts for the accumulation of resources for the District's pension plan for employees who retired prior to July 16, 1981, and for the payments to these retirees and beneficiaries thereunder. Compensation levels and years of service were frozen as of June 30, 1981, for purposes of computing plan benefits. The principal revenue source is earnings on investments. The *Volunteer LOSAP Fund* accounts for the accumulation of resources for the District's Length of Service Award Plan for volunteer firefighters. The principal sources of revenue are employer contributions and earnings on investments.

Private sector standards of accounting and reporting issued prior to December 1, 1989, generally are followed in internal service fund financial statements to the extent that these standards do not conflict with or contradict the guidance of the Governmental Accounting Standards Board (GASB). The District has elected not to follow subsequent private-sector guidance.

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

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D. Assets, liabilities, and net assets or equity

1. Cash and cash equivalents

The District considers cash on hand, demand deposits, and short-term highly liquid investments with a maturity of three months or less, when purchased, to be cash and cash equivalents. Investments maintained in the Oregon Local Government Investment Pool are carried at cost, which approximates fair value, and are classified as a cash equivalent. Fair value of the investments in the Oregon Local Government Investment Pool is the same as the value of the pool shares. Short-term investments classified as cash equivalents are carried at amortized cost.

2. Investments

Investments other than U.S. Government agency securities are carried at fair value. Investments in U.S. Government agency securities are carried at amortized cost, which approximates fair value. Fair value is based on current market prices. Changes in the fair value of investments are recognized as revenue.

3. Receivables

Property taxes, all of which are receivable from property owners within the District, are assessed on January 1 and become a lien against the property as of July 1 each year, and are payable in three installments on November 15, February 15, and May 15. Taxes unpaid and outstanding on May 15 are considered delinquent. Accounts are periodically reviewed for collectability. At June 30, 2009, no allowance for doubtful accounts is considered necessary.

4. Supplies inventory and prepaid items

Inventory of supplies is stated at cost (first-in, first-out method). In the governmental funds statements, expenditures are recognized when inventories are consumed (consumption method) rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items to both government-wide and fund financial statements.

5. Restricted Assets

Proceeds from the District's general obligation bonds are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. The Capital Projects Fund is used to report proceeds of bond issuances that are restricted for use in construction. Where both restricted and unrestricted resources are available it is the District's policy to expend restricted resources first, then unrestricted as necessary.

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6. Capital assets

Capital assets are stated at cost. Donated assets are recorded at their estimated fair market value at the date of donation. The District defines capital assets as assets with an initial cost of more than \$5,000 and an estimated useful life greater than one year. Replacements, which improve or extend the life of property, are capitalized. Interest incurred during construction is not capitalized on capital assets. Maintenance, repairs, and equipment replacements of a routine nature are charged to expenditures/expenses as incurred and are not capitalized.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	15 - 30 years
Fire apparatus and other vehicles	4 - 17 years
Furniture, fixtures, and equipment	4 - 10 years

7. Liabilities for compensated absences

Accumulated accrued compensated absences for vacation and personal leave benefits are accrued when incurred in the Statement of Net Assets and Statement of Activities. A liability for those amounts is reported in governmental funds only if they have matured as a result of employee retirements or resignations. Accumulated sick leave does not vest and is, therefore, recorded when leave is taken.

8. Long-term debt

Long-term debt is reported as a liability in the Statement of Net Assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the related debt using the straight-line method, which approximates the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial information, bond premiums and discounts, as well as bond issuance costs, are recognized when incurred and not deferred. The face amount of the debt issued, premiums, and discounts received on debt issuances, are reported as other financing sources and uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

9. Fund equity

In the fund financial statements, governmental funds report reservations of fund balances to indicate that a portion is not available for appropriation as of year-end or to indicate that a portion is legally segregated for a specific future use.

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10. Retirement plans

Substantially all of the District's employees are participants in the State of Oregon Public Employees Retirement System (OPERS). Contributions to OPERS are made on a current basis as required by the plan and are charged as expenses/expenditures.

The District maintains a single-employer defined benefit pension plan for certain former employees who retired prior to July 16, 1981. The District has not made actuarially required contributions in recent years as the plan was closed but will make contributions in future years as assets deplete.

The District has a volunteer Length of Service Award Plan (LOSAP) benefiting its volunteer firefighters. Actuarially determined contributions to the LOSAP are funded annually by the District.

II. Stewardship, compliance, and accountability

A. Budgetary information

The District budgets all funds in accordance with the requirements of state law. All funds are budgeted on the modified accrual basis of accounting, except for the Insurance, Pension Trust, and Volunteer LOSAP Funds, which are budgeted on the accrual basis of accounting.

The Board of Directors adopts the original budget by resolution prior to the beginning of the District's fiscal year (July 1 through June 30). The Board resolution authorizing appropriations for each fund sets the level by which expenditures cannot legally exceed appropriations. Total personal services, materials and services, capital outlay, and transfers out and contingencies are the levels of control established by the resolution with the exception of the General Fund, where those same appropriation levels are defined by division levels. The detailed budget document, however, is required to contain more specific detailed information for the above mentioned expenditure categories and management may revise the detailed line item budgets within appropriation categories.

Unexpected additional resources may be added to the budget through the use of a supplemental budget and appropriation resolution. Supplemental budgets less than 10 percent of the fund's original budget may be adopted by the Board of Directors at a regular Board meeting. A supplemental budget greater than 10 percent of the fund's original budget requires hearings before the public, publication in newspapers, and approval by the Board of Directors. Original and supplemental budgets may be modified by the use of appropriation transfers between the levels of control. Such transfers require approval by the Board of Directors. The District adopted one budget transfer resolution and one supplemental budget during the year ended June 30, 2009. Appropriations lapse at year-end.

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III. Detailed notes on all accounts

A. Cash, cash equivalents and investments

1. Deposits and investments

The District maintains separate accountability by fund for cash, cash equivalents, and investment accounts. Deposits with financial institutions include bank demand deposits and time certificates of deposit. The combined total book balance at June 30, 2009 was \$35,806,895 and the total bank balance was \$36,223,981 which is fully insured by the FDIC through the banks participation in the Transaction Account Guarantee Program through December 31, 2009. Effective July 1, 2008, House Bill 2901, which was passed during the 2007 Regular Session of the Oregon Legislative Assembly, significantly revised Oregon Revised Statutes 295. The changes streamlined the collateralization process for bank depositories and local governments. The changes also create a shared liability structure for participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100 percent protected. In general, bank depositories are required to pledge collateral valued at least 10 percent of their quarter-end public fund deposits if they are well capitalized, 25% if they are adequately capitalized or 110 percent of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110 percent by the Office of State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities.

At June 30, 2009, the District's cash, cash equivalents, and investments are comprised of the following:

Cash on hand	\$ 1,050
Cash with county assessors	324,733
Deposits with financial institutions	35,806,895
State of Oregon Local Government Investment Pool	424,914,743
Investments:	
Open-ended mutual funds	3,513,921
	<u>\$ 464,561,342</u>

Cash and investments are reflected on the basic financial statements as follows:

	Governmental Activities	Fiduciary Funds
Cash and cash equivalents:		
Unrestricted	\$ 55,129,100	\$ 739,769
Restricted	22,755,282	
Investments		351,391
Total cash, cash equivalents, and investments	<u>\$ 77,884,382</u>	<u>\$ 1,091,160</u>

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The Oregon State Treasury Finance Division administers the LGIP. It is an open-ended no-load diversified portfolio offered to any agency, political subdivision or public corporation of the state that by law is made the custodian of, or had control of, any fund. The LGIP is commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon Legislature established the Oregon Short-Term Fund Board. The purpose of the Board is to advise the Oregon State Treasury in the management and investment options of the LGIP. Cost approximates the District's fair value in the LGIP.

2. Custodial credit risk

Custodial credit risk is the risk that, in the event of failure of the counterparty, the District will not be able to recover the value of its investments that are in the possession of an outside party. At June 30, 2009, the District does not have investments exposed to custodial credit risk.

3. Interest rate risk

As a means of managing its exposure to fair value loss arising from increasing interest rates, the District's governmental funds investment policies limit maturities to 18 months. Generally, short-term investment funds will be invested for periods less than 12 months. Identified amounts in those funds may be available for investment periods up to 18 months. Long-term investments have the same maturity as the short-term; however, investments with a maturity of 12 months or more shall be limited to U.S. Agency or U.S. Treasury securities.

4. Credit risk

State statutes govern the District's investment policy. Permissible investments for governmental funds include general obligations of the United States Government and its agencies, obligations of the States of Oregon, California, Idaho, and Washington that have a rating at settlement of AA or better, A-1 rated commercial paper and banker's acceptances, Aa rated corporate bonds, time deposits, repurchase agreements, and the State of Oregon Local Government Investment Pool. The Pension Trust funds maintain a separate investment policy following fiduciary and trust investment guidelines and that allow investment in mutual funds in addition to the above investment types.

The State of Oregon Local Government Investment Pool and money market account are unrated for credit quality.

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B. Capital assets

Capital assets activity for the year ended June 30, 2009 was as follows:

	<u>Balance</u> <u>June 30, 2008</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>June 30, 2009</u>
Governmental activities:				
Non-depreciable capital assets				
Land	\$ 9,156,352	\$ 1,238,472	\$ (41,591)	\$ 10,353,233
Construction in progress	3,614,550	11,480,011	(2,170,138)	12,924,423
Total capital assets, not being depreciated	<u>12,770,902</u>	<u>12,718,483</u>	<u>(2,211,729)</u>	<u>23,277,656</u>
Depreciable capital assets				
Buildings and improvements	24,283,195	406,301		24,689,496
Fire apparatus and other vehicles	21,595,223	6,877,353	(71,493)	28,401,083
Furniture, fixtures, and equipment	5,462,092	566,221	(238,364)	5,789,949
Total depreciable capital assets	<u>51,340,510</u>	<u>7,849,875</u>	<u>(309,857)</u>	<u>58,880,528</u>
Less accumulated depreciation for:				
Buildings and improvements	(13,217,497)	(823,797)		(14,041,294)
Fire apparatus and other vehicles	(10,204,216)	(1,501,888)	71,493	(11,634,611)
Furniture, fixtures, and equipment	(4,054,721)	(590,633)	206,435	(4,438,919)
Total accumulated depreciation	<u>(27,476,434)</u>	<u>(2,916,318)</u>	<u>277,928</u>	<u>(30,114,824)</u>
Total capital assets being depreciated, net	<u>23,864,076</u>	<u>4,933,557</u>	<u>(31,929)</u>	<u>28,765,704</u>
Total capital assets, net of depreciation	<u>\$ 36,634,978</u>	<u>\$ 17,652,040</u>	<u>\$ (2,243,658)</u>	<u>\$ 52,043,360</u>

C. Interfund receivables, payables, and transfers

An interfund receivable of \$47,940 was recorded in the General Fund, payable from non-major governmental funds for reimbursement of personnel and materials and services used in regional emergency preparedness.

For the year ended June 30, 2009, the District made transfers totaling \$3,205,453 from the General Fund to the other governmental funds primarily for capital asset acquisitions. In addition, \$60,000 was paid into the District's Volunteer LOSAP Fund during the year. This expenditure in the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balance was reported as a transfer from the General Fund on a budgetary basis.

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D. Long-term debt

1. Bonds payable

The District was authorized by its voters in November 2006, to issue \$77,500,000 of general obligation bonds. The District has outstanding bonds payable from the \$20,000,000 issuance of 20-year bonds dated April 1, 2007, with interest rates ranging from 4.0 percent to 5.0 percent, the \$14,000,000 issuance of 15-year bonds dated March 17, 2009, with interest rates ranging from 3.0 percent to 4.375 percent and the \$15,000,000 issuance of 20-year bonds dated June 16, 2009, with interest rates ranging from 3.0 percent to 4.25 percent. All these bond issues were for purposes of funding seismic improvements, station construction and command center projects, and to purchase fire apparatus. At June 30, 2009, the District has \$28,500,000 of remaining authority to issue bonds.

Long-term liability activity for the year ended June 30, 2009, was as follows:

	June 30, 2008	Additions	Reductions	June 30, 2009	Due in One Year
Governmental activities:					
Bonds payable:					
General obligation bonds	\$ 20,475,000	\$ 29,000,000	\$ (2,475,000)	\$ 47,000,000	\$ 2,115,000
Unamortized premiums and issuance costs	(57,765)	420,168	(2,001)	360,402	(20,122)
Total long-term liabilities	<u>\$ 20,417,235</u>	<u>\$ 29,420,168</u>	<u>\$ (2,477,001)</u>	<u>\$ 47,360,402</u>	<u>\$ 2,094,878</u>

Annual debt service requirements to maturity for the bonds are as follows:

Year of Maturity	General Obligation Bonds Series 2007 4.0% to 5.0% dated 4/01/07		General Obligation Bonds Series 2009 3.0% to 4.375% dated 3/01/09		General Obligation Bonds Series 2009 B 3.0% to 4.25% dated 6/16/09	
	Principal	Interest	Principal	Interest	Principal	Interest
2009-10	\$ 1,000,000	\$ 744,500	\$ 560,000	\$ 480,453	\$ 555,000	\$ 573,227
2010-11	1,000,000	694,500	960,000	486,000	560,000	558,173
2011-12	1,000,000	652,000	960,000	457,200	570,000	541,373
2012-13	1,000,000	612,000	960,000	428,400	580,000	524,272
2013-14	1,000,000	572,000	960,000	399,600	595,000	506,873
2014-19	5,000,000	2,260,000	4,800,000	1,542,000	3,270,000	2,216,912
2019-24	5,000,000	1,256,250	4,800,000	615,600	3,950,000	1,518,212
2024-29	3,000,000	255,000			4,920,000	642,135
Total	<u>\$ 18,000,000</u>	<u>\$ 7,046,250</u>	<u>\$ 14,000,000</u>	<u>\$ 4,409,253</u>	<u>\$ 15,000,000</u>	<u>\$ 7,081,177</u>

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2. Compensated absences

Compensated absences activity for the year ended June 30, 2009, was as follows:

	<u>Balance</u> <u>June 30, 2008</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>June 30, 2009</u>	<u>Current</u> <u>Portion</u>
Governmental activities:					
Compensated absences	\$ 4,008,679	\$ 5,593,187	\$ (5,184,659)	\$ 4,417,207	\$ 4,417,207

Due to the current financial resources focus of the governmental funds, only the portion of the accrued compensated absences related to retirements or resignations as of June 30, 2009, is recorded on the balance sheet. However, there was no pending amount as of June 30, 2009. The entire balance, generally utilized within one year, is reported on the Statement of Net Assets. Also, for the governmental activities, compensated absences are generally liquidated by the General Fund.

E. Reconciliation of Governmental Fund Statements to Entity-wide Statements of Net Assets and Activities

Governmental fund balances differ from net assets as presented in the Statement of Net Assets due to the differences in measurement focus between the fund and entity-wide statements. Fund balance as presented in the governmental funds balance sheet reconciles to net assets in the Statement of Net Assets through consideration of the following:

Fund balance in the Governmental Fund Balance Sheet	\$ 73,323,786
Items that are not current financial resources or liabilities, and thus are not reported in the fund statements:	
Net pension asset	42,584
Bond issuance costs	171,199
Other post employment benefit	4,046
Capital assets, net	52,043,360
Accrued compensated absences	(4,417,207)
Net pension obligation	(439,645)
Long-term debt	(47,360,402)
Accrued interest payable on long-term debt	(352,660)
Deferred revenue recognized on full accrual basis	3,019,038
Net assets of Internal Service Funds combined with total governmental activities	<u>684,823</u>
Net assets in the Statement of Net Assets	<u>\$ 76,718,922</u>

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Similarly, changes in fund balance reconcile to changes in net assets in the Statement of Activities through consideration of the following:

Net changes in fund balances	\$ 14,086,929
Amounts that are not considered current financial resources or uses are not reported in the funds, but are considered on the full accrual basis in the Statement of Activities:	
Net increases in capital assets less depreciation for the year	15,408,382
Property taxes not meeting the measurable and available criteria	673,473
Increase in net pension asset	43,584
Certain revenues recognized as measurable and available in the current year	159,689
Net increase in accrued compensated absences	(408,529)
Other post employment benefit	4,046
Net Increase in Net pension obligation	(439,645)
Proceeds and payments on long-term debt and related expenses	(26,882,851)
Change in net assets of Internal Service fund combined with total governmental activities	<u>(17,364)</u>
Net change in net assets	<u><u>\$ 2,627,714</u></u>

IV. Other information

A. Risk management

The District is exposed to various risks of loss related to torts, theft of or damage to and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The District, through its General Fund, purchases commercial insurance. Deductibles are generally at \$5,000 or less and natural disasters have a deductible of \$100,000. Settled claims have not exceeded commercial coverage in any of the last three fiscal years.

The District's industrial accident insurance policies allow a three-year retrospective annual premium adjustment until claims experience becomes available. Alternatively, the District may annually elect to close out one or more of the open claim years. Claim years for fiscal 2005, 2006, 2007, 2008 and 2009 remain open. The District's maximum liability for premiums related to these four open claim years is approximately \$2.2 million which represents the difference between the maximum possible premium less the premium paid. If the claims

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experience for any of these open claim years is favorable, the District could receive a refund of a portion of the premiums paid.

B. Commitments and contingencies

On March 9, 2004, the City of West Linn residents voted to annex to the District as of July 1, 2004. As part of the annexation contract between the City of West Linn and the District, the District has made certain commitments to reconstruct two fire station facilities within the City, generally within seven years of annexation. As of June 30, 2009, the District had \$7,468,514 of outstanding contract commitments for station construction contracts and fire engines in the amount of \$169,100.

C. Related party transactions

The District contracts with Washington County Consolidated Communications Agency (WCCCA), an ORS 190 entity, which is an intergovernmental entity created by agreement of local governments. WCCCA functions as a 9-1-1 dispatch agency. The District is a participating member of the agreement. During the year ended June 30, 2009, the District paid \$1,193,070 to WCCCA for dispatch fees and \$1,774 for equipment maintenance charges. WCCCA paid \$155,000 to the District for an interim director, \$9,000 for contracted medical director services, and \$2,777 for reimbursement of expenses and miscellaneous services that the District provided to WCCCA for the year ended June 30, 2009.

D. Deferred compensation plan

The District offers all employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457(g). The plan, available to all District employees, permits them to defer a portion of their salary until future years. Participation in the plan is optional. Under terms of the bargaining agreement, participating employees who meet length of service requirements receive a District matching contribution in an amount ranging from 1.5 percent to 3.0 percent of base wages. The District makes a similar match for non-bargaining employees. The District's contribution during fiscal year 2009 was \$465,271, of which \$350,840 was made for the bargaining unit employees.

E. Employee retirement systems and pension plans

1. Oregon Public Employees Retirement System (PERS)

Plan Description - The Oregon Public Employees Retirement System (PERS or "the System") provides statewide defined benefit and defined contribution retirement plans for units of state government, political subdivisions, community colleges, and school districts. For the District and state agencies, community colleges,

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school districts, and political subdivisions that have joined the State and Local Government Rate Pool, PERS is a cost-sharing, multiple-employer system. PERS is administered under Oregon Revised Statutes (ORS) Chapter 238, Chapter 283A, and Internal Revenue Code 401(a) by the Public Employees Retirement Board. The Board has the authority under state statutes to amend the Plan's benefits and contribution rates. PERS issues publicly available financial reports that include financial statements and required supplementary information. The reports can be obtained from the Oregon Public Employees Retirement System, PO Box 23700, Tigard, Oregon 97281-3700, or by calling 503-598-7377.

The Plans offer retirement and disability benefits, post-employment healthcare benefits, annual cost of living increases, and death benefits to Plan members and beneficiaries. Benefits differ depending upon employee entry date. PERS Tier One and Tier Two plans and the Oregon Public Service Employee's Retirement Plan (OPSRP) established for public employees hired after August 29, 2003, are established by state statutes to provide benefits for state and local governments and their employees. The authority to establish and amend the benefit provisions of the plan rests with the Oregon Legislature.

Funding Policy and Annual Pension Cost - The required employee contribution of six percent is paid by the District as a result of a collective bargaining agreement. Prior to December 31, 2003, the employee's six percent contribution was made to the PERS ORS 238 plans. Effective January 1, 2004, this same six percent contribution was required to be remitted to the Individual Account Program (IAP) for all eligible employees under the ORS 238A Individual Account Program plan. The District also contributes the remaining amounts necessary to pay benefits when due. The District's contributions to PERS were approximately \$6,657,000 for 2009, \$6,342,000 for 2008, and \$6,314,000 for 2007, equal to the required contributions each year. The District is required by ORS 238.225 to contribute at an actuarially determined rate. The employer rate adopted by the PERS board based on the December 31, 2007 actuarial valuation for the District for fiscal year 2008-09 was 12.96 percent for Tier One and Tier Two employees. For OPSRP employees, the District remitted contributions based on employee class. The OPSRP contribution rates were 9.13 percent for general service employees and 12.40 percent for police and fire employees.

Actuarial Methods and Assumptions - The actuarial assumptions in the December 31, 2005, valuation included (a) 8.0 percent investment rate of return, (b) projected salary increases of 3.75 percent with additional increases for promotion and longevity that vary by age and service, (c) post-retirement cost of living increases of 2.0 percent per year, and (d) certain demographic assumptions. The underlying long-term assumed rate of inflation is 2.75 percent per year. The actuarial value of PERS assets are valued at fair market value on the valuation date less reserve equal to a prorata portion of the investment gains (losses) over the four year period ending on the valuation date. The unfunded actuarial liability as of the December 31, 2005 valuation is

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amortized on a level percentage of covered payroll on a closed fixed-term method basis over a 22-year period through December 31, 2027.

2. Single-Employer Defined Benefit Pension Plan

Plan Description - The District maintains a single-employer defined benefit pension plan for those former employees of Washington County Fire Protection District No. 1 (a merged District), who retired prior to July 16, 1981. Compensation levels and years of service were frozen for benefit purposes as of June 30, 1981. The amortization period for this plan is closed. The plan is accounted for on a flow of economic resources measurement focus and uses the accrual basis of accounting. Benefits and refunds are recognized when incurred. Administrative costs are paid with plan assets and consist primarily of professional services.

The Plan is maintained for five retired employees and two beneficiaries. Benefits paid are based upon the former employees' years of service and a percentage of their average monthly compensation prior to June 30, 1981.

The Plan is administered by the Fire Chief. Benefits under this plan consist of payments to retirees. Amendments to the plan may be made at the discretion of the Board. Investments consist primarily of investments in the Oregon Local Government Investment Pool and open-end mutual funds.

Actuarial Methods and Assumptions - The total actuarial present value of accumulated plan benefits as of June 30, 2008, the date of the latest actuarial valuation, was \$2,603,541. All benefits are vested. Significant actuarial assumptions used in the valuation included (a) rate of return of five percent, (b) cost of living increases of two percent for the 1976 Plan retirees and 3.5 percent for 1973 Plan retirees, and (c) mortality based upon static table pursuant to IRS Treasury Regulation §1.430(h)(3)-1 for 2008 valuations. Because all pension participants are retired, the actuarial valuation of liabilities was performed by discounting expected future cash flows at the assumed rate of interest earned by assets. Assets are actuarially valued at market value.

Funded Status - Based on the June 30, 2008 actuarial valuation, the annual pension costs are \$214,461. The Net Pension Obligation (NPO) as of June 30, 2009 is \$439,645, since no contributions were made in 2008 or 2009. The Plan does not issue stand-alone financial reports.

Trend Information

Year Ended June 30,	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation Asset
2009	\$214,461	0%	\$439,645
2008	214,461	0	214,461

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Condensed Statement of Net Assets, June 30, 2009:

	Pension Trust Fund
ASSETS	
Cash and cash equivalents	\$ 353,225
Total assets	353,225
NET ASSETS	
Held in trust for pension benefits	\$ 353,225

Changes in Net Assets for the year ended June 30, 2009:

	Pension Trust Fund
ADDITIONS	
Investment earnings:	
Interest	\$ 3,019
Dividends	8,139
Net decrease in the fair value of investments	(318,030)
Net investment earnings	(306,872)
Total additions	(306,872)
DEDUCTIONS	
Benefits	342,876
Total deductions	342,876
Change in net assets	(649,748)
Total net assets, July 1, 2008	1,002,973
Total net assets, June 30, 2009	\$ 353,225

3. Volunteer Length of Service Award Plan (LOSAP)

Plan Description - The District adopted a Volunteer Length of Service Award Plan (LOSAP) effective July 1, 1998, for its volunteer firefighters. The District Finance Division administers investments and the investment mix consists primarily of investments in the Oregon Local Government Investment Pool and open-end mutual funds.

This plan is accounted for as a single employer defined benefit plan and provides length of service award benefits of a lump sum amount based upon years of service. The Fire Chief as the Plan Administrator administers the plan and the Board of Directors provides oversight. Amendments to the plan may be made at the discretion of the Board. Vesting occurs after five years of service and service benefits are limited to 25 years. Volunteers are

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eligible for full retirement benefits after age 55. However, reduced benefits are available for vested volunteers after separation from service prior to age 55.

Actuarial Methods and Assumptions - The June 30, 2008 valuation included rate of return of five percent and mortality based upon a static table for annuitants described in Treasury Regulation §1.430(h)(3)-1 for valuation dates occurring in 2008. The aggregate cost method is used to determine the normal cost for Annual Required Contribution (ARC) and Annual Pension Cost (APC). The entry age normal actuarial cost method is used to determine the Actuarial Accrued Liability (AAL) for the disclosure of the funded status and funding progress of the program. Assets are actuarially valued at market value. Under the aggregate cost method, the unfunded value of all benefits expected to be paid from the plan is spread over the expected working career of all participants for the group as a whole (not as a sum of individual allocations), in such a way that annual costs are expected to remain level. This method does not identify or separately amortize the unfunded actuarial accrued liability. The actuarially determined annual required contribution in fiscal year 2009 was \$38,238, which was less than the actual contribution of \$60,000.

Funded Status and Funding Progress – As of June 30, 2008, the most recent actuarial valuation date, the District’s actuarial accrued liability (AAL) for benefits was \$939,824 and the actuarial value of assets was \$823,021, resulting in an unfunded actuarial accrued liability (UAAL) of \$116,803. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

The plan does not issue stand-alone financial reports.

Trend Information

Year Ended June 30,	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation Asset
2009	\$38,238	157%	\$43,584
2008	39,274	153	20,726
2007	21,689	276	-

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Condensed Statement of Net Assets, June 30, 2009:

	Volunteer LOSAP Fund
ASSETS	
Cash and cash equivalents	\$ 386,544
Investments	351,391
Total assets	737,935
NET ASSETS	
Held in trust for pension benefits	\$ 737,935

Condensed Statement of Changes in Net Assets, for the year ended June 30, 2009:

	Volunteer LOSAP Fund
ADDITIONS	
Contributions:	
Employer	\$ 60,000
Total contributions	60,000
Investment earnings:	
Interest	7,758
Dividends	11,951
Net decrease in the fair value of investments	(119,955)
Net investment earnings	(100,246)
Total additions	(40,246)
DEDUCTIONS	
Benefits	44,840
Total deductions	44,840
Change in net assets	(85,086)
Total net assets, July 1, 2008	823,021
Total net assets, June 30, 2009	\$ 737,935

F. Other post-employment benefits (OPEB)

1. Health Benefit Retiree Program

Plan Description - The District's Health Benefit Retiree Program was established in accordance with Oregon Revised Statutes (ORS) 243.303. ORS stipulate that for the purpose of establishing healthcare premiums, the rate must be based on all plan members, including both active employees and retirees. The District accounts for the resources and expenditures associated with funding this single-employer program through the Retiree Medical Insurance Stipend Fund, a special revenue fund. The District's Health Benefit Retiree Program has

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two components: the Explicit Benefit Plan and the Self-Pay Health Plan. The Explicit Benefit Plan is comprised of several agreements made between the District and various employees and employee groups. Under the plan, certain union and non-union retirees are eligible for an explicit benefit in the form of either a monthly stipend or subsidized medical benefits. This plan is closed to current active employees. The Self-Pay Health Plan is provided in accordance with ORS 243.303, which requires that early retirees, including those ineligible for an explicit benefit, be allowed to continue their health care coverage at their own expense. Since union actives continue their coverage through the Union Trust, only non-union actives are eligible to continue their coverage under the District's health plan after retirement. The difference between retiree claims costs, which because of the effect of age is generally higher in comparison to all plan members, and the amount of retiree healthcare premiums represents the District's implicit employer contribution. The District did not establish an irrevocable trust (or equivalent arrangement) to account for the plan.

Funding Policy – Under the Explicit Benefit Plan, based upon past contractual arrangements with the District's bargaining unit, the District currently pays amounts for medical insurance for retirees until they reach 65 years of age. This benefit is determined by the retiring employee's years of service and ranges from \$50 to \$100 per month. A similar arrangement was extended to the retired non-bargaining employees. Under the Self-Pay Health Plan, the District makes no contributions. As of June 30, 2009 there were 92 active employees and 72 retirees and surviving spouses included in the Health Benefit Retiree Program.

Annual OPEB Cost and Net OPEB Obligation - The District's annual other postemployment benefit cost is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance within the parameters of GASB 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the OPEB obligation at the end of the year:

	<u>2009</u>
Annual required contribution	\$ 135,136
Annual OPEB cost	135,136
Expected contributions	<u>(139,182)</u>
Increase (decrease) in net OPEB obligation	(4,046)
Net OPEB obligation- beginning of year	
Net OPEB obligation (asset) - end of year	<u><u>\$ (4,046)</u></u>

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The District's annual OPEB cost, the contribution, the percentage of annual OPEB cost contributed to the plans, and the net OPEB obligation for 2009 were as follows:

<u>Fiscal Year</u> <u>Ending</u>	<u>Annual</u> <u>OPEB Cost</u>	<u>% of Annual OPEB</u> <u>Cost Contributed</u>	<u>Net OPEB</u> <u>Obligation</u> <u>(Asset)</u>
2009	\$ 135,136	103%	\$ (4,046)

Funded Status and Funding Progress - As of June 30, 2009, the District's actuarial accrued liability (AAL) for benefits was \$1,721,578, and the actuarial value of assets was zero, resulting in an unfunded actuarial accrued liability (UAAL) of \$1,721,578. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, will eventually present multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions – Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events into the future. Examples include assumptions about the future employment, mortality, claim cost, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contribution of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

The actuarial cost method used to determine the Annual Required Contribution (ARC) for this plan was the Entry Age Normal (EAN) method. Under this method, the District adopted the Level Dollar alternative to apply the EAN method where the unfunded value of all benefits expected to be paid from the plan is spread over the expected working career of all participants in such a way that annual costs are expected to remain level. The actuarial assumptions included a discount rate of three percent and a 55 percent assumption of participants who elect medical coverage at retirement; ten percent of whom will also elect to continue dental coverage at retirement. They also assume medical and prescription drug costs would increase at 12 percent inflation for the current year, grading down to an annual rate of five percent after fourteen years, which is consistent with expectations for long-term health care cost inflation. The demographic assumptions, such as mortality rates, disability incidence rates, retirement rates, and withdrawal rates, are the same as those used by Oregon PERS.

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2. PERS Retirement Health Insurance Account (RHIA)

Plan Description – As a member of Oregon Public Employees Retirement System (OPERS) the District contributes to the Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by OPERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums of eligible retirees. Oregon Revised Statutes (ORS) 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. The plan is closed to new entrants after January 1, 2004. OPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to OPERS, PO Box 23700, Tigard, OR 97281-37400.

Funding Policy – Because RHIA was created by enabling legislation (ORS 238.420), contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the RHIA established by the employer, and any monthly cost in excess of \$60 shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in PERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in PERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in a PERS-sponsored health plan. A surviving spouse or dependent of a deceased PERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from PERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Participating employers are contractually required to contribute to RHIA at a rate assessed each year by OPERS, and the District currently contributes .37% of annual covered Tier 1 and Tier 2 payroll and .26% of OPSRP payroll. The OPERS Board of Trustees sets the employer contribution rates based on the annual required contribution of the employers (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) of the plan over a period not to exceed thirty years. The District's contribution to RHIA for the year ended June 30, 2009 was approximately \$131,000.

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3. Retiree Health Plan For Local 1660 Members

Plan Description - Tualatin Valley Fire & Rescue (TVF&R) contributes to the IAFF Local 1660 Union Health Trust, a cost-sharing multiple-employer defined benefit post-employment healthcare plan administered by Local 1660. The Health Trust provides medical benefits to retired employees of participating fire districts. The authority to establish and amend benefit provisions remains with Local 1660. The Health Trust issues a publicly available financial report that includes financial statements and required supplementary information for the retiree health plan. That report may be obtained by writing to Mr. Rocky L. Hanes, President, IAFF Local 1660, P.O. Box 1904, Lake Oswego, OR 97035.

Funding Policy - Local 1660 sets the contribution requirements for the retirees of the participating employers and they may be amended by the Local 1660 board of trustees. Currently, retirees must self-pay for their retiree health coverage and health coverage is only available until attainment of age 65. Retired members and beneficiaries receiving benefits contribute an average of \$1,084 per month for medical coverage and \$138 per month for dental coverage to age 65.

Participating fire districts are contractually required to contribute at a monthly per employee rate negotiated with Local 1660. The negotiated per employee rate reflects the on-going net claims costs for retired members, but is not directly based on the *annual required contribution of the employers (ARC)*, an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liabilities (or funding excess) of the plan over a period not to exceed thirty years.

TVF&R contributions to the Union Health Trust for the plan years ended June 30, 2009, 2008, and 2007, were \$4,352,432, \$4,057,378, and \$3,533,777 respectively, which equaled the required contribution as negotiated for each year.