

Apparatus Fund

Fund 21 • Special Revenue Fund Type

Program 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 be dormant 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.

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 12 months for engines and 18 months for trucks; and changing response area and demographics of the District as continued development of previously rural areas changes apparatus requirements. 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 engine requirements for an industrial area, residential area, and wildland areas are all different.

Funding for the on-going 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.

Budget Summary

| Expenditures | 2004-05 Actual | 2005-06 Actual | 2006-07 Budget | 2007-08 Adopted Budget |
|---------------------------|--------------------|--------------------|-------------------|------------------------------|
| Capital Outlay | \$1,606,151 | \$1,371,351 | \$170,850 | |
| Contingency | | | | \$438,160 |
| Ending Fund Balance | 693,885 | 474,407 | | |
| Total Expenditures | \$2,300,036 | \$1,845,758 | \$170,850 | \$438,160 |

Apparatus Fund, continued

Operating Budget

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

| | 2004-05 | 2005-06 | 2006-07 |
|----------------|----------|----------|----------|
| Engines | \$13,100 | \$13,100 | \$22,769 |
| Trucks | 18,256 | 18,256 | 23,585 |
| Aerial Pumpers | 15,725 | 15,725 | 37,340 |
| Rescue Pumpers | 10,000 | 10,000 | 17,429 |
| Specialty | 6,800 | 6,800 | 6,100 |
| Tenders | 2,975 | 2,975 | 3,647 |

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 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, should taxpayers vote to renew their support of the local option levies and future bonds. The timing of the purchases significantly affects the schedule, as well as our continued and regular analysis of the best deployment models and apparatus to suit a particular service area.

| Apparatus | 2007-08 | 2008-09 | 2009-10 | 2010-11 | 2011-12 |
|---------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Engines | \$502,300 | \$2,099,745 | \$1,645,700 | \$2,866,200 | \$2,002,426 |
| Trucks | | | 954,000 | | |
| Sqrts | | 627,600 | | | |
| Rescue Pumpers | | | | | 214,929 |
| Rescues | | | 103,000 | | |
| Special Purpose | 191,100 | 684,700 | 550,000 | | |
| Tenders | 300,300 | | 387,600 | | |
| Public Safety Fleet | 327,600 | 342,400 | 357,800 | 373,900 | 385,117 |
| Total | \$1,321,300 | \$3,754,445 | \$3,998,100 | \$3,240,100 | \$2,602,472 |

Apparatus Fund

| <i>Historical Data</i> | | | <i>Budget for Next Year 2007-08</i> | | | | |
|--|--|---|-------------------------------------|---|---|---|-----------|
| Actual First Preceding Year 2004-05 | Actual First Preceding Year 2005-06 | Adopted Budget This Year 2006-07 | | Proposed by Budget Officer | Approved by Budget Committee | Adopted by Governing Board | |
| \$997,588 | \$693,885 | \$165,000 | Resources | | | | |
| 16,188 | 23,312 | 5,850 | | Beginning Fund Balance | \$420,298 | \$420,298 | \$420,298 |
| 9,699 | 102,000 | | | Earnings from Temporary Investments | 17,862 | 17,862 | 17,862 |
| 1,276,561 | 1,026,561 | | | Surplus Property Income | | | |
| | | | | Transfer from Other Funds | | | |
| \$2,300,036 | \$1,845,758 | \$170,850 | Total Resources | \$438,160 | \$438,160 | \$438,160 | |
| | | | Requirements | | | | |
| | | | | Capital Outlay | | | |
| \$1,273,398 | \$1,371,351 | | | Rescue Pumps | | | |
| 332,753 | | \$170,850 | | 2 Skybooms | | | |
| | | | | Engines | | | |
| 1,606,151 | 1,371,351 | | Trucks | | | | |
| | | | Water Tender | | | | |
| | | | Total Capital Outlay | | | | |
| 693,885 | 474,407 | | Contingency | \$438,160 | \$438,160 | \$438,160 | |
| | | | Reserved for Future Expenditures | | | | |
| \$2,300,036 | \$1,845,758 | \$170,850 | Total Requirements | \$438,160 | \$438,160 | \$438,160 | |

Capital Improvements Fund

Fund 22 • Special Revenue Fund Type

Program Description

The Capital Improvements Fund accounts for capital expenditures used to support day-to-day operations the District classifies as “small capital” items or “operating capital” items. This fund accounts for the purchase of equipment and furniture, which 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 our voters in November 2004, continues to provide resources for this fund, in addition to our normal General fund transfers to fund specialized emergency response technologies such as defibrillators and response aids.

Budget Summary

| Expenditures | 2004-05 Actual | 2005-06 Actual | 2006-07 Revised Budget | 2007-08 Adopted Budget |
|---------------------------|--------------------|--------------------|------------------------------|------------------------------|
| Capital Outlay | \$2,226,394 | \$1,506,698 | \$2,034,421 | \$1,472,683 |
| Contingency | | | 437,729 | 962,894 |
| Reserved for Future | 2,038,491 | 1,968,771 | 956,950 | 2,720,614 |
| Ending Fund Balance | | | | |
| Total Expenditures | \$4,264,885 | \$3,475,469 | \$3,429,100 | \$5,156,191 |

2007-08 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 our normal replacement schedule, with the exception of projects funded from the additional local option tax levy money.

Capital Improvements Fund

5603 RTC Training Props

22402 Training - Capital Improv Fund

| | | |
|--|--|---------------|
| Compartment fire behavior training rop | Fabrication of "Window Cell" or "Attack Cell" prop utilizing used shipping container to be used for compartment fire behavior training of incumbent and new personnel. | 10,000 |
| Residential house prop repairs | Make needed repairs to the existing residential house prop. | 10,000 |
| Belay systems for Training towers | Two Belay systems for Training North and South towers. These systems are needed to allow yearly recertification for our escape rope system, as well as ensuring safety during rappelling exercises, etc. Cost includes shipping. | 5,070 |
| Total | | 25,070 |

5610 Building & Bldg Improv

22051 Station 51 - Cap Improv Fund

| | | |
|--|--|-------|
| Outside storage building for Technical Rescue equipment and supplies | This will provide an area to store supplies and equipment that are necessary for the operation of the Technical Rescue team. Station 51 was not built with any additional space for specialty teams. Storage space in this station is very limited and that limits the amount of equipment and supplies the Tech Team can keep on hand for emergency mitigation around the District. These items could include plywood and lumber for boarding up structures at night, as well as other resources. | 5,300 |
|--|--|-------|

22052 Station 52 - Cap Improv Fund

| | | |
|-----------|--|-------|
| Tuff shed | Need additional storage at Station 52 to accommodate wildland cache equipment. | 5,300 |
|-----------|--|-------|

22420 External Trng - Cap Imp Fund

| | | |
|-------------------|--|-------|
| Storage container | Shipping storage container shed for trailer entry prop | 2,200 |
|-------------------|--|-------|

22625 HazMat - Capital Improv. Fund

| | | |
|------------------|--|--------|
| Tuff Sheds 14x14 | Limited storage at Stations 34/53 for hazmat materials. Station 34 to receive two and Station 53 one - (3 @ \$5,300) | 15,900 |
|------------------|--|--------|

Total 28,700

5615 Vehicles & Apparatus

22402 Training - Capital Improv Fund

| | | |
|---------|--------------------------------|--------|
| Vehicle | New vehicle for DC of Training | 27,000 |
|---------|--------------------------------|--------|

22571 Fleet Maint-Cap. Imp. Fund

| | | |
|--|-----------------------|--------|
| Staff vehicle replacement - sedan | Scheduled replacement | 23,000 |
| Staff vehicle replacement - sedan | Scheduled replacement | 23,000 |
| Staff vehicle replacement - van | Scheduled replacement | 23,000 |
| Staff vehicle replacement - mid 4x4 pickup | Scheduled replacement | 23,000 |
| Staff vehicle replacement - van | Scheduled replacement | 23,000 |

Capital Improvements Fund, continued

5615 Vehicles & Apparatus

| | | |
|--|--|----------------|
| Equipment for replacement pumers | Scheduled replacement identified in Apparatus Plan; 5 @ \$10,000 | 50,000 |
| Equipment for Walnut/Gaarde pumper. 1 @ \$10,000 | Planned addition as identified in Capital Plan. | 10,000 |
| Total | | 202,000 |

5620 Firefighting Equip

22200 Emerg Oper Admin-Cap. Imp. Fund

| | | |
|----------------------------------|---|--------|
| Holmatro hand-powered combi-tool | Hand-powered combi-tool received from grant monies placed on R51. This tool has become an invaluable asset for RIT / IDLH atmospheres because it can perform all the operations necessary in atmospheres where gas powered tools are not practical or safe. Desire is to have one of these tools on every apparatus that carries RIT Pack. Three phases overall, T67 Tool Completes Phase I (T51, T67, R51) - 1 @ \$4,395 | 4,395 |
| Holmatro pump and hoses | Current set up of R51 allows running of two tools simultaneously, a reduction from its earlier capacity. Purchase of a Dual Operation Pump, and two additional hoses for R51 will allow four tools to operate simultaneously. | 9,600 |
| Thermal imaging cameras | Improves Firefighter safety while operating on emergency scenes -2 @ \$10,000 | 20,000 |

22220 Supply - Capital Improv. Fund

| | | |
|----------------------|--|--------|
| Hose replacement | 50' sections of 5" hose - 10 @ \$450 | 4,500 |
| Ladder 35' extension | Emergency replacement | 1,000 |
| Hose replacement | 25' sections of 5" hose - 8 @ \$325 | 2,600 |
| Smoke ejectors | Replacements - 2 @ \$1,400 | 2,800 |
| Generators | Replacements - 2 @ \$1,200 | 2,400 |
| Ladder 24' extension | Emergency replacement | 600 |
| Hose replacement | 100' sections of 5" hose - 25 @ \$650 | 16,250 |
| Hose replacement | 100' sections of 1.5" forestry hose - 10 @ \$125 | 1,250 |
| Ladder Attic | Emergency replacement | 400 |
| Hose replacement | 10' sections of 1.5" forestry hose - 8 @ \$80 | 640 |
| Hose replacement | 100' sections of 1" lightweight booster hose - 3 @ \$325 | 975 |
| Hose replacement | 50' sections of 2.5" hose - 10 @ \$145 | 1,450 |
| Hose replacement | 50' sections of 1.5" hose - 20 @ \$120 | 2,400 |

22402 Training - Capital Improv Fund

| | | |
|----------------|---|-------|
| Smoke machines | Because of new deployment model, both north and south training centers need to have a smoke machine on site. Second machine is to replace current one at south training site that is broken and needs to be replaced - 2 @ @ \$700. | 1,400 |
|----------------|---|-------|

22571 Fleet Maint-Cap. Imp. Fund

| | | |
|-------------------------------------|---|--------|
| No-smoke exhaust filtration systems | Exhaust filtration systems for the three Battalion response vehicles - 3 @ \$8,500. | 25,500 |
|-------------------------------------|---|--------|

Capital Improvements Fund, continued

5620 Firefighting Equip

| | | |
|------------------------------|--|-------|
| Pickup to flatbed conversion | To increase the flexibility of Jim Barclay's standard pickup. The stock bed configuration is too limiting and Jim has requested that this pickup be converted to a flatbed design. | 7,000 |
|------------------------------|--|-------|

Total **105,160**

5625 EMS Equip

22402 Training - Capital Improv Fund

| | | |
|--------------|---|-------|
| EMS manikins | Purchase infant ALS manikin. These are fully functioning ALS manikin to simulate various medical\trauma scenarios. 2 @ \$1,400. | 2,800 |
|--------------|---|-------|

Total **2,800**

5630 Office Equip & Furn

22155 Admin. Fac. Op. - Cap.Imp.Fund

| | | |
|-------------------------------|---|-------|
| Office equipment or furniture | Equipment or furniture that may need to be replaced in next fiscal year | 3,500 |
|-------------------------------|---|-------|

22170 LOGS Admin Capital Improv. Fd.

| | | |
|---------------------------|--|-------|
| Furniture for new positon | Office furniture setup for new positon | 4,000 |
|---------------------------|--|-------|

22175 Comm/Tech Cap Improv.

| | | |
|----------------------------|--|-------|
| Furniture for new position | Office furniture setup for new positon | 4,000 |
|----------------------------|--|-------|

22210 Finance - Capital Improv. Fund

| | | |
|--------------------------------|---|-------|
| Office equipment and furniture | Replaces 18-year old desk unit to be more ergonomic - Acctg Manager | 3,500 |
|--------------------------------|---|-------|

| | | |
|--------------------------------|--|-------|
| Office equipment and furniture | Bank deposit equipment - to allow deposits and bank transactions from offices. | 2,000 |
|--------------------------------|--|-------|

| | | |
|--------------------------------|--|-------|
| Office equipment and furniture | Replaces old desk unit to be more ergonomic - Sr Fin Analyst | 3,500 |
|--------------------------------|--|-------|

22215 Info Tech. - Cap. Improv. Fund

| | | |
|-----------------------------|---|-------|
| Furniture for new positions | Office furniture setup for new positons - 2 @ \$4,000 | 8,000 |
|-----------------------------|---|-------|

22304 Human Resources-Cap.Improv.Fd.

| | | |
|--------------------------------------|--|-------|
| Office furniture for BHS and LR Mgr. | Both desks are currently not ergometrically safe, nor is office space well utilized. | 4,500 |
|--------------------------------------|--|-------|

| | | |
|--------------------------------|--|-------|
| Office equipment and furniture | Replaces old desk unit to be more ergonomic - HR Data Analyst. | 3,000 |
|--------------------------------|--|-------|

Total **36,000**

5635 Building Equipment

22582 Facilities Maint.-Cap.Imp.Fund

| | | |
|--------------------------|---|--------|
| Turnout washer/extractor | Replacement for Station 33 extractor and one for emergency replacement - 2 @ \$5,500 each | 11,000 |
|--------------------------|---|--------|

| | | |
|--------------------|--|-------|
| Washers and dryers | Routine maintenance/replacement at stations - washers - 3 @ \$1,500 and dryers - 3 @ \$1,200. Increase due to new front load "Energy Star" spec. | 8,100 |
|--------------------|--|-------|

Total **19,100**

Capital Improvements Fund, continued

5640 Physical Fitness Equip

22425 Empl. Wellness-Cap Impr Fund

| | | |
|-------------------|---|---------------|
| Fitness equipment | Exercise bike (Station 34, North): \$1,698; elliptical (North): \$4,099; squat rack (Station 64): \$1,030; dumbbells and rack (Station 63): \$2370; dip/pull-up station (Stations 56, 57, 58, 61, 65, 67, 68, 69): \$2,600; preacher curl (Station 69): \$250; stairclimber (Station 69): \$3000. | 15,047 |
| Total | | 15,047 |

5645 Shop Equipment

22571 Fleet Maint-Cap. Imp. Fund

| | | |
|-----------------------------|---|-------|
| Automotive scan tool update | Update automotive scan tool for current model year. | 1,000 |
| Solvent tank | Replacement solvent tank for the Shop. Current unit has failed multiple times because the electronic heating system is not compatible with newer environmentally safe fluids. | 3,000 |

22582 Facilities Maint.-Cap.Imp.Fund

| | | |
|---------------------------------|---|--------------|
| Confined Space ventilation kit. | Required when entering confined spaces at the Training Center to perform maintenance. | 1,200 |
| Total | | 5,200 |

5650 Communications Equip

22175 Comm/Tech Cap Improv.

| | | |
|--|--|----------------|
| XTL mobile radio spares and VHF radios | 800 mhz spares - 5 @ \$2,681; VHF spares - 10 @ \$2,000 | 33,405 |
| Radio base stations for stations | 18 mobile radios and base station boxes for base stations to be installed in all stations per request of Operations @ \$2,681/radio; box to house radio @ \$250/box; cabling and connections for installation of radio into box @ \$300/ unit. | 58,158 |
| Telecommunications | Upgrade phone switch | 45,000 |
| Total | | 136,563 |

5655 Data Processing Software

22170 LOGS Admin Capital Improv. Fd.

| | | |
|-----------------------------|--|---------|
| Other Professional Services | Outsource Response Aid preplans; develop and draft 40 pre-plans per month @ \$720 each | 345,600 |
|-----------------------------|--|---------|

22215 Info Tech. - Cap. Improv. Fund

| | | |
|--|---|----------------|
| Finance/supply/inventory/purchasing software replacement | Carry forward estimated project cost from 2006-07 | 225,000 |
| Total | | 570,600 |

5660 Computer Equip

22215 Info Tech. - Cap. Improv. Fund

| | | |
|---|--|-------|
| External training PC for trailer (moved from 420-215) | Dedicated desk top computer & printer for class trailer (this needs no network connection) | 2,500 |
|---|--|-------|

Capital Improvements Fund, continued

5660 Computer Equip

| | | |
|-------------------------------------|--|--------|
| Computer equipment | Replacement of spare workstations for IT; IT has deployed the spares due to unanticipated requests from departments/ divisions; there needs to be a total of ten spares; six will come from FPO due to the replacement of workstations with laptops for fire investigators - 4 @ \$1,800. | 7,200 |
| SSL-VPN hardware | Required to implement SSL-VPN, which would allow all District employees secure network access using their personal computers. | 4,000 |
| Computer equipment | Replacement of GIS workstation; GIS workstation requires enhanced capabilities; it cannot be upgraded to accommodate the processor and memory needs for GIS functions; the GIS requires a workstation grade computer rather than a standard desktop. | 4,500 |
| Computer equipment | Replacement of Uninterrupted Power Supply (UPS) for the Datacenter; equipment is at end of life; the unit is five-years-old and there have been a number of failures due to the batteries swelling inside the unit; this unit is no longer manufactured due to that problem. | 41,000 |
| Computer equipment | Replace 2 color printers @ \$3,500 each. | 7,000 |
| Computer equipment | Replacement of management modules in the network router; this is required to add capacity for expansion (i.e.new stations), and to add additional ports needed for the new firewall/internet connection; additional capacity can only be accommodated by bringing the entire router up-to-standard; this is critical equipment for the District network; 10 additional modules @ \$4,000 each. | 40,000 |
| Computer equipment | Additional virtual servers to provide hardware redundancy; this would allow for a more evenly distributed load between servers to accommodate equipment troubleshooting/failovers and to facilitate routine maintenance - 2 @ \$5,000 for hardware and \$3,500 for server licenses. | 17,000 |
| Computer equipment | Intrusion Detection System (IDS); hardware that would protect the network from internal threats, would augment SSL-VPN, and would also protect the network from internal threats that can originate from laptop users with wireless access current and predicted usage. Current security hardware and software protects the District network from external threats. | 49,000 |
| Furniture and equipment | Replacement of all-in-one 9130 printers/fax/copiers in stations; current model have been very problematic and are off warranty in fiscal year 2008 - 23 @ \$800. | 18,400 |
| Non-capital furniture and equipment | New keyboards to enhance user functionality for MDTs for Response Aid program - 57 @ \$299. | 17,043 |
| Computer equipment | Color printer for Finance. | 3,500 |
| Computer equipment | Replacement of Fire Investigators' workstations with laptops; request made by FPO to increase productivity on-scene at investigations; ruggedized laptops (for mobile environment) and docking stations - 6 @ \$4,000. | 24,000 |

Capital Improvements Fund, continued

5660 Computer Equip

| | | |
|--------------------|---|--|
| Computer equipment | Network cable tester and analyzer for CAT5e, CAT6, telephone fiber optic. This tool replaces the need for an electrical contractor to test and analyze wiring during troubleshooting. Currently, we do not have this tool. The cost incurred from an electrical contractor performing this test has typically cost the District approximately \$5,000 per visit. Due to the addition of future stations, it is believed this would cost effective for the District money in the long run. | 25,000 |
| Computer equipment | Replacement of capital network equipment due to unforeseen breakdowns not covered by warranty. | 30,000 |
| Computer equipment | Replace desktops with standard servers to function as printer servers - 2 @ \$6,000 for hardware and 2 @ \$800 for server license. | 13,600 |
| Computer Equipment | Computers for new positions 4 @ \$4,000 each. | 16,000 |
| Computer equipment | Fire safe for backup tapes; TVF&R stores its backup tapes off-site, however they are not transported every day and are on-site for temporary periods of time; tapes are stored temporarily in an environment that is not safe from fire. | 6,700 |
| | | Total |
| | | 326,443 |
| | | Total Capital Improvements Fund |
| | | 1,472,683 |

Capital Improvements Fund

| <i>Historical Data</i> | | | <i>Budget for Next Year 2007-08</i> | | | |
|--|--|---|-------------------------------------|---|---|---|
| Actual First Preceding Year 2004-05 | Actual First Preceding Year 2005-06 | Revised Budget This Year 2006-07 | Resources | Proposed by Budget Officer | Approved by Budget Committee | Adopted by Governing Board |
| \$3,121,842 | \$2,038,491 | \$912,500 | Beginning Fund Balance | \$2,468,771 | \$2,468,771 | \$2,468,771 |
| 23,187 | 71,229 | | Surplus Property Income | | | |
| 51,588 | 89,188 | 34,100 | Interest Income | 104,920 | 104,920 | 104,920 |
| 1,068,268 | 1,276,561 | 2,482,500 | Transferred from Other Funds | 2,582,500 | 2,582,500 | 2,582,500 |
| \$4,264,885 | \$3,475,469 | \$3,429,100 | Total Resources | \$5,156,191 | \$5,156,191 | \$5,156,191 |
| | | | Requirements | | | |
| | | | Capital Outlay | | | |
| \$272,351 | \$288,928 | \$220,000 | Vehicles & Apparatus | \$202,000 | \$202,000 | \$202,000 |
| | 2,096 | 10,000 | Training Center Props | 25,070 | 25,070 | 25,070 |
| 390,607 | 286,050 | 285,066 | Firefighting Equipment | 105,160 | 105,160 | 105,160 |
| 316,889 | 29,374 | 6,600 | Emergency Medical Equipment | 2,800 | 2,800 | 2,800 |
| 19,907 | 88,242 | 10,500 | Office Equipment | 36,000 | 36,000 | 36,000 |
| 5,397 | 14,286 | 22,750 | Building Equipment/Improv | 47,800 | 47,800 | 47,800 |
| 5,867 | 13,555 | 15,000 | Physical Fitness Equipment | 15,047 | 15,047 | 15,047 |
| 69,348 | 58,412 | 70,750 | Shop Equipment | 5,200 | 5,200 | 5,200 |
| 27,964 | 146,251 | 195,443 | Communications Equipment | 136,563 | 136,563 | 136,563 |
| 242,182 | 273,124 | 936,492 | Data Processing Software | 570,600 | 570,600 | 570,600 |
| 875,882 | 306,380 | 261,820 | Data Processing Equipment | 326,443 | 326,443 | 326,443 |
| 2,226,394 | 1,506,698 | 2,034,421 | Total Capital Outlay | 1,472,683 | 1,472,683 | 1,472,683 |
| | | 437,729 | Contingency | 962,894 | 962,894 | 962,894 |
| 2,226,394 | 1,506,698 | 2,472,150 | Total Expenditures | 2,435,577 | 2,435,577 | 2,435,577 |
| 2,038,491 | 1,968,771 | 956,950 | Reserved for Future Expenditures | 2,720,614 | 2,720,614 | 2,720,614 |
| \$4,264,885 | \$3,475,469 | \$3,429,100 | Total Requirements | \$5,156,191 | \$5,156,191 | \$5,156,191 |

Emergency Management Fund

Fund 24 • Special Revenue Fund Type

Program 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 | 2004-05 Actual | 2005-06 Actual | 2006-07 Budget | 2007-08 Adopted Budget |
|---------------------------|-------------------|-------------------|-------------------|------------------------------|
| Personnel Services | \$35,439 | \$30,109 | \$36,536 | \$40,379 |
| Materials and Services | 4,458 | 4,522 | 7,164 | 7,894 |
| Total Expenditures | \$39,897 | \$34,631 | \$43,700 | \$48,273 |

Personnel Summary

| Position | 2004-05 Actual | 2005-06 Actual | 2006-07 Budget | 2007-08 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| Emergency Management Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Total FTE | 1.00 | 1.00 | 1.00 | 1.00 |

2007-08 Significant Changes

Personnel Services reflects annual wage and benefit increases for the Director. The increase in Material and Services is in account 5461, External Training, which includes training costs linked to implementation of an OCEM-initiated incident management enhancement project.

Status of 2006-07 Performance Measures

Continue rewrite of the County Emergency Operations Plan. MEASUREMENT BASIS: At a minimum, the following plan sections have been completed and adopted – **Basic Plan, Debris Management Annex, HazMat Annex, Public Health Annex, Mental Health Annex, and Volunteer Management Annex.** *Significant progress was made on many components of the County Emergency Operations Plan. Most importantly, the Basic Plan was completed and adopted by the Board of County Commissioners. The Public Health Annex was also completed. Several drafts of the Mental Health, Volunteer Management, and Debris Management annexes were also completed. No progress was made on the HazMat Annex. Beyond the programmed work, several other annexes were initiated or completed. The EMS Resource Management Annex was finalized, the Emergency Public Information Annex was written, and the Resource Management Annex was updated. Work on the Transportation and Law Enforcement annexes was also initiated.*

Support local and regional efforts to prepare for “Exercise TOPOFF 4,” a national terrorism exercise involving the Portland and Phoenix metropolitan areas, the states of Oregon and Arizona, and the territory of Guam. MEASUREMENT BASIS: **OCEM staff participated in exercise design efforts or actively supported player preparations (including training, orientations, tabletop discussions, etc.) for exercise participation.** *One representative of the OCEM staff was assigned to the regional/state/federal exercise design team to work on scenario and Master Scenario Events List (MSEL) development. All other members of the staff engaged in exercise preparation work. A TOPOFF Player Preparedness Plan was crafted and implementation efforts were initiated.*

Support implementation of national catastrophic planning requirements with particular emphasis on evacuation planning and the management of special needs populations. MEASUREMENT BASIS: **OCEM staff guided and/or participated in development of regional and county-level mass evacuation plans, conducted an inventory of the County’s special needs populations, and identified how the special needs populations could or would be impacted by the hazards most likely to occur in the County.**

OCEM staff participated in an effort to help the city of Portland develop its evacuation plan with the intent that the city's effort would be expanded into a regional plan. The city's plan is still being finalized and federal homeland security grant funds have been dedicated to developing the regional evacuation plan. OCEM staff will participate in the regional effort once the project gets underway. Some progress was made on the special needs population project, but not as much as was originally contemplated in the work plan. OCEM staff hired a special needs planner to help identify the county's special needs populations and to recommend a course of action for tackling the broader disaster planning for special needs populations effort. The contractor delivered a report that is being used to frame a work project for fiscal year 2007-08.

Sponsor a community forum focused on emergency preparedness for special needs facilities (e.g., nursing homes and assisted living facilities). MEASUREMENT BASIS: OCEM staff designed and conducted a community forum focusing on emergency preparedness for special needs facilities. OCEM partnered with the Oregon Health Care Association (OHCA) to host an emergency preparedness forum for nursing homes, assisted living and residential care facilities, and adult foster homes. The forum included lessons learned from Hurricane Katrina, presentations on regulatory requirements from state and local agency representatives, 72-hour preparedness information, and tabletop exercises involving facility owners/operators and local first responders.

Additional 2006-07 Accomplishments

- In response to incident command and EOC deficiencies noted during Exercise TIPOFF '06, a countywide terrorism exercise conducted in June 2006, the OCEM Executive Committee and OCEM staff launched a task force to enhance incident management practices in the county. A project works plan was developed, a project facilitator hired, and a task force created to implement the plan. The task force is developing guidelines and will make recommendations for enhancing field and EOC incident management efforts with a focus on unified command, the operations function, and field to EOC communication and coordination.
- OCEM staff took responsibility for coordinating development of a countywide Community Wildfire Protection Plan (CWPP) to meet the requirements of the Healthy Forest Restoration Act. The staff worked with the Oregon Department of Forestry, the County Fire Defense Board, the County Administrator's Office, and several local fire agency representatives to prepare a project scope of work and hire a contractor to help prepare the plan. The contractor is working with county fire agencies, forest land owners, local governments, and the public to prepare a plan that will outline strategies for reducing wildfire risks, enhancing wildfire response capabilities, and improving pre-planning for high risk wildfire areas.
- OCEM staff helped design and/or participated in a number of public health exercises focusing on pandemic flu and healthcare coordination. The activities included a statewide functional pandemic exercise, several regional tabletop healthcare coordination exercises, a countywide functional healthcare coordination exercise, and several local agency pandemic flu tabletops.
- OCEM staff partnered with OCEM member agencies, other local agencies, and the local Fox television station to develop an emergency preparedness public education campaign called Take 5 to Survive. Centered on National Preparedness Month, the campaign included TV PSAs, development of several "Take 5" preparedness flyers, and creation of a "Take 5" Website to host the flyers and other campaign materials.
- OCEM staff undertook a project to develop an emergency operations guide for elected officials. The guide provides basic information about legal authorities and responsibilities, the emergency response system, personal and family preparedness, and media tips and a checklist for incident response. The guide will be presented to local elected officials in conjunction with training on ICS for Executives.

2007-08 Service Level Objectives

- **Coordinate countywide involvement in Exercise TOPOFF 4, a national “Top Officials” exercise scheduled for the Portland metropolitan area October 15-24, 2007. Effectively partner with local, regional, state, and federal exercise participants (planners and players) to maximize outcomes from this unique, national exercise opportunity. Ensure representatives from the OCEM partner agencies are included in regional exercise design, control, and evaluation activities. Guide and facilitate player agency exercise preparations with a focus on efforts of the OCEM partner agencies.**

Goal: II, VI, VII

Service Type: Essential

Measured By: OCEM partner agency participation in the exercise from October 15-24, 2007, and implementation of post-exercise corrective action plans by June 30, 2008.

- **Implement the approved incident management guidelines and training recommendations developed by the Washington County Task Force charged with addressing deficiencies noted in the June 2006 TIPOFF terrorism response exercise.**

Goal: II, VI, VII

Service Type: Essential

Measured By: Implementation of the Task Force guidelines and recommendations by June 30, 2008.

- **Continue rewrite of the Washington County Emergency Operations Plan with the focus for FY07-08 being on law enforcement, utility coordination, urban search and rescue/heavy rescue, donations management, and animal control.**

Goal: II, VII

Service Type: Core

Measured By: Completion of the following annexes to the Washington County Emergency Operations Plan by June 30, 2008 – Law Enforcement, Utility Coordination, Urban Search and Rescue/Heavy Rescue, Donations Management, and Animal Control.

- **Develop hazard-specific appendices to the Washington County Emergency Operations Plan with the focus for FY07-08 being on earthquakes and pandemic flu events.**

Goal: II, VII

Service Type: Core

Measured By: Completion of hazard-specific Washington County plans for earthquakes and pandemic flu events by June 30, 2008.

Emergency Management Fund

Historical Data

| Actual First Preceding Year 2004-05 | Actual First Preceding Year 2005-06 | Adopted Budget This Year 2006-07 |
|---|---|---|
| \$39,897 | \$34,630 | \$43,700 |
| \$39,897 | \$34,630 | \$43,700 |
| \$35,439 4,458 | \$30,109 4,522 | \$36,536 7,164 |
| \$39,897 | \$34,631 | \$43,700 |

Budget for Next Year 2007-08

| | Proposed by Budget Officer | Approved by Budget Committee | Adopted by Governing Board |
|---------------------------|-------------------------------------|---------------------------------------|-------------------------------------|
| Resources | | | |
| Operating Transfers In | \$48,273 | \$48,273 | \$48,273 |
| Total Resources | \$48,273 | \$48,273 | \$48,273 |
| Requirements | | | |
| Personnel Services | \$40,379 | \$40,379 | \$40,379 |
| Materials and Services | 7,894 | 7,894 | 7,894 |
| Total Requirements | \$48,273 | \$48,273 | \$48,273 |

Grants Fund

Fund 25 • Special Revenue Fund Type

Program 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 | 2004-05 Actual | 2005-06 Actual | 2006-07 Budget | 2007-08 Adopted Budget |
|---------------------------|--------------------|-------------------|--------------------|------------------------------|
| Personnel Services | | | \$8,400 | |
| Materials and Services | \$438,432 | \$275,971 | 142,935 | |
| Capital Outlay | 669,440 | 343,188 | 1,549,810 | \$1,500,000 |
| Ending Fund Balance | 69,315 | 79,831 | | |
| Total Expenditures | \$1,177,187 | \$698,990 | \$1,701,145 | \$1,500,000 |

2006-07 Grant Descriptions

- The District hopes will it be awarded a grant for SCBA replacement in the 2007-08 budget year. It would fund self-contained breathing apparatus for the District's Emergency Operations division. The amount budgeted is \$1,000,000, of which the District would need to fund \$300,000 of the project. The District is anticipating selling the replaced SCBAs for surplus revenue of \$200,000.

Grants Fund

Historical Data

| Actual First Preceding Year 2004-05 | Actual First Preceding Year 2005-06 | Adopted Budget This Year 2006-07 |
|---|---|---|
| \$1,157,187 | \$598,267 | \$1,253,935 |
| 20,000 | 100,723 | 247,210 |
| | | 200,000 |
| \$1,177,187 | \$698,990 | \$1,701,145 |
| | | \$8,400 |
| \$438,432 | \$275,971 | 142,935 |
| 669,440 | 343,188 | 1,549,810 |
| 1,107,872 | 619,159 | 1,701,145 |
| 69,315 | 79,831 | |
| \$1,177,187 | \$698,990 | \$1,701,145 |

Budget for Next Year 2007-08

| Resources | Proposed by Budget Officer | Approved by Budget Committee | Adopted by Governing Board |
|----------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|
| Grant Revenue | \$1,000,000 | \$1,000,000 | \$1,000,000 |
| Surplus Property Income | 200,000 | 200,000 | 200,000 |
| Operating Transfers In | 300,000 | 300,000 | 300,000 |
| Total Resources | \$1,500,000 | \$1,500,000 | \$1,500,000 |
| Requirements | | | |
| Personnel Services | | | |
| Materials and Services | | | |
| Capital Outlay | 1,500,000 | 1,500,000 | 1,500,000 |
| Total Expenditures | 1,500,000 | 1,500,000 | 1,500,000 |
| Reserved for Future Expenditures | | | |
| Total Requirements | \$1,500,000 | \$1,500,000 | \$1,500,000 |