

APPARATUS FUND

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.

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 is 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	2003-04 Actual	2004-05 Actual	2005-06 Revised Budget	2006-07 Adopted Budget
Capital Outlay	\$1,685,235	\$1,606,151	\$1,355,000	
Contingency			281,902	\$170,850
Ending Fund Balance	862,588	693,885	64,757	
Total Expenditures	\$2,547,823	\$2,300,036	\$1,701,659	\$170,850

Operating Budget

The annual maintenance and operating costs of operating the fire apparatus are:

▪ Engines	\$13,100
▪ Trucks	18,256
▪ Aerial Pumps	15,725
▪ Rescue Pumps	10,000
▪ Squads	6,800
▪ Tenders	2,975

These costs are budgeted within the Fleet Maintenance division and Emergency Operations division, as well as with Finance for the insurance premium. 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	2006-07	2007-08	2008-09	2009-10	2010-11
Engines	\$480,700	\$502,300	\$2,099,745	\$1,645,700	\$2,866,200
Trucks				954,000	
Sqrts			627,600		
Rescue Pumps					
Rescues				103,000	
Special Purpose	522,500	191,100	684,700	550,000	
Tenders		300,300		387,600	
Public Safety Fleet	313,500	327,600	342,400	357,800	373,900
Total	\$1,316,700	\$1,321,300	\$3,754,445	\$3,998,100	\$3,240,100

TUALATIN VALLEY FIRE & RESCUE

APPARATUS FUND

<i>Historical Data</i>			<i>Budget for Next Year 2006-07</i>			
Actual First Preceding Year 2003-04	Actual First Preceding Year 2004-05	Adopted Budget This Year 2005-06	Resources	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
\$1,929,730	\$997,588	\$657,901	Beginning Fund Balance	\$165,000	\$165,000	\$165,000
14,573	16,188	17,197	Earnings from Temporary Investments	5,850	5,850	5,850
38,520	9,699		Surplus Property Income			
565,000	1,276,561	1,026,561	Transfer from Other Funds			
\$2,547,823	\$2,300,036	\$1,701,659	Total Resources	\$170,850	\$170,850	\$170,850
			Requirements			
		\$1,125,000	Capital Outlay			
\$1,185,083			Rescue Pumpers			
	\$1,273,398		2 Skybooms			
376,047	332,753		Engines			
124,105		230,000	Trucks			
1,685,235	1,606,151	1,355,000	Water Tender			
		281,902	Total Capital Outlay			
862,588	693,885	64,757	Contingency	\$170,850	\$170,850	\$170,850
\$2,547,823	\$2,300,036	\$1,701,659	Reserved for Future Expenditures			
			Total Requirements	\$170,850	\$170,850	\$170,850

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 that the District classifies as “small capital” items or “operating capital” items. This fund accounts for the purchase of equipment and furniture, which can not be funded through general obligation bonds under Oregon law, and equipment generally which 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	2003-04 Actual	2004-05 Actual	2005-06 Revised Budget	2006-07 Adopted Budget
Capital Outlay	\$1,016,673	\$2,226,394	\$2,271,905	\$2,034,421
Contingency			282,623	437,729
Reserved for Future		2,038,491	456,950	956,950
Ending Fund Balance	3,121,842			
Total Expenditures	\$4,138,515	\$4,264,885	\$3,011,478	\$3,429,100

2006-07 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 except for 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 Prop	Fabrication of "Window Cell" or "Attack Cell" prop utilizing shipping container to be used for Compartment Fire Behavior Training of incumbent and new personnel. CFFBT training has not been provided to TVF&R personnel. The "Window Cell" is used for demonstrating back draft development and hazards. The "Attack Cell" is used for demonstrating safer fire attack tactics using "gas cooling" methods.	10,000
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Total 10,000

5610 Building & Bldg Improv

22035 Station 35 - Cap Improv Fund

Storage shed	Alleviate over-crowding in existing out-building and provide accessibility to essential items being stored in bay loft.	3,500
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22067 Station 67 - Cap Improv Fund

Storage shed	Alleviate over-crowding in existing out-building and provide accessibility to essential items being stored in bay loft.	3,500
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22069 Station 69 - Cap Improv Fund

Storage shed	Replace current shed and provide additional exterior storage.	3,500
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22402 Training - Capital Improv Fund

Storage sheds	Add 10'x12' storage sheds to the exterior of the classroom buildings for extra table and chair storage to free up classroom space and lessen staff workload - 2 @ \$3,500.	7,000
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Total 17,500

5615 Vehicles & Apparatus

22402 Training - Capital Improv Fund

Gator utility vehicle	A diesel powered 4x6 utility vehicle with a workbed used to relocate equipment and small trailers during academies, special teams training, benchmark testing, and volunteer training.	12,000
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22571 Fleet Maint-Cap. Imp. Fund

Aerial man lift utility vehicle for Facilities Maintenance	Facilities Maintenance is responsible for maintenance and repair operations that require the use of an aerial device. Most of these tasks have been either sub-contracted, performed with a fire truck apparatus, or by using a forklift attachment. The aerial man lift utility vehicle will give Facilities the flexibility, responsiveness, and added safety to accomplish these tasks in house.	25,000
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Staff vehicle replacement - sedan	Scheduled replacement of one Pool vehicle.	23,000
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CAPITAL IMPROVEMENTS FUND, CONTINUED

5615 Vehicles & Apparatus

6,000 lb. used forklift	The small forklift used at the Training Center was surplused because it could not meet current safety standards and was cost prohibitive to repair. The larger Zoomboom construction forklift does not easily accommodate small deliveries and shipments must be unloaded by hand.	20,000
Non-code 3 staff vehicle	One additional Fire Prevention staff vehicle for Inspector position as proposed by SLOW group.	23,000
Non-code 3 staff vehicle	Additional Fire Prevention staff vehicle for Inspector position as proposed by SLOW group.	23,000
Staff vehicle replacement - mid-sized 4x4 pickup	Scheduled replacement of 1-582 Shop parts truck.	23,000
Staff vehicle for Communications Technician	One additional vehicle and improvements for Communication Technician as proposed by SLOW group.	25,000
Non-code 3 staff vehicle	One additional staff vehicle for Training Officer position as proposed by SLOW group.	23,000
Non-code 3 staff vehicle	One additional Fire Prevention staff vehicle for Inspector position added FY 2005-06.	23,000
	Total	<u>220,000</u>

5620 Firefighting Equip

22200 Emerg Oper Admin-Cap.Imp.Fund

Extrication tool upgrade	Holmatro extrication tool CORE upgrade to light extrication package hydraulic systems on E34, E52, E64, E65, E66, and loaner power unit - 6 @ \$2,750	16,500
Fireground Rope Search System	Rope Search Systems for all fire companies (50 ft. kevlar webbing with snap hook and swivel hook) - 339 @ \$71; and 200' primary search line in Chicago style bag w/marker system - 34 @ \$448.	39,301
Booster reel nozzles	To complete changeout of booster nozzles on engine companies - 10 @ \$610.	6,100
Thermal imagers	Thermal Imagers for Rescues - 2 @ \$10,000.	20,000
Extrication tool upgrade	Holmatro extrication tool CORE Upgrade of heavy extrication package hydraulic systems on T51, T67, E58 - 3 @ \$5,600	16,800

22220 Supply - Capital Improv. Fund

Hose replacement	100' sections of 1" lightweight booster hose - 3 @ \$325.	975
Hose replacement	50' sections of 1.5" hose - 20 @ \$120.	2,400
Smoke ejectors	Replacements - 2 @ \$1,400.	2,800
Hose replacement	100' sections of 1.5" forestry hose - 10 @ \$125.	1,000
Attic ladder	Replacement	400
Hose replacement	25' sections of 5" hose - 8 @ \$325.	2,600
Hose replacement	100' section of 1" forestry hose - 10 @ \$100.	1,000
Hose replacement	50' sections of 5" hose - 10 @ \$450.	4,500
Hose replacement	50' sections of 2.5" hose - 10 @ \$145.	1,250
Generators	Replacements - 2 @ \$1,200.	2,400

CAPITAL IMPROVEMENTS FUND, CONTINUED

5620 Firefighting Equip		
Hose replacement	100' sections of 5" hose - 25 @ \$650.	16,250
35' extension ladder	Replacement	1,000
Chainsaws	Replacements - 2 @ \$500.	1,000
24' extension ladder	Replacement	600
Hose replacement	10' sections of 1.5" forestry hose - 8 @ \$80.	640
22317 Support Volunteers-Cap Improv		
Retrofitted misting system for Saber engines	Supports primary mission of volunteers (rehab functions). This proposal will be tied into the restructuring of rehab operations with a team approach between the Rehab units and Volunteer Sabers. Currently, there are 2 misting fans, one on each rehab; however, one has been out of service due to a parts issue for over one year - 4 @ \$3,500.	14,000
22402 Training - Capital Improv Fund		
Turnout dryer system for Training Center	The purchase or fabrication of a turnout drying system for the training officer and recruit turnouts.	7,000
22460 Public Ed - Cap Improv Fd		
Safety House generator	The current portable generator is a safety hazard and needs to be replaced with a permanent model.	7,000
22571 Fleet Maint-Cap. Imp. Fund		
No-Smoke exhaust filtration systems	Continued replacement of the exhaust system filtration program - 6 @ \$8,500	51,000
Retrofit one Road Rescue unit to carry the cylinder refilling equipment currently in Air 333	These funds will be used to remove the trailer mounted air equipment in Air 333 and configure it into a rescue chassis used for rehab. The trailer portion of the unit will be configured for use for internal non-Ops District functions and programs.	17,500
Additional equipment for reserve rescue	Additional equipment needed to setup reserve rescue, including MDC @ \$10,000; SCBA @ \$2,000; radios @ \$3,500; and mounting hardware @ \$10,000.	25,500
Emergency lighting and response equipment	To set up Command vehicle purchased in FY 2005-06.	25,000
22626 Dive Rescue-Capital Impr. Fund		
Lowrance X-111 GPS/WAAS combination unit	GPS system needed to transmit DR-59's global position to other rescue agencies (i.e. Coast Guard).	550
Total		<u>285,066</u>
5625 EMS Equip		
22205 EMS Cap Improv Fund		
AEDs for staff/FP vehicles	Continued program to place AEDs on Staff/FMO vehicles as part of the District's community response to cardiac arrests - 4 @ \$1,650.	6,600
Total		<u>6,600</u>
5630 Office Equip & Furn		

CAPITAL IMPROVEMENTS FUND, CONTINUED

5630 Office Equip & Furn

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

Digital Postage Machine for Administration site.	Replacement of currently leased postage machine to meet changing USPS requirements. Purchase cost will be less than leasing based on analysis.	3,500
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22175 Comm/Tech Cap Improv.

Office equipment	Program Assistant requires new office furniture to provide adequate workspace for communications functions.	3,500
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22215 Info Tech. - Cap. Improv. Fund

Office furniture	Office furniture for Database Administrator.	3,500
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Total	10,500
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5635 Building Equipment

22200 Emerg Oper Admin-Cap.Imp.Fund

Turnout washer	Addition of turnout washer at station 69.	5,250
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Total	5,250
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5640 Physical Fitness Equip

22425 Empl. Wellness-Cap Impr Fund

Fitness equipment	Pull up/dip equipment for stations 53, 60, 64, 33, 53, 62 - 6 @ \$300; elliptical trainer for stations 65, 56 - 2 @ \$2,500; exercise bike for stations 59, 33, 66, North Division - 4 @ \$1,000; dumbbell rack for Training Center - \$700; stair mill for Training Center - \$3,500.	15,000
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Total	15,000
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5645 Shop Equipment

22051 Station 51 - Cap Improv Fund

Upgraded compressor	Upgrade to compressor would allow station personnel to fill the ladder truck tires to the correct operating pressure, alleviating unnecessary trips to a tire dealership.	1,000
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22175 Comm/Tech Cap Improv.

Testing equipment	Misc. testing equipment, hand tools, meters, and work space for Communications Technician.	25,000
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22571 Fleet Maint-Cap. Imp. Fund

NEXIQ program cartridge for ProLink diagnostic tool	This program cartridge is used to diagnose the ABS brake systems on District apparatus.	850
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Above ground automotive lifting hoist	The current above ground hoist is not suited for automotive application, due to its large size. When servicing staff cars, the technician must use blocks under the tires in order to place the lifting arms under the vehicle. Modifying the current unit is expensive and poses liability risks to the District.	3,500
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CAPITAL IMPROVEMENTS FUND, CONTINUED

5645 Shop Equipment

Apparatus lifting posts	Increase total number of lifts from 14 to 16. This will provide the flexibility to lift two tandem apparatus and one single rear axle apparatus - 2 @ \$12,500.	25,000
Replace fluid dispensing pumps	Pumps are 15 to 20-years old and at the end of their life expectancy - 3 @ \$1,000.	3,000
Drum and rotor jack	This jack is designed to allow one technician to lift and position heavy duty brake drums and rotors during replacement. This jack will prevent dangerous and potential injury causing by lifting during brake servicing.	700
Spool gun for Millermatic MIG welder	Welder head is 12 years old and past its useful life.	1,000
Rack shelving	Increase organization, storage, and efficiency.	2,000
Waste oil receiver and bulk oil tank	Bulk tank, pump, and waste oil receiver for staff vehicle oil products. Oil used for service procedures on automotive and apparatus historically have been the same. New manufacturer warranties now require the use of two distinctly different products.	1,500

22582 Facilities Maint.-Cap.Imp.Fund

Metal Pro 40 ton ironworker	This is an "All in one Fabrication Tool" that can punch, sheer, bend, notch, and press metal. It would be used at the Training Center to repair existing props and fabricate new props.	3,300
13 HP steam cleaner/pressure washer	Replacement needed due to age and excessive wear of existing unit.	3,900
	Total	70,750

5650 Communications Equip

22175 Comm/Tech Cap Improv.

Communications equipment	Carryforward: Replacement of Training Center phone switch.	60,000
Communications equipment	Station Assessment Study Option #1 for Ops; construction of additional MDC backbone site at Pete's Mt. - \$28,000; Motorola System engineering analysis to make recommendations for MDC backbone improvements. Requested by Operations to identify improvements that may increase the speed and reliability of status messages sent to WCCCA CAD. See complete Station Assessment Study for additional details.	28,000

CAPITAL IMPROVEMENTS FUND, CONTINUED

5650 Communications Equip

Communications equipment	Replace 93 MCS 2000 Type 1 & 2 portable radios. Purchase 350 XTS5000 Project 25 compliant, dual mode - 93 @ \$1,758.77; 93 Smartzone System Software - 93 @ \$1,222.50; Battery Impress NIMH - 93 @ \$38.71; Rugged Submersible - 93 @ \$203.75; 3 year warranty - 93 @ \$67; Impress Smart Ruggedized NIMH - 200 @ \$104.76; multi-unit charger - \$1,147.50; Rapid Impress - 93 @ \$140.25. The Nextel rebanding project will replace or reflash radios to bring them into compliance with the FCC ruling. The District portable radios are compliant, which means they are capable of accepting the software that will enable them to comply with FCC ruling. Nextel has to load the new software and the District has to reflash those radios. The entire radio requires replacement if it is too old to accept the software change, which applies to District mobile radios.	341,143
Communications equipment	Carryforward from FY 06: portable repeaters for Duty Chief vehicles to enhance radio coverage	18,000
Communications equipment	Carryforward: Connect stations 57, 58, 59 to existing Comcast fiber network: construction - \$20,000; switches for data equipment - \$3,000; encoder at Admin site to send video to stations - \$9,000; decoder at stations to receive video - \$6000.	59,000
Communications equipment	Replacement of receptionist switchboard at Administration.	4,000
Communications equipment	Carryover from FY 06; mobile repeater ACU 1000 - \$7,150; for Incident Command Vehicle with 10 modules @ \$1,125; installation - \$3,000 for installation.	21,400
Communications equipment	5 XLT 5000 Radios: Mobile spares (800 Mhz) and 5 VHF spares to keep apparatus in service.	9,500
	Total	541,043

5655 Data Processing Software

22170 LOGS Admin Capital Improv. Fd.		
Software	Outsource of Response Aid Pre-plans; includes data collection and drafting - 40 preplans per month @ \$720.	345,600
22175 Comm/Tech Cap Improv.		
Software	Carryforward: Necessary wireless security software; contingency, if required by BUG.	25,000
Software	Carryforward: MDC software for new command vehicle; FireBaseMap and OS.	3,592
22215 Info Tech. - Cap. Improv. Fund		
Placeholder for replacement of IFAS for supply/purchasing/ap/gl/ar/finance/due to lack of supportability		125,000
Software	Implement I-Maint for Facilities; move from current PMC software.	10,000

CAPITAL IMPROVEMENTS FUND, CONTINUED

5655 Data Processing Software

Ceridian Self Service, Time and Attendance, and Completion of Core Payroll Modules	Prior year IT budget showed this for "software" for Ceridian, although this "software" was not purchased, but this was the development cost for customizing the host payroll processing computer. PY budget 34,200 less estimated \$10,000 paid by June 30, 2006.	24,200
Software	First On-Scene software. Migration of current, no longer supported, SunproRMS.com incident reporting system to First On-Scene.	42,500
Software	Barcode software.	15,000
	Total	590,892

5660 Computer Equip

22175 Comm/Tech Cap Improv.

Computer equipment	MDC for EMS Chief response vehicle - \$7,500 hardware; \$3,120 Mapsol software and maintenance support.	10,620
Mobile Data Computer	MDC for C32 response vehicle. Response data is now kept on MDCs for responding units. C32 cannot obtain this information or communicate electronically via MDC. FMZ maps will be extremely difficult to maintain once line MDCs are fully operational.	8,000

22215 Info Tech. - Cap. Improv. Fund

Computer equipment	Application server for routine capital replacement; part of the new 'virtual server' datacenter infrastructure; can house 4-5 large applications or 10-12 smaller applications.	45,000
Computer equipment	Carry forward and moved from 22175; laptops for Incident Command vehicle - 1 @ \$2,500; 1 @ \$3,000.	5,500
Computer equipment	Computer, printer, support laptop for Database Administrator.	3,500
Computer equipment	Capital replacement of laser printers; carryover from FY 06; 4050 printers - 23 @ \$2,500.	57,500
Computer equipment	Network diagnostic tool for troubleshooting and preventative maintenance.	10,000
Computer equipment	Computer, printer, laptop, PDA to support new position set up for Electronic Technician, EMS Officer.	7,000

CAPITAL IMPROVEMENTS FUND, CONTINUED

5660 Computer Equip

Computer equipment	Additional laptop for Ops/EMS QI to provide: 1) Ability to download remote data for Q.I. and research analysis (Philips monitors, AEDs, etc.). Part of the contract with Philips is to provide EKG data that the District currently cannot download via its computer system. A laptop will enable the EMS Officer to do this while visiting stations. 2) Ability to provide tabletop training in similar fashion to the Duty Chief quarterly sessions. Also used to provide training during poster presentations at conferences or other EMS training requiring a computer to develop/change/deliver material. 3) More accurately record changes at Tri-County protocol development meetings (and other meetings, i.e. ROC, tri-county research, etc.). 4) Ability to continue work remotely.	2,500
Computer equipment	Replace laser printers in Finance and onsite support pack - 2 @ \$2,350.	4,700
Computer equipment	Application server for routine capital replacement; part of the new 'virtual server' datacenter infrastructure; can house 4-5 large applications or 10-12 smaller applications; this is contingency for new applications (i.e. Finance/LMS) that may not end up as hosted services.	45,000
Computer equipment	Two laptop replacements of desktops for Finance/Payroll personnel, which will be redeployed and utilized to increase reserves that are depleted and forcing nonstandard PCs into the system.	4,600
Computer equipment	Laptops are being utilized for checkout purposes for business travel and project specific purposes with increasing frequency. Shortages are causing IT difficulty in meeting requests.	6,900
Computer equipment	Additional laptop for Operations to support Telestaff; used for support by personnel off-shift.	2,500
Computer equipment	Laptop replacements of desktops for mobile personnel to improve efficiency.	6,900
Computer equipment	Capital replacement of network equipment for unforeseen expenditures.	35,000
Computer equipment	HP 5000 color printer and onsite support pack.	6,600
	Total	261,820

5999 Budgeted Ending Fund Balance

22000 Cap Improvement Fund Adminstra

Fund balance reserved for 2010 Operations radio replacement. Year one build of reserves, nonbondable.		400,000
Fund balance reserved		556,950
	Total	956,950

Total Capital Improvements Fund **2,991,371**

TUALATIN VALLEY FIRE & RESCUE

CAPITAL IMPROVEMENTS FUND

<i>Historical Data</i>				<i>Budget for Next Year 2006-07</i>		
Actual First Preceding Year 2003-04	Actual First Preceding Year 2004-05	Revised Budget This Year 2005-06	Resources	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
\$1,940,553	\$3,121,842	\$1,685,842	Beginning Fund Balance	\$912,500	\$912,500	\$912,500
86,379	23,187	15,000	Surplus Property Income			
32,971	51,588	34,075	Interest Income	34,100	34,100	34,100
2,078,612	1,068,268	1,276,561	Transferred from Other Funds	2,482,500	2,482,500	2,482,500
\$4,138,515	\$4,264,885	\$3,011,478	Total Resources	\$3,429,100	\$3,429,100	\$3,429,100
			Requirements			
			Capital Outlay			
294,559	\$272,351	\$305,800	Vehicles & Apparatus	\$220,000	\$220,000	\$220,000
		10,000	Training Center Props	10,000	10,000	10,000
280,015	390,607	344,415	Firefighting Equipment	285,066	285,066	285,066
18,751	316,889	31,626	Emergency Medical Equipment	6,600	6,600	6,600
14,839	19,907	123,165	Office Equipment	10,500	10,500	10,500
11,851	5,397	10,995	Building Equipment/Improv	22,750	22,750	22,750
31,697	5,867	15,016	Physical Fitness Equipment	15,000	15,000	15,000
7,323	69,348	61,410	Shop Equipment	70,750	70,750	70,750
11,748	27,964	417,276	Communications Equipment	195,443	195,443	195,443
212,071	242,182	568,752	Data Processing Software	936,492	936,492	936,492
133,819	875,882	383,450	Data Processing Equipment	261,820	261,820	261,820
1,016,673	2,226,394	2,271,905	Total Capital Outlay	2,034,421	2,034,421	2,034,421
		282,623	Contingency	437,729	437,729	437,729
1,016,673	2,226,394	2,554,528	Total Expenditures	2,472,150	2,472,150	2,472,150
3,121,842	2,038,491	456,950	Reserved for Future Expenditures	956,950	956,950	956,950
\$4,138,515	\$4,264,885	\$3,011,478	Total Requirements	\$3,429,100	\$3,429,100	\$3,429,100

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, who joined in 2005. The District's commitment to the partnership includes a full time Emergency Program Coordinator funded entirely by the District and a contribution of 20% of the costs of the Program Director funded jointly by the agencies participating in the partnership.

Budget Summary

Expenditures	2003-04 Actual	2004-05 Actual	2005-06 Budget	2006-07 Adopted Budget
Personnel Services	\$35,977	\$35,439	\$37,982	\$36,536
Materials and Services	2,683	4,458	6,518	7,164
Total Expenditures	\$38,660	\$39,897	\$44,500	\$43,700

Personnel Summary

Position	2003-04 Actual	2004-05 Actual	2005-06 Budget	2006-07 Budget
Emergency Management Director	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00

2006-07 Significant Changes

Personnel services reflect annual wage and benefit increases for the Director, although the contribution of the District shows a decrease over fiscal year 2005-2006, it is due to the City of Tigard joining the consortium and contribution responsibility. The increase in Material and Services is in account 5570, Miscellaneous Business Expense, which includes expenditures for a special focus community forum and a planning retreat.

Status of 2005-06 Performance Measures

- ▶ Continue rewrite of the County Emergency Operations Plan.

MEASUREMENT BASIS: At a minimum, the following plan sections have been completed and adopted: Debris Management, Emergency Public Information, HazMat, and EMS Resource Management (*Strategic Goals IV, VI*).

Status: The EMS Resource Management and Emergency Public Information annexes were completed. Work on the Debris Management Annex was hampered by the departure of the Washington County Solid Waste Coordinator and the inability of a regional disaster debris planning team to complete development of an overarching regional plan. Work on the HazMat Annex was initiated, but not completed. Completion and adoption of the Debris Management and HazMat annexes will be accomplished in FY 06-07.

- ▶ Design and conduct a terrorism-focused full-scale exercise in the spring of 2006.

MEASUREMENT BASIS: A full-scale terrorism exercise involving the county Emergency Operations Center (EOC), the sheriff's Disaster Operations Center (DOC), and other local jurisdictions has been conducted (*Strategic Goal VI*).

Status: Exercise TIPOFF '06 was conducted in June 2006. TVF&R partnered with the OCEM agencies, Columbia County, numerous local agencies in both Washington and Columbia counties, and several regional and state agencies and organizations to design and conduct this full scale terrorism exercise. The exercise allowed the participants to practice their terrorism response procedures, mass casualty incident protocols, intelligence sharing and analysis capabilities, and interagency communications skills in preparation for the 2007 national exercise ("TOPOFF 4") that will be conducted in the Portland Urban Area.

- ▶ Guide and manage implementation of homeland security plans, programs, and grants and the conduct of homeland security assessments throughout the year.

MEASUREMENT BASIS: OCEM has continued active participation in the Anti-Terrorism Advisory Committee, managed the countywide participation in the Homeland Security Grant Program, and served as the broker/coordinator/facilitator of new federal, state, and regional anti-terrorism initiatives including implementation

of the National Incident Management System and the National Response Plan. *(Strategic Goals IV, VI).*

Status: OCEM staff continued its active participation in and support of the countywide Anti-Terrorism Advisory Committee by serving in key committee positions and leading many of the committee’s work efforts. The OCEM Director represented the County in its involvement with the Urban Areas Security Initiative (UASI) grant program and several members of the OCEM staff served on grant implementation committees. The OCEM Director represented the County and urban area in a multi-day homeland security workshop and facilitated several workshop sessions. The workshop led to development of a statewide enhancement plan that was critical to the state and urban area applications for fiscal year 2005-2006 Homeland Security Grant Program funds. The OCEM Director contributed significantly to preparation of the urban area’s application for fiscal year 2005-2006 grant funds, and the director and OCEM staff facilitated the County’s grant application process.

- ▶ Develop an emergency management policy manual for elected officials and create a related training program. MEASUREMENT BASIS: A policy manual for elected officials has been developed and a program to train those officials on the plan has been created. *(Strategic Goal VI).*

Status: An emergency management policy manual for elected officials was developed and made available to the OCEM partner agencies and other local governments in the County. The guide was designed so local governments could easily modify it to reflect differences in how elected officials participate in emergency management program activities at the various agencies. An elected officials training plan/program was also developed to address the information contained in the guide and provide additional training on the Incident Command System. This training will be delivered in fiscal year 2006-2007.

Additional 2005-06 Accomplishments

- ▶ OCEM staff played an extensive and significant role in interpreting, guiding, and facilitating agency compliance with new national incident management standards.
- ▶ OCEM staff responded to numerous requests for emergency preparedness information and advice following Hurricanes Katrina and Rita. Presentations were

made to the Board of County Commissioners, numerous citizen participation and neighborhood organizations, church groups, social/professional organizations, and more.

- ▶ The OCEM Director, a County Commissioner, and the County Administrator’s Office represented Washington County in Operation Welcome Oregon, a regional effort to welcome and assist evacuees from the hurricane-ravaged city of New Orleans.
- ▶ OCEM staff organized and coordinated delivery of two important training opportunities for jurisdictions in Washington County. They included training for first responders on the organization, roles, and capabilities of the Portland Bomb Squad and training for agency Public Information Officers on the functions of a Joint Information Center.
- ▶ OCEM staff participated in and/or supported the conduct of numerous agency exercises including the Marion County full scale terrorism exercise (“Operation Cooperation”) and a Washington County Point of Distribution (POD) exercise.
- ▶ The OCEM Director and several members of the OCEM staff guided and/or participated in a number of critical urban area homeland security efforts, including a major overhaul of the urban area homeland security strategy and development of a regional terrorism incident response plan, a tactical interoperable communications plan, and a critical public infrastructure protection plan.

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 (Strategic Goals III and V).
- ▶ 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 (Strategic Goals III and V).

- ▶ 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 (*Strategic Goals III and V*).

- ▶ 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 (*Strategic Goals III and V*).

Emergency Management Fund

	Actual Prior FY 2004	Actual Prior FY 2005	Budget Prior FY 2006	Budget Proposed FY 2007	Budget Approved FY 2007	Budget Adopted FY 2007
5002 Salaries & Wages Nonunion	23,910	23,738	23,308	23,910	23,910	23,910
5004 Vacation Taken Nonunion	1,183	945	2,305	1,183	1,183	1,183
5015 Vacation Sold	773	797	985	1,022	1,022	1,022
5021 Deferred Comp Match Nonunion	251	247	256	256	256	256
5201 PERS Taxes	5,076	5,219	6,066	5,220	5,220	5,220
5203 FICA/MEDI	1,797	1,788	2,054	1,797	1,797	1,797
5206 Worker's Comp	554	189	577	577	577	577
5207 TriMet/Wilsonville Tax	158	157	166	166	166	166
5208 OR Worker's Benefit Fund Tax	2	8		10	10	10
5211 Medical Ins Nonunion	1,707	1,802	1,813	1,813	1,813	1,813
5221 Post Retire Ins Nonunion	81	77	75	85	85	85
5230 Dental Ins Nonunion	261	261	273	273	273	273
5240 Life/Disability Insurance	224	210	104	224	224	224
Total Personnel Services	35,977	35,439	37,982	36,536	36,536	36,536
5300 Office Supplies	168	281	275	240	240	240
5301 Special Department Supplies	32	2	25	20	20	20
5302 Training Supplies	53	10	150	110	110	110
5330 Noncapital Furniture & Equip	83	163				
5340 Software Expense/Upgrades			65	52	52	52
5350 Apparatus Fuel/Lubricants	141	198	180	180	180	180
5363 Vehicle Maintenance			125	100	100	100
5368 M&R Computer Equip & Software			50	40	40	40
5400 Insurance Premium	346	371	389	400	400	400
5410 General Legal			100	80	80	80
5414 Other Professional Services	154	250	1,500			
5415 Printing			200	130	130	130
5416 Custodial & Bldg Services	1,005	1,065	1,128	958	958	958
5430 Telephone	99	137	90	72	72	72
5450 Rental of Equip	16	10				
5461 External Training	71	80	200	160	160	160
5462 Travel and Per Diem	274	253	625	500	500	500
5471 Citizen Awards	31		100	60	60	60
5481 Community Education Materials			1,000	800	800	800
5500 Dues & Subscrip	73	76	78	66	66	66
5570 Misc Business Exp	12	1,538	98	3,084	3,084	3,084
5571 Planning Retreat Expense	84		35	28	28	28
5572 Advertis/Public Notice	41	24	105	84	84	84
Total Materials and Services	2,683	4,458	6,518	7,164	7,164	7,164
Total Emergency Management Fund	38,660	39,897	44,500	43,700	43,700	43,700

EMERGENCY MANAGEMENT FUND

<i>Historical Data</i>				<i>Budget for Next Year 2006-07</i>		
Actual First Preceding Year 2003-04	Actual First Preceding Year 2004-05	Adopted Budget This Year 2005-06		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
			Resources			
			Operating Transfers In	\$43,700	\$43,700	\$43,700
\$38,660	\$39,897	\$44,500	Total Resources	\$43,700	\$43,700	\$43,700
\$38,660	\$39,897	\$44,500				
			Requirements			
\$35,977	\$35,439	\$37,982	Personnel Services	\$36,536	\$36,536	\$36,536
2,683	4,458	6,518	Materials and Services	7,164	7,164	7,164
\$38,660	\$39,897	\$44,500	Total Requirements	\$43,700	\$43,700	\$43,700

GRANTS FUND

Program Description

This fund has been created to account for the significant volume of grant funds the District has been awarded. 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	2003-04 Actual	2004-05 Actual	2005-06 Revised Budget	2006-07 Adopted Budget
Personnel Services				\$8,400
Materials and Services		\$438,432	\$279,410	142,935
Capital Outlay		669,440	615,288	1,549,810
Ending Fund Balance		69,315		
Total Expenditures	\$0	\$1,177,187	\$894,698	\$1,701,145

2006-07 Grant Descriptions

- ▶ The **Apartment Program** grant is a new, federally funded grant in the Public Education department. This grant will fund most of the landlord materials and giveaways as well as related overtime and research expenditures for the Apartment Program for a total budget of \$98,935. As this is 100% fully funded, the District does not need to contribute any portion of this particular part of the project.

- ▶ The **WCCCA** grant is being extended until October 31, 2007, and is a pass through grant. The State reimburses the District 100% of monies requested, and the District turns this money over to WCCCA, who actually pays the vendors. In the upcoming budget year, WCCCA plans on finishing up the radio site security cameras, installing security treatments for their facility's windows, and preparing a business continuity plan; this is estimated to cost \$155,000 in the 2006-07 budget.

- ▶ The **SCBA** grant is a grant that the District hopes it will be awarded in the 2006-07 budget year. It would fund self-contained breathing apparatus for the District's Emergency Operations division. The amount budgeted is \$1,447,210, of which the District would need to fund \$200,000 of the project. The District is anticipating selling the replaced SCBAs for surplus revenue of \$247,210.

TUALATIN VALLEY FIRE & RESCUE

GRANTS FUND

<i>Historical Data</i>			<i>Budget for Next Year 2006-07</i>			
Actual First Preceding Year 2003-04	Actual First Preceding Year 2004-05	Adopted Budget This Year 2005-06	Resources	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
	\$1,157,187	\$793,975	Grant Revenue	\$1,253,935	\$1,253,935	\$1,253,935
	20,000	100,723	Surplus Property Income	247,210	247,210	247,210
			Operating Transfers In	200,000	200,000	200,000
	<u>\$1,177,187</u>	<u>\$894,698</u>	Total Resources	<u>\$1,701,145</u>	<u>\$1,701,145</u>	<u>\$1,701,145</u>
			Requirements			
	\$438,432	\$279,410	Personnel Services	\$8,400	\$8,400	\$8,400
	669,440	615,288	Materials and Services	142,935	142,935	142,935
	1,107,872	894,698	Capital Outlay	1,549,810	1,549,810	1,549,810
	69,315		Total Expenditures	1,701,145	1,701,145	1,701,145
			Reserved for Future Expenditures			
	<u>\$1,177,187</u>	<u>\$894,698</u>	Total Requirements	<u>\$1,701,145</u>	<u>\$1,701,145</u>	<u>\$1,701,145</u>