

Program Description

The governing board is comprised of five elected citizens of the District who are responsible for the overall budgetary and policy direction of the District. The Board of Directors (Board) approves the scope and direction of the services to be provided to the citizens and ensures that the needs of the citizens are met, in so far as possible, with available resources. In addition to setting policy and hiring the Fire Chief/Administrator, the Board appoints committee and commission members, including the Budget Committee and the Civil Service Commission.

Budget Summary

Expenditures	2015-16 Actual	2016-17 Actual	2017-18 Revised Budget	2018-19 Adopted Budget
Personnel Services		\$ 59	\$ 500	\$ 500
Materials and Services	\$ 23,040	118,279	371,200	422,950
<b>Total Expenditures</b>	<b>\$ 23,040</b>	<b>\$ 118,338</b>	<b>\$ 371,700</b>	<b>\$ 423,450</b>

2018-19 Significant Changes

Within Materials and Services, budgeted expenses include \$6,000 in legal expenses for monthly Board meetings and workshops, a \$9,000 allowance for Board Member meeting reimbursements, \$1,750 for Board Member conference registrations, \$4,750 in mileage reimbursements, travel and per diem. The most significant account in the budget is for election expenses which is budgeted for both Board member election costs assessed by our four counties and the May 2019 local option levy renewal election.

Board of Directors



Clark I. Balfour  
President



Gordon L. Hovies  
Vice President



Brian J. Clopton  
Secretary-Treasurer



Robert C. Wyffels  
Member



Randy J. Lauer  
Member

Status of 2017-18 Tactics

- Provide policy direction for the District based upon the three strategic goals.

Goal/Strategy: All  
Timeframe: 24 months with monthly review via Board Policy.  
Partner(s): All District divisions and departments.  
Budget Impact: Varies based upon policy direction.  
Measured By: Adequate engagement from Board Members.  
Appropriate policy development that allows Staff the ability to execute plans, processes and programs that support the Strategic Plan.  
Status: → Ongoing  
Status Report: The Board provided policy direction via actions taken at monthly Board meetings and in the annual budget approval process. For example, during fiscal year 2018, they authorized intergovernmental agreements, contracts for professional services, major apparatus and equipment purchases, Board Policy updates, and civil service commission appointments. They also passed resolutions to authorize various budget appropriations, bond issuance and sales, and initiation of the Newberg Rural Fire District and City of Newberg service area annexations. The annual budget committee included the Board members.

- Provide strategic direction and policy position on regional economic, taxation and land use issues that have an impact on the District.

Goal/Strategy: Goal 2; Goal 3  
Timeframe: 24 months  
Partner(s): Fire Chief's Office  
Budget Impact: None  
Measured By: Participation in local, regional, and state forums that allows for the direct interaction and subsequent policy position statement on economic, taxation, and land use processes  
Status: → Ongoing  
Status Report: In the 2018 Fiscal Year, Board member activity in this area included participation in the Washington County Consolidated Communications Agency Board of Commissioners, Metro Southwest Corridor Advisory Group, Metro Policy Advisory Committee, Clackamas County ALS Consortium and the Special Districts Association of Oregon Board, Legislative Committee and Fire Caucus.

Status of 2017-18 Tactics, continued

- Once supported, develop annexation and election strategies for Washington County Fire District #2, Newberg Rural Fire Protection District and the City of Newberg.

Goal/Strategy: Goal 3- Strategies 3.3; 3.4  
 Timeframe: 18 months  
 Partner(s): Fire Chief’s Office  
 Budget Impact: Increase required  
 Measured By: Successful public polling, annexation strategy development, measure development, filing and election campaign resulting in annexation.  
 Status: ✓ Complete  
 Status Report: During the 2018 fiscal year, the Board directed staff to develop ballot titles and explanatory statements related to District 2 annexation, and subsequent work to support legal dissolution and tax assessment procedures to finalize the annexation process. The Board also passed resolutions to call for an election and imitate annexation of the Newberg Rural and City of Newberg territories. Through the remainder of the fiscal year, the Board will receive regular staff briefings on the status of these initiatives and provide policy level guidance when appropriate.

2018-19 Tactics

- Provide policy direction for the District based upon the three strategic goals.

Goal/Strategy: All  
 Timeframe: 24 months.  
 Partner(s): All District divisions and departments.  
 Budget Impact: Varies based upon policy direction.  
 Measured By: Adequate engagement from Board Members. Appropriate policy development that allows staff the ability to execute plans, processes and programs that support the Strategic Plan.

- Provide strategic direction and policy position on regional economic, taxation and land use issues that have an impact on the District.

Goal/Strategy: Goal 1; Goal 2  
 Timeframe: 24 months.  
 Partner(s): Fire Chief’s Office  
 Budget Impact: None  
 Measured By: Participation in local, regional, and state forums that allows for the direct interaction and subsequent policy position statement on economic, taxation, and land use processes.

Board of Directors, continued

	2015-16 Actual	2016-17 Actual	2017-18 Revised Budget	2018-19 Proposed Budget	2018-19 Approved Budget	2018-19 Adopted Budget
<b>10120 General Fund</b>						
5270 Uniform Allowance		\$ 59	\$ 500	\$ 500	\$ 500	\$ 500
<b>Total Personnel Services</b>		<b>59</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
5300 Office Supplies	\$ 11	185	50	150	150	150
5301 Special Department Supplies	127		400	300	300	300
5410 General Legal	3,486	6,186	6,000	6,000	6,000	6,000
5415 Printing	38					
5421 BOD Allowance	9,250	8,400	9,000	9,000	9,000	9,000
5461 External Training	1,581	1,716	1,800	1,750	1,750	1,750
5462 Travel and Per Diem	3,609	3,736	5,250	4,750	4,750	4,750
5500 Dues & Subscriptions	400	2,400	2,000			
5570 Misc Business Exp	1,431	2,133	2,500	2,500	2,500	2,500
5572 Advertis/Public Notice	3,107	3,308	3,500	3,500	3,500	3,500
5574 Elections Expense		90,216	340,700	110,000	395,000	395,000
<b>Total Materials and Services</b>	<b>23,040</b>	<b>118,279</b>	<b>371,200</b>	<b>137,950</b>	<b>422,950</b>	<b>422,950</b>
<b>Total General Fund</b>	<b>\$ 23,040</b>	<b>\$ 118,338</b>	<b>\$ 371,700</b>	<b>\$ 138,450</b>	<b>\$ 423,450</b>	<b>\$ 423,450</b>