

Pacific County Fire Protection District 1
Regular Commissioner's Meeting
June 15th, 2021 – 4:00 p.m.
Station 21-1, Ocean Park and Zoom



AGENDA

Establish Quorum/Call Meeting To Order/Pledge of Allegiance

Executive Session for Board for Volunteer FF Monthly Meeting

Consent Agenda (Items that need approval and signatures.)

1. Minutes of Regular Commissioners Meeting held on May 18th, 2021
2. May 26th, 2021 4th Week Expenses for a total of \$14,597.82
3. June 15th, 2021 expenses for a total of \$222,859.67, not including Jack's Country Store
 - a. Accounts Payable: \$24,855.95
 - b. Payroll: \$198,003.72

Jack's Country Store: Needs Approval

1. Jack's June 15th, 2021 expenses for a total of \$499.95

Guests and Public Comments

1. Guests:
Public Comments:
Please introduce yourself and your purpose in attending the meeting.

Presentations and Special Events: None

Secretary's Report

1. BIAS Treasurer's Report
2. Monthly Budget Position Report, May 2021
3. 2021 Cash Flow Statement
4. 2021 Cash Flow Projection
5. Systems Design Collection Statistics

Calendar Items and Upcoming Events

1. July 20th, 2021 – Regular Commissioner's Meeting, Station 21-1 and via teleconference, 4:00 p.m.

Correspondence: None

Old Business:

1. 168th Property Discussion

New Business:

1. Strategic Plan: Needs Approval
2. Administrative Assistant Job Description

Pacific County Fire Protection District 1
Regular Commissioner's Meeting
June 15th, 2021 – 4:00 p.m.
Station 21-1, Ocean Park and Zoom



3. Surfside Station Bids: Needs Approval

District Chief's Report

1. AC Weatherby's Report
2. AC Bishop's Report
3. Pub Ed Coordinator Karvia's Report

Commissioner's Reports

1. Tom Downer
2. Fred Hill
3. Dennis Long

Personnel Information:

Good of the Order:

Executive Session:

Adjourn Meeting by Chairman

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1
REGULAR COMMISSIONERS MEETING
MINUTES MAY 18, 2021**



Commissioner Hill established that a quorum was present and called the meeting to order at 16:00. The meeting was held at Station 1, located at 26109 Ridge Avenue, Ocean Park, WA 98640 and via teleconference. Attendance at the meeting included:

Commissioner Fred Hill
Commissioner Tom Downer
Commissioner Dennis Long
Fire Chief Jacob Brundage
Assistant Chief Brad Weatherby
Assistant Chief T.J. Bishop

Captain Jeff Archer
Firefighter/Paramedic Josh Raichl
Firefighter/EMT David Williams
District Secretary [REDACTED]
Pub Ed Coordinator Lani Karvia

Commissioner Hill called for an Executive Session at 16:01 for Pension and Relief Board meeting. Regular session resumed at 16:02.

Consent Agenda

1. Minutes of Regular Commissioners Meeting held on April 20, 2021
2. Minutes of Special Commissioners Meeting held on May 12, 2021
3. April 28, 2021 4th Week Expenses for a total of \$14,597.82
4. May 18, 2021 expenses for a total of \$227,300.98, not including Jack's Country Store
 - a. Accounts Payable: \$28,522.08
 - b. Payroll: \$198,778.90

Commissioner Downer made a motion to approve the consent agenda as presented, seconded by Commissioner Long. Motion carried.

Jack's Country Store

1. *Jack's May 18, 2021 expenses for a total of \$292.88*

Commissioner Hill made a motion to approve the expenses for Jack's Country Store, seconded by Commissioner Long. Commissioner Downer abstained. Motion carried.

Guests and Public Comments: None

Presentations and Special Events: None

Secretary's Report: (Report Attached)

1. BIAS Treasurer's Report
2. Monthly Budget Position Report, April 2021
3. 2021 Cash Flow Statement
4. 2021 Cash Flow Projection
5. Systems Design Collection Statistics

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1
REGULAR COMMISSIONERS MEETING
MINUTES MAY 18, 2021**



Calendar Items and Upcoming Events

1. June 15th, 2021 – Regular Commissioner's Meeting, Station 21-1, 4:00 p.m.

Correspondence: None

Old Business: None

1. Strategic Planning Workshop Discussion

New Business:

1. King Vision Video Laryngoscopes Purchase: Needs Approval

See attached request summary.

AC Bishop explained that we have trialed six different devices. Staff has evaluated each option, and King Vision was the preferred equipment.

Commissioner Long made a motion to approve the purchase of the King Vision video laryngoscopes as presented, seconded by Commissioner Downer.

Discussion ensued.

Commissioner Downer asked if we would be able to get by with 6 laryngoscopes. He stated that the when training, devices could be taken off of the apparatus.

AC Bishop stated that six devices would be fine.

Commissioner Long amended the motion to approve the purchase of the King Vision video laryngoscopes from 8 devices to 6, seconded by Commissioner Downer. Motion carried.

District Chief's Report: See attached report.

Chief Brundage asked the Board if they would be open to a staggered approach to hiring part-timers.

Commissioner Downer stated that he would be in favor

Commissioner Hill stated that he would be agreeable to that.

Commissioner Long asked if there was anything negative to hiring the part-timers.

Chief Brundage stated that there are many benefits. The offer of part-timers was given in negotiations. This opens up career paths for potential full-time hires. Our call volume is creeping up, and this could help staff the stations. He stated that he will provide data at the 6 month mark, but the call volume is not slowing down.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1
REGULAR COMMISSIONERS MEETING
MINUTES MAY 18, 2021**



Commissioner Downer made a motion to authorize Chief Brundage to add one part-timer per day to the schedule, seconded by Commissioner Hill. Motion carried.

1. AC Weatherby's Report – AC Weatherby reported the following:
 - i. The Methodist Camp training burn is scheduled for 6/5. Other agencies have been invited to participate.
 - ii. After starting proficiency training, it has been identified that the District needs to run a pump operator class.
 - iii. FF/EMT Colten Trotter taught a chainsaw class where Members learned about maintenance and became comfortable with large saws..
 - iv. He hopes to have the quotes for the Surfside Station in June. He is currently talking with contractors.
 - v. We are currently waiting to move forward on the gorse removal. We will wait a month or two, and then can bury it later in the summer.
 - vi. The small brush truck will be in-service tomorrow; the large brush truck will be in-service in 7-10 days, by June 1st.
2. AC Bishop's Report – See attached report.
3. Pub Ed Coordinator Karvia's report – See attached report.

Commissioner's Reports

1. Tom Downer – Commissioner Downer asked if we have made contact with Pacific County regarding the tree ordinance.

Chief Brundage stated that we have not.

2. Fred Hill – None
3. Dennis Long – Commissioner Long stated that he attended a PACCOM meeting on May 6th. He stated that \$75,000 of equipment needed to be replaced later in the year, but this would be covered by the ER&R fund. He informed that he will attend a budget meeting on 5/27 to get ready for the County budget.

Good of the Order:

Chief Brundage stated that we have been busy, and have been doing a good job. The volunteers are excited, and have been stepping up to help cover calls.

AC Bishop stated that on September 30th, he will be retiring from the Army.

Personnel Information: None

Executive Session:

Commissioner Hill called for an Executive Session lasting approximately 15 minutes for personnel matters at 16:35. Fire Chief Brundage was in attendance for the entire session. No decisions were made. Regular session resumed at 16:50.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1
REGULAR COMMISSIONERS MEETING
MINUTES MAY 18, 2021**



Meeting adjourned at 16:50.

FRED H. HILL, Commissioner

THOMAS L. DOWNER, Commissioner

Attest:

DENNIS A. LONG, Commissioner

[REDACTED] District Secretary

Certified to be the original minutes

Date

VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 16:52:56 Date: 05/26/2021

05/26/2021 To: 05/26/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
753	05/26/2021	Claims	1	24899	ARAMARK	76.34	5/19 LINEN SERVICE; 5/12 LINEN SERVICE
754	05/26/2021	Claims	1	24900	JUSTIN D F BAKER	182.00	MILEAGE TO WHATCOM COUNTY FD1 TRAINING 3/31-4/2, MILEAGE TO MASON COUNTY FD4 4/24
755	05/26/2021	Claims	1	24901	BANK OF THE PACIFIC VISA - 1029	1,999.16	LK APRIL CREDIT CARD CHARGES
756	05/26/2021	Claims	1	24902	BANK OF THE PACIFIC VISA - 1303	280.31	JB APRIL CREDIT CARD CHARGES
757	05/26/2021	Claims	1	24903	BOUND TREE MEDICAL, LLC	1,221.14	MEDICAL SUPPLIES - TAXED AND NOT TAXED; MEDICAL SUPPLIES - TAXED
758	05/26/2021	Claims	1	24904	CENTURY LINK #300537338	130.42	ST2 TELEPHONE
759	05/26/2021	Claims	1	24905	CENTURYLINK #300541120	57.78	BURN LINE
760	05/26/2021	Claims	1	24906	CENTURYLINK #300541738	436.90	ST1 AND ST3 TELEPHONE
761	05/26/2021	Claims	1	24907	ENGLUND MARINE SUPPLY	162.27	T-BOLT CLAMP - B21-52 BUILD; STREAMLIGHT LIGHT REPAIRS; EAR PLUGS
762	05/26/2021	Claims	1	24908	NAEMT	60.00	3RD EDITION HYBRID PROVIDER COURSE FEE
763	05/26/2021	Claims	1	24909	NORTH BEACH WATER	133.10	ST1 WATER; ST1D WATER
764	05/26/2021	Claims	1	24910	OKIES THRIFTWAY	457.63	LUNCH FOR CHAINSAW CLASS; LUNCHES FOR AIRWAY LAB
765	05/26/2021	Claims	1	24911	OMAN & SONS INC	176.03	METHODIST CAMP TRAINING BURN BUILDING PREP
766	05/26/2021	Claims	1	24912	PACIFIC OFFICE AUTOMATION	35.46	4/19-5/19 COPY/PRINT
767	05/26/2021	Claims	1	24913	PUD #2 OF PACIFIC COUNTY	687.66	ST4 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY
768	05/26/2021	Claims	1	24914	SEA WESTERN INC, FIREFIGHTING EQUIP.	123.40	GLOVES
769	05/26/2021	Claims	1	24915	SILVER STAR TELECOM	329.60	INTERNET ST1 AND ST2
770	05/26/2021	Claims	1	24916	STERICYCLE INC.	42.74	BIOHAZARD DISPOSAL
771	05/26/2021	Claims	1	24917	STRYKER SALES CORPORATION	3,168.00	LIFEPAK 1000S SERVICE AGREEMENT
772	05/26/2021	Claims	1	24918	SUNSET AUTO PARTS	77.59	SPARK PLUG FOR THE CHANSAW CLASS, FLARES ARE FOR EXTRA SUPPLIES; FITTING - #3085
773	05/26/2021	Claims	1	24919	SYSTEMS DESIGN WEST, LLC.	2,689.45	EMS BILLING FOR APRIL
774	05/26/2021	Claims	1	24920	VERIZON WIRELESS	320.12	MEDIC 2144 MDC AIRCARD; IPAD MDC CHARGES
775	05/26/2021	Claims	1	24921	WESTLAKE HARDWARE	16.87	MAGNETIC LINER, LIGHT BULBS

001 General Fund 651.100

12,863.97

Claims: 12,863.97
12,863.97

VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 16:52:56 Date: 05/26/2021

05/26/2021 To: 05/26/2021

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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We the undersigned Board of Commissioners of Pacific County Fire District #1, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified above are approved for payment

On this _____ day of _____, District Secretary _____

Commissioner Hill

Commissioner Downer

Commissioner Long

VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 10:53:21 Date: 06/09/2021

06/01/2021 To: 06/30/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
821	06/30/2021	Payroll	1	EFT		6,115.23	
822	06/30/2021	Payroll	1	EFT		4,636.69	
823	06/30/2021	Payroll	1	EFT		4,674.85	
824	06/30/2021	Payroll	1	EFT		5,922.92	
825	06/30/2021	Payroll	1	EFT		7,287.70	
826	06/30/2021	Payroll	1	EFT		7,121.46	
827	06/30/2021	Payroll	1	EFT		5,322.58	
828	06/30/2021	Payroll	1	EFT		5,062.96	
829	06/30/2021	Payroll	1	EFT		4,381.72	
830	06/30/2021	Payroll	1	EFT		4,885.85	
831	06/30/2021	Payroll	1	EFT		5,421.99	
832	06/30/2021	Payroll	1	EFT		4,603.99	
833	06/30/2021	Payroll	1	EFT		2,990.28	
834	06/30/2021	Payroll	1	EFT		4,004.73	
835	06/30/2021	Payroll	1	EFT		4,035.57	
837	06/30/2021	Payroll	1	EFT		4,258.59	
838	06/30/2021	Payroll	1	EFT		3,899.02	
839	06/30/2021	Payroll	1	EFT		5,742.97	
840	06/30/2021	Payroll	1	EFT		3,940.21	
842	06/30/2021	Payroll	1	EFT		6,776.32	
843	06/30/2021	Payroll	1	EFT		5,000.82	
844	06/30/2021	Payroll	1	EFT		4,581.03	
845	06/30/2021	Payroll	1	EFT		4,207.67	
846	06/09/2021	Claims	1	EFT	DOWNER, THOMAS L.	128.00	5/18 REGULAR COMMISSIONER'S MTG
847	06/09/2021	Claims	1	EFT	HILL, FRED	384.00	5/18 REGULAR COMMISSIONER'S MTG; 5/17 VOUCHERS; 5/29 VOUCHERS
848	06/09/2021	Claims	1	EFT	DENNIS LONG	384.00	5/6 PACCOM MTG; 5/28 PACCOM BUDGET MEETING; 5/18 REGULAR COMMISSIONER'S MTG
849	06/09/2021	Claims	1	EFT	SECURITY STATE BANK OF WA	13.40	JUNE BANK FEES
850	06/09/2021	Claims	1	EFT	WA STATE DEPT OF REVENUE	30.70	Written From Use Tax Report
851	06/09/2021	Payroll	1	EFT	INTERNAL REVENUE SERVICE	21,259.18	941 Deposit for Pay Cycle(s) 06/30/2021 - 06/30/2021
852	06/09/2021	Payroll	1	EFT	PACIFIC COUNTY FIRE DIST #1 LOCAL 3999	1,190.00	Pay Cycle(s) 06/30/2021 To 06/30/2021 - DUES
853	06/09/2021	Payroll	1	EFT	STATE OF WASHINGTON	2,783.30	Pay Cycle(s) 06/30/2021 To 06/30/2021 - DECONTO, 2779062; Pay Cycle(s) 06/30/2021 To 06/30/2021 - ZIMMERMAN, 6621043; Pay Cycle(s) 06/30/2021 To 06/30/2021 - BARDONSKI, 2803470
854	06/09/2021	Payroll	1	EFT	WA STATE DEPT OF RETIREMENT	29,802.66	Pay Cycle(s) 06/30/2021 To 06/30/2021 - DCDOR; Pay Cycle(s) 06/30/2021 To 06/30/2021 - LEOFF; Pay Cycle(s) 06/30/2021 To 06/30/2021 - PERS 2; Pay Cycle(s) 06/30/2021 To 06/30/2021 - PERS 3
836	06/30/2021	Payroll	1	24922		149.61	

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
841	06/30/2021	Payroll	1	24923		160.22	
855	06/09/2021	Claims	1	24924	AIRGAS USA, LLC	56.49	OXYGEN CYLINDER RENTAL X13; OXYGEN CYLINDER RENTAL X6
856	06/09/2021	Claims	1	24925	ARAMARK	79.40	6/2 LINEN SERVICE; 5/26 LINEN SERVICE
857	06/09/2021	Claims	1	24926	BOUND TREE MEDICAL, LLC	12,317.14	MEDICAL SUPPLIES - NOT TAXED; KING VISION KIT, KING VISION SUPPLY BAGS; KING VISION KIT; MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED;
858	06/09/2021	Claims	1	24927	CITY OF LONG BEACH	154.66	ST2 WATER; ST2 WATER
859	06/09/2021	Claims	1	24928	MICHAEL ELLIS	550.00	AHA BLS, PT ASSESSMENT MEDICAL, PT ASSESSMENT TRAUMA
860	06/09/2021	Claims	1	24929	EVERGREEN SEPTIC INC.	90.00	BI-WEEKLY SERVICE AT METHODIST CAMP TRAINING BURN AREA
861	06/09/2021	Claims	1	24930	FIRE ENGINEERING	34.95	1 YEAR PRINT SUBSCRIPTION
862	06/09/2021	Claims	1	24931	FLYNN LAW GROUP	2,453.00	CLAIM NO ZB32014 SERVICES RENDERED
863	06/09/2021	Claims	1	24932	JONES & BARTLETT LEARNING, LLC	1,522.31	ONLINE FIELD TRAINING OFFICER X1; ADVANCED MEDICAL LIFE SUPPORT X18; TACT EMERGENCY CASUALTY CARE X18
864	06/09/2021	Claims	1	24933	JASON MC VEY	200.00	4/24/21 INSTRUCTION
865	06/09/2021	Claims	1	24934	PACIFIC CO. FIRE DIST#1 ADVANCED TRAVEL	133.00	HARLEY WAIT PER DIEM FOR WFFA CONFERENCE
866	06/09/2021	Claims	1	24935	PACIFIC CO. FIRE DIST#1 PETTY CASH FUND	23.20	TO REPLACE WARRANT #24366 (MISPLACED IN VOUCHER FOLDER); POSTAGE FOR RETURNS TO KROSEN'S; POSTAGE FOR PAPERWORK TO MCKESSON
867	06/09/2021	Claims	1	24936	PACIFIC CO. FIRE DIST#1 REVOLVING FUND	110.00	PURCHASE OF 2 ROLLS OF STAMPS
868	06/09/2021	Claims	1	24937	PENINSULA SANITATION SERVICE, INC	350.36	ST2 GARBAGE, TONNAGE; ST1 GARBAGE PLUS EXTRA PICK-UP
869	06/09/2021	Claims	1	24938	PORT OF PENINSULA	11.28	GAS CAN FILL FOR LAWN EQUIPMENT
870	06/09/2021	Claims	1	24939	PUD #2 OF PACIFIC COUNTY	814.92	ST1 ELECTRICITY; ST5 ELECTRICITY; STD ELECTRICITY; ST1A ELECTRICITY; ST3 ELECTRICITY; ST3 ELECTRICITY
871	06/09/2021	Claims	1	24940	MARIA ROEDER-SIMMS	504.08	IMPARTIAL SEI INSTRUCTION, LODGING
872	06/09/2021	Claims	1	24941	SEAVIEW SEWER DISTRICT	319.20	ST2 SEWER; ST2 SEWER

VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

06/01/2021 To: 06/30/2021

Time: 10:53:21 Date: 06/09/2021

Page: 3

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
873	06/09/2021	Claims	1	24942	SHOP N KART (SID'S)	19.56	GRANOLA BARS AND WATER FOR MEMORIAL DAY WEEKEND SUSTENANCE IN FIRST OUT RIGS (PER AC BISHOP) - TRANS #016078
874	06/09/2021	Claims	1	24943	SPECTRUM	140.12	ST1 CABLE; ST2 CABLE
875	06/09/2021	Claims	1	24944	RONNIE STEWART	200.00	EMT FINAL TESTING
876	06/09/2021	Claims	1	24945	SUNSET AUTO PARTS	24.32	WHEEL STUD, NUT
877	06/09/2021	Claims	1	24946	TECH TAP COMPUTER CONSULTING	470.78	MONTHLY AGREEMENT
878	06/09/2021	Claims	1	24947	TERI TRAMBLIE	500.00	EMT CLASS TRAINING - PHARMACOLOGY, MEDICAL X2 (20 HOURS)
879	06/09/2021	Claims	1	24948	VOYAGER FLEET SYSTEMS, INC.	2,822.81	MAY FUEL CHARGES
880	06/09/2021	Claims	1	24949	WESTLAKE HARDWARE	14.27	BAR AND CHAIN OIL
881	06/09/2021	Payroll	1	24950	DIMARTINO ASSOCIATES, INC.	1,276.88	Pay Cycle(s) 06/30/2021 To 06/30/2021 - DISINSFF
882	06/09/2021	Payroll	1	24951	GET PROGRAM	230.00	Pay Cycle(s) 06/30/2021 To 06/30/2021 - GET
883	06/09/2021	Payroll	1	24952	TRUSTEED PLANS SERVICE CORP	2,523.59	Pay Cycle(s) 06/30/2021 To 06/30/2021 - DENTAL
884	06/09/2021	Payroll	1	24953	TRUSTEED PLANS SERVICE CORP	711.86	Pay Cycle(s) 06/30/2021 To 06/30/2021 - DISADMIN
885	06/09/2021	Payroll	1	24954	TRUSTEED PLANS SERVICE CORPORATION	23,011.27	Pay Cycle(s) 06/30/2021 To 06/30/2021 - MEDICAL
886	06/09/2021	Payroll	1	24955	WA COUNCIL OF POLICE & SHERIFFS	30.00	Pay Cycle(s) 06/30/2021 To 06/30/2021 - DISWACOPS
001 General Fund 651.100						222,859.67	
							Claims: 24,855.95
						222,859.67	Payroll: 198,003.72

We the undersigned Board of Commissioners of Pacific County Fire District #1, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified above are approved for payment

On this _____ day of _____, District Secretary _____

Commissioner Hill

Commissioner Downer

Commissioner Long

VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

06/08/2021 To: 06/08/2021

Time: 10:56:24 Date: 06/09/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
887	06/08/2021	Claims	1	24956	JACKS COUNTRY STORE INC	499.95	SANDPAPER, SPRAY PAINT - #3085; PAINT BRUSH, PRIMER - #3085; MEETING ROOM EXIT LIGHT BULBS; WATER FOR REHAB; SCREWS FOR METHODIST CAMP TRAINING BURN, ASA FOR 2141; HARDWARE, STRAPS - #3085; GOOP, 3" F
001 General Fund 651.100						499.95	
						499.95	Claims: 499.95

We the undersigned Board of Commissioners of Pacific County Fire District #1, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified above are approved for payment

On this _____ day of _____, District Secretary _____

Commissioner Hill

Commissioner Downer

Commissioner Long

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1
DISTRICT SECRETARY'S REPORT
JUN E 15, 2021**



FOR THE MONTH ENDING MAY 31, 2021

REVENUE: \$261,156.37

EXPENDITURES: \$240,197.84

CURRENT CASH POSITION: \$3,695,912.36

ACTIVITIES:

1. WA SAO
 - a. Annual report – Submitted on 5/27

TREASURERS REPORT

Fund Totals

PACIFIC COUNTY FIRE DISTRICT 1

05/01/2021 To: 05/31/2021

Time: 15:03:20 Date: 06/02/2021
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 651.100	3,649,768.64	261,156.37	240,197.84	3,670,727.17	23,500.65	1,684.54	0.00	3,695,912.36
	3,649,768.64	261,156.37	240,197.84	3,670,727.17	23,500.65	1,684.54	0.00	3,695,912.36

TREASURERS REPORT

Account Totals

PACIFIC COUNTY FIRE DISTRICT 1

05/01/2021 To: 05/31/2021 Time: 15:03:20 Date: 06/02/2021
Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 General Fund 651.100	3,645,068.64	261,416.36	240,457.83	3,666,027.17	0.00	25,185.19	3,691,212.36
3 Ambulance Billing BOP	100.00	35,686.19	35,686.19	100.00	0.00	0.00	100.00
4 Petty Cash	100.00	27.95	27.95	100.00	-27.95	27.95	100.00
5 Advance Travel	3,000.00	556.00	556.00	3,000.00	0.00	0.00	3,000.00
6 Revolving Checking	1,500.00	61.25	61.25	1,500.00	0.00	0.00	1,500.00
Total Cash:	3,649,768.64	297,747.75	276,789.22	3,670,727.17	-27.95	25,213.14	3,695,912.36
	3,649,768.64	297,747.75	276,789.22	3,670,727.17	-27.95	25,213.14	3,695,912.36

TREASURERS REPORT

Outstanding Vouchers

PACIFIC COUNTY FIRE DISTRICT 1

As Of: 05/31/2021 Date: 06/02/2021
Time: 15:03:20 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2018	405	03/19/2018	Claims	1	22233	KYLE J HARRINGTON	3.00	DRIVER'S CHECK REIMBURSEMENT
2019	362	03/15/2019	Claims	1	23054	HEARING AID CENTER	200.00	HEARING TEST - B. DAVIS, MAYFIELD, M. KARVIA, BARDONSKI, ALLSUP, DECONTO, BURTON, HARRINGTON
2019	490	04/12/2019	Claims	1	23115	HEARING AID CENTER	100.00	HEARING TEST - DERREY, WEATHERBY M.; RYAN STAMM TEST; DAVID WILLIAMS TEST
2020	872	06/17/2020	Claims	1	24087	UNITED HEALTHCARE INSURANCE CO. (AARP)	119.23	PATIENT REFUND - MEMBER #9MW5H94KX64
2021	517	04/30/2021	Payroll	1	24779	REANNA HENRIKSON	313.99	
2021	565	04/15/2021	Claims	1	24807	PACIFIC COUNTY SHERIFF'S OFFICE	8,438.12	2ND QUARTER LOCAL SUPPORT
2021	631	04/28/2021	Claims	1	24839	JEFFEREY S ARCHER	24.98	REIMBURSEMENT FOR UPSTAIRS THERMOSTAT AT ST1
2021	661	05/31/2021	Payroll	1	24854	BRIAN DAVIS	1,055.63	
2021	663	05/31/2021	Payroll	1	24855	SCOTT ELLIOTT	314.92	
2021	696	05/13/2021	Claims	1	24864	CRUISE MASTER PRISMS, INC.	143.50	BLANK NAME TAGS WITH VELCRO BACKING
2021	697	05/13/2021	Claims	1	24865	EVERGREEN SEPTIC INC.	90.00	ST5 BI-WEEKLY SERVICE
2021	700	05/13/2021	Claims	1	24868	KROESEN'S UNIFORM COMPANY	258.98	BLACK SHIRT, BLACK PANTS
2021	714	05/13/2021	Claims	1	24882	SNURE LAW OFFICE, PSC.	200.00	SYSTEMS DESIGN AGREEMENT REVIEW
2021	717	05/13/2021	Claims	1	24885	TAFT PLUMBING, INC.	432.38	ST2 PLUMBING SERVICE
2021	718	05/13/2021	Claims	1	24886	TECH TAP COMPUTER CONSULTING	470.78	MAY MAINTENANCE AGREEMENT
2021	720	05/13/2021	Claims	1	24888	WA STATE DEPT OF ENTERPRISE SVCS	155.71	BACKYARD BURN PERMITS
2021	753	05/26/2021	Claims	1	24899	ARAMARK	76.34	5/19 LINEN SERVICE; 5/12 LINEN SERVICE
2021	754	05/26/2021	Claims	1	24900	JUSTIN D F BAKER	182.00	MILEAGE TO WHATCOM COUNTY FD1 TRAINING 3/31-4/2, MILEAGE TO MASON COUNTY FD4 4/24
2021	755	05/26/2021	Claims	1	24901	BANK OF THE PACIFIC VISA - 1029	1,999.16	LK APRIL CREDIT CARD CHARGES
2021	756	05/26/2021	Claims	1	24902	BANK OF THE PACIFIC VISA - 1303	280.31	JB APRIL CREDIT CARD CHARGES
2021	757	05/26/2021	Claims	1	24903	BOUND TREE MEDICAL, LLC	1,221.14	MEDICAL SUPPLIES - TAXED AND NOT TAXED; MEDICAL SUPPLIES - TAXED
2021	758	05/26/2021	Claims	1	24904	CENTURY LINK #300537338	130.42	ST2 TELEPHONE
2021	759	05/26/2021	Claims	1	24905	CENTURYLINK #300541120	57.78	BURN LINE
2021	760	05/26/2021	Claims	1	24906	CENTURYLINK #300541738	436.90	ST1 AND ST3 TELEPHONE
2021	761	05/26/2021	Claims	1	24907	ENGLUND MARINE SUPPLY	162.27	T-BOLT CLAMP - B21-52 BUILD; STREAMLIGHT LIGHT REPAIRS; EAR PLUGS

TREASURERS REPORT

Outstanding Vouchers

PACIFIC COUNTY FIRE DISTRICT 1

As Of: 05/31/2021 Date: 06/02/2021
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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo	
2021	762	05/26/2021	Claims	1	24908	NAEMT	60.00	3RD EDITION HYBRID PROVIDER COURSE FEE	
2021	763	05/26/2021	Claims	1	24909	NORTH BEACH WATER	133.10	ST1 WATER; ST1D WATER	
2021	764	05/26/2021	Claims	1	24910	OKIES THRIFTWAY	457.63	LUNCH FOR CHAINSAW CLASS; LUNCHES FOR AIRWAY LAB	
2021	765	05/26/2021	Claims	1	24911	OMAN & SONS INC	176.03	METHODIST CAMP TRAINING BURN BUILDING PREP	
2021	766	05/26/2021	Claims	1	24912	PACIFIC OFFICE AUTOMATION	35.46	4/19-5/19 COPY/PRINT	
2021	767	05/26/2021	Claims	1	24913	PUD #2 OF PACIFIC COUNTY	687.66	ST4 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY	
2021	768	05/26/2021	Claims	1	24914	SEA WESTERN INC, FIREFIGHTING EQUIP.	123.40	GLOVES	
2021	769	05/26/2021	Claims	1	24915	SILVER STAR TELECOM	329.60	INTERNET ST1 AND ST2	
2021	770	05/26/2021	Claims	1	24916	STERICYCLE INC.	42.74	BIOHAZARD DISPOSAL	
2021	771	05/26/2021	Claims	1	24917	STRYKER SALES CORPORATION	3,168.00	LIFEPAK 1000S SERVICE AGREEMENT	
2021	772	05/26/2021	Claims	1	24918	SUNSET AUTO PARTS	77.59	SPARK PLUG FOR THE CHANSAW CLASS, FLARES ARE FOR EXTRA SUPPLIES; FITTING - #3085	
2021	773	05/26/2021	Claims	1	24919	SYSTEMS DESIGN WEST, LLC.	2,689.45	EMS BILLING FOR APRIL	
2021	774	05/26/2021	Claims	1	24920	VERIZON WIRELESS	320.12	MEDIC 2144 MDC AIRCARD; IPAD MDC CHARGES	
2021	775	05/26/2021	Claims	1	24921	WESTLAKE HARDWARE	16.87	MAGNETIC LINER, LIGHT BULBS	
							25,185.19		
Fund						Claims	Payroll	Total	
001 General Fund 651.100							23,500.65	1,684.54	25,185.19
							23,500.65	1,684.54	25,185.19

TREASURERS REPORT

Signature Page

PACIFIC COUNTY FIRE DISTRICT 1

05/01/2021 To: 05/31/2021

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I, the undersigned officer for the Pacific County Fire District #1 have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: _____ District Secretary / Date

2021 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

Time: 15:04:06 Date: 06/02/2021
Page: 1

January To May

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
001 General Fund 651.100															
311 10 22 000 FIRE - Real and P	43,308.44	199,095.68	189,143.78	811,847.54	139,908.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,383,303.84	2,245,560.00	62%
311 10 26 000 EMS - Real and P	14,525.55	69,471.26	66,254.44	286,770.42	48,942.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	485,964.58	790,000.00	62%
312 10 00 000 Forest Excise Tax	0.00	85.25	0.00	0.00	334.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	420.22	0.00	0%
317 20 00 000 Leasehold Excise	0.00	169.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	169.39	0.00	0%
322 90 00 000 Burn Permits	0.00	395.00	325.00	225.00	425.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,370.00	900.00	152%
310 TAXES	57,833.99	269,216.58	255,723.22	1,098,842.96	189,611.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,871,228.03	3,036,460.00	62%
331 10 90 001 Direct Federal Gra	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	83,950.00	0%
332 93 40 000 Ground Emergenc	10,689.99	6,708.02	12,670.92	178,927.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	208,996.52	100,000.00	209%
334 04 90 000 State Grant - DOH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	0%
330 State Grant	10,689.99	6,708.02	12,670.92	178,927.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	208,996.52	185,150.00	113%
342 20 00 000 Fire Protection Ser	0.00	0.00	0.00	6,446.66	18,790.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,237.37	28,700.00	88%
342 60 01 000 Ambulance and Er	70,202.72	36,601.40	71,421.86	28,692.05	51,938.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	258,856.61	660,000.00	39%
340	70,202.72	36,601.40	71,421.86	35,138.71	70,729.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	284,093.98	688,700.00	41%
361 11 00 000 Investment Interes	0.00	315.53	263.03	254.16	215.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,048.52	8,000.00	13%
369 91 00 000 Other Misc Reven	100.00	0.00	21.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	121.60	0.00	0%
369 91 01 000 Misc Revenues - I	8,845.10	0.00	1,981.95	811.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,638.30	0.00	0%
369 91 01 001 Misc Revenues - F	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	1,000.00	60%
369 91 01 002 Misc Revenues - J	0.00	7,320.00	10,900.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,720.00	0.00	0%
360	8,945.10	7,635.53	13,166.58	1,565.41	815.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,128.42	9,000.00	357%
FUND REVENUES:	147,671.80	320,161.53	352,982.58	1,314,474.67	261,156.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,396,446.95	3,919,310.00	61%
522 10 10 001 Commissioners	768.00	1,024.00	640.00	1,152.00	1,024.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,608.00	10,000.00	46%
522 10 10 002 District Chief	9,805.26	9,805.26	9,805.26	9,805.26	9,805.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49,026.30	119,166.00	41%
522 10 10 003 District Secretary	5,646.90	5,646.90	5,646.90	5,646.90	5,646.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,234.50	67,763.00	42%
522 10 10 005 Pub. Ed. Coordina	4,151.46	4,151.46	4,151.46	4,151.46	4,151.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,757.30	50,814.00	41%
522 10 10 006 Chief Of Operatio	-275.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-275.96	113,664.00	0%
522 10 10 007 Chief Of Administ	8,995.96	8,995.96	8,995.96	8,995.96	8,995.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44,979.80	0.00	0%
522 10 20 001 Labor & Industry	0.00	0.00	0.00	2,908.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,908.01	10,271.00	28%
522 10 20 002 LEOFF Retirement	1,454.90	1,426.08	1,474.02	1,428.51	1,508.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,291.96	17,621.00	41%
522 10 20 003 Medical/Dental	6,714.21	5,040.19	6,113.41	6,113.41	6,113.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,094.63	73,361.00	41%
522 10 20 004 Medicare	537.87	530.03	543.07	530.69	552.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,694.10	6,513.00	41%
522 10 20 005 PERS Retirement	1,270.84	1,270.84	1,546.49	1,270.84	1,270.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,629.85	15,379.00	43%
522 10 31 001 Office and Operati	903.96	1,781.74	785.74	498.68	579.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,549.14	12,000.00	38%
522 10 31 002 Office Cleaning S	582.59	177.92	401.02	359.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,521.33	4,000.00	38%
522 10 35 001 Computer Hardwa	0.00	0.00	0.00	0.00	876.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	876.64	1,000.00	88%
522 10 35 002 Computer Softwar	0.00	827.74	0.00	0.00	105.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	933.68	500.00	187%
522 10 40 001 Elections	7,003.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,003.16	12,000.00	58%
522 10 40 002 Ground Water Pro	0.00	342.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	342.80	400.00	86%
522 10 41 001 Legal Services / P	1,921.53	1,726.00	1,392.03	0.00	355.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,395.27	40,000.00	13%
522 10 41 002 Misc Professional	513.96	526.54	505.09	369.63	395.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,310.67	11,000.00	21%

001 General Fund 051.100															
	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
522 10 42 001 Postage	200.00	19.59	42.70	11.98	17.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	291.67	1,000.00	29%
522 10 43 001 Travel Lodging	0.00	0.00	111.07	1,134.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,245.67	3,500.00	36%
522 10 43 002 Travel Meals	0.00	0.00	115.00	226.99	61.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	403.64	2,000.00	20%
522 10 43 003 Travel Mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
522 10 43 004 Travel Registration	0.00	0.00	253.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	253.73	15,000.00	2%
522 10 46 001 Casualty & Liability	318.00	0.00	322.00	0.00	11,489.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,129.00	75,000.00	16%
522 10 47 001 Electricity	1,493.19	1,573.31	1,768.27	1,647.46	1,480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,962.23	17,845.00	45%
522 10 47 002 Garbage	278.72	278.72	328.12	289.08	293.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,468.02	4,900.00	37%
522 10 47 003 Natural Gas	632.34	1,453.97	1,262.37	760.44	356.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,465.57	6,365.00	70%
522 10 47 004 Sewer	85.00	519.20	85.00	574.20	90.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,353.40	3,065.00	44%
522 10 47 005 Telephone	897.83	956.88	952.31	953.06	959.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,719.10	13,000.00	36%
522 10 47 006 Water	478.28	292.59	526.01	142.76	304.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,743.73	4,000.00	44%
522 10 47 007 Wireless Commun	840.76	222.38	320.08	320.32	320.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,023.66	5,500.00	37%
522 10 47 008 Cable TV	140.14	0.00	140.12	140.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	420.38	2,100.00	20%
522 10 48 001 Computer Service	455.64	459.97	459.97	470.78	470.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,317.14	6,000.00	39%
522 10 49 001 Health & Wellness	231.20	648.18	405.00	1,283.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,567.56	6,000.00	43%
522 10 49 002 Memberships and	7,108.61	150.00	0.00	1,505.18	39.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,802.79	18,000.00	49%
522 20 10 002 FF/EMT Salaries &	37,209.09	43,051.49	42,726.24	42,862.40	40,467.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	206,316.47	533,299.00	39%
522 20 10 003 Maintenance Tech	6,554.34	6,554.34	6,554.34	6,554.34	6,554.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,771.70	86,643.00	38%
522 20 10 005 Volunteer Incentiv	3,690.00	0.00	0.00	6,560.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,250.00	25,000.00	41%
522 20 10 099 Timeless Payment	5,444.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,444.47	0.00	0%
522 20 20 001 Labor & Industry	0.83	0.00	0.00	8,711.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,712.39	48,390.00	18%
522 20 20 002 LEOFF Retirement	1,981.93	2,299.97	2,277.30	2,284.57	2,156.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,000.67	28,425.00	39%
522 20 20 003 Medical/Dental	7,804.49	8,444.07	10,244.88	10,244.88	9,566.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46,304.37	105,215.00	44%
522 20 20 004 Medicare	687.73	720.74	714.59	811.70	681.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,616.59	7,733.00	47%
522 20 20 005 PERS Retirement	850.10	850.10	850.10	850.10	850.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,250.50	11,238.00	38%
522 20 20 006 Social Security	228.78	0.00	0.00	406.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	635.50	1,550.00	41%
522 20 20 099 Payroll Clearing	1,152.86	-411.05	-410.70	810.91	-397.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	744.23	0.00	0%
522 20 31 001 Misc Supplies	143.83	321.18	73.90	599.92	434.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,573.26	5,000.00	31%
522 20 31 002 Uniforms / Gear Is	1,833.17	644.46	518.40	99.55	339.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,434.62	10,000.00	34%
522 20 32 001 Fuel	464.38	633.44	733.83	743.33	1,141.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,716.43	13,744.00	27%
522 20 35 001 Vehicle Parts	196.18	187.94	2,074.80	1,292.99	654.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,406.09	12,000.00	37%
522 20 35 002 Misc Small Tools/	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0%
522 20 35 003 Radio Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0%
522 20 40 001 Dispatch / Local S	0.00	0.00	494.47	494.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	988.94	2,172.00	46%
522 20 46 001 Pension & Relief	0.00	1,644.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,644.00	3,000.00	55%
522 20 48 001 Radio Repair/Mai	0.00	0.00	420.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	420.52	2,000.00	21%
522 20 48 002 Small Equip. Repa	0.00	526.13	0.00	373.89	43.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	943.10	3,000.00	31%
522 20 48 003 Vehicle Repair/Ma	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
522 20 49 001 Misc Services	1,258.04	0.00	291.87	437.82	291.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,279.60	23,000.00	10%
522 30 31 001 Fire Investigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	0%
522 30 31 002 Public Education ;	0.00	0.00	0.00	29.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.01	1,500.00	2%
522 40 31 001 Misc Supplies	416.31	143.03	16.20	178.79	176.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	930.36	3,500.00	27%
522 40 43 001 Training Lodging	387.48	268.75	381.53	383.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,421.46	2,000.00	71%
522 40 43 002 Training Meals	570.06	375.88	458.00	138.00	545.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,087.87	2,000.00	104%
522 40 43 003 Travel Mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%

2021 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

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January To May

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
001 General Fund 651.100															
522 40 43 004 Travel Registration	2,642.84	695.00	250.00	0.00	99.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,686.84	30,000.00	12%
522 40 49 001 Resident Tuition	0.00	0.00	0.00	1,450.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,450.75	15,000.00	10%
522 40 49 002 Union Tuition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0%
522 50 31 001 Building Maintena	168.63	61.64	159.44	44.41	115.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	549.90	2,500.00	22%
522 50 49 001 Building Maintena	178.37	0.00	0.00	281.06	1,380.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,839.62	10,000.00	18%
526 10 10 002 FF/Paramedic Sale	77,008.65	76,581.82	76,457.37	78,257.36	73,607.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	381,913.00	908,642.00	42%
526 10 10 003 Volunteer Reimbur	1,699.00	3,172.50	2,647.00	1,094.00	1,942.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,554.50	20,000.00	53%
526 10 10 099 Timeloss Payment	1,448.44	0.00	-871.50	0.00	811.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,388.19	0.00	0%
526 10 20 001 Labor & Industry	0.00	0.00	0.00	11,598.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,598.91	64,350.00	18%
526 10 20 002 LEOFF Retiremen	4,079.61	4,086.33	4,075.17	4,171.12	3,923.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,335.52	48,431.00	42%
526 10 20 003 Medical/Dental	13,846.13	8,484.57	9,855.40	9,855.40	9,855.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51,896.90	132,451.00	39%
526 10 20 004 Medicare	1,140.06	1,157.68	1,147.00	1,150.59	1,095.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,690.81	13,175.00	43%
526 10 20 006 Social Security	105.33	196.69	164.12	67.83	120.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	654.37	1,240.00	53%
526 10 41 001 Biohazard Disposi	31.08	42.74	20.72	31.08	42.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	168.36	650.00	26%
526 10 41 002 Controlled Substan	0.00	0.00	195.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	195.00	0.00	0%
526 40 30 001 Supplies	0.00	729.26	36.67	9,246.71	272.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,285.53	5,000.00	206%
526 40 43 001 Travel Lodging	0.00	0.00	0.00	425.08	565.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	990.48	0.00	0%
526 40 43 002 Travel Meals	64.00	0.00	38.00	694.89	467.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,264.59	3,000.00	42%
526 40 43 003 Travel Mileage	0.00	0.00	0.00	0.00	182.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	182.00	0.00	0%
526 40 43 004 Travel Registration	0.00	0.00	0.00	375.00	268.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	643.00	14,500.00	4%
526 40 43 005 OTEP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	0%
526 70 41 001 Ambulance Billing	0.00	7,102.15	2,431.90	0.00	5,309.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,843.95	30,000.00	49%
526 70 41 002 GEMT Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0%
526 70 49 001 Ambulance Payme	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	3,000.00	2%
526 80 31 001 Medical & Operat	3,237.95	1,891.37	2,621.13	8,584.80	2,792.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,127.53	48,000.00	40%
526 80 32 001 Fuel	1,724.79	2,034.80	2,342.64	1,731.88	1,561.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,395.33	63,503.00	15%
526 80 35 001 Vehicle Parts	588.43	1,001.64	1,342.42	433.21	379.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,744.97	10,000.00	37%
526 80 35 002 Misc Small Tools/	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	0%
526 80 48 001 Medical Equip. Re	10.75	0.00	0.00	13.75	3,168.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,192.50	13,500.00	24%
526 80 48 003 Vehicle Repairs &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
526 80 51 001 Dispatch / Local S	0.00	0.00	7,943.65	7,943.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,887.30	33,675.00	47%
520 FIRE	242,002.48	223,390.91	228,368.60	275,011.43	228,727.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,197,500.47	3,200,453.00	37%
522 10 10 008 Chief Of EMS & i	8,495.21	7,954.34	8,853.78	8,000.00	9,499.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42,803.21	97,771.00	44%
522 FIRE	8,495.21	7,954.34	8,853.78	8,000.00	9,499.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42,803.21	97,771.00	44%
591 22 71 001 Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51,500.00	0%
592 22 83 001 Interest	0.00	0.00	1,280.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,280.35	2,575.00	50%
594 22 60 001 Buildings	0.00	13,458.45	0.00	0.00	1,970.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,429.36	60,000.00	26%
594 22 60 002 Communication E	4,523.88	0.00	0.00	2,944.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,468.37	26,400.00	28%
594 22 60 003 Office Equipment	-54.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-54.05	2,500.00	2%
594 22 60 004 Equipment & Turn	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43,000.00	0%
594 22 60 005 Fire Hose	0.00	2,221.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,221.46	5,000.00	44%
594 22 60 006 Misc Equipment	279.36	0.00	2,512.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,792.07	3,000.00	93%
594 22 60 008 Engines	0.00	0.00	0.00	7,717.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,717.87	350,000.00	2%

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2021 FUND TOTALS

PACIFIC COUNTY FIRE DISTRICT 1

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2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

Months: 01 To: 05

Revenues		Amt Budgeted	Revenues	Remaining	
310 TAXES					
311 10 22 000	FIRE - Real and Personal Property Taxes	2,245,560.00	1,383,303.84	862,256.16	61.6%
311 10 26 000	EMS - Real and Personal Property Taxes	790,000.00	485,964.58	304,035.42	61.5%
312 10 00 000	Forest Excise Tax	0.00	420.22	(420.22)	0.0%
317 20 00 000	Leasehold Excise Tax	0.00	169.39	(169.39)	0.0%
318 00 00 000	Other Tax	0.00	0.00	0.00	0.0%
322 90 00 000	Burn Permits	900.00	1,370.00	(470.00)	152.2%
310 TAXES		3,036,460.00	1,871,228.03	1,165,231.97	61.6%
330 State Grant					
331 04 90 001	Direct Federal Grants (FEMA) SAFER	83,950.00	0.00	83,950.00	0.0%
331 04 90 002	Direct Federal Grants (FEMA) AFG	0.00	0.00	0.00	0.0%
332 92 10 000	Covid-19 Non-Grant Assistance	0.00	0.00	0.00	0.0%
332 93 40 000	Ground Emergency Medical Transportation	100,000.00	208,996.52	(108,996.52)	209.0%
333 04 90 000	Grant - HSGP Citizen Corps Program	0.00	0.00	0.00	0.0%
333 10 61 000	Indirect Federal Grant - DNR Phase II	0.00	0.00	0.00	0.0%
333 97 03 000	WA State Military Dept Emergency Mgmt Div	0.00	0.00	0.00	0.0%
334 01 30 000	State Grant - WSP FF Recruit Academy	0.00	0.00	0.00	0.0%
334 04 90 000	State Grant - DOH Prehospital	1,200.00	0.00	1,200.00	0.0%
334 04 90 001	State Grant - DOH Stroke	0.00	0.00	0.00	0.0%
334 06 90 001	State Grant - Secretary Of State Archives	0.00	0.00	0.00	0.0%
338 22 00 000	Fire Control Services (State Mobs, Etc.)	0.00	0.00	0.00	0.0%
330 State Grant		185,150.00	208,996.52	(23,846.52)	112.9%
342 20 00 000	Fire Protection Services (Fire Protection Contracts)	28,700.00	25,237.37	3,462.63	87.9%
342 60 01 000	Ambulance and Emergency Aid Services (Transports)	660,000.00	258,856.61	401,143.39	39.2%
342 60 02 000	Ambulance & Emergency Aid Services (Naselle Dist #4 payments)	0.00	0.00	0.00	0.0%
340		688,700.00	284,093.98	404,606.02	41.3%
359 90 00 000	Miscellaneous Fines and Penalties (Illegal burning)	0.00	0.00	0.00	0.0%
350		0.00	0.00	0.00	0.0%
361 11 00 000	Investment Interest	8,000.00	1,048.52	6,951.48	13.1%
367 11 00 000	Gifts, Pledges, Grants and Bequests from Private Sources	0.00	0.00	0.00	0.0%
369 91 00 000	Other Misc Revenues (Include reimb for expenditures)	0.00	121.60	(121.60)	0.0%
369 91 01 000	Misc Revenues - LNI Reimbursements for Timeloss/LEP	0.00	11,638.30	(11,638.30)	0.0%
369 91 01 001	Misc Revenues - BVFF Reimburse	1,000.00	600.00	400.00	60.0%
369 91 01 002	Misc Revenues - Training	0.00	18,720.00	(18,720.00)	0.0%
360		9,000.00	32,128.42	(23,128.42)	357.0%
388 80 00 000	Prior Year Cash Adjustment	0.00	0.00	0.00	0.0%
389 10 00 000	Refunds / Misc Non Revenues	0.00	0.00	0.00	0.0%

2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

Months: 01 To: 05

Revenues	Amt Budgeted	Revenues	Remaining	
380				
380	0.00	0.00	0.00	0.0%
391 10 00 000	General Obligation Bond Proceeds	0.00	0.00	0.00 0.0%
395 10 00 000	Proceeds From Sale of Capital Assets (Equipment, etc.)	0.00	0.00	0.00 0.0%
395 20 00 000	Insurance Revenue for Loss/Impairment of Capital Assets	0.00	0.00	0.00 0.0%
390	0.00	0.00	0.00	0.0%

Fund Revenues:	3,919,310.00	2,396,446.95	1,522,863.05	61.1%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
520 FIRE				
522 10 10 001	Commissioners	10,000.00	4,608.00	5,392.00 46.1%
522 10 10 002	District Chief	119,166.00	49,026.30	70,139.70 41.1%
522 10 10 003	District Secretary	67,763.00	28,234.50	39,528.50 41.7%
522 10 10 004	Admin Assistant	0.00	0.00	0.00 0.0%
522 10 10 005	Pub. Ed. Coordinator	50,814.00	20,757.30	30,056.70 40.8%
522 10 10 006	Chief Of Operations	113,664.00	(275.96)	113,939.96 0.2%
522 10 10 007	Chief Of Administration	0.00	44,979.80	(44,979.80) 0.0%
522 10 20 001	Labor & Industry	10,271.00	2,908.01	7,362.99 28.3%
522 10 20 002	LEOFF Retirement	17,621.00	7,291.96	10,329.04 41.4%
522 10 20 003	Medical/Dental	73,361.00	30,094.63	43,266.37 41.0%
522 10 20 004	Medicare	6,513.00	2,694.10	3,818.90 41.4%
522 10 20 005	PERS Retirement	15,379.00	6,629.85	8,749.15 43.1%
522 10 20 006	Social Security	0.00	0.00	0.00 0.0%
522 10 20 007	Unemployment Compensation	0.00	0.00	0.00 0.0%
522 10 31 001	Office and Operating Supplies	12,000.00	4,549.14	7,450.86 37.9%
522 10 31 002	Office Cleaning Supplies	4,000.00	1,521.33	2,478.67 38.0%
522 10 35 001	Computer Hardware	1,000.00	876.64	123.36 87.7%
522 10 35 002	Computer Software	500.00	933.68	(433.68) 186.7%
522 10 40 001	Elections	12,000.00	7,003.16	4,996.84 58.4%
522 10 40 002	Ground Water Property Tax	400.00	342.80	57.20 85.7%
522 10 40 003	State Audit	0.00	0.00	0.00 0.0%
522 10 41 001	Legal Services / Publications	40,000.00	5,395.27	34,604.73 13.5%
522 10 41 002	Misc Professional Services	11,000.00	2,310.67	8,689.33 21.0%
522 10 42 001	Postage	1,000.00	291.67	708.33 29.2%
522 10 43 001	Travel Lodging	3,500.00	1,245.67	2,254.33 35.6%
522 10 43 002	Travel Meals	2,000.00	403.64	1,596.36 20.2%
522 10 43 003	Travel Mileage	2,000.00	0.00	2,000.00 0.0%
522 10 43 004	Travel Registration / Fee	15,000.00	253.73	14,746.27 1.7%
522 10 46 001	Casualty & Liability Insurance	75,000.00	12,129.00	62,871.00 16.2%
522 10 47 001	Electricity	17,845.00	7,962.23	9,882.77 44.6%
522 10 47 002	Garbage	4,000.00	1,468.02	2,531.98 36.7%
522 10 47 003	Natural Gas	6,365.00	4,465.57	1,899.43 70.2%
522 10 47 004	Sewer	3,065.00	1,353.40	1,711.60 44.2%
522 10 47 005	Telephone	13,000.00	4,719.10	8,280.90 36.3%
522 10 47 006	Water	4,000.00	1,743.73	2,256.27 43.6%
522 10 47 007	Wireless Communications	5,500.00	2,023.66	3,476.34 36.8%
522 10 47 008	Cable TV	2,100.00	420.38	1,679.62 20.0%

2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

Months: 01 To: 05

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 FIRE				
522 10 48 001 Computer Services	6,000.00	2,317.14	3,682.86	38.6%
522 10 49 001 Health & Wellness	6,000.00	2,567.56	3,432.44	42.8%
522 10 49 002 Memberships and Subscriptions	18,000.00	8,802.79	9,197.21	48.9%
210	749,827.00	272,048.47	477,778.53	36.3%
522 20 10 001 Training Officer	0.00	0.00	0.00	0.0%
522 20 10 002 FF/EMT Salaries & Wages	533,299.00	206,316.47	326,982.53	38.7%
522 20 10 003 Maintenance Technician	86,643.00	32,771.70	53,871.30	37.8%
522 20 10 004 Resident Interns	0.00	0.00	0.00	0.0%
522 20 10 005 Volunteer Incentive Program	25,000.00	10,250.00	14,750.00	41.0%
522 20 10 006 Volunteer Fire Mobilization Pay	0.00	0.00	0.00	0.0%
522 20 10 099 Timeloss Payments (Disability)	0.00	5,444.47	(5,444.47)	0.0%
522 20 20 001 Labor & Industry	48,390.00	8,712.39	39,677.61	18.0%
522 20 20 002 LEOFF Retirement	28,425.00	11,000.67	17,424.33	38.7%
522 20 20 003 Medical/Dental	105,215.00	46,304.37	58,910.63	44.0%
522 20 20 004 Medicare	7,733.00	3,616.59	4,116.41	46.8%
522 20 20 005 PERS Retirement	11,238.00	4,250.50	6,987.50	37.8%
522 20 20 006 Social Security	1,550.00	635.50	914.50	41.0%
522 20 20 007 Unemployment Compensation	0.00	0.00	0.00	0.0%
522 20 20 008 BVFF Volunteer Disability - Reimbursable	0.00	0.00	0.00	0.0%
522 20 20 099 Payroll Clearing	0.00	744.23	(744.23)	0.0%
522 20 31 001 Misc Supplies	5,000.00	1,573.26	3,426.74	31.5%
522 20 31 002 Uniforms / Gear Issue	10,000.00	3,434.62	6,565.38	34.3%
522 20 32 001 Fuel	13,744.00	3,716.43	10,027.57	27.0%
522 20 35 001 Vehicle Parts	12,000.00	4,406.09	7,593.91	36.7%
522 20 35 002 Misc Small Tools/Equip	2,500.00	0.00	2,500.00	0.0%
522 20 35 003 Radio Equipment	2,500.00	0.00	2,500.00	0.0%
522 20 40 001 Dispatch / Local Support Svcs	2,172.00	988.94	1,183.06	45.5%
522 20 46 001 Pension & Relief	3,000.00	1,644.00	1,356.00	54.8%
522 20 48 001 Radio Repair/Maintenance	2,000.00	420.52	1,579.48	21.0%
522 20 48 002 Small Equip. Repair/Maintenance	3,000.00	943.10	2,056.90	31.4%
522 20 48 003 Vehicle Repair/Maintenance	2,000.00	0.00	2,000.00	0.0%
522 20 49 001 Misc Services	23,000.00	2,279.60	20,720.40	9.9%
220	928,409.00	349,453.45	578,955.55	37.6%
522 30 31 001 Fire Investigation Supplies	400.00	0.00	400.00	0.0%
522 30 31 002 Public Education Supplies	1,500.00	29.01	1,470.99	1.9%
522 30 49 001 Newsletter	0.00	0.00	0.00	0.0%
230	1,900.00	29.01	1,870.99	1.5%
522 40 31 001 Misc Supplies	3,500.00	930.36	2,569.64	26.6%
522 40 43 001 Training Lodging	2,000.00	1,421.46	578.54	71.1%
522 40 43 002 Training Meals	2,000.00	2,087.87	(87.87)	104.4%
522 40 43 003 Travel Mileage	500.00	0.00	500.00	0.0%
522 40 43 004 Travel Registration / Fee	30,000.00	3,686.84	26,313.16	12.3%
522 40 49 001 Resident Tuition	15,000.00	1,450.75	13,549.25	9.7%
522 40 49 002 Union Tuition	5,000.00	0.00	5,000.00	0.0%
240	58,000.00	9,577.28	48,422.72	16.5%
522 50 31 001 Building Maintenance Supplies	2,500.00	549.90	1,950.10	22.0%
522 50 49 001 Building Maintenance Services	10,000.00	1,839.62	8,160.38	18.4%

2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

Time: 15:04:38 Date: 06/02/2021

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001 General Fund 651.100

Months: 01 To: 05

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 FIRE				
250	12,500.00	2,389.52	10,110.48	19.1%
526 10 10 001 EMS Coordinator	0.00	0.00	0.00	0.0%
526 10 10 002 FF/Paramedic Salaries & Wages	908,642.00	381,913.00	526,729.00	42.0%
526 10 10 003 Volunteer Reimbursement	20,000.00	10,554.50	9,445.50	52.8%
526 10 10 099 Timeloss Payments (Disability)	0.00	1,388.19	(1,388.19)	0.0%
526 10 20 001 Labor & Industry	64,350.00	11,598.91	52,751.09	18.0%
526 10 20 002 LEOFF Retirement	48,431.00	20,335.52	28,095.48	42.0%
526 10 20 003 Medical/Dental	132,451.00	51,896.90	80,554.10	39.2%
526 10 20 004 Medicare	13,175.00	5,690.81	7,484.19	43.2%
526 10 20 005 PERS Retirement	0.00	0.00	0.00	0.0%
526 10 20 006 Social Security	1,240.00	654.37	585.63	52.8%
526 10 20 007 Unemployment Compensation	0.00	0.00	0.00	0.0%
526 10 31 001 Office & Operating Supplies	0.00	0.00	0.00	0.0%
526 10 41 001 Biohazard Disposal	650.00	168.36	481.64	25.9%
526 10 41 002 Controlled Substances Disposal	0.00	195.00	(195.00)	0.0%
610	1,188,939.00	484,395.56	704,543.44	40.7%
526 40 30 001 Supplies	5,000.00	10,285.53	(5,285.53)	205.7%
526 40 43 001 Travel Lodging	0.00	990.48	(990.48)	0.0%
526 40 43 002 Travel Meals	3,000.00	1,264.59	1,735.41	42.2%
526 40 43 003 Travel Mileage	0.00	182.00	(182.00)	0.0%
526 40 43 004 Travel Registration Fee	14,500.00	643.00	13,857.00	4.4%
526 40 43 005 OTEP	3,500.00	0.00	3,500.00	0.0%
640	26,000.00	13,365.60	12,634.40	51.4%
526 70 41 001 Ambulance Billing Services	30,000.00	14,843.95	15,156.05	49.5%
526 70 41 002 GEMT Services	30,000.00	0.00	30,000.00	0.0%
526 70 49 001 Ambulance Payment Refunds	3,000.00	50.00	2,950.00	1.7%
670	63,000.00	14,893.95	48,106.05	23.6%
526 80 31 001 Medical & Operating Supplies	48,000.00	19,127.53	28,872.47	39.8%
526 80 32 001 Fuel	63,503.00	9,395.33	54,107.67	14.8%
526 80 35 001 Vehicle Parts	10,000.00	3,744.97	6,255.03	37.4%
526 80 35 002 Misc Small Tools/Equip	1,200.00	0.00	1,200.00	0.0%
526 80 48 001 Medical Equip. Repairs & Maintenance	13,500.00	3,192.50	10,307.50	23.6%
526 80 48 002 Radio Repairs & Maintenance	0.00	0.00	0.00	0.0%
526 80 48 003 Vehicle Repairs & Maintenance	2,000.00	0.00	2,000.00	0.0%
526 80 51 001 Dispatch / Local Support Svcs	33,675.00	15,887.30	17,787.70	47.2%
680	171,878.00	51,347.63	120,530.37	29.9%
520 FIRE	3,200,453.00	1,197,500.47	2,002,952.53	37.4%
522 FIRE				
522 10 10 008 Chief Of EMS & Safety	97,771.00	42,803.21	54,967.79	43.8%
522 FIRE	97,771.00	42,803.21	54,967.79	43.8%
580 Non-Expenditures				
586 00 00 001 Timeloss Passthrough To Employee	0.00	0.00	0.00	0.0%

2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

Time: 15:04:38 Date: 06/02/2021

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001 General Fund 651.100

Months: 01 To: 05

Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non-Expenditures				
586 00 20 003 Timeloss Passthrough - Personnel Benefits	0.00	0.00	0.00	0.0%
580 Non-Expenditures	0.00	0.00	0.00	0.0%
591 22 71 001 Principal	51,500.00	0.00	51,500.00	0.0%
592 22 83 001 Interest	2,575.00	1,280.35	1,294.65	49.7%
594 22 60 001 Buildings	60,000.00	15,429.36	44,570.64	25.7%
594 22 60 002 Communication Equipment	26,400.00	7,468.37	18,931.63	28.3%
594 22 60 003 Office Equipment	2,500.00	(54.05)	2,554.05	2.2%
594 22 60 004 Equipment & Turnout Gear	43,000.00	0.00	43,000.00	0.0%
594 22 60 005 Fire Hose	5,000.00	2,221.46	2,778.54	44.4%
594 22 60 006 Misc Equipment	3,000.00	2,792.07	207.93	93.1%
594 22 60 007 SCBA Firefighting Equipment	0.00	0.00	0.00	0.0%
594 22 60 008 Engines	350,000.00	7,717.87	342,282.13	2.2%
594 26 60 001 Ambulance/Rechassis	100,000.00	122,877.27	(22,877.27)	122.9%
594 26 60 002 Misc Medical Equipment	33,750.00	20,297.71	13,452.29	60.1%
590	677,725.00	180,030.41	497,694.59	26.6%
Fund Expenditures:	3,975,949.00	1,420,334.09	2,555,614.91	35.7%
Fund Excess/(Deficit):	(56,639.00)	976,112.86		

2021 BUDGET POSITION TOTALS

PACIFIC COUNTY FIRE DISTRICT 1

Months: 01 To: 05

Time: 15:04:38 Date: 06/02/2021

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund 651.100	3,919,310.00	2,396,446.95	61.1%	3,975,949.00	1,420,334.09	36%
	3,919,310.00	2,396,446.95	61.1%	3,975,949.00	1,420,334.09	35.7%

2021

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PACIFIC COUNTY FIRE DISTRICT #1
HISTORICAL TAX COLLECTION TRENDS
2016 - PRESENT

	2016		2017		2018		2019		2020		2021	
TOTAL TAX BUDGETED	\$	2,190,000.00	\$	2,210,200.00	\$	2,249,924.00	\$	2,296,130.00	\$	2,757,013.00	\$	3,035,560.00
FIRE TAX BUDGETED	\$	1,640,000.00	\$	1,657,600.00	\$	1,687,434.00	\$	1,722,088.00	\$	2,170,000.00	\$	2,245,560.00
EMS TAX BUDGETED	\$	550,000.00	\$	552,600.00	\$	562,490.00	\$	574,042.00	\$	587,013.00	\$	790,000.00
	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED
JANUARY	\$ 12,367.02	0.56%	\$ 12,953.67	0.59%	\$ 15,264.18	0.68%	\$ 15,055.66	0.66%	\$ 14,806.68	0.54%	\$ 57,833.99	1.81%
FEBRUARY	\$ 181,228.05	8.28%	\$ 179,805.67	8.14%	\$ 150,130.14	6.67%	\$ 197,746.44	8.61%	\$ 218,849.29	7.94%	\$ 268,566.94	8.85%
MARCH	\$ 145,946.95	6.66%	\$ 170,790.47	7.73%	\$ 206,534.01	9.18%	\$ 166,653.82	7.26%	\$ 209,647.93	7.60%	\$ 255,398.22	8.41%
APRIL	\$ 703,261.24	32.11%	\$ 728,399.75	32.96%	\$ 750,574.65	33.36%	\$ 848,309.28	36.95%	\$ 879,678.69	31.91%	\$ 1,098,617.96	36.19%
MAY	\$ 280,090.97	12.79%	\$ 254,673.35	11.52%	\$ 255,316.19	11.35%	\$ 206,894.94	9.01%	\$ 231,232.67	8.39%	\$ 188,851.31	6.22%
JUNE	\$ 28,234.90	1.29%	\$ 28,277.67	1.28%	\$ 25,798.97	1.15%	\$ 17,802.27	0.78%	\$ 121,915.61	4.42%	\$ -	0.00%
JULY	\$ 13,862.01	0.63%	\$ 14,243.07	0.64%	\$ 13,357.18	0.59%	\$ 15,297.94	0.67%	\$ 46,281.87	1.68%	\$ -	0.00%
AUGUST	\$ 22,834.63	1.04%	\$ 20,189.40	0.91%	\$ 21,792.96	0.97%	\$ 19,593.62	0.85%	\$ 84,451.70	3.06%	\$ -	0.00%
SEPTEMBER	\$ 47,133.60	2.15%	\$ 38,344.75	1.73%	\$ 43,077.95	1.91%	\$ 52,981.76	2.31%	\$ 60,014.36	2.18%	\$ -	0.00%
OCTOBER	\$ 510,944.00	23.33%	\$ 609,385.19	27.57%	\$ 589,751.41	26.21%	\$ 609,623.36	26.55%	\$ 660,097.49	23.94%	\$ -	0.00%
NOVEMBER	\$ 205,209.54	9.37%	\$ 134,526.27	6.09%	\$ 156,410.40	6.95%	\$ 132,735.72	5.78%	\$ 211,520.52	7.67%	\$ -	0.00%
DECEMBER	\$ 15,961.81	0.73%	\$ 17,814.83	0.81%	\$ 15,106.15	0.67%	\$ 20,475.78	0.89%	\$ 32,635.83	1.18%	\$ -	0.00%
COLLECTION AS OF MAY:		60.41%		60.93%		61.24%		62.48%		56.37%		61.58%
TOTAL COLLECTION:		98.22%		98.16%		98.03%		98.41%		100.51%		61.58%

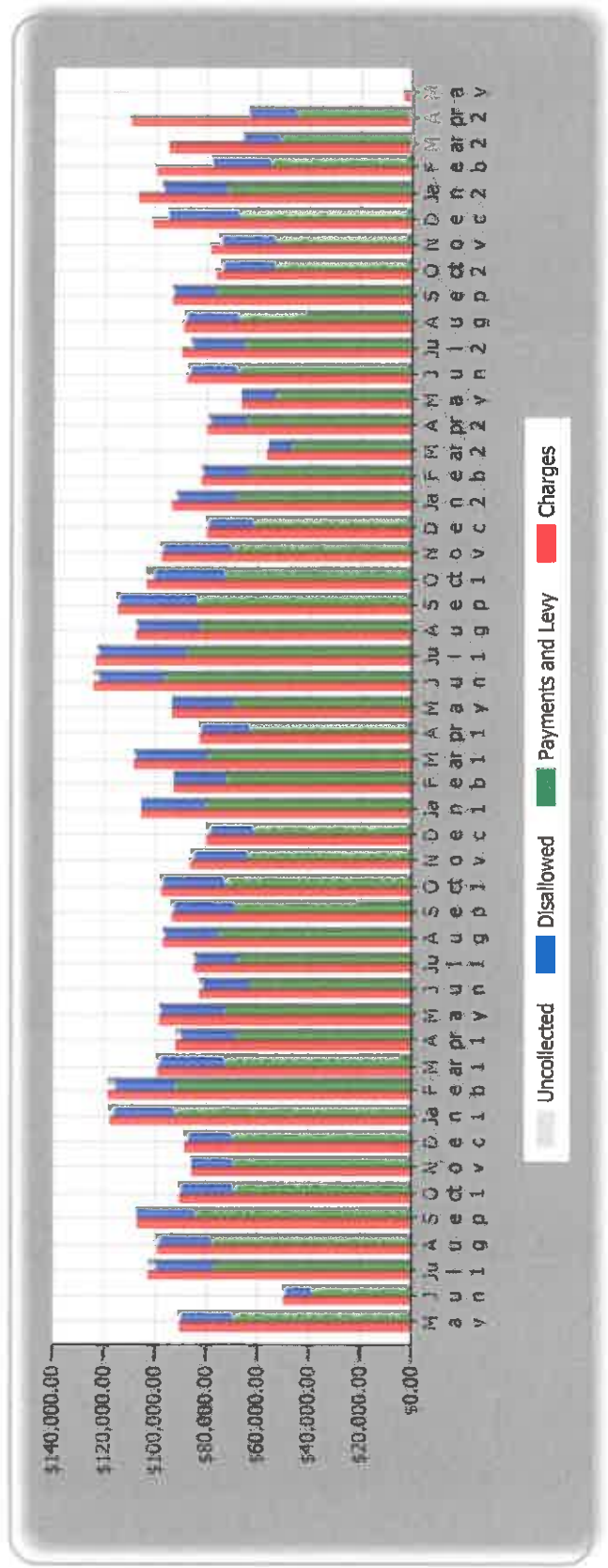
ANNUAL COLLECTION STATISTICS

Date Of Service	05/01/2017
Date Of Service	05/31/2021
Invoices	0
Company	Pacific 1
Provider	Pacific 1

Month	Tickets	Charges	Payments	%	Levy Fund	%	Disallowed	%	Uncollected	%	Pending	%
May 17	109	90,916.42	-65,629.75	72 %	-3,778.32	4 %	-20,864.47	23 %	-643.88	1 %	0.00	0 %
Jun 17	63	49,922.42	-35,004.12	70 %	-3,422.19	7 %	-10,730.73	21 %	-765.38	2 %	0.00	0 %
Jul 17	117	102,527.41	-71,754.18	70 %	-5,126.60	5 %	-23,412.30	23 %	-2,234.33	2 %	0.00	0 %
Aug 17	128	99,398.24	-73,055.40	73 %	-4,666.35	5 %	-20,786.86	21 %	-889.63	1 %	0.00	0 %
Sep 17	132	106,982.99	-79,715.10	75 %	-4,344.67	4 %	-22,923.22	21 %	0.00	0 %	0.00	0 %
Oct 17	115	90,850.55	-61,172.46	67 %	-8,367.69	9 %	-20,647.40	23 %	-663.00	1 %	0.00	0 %
Nov 17	110	85,544.91	-58,963.05	69 %	-9,985.69	12 %	-16,596.17	19 %	0.00	0 %	0.00	0 %
Dec 17	113	88,201.33	-62,761.52	71 %	-7,408.24	8 %	-17,252.69	20 %	-778.88	1 %	0.00	0 %
Jan 18	133	118,216.73	-83,379.54	71 %	-8,402.40	7 %	-24,605.28	21 %	-1,829.51	2 %	0.00	0 %
Feb 18	126	118,747.04	-81,406.53	69 %	-10,855.91	9 %	-23,698.06	20 %	-2,786.54	2 %	0.00	0 %
Mar 18	116	99,312.14	-65,843.32	66 %	-7,173.65	7 %	-25,560.17	26 %	-735.00	1 %	0.00	0 %
Apr 18	109	91,782.17	-60,759.39	66 %	-8,078.76	9 %	-21,129.02	23 %	-1,815.00	2 %	0.00	0 %
May 18	111	98,685.30	-68,296.90	69 %	-4,773.69	5 %	-24,779.36	25 %	-835.35	1 %	0.00	0 %
Jun 18	112	83,033.46	-53,916.64	65 %	-8,810.91	11 %	-18,486.07	22 %	-1,820.84	2 %	0.00	0 %
Jul 18	104	85,101.46	-55,738.87	65 %	-11,750.05	14 %	-16,860.66	20 %	-751.88	1 %	0.00	0 %
Aug 18	120	96,918.03	-65,196.31	67 %	-10,094.03	10 %	-21,284.37	22 %	-343.32	0 %	0.00	0 %
Sep 18	118	93,411.82	-66,182.48	71 %	-2,305.93	2 %	-24,402.03	26 %	-521.38	1 %	0.00	0 %
Oct 18	124	98,006.68	-67,022.08	68 %	-5,664.75	6 %	-24,567.97	25 %	-751.88	1 %	0.00	0 %
Nov 18	102	86,382.77	-55,894.93	65 %	-7,589.22	9 %	-21,612.86	25 %	-642.88	1 %	642.88	1 %
Dec 18	105	79,624.53	-55,575.26	70 %	-5,731.62	7 %	-17,188.65	22 %	-1,129.00	1 %	0.00	0 %
Jan 19	127	105,453.02	-74,129.76	70 %	-6,325.85	6 %	-24,997.41	24 %	0.00	0 %	0.00	0 %
Feb 19	116	92,797.35	-62,030.96	67 %	-10,424.84	11 %	-20,341.55	22 %	0.00	0 %	0.00	0 %
Mar 19	139	108,698.58	-70,738.25	65 %	-8,290.32	8 %	-29,024.64	27 %	-645.37	1 %	0.00	0 %
Apr 19	108	83,020.36	-53,673.83	65 %	-8,964.20	11 %	-20,022.30	24 %	-360.03	0 %	0.00	0 %
May 19	120	93,304.03	-58,985.45	63 %	-10,078.57	11 %	-24,240.01	26 %	0.00	0 %	0.00	0 %
Jun 19	152	123,982.78	-85,877.59	69 %	-10,308.81	8 %	-25,971.27	21 %	-1,921.43	2 %	-96.32	0 %
Jul 19	126	123,749.13	-81,716.90	66 %	-6,085.57	5 %	-35,027.54	28 %	-236.99	0 %	682.13	1 %
Aug 19	120	107,770.57	-73,600.71	68 %	-9,493.95	9 %	-24,030.78	22 %	-645.13	1 %	0.00	0 %
Sep 19	117	115,322.13	-75,478.04	65 %	-8,029.94	7 %	-31,195.02	27 %	-619.13	1 %	0.00	0 %
Oct 19	113	103,249.97	-66,580.56	64 %	-6,495.60	6 %	-27,576.68	27 %	-2,597.13	3 %	0.00	0 %
Nov 19	108	97,584.12	-61,154.39	63 %	-8,937.62	9 %	-26,804.23	27 %	-687.88	1 %	0.00	0 %
Dec 19	94	79,759.24	-53,902.25	68 %	-7,464.02	9 %	-17,776.09	22 %	-616.88	1 %	0.00	0 %
Jan 20	98	93,462.19	-59,329.38	63 %	-9,050.19	10 %	-23,222.56	25 %	-687.88	1 %	0.00	0 %
Feb 20	91	82,350.92	-58,242.34	71 %	-5,200.34	6 %	-18,245.11	22 %	-663.13	1 %	1,162.18	1 %
Mar 20	71	56,056.90	-39,781.24	71 %	-6,396.69	11 %	-9,134.27	16 %	0.00	0 %	0.00	0 %
Apr 20	95	79,943.86	-58,405.72	73 %	-5,725.06	7 %	-14,941.75	19 %	-136.33	0 %	744.70	1 %
May 20	79	66,058.36	-47,914.94	73 %	-4,787.67	7 %	-13,355.75	20 %	0.00	0 %	735.00	1 %
Jun 20	96	88,000.10	-61,214.24	70 %	-6,811.44	8 %	-19,257.67	22 %	0.00	0 %	0.00	0 %
Jul 20	103	90,029.03	-59,629.97	66 %	-5,654.38	6 %	-20,510.43	23 %	-75.00	0 %	641.75	1 %
Aug 20	99	89,357.24	-64,225.26	72 %	-3,113.11	3 %	-20,706.88	23 %	-324.28	1 %	3,482.37	4 %
Sep 20	103	93,813.15	-70,846.60	76 %	-5,456.66	6 %	-16,665.01	18 %	-579.88	1 %	987.71	1 %
Oct 20	79	76,395.05	-50,442.16	66 %	-2,301.84	3 %	-20,585.62	27 %	-735.00	1 %	2,330.43	3 %
Nov 20	82	78,224.94	-51,348.82	66 %	-1,506.03	2 %	-21,598.26	28 %	-618.00	1 %	3,053.83	4 %

Dec 20	104	101,289.58	-65,085.22	64 %	-1,957.01	2 %	-27,999.49	28 %	0.00	0 %	6,247.86	6 %
Jan 21	112	107,020.21	-68,715.34	64 %	-3,210.75	3 %	-24,875.92	23 %	-755.25	1 %	9,462.95	9 %
Feb 21	98	100,027.70	-51,605.78	52 %	-3,178.23	3 %	-22,929.71	23 %	0.00	0 %	22,313.98	22 %
Mar 21	110	94,825.37	-49,106.62	52 %	-2,511.38	3 %	-13,859.21	15 %	0.00	0 %	29,348.16	31 %
Apr 21	116	109,984.20	-44,986.03	41 %	0.00	0 %	-18,574.52	17 %	0.00	0 %	46,423.65	42 %
May 21	3	3,115.00	-569.32	18 %	0.00	0 %	-36.85	1 %	0.00	0 %	2,508.83	81 %
	5,246	4,508,211.48	-3,006,585.50		-306,200.74		-1,030,893.87		-33,594.28		130,937.09	

All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



Pacific County Fire District #1

Proposed Training Property

Applicable components of the FEMA 2019 VES feasibility study

- Wetland Delineation by Ecological Land Services – 2016 delineation
- Wetland Delineation Reverification by Ecological Land Services – November 2019
- Geotechnical Site Evaluation by Hart Crowser, Inc. in 2019
- Phase 1 Environmental Site Assessment (ESA) completed by HydroCon Environmental, LLC in 2019

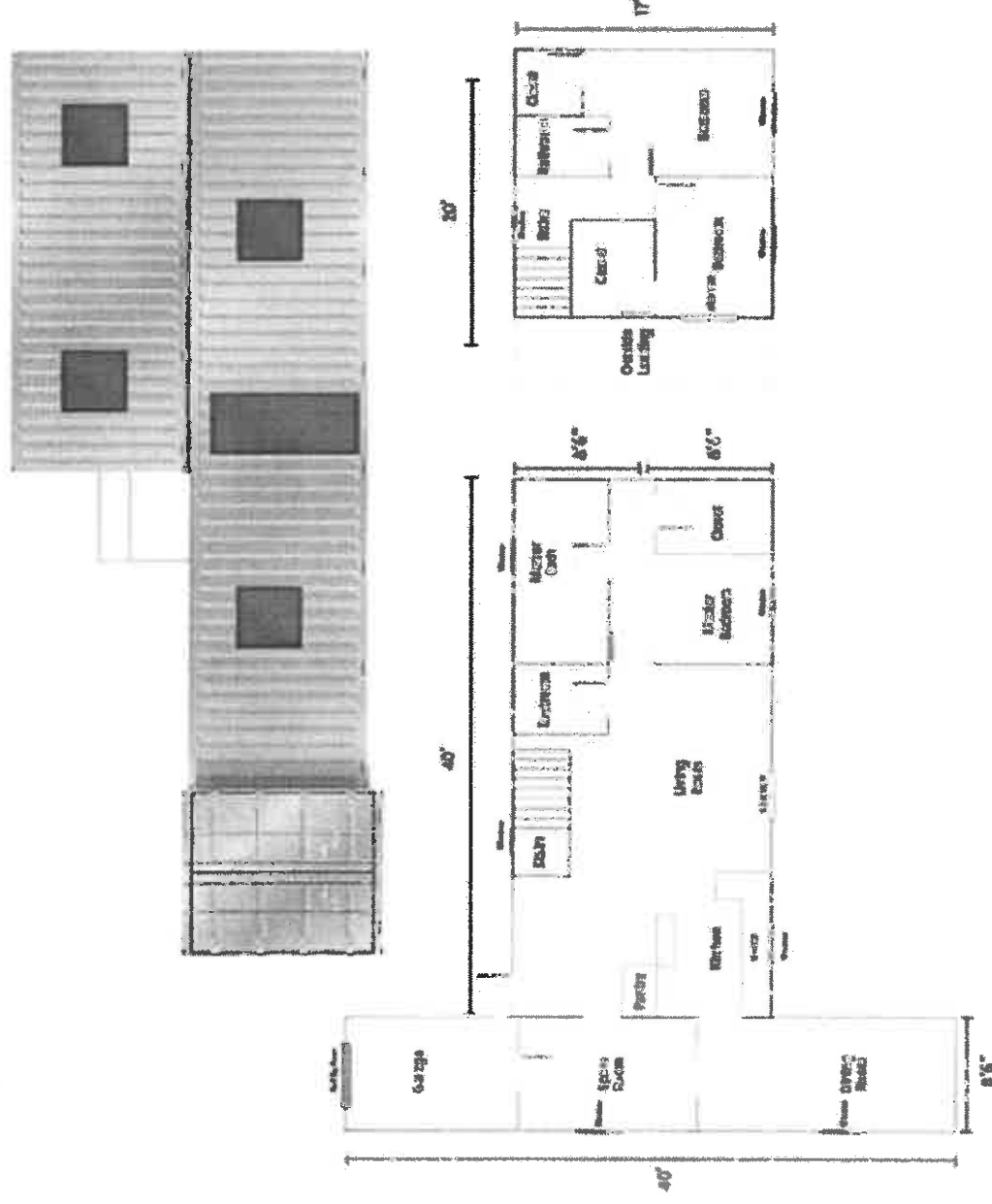
- Constructed of (2) 20' & (3) 40' steel storage containers

- 1360 square feet total training space

- 2 story home scenario – 3 bedroom, kitchen, and garage

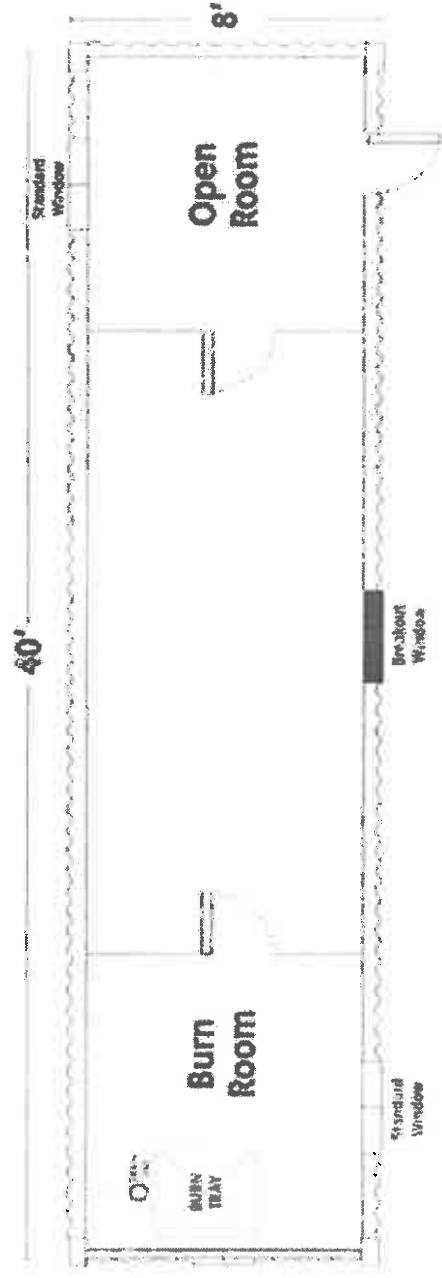
- Upper balcony on top level

- Internal staircase



Fire Lab

- Constructed from One (1) – 8' X 40' Steel Container
- One burn room
- Low Cost
- Meets live fire training requirements for WSRB



Project Budget

• Permitting	\$ 7,500.00
• Property Clearing	\$ 35,000.00
• Stormwater Drainage Plan and Implementation	\$ 30,000.00
• Site Preparation	\$138,600.00
• Perimeter Fencing	\$ 50,000.00
• Electricity	\$ 50,000.00
• Concrete Pads for Props	\$ 49,000.00
• Asphalt Surfacing	\$174,000.00
• Steel Containers and Fabrication	<u>\$155,000.00</u>
• Total Budget	\$659,100.00



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE: 6/15/2021 Regular Commissioner's Meeting.
AGENDA ITEM (to be completed by the office): NEW BUSINESS #1
SUBJECT: STRATEGIC PLAN
REQUESTOR: FIRE CHIEF BRUNDAGE/COMMISSIONER LONG
COST (including tax):
SUMMARY:
RECOMMENDATION:

STRATEGIC PLAN

PACIFIC COUNTY FIRE PROTECTION DISTRICT NO. 1

ADOPTED:

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EXECUTIVE SUMMARY

Pacific County Fire District #1 is a highly dynamic organization which is in a constant state of change. The Fire District recognizes the need to continuously identify and meet the community's needs and/or challenges while also providing a productive and efficient force of paid and volunteer members. Therefore, the Board of Fire Commissioners utilizes and relies on planning to ensure the Fire District is an effective and efficient public safety organization. In addition, regulatory agencies are constantly changing the statutory requirements and standards to ensure the safety of the community and our members.

Successful strategic planning provides a "road map" for focused and efficient management of the Fire District. This systematic and continuous process identifies intended outcomes, steps to accomplish the outcomes, and how we will measure or evaluate the outcomes. There are many benefits to strategic planning:

- Assess the current environment
- Clearly defines the purpose of the organization
- Helps to establish reasonable and objective goals
- Provides a pathway to communicate goals and objectives to internal and external stakeholders
- Focuses resources, personnel and finances, on priority goals
- Provides a framework where progress is clearly measured
- Establishes a mechanism for informed changes through regular review
- Helps to develop a sense of ownership in the plan

Strategic plans are dynamic and are meant to be an integral part of the Fire District's operational progress. Generally speaking, the strategic plan will describe the organization's pathway for the next one (1) to five (5) years. The plan will be available and will be shared with all District members and the community we serve. It is the intent of the Fire District to publicly review the plan quarterly and update the plan annually.

TEAM

In March 2021, the Board of Fire Commissioners held a workshop to update the current Strategic Plan. District members, both paid and volunteer, attended the March workshop and an addition meeting in May to provide current input during these meetings. In addition, information was gathered by e-mail submissions, personal interviews, and staff

meetings. Below is a summary of the internal and external stakeholders the Fire District will need to involve to meet identified strategic objectives:

Internal

- Board of Fire Commissioners
- Administrative Staff
- Command Staff and Line Supervisors (Paid and Volunteer)
- Line Staff (Paid and Volunteer)
- IAFF Local #3999 (Union)
- Pacific County Firefighters Association (Volunteer)

External

- Citizens of the Fire District
- Visitors to the area
- Partner Agencies: Pacific County Sheriff's Office, Ocean Beach Hospital, Pacific County DCD, Ilwaco Fire Department, Long Beach Fire Department, Pacific County Fire District #2, North Beach Water District, Pacific County Communications (PACCOM)

S.P.O.T. ANALYSIS

The strategic planning process includes a detailed review of the organization's current environment. The review process includes evaluating strengths, problems, opportunities, and threats. This process is commonly referred to as conducting a S.P.O.T. (also known as a S.W.O.T.) analysis. Below were the identified strengths, problems, opportunities, and threats.

STRENGTHS

- a. Organization dynamic to meet community needs – adaptability
- b. Recognizable
- c. Good reputation for our strengths
- d. We understand risk & we go about it in a safe and sane manner
- e. Excellent equipment – well maintained
- f. Strong institutional emphasis on training and certification
- g. Lowest cost per tax payer within the Fire District's political boundary
- h. Make most of what we have by being flexible – able to multi-task
- i. Rate at a Class 5
- j. Encourages people to volunteer in a variety of ways
 - i. Career people see volunteers as a great support

- k. Higher percentage of tax base within the County to help fund our service
- l. FD#1 is the “go to” when people need answers – often from people not local
- m. Community room for public
- n. Very good senior leadership
- o. Geographically diverse
- p. Tom does a great job keeping our equipment & vehicles operational
- q. We really listen to our community & their problems
- r. Respect from other area departments
- s. OBH has high respect for what we do – they trust us!
- t. Community trusts us
- u. Volunteers create pathway for career
- v. Larger Volunteer Base
- w. Values better defined
- x. More hands-on training
- y. Service is highly endorsed by patients and public
- z. Consistently pass levies
- aa. Resilience/agility to adapt to call load
- bb. Willing to plan honestly
- cc. Set goals with good follow through
- dd. Very dedicated staff
- ee. Attracting good people
- ff. Community programs are a “cut above”
- gg. Community risk reduction supported by all members

PROBLEMS/DISCONNECTS

- a. We are stretched too thin
- b. Efficiency can lead to vulnerability
 - i. Stretched too thin
- c. Age of our equipment is rapidly going to force us to pay the price to replace
 - i. Age of fire apparatus
- d. Communicating the different interests & motivation among career, volunteers, chiefs/admin & commissioners – and can be even on an individual level
- e. We do not work well with other departments on the Peninsula
 - i. We are territorial, both geographically and emotionally
- f. Training – inconsistent between shift and also career vs. volunteers
 - ii. Need more time doing practical training
- g. Fire marshal in name only:
 - iii. Failure to inspect what is expected for safety
 - iv. Weak link in our rating of Class 5

- h. Water District to FD1 cooperation on use to hydrants – Board to Board collaboration needed
- i. Tom need succession plan
- j. Need to create universal trust
- k. If we stop transfers, we reduce revenue
- l. Inter-shift communications
- m. Deferred maintenance at facilities
- n. Lack of a master plan
- o. Lack of clear pathway to promote to all levels

OPPORTUNITIES

- a. Use PSA's to inform & educate
 - v. How do we build on it?
- b. Social media
- c. Approach County to seek approval to cut trees 100' from home – rewrite ordinance for fire break
- d. Develop our training property
- e. Maybe consolidation of Ilwaco, Long Beach, and FD1
 - i. Workgroup to discuss mutual benefits (functional and/or operational)
- f. Quarterly plan review – open meeting
- g. Be more connection between career & volunteers
- h. Create a willingness to change culture
- i. Engage public in more opportunities to volunteers
- j. Need to pursue more grants
- k. Leverage the strength of all employees & volunteers to increase volunteers
- l. More collaborations with staff from commissioners
- m. Surfside – full service
 - vi. Perhaps volunteers could do weekends?
- n. Mentorship
- o. Joint training with others on Peninsula
 - vii. Joint members
- p. Joint training across the river
- q. Provide more strategic plan updates for professionals/volunteers
- r. Strategic plan section on website with updated and community feedback
- s. Short videos demonstrating successes, programs, etc.
- t. Create a master plan
- u. Diversify volunteer staffing opportunities (hours and stations)

THREATS

- a. Political boundary changes
- b. Legislative changes that impact us financially that are needless
- c. Threat of more certification – not only cost but time
- d. Legislation can change pecking order for taxing jurisdiction – also prorates
- e. Social media “fake news”
- f. Natural disasters – all kinds
- g. Population changes
 - i. Aging & growing population
- h. Property devaluation
- i. Sheriff’s Office service levels
- j. Variable costs outside our control on several expenditures
- k. Hospital changes
- l. Transportation vulnerability
- m. Radio communication can be generally out of date
 - viii. May need to consider our own dispatching
- n. Drug & violence
- o. Zero control succession of Board
- p. Biological threats
- q. Lack of affordable housing

Now that we are informed by the identified strengths, problems, opportunities, and threats, the development and organization of strategic objectives become the foundation for goal setting.

GOALS

Based on the S.P.O.T. analysis, key goals and performance measures were established. These goals will focus the Fire District resources, including budgetary needs, over the next five (5) years. While there were many goals identified during the planning process, the most critical to operational success were prioritized for the implementation process. Below includes the goals identified by the Team as being of the highest priority.

- Establish an intra-agency task force to evaluate and advise on opportunities to improve inter-agency relationships (1 year)
- Develop a master plan document for the Fire District (2 years)
- Develop Midway property into training grounds (1 year)
- Establish an intra-agency task for to evaluate and advise on creating a comprehensive staffing plan, that includes volunteers (1 year)

- Implement the staffing plan, utilizing both paid and volunteer personnel, to enhance operational efficiency and efficacy. (2 years)
- Hire part-time employees to supplement staffing (4-6 months)
- Complete a Community Risk Reduction Plan (1 year)
- Build a measurable comprehensive health and fitness plan for both paid and volunteer members (1 year)
- Develop a comprehensive IT needs plan following a detailed needs/wants evaluation (1 year)
- Develop a professional growth plan for each member (on an annual basis) (1 year)
- Evaluate the addition of a Volunteer Coordinator (1 year)
- Be completely caught up on (facility) deferred maintenance (5 years)

Each one of these goals will contain several tasks that will be required in order to successfully complete them. In addition, each goal should have clearly identified target dates for their successful progress or completion timeline. Operational task sheets will update no greater than quarterly, helping demonstrate efforts to achieving the desired goal or outcome.

All goal and task tables are location in Appendix C.

KEY PERFORMANCE INDICATORS

Key performance indicators (KPIs) are used to measure the output and outcome-based performance of the Fire District. While there are many variables that can affect outcomes, effective and efficient outputs generally lead to more favorable outcomes. It will be the responsibility of all members to take an active role in meeting the benchmarks listed. It is the responsibility of the command and company officers to provide the tools necessary to be successful.

The following outputs are based on consensus standards and State law.

STAFFING AND DEPLOYMENT

Fire Operations

1. Assemble six (6) firefighters at a working fire within fourteen (14) minutes eighty percent (80%) of the time. (NFPA 1720)
2. Firefighters display turnout times of less than ninety (90) seconds, ninety percent (90%) of the time. (NFPA 1720)

3. Firefighters initiate an attack on a working fire within two (2) minutes upon arrival ninety percent (90%) of the time. (NFPA 1720)

- *Total number of firefighters includes mutual aid resources.*
- *Firefighters must meet the Washington State standards for a structural and/or wildland firefighter*
- *Response time is the time from notification of incident (tone-out) to arrival at the incident scene*
- *Turnout time is defined as the time between notification of incident (tone-out) to responding.*

EMS Operations

1. Meet Washington State KPIs for stroke, acute coronary syndrome (ACS)/chest pain, and critical trauma patient management.
2. Response times will meet Washington State WAC 246-976-390(7)(c) Rural Response Area standard.
3. Turnout times of sixty (60) seconds ninety percent (90%) of the time. (NFPA 1720)
 - *Response time is the time from notification of incident (tone-out) to arrival at the incident scene*
 - *Turnout time is defined as the time between notification of incident (tone-out) to responding.*

Training

Fire related training KPI's meet or exceed the standards as set forth by statute WAC 296-305 or other published standards

Emergency medical services training shall be commensurate with Washington Department of Health, per certification level; and meet the additional requirements as forth by the Medical Program Director.

1. Operational (combat) firefighters attain IFSAC Firefighter 1 certification within eighteen (18) months of acceptance.
2. Operational (combat) firefighters attain IFSAC Firefighter 2 certification within three (3) years of acceptance.

3. All operational firefighters, certified at the IFSAC Firefighter 1 level shall strive to complete a minimum of fifteen (15) total hours of training per month. (WSRB)
 - a. *This KPI will be applied to volunteer operational firefighters, starting in year 2021*
4. All operational firefighters, certified at the IFSAC Firefighter 2 level shall strive to complete a minimum of ten (10) total hours of training per month. (WSRB)
 - a. *This KPI will be applied to volunteer operational firefighters, starting in year 2021*
5. All operational firefighters shall complete a minimum of one (1) live fire training exercise per year. (WSRB)
6. All members who drive apparatus (Level 4 – or higher) shall complete EVIP Operator recertification requirements (WSRB or State Law)
7. All chief and company officers shall complete a minimum of sixteen (16) hours annually in leadership, command, or JPR specific duties. (WSRB)
8. All EMS certified personnel complete the approved OTEP or PCEP for recertification
9. All paramedics remain current in AHA Advanced Cardiac Life Support, AHA Pediatric Advanced Life Support, and NAEMT Prehospital Trauma Life Support.

In addition to the aforementioned KPIs, the Fire District is also tracking KPIs to measure the performance of SAFER grant initiatives. The four-year grant, was awarded to the Fire District in August 2020 to promote volunteer recruitment and retention efforts. The KPIs that are being tracked and reported include:

1. Total number of active volunteers

This will be measured using our current Washington State Board for Volunteers roster.

2. Volunteer Retention Rate –

This will be tracked in a new Excel worksheet. New volunteers will be added to the sheet on their established start date. Any change in status or separation will be tracked in this sheet as well. This will ensure that we have a concise snapshot of our retention rate.

3. Total Number of Volunteer Hours Logged

This will be found by adding the time on-scene with the training (Emergency Reporting report #429) and event hours already tracked for our incentive point program.

4. Monetary Value of Services Rendered by Volunteers

This will be found by taking the total number of hours volunteered and multiplying that by \$15/hour. This amount is equivalent to what the Fire District would pay a part-time firefighter.

5. Number of Volunteers Recruited

This will be tracked via our Washington State BVFF new volunteer remittance forms.

6. Average Number of Volunteers per Specific Incident

This will be measured by tracking volunteer responses to building fires, wildfires, motor vehicle collisions with entrapment, and overlapping incidents.

Empirical data illustrating successful benchmarking is on contained in Appendix A, “Key Performance Indicator Data.”

INDUSTRY ANALYSIS

Growth, Impacts, and Capacity

Over the past five years, the Fire District has seen a significant increase in overall call volume. The Fire District successfully passed a fire levy lid lift in 2019 which increased funding in 2020. In addition, the six-year EMS levy was renewed in 2020 for the 2021 tax year. These needed funding sources will be vital towards meeting the strategic goals outlined in this plan.

Population growth, aging demographics, increasing demand for services and lack of resources (doing more with less) will continue to challenge the Fire District. During 2020 and 2021, there has been a significant boom in construction and property development. Homes that were once occupied by part-time residents are being occupied year-around.

With the current staffing, the Fire District is operating at capacity. The addition of more paid Firefighter/EMT/Paramedics and volunteers will be needed to meet the growing call demands or prior to the consideration of adding any additional services. Professional development of all Fire District members will be necessary to maintain a highly effective first responder team. In addition, the ability to be progressive will require the organization to embrace changes in technology and effectively manage the ongoing health and welfare of the members of the Fire District.

Risk Reduction

As the community grows, risks associated with providing emergency services with increase. A clear understanding of demographic trends, incident response details, and a reasonable level of acceptable risk needs to be analyzed. One of the most important goals identified in this current strategic plan is the development of a Community Risk Reduction plan.

The process of establishing a comprehensive CRR plan will involve our stakeholders (internal/external), identify and assess risks, select strategies to minimize the risks or their impacts, and form an action plan to implement the strategies.

Discontinued Services

In the event that the Fire District is unable to continue the existing service levels, it will be necessary to decrease and/or eliminate some services. Based on the recent past increased demand for services to Fire District citizen's, the Fire District formally discontinued advanced life support services to Pacific County Fire District #4 (Naselle) on May 1, 2020. This measure was necessary to focus Fire District emergency response personnel to our citizens and tax-payers, and eliminated unnecessary liabilities to our organization and responders.

Additional services that may need to be discontinued, include (in order of elimination):

1. Burn Permit / Burn Violations

Explanation: The District has an interlocal agreement with Olympic Region Clean Air Agency (ORCAA) for the issuance and management of outdoor burning within the Fire District's political boundaries. The Fire District commits resources to this program that are not completely reimbursable, and no real enforcement capabilities. Costs include permit burn costs, personnel time to manage issuance and complaints, equipment costs for suppression, dispatch fees, and out of service time for crews. Approximately 5% of the overall call volume or approximately 35 – 40% of fire related calls are for burning complaints.

2. Interfacility Transfers

Explanation: The District provides interfacility transfers from Ocean Beach Hospital to other healthcare facilities, long term care, or home. Interfacility transfers are an important service to our citizens, both economically and standard of care. However, performing transfers are logistically extensive and result in staffing concerns. Interfacility transfers consist of approximately 10% of the overall call volume.

3. Public Education Services

Explanation: The District employees a full time Public Education Coordinator who is tasked with providing injury and illness prevention services. These services include the

fall prevention program, in-home safety visits, first aid / CPR courses, and other related programs. While prevention is important, it should not prevail over meeting public safety response needs.

4. Public Assistance

Explanation: Approximately 10 – 12% of the Fire District’s overall call volume is calls for public assistance. These calls are non-emergent requests for assistance, such as assisting a disabled person into their car for a doctor’s appointment. Public assist calls continue to rise due to an increasing aging population and lack of affordable social resources in the area.

MARKETING PLAN

The largest marketing tool that Fire District #1 has is our website. Our site informs taxpayers about services that the District offers which includes, but is not limited to, emergency medical services, billing practices, burn permits, and public education programs. In order to promote our website, the District utilizes the link to our Facebook page. Our Facebook page shows training opportunities, factually informs the public about large incidents, and notifies the community about upcoming events.

One request that we receive at the District is the availability of t-shirts that citizens and visitors of our community can purchase. Due to policy, we do not sell any of the District member shirts. We will design a t-shirt which creates a walking advertisement for our website and/or Facebook page without that person looking like a District member. Possible text includes “I support Pacific County Fire District #1,” “pcfd1.org” or “Like us on Facebook.”

As outlined in the S.P.O.T. Analysis, Fire District #1 has a need to increase the number of fire, EMS, and support volunteer members that we currently have. As new volunteers receive fire and emergency medical services training; there is an opportunity to utilize the volunteers to perform District services and supplement career duties.

Fire District #1 has had two, professional video public service announcements created – one informs about beach fires and one is a fire volunteerism campaign. In order to market the volunteer opportunities at the District, we plan on having more public service announcements produced in the future. We will post these videos to our Facebook page. In addition, we have a YouTube account which holds these PSAs and can link to our website. Our final goal is to have these videos formatted to play at our local movie theater. This will help capture part of the audience that we are trying to reach.

In May of 2020, the District submitted a SAFER Grant for Volunteer Recruitment and Retention. As part of our award request, we asked for funding for the following marketing items:

1. LED Sign - \$25,400
2. Media Marketing (TV/Radio/Internet/Etc.) - \$10,200
3. Print Marketing (Flyers/Brochures/Signs/Banners) - \$4,000

These grant funds can help our District market to potential volunteers in our community through an eye-catching LED sign and print marketing such as flyers and brochures (pens, t-shirts are not allowed) to hand out at community and recruitment events. The production and formatting of the PSAs will also be funded through this grant. The District was awarded the 2019 SAFER grant for recruitment and retention on August 26, 2020.

FINANCIAL PROJECTIONS

The District has chosen to keep a minimum cash balance of six (6) months operating expenses at all times. The \$1,751,000 needed for 2021's six (6) months of operating costs has been visually earmarked as a "Rainy Day Fund" for the purposes of cash flow projections. This fund can be seen on the Cash Flow Projection worksheets.

Cash flow projection worksheets from 2021 through the end of 2022 are attached in Appendix B. We estimate that 98.94% of budgeted tax revenue is collected each year based off of previous years' collection, or \$2,968,200 out of the \$3,000,000 budgeted.

We estimate the following cash flow for the District from 2023-2025:

1. 2023
 - a. Beginning Balance
 - i. \$3,098,469.04
 - b. Revenue
 - i. Tax
 1. Fire - \$2,250,000.00
 2. EMS - \$750,000.00
 - ii. Ambulance Billing - \$663,000.00
 - iii. General - \$280,389.00
 - c. Expenditures
 - i. Payroll/Payables - \$3,499,085.88
 - d. Rainy Day Fund-
 - i. \$1,857,635.90
 - e. Capital
 - i. \$390,937.00
 - f. Total Ending Balance
 - i. \$3,151,835.16

2. 2024
 - a. Beginning Balance
 - i. \$3,151,835.16
 - b. Revenue
 - i. Tax
 1. Fire - \$2,250,000.00
 2. EMS - \$750,000.00
 - ii. Ambulance Billing - \$663,000.00
 - iii. General - \$280,389.00
 - c. Expenditures
 - i. Payroll/Payables - \$3,604,058.40
 - d. Rainy Day Fund
 - i. \$1,913,364.98
 - e. Capital
 - i. \$204,010.00
 - f. Total Ending Balance
 - i. \$3,287,155.79
3. 2025
 - a. Beginning Balance
 - i. \$3,287,155.79
 - b. Revenue
 - i. Tax
 1. Fire - \$2,250,000.00
 2. EMS - \$750,000.00
 - ii. Ambulance Billing - \$663,000.00
 - iii. General - \$280,389.00
 - c. Expenditures
 - i. Payroll/Payables - \$3,712,180.20
 - d. Rainy Day Fund
 - i. \$1,970,765.93
 - e. Capital
 - i. \$0.00
 - f. Total Ending Balance
 - i. \$3,518,364.59

The tax revenue projections for 2021-2025 are estimated at a \$1.5 Billion assessed valuation with the collection rate of \$2.00 per thousand (\$1.50 for fire and \$0.50 for EMS). If the assessed valuation of properties within the District boundaries lowers by 10%, it will become \$1.35 Billion. This means a total decrease in tax revenue by \$300,000 in one year (from \$3,000,000 to \$2,700,000).

APPENDIX A: KEY PERFORMANCE INDICATOR DATA

APPENDIX B: CASH FLOW PROJECTIONS

2021

MONTH	REVENUE TAX COLLECTIONS				EXPENDITURES			CASH BALANCE
	FIRE/EMS	AMBULANCE BILLING	MISC REVENUE	REVENUE MONTHLY	DATE	VOUCHER TOTAL	VOUCHER MONTHLY	
Beginning Balance								\$ 2,774,238.18
Rainy Day Fund Begin								\$ 1,751,000.00
Capital Fund Begin								\$ 623,850.90
JANUARY	\$ 57,833.99	\$ 80,892.71	\$ 8,945.10		01/19/21	\$ (31,365.62)		\$ 399,588.18
ACTUAL				\$ 147,671.80	01/28/21	\$ (232,947.77)		
							\$ (264,313.39)	\$ 282,946.59
FEBRUARY	\$ 268,566.94	\$ 43,309.42	\$ 8,285.17		02/23/21	\$ (248,813.88)		
ACTUAL				\$ 320,161.53	02/24/21	\$ (4,214.28)		
					02/28/21	\$ 100.00	\$ (252,928.16)	\$ 350,179.96
MARCH	\$ 255,398.22	\$ 84,092.78	\$ 13,491.58		03/23/21	\$ (357,091.97)		
ACTUAL				\$ 352,982.58	GO BOND INTEREST	\$ (1,280.35)		
					03/29/21	\$ (7,789.30)		
							\$ (366,161.62)	\$ 337,000.92
APRIL	\$ 1,098,617.96	\$ 28,692.05	\$ 187,164.68		04/20/21	\$ (282,135.28)		
ACTUAL				\$ 1,314,474.67	04/29/21	\$ (14,597.82)		
							\$ (296,733.08)	\$ 1,354,742.51
MAY	\$ 188,851.31	\$ 51,938.58	\$ 20,366.48		05/18/21	\$ (227,593.86)		
ACTUAL				\$ 261,156.37	05/28/21	\$ (12,963.97)		
					05/25/21	\$ 259.99		
							\$ (240,197.84)	\$ 1,375,701.04
JUNE	\$ 38,700.00	\$ 55,000.00	\$ 23,366.00			\$ (274,852.00)		
ESTIMATED				\$ 117,066.00			\$ (274,852.00)	\$ 1,217,915.04
JULY	\$ 18,900.00	\$ 55,000.00	\$ 23,366.00			\$ (274,852.00)		
ESTIMATED				\$ 97,266.00			\$ (274,852.00)	\$ 1,040,329.04
AUGUST	\$ 31,200.00	\$ 55,000.00	\$ 23,366.00			\$ (274,852.00)		
ESTIMATED				\$ 109,566.00			\$ (274,852.00)	\$ 875,043.04
SEPTEMBER	\$ 64,500.00	\$ 55,000.00	\$ 23,366.00			\$ (274,852.00)		
ESTIMATED				\$ 142,866.00	GO BOND	\$ (52,787.50)		
							\$ (327,639.50)	\$ 690,269.54
OCTOBER	\$ 699,900.00	\$ 55,000.00	\$ 23,366.00			\$ (274,852.00)		
ESTIMATED				\$ 778,266.00			\$ (274,852.00)	\$ 1,193,693.54
NOVEMBER	\$ 281,100.00	\$ 55,000.00	\$ 23,366.00			\$ (274,852.00)		
ESTIMATED				\$ 359,466.00			\$ (274,852.00)	\$ 1,278,297.54
DECEMBER	\$ 21,900.00	\$ 55,000.00	\$ 23,366.00			\$ (274,852.00)		
ESTIMATED				\$ 100,266.00			\$ (274,852.00)	\$ 1,103,711.54
Rainy Day Fund End								\$ 1,751,000.00
Capital Fund End								\$ -
Ending Balance								\$ 2,854,711.54

2022

MONTH	REVENUE TAX COLLECTIONS				EXPENDITURES			CASH BALANCE
	FIRE/EMS	AMBULANCE BILLING	MISC REVENUE	REVENUE MONTHLY	DATE	VOUCHER TOTAL	VOUCHER MONTHLY	
Beginning Balance								\$ 2,854,711.54
Rainy Day Fund Begin								\$ 1,803,530.00
Capital Fund Begin								\$ 487,888.00
JANUARY	\$ 16,800.00	\$ 55,000.00	\$ 23,365.00					\$ 553,215.54
ACTUAL				\$ 95,165.00			\$ -	\$ 648,380.54
FEBRUARY	\$ 248,400.00	\$ 55,000.00	\$ 23,365.00			\$ (283,098.00)		
ACTUAL				\$ 326,765.00			\$ (283,098.00)	\$ 662,047.54
MARCH	\$ 199,800.00	\$ 55,000.00	\$ 23,365.00			\$ (283,098.00)		
ACTUAL				\$ 278,165.00	GO BOND INTEREST	\$ (643.75)		
							\$ (283,741.75)	\$ 686,470.79
APRIL	\$ 963,300.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ACTUAL				\$ 1,041,666.00			\$ (283,098.00)	\$ 1,445,038.79
MAY	\$ 383,700.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ACTUAL				\$ 462,066.00			\$ (283,098.00)	\$ 1,624,006.79
JUNE	\$ 38,700.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ESTIMATED				\$ 117,066.00			\$ (283,098.00)	\$ 1,457,974.79
JULY	\$ 18,900.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ESTIMATED				\$ 97,266.00			\$ (283,098.00)	\$ 1,272,142.79
AUGUST	\$ 31,200.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ESTIMATED				\$ 109,566.00			\$ (283,098.00)	\$ 1,098,610.79
SEPTEMBER	\$ 64,500.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ESTIMATED				\$ 142,866.00	GO BOND	\$ (52,143.75)		
							\$ (335,241.75)	\$ 906,235.04
OCTOBER	\$ 699,900.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ESTIMATED				\$ 778,266.00			\$ (283,098.00)	\$ 1,401,403.04
NOVEMBER	\$ 281,100.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ESTIMATED				\$ 359,466.00			\$ (283,098.00)	\$ 1,477,771.04
DECEMBER	\$ 21,900.00	\$ 55,000.00	\$ 23,366.00			\$ (283,098.00)		
ESTIMATED				\$ 100,266.00			\$ (283,098.00)	\$ 1,294,939.04
Rainy Day Fund End								\$ 1,803,530.00
Capital Fund End								\$ -
Ending Balance								\$ 3,098,489.04

APPENDIX C: GOALS WITH TASK SHEETS

1. Establish an intra-agency task force to evaluate and advise on creating a comprehensive staffing plan.
2. Complete a Community Risk Reduction (CRR) plan.
3. Being caught up with deferred facility maintenance.
4. Establish a comprehensive health and fitness plan for all Fire District members.
5. Implement a diverse staffing plan that enhances operational efficiency and efficacy.
6. Establish an intra-agency task force to evaluate and advise on opportunities to improve inter-agency relationships.
7. Conduct an IT needs analysis and establish a plan.
8. Develop a Master Plan document for the Fire District.
9. Develop the Midway property into usable training grounds.
10. Develop a professional develop plan (PDP) annually for each District member.
11. Evaluate the addition of a Volunteer Coordinator.

GOAL: Establish an intra-agency task force to evaluate and advise on creating a comprehensive staffing plan

ACTION PLAN: Establish a task force to evaluate opportunities to enhance staffing plan concerns leveraging paid and volunteer personnel

PERSONNEL: Chief Brundage, Task Force

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion
Conduct analysis of current situation					
Conduct analysis of staffing needs					
Advise management of resource needs to improve staffing needs					

GOAL: Complete a Community Risk Reduction (CRR) plan

ACTION PLAN: Complete a CCR plan that identifies initiatives to minimize fire losses, prevent injuries, and minimize illness

PERSONNEL: Public Ed. Coordinator Karvia, Chief Brundage

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion
Compile data					
Draft a report					
Adoption of the plan	Fire Commissioners				

GOAL: Being caught up with deferred facility maintenance

ACTION PLAN: Establish an annual plan that ensures that deferred maintenance is caught up on District facilities within five (5) years

PERSONNEL: B. Weatherby

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion

GOAL: Establish a comprehensive health and fitness plan for all Fire District members

ACTION PLAN: Build a comprehensive plan that includes health and fitness initiatives, including prevention measures

PERSONNEL: Assistant Chief Bishop, Safety Committee

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion

GOAL: Implement a diverse staffing plan that enhances operational efficiency and efficacy

ACTION PLAN: Establish and implement at staffing plan that utilizes both paid and volunteer personnel to improve operational capabilities

PERSONNEL: Chief Officers

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion January 2023

GOAL: Establish an intra-agency task force to evaluate and advise on opportunities to improve inter-agency relationships

ACTION PLAN: Establish and intra-agency task force that evaluate the current relationships with neighboring agencies. Task force will advise management of identified opportunities to improve or increase inter-agency operations and/or training.

PERSONNEL: Chief Brundage, Task Force

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion
Establish Task Force					
Establish Scope of Work for Task Force					
Provide updates to Board					

GOAL: Conduct an IT needs analysis and establish a plan

ACTION PLAN: Conduct a current and future detailed IT analysis, and develop a comprehensive IT plan to address the needs

PERSONNEL: [REDACTED] L Karvia, Estrella

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion

GOAL: Develop a Master Plan document for the Fire District

ACTION PLAN: Complete a master plan for the long-term needs of the Fire District

PERSONNEL: Fire Commissioners, Chief Brundage

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion 2023

GOAL: Develop the Midway property into usable training grounds

ACTION PLAN: Develop a portion of the District-owned Midway property to into a usable training grounds including a training structure and site improvements

PERSONNEL: A/C Weatherby

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion

GOAL: Develop a professional develop plan (PDP) annually for each District member

ACTION PLAN: Identify and collaborate with District members to identify and support their professional growth needs

PERSONNEL: Fire District Officers

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion
Establish clear PDP guidelines (SOG)	Brundage				
Train supervisors to complete and deliver PDPs	Brundage, Weatherby, Bishop				
Implement PDP program	District Officer				

GOAL: Evaluate the addition of a Volunteer Coordinator

ACTION PLAN: Evaluate and determine the need for a Volunteer Coordinator position that will promote volunteerism in the Fire District.

PERSONNEL: Chief Brundage

Activities	Responsible	Timeline	Resources	Budget	Progress / Est. Completion
Conduct an analysis of the volunteer needs	J. Brundage				
Develop and adopt a volunteer recruitment and retention plan	J. Brundage				
Review fiscal impacts of adding a Volunteer Coord.	J. Brundage, J. [REDACTED]				
Affirm or deny the position	Fire Commissioners				



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE: 6/15/2021 Regular Commissioner's Meeting.
AGENDA ITEM (to be completed by the office): NEW BUSINESS #2
SUBJECT: ADMINISTRATIVE ASSISTANT JOB DESCRIPTION
REQUESTOR: DISTRICT SECRETARY [REDACTED]
COST (including tax): \$17,629.14/year
SUMMARY: This job description was drafted using components of past PCFD#1 Admin Assistant job descriptions merged with current, open Admin Assistant job descriptions from pre-identified comparables. The cost includes up to 1,040 hours/year at \$15.00/hour. No benefits. Includes PERS, Medicare, and LNI costs.
RECOMMENDATION:

PACIFIC COUNTY FIRE DISTRICT 1

JOB DESCRIPTION

TITLE: Administrative Assistant

REPORTS TO: District Secretary

GENERAL FUNCTIONS:

The Administrative Assistant will provide clerical and office support duties as determined by the District Secretary. Duties will include, but are not limited to the following: data entry, filing, answering phones, greeting members from the public, and completing other office support functions as needed. Due to the general nature associated with this position, the Administrative Assistant must possess exceptional customer service skills.

LEVEL OF RESPONSIBILITY:

This is an FLSA non-exempt, at-will position.

SUPERVISOR:

The Administrative Assistant reports to and is supervised by the District Secretary. The Administrative Assistant is given general policy direction and is allowed independence to supervise his/her overall, day-to-day assigned areas of responsibility. Performance is reviewed by the District Secretary for effectiveness and compliance with District policies and procedures.

SUPERVISION:

Supervision of others is not a function of this position.

PRIMARY DUTIES:

Primary Duties and Responsibilities

The following duties are not to be construed as exclusive or all-inclusive; other duties may be required and assigned. Job duties are performed in accordance with established policies and procedures, although independent judgment may be exercised in some situations.

- Maintains confidentiality as required by District policy and law.
- Answers telephones, takes messages, and/or directs calls to the appropriate person.
- Responds to public inquiries for burn permits, address signs, lockboxes, etc., in a professional and courteous manner and within the scope of knowledge to provide such information.
- Collects, sorts, and distributes mail.
- Inventories all office and cleaning supplies.
- Prepares all new confidential personnel, medical, and training files; assists the maintenance of these files.
- Creates and maintains all vendor files.

Job Responsibilities Related to Patient Privacy

Protects the privacy of all patient information in accordance with Pacific County Fire District 1 privacy policies, procedures, and practices, as required by federal and state law, and in accordance with general principles of professionalism as a health care provider.

Access protected health information and other patient information only to the extent that is necessary to complete job duties. Shares such information with those who have a need to know specific patient information to complete their job responsibilities related to treatment, payment, or other department operations.

Reports any concerns regarding Pacific County Fire District 1 policies and procedures on patient privacy and any observed practices in violation of such policies to the District's Privacy Officer.

Participates in District privacy training and is required to communicate privacy policy information to co-workers, students, patients, and others in accordance with District policies.

Minimum Qualifications

- Is a high school graduate or tested equivalent.
- Must pass a pre-employment drug test.
- Must pass a background investigation conducted by the Fire District.
- Must possess and maintain a valid driver's license and personal liability auto insurance.
- Must have the ability to work independently in a multi-tasking, customer service setting.
- Must have familiarity with Microsoft Suite.
- Must have well-developed written and verbal communication skills.
- Must be able to exercise independent judgements.
- Must be able to work cooperatively with department members, the general public, and other agencies.

Working Environment

The assigned shift for the Administrative Assistant is a part-time (1040 hours scheduled annual maximum) position. The District shall determine the actual work schedule based on the needs of the department; attendance at evening and weekend meetings is sometimes required. The working conditions will be primarily in an indoor environment. Work is performed in a fast-paced office setting with frequent interruptions.

Disclaimer: The information provided in this job description has been designed to indicate the general nature and level of work performed by incumbents within this job. It is not designed to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and working conditions required of employees assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.

Administrative Assistant Wage Calculation

	HOURS	RATE	HRLY RATE	TOTAL
WAGE	1040		\$ 15.00	\$15,600.00
LNI		0.1961		\$ 203.94
MEDICARE		0.0145		\$ 226.20
PERS		0.1025		\$ 1,599.00
				\$17,629.14



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE: 6/15/2021
AGENDA ITEM (to be completed by the office): <i>New Business #3</i>
SUBJECT: Surfside Residence Siding and Roof Project
REQUESTOR: AC Weatherby
COST (including tax): \$58,840.00 + \$4,824.88 (tax 8.2%) = \$63,664.88
SUMMARY: Bids were requested from the small works roster from 3 contractors (DPR, Dr. Roof, Hill and Sons Construction). Only one bid was returned. The project was estimated to cost \$50,000.00 before the recent increases in building materials cost. Any damage or rot to be replaced and billed via change order after mutually agreed price between contractor and Fire Chief.
RECOMMENDATION: Award bid for Surfside Residence Siding and Roofing work to Dr. Roof Inc. Total contract price \$63,664.88



Customer Brad Weatherby	Company Pacific County Fire District #1
Phone (360) 665-4451	Email weatherby@pcfd1.org
Job Location 32201 H Place, Ocean Park, Washington, 98640	
Job Name Surfside Fire Station	Job Contact Brad Weatherby
Phone (360) 244-9090	Email tim.inskeep@droofinc.com

Siding

☒ Remove Existing Existing Material Cement Board #Layer 1

Inspect for water damage -Repairs are additional cost if needed

Substrate Inspect substrate for water damage -Repairs are additional cost if needed

Install membrane tape around all windows, doors and any sidewall penetrations

Install 15# felt ASTM to all walls

No trim

Z Metal Flashings above all applicable trims Stainless

Install blocks for all accessories (ei: Lights, Hose, Dryer vents)

Install Pre-Primed James Hardie James Hardie Lap siding 6" reveal

All exposed fasteners to be Stainless steel

Caulk and seal all trims

Clean Up and remove all job related debris

10yr Labor -Installation Guarantee / Manufacturers Material Warranty

\$ 58,840.00 +TAX Initials ☐ Color _____

Job Notes/Details/Specifics:

Estimate Scope of work provided by Pacific County Fire District #1

Additional Scope in Estimate:

Remove Fire Station Sign and Blue Address sign to keep safe to remount at same location

Front Deck demo and removal -South side atrium demo and removal

Stainless steel coverings for bird blocks at soffit

Remove any railings hindering the installation of the JH siding

Pull back deck boards for siding installation

The siding will butt to all window and door openings as it is in existing (no trim)


Shutters will be removed and disposed of

Prime and paint house according to provided scope of work

Estimate does not include any rot repairs if needed, soffit, electrical, plumbing, interior work or permits.

Owens Corning Duration Roof Scope of work:

Remove existing one layer composition roofing material
Inspect substrate for water damage (If repairs needed will be an additional charge)
Install 15# ASTM moisture barrier underlayment
Install full wrap stainless steel edge metal (drip & rake)
Install Owens Corning TruDef Duration architectural roofing shingles
Shingles have algae block granules and are wind rated up to 130mph
Replace existing roof vents with new metal roof vents
Remove and replace existing skylight and flashing
Install new ridge caps
Install new stainless steel flashings (pipes, posts etc.)
Magnetic sweep ground
Clean up and remove all job related debris
10yr Labor-installation Guarantee
Standard Owens Corning Manufacturers Material Warranty


06/08/2021

Dr Roof Inc. Representative


Signature Date

Customer Approval

**BY SIGNING THIS CONTRACT, YOU ACKNOWLEDGE THAT
YOU HAVE READ AND UNDERSTAND THE TERMS
/CONDITONS AND STATE REQUIRED NOTICES ON THE
FOLLOWING PAGES.**

Terms / Conditions / Disclaimer:

Price estimate is valid for 30 days from date submitted. Dr. Roof's upper management has the right to decline project at any point without recourse by customer. Price includes all labor and materials to be provided by Dr. Roof Inc. unless otherwise specified.

50% down payment is due upon acceptance, unless other arrangements have been made and approved by Management.

Any alteration or deviation from the scope of the work under this contract shall be treated as additional work, including but not limited to rot repairs, and will result in an additional charge to customer based on Dr. Roof's current labor rates and current material prices, plus overhead. Such extra work shall be authorized upon written acceptance from customer (email /text approvals are acceptable) and shall be paid by customer upon substantial completion of Dr. Roof's work.

Balance is due immediately upon completion. All credit cards will have a 2.5% convenience fee applied. All outstanding

balances shall start accruing interest at the rate of 1.5% per month (18% per year) commencing 30 days from the date the balance was due.

Applicable manufacturer's warranties will not be provided until final payment by customer has been received by Dr. Roof. Metal rusting, caulking failure, acts of nature and maintenance are not covered by warranty. (See full warranties for exact coverages)

Dr. Roof warrants its workmanship against defects for a period of one (1) year from the date of substantial completion of its work. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Dr. Roof's liability is limited to repair and/or replacement of defective work. Dr. Roof shall have the sole discretion to determine whether the work shall be repaired or replaced. Customer must notify Dr. Roof in writing within ten (10) business days after he or she discovers, or should have discovered, any defect or deficiency or be barred from any remedy whatsoever. Dr. Roof shall be entitled to cure any defect or deficiency before customer may seek any remedy to which customer may be entitled. Customer shall remain responsible for timely payment of the full contract price.

Customer agrees that Dr. Roof will in no event be responsible for any special, incidental or consequential damages. Customer agrees that any suit or action by customer arising out of or in any way related to the work performed by Dr. Roof must be filed within one (1) year of substantial completion, or Dr. Roof's final invoice, whichever is sooner. Manufacturers' materials warranties are Customer's sole remedy for any defect or failure of materials.

Dr. Roof Inc. is not responsible for any damage to property from material suppliers/deliveries; such damage is solely the responsibility of the supplier. Customer shall hold and save Dr. Roof harmless from any and all liability, costs, expenses and damages for damage to Dr. Roof's work or the project, and for injury or death or damage to property occurring on or in connection with the work or the project, arising out of the acts or omissions of customer, its employees, agents, subcontractors or suppliers, excepting only such as may arise from the sole negligence of Dr. Roof.

By signing this contract you authorize Dr. Roof Inc. to furnish all labor and materials as specified in this contract. You are also acknowledging you have received and understand the required state notices provided to you. If you wish to cancel after acceptance but prior to work an administrative fee will be applied as well as any restocking fees if applicable.

In the event of customer's default, or a dispute between Dr. Roof and customer, customer agrees to pay attorney fees and costs incurred by Dr. Roof, whether or not a suit or action is filed. The term "prevailing party" in a suit or action shall mean the party who receives the net affirmative award or net affirmative judgment. If suit or action is filed, the venue for such suit or action shall be at the discretion of Dr. Roof.

Customer consents to Dr. Roof displaying or using photographs of Customer's project for marketing purposes.

Customer shall not interfere with or cause delay to Dr. Roof's work in any way, and customer shall not allow any person or entity to interfere with or cause delay to Dr. Roof's work.

Where existing work is to be matched, Dr. Roof, Inc. will make a reasonable effort to do so but Dr. Roof, Inc. does not guarantee or warrant an exact match of material or colors.

Customer agrees that, even if not separately signed by Customer, Dr. Roof, Inc. has timely and properly provided to Customer by law in each state:

If Project is located in Oregon: (i) A "Consumer Protection Notice"; (ii) A "Notice of Procedure"; and (iii) An "Information Notice to Owner About Construction Liens"

If Project is located in Washington: A "Disclosure Statement Notice to Customer"

If the Project is located in Washington, Washington Law provides the following right:

CUSTOMER'S RIGHT TO CANCEL

IF YOU HAVE INDICATED IN THIS CONTRACT THAT YOU INTEND TO OBTAIN A LOAN FOR ALL OR PART OF THE WORK SPECIFIED IN THE CONTRACT, YOU HAVE THE RIGHT TO CHANGE YOUR MIND AND CANCEL THIS CONTRACT WITHIN THREE DAYS OF THE DATE WHEN THE LENDER PROVIDES YOU WITH YOUR TRUTH-IN-LENDING

Department of Labor and Industries Contractor Registration Disclosure Statement

Notice to Customers Business Name: Dr. Roof Inc. This contractor is registered with the state Of Washington, registration no. CCB# DRRool*990QT has posted with the state a bond or deposit of \$12,000.00 for the purpose of satisfying claims against the contractor for breach of contract including negligent or improper work in the conduct of the contractor's business. The expiration date Of this contractor's registration 9/1/2021

THIS BOND OR DEPOSIT MIGHT NOT BE SUFFICIENT TO COVER A CLAIM THAT MIGHT ARISE FROM THE WORK DONE UNDER YOUR CONTRACT.

This bond or deposit is not for your exclusive use because it covers all work performed by this contractor. The bond or deposit guarantees that the contractor will pay everyone who performs labor, provides material or equipment for them. The bond also guarantees the payment of taxes to the state.

FOR GREATER PROTECTION you MAY WITHHOLD A PERCENTAGE OF YOUR CONTRACT.

You may withhold a contractually defined percentage of your construction contract as retainage for a stated period of time to provide protection to you and help insure that your project will be completed as required by your contract.

YOUR PROPERTY MAY BE LIENED.

If a supplier of materials used in your construction project or an employee or subcontractor of your contractor or subcontractors is not paid, your property may be liened to payment and you could pay twice for the same work.

FOR ADDITIONAL PROTECTION, you MAY REQUEST THE CONTRACTOR TO PROVIDE YOU WITH ORIGINAL

"LIEN RELEASE" DOCUMENTS FROM EACH SUPPLIER OR SUBCONTRACTOR ON YOUR PROJECT.

The contractor is required to provide you with further information about lien release documents if you request General information is also available from the state Department Of Labor and Industries.

I have received a copy of this disclosure statement.

Dated this 8th day of June of the year 2021

The contractor must retain a signed copy of this disclosure statement in his or her files for a minimum of three years and produce a signed or electronic signature copy of the disclosure statement to the department upon request. For more information, please refer to RCVV 1827.114.

Signature	Date
-----------	------

Dr Roof Inc.
PO BOX 187
Seaview, Washington 98644
drroofinc1@gmail.com

Brad Weatherby/2105-2316275-01
32201 H Place
Ocean Park Washington 98640

Attached Images

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Dr Roof Inc.
PO BOX 187
Seaview, Washington 98644
drroofinc1@gmail.com

Brad Weatherby/2105-2316275-01
32201 H Place
Ocean Park Washington 98640

Attached Images

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PCFD 1 EMS Division Update June 21

- Back to pre-COVID monthly transports, averaging 110-120 per month, 117 this month.
- AutoPulse CPR device in service and placed on M2141. Monitors are still on order.
- Surgical or N95 masks still required, even if double vaccinated for healthcare operations.
- COVID vaccinations still offered free at OBH ER, COVID 19 vaccines still offered for free, call (360) 875-9407 or (360) 642-9407 to schedule. I need proof when complete.
- Advanced airway lab conducted with 21 students, 5 EMTs earned Supraglottic Airway endorsement. Awarded \$1000 SWEMS Council grant.
- All 7 EMT students have WA EMT credentials pending, 5 taken NREMT, 2 remaining.
- 6 ventilators free from DOH for COVID in service on all ambulances, 1 in training room.
- Advanced Medical Life Support Provider 6/12-13 graduated 17. Certified 5 new instructors, Dr. Hill, AC Weatherby, Capt Bellinger, 1 from Medix, 1 from Raymond FD. Awarded \$1000 SWEMS Council grant.
- Submitted SWEMS Council grant for \$2717.50 for Target Solution OTEP.
- Tactical Emergency Casualty Care 7/17-18 with active shooter exercise at Ilwaco High School. 20 enrolled, including PCSO. Exercising draft EMS Council MCI plan and new trauma bags. Awarded \$5500 HSR3 and \$1000 SWEMS Council grants, both reimbursable.
- ACLS and PALS Renewal course scheduled for 6/30 for us and OBH staff.
- COVID 19 Pandemic Disaster Declaration Costs grant from WA DEM. Effective 1/20/20, no current end date. Minimum threshold is \$3100. Will attempt for reimbursement for: UV light in M2141, King Vision VL, Maintenance on M2149, wages for COVID quarantines, Binder Lifts, Vacuum Mattresses, Zoll X Series monitors, station 1 duct cleaning.
- I completed Fire Officer II.
- King Vision DL have been placed on all ambulances and command unit.

Public Education Coordinator Report-May 17, 2021-June 15, 2021

Community Education, Life Safety Program:

	Meetings / Trainings								
	May 24th Friends and Family CPR Class at the Elks. 15 community members have signed up (Post)								
	Pilot program for CRR held every Wednesday at 11 AM								
	Upcoming Meeting / Training								
	Past Meeting/Trainings								
	May 20th Provider Meeting via Zoom 10:00 am								
	Pilot program for CRR held every Wednesday at 11 AM								
			HOME SAFETY VISITS		LOCKBOXES		ADDRESS SIGNS		
							Child Restraint Seats		
		JAN	4	2	2	3			
		FEB	3	2	4	0			
		MARCH	3	2	6	2			
		APRIL	5	4	8	0			
		MAY	4	1	3	0			
		JUNE							
		JULY							
		AUG							
		SEPT							
		OCT							
		NOV							
		DEC							

CHIEF'S REPORT
June 15, 2021
Station 21-1 / ZOOM

1. Personnel Information

- a. Volunteer
 - i. Two new volunteer applications have been received (1 operational and 1 support)
- b. Career
 - i. We working on the part-time hires.

2. Interfacility transfers

- a. Interfacility transfers for 2021
 - i. January 1 – June 14
 - I.* Took 53; Turned Down 43; 55% success rate

3. Inter-agency

- a. WA EMD/FEMA
 - i. Nothing new to report
- b. State Parks / Department of Natural Resources / USFW
 - i. Nothing new to report
- c. PACCOM/PCEMA/Pacific County Sheriff's Office
 - i. PCEMA is updating their Hazard Mitigation Plan, and has hired a contractor (Two River's Emergency Management) to compile information and construct a FEMA approved HMGP.
 - ii. I am currently having discussions with Sheriff Souvenir regarding responses to calls involving dangerous persons. The next step is to get PACCOM to provide notification, and the Prosecutor's Office to support the efforts (within the confines of the law).
- d. Other Fire Agencies
 - i. Fire District 1 is still requesting to provide a first due ladder truck for fires in Long Beach, until they get their truck repaired
 - ii. The Fire District has been working with the City of Ilwaco to place a radio repeater on City property located in Discovery Heights. The City Council has approved an ILA for the use of the property. However, I have questions about the language under #4.
- e. Other Community
 - i. On May 28th, A/C Weatherby and I met with Pacific County Commissioner Lisa Olsen to discuss fire code enforcement issues and the 168th property project.
 - ii. On June 10th, during the Chamber of Commerce meeting, I asked State Representative Jim Walsh for assistance with address the SCA wildfire issue. Specifically, assistance accessing prevention funds under HB 1168 and / or addressing statute to meet current circumstances.

- iii. A/C Weatherby and I have met with R. Gray, North Beach Water, regarding upcoming improvements and opportunities to collaborate. This includes the 168th Property, water line replacements, and the availability to increase the number of hydrants along the main water line.
- iv. I have been invited to speak at the Surfside Homeowner's annual meeting on July 10th. The focus will be on wildfire safety and recruiting volunteers in the Surfside area.

4. Intra-agency

- a. Facilities / Apparatus / Equipment
 - i. I have made contact with a fire apparatus manufacturer to start the process of replacing a fire engine. \$350,000 was budget this year for an engine replacement
- b. A paid officer's meeting and a labor management meeting are scheduled for this Friday.
- c. July 4th preparations
 - i. Captain Archer did an excellent job mobilizing volunteers to help on July 4th weekend
 - ii. In addition, overtime was authorized to add two additional full-time personnel on July 3rd and 4th.

Staff Reports - A/C Weatherby; A/C Bishop; Pub. Ed. Coord. Karvia

May 2021 Call Totals

- 1. Total Calls = 206
 - a. Fire = 25
 - b. EMS = 181
 - c. Patients Transported = 117
 - d. Major Incidents:
 - May 10 – Commercial Structure fire; M/A – Long Beach
 - May 13 – Commercial Boat fire; M/A - Ilwaco
 - d. **2021 (YTD) Total – 1024; (2020 YTD – 903)**
 - e. **Attached chart**

Personnel Information

I am requesting Board approval to be excused for the July 20th regular Board meeting. I can attend, via ZOOM. (if I have internet access.)

LICENSE AGREEMENT

BETWEEN: CITY OF ILWACO("City") AND PACIFIC COUNTY DISTRICT #1("District")

RECITALS

City is the owner of real property (the "Property") described as:

Discovery Heights/MSW Pump Station, Coastal Ridge Drive, Ilwaco, Washington

NOW, THEREFORE, the parties mutually agree as follows:

1. **License.** City hereby grants to District a revocable non-exclusive license to use the above Property for operation of their Radio Repeater.
2. **License Fee.** District shall pay to City in advance, on the first day of each calendar year of this license, a fee of \$1.00.
3. **Term.** This license shall renew annually upon payment of the calendar year and shall be revocable by either party upon 90 days' prior written notice. In the event of revocation by either party during a calendar year, any unused portion of the License Fee shall not be refunded upon return of the Property to its original condition.
4. **Use of Property.** This license shall allow District and its invitees to use the Property solely for an Antenna and Radio Repeater in and/or on the Pump Station as described on Attachment A. District shall assure that the Property is maintained in its original condition and shall be responsible for any damage thereto.
 - 4.1. 24-hour access is granted to District for the purpose of maintenance and/or repair of the equipment. District shall be responsible for obtaining gate access from Discovery Heights HOA. District has the authority of placing an exterior mounted key box on the pump station for holding a dedicated key to the Pump station solely for the benefit of District. City shall supply a key for said lock box to District. District assumes all costs associated with installing the equipment.
5. **Indemnity/Insurance.** District agrees that City shall have no liability for any claims, damages, injuries, suits, or actions resulting from use of the Property by District or their invitees, and District shall indemnify, defend, and hold City and its officers and employees harmless from any such claims, including attorney fees and all related costs or expenses. District shall obtain and maintain comprehensive general liability insurance, against any and all claims for damages to persons or property that may arise out of operations under this Agreement. Such insurance shall protect City in the amount of \$2,000,000 per occurrence. Such insurance shall cover all risks arising directly or indirectly out of District's activities on or any condition of the premises and shall name City as Additional Insured. District shall provide City with a Certificate of Insurance upon execution of this Agreement.
6. **No Assignment.** The rights granted under this License are personal to District and may not be assigned or transferred. No right to use any portion of the property may be conferred on any third person by any means, without the prior written consent of City. City may withhold or condition such consent in its sole and arbitrary discretion.
7. **Miscellaneous.** The radio frequency required FCC licenses and all equipment will be maintained at full expense to District. The radio frequency will be available for use by any local Fire/EMS agency upon written request to District.

8. **Complete Agreement.** This Agreement contains the entire understanding of the parties and supersedes all prior agreements, oral or written, and all other communication between the parties relating to the subject matter of this Agreement.

9. **Written Notice.** Any notice of termination or other communication having a material effect on this Agreement shall be served by U.S. Mail on the signatories listed.

10. **Governing Law/Venue.** This Agreement shall be governed by the laws of the State of Washington. Any action commenced in connection with this Agreement shall be in the Superior Court of Pacific County. The prevailing party shall be entitled to reasonable attorney fees and costs, including an appeal. All rights and remedies of City shall be cumulative and maybe exercised successively or concurrently. The foregoing is without limitation to or waiver of any other rights or remedies of City according to law.

11. **Nondiscrimination.** No person shall be subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, marital status, age, or national origin. Any violation of this provision shall be considered a material violation of this Agreement and shall be grounds for cancellation, termination, or suspension in whole or in part by City.

12. **Strict Performance.** Waiver by either party of strict performance of any provision of this License shall not be a waiver of or prejudice the party's right to require strict performance of the same provision in the future or of any other provision.

13. **Agreement Binding.** Subject to the limitations on transfer of District's interest, this Agreement shall be binding on and inure to the benefit of the parties and their respective successors and assigns.

14. **Time is of the Essence.** Time is of the essence of the performance of each of the District's obligations.

WHEREFORE, City and District have executed this Agreement this ____ day of _____.

PACIFIC COUNTY FIRE DISTRICT #1

CITY OF ILWACO

By: _____


By: _____
MAYOR

Attachment
A "

