

Keizer Rural Fire Protection District
Keizer, Oregon

Agenda
Regular Board Meeting
August 15, 2023

You may attend in person or join from your computer, tablet or smartphone.

<https://www.gotomeet.me/KeizerFD>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3117](tel:+15713173117)

Access Code: 590-273-869

5:30 p.m. Call to Order

Pledge of Allegiance:

Roll Call:

Approve Minutes:

Board Meeting Minutes July 18, 2023

Correspondence:

Guest Input: Statements by members of the public should be brief and concise. A time limit of five (5) minutes will be allotted to an individual or a member of the group.

Organizational Input:

1. IAFF Local 3881
2. Keizer Volunteer Fire Fighter's Association

Old Business: None.

Reports:

1. Financial Reports – Information/Action
 - Receipts of the District's monthly financial reports, which include ambulance billing reports, and act upon the financial reports.

2. Board Member Reports – Information
 - This time is allowed for Board Members to report on any contacts or District Business they have conducted.
3. Chief/Staff Reports - Information
 - Reports from staff covering activities for the month.

New Business:

1. Levy Update Information
 - The Board will be updated on the campaign plan for the Levy.
2. Board of Director Committee Assignments Information
 - The Board will review committee assignments for the 2023-2024 Fiscal Year.

Other Business:

This time is provided to allow the Board Members or staff an opportunity to bring new or old matters before the Board, which are not listed on the agenda.

Good of the Order:

Pay Bills:

Adjourn:

Meeting Schedule:

Board Meeting	September 19, 2023 @ 5:30 pm
Board Meeting	October 17, 2023 @ 5:30 pm

Upon request, auxiliary aids and/or special services will be provided. To request services, please contact us at 503-390-9111 or through Oregon Relay 1-800-735-2900 at least two working days (48 hours) in advance.

2023 – 2024 Board of Director Committee Assignments (Proposed):

Personnel Issues – Joe Van Meter & Louis Risewick
Land & Building (Facilities) – Betty Hart & Kevin Clark
Intergovernmental Issues – Betty Hart & Colleen Busch
Financial – Betty Hart & Louis Risewick
Equipment Replacement – Kevin Clark & Colleen Busch
Response Times/EMS – Joe Van Meter & Betty Hart
Technology / Communications – Colleen Busch & Louis Risewick

****Board of Directors 4 Year Terms****

<u>Position # / Name</u>	<u>Term Ends</u>
1. Colleen Busch	06/30/2025
2. Joe Van Meter	06/30/2025
3. Louis Risewick	06/30/2027
4. Kevin Clark	06/30/2027
5. Betty Hart	06/30/2027

****Budget Committee Members 3 Year Terms****

<u>Name</u>	<u>Term Ends</u>
Laureal Williams	12/31/2025
Don McBride	12/31/2025
Patti Tischer	12/31/2024
Jennifer Palanuk	12/31/2024
Donna Bradley	12/31/2025

****Civil Service Commissioners 4 Year Terms****

<u>Name</u>	<u>Term Ends</u>
Marvin Nisley	05/17/2026
Bob Shackelford	07/21/2024
Donna Bradley	07/21/2024
Nancy Varner	05/21/2024
Darrell Fuller	05/17/2026

**KEIZER RURAL FIRE PROTECTION DISTRICT
661 CHEMAWA ROAD NE
KEIZER, OREGON**

REGULAR BOARD MEETING

July 18, 2023

Call to Order – President Joe Van Meter called the meeting to order at 7:00 p.m.

Roll Call –Those present at the Board meeting included: President Joe Van Meter, Directors: Betty Hart, Colleen Busch, Kevin Clark and Louis Risewick, Chief Ryan Russell, Finance Officer Lyn Komp, DFM Anne-Marie Storms, EMS Billing Manager Jacquelynn Sunderland, OSFM Chief Marianna Ruiz-Temple, Keizer Times Josh Maines, Retired Board Members Chet and Chris Patterson, Greg Ego, Citizens: Leslie Risewick and family, Bob Busch, Mayor Cathy Clark

Board Member Swearing In- Oregon State Fire Marshal Marianna Ruiz-Temple swore in elected Board Members Louis Risewick, Betty Hart and Kevin Clark.

Retired Board Member Plaque Presentation- Board President Joe Van Meter presented Chet Patterson and Greg Ego with a retirement plaque. He also thanked them for their years on the Board of Directors.

5:35 pm - The meeting was adjourned for 15 minutes to congratulate both retired and elected Board members.

Minutes – Betty Hart made a motion to approve the minutes as amended for June 20, 2023. Colleen Busch seconded the motion. The motion carried unanimously. Betty Hart made a correction to the Financial Report. The percentage of the year needed to be changed to 92%. On the levy update, the rate needs to be stated as "\$.99 per \$1000 of assessed value."

Colleen Busch made a motion to approve the Budget Hearing minutes for June 23, 2023. Betty Hart seconded the motion. The motion carried unanimously.

Correspondence – Lyn Komp read a thank you letter from Mayor Cathy Clark for participating in the City's 40th Celebration. Citizen Anita Cunningham thanked the District for the Mother's Day Breakfast and for serving the community. A Certificate of Appreciation was read for a fundraiser that the District participated in for 3 cancer patients in the community.

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- None

Old Business- None

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are 100% of the way through the fiscal year. We received approximately \$205,000 in ambulance payments. The final numbers will most likely be adjusted due to the audit. Revenue was over 100%. Interest and overtime were high. Materials & Services is at 95%. There were payments made for GEMT Fees and the interest and principal for the bond were made. Colleen

Busch made a motion to accept the financial report as presented. Kevin Clark seconded the motion. The motion carried unanimously.

Board Member Reports –

- Betty Hart reported on meetings and events that she attended.
- Colleen Busch reported on meetings and events that she attended.

Chief/Staff Reports –

- Chief Ryan Russell- There was a discussion on how the Station 6 IGA with Marion County Fire District #1 will help reduce call volume by 700 calls per year and helps with response time. Keeping up communication with each other is important.

New Business

Board Elections- Betty Hart made a motion to elect Joe Van Meter as President, Colleen Busch as Vice President, Kevin Clark as Secretary and Betty Hart as Treasurer. Colleen Busch seconded the motion. The motion carried unanimously. The Board of Director Committees were reviewed. Joe Van Meter stated that he will announce the appointment to committees next month and asked if anyone was interested in a specific committee to email him.

Umpqua Bank and US Bank Authorized Signers- Betty Hart made a motion to authorize all Board Members to be signers on the Umpqua Bank and US Bank accounts and remove Chet Patterson and Greg Ego. Colleen Busch seconded the motion. The motion carried unanimously. The policy on check signers was reviewed. It was also stated that Chief Ryan Russell is also a signer on the accounts.

Resolution No. 2023-05 Resolution to Place Five-Year Local Option Levy on the November 2023 Ballot- Joe Van Meter read the message from Chief Ryan Russell regarding the need for an increase in the levy. There was a discussion on the need for campaigning and to come up with a strategy by the next Board Meeting. There was also a discussion on the Ballot Title and making changes to the explanatory statement. Betty Hart made a motion to approve Resolution No. 2023-05 Resolution to Place Five-Year Local Option Levy on the November 2023 Ballot as presented. Colleen Busch seconded the motion. The motion carried unanimously.

Other Business – None

Good of the Order – Betty Hart stated she would like to see the Board of Directors Certificates of election framed and hung up. She also stated she has an article “Back from the Brink” that she will be emailing out. She also thanked the district for the invite to the swearing in of the new officers.

Pay Bills – Betty Hart made a motion to pay the bills. Kevin Clark seconded the motion. The motion carried unanimously.

Adjourn – President Joe Van Meter declared the meeting adjourned at 6:59pm.

Respectfully submitted,

Kevin Clark
Secretary

Keizer Fire District
Cash Position Statement
As of July 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1011 · US Bank - Ambulance Billing							218,575.87
Check	07/07/2023	849	Martinez, Hope Sloan	Ambulance Refund DOS 11/25...		75.00	218,500.87
Check	07/07/2023	850	Bellinger, Kirk	Ambulance Refund DOS 11/27...		250.00	218,250.87
Check	07/07/2023	851	Bushey, Francis	Ambulance Refund DOS 01/08...		285.00	217,965.87
Check	07/07/2023	852	Luckham Jr, Donald	Ambulance Refund DOS 02/13...		250.00	217,715.87
Check	07/07/2023	853	Luckham, Loretta	Ambulance Refund DOS 02-06...		250.00	217,465.87
Check	07/07/2023	854	Hegle, Terry	Ambulance Refund DOS 03/08...		733.18	216,732.69
Check	07/07/2023	855	Hill, Jo Ann	Ambulance Refund DOS 12/02...		25.00	216,707.69
Check	07/07/2023	856	Parsons, Patricia	Ambulance Refund DOS 11/28...		75.00	216,632.69
Check	07/07/2023	857	Keizer Fire District	Ambulance Revenue		240,000.00	(23,367.31)
Check	07/18/2023	858	Keizer Fire District	Ambulance Revenue		60,000.00	(83,367.31)
Check	07/31/2023	859	Howden, Karalynn	Ambulance Refund DOS 03/12...		91.28	(83,458.59)
Check	07/31/2023	860	Reis, George	Ambulance Refund DOS 05/30...		25.00	(83,483.59)
Check	07/31/2023	861	Keizer Fire District	Ambulance Revenue		105,000.00	(188,483.59)
General Jour...	07/31/2023	1519		Ambulance Billing	196,875.94		8,392.35
Total 1011 · US Bank - Ambulance Billing					196,875.94	407,059.46	8,392.35
1012 · Columbia Bank - Checking							293,373.96
Bill Pmt -Check	07/01/2023	29958	SAIF Corporation	Worker's Compensation		97,344.83	196,029.13
Bill Pmt -Check	07/07/2023	29959	10D Tech, Inc	Annual Maintenance Fee		2,668.77	193,360.36
Bill Pmt -Check	07/07/2023	29960	76 Fleet/Wex Bank	Gasoline		389.66	192,970.70
Bill Pmt -Check	07/07/2023	29961	911 Supply, Inc			82.24	192,888.46
Bill Pmt -Check	07/07/2023	29962	All Star Health	PO #062123-1600		800.00	192,088.46
Bill Pmt -Check	07/07/2023	29963	Batteries NW	PO #2023-111		148.95	191,939.51
Bill Pmt -Check	07/07/2023	29964	Busch, Colleen	Board Stipend- 2nd Quarter		250.00	191,689.51
Bill Pmt -Check	07/07/2023	29965	Central Mechanical, LLC	Ice Machine Lease		150.00	191,539.51
Bill Pmt -Check	07/07/2023	29966	CJ Hansen Co, Inc.	PO #2023-091		451.27	191,088.24
Bill Pmt -Check	07/07/2023	29967	Comcast	Cable		68.11	191,020.13
Bill Pmt -Check	07/07/2023	29968	Complete Wireless	Pager Repair		279.00	190,741.13
Bill Pmt -Check	07/07/2023	29969	Cruise Master Prisms, Inc.			99.30	190,641.83
Bill Pmt -Check	07/07/2023	29970	Eastern Oregon University	PO #070323-1759		1,718.40	188,923.43
Bill Pmt -Check	07/07/2023	29971	Ego, Greg	Board Stipend- 2nd Quarter		150.00	188,773.43
Bill Pmt -Check	07/07/2023	29972	Fuller, Darrell	Volunteer Stipend- 2nd Quarter		149.00	188,624.43
Bill Pmt -Check	07/07/2023	29973	Goodman, Reed	Volunteer Stipend- 2nd Quarter		149.00	188,475.43
Bill Pmt -Check	07/07/2023	29974	Governmentjobs.com, Inc	Annual Subscription		839.22	187,636.21
Bill Pmt -Check	07/07/2023	29975	Grant, Arianna	Volunteer Stipend- 2nd Quarter		149.00	187,487.21
Bill Pmt -Check	07/07/2023	29976	Hart, Betty	Board Stipend- 2nd Quarter		250.00	187,237.21
Bill Pmt -Check	07/07/2023	29977	Keizer Times	Who's Who- Advertisement		400.00	186,837.21
Bill Pmt -Check	07/07/2023	29978	Keizer, City of	Water/Sewer		762.05	186,075.16
Bill Pmt -Check	07/07/2023	29979	Koulibali, Lazeni	Physician Advisor		5,000.00	181,075.16
Bill Pmt -Check	07/07/2023	29980	KVFA - Volunteer Associ...	KVFA- 2nd Quarter		1,750.00	179,325.16
Bill Pmt -Check	07/07/2023	29981	Loren's Sanitation	Garbage/Recycling		261.88	179,063.28
Bill Pmt -Check	07/07/2023	29982	McCullough, Evan	Volunteer Stipend- 2nd Quarter		149.00	178,914.28
Bill Pmt -Check	07/07/2023	29983	Medline Industries, Inc	PO #062123-0915		820.00	178,094.28
Bill Pmt -Check	07/07/2023	29984	NW Natural	Natural Gas		202.27	177,892.01
Bill Pmt -Check	07/07/2023	29985	NWSC, Inc.	Turnout Cleaning		238.26	177,653.75
Bill Pmt -Check	07/07/2023	29986	OFMA	OFMA Membership Dues		65.00	177,588.75
Bill Pmt -Check	07/07/2023	29987	Oregon State Police	PO #070123-1000		33.00	177,555.75
Bill Pmt -Check	07/07/2023	29988	Patterson, Chet	Board Stipend- 2nd Quarter		150.00	177,405.75
Bill Pmt -Check	07/07/2023	29989	PGE	Electric		2,924.38	174,481.37
Bill Pmt -Check	07/07/2023	29990	Promotions West Screen...			3,083.55	171,397.82
Bill Pmt -Check	07/07/2023	29991	Salem Fire Alarm, Inc.	Alarm Monitoring		270.00	171,127.82
Bill Pmt -Check	07/07/2023	29992	Schurter Trucking LLC			5,103.53	166,024.29
Bill Pmt -Check	07/07/2023	29993	SDIS			147,122.98	18,901.31
Bill Pmt -Check	07/07/2023	29994	SeaWestern, Inc	Nameplates		173.68	18,727.63
Bill Pmt -Check	07/07/2023	29995	Skyline Ford, Inc.	PO #2023-125		149.60	18,578.03
Bill Pmt -Check	07/07/2023	29996	Sorenson, Erik	Volunteer Stipend- 2nd Quarter		149.00	18,429.03
Bill Pmt -Check	07/07/2023	29997	Stryker Sales Corporation			16,356.80	2,072.23
Bill Pmt -Check	07/07/2023	29998	System Design West, LLC.	GEMT Processing Fee		14,594.85	(12,522.62)
Bill Pmt -Check	07/07/2023	29999	Target Solutions	Target Solutions- Annual Fee		10,814.12	(23,336.74)
Bill Pmt -Check	07/07/2023	30000	Van Meter, Joe	Board Stipend- 2nd Quarter		250.00	(23,586.74)
Bill Pmt -Check	07/07/2023	30001	Verizon	Cell Phones, Modems, I-Pads		2,624.47	(26,211.21)
Deposit	07/07/2023			Deposit	244,377.88		218,166.67
General Jour...	07/12/2023	1509		PERS		102,736.95	115,429.72
Bill Pmt -Check	07/18/2023	30002	911 Supply, Inc	PO #071223-1010		106.59	115,323.13
Bill Pmt -Check	07/18/2023	30003	A Storage Place of Keizer	Engine 1- Storage		3,072.00	112,251.13
Bill Pmt -Check	07/18/2023	30004	AccurAccounts, Inc.	Payroll- June		1,592.10	110,659.03
Bill Pmt -Check	07/18/2023	30005	Axle Play	PO #2023-128		320.00	110,339.03
Bill Pmt -Check	07/18/2023	30006	Batteries NW	PO #2023-132		145.95	110,193.08
Bill Pmt -Check	07/18/2023	30007	BoundTree	108812		4,399.16	105,793.92
Bill Pmt -Check	07/18/2023	30008	CIS Benefits	Dental Insurance- August		5,623.38	100,170.54
Bill Pmt -Check	07/18/2023	30009	CLIA Laboratory Program	Annual Fees		180.00	99,990.54
Bill Pmt -Check	07/18/2023	30010	Comcast	Telephones		497.71	99,492.83
Bill Pmt -Check	07/18/2023	30011	Cruise Master Prisms, Inc.	Years of Service- Board Members		200.00	99,292.83
Bill Pmt -Check	07/18/2023	30012	DMV	DMV Background		5.00	99,287.83
Bill Pmt -Check	07/18/2023	30013	Keizer Chamber of Com...	Chamber Luncheon		15.00	99,272.83
Bill Pmt -Check	07/18/2023	30014	Keizer Vision Source, PC	Vision Insert		127.50	99,145.33
Bill Pmt -Check	07/18/2023	30015	Keizer, City of	Diesel		11,964.21	87,181.12
Bill Pmt -Check	07/18/2023	30016	Killers Pest Control	Pest Control		90.00	87,091.12
Bill Pmt -Check	07/18/2023	30017	Life-Assist, Inc	PO #070423-2300		3,915.77	83,175.35
Bill Pmt -Check	07/18/2023	30018	Local Government Law ...	Legal Services		442.00	82,733.35
Bill Pmt -Check	07/18/2023	30019	Lowe's	Acct #821 3138 022094 2		474.13	82,259.22
Bill Pmt -Check	07/18/2023	30020	Marion County Treasury...	Election Expense		20,042.67	62,216.55
Bill Pmt -Check	07/18/2023	30021	Noregon Systems Inc	Annual Fee		2,199.00	60,017.55
Bill Pmt -Check	07/18/2023	30022	NWSC, Inc.	PO #032823-1212		424.75	59,592.80
Bill Pmt -Check	07/18/2023	30023	OFSA	Membership Dues		40.00	59,552.80
Bill Pmt -Check	07/18/2023	30024	Petro Card System Inc.	Gasoline		55.92	59,496.88
Bill Pmt -Check	07/18/2023	30025	Polk County	Radio Communications		1,355.20	58,141.68
Bill Pmt -Check	07/18/2023	30026	Port53 Technologies Inc	Anti-Virus Software		5,346.43	52,795.25

4:22 PM

08/10/23

Accrual Basis

Keizer Fire District
Cash Position Statement
As of July 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -Check	07/18/2023	30027	Safeway	071123-0759		25.94	52,769.31
Bill Pmt -Check	07/18/2023	30028	System Design West, LLC.	EMS Billing- June		7,488.36	45,280.95
Bill Pmt -Check	07/18/2023	30029	Toshiba Financial Services	Copier Lease		430.00	44,850.95
Bill Pmt -Check	07/18/2023	30030	Ultrex Business Solutio...	Toner		795.90	44,055.05
Bill Pmt -Check	07/18/2023	30031	Walter E. Nelson Co.	PO #070623-1400		104.00	43,951.05
Bill Pmt -Check	07/18/2023	30032	Work-N-Wear	PO #060623-0939/060623-1000		875.00	43,076.05
Deposit	07/21/2023			Deposit	63,580.28		106,656.33
General Jour...	07/27/2023	1512		LGIP transfer to Checking	400,000.00		506,656.33
General Jour...	07/31/2023	1513		Intuit DD Payroll		296,089.27	210,567.06
General Jour...	07/31/2023	1513		Ryan Saltalamachia #6996		3,749.90	206,817.16
General Jour...	07/31/2023	1513		IRS		1,240.62	205,576.54
General Jour...	07/31/2023	1513		Oregon Dept of Revenue		359.00	205,217.54
General Jour...	07/31/2023	1513		IRS		126,686.20	78,531.34
General Jour...	07/31/2023	1513		Oregon Dept of Revenue		32,492.00	46,039.34
General Jour...	07/31/2023	1513		HRA Veba #6997		11,750.00	34,289.34
General Jour...	07/31/2023	1513		IAFF Local 3881 #6998		4,105.00	30,184.34
General Jour...	07/31/2023	1513		KFD Cafeteria #6999		1,316.69	28,867.65
General Jour...	07/31/2023	1513		PenServ #7000		1,582.90	27,284.75
General Jour...	07/31/2023	1513		Valic #7001		28,892.75	(1,608.00)
Total 1012 · Columbia Bank - Checking					707,958.16	1,002,940.12	(1,608.00)
1015 · Bond Sales - Money Market							804,911.11
General Jour...	07/31/2023	1515		Interest Received	2,806.61		807,717.72
Total 1015 · Bond Sales - Money Market					2,806.61		807,717.72
1020 · Petty Cash							200.00
Total 1020 · Petty Cash							200.00
1120 · State Investment Pool							3,713,788.30
General Jour...	07/06/2023	1510		LGIP	17,110.10		3,730,898.40
General Jour...	07/06/2023	1510		LGIP	1,094.05		3,731,992.45
General Jour...	07/27/2023	1512		LGIP transfer to Checking		400,000.00	3,331,992.45
General Jour...	07/31/2023	1514		Interest Received	12,299.97		3,344,292.42
General Jour...	07/31/2023	1514		Interest Received	63.80		3,344,356.22
General Jour...	07/31/2023	1514		Interest Received	395.54		3,344,751.76
Total 1120 · State Investment Pool					30,963.46	400,000.00	3,344,751.76
TOTAL					938,604.17	1,809,999.58	4,159,453.83

Keizer Fire District
Financial Report- All
08/10/2023

	Jul 23	YTD	Budget	\$ Over Budget	% of Budget
Income					
4000 · Revenue					
4010 · Taxes, Current Year	12,342.64	33,050.47	5,675,075.00	-5,642,024.53	0.58%
4020 · Taxes, Prior Year	5,861.51	14,202.67	72,000.00	-57,797.33	19.73%
4030 · Taxes, 911 Excise	0.00	0.00	128,390.00	-128,390.00	0.0%
4100 · EMS Revenue	168,690.33	168,690.33	2,450,000.00	-2,281,309.67	6.89%
4120 · Capitol Fire Med	2,014.56	2,014.56	32,000.00	-29,985.44	6.3%
4140 · Interest & Dividends	15,565.92	15,565.92	84,000.00	-68,434.08	18.53%
4150 · Miscellaneous	0.00	1,597.55	73,500.00	-71,902.45	2.17%
4156 · Conflagration Reimbursement	0.00	0.00	100,000.00	-100,000.00	0.0%
Total 4000 · Revenue	204,474.96	235,121.50	8,614,965.00	-8,379,843.50	2.73%
9050 · Transfer In From General Fund	0.00	0.00	25,000.00	-25,000.00	0.0%
Total Income	204,474.96	235,121.50	8,639,965.00	-8,404,843.50	2.72%
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	358,793.50	358,793.50	4,258,554.00	-3,899,760.50	8.43%
5070 · Board Members	0.00	0.00	4,875.00	-4,875.00	0.0%
5080 · Overtime	64,617.64	64,617.64	462,000.00	-397,382.36	13.99%
5082 · Longevity Incentive	1,135.87	1,135.87	7,924.00	-6,788.13	14.34%
5083 · Leave Payoff	31,332.44	31,332.44	85,000.00	-53,667.56	36.86%
5084 · Wellness Incentive	5,200.00	5,200.00	8,400.00	-3,200.00	61.91%
5085 · Education Incentive	1,800.00	1,800.00	33,300.00	-31,500.00	5.41%
5086 · Preceptor Pay	0.00	0.00	1,200.00	-1,200.00	0.0%
5090 · Volunteer Program	46.25	46.25	79,750.00	-79,703.75	0.06%
5110 · Payroll Tax Soc. Sec. (FICA)	34,720.91	34,720.91	376,677.00	-341,956.09	9.22%
5115 · State Unemployment Tax (SUTA)	453.87	453.87	5,485.00	-5,031.13	8.28%
5119 · Workers' Compensation Tax	109.29	109.29	2,307.00	-2,197.71	4.74%
5120 · Workers' Compensation	93,821.51	92,255.78	175,000.00	-82,744.22	52.72%
5125 · Health and Dental Insurance	69,452.84	68,640.87	913,720.00	-845,079.13	7.51%
5126 · Medical Savings Plan (HRA Veba)	11,750.00	11,750.00	126,000.00	-114,250.00	9.33%
5127 · Cafeteria Plan Administration	95.00	95.00	1,400.00	-1,305.00	6.79%
5130 · Life & Disability Insurance	2,602.39	2,602.39	85,042.00	-82,439.61	3.06%
5135 · Retirement (PERS)	102,730.87	102,730.87	1,549,149.00	-1,446,418.13	6.63%
5137 · Deferred Compensation Match	7,073.61	7,073.61	102,454.00	-95,380.39	6.9%
5210 · Physical Exams	0.00	0.00	20,035.00	-20,035.00	0.0%
5220 · Employee Assistance Plan (EAP)	0.00	0.00	3,200.00	-3,200.00	0.0%
Total 5000 · Personal Services	785,735.99	783,358.29	8,301,472.00	-7,518,113.71	9.44%
6000 · Materials and Services					
6010 · General Operating Expense	0.00	366.88	17,350.00	-16,983.12	2.12%
6015 · Dispatch 911	0.00	0.00	379,200.00	-379,200.00	0.0%
6020 · Volunteer Recruitment/Retention	0.00	0.00	1,000.00	-1,000.00	0.0%
6022 · Grant Expense	0.00	0.00	11,500.00	-11,500.00	0.0%
6025 · Civil Service Expense	1,018.22	1,423.22	7,000.00	-5,576.78	20.33%

Keizer Fire District Financial Report- All

	08/10/2023				
	Jul 23	YTD	Budget	\$ Over Budget	% of Budget
6035 · Apparatus Maintenance(Vehicles)	10,865.21	10,865.21	68,000.00	-57,134.79	15.98%
6040 · Equipment Maintenance	16,064.82	16,064.82	29,745.00	-13,680.18	54.01%
6062 · Furniture	0.00	0.00	14,500.00	-14,500.00	0.0%
6070 · Small Tools & FF Equip/Supplies	2,162.73	2,162.73	19,750.00	-17,587.27	10.95%
6073 · Building & Grounds Maintenance	3,167.86	3,410.31	42,250.00	-38,839.69	8.07%
6074 · Building Improvements	0.00	0.00	51,000.00	-51,000.00	0.0%
6075 · Radio Maintenance	1,355.20	1,355.20	51,800.00	-50,444.80	2.62%
6080 · Ladder & Hose Testing	4,162.50	4,162.50	7,000.00	-2,837.50	59.46%
6100 · Turnouts & Prot. Equipment	552.25	552.25	52,000.00	-51,447.75	1.06%
6137 · Uniforms	2,086.68	2,182.66	36,800.00	-34,617.34	5.93%
6145 · Supplies	104.00	104.00	12,000.00	-11,896.00	0.87%
6160 · Public Ed / Fire Prevention	25.94	62.92	12,000.00	-11,937.08	0.52%
6180 · Medical Supplies	14,414.66	14,414.66	125,000.00	-110,585.34	11.53%
6200 · District Meetings	215.00	339.93	1,500.00	-1,160.07	22.66%
6210 · District Events	0.00	0.00	8,000.00	-8,000.00	0.0%
6300 · Utilities	3,214.72	3,214.72	55,250.00	-52,035.28	5.82%
6400 · Fuel Expense	12,019.84	12,019.84	45,750.00	-33,730.16	26.27%
6505 · Communications	4,441.97	4,441.97	65,650.00	-61,208.03	6.77%
6600 · Training	2,318.40	3,212.80	63,500.00	-60,287.20	5.06%
6605 · Training Supplies	0.00	485.13	5,050.00	-4,564.87	9.61%
6620 · Water Rescue	0.00	0.00	2,500.00	-2,500.00	0.0%
6622 · Health & Fitness Supplies	0.00	0.00	2,500.00	-2,500.00	0.0%
6704 · Computer/Network Expenses	6,572.33	6,853.71	46,100.00	-39,246.29	14.87%
6707 · Office Supplies	266.54	266.54	7,600.00	-7,333.46	3.51%
6710 · Insurance & Fidelity Bond	0.00	0.00	60,000.00	-60,000.00	0.0%
6715 · Publicity/Advertising	0.00	0.00	6,425.00	-6,425.00	0.0%
6720 · Printing and Publishing	0.00	0.00	4,600.00	-4,600.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	40,834.03	41,194.03	319,160.00	-277,965.97	12.91%
6750 · Other Professional Services	12,822.10	12,822.10	119,500.00	-106,677.90	10.73%
6771 · GO Bond Payment	0.00	0.00	250,000.00	-250,000.00	0.0%
6772 · Interest Expense	0.00	0.00	134,378.00	-134,378.00	0.0%
6780 · Election Expense	0.00	0.00	0.00	0.00	0.0%
Total 6000 · Materials and Services	138,685.00	141,978.13	2,135,358.00	-1,993,379.87	6.65%
7000 · Capital Outlay	0.00	0.00	70,000.00	-70,000.00	0.0%
8200 · Bond Capital Projects Expend.	0.00	0.00	189,596.00	-189,596.00	0.0%
9000 · Transfers and/or Miscellaneous	105,000.00	0.00	704,772.00	-704,772.00	0.0%
Total Expense	1,029,420.99	925,336.42	11,401,198.00	-10,475,861.58	8.12%

Keizer Fire District
General Fund- Admin
08/10/2023

	<u>Jul 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	31,166.82	31,166.82	392,286.00	-361,119.18	7.95%
5070 · Board Members	0.00	0.00	4,875.00	-4,875.00	0.0%
5080 · Overtime	196.48	196.48	12,000.00	-11,803.52	1.64%
5082 · Longevity Incentive	269.76	269.76	0.00	269.76	100.0%
5083 · Leave Payoff	4,999.94	4,999.94	15,000.00	-10,000.06	33.33%
5084 · Wellness Incentive	600.00	600.00	600.00	0.00	100.0%
5085 · Education Incentive	75.00	75.00	900.00	-825.00	8.33%
5110 · Payroll Tax Soc. Sec. (FICA)	2,813.52	2,813.52	33,323.00	-30,509.48	8.44%
5115 · State Unemployment Tax (SUTA)	36.78	36.78	477.00	-440.22	7.71%
5119 · Workers' Compensation Tax	4.89	4.89	165.00	-160.11	2.96%
5120 · Workers' Compensation	93,821.51	92,255.78	175,000.00	-82,744.22	52.72%
5125 · Health and Dental Insurance	4,864.03	4,052.06	56,420.00	-52,367.94	7.18%
5126 · Medical Savings Plan (HRA Veba)	750.00	750.00	9,000.00	-8,250.00	8.33%
5127 · Cafeteria Plan Administration	95.00	95.00	1,400.00	-1,305.00	6.79%
5130 · Life & Disability Insurance	233.95	233.95	7,592.00	-7,358.05	3.08%
5135 · Retirement (PERS)	43,074.54	43,074.54	591,151.00	-548,076.46	7.29%
5137 · Deferred Compensation Match	2,098.53	2,098.53	26,808.00	-24,709.47	7.83%
5210 · Physical Exams	0.00	0.00	400.00	-400.00	0.0%
5220 · Employee Assistance Plan (EAP)	0.00	0.00	3,200.00	-3,200.00	0.0%
Total 5000 · Personal Services	185,100.75	182,723.05	1,330,597.00	-1,147,873.95	13.73%
6000 · Materials and Services					
6010 · General Operating Expense	0.00	366.88	17,350.00	-16,983.12	2.12%
6015 · Dispatch 911	0.00	0.00	379,200.00	-379,200.00	0.0%
6025 · Civil Service Expense	1,018.22	1,423.22	7,000.00	-5,576.78	20.33%
6062 · Furniture	0.00	0.00	14,500.00	-14,500.00	0.0%
6073 · Building & Grounds Maintenance	3,167.86	3,410.31	42,250.00	-38,839.69	8.07%
6074 · Building Improvements	0.00	0.00	51,000.00	-51,000.00	0.0%
6145 · Supplies	104.00	104.00	12,000.00	-11,896.00	0.87%
6200 · District Meetings	215.00	339.93	1,500.00	-1,160.07	22.66%
6210 · District Events	0.00	0.00	8,000.00	-8,000.00	0.0%
6300 · Utilities	3,214.72	3,214.72	55,250.00	-52,035.28	5.82%
6505 · Communications	4,441.97	4,441.97	65,650.00	-61,208.03	6.77%
6704 · Computer/Network Expenses	6,572.33	6,853.71	46,100.00	-39,246.29	14.87%
6707 · Office Supplies	266.54	266.54	7,600.00	-7,333.46	3.51%
6710 · Insurance & Fidelity Bond	0.00	0.00	60,000.00	-60,000.00	0.0%
6715 · Publicity/Advertising	0.00	0.00	5,925.00	-5,925.00	0.0%
6720 · Printing and Publishing	0.00	0.00	4,600.00	-4,600.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	120.50	240.50	12,765.00	-12,524.50	1.88%
6750 · Other Professional Services	12,822.10	12,822.10	109,500.00	-96,677.90	11.71%
Total 6000 · Materials and Services	31,943.24	33,483.88	900,190.00	-866,706.12	3.72%
9000 · Transfers and/or Miscellaneous	0.00	0.00	25,000.00	-25,000.00	0.0%
Total Expense	217,043.99	216,206.93	2,255,787.00	-2,039,580.07	9.59%

Keizer Fire District
General Fund- Fire
08/10/2023

	<u>Jul 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	228,940.18	228,940.18	2,682,517.00	-2,453,576.82	8.54%
5080 · Overtime	44,300.95	44,300.95	275,000.00	-230,699.05	16.11%
5082 · Longevity Incentive	866.11	866.11	6,449.00	-5,582.89	13.43%
5083 · Leave Payoff	21,321.55	21,321.55	40,000.00	-18,678.45	53.3%
5084 · Wellness Incentive	3,600.00	3,600.00	5,000.00	-1,400.00	72.0%
5085 · Education Incentive	1,350.00	1,350.00	24,300.00	-22,950.00	5.56%
5090 · Volunteer Program	0.00	0.00	0.00	0.00	0.0%
5110 · Payroll Tax Soc. Sec. (FICA)	22,542.72	22,542.72	236,447.00	-213,904.28	9.53%
5115 · State Unemployment Tax (SUTA)	294.66	294.66	3,400.00	-3,105.34	8.67%
5119 · Workers' Compensation Tax	66.10	66.10	1,375.00	-1,308.90	4.81%
5120 · Workers' Compensation	0.00	0.00	0.00	0.00	0.0%
5125 · Health and Dental Insurance	45,155.08	45,155.08	582,769.00	-537,613.92	7.75%
5126 · Medical Savings Plan (HRA Veba)	7,250.00	7,250.00	75,000.00	-67,750.00	9.67%
5130 · Life& Disability Insurance	1,669.13	1,669.13	53,090.00	-51,420.87	3.14%
5135 · Retirement (PERS)	44,254.86	44,254.86	662,675.00	-618,420.14	6.68%
5137 · Deferred Compensation Match	3,883.32	3,883.32	62,545.00	-58,661.68	6.21%
5210 · Physical Exams	0.00	0.00	5,975.00	-5,975.00	0.0%
Total 5000 · Personal Services	425,494.66	425,494.66	4,716,542.00	-4,291,047.34	9.02%
6000 · Materials and Services					
6022 · Grant Expense	0.00	0.00	11,500.00	-11,500.00	0.0%
6035 · Apparatus Maintenance(Vehicles)	6,980.47	6,980.47	37,000.00	-30,019.53	18.87%
6040 · Equipment Maintenance	632.82	632.82	8,500.00	-7,867.18	7.45%
6070 · Small Tools & FF Equip/Supplies	2,162.73	2,162.73	10,750.00	-8,587.27	20.12%
6075 · Radio Maintenance	1,355.20	1,355.20	51,800.00	-50,444.80	2.62%
6080 · Ladder & Hose Testing	4,162.50	4,162.50	7,000.00	-2,837.50	59.46%
6100 · Turnouts & Prot. Equipment	552.25	552.25	52,000.00	-51,447.75	1.06%
6137 · Uniforms	2,086.68	2,182.66	36,300.00	-34,117.34	6.01%
6160 · Public Ed / Fire Prevention	25.94	62.92	12,000.00	-11,937.08	0.52%
6400 · Fuel Expense	4,581.42	4,581.42	28,500.00	-23,918.58	16.08%
6600 · Training	0.00	0.00	0.00	0.00	0.0%
6620 · Water Rescue	0.00	0.00	2,500.00	-2,500.00	0.0%
6622 · Health & Fitness Supplies	0.00	0.00	2,500.00	-2,500.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	2,264.00	2,384.00	13,320.00	-10,936.00	17.9%
Total 6000 · Materials and Services	24,804.01	25,056.97	273,670.00	-248,613.03	9.16%
7000 · Capital Outlay	0.00	0.00	10,000.00	-10,000.00	0.0%
8200 · Bond Capital Projects Expend.	0.00	0.00	0.00	0.00	0.0%
Total Expense	450,298.67	450,551.63	5,000,212.00	-4,549,660.37	9.01%

Keizer Fire District
General Fund- EMS
08/10/2023

	<u>Jul 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	86,102.26	86,102.26	976,695.00	-890,592.74	8.82%
5070 · Board Members	0.00	0.00	0.00	0.00	0.0%
5080 · Overtime	20,120.21	20,120.21	175,000.00	-154,879.79	11.5%
5082 · Longevity Incentive	0.00	0.00	1,475.00	-1,475.00	0.0%
5083 · Leave Payoff	0.00	0.00	20,000.00	-20,000.00	0.0%
5084 · Wellness Incentive	800.00	800.00	2,600.00	-1,800.00	30.77%
5085 · Education Incentive	300.00	300.00	7,200.00	-6,900.00	4.17%
5086 · Preceptor Pay	0.00	0.00	1,200.00	-1,200.00	0.0%
5110 · Payroll Tax Soc. Sec. (FICA)	8,020.71	8,020.71	89,193.00	-81,172.29	8.99%
5115 · State Unemployment Tax (SUTA)	104.86	104.86	1,353.00	-1,248.14	7.75%
5119 · Workers' Compensation Tax	35.55	35.55	715.00	-679.45	4.97%
5125 · Health and Dental Insurance	17,090.24	17,090.24	246,296.00	-229,205.76	6.94%
5126 · Medical Savings Plan (HRA Veba)	3,500.00	3,500.00	39,000.00	-35,500.00	8.97%
5130 · Life & Disability Insurance	620.81	620.81	20,166.00	-19,545.19	3.08%
5135 · Retirement (PERS)	12,979.16	12,979.16	229,812.00	-216,832.84	5.65%
5137 · Deferred Compensation Match	0.00	0.00	0.00	0.00	0.0%
5210 · Physical Exams	0.00	0.00	3,155.00	-3,155.00	0.0%
Total 5000 · Personal Services	149,673.80	149,673.80	1,813,860.00	-1,664,186.20	8.25%
6000 · Materials and Services					
6010 · General Operating Expense	0.00	0.00	0.00	0.00	0.0%
6035 · Apparatus Maintenance(Vehicles)	3,884.74	3,884.74	31,000.00	-27,115.26	12.53%
6040 · Equipment Maintenance	15,432.00	15,432.00	21,245.00	-5,813.00	72.64%
6070 · Small Tools & FF Equip/Supplies	0.00	0.00	9,000.00	-9,000.00	0.0%
6180 · Medical Supplies	14,414.66	14,414.66	125,000.00	-110,585.34	11.53%
6400 · Fuel Expense	7,438.42	7,438.42	17,250.00	-9,811.58	43.12%
6727 · Dues/Subscriptions/Fees-Career	38,449.53	38,449.53	284,010.00	-245,560.47	13.54%
6750 · Other Professional Services	0.00	0.00	10,000.00	-10,000.00	0.0%
Total 6000 · Materials and Services	79,619.35	79,619.35	497,505.00	-417,885.65	16.0%
7000 · Capital Outlay	0.00	0.00	10,000.00	-10,000.00	0.0%
9000 · Transfers and/or Miscellaneous	105,000.00	0.00	0.00	0.00	0.0%
Total Expense	334,293.15	229,293.15	2,321,365.00	-2,092,071.85	9.88%

Keizer Fire District General Fund- Training

08/10/2023

	Jul 23	YTD	Budget	\$ Over Budget	% of Budget
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	12,584.24	12,584.24	207,056.00	-194,471.76	6.08%
5080 · Overtime	0.00	0.00	0.00	0.00	0.0%
5083 · Leave Payoff	5,010.95	5,010.95	10,000.00	-4,989.05	50.11%
5084 · Wellness Incentive	200.00	200.00	200.00	0.00	100.0%
5085 · Education Incentive	75.00	75.00	900.00	-825.00	8.33%
5090 · Volunteer Program	46.25	46.25	79,750.00	-79,703.75	0.06%
5110 · Payroll Tax Soc. Sec. (FICA)	1,343.96	1,343.96	17,714.00	-16,370.04	7.59%
5115 · State Unemployment Tax (SUTA)	17.57	17.57	255.00	-237.43	6.89%
5119 · Workers' Compensation Tax	2.75	2.75	52.00	-49.25	5.29%
5120 · Workers' Compensation	0.00	0.00	0.00	0.00	0.0%
5125 · Health and Dental Insurance	2,343.49	2,343.49	28,235.00	-25,891.51	8.3%
5126 · Medical Savings Plan (HRA Veba)	250.00	250.00	3,000.00	-2,750.00	8.33%
5130 · Life& Disability Insurance	78.50	78.50	4,194.00	-4,115.50	1.87%
5135 · Retirement (PERS)	2,422.31	2,422.31	65,511.00	-63,088.69	3.7%
5137 · Deferred Compensation Match	1,091.76	1,091.76	13,101.00	-12,009.24	8.33%
5210 · Physical Exams	0.00	0.00	10,505.00	-10,505.00	0.0%
Total 5000 · Personal Services	25,466.78	25,466.78	440,473.00	-415,006.22	5.78%
6000 · Materials and Services					
6010 · General Operating Expense	0.00	0.00	0.00	0.00	0.0%
6020 · Volunteer Recruitment/Retention	0.00	0.00	1,000.00	-1,000.00	0.0%
6137 · Uniforms	0.00	0.00	500.00	-500.00	0.0%
6600 · Training	2,318.40	3,212.80	63,500.00	-60,287.20	5.06%
6605 · Training Supplies	0.00	485.13	5,050.00	-4,564.87	9.61%
6715 · Publicity/Advertising	0.00	0.00	500.00	-500.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	0.00	120.00	9,065.00	-8,945.00	1.32%
Total 6000 · Materials and Services	2,318.40	3,817.93	79,615.00	-75,797.07	4.8%
Total Expense	27,785.18	29,284.71	520,088.00	-490,803.29	5.63%

Keizer Fire District
Reserve Fund
08/10/2023

	<u>Jul 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
4000 · Revenue					
4140 · Interest & Dividends	395.54	395.54	1,500.00	-1,104.46	26.37%
Total 4000 · Revenue	395.54	395.54	1,500.00	-1,104.46	26.37%
9050 · Transfer In From General Fund	0.00	0.00	25,000.00	-25,000.00	0.0%
Total Income	395.54	395.54	26,500.00	-26,104.46	1.49%
Expense					
7000 · Capital Outlay					
7010 · Fire/Rescue Equipment	0.00	0.00	25,000.00	-25,000.00	0.0%
7040 · Land/Bldg Improvement	0.00	0.00	25,000.00	-25,000.00	0.0%
Total 7000 · Capital Outlay	0.00	0.00	50,000.00	-50,000.00	0.0%
9000 · Transfers and/or Miscellaneous					
9034 · Reserved for Future Expenditure	0.00	0.00	79,772.00	-79,772.00	0.0%
Total 9000 · Transfers and/or Miscellaneous	0.00	0.00	79,772.00	-79,772.00	0.0%
Total Expense	0.00	0.00	129,772.00	-129,772.00	0.0%

Keizer Fire District
Capital Projects Fund
08/10/2023

	<u>Jul 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
4000 · Revenue					
4140 · Interest & Dividends	2,806.61	2,806.61	10,000.00	-7,193.39	28.07%
Total 4000 · Revenue	<u>2,806.61</u>	<u>2,806.61</u>	<u>10,000.00</u>	<u>-7,193.39</u>	<u>28.07%</u>
Total Income	<u>2,806.61</u>	<u>2,806.61</u>	<u>10,000.00</u>	<u>-7,193.39</u>	<u>28.07%</u>
Expense					
6000 · Materials and Services					
6070 · Small Tools & FF Equip/Supplies	0.00	0.00	0.00	0.00	0.0%
Total 6000 · Materials and Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
8200 · Bond Capital Projects Expend.					
8210 · Equipment	0.00	0.00	129,596.00	-129,596.00	0.0%
8240 · Staff/Misc. Vehicles	0.00	0.00	60,000.00	-60,000.00	0.0%
Total 8200 · Bond Capital Projects Expend.	<u>0.00</u>	<u>0.00</u>	<u>189,596.00</u>	<u>-189,596.00</u>	<u>0.0%</u>
9000 · Transfers and/or Miscellaneous					
9034 · Reserved for Future Expenditure	0.00	0.00	600,000.00	-600,000.00	0.0%
Total 9000 · Transfers and/or Miscellaneous	<u>0.00</u>	<u>0.00</u>	<u>600,000.00</u>	<u>-600,000.00</u>	<u>0.0%</u>
Total Expense	<u>0.00</u>	<u>0.00</u>	<u>789,596.00</u>	<u>-789,596.00</u>	<u>0.0%</u>

Keizer Fire District
Bond Repayment Fund
08/10/2023

	<u>Jul 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
4000 · Revenue					
4010 · Taxes, Current Year	805.53	2,166.32	370,378.00	-368,211.68	0.59%
4020 · Taxes, Prior Year	288.52	750.22	2,000.00	-1,249.78	37.51%
4140 · Interest & Dividends	63.80	63.80	2,500.00	-2,436.20	2.55%
Total 4000 · Revenue	<u>1,157.85</u>	<u>2,980.34</u>	<u>374,878.00</u>	<u>-371,897.66</u>	<u>0.8%</u>
Total Income	<u>1,157.85</u>	<u>2,980.34</u>	<u>374,878.00</u>	<u>-371,897.66</u>	<u>0.8%</u>
Expense					
6000 · Materials and Services					
6771 · GO Bond Payment	0.00	0.00	250,000.00	-250,000.00	0.0%
6772 · Interest Expense	0.00	0.00	134,378.00	-134,378.00	0.0%
Total 6000 · Materials and Services	<u>0.00</u>	<u>0.00</u>	<u>384,378.00</u>	<u>-384,378.00</u>	<u>0.0%</u>
Total Expense	<u>0.00</u>	<u>0.00</u>	<u>384,378.00</u>	<u>-384,378.00</u>	<u>0.0%</u>

KEIZER FIRE DISTRICT CHIEF REPORT

August 2023

Activities and Projects:

➤ 2023 Keizer Fire District Operating Levy:

- The following is a timeline for the upcoming local option levy.
- Important Dates:
 - A flyer related to campaign restrictions placed on public employees has been posted at the station.
 - August 18, 2023 – Deadline to file form SEL 805 with Marion County for the levy. Submission should occur soon after the July Board Meeting. The SEL 805 was filed with Marion County Elections on Wednesday, August 9th.
 - September 7, 2023 – Deadline to file SEL 803 with Marion County.
 - September 7, 2023 – Deadline to submit the explanatory statement to Marion County to be included in the voter's pamphlet.
 - August 18 – September 7 – Appeal period for anyone wishing to contest the ballot title.

➤ 2023 Levy Information Update

- Included is a timeline and campaign strategy provided by New Media Northwest, laying out the details of the upcoming levy campaign. As a reference, our new levy rate will cost the average homeowner in Keizer an additional \$91.60 per year for a total of \$226.71 annually.

➤ National Night Out

- National Night Out was last Tuesday, August 1st. Crews were able to get out and visit all of the 21 events in our Fire District. There were snacks, good conversation, and good times had by all.

➤ Keizer Fire District Employee Survey:

- A satisfaction survey has been sent out to all district members. This survey is intended to gauge the overall morale, feeling of the fire district, and the satisfaction of our employees while offering a feedback tool for the performance of the Fire District administration. Results will be shared with the board once there is an adequate number of replies. We continue to work to collect responses to the survey.

➤ August Officer's Meeting:

- We met in August for our bi-monthly officer's meeting. Topics covered include Operations, Training, Maintenance, and Prevention. We also had a discussion and introduced a Leadership Philosophies and Officer Expectations guideline that will help offer guidance and standardization for how our officers work, how they treat each other, and how they treat those they are responsible to lead.

➤ KFD/MCFD#1 Intergovernmental Agreement – Station 6

- Operations continue to go well with M36 stationed at station 6. Crews are working well together and the coverage in Keizer is improved. We look forward to continued success and inter-operability opportunities with MCFD#1.

➤ Battalion 35

- I continue to cover time off for BC 35 shifts. I covered nine 24-hour shifts in the month of July. Coverage was for vacations and sick time of personnel.

➤ Hands-Only CPR

- Our next quarterly Hands-Only CPR class is scheduled for August 24th and all are welcome. Announcements will be going out on Facebook and in the Keizer Times in the weeks leading up to the class.

➤ Interagency Relations:

- I led the Marion County Task Force on the response to the Golden Conflagration in Bonanza at the end of last month. 5 crews from Marion County fire agencies including our heavy brush 375 made up the task force. It was a relatively short deployment but our crews were still able to get in and do some good work. This was another good example of us working together and supporting our partners at the Oregon State Fire Marshal's office, helping to keep Oregon fires small and away from communities.
- Captain Brozovich and Lieutenant Alderson were also deployed to the Golden Conflagration as part of the OSFM overhead team. As with all of our personnel, they continue to represent us well at the state level and are contributing to Keizer Fire District's growing reputation as professionals to depend on.
- The BBQ hosted here at KFD with Keizer Police and Keizer Public Works was a great success. Both public works and Keizer Police have offered to host next time and make it an annual event.
- We continue to meet with the Chief Officers from MCFD#1. Our next scheduled meeting is in September
- I attended the MCFD#1 board meeting on 7/20.

➤ Future Fire Station Funding Options:

- We are continuing to explore grant and alternate funding options for a future fire station. As the community continues to grow, so does our call volume. The current fire station is over capacity on personnel and apparatus. We are looking toward the future and beginning the plans that will meet our future needs. There are some grants and areas of funding that we are currently looking into, as well as potential partnerships we are working to develop.
- Chief McMann and I attended the Fire Station Design Conference in St. Louis Missouri at the end of May. The conference presented information on current challenges, trends, and costs related to fire station design and construction. Current fire station construction costs in our area are currently exceeding \$550 per square foot.

➤ Volunteer Program

- We are working to revise the volunteer program to better suit the needs of the Fire District and the demands currently required by our volunteers. Revisions will address time requirements and provide for other avenues to be part of the Fire District in a support role. We currently have 9 applications for volunteer firefighter positions. We will once again use the Santiam Fire Academy for our training and certification of these new volunteer firefighter applicants. The Santiam Fire Academy is scheduled for January 2024.

➤ Upcoming Classes/Conferences:

Respectfully Submitted,
Ryan Russell
Fire Chief

EMS ACTIVITY REPORT

August 2023 Board Meeting

- **Ambulance Billing Items:**

- Our July financial reports from Systems Design show **\$582,271.50** in new charges for **272 billable calls**. With a deposited revenue of **\$205,895.73** and an A/R balance of **\$1,367,886.68** Our net revenue from accounts in collections during June was **\$348.44**

- **Capital FireMed Program Revenue:**

- July report for Capital Fire Med memberships revenue was \$1050.00 with 15 memberships.
- June report for Capital Fire Med memberships revenue was \$2,170.00 with 31 memberships.
- May report for Capital Fire Med memberships revenue was \$2,660.00 with 38 memberships.

GEMT CCO: Nothing new to report. To date we have received \$128,115.46 in non-federal funds and \$452,639.54 in federal funds. For a **total of \$580,755.00**.

Regular GEMT: Nothing new to report. To date we have received \$162,471.60. Including the \$91,450.73 funds we received in July 2022.

After paying all GEMT expenses of \$187,953.01 between November 2022 – May 2023, we have received a **grand total of \$646,724.32 in GEMT revenue**.

Should you have any questions about any of this information, please don't hesitate to let me know.

*Respectfully Submitted,
Jacquelynn Sunderland
EMS Billing & Records Manager*

KEIZER FIRE DISTRICT

AMBULANCE ACTIVITIES REPORT SUMMARY

July 2023

Activity by Level of Service – Count / Gross Charges:

ALS-1 E – 198	\$424,570.10
ALS 2 – 11	\$ 23,687.10
BLS-E- 62	\$132,087.30
BLS NE – 1	\$ 1,927.00
Total: 272	\$582,271.50

Activity by Unit – Count / Gross Charges:

M35- 89	\$189,884.60
M36- 48	\$105,724.00
M37- 122	\$259,021.90
M38-12	\$ 25,510.50
E355-1	\$ 2130.50
Total: 272 =	\$582,271.50

Patients evaluated/No Transport: 73	KFD- 70, MCFD- 1, SFD- 0, POLK – 0, KPD - 2
Cancellations Prior To Or Upon Arrival: 14	KFD – 3, MCF- 1, SFD- 7, KPD - , OTHER - 3
Public Service / Persons in Distress: 16	KFD - 16, MCFD - 0, SFD - 0
Extra Attendant During Transport: 1	@ \$93 =
\$93.00	
Transport Mileage: 1568.5	
\$58,034.50	

- Gross charges reflect an ambulance rate increase effective 12/21/2022.

Keizer Fire District EMS Billing History

[illegible]

Keizer Fire District EMS Billing History

Revenue	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Jul	65,462	78,953	129,662	74,283	155,355	110,689	166,008	180,606	205,895
Aug	139,003	165,993	181,478	132,266	166,988	139,090	179,545	173,584	
Sep	58,709	59,543	135,854	105,684	101,381	117,413	169,364	218,124	
Oct	53,203	214,632	130,546	210,423	130,058	165,592	194,548	176,634	
Nov	79,701	109,023	120,833	135,352	144,771	127,517	162,399	130,791	
Dec	76,590	79,285	145,891	88,244	165,431	139,785	156,483	171,846	
Jan	83,245	114,791	147,772	111,902	145,160	143,117	189,756	200,895	
Feb	147,370	37,550	172,111	141,727	135,067	130,182	171,588	199,583	
Mar	85,784	95,970	164,984	164,707	131,067	175,461	187,941	230,971	
Apr	186,135	111,930	165,746	139,272	145,583	165,619	182,346	212,466	
May	93,132	150,894	170,324	157,801	150,025	155,776	161,055	205,977	
Jun	97,402	166,705	136,241	130,353	143,060	157,321	183,020	205,227	
Total	1,165,735	1,385,269	1,801,442	1,592,014	1,713,946	1,727,562	2,104,053	2,306,705	205,895
Mon/Avg	97,145	115,439	150,120	132,668	142,829	143,964	175,338	187,003	205,895
Variance	-3%	19%	30%	-13%	8%	1%	22%	10%	10%
Note: The above deposits do not include collection agency funds received on delinquent accounts.									
* Payments made on Salem billed claims after 11/2013 are not included in deposits listed above.									
Salem deposited revenue listed prior to 11/2013 is after deducting billing charges & issued refunds.									
IMX began submitting Keizer claims on 9/11/2013. Collection revenue is not recorded in IMX reports.									
SDW began submitting Keizer claims on 1/1/2017, first bill sent 2/17/2017. No collection revenue incl.									
KFD fees increased 7/1/2017 by 2.58%									
KFD fees increased 7/1/2018 by 2.31%									
KFD fees increased 7/1/2019 by 3.70%									
KFD fees increased 7/1/2020 by 12.93%									
KFD fees increased 7/1/2021 by 12.24%									
KFD fees increased 12/21/2022 by 12.2%									
KFD fees increased 7/1/2023 by 4.14%									

TRAINING SAFETY AND HEALTH DIVISION

July 2023

Other: Jan: Pride & Ownership, Wildland Trng, Fire/Arson Investigation Trng, Burn to learn prep hours, Multi agency training/ RTF, Active shooter, Promotional ceremony, KFD & City BBQ

KVFA: The KVFA Bi-Laws are being re-written to allow current members an opportunity to hold E-Board positions.

Covid19

Vaccination mandates have been lifted which means that vaccination or exceptions are not required.

(MWFIA) Mid-Willamette Fire Instructors Association (member)

Did not attend, was out of the area

Oregon Volunteer Firefighter Network (member)

No meeting scheduled

Fire District Student and RV Programs

Four students are doing well... New program starts in September; District will evaluate taking more students.

Resigned, Dismissed, Retired

None

On Restricted Duty or Injury

Two

Peer Fitness Committee

Fitness evaluations completed for 2023.

Peer Support Team

Meeting needs to be rescheduled.

Training Committee Meeting

Internal Aerial Ladder Course: (Herring and Others)

September 13, 2023 – Cone-Course (@KFD)

October 18, 2023 – Aerial overview (@KFD)

October 19 & 20, 2023 – Operations (@Brooks or DPPST)

Prevention: Coordinating items with FM Storms;

High risk occupancy inspections (Add to Crewsense)

Fire alarm system procedures training

Sprinkler system reset procedures training

Company inspector training

Re-occurring prevention training to be added to annual calendar

Written required training to maintain the following position(s)

- International Code Council (ICC) Fire Inspection I
- National Fire Protection Association (NFPA) Fire Inspector
- International Code Council (ICC) Fire Plans Examiner

TRAINING SAFETY AND HEALTH DIVISION

July 2023

- Fire inspector requirements

Water Rescue:

Procuring training topics from McClung; to be added to annual calendar

AO Task Book:

On final review before implementing (Lt. Alderson)

Scheduling:

BPA training

Gas emergency training

Railroad emergency training

CNG bus training (Cherriots)

Electric bus training (Cherriots)

Burn to Learn or Donated Structure

No current structures

External Training in June

Ambulance billing education event

OSFM fire Inspector-I

Metro Advanced Wildland School (MAWS)

S130 Wildland course

TRAINING SAFETY AND HEALTH DIVISION
July 2023

August:

Independent study (Target Solutions):

- ☐ Review NFPA water supply and FDC/standpipe PowerPoint
- ☐ Ethic training
- ☐ Haz/Mat refresher training

Task performances:

- ☐ All Firefighters, demonstrate the following proficiencies:
 - Take a hydrant properly and within 60 seconds
 - Restore hydrant bundle properly
 - Connect to the FDC
 - Deploy standpipe bundle
- ☐ Engineers/Aerial Operators:
 - Establish own water supply during scenario-based training
 - Connect to the FDC and supply system for sprinklers; bundle
 - Demonstrate knowledge of appropriate calculations

EMS:

- ☐ Active Shooter – Review protocols, kits and access preplanned staging points
- ☐ MCI

Officer Specifics:

- ☐ Review role of incident safety officer.
- ☐ When should incident command be established
- ☐ Haz/Mat skills
 - Utilize ERG
 - Construct a decon-line
- ☐ Dam, dike, divert, disperse

Respectively submitted by the Training Committee;

Division Chief Blanco, Captain. Brozovich, Lt. Herring, FF/Eng. Ashlock, FF/Eng. Kennen

TRAINING SAFETY AND HEALTH DIVISION

July 2023

Chief Officers

1. Blanco, Hector 646 (B)
2. Butler, Brian 638 (P)
3. Russell, Ryan 624 (P)

Captains

4. Brozovich, Rachel 620 (P)
5. Pittis, Aaron 673 (P)
6. Wilson, Christina 663 (P)

Lieutenants

7. Alderson, Andrew 670 (P)
8. Gallinger, Jeff 659 (P)
9. Thorne, Chris 625 (P)
10. Herring, Bill 682 (B)
11. Dryden, Matt 629 (Adv)

Engineers

12. Finnerty, Casey 711 (P)
13. Frazier, J. Kelby 617 (I)
14. Gillette, Layne 740 (P)
15. Jensen, Mike 697 (P)
16. Kennen, Aaron 737 (P)
17. McClung, Ted 677 (P)
18. Perkins, Jason 686 (B)
19. Wendtlock, Amber 727 (P)

Firefighter/P

20. Alsum, Isaiah 787 (P)
21. Coburn, Tim 607 (I)
22. Endicott, Justin 712 (P)
23. Farrand, Nathan 710 (P)
24. Gaither-Lyell, Ian 788 (P)
25. Glaede, Daniel 766 (P)
26. Juarez, Miguel 764 (P)
27. Kruger, Brett 779 (P)
28. Lemmon, Dustin 776 (P)
29. Loan, Brian 751 (B)
30. McCormick, Brittany 743 (B)
31. Miley, Eric 789 (P)
32. Olheiser, Eric 781 (P)
33. Zammarelli, Chris 777 (P)

Single Roles

34. Cook, Steven 807 (P)
35. Leaton, Dakota 808 (P)
36. Santoyo, Christina 804 (P)
37. Open

Volunteer Firefighters

38. Fuller, Darrell 750
39. Goodman, Reed 805
40. Grant, Ariana 803 (B)
41. MacPherson, Jacob 784
42. McCullough, Evan 801(B)
43. Ragsdale, Brandon 800 (B)
44. Riordan, Trevor 790 (B)
45. Smith, Garren 809
46. Sorenson, Erik 774 (B)

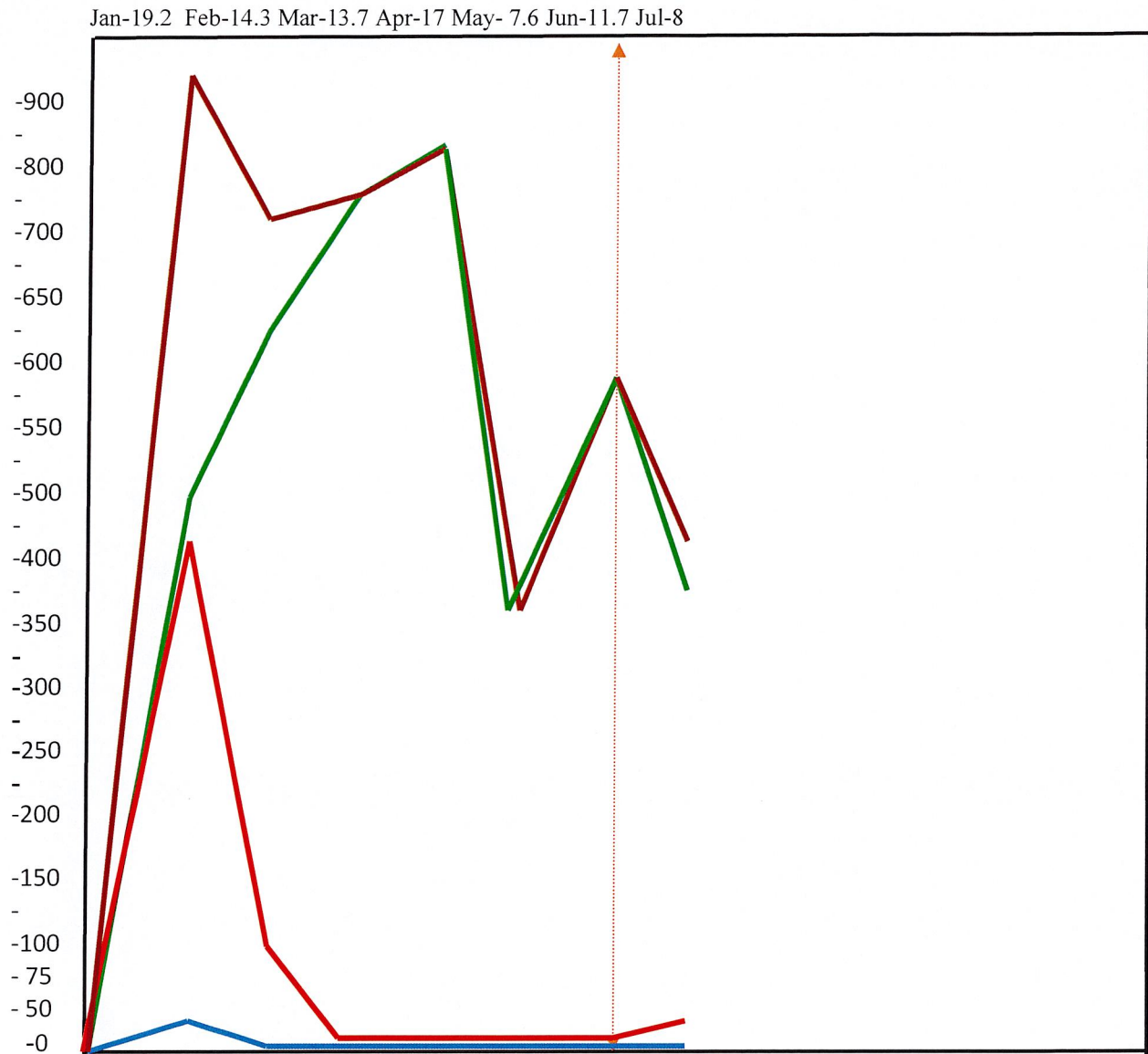
Administrative

47. Lynette Komp 723
48. Sunderland, Jacquelyn 782
49. Rutter, Josh 690

Fire Prevention/ Public Ed

50. Storms, Anne-Marie 610 (B)

TRAINING SAFETY AND HEALTH DIVISION
July 2023



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
KVFA-BM	20	0	0	0	0	0	0					
Training	476	618	729	824	358	589.5	364.5					
Other	410	99	0	0	0	0	45					
Total	906	717	729	824	358	589	409.5					

OPERATIONS MONTHLY REPORT

August 2023

July 2023 Total Incidents – 540
YTD – 3860

July 2022 Total Incidents – 578
YTD – 3582

July 2021 Total Incidents – 611
YTD – 3765

Continuous Code 3 “ALL” <= 6 minutes – 65, Average Response Time: 00:04:18

Continuous Code 3 “ALL” > 6 minutes – 7, Average Response Time: 00:06:43

Inc #	Address	Call Type	Shift	T.O.D.	Reason
23-3453	500 Blk Appleblossom	EMS	C	7:02 PM	Turnout Time
23-3474	1000 Blk Fir Cone Ln NE	EMS	A	5:55 AM	Turnout Time
23-3603	1500 Blk Stone Hedge Dr NE	EMS	B	5:39 PM	Distance
23-3660	700 Blk Ventura St N	EMS	A	2:54 PM	Multiple Calls
23-3671	4000 Blk Holly Ct NE	EMS	A	2:08 AM	Turnout Time
23-3728	5100 Chehalis Dr N	EMS	C	6:04 PM	Multiple Calls
23-3762	1400 Blk Rafael Dr N	EMS	A	12:46 PM	Multiple Calls

JULY 2023 RESPONSE TIME STANDARD – 90.3%

YEAR TO DATE CODE 3 RESPONSE TIME STANDARD – 92.4%

Projects:

- ASA Franchise Agreement Renewal: Our Ambulance Service Area (ASA) Franchise is now up for renewal. It expires December 31st, 2023. The renewal will be good for five years and take us to December 31st, 2028.

We have completed the paperwork, which required reporting on how our medical operations work in Keizer and how that dovetails with our mutual aid partners, specifically MCFD#1 and Salem Fire. It also ensured that we are in compliance with local, State and Federal laws, that our equipment is in good working order and that our personnel are adequately trained and hold the proper certifications/licenses.

All ASAs in Marion County are renewing, the whole lot of renewals will go to the Marion County Board of Commissioners for approval in September and then we are looking at signing contracts in October/November after legal review so that all of the contracts are done by the end of December.

- Keizer Fire/Rescue Protocols: We have spent a good amount of time updating our Fire/Rescue Protocols. The protocols are similar to the EMS protocols, but they address the fire side of operations and are used as a base operational method for a myriad of emergency incidents. These were initially written in 2015 and come from the tri-county area. We have rewritten all of the protocols so that we have them in a format that we can update as needed. We also updated the operational methods in the protocols to ensure that they are current and provide the necessary information to the crews as a training tool.

I have added a list of all of the protocols after my report so you can see the depth of operations that these protocols cover. They, like the EMS protocols, are a living document, in that we will update, correct and add to them as we need. We are still looking at adding some protocols, including a protocol on electric vehicle fire and active shooters (now commonly referred to as “Active Threats”).

We will have an Operational Guideline that addresses these protocols, as we do with the EMS protocols.

- Operational Staffing: We are currently one Single Role Paramedic short of full staffing. We had offered a position to a Paramedic, however it did not work out. We are currently interviewing four candidates for the position and hope to have it filled as soon as possible.
- Seasonal Firefighter/EMT Staffing: The seasonal firefighters continue to work out great. They have been very effective in increasing our staffing levels, ensuring our first out engine has four firefighters and our second out engine, which is usually staffed with two firefighters, has three firefighters.

They also have been very active in filling overtime vacancies. This has decreased the amount of mandatory overtime shifts being asked of career staff and when they do fill-in for our career firefighters, they do so at a lower wage, saving the District in overtime expenses.

- State Conflagrations: We have deployed to two conflagrations so far this season. The Red Hat fire in Umatilla County and the Golden fire outside of Klamath Falls.

We sent Brush 358 with Mike Jensen and Casey Finnerty to the Red Hat fire. Matt Dryden was also deployed as part of the OSFM's Office Incident Management Team.

To the Golden fire we sent Chief Russell as the Task Force Leader along with Christopher Thorne, Jason Perkins and Amber Wendtlock on Heavy Brush 375. They were accompanied by Captain Rachel Brozovich and Lieutenant Andrew Alderson as part of the OSFM's Office Incident Management Team.

This year we saw an increase in the reimbursement rates of the vehicles that we provide to these conflagrations. The rates went up \$10/hour per vehicle. For the Golden fire alone, vehicle reimbursement was \$19,246.

So far, we have billed the State of Oregon:

Conflagration	Total
Red Hat	\$32,993.35
Golden	\$73,463.68
Total	\$106,457.03

- Clear Lake Co-Staffing: The co-staffing of the Clear Lake station is still going well. In July Engine 725, from Marion County Fire District #1, handled 37 calls in the North end of Keizer that would have usually been handled by our engine company. This decreased the work load on our engine by 1.2 calls/shift, which is a nice relief for Engine 355.

We have seen an uptick in mutual aid calls to other agencies now that Medic 36 is located more North. We normally run 1-2 calls in Woodburn a month, however in July we had 10 mutual aid calls.

Other Events, Activities and Meetings:

- July 25th – Chiefs Meeting
- July 27th – Chiefs Meeting w/ MCFD#1
- July 31st – EMS QI Meeting
- August 8th – Officers Meeting
- August 9th – ASA Meeting
- August 10th – Zoom Meeting re: Narcotic Medication Control

Respectfully Submitted,

Brian Butler
Division Chief

Fire Rescue Protocols

- Attic Fires
- Basement Fires
- Chimney Fires
- Evacuation of Occupants
- Natural Cover Fires
- Structural Fire Operations
- Tar Fires
- Vehicle Fires
- Wind Driven Fires
- Trench Rescue
- Confined Space
- Accountability
- Air Management
- Resource Management
- Crime Scene Response
- Critical Incident Stress Management
- Dividing an Incident
- Emergency Communications
- Fire Death Victims
- Fireground Safety
- Rehabilitation
- Risk Management
- Two-in Two-out
- Heavy Rail
- Roadway Response
- Vehicle Lockouts
- Alternative Water Supply
- Carbon Monoxide Detector Response
- Electrical Hazard Incidents
- False Alarm / Automatic Fire Alarms
- Elevator Rescue
- HazMat / Weapons of Mass Destruction
- Natural Gas / LPG Incidents
- Spill (Unknown)
- Structural Triage
- Technical Rescue
- Vehicle Extrication
- Landing Zone

Fire Prevention Division Board Report

Anne-Marie Storms, Deputy Fire Marshal

August 2023

Fire & Life Safety

Inspections/code issues

Inspections and Code items are business as usual. There have been several meetings discussing Middle Housing developments (4 units or less), but no major projects have been submitted this month.

Josh has been shadowing me to gain more experience completing inspections and is doing great. We have lots to cover, but he's has a great eye for violations and understands the Keizer Fire philosophy to educate businesses to be fire safe.

Community Outreach

National Night Out – Crews attended all 21 NNO parties this year. Crews divided up and each attended 3-4 parties where they delivered KFD items, passed out stickers, let kids spray water and generally just chatted with citizens. The parties I attended received us very warmly and had lots of great questions about us.

Chemeketa Intern – I currently have a Chemeketa Fire Prevention student shadowing me 1-2 days a week. Matt Smallwood is currently a career firefighter with Southwest Polk Fire, but aspires to cross to fire prevention.

Keizerfest – Keizerfest is underway and I've completed my last site inspection. The chamber invited me to teach two Hands Only CPR/AED classes to their Board and Key members who would be staffing the event through the weekend. The also borrowed a loaner AED for the event tent. This year feels like it was smoother the ever due to continued conversations with the Chamber and volunteers.

Meetings Attended

- 7/18 – JLAD Dogs
- 7/18 – Board Meeting
- 7/19 – Car Seat Training
- 7/24 – OFMA Education Committee Mtg
- 7/25 – JLAD Dogs
- 7/25 – OFMA Board Mtg
- 7/26 – Keizerfest Mtg
- 7/27 – JLAD Dogs
- 7/27 – KFD/KPD BBQ
- 7/31 – OFMA Education Committee Meeting
- 78/1 – JLAD Dogs
- 8/1 – Pre-Ap Meetings x 3

- 8/1 – National Night Out
- 8/2 – Hands Only CPR Class for Chamber
- 8/2 – Keizerfest Mtg
- 8/8 – Officer Mtg
- 8/8 – Pre-ap meeting
- 8/9 – Keizerfest Mtg
- 8/10 – Meeting with CCC

Fire Investigations

- Cold Fire Investigation at Weddle Elm.



Ryan Russell
Joe Van Meter
Keizer Fire District

Campaign Overview/Strategy
Keizer Fire District Operating Levy, 2023

August 1, 2023

Purpose

Ryan, you have asked me to put together an overview of the 2023 operating levy campaign operations. This outline will serve as a general direction to inform and build a successful strategy that ensures campaign success. Because this is an outline, this is subject to change over the coming months.

Polling

Research indicates this measure is winnable. Standing at 54.5% "Yes" and 29.5% "No", the campaign will focus on the winning messages to maintain these numbers. Turnout in November/October of this year is going to be extremely low since it is an off-year election. Estimates are around 17-23% turnout. This allows us to conduct an incredibly focused campaign and direct messaging to just those voters.

The Voting Universe

We will be focusing our messaging to the voters who are active high turnout voters. Those that have voted in at least 3 of the last 4 major elections is 5,580; the 4 of 4 voters is 3,024 voters. We will focus on the 5,580 voter block to be sure to get to all those who could be voting.

What that means when it comes to direct mail, there are 3,945 households representing those 5,580 voters.

Voter Contact

We will have multiple modes for voter contact in September, October, and November. Here are the modes we will be using.

1. *Email.* We have a list of nearly 10,000 voters in the Keizer Fire District voting geography. We will be putting out an email a week starting in September and one every other week in August. Content will be focused on elements of our message that we know voters respond to such as response time. The other messages will be outlined later in this overview.
2. *Digital/Social Media.* We are able to select most of those same voters who make up our targeted universe for digital and Facebook ads. Ads will start in September and go through the election in November.
3. *Video.* Video clips will be integrated into our digital and Facebook advertising. Using testimonials from Fire staff and community members will provide powerful messaging.

4. *Direct Mail.* Direct mail will also be a component of our messaging. Focusing on those 3,945 households for mail messages. We anticipate at least four pieces of mail primarily in October when people are voting.
5. *Signs.* The campaign has nearly 500 lawn signs left over from the last election in 2018. The messaging on the signs is generic enough to work for this campaign. Signs will go up roughly 45 days prior to the election per City of Keizer signage rules.

Key Messages

The key messages voters respond the strongest to are the following.

1. By passing the new Levy, the Fire District will be able to maintain short response times helping to save lives and mitigate health issues.
2. By passing the new Levy, the Keizer Fire District would be able to sustain current staffing levels and provide the current level of services for the next five years.
3. By passing the new Levy, Keizer Fire District will be able to keep up with the significant increase in call volume. Call volume has gone up 74% over the last 11 years.
4. By passing the new Levy, the Keizer Fire District will be better positioned and prepared for the new residents from the 1,000+ new apartment units.

Timing of the Campaign Elements

As touched on earlier, there are particular timings for the separate elements of the campaign. “Wider net” elements such newsletters will have a pacing of twice per month in August. From September until the campaign’s end, newsletter will be sent out weekly.

Digital advertisements will start up in September and will run continuously until the election.

Because we are anticipating at least four separate mail pieces, this gives us the opportunity to solidify our messaging. Currently, it is planned to do these mailings in October with a mail piece reaching households the same time they receive their ballots.

Conclusion

The goal of this outline was to provide a flushed-out direction for the campaign. It is my belief – one that has been forged by decades of experience – that this is the blueprint to success for the Keizer Fire District operating levy. Naturally, this may blueprint may evolve over the course of the campaign as we adapt to changing environments and voter feelings.

As always, please don’t hesitate to reach out with any questions or concerns.

Thank you,

Chuck Adams

August 2023

August 2023							September 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	1	2	3	4	5	3	4	5	6	7	8	9
13	14	8	9	10	11	12	10	11	12	13	14	15	16
20	21	15	16	17	18	19	17	18	19	20	21	22	23
27	28	22	23	24	25	26	24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 30	31	Aug 1	2	3	4	5
6	7	8	9 Keizer Fire Meeting	10	11	12
13	14	15	16	17	18	19
				Work on Testimonials		
				Newsletter #1		
20	21	22	23	24	25	26
				Work on Testimonials		
				Keizer Fire Meeting		
27	28	29	30	31	Sep 1	2
				Work on Testimonials		
				Newsletter #3		

September 2023

September 2023							October 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
							1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 27	28	29	30	31	Sep 1 Work on Testimonials	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
				Digital Ads/Facebook		Lawnsigns Go Up
17	18	19	20	21	22	23
				Digital Ads/Facebook		
24	25	26	27	28	29	30
				Digital Ads/Facebook		To Nov. 7 →

October 2023

October 2023

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 1	2	3	4	5	6	7
← From Sep. 11						
		Newsletter #8	Keizer Fire Meeting	Digital Ads/Facebook		
8	9	10	11	12	13	14
Digital Ads/Facebook						
		Newsletter #9		Keizer Times--Ad		
15	16	17	18	19	20	21
Digital Ads/Facebook						
		Mailer #1	Keizer Fire Meeting	Ballots Drop	Mailer #2	
		Newsletter #10		Keizer Times Ad		
22	23	24	25	26	27	28
Digital Ads/Facebook						
		Mailer #3		Keizer Times Ad		
		Newsletter #11				
29	30	31	Nov 1	2	3	4
Digital Ads/Facebook						
		Newsletter #12				
		Mailer #4				

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November 2023

November 2023							December 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4	3	4	5	6	7	8	9
5	6	7	8	9	10	11	10	11	12	13	14	15	16
12	13	14	15	16	17	18	17	18	19	20	21	22	23
19	20	21	22	23	24	25	24	25	26	27	28	29	30
26	27	28	29	30			31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 29	30	31	Nov 1	2	3	4
			Keizer Fire Meeting	Digital Ads/Facebook	Digital Ads/Facebook	
5	6	7	8	9	10	11
	Digital Ads/Facebook					
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	Dec 1	2

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