



Boardman Fire Rescue District Board of Directors
Budget Committee Meeting Minutes
May 6, 2025
Boardman Fire Station 81
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

PRESENT

Directors: President Lisa Pratt, Vice President Loren Dieter, and Director David Boor
Budget Committee: Teiko Villegas, Lisa Mittelsdorf, Shelby Percy, and Mark Pratt
Staff: Chief Mike Hughes, Fire Marshal Marty Broadbent, Battalion Chief Sam Irons, and Executive Assistant Suzanne Gray
Absent: Director Ken Browne, Director Luis Medel Rodriguez, and Andrea Orcutt

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: 6:02 p.m. by Budget Committee Chair Teiko Villegas.

PUBLIC COMMENT: None

NOMINATIONS – CHAIR

Mark Pratt nominated Shelby Percy as Budget Chair. The nomination was seconded by Lisa Mittelsdorf. Hearing no other nominations, Teiko Villegas called for a vote on the motion. Motion carried with six aye and one no; Vote – Lisa Pratt: Aye, Loren Dieter: Aye, David Boor: Aye, Lisa Mittelsdorf: Aye, Mark Pratt: Aye, and Teiko Villegas: Aye and Shelby Percy: No.

NOMINATIONS – FINANCE OFFICER

Shelby Percy nominated Mike Hughes as Finance Officer. The nomination was seconded by Teiko Villegas. Hearing no other nominations, Shelby Percy called for a vote on the motion. Motion carried with seven aye; Vote – Lisa Pratt: Aye, Loren Dieter: Aye, David Boor: Aye, Lisa Mittelsdorf: Aye, Mark Pratt: Aye, and Teiko Villegas: Aye and Shelby Percy: Aye

BUDGET MESSAGE

The Budget Chair asked for the Budget Message. Chief Hughes provided the Budget Message. He said significant changes in revenue and expenditures are a direct result of the countywide ambulance service. BFRD provided expanded service, for a short time, last fiscal year which required an increase in personnel, equipment, supplies and facilities. The County reduced BFRD’s requirement to just within district boundaries. This change, once again, significantly altered revenue and expenditures for fiscal year 2025-2026.

BUDGET ACTION ITEMS

1. Approve 2024-2025 Supplemental Budget
Mike Hughes stated he would present the Action Items in reverse order of the agenda. BFRD’s auditor found that the Bond budget was short. Property taxes received in checks from Morrow County Treasurer were deposited in the General fund but not transferred to the Bond fund. David Boor verified the Bond monies was already spent.
2. Approve 2025-2026 Bond Fund Budget
Chief Hughes reviewed Form LB-35. The Bond payments both principal and interest will be required for a total of 20 years at 14 cents per \$1,000 assessed value. CREZ and other payments bring in Bond revenue. Any Bond overpayment at the end (2041) will be turned over to the County to return to taxpayers.

3. Approve 2025-2026 General Fund Budget
 - a. Chief Hughes reviewed Form LB-20. He noted the balance of \$4,773,422.00. Changes include not collecting EMS transport reimbursement from Heppner or Irrigon.
 - b. Chief Hughes reviewed Form LB-31 Pages 1-5.
 - i. Page 1 – Payroll will not include Heppner or Irrigon. Seasonal line became Red Flag. Lisa Mittlesdorf asked about Stations 81, 82, 85. Boardman is Station 81 with Irrigon as 82 and Heppner as 85. These lines will show blank until they “fall off” the form in three years.
 - ii. Page 2 – Materials/Maintenance/Administrative/Services Expenses contain no funding for fuel at Stations 82 & 85. BFRD no longer rents a house in Irrigon. Administrative Operating Expenses includes attorney fees. The CDA land has been resolved with BFRD annexing the Port Industrial land. Lisa Pratt asked about dispatching fees. Chief Hughes has inquired about a recent bill.
 - iii. Page 3 – Capital Outlay is being cut back as the new station is functioning and no rentals expected. Loren Dieter asked if all the tenders, ambulances are in good working order. Chief Hughes answered in the affirmative. BFRD may consider replacing a staff pick-up truck. Behind schedule since bringing Jeremy Gierke into succession plan and promoting the training officer.
 - iv. Page 4 – Debt Services shows the Operating Loan with Bank of Eastern Oregon. It is an ace in the hole. The fee is a low \$500 covering three years. Payment on the loan for the 2020 Squad has one or two payments (seven years total). The 10-year lease on Engine 81 allows BFRD to turn it in for a new lease engine or keep it after paying off.
 - v. Page 5 – Summary page contains the totals of four previous pages with the total matching the total of revenue on LB-20.

MOTION

Loren Dieter made a motion to approve the proposed budget information as presented. Lisa Pratt seconded the motion. Vote – Lisa Pratt: Aye, Loren Dieter: Aye, David Boor: Aye, Lisa Mittlesdorf: Aye, Shelby Pearcy: Aye, Mark Pratt: Aye, and Teiko Villegas: Aye.

Chief Hughes thanked the Board and Committee members for their participation in BFRD’s budget process.

ADJOURNED: 6:30 p.m.