

Hoodland Fire District #74

Annual Budget



Duty • Honor • Community

2021-2022

**69634 E. Highway 26
Welches, Oregon 97067
503-622-3256**

HOODLAND FIRE DISTRICT #74

Budget Calendar

Fiscal Year 2021-2022

- December 8 - Regular Board of Directors Meeting. Confirm budget committee members.
- January 12 - Designate the 2021-2022 Budget Officer(s), new Committee Members and Approval of a 2021-2022 Budget Calendar
- April 21 - Publication First Notice of all Budget Committee Meetings
- April 30 - Budget requests due from staff, all officers, station personnel, Volunteer President, CERT, Support Group. All to be delivered to the Fire Chief prior to 1600 hours
- May 5 - Publication Second Notice of all Budget Committee Meetings
- May 7 - Distribution of proposed budget to Budget Committee Members. Copies available to the general public.
- May 18 - First Budget Committee meeting 1900 hours (7:00 PM)
- May 26 - Publication Second Notice of Second Budget Committee Meeting
- June 1 - Second Budget Committee meeting 1900 hours (7:00 PM)
- June 9 - Publication of Budget Hearing and Financial Summary
- June 22 - Budget Hearing, Adopt Budget, Make Appropriations, Levy Taxes
- July 13 - 2 copies of adopted budget, Resolutions and tax levy delivered to Clackamas County Tax Assessor's office and County Clerk

**HOODLAND FIRE DISTRICT #74
FISCAL YEAR 2020/2021**

*** BOARD OF DIRECTORS ***

		<u>Fiscal Year</u>
President	- Shirley Dueber	Position 2 (7/2019-6/2023)
Vice-President	- Darcy Lais	Position 4 (7/2017-6/2021)
Secretary/Treasurer	- Mary Ellen Fitzgerald	Position 3 (6/2019-6/2021)
Board Member	- Jacob Rackley	Position 1 (7/2019-6/2023)
Board Member	- Cliff Fortune	Position 5 (7/2017-6/2021)

*** BUDGET COMMITTEE ***

		<u>Calendar Year</u>
Member	- Karen Rogers	Position 1 (1/2021-12/2023)
Member	- Gaynell Thornbrough	Position 2 (1/2019-12/2021)
Member	- Kirk Peterson	Position 3 (1/2021-12/2023)
Member	- Rhiannon Nicholson	Pos. 4 (1/2021-12/2022)
Member	- Dwight Pallander	Pos. 5 (2/2020-12/2022)

*** ADMINISTRATIVE STAFF ***

Fire Chief	- James Price, 1-11-2021
Interim Fire Chief	- Steve Abel, left 12/15/2020
Division Chief	- Scott Kline
Division Chief	- Brian Henrichs
Financial Manager	- Carol Norgard
Administrative Asst.	- Kelli Ewing
Lieutenant	- Eric Macy
Lieutenant	- Andy Figini
Lieutenant	- Evan Jarvis
Senior Fire Fighter	- James Lucas
Senior Fire Fighter	- Tyler Myers, left 11/5/2020
Senior Fire Fighter	- Matt Nicholson
Senior Fire Fighter	- Jason Kish



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69634 E. Hwy 26 • Welches, Oregon 97067

hoodland@hoodlandfire.org

Phone 503-622-3256

Fax 503-622-3125

BUDGET COMMITTEE MEETING AGENDA

MAY 18, 2021

7:00 P.M.

To attend the meeting, please join via Zoom Meeting

<https://zoom.us/j/8113499270>

Meeting ID: 811 349 9270

Call In #: +1 253 215 8782 US (Tacoma)

The meeting room is closed due to COVID-19 concerns so public participation is encouraged via Zoom

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) ELECTION OF BUDGET COMMITTEE OFFICERS
 - A. Chairperson
 - B. Secretary
- 5) RECEIVE BUDGET MESSAGE
- 6) REVIEW AND ACT ON THE BUDGET DOCUMENT
- 7) DETERMINE THE NEXT STEP IN THE BUDGET PROCESS
 - A. Recess until Thursday June 1, 2021 at 7:00 PM if an additional meeting is needed.
 - B. Adopt the budget.

Motion Made By: I _____ move that the Hoodland Fire District No. 74 budget committee approve taxes for the 2021-2022 fiscal year at the permanent rate of \$2.6385 per \$1,000 of assessed value and \$0.25 per \$1,000 of assessed value for the local option tax for all funds to levy taxes. For operating purposes: for total expenditures not to exceed \$6,667,477.00 and we approve the attached 2021-2022 budget as submitted.

- 8) ADJOURN IF BUSINESS IS CONCLUDED

Hoodland Fire District #74 Budget Meeting Agenda 5/18/2021

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BUDGET MESSAGE



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HOODLAND FIRE DISTRICT #74

69634 E. Hwy 26 • Welches, Oregon 97067

hoodland@hoodlandfire.org

Phone 503-622-3256

Fax 503-622-3125

BUDGET MESSAGE Fiscal Year 2021-2022

To the members of the Board, the Budget Committee and the citizens of the Hoodland Fire District #74, the recommended annual budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022 is presented as required by ORS 294.426 for your consideration.

You, as the Budget Committee have the right to make changes to any section of this proposed document before you approve it. The Board of Directors cannot vary any appropriations by more than 10% in any fund without the entire Budget Committees approval.

This has again been a challenging year when it comes to developing and adopting an operating budget for the fire district, but I am encouraged by the efforts of the board and staff. The budget for FY 2020-21 made several significant cuts to district services in order to prepare a balanced budget. At the time, it was noted that these cuts were necessary, but not sustainable. I am encouraged that we have been able to reverse some of these cuts while also increasing our reserves slightly. As before, rising personnel costs and saving for future needs remain the district's biggest concerns. Options and strategies to address these concerns will need to be the focus of future work sessions, but for now I am pleased to present this year's budget, balanced and in my opinion moving in the right direction.

The FY 2021-22 budget includes several projects including:

- Grant funds for two new firefighters through the SAFER ACT.
- Grant funds and our match for planned SCBA replacement.
- Funds for replacement of living quarters for career and volunteer staff residing at station 351.
- Funds for the replacement of the generator at station 351.
- \$10,000 for assistance with community firewise efforts.
- An increase in the general fund's unappropriated ending balance from \$980,000 to \$1,000,000 and Disaster/Contingency from \$200,000 to \$250,000.

The District's staff has worked very hard this year to present a budget that will meet the service needs of the District's taxpayers, while keeping overall costs down. While this budget is significantly higher than last years, it includes several large projects and reflects the expenditure of a significant amount of grant funds. The proposed budget for the Hoodland Fire District for FY 2021-22 is balanced at \$6,667,477. This is an increase from last year's budget of \$888,573 which is made up primarily of:

- Potential grant awards of \$637,778; possible award of a SAFER grant for two new firefighters, an AFG Grant for new SCBA and grants for WUI and wildland preparedness and fire equipment.
- \$63,632 in transfers to reserve, UEFB and Disaster contingency
- Anticipated increase of 3% in Property tax revenue.

The Fire District uses four funds to track resources and expenditures: The General Fund, Apparatus Reserve Fund, Fire Equipment Reserve Fund and Building Reserve Fund. Additionally, the district has a local option levy to support operations.

GENERAL FUND

The General Fund is used to record financial transactions of the Fire District as it relates to providing emergency medical service, fire suppression, fire prevention and administration of the Fire District. Tax revenues, cash carryforward, Local Option taxes and grant awards are the main sources of revenue for this fund. The General Fund makes up approximately 77% of the total budget at \$5,119,049.

Personnel Services make up the largest portion of the General Fund at approximately 52% and includes wages and benefits for the District's full-time employees and Volunteers. Materials and Services, Contingency, UEFB and transfers to reserves make up the other 48% of the General Fund.

LOCAL OPTION LEVY

The tax revenue received from a local option levy must be utilized only for the purpose for which it was approved in the ballot measure. The current five-year Local Option Levy was established to ensure 24 hour response by career firefighter/paramedics and Chief Officers and to assist the community with Firewise activities and was approved beginning the FY 2019-20.

The Local Option Levy Fund makes up 5% of the general fund budget at \$267,370. For Fiscal Year 2021-22, the General Fund is budgeted to receive 100% of these funds.

CAPITAL RESERVE FUNDS

The Capital Reserve Funds are a type of special fund that is used to save for (reserve) and record resources and expenditures needed to finance the building or acquisition of capital projects that are nonrecurring major expenditure items.

Resources can include the proceeds of General Obligation Bonds, Local Option Taxes, Grants and/or other revenues to include transfers authorized for financing capital projects. The district currently has three capital reserve funds, Building, Apparatus and Fire Equipment. Current capital or maintenance items included in this year's budget include:

- Applied for a Fire Act grant for the replacement of the district's SCBA.
- Budgeted funds for the replacement of living quarters for staff at station 351.
- Budgeted for the replacement of the generator at station 351.
- Transferred \$53,632 into apparatus and fire equipment reserves for future needs.

The three Capital Funds make up the remaining 23% of the total budget at \$1,548,428.

In conclusion, this proposed budget meets all federal and state mandates as well as local obligations. We believe this budget will not only allow the District to maintain its current level of service for the fiscal year 2021-2022 but enhance it. The revenue projections used to develop this budget are conservative to assure that revenue expectations are met, while the expenditures are based upon current actual expenditures and projections.

I would like to publicly thank the entire staff for their help in preparing this budget; it was a team effort with input by all members of the District and special thanks to the members of the Budget Committee for their time and effort in considering this budget.

This budget does not require a vote of the people and therefore, your action alone will approve or disapprove this document.

Respectfully submitted,

James Price
Fire Chief/Budget Officer

RESOURCES

SUMMARIES

**REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND**

(name of organizational unit - fund)

	Historical Data			RESOURCES DESCRIPTION	Budget for Next Year			2021 - 2022
	Un-Audited		Adopted Budget		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding 18 19	First Preceding 19 20	This Year 20 21					
PERSONAL SERVICES								
1	2,338,033	2,505,998	2,338,408	1 Package # 1	2,678,466	2,678,466	0	1
2	0			2				2
3	2,338,033	2,505,998	2,338,408	3 TOTAL PERSONNEL SERVICES	2,678,466	2,678,466	0	3
				Total Full Time Equivalent (FTE) 10.75				
MATERIALS AND SERVICES								
4	305,514	364,065	389,900	4 Package # 2	793,834	793,834	0	4
5				5				5
6	25,289	20,442	12,300	6 Package # 5	0	0	0	6
7	6,317	1,912	4,000	7 Package # 6	0	0	0	7
8	15,751	15,709	11,300	8 Package # 7	0	0	0	8
9	39,663	22,577	43,000	9 Package # 8	0	0	0	9
10	95,910	74,446	115,000	10 Package # 9	0	0	0	10
11	2,956	4,155	4,000	11 Package # 10	0	0	0	11
12	61,598	46,261	50,100	12 Package # 11	0	0	0	12
13	15,547	27,846	38,000	13 Package # 12	0	0	0	13
14	13,621	17,776	16,600	14 Package # 13	0	0	0	14
15	14,914	9,808	12,000	15 Package # 14	0	0	0	15
16				16				16
17	597,080	604,997	696,200	17 TOTAL MATERIALS AND SERVICES	793,834	793,834	0	17
CAPITAL OUTLAY								
18	200,373	290,885	21,000	18 Package # 4/Capital Outlay 21-22	343,117	343,117	0	18
19				19				19
20	200,373	290,885	21,000	20 TOTAL CAPITAL OUTLAY	343,117	343,117	0	20
TRANSFERS TO OTHER FUNDS								
21	0	0	0	21 M&S Apparatus Reserve	25,000	25,000	0	21
22	0	0	60,000	22 M&S Building Reserve	0	0	0	22
23	0	0	0	23 M&S Firefighting Equipment Services & Supplies Reserve	28,632	28,632	0	23
24	0	0	60,000	24 TOTAL TRANSFERS	53,632	53,632	0	24
25	112,236	200,000	200,000	25 M&S OPERATING CONTINGENCY	250,000	250,000	0	25
26				26 ENDING BALANCE (Prior Years)				26
27	860,000	960,000	980,000	27 M&S UNAPPROPRIATED ENDING FUND BALANCE	1,000,000	1,000,000	0	27
GENERAL FUND ACTIVITY TOTAL								
28	4,107,722	4,561,880	4,295,608	28	5,119,049	5,119,049	0	28
RESERVE FUNDS								
29	1,398,235	1,385,036	1,158,296	29 UEFB Reserve Funds	598,428	598,428	1,000	29
30	35,381	15,000	330,000	30 Reserve Fund Expenditures	950,000	950,000	0	30
31	1,433,616	1,400,036	1,488,296	31 TOTAL RESERVES	1,548,428	1,548,428	1,000	31
BONDED DEBT								
32	0	0	0	32	0	0	0	32
TOTAL ALL FUNDS								
33	5,541,338	5,961,916	5,783,904	33	6,667,477	6,667,477	1,000	33

HISTORICAL DATA				BUDGET 2021 - 2022			
ACTUAL	ACTUAL	ADOPTED	EXPENDITURE	PROP. BY	APPR. BY	ADOPT. BY	
18 19	19 20	20 21	NO.	DESCRIPTION	BUD. OFCR.	BUD. COMM.	GOV. BODY
	Un-Audited			EXPENDITURES BY BUDGET CATEGORY			
2,338,033	2,505,998	2,338,408		PERSONAL SERVICES	2,678,466	2,678,466	0
597,080	604,997	696,200		MATERIALS & SERVICES	793,834	793,834	0
200,373	290,885	21,000		CAPITAL OUTLAY	343,117	343,117	0
3,135,486	3,401,880	3,055,608		TOTAL EXPENDITURES	3,815,417	3,815,417	0
	0	60,000		TOTAL TRANSFERS	53,632	53,632	0
112,236	200,000	200,000		OPERATING CONTINGENCY	250,000	250,000	0
				TOTAL ALL OTHER EXPENDITURES AND REQUIREMENTS	250,000	250,000	0
				TOTAL ALL OTHER UEFB			
860,000	960,000	980,000		U.E.F.B.	1,000,000	1,000,000	0
4,107,722	4,561,880	4,295,608		TOTAL GENERAL FUND	5,119,049	5,119,049	0

HISTORICAL DATA				BUDGET 2021 - 2022		
ACTUAL	ACTUAL	ADOPTED	EXPENDITURE	PROP. BY	APPR. BY	ADOPT. BY
18 19	19 20	20 21	NO. DESCRIPTION	BUD. OFCR.	BUD. COMM.	GOV. BODY
	Un-Audited		EXPENDITURES BY BUDGET PACKAGE			
2,338,033	2,505,998	2,338,408	21-22 Personnel Services	2,678,466	2,678,466	0
597,080	604,997	719,950	21-22 Materials & Services	793,834	793,834	0
			21-22 M&S Transfer to othe	1,303,632	1,303,632	0
			21-22 Capital Outlay	343,117	343,117	0
972,236	1,160,000	1,240,000	PACKAGE # 3	0	0	0
200,373	290,885	21,000	PACKAGE # 4	0	0	0
25,289	20,442	12,300	PACKAGE # 5	0	0	0
6,317	1,912	4,000	PACKAGE # 6	0	0	0
15,751	15,709	11,300	PACKAGE # 7	0	0	0
39,663	22,577	43,000	PACKAGE # 8	0	0	0
95,910	74,446	115,000	PACKAGE # 9	0	0	0
2,956	4,155	4,000	PACKAGE # 10	0	0	0
61,598	46,261	50,100	PACKAGE # 11	0	0	0
15,547	27,846	38,000	PACKAGE # 12	0	0	0
13,621	17,776	16,600	PACKAGE # 13	0	0	0
14,914	9,808	12,000	PACKAGE # 14	0	0	0
4,399,288	4,802,812	4,625,658	TOTAL EXPENDITURES	5,119,049	5,119,049	0

PERSONNEL

HISTORICAL DATA

BUDGET 2021 - 2022

ACTUAL 18 19	ACTUAL 19 20	ADOPTED 20 21	NO.	EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
PERSONNEL SERVICES PACKAGE							
PERSONNEL SERVICES							
100,000	130,000	135,000	001	FIRE CHIEF T1&2	131,175	131,175	
			002	Support CHIEFs			
	20,796	128,020		1. Deputy Chief OPSRP	0	0	
0	9,270	0		2. Battalion Chief OPSRP	0	0	
				3. Div Chiefs OPSRP 2	233,850	233,850	
846,557	865,197	715,749	003	FIRE PROTECTION SPECIALISTS X 6/8	728,177	728,177	
261,722	230,350	94,285		1. Tier 1 & 2	97,115	97,115	
452,135	483,957	538,874		2. OPSRP	490,120	490,120	
132,700	150,890	82,590		3. 16 SAFER OPSRP	140,942	140,942	
55,748	57,086	58,571	004	FINANCIAL MANAGER - Tier 2	60,328	60,328	
32,417	33,195	34,058	005	ADMINISTRATIVE ASSISTANT - OPSRP	35,080	35,080	
68,326	57,348	55,600	006	VOLUNTEER NOMINAL FEES	72,600	72,600	
58,409	39,873	30,000		1. Volunteer Nominal Fees	30,000	30,000	
9,917	17,475	7,200		2. Resident Program, Govy Main 4	19,200	19,200	
		18,400		3. Duty Officer Shifts	18,400	18,400	
				4. Shift Stipend	5,000	5,000	
442,329	428,714	277,441	007	OT COMP OFFICER PAY VAC CASH OUT	340,000	340,000	
84,384	70,311	57,427		1. Tier 1 & 2	60,000	60,000	
274,355	261,475	199,020		2. OPSRP	240,000	240,000	
83,590	96,928	20,994		3. 16 SAFER OPSRP	40,000	40,000	
778,904	885,368	914,969	008	EMPLOYEE BENEFITS	1,055,256	1,055,256	
2,066	2,067	2,325		1. Chief's cell & LTD stipend	0	0	
136,642	195,659	126,453		2. PERS Tier 1 & 2	127,106	127,106	
		23,380		2-A. PERS Retiree T 1&2 19-20 costs	0	0	
156,620	168,866	258,625		3. PERS OPSRP	322,138	322,138	
40,201	48,823	28,807		3-A.PERS SAFER OPSRP	54,391	54,391	
72,045	46,907	70,000		4. Workers Comp, Provident	49,562	49,562	
	6,836			4-A.WC SAFER OPSRP	7,738	7,738	
1,315	1,020	2,200		5. WBF 2.2% on hours	2,400	2,400	
192	161	400		5-A. 16 SAFER	158	158	
96,480	97,675	99,693		6. FICA Costs	108,651	108,651	
16,356	18,561	7,924		6-A. 16 SAFER FICA Costs	13,842	13,842	
185,560	230,076	186,852		7. Health and Dental Ins	202,625	202,625	
30,101	42,760	17,796		7-A. 16 SAFER Health and Dental Ins	36,845	36,845	
12,518				8. Dental Ins			
1,733				8-A. 16 SAFER Dental Ins			
7,210	6,812	9,665		9. Life Ins, 125 HRA & Plan fees	10,630	10,630	
367	367	445		9-A. 16 SAFER Life Ins, 125 HRA & Plan fees	370	370	
19,498	18,778	15,000		10. LOSAP - Support Services	33,800	33,800	
		40,000		11. HRA Plan	60,000	60,000	
		25,404		12. HRA Savings for emergency	25,000	25,000	
13,752	19,024	19,000	009	WELLNESS/FITNESS PROGRAM	22,000	22,000	
10,392	15,780	14,500		1. Medical physicals, tests	17,500	17,500	
3,360	3,244	4,500		2. physical fitness - access	4,500	4,500	
2,338,033	2,505,998	2,338,408		TOTAL PERSONNEL SERVICES	2,678,466	2,678,466	0
2,338,033	2,505,998	2,338,408		TOTAL EXPENDITURES	2,678,466	2,678,466	0

PERSONNEL REQUIREMENTS:

- 1 Fire Chief
- 2 Division Chief's
- 1 Financial Manager
- 1 Administrative Assistant
- 6/8 Fire Protection Specialists
 - 3 3 Paid Lieutenants
 - 5 3 Fire Fighters, 2 SAFER Fire Fighters (if Grant is received)

Included in this package are the costs required to employ the career personnel and operate the administrative function of the Fire District. Personnel costs are based on the current collective bargaining agreements and personal services contracts with administrative personnel.

The administrative assistant position continues to work 30 hours a week as needed to assist the administrative staff and in maintaining the NFIRS, EMS and training database records and other front office needs.

GOALS:

1. Provide appropriate and adequate staffing.
2. Provide leadership, administration, supervision, and accounting services.
3. Provide support services for District personnel and functions.

LINES 001 thru 005 WAGES AND SALARY \$1,188,610

The services of the Fire Chief, Division Chief's, Financial Manager, Administrative Assistant and six or eight full time fire protection specialists must be able to provide at least the same level of services as in years past. The workload carried by all employees continues to increase as the volunteer population decreases. The Administrative Assistant position helps maintain the high level of fire protection service to the community. Five of the six/eight staff have reached or will reach the top step salary we have three years for growth in firefighter salaries.

1.	Tier 1 and 2	\$288,618	
2.	OPSRP	\$759,050	
3.	OPSRP SAFER	\$140,942	Grant Dependent

This is an increase of \$61,612 from the 20-21 Budget

LINE 006 ACCOUNTABLE EXPENSES AND NOMINAL FEES \$55,600

Nominal fees for volunteers for training; attending classes and for going on calls. This is our third year of the resident program, we discontinued the student program.

1.	Volunteer Nominal Fees	\$30,000	
2.	Residential Program, Govy	\$19,200	
3.	Duty Officer Shifts	\$18,400	
4.	Shift Stipend	\$ 5,000	

This is an increase of \$17,000 from the 20-21 Budget

LINE 007 OVERTIME \$340,000

Pay for work over and above the regular work schedule. With the successful change to 24 hour coverage the dynamics of overtime has changed.

1.	Tier 1 and 2	\$ 60,000	
2.	OPSRP	\$240,000	
3.	OPSRP SAFER	\$ 40,000	Grant Dependent

This is an increase of \$62,559 from the 20-21 Budget.

LINE 008 EMPLOYEE FRINGE BENEFITS \$1,055,256

This category represents the fringe benefit and employer costs for the fire district, paid and support staff. Some of these are mandatory federal, state and local mandated taxes and fees, others are employee benefits that have been arrived at through the collective bargaining agreement. Our PERS costs are 35.25% for Tier 1 & 2 employees and 30.06% for OPSRP employees. Our health insurance costs increased 3% this year to a higher out of pocket plan and an HRA program to help with the offset of costs to the employees.

1.	Chief's cell & LTD	\$ 0	
2.	PERS Tier 1 & 2	\$127,106	
	A. Retiree costs	\$ 0	
3.	PERS OPSRP		
	A. paid staff	\$307,287	
	B. Support Staff	\$ 14,851	
	C. SAFER	\$ 54,391	Grant Dependent

LINE 008 EMPLOYEE FRINGE BENEFITS *Continued*

<u>4. Workers Compensation: SDAO & Provident</u>			
	A. paid staff	\$ 42,142	
	B. Support Staff	\$ 7,420	
	C. SAFER	\$ 7,738	Grant Dependent
<u>5. WBF 2.2% of hours worked</u>			
	A. paid staff	\$ 1,725	
	A-1. SAFER	\$ 158	Grant Dependent
	B. Support Staff	\$ 675	
<u>6. HFD's FICA costs</u>			
	A. paid staff	\$ 103,097	
	A-1. SAFER	\$ 13,842	Grant Dependent
	B. Support Staff	\$ 5,554	
<u>7. Health & Dental Ins</u>			
	A. SAFER	\$ 36,845	Grant Dependent
<u>8. Dental Insurance</u>			
	A. SAFER	\$	
<u>9. Life, AD&D Insurance & 125 Plan Costs</u>			
	A. paid staff	\$ 6,925	
	A-1. SAFER	\$ 370	Grant Dependent
	B. Support Staff	\$ 3,705	
<u>10. LOSAP support services</u>			
		\$ 33,800	
<u>11. HRA Plan</u>			
		\$ 60,000	
<u>12. HRA Savings for emergency</u>			
		\$ 25,000	

This is an increase of \$140,287 from the 20-21 Budget.

LINE 009 WELLNESS AND FITNESS \$22,000

This package provides regular physical examinations, immunizations and respiratory health evaluations to our firefighters and support staff. Our firefighters are regularly evaluated in accordance with the national standard for physical fitness developed by the National Fire Protection Association. These services must be provided by an outside health professional and are costly.

1. Medical Physicals & tests			
	A. paid staff	\$ 6,500	
	B. Support Staff	\$11,000	
2. Physical Fitness			
	A. paid staff	\$ 4,000	
	B. Support Staff	\$ 500	

This is an increase of \$3,000 from the 20-21 Budget

OVERALL INCREASE OF \$340,058

MATERIALS
&
SERVICES

HISTORICAL DATA

BUDGET 2021 - 2022

ACTUAL		ACTUAL	ADOPTED	NO.	EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
18	19	19						
					MATERIALS AND SERVICES PACKAGE			
					TRANSFERS TO OTHER FUNDS			
					Reserve Funds			
0	0	0	025	0	025 APPARATUS	25,000	25,000	
0	0	0	026	60,000	026 BUILDING FIREFIGHTING EQUIPMENT	0	0	
0	0	0	027	0	027 SERVICES & SUPPLIES	28,632	28,632	
					DISASTER FUND			
112,236	200,000	028	200,000	028	OPERATING CONTINGENCY	250,000	250,000	
					UNAPPROPRIATED ENDING FUND			
860,000	960,000	029	980,000	029	<u>BALANCE</u>	1,000,000	1,000,000	
					UTILITIES-propane, phones, Elec, sewer, rags, mops, rugs, garbage, iPads, MDCs			
52,181	59,534	010	62,500	010	1. All 3 stations	70,500	70,500	
1,419	1,386		1,900		2. Signal Light	2,100	2,100	
3,567	3,070		4,100		3. 24/7 Domicile Rental utilities	0	0	
1,785	0	011	1,000	011	ELECTION EXPENSES	1,000	1,000	
34,454	42,880	012	50,600	012	INSURANCE; Assets & Liabilities	55,130	55,130	
6,424	8,600	013	5,000	013	BOARD TUITION, FEES	5,000	5,000	
4,321	8,089	014	5,000	014	COMPUTER PROGRAMS -new & updates	8,000	8,000	
					015 LOGISTICAL SUPPORT Coffee Tea meals			
10,143	4,930		5,500		1. The three stations Staff	5,500	5,500	
2,271	990		2,000		2. Rehabilitation, logistical support	2,000	2,000	
0					016 MAINTENANCE- Materials & Services			
0	2,627	016	3,000		1. Repair phone-computer-machines...	3,000	3,000	
		053			3. EMS MAINTENANCE MATERIALS	4,000	4,000	
		057			4. Vehicle repair, annual PM's, pump testing	44,865	44,865	
					4-A CCFD#1 Contract no parts	52,135	52,135	
		062			5. TO cleaning repair alterations	2,000	2,000	
		066			6. radios pagers parts repair	2,000	2,000	
		069			7. Outside facilities maint	4,000	4,000	
		069			8. Inside facilities maint	5,000	5,000	
					017 OFFICE SUPPLIES			
10,044	13,733		7,500		1. Administrative	7,500	7,500	
70	413		750		2. prevention	750	750	
					018 DUES, PUBLICATIONS			
7,449	6,921		7,500		1. Chief's & department memberships	7,500	7,500	
1,946	845		1,400		2. Prevention, Fire Marshal, Investigation	1,400	1,400	
		054			3. EMT certification & RE-Cert	3,500	3,500	
		019			019 PROFESSIONAL SERVICES			
9,027	29,350		22,000		1. Auditor	25,000	25,000	
22,359	39,718		16,000		2. Attorney	14,000	14,000	
1,000	1,000		1,500		3. Chaplain & Tip programs	1,500	1,500	
3,455	555		2,000		4. Employee Assistance Program	2,000	2,000	
27	1		50		5. LGIP Fees	50	50	
4,155	3,785		8,000		6. Image Trend	8,000	8,000	
10,804	3,881		10,000		7. Target Solutions	10,000	10,000	
866	225		1,200		8. Active 911	1,200	1,200	
0	0		0		9. CrewSense	0	0	
425	4,597		0		10. HR Consultant	0	0	
			18,000		11. Medical Director	10,000	10,000	

HISTORICAL DATA

BUDGET 2021 - 2022

ACTUAL		ACTUAL	ADOPTED	NO.	EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
18	19	19						
					MATERIALS AND SERVICES PACKAGE			
			020		020 CONTRACTUAL SERVICES			
52,756		58,542		62,150	1. C-Com Dispatch fees	68,375		68,375
12,045		13,466		15,750	2. Copier lease & usage fees	17,325		17,325
22,025		27,692		39,700	3. IT lease & usage fees	42,600		42,600
756		1,347		1,750	4. Security, alarm systems	1,750		1,750
4,314		4,350		4,900	5. Sleeper Rentals	5,000		5,000
0		0		3,000	6. EMS Services, Zoll	1,500		1,500
2,198		0		0	7. Communications C-800 Zone controller	0		0
3,008		4,999	060	5,000	8. SCBA & bottle testing	8,000		8,000
2,718		2,319		2,400	9. Personal Cell Phones	2,400		2,400
12,755		11,700		15,000	10. 24/7 Domicile Rental, repair, Insurance	0		0
			065		11. C-800 MEMBERSHIP FEE	39,600		39,600
			064		12. testing hose & ladders annually	5,400		5,400
				1,000	021 ADVERTISING AND PUBLISHING			
2,741		1,511		1,000	1. Administrative	1,000		1,000
198				0	2. Prevention, Fire Marshal, Investigation	250		250
				250	022 PRINTING			
280		227		250	1. Administrative	250		250
0				0	2. Prevention, Fire Marshal, Investigation	250		250
				1,500	023 POSTAGE			
1,528		359		1,500	1. Administrative stamps packages ALL	0		0
0		423		1,000	024 SECURITY IDENTIFICATION			
4,657		6,000	030	2,000	OFFICE EQUIPMENT new computers			Moved to Capital Outlay tab for 21-22
0		6,000	031	2,000	SPECIAL RESCUE			
0		0	032	0	EMS SERVICES			
10,080		10,000	033	5,000	FIREFIGHTING TOOLS HOSE ETC.			
			034		STATION MAINTENANCE			
1,908		3,000		3,000	1. Replace Furniture			
992		10,000		5,000	2. Replace appliances rehab building			
182,260		353,533	035	0	GOVERNMENT CAMP STATION REMODEL			
0		0	036	0	COMMUNICATIONS-800 System			
476		2,000	037	2,000	SCBA EQUIPMENT			
0		4,000	038	2,000	TRAINING			
			039		039 INCENTIVES AWARDS/HONOR GUARD			
7,822		4,994		4,000	1. Incentives & awards	4,000		4,000
0		190		0	2. Honor Guard	0		0
175		243		300	3. Support Group	300		300
			040.1		4. Annual Picnic, HTC	1,000		1,000
			040.2		5. Annual Awards Banquet	6,000		6,000
			040		040 SPECIAL EVENT FUND			
4,243		3,113	040	1,000	1. Annual Picnic, HTC			
12,260		11,014	040	6,000	2. Annual Awards Banquet			
789		888	041	1,000	041 EXPLORER POST & CLUB/JR Firefighter 21-2:	1,000		1,000
395		50	042	1,000	042 TUITION AND FEES	13,500		13,500
2,907		34	043	1,500	043 TRAVEL AND PER DIEM	9,000		9,000
			044		044 SUPPLIES prevention			
480		988		1,500	1. Public education and information			
2,535		840		0	2. Maps			

HISTORICAL DATA

BUDGET 2021 - 2022

ACTUAL		ACTUAL	ADOPTED	EXPENDITURE	PROP. BY	APPR. BY	ADOPT. BY
18	19	19 20					
MATERIALS AND SERVICES PACKAGE							
				045	045 TUITION AND FEES		
6,785		4,632	4,000		1. Firefighters & Support Staff		
20		0	0		2. Special Rescue 1,200 21-22		
543		0	300		3. CERT		
				046	046 TRAVEL AND PER DIEM		
5,483		4,632	2,000		1. Firefighters & Support Staff		
0		0	0		2. Special Rescue		
		378	1,500		3. Outside Instructor Reimbursement		
832		940	1,000	047	047 BOOKS, LIBRARY, MANUALS	3,500	3,500
				048	048 SUPPLIES		
1,646		4,180	2,500		1. Training	4,500	4,500
442		605	0		2. Special Rescue	3,750	3,750
0		342	0		3. Fireblast Trailer Maintenance	0	0
				044	4. Prevention & public education information	1,500	1,500
					4-A Firewise	10,000	10,000
				052	5. EMS Disposable Supplies	25,000	25,000
				055	6. shop, misc repair items winter operations	5,500	5,500
				059	7. SCBA supplies FIT testing items	3,000	3,000
				061	8. FFE Expendable	5,000	5,000
				061	9. FFE NON-Disposable	7,500	7,500
				061	10. FFE Electronic Devices	3,300	3,300
				068	11. facility supplies-Soap/tp/paper towels/Dishwasher rugs bath towels etc.	7,500	7,500
4,572		610	5,000	049	049 TUITION AND FEES		
2,263		207	3,000	050	050 TRAVEL AND PER DIEM		
836		86	2,500	051	051 BOOKS LIBRARY		
24,275		19,845	25,000	052	052 SUPPLIES DISPOSABLE		
					053 MAINTENANCE MATERIALS		
4,529		120	4,000	053	1. EMS MAINTENANCE MATERIALS		
3,188		1,709	3,500	054	054 DUES PUBLICATIONS - EMT RE-Cert		
5,173		4,948	5,000	055	055 SUPPLIES-shop misc repair items		
3,955				055.1	1. Winter Operations`		
29,574		17,018	28,000	056	056 MOTOR FUELS, OILS, GREASE, LUBES	35,000	35,000
				057	057 MAINTENANCE		
57,208		50,027	80,000		1. Vehicle repair, annual PM's, pump testing		
		0	0		2. CERT Trailer		
		2,453	2,000	058	058 Winter Operations		
939		1,242	3,000	059	059 SUPPLIES/ FIT Testing		
2,017		2,913	1,000	060	060 CONTRACTUAL SERVICES/ bottle testing		
				061	061 SUPPLIES		
18,834		5,976	5,000		1. Expendable		
17,330		17,334	7,500		2. NON-Disposable		
2,892		859	3,300		3. Electronic Devices		
234		1,294	2,000	062	062 MAINTENANCE - cleaning repair TO PROTECTIVE CLOTHING,		
17,561		16,171	27,000	063	063 STRUCTURAL-WILDLAND-repairs		
					1. protective clothing	27,000	27,000
					2. 2021 VFA wildland clothing	8,194	8,194
					3. 2021 WUI ppe WUI-145	41,860	41,860

HISTORICAL DATA

BUDGET 2021 - 2022

ACTUAL		ACTUAL	ADOPTED	NO.	EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
18 19	19 20	20 21						
			MATERIALS AND SERVICES PACKAGE					
					CONTRACTURAL - testing hose &			
4,747	4,627	064	5,300	064	ladders annually			
11,180	25,370	065	36,000	065	C-800 MEMBERSHIP FEE			
2,524	409	066	2,000	066	MAINTENANCE-radios pagers parts repair			
1,843	2,067	067	0	067	SATELLITE PHONES IPAD			
2,930	4,538	068	7,000	068	SUPPLIES-Soap/tp/paper twls/Dishwasher rugs bath towels etc.			
		069		069	MAINTENANCE SERVICES- Hire electric plumbing etc.			
4,878	6,569		4,000		1. Outside Maint			
5,344	3,235		5,000		2. Inside Maint			
0	365	070	200	070	CHIMNEY BRUSH PROGRAM	200	200	
469	3,069	071	400	071	ADDRESS MARKER PROGRAM	400	400	
	9,512	072	10,000	072	Uniforms, New, Cleaning, Repair, Alterations	12,000	12,000	
8,242								
5,002								
465								
1,205	296	073	2,000	073	CLEANING, REPAIR, ALTERATIONS			

597,080	604,997		719,950		TOTAL MATERIALS AND SERVICES	793,834	793,834	0

597,080	604,997		719,950		TOTAL EXPENDITURES	793,834	793,834	0
=====								

ADMINISTRATIVE & GENERAL FUND TRANSFERS

These accounts are gathered within this budget package for the purpose of clarifying and explaining their function. These funds are to be set aside for special purpose categories. They consist of the following:

RESERVE FUNDS

Currently there are three Reserve Funds, they are: Apparatus, Building and Firefighting Equipment, Services and Supplies Reserve Funds. They each function as savings accounts for future capital equipment purchases such as:

Apparatus Reserve Fund – Hoodland Fire is not purchasing any new apparatus this year. Because of the high cost of apparatus this reserve fund remains as one of the fire district's most important priorities.

Building Reserve Fund - This money is set aside for building projects and facility improvement needs. These funds are reserved for future building construction projects.

Firefighting Equipment Services and Supplies Reserve Fund – This reserve fund is created to save funds to purchase expensive, non-disposable equipment, services and supplies that are difficult to fund within the annual budget. It includes hose, communications equipment and services, SCBA equipment and EMS equipment.

Disaster Fund Operating Contingency:

State budget law provides a means to provide an "emergency" or "rainy-day" fund to protect local governmental agencies. An amount approximately equal to 8.86% of taxes received or 4.88% of the overall budget is being set aside for these unforeseen events. This money is placed for use during the year for unexpected operating situations. Some examples would be a natural or manmade disaster or an unexpected major mechanical failure of equipment or facilities that insurance will not cover.

Un-appropriated Ending Fund Balance:

This money set aside to provide cash flow for the first five months of the forthcoming fiscal year. An amount approximately equal to 35.44% of taxes received or 19.53% of the overall budget is being set aside. Little tax revenue becomes available from Clackamas County until November each year, so in order to meet payroll, and continue operations, money is carried over each year, but is then replaced later in the year to maintain a balance for the subsequent year. This money may also be used during the year for disaster emergencies (ORS 294.455).

LINE 025	APPARATUS RESERVE	\$ 25,000
<hr/>		
LINE 026	BUILDING RESERVE	\$ 0

21-22	MATERIALS AND SERVICES PACKAGE
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LINE 027	FIREFIGHTING EQUIPMENT, SERVICES & SUPPLIES RESERVE	\$ 28,632
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LINE 028	DISASTER FUND and OPERATING CONTINGENCY	\$ 250,000
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LINE 029	UN-APPROPRIATED ENDING FUND BALANCE	\$1,000,000
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This is an increase of \$63,632 from the 20-21 Budget.

LINE 010	UTILITIES	\$72,600
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This expense is for propane, district cell phones & iPad service fees, electricity, sewer and other utility costs. This reflects increases present and forecasted.

1. Regular Utilities \$70,500
2. Signal Light \$ 2,100
3. 24/7 Domiciles

This is an increase of \$8,000 from the 20-21 Budget.

LINE 011	ELECTION EXPENSES	\$1,000
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The probable forecasted election expenses for this budget year.

LINE 012	INSURANCE	\$55,130
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The estimated cost of liability and asset insurance to cover the Districts real property.

This is an increase of \$4,530 from the 20-21 Budget.

LINE 013	BOARD TUITION AND FEES	\$5,000
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This money is set aside for the educational conferences and training opportunities for the Board of Directors, and administrative personnel.

LINE 014	COMPUTER PROGRAMS	\$8,000
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For purchasing software and to upgrade the District's computers, iPads and smart phones as their service lives expire.

This is an increase of \$3,000 from the 20-21 Budget.

LINE 015	LOGISTICAL SUPPORT AND REFRESHMENTS	\$7,500
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Provides bottled water, coffee, tea, cocoa, condiments and hydration replacement for the members on emergency scenes.

- | | | | |
|----|-------------------------------------|----------|-------------------|
| 1. | The three stations | \$ 5,500 | coffee tea etc. |
| 2. | Rehabilitation & logistical support | \$ 2,000 | food water drinks |

BUDGET PACKAGE NO. 2	20-21	MATERIALS AND SERVICES
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LINE 016 MAINTENANCE SERVICES \$117,000

Services and materials used in the maintenance and repair of all areas of need.

1. Office equipment; computers, telephone, station communication, alerting systems

\$ 3,000
2. Combined in #1 above
3. 8-053 for parts and materials to keep our medical equipment in operating condition.

\$ 4,000
4. 9-057-1 Annual preventative maintenance; repair of and parts for vehicles, tools and equipment and computer diagnostic system. This is to maintain a reasonable stock of maintenance and repair parts to keep the equipment in service

\$44,865

 - A. Contract with Clackamas County District #1 to provide repair to fleet vehicles, Labor.

\$52,135
5. 11-062 For repair and cleaning of protective clothing

\$ 2,000
6. 12-066 Purchase parts and labor to service and repair of all radios and pagers

\$ 2,000
7. 13-069-1 Repair service that must be hired out such as plumbing, electrical and telephone work, etc.

\$ 4,000
8. 13-069-2 Repair service that must be hired out such as plumbing, electrical and telephone work, etc.

\$ 5,000

This is an increase of \$17,000 from the 20-21 Budget.

LINE 017 OFFICE SUPPLIES \$8,250

All of the materials (paper, pencils, notebooks and miscellaneous office supplies) used by the District for all its programs, including public meeting, office and administrative supply support.

1. Administration \$ 7,500
2. Prevention \$ 750

LINE 018 DUES, PUBLICATIONS, PERIODICALS \$8,900

The dues to professional organizations such as; the Oregon Fire District Directors Association, Oregon Fire Chiefs Association, NFPA, Special Districts and subscriptions to various trade magazines. The Metro Fire Marshals Association, Mt. Hood Fire Prevention Cooperative, Clackamas County Fire Investigation Team, Oregon Fire Educators Association, the International Association of Arson Investigators and the National Fire Prevention Association. This item provides funding to re-certify (during odd-numbered years) our EMT'S and for dues for (2) two professional medical organizations

1. Chief's and Department memberships \$ 7,500
 2. Prevention, Fire Marshal, Investigation \$ 1,400
 3. 8-054 EMT certification & RE-Certification \$ 3,500
-

BUDGET PACKAGE NO. 2	20-21	MATERIALS AND SERVICES
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LINE 019 PROFESSIONAL SERVICES \$78,750

For expert services such as consultants, attorneys, auditors, the Chaplain's program and the Trauma Intervention Program (TIP): (which helps to provide emotional and practical assistance to the victims of fire loss, injury and illness); LGIP service fees, Image Trend, Target Solutions, Active 911 and our medical director.

1.	Auditor	\$25,000
2.	Attorney	14,000
3.	Chaplain and TIP Programs	1,500
4.	Employee Assistance Program	2,000
5.	LGIP Service Fees	50
6.	Image Trend-NFIRS records	8,000
7.	Target Solution-training records	10,000
8.	Active 9-1-1, notification system	1,200
9.	Crew Sense, active scheduling	0
10.	HR Matters	0
11.	Medical Director	10,000

This is a decrease of \$7,000 from the 20-21 Budget.

LINE 020 CONTRACTUAL SERVICES \$191,950

This line identifies and includes all outside contract service vendors, who perform specialized work on administrative and operational programs in the District. All of these contracts have had Board approval, with many of them long term contracts

Services for which the Fire District pays other agencies:

1.	C-COM for Dispatching services	\$68,375
2.	Copy Machine Lease, service, supplies.	17,325
3.	IT service, supplies.	42,600
4.	Security Alarm monitoring fees	1,750
5.	Sleeper Rentals	5,000
6.	EMS –Zoll servicing	1,500
7.	Communication: C-800 Zone Controller	0
8.	& <u>10-060</u> SCBA-testing services and air bottles	8,000
9.	Personal Cell Phones	2,400
10.	24/7 Rental & repair, insurance	0
11.	<u>12-065</u> C-800 Membership Fee	39,600
12.	<u>11-064</u> Hose & Ladder annual testing	5,400

LINE 021 ADVERTISING AND PUBLISHING \$1,250

For the publishing of required public notices, advertisements: for purchasing new and the sale of used equipment and employment notices.

1.	Administrative	\$1,000
2.	Prevention, Fire Marshal, Investigation	\$ 250

This is an increase of \$250 from the 20-21 Budget.

BUDGET PACKAGE NO. 2	20-21	MATERIALS AND SERVICES
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LINE 022	PRINTING	\$500
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The costs for the printing of various publications, manuals or brochures.

- | | | |
|----|---|--------|
| 1. | Administrative | \$ 250 |
| 2. | Prevention, Fire Marshal, Investigation | \$ 250 |

This is an increase of \$250 from the 20-21 Budget.

LINE 023	POSTAGE	\$1,500
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Postage for business correspondence, return packaging, equipment notices for all of Hoodland's mailing needs, etc.

LINE 024	SECURITY IDENTIFICATION	\$500
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To purchase materials for identification cards that meet federal security requirements for emergency responders. All members of Hoodland Fire District to be issued an ID card as to their affiliation with the Fire District.

This is a decrease of \$500 from the 20-21 Budget.

LINE's 030 through 038 have been moved to a separate package called Capital Outlay and re-numbered

SUPPORT SERVICES

Our volunteer Members are one of our most essential and valuable resources. Although the membership has dwindled in quantity, (reflecting the national trend), the volunteer spirit is alive and thriving within Hoodland Fire District #74. Our current volunteer staff provides a full array of services to the community. They provide leadership, training, fire and emergency medical services, fire prevention, public education, hazardous material mitigation, special and technical rescue and other valuable community services.

LINE 039	INCENTIVES, AWARDS & HONOR GUARD	\$11,300
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The cost of providing awards for service, usually a nominal gift certificate at the awards banquet, recreational activities, attending volunteer conferences, historical records and other activities designed to support the volunteer organization and our support group. This year we are not able to support the Oregon State Fire Honor Guard.

- | | | |
|----|--------------------------------------|----------|
| 1. | Incentives and awards | \$4,000 |
| 2. | Honor Guard Expense | |
| 3. | Support Group | 300 |
| 4. | <u>5-040-1</u> Annual Picnic | \$ 1,000 |
| 5. | <u>5-040-2</u> Annual Awards Banquet | \$ 6,000 |
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BUDGET PACKAGE NO. 2**20-21****MATERIALS AND SERVICES**

LINE 048 SUPPLIES

\$76,500

Hand out material, dry chemical and foam extinguishing agents, materials used to build and repair training props and other supplies used in training for all members of the department. Specialized training equipment and supplies such as smoke machine solution and maintenance. We are not funding the Fire-Blast Trailer this year. Public Education and Information; this provides fire prevention supplies, handouts and brochures for public events and activity books for elementary school team teaching, funds are used to purchase equipment and supplies for fire investigation, plans review and code enforcement. Gases, shop towels, wipers, nuts, bolts, screws, heater, radiator hoses and miscellaneous minor repair parts. For replacement parts, tools and materials for maintenance and FIT testing of our SCBA masks and the purchase of specialized batteries. Expendable supplies used in emergency operations such as flares, traffic cones, firefighting foam, fire extinguisher refills, expendable protective gear such as hoods, gloves and batteries with equipment and testing for the thermal imaging cameras, gas monitors and drone program. To provide station supply items such as soaps, paper towels, toilet paper, dust rugs and mops, bath towels and cleaning supplies etc

1.	Training	\$ 2,500
2.	Special Rescue	\$ 3,750
3.	Fire-blast Trailer	\$ 0
4.	<u>6-044-1,2</u> Public Education & Information maps	\$ 1,500
	A. Firewise new	\$10,000
5.	<u>8-052</u> EMS Disposable Supplies	\$25,000
6.	<u>9-055 &-1</u> Shop, Misc repair items winter ops	\$ 5,500
7.	<u>10-059</u> SCBA Supplies & FIT Testing	\$ 3,000
8.	<u>11-061-1</u> FFE Expendable supplies	\$ 5,000
9.	<u>11-061-2</u> FFE NON-Disposable	\$ 7,500
10.	<u>11-061-3</u> FFE Electronics, TIC's Gas Monitors	\$ 3,300
11.	<u>13-068</u> Facility Supplies	\$ 7,500

This is an increase of \$16,750 from the 20-21 Budget.

LINE 049	TUITION AND FEES	SEE LINE 042 Tuition & Fees
LINE 050	TRAVEL AND PER DIEM	SEE LINE 043 Travel & Per Diem
LINE 051	BOOKS, LIBRARY, MANUALS	SEE LINE 047 Books
LINE 052	SUPPLIES	SEE LINE 048 Supplies
LINE 053		SEE LINE 016 Maintenance
LINE 054		SEE LINE 018 Dues
LINE 055		SEE LINE 048 Supplies

LINE 056 MOTOR FUELS, OILS, GREASE, LUBES

\$35,000

For purchasing fuel for District vehicles, oils, grease and lubes for vehicles and shop.

This is an increase of \$7,000 from the 20-21 Budget.

BUDGET PACKAGE NO. 2	20-21	MATERIALS AND SERVICES
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LINE 057	SEE LINE 016 Maintenance
LINE 058	SEE LINE 048 Supplies
LINE 059	SEE LINE 048 Supplies
LINE 060	SEE LINE 020 Contractual
LINE 061	SEE LINE 048 Supplies
LINE 062	SEE LINE 016 Maintenance

LINE 063	PROTECTIVE CLOTHING	\$77,054
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Firefighter protective clothing, known as turnout gear, continues to be upgraded. This equipment has a life expectancy of about five years and the current inventory is constantly being re-plentished as it becomes out dated and worn beyond safety limits. Additionally, wild land firefighting protective clothing must also be updated. Additionally we have applied for two grants for these items and if awarded will be expensed from this line item

- | | |
|--------------------------------------|----------|
| 1. Protective Clothing new & repairs | \$27,000 |
| 2. 21 VFA Wildland Grant | \$ 8,194 |
| 3. 21 WUI PPE Grant | \$41,860 |

This is an increase of \$50,054 from the 20-21 Budget.

LINE 064	SEE LINE 020 Contractual
LINE 065	SEE LINE 020 Contractual
LINE 066	SEE LINE 016 Maintenance

LINE 067	SATELLITE PHONE	\$ 0
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We have cancelled the satellite phone program.

LINE 068	SEE LINE 048 Supplies
LINE 069	SEE LINE 016 Maintenance

LINE 070	CHIMNEY BRUSH LOANER PROGRAM	\$200
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Funds to purchase products to clean chimneys through our loaner program for the public.

LINE 071	ADDRESS MARKER	\$400
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Funds are to purchase products to make reflective public address markers and place them on their property.

LINE 072 UNIFORMS, NEW REPAIR ALTERATIONS \$12,000

Uniforms are issued to members on an "as needed" basis, and for cleaning and replacement of class A and B uniforms. One dress uniform shirt is issued to a support staff upon his/her successful completion of one year of probation. This fund will provide and maintain shirts, pants, badges, and other uniform paraphernalia on a continuing basis. To repair, make alterations and cleaning for all uniforms for all employees and support staff.

LINE 073

SEE LINE 072

OVERALL INCREASE OF \$73,884

CAPITAL OUTLAY

HISTORICAL DATA

BUDGET 2021 - 2022

ACTUAL		ACTUAL		Line # used prev	ADOPTED		EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
18	19	19	20		20	21				
CAPITAL OUTLAY PACKAGE										
MATERIALS & SERVICES										
4,657		3,621		030	2,000	100	OFFICE EQUIPMENT new computers	3,000	3,000	
0		0		031	2,000	101	SPECIAL RESCUE	4,000	4,000	
0		0		032	0	102	EMS SERVICES	0	0	
10,080		0		033	5,000	103	FIREFIGHTING TOOLS HOSE ETC.	7,500	7,500	
							2021 VFA training prop 2-chainsaws	8,850	8,850	
				034		104	STATION MAINTENANCE			
1,908		7,850			3,000		1. Replace Furniture	3,000	3,000	
992		7,234			5,000		2. Replace appliances rehab building	5,000	5,000	
182,260		272,180		035	0	105	GOVERNMENT CAMP STATION REMODEL	0	0	
0		0		036	0	106	COMMUNICATIONS-800 System	0	0	
476		0		037	2,000	107	SCBA EQUIPMENT	2,000	2,000	
							AFG 2020-14134 SCBA packs etc	307,767	307,767	
0		0		038	2,000	108	TRAINING	2,000	2,000	

TOTAL MATERIALS										
200,373		290,885			21,000		AND SERVICES	343,117	343,117	0

200,373		290,885			21,000		TOTAL EXPENDITURES	343,117	343,117	0

This package lists the major purchases that we need for the upcoming year.

LINE 100	OFFICE EQUIPMENT	\$3,000
	<u>Was line 030</u>	

To replace and upgrade office equipment and to purchase up to four computers.
This is an increase of \$1,000 from the 20-21 Budget

LINE 101	SPECIAL RESCUE	\$4,000
	<u>Was line 031</u>	

To purchase specialized training equipment, supplies and non-expendable equipment such as stretchers, backboards, personal protective equipment and other rescue gear.
This is an increase of \$2,000 from the 20-21 Budget

LINE 102	EMS SERVICES	\$ 0
	<u>Was line 032</u>	

No new purchases are needed this year. Will be saving in the reserve account for defibrillators.

LINE 103	FIREFIGHTING EQUIPMENT	\$16,350
	<u>Was line 033</u>	

These are items such as hand tools, hose, nozzles and other power equipment that will normally last at least five years.

Firefighting Tools Hose	\$7,500
2021 VFA Grant prop & chainsaws	\$8,850 Grant Dependent

This is an increase of \$11,350 from the 20-21 Budget

LINE 104	STATION MAINTENANCE	\$8,000
	<u>Was line 034</u>	

To purchase replacement furniture and furnishings for our stations and for purchase appliances or to repair, remodel sections of each station.

1. Furniture and furnishings	\$ 3,000
2. Appliances or Remodel	\$ 5,000

LINE 105	GOVERNMENT CAMP STATION REMODEL	\$ 0
	<u>Was line 035</u>	

The Clackamas County Development Agency, the Urban Renewal Agency of Clackamas County, Oregon distributed funds from the Government Camp TIF to Hoodland Fire to Remodel the Government Camp Station. The remodel was completed in the 20-21 Budget.

21-22

CAPITAL OUTLAY PACKAGE

LINE 106 COMMUNICATIONS \$ 0
Was line 036

No new purchases are needed this year.

LINE 107 SCBA EQUIPMENT \$309,767
Was line 037

For purchasing needed SCBA items, bottles masks etc.

SCBA need \$ 2,000

FEMA AFG SCBA packs \$307,767 Grant Dependent

This is an increase of \$307,767 from the 20-21 Budget

LINE 108 TRAINING EQUIPMENT \$2,000
Was line 038

These funds will be used to replace the material each time training is done on forcible entry.

OVERALL INCREASE OF \$322,117

RESERVE ACCOUNTS

FORM LB-11

This fund is authorized and established by resolution number 2012-03 of June 12, 2012

RESERVE FUND RESOURCES AND REQUIREMENTS

Year this reserve fund will be reviewed to be continued or abolished. Date can not be more than 10 years after establishment.

Specific purposes:

To purchase fire apparatus.

Review Year 2022

Hoodland Fire District # 74

Fund	Historical Data			DESCRIPTION	Budget for Next Year		
	Un-Audited		Adopted Budget This Year		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding 18 19	First Preceding 19 20					
1	227,262	211,568	237,740	1. Cash on hand* (cash basis)	239,740	239,740	
2				2. Working Capital* (accrual basis)			1
3				3. Previously levied taxes estimated to be received			2
4	5,895	4,300	2,000	4. Interest on LGIP Gen Fund (LGIP @ 1.25%)	1,000	1,000	3
5				5. Transferred from other funds Building Reserve			4
6	0	0	0	6. General Fund	25,000	25,000	5
7				7. Sale of Apparatus			6
8				8			7
9				9. Total resources, except taxes to be levied			8
10	0	0	0	10. Taxes necessary to balance	0	0	9
11				11. Taxes collected in year levied			10
12	233,157	215,868	239,740	12. TOTAL RESOURCES	265,740	265,740	11
1	0	0	0	REQUIREMENTS			12
2	0	0	0	1.	0	0	1
3	0	0	0	2.	0	0	2
4	0	0	0	3.	0	0	3
5	0	0	0	4.	0	0	4
6	0	0	0	5.	0	0	5
7	0	0	0	6.	0	0	6
8	0	0	0	7.	0	0	7
9				8.			8
10				9.			9
11				10.			10
12				11.			11
13				12.			12
14				13.			13
15				14.			14
16	233,157	215,868	239,740	16. RESERVED FOR FUTURE EXPENDITURE	265,740	265,740	15
17	233,157	215,868	239,740	17. TOTAL REQUIREMENTS	265,740	265,740	16

*Includes Unappropriated Balance budgeted last year.

FORM LB-11

This fund is authorized and established by resolution number 2012-03 of June 12, 2012

**RESERVE FUND
RESOURCES AND REQUIREMENTS
FIREFIGHTING EQUIPMENT,
SERVICES and SUPPLIES**

Year this reserve fund will be reviewed to be continued or abolished. Date can not be more than 10 years after establishment.

Specific purposes:

To purchase firefighting equipment, services and supplies.

Review Year 2022

Hoodland Fire District # 74

Fund

17	Historical Data			DESCRIPTION	Budget for Next Year			2021 - 2022 Adopted By Governing Body
	Un-Audited Actuals		Adopted Budget		Proposed By Budget Officer	Approved By Budget Committee	2021 - 2022 Adopted By Governing Body	
	Second Preceding 18 19	First Preceding 19 20	This Year 20 21					
1	342,099	326,200	335,950	1. Cash on hand* (cash basis) or	338,800	338,800	1	
2				2. Working Capital* (accrual basis)			2	
3				3. Previously levied taxes estimated to be received			3	
4	1,000	5,750	2,850	4. Interest on LGIP Gen Fund (LGIP @ 1.75%)	1,500	1,500	4	
5				5. Transferred IN from other funds			5	
6	0	0	0	6. General Fund	28,632	28,632	6	
7				7. Sale of Equipment			7	
8				8			8	
9				9. Total resources, except taxes to be levied			9	
10	0	0	0	10. Taxes necessary to balance	0	0	10	
11				11. Taxes collected in year levied			11	
12	343,099	331,950	338,800	TOTAL RESOURCES	368,932	368,932	12	
1	0	0	40,000	REQUIREMENTS				
2	0	0	40,000	1. Firefighting Equipment services	40,000	40,000	1	
3	0	0	40,000	2. EMS Equipment services	40,000	40,000	2	
4	0	0	40,000	3. Communication Equipment services	40,000	40,000	3	
5	0	0	40,000	4. SCBA Equipment services	40,000	40,000	4	
6	0	0	50,000	5. C-800 coms & fees 19-20, 20-21	0	0	5	
7				6. 21-22 future EMS Defibrillators	25,000	25,000	6	
8	20,381	0	0	7. 21-22 future SCBA replacements	25,000	25,000	7	
9				8. FFES-Snorkels-Snow access			8	
10				9. 21-22 Fire Com headsets	6,000	6,000	9	
11				10. IT conversion 21-22	34,000	34,000	10	
12				11.			11	
13				12.			12	
14				13.			13	
15				14.			14	
16	322,718	331,950	128,800	15.			15	
17	343,099	331,950	338,800	16. RESERVED FOR FUTURE EXPENDITURE	118,932	118,932	16	
				17. TOTAL REQUIREMENTS	368,932	368,932	17	

*Includes Unappropriated Balance budgeted last year.

FORM LB-11

This fund is authorized and established by resolution number 2012-03 of June 12, 2012

RESERVE FUND RESOURCES AND REQUIREMENTS

Year this reserve fund will be reviewed to be continued or abolished. Date can not be more than 10 years after establishment.

Specific purposes:

To make improvements to our three stations and grounds.

Review Year 2022

BUILDING RESERVE

Hoodland Fire District # 74

Fund	Historical Data			DESCRIPTION	Budget for Next Year		
	Un-Audited Actuals		Adopted Budget This Year 20 21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding 18 19	First Preceding 19 20					
1	835,945	836,618	843,756	1. Cash on hand* (cash basis) or	909,756	909,756	1
2				2. Working Capital* (accrual basis)			2
3				3. Previously levied taxes estimated to be received			3
4	21,415	15,600	6,000	4. Interest on LGIP Gen Fund (LGIP @ 1.75%)	4,000	4,000	4
5				5. Transferred IN from other funds			5
6	0	0	60,000	6. General Fund			6
7				7. Sale of Equipment			7
8				8			8
9				9. Total resources, except taxes to be levied			9
10	0	0	0	10. Taxes necessary to balance	0	0	10
11				11. Taxes collected in year levied			11
12	857,360	852,218	909,756	TOTAL RESOURCES	913,756	913,756	12
1	0	0	0	REQUIREMENTS			
2	15,000	0	0	1. Transfer funds to Package 2 to support 24/7 domicile 18-19	0	0	1
3	0	15,000	0	2. Transfer funds Package 2 support 24/7 domicile 19-20	0	0	2
4	0	0	120,000	3. Borrow funds to General Fund Personnel Serv 20 - 21	0	0	3
5	0	0	0	4. Replace generator at Main Station	250,000	250,000	4
6	0	0	0	5. on site sleepers quarters site prep permits bldg	450,000	450,000	5
7	0	0	0	6			6
8				7			7
9				8			8
10				9			9
11				10			10
12				11			11
13				12			12
14				13			13
15				14			14
16	842,360	837,218	789,756	RESERVED FOR FUTURE EXPENDITURE	213,756	213,756	15
17	857,360	852,218	909,756	TOTAL REQUIREMENTS	913,756	913,756	16
							17

*Includes Unappropriated Balance budgeted last year.

A public meeting of the Hoodland Fire District #74, Board of Directors will be held on June 22, 2021 at 7:00 __am X pm at 69634 E. Highway 26, Welches, Oregon 97067. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2021 as approved by the Hoodland Fire District #74 Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 69634 E. Highway 26, Welches, OR 97067 between the hours of 9:00 a.m. and 7:00 p.m. or online at www.hoodlandfire.us. This budget is for an X annual __ biennial budget period. This budget was prepared on a basis of accounting that is X the same as __ different than the preceding year. If different, the major changes and their effect on the budget are: N/A

Contact: James Price, Fire Chief

Telephone: 503-622-3256 Email: jimprice@hoodlandfire.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	2019-20	This Year 2020-2021	Next Year 2021-22
Beginning Fund Balance/Net Working Capital	2,546,173	2,394,148	2,668,296
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	432,994	419,750	165,600
Federal, State & all Other Grants, Gifts, Allocations & Donations	440,303	19,100	637,778
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	0	60,000	53,632
All Other Resources Except Current Year Property Taxes	150,264	179,360	53,000
Current Year Property Taxes Estimated to be Received	2,673,150	2,711,546	3,089,171
Total Resources	6,242,884	5,783,904	6,667,477

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	2,505,998	2,338,408	2,678,466
Materials and Services	604,997	696,200	793,834
Capital Outlay	290,885	21,000	1,293,117
Debt Service	0	0	0
Interfund Transfers	0	60,000	53,632
Contingencies	200,000	200,000	250,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	2,360,036	2,468,296	1,598,428
Total Requirements	5,961,916	5,783,904	6,667,477

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
General Fund	4,361,880	4,035,608	4,815,417
FTE 11 & 70 part timers	13	12	11
Not Allocated to Organizational Unit or Program	1,600,036	1,748,296	1,852,060
FTE	0	0	0
Total Requirements	5,961,916	5,783,904	6,667,477
Total FTE	13	12	11

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

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PROPERTY TAX LEVIES

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
	2019-20	This Year 2020-2021	Next Year 2021-22
Permanent Rate Levy (rate limit \$2.6385 per \$1,000)	2.6385	2.6385	2.6385
Local Option Levy	0.25	0.25	0.25
Levy For General Obligation Bonds	N/A	N/A	N/A

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	N/A	N/A
Other Bonds	N/A	N/A
Other Borrowings	N/A	N/A
Total	\$0	\$0