

Hoodland Fire District #74

Annual Budget



Duty • Honor • Community

2018-2019

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

HOODLAND FIRE DISTRICT #74

Budget Calendar
Fiscal Year 2018-19

- December 12 - Regular Board of Director meeting confirm budget committee members. Designate the 2018-19 Budget Officers
- January 9 - Approval of 2018-2019 Budget Calendar
- March 16 - Budget requests due from staff, all officers, station personnel, Volunteer President, Support Group. All to be delivered to the Fire Chief prior to 1600 hours
- March 28 - Publication First Notice of Budget Committee Meetings
- April 10 - Distribution of proposed budget to Budget Committee Members
Copies available to the general public
- April 11 - Publication Second Notice of Budget Committee Meetings
- April 24 - First Budget Committee Meeting 1900 hours (7:00 PM)
- May 1 - Second Budget Committee Meeting 1900 hours (7:00 PM)
- May 2 - Publication Second Notice of Budget Committee Meetings
- May 15 - Third Budget Committee meeting 1900 hours (7:00 PM)
- May 30 - Publication of Budget Hearing and Financial Summary
OR
June 6 - Publication of Budget Hearing and Financial Summary
- June 12 - Budget Hearing, Adopt Budget, Make Appropriations, Levy Taxes
- July 11 - 2 copies of adopted budget and tax levy delivered to Clackamas County

HOODLAND FIRE DISTRICT #74 FISCAL YEAR 2017/2018

* BOARD OF DIRECTORS *

		<u>Fiscal Year</u>
Chairman	- Cliff Fortune	Position 5 (7/2017-6/2021)
Board Member	- Darcy Lais	Position 4 (7/2017-6/2021)
Board Member	- Ron Partlow	Position 3 (7/2017-6/2021)
Secretary/Treasurer	- Patrick Buckley	Position 2 (7/2015-6/2019)
Vice-Chairman	- John Pruden	Position 1 (7/2015-6/2019)

* BUDGET COMMITTEE *

		<u>Calendar Year</u>
Member	- Sally Chester	Position 1 (3/2018-2020)
Member	- Gaynell Thornbrough	Position 2 (2016-2018)
Member	- Shirley Dueber	Position 3 (2017-2019)
Member	- Gretchen McAbery	Pos. 4 (1/2017-12/2019)
Member	- Dwight Pallander	Pos. 5 (2/2017-12/2019)

* ADMINISTRATIVE STAFF *

Fire Chief	- John Ingrao
Financial Manager	- Carol Norgard
Administrative Asst.	- Kelli Ewing
Lieutenant	- Phil Burks
Lieutenant	- Scott Kline
Lieutenant	- Eric Macy
Lieutenant	- Andy Figini
Senior Fire Fighter	- James Lucas
Senior Fire Fighter	- Joe Schwab
Senior Fire Fighter	- Evan Jarvis
Senior Fire Fighter	- Tyler Myers
Fire Fighter	- Brian Henrichs
Fire Fighter	- Matt Nicholson



HOODLAND FIRE DISTRICT #74

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DATE: April 10, 2018
TO: **Budget Committee**
FROM: Chief John Ingrao, Budget Officer
SUBJECT: **Budget Message for Fiscal-Year 2018-19**

This budget process constitutes countless hours and efforts by the entire District. Each employee who has specific budgetary responsibility has produced in his/her program; a needs assessment with specific goals and objectives to meet the missions of the District. The goal of the District is to be fiscally sound; prudent in our quest to utilize tax based monies and to plan for sustainability in all facets of what we do as a Public Safety Agency. We have developed a budget based on the Safety and wellbeing of the Citizens we serve.

Still impacting the District are those external pressures and constant challenges from the State, PERS, IRS, ISO, NFPA (National Fire Protection Association), OSHA, and C-COM. We are anticipating an increase in revenues from the previous year's taxes. However, my approach is to work within a frame work of a pessimistic approach to tax increase, rather than an optimistic view. Tax revenues are trending in a manner to maintain and be efficient and effective for the Districts day to day operations and to fund reserve accounts and contingences.

The remodel of the Government Camp Station is progressing and a federal "land swap" has occurred – the District's intent is to have the remodel and funds expended prior to the legal title change which benefits the District in regards to fees and additional requirements. The District has begun active planning for the remodel / rebuilding of the main station. The upgrading of our communications system to the new county wide 800 MHZ radio system is nearly complete. This upgrade has infrastructure costs that will be budgeted for each year. We have moved forward on a robust upgrading of all of the District's records management and report management programs. These upgrades are necessary to meet the new legal requirements for report and data retrieval and archiving. (State Fire Marshal, Clackamas County, FEMA and other Federal agencies).

In this budget period the greatest impact will be in the area of Personnel costs. During Fiscal year 2017-18 the District was granted a SAFER Grant. This grant funds a sliding scale of employee wages (75% first two years/ 35 % third and final year). This grant affords the District the ability to bring on two additional Firefighter Paramedics which allowed for a significant increase in the operational effectiveness of the District. While the District is a 'combination department" of Paid and Volunteers; the national trend (and is being seen in the District) is in a reduction in Volunteerism. The SAFER grant affords the District a robust 24/7 initial fire and medical response, with Volunteers backing up the Paid staff. The costs of the Districts portion of the salaries and benefits are an added impact to the Budget. In addition there is a need to hire a Chief Officer to assist with and assume the role of the District Fire Chief at the end of the employment contract that is in place. These costs will be configured to bring on a qualified person at a lower rank and during subsequent budgets promote the individual so that succession planning is in place when the District Chief's contract is finished. Currently there are no internal candidates who hold the skills and abilities the Board of Directors is looking for to assume this position.

With regards to our apparatus the goal is to pause further large apparatus purchases until FY 2019/20; to build back up the Apparatus Reserve fund. With the current replacement plan – the District is positioned for this change without any negative impacts on operations. We will provide our public with the best-trained personnel using the best equipment to safely respond to their emergency needs in the quickest time.

The goal of the District is to be fiscally sound; prudent in our quest to utilize tax based monies and to plan for sustainability in all facets of what we do as a Public Safety Agency. We have developed a budget based on the Safety and wellbeing of the Citizens we serve.

FINANCIAL POLICIES

The proposed financial policies of the Hoodland Fire District #74 for the fiscal year 2018-19 are:

- Fund the daily operations of the Fire District to include 24/7 staffing level with paid firefighters.
- Maintain and safeguard the value and condition for the Districts facilities, apparatus and equipment. Provide training and education to the volunteers and paid staff to ensure and maintain enthusiastic, inspired, creative, dedicated, healthy long lasting employees.
- Continue to maintain and update our replacement program of certain fire and rescue related tools and equipment, which will allow us to render quality services to our community now and with an eye to the future.
- Integrate our emergency communications system with the rest of the county with 800 MHz radios.
- Maintain a general operating contingency that is adequate for emergencies.

IMPORTANT BUDGET FEATURES

In order to promote better understanding and simplify the presentation, this budget document is divided into fourteen prioritized packages, each relating to an important segment of the operation of the District. There have been changes to these packages to better align functions District wide and to place line items within program packages for better oversight for program managers.

Line items within each package from this budget forward are consecutive. They are used to provide uniformity and continuity within each program, and to facilitate the explanation of expenditures. They will be used throughout the year in our accounting process to assist the tracking of expense and account balances.

In December of 1989, Clackamas County formed an Urban Renewal District for the Village of Government Camp. The funding for this urban renewal was through a Tax Increment Funding (TIF) plan, which limited property taxes that were normally paid to local governments and redirected them to the Urban Revitalization Project. When Measure 50 took effect in 1997-98, Hoodland Fire District lost \$114,694,590 of taxable valuation causing a loss of \$171,304 in revenue. Between years 2000-01 and 2001-02 our tax revenue matched 1996-97. Total Loss of Revenue from the TIF over the 20 years was \$2,018,517.

SIGNIFICANT BUDGET FEATURES

The significant changes to this year's budget are presented below for your review:

The **General Fund Revenue** shows \$1,085,070 for cash carry-over. The District is again projecting 8% of un-collectable taxes, which is consistent with past history. Below is a historical review of Hoodland Fire District's fiscal year tax revenue data since 1989-90.

<u>Year</u>	<u>Valuation</u>	<u>Tax Base</u>	<u>Tax Rate/1, 000</u>	<u>Govt. Camp Urban Renew Dist.</u>
1989-90	\$188,926,670	\$ 506,802	\$2.6651	\$ 0.00
1990-91	\$209,058,410	\$ 539,840	\$2.5657	\$ 1,917

1991-92	\$236,759,360	\$ 572,230	\$2.4586	\$ 10,642
1992-93	\$259,108,960	\$ 606,563	\$2.3567	\$ 17,835
1993-94	\$291,501,250	\$ 850,000	\$2.8960	\$ 35,250
1994-95	\$341,635,250	\$ 901,000	\$2.7585	\$ 48,843
1995-96	\$398,800,040	\$ 955,000	\$2.5384	\$ 62,652
1996-97	\$464,568,470	\$1,100,000	\$2.3593	\$ 78,290
1997-98*	\$349,873,880*	(Measure 47/50	\$2.6431	\$ 72,960
1998-99	\$363,836,720	takes effect and	\$2.6385	\$ 79,067
1999-00	\$386,974,510	represents a ~	\$2.6385	\$ 86,325
2000-01	\$403,381,798	25% reduction	\$2.6385	\$101,978
2001-02	\$427,050,601	in valuation)	\$2.6385	\$105,823
2002-03	\$439,862,119		\$2.6385	\$107,793
2003-04	\$508,538,934		\$2.6385	\$114,618
2004-05	\$531,107,519		\$2.6385	\$123,731
2005-06	\$571,171,473		\$2.6385	\$169,706
2006-07	\$620,944,571		\$2.6385	\$232,923
2007-08	\$655,284,140		\$2.6385	\$254,174
2008-09	\$705,347,637		\$2.6385	\$313,990
2009-10	\$742,439,849	(a 26% increase	\$2.6385	\$ 0.00
2010-11	\$770,517,919	in tax revenue	\$2.6385	\$ 0.00
2011-12	\$770,517,919	due to no TIF)	\$2.6385	\$ 0.00
2012-13	\$812,001,563		\$2.6385	\$ 0.00
2013-14	\$826,380,274		\$2.6385	\$ 0.00
2014-15	\$863,475,053		\$2.6385	\$ 0.00
2015-16	\$900,219,205		\$2.6385	\$ 0.00
2016-17	\$934,677,363		\$2.6385	\$ 0.00
2017-18	\$974,482,809		\$2.6385	\$ 0.00

The projections for income are on a Tax Rate system, not on a Tax Base system that was used before 1996. The District has been assigned a permanent Tax Rate of \$2.6385 per \$1,000 of valuation. Therefore, any significant increases in revenue are based on increases in the fire district's valuation. Local governments are now allowed to receive a 3% increase in valuation, although because of some taxes not being collected the Assessor advises not to estimate more than 3% for existing properties, and has seen a steady growth of new construction.

Based on this information, the District is estimating a 3.5% tax revenue increase for fiscal year 2018-19. Our valuation for 2017-18 was \$974,482,809 a 4.26% increase, we are estimating \$2,448,270 of total taxes required to balance this budget.

The Board of Directors has determined that it is prudent to establish reserve accounts to accumulate money for future large capital expenditures. The District monitors each of these Reserve Funds to assure they are adequately funded and managed correctly. This budget year Hoodland Fire District is not increasing the Reserve Funds.

RESERVE FUNDS

Hoodland Fire District has established three reserve fund categories. Each of the Reserve Funds has been continued by a Resolution of the Board of Directors and will be continued or abolished by the Board of Directors in the year 2022. The descriptions of these Reserve Funds are as follows:

Apparatus Reserve:

The District estimates that the current cash on hand is \$165,971 in this fund. It is not proposed to add from the General Fund. With the replacement of a new utility pickup truck and a covered trailer for ATV-251 we are in good standing for the next 4 - 6 years. This will leave us with \$166,971 with interest.

Building Reserve:

The District estimates that the current cash on hand is \$829,728 in this fund. It is proposed to not add any funds from the General Fund. We are scheduling \$15,000 to supplement the domicile line item in Package 2. This will leave \$820,728 as the ending balance.

Firefighting Equipment, Services and Supplies Reserve:

The District estimates that the current cash on hand is \$328,251 in this fund. It is not proposed to add from the General Fund. We have a purchase of 800 digital radios scheduled this year of up to \$82,250. We are proposing that Firefighting, EMS, Radio, and SCBA Equipment each receive \$40,000 to replace equipment that may become damaged or nonfunctional during the year. These funds might not be spent during this fiscal year unless some unforeseen event occurs, these funds would be accessible to purchase capital equipment if the Board of Directors deems it necessary. Therefore, the remaining balance in this fund is \$7,701.

PROGRAMS:

Package 1, Personnel Services:

This package encompasses all aspects of benefits, physicals and contracted salary costs.

Package 2, Administrative Services

This package now encompasses all aspects of an administrative nature for programs of the District. In the past administrative materials and services could be found in each of the packages; however this was a cumbersome budgetary concept. An example was that in the District there were 6 different line items for postage. Since postage is a variable that is difficult to trend – line items year after year became either over budgeted or under budgeted depending on how the postage was coded. Now all postage is listed in one line item in this package. Other items moved into this package are; logistical support items (refreshments etc.), contract services, advertising, printing, etc.

Package 3, Administrative Funds and General Fund Transfers:

This package encompasses the district’s transfers into the Reserve Funds, the Disaster and Operating Contingency and the Un-appropriated Ending Fund Balance.

Package 4, Capital Outlay:

This package represents all capital outlay purchases.

Package 5, Support Services:

This package is identified as support services functions of the District.

Package 6, Fire Prevention Program:

This package is the corner stone of the Fire Service, this package provides for prevention and education to our community.

Package 7, Training Program:

Training is one of the core concepts for the Fire Service – “Training as you would operate” on an emergency scene, provides for the safest and most efficient method of reducing loss for our community.

Package 8, Emergency Medical Services Program:

It provides and supports the majority of the Districts emergency responses. Keeping with federal, state and local EMS trends is needed for the population we serve to meet their medical needs.

Package 9, Vehicle and Equipment Maintenance:

This package maintains the Districts fleet of apparatus, which is the second most expensive component in the Fire Service, after personnel.

Package 10, SCBA Maintenance:

This encompasses SCBA and our ability to protect our employees and to combat hostile fires is directly supported by the SCBA or “breathing air” systems the District maintains.

Package 11, Firefighting Equipment and Supplies:

This package identifies and supports the “tools of the trade” that the District uses in responding to hostile fires in the community.

Package 12, Communications Equipment:

this package allows the District to effectively operate on any emergency scene to afford safety to our personnel and other agencies working alongside us in our community. To include the migration to 800Mhz radio system.

Package 13, Facilities Maintenance:

this package supports the day to day maintenance of the three (3) fire stations and the support functions of the Chimney Brush and Address Marker programs for the community.

Package 14, Uniforms:

This package provides for the uniform outfitting of all Paid Staff, Volunteer Staff, Support Group and Heart members.

Hoodland Fire District #74, 2018-2019 Annual Budget is attached for your review.

FORM LB-20

RESOURCES GENERAL FUND

Hoodland Fire District # 74

		Historical Data		Budget for Next Year			2018 - 2019		
		Actual		Adopted Budget			Governing Body		
Second Preceding	First Preceding	This Year		Proposed By	Approved By	Adopted By			
15 16	16 17	17	18	Budget Officer	Budget Committee	Governing Body			
Beginning Fund Balance:									
1	1,012,168	1,475,578	1,485,070	1,085,070	1,085,070	1,085,070	1,085,070	1,085,070	1
2	570,000	553,200	547,477	7,477	7,477	527,225	527,225	527,225	2
3	45,000	55,000	35,000	35,000	35,000	35,000	35,000	35,000	3
4	100	60	60	200	200	200	200	200	4
5			30,000	15,000	15,000	15,000	15,000	15,000	5
6									6
7	5,000	6,000	7,500	12,000	12,000	12,000	12,000	12,000	7
8	12	12	12	12	12	12	12	12	8
9									9
10									10
11									11
12	5,000								12
13				175,950	175,950	175,950	175,950	175,950	13
14	500							114,104	14
15	3,250								15
16	3,800								16
17	6,000	29,550	32,550	32,550	32,550	32,550	32,550	32,550	17
18									18
19	1,000	500	500	0	0	0	0	0	19
20	5,000	0	0	122,185	122,185	122,185	122,185	122,185	20
21	500	50	1,500	1,500	1,500	1,500	1,500	1,500	21
22	1,500	2,200	3,500	3,500	3,500	3,500	3,500	3,500	22
23									23
24									24
25									25
26									26
27									27
28									28
29	1,658,830	2,122,150	2,143,169	1,490,444	1,490,444	1,490,444	1,490,444	1,948,346	29
30		2,239,840	2,314,231	2,448,270	2,448,270	2,448,270	2,448,270	2,448,270	30
31	2,036,742								31
32	3,695,572	4,361,990	4,457,400	3,938,714	3,938,714	3,938,714	3,938,714	4,396,616	32

*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.

Review Year 2022

Hoodland Fire District # 74

APPARATUS RESERVE

Specific purposes:
To purchase fire apparatus.

Fund	Historical Data			DESCRIPTION	Budget for Next Year			2018 - 2019
	Actual		Adopted Budget		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding 15 16	First Preceding 16 17	This Year 17 18					
			31,681					
1	106,571	240,771	97,071	1. Cash on hand* (cash basis)	165,971	165,971	165,971	1
2				2. Working Capital* (accrual basis)				2
3				3. Previously levied taxes estimated to be received				3
4	200	300	200	4. Earning from temporary investments (LGIP @ 0.6%)	1,000	1,000	1,000	4
5	100,000			5. Transferred from other funds Building Reserve				5
6	200,000	116,000	100,000	6. General Fund	0	0	0	6
7				7. Sale of Apparatus				7
8				8				8
9				9. Total resources, except taxes to be levied				9
10		0	0	10. Taxes necessary to balance	0	0	0	10
11				11. Taxes collected in year levied				11
12	406,771	357,071	197,271	TOTAL RESOURCES	166,971	166,971	166,971	12
				REQUIREMENTS				
1	0	0	51,000	1. new 2540 utility PU 17-18				1
2	57,716	0	0	2. Duty Officer Vehicle 15-16				2
3	49,692	0	0	3. Fire Chief vehicle 15-16	0	0	0	3
4		228,319	0	4. 2-New Brush vehicles 16-17	0	0	0	4
5	14,221		0	5. Paint WT-253 15-16	0	0	0	5
6			10,110	6. covered Trailer for ATV 17-18	0	0	0	6
7				7.	0	0	0	7
8				8.				8
9				9.				9
10				10.				10
11				11.				11
12				12.				12
13				13.				13
14				14.				14
15				15.				15
16	285,142	128,752	136,161	16. RESERVED FOR FUTURE EXPENDITURE	166,971	166,971	166,971	16
17	406,771	357,071	197,271	TOTAL REQUIREMENTS	166,971	166,971	166,971	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.

Review Year 2022

Specific purposes:

To make improvements to our three stations and grounds.

BUILDING RESERVE

Fund

Hoodland Fire District # 74

17	Historical Data			DESCRIPTION	Budget for Next Year			2018 - 2019 Adopted By Governing Body	
	Actual		Adopted Budget		Proposed By Budget Officer	Approved By Budget Committee	829,728		829,728
	Second Preceding 15 16	First Preceding 16 17	This Year 17 18						
1	826,728	729,728	852,728	RESOURCES	0	829,728	829,728	829,728	1
2				1. Cash on hand* (cash basis) or					2
3				2. Working Capital* (accrual basis)					3
4	3,000	3,000	3,000	3. Previously levied taxes estimated to be received		6,000	6,000	6,000	4
5				4. Interest (LGIP @ 0.6%)					5
6	0	120,000		5. Transferred IN from other funds		0	0	0	6
7				6. General Fund					7
8				7. Sale of Equipment					8
9				8					9
10		0	0	9. Total resources, except taxes to be levied		0	0	0	10
11				10. Taxes necessary to balance					11
				11. Taxes collected in year levied					
12	829,728	852,728	855,728	TOTAL RESOURCES	835,728	835,728	835,728	835,728	12
				REQUIREMENTS					
1	0	0	0	1. Government Camp Remodel 15-16	0	0	0	0	1
2	100,000	0	0	2. Transfer funds to apparatus reserve 15-16	0	0	0	0	2
3	0	0	0	3. Main & Brightwood station remodels 16-17	0	0	0	0	3
4	0	0	30,000	4. Transfer funds to Package 1 to support 24/7 domicile	0	0	0	0	4
5	0	0	0	5. Transfer funds to Package 2 to support 24/7 domicile	15,000	15,000	15,000	15,000	5
6	0	0	0	6.	0	0	0	0	6
7	0	0	0	7.	0	0	0	0	7
8				8.					8
9				9.					9
10				10.					10
11				11.					11
12				12.					12
13				13.					13
14				14.					14
15				15.					15
16	729,728	852,728	825,728	RESERVED FOR FUTURE EXPENDITURE	820,728	820,728	820,728	820,728	16
17	829,728	852,728	855,728	TOTAL REQUIREMENTS	835,728	835,728	835,728	835,728	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
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.

Review Year 2022

Hoodland Fire District # 74

Specific purposes:
To purchase firefighting equipment, services and supplies.

Fund

17	Historical Data			DESCRIPTION	Budget for Next Year			2018 - 2019
	Actual		Adopted Budget This Year 17 18		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding 15 16	First Preceding 16 17						
			32,000	RESOURCES				
1	259,551	260,401	255,251	1. Cash on hand* (cash basis) or	328,251	328,251	328,251	1
2				2. Working Capital* (accrual basis)				2
3				3. Previously levied taxes estimated to be received				3
4	850	850	1,000	4. Interest (LGIP @ 0.6%)	1,000	1,000	1,000	4
5				5. Transferred IN from other funds				5
6	0	26,000	78,000	6. General Fund	0	0	0	6
7				7. Sale of Equipment				7
8				8				8
9				9. Total resources, except taxes to be levied				9
10		0	0	10. Taxes necessary to balance	0	0	0	10
11				11. Taxes collected in year levied				11
12	260,401	287,251	334,251	12. TOTAL RESOURCES	329,251	329,251	329,251	12
				REQUIREMENTS				
1	0	0	40,000	1. Firefighting Equipment	40,000	40,000	40,000	1
2	0	4,179	40,000	2. EMS Equipment Zoll 16-17	40,000	40,000	40,000	2
3	0	0	40,000	3. Radio Equipment	40,000	40,000	40,000	3
4	0	0	40,000	4. SCBA Equipment	40,000	40,000	40,000	4
5	0			5. C-800 Digital Radios mobiles accessories 18-19	82,250	82,250	82,250	5
6			82,150	6				6
7		26,000		7. Zoll Defibrillator 12 lead 16-17				7
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16	260,401	257,072	92,101	16. RESERVED FOR FUTURE EXPENDITURE	87,001	87,001	87,001	16
17	260,401	287,251	334,251	17. TOTAL REQUIREMENTS	329,251	329,251	329,251	17

*Includes Unappropriated Balance budgeted last year.

HISTORICAL DATA

BUDGET 2018 - 19

HISTORICAL DATA			NO.	EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
ACTUAL 15 16	ACTUAL 16 17	ADOPTED 17 18					
PACKAGE NUMBER 1 PERSONAL SERVICES							
PERSONAL SERVICES							
142,150			001	FIRE CHIEF - Half Time	100,000	100,000	100,000
0			002	Battalion CHIEF	107,599	107,599	107,599
			003	FIRE PROTECTION SPECIALISTS X 9	757,907	757,907	757,907
256,400				1. Tier 1 & 2	269,000	269,000	269,000
416,810				2. OPSRP	356,197	356,197	356,197
				3. 16 SAFER OPSRP	132,710	132,710	132,710
53,660			004	FINANCIAL MANAGER - Tier 2	55,750	55,750	55,750
31,200			005	ADMINISTRATIVE ASSISTANT - OPSRP	32,420	32,420	32,420
60,000			006	VOLUNTEER NOMINAL FEES	70,000	70,000	70,000
				1. Volunteer Nominal Fees	40,000	40,000	40,000
				2. Resident Program, Govy	30,000	30,000	30,000
			007	OT COMP OFFICER PAY VAC CASH OUT	200,000	200,000	200,000
60,000				1. Tier 1 & 2	60,000	60,000	60,000
140,000				2. OPSRP	125,500	125,500	125,500
				3. 16 SAFER OPSRP	14,500	14,500	14,500
684,813			008	EMPLOYEE BENEFITS	746,109	746,109	746,109
2,430				1. Chief's cell & LTD stipend	2,400	2,400	2,400
155,679				2. PERS Tier 1 & 2	116,395	116,395	116,395
149,237				3. PERS OPSRP	155,840	155,840	155,840
				3-A. 16 SAFER OPSRP	33,910	33,910	33,910
65,900				4. Workers Comp, Provident	79,410	79,410	79,410
1,500				5. WBF 2.8% on hours	2,400	2,400	2,400
				5-A. 16 SAFER	100	100	100
88,943				6. FICA Costs	91,334	91,334	91,334
				6-A. 16 SAFER FICA Costs	11,270	11,270	11,270
169,865				7. Health Ins	183,820	183,820	183,820
				7-A. 16 SAFER Health Ins	27,210	27,210	27,210
14,260				8. Dental Ins	13,665	13,665	13,665
				8-A. 16 SAFER Dental Ins	1,830	1,830	1,830
7,000				9. Life Ins, 125 Plan & ins fees	6,155	6,155	6,155
				9-A. 16 SAFER Life Ins, 125 Plan & ins fees	370	370	370
30,000				10. LOSAP - Support Services	20,000	20,000	20,000
25,000			009	WELLNESS/FITNESS PROGRAM	22,000	22,000	22,000
21,500				1. Medical physicals, tests	17,500	17,500	17,500
3,500				2. physical fitness - access	4,500	4,500	4,500
1,870,033				TOTAL PERSONAL SERVICES	2,091,785	2,091,785	2,091,785
1,870,033				TOTAL EXPENDITURES	2,091,785	2,091,785	2,091,785

PERSONNEL REQUIREMENTS:

- 1 Fire Chief
- 1 Battalion Chief
- 1 Financial Manager
- 1 Administrative Assistant
- 9 Fire Protection Specialists
 - 3 3 Paid Lieutenants
 - 6 4 Fire Fighters, 2 SAFER Fire Fighters

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

\$1,053,676

The services of the Fire Chief, Battalion Chief, Financial Manager and nine 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. 7 of the 9 staff have reached or will reach the top step salary we have two years for growth in firefighter salaries.

- | | | |
|----|---------------------|-----------|
| 1. | Tier 1 and 2 | \$324,750 |
| 2. | OPSRP | \$496,216 |
| 3. | OPSRP SAFER | \$132,710 |
| 3. | Fire Chief non PERS | \$100,000 |

This is an increase of \$142,460 from the 2017-18 Budget.

LINE 006

ACCOUNTABLE EXPENSES AND NOMINAL FEES

\$70,000

Nominal fees for volunteers for training; attending classes and for going on calls. This year we are implementing a student resident program.

- | | | |
|----|---------------------------|----------|
| 1. | Volunteer Nominal Fees | \$40,000 |
| 2. | Residential Program, Govy | \$30,000 |

This is an increase of \$10,000 from the 2017-18 Budget.

LINE 007

OVERTIME

\$200,000

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 | \$125,500 |
| 3. | OPSRP SAFER | \$ 14,500 |

LINE 008

EMPLOYEE FRINGE BENEFITS

\$746,109

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 increasing to 30.25% for Tier 1 & 2 employees and 23.03% for OPSRP employees. Our health insurance is increasing 13.9% after 4 years at 6% or less.

- | | | |
|----|--------------------|-----------|
| 1. | Chief's cell & LTD | \$ 2,400 |
| 2. | PERS Tier 1 & 2 | \$116,395 |
| 3. | PERS OPSRP | |
| | A. paid staff | \$155,840 |
| | B. Support Staff | \$ 9,212 |
| | C. SAFER | \$ 33,910 |

LINE 008 EMPLOYEE FRINGE BENEFITS **Continued**

4.	Workers Compensation: SDAO & Provident	
	A. paid staff	\$ 51,230
	B. Support Staff	\$ 17,616
	C. SAFER	\$ 10,564
5.	WBF 2.8% of hours worked	
	A. paid staff	\$ 1,825
	A-1. SAFER	\$ 100
	B. Support Staff	\$ 575
6.	HFD's SSN & MCare	
	A. paid staff	\$ 91,334
	A-1. SAFER	\$ 11,270
	B. Support Staff	\$ 3,060
7.	Health Insurance	\$183,820
	A. SAFER	\$ 27,210
8.	Dental Insurance	\$ 13,665
	A. SAFER	\$ 1,830
9.	Life, AD&D Insurance & 125 Plan Costs	
	A. paid staff	\$ 3,215
	A-1. SAFER	\$ 370
	B. Support Staff	\$ 2,940
10.	LOSAP support services	\$ 20,000

This is an increase of \$61,296 from the 2017-18 Budget.

LINE 009	WELLNESS AND FITNESS	\$22,000
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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	\$ 4,500
	B. Support Staff	\$13,000
2.	Physical Fitness	
	A. paid staff	\$ 4,000
	B. Support Staff	\$ 500

This is a decrease of \$3,000 from the 2017-18 Budget.

OVERALL INCREASE OF \$221,752

HISTORICAL DATA

BUDGET 2018 - 19

ACTUAL		ACTUAL	ADOPTED	NO.	EXPENDITURE DESCRIPTION	PROP. BY	APPR. BY	ADOPT. BY
15	16	16	17			18	BUD. OFCR.	BUD. COMM.
PACKAGE NUMBER 2 MATERIALS AND SERVICES								
MATERIALS AND SERVICES								
					UTILITIES-propane, cell phn, elec, sewer, rags, mops, rugs, garbage, iPads	69,400	69,400	69,400
70,650			010					
64,500					1. All 3 stations	64,500	64,500	64,500
1,150					2. Signal Light	1,150	1,150	1,150
5,000					3. 24/7 Domicile Rental utilities	3,750	3,750	3,750
1,400			011		ELECTION EXPENSES	1,400	1,400	1,400
42,000			012		INSURANCE; Assets & Liabilities	39,500	39,500	39,500
8,500			013		BOARD TUITION, FEES	8,500	8,500	8,500
6,000			014		COMPUTER PROGRAMS -new & updates	5,000	5,000	5,000
13,000			015		LOGISTICAL SUPPORT Coffee Tea meals	13,462	13,462	13,462
5,000					1. The three stations Staff	8,462	8,462	8,462
8,000					2. Rehabilitation, logistical support	5,000	5,000	5,000
6,000			016		MAINTENANCE SERVICES	3,000	3,000	3,000
3,000					1. Repair phone-computer-machines...	3,000	3,000	3,000
3,000					2. Repair alerting systems			
10,000			017		OFFICE SUPPLIES	9,500	9,500	9,500
8,000					1. Administrative	8,000	8,000	8,000
2,000					4. prevention	1,500	1,500	1,500
9,400			018		DUES, PUBLICATIONS	9,400	9,400	9,400
8,000					1. Chief's & department memberships	8,000	8,000	8,000
1,400					2. Prevention, Fire Marshal, Investigation	1,400	1,400	1,400
52,300			019		PROFESSIONAL SERVICES	77,000	77,000	77,000
15,000					1. Auditor	12,000	12,000	12,000
15,000					2. Attorney	16,000	16,000	16,000
3,000					3. Chaplain & Tip programs	2,500	2,500	2,500
3,100					4. Employee Assistance Program	3,000	3,000	3,000
300					5. LGIP Fees	200	200	200
7,000					6. Image Trend	15,000	15,000	15,000
8,900					7. Target Solutions	11,000	11,000	11,000
					8. Active 911	1,200	1,200	1,200
					9. CrewSense	1,100	1,100	1,100
					10. HR Consulant	15,000	15,000	15,000
139,040			020		CONTRACTUAL SERVICES	129,990	129,990	129,990
52,940					1. C-Com Dispatch fees	54,650	54,650	54,650
41,500					2. Copier lease & usage fees	12,500	12,500	12,500
					3. IT lease & usage fees	24,500	24,500	24,500
1,000					4. Security, alarm sys	1,000	1,000	1,000
5,000					5. Sleeper Rentals	4,600	4,600	4,600
3,000					6. EMS Services, Zoll	3,000	3,000	3,000
2,600					7. Communications C-800 Zone controller	2,860	2,860	2,860
5,000					8. SCBA	5,000	5,000	5,000
3,000					9. Personal Cell Phones	2,880	2,880	2,880
25,000					10. 24/7 Domicile Rental, repair, Insurance	19,000	19,000	19,000
2,250			021		ADVERTIZING AND PUBLISHING	2,250	2,250	2,250
2,000					1. Administrative	2,000	2,000	2,000
250					2. Prevention, Fire Marshal, Investigation	250	250	250
750			022		PRINTING	500	500	500
500					1. Administrative	250	250	250
250					2. Prevention, Fire Marshal, Investigation	250	250	250
2,650			023		POSTAGE	2,400	2,400	2,400
1,300					1. Administrative stamps packages ALL	2,400	2,400	2,400
200					2. SCBA			
250					3. Prevention, Fire Marshal, Investigation			
150					4. Firefighting			
250					5. EMS Services			
300					6. Uniforms			
200					7. Communications			
1,000			024		SECURITY IDENTIFICATION	1,000	1,000	1,000
TOTAL MATERIALS AND SERVICES						372,302	372,302	372,302
TOTAL EXPENDITURES						372,302	372,302	372,302

BUDGET PACKAGE NO. 2	18-19	MATERIALS AND SERVICES
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LINE 010 UTILITIES \$69,400

This expense is for propane, district cell phones & iPad service fees, electricity, sewer and other utility costs. This reflects increases present and forecasted. Uniform cleaning has been moved to the Uniform package to better align costs by function.

- 1. Regular Utilities \$64,500
- 2. Signal Light \$ 1,150
- 3. 24/7 Domicile \$ 3,750

This is a decrease of \$1,250 from the 2017-18 Budget Package 1.

LINE 011 ELECTION EXPENSES \$1,400

The probable forecasted election expenses for this budget year.

LINE 012 INSURANCE \$39,500

The estimated cost of liability and asset insurance to cover the Districts real property.

This is a decrease of \$2,500 from the 2017-18 Budget Package 1.

LINE 013 BOARD TUITION AND FEES \$8,500

This money is set aside for the educational conferences and training opportunities for the Board of Directors, and administrative personnel.

LINE 014 COMPUTER PROGRAMS \$5,000

For purchasing software and to upgrade the District's computers, iPads and smart phones as their service lives expire. **This is a decrease of \$1,000 from the 2017-18 Budget Package 1.**

LINE 015 LOGISTICAL SUPPORT AND REFRESHMENTS \$13,462

Provides bottled water, coffee, tea, cocoa, condiments and hydration replacement for the members on emergency scenes.

- 1. The three stations \$ 8,462 coffee tea etc.
- 2. Rehabilitation & logistical support \$ 5,000 food water drinks

This is an increase of \$462 from the 2017-18 Budget Package 1.

LINE 016 MAINTENANCE SERVICES \$3,000

Services and materials used in the maintenance and repair of the office equipment including computers, telephone and station communication and alerting systems.

This is a decrease of \$3,000 from the 2017-18 Budget Package 1.

BUDGET PACKAGE NO. 2	18-19	MATERIALS AND SERVICES
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LINE 017 OFFICE SUPPLIES \$9,500

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 | \$8,000 |
| 2. | Prevention | \$1,500 |

This is a decrease of \$500 from the 2017-18 Budget Package 1.

LINE 018 DUES, PUBLICATIONS, PERIODICALS \$9,400

The dues to professional organizations such as; the Oregon Fire District Directors Association, Oregon Fire Chiefs Association NFPA, Special Districts Association 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.

- | | | |
|----|---|---------|
| 1. | Chief's and Department memberships | \$8,000 |
| 2. | Prevention, Fire Marshal, Investigation | \$1,400 |

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LINE 019 PROFESSIONAL SERVICES \$77,000

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 Crew Sense (new District wide paid staff and duty officer scheduling software).

- | | | |
|-----|-----------------------------------|----------|
| 1. | Auditor | \$12,000 |
| 2. | Attorney | 16,000 |
| 3. | Chaplain and TIP Programs | 2,500 |
| 4. | Employee Assistance Program | 3,000 |
| 5. | LGIP Service Fees | 200 |
| 6. | Image Trend-NFIRS records | 15,000 |
| 7. | Target Solution-training records | 11,000 |
| 8. | Active 9-1-1, notification system | 1,200 |
| 9. | Crew Sense, active scheduling | 1,100 |
| 10. | HR Consultant | 15,000 |

This is an increase of \$24,700 from the 2017-18 Budget Package 1.

BUDGET PACKAGE NO. 2	18-19	MATERIALS AND SERVICES
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LINE 020 CONTRACTUAL SERVICES \$129,990

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	\$54,650
2.	Copy Machine Lease, service, supplies.	12,500
3.	IT service, supplies.	24,500
4.	Security Alarm monitoring fees	1,000
5.	Sleeper Rentals	4,600
6.	EMS –Zoll servicing	3,000
7.	Communication: C-800 Zone Controller	2,860
8.	SCBA-testing services	5,000
9.	Personal Cell Phones	2,880
10.	24/7 Rental & repair, insurance	19,000

This is a decrease of \$9,050 from the 2017-18 Budget Package 1.

LINE 021 ADVERTISING AND PUBLISHING \$2,250

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

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

LINE 022 PRINTING \$500

The costs for the printing of various publications, manuals or brochures.

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

This is a decrease of \$250 from the 2017-18 Budget Package 1.

LINE 023 POSTAGE \$2,400

Postage for business correspondence, return packaging, equipment notices for all of Hoodland’s mailing needs, etc.

This is a decrease of \$250 from the 2017-18 Budget Package 1.

LINE 024 SECURITY IDENTIFICATION \$1,000

To produce ID cards for all members of Hoodland Fire.

TOTAL INCREASE OF \$7,362

HISTORICAL DATA

BUDGET 2018 - 19

ACTUAL			ADOPTED			EXPENDITURE DESCRIPTION	BUDGET 2018 - 19		
15	16	16	17	17	18		NO.	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.
PACKAGE NUMBER 3 ADMINISTRATIVE AND GENERAL FUND TRANSFERS									
TRANSFERS TO OTHER FUNDS									
Reserve Funds									
		100,000		025	APPARATUS		0	0	0
			0	026	BUILDING		0	0	0
					FIREFIGHTING EQUIPMENT				
		78,000		027	SERVICES & SUPPLIES		0	0	0

					TOTAL TRANSFERS TO				
		178,000			RESERVE FUNDS		0	0	0

					DISASTER FUND				
		250,000		028	OPERATING CONTINGENCY		250,000	250,000	188,154

		428,000			TOTAL EXPENDITURES		250,000	250,000	188,154

UNAPPROPRIATED ENDING									
			850,000	029	FUND BALANCE		860,000	860,000	860,000

0	0	1,278,000			TOTAL		1,110,000	1,110,000	1,048,154

BUDGET PACKAGE NO. 3 18-19 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, radios, SCBA equipment and EMS equipment. The C-800 Digital Radio project is one expense

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 7.69% of taxes received or 4.78% 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 35.13% of taxes received or 21.79% 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).

BUDGET PACKAGE NO. 3 18-19 ADMINISTRATIVE & GENERAL FUND TRANSFERS

LINE 025 APPARATUS RESERVE \$ 0

This is a decrease of \$100,000 from the 2017-18 Budget Package 2.

LINE 026 BUILDING RESERVE \$ 0

LINE 027 FIREFIGHTING EQUIPMENT, SERVICES & SUPPLIES RESERVE \$ 0

This is a decrease of \$78,000 from the 2017-18 Budget Package 2.

LINE 028 DISASTER FUND and OPERATING CONTINGENCY \$188,154

LINE 029 UN-APPROPRIATED ENDING FUND BALANCE \$860,000

This is an increase of \$10,000 from the 2017-18 Budget Package 2.

TOTAL DECREASE OF \$ 168,000

HISTORICAL DATA				BUDGET 2018 - 19					
ACTUAL		ACTUAL		ADOPTED		EXPENDITURE	PROP. BY	APPR. BY	ADOPT. BY
15	16	16	17	17	18				
						NO.	DESCRIPTION		
PACKAGE NUMBER 4 CAPITOL OUTLAY									
MATERIALS & SERVICES									
		6,000	030	OFFICE EQUIPMENT	new computers		6,000	6,000	6,000
		3,000	031	SPECIAL RESCUE			4,500	4,500	4,500
		30,000	032	EMS SERVICES			0	0	0
		13,000	033	FIREFIGHTING TOOLS HOSE ETC.			13,000	13,000	13,000
			034	STATION MAINTENANCE					
		3,000		1. Replace Furniture			3,000	3,000	3,000
		10,000		2. Replace appliances rehab building			10,000	10,000	10,000
		547,477	035	GOVERNMENT CAMP STATION	REMODEL		7,477	7,477	527,225
		5,000	036	COMMUNICATIONS-800 System			5,000	5,000	5,000
		5,000	037	SCBA EQUIPMENT			4,000	4,000	4,000
		3,000	038	TRAINING			3,000	3,000	3,000

		625,477		TOTAL MATERIALS	AND SERVICES		55,977	55,977	575,725

		625,477		TOTAL EXPENDITURES			55,977	55,977	575,725
=====									

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

LINE 030	OFFICE EQUIPMENT	\$6,000
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To replace and upgrade office equipment and to purchase up to four computers. Currently the District has a combination of Macintosh and PC work stations. The Macintosh computer are nearing the end of their life cycles and all of the Districts new software programs operate on PC computer platforms more efficiently. The District is moving forward with a standardized single computer platform (PC based).

LINE 031	SPECIAL RESCUE	\$4,500
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To purchase specialized training equipment, supplies and non-expendable equipment such as stretchers, backboards and other rescue gear.

This is an increase of \$1,500 from 2017-18 Budget

LINE 032	EMS SERVICES	\$ 0
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No new purchases are needed this year

This is a decrease of \$30,000 from 2017-18 Budget

LINE 033	FIREFIGHTING EQUIPMENT	\$13,000
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These are items such as hand tools, hose, nozzles and other power equipment that will normally last at least five years.

LINE 034	STATION MAINTENANCE	\$13,000
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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 | \$10,000 |

LINE 035	GOVERNMENT CAMP STATION REMODEL	\$527,225
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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.

This is a decrease of \$20,252 from 2017-18 Budget

LINE 036	COMMUNICATIONS	\$5,000
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To purchase or upgrade our in stations alerting system. With the migration to 800Mhz radios the in station alerting and radio system will be made obsolete.

BUDGET PACKAGE NO. 4	18-19	CAPITOL OUTLAY
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LINE 037 SCBA EQUIPMENT \$4,000

For purchasing needed SCBA items, bottles masks etc.
This is a decrease of \$1,000 from 2017-18 Budget

LINE 038 TRAINING EQUIPMENT \$3,000

These funds will be used to purchase a prop for training. Currently the District uses an antiquated system to instruct personnel on making rapid entry into structures for rescue or fire operations. The current method costs the District monies to produce and replace the material each time training is done on forcible entry. This line item will purchase a reusable prop that will serve the District for years to come and greatly reduce the need to purchase wood products only to throw them away after each training session.

OVERALL DECREASE OF \$49,752

HISTORICAL DATA				BUDGET 2018 - 19						
ACTUAL		ACTUAL		ADOPTED		NO.	EXPENDITURE DESCRIPTION	PROP. BY	APPR. BY	ADOPT. BY
15	16	16	17	17	18			BUD. OFCR.	BUD. COMM.	GOV. BODY
PACKAGE NUMBER 5 SUPPORT SERVICES										
MATERIALS & SERVICES										
039 INCENTIVES AWARDS/HONOR GUARD										
		7,000					1. Incentives and awards	7,000	7,000	7,000
		1,000					2. Honor Guard	1,000	1,000	1,000
							3. Support Group	250	250	250
040 SPECIAL EVENT FUND										
		2,000					1. Annual Picnic	2,000	2,000	2,000
		12,000					2. Annual Awards Banquet	12,000	12,000	12,000
		750				041	EXPLORER POST AND CLUB	600	600	600

		0	0	22,750			TOTAL MATERIALS AND SERVICES	22,850	22,850	22,850

				22,750			TOTAL EXPENDITURES	22,850	22,850	22,850
=====										

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 \$8,250

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. This includes our support and participation in the Oregon State Fire Honor Guard.

- | | | |
|----|-----------------------|---------|
| 1. | Incentives and awards | \$7,000 |
| 2. | Honor Guard Expense | 1,000 |
| 3. | Support Group | 250 |

This is an increase of \$250 from the 2017-18 Budget Package 4.

LINE 040 SPECIAL EVENT FUND \$14,000

Support for the Hoodland Volunteer Firefighters Association and their functions such as the Support Group, awards banquet \$12,000, annual picnic \$2,000.

- | | | |
|----|-----------------------|----------|
| 1. | Annual Picnic | \$ 2,000 |
| 2. | Annual Awards Banquet | \$12,000 |

LINE 041 EXPLORER POST AND CLUB \$600

The Fire District has sponsored and directed an Explorer Post since the early 1980's and in 2016-2017 started the middle school Club program. The District has benefitted many times as some Explorers have graduated from the Post up to full volunteers and even paid staff. This is a valuable program and truly addresses our future volunteers. This line item covers the costs to be associated with the Boy Scouts of America who provide the insurance and to provide equipment and clothing for the program.

This is a decrease of \$150 from the 2017-18 Budget Package 4.

OVERALL INCREASE OF \$100

HISTORICAL DATA

BUDGET 2018 - 19

ACTUAL			ADOPTED			EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
15	16	16	17	17	18				
PACKAGE NUMBER 6 PREVENTION									
MATERIALS & SERVICES									
			1,000	042	TUITION AND FEES		1,000	1,000	1,000
			1,500	043	TRAVEL AND PER DIEM		1,500	1,500	1,500
				044	SUPPLIES				
			2,000		1. Public education and information		1,500	1,500	1,500
			3,000		2. Maps		3,000	3,000	3,000

			7,500		TOTAL MATERIALS AND SERVICES		7,000	7,000	7,000

			7,500		TOTAL EXPENDITURES		7,000	7,000	7,000
=====									

BUDGET PACKAGE NO. 6 18-19 FIRE PREVENTION AND EDUCATION

The Prevention and Public Education Package provides for the District's ongoing program and has been identified as one of our highest priorities. The fire prevention program consists of a number of projects, which can be categorized under "Public Awareness". This has proven beneficial for the public because preventing the tragedy caused by hostile fires and unnecessary accidents and injuries are often times avoidable.

We sponsor an open house at our fire station with fire engines rides, EMS demos and station tours. Hoodland Fire District and Mt. Hood Fire Prevention Co-op provide "Team Teaching" which instructs 1st and 2nd graders at the Welches School on life saving behaviors. We also make available smoke/CO detectors and bike safety helmets to our public. These have become very cost effective programs.

LINE 042 TUITION AND FEES \$1,000

Costs associated with members attending prevention and public education classes and seminars for certification and re-certification.

LINE 043 TRAVEL/PER DIEM \$1,500

This provides Travel/Per Diem funds for prevention seminars and inspector courses for the district fire marshal and others. This also provides meal expense for members of the cooperative Fire Investigation Team when they assist Hoodland Fire in the investigation of fires in our district and for our FIT members supporting other fire districts who request our expertise and support.

LINE 044 SUPPLIES \$4,500

Purchase and replacement of smoke detectors, CO2 monitors, batteries, fire prevention supplies, mapping software and supplies, photography and miscellaneous fire cause determination materials

- 1. Public Education & Information \$1,500
- 2. Maps \$3,000

This is a decrease of \$500 from the 2017-18 Budget, Package 5.

OVERALL DECREASE OF \$500

HISTORICAL DATA				BUDGET 2018 - 19					
ACTUAL		ACTUAL		ADOPTED		EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
15	16	16	17	17	18				
						NO.			
PACKAGE NUMBER 7 TRAINING									
MATERIALS & SERVICES									
045 TUITION AND FEES									
	8,000					1. Firefighters & Support Staff	8,600	8,600	8,600
	2,000					2. Special Rescue	1,500	1,500	1,500
	400					3. CERT	300	300	300
046 TRAVEL AND PER DIEM									
	8,000					1. Firefighters & Support Staff	6,700	6,700	6,700
	500					2. Special Rescue	300	300	300
	3,000					047 BOOKS, LIBRARY, MANUALS	3,000	3,000	3,000
048 SUPPLIES									
	3,500					1. Firefighters & Support Staff	2,500	2,500	2,500
	3,000					2. Special Rescue	2,500	2,500	2,500
	8,500					3. Fireblast Trailer Maintenance	8,500	8,500	8,500
	0	0	36,900			TOTAL MATERIALS AND SERVICES	33,900	33,900	33,900
						TOTAL EXPENDITURES	33,900	33,900	33,900

Firefighter training is the essence of this organization. DPSST, NFPA, OSHA as well as presidential directives have provided additional training requirements recently and these demands require more time and investment for our Fire District.

LINE 045 TUITION AND FEES \$10,400

Funds for tuition to various workshops, seminars, schools and classes in fire suppression, HAZ MAT, and rescue related subjects given around the state and the region. It is our desire to continue to, improve personal skill development and organizational growth through providing educational opportunities to all members.

1,	Firefighters and Support Staff	\$8,600
2.	Special Rescue	\$1,500
3.	CERT	\$ 300

LINE 046 TRAVEL AND PER DIEM \$7,000

Provide travel and meals for volunteers and employees to attend classes.

1,	Firefighters and Support Staff	\$6,700
2.	Special Rescue	\$ 300

This is a decrease of \$1,500 from the 2017-18 Budget, Package 6.

LINE 047 BOOKS, LIBRARY, MANUALS \$3,000

Videos, books, and manuals to build the Districts reference library to enhance instruction and to facilitate self-study. We must increase the weekly training, seminars, conferences, and workshops to meet the mandated training and maintain certifications.

LINE 048 SUPPLIES \$13,500

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 supplies for the fire blast training trailer.

1,	Firefighters and Support Staff	\$2,500
2.	Special Rescue	\$2,500
3.	Fire-blast Trailer Maintenance	\$8,500

This is a decrease of \$1,500 from the 2017-18 Budget, Package 6.

OVERALL DECREASE OF \$3,000

HISTORICAL DATA				BUDGET 2018 - 19						
ACTUAL		ACTUAL		ADOPTED	EXPENDITURE	PROP. BY	APPR. BY	ADOPT. BY		
15	16	16	17	17	18	NO.	DESCRIPTION	BUD. OFCR.	BUD. COMM.	GOV. BODY
PACKAGE NUMBER 8 EMERGENCY MEDICAL SERVICES										
MATERIALS & SERVICES										
						049	TUITION AND FEES	5,000	5,000	5,000
		6,000								
						050	TRAVEL AND PER DIEM	3,000	3,000	3,000
		4,000					1. Combat & Support staff			
		3,500				051	BOOKS LIBRARY	2,500	2,500	2,500
		24,000				052	SUPPLIES DISPOSABLE	24,000	24,000	24,000
		4,000				053	EMS MAINTENANCE MATERIALS	4,000	4,000	4,000
		1,500				054	DUES PUBLICATIONS - EMT RE-Cert	3,500	3,500	3,500

						TOTAL MATERIALS				
	0	0		43,000		AND SERVICES				
								42,000	42,000	42,000
				43,000		TOTAL EXPENDITURES				
								42,000	42,000	42,000

BUDGET PACKAGE NO. 8 18-19 EMERGENCY MEDICAL SERVICES

The goals of the Emergency Medical Services budget requests are to:

1. Maintain adequate levels of EMS supplies.
2. Provide funding for maintenance and servicing of EMS equipment.
3. Maintain current funding for professional organization dues and periodical subscriptions.
4. Improve our ability to treat patients with cardiac problems.
5. Promote professional image and morale of all volunteers and staff.

LINE 049 TUITION AND FEES \$5,000

Costs associated with members, combat & support staff, attending EMT certification and re-certification classes and seminars. Included are funds for EMT training plus additional paramedic training.

This is a decrease of \$1,000 from the 2017-18 Budget, Package 7.

LINE 050 TRAVEL & PER DIEM \$3,000

For lodging, travel and meals for members, combat & support staff, attending EMS classes.

This is a decrease of \$1,000 from the 2017-18 Budget, Package 7.

LINE 051 EMS BOOKS, LIBRARY \$2,500

To provide new and continued EMS educational and resource materials.

This is a decrease of \$1,000 from the 2017-18 Budget, Package 7.

LINE 052 SUPPLIES, DISPOSABLE \$24,000

This represents the annual cost of providing disposable supplies for our EMS operations. Due to the national production limits of some emergency medications, prices have increased though availability has decreased. Some Funding is included for disposable supplies for First Aid and CPR manikins.

LINE 053 MAINTENANCE MATERIALS \$4,000

This line item is for parts and materials to keep our medical equipment in operating condition. A certain amount of wear and tear occurs with use of this equipment.

LINE 054 DUES, PUBLICATIONS, EMT RE-CERT \$3,500

This item provides funding to re-certify (during odd-numbered years) our EMT'S and for dues for (2) two professional medical organizations.

This is an increase of \$2,000 from the 2017-18 Budget, Package 7.

OVERALL DECREASE OF \$1,000

HISTORICAL DATA

BUDGET 2018 - 19

ACTUAL			ACTUAL		ADOPTED		NO.	EXPENDITURE DESCRIPTION	PROP. BY	APPR. BY	ADOPT. BY
15	16		16	17	17	18			BUD. OFCR.	BUD. COMM.	GOV. BODY
PACKAGE NUMBER 9 VEHICLE AND EQUIPMENT MAINTENANCE											
MATERIAL & SERVICES											
			6,000		055		SUPPLIES-shop misc repair items	9,000		9,000	9,000
							1. Winter Operations`	1,500		1,500	1,500
			31,000		056		MOTOR FUELS, OILS, GREASE, LUBES	28,000		28,000	28,000
					057		MAINTENANCE				
			39,000				Vehicle repair, annual PM's, pump testing	39,000		39,000	39,000

							TOTAL MATERIALS				
		0		0		76,000	AND SERVICES	77,500		77,500	77,500

						76,000	TOTAL EXPENDITURES	77,500		77,500	77,500

BUDGET PACKAGE NO. 9 18-19 VEHICLE - EQUIPMENT MAINTENANCE

The Vehicle Maintenance program assures that emergency equipment and apparatus is able to respond to and arrive at an emergency, and function properly.

This package represents an estimated cost of the upkeep of the District apparatus and equipment. It includes the basic requirements for fuel, oil, additives, electrical and mechanical parts, polishes, spray lubes, annual preventative maintenance, etc.

GOALS:

1. To keep the Districts vehicles, tools, breathing apparatus and other equipment in service and in emergency operation condition.
2. To test the performance of and document the condition of all the Districts pumping apparatus by conducting annual pump, ladder and hose tests; thus meeting the requirements of NFPA, OSHA and ISO

LINE 055	SUPPLIES SHOP MISC. REPAIR ITEMS	\$10,500
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Welding supplies, gases, shop towels, wipers, nuts, bolts, screws, heater, radiator hoses and miscellaneous minor repair parts. Winter operations are tire chains new and repairs.

- | | | |
|----|-------------------|---------|
| 1. | Supplies | \$9,000 |
| 2. | Winter Operations | \$1,500 |

This is an increase of \$4,500 from the 2017-18 Budget, Package 8.

LINE 056	MOTOR FUEL, OILS, GREASE, LUBES	\$28,000
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For purchasing fuel for District vehicles, oils, grease and lubes for vehicles and shop.

This is a decrease of \$3,000 from the 2017-18 Budget, Package 8.

LINE 057	MAINTENANCE PUMP TESTING	\$39,000
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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.

OVERALL INCREASE OF \$1,500

HISTORICAL DATA				BUDGET 2018 - 19					
ACTUAL		ACTUAL		ADOPTED		EXPENDITURE DESCRIPTION	PROP. BY	APPR. BY	ADOPT. BY
15	16	16	17	17	18		BUD. OFCR.	BUD. COMM.	GOV. BODY
PACKAGE NUMBER 10 SCBA MAINTENANCE									
MATERIALS & SERVICES									
				4,000	058	SUPPLIES/ FIT Testing	3,200	3,200	3,200
				5,000	059	CONTRACTUAL SERVICES/ bottle testing	6,000	6,000	6,000
TOTAL MATERIALS									
	0		0	9,000		AND SERVICES	9,200	9,200	9,200
TOTAL EXPENDITURES									
				9,000			9,200	9,200	9,200

The SCBA Maintenance program provides for federal and state testing to comply with OSHA and NIOSH requirements.

Annual testing includes:

1. Air compressor and storage tank maintenance.
2. SCBA bottle "Hydro" testing for integrity and composition of bottles
3. SCBA mask "FIT" testing to assure all personnel have correctly fitted and operational masks for firefighting.

LINE 058	SUPPLIES	\$3,200
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For replacement parts, tools and materials for maintenance and FIT testing of our SCBA masks. To purchase specialized batteries.

This is a decrease of \$800 from the 2017-18 Budget, Package 9.

LINE 059	SCBA Calibration Testing	\$6,000
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Funds for required annual testing of all SCBA air bottles.

This is an increase of \$1,000 from the 2017-18 Budget, Package 9.

OVERALL INCREASE OF \$200

HISTORICAL DATA

BUDGET 2018 - 19

ACTUAL			ADOPTED			EXPENDITURE DESCRIPTION	BUDGET 2018 - 19		
15	16	16	17	17	18		NO.	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.
PACKAGE NUMBER 11 FIREFIGHTING EQUIPMENT									
MATERIALS & SERVICES									
				060		SUPPLIES			
		4,000				1. Expendable	4,000	4,000	4,000
		8,000				2. NON-Disposable	8,000	8,000	8,000
						3. Electronic Devices	3,300	3,300	3,300
		2,500		061		MAINTENANCE - cleaning repair TO	2,000	2,000	2,000
						PROTECTIVE CLOTHING, STRUCTURAL AND WILDLAND			
		37,000		062			30,000	30,000	30,000
						CONTRACTURAL - testing hose & ladders annually			
		5,300		063			5,300	5,300	5,300

						TOTAL MATERIALS AND SERVICES	52,600	52,600	52,600
0	0		56,800						
		56,800				TOTAL EXPENDITURES	52,600	52,600	52,600

Firefighting equipment, hand tools and supplies are the basic components that keep the firefighter prepared and safe in the heat of all emergency operations. For a firefighter, being properly and safely dressed and equipped can make the difference between being successful or not or for even going home or not.

GOAL:

1. To maintain the Fire Districts ability to deliver quality firefighting services safely to the public.

OBJECTIVES:

1. Maintain adequate supplies of foam, chemical extinguishers, hand tools, etc.

2. Maintain firefighting capabilities with the upgrade and replacement of fire equipment.

LINE 060 SUPPLIES \$15,300

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.

- 1. Expendable supplies \$4,000
- 2. NON-Disposable \$8,000
- 3. Electronics, TIC's Gas Monitors \$3,300

This is an increase of \$3,300 from the 2017-18 Budget, Package 7.

LINE 061 MAINTENANCE SERVICES \$2,000

For repair and cleaning of protective clothing.

This is a decrease of \$500 from the 2017-18 Budget, Package 10.

LINE 062 PROTECTIVE CLOTHING \$30,000

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.

This is a decrease of \$7,000 from the 2017-18 Budget, Package 10.

LINE 063 Hose and Ladder Certification \$5,300

For annual testing of hoses and ladders.

OVERALL DECREASE OF \$4,200

HISTORICAL DATA

BUDGET 2018 - 19

ACTUAL			ACTUAL			ADOPTED		NO.	EXPENDITURE DESCRIPTION	PROP. BY BUD. OFCR.	APPR. BY BUD. COMM.	ADOPT. BY GOV. BODY
15	16		16	17	17	18						
PACKAGE NUMBER 12 COMMUNICATIONS EQUIPMENT												
MATERIALS & SERVICES												
			12,800	064	C-800 MEMBERSHIP FEE				15,000		15,000	15,000
			3,000	065	MAINTENANCE-radios pagers parts repair				2,500		2,500	2,500
			9,000	066	SATELLITE PHONES IPAD ACTIVE 911				5,400		5,400	5,400

		0	0	24,800	TOTAL MATERIALS AND SERVICES				22,900		22,900	22,900
			24,800	TOTAL EXPENDITURES				22,900		22,900	22,900	

Radio maintenance materials and services represent the funding required to maintain the pagers, mobiles, and portable radios. By the 2017-2018 Budget Year we will be part of the 800 radio system in Clackamas County; this is our first year looking forward to funding these needs.

The goals of this year's radio budget are to:

1. Maintain existing working radios.
2. Provide funding for maintenance supplies and materials.
3. Provide funding for an extended systematic radio and satellite phone program.
4. Replace Officer's and staff's radios with newer "all compatible" radios.
5. Become as current as possible with loaned 800 radios.

LINE 064	C-800 MEMBERSHIP FEE	\$15,000
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To fund the annual subscription fee for the 800 radio system.

This is an increase of \$2,200 from the 2017-18 Budget, Package 11.

LINE 065	MAINTENANCE SERVICES	\$2,500
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Purchase parts for the service and repair of all radios and pagers and labor for the servicing and repair of the District radios.

This is a decrease of \$500 from the 2017-18 Budget, Package 11.

LINE 066	SATELLITE PHONE IPAD SUPPORT	\$5,400
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For our satellite phone as well as upgrading and supporting the I-Pad program and Active 911.

This is a decrease of \$3,600 from the 2017-18 Budget, Package 11.

OVERALL DECREASE OF \$1,900

The goals of this year's facilities maintenance budget requests are to provide funding for:

1. Basic station maintenance supplies.
2. Repair services, which must be hired out.
3. Monitoring of the station fire and burglar alarm systems.
4. The Chimney Brush Loaner and Address Marker placement programs

LINE 067	SUPPLIES	\$8,900
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To provide station supply items such as soaps, paper towels, toilet paper, dust rugs and mops, bath towels and cleaning supplies etc.

This is a decrease of \$1,100 from the 2017-18 Budget, Package 12.

LINE 068	MAINTENANCE SERVICES	\$12,000
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Repair service that must be hired out such as plumbing, electrical and telephone work, etc.

1. Outside Maintenance \$5,000
2. Inside Maintenance \$7,000

LINE 069	CHIMNEY BRUSH LOANER PROGRAM	\$400
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Funds to purchase products to clean chimneys through our loaner program for the public.

This is a decrease of \$100 from the 2017-18 Budget, Package 12.

LINE 070	ADDRESS MARKER	\$400
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Funds are to purchase products to make reflective public address markers and place them on their property.

This is a decrease of \$100 from the 2017-18 Budget, Package 12.

OVERALL DECREASE OF \$1,300

HISTORICAL DATA

BUDGET 2018 - 19

ACTUAL			ACTUAL		ADOPTED		NO.	EXPENDITURE DESCRIPTION	PROP. BY	APPR. BY	ADOPT. BY
15	16	16	17	17	18	BUD. OFCR.			BUD. COMM.	GOV. BODY	
PACKAGE NUMBER 14 UNIFORMS											
MATERIALS & SERVICES											
		16,000	071	NEW & REPAIR OF UNIFORMS				16,500	16,500	16,500	
		7,000		1. Paid Staff				7,000	7,000	7,000	
		9,000		2. Support Staff				8,000	8,000	8,000	
				3. Repair of uniforms				1,500	1,500	1,500	
		3,200	072	CLEANING, PATCHES, ALTERATIONS				2,500	2,500	2,500	
		0		TOTAL MATERIALS AND SERVICES				19,000	19,000	19,000	
		19,200		TOTAL				19,000	19,000	19,000	

The goal of this year's Uniform program is to outfit people in all grades of uniforms.

LINE 071	UNIFORMS, NEW & REPAIR	\$16,500
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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.

- | | | |
|----|--------------------|---------|
| 1. | Paid Staff | \$7,000 |
| 2. | Support Staff | \$8,000 |
| 3. | Repair of uniforms | \$1,500 |

This is an increase of \$500 from the 2017-18 Budget, Package 13.

LINE 072	MAINTENANCE SERVICES	\$2,500
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To repair, make alterations and cleaning for all uniforms for all employees.

This is a decrease of \$700 from the 2017-18 Budget, Package 13.

OVERALL DECREASE OF \$200

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

(name of organizational unit - fund)

	Historical Data			RESOURCES DESCRIPTION	Budget for Next Year			
	Actual		Adopted Budget This Year 17 18		Proposed By Budget Officer	Approved By Budget Committee	2018 - 2019	
	Second Preceding 15 16	First Preceding 16 17					Adopted By Governing Body	
PERSONAL SERVICES								
1			1,870,033	1 Package # 1	2,091,785	2,091,785	2,091,785	1
2				2				2
3	0	0	1,870,033	3 TOTAL PERSONNEL SERVICES	2,091,785	2,091,785	2,091,785	3
				Total Full Time Equivalent (FTE) 12.75				
MATERIALS AND SERVICES								
4				4 Package # 2	372,302	372,302	372,302	4
5			22,750	5 Package # 4 from 17-18				5
6			7,500	6 Package # 5	22,850	22,850	22,850	6
7			36,900	7 Package # 6	7,000	7,000	7,000	7
8			43,000	8 Package # 7	33,900	33,900	33,900	8
9			76,000	9 Package # 8	42,000	42,000	42,000	9
10			9,000	10 Package # 9	77,500	77,500	77,500	10
11			56,800	11 Package # 10	9,200	9,200	9,200	11
12			24,800	12 Package # 11	52,600	52,600	52,600	12
13			23,000	13 Package # 12	22,900	22,900	22,900	13
14			19,200	14 Package # 13	21,700	21,700	21,700	14
15			0	15 Package # 14	19,000	19,000	19,000	15
16			364,940	16 Package #1 from 17-18	0	0	0	16
17	0	0	683,890	17 TOTAL MATERIALS AND SERVICES	680,952	680,952	680,952	17
CAPITAL OUTLAY								
18			0	18 Package # 4	55,977	55,977	575,725	18
19			625,477	19 Package #3 from 17-18	0	0	0	19
20	0	0	625,477	20 TOTAL CAPITAL OUTLAY	55,977	55,977	575,725	20
TRANSFERS TO OTHER FUNDS								
21			100,000	21 PKG #3 Apparatus Reserve	0	0	0	21
22			0	22 PKG #3 Building Reserve	0	0	0	22
23			78,000	23 PKG #3 Firefighting Equipment Services & Supplies Reserve	0	0	0	23
24			178,000	24 TOTAL TRANSFERS	0	0	0	24
25			250,000	25 PKG #2 OPERATING CONTINGENCY	250,000	250,000	188,154	25
26				26 ENDING BALANCE (Prior Years)				26
27			850,000	27 PKG #3 UNAPPROPRIATED ENDING FUND BALANCE	860,000	860,000	860,000	27
28			4,457,400	28 GENERAL FUND ACTIVITY TOTAL	3,938,714	3,938,714	4,396,616	28
RESERVE FUNDS								
29			1,053,990	29 UEFB Reserve Funds	1,074,700	1,074,700	1,074,700	29
30			333,260	30 Reserve Fund Expenditures	257,250	257,250	257,250	30
31	0	0	1,387,250	31 TOTAL RESERVES	1,331,950	1,331,950	1,331,950	31
BONDED DEBT								
32	0	0	0	32 BONDED DEBT	0	0	0	32
33	0	0	5,844,650	33 TOTAL ALL FUNDS	5,270,664	5,270,664	5,728,566	33

HISTORICAL DATA				BUDGET 2018 - 19			
ACTUAL	ACTUAL	ADOPTED	NO.	EXPENDITURE	PROP. BY	APPR. BY	ADOPT. BY
15 16	16 17	17 18		DESCRIPTION	BUD. OFCR.	BUD. COMM.	GOV. BODY
EXPENDITURES BY BUDGET CATEGORY							
		1,870,033		PERSONAL SERVICES	2,091,785	2,091,785	2,091,785
		683,890		MATERIALS & SERVICES	680,952	680,952	680,952
		625,477		CAPITAL OUTLAY	55,977	55,977	575,725
0	0	3,179,400		TOTAL EXPENDITURES	2,828,714	2,828,714	3,348,462
		178,000		TOTAL TRANSFERS	0	0	0
		250,000		OPERATING CONTINGENCY	250,000	250,000	188,154
				TOTAL ALL OTHER EXPENDITURES AND REQUIREMENTS	250,000	250,000	188,154
				TOTAL ALL OTHER UEFB			
		850,000		U.E.F.B.	860,000	860,000	860,000
		4,457,400		TOTAL GENERAL FUND	3,938,714	3,938,714	4,396,616

HISTORICAL DATA

BUDGET 2018 - 19

HISTORICAL DATA			BUDGET 2018 - 19				
ACTUAL	ACTUAL	ADOPTED	EXPENDITURE	PROP. BY	APPR. BY	ADOPT. BY	
15 16	16 17	17 18	NO. DESCRIPTION	BUD. OFCR.	BUD. COMM.	GOV. BODY	
EXPENDITURES BY BUDGET PACKAGE							
0	0	1,870,033	PACKAGE # 1	2,091,785	2,091,785	2,091,785	
0	0	364,940	PACKAGE # 2	372,302	372,302	372,302	
0	0	1,278,000	PACKAGE # 3	1,110,000	1,110,000	1,048,154	
0	0	625,477	PACKAGE # 4	55,977	55,977	575,725	
0	0	22,750	PACKAGE # 5	22,850	22,850	22,850	
0	0	7,500	PACKAGE # 6	7,000	7,000	7,000	
0	0	36,900	PACKAGE # 7	33,900	33,900	33,900	
0	0	43,000	PACKAGE # 8	42,000	42,000	42,000	
0	0	76,000	PACKAGE # 9	77,500	77,500	77,500	
0	0	9,000	PACKAGE # 10	9,200	9,200	9,200	
0	0	56,800	PACKAGE # 11	52,600	52,600	52,600	
0	0	24,800	PACKAGE # 12	22,900	22,900	22,900	
0	0	23,000	PACKAGE # 13	21,700	21,700	21,700	
0	0	19,200	PACKAGE # 14	19,000	19,000	19,000	
0	0	4,457,400	TOTAL EXPENDITURES	3,938,714	3,938,714	4,396,616	

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Hoodland Fire District #74 Board of Directors will be held on June 12, 2018 at 7:00 pm at 69634 E. Highway 26, Welches, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 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 4:00 p.m. This budget is for an X annual biennial budget period. This budget was prepared on a basis of accounting that is the same as X different than used the preceding year. If different, the major changes and their effect on the budget are: from an accrual to a cash basis.

Contact: John Ingrao, Fire Chief

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

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2016-17	Adopted Budget This Year 2017-18	Approved Budget Next Year 2018-19
Beginning Fund Balance/Net Working Capital	2,706,478	2,690,120	2,409,020
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	32,300	38,050	213,500
Federal, State and All Other Grants, Gifts, Allocations and Donations	553,200	547,477	129,662
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	262,000	178,000	0
All Other Resources Except Property Taxes	65,222	76,772	70,212
Property Taxes Estimated to be Received	2,239,840	2,314,231	2,448,270
Total Resources	5,859,040	5,844,650	5,270,664

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	1,809,400	1,870,033	2,091,785
Materials and Services	634,150	683,890	680,952
Capital Outlay	1,326,700	625,477	313,227
Debt Service	0	0	0
Interfund Transfers	262,000	178,000	0
Contingencies	250,000	250,000	250,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	1,576,790	2,237,250	1,934,700
Total Requirements	5,859,040	5,844,650	5,270,664

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Package 1			
FTE 13.5 80 part timers	1,809,400	1,870,033	2,091,785
Non-Departmental / Non-Program none	0	0	0
Total Requirements			
Total FTE	1,809,400	1,870,033	2,091,785

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *
 There are no changes in activities or sources of financing.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit \$2.6385 per \$1,000)	\$2.6385	\$2.6385	\$2.6385
Local Option Levy	NA	NA	NA
Levy For General Obligation Bonds	NA	NA	NA

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	NA	NA
Other Bonds	NA	NA
Other Borrowings	NA	NA
Total		

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet or add sheets. You may delete unused lines.



Duty • Honor • Community

HOODLAND FIRE DISTRICT #74

69634 E. Hwy 26 • Welches, Oregon 97067
hoodland@hoodlandfire.org
Phone 503-622-3256
Fax 503-622-3125

RESOLUTION NUMBER 2018 – 02

ADOPTING THE 2018-2019 BUDGET, IMPOSING THE TAX AND CATEGORIZING THE TAX

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Hoodland Fire District #74 hereby adopts the budget for the fiscal year 2018-2019 in the total of **\$5,270,664.00**. This budget is now on file at the fire district office, 69634 E Highway 26, Welches, OR 97067.

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2018-2019 upon the assessed value of all taxable property within the district:

At the rate of \$2.6385 per \$1,000 of assessed value for permanent rate tax;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

General Government Limitation

Permanent Rate Tax \$2.6385 / \$1,000

The above resolution statements were approved and declared adopted by a majority / unanimous vote of the Board of Directors of Hoodland Fire District No. 74 on this 12 day of June 2018.


Chairperson, Board of Directors
Hoodland Fire District No. 74



HOODLAND FIRE DISTRICT #74

69634 E. Hwy 26 • Welches, Oregon 97067
hoodland@hoodlandfire.org
Phone 503-622-3256
Fax 503-622-3125

RESOLUTION NUMBER 2018-03

MAKING APPROPRIATIONS

BE IT RESOLVED by the Board of Directors of the Hoodland Fire District No. 74 that the amounts for the fiscal year beginning July 1, 2018 and for the purposes shown below are hereby appropriated:

GENERAL FUND	
Personal Services	2,091,785
Materials and Services	680,952
Capital Outlay	55,977
Transfer to Reserve Funds	0
Operating Contingency	250,000

FUND TOTAL **3,078,714**

APPARATUS RESERVE FUND

Capital Outlay 0

FUND TOTAL **0**

BUILDING RESERVE FUND	
Capital Outlay	15,000

FUND TOTAL **15,000**

FIREFIGHTING EQUIPMENT, SERVICES and SUPPLIES RESERVE FUND

Capital Outlay 242,250


FUND TOTAL **242,250**

TOTAL APPROPRIATIONS ALL FUNDS ... \$3,335,964

TOTAL UN-APPROPRIATED and RESERVE AMOUNTS, ALL FUNDS \$1,934,700

TOTAL ADOPTED BUDGET \$5,270,664

The above resolution statement was approved and declared adopted by a majority unanimous vote of the Board of Directors of the Hoodland Fire District No. 74 on this 12th day of June 2018.


Chairperson, Board of Directors
Hoodland Fire District No. 74

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

**FORM LB-50
2018-2019**

To assessor of Clackamas County

Check here if this is an amended form.

• Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The Hoodland Fire District #74 has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Clackamas County. The property tax, fee, charge or assessment is categorized as stated by this form.

69634 E Highway 26 Welches OR 97067-9600
Mailing Address of District City State ZIP code Date

John A. Ingrao Fire Chief 503-622-3256 hoodland@hoodlandfire.org
Contact Person Title Daytime Telephone Contact Person E-Mail

CERTIFICATION - You must check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits Rate -or- Dollar Amount	
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1	\$2.6385	
2. Local option operating tax	2		Excluded from Measure 5 Limits Dollar Amount of Bond Levy
3. Local option capital project tax	3		
4. City of Portland Levy for pension and disability obligations	4		
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.		
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.		0

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	\$2.6385
7. Election date when your new district received voter approval for your permanent rate limit	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)

NOTICE OF SUPPLEMENTAL BUDGET HEARING

- For supplemental budgets proposing a change in any fund's expenditures by **more than 10 percent**.

Public hearing on a proposed supplemental budget for Hoodland Fire District #74
(District Name)

for the current fiscal year will be held at 69634 E Highway 26, Welches, OR 97067
(Location)

The hearing will take place on August 14, 2018 at 7:00 X PM.
(Date) (Time)

The purpose of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget document may be inspected or obtained on or after 1-Aug-18
(Date)

69634 E Highway 26, Welches, OR 97067, between the hours of 9:00 AM and 4:00 PM
(Location) (Time) (Time)

SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: General Fund

Resource	Amount	Expenditure - indicate Org. Unit / Prog. & Activity, and Object Class.	Amount
1 Net Working Capitol Govy Remodel	\$527,225.00	1 Capitol Outlay Government Camp Remodel	\$527,225.00
2 Other Resources, Savings	\$114,104.00	2 Contingency Fund	\$188,154.00
3		3	
Revised Total Fund Resources	\$4,396,616.00	Revised Total Fund Requirements	\$4,396,616.00

Explanation of change(s):

We did not expend all the funds from the 2017-2018 budget as anticipated for the Government Camp Remodel project, this increased the 2018-2019 carryover and expenditures for this project. The totals of the three savings accounts were less than anticipated and that affects the amount of funds available for the 18-19 contingency fund.