

# ESTACADA RURAL FIRE DISTRICT #69

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Fiscal Year 2024 – 25  
Budget Document



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503-630-7712  
[www.estacadafire.org](http://www.estacadafire.org)

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# Introduction of Members

## Fiscal Year 2024 - 25

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### *Board of Directors*

Paul Miller, President	June 30, 2027
Matt Day, Vice President	June 30, 2025
Ken Oliver, Treasurer	June 30, 2027
Mathew Silva, Director	June 30, 2025
John McAdoo, Director	June 30, 2027

### *Term Expires*

### *Budget Committee*

Jon Greenup	June 30, 2025
Karen Hovda	June 30, 2026
Bruce Lalonde	June 30, 2025
Elisha Norton	June 30, 2025
Maureen Stevens	June 30, 2025

### *Term Expires*

### *Executive Staff*

Ian O'Connor, Fire Chief	Serving since 2021
Joseph Smith, Deputy Chief	Serving since 2021
Nicole Meyer, Finance Officer & Budget Officer	Serving since 2022
Sarah Poet, Fire Marshal	Serving since 2022
Matt Aalto, Battalion Chief	Serving since 2023
Jeff Aldridge, Battalion Chief	Serving since 1993

# Personnel Summary

## Fiscal Year 2024 - 25

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<b>PROPOSED</b>	<b>2024-25</b>	<b>2023-24</b>	<b>2022-23</b>	<b>2021-22</b>	<b>2020-21</b>	<b>2019-20</b>
<b>General Fund</b>						
Fire Chief	1.00	1.00	1.00	1.00	0.25	0.00
Deputy Chief	1.00	1.00	1.00	1.00	0.10	0.00
Fire Marshal	1.00	1.00	0.00	0.00	0.00	0.00
Battalion Chief	0.56	0.56	0.00	0.00	0.00	0.00
Deputy Fire Marshal	0.00	0.00	1.00	0.25	0.00	0.00
Lieutenant	3.00	3.00	3.00	3.00	0.08	3.00
Firefighter	6.00	6.00	6.00	6.00	0.08	6.00
Seasonal Firefighter	0.16	0.33	0.00	0.00	0.00	0.00
Inspector	0.50	0.00	0.00	0.00	0.00	0.00
Finance Manager	1.00	0.00	0.00	0.00	0.00	0.00
Admin Manager	0.00	0.00	1.00	1.00	0.25	1.00
Finance Officer	0.00	1.00	0.75	0.50	0.10	0.00
Admin Assistant	1.00	1.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>15.22</b>	<b>14.89</b>	<b>13.75</b>	<b>12.75</b>	<b>0.86</b>	<b>10.00</b>
<b>Grant Fund</b>						
Training Chief	0.44	0.44	0.00	0.00	0.00	0.00
Firefighter	0.00	0.00	6.00	0.00	0.00	0.00
Seasonal Firefighter	0.33	0.33	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>0.77</b>	<b>0.77</b>	<b>6.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## **Previous Year Summary**

### **Fiscal Year 2023 - 24**

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#### ***Personnel***

We began fiscal year 2023-24 with full staffing of one Fire Chief, one Deputy Chief, one Fire Marshal, three Lieutenants, six Firefighter, one Finance Officer, and one Administrative Assistant. A FEMA SAFER grant allowed for a full-time Battalion Chief starting July 1, 2023. The 2023 Wildfire Season Staffing Grant (WFS) allowed the District to staff two additional Firefighter/EMT's (Seasonal Firefighters) from July- October.

Grant funding received in fiscal year 2021-22 as part of the Wildland Urban Interface (WUI) grant from the Oregon State Fire Marshal's Office was exhausted in 2023-24 with the final payment of a new Water Tender.

The District was awarded \$550,672 from FEMA for 2021 Staffing of Adequate Fire and Emergency Response (SAFER) Grant. The grant funds are allocated into four fiscal years and fund 44% of the District's Battalion Chief position. These grant funds are also applied to Battalion Chief fringe benefits, Length of Service Awards Program (LOSAP), marketing materials, volunteer training and volunteer per diems.

#### ***Budget***

On June 30, 2023, the total net position of Estacada Rural Fire District amounted to \$6,846,179. Of this amount, \$4,154,633 was invested in capital assets and the remaining balance of \$2,691,546 was unrestricted.

The Districts total net position increased by \$1,297,072 during the fiscal year. Overall revenues were \$4,249,187 which exceeded total expenditures by \$1,297,072.

#### ***Operations***

Call volume continues to increase as the population of the city and fire district grows. There is a seasonal influx of visitors to the district who take advantage of the many outdoor recreational activities including the Mt. Hood National Forest, Clackamas River, and Milo McIver State Park. Call volume increased to 1,652 calls for service in 2023.

## **Division Goals & Objectives**

### **Fiscal year 2024 - 25**

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#### ***Operations***

The District responded to 1,644 calls for service in 2023. Emergency Medical Services (EMS) continues to be the vast majority of call volume, accounting for almost 75% of all calls for service. The increase in population continues to increase the demand for service in our community. Additionally, summer months prove busier as visitors flock to recreation areas in and around the fire District including the Clackamas River and the Highway 224 corridor into the Mt. Hood National Forest.

Operational goals for the upcoming fiscal year include:

- Increase capacity of needed firefighter, EMS, and rescue equipment to meet call volume and incident complexity.
- Better mapping and statistics to supply accurate information for continued justification of District services to meet the demand.
- Professional development of our firefighters both career and volunteer.
- Continued improvement and capacity of technical rescue skills and abilities.
- Continued updating and evaluation of our capital improvement plan and needs.
- Continued development of our ancillary services such as the Chaplain program, Fire Corp, and Community Emergency Response Team (CERT).
- Complete SCBA flow testing, annual FIT mask testing, and cylinder hydro testing to maintain regulatory agency compliance.
- Implement software (OPIQ) to increase efficiency of apparatus checks and maintenance.
- Update dispatch response assignments for all call types in the district.

#### ***Personnel Services***

The District continues into the second year of a grant to maintain a Battalion Chief from the Staffing for Adequate Fire and Emergency Response (SAFER) grant for recruitment and retention of firefighters. This grant partially funds a Recruitment & Retention Coordinator position, and fully funds additional money for the volunteer LOSAP program, volunteer Emergency Medical Technician (EMT) tuition assistance, marketing materials and a volunteer stipend program. The District also applied for and received grant funding of \$35,000 from the Oregon State Fire Marshals Office for two seasonal firefighter positions to work during peak fire months of July-October.

#### ***Training***

Training is one of the most important parts of our job and is critical to the success of each individual member of the District delivering quality emergency services. Being prepared to respond to all types of emergencies in the community requires education and training. Most of our career and volunteer workforce have less than three years of experience. Our firefighters are initiative-taking and recognize the necessity for training. Well trained firefighters contribute to a successful fire district for preparedness and response.

Training goals for the upcoming year include:

- Ensure all training meets ISO, NFPA, DPSST, OSHA, OHA, NWCG
- Maintain all training records digitally using Dropbox.
- Implement class/instructor evaluation after each training session.
- Implement back-up instructor for all drill nights to ensure continuity of training.
- Subscribe to Fire Rescue 1 online learning system to offer at-home learning options.
- Maintain internal offerings of Hazmat Awareness/Ops. Instructor I/II, Officer I/II
- Complete 4 training Burn to Learns annually.
- Coordinate and collaborate to offer the following wildland courses at Estacada between Spring 2024 and Fall 2024
  - S-230/231 Engine/Crew boss
  - L-180 Human Factors in the Wildland Fire Service
  - S-290 Fire weather
  - S-212 Chainsaws
  - S-219 Firing operations
  - S-236 Heavy Equipment boss
- Complete driver/operator certification courses
- EMT/Paramedic recertification due spring 2025
  - Maintain EMS education and training on the last Tuesday of the month for volunteers and the fourth week of each month for career staff.
  - Utilize the new Fire Rescue 1 for CAPSCE training.
  - EMR Class for department annually each winter 2024.
  - CPR Training annually
- Provide specialty rescue training at awareness level for all members, 4-hour weekend drills.
- Conduct monthly officer meetings that start with 1 hour of training for officers.
- Officer development classes and qualification task book / sign off program specific to Estacada needs.

### ***Logistics***

As part of the Oregon State Fire Marshal (OSFM) Wildland Urban Interface (WUI) grant, all projects were completed giving the district a new type 6 interface fire engine, a new type 6 brush engine and a new water tender. These apparatuses complete the WUI grant project and increase the ability of the District to fight wildland/interface fires.

Good progress was made in restoring Personal Protective Equipment (PPE) for structure and wildland firefighting, technical rescue, and EMS. The District will continue to ensure firefighters are adequately protected with proper PPE. Most PPE has a lifespan of 10 years. Funds are budgeted to continue adding new PPE to avoid another large expensive PPE purchase in 2034. With increased call volume comes increased vehicle maintenance costs. This line item was increased to help meet that need and stay current with required maintenance and upkeep.

### ***EMS***

Estacada Fire District provides Advanced Life Support (ALS) service 24 hours a day and supplements its ALS capacity with Emergency Medical Responders (EMR) and Emergency Medical Technicians (EMT's). The District has maintained ALS staffing without interruption.

There are two paramedics assigned to each shift for a total of 6 career paramedics. This allows the District to always maintain a minimum of at least one paramedic on duty. With the increased training budget we are helping firefighter's complete paramedic school, increasing the day-to-day ALS staffing.

The recertification cycle for EMT and Paramedic licensing will be due this fiscal year. EMS recertification courses will need to be increased to meet the demand from our EMT's and Paramedics to meet recertification deadlines.

The District is exploring the possibility of EMS patient transport to area hospitals. The county's ambulance provider is seriously strained, often resulting in long delays before an ambulance can arrive to take a patient to the hospital. Should the Fire District decide to transport, it will need to purchase a transport capable vehicle, or ambulance, and other equipment to meet licensing requirements and to provide lifesaving patient care.

### ***Prevention***

The District's fire prevention division is very active. Additional subdivisions and housing, apartments and commercial development require the prevention division to complete plan reviews, inspections and ensure the fire code is being followed. Codes are constantly changing as the political landscape evolves requiring continued attention by dedicated staff to ensure compliance. A part-time fire inspector is being requested as part of this year's budget to help keep up with the demands of the Fire Marshal.

The Estacada Fire Marshal is currently the only in-house qualified person to investigate the cause and origin of fires. As science has evolved, the role of a certified fire investigator has become more technical and requires a higher level of training to maintain qualification.

The prevention division is also responsible for planning of coordination and attendance at local public events including the annual open house in October, fire extinguisher training, station tours, football game standbys, and various other events.

### **Fire Inspection's, Permitting and Plan Review**

- Continue to develop the Fire Company Inspection program.
- Provide continuing education for Fire Company Inspectors.
- Continue to identify hazardous occupancies in the fire district and brief fire companies of hazards found.
- Keep standard forms for permits, plan review, burn permits, etc. with current code cycle references updated.
- Maintain current certification and recertification requirements by attending certified training through accredited seminars and classes.
- Continue to conduct school inspections/re-inspections in partnership with OSFM.
- Continue to work with Clackamas County and the City of Estacada on new construction site inspections and maintain timely plan review processes.
- Continue to work with the City of Estacada on timely Business License Inspection requests and local event planning coordination and permitting.
- Continue to work with the City of Estacada Code Enforcement issues.



## **History of the District**

### **Fiscal year 2024 - 25**

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1901 – Estacada Fire Department created by the Railway Company.

1904 – City of Estacada was created; the first city fire hydrants were installed. 1906 – The first fire station was located at SE Broadway between 2nd and 3rd Ave.

1922 - The first motorized fire truck was a 1922 Ford Model “T”. The volunteers at that time used their ingenuity and converted it to a fire engine. They then added ladders and tools to make it more useful. The truck supplied many years of service before being taken out of service.

1923 – Major fire burned several buildings on the East side of Broadway before being brought under control by volunteer firefighters.

1938 - A new city hall/fire station was constructed. This building is still in use today. Fire engines sit where city offices are currently in use.

1938 - The first new fire engine was bought by the city during the construction of the new building. It had a 500-gallon tank, a 500 gallon per minute pump, and was built by the Howard Cooper Company.

1950 - A fire pole that was used to quickly get to the fire engines from the second floor was removed.

1964 – The current Estacada Fire Station was built using bond funds. The District responded to 100 calls in the year. No career firefighters lived here, and no volunteers stayed overnight.

1965 - Estacada city fire department and the Currinsville-Cazadero Rural Fire Protection District were combined to be known as Estacada Rural Fire Protection District.

2020 – Estacada Fire District enters into an agreement with Clackamas Fire District to contract for full services. September 2020 the Riverside Fire burns 150,000 acres and into parts of the Estacada Fire District.

2021 – Estacada Fire District restarts following dissolution of a contract for services with Clackamas Fire District #1.

2023 – A new brush engine, interface engine, water tender, and staff vehicle purchase were all completed thanks to grant funding. This increased the Districts capacity to fight wildland fires.

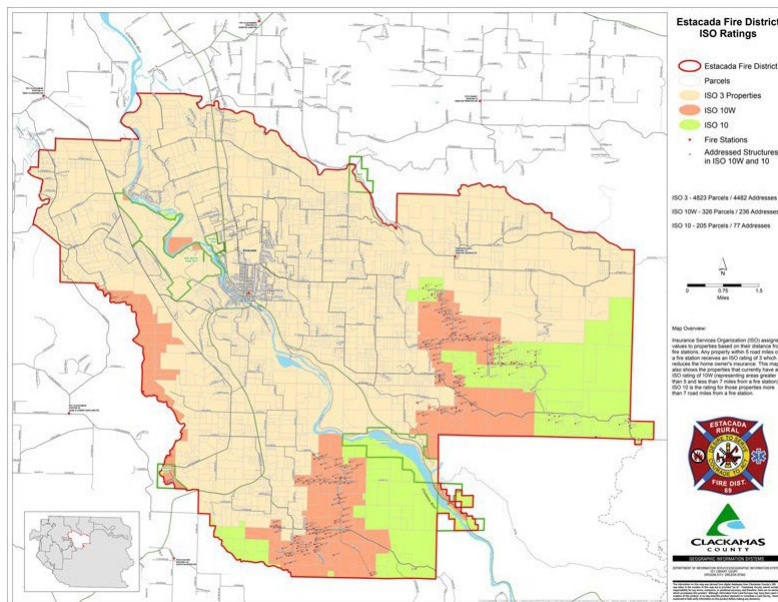
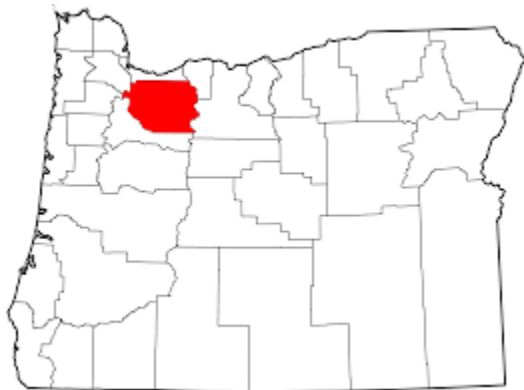
# Community Demographics

## Fiscal Year 2024 - 25

Formed in 1965, Estacada Fire District is a Special District governed by an elected 5-member Board of Directors. The Fire Chief reports directly to the Fire Board. The Fire District serves 88 square miles with a population of over 15,000 from one combination staffed career/volunteer station and one volunteer sub-station. An ISO evaluation this past year confirmed the Class 3 rating for structures within 5 miles of a fire station: a class 10 for those beyond 5 miles. Our tax rate is \$2.40 per thousand dollars of assessed valuation, with annual property tax receivables of about \$4 million.

### Population and Demographics

City of Estacada – 5,750, 2.32 square miles, founded in 1905.



# Budget Message

## Fiscal Year 2024 - 25

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April 25, 2024

Budget Committee Members and  
Citizens of Estacada Fire District #69

Budget Committee Members and Citizens:

I am pleased to present to you the proposed budget for Estacada Rural Fire District #69 fiscal year 2024-25. This budget has been prepared for your review and approval. In addition, it is prepared in compliance with Generally Accepted Accounting Principles (GAAP) and Oregon Budget Law. This budget is intended to serve as a financial plan, policy document, communications device, and operational guide.

The annual budgeting process uses several known and several estimated factors to shape the prioritization of spending. Clackamas County Tax Assessor's Office supplies property value estimates used for forecasting potential revenue. Tax revenue, interest income, miscellaneous revenue, and grant revenue are analyzed to construct a conservative expenditure budget.

The District relies on the collective bargaining agreement, contracts, governmental agreements, existing District policy and industry pay scales to set salaries for all staff. Benefit providers, through processes of their own, send notice of an increase or decrease in costs for the upcoming fiscal year. Spending trends, inflation, and community factors are analyzed to estimate future costs of utilities, maintenance, vehicle/apparatus, and other operating costs.

The focus when developing the annual budget is for full financial support of all District positions, programs, capital purchases and improvements, and maintaining and improving services. These services enable us to effectively plan and manage objectives. District members were provided the opportunity for input through the District's budget request form. Those requests were approved or denied using the proper chain of command. The division goals, future needs, and availability of funds for the fiscal year were used to decide which expenses were possible for the upcoming budget year.

As a service organization, our product is not a physical item, it is people. We must provide a strong, efficient, and effective service to the community we serve.

### ***Key accomplishments for the fiscal year 2023-24***

- Continued fire District autonomy following dissolution of services contract with Clackamas County Fire District.
- Effective volunteer response program.
- Provide effective, quality, emergency services to the community.
- Maintain all career positions.

- Successful volunteer retention and participation with >80% retention rate of volunteers.
- Continued Advanced Life Support staffing 24 hours a day.

### ***Key Economic Factors and Assumptions***

Key economic factors must be taken into consideration when developing a budget. The local economic factors identified during this budget process are as follows.

- Inflation continues at rates that have not been experienced in over 40 years directly impacting the district and its vendors.
- This year's Cost of Living Allowance (COLA) based on Consumer Price Index (CPI) as per the Collective Bargaining Agreement is 5%.
- The District's insurance providers and economic advisors are planning 7%-15% increases for all supplies and services.
- The District continues to see new construction and population growth although not as fast as the previous year that will continue to affect call volume, tax revenue, and the economic health of the community.
- Taxpayers will continue to demand increased services, reduced taxes, government accountability; expecting the District to do more with less.

### ***Long Range Financial Planning***

The District is committed to long range financial planning as a tool to meet District goals and objectives, maintain expenditures at levels that do not exceed revenues and to determine the impact of various “what if” scenarios. The District continues to budget conservatively, being responsible for the taxpayer dollars and focusing on mission critical needs. In particular, the District’s financial goals include increasing reserve savings for capital needs based on the district’s capital replacement schedule. In the proposed 2024-25 budget, long range financial planning represents 64% of the total general fund resources.

### ***General Fund Revenue Forecasting***

Clackamas County Tax Assessor estimated the District’s assessed value to increase by 6.5% to 7% in the 2024-25 tax year. The District will realize the guaranteed 3% residential property value increase and permanent tax rate of \$2.4029 per \$1,000 of Assessed Value.

Tax revenue will be calculated in the same manner as it has been in the past. The assessed value has been reduced by 2% for discounts, a conservative collection rate of 95% has been estimated, and less compression of \$2.00 has been removed.

Net working capital, or cash on hand at the beginning of the fiscal year, is calculated by adding the balances of the districts bank accounts, subtracting any funds associated with grant revenue, averaging the monthly operation costs, and then subtracting the average for the number of correlating months remaining in the current fiscal year. This equation has proven successful for the district in the past few budget cycles and will be continued into this fiscal year, maintaining a conservative approach.

Other revenue sources for the District are not as significant but still help to make up the general fund revenues. These sources include conflagration reimbursement, interest, medical supply reimbursement, ambulance ASA disbursement, and asset sale.

A new revenue line was added to the general fund representing income associated with the adopted Fire Prevention Fee Schedule as well as the contracted agreements and are identified as Fees for Service. Additionally, a new general fund line has been added to capture revenue received as a result of the District becoming transport capable, this revenue is identified as EMS Revenue.

### ***General Fund Expenditures***

The Personnel Services budget will see a 16% increase with the addition of a part-time position and paid time off liability. The increase is also the result of a Collective Bargaining Agreement which includes a one-time increase in year one of 8% followed by cost-of-living adjustment (COLA) in year two and three determined by CPI and the addition of a part-time fire inspector. The District received a four-year FEMA SAFER grant in 2023 for .44 FTE position of a Recruitment & Retention Coordinator, the District will, in turn, fund .56 FTE of a Training Chief thus creating a full-time position. There is no match by the District for the life of the four-year grant. All insurance benefits have been increased due to inflation at the recommendation of the District's insurance and benefit providers. Personal Services is proposed at \$3,253,909 representing 37% of total annual resources.

The Materials & Services budget see a small increase and is proposed at \$987,450 representing 11% of total annual resources.

The proposed capital budget includes funds to cover matching amounts for an Assistance to Firefighters Grant (AFG) application. New to capital outlay this year is a line items for Personal Protective Equipment (PPE) as turnouts have a life span of 10 years, Additionally, an EMS transport capable unit and required equipment as well as the architecture and design for a new fire station are the largest capital expenses proposed. Total Capital Outlay is proposed at \$1,441,800 representing 16% of total annual resources.

### ***Grant Fund Revenue Forecasting***

Estacada Rural Fire District #69 will recognize a separate fund to reflect all grant activity. This fund will represent any grant revenue the district currently has as well as any grants that have been applied for but not yet received, reflecting all associated expenditures. The grant revenue consists of Assistance to Firefighters Grant (AFG), Staffing for Adequate Fire and Emergency Response (SAFER), and OSFM Wildfire Season Staffing (WFS). Total grant resources are presented as \$605,842.

*\*At the time of this message the district has officially been awarded \$170,168 via SAFER and WFS and is awaiting the outcome of AFG application.*

### ***Grant Fund Expenditures***

Expenditures will only equal that of revenue received; if the grant is not awarded the expenditures will not take place.

# General Fund- Revenue & Resources

## Fiscal Year 2024 - 25

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### *Revenue*

Net working capital (accrual basis) is the District cash carry forward from fiscal year 2023-24 and is projected to be \$4,461,307. Previously levied taxes anticipated to be received from prior fiscal years are estimated at \$50,424 in addition to banking account interest of \$150,000.

Miscellaneous revenue sources for the District includes, but not limited to, medical supply reimbursement and ambulance ASA disbursement, address sign program, records request fees, conflagration reimbursement, insurance credit and good customer reimbursement, and sale of non-capital surplus items. This revenue line is estimated to receive \$75,000.

Fees for service, once included in miscellaneous revenue, is placed as its own revenue line due to the increased billing for fire prevention services and is estimated to receive \$28,000.

EMS Revenue will reflect the revenue received as a result of billing for transportation services and is estimated to receive \$10,000 in the first year.

Estimated taxes to be received in the upcoming fiscal year provided by Clackamas County Tax Assessors office are \$4,358,731, an 8% increase over the prior year.

Total resources for the upcoming budget year equate to **\$9,134,462**, a 14% increase from the previous year.

### *Requirements*

Expenditures budgeted for Personnel Services are \$3,253,909 Materials & Services are \$987,450, and Capital Outlay is \$1,441,800, totaling \$5,683,160 of organization activity or 62% of the total general fund resources.

### *Non-Allocated Funds*

Resources reserved for future expenditures from savings that have not been specifically budgeted for in the current fiscal year.

\$1,751,303 is reserved for future capital replacement needs as determined by internal capital replacement plans, this includes capital items such as vehicles, facilities, and larger equipment. Future capital expenses represent 19% of the total general fund resources.

In the event that the district does not pursue capital projects, such as fire station design and transport services, the Future Capital Expense line would reflect \$3,071,302 or \$920,164 increase from previous fiscal year.

\$300,000 is allocated to the operating contingency for emergency needs, no increase from the previous year. This money may only be allocated for use by up to 15% through board resolution. Any amount needed greater than 15% requires a supplemental budget.

The unappropriated ending balance remains at \$1,400,000 making the total non-allocated funds for fiscal year 2024-25 \$3,245,093 or 36% of the total general fund resources.

***Total Requirements***

The total of allocated and non-allocated general fund requirements for fiscal year 2024-25 equals **\$9,134,462.**



DEPARTMENT OF ASSESSMENT AND TAXATION

DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

MEMORANDUM

TO: Estacada Fire District  
NIKKI MEYER

FROM: Bronson W. Rueda, County Assessor

DATE: March 18, 2024

SUBJECT: 2024-2025 Value Growth Estimates

Oregon’s property tax system limits the rate of growth of property value subject to taxation. Assessed value grows each year by a statutory 3% growth test on maximum assessed value and by new construction. Below is our estimated percentage of assessed value growth anticipated for your district in the 2024-2025 tax year.

<b>2023-2024</b>	<b>2024-2025</b>
<b><u>Assessed Value (AV)</u></b>	<b><u>Estimated Growth in (AV)</u></b>
\$1,779,346,525	6.5% - 7%

Your district’s permanent rate and Measure 5 compression loss for certified tax year 2023-24.

- Permanent tax rate: \$2.4029 per \$1,000 of Assessed Value
- Measure 5 compression loss: (\$ .99)

Measure 5 tax limits are \$10 per 1,000 in the government category and are calculated individually on every property. Depending on annual adjustments to Real Market Value, Measure 5 limits reducing revenue to districts can vary each year.

**Annexations will cause the growth estimate to vary, so please consider that in your final analysis.**

Other Factors can affect AV growth such as possible value reductions from appeals or changes in State industrial and Centrally Assessed property values outside of our authority. Additionally, this year we have noticed a significant decline in permits for construction. Due to these unknown changes, we are taking a conservative approach in our estimate.

This is an estimate only and is intended to provide assistance in your budgeting process. It is important to note actual AV growth can vary due to the unknown changes stated. Please call if you have any questions

BR/dlm



**RESOURCES**  
**General Fund**

(Fund)

**Estacada Rural Fire District #69**

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2024-2025			
	Actual		Adopted Budget This Year Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-22	First Preceding Year 2022-23						
1				1 Available cash on hand* (cash basis) or				1
2	\$ 3,533,652	\$ 5,549,107	\$ 3,663,436	2 Net working capital (accrual basis)	\$ 4,461,307	\$ 4,461,307	\$ 4,461,307	2
3	\$ 120,466	\$ 8,449	\$ 30,000	3 Previously levied taxes estimated to be received	\$ 50,424	\$ 50,424	\$ 50,424	3
4	\$ 22,844	\$ 140,768	\$ 20,000	4 Interest	\$ 150,000	\$ 150,000	\$ 150,000	4
5	\$ -	\$ -	\$ -	5 Transferred IN, from other funds	\$ -	\$ -	\$ -	5
6				6 <b>OTHER RESOURCES</b>		\$ -	\$ -	6
7	\$ 76,375	\$ 171,922	\$ 75,000	7 Misc Revenue	\$ 75,000	\$ 75,000	\$ 75,000	7
8	\$ 1,430,400	\$ -	\$ 137,668	8 Grants	\$ -	\$ -	\$ -	8
9	\$ -	\$ 2,528	\$ 1,000	9 Sale of Capital Assets	\$ 1,000	\$ 1,000	\$ 1,000	9
10	\$ -	\$ -	\$ 10,000	10 Fees for Services	\$ 28,000	\$ 28,000	\$ 28,000	10
11	\$ -	\$ -	\$ -	11 EMS Revenue (transporting)	\$ 10,000	\$ 10,000	\$ 10,000	11
12				12		\$ -	\$ -	12
13				13		\$ -	\$ -	13
14				14		\$ -	\$ -	14
15				15		\$ -	\$ -	15
16				16		\$ -	\$ -	16
17				17		\$ -	\$ -	17
18				18		\$ -	\$ -	18
19				19		\$ -	\$ -	19
20				20		\$ -	\$ -	20
21				21		\$ -	\$ -	21
22				22		\$ -	\$ -	22
23				23		\$ -	\$ -	23
24				24		\$ -	\$ -	24
25				25		\$ -	\$ -	25
26				26		\$ -	\$ -	26
27				27		\$ -	\$ -	27
28				28		\$ -	\$ -	28
29	\$ 5,183,737	\$ 5,872,774	\$ 3,937,104	29 Total resources, except taxes to be levied	\$ 4,775,731	\$ 4,775,731	\$ 4,775,731	29
30			\$ 4,032,678	30 Taxes estimated to be received	\$ 4,358,731	\$ 4,358,731	\$ 4,358,731	30
31	\$ 3,591,189	\$ 3,863,969		31 Taxes collected in year levied				31
32	\$ 8,774,926	\$ 9,736,743	\$ 7,969,782	32 <b>TOTAL RESOURCES</b>	\$ 9,134,462	\$ 9,134,462	\$ 9,134,462	32

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**  
 General Fund  
 (name of fund)

**Estacada Rural Fire District #69**  
 (name of Municipal Corporation)

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2024-2025			
	Actual		Adopted Budget This Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-22	First Preceding Year 2022-23						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3				3				3
4	\$ -	\$ -	\$ -	4 <b>TOTAL PERSONNEL SERVICES</b>	\$ -	\$ -	\$ -	4
5				5 <b>Total Full-Time Equivalent (FTE)</b>				5
6				6 MATERIALS AND SERVICES NOT ALLOCATED				6
7				7				7
8				8				8
9	\$ -	\$ -	\$ -	9 <b>TOTAL MATERIALS AND SERVICES</b>	\$ -	\$ -	\$ -	9
10				10 CAPITAL OUTLAY NOT ALLOCATED				10
11	\$ -	\$ 1,512,817	\$ 1,837,138	11 Future Capital Expense	\$ 1,751,303	\$ 1,751,303	\$ 1,751,303	11
12				12				12
13	\$ -	\$ 1,512,817	\$ 1,837,138	13 <b>TOTAL CAPITAL OUTLAY</b>	\$ 1,751,303	\$ 1,751,303	\$ 1,751,303	13
14				14 DEBT SERVICE				14
15				15				15
16				16				16
17	\$ -	\$ -	\$ -	17 <b>TOTAL DEBT SERVICE</b>	\$ -	\$ -	\$ -	17
18				18 SPECIAL PAYMENTS				18
19				19				19
20				20				20
21	\$ -	\$ -	\$ -	21 <b>TOTAL SPECIAL PAYMENTS</b>	\$ -	\$ -	\$ -	21
22				22 INTERFUND TRANSFERS				22
23	\$ 274,200	\$ -	\$ -	23 Transfer to Apparatus Reserve	\$ -			23
24	\$ 50,000	\$ -	\$ -	24 Transfer to Communications/IT	\$ -			24
25	\$ 50,000	\$ -	\$ -	25 Transfer to Facilities	\$ -			25
26	\$ 100,000	\$ -	\$ -	26 Transfer to Fire/Rescue/EMS	\$ -			26
27				27				27
28	\$ 474,200	\$ -	\$ -	28 <b>TOTAL INTERFUND TRANSFERS</b>	\$ -	\$ -	\$ -	28
29			\$ 300,000	29 <b>OPERATING CONTINGENCY</b>	\$ 300,000	\$ 300,000	\$ 300,000	29
30				30 <b>RESERVED FOR FUTURE EXPENDITURE</b>				30
31			\$ 1,400,000	31 <b>UNAPPROPRIATED ENDING BALANCE</b>	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	31
32	\$ 474,200	\$ 1,512,817	\$ 3,537,138	32 <b>Total Requirements NOT ALLOCATED</b>	\$ 3,451,303	\$ 3,451,303	\$ 3,451,303	32
33			\$ 4,432,644	33 <b>Total Requirements for ALL Org.Units/Programs within fund</b>	\$ 5,683,159	\$ 5,683,159	\$ 5,683,159	33
34				34 <b>Ending balance (prior years)</b>				34
35	\$ 474,200	\$ 1,512,817	\$ 7,969,782	35 <b>TOTAL REQUIREMENTS</b>	\$ 9,134,462	\$ 9,134,462	\$ 9,134,462	35

150-504-030 (Rev 05-21)

**REQUIREMENTS SUMMARY**

**FORM  
LB-30**

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund  
(name of fund)

**Estacada Rural Fire District #69**  
(name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: (Name of Org. Unit or Program & Activity)	Budget For Next Year 2024-2025			
Actual		Adopted Budget This Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2021-22	First Preceding Year 2022-23						
1			1	PERSONNEL SERVICES			1
2	1,646,504	2,279,660	2	General Personnel	3,253,909	3,253,909	2
3			3				3
4			4				4
5			5				5
6			6				6
7			7				7
8	1,646,504	2,279,660	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>3,253,909</b>	<b>3,253,909</b>	<b>3,253,909</b>
9	12.75	13.75	9	<b>Total Full-Time Equivalent (FTE)</b>	<b>15.22</b>	<b>15.22</b>	<b>15.22</b>
10			10	MATERIALS AND SERVICES			10
11	748,737	993,775	11	General Materials and Services	987,450	987,450	11
12			12				12
13			13				13
14			14				14
15			15				15
16			16				16
17			17				17
18			18				18
19			19				19
20			20				20
21			21				21
22			22				22
23			23				23
24			24				24
25			25				25
26			26				26
27	748,737	993,775	27	<b>TOTAL MATERIALS AND SERVICES</b>	<b>987,450</b>	<b>987,450</b>	<b>987,450</b>
28			28	CAPITAL OUTLAY			28
29	130,399	169,595	29	General Capital Outlay	1,441,800	1,441,800	1,441,800
30			30				30
31			31				31
32			32				32
33			33				33
34			34				34
35	130,399	169,595	35	<b>TOTAL CAPITAL OUTLAY</b>	<b>1,441,800</b>	<b>1,441,800</b>	<b>1,441,800</b>
36	2,525,640	3,443,030	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>5,683,159</b>	<b>5,683,159</b>	<b>5,683,159</b>

150-504-030 (Rev 11-18)

# General Fund- Personnel Services

## Fiscal Year 2024 - 25

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### ***Introduction***

Salaries for all line staff were ratified through a Collective Bargaining Agreement with Local 1159 for 2024 through 2027 with a first-year salary increase of 8% followed by CPI in year 2 and 3 with a minimum 3% and maximum 5%. CPI is also included for non-represented staff to avoid wage compression. Personnel Services represents 58% of general fund expenditures.

### ***Firefighter/Paramedic***

Increase from 3 firefighter/paramedics to 4 firefighter/paramedics from last fiscal year (\$420,131)

### ***Firefighter/EMT***

Decrease from 3 firefighter/EMTs to 2 firefighter/EMTs from last fiscal year (\$178,466)

### ***Seasonal Firefighter/EMT***

Decreased to .16 FTE to fund one month of seasonal firefighter pay, grant to fund other three months (\$15,000)

### ***Fire Inspector***

Fire Marshal is at or near retirement age, a part-time position Fire Inspector is in line with succession planning for future needs of the community. The inspector will work in the prevention division performing inspections assisting with an improvement to the district's ISO rating by increasing points in Community Risk Reduction, water supply, and pre-fire planning. (\$65,932)

### ***Finance Manager***

To remove the Finance Officer position and make it Finance Manager based on work being completed. The current pay is 47% under the market average for the position. This increase makes the salary compliant with Oregon's Equal Pay Act. (\$96,298)

### ***Retirement (PERS)***

Two Tier II employees (20.85%), ten OPSRP Police and Fire (13.79%), and two OPSRP General (9.43%)

### ***FICA***

Employers liable for 7.65% of employee salary, not previously budgeted for 100% liability (\$136,222)

### ***TriMet Tax***

Increase to 0.8137% of employee salary, not previously budgeted for 100% liability (\$15,059)

***Paid Time Off (PTO) Liability***

Upon separation from the district, employees are paid for unused paid time off (PTO). (\$21,308)

**DETAILED REQUIREMENTS**

**General Fund**

(Fund)

**Estacada Rural Fire District #69**

(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: Personnel Services	Budget for Next Year 2024-2025			
	Actual		Adopted Budget This Year Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-22	First Preceding Year 2022-23						
1	\$ 131,833	\$ 147,433	\$ 148,050	1 Fire Chief (1)	\$ 165,000	\$ 165,000	\$ 165,000	1
2	\$ 85,781	\$ 119,001	\$ 126,787	2 Deputy Chief (1)	\$ 143,465	\$ 143,465	\$ 143,465	2
3	\$ -	\$ -	\$ 119,152	3 Fire Marshal (1)	\$ 135,112	\$ 135,112	\$ 135,112	3
4	\$ 25,237	\$ 120,501	\$ -	4 Deputy Fire Marshal	\$ -	\$ -	\$ -	4
5	\$ -	\$ -	\$ 63,160	5 Training Chief (.56)	\$ 71,861	\$ 71,861	\$ 71,861	5
6	\$ 245,381	\$ 326,267	\$ 339,475	6 Lieutenant (3)	\$ 350,307	\$ 350,307	\$ 350,307	6
7	\$ 210,309	\$ 202,611	\$ 286,771	7 Firefighter/Paramedic (4)	\$ 420,131	\$ 420,131	\$ 420,131	7
8	\$ 204,868	\$ 232,938	\$ 262,096	8 Firefighter/EMT (2)	\$ 178,466	\$ 178,466	\$ 178,466	8
9	\$ -	\$ 2,334	\$ 44,000	9 Seasonal Firefighter/EMT (.16)	\$ 15,000	\$ 15,000	\$ 15,000	9
10	\$ -	\$ -	\$ -	10 Inspector (.5)	\$ 39,250	\$ 39,250	\$ 39,250	10
11	\$ 49,887	\$ 59,140	\$ 46,116	11 Administrative Assistant (1)	\$ 62,941	\$ 62,941	\$ 62,941	11
12	\$ -	\$ -	\$ -	12 Finance Manager	\$ 96,298	\$ 96,298	\$ 96,298	12
13	\$ 15,344	\$ 55,535	\$ 68,896	13 Finance Officer	\$ -	\$ -	\$ -	13
14	\$ 126,046	\$ 87,412	\$ 100,000	14 Overtime	\$ 75,000	\$ 75,000	\$ 75,000	14
15	\$ -	\$ 67,045	\$ 50,000	15 Conflagration	\$ 45,000	\$ 45,000	\$ 45,000	15
16	\$ 158,397	\$ 287,759	\$ 302,782	16 Retirement (PERS)	\$ 538,084	\$ 538,084	\$ 538,084	16
17	\$ 49,199	\$ 45,205	\$ 64,850	17 Workers Compensation	\$ 75,000	\$ 75,000	\$ 75,000	17
18	\$ 103,118	\$ 126,282	\$ 118,142	18 FICA (Medicare & Social Security)	\$ 136,222	\$ 136,222	\$ 136,222	18
19	\$ -	\$ 6,221	\$ 12,494	19 Tri-Met Tax	\$ 15,059	\$ 15,059	\$ 15,059	19
20	\$ 96,000	\$ 96,000	\$ 96,000	20 LOSAP - Volunteer Retirement	\$ 96,000	\$ 96,000	\$ 96,000	20
21	\$ 801	\$ 21,181	\$ 3,908	21 Life Insurance, AD&D	\$ 10,000	\$ 10,000	\$ 10,000	21
22	\$ 268,922	\$ 201,831	\$ 334,519	22 Medical, Dental, Vision Insurance	\$ 336,644	\$ 336,644	\$ 336,644	22
23	\$ -	\$ 10,962	\$ 70,000	23 Medical Expense Reimbursement Program	\$ 70,000	\$ 70,000	\$ 70,000	23
24	\$ -	\$ 11,200	\$ 17,300	24 Post Employment Health Plan (PEHP)	\$ 27,396	\$ 27,396	\$ 27,396	24
25	\$ -	\$ 2,470	\$ 11,900	25 Deferred Comp Match	\$ 31,673	\$ 31,673	\$ 31,673	25
26	\$ 15,038	\$ -	\$ -	26 Physical Exams & Employee Assistance	\$ -	\$ -	\$ -	26
27	\$ 350	\$ -	\$ 31,246	27 Unemployment Insurance	\$ 35,000	\$ 35,000	\$ 35,000	27
28	\$ 326	\$ -	\$ -	28 Background Checks	\$ -	\$ -	\$ -	28
29	\$ 20,819	\$ 36,250	\$ 58,000	29 Student Firefighter Program Stipend	\$ 58,000	\$ 58,000	\$ 58,000	29
30	\$ 24,230	\$ 14,082	\$ 27,000	30 Duty Officer Stipend	\$ 27,000	\$ 27,000	\$ 27,000	30
31				31 PTO Liability	\$ 21,308	\$ 21,308	\$ 21,308	31
32	12.75	13.75	14.86	32 <b>Total full time equivalent (FTE)</b>	15.22	15.22	15.22	32
33				33 Ending balance (prior years)				33
34				34 <b>Unappropriated ending fund balance</b>				34
35	\$ 1,831,899	\$ 2,279,661	\$ 2,802,659	35 <b>TOTAL REQUIREMENTS</b>	\$ 3,253,909	\$ 3,253,909	\$ 3,253,909	35

# General Fund- Materials & Services

## Fiscal Year 2024 - 25

---

### ***Introduction***

The proposed Materials & Services budget has a balanced approach based on the previous year's accomplishments. Inflation has affected all aspects of the Fire Districts service and the cost of doing business. Overall, the proposed Materials & Services budget accounts for 17% of general fund expenditures.

### ***Professional Fees***

This line decreased because of paying off the C800 contract in the prior fiscal year; Contracted medical direction for emergency services (\$30,000); legal consultation (\$20,000); Audits (\$12,000); Background Checks (\$3,000); Physical exams and Employee Assistance (\$25,000)

### ***Apparatus/Equipment Maintenance***

Increased to adequately fund vehicle maintenance with increased costs of parts and labor (\$135,000)

### ***Training***

Increased to accommodate an active and enthusiastic career and volunteer workforce including EMT and paramedic training; in addition to being an EMT/ Paramedic recertification year (\$95,000)

### ***Medical Supplies***

Meets current expenditures, increased call volume and inflation and anticipates future EMS transport (\$50,000). Portions of this expenditure is recaptured over the year from Clackamas County ASA franchise fees but is put back into the general fund as misc. Revenue.

### ***Firefighting Equipment & Maintenance***

Continued updating of various small equipment, tools, and appliances needing replacement and/or addition. These items do not fit into the Capital Improvement category (\$35,000).

### ***Vol Recognition, Awards Banquet***

Continued growth of the volunteer recruitment, retention, and recognition (\$25,000).

DETAILED REQUIREMENTS

General Fund

(Fund)

Estacada Rural Fire District #69

(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: Materials & Services	Budget for Next Year 2024-2025				
	Actual		Adopted Budget This Year Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2021-22	First Preceding Year 2022-23							
1	\$ 2,542	\$ -	\$ -	1 Election Expenses	\$ -	\$ -	\$ -	1	
2	\$ 20,569	\$ 14,431	\$ 17,000	2 Office Supplies/Equipment/Postage	\$ 12,000	\$ 12,000	\$ 12,000	2	
3	\$ 561	\$ 46,243	\$ 55,000	3 Insurance (Property & Auto)	\$ 66,000	\$ 66,000	\$ 66,000	3	
4	\$ 45,281	\$ 256,982	\$ 585,000	4 Professional Fees	\$ 90,000	\$ 90,000	\$ 90,000	4	
5	\$ 83,776	\$ 99,514	\$ 84,000	5 Apparatus & Equipment Maintenance	\$ 135,000	\$ 135,000	\$ 135,000	5	
6	\$ 33,361	\$ 42,884	\$ 48,000	6 Gas, Fuels, & Lubricants	\$ 50,400	\$ 50,400	\$ 50,400	6	
7	\$ 3,336	\$ 2,679	\$ 4,000	7 Radio Equipment & Maintenance	\$ 4,000	\$ 4,000	\$ 4,000	7	
8	\$ 30,514	\$ 50,376	\$ 55,000	8 Buildings/Grounds Maintenance & Supplies	\$ 50,000	\$ 50,000	\$ 50,000	8	
9	\$ 43,630	\$ 43,213	\$ 50,000	9 Utilities (Electric, water, sewer, garbage, etc)	\$ 70,000	\$ 70,000	\$ 70,000	9	
10	\$ 28,227	\$ 53,462	\$ 50,000	10 Training (Tuition, instructors, travel)	\$ 95,000	\$ 95,000	\$ 95,000	10	
11	\$ 126,544	\$ 107,390	\$ 131,000	11 Dispatch Services/Radio Systems/C-800	\$ 137,550	\$ 137,550	\$ 137,550	11	
12	\$ 4,568	\$ 11,780	\$ 14,000	12 Subscriptions/Dues/Annual Fees	\$ 11,000	\$ 11,000	\$ 11,000	12	
13	\$ 51,381	\$ 44,678	\$ 50,000	13 Medical Supplies	\$ 50,000	\$ 50,000	\$ 50,000	13	
14	\$ 7,849	\$ 4,122	\$ 4,000	14 General Operating Expenses	\$ 4,000	\$ 4,000	\$ 4,000	14	
15	\$ 19,186	\$ -	\$ -	15 Training Supplies & Maintenance	\$ -	\$ -	\$ -	15	
16	\$ 83,429	\$ 45,264	\$ 55,000	16 Personal Protective Equipment	\$ 32,000	\$ 32,000	\$ 32,000	16	
17	\$ 6,987	\$ 5,892	\$ 15,000	17 Fire Prevention/Public Education	\$ 15,000	\$ 15,000	\$ 15,000	17	
18	\$ 2,962	\$ 1,000	\$ 5,000	18 Support Services Equipment & Supplies	\$ 5,000	\$ 5,000	\$ 5,000	18	
19	\$ 34,199	\$ 37,425	\$ 42,000	19 Firefighting Equipment & Maintenance	\$ 35,000	\$ 35,000	\$ 35,000	19	
20	\$ 12,955	\$ 3,056	\$ 6,000	20 Furniture Replacement	\$ 3,000	\$ 3,000	\$ 3,000	20	
21	\$ 5,825	\$ 18,747	\$ 25,000	21 Vol Recognition, Awards, Banquet	\$ 25,000	\$ 25,000	\$ 25,000	21	
22	\$ 29,169	\$ 44,902	\$ 40,000	22 Uniforms	\$ 40,000	\$ 40,000	\$ 40,000	22	
23	\$ 1,471	\$ 698	\$ 2,000	23 Health, Wellness, & Safety Programs	\$ 2,500	\$ 2,500	\$ 2,500	23	
24	\$ 48,095	\$ 59,037	\$ 50,000	24 Information Systems	\$ 55,000	\$ 55,000	\$ 55,000	24	
25				25				25	
26				26				26	
27				27				27	
28				28				28	
29				29	<b>Total full time equivalent (FTE)</b>			29	
30				30	Ending balance (prior years)			30	
31				31	<b>Unappropriated ending fund balance</b>			31	
32	\$ 726,420	\$ 993,775	\$ 1,387,000	32	<b>TOTAL REQUIREMENTS</b>	\$ 987,450	\$ 987,450	\$ 987,450	32



# **General Fund- Capital Outlay**

## **Fiscal Year 2024 - 25**

---

### ***Introduction***

Physical assets. Capital Outlay represents 25% of general fund expenditures.

### ***Training Equipment***

District share of AFG for training equipment (\$10,400)

### ***Firefighting Equipment***

High angle rescue equipment (\$9,000); extrication tools, a shared expense between the district and Volunteer Firefighters Association Rescue Memorial Fund (\$29,000), District match for AFG Firefighter Equipment (\$11,400)

### ***Staff Vehicle***

EMS Transport vehicle/ ambulance (\$250,000)

### ***Radios/MDC's***

16 FireCom Headsets for communications and hearing preservation (\$19,000)

### ***Hydrants***

Purchase Hydrant to Storz fittings (\$25,000)

### ***New Personal Protective Equipment (PPE)***

(6) New/replacement turnouts (\$18,000)

### ***Fire Station Development***

Architecture and engineering of a new fire station (\$1,000,000)

### ***EMS Equipment***

Items needed for an operating ambulance (\$70,000)

**DETAILED REQUIREMENTS**  
**General Fund**  
(Fund)

**Estacada Rural Fire District #69**  
(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: Capital	Budget for Next Year 2024-2025				
	Actual		Adopted Budget This Year Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2021-22	First Preceding Year 2022-23							
1	\$ 84,000	\$ -	\$ -	1 Defibrilators (Grant Funded)	\$ -	\$ -	\$ -	1	
2	\$ 3,400	\$ -	\$ -	2 Lukas CPR (Grant Funded)	\$ -	\$ -	\$ -	2	
3	\$ 18,000	\$ -	\$ -	3 Gas Monitors (Grant Funded)	\$ -	\$ -	\$ -	3	
4	\$ 18,000	\$ -	\$ -	4 Mobile Data Computers (Grant Funded)	\$ -	\$ -	\$ -	4	
5	\$ 250,000	\$ -	\$ -	5 Fire Equipment (Grant Funded)	\$ -	\$ -	\$ -	5	
6	\$ -	\$ 18,520	\$ 10,000	6 Training Equipment	\$ 10,400	\$ 10,400	\$ 10,400	6	
7	\$ -	\$ 54,569	\$ 33,000	7 Station Improvements	\$ -	\$ -	\$ -	7	
8	\$ -	\$ 78,534	\$ 60,000	8 Firefighting Equipment	\$ 49,400	\$ 49,400	\$ 49,400	8	
9	\$ -	\$ -	\$ 90,000	9 Apparatus/Staff Vehicle	\$ 250,000	\$ 250,000	\$ 250,000	9	
10	\$ -	\$ -	\$ 25,000	10 Radios/MDC	\$ 19,000	\$ 19,000	\$ 19,000	10	
11	\$ -	\$ 17,972	\$ 25,000	11 Hydrant program	\$ 25,000	\$ 25,000	\$ 25,000	11	
12	\$ -	\$ -		12 New Personal Protective Equipment (PPE)	\$ 18,000	\$ 18,000	\$ 18,000	12	
13				13 New Fire Station (development & construction)	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	13	
14				14 EMS Equipment	\$ 70,000	\$ 70,000	\$ 70,000	14	
15				15				15	
16				16				16	
17				17				17	
18				18				18	
19				19				19	
20				20				20	
21				21				21	
22				22				22	
23				23				23	
24				24				24	
25				25				25	
26				26				26	
27				27				27	
28				28				28	
29				29				29	
30	\$ 504,345			30				30	
31				31				31	
<b>32</b>	\$ 373,400	\$ 169,595	\$ 243,000	<b>32</b>	<b>TOTAL REQUIREMENTS</b>	\$ 1,441,800	\$ 1,441,800	\$ 1,441,800	<b>32</b>

## **Grant Fund- Revenues & Resources Fiscal Year 2024 - 25**

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### ***Assistance to Firefighters Grant (AFG)***

Applied to fund training and equipment. The district has not yet been awarded these funds. (\$435,674)

### ***Staffing for Adequate Fire and Emergency Response (SAFER)***

Awarded to the District in 2023 for \$550,672 to be spent over four years, approximately \$130,168 will be spent in the 2024/2025 fiscal year.

### ***OSFM Wildfire Season Staffing (WFS)***

The District received the Oregon State Fire Marshals Wildfire Season Staffing Grant (WFS) for \$35,000 to add seasonal firefighters.

***Total Grant Fund Resources*** \$605,842

**RESOURCES**  
**Grant Fund**

(Fund)

**Estacada Rural Fire District #69**

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2024-2025			
	Actual		Adopted Budget This Year Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-22	First Preceding Year 2022-23						
1				1 Available cash on hand* (cash basis) or				1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4				4 Interest				4
5				5 Transferred IN, from other funds				5
6				6 <b>OTHER RESOURCES</b>				6
7	\$ -	\$ 36,007	\$ -	7 Assistance to Firefighters Grant (AFG)	\$ 435,674	\$ 435,674	\$ 435,674	7
8	\$ 167,941	\$ 112,959	\$ -	8 American Rescue Plan Act (ARPA)	\$ -	\$ -	\$ -	8
9	\$ -	\$ -	\$ 130,168	9 Staffing for Adequet Fire and Rescue Resp. (SAFER)	\$ 135,168	\$ 135,168	\$ 135,168	9
10	\$ -	\$ 9,968	\$ 5,000	10 Volunteer Fire Assistance (VFA)	\$ -	\$ -	\$ -	10
11	\$ -	\$ 35,000	\$ 35,000	11 Wildfire Season Staffing (WFS)	\$ 35,000	\$ 35,000	\$ 35,000	11
12	\$ 306,078	\$ 646,856	\$ 198,404	12 Wildland Urban Interface (WUI)	\$ -	\$ -	\$ -	12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	\$ 474,019	\$ 840,790	\$ 368,572	29 Total resources, except taxes to be levied	\$ 605,842	\$ 605,842	\$ 605,842	29
30				30 Taxes estimated to be received	\$ -			30
31				31 Taxes collected in year levied				31
32	\$ 474,019	\$ 840,790	\$ 368,572	32 <b>TOTAL RESOURCES</b>	\$ 605,842	\$ 605,842	\$ 605,842	32

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM  
LB-30**

**REQUIREMENTS SUMMARY**  
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Grant Fund  
(name of fund)

**Estacada Rural Fire District #69**  
(name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: <u>(Name of Org. Unit or Program &amp; Activity)</u>	Budget For Next Year 2024-2025					
Actual		Adopted Budget This Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2021-22	First Preceding Year 2022-23								
1			1	PERSONNEL SERVICES			1		
2	\$ -	\$ 35,000	\$ 149,968	2	Grant Funded Personnel Services	\$ 154,968	\$ 154,968	\$ 154,968	2
3	\$ -	\$ -		3					3
4	\$ -	\$ -		4					4
5				5					5
6				6					6
7				7					7
8	\$ -	\$ 35,000	\$ 149,968	8	<b>TOTAL PERSONNEL SERVICES</b>	\$ 154,968	\$ 154,968	\$ 154,968	8
9		\$ 7	\$ 0	9	<b>Total Full-Time Equivalent (FTE)</b>	0.77			9
10				10	MATERIALS AND SERVICES			10	
11	\$ 167,941	\$ 122,927	\$ 20,200	11	Grant Funded Materials & Services	\$ 137,898	\$ 137,898	\$ 137,898	11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	\$ 167,941	\$ 122,927	\$ 20,200	27	<b>TOTAL MATERIALS AND SERVICES</b>	\$ 137,898	\$ 137,898	\$ 137,898	27
28				28	CAPITAL OUTLAY			28	
29	\$ 306,078	\$ 682,863	\$ 198,404	29	Grant Funded Capital Outlay Items	\$ 312,976	\$ 312,976	\$ 312,976	29
30	\$ -	\$ -	\$ -	30					30
31				31					31
32				32					32
33				33					33
34				34					34
35	\$ 306,078	\$ 682,863	\$ 198,404	35	<b>TOTAL CAPITAL OUTLAY</b>	\$ 312,976	\$ 312,976	\$ 312,976	35
36	\$ 474,019	\$ 840,790	\$ 368,572	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	\$ 605,842	\$ 605,842	\$ 605,842	36

150-504-030 (Rev 11-18)

## **Grant Fund- Personnel Services Fiscal Year 2024 - 25**

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### ***Volunteer Recruitment and Retention Coordinator***

Salary funded 44% by SAFER (\$50,000)

### ***Retirement (PERS)***

Fringe benefits paid for by SAFER (\$25,000)

### ***LOSAP***

In addition to the district's contribution, additional funds from SAFER (\$25,000)

### ***Volunteer Stipend***

Per Diem program for volunteers funded by SAFER (\$19,968)

### ***Season Firefighter/EMT***

Salary funded by WFS (\$35,000)

**DETAILED REQUIREMENTS**

**Grant Fund**

(Fund)

**Estacada Rural Fire District #69**

(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: Personnel Services	Budget for Next Year 2024-2025			
	Actual		Adopted Budget This Year Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-22	First Preceding Year 2022-23						
1	\$ -	\$ -	\$ 50,000	1 Vol. Recruitment & Retention Coordinator (SAFER)	\$ 50,000	\$ 50,000	\$ 50,000	1
2	\$ -	\$ -	\$ 25,000	2 Retirement (PERS) (SAFER)	\$ 25,000	\$ 25,000	\$ 25,000	2
3	\$ -	\$ -	\$ 20,000	3 LOSAP (SAFER)	\$ 25,000	\$ 25,000	\$ 25,000	3
4	\$ -	\$ -	\$ 19,968	4 Volunteer Stipend (SAFER)	\$ 19,968	\$ 19,968	\$ 19,968	4
5	\$ -	\$ 35,000	\$ 35,000	5 Seasonl Firefighter/EMT (WFS)	\$ 35,000	\$ 35,000	\$ 35,000	5
6				6				6
7				7				7
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
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19				19				19
20				20				20
21				21				21
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23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29			0.44	29 <b>Total full time equivalent (FTE)</b>	0.77			29
30				30 Ending balance (prior years)				30
31				31 <b>Unappropriated ending fund balance</b>				31
32	\$ -	\$ 35,000	\$ 149,968	32 <b>TOTAL REQUIREMENTS</b>	\$ 154,968	\$ 154,968	\$ 154,968	32

## **Grant Fund- Materials & Services Fiscal Year 2024 - 25**

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### ***Volunteer Training***

SAFER funded EMT training for volunteers (\$11,200)

### ***Marketing***

SAFER funded marketing materials (\$4,000)

### ***Training***

AFG funded training and training equipment, IAFF Fire Ground Survival program for all (\$121,198)

### ***Professional Fees***

AFG funded contractual fees (\$1,500)



DETAILED REQUIREMENTS

Grant Fund

(Fund)

Estacada Rural Fire District #69

(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: Materials & Services	Budget for Next Year 2024-2025				
	Actual		Adopted Budget This Year Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2021-22	First Preceding Year 2022-23							
1	\$ -	\$ -	\$ 11,200	1 Volunteer Training (SAFER)	\$ 11,200	\$ 11,200	\$ 11,200	1	
2	\$ -	\$ -	\$ 4,000	2 Marketing (SAFER)	\$ 4,000	\$ 4,000	\$ 4,000	2	
3	\$ 167,941	\$ 112,959	\$ -	3 American Recovery Plan Act	\$ -	\$ -	\$ -	3	
4	\$ -	\$ 9,968	\$ 5,000	4 Volunteer Firefighter Assistance	\$ -	\$ -	\$ -	4	
5				5 Training (AFG)	\$ 121,198	\$ 121,198	\$ 121,198	5	
6				6 Professional Fees (AFG)	\$ 1,500	\$ 1,500	\$ 1,500	6	
7				7				7	
8				8				8	
9				9				9	
10				10				10	
11				11				11	
12				12				12	
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24				24				24	
25				25				25	
26				26				26	
27				27				27	
28				28				28	
29				29	<b>Total full time equivalent (FTE)</b>			29	
30				30	Ending balance (prior years)			30	
31				31	<b>Unappropriated ending fund balance</b>			31	
32	\$ 167,941	\$ 122,927	\$ 20,200	32	<b>TOTAL REQUIREMENTS</b>	\$ 137,898	\$ 137,898	\$ 137,898	32

## **Grant Fund- Capital Outlay Fiscal Year 2024 - 25**

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### ***Firefighting Equipment***

AFG funded equipment such as hose, nozzles, appliances, Car Fire Prop, and Flammable Liquid and Gas (FLAG) Prop (\$312,976)

DETAILED REQUIREMENTS

Grant Fund

(Fund)

Estacada Rural Fire District #69

(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: Capital	Budget for Next Year 2024-2025				
	Actual		Adopted Budget This Year Year 2023-24		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2021-22	First Preceding Year 2022-23							
1	\$ 306,078	\$ 646,856	\$ 198,404	1	Wildland Urban Interface Grant	\$ -	\$ -	1	
2	\$ -	\$ 36,007	\$ -	2	Wellness & Fitness	\$ -	\$ -	2	
3	\$ -	\$ -	\$ -	3	Firefighter Equipment (AFG)	\$ 312,976	\$ 312,976	\$ 312,976	3
4				4				4	
5				5				5	
6				6				6	
7				7				7	
8				8				8	
9				9				9	
10				10				10	
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26				26				26	
27				27				27	
28				28				28	
29				29	<b>Total full time equivalent (FTE)</b>				29
30				30	Ending balance (prior years)				30
31				31	<b>Unappropriated ending fund balance</b>				31
32	\$ 306,078	\$ 682,863	\$ 198,404	32	<b>TOTAL REQUIREMENTS</b>	\$ 312,976	\$ 312,976	\$ 312,976	32



# ESTACADA FIRE DISTRICT #69

445 SE Currin Street • PO Box 1385  
Estacada OR 97023  
Phone (503)630-7712

## RESOLUTION No. 24-01

### RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Estacada Rural Fire District #69 hereby adopts the budget for fiscal year 2024/2025 in the total amount of \$9,740,303 now on file at Estacada Rural Fire District Administrative Office at 445 SE Currin St., Estacada, OR 97023.

### RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown below are hereby appropriated:

#### General Fund

Personnel Services	\$ 3,253,909
Materials and Services	\$ 987,450
Capital Outlay	\$ 1,441,800
Operating Contingency	\$ 300,000
<b>Total</b>	<b>\$ 5,983,160</b>

#### Grant Fund

Personnel Services	\$ 154,968
Materials and Services	\$ 137,898
Capital Outlay	\$ 312,976
<b>Total</b>	<b>\$ 605,842</b>

#### Not Allocated to Organizational Unit or Program

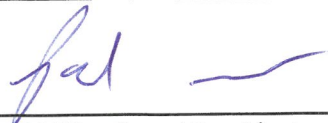
Capital Outlay- Reserved for Future Expenditures	\$ 1,751,302
Unappropriated Ending Fund Balance	\$ 1,400,000
<b>Total</b>	<b>\$ 3,151,302</b>

**Appropriations, All Funds** \$ 6,589,002

*Unappropriated and Reserve Amounts, All Funds* \$ 3,151,302

**Total Adopted Budget** \$ 9,740,304

The above resolution statements were approved and declared adopted on this 16<sup>th</sup> day of May 2024.

  
\_\_\_\_\_  
Paul Miller, Board President

  
\_\_\_\_\_  
Ken Oliver, Board Secretary/Treasurer



# ESTACADA FIRE DISTRICT #69

445 SE Currin Street • PO Box 1385  
Estacada OR 97023  
Phone (503)630-7712

## RESOLUTION No. 24-02

### RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2024/2025 upon the assessed value of all taxable property within the district:

- (1) In the amount of \$2.4029 OR at the rate per \$1,000 of assessed value of \$0.00 for permanent rate tax;
- (2) In the amount of \$0.00 OR at the rate per \$1,000 of asses value of \$0.00 for local option tax;
- (3) In the amount of \$0.00 for debt service for general obligation bonds

### RESOLUTION CATEGORIZING THE TAX

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

#### **General Government Limitation**


Permanent Rate Tax \$2.4029 or \$0.00/\$1,000

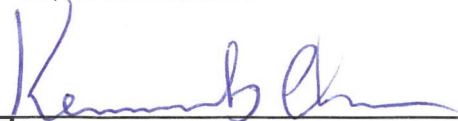
Local Option Tax \$0.00 or \$0.00/\$1,000

#### **Excluded from Limitation**

General Obligation Bond Debt Service \$0.00

The above resolution statements were approved and declared adopted on this  
16<sup>th</sup> day of May 2024.

  
\_\_\_\_\_  
Paul Miller, Board President

  
\_\_\_\_\_  
Ken Oliver, Board Secretary/Treasurer



## ESTACADA FIRE DISTRICT #69

445 SE Currin Street • PO Box 1385

Estacada OR 97023

Phone (503)630-7712

### **RESOLUTION No. 23-05**

Oregon Revised Statute (ORS) 294.471 allows a local government to prepare a supplemental budget when an occurrence or condition that was not known at the time the budget was prepared requires a change in financial planning. The governing body must adopt a resolution to adopt the supplemental budget and make any necessary appropriations.

#### **SUPPLEMENTAL BUDGET EXPLANATION**

This resolution purposes a supplemental budget for Estacada Rural Fire District #69 for fiscal year 2023/2024 in the amount of \$400,000. Additional resources will be added to reflect the newly adopted fee schedule and requirements will be adjusted for the unanticipated costs of a new fire station design.

A revenue line entitled Fees for Service will reflect the newly adopted fee schedule for the district's Fire Prevention Division, the district will budget for \$10,000 of revenue in the Fees for Service line.

The District will move funds from the Non-allocated: Future Capital Expenditures line to Materials and Services in the amount of \$400,000. These funds will be used for fees associated with the design of a new fire station.

#### **RESOLUTION ADOPTING THE SUPPLEMENTAL BUDGET**

BE IT RESOLVED that the Board of Directors of the Estacada Rural Fire District #69 hereby adopts the supplemental budget for fiscal year 2023/2024 now on file at Estacada Rural Fire District Administrative Office at 445 SE Currin St., Estacada, OR 97023

#### **RESOLUTION MAKING APPROPRIATIONS**

BE IT RESOLVED the additional appropriations are hereby appropriated as follows:



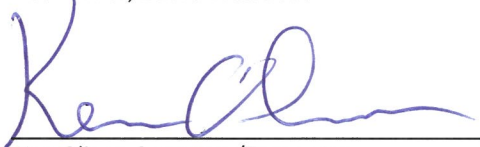
# ESTACADA FIRE DISTRICT #69

445 SE Currin Street • PO Box 1385  
 Estacada OR 97023  
 Phone (503)630-7712

General Fund	Adopted	Budget	Amended
<u>Allocated</u>	Budget	Adjustment	Budget
<b>Resources:</b>			
Other Resources: Fees for Service	\$ -	\$ 10,000.00	\$ 10,000.00
All other resources unchanged	<u>\$ 7,959,782.00</u>	<u>\$ -</u>	<u>\$ 7,959,782.00</u>
Total Resources:	<u>\$ 7,959,782.00</u>	<u>\$ 10,000.00</u>	<u>\$ 7,969,782.00</u>
<b>Requirements:</b>			
Materials & Services	\$ 987,000.00	\$ 400,000.00	\$ 1,387,000.00
All other requirements unchanged	\$ 3,045,644.00	\$ -	\$ 3,045,644.00
Operating Contingency	<u>\$ 300,000.00</u>	<u>\$ -</u>	<u>\$ 300,000.00</u>
Total Requirements:	<u>\$ 4,332,644.00</u>	<u>\$ 400,000.00</u>	<u>\$ 4,732,644.00</u>
<u>Not Allocated</u>			
<b>Requirements:</b>			
Future Capital Expenses	\$ 2,151,138.00	\$ (400,000.00)	\$ 1,751,138.00
Unappropriated Ending Balance	<u>\$ 1,400,000.00</u>	<u>\$ -</u>	<u>\$ 1,400,000.00</u>
Total Requirements Not Allocated:	<u>\$ 3,551,138.00</u>	<u>\$ (400,000.00)</u>	<u>\$ 3,151,138.00</u>
<b>Grant Fund</b>			
<u>Allocated</u>			
Resources and Requirements Unchanged	<u>\$ 368,572.00</u>	<u>\$ -</u>	<u>\$ 368,572.00</u>
Total Appropriations, All Funds	<u>\$ 4,701,216.00</u>	<u>\$ 400,000.00</u>	<u>\$ 5,101,216.00</u>
Total Unappropriated and Reserve Amounts	<u>\$ 3,551,138.00</u>	<u>\$ (400,000.00)</u>	<u>\$ 3,151,138.00</u>
Total Adopted Budget	<u>\$ 4,701,216.00</u>	<u>\$ 400,000.00</u>	<u>\$ 5,101,216.00</u>

The above resolution statements were approved and declared adopted on this 16<sup>th</sup> day of November 2023.

  
 \_\_\_\_\_  
 Paul Miller, Board President

  
 \_\_\_\_\_  
 Ken Oliver, Secretary/Treasurer