



ORIGINAL
Tillamook Fire District

Proudly Serving the Citizens of Central Tillamook County

Adopted Budget Document 2022-2023



Budget Committee Meeting

Tuesday

April 26th, 2022 6:00 P.M. - Approved with revisions

Budget Hearing Tuesday May 10th, 2022, 5:30pm- Adopted

Prepared By:

Daron Bement Fire Chief/Budget Officer

RESOURCES
General Fund

(Fund)

Tillamook Fire District

Budget for Next Year 2022-2023

Historical Data			Adopted Budget This Year Year 2021-2022	RESOURCE DESCRIPTION	Budget for Next Year <u>2022-2023</u>				
Actual Second Preceding Year 2019-2020	First Preceding Year 2020-2021	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body			
1	247659	308162	458528	1	Available cash on hand* (cash basis) or	477723	457519	457519	1
2	0	0	0	2	Net working capital (accrual basis)	0	0	0	2
3	15000	15000	15000	3	Previously levied taxes estimated to be received	15000	15000	15000	3
4	1000	1500	1500	4	Interest	1500	1500	1500	4
5	0	0	0	5	Transferred IN, from other funds	0	0	0	5
6				6	OTHER RESOURCES				6
7	75	75	75	7	Interest on delinquent taxes	75	75	75	7
8	0	0	0	8	Land and Timber Sales	0	0	0	8
9	500	500	100988	9	Miscellaneous Income (Martin Disbursement)	0	0	0	9
10	900	900	900	10	Rent (Station 72)	900	900	900	10
11	1000	15000	25000	11	Rescue and EMS Services (EF Recovery)	32000	32000	32000	11
12	10000	0	0	12	Sale of Surplus Property	0	0	0	12
13	500	500	500	13	Property Tax Refund (Station 72 Rental)	500	500	500	13
14	250000	107000	1200000	14	Grant Income (AFG, Homeland, HMEP, TURA)	0	0	0	14
15	0	0	0	15	Short Term Loan	0	0	0	15
16	60000	60000	0	16	Supplimental Budget from RF 4/13/2020	0	0	0	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	586634	508637	1821686	29	Total resources, except taxes to be levied	527698	507494	507494	29
30			857757	30	Taxes estimated to be received	866561	866561	866561	30
31				31	Taxes collected in year levied				31
32	586634	508637	2679443	32	TOTAL RESOURCES	1394259	1374055	1374055	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**

General Fund

Tillamook Fire District
(name of Municipal Corporation)

Historical Data				REQUIREMENTS FOR: Fire Department (Name of Org. Unit or Program & Activity)	Budget For Next Year 2022-2023		
Actual	First Preceding 2019-2020	Adopted Budget This Year 2021-22	Proposed by Budget Officer		Approved by Budget Committee	Adopted by Governing Body	
1				PERSONNEL SERVICES			
2	104,678	85,872	86,988	1 Fire Chief	91,337	95,904	95,904
3	72,898	72,982	72,982	3 Fire Marshal	72,982	76,620	76,620
4	64,924	65,557	66,802	4 Training Officer	62,472	62,472	62,472
5	74,724	68,908	70,217	5 Fire Suppression Mechanic	70,217	73,716	73,716
6	21,217	21,894	30,000	6 Overtime	35,000	35,000	35,000
7	3,300	4,000	4,000	7 Stipend (Board of Directors)	4,000	4,000	4,000
8	88,130	51,113	80,000	8 Stipend (Volunteers & Staff)	96,000	96,000	96,000
9	153,752	181,734	188,795	9 Benefits Combined (PERS,SSI, Med Insurance, W/C Comp, AD & D V&A)	192,000	192,000	192,000
10	583,633	546,698	599,784	10 TOTAL PERSONNEL SERVICES	624,008	635,712	643,712
11	500	400	400	11 Total Full-time Equivalent (FTE)	4.00	4.00	4.00
12				MATERIALS AND SERVICES			
13	1,085	3,534	3,500	13 Annual Awards Banquet	4,500	4,500	4,500
14	439	11,699	12,000	14 Attorney Services	12,000	12,000	12,000
15	13,660	5,200	5,000	15 Auditing Service	6,000	6,000	6,000
16	195	409	500	16 Banking Fees	500	500	500
17	9,184	9,722	10,000	17 Bookkeeping	10,000	10,000	10,000
18	1,272	-1,500	1,500	18 Budgets & Elections	3,000	3,000	3,000
19	254	-6,000	6,000	19 Conferences (OPBDA, SO&A, ORCA,ORMA)	6,000	6,000	6,000
20	6,500	8,000	14,000	20 Contract Services (Bay City, Cape Meares Lease,HMEP, Disaster Prep)	14,000	14,000	14,000
21	4,858	3,784	5,000	21 Pure (OPBDA, SO&A, ORCA, OPMA, AEC)	5,000	5,000	5,000
22	0	0	0	22 EHS Supplies (NEW LINE ITEM)	10,000	10,000	10,000
23	699	385	1,200	23 Fire Prevention and Public Education	1,500	1,500	1,500
24	0-2000	-2,000	2,000	24 Fram	2,000	2,000	2,000
25	9,632	9,884	22,500	25 Fuel (All Types)	24,000	30,000	30,000
26	17,077	21,473	23,000	26 Insurance (All Services)	22,500	27,500	24,000
27	19,596	23,221	111,000	27 Maintenance (Facilities/Stational)	24,000	70,000	70,000
28	22,930	31,504	28,500	28 Maintenance (Vehicles / Equipment & Shop Supplies)	35,000	35,000	35,000
29	1,269	426	1,500	29 Meeting Expenses	1,500	1,500	1,500
30	4,000	2,656	8,500	30 Office Supplies, Periodicals & Postage	8,500	8,500	8,500
31	327	335	500	31 Property Taxes	500	500	500
32	0	0	0	32 Records Management System (Est Due, ESC Active 911) NEW	15,000	15,000	15,000
33	21,143	16,927	10,000	33 Software/Computer annual updates	10,000	10,000	10,000
34	2,489	29	2,500	34 Training (Drug/Free employment/volunteer)	2,500	2,500	2,500
35	1,260	1,545	1,500	35 Training (Journal Truck 31 Annual)	1,500	1,500	1,500
36	3,925	3,821	4,500	36 Training Hose Annual	4,500	4,500	4,500
37	1,025	1,177	1,200	37 Training Ground Ladders	1,200	1,200	1,200
38	3,612	3,555	5,000	38 Training SCBA & Masks	5,000	5,000	5,000
39	4,207	4,298	20,000	39 Training -Offsite or Specialty classes (Board/Volunteers & Staff)	20,000	20,000	20,000
40	545	372	500	40 Utilities (Alarm Monitoring)	600	600	600
41	2,220	2,889	3,000	41 Utilities (5171 Phone Spectrum)	3,000	3,000	3,000
42	791	502	700	42 Utilities (5172 Phone)	700	700	700
43	2,806	6,312	6,500	43 Utilities Call Phone Service	6,500	6,500	6,500
44	1,143	978	1,500	44 Utilities Internet	1,500	1,500	1,500
45	2,341	1,742	2,500	45 Utilities Cable TV Service	2,500	2,500	2,500
46	8,541	7,971	12,000	46 Utilities Electric St. 71	12,000	12,000	12,000
47	1,582	1,453	3,000	47 Utilities Electric St. 72	3,000	3,000	3,000
48	1,301	1,401	1,700	48 Utilities Garage Removal St. 71	1,700	1,700	1,700
49	1,980	1,832	2,000	49 Utilities Water & Sewer Tillamook City	2,000	3,000	3,000
50	8,560	5,142	9,000	50 Uniform Allowance 1500 Per Staff 44 and 3000 Volunteer	9,000	9,000	9,000
51	182,398	183,860	343,300	51 TOTAL MATERIALS AND SERVICES	338,700	347,200	347,200
52				CAPITAL OUTLAY			
53	250,000	150,000	1,200,000	53 Transfer To Reserve FEMA Grant	0	0	0
54				54 Transfer to EF for Equipment Replacement	200,000	200,000	200,000
55							
56							
57							
58							
59	250,000	150,000	1,200,000	59 TOTAL CAPITAL OUTLAY	200,000	200,000	200,000
60	1,016,031	880,558	2,143,084	60 ORGANIZATIONAL UNIT / ACTIVITY TOTAL	1,162,708	1,182,912	990,912
23							

**FORM
LB-30**

**REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**

General Fund
(name of fund)

Tillamook Fire District
(name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2022-2023		
Actual Second Preceding Year 2019-2020	First Preceding Year 2020-2021	Adopted Budget This Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			PERSONNEL SERVICES NOT ALLOCATED			
2	583,637	583,248	2 Total Allocated Personnel Services	624,008	635,712	635,712
3			3			
4	583,637	583,248	4 TOTAL PERSONNEL SERVICES	624,008	635,712	635,712
5	4	4	5 Total Full-Time Equivalent (FTE)	4	4	4
6			6 MATERIALS AND SERVICES NOT ALLOCATED			
7	80,932	35,244	7 Misc Equipment & Services (unforseen expenses)	40,000	40,000	40,000
8		183,860	8 Total Allocated M & S	338,700	347,200	347,200
9	80,932	264,792	9 TOTAL MATERIALS AND SERVICES	378,700	387,200	387,200
10			10 CAPITAL OUTLAY NOT ALLOCATED			
11			11			
12			12			
13	0	0	13 TOTAL CAPITAL OUTLAY	0	0	0
14			14 DEBT SERVICE			
15			15			
16			16			
17	0	0	17 TOTAL DEBT SERVICE	0	0	0
18			18 SPECIAL PAYMENTS			
19			19			
20			20			
21	0	0	21 TOTAL SPECIAL PAYMENTS	0	0	0
22			22 INTERFUND TRANSFERS			
23	250,000	150,000	23 FEMA Communications Grant AFG	0	0	0
24	0	0	24 Transfer to Equipment reserve for future expenditures	200,000	200,000	200,000
25			25			
26			26			
27			27			
28	250,000	150,000	28 TOTAL INTERFUND TRANSFERS	200,000	200,000	200,000
29		75,000	29 OPERATING CONTINGENCY	75,000	75,000	75,000
30			30 RESERVED FOR FUTURE EXPENDITURE	0	0	0
31		476,554	31 UNAPPROPRIATED ENDING BALANCE	276,554	276,554	276,554
32	914,569	998,040	32 Total Requirements NOT ALLOCATED	1,554,262	1,574,466	1,574,466
33			33 Total Requirements for ALL Org Units/Programs within fund			
34			34 Ending balance (prior years)			
35	914,569	998,040	35 TOTAL REQUIREMENTS	1,554,262	1,574,466	1,574,466

FORM LB-11

This fund is authorized and established by resolution / ordinance number 2017-001 on (date)4/11/2017 for the following specified purpose:

Equipment Reserve

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: _____

Equipment Reserve
(Fund)

Tillamook Fire District
(Name of Municipal Corporation)

Historical Data			DESCRIPTION				Budget for Next Year 2022-2023			
Actual	First Preceding Year 2020-2021	Adopted Budget Year 2021-2022	RESOURCES AND REQUIREMENTS				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1			1	RESOURCES						
2	170060	200000	2	Cash on hand * (cash basis), or				151518	151518	151518
3	0	0	3	Working Capital (accrual basis)				0	0	0
4	0	0	4	Previously levied taxes estimated to be received				0	0	0
5	4161	150	5	Interest				150	150	150
6	4161	250000	6	Transferred IN, from other funds				200000	200000	200000
7			7							
8			8							
9			9							
10	178382	450150	10	Total Resources, except taxes to be levied				351668	351668	351668
11			11	Taxes estimated to be received				0	0	0
12			12	Taxes collected in year levied						
13	178382	450150	13	TOTAL RESOURCES				351668	351668	351668
14			14	REQUIREMENTS **						
15			15	Org. Unit or Prog. & Activity	Object Classification	Detail				
16			16	Equipment		Materials & Services				
17	0	150	17			Bank Fees	150	150	150	
18			18							
19			19			Capital Outlay:				
20	0	20000	20			Major Equipment Repairs	20000	20000	20000	
21	0	0	21			Staff Vehicle purchase and upfit cost	26000	26000	26000	
22			22			Debt Service -(Community Leasing)				
23	25853	25853	23			Type 3 Engine	25853	25853	25853	
24			24							
25	30420	26000	25			Structural Turnouts /PPE replacement	26000	26000	26000	
26			26			FEIMA Grant Communications	0	0	0	
27			27							
28			28							
29			29	Ending balance (prior years)						
30			30	UNAPPROPRIATED ENDING FUND BALANCE				253665	253665	253665
31	56273	72003	31	TOTAL REQUIREMENTS				98003	98003	98003

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

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

Exhibit Q
Salary Ranges
 2022-2023 Adjusted Monthly Salary Ranges

<i>Position Title</i>	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>
<i>Fire Chief</i>	\$7,249	\$7,992	\$8392	\$8,812	\$9253
<i>Fire Marshal</i>	\$4,907	\$5,152	\$5,410	\$6,385	\$6704
<i>Fire Suppression /Mechanic</i>	\$4,722	\$4,958	\$5,206	\$6,143	\$6450
<i>Training Officer</i>	\$4,491	\$4,716	\$4,952	\$5,200	\$5,460
Current Pay Rate					



Tillamook Fire District

Proudly Serving the Citizens of Central Tillamook County

Resolution #2022-001 ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Tillamook Fire District hereby adopts the Budget for the fiscal year 2022-2023 in the total amount of \$1,472,058. This Budget is now on file at the District Office located at 2310 4th Street, Tillamook, Oregon, 97141.

RESOLUTION MAKING APPROPRIATION

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2022, for the following purposes:

General Fund		Reserve Fund	
Personal Services...	\$635,712	Personal Services.....	0
Material Services....	\$347,200	Material & Services...	\$46,150
Capital Outlay.....	0	Capital Outlay.....	\$ 0
Dept Service	0	Debt Service.....	\$51,853
Transfers Out.....	\$200,000	Transfers Out.....	0
Contingency.....	\$75,000	Contingency.....	0
Total...	\$1,257,912	Total...	\$98,003
Total Appropriations, All Funds...			\$1,355,915
Total Unappropriated and Reserve Amounts, All Funds...			\$276,554
TOTAL ADOPTED BUDGET...			\$1,472,058

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the District for the Tax Year 2022-2023:

- 1) At the rate of \$0.6999 per \$1000 of assessed value for permanent rate tax;
- 2) At the rate of \$0 per \$1000 of assessed value for local option tax; and
- 3) In the amount of \$0 for dept service on General Obligation Bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized as:

Subject to the General Government Limitation	
Permanent Rate Tax.....	\$0.6999/\$1000
Local Option Tax.....	\$0/\$1000

Excluded from Limitation	
General Obligation Bond Debt Service.....	\$0

The above resolution statements were approved and declared adopted on the 10th day of May 2022.



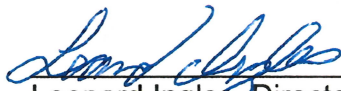
Tim Hamburger, Chairman

Brian Cameron, Vice Chairman

Christine Kell, Director



Allen Burris, Director



Leonard Ingles, Director



Tillamook Fire District

Proudly Serving the Citizens of Central Tillamook County

Resolution #2022-003 ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Tillamook Fire District hereby adopts the Budget for the fiscal year 2022-2023 in the total amount of \$1,926,134. This Budget is now on file at the District Office located at 2310 4th Street, Tillamook, Oregon, 97141. This resolution will amend and replace the previous resolution 2022-002.

RESOLUTION MAKING APPROPRIATION

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2022, for the following purposes:

General Fund		Reserve Fund	
Personal Services...	\$635,712	Personal Services.....	0
Material Services....	\$347,200	Material & Services...	\$46,150
Capital Outlay.....	\$40,000	Capital Outlay.....	\$ 0
Dept Service	0	Debt Service.....	\$51,853
Transfers Out.....	\$200,000	Transfers Out.....	0
Contingency.....	\$75,000	Contingency.....	0
Total...	\$1,297,912	Total...	\$98,003

Total Appropriations, All Funds...	\$1,395,915
Total Unappropriated and Reserve Amounts, All Funds...	\$329,808

TOTAL ADOPTED BUDGET...	\$1,926,134
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RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the District for the Tax Year 2022-2023:

- 1) At the rate of \$0.6999 per \$1000 of assessed value for permanent rate tax;
- 2) At the rate of \$0 per \$1000 of assessed value for local option tax; and
- 3) In the amount of \$0 for dept service on General Obligation Bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized as:

Subject to the General Government Limitation

Permanent Rate Tax.....	\$0.6999/\$1000
Local Option Tax.....	\$0/\$1000

Excluded from Limitation

General Obligation Bond Debt Service.....	\$0
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The above resolution statements were approved and declared adopted on the 13th day of September 2022.




Tim Hamburger, Chairman



Brian Cameron, Vice Chairman



Christine Kell, Director



Allen Burris, Director



Leonard Ingles, Director