

APPLEGATE FIRE DISTRICT

**Budget Process
Fiscal Year
2026/2027**



Meeting Schedule
April 15th, Wed. – 4 pm
May 20th, Wed. – 4 pm
June 17th, Wed. – 4 pm

APPLEGATE FIRE DISTRICT

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Budget Committee Roster

Process for FY 2026-2027

Position	Term – 3 Years
Position #1	3/2024 to 6/2026 Brad Barnes bradbarnes0323@gmail.com 541-300-8370
Position #2	3/2024 to 6/2026 Rex Garoutte rosellaswinery@gmail.com 541-846-6372
Position #3	3/2026 to 6/2028 Megan Howell Meganbooth24@hotmail.com 541-221-0242
Position #4	3/2026 to 6/2028 Valerie Powell valerie@senioradvocatesolutionsltd.com 307-797-0786
Position #5	3/2026 to 6/2028 Rebecca Maddox tbmaddox4150@gmail.com 541-951-6765

Board Members

Name	Position	Tel Number	Email Address
Rob Underwood	President	541-951-8575	runderwood@applegatefd.com
Julie Barry	Vice President	541-301-4222	jbarry@applegatefd.com
Mike Blaschka	Secretary / Treasurer	541-821-2888	mblaschka@applegatefd.com
Jeff Hoxsey	Board Member	541-944-6524	jhoxsey@applegatefd.com
Larry Hunt	Board Member	541-218-7194	lhunt@applegatefd.com

BUDGET COMMITTEE MEETINGS
FY 2026/2027

April 15, 2026 1st Budget Meeting

The Board will open the meeting, Budget Committee members elect officers, then the Budget Meeting begins and the budget message is delivered. Budget Committee members are encouraged to send their questions to the Budget Committee Secretary by a particular date, with a response returned by a particular date. The Board meeting is reconvened.

May 20, 2026 2nd Budget Meeting

The budget is discussed in detail and either another meeting is warranted or the Budget Committee approves a budget, including any changes.

June 17, 2026 Budget Hearing

Board of Directors will review, discuss, and adopt the FY 2026/2027 Budget after the hearing is closed. Budget Committee members are not required but are welcome to attend the hearing.

All meetings will begin at 4:00 pm. (pst)



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

April 9, 2026

Dear Members of the Board of Directors, Budget Committee, and Citizens of Applegate Valley Rural Fire Protection District #9,

On behalf of the entire District Staff, I am pleased to present the proposed budget for Fiscal Year 2026–2027. Your continued interest and engagement in the financial planning of our Fire District is appreciated and essential to our collective success.

This past year, we've seen measurable progress in our operations, training, and community outreach. We've worked hard to strengthen our services, remain responsive to our community's needs, and stay aligned with our mission. A summary of those accomplishments is included with this letter.

Looking to the future, we remain guided by the goals outlined in our Strategic Plan. While this year's budget does not include major capital initiatives, it is packed with administrative and operational projects that will require significant time, planning, and collaboration across our team.

We have officially begun the process for an ISO re-evaluation. This comprehensive review, which will extend into the next fiscal year, demands significant coordination across all departments. From documentation and data analysis to infrastructure review and readiness assessments, this process plays a vital role in validating our effectiveness and directly impacts the community's insurance ratings.

Recruiting in-district volunteers continues to be one of our highest priorities. Sustaining and growing our volunteer base is critical to our service delivery model, and we are dedicating time and resources to both outreach and retention efforts. These efforts include targeted marketing, improved onboarding systems, and training incentives aimed at drawing in qualified, long-term volunteers from within our own community.

Our recently expanded service area has introduced legal complexities that must be carefully navigated. We will continue working closely with legal counsel to address boundary adjustments, service agreements, and compliance matters to ensure we are fully aligned with state and local regulations while providing uninterrupted service to all residents of the District.

The current Labor Agreement is Currently being negotiated. Negotiations will be a key focus over the coming months. This process is always collaborative but time-consuming, requiring clear communication, thorough preparation, and a shared commitment to maintaining fair and sustainable working conditions.

As we look to the future, we plan to revisit and update the District's Strategic Plan. A thorough review will help ensure the plan remains relevant and actionable, providing us with a meaningful roadmap that reflects evolving community needs, staffing realities, and organizational priorities.

We're also exploring the development of a solar power plan for our Training Building. This project aligns with our long-term goal of improving energy efficiency and sustainability while reducing utility costs. It will involve feasibility studies, potential grant applications, and phased implementation planning.

Another significant project underway is the replacement of all our portable and



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mobile radios. This effort coincides with Jackson County and ECSO's rollout of a new, modern communication system that will vastly improve interoperability, coverage, and reliability. Thanks to a bond passed by Jackson County voters, the cost of purchasing and installing the new radios is fully covered. However, we will be allocating some funds from our Materials and Services budget to support necessary upgrades that will ensure the new equipment integrates seamlessly with our operations and meets the specific needs of our personnel.

Developing a comprehensive cost recovery program is another major administrative effort this year. This initiative will focus on identifying opportunities to recoup costs for certain services and responses, ensuring we're maximizing revenue potential in a way that is fair, transparent, and consistent with industry standards.

As part of our ongoing fleet management efforts, we are planning to replace two staff vehicles to ensure our team operates with safe, reliable, and appropriately equipped transportation. This investment supports both operational efficiency and staff safety while helping control long-term vehicle costs through proactive lifecycle management.

In addition, we are preparing for a full reorganization and reformatting of next year's budget document. The format currently in use has served the District well since its inception and has supported our financial planning through years of steady growth. However, as our operations have become more complex, the need for a more detailed and division-specific approach has become clear. To that end, staff has been actively reviewing budget models from other fire districts with similar or greater operational complexity. We are now zeroing in on a revised format that will better articulate the District's expenditures by division and fund, enhancing transparency, accountability, and strategic decision-making moving forward.

Finally, we will continue to aggressively pursue grants, alternative funding sources, and creative opportunities such as equipment donations and inter-agency trades. These efforts require constant vigilance, time-intensive research, and a nimble approach to budgeting and resource management, but they remain essential to the District's financial stability and operational success.

We believe these initiatives are achievable within the proposed budget, and we remain committed to maintaining a strong financial position while delivering the highest level of service to our community.

Thank you for your time, support, and involvement in this year's budget process. Your insights and engagement are not only welcomed, they are critical to our continued progress.

Sincerely,

Chris Wolfard
Fire Chief

TEAM APPLGATE KEY ACCOMPLISHMENTS (2025–2026)

ORGANIZATIONAL DEVELOPMENT & IDENTITY

- Initiated a comprehensive District re-imaging initiative, including vehicles, uniforms, logo, patches, and challenge coin
- Implemented targeted policy and budget document revisions to improve clarity, consistency, and governance

FINANCIAL STRENGTH & GRANT SUCCESS

- Secured approximately \$1.3 million in grant funding, including two PIER grants
- Advanced additional funding efforts, including two fire hydrant grant applications for the Friends and a \$2.1 million seismic retrofit grant application
- Successfully managed and implemented PIER grant projects, including equipment acquisition and project development

SERVICE DELIVERY & STAFFING STABILITY

- Achieved stable, consistent staffing at Stations 53 and 51, improving reliability and response capability
- Expanded workforce development programs, including Apprentice, Student Firefighter, and Seasonal Firefighter programs
- Initiated union negotiations to support long-term workforce sustainability and organizational alignment

STRATEGIC GROWTH & REGIONAL LEADERSHIP

- Advanced District expansion efforts, including the Murphy area project
- Executed Intergovernmental Agreements (IGAs) with Williams Fire District for Administrative Assistant and Executive leadership services
- Provided regional leadership as President of the Rogue Valley Fire Chiefs Association and participant in the SB 454 Advisory Committee
- Engaged in a regional capabilities study to evaluate and improve service delivery

CAPITAL INVESTMENT & INFRASTRUCTURE

- Strengthened fleet and operational capability with acquisition of Type 3 engine, two Type 1 engines, two Ford Ranger vehicles, and portable radios
- Completed key facility improvements, including Headquarters HVAC system replacement and Station 57 rental

Relocated breathing air compressor and created a dedicated clean room

COMMUNITY RISK REDUCTION & PROGRAM DEVELOPMENT

- Expanded fuels and wildfire mitigation programs, including procurement of two remote-controlled masticators and program revisions
- Completed 70+ pre-incident plans to improve operational readiness and firefighter safety
- Engaged in Community Wildfire Protection Plan (CWPP) efforts and completed ISO evaluation

COMMUNITY ENGAGEMENT & SUPPORT

- Delivered outreach through Fire & Vine Dinner Auction, Neighborhood Fireside Chats, Fireside Newsletters, All Things Fire Fair, Pancake Breakfasts, Spaghetti Dinner and social media
- Strengthened internal culture and retention through employee-focused programs and events

POLICY, COMPLIANCE & SYSTEM IMPROVEMENT

- Drafted the Emergency Resource Protection Program, including four proposed ordinances
- Continued refinement of internal systems, policies, and operational processes

**APPLEGATE VALLEY
RURAL FIRE PROTECTION DISTRICT NO. 9
BUDGET MESSAGE FOR FISCAL
YEAR 2026/2027**

This document has been prepared, as in prior years, by the Fire Chief in his capacity as The Budget Officer and his staff (hereafter referred to as Staff). After analyzing and evaluating the Applegate Valley RFPD #9 (hereafter referred to as Applegate Fire District) previous year's expenditures and the stated objectives for the upcoming year, the Staff prepared the following budget documents which represents the financial support required for the operations of Applegate Fire District. More importantly, this budget has been prepared with careful consideration for future years' needs. As required by state statute, this proposed budget is balanced using existing and anticipated resources and known liabilities.

The compilations represented herein are prepared under a cash basis of accounting. No additional tax levy will be required since Applegate Fire District is staying within the permanent rate and the voter approved operating levy. Applegate Fire District's mission will be accomplished in the most open and straightforward manner possible, which will allow for constant and careful management of all our resources.

This proposed General Fund Budget has been developed as it has in previous years, by use of major categories to maintain legal appropriation control. These categories are Personnel Services, Materials and Services, Transfer to Reserve, Capital Outlay, Contingency, Debt Service, and Unappropriated Year End Fund Balances. The use of the major categories as the control mechanism gives Applegate Fire District some flexibility in the use of the various line items within a major category, while the important appropriation control is still maintained. The Capital Projects Fund as proposed, budgets for future expenditures, as well as, allows for the accumulation of funds for subsequent years.

The budget document is divided into three general areas identified using Oregon Department of Revenue forms LB-11 (Capital Projects Fund), LB-20 (Resources of the General Fund) and LB-31 (Detailed Expenditures of the General Fund). These forms are divided into two general categories: Historical Data and the proposed budget for fiscal year 2026-2027. The "Historic" information is derived from audits of 2023-2024 and 2024-2025 showing actual data and the current (2025-2026) fiscal year's budget adopted last year, which we are currently operating under. The "Budget for Next Year" 2026-2027 information includes what is proposed by the Budget Officer to be approved by the Budget Committee. The last column lists our 2025-2026 Year-to-Date (as of 3/31/2026 = 75% thru the fiscal year) figures for reference purposes.

The steps involved in the budget process are, the Budget Committee is selected by the Board of Directors; the proposed budget is presented to the Budget Committee (which includes the Board of Directors). The Budget Committee meets for deliberation and upon their approval of all areas within the document, the budget is then sent to the Board of Directors for adoption during the scheduled budget hearing portion of the Board meeting.

LB-20 RESOURCES

This portion of the budget describes how our funds are generated and provides an estimate of the amount available for use in the General Fund. The beginning fund balance of available net working capital (\$1,595,000) is derived from the ending fund balance and an estimated amount of unspent funds in various line items of the current budget year. Combining the above figure and estimates of collections of previous taxes, interest income, emergency fees, donations, miscellaneous income and grants, staff arrived at resources, except for taxes to be levied, of \$1,918,000. The amount of taxes to be collected to balance the budget contains an estimate of 5% that may not be collected in the upcoming fiscal year. Staff proposes that Applegate Fire District levy taxes using our permanent rate of \$1.6787 per thousand dollars of assessed valuation and our operating levy rate of \$ 1.25 per thousand dollars of assessed valuation which should raise approximately \$2,160,000 in tax revenues for a total amount of \$4,078,000 in resources.

LB-31 Detailed Expenditures of the General Fund

This is a description of our operating budget, which contains five significant areas of concern: Personnel Services, Materials and Services, Capital Outlay, Contingency and Transfer Funds. There are several areas that will need some explanation in the General Fund, and I will endeavor to highlight the prominent differences over the last preceding budget year.

PERSONNEL SERVICES

This area of the budget addresses all issues associated with our personnel, included but not limited to, salaries, and benefits.

100501 **Fire Chief** - This amount is based on a Personal Services Contract between Applegate Fire District and the Fire Chief.

2025-2026 \$121,600

2026-2027 \$121,600

100502 **Deputy Chief** - The salary indicated here meets our present demand. This employee is at top step for this position.

2025-2026 \$98,300

2026-2027 \$98,300

100503 **Division Chiefs (2)** - The salary indicated here meets our present demand.

2025-2026 \$167,800

2026-2027 \$168,600

100505 **Seasonal Firefighters (9)** – These are four-month positions that assist us in accomplishing all the projects, maintenance requirements, and it supplements our staffing levels at station 51 and station 53 during the summer months. Staff is anticipating utilizing these positions during Christmas and Spring Breaks as well.
2025-2026 \$145,000
2026-2027 \$160,000

The following shift positions are represented by the International Association of Firefighters Local 3564.

100506 **Shift Officers (3)**
2025-2026 \$218,000
2026-2027 \$218,000

100509 **Volunteer Shift Coverage** – This line allows for volunteers to cover the firefighter and fire officer shift officer hours that are not covered by overtime. This reduction is due to fewer volunteers wanting to cover shifts.
2025-2026 \$15,000
2026-2027 \$15,000

100510 **Prevention & Fuels Coordinator** – This is a proposed new position to replace the Fire Marshal position and the Fuels Specialist position.
2025-2026 \$0
2026-2027 \$65,000

100511 **HRA Veba** – A health reimbursement arrangement (HRA) is an account-based health plan. Employees can use HRA funds to reimburse out-of-pocket medical expenses and premiums.
2025-2026 \$56,100
2026-2027 \$32,500

100512 **Medical Insurance** - Medical insurance for all full-time employees. Medical insurance rates are going up 10%.
2025-2026 \$341,000
2026-2027 \$275,000

100513 **PERS** - This is the cost of our statutorily required retirement plan for all full-time employees.
2025-2026 \$350,000
2026-2027 \$310,000

100514 **Vehicle Stipend** – This is paid to the Fire Chief for his use of a personal vehicle instead of being provided a staff vehicle.
2025-2026 \$13,200
2026-2027 \$13,200

100515 **Worker Compensation** - This is the cost of providing insurance that covers all personnel for on-the-job injuries.
2025-2026 \$45,000
2026-2027 \$60,000

100516 **Unemployment** – This account would be used when we are charged for unemployment. Staff feels this amount meets the district needs for FY 2026-2027.
2025-2026 \$8,000
2026-2027 \$8,000

100518 **Overtime** - This is the cost of general overtime for non-exempt personnel that work outside of their regularly scheduled shifts.
2025-2026 \$40,000
2026-2027 \$30,000

100519 **Reimbursable Wages & Overtime** – This is the cost of wages and overtime that is being reimbursed to the district for out of district fire assignments and work completed under grants.
2025-2026 \$30,000
2026-2027 \$30,000

100520 **Payroll Taxes** – This covers the minimal costs associated with the full-time employees seasonal (part-time) employees.
2025-2026 \$50,000
2026-2027 \$50,000

100522 **Oregon Growth Plan** – This line item funds a deferred compensation plan (457) that is tied in with PERS with a matching component for full-time employees. The district will match up to 2% if the employee contributes 2%
2025-2026 \$21,000
2026-2027 \$20,000

100525 **Length of Service** – This allows employees to receive additional compensation when different benchmarks in time are reached which will assist in building tenure. One employee is reaching the next tier this year.
2025-2026 \$8,500
2026-2027 \$9,000

100528 **Benefit Sell Back** – This line item is used when an employee decides to sell back a portion of their Vacation or Sick Leave benefits.
2025-2026 \$10,000
2026-2027 \$10,000

100533 **Recruitment & Retention Coordinator** – We have an IGA with Fire District 3 to provide these services to Applegate.
2025-2026 \$26,000
2026-2027 \$25,500

100535 **Duty Officer** – This is compensation for individuals providing Duty Officer Coverage during fire season. 2025/26 was the first year we provided compensation. We have adjusted this line appropriately.
2025-2026 \$35,000
2026-2027 \$30,000

100536 **Administrative Assistant** – This is a part-time shared position with Williams Fire through an intergovernmental agreement.
2025-2026 \$0
2026-2027 \$36,000

100599 **Medical Physicals** – This is for the cost of providing medical evaluations and smaller medical claims, in an attempt to keep our “Workers Compensation” insurance low. The majority of these funds come from our SAFER Grant.
2025-2026 \$5,000
2026-2027 \$5,000

TOTAL FOR PERSONNEL SERVICES

FY 2025-2026 \$2,250,000
FY 2026-2027 \$1,825,700

MATERIALS AND SERVICES

This area of the budget addresses all aspects relating to day-to-day operation of the organization, such as supplies, utilities, maintenance and repairs, services from other agencies & companies, or individuals.

100600 **Technical Rescue Equipment** - This is for those costs associated with technical rescue, rope, and swift water rescue.
2025-2026 \$2,500
2026-2027 \$2,500

100601 **Radio Equipment & Maintenance** - This is the cost of purchasing radio equipment, maintenance, installation and repairs.
2025-2026 \$45,000
2026-2027 \$28,000

100602 **Misc. Supplies** - This is for costs that are difficult to assign to any other line item within this category.
2025-2026 \$8,000
2026-2027 \$8,000

100603 **Medical Supplies** - This is the cost of supplies that are mostly, consumables. Staff feels this amount shall be appropriate for FY 2026-2027.
2025-2026 \$15,000
2026-2027 \$15,000

100604 **Office Supplies** - This is the cost of supplies for our office. Staff feels this amount shall be appropriate for FY 2026-2027
2025-2026 \$3,500
2026-2027 \$3,500

100605 **Postage & Freight** - This is the cost for stamps, postage meter, shipping, and freight expenses.
2025-2026 \$2,000
2026-2027 \$2,000

100606 **Dues & Subscriptions** - This is the cost of dues to various organizations that benefits the Board, Administration and Operations Personnel as well as various publications that assist to keep us current with changes in our industry.
2025-2026 \$7,500
2026-2027 \$10,000

100607 **Laundry, Cleaning & Trash** - This is the cost of cleaning the stations, apparatus, and equipment. The increase is due to shifting costs to the appropriate line item.
2025-2026 \$13,500
2026-2027 \$13,500

100608 **Administrative Expenses** - This is for costs required for fees for filing legal reports, hiring certain consultants and costs limited to administrative functions of the district.
2025-2026 \$20,000
2026-2027 \$20,000

100609 **Fire Prevention** - This is for costs associated within fire prevention and public education.
2025-2026 \$5,000
2026-2027 \$5,000

100610 **Instruction & Training** - This is the cost of providing combined Fire & Medical Training. We are focusing heavily on recruiting new volunteers, which results in significant initial training costs.
2025-2026 \$20,000
2026-2027 \$20,000

100612 **Reimbursable Fire Expenses** – This line item covers per diem, mileage for travel, and lodging for fire team assignments. This amount assists with our participation with Oregon State Fire Marshal Incident Management Team.
2025-2026 \$5,000
2026-2027 \$5,000

100613 **EMT Physician Advisor** - This is for costs of fees charged to us by our supervising physician. We do not anticipate an increase in FY 2026-2027.
2025-2026 \$2,000
2026-2027 \$2,000

100615 **Dispatching Services** – This is the cost of having our dispatch services provided for us through the 911 center (ECISO). This represents an annual cost increase.
2025-2026 \$60,000
2026-2027 \$70,000

100617 **Professional Services** - This is the cost for accountants, attorneys and other professional services. Staff feels this amount will meet district needs.
2025-2026 \$24,000
2026-2027 \$15,000

100618 **Election & Legal Publications** - This is the cost of announcing meetings and fees for elections.
2025-2026 \$2,500
2026-2027 \$2,500

100619 **District Insurance General** - This is the cost of liability, property damage, multi-peril vehicle, theft, and medical malpractice insurance. Increase is due to a general increase to the cost of insurance.
2025-2026 \$60,000
2026-2027 \$70,000

100621 **Health and Wellness** – This line reflects the annual CrossFit instructor and to purchase items needed for the gym.
2025-2026 \$16,500
2026-2027 \$16,500

100622 **Office Equipment/Furnishings** – We are anticipating replacing several computers.
2025-2026 \$15,000
2026-2027 \$10,000

100623 **Volunteer Recruitment & Retention** – We combined Volunteer Programs into one line item.
2025-2026 \$5,000
2026-2027 \$15,000

100624 **Fire and Emergency Services** – This is a new line to pay Rural Metro Fire Department for coverage of the Murphy area.
2025-2026 \$0
2026-2027 \$25,000

100627 **Board Training** –This line item will cover items such as, SDAO Conference, Legal Counsel training, and any local training.
2025-2026 \$5,000
2026-2027 \$5,000

100628 **Information Technology** –This line is used for computer programs and maintenance of the computer system.
2025-2026 \$35,000
2026-2027 \$45,000

100636 **Fire Equipment** - This is the cost of fire equipment that we do not capitalize under Capital Outlay.
2025-2026 \$25,000
2026-2027 \$25,000

100637 **Personal Protective Equipment** – This line item covers the cost of personal protective equipment. This increase is due to the cyclic nature of the SAFER grant.
2025-2026 \$35,000
2026-2027 \$35,000

100638 **Uniforms** - This is the cost of providing uniforms for all personnel.
2025-2026 \$23,000
2026-2027 \$25,000

100644 **Vehicle Gas, Diesel & Oil** - This is the cost of fueling, oil and lube for all our vehicles.
2025-2026 \$50,000
2026-2027 \$60,000

100645 **Electricity** - This is the cost of electricity for operating all fixed facilities within the District.
2025-2026 \$38,000
2026-2027 \$38,000

100646 **Draft Site Construction & Repair** - This is for the cost of maintaining the draft sites.
2025-2026 \$5,000
2026-2027 \$5,000

100647 **Grounds Maintenance** - This is the cost of maintaining the landscaping and surface coverings of our fire stations. This increase is anticipated due to the general increase in costs related to parts, materials, and services.
2025-2026 \$15,000
2026-2027 \$15,000

- 100648 **Building Repair & Maintenance** - This is the cost for routine maintenance which are not capitalized.
 2025-2026 \$30,000
 2026-2027 \$30,000
- 100649 **Telephone/Internet** - This represents the cost of staff mobile devices and land lines for all the stations except for Stations 56 & 57. This decrease is due to a correction in our estimates.
 2025-2026 \$25,000
 2026-2027 \$30,000
- 100651 **Equipment Lease/ Rental** - This is the cost for leasing/rental equipment.
 2025-2026 \$1,000
 2026-2027 \$1,000
- 100660 **Equip. Repair & Maintenance** – This is the cost of repairs and maintenance on vehicles and equipment. This increase is anticipated due to the general increase in costs related to parts, materials, and services.
 2025-2026 \$60,000
 2026-2027 \$60,000
- 100661 **Equipment Testing & Certification** – This line item covers the cost of the annual testing of equipment such as SCBAs, Fire Extinguishers, Hose and Ladders.
 2025-2026 \$20,000
 2026-2027 \$20,000
- 100662 **Imaging & Signage** – This line is dedicated to our re-imaging/re-branding project.
 2025-2026 \$15,000
 2026-2027 \$15,000
- 100670 **College/Student Program** – This allows us to use students to assist in covering shifts at Stations 51 & 53 during the school year. These funds are used to reimburse for tuition and books for students attending RCC and SOU. We are increasing the number of student positions due to the loss of 6 full time grant funded positions.
 2025-2026 \$35,000
 2026-2027 \$50,000
- 100683 **Fuels Equipment & Repair** – This line covers maintenance and repair of our Masticators, trailers, and small equipment assigned to the fuels program.
 2025-2026 \$5,000
 2026-2027 \$5,000

100684 **Fuels Personal Protection Equipment** – Personal Protective Equipment for our Fuels Specialists and other related personnel.
2025-2026 \$3,000
2026-2027 \$3,000

100690 **Grant Expenditures** – This line item is used when we receive unanticipated small grants.
2025-2026 \$0
2026-2027 \$0

TOTAL FOR MATERIALS AND SERVICES

FY 2025-2026 \$ 1,117,000
FY 2026-2027 \$ 820,500

CAPITAL OUTLAY

This area of the budget addresses those items that must be legally capitalized due to the cost and the life expectancy of each individual item. In this category, some line items have decreased or increased in this category.

100736 **New Fire Equipment** - This cost is primarily for the normal replacement of fire equipment that must be capitalized.
2025-2026 \$5,000
2026-2027 \$10,000

100738 **Equipment Acquisition** – Vehicle Acquisition
2025-2026 \$75,000
2026-2027 \$50,000

100739 **Training and Medical Equipment** - This would allow us to purchase training aids and medical equipment that are required to be capitalized. This increase is for improving the new container parking area and extrication pit.
2025-2026 \$15,000
2026-2027 \$10,000

100742 **Communications Equipment** – This is to purchase a decoder for Fire Station Alerting.
2025-2026 \$0
2026-2027 \$20,000

TOTAL FOR CAPITAL OUTLAY

FY 2025-2026 \$1,023,000
FY 2026-2027 \$90,000

TRANSFERS, DEBT, CAPITAL PROJECTS FUND & CONTINGENCY

This area of the budget addresses those items where transfers must be made to other funds.

Debt Service – Applegate Fire District has no debt currently. Future debt is not anticipated.

Transfer to Capital Projects Fund – This fund was created to allow for savings for future replacement of large capital items such as fire vehicles, stations, and expensive equipment. for future capital needs. Capital funds that are planned to be spent in the proposed year are budgeted in the General Fund - Capital Outlay. Funds spent in future years may require that a transfer take place between the Capital Projects Fund and the General Fund.

2025-2026 \$0

2026-2027 \$0

Contingency - This is established to cover any unexpected or unbudgeted expenses during the year. Staff feels this is more than enough for contingency.

2025-2026 \$271,800

2026-2027 \$200,000

TOTAL EXPENDITURES

FY 2025-2026 \$4,390,000

FY 2026-2027 \$2,706,200

UNAPPROPRIATED ENDING FUND BALANCE

FY 2025-2026 \$1,100,000

FY 2026-2027 \$1,100,000

TOTAL GENERAL FUND

FY 2025-2026 \$5,691,400

FY 2026-2027 \$4,078,000

CAPITAL PROJECTS FUND

\$598,000 Reserved for Future Expenditures

FY 2025-2026 \$574,000

FY 2026-2027 \$598,000

SPECIAL REVENUE FUND – This is a new fund this year to authorize and track PIER Grant Expenditures

\$100,000	Station 51 Project Manager
\$513,000	Station 51 Construction
\$200,000	Humbug Fuels Contracts

FY 2025-2026 \$0
FY 2026-2027 \$813,000

Apparatus Replacement Forecast
 2026 Budget Process for
 FY 2026-2027

	ID	Year	Make	Model	Type	Notes
1	E57	1985	Pierce	Ford Cabover	Engine - Type 1	Replacement Priority
2	E55	1995	Hi-Tech	Spartan	Engine - Type 1	
3	E52	1997	Pierce	Saber	Engine - Type 1	
4	E54	1998	Pierce	Saber	Engine - Type 1	
5	E56	1999	Freightliner	FL-80	Engine - Type 2	
6	AIR53	2001	Grumman	Workhorse	Cascade/Salvage	
7	FB1	2001	Ford	F-550	Flatbed Pickup	
8	CR53	2002	Ford	F-450	Fuels T6 Engine	
9	B56	2002	Ford	F-450	Fuels T6 Engine	
10	HB57	2003	Freightliner	M2 106	Engine - Midi T2	
11	HB51	2003	Pierce	International	Engine - Type 3	
12	HB55	2004	Freightliner	M2 106	Engine - Midi T2	
13	HB53	2005	Freightliner	M2 106	Engine - Midi T2	
14	CT1	2005	Pace	7x14	Cargo Trailer	
15	WT53	2006	Freightliner	M2 112	Tender - Type 1	
16	WT55	2007	Freightliner	Cascadia	Tender - Type 1	Replacement Priority
17	E53	2007	Pierce	Dash	Engine - Type 1	
18	E51	2009	HME	Silver Fox	Engine - Type 1	
19	WT54	2011	Freightliner	M2 106	Tender - Type 1	
20	S55	2015	Dodge	Ram 1500	Staff Vehicle	
21	WT52	2015	Freightliner	M2 106	Tender - Type 2	
22	WT51	2017	Freightliner	M2 106	Tender - Type 1	
23	C55	2018	Dodge	Ram 2500	Staff Vehicle	
24	B51	2021	Dodge	Ram 5500	Brush - Type 5	
25	B53	2022	Dodge	Ram 5500	Brush - Type 5	
26	CH1	2022	Morbark	1415	Chipper	
27	C52	2023	Dodge	Ram 2500	Staff Vehicle	
28	DT1	2023	Big Tex	14LX	Dump Trailer	
29	DT2	2025	Big Tex	14LP	Dump Trailer	
30	S53	2026	Ford	Ranger	Staff Vehicle	
31	S58	2026	Ford	Ranger	Staff Vehicle	

RESOURCES
General Fund
(Fund)

Applegate Fire District
(Name of Municipal Corporation)

	Historical Data			Account #	RESOURCE DESCRIPTION	Budget for Next Year 2026-2027			
	Actual		Adopted Budget This Year Year 2025-26			Proposed By Budget Officer	Approved By Budget Committee	YTD 3/31/2026	
	Second Preceding Year 2023-24	First Preceding Year 2024-2025							
1	2,447,033	2,067,922	1,800,000	1	Account # Available cash on hand* (cash basis) or	1,595,000		1,888,207	1
2	48,431	46,774	52,000	2	Previously levied taxes estimated to be received	52,000		47,577	2
3				3	OTHER RESOURCES				3
4	36,537	141,961	35,000	4	100421 Fire Suppression Fees	35,000		90,053	4
5	0	0	0	5	100422 Response Billing	0		0	5
6	0	0	81,400	6	100440 Transfer from Capital	0		0	6
7	10,640	12,962	10,000	7	100441 Donations	10,000		29,055	7
8	175,681	462,386	880,000	8	100445 Grants	50,000		242,744	8
9	0	0	678,000	9	100447 Fuels Grants	0		0	9
10	114,385	103,644	60,000	10	100450 Interest Earned	55,000		50,294	10
11	18,083	17,940	10,000	11	100471 Misc. Income	10,000		28,448	11
12	8,600	14,990	15,000	12	100472 Rents	15,000		5,269	12
13	0	0	0	13	100473 Intergovernmental Revenue	96,000		5,884	13
14	125	1,151	0	14	100484 Sale of Assets	0		0	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	2,859,515	2,869,730	3,621,400	26	Total resources, except taxes to be levied	1,918,000	0	2,387,530	26
27			2,070,000	27	Taxes estimated to be received	2,160,000		2,006,475	27
28	1,788,846	1,983,344		28	Taxes collected in year levied				28
29	4,648,361	4,853,074	5,691,400	29	TOTAL RESOURCES	4,078,000	0	4,394,005	29

*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

(name of fund)

Applegate Fire District

(name of Municipal Corporation)

	Historical Data			1	Account #	REQUIREMENTS FOR: GENERAL FUND	Budget For Next Year 2026-27			
	Actual		Adopted Budget This Year 2025-26				Proposed By Budget Officer	Approved By Budget Committee	YTD 3/31/2026	
	Second Preceding Year 2023-24	First Preceding Year 2024-25								
1				1		PERSONNEL SERVICES				1
2	111,387	116,844	121,600	2	100501	Fire Chief	121,600		88,801	2
3	84,312	89,888	98,300	3	100502	Deputy Chief	98,300		71,736	3
4	143,388	158,741	167,800	4	100503	Division Chiefs	168,600		122,290	4
5	152,109	135,133	145,000	5	100505	Seasonal Firefighters	160,000		124,412	5
6	171,583	195,071	218,000	6	100506	Shift Officers	218,000		156,603	6
7	11,552	14,035	15,000	7	100509	Volunteer Shift Coverage	15,000		6,032	7
8	0	40,171	45,000	8	100510	Fuels Specialist	0		14,263	8
9	0	0	0	9	100510	Prevention & Fuels Coordinator	65,000		0	9
10	14,437	23,517	56,100	10	100511	HRA VEBA	32,500		39,687	10
11	272,797	363,484	341,000	11	100512	Medical Insurance	275,000		244,993	11
12	189,415	279,496	350,000	12	100513	PERS	310,000		249,208	12
13	0	6,050	13,200	13	100514	Vehicle Stipend	13,200		9,900	13
14	31,560	67,020	45,000	14	100515	Workers Comp. Insurance	60,000		66,667	14
15	1,390	1,313	8,000	15	100516	Unemployment	8,000		243	15
16	64,180	57,519	40,000	16	100518	Coverage Overtime	30,000		33,589	16
17	33,526	95,427	30,000	17	100519	Reimbursable Overtime	30,000		29,607	17
18	37,397	37,311	50,000	18	100520	Payroll Taxes	50,000		28,581	18
19	16,858	21,628	21,000	19	100522	Oregon Growth Plan	20,000		16,645	19
20	8,000	8,500	8,500	20	100525	Length of Service	9,000		8,500	20
21	10,802	3,672	10,000	21	100528	Benefit Sell Back	10,000		14,625	21
22	97,696	112,389	124,000	22	100531	OSFM Firefighters	0		88,647	22
23	49,471	71,125	76,500	23	100532	OSFM Fire Marshal	0		40,728	23
24	18,429	17,004	26,000	24	100533	Recruitment & Retention Coord.	25,500		12,750	24
25	84,160	205,198	200,000	25	100534	EMS Grant Apprentice	0		155,648	25
26	0	0	35,000	26	100535	Duty Officer	30,000		20,016	26
27	0	0	0	27	100536	Administrative Assistant	36,000		8,643	27
28	7,255	3,239	5,000	28	100599	Medical Physicals	5,000		2,622	28
29				29						29
30				30						30
31				31						31
32				32						32
33	1,611,704	2,123,775	2,250,000	33		ORGANIZATIONAL UNIT / ACTIVITY TOTAL	1,790,700	0	1,655,436	33

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund
(name of fund)

Applegate Fire District
(name of Municipal Corporation)

1	Historical Data			REQUIREMENTS FOR: GENERAL FUND			Budget For Next Year 2026-27			1
	Actual		Adopted Budget This Year 2025-26				Proposed By Budget Officer	Approved By Budget Committee	YTD 3/31/2026	
	Second Preceding Year 2023-24	First Preceding Year 2024-25								
1				1	Account #	Materials & Service				1
2	1,990	4,770	2,500	2	100600	Technical Rescue Equipment	2,500		0	2
3	4,108	7,460	45,000	3	100601	Radio Equipment & Maintenance	28,000		51,505	3
4	10,072	6,230	8,000	4	100602	Miscellaneous Supplies	8,000		3,891	4
5	20,215	10,162	15,000	5	100603	Medical Supplies	15,000		6,486	5
6	4,082	4,458	3,500	6	100604	Office Supplies	3,500		1,982	6
7	805	1,774	2,000	7	100605	Postage & Freight	2,000		495	7
8	6,318	8,356	7,500	8	100606	Dues & Subscriptions	10,000		10,737	8
9	8,869	13,407	13,500	9	100607	Laundry, Cleaning & Trash	13,500		6,592	9
10	18,210	10,943	20,000	10	100608	Administrative Expenses	20,000		15,425	10
11	6,342	12,713	5,000	11	100609	Fire Prevention	5,000		1,602	11
12	10,592	15,878	20,000	12	100610	Instruction & Training	20,000		15,226	12
13	32,773	4,755	10,000	13	100611	Volunteer Programs	0		2,832	13
14	0	1,859	5,000	14	100612	Reimbursable Fire Expenses	5,000		328	14
15	1,875	1,875	2,000	15	100613	EMT Physician Advisor	2,000		1,875	15
16	52,057	54,659	60,000	16	100615	Dispatch Service - ECSC	70,000		55,227	16
17	17,482	57,052	24,000	17	100617	Professional Fees	15,000		37,634	17
18	7,188	1,100	2,500	18	100618	Elections & Legal Publication	2,500		678	18
19	51,813	58,429	60,000	19	100619	District Insurance- General	70,000		58,481	19
20	16,395	15,422	16,500	20	100621	Health and Wellness	16,500		14,368	20
21	14,416	2,672	15,000	21	100622	Office Equipment/Furnishings	10,000		12,896	21
22	1,480	1,121	5,000	22	100623	Vol. Recruitment & Retention	15,000		1,193	22
23	0	0	0	23	100624	Fire & Emergency Services	25,000		0	23
24	2,570	0	5,000	24	100627	Board Training	5,000		1,828	24
25	22,388	32,024	35,000	25	100628	Information Technology	45,000		19,261	25
26	15,955	18,090	25,000	26	100636	Fire Equipment	25,000		26,094	26
27	51,771	23,358	35,000	27	100637	Personal Protection Equipment	35,000		38,319	27
28	28,857	28,515	23,000	28	100638	Uniforms	25,000		26,214	28
29	47,093	45,827	50,000	29	100644	Vehicle Gas, Diesel & Oil	60,000		37,057	29
30	28,435	37,678	38,000	30	100645	Electricity	38,000		25,073	30
31	4,030	9,322	5,000	31	100646	Draft Site Construction & Repair	5,000		1,437	31
32	14,320	16,620	15,000	32	100647	Grounds Maintenance	15,000		7,346	32
33	16,730	30,910	30,000	33	100648	Building Repair & Maintenance	30,000		43,153	33
34	16,694	22,369	25,000	34	100649	Telephone	30,000		20,202	34
35	113	75	1,000	35	100651	Equipment Rental	1,000		0	35
36	63,378	71,004	60,000	36	100660	Equipment Repair & Maintenance	60,000		106,740	36
37	22,487	17,533	20,000	37	100661	Equipment Testing & Certification	20,000		10,561	37
38	0	0	15,000	38	100662	Imaging & Signage	15,000		12,905	38
39	24,834	24,640	35,000	39	100670	College/Student Program	50,000		19,250	39
40	0	0	5,000	40	100683	Fuels Equipment & Repair	5,000		11,468	40
41	0	0	3,000	41	100684	Fuels Personal Protection Equipment	3,000		70	41
42	0	0	350,000	42	100685	Fuels Grants	0		0	42
43	19,140	10,034	0	43	100690	Grant Expenditures	0		0	43
44	665,877	683,094	1,117,000	44		ORGANIZATIONAL UNIT / ACTIVITY TOTAL	825,500	0	706,428	44

FORM
LB-30

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund
(name of fund)

Applegate Fire District
(name of Municipal Corporation)

1	Historical Data			1	Account #	REQUIREMENTS FOR: <u>GENERAL FUND</u>	Budget For Next Year 2026-27			1
	Actual		Adopted Budget This Year 2025-26				Proposed By Budget Officer	Approved By Budget Committee	YTD 3/31/2026	
	Second Preceding Year 2023-24	First Preceding Year 2024-25								
2	0	20,000	600,000	2	100711	Station Construction Projects	0		0	2
3	0	5,495	5,000	3	100736	New Fire Equipment	10,000		0	3
4	311,295	90,370	75,000	4	100738	Equipment Acquisition	50,000		15,000	4
5	0	0	15,000	5	100739	Training & Medical Equipment	10,000		12,518	5
6	51,500	0	0	6	100740	Capital Grant Expenditures	0		0	6
7	0	0	328,000	7	100741	Fuels Capital Equipment	0		0	7
8	0	0	0	8	100742	Communications Equipment	20,000		0	8
9				9						9
10				10						10
11				11						11
12				12						12
13	362,795	115,865	1,023,000	13		ORGANIZATIONAL UNIT / ACTIVITY TOTAL	90,000		27,518	13
14				14						14
15				15		DEBT SERVICE				15
16				16						16
17				17						17
18	0	0	0	18		TOTAL DEBT SERVICE	0	0	0	18
19				19						19
20				20		INTERFUND TRANSFERS				20
21				21		TRANSFERS TO RESERVE FUND	0	0	0	21
22	0	0	0	22		TOTAL INTERFUND TRANSFERS	0	0	0	22
23			201,400	23		OPERATING CONTINGENCY	271,800		128,150	23
24			1,100,000	24		UNAPPROPRIATED ENDING BALANCE	1,100,000		1,100,000	24
25	0	0	1,301,400	25		Total Requirements NOT ALLOCATED	1,371,800	0	1,228,150	25
26	2,640,376	2,922,734	4,390,000	26		Total Requirements for ALL Org.Units/Programs within fund	2,706,200	0	2,389,382	26
27	2,067,922	1,930,340		27		Ending balance (prior years)				27
28	4,708,298	4,853,074	5,691,400	28		TOTAL REQUIREMENTS	4,078,000	0	3,617,532	28

150-504-030 (Rev 05-27-21)

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Capital Projects Fund
(Fund)

Applegate Fire District
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2026-27			
Actual		Adopted Budget Year 2025-26		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2023-24	First Preceding Year 2024-25						
1			1	RESOURCES			1
2	562,387	529,840	2	Cash on hand * (cash basis), or	580,000		2
3	27,390	26,472	3	Interest	18,000		3
4	0	0	4	Transferred IN, from other funds	0		4
5			5				5
6			6				6
7			7				7
8			8				8
9			9				9
10	589,777	556,312	10	Total Resources, except taxes to be levied	598,000	0	0
11		0	11	Taxes estimated to be received	0	0	0
12	0	0	12	Taxes collected in year levied			
13	589,777	556,312	13	TOTAL RESOURCES	598,000	0	0
14			14	REQUIREMENTS **			
17	59,937	0	17	Purchase Staff Vehicle	0		
18			18				
19			19				
24			24				
25			25				
26			26				
27			27				
28			28				
29	529,840	556,312	29	Ending balance (prior years)			
30		492,600	30	UNAPPROPRIATED ENDING FUND BALANCE	598,000	0	0
31	589,777	556,312	31	TOTAL REQUIREMENTS	598,000	0	0

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

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Special Revenue Fund

(Fund)

Applegate Fire District

(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS			Budget for Next Year 2026-27		
Actual		Adopted Budget Year 2025-26				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2023-24	First Preceding Year 2024-25							
1			1	RESOURCES				
2	0	0	2	Station 51 PIER Grant	613,000		2	
3	0	0	3	Humbug Fuels Project PIER Grant	200,000		3	
4			4				4	
5			5				5	
6			6				6	
7			7				7	
8			8				8	
9			9				9	
10			10				10	
11	0	0	11	Total Resources, except taxes to be levied	813,000	0	0	
12		0	12	Taxes estimated to be received	0	0	0	
13	0	0	13	Taxes collected in year levied				
14	0	0	14	TOTAL RESOURCES	813,000	0	0	
15			15	REQUIREMENTS **				
16			16	Org Unit or Prog & Activity	Object Classification	Detail		
17	0	0	17	Sta. 51 Project	M&S	Station 51 Project Manager	100,000	
18	0	0	18	Sta. 51 Project	M&S	Station 51 Construction	513,000	
19			19					
20			20					
21			21					
22			22	Humbug Fuels	M&S	Humbug Fuels Contracts	200,000	
23			23					
24			24					
25			25					
26			26					
27			27					
28			28					
29			29					
30			30	Ending balance (prior years)				
31			31	UNAPPROPRIATED ENDING FUND BALANCE			0	
32	0	0	32	TOTAL REQUIREMENTS	813,000	0	0	

*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.

AVFD Budget Committee Questions FY 2025/2026

PERSONNEL SERVICES

#5 Administration Chief:

- On line #24 of the budget, it references a 4% COLA, but the actual increases listed for Chief positions vary, specifically this position is lower than the 4%. Could you please clarify? (MH)
 - **Budget Estimates vs. Actual Wages:** Just a reminder, the figures presented in the budget are estimates and not precise wage amounts. Historically, previous Budget Officers would budget for the highest possible step and COLA from the start of the budget year to ensure adequate funding, regardless of where each employee was on the pay scale or when step increases occurred. The current administration has been asked, and is now attempting, to provide more accurate projections by aligning budgeted amounts more closely with expected pay periods and step increases.
 - **Rounding Conventions:** Most budget line items are rounded **UP** to the nearest \$1000, to ensure compliance with Oregon Budget Law and to maintain a balanced budget. In an effort to accommodate the request during previous budget cycles, Staff has attempted to dial in these numbers closer. However, we still need to make sure that we budget **AT LEAST** enough to cover the projected wages for each position.
 - **Pay Period Variability:** Typically, there are 26 pay periods in a fiscal year, but this can vary. Some years may have 25 or 27 pay periods, affecting the budget calculations.
 - **Step Increase Timing:** Step increases occur on each employee's unique anniversary date. For example, let's assume an employee has an anniversary date of March 3rd. If a pay period does not align exactly with that date, the initial paycheck with a step increase may differ slightly from subsequent paychecks.
 - Now, let's address the specific positions:
 - **Fire Chief:** The budgeted increase is 3.93%, closely reflecting the agreed-upon 4% COLA. Last year's figure was slightly rounded up, leading to a marginal difference in the calculated percentage this year.
 - **Operations Chief:** The budgeted amount for FY 24/25 reflected the previous Ops Chief. The FY 25/26 amount is for the newly hired Ops Chief, who started at the top step, resulting in a variance.
 - **Administration Chief:** The budgeted increase shows a 4.07% rise, aligning closely with the agreed COLA.
 - **Fire Marshal:** The budgeted increase is 10.9%, accounting for both the 4% COLA and a step increase scheduled at the start of the budget year.
 - **Logistics Chief:** The budgeted increase of 7.05% includes the 4% COLA and a mid-year step increase.
 - For the reasons outlined above, the wage increases listed in the budget may not precisely match the actual amounts paid to individual employees during the fiscal year, nor will they necessarily align exactly with the calculated COLA percentages.

Per Oregon Budget Law, we are required to present a balanced budget and cannot exceed the budgeted amounts in spending. Therefore, we round up as a safeguard to ensure compliance. Think of it like a parent sending their child to the store with money to buy groceries—they'll send the child with an amount expected to cover the cost, likely more than the exact total, to avoid coming up short. This conservative approach in budgeting ensures we have adequate funds allocated while maintaining fiscal responsibility.

#6,7,8 Shift Personnel Positions:

- YOY percentage increases for each salary range from 4-8%. Are these differences based on step progression, seniority, market adjustments, etc.? (MH)
 - **Step Progression:** Each employee has unique anniversary dates for step increases, leading to varying percentage increases based on when the step occurs during the budget year.
 - **Seniority:** More senior personnel may be closer to the top step of their pay range, resulting in smaller percentage increases compared to those still progressing through steps.
 - **COLA Adjustments:** The baseline COLA is set at 4%. However, when combined with a step increase, the total percentage increase can be higher, depending on the timing and magnitude of the step.
 - **Market Adjustments:** No specific market adjustments were made this year; however, discrepancies may also reflect minor rounding differences during budgeting, as discussed previously.

- Confirm the \$6K difference. Shift Personnel #1 and #2 are only showing \$4k-5K difference. Only verifying the numbers are correct, not details. (RU)
 - **Verification:** Yes, we have verified the numbers, and they are accurate as “Budget Numbers” as presented.
 - **Step Progression Timing:** One position received a step increase earlier in the fiscal year, resulting in a slightly higher overall wage projection. The number of pay periods each employee receives with the new step can vary slightly, affecting total compensation.
 - **Step Progression Differences:** There is actually a \$9K difference between #1 and #2. This is because #2 is several steps ahead of #1 on the pay scale. Additionally, #2 is one step ahead of #3, but the pay difference is smaller as #3 receives additional incentive pay per the labor agreement for holding a higher EMT certification level.
 - **Budget Rounding:** As previously mentioned, budget figures are rounded up to ensure compliance with Oregon Budget Law and to maintain a balanced budget.

#10 Unemployment:

- Have we paid unemployment in the past? The typical goal is to never pay unemployment when an employee separates. Can this be reduced more than 1/2 and the budget \$ used other places? (RU)

- Yes, we have paid unemployment in the past, though it has been infrequent. The \$8,000 budgeted amount is a conservative estimate based on historical expenses. In previous years, we used \$8,000 when we only had 7 permanent full-time positions and 3 seasonal full-time positions. Given that our staffing levels have nearly doubled since then, maintaining or even increasing this allocation may be prudent.

It's important to note that unemployment expenses are inherently difficult to predict. The actual cost depends on various factors, such as the timing and nature of separations, individual claims, and state-determined benefit rates. When unemployment expenses occur, the costs are fixed and must be paid. Thus, while reducing this line item may be possible, it would carry a degree of risk that could impact our ability to cover unexpected claims.

#11 Uniforms:

- Can we add this from line 10 to incorporate the changes in new logos? (RU)
 - Staff does not recommend reducing line 10 (Unemployment). This line is intended to provide a financial buffer for potential unemployment claims, which are difficult to predict. Reducing this allocation would undermine our ability to cover such expenses should they arise.

Regarding line 11 (Uniforms), as indicated in the budget message on page 9, the proposed budget already accounts for the phased implementation of the new uniform and logo updates over the next two to three years. We have already made significant progress in the current budget year. Therefore, staff does not recommend increasing line 11 beyond the current proposed amount.

#12 Overtime:

- What are the benefits to "reclassifying" the positions? Is this a mandated change? (RM)
 - The potential reclassification of positions is not a mandated change but rather a proactive measure to ensure compliance with BOLI (Bureau of Labor and Industries) regulations. The objective is not to provide additional benefits but to align our job classifications more accurately with current labor laws and industry standards.
 - We are currently evaluating whether adjustments are necessary to mitigate potential legal risks and to maintain consistency in how positions are defined, compensated, and managed.

#13 Reimbursement:

- Could you explain the costs to the district that would accrue for work completed under the grants? (RM)
 - The Reimbursement line item primarily serves as a mechanism to track costs associated with personnel deployed for out-of-area assignments or working on external projects. This approach allows us to maintain a clear distinction between overtime expenses incurred for district business versus those reimbursed by external agencies.

Out-of-Area Fire Deployments:

- When personnel are deployed to large fires outside the district, overtime costs are paid from this line item. Once the deployment concludes, the hosting agency reimburses the district for those expenses.
- Administrative Assistance to Neighboring Districts:
 - Recently, our Administration Chief has been assisting a neighboring fire district with their administration and finance operations. Any overtime accrued for this work is paid out of this line and subsequently reimbursed by the requesting district.
- Grant-Related Work:
 - Occasionally, personnel accrue overtime when working on or administering grant-funded programs, particularly those related to fuels management. These costs are initially paid from this line item and later reimbursed by the grantor.

By isolating these expenses in the Reimbursement line item, we can accurately track overtime costs associated with district business separately from those incurred for external assignments, maintaining budget transparency and accountability.

#15 PERS:

- Do we know what the PERS increase is aside from adding other staff? \$75k retirement increase is quite substantial. (RU)
 - Yes, we are aware of the specific PERS rate changes contributing to the \$75,000 retirement increase.
 - With the addition of four Apprentices, our workforce has increased by approximately 44%, bringing the total number of permanent, PERS-eligible positions to 14.
 - Employee Composition:
 - We have one Tier 2 PERS employee, whose rates have slightly decreased this year.
 - The remaining 13 employees are under the two OPSRP plans, which experienced a 6% rate increase.
 - Ultimately, PERS determines our contribution rates, and we are obligated to comply. Aside from reducing our workforce, there are no feasible options to decrease these costs, as they are fixed obligations based on employee classification and compensation.

#16 Medicare:

- Is this the total amount needed or the total after being reimbursed? (RU)
 - The budgeted amount for Medicare represents the full, gross amount expected to be paid out in Medicare taxes for the fiscal year. As this line item is on the Expenses

side of the budget document, it should not and does not reflect reimbursements. Reimbursements from grants, cost-sharing agreements, or other funding sources are accounted for on the Resources side of the budget, helping to balance overall expenditures and revenues.

#19 Length of Service

- Which employees does this cover? Other lines you state full-time/part-time, this one just says employees. (RU)
 - The Length of Service Awards policy, as outlined in District Policy #3.21, specifically applies to full-time employees only. While the language may appear ambiguous, the intent is to recognize and promote longevity among full-time staff members. Part-time employees are not included in this award structure, as these awards are based on annual length of service.

20 Benefit Sell Back:

- Are sick leave and vacation benefits the only two lines items covered under the Benefit Sell Back policy? (BB)
 - Yes, under the Benefit Sell Back policy, only sick leave and vacation benefits are eligible for sell back. Comp Time, while it can be converted to overtime, is addressed under a separate line item and is not included in the Benefit Sell Back policy.

#22 OR Growth Plan

- Confirm technology, is this the Oregon Savings Growth Plan? Aren't all new employees in this system and nor PERS? Do we need to break out the difference of the two? (RU)
 - To clarify, the line item in question is for Deferred Compensation, not PERS. The District offers a Deferred Compensation plan through the Oregon Savings Growth Plan (OSGP), which is separate from PERS.

Per District Policy #3.7.3, any employee may elect to participate in the Deferred Compensation plan, with the District providing a matching contribution of up to 2% of current wages to the 457-plan established through OSGP.

New employees are enrolled in PERS (either Tier 2 or OPSRP) based on their eligibility, but they may also choose to participate in the Deferred Compensation plan. Thus, PERS and OSGP serve different purposes and are accounted for as separate line items in the budget.

#23 Worker Compensation:

- This is a massive hike. Can we look into another provider, shop workers comp? (RU)
 - The significant increase in workers' compensation costs is a direct result of the legal recognition of Presumptive Cancer for Firefighters. This change has led all but one provider, SAIF, to discontinue workers' compensation coverage for fire districts in Oregon. This issue was extensively discussed at the OFCA Fire Chiefs' Roundtables

in January and again at the OFCA Conference last week. Both insurance brokerages we work with—SDIS and WHA—confirmed that SAIF is currently the sole provider offering coverage to Oregon fire districts. Additionally, SAIF has been conducting workers' comp audits on all fire departments in Oregon, further reinforcing their position as the only viable provider at this time.

- Does the District hold regular safety meetings, and could these support eligibility for potential premium discounts through SAIF? (MH)
 - Regarding the potential for premium discounts through safety programs, the District does need to revisit and revitalize our Safety Committee program. However, SAIF does not currently offer a discount for holding regular safety meetings.

#24 Recruitment & Retention Coordinator:

- What is the current number of volunteers? (RM)
 - We currently have 28 personnel on our roster who can be classified as volunteers in various capacities. Their roles may vary throughout the year, including Volunteer Firefighter, Volunteer Tender Operator, Volunteer EMS Responder, or Student Firefighter. During fire season, we typically fill our seven full-time seasonal firefighter positions from this volunteer roster, allowing us to utilize trained personnel who are already familiar with district operations and procedures.
 - In addition to the volunteer roster, our staffing structure includes:
 - 4 grant-funded full-time Apprentice positions,
 - 2 grant-funded full-time Firefighter positions, and
 - 8 full-time “permanent” positions.

#25 Fire Marshal:

- Is this the amount before the grant? (RU)
 - The budgeted amounts for wages in the Fire Marshal position represent the full, gross amounts expected to be paid out in wages for the fiscal year. As this line item is listed under Expenses, it does not and should not reflect reimbursements. Reimbursements from grants, cost-sharing agreements, or other funding sources are accounted for on the Resources side of the budget to maintain a balanced financial structure. Thus, the figure presented is the total budgeted wage expenses before any grant funding is applied.

#26 OSFM Firefighters:

- Is this the amount before the grant? (RU)
- The budgeted amounts for wages in both of the OSFM Firefighter positions represent the full, gross amounts expected to be paid out in wages for the fiscal year. As these line items are listed under Expenses, it does not and should not reflect reimbursements. Reimbursements from grants, cost-sharing agreements, or other funding sources are accounted for on the Resources side of the budget to maintain a balanced financial

structure. Thus, the figure presented is the total budgeted wage expenses before any grant funding is applied.

#27 EMS Apprentices:

- Are these 4 positions mentioned under line item 15, PERS? (RM)
 - Yes, the PERS-related calculations in line #15 do include the four EMS Apprentice positions referenced in line #27. These new positions account for the majority of the increase in that line item, as adding PERS-eligible staff has a direct impact on overall retirement contributions.

TOTAL FOR PERSONNEL SERVICES

- Is there a better way to show the final total including grant reimbursement? (RU)
- *Referencing Personnel Services & Material and Services:* In the future it would be nice to see a breakdown of in dollar amounts that are being partially funded by grants and the amount funded by the Fire District. (BB)
 - I appreciate the suggestion to provide a clearer breakdown of grant-funded personnel expenses versus district-funded expenses. As explained during last month's budget presentation and in the introductory letter on page 4 of this year's budget document, we plan to undertake a comprehensive revision of the budget document next year, including separating out major grant-funded programs. This approach will provide a more transparent view of how grant funds impact both Personnel Services and Materials & Services.

For this year, the budget presentation follows the same structure we have always used, which aligns with Oregon Budget Law and Generally Accepted Accounting Principles (GAAP). Implementing these changes now would require substantial time and effort, but we are committed to making these adjustments in the next budget cycle to enhance clarity and transparency.

MATERIALS AND SERVICES

#5 Gas:

- Should there not be a reduction in this with the change in the chief vehicle agreement? (RU)
 - Staff did consider reducing this line item based on the chief vehicle agreement and the fact that fuel prices are down approximately 6% from last year. However, we also factored in the addition of four Apprentice positions and the continued growth of our Fuels Management Program, both of which will likely increase fuel consumption.

Additionally, we reviewed current spending patterns and attempted to project future fuel costs. It is also worth noting that fuel prices no longer consistently align with crude oil trends, making them more difficult to predict accurately.

Given these variables, staff believes it is prudent to maintain the proposed amount to ensure adequate funding for fuel expenses throughout the fiscal year.

#13 Laundry:

- The decrease in line 8 is \$1500, the increase in line 13 is \$4500. The line states the increase is due to a shift from 8 to 13. Numbers aren't matching. (RU)
 - Good catch. This is indeed an error in the budget document.
 - In FY 2024/25, we budgeted \$12,000 for Laundry, Cleaning, & Trash.
 - For FY 2025/26, the budget should have reflected an increase to \$13,500, not a reduction.
 - The noted \$1,500 decrease in line 8 and the \$4,500 increase in line 13 do not align as stated. This discrepancy will need to be corrected prior to budget approval to accurately reflect the intended budget allocation.

#27 Technical Rescue Equipment:

- Is this decrease due to less anticipated use? (RM)
 - The decrease in the Technical Rescue Equipment line is not necessarily due to anticipated lower use. Last budget year, we revised the equipment carried on our primary rescue unit and replaced several sections of expired rescue rope (rescue rope has a defined service life and must be replaced periodically).

While we do anticipate some equipment additions and replacements this year, the scope is less extensive than last year, resulting in the budget reduction.

#29 Fire Assignment Expenses:

- Are these expenses reimbursed by the Oregon State Fire Marshal's office or any other State or Federal Agency? (BB)
 - Yes, expenses in this line item are reimbursed by the specific incident in which they are incurred. This budget line is inherently challenging to predict, as it is entirely dependent on fire season deployments, which can fluctuate significantly from year to year.

#32 Health and Wellness:

- What items need to be replaced? Is this still a well-attended program? (RM)
 - The majority of the funds in this line item are allocated for contracted services, specifically CrossFit instruction conducted at our location. The remaining funds are designated for the addition or replacement of small workout equipment as needed. While we do not have any specific items identified for replacement at this time, maintaining this budget provides the necessary flexibility to address equipment needs as they arise.

Yes, this program remains very well attended and is a vital component of our health and wellness initiatives, promoting overall fitness and injury prevention for our personnel.

#33 Board Training:

- Can we modify this to say Board Training – Misc Items? I would like to be able to utilize this for board items to include uniforms for board members. (RU)
 - Staff does not recommend modifying this line item. Expanding it to include miscellaneous items would reduce transparency and could potentially complicate tracking and reporting of training expenses.

Additionally, we already have a designated Uniforms line item that can be utilized for board uniforms if necessary. Maintaining distinct line items for training and uniforms ensures clarity in budget tracking and reporting.

#34 Information Technology:

- Line 31 already has computers. Should computers be under IT not office equipment? (RU)
 - As in previous budget cycles, we have categorized computers under Equipment and software programs under Technology. This approach maintains consistency in our budget structure and aligns with how we have historically tracked these expenses.

#41 Imagine & Signage:

- What specifically is the money being spent on under this line? Seems this is a lot of money to spend on re-imaging and re-branding. (BB)
 - The Board of Directors has identified Imaging and Branding as a priority to address long-standing inconsistencies in our branding and to establish a more recognizable and uniform image across the district. Over the years, we have struggled to maintain a consistent and professional appearance, particularly as vehicles have been added to the fleet without corresponding signage updates.

This year's allocation is intended to address several key areas:

- Vehicle Imaging: We currently have several vehicles that have been in service for up to 2.5 years without any imaging or branding. The plan is to re-image 3 to 5 vehicles annually, aiming to complete the project within 5 to 7 years, factoring in ongoing vehicle replacements.
- Station Signage: Updating station signage to ensure consistent branding and improved visibility across all district facilities.
- Branded Assets: Addressing other branded assets such as apparatus identification, public information boards, and safety signage.

The goal is to implement a phased approach that allows us to catch up on deferred imaging while maintaining fiscal responsibility. This method ensures that we can

present a professional, recognizable, and cohesive appearance across the district, aligning with the Board's stated priorities.

CAPITAL OUTLAY

#3 Office Machine:

- Would this line be for replacement of computers instead of 31 or 34 of Personnel Services? (RU)
 - It appears the reference to Personnel Services was intended to refer to Materials and Services. This is a valuable opportunity to clarify the distinctions between these categories:
 - **Personnel Services:** Includes wages, benefits, and other employee-related expenses. It does not include equipment or technology purchases.
 - **Materials and Services:** Includes routine operating expenses such as office supplies, equipment, and software. Consistent with past practice, we have categorized computers under Equipment (Line #31) and software programs under Technology (Line #34) to maintain clarity and consistency in our budgeting structure.
 - **Capital Outlay:** Reserved for larger, more substantial purchases (over \$5,000) of assets with a longer lifespan, such as vehicles, major equipment, or facility upgrades.

Regarding the specific Office Machine line item under Capital Outlay, we did not budget for any Office Machine replacements this year. Last year, we allocated \$5,500 to replace the copier at headquarters. The previous copier was relocated to Station 51, where it remains in good serviceable condition and continues to meet operational needs.

#6 Equipment Acquisition:

- Thought this line was eliminated due to the change in Chiefs vehicle agreement and we wouldn't need to replace a vehicle since there was now a viable spare? (RU)
 - One of the primary goals of the Chief's Vehicle Agreement was to reduce the size of our fleet by one staff vehicle, resulting in cost savings on fuel, maintenance, repairs, insurance, and depreciation. Following direction from the Board, we recently sold the 2004 Trailblazer, effectively reducing the fleet as planned. Consequently, there is no "viable spare" vehicle available.

However, the proposed vehicle acquisition addresses two critical needs:

- Fire Marshal and Fuels Management Program:
 - The current ½-ton vehicle assigned to the Fire Marshal is inadequate for towing essential equipment, including the Chipper, Flatbed with Mini Excavator, fully loaded dump trailer, and anticipated remote-controlled masticators.
 - The proposed acquisition is a 1-ton pickup capable of safely towing these assets and enhancing operational effectiveness.

- Additionally, we have applied for a federal grant to fund a 200+ gallon slip-in unit that would be compatible with the new pickup, further supporting the Fuels Management Program.
- Fleet Replacement:
 - In keeping with our objective to maintain a safe and reliable fleet, we also plan to replace a 20-year-old ½-ton vehicle with over 200,000 miles. This vehicle is no longer cost-effective to maintain and poses reliability concerns.

The proposed acquisitions align with our strategic goals of fleet reduction, operational efficiency, and maintaining vehicle safety standards.

#8 Training:

- Didn't we already do this upgrade in FY 24-25? (RU)
 - Partially yes and no. Since the FY 25-26 Proposed Budget was presented on April 16th, we have been able to place a 20' shipping container (which was already owned by the district) on top of the training prop. However, much of the planned work and associated expenses are still forthcoming.

These remaining expenses include:

- Construction and Fabrication: Adding doors, windows, stairs, and safety railings to ensure safe and functional training scenarios.
- Vent Prop Features: Installing vent prop features to simulate realistic fire and smoke conditions for more effective training.
- Structural Enhancements: Additional modifications to improve the overall durability and versatility of the training prop.

While some progress has been made, the budget allocation for FY 25-26 reflects the continued investment necessary to complete the project and bring the training prop to its intended operational capacity.

#35 Volunteer Recruitment & Retention:

- Given the reduction in this line item, does the current funding level still support the District's stated priority of increasing volunteer recruitment? (MH)
 - The reduction in this line item reflects the cyclical nature of the SAFER grant, which is the primary funding source for these expenses. Simply put, we have \$5,000 in grant funds to allocate for the upcoming fiscal year.

While the funding level is lower than previous years, we are strategically focusing these resources on targeted recruitment initiatives and maximizing the impact of the remaining grant funds. The commitment to increasing volunteer recruitment remains a priority, and we will continue to seek additional funding opportunities to support these efforts.

TRANSFERS, DEBT, CAPITAL PROJECTS FUND & CONTIGENCY

Contingency

- Is the contingency amount based on historical needs, projected risk factors for the upcoming year, or is it simply a standard 4-5% of the total budget as a precautionary measure? (MH)
 - The contingency amount is primarily based on past years' usage and ensuring that we maintain a reasonable buffer without unnecessarily inflating the budget. If we had specific projected risk factors, those would be accounted for within the budget itself rather than relying on contingency.

Additionally, contingency provides flexibility to take advantage of unexpected opportunities, such as needing matching funds for a grant award or addressing unanticipated but beneficial projects.

Typically, we aim to keep this allocation within the 4-5% range of the total budget, which has proven to be an effective balance based on historical usage and the need for financial adaptability.

MISCELLANEOUS QUESTIONS:

- Do you anticipate tariffs to affect any budget items, i.e.: parts, replacement items, building projects? (RM)
 - At this time, we do not anticipate any significant impact from tariffs on budgeted items, including parts, replacement items, or building projects. However, it is worth noting that supply chain disruptions, inflation, and market fluctuations can still affect pricing for certain goods and materials.

To mitigate potential cost increases, we will continue to monitor pricing trends and maintain flexibility within applicable budget line items to address unforeseen cost adjustments. Additionally, we have included contingency funding to provide a financial buffer should any unexpected and excessive price increases occur.

LB-31 Personnel Services, 1 through 8.

When was the last time there was a salary comparison between Districts done?

Salary Comparisons – Last Review Dates and Evaluation Schedule:

The timing of salary comparisons varies based on the position:

- **Shift Officer Positions (3 positions):** Last reviewed in the **Winter of 2022/23** in preparation for labor agreement negotiations. These will be reviewed again this winter.
- **Deputy Chief and 3 Division Chiefs:** Last reviewed in the **Fall of 2023**. It is the administration's intent to evaluate these four non-represented chief positions every three years.
- **Fire Chief:** Last reviewed in the **Summer of 2023**. Per contract, the Fire Chief position is eligible for annual COLA adjustments equivalent to those received by the other four chief positions.
- **OSFM Firefighters and Apprentice Firefighters (6 positions):** Compensation is based on a percentage of the Shift Officer wage scale, which is reviewed periodically.
- **Seasonal Firefighters (7 positions):** Evaluated **annually** to align with current market rates and operational needs.

Are these 8 positions paid hourly or Salary?

Hourly vs. Salary – Exempt and Non-Exempt Positions:

The question appears to be asking about the exempt/non-exempt status of these eight positions in addition to whether they are paid hourly or salaried. Here's the breakdown:

- **Fire Chief, Deputy Chief, Fire Marshal:** Salaried and **Exempt** from overtime.
- **Admin Chief, Logistics Chief:** Salaried but **Non-Exempt**, meaning they are eligible for overtime pay.
- **Shift Officers (3 positions):** Due to their 48/96 schedule and specific FLSA pay structure, they are best described as **hourly** employees.

This classification structure ensures compliance with BOLI and FLSA regulations while aligning with the operational needs of the district.

Are they putting in more hours on the job to warrant the pay increase?

Explanation of Pay Increases:

Pay increases are determined based on three primary factors: Step Raises, Cost of Living Adjustments, and, in some years, market analysis and salary comparisons with other districts. This year, no market-based adjustments were made.

- **Step Raises:** Newer employees who are not yet at the top of their pay scale are eligible for step raises as long as they meet performance expectations. These step raises are part of their established pay progression and are not contingent on additional hours worked.

As employees gain experience in their roles, they become more efficient, effective, and capable of handling increased responsibilities. Step raises serve as recognition of that growth and a reward for demonstrated competence and continued commitment to the district. This structured pay progression is considered a best practice in public service

employment and is a standard approach to promoting employee development and retention across the fire service and other governmental agencies.

- **Cost of Living Adjustments:**
 - **Shift Officers (Union Employees):** Pay adjustments for these positions are based on negotiated annual pay adjustments as outlined in the labor agreement.
 - **All Other Positions:** Cost of Living Adjustments are determined annually by the Board of Directors, with recommendations provided by the Fire Chief. Typically, the Chief presents options to the Board prior to budget preparation, considering factors such as the **November-to-November Consumer Price Index for All Urban Consumers (CPI-U)** and the negotiated pay adjustments granted to union members that year. The CPI-U measures the average change in prices paid by urban consumers for goods and services over time and is a standard metric used to assess cost-of-living increases.
- **Market Analysis:** While no market-based adjustments were applied this year, these are typically evaluated periodically to ensure competitive and fair compensation.

Therefore, the pay increases reflected in the budget are not due to additional hours worked but are based on the established pay structure, including step raises, negotiated annual pay adjustments, and cost of living adjustments as outlined above.

LB-31 Medical Insurance

What 2 positions are we covering their family members and shouldn't this be a benefit instead of a pay increase?

Medical Insurance - Clarification on Coverage and Budgeting:

The line item in question, **#9 Medical Insurance**, reflects the budgeted amount for district-paid medical insurance for all 14 eligible full-time employees. This line item is not related to pay or pay increases; it strictly pertains to medical insurance costs.

The increase in this budget line is due to two primary factors:

- **Insurance Premium Rate Increase:** The medical insurance provider has implemented a 5.5% increase in premium rates for the upcoming fiscal year.
- **Change in Coverage Composition:** Last year, 7 of the 14 eligible employees required full family coverage, while the other 7 required individual coverage. This year, that composition has shifted, with **9 employees now requiring full family coverage** and only **5 employees requiring individual coverage**. This change significantly impacts the overall cost of medical insurance, as family coverage is substantially higher than individual coverage.

Medical insurance is a district-provided benefit, not a form of additional pay. The increase in this line item is a direct result of higher premium rates and expanded family coverage, not a salary adjustment.

LB-31 Overtime

Do the salary employees get overtime? Are you considering employees that you hired because of a Grant permanent employees now and what happens when the grant money runs out if you are?

Overtime and Grant-Funded Positions - Clarification:

The district follows **BOLI (Bureau of Labor and Industries)** regulations regarding overtime. Currently:

- **Exempt Employees:** Three salaried employees (Fire Chief, Deputy Chief, and Fire Marshal) are classified as exempt from overtime.
- **Non-Exempt Employees:** All other full-time and part-time employees are considered non-exempt and are eligible for overtime pay as required by BOLI.

Regarding the grant-funded positions, “permanent” may not be the most accurate term. Of our 14 full-time and one part-time “year-round” positions:

- **6 full-time and 1 part-time position are grant-dependent.** When the grant funding concludes, these positions will be eliminated, and the affected employees will be laid off. Each of these employees has signed an employment agreement acknowledging this contingency.
- **8 full-time positions are funded by the district’s permanent tax rate and temporary tax levy.** If the levy is reduced or eliminated, the district would need to reevaluate which positions would be retained and which could be eliminated to align with available funding.

The intention is to remain transparent about the duration and funding structure of these positions to manage expectations effectively.

LB-31 PERS

How much of the \$75,000.00 is being covered by grants? and what happens when the grant money runs out? Who pays?

PERS determines our overall liability without breaking it down by individual employees. Therefore, we are unable to accurately determine how much of the \$75,000 increase to our **PERS** liability is specifically associated with grant-funded positions versus tax-funded positions.

Additionally, a significant factor impacting our overall **PERS** liability is the continued obligation to cover costs associated with previous (retired) employees.

When the grant funding concludes, the affected grant-funded employees will be laid off as outlined in their employment agreements. Theoretically, this should reduce our **PERS** liability proportionately as the number of active **PERS**-eligible employees decreases. However, the precise impact will depend on the overall employee composition and any remaining **PERS** obligations for retirees.

LB-31 Volunteer Shift Coverage

Are you asking for an additional \$5,000.00 for overtime shouldn't that be covered in the request \$10,000.00 for overtime?

Volunteer Shift Coverage vs. Overtime - Clarification:

The **Volunteer Shift Coverage** line item and the **Overtime** line item are completely unrelated and serve distinct purposes:

- **Volunteer Shift Coverage:** This line item is used to compensate volunteers who pull shifts, and it is not considered overtime pay. We are actually budgeting **\$5,000 less** in this category compared to last year.
- **Overtime:** Overtime is reserved for full-time employees who work more than 40 hours per week. The **\$10,000 increase** to the overtime budget is due to employee retention and tenure, as explained in the budget document.

Therefore, the increase in the overtime budget is not related to Volunteer Shift Coverage, and the two lines should not be conflated.

LB-31 Benefit Sell Back

This seems like a huge jump, can you please explain why?

Benefit Sell Back – Explanation for Increase:

The increase in the **Benefit Sell Back** line item reflects staff's assessment of potential benefit sell-back requests from eligible employees for the upcoming fiscal year.

- **Assessment Process:** Staff reviews the amount of accrued benefits each employee is eligible to sell back and inquires whether they anticipate making a sell-back request.
- **Current Budget Year:** For the current budget year, only one employee anticipated a small sell-back request, resulting in a lower budget allocation.
- **Upcoming Fiscal Year:** This year, we are anticipating and budgeting for more potential sell-back requests based on employee feedback and accumulated benefits.

It's important to note that this line item can fluctuate from year to year depending on employee intentions and the amount of eligible accrued benefits.

LB-31 Oregon Growth Plan

You are requesting \$75,000.00 increase for PERS, why do we need to raise the Oregon Growth Plan?

Oregon Growth Plan – Clarification on Budgeting and Purpose:

The \$75,000 increase for PERS is not a discretionary request—it is a required expenditure based on PERS calculations, and we are obligated to budget for and pay it.

Regarding the **Oregon Growth Plan** line item, it may be more appropriately labeled as **Deferred Compensation** to better reflect its purpose. This program is a voluntary benefit that allows employees to defer a portion of their wages pre-tax.

- **District Match:** Per district policy, the district matches up to **2% of an employee's wages** as part of this program. Most, if not all, eligible employees participate by deferring at least 2% of their wages to receive the district's 2% match.
- **Additional Contributions:** While employees may choose to defer a higher percentage of their wages, the district's match is capped at 2%.

Therefore, the budgeting for the Deferred Compensation program is distinct from the PERS obligation and is based on anticipated employee participation and the district's matching contributions.

LB-31 Workers Compensation

SAIF is the most expensive workers compensation carrier, have we thought of exploring different carriers for workers compensation?

Workers' Compensation - Carrier Options:

I've inquired with **Wilson Heirgood Associates (WHA)** (our broker for medical insurance) and **Special Districts Insurance Services (SDIS)** (our previous Workers' Comp carrier). As of January, **SAIF** was the only carrier offering workers' compensation coverage for firefighters in Oregon. This may have changed in recent months; however, neither **WHA** nor **SDIS** is aware of any districts moving away from SAIF.

Some context on the current situation:

1. Presumptive Conditions Impacting Coverage:

- Due to the increased risk and costs associated with firefighter presumptive conditions such as cancer, PTSD, and heart/lung issues, workers' compensation coverage for fire districts has become significantly more expensive and less accessible.
- These conditions have led to several insurers, including **SDIS**, discontinuing workers' comp coverage for all participants, not just fire districts, effective July 1, 2023.

2. Self-Insurance and Large Entities:

- While larger districts like Tualatin Valley Fire & Rescue (TVF&R) are self-insured, they have dedicated personnel to manage their programs effectively. For smaller districts like ours, the administrative burden and financial risk of self-insurance would be prohibitive.

3. SDIS Background and Transition:

- **SDIS** was established in 1985 as a self-insured trust to stabilize insurance costs for public entities in Oregon. It operates as a pooled resource, allowing members to jointly self-insure for property, liability, auto, health, and dental coverage.
- In 2023, **SDIS** discontinued workers' comp coverage due to the high cost and risk associated with firefighter presumptive conditions. Instead, **SDIS** partnered with SAIF to create a group program that includes our district, securing the best possible rate under current market conditions.

4. Benefits of Remaining with SAIF through SDIS:

- **Rate Stability and Programs:** SDAO is actively working with SAIF to develop new programs, including risk management initiatives specifically for fire districts (e.g., Struggle Well).

- **Risk Management Services:** By participating in the SDIS/SAIF group, we also receive risk management services, which we would lose if we opted to leave the group.
5. **Future Considerations:**
- We will continue to monitor the market and attempt to obtain competitive quotes over the next year. However, given the current insurance climate and the significant risk associated with firefighter presumptive conditions, I do not foresee a reduction in costs or a change in carrier that would warrant a budget adjustment. For budgeting purposes, the current allocation remains appropriate and necessary.

LB-31 Fire Marshall

Who is a our Fire Marshall?

Fire Marshal – Position Overview:

Our Fire Marshal is **Brian Mulhollen**, who was hired in 2023 as the district’s first Fire Marshal. This position was initially partially funded by grant funds. However, in anticipation of the grant funds expiring, the Board elected to request an increase in the temporary tax levy to retain the position. The voters overwhelmingly approved the levy increase, ensuring continued support for fire prevention, inspection, and code enforcement services.

I noticed that most of the money is going to Personnel Services \$288,400.00 and Capitol Outlay is being downsized by \$44,500.00 and Materials and Services are \$138,700.00. Why?

Budget Allocation – Personnel Services, Capital Outlay, and Materials & Services:

The allocation of funds across these categories reflects current operational priorities and strategic planning:

1. Personnel Services:

- This category encompasses all staffing-related costs, including wages, benefits, and contributions to PERS. It also includes medical insurance coverage for employees and their families, as well as compensation for grant-funded positions.
- As an emergency service organization, we rely heavily on personnel to maintain operational readiness. Unlike other industries, we cannot schedule our workload; we must always be ready to respond at a moment’s notice. This readiness comes at a cost, making personnel expenses a substantial component of the budget.
- Despite this, Personnel Services accounts for approximately 50% of our general fund, which is significantly lower than most fire districts, where personnel costs typically represent 75% or more of the budget. Maintaining this balance ensures we can effectively manage resources while still meeting service demands.

2. Capital Outlay:

- This year’s focus is on maintaining essential operational assets rather than major capital investments.

- Certain capital purchases have been deferred to align with anticipated grant funding and scheduled fleet replacements, allowing the district to allocate resources strategically while still addressing priority needs.

3. Materials and Services:

- This category supports daily operational expenses, including fuel, utilities, equipment maintenance, and training programs.
- Careful budgeting and cost management help ensure that essential services are maintained without unnecessary expenditures.

The overall budget structure prioritizes maintaining operational readiness, supporting personnel, and strategically planning for future capital needs while aligning expenditures with available funding sources. This approach allows us to respond effectively to emergencies while maintaining fiscal responsibility and long-term stability.

AVFD Budget Committee Questions 2024- 2025

PERSONNEL SERVICES (Page 6)

Administration Chief

- With this large salary increase, is this the top step of the Admin Chief or the Office Manager's Position? (BB)

We no longer have an "Office Manager" position. After a comprehensive review of the actual responsibilities of this position, it was determined that a job reclassification was warranted. The rank of the position is now Division Chief of Administration and the pay scale mirrors that of the other Division Chiefs. Yes, this employee is at top step for this position.

Seasonal Firefighters

- With having six Apprentice positions and EMS Apprentices, are these positions needed? (BB)
- Does this significant amount of reduction leave room for adequate coverage in case of multiple major incidents? (RM)

For this summer, we are budgeting for the following shift positions:

- 3 Shift Officers (Permanent, Full-Time, Levy Funded Positions)
- 2 OSFM Firefighters (Temporary, Year-Round, Full-Time, Grant Funded Positions)
- 4 EMS Apprentices (Temporary, Year-Round, Full-Time, Grant Funded Positions)
- 7 Seasonal Firefighters. (Temporary, Seasonal, Full-Time, Levy Funded Positions)

This represents the greatest amount of summertime staffing that we have been able to budget for to date. This includes 1 "Over-Hire" Seasonal Firefighter position, as we often times have a seasonal employee leave during the summer. Additionally, we received an OSFM \$35,000 "up-staffing" grant for when we have red flag warnings, deployments, or significant events. These positions are needed in order to handle multiple simultaneous events, as well as to staff both Stations 53 & 51, as promised to the voters.

EMS Apprentices

- What percentage of grants are paying for their health care benefits, PERS, wages, workman's comp, etc.? (BB)

The plan is that the grant program covers 100% of the costs. However, we may have to provide some of the funding ourselves as the grant application was written almost two years ago, and I suspect that those proposing the program did not anticipate inflation to the levels that we have seen so far.

Shift Personnel

- Will the Fire District be hiring a 4th shift office for Station 1? (BB)

We do not have immediate plans to hire additional Shift Officers. However, District Staff and the Board will soon be engaging in long term planning that may lead to being able to fund additional positions.

OSFM Fire Fighters

- How long is the safer grant going to support these positions? (BB)

The OSFM Firefighters are not funded by the SAFER grant, which is a Federal level, DHS FEMA grant.

These positions, along with our Fire Marshal position, are largely funded by a State of Oregon Level, OSFM Capacity Grant. This grant is a 3-year "diminishing" grant in that the funding declines throughout the life of the grant.

- *FY23-24 – 90% Grant Funded*
- *FY24-25 – 75% Grant Funded*
- *FY25-26 – 50% Grant Funded*

Worker Compensation

- With the significant disparity in estimate – Does the coverage remain the same with the decrease? (MH)

Yes, our Worker Compensation coverage is exactly the same. The significant change was due to 1) changing insurance companies, and 2) a couple of historic claims dropping off of our record.

TOTAL FOR PERSONNEL SERVICES

- Does the increase YOY reflect the grant funding? What percentage of this is paid for by the SAFER grant? (MH)

Yes, the majority of the increase in PERSONNEL SERVICES from FY 2022/23 to FY 2024/25 is due to grant funded positions. For this Proposed Budget, approximately 33% of PERSONNEL SERVICES is funded by grants.

MATERIALS AND SERVICES (Page 9)

Electricity:

- Considering the potential rate increase, are there any grant opportunities for solar? (MH)

We last looked into this about 3 years ago and we could not find any grant opportunities. However, your question has prompted staff to take another look and it does appear that there now may be an opportunity through the Oregon Energy Trust. We will be looking into it.

Misc. Suppliers

- Can you please provide examples of uncategorized items? (RM)

See attached report

Grant Expenditures

- Will there not be any grant applications/fees in the coming year? (RM)

This line item typically shows small grants that we have received notification of award, or staff at least feels very confident that we will be awarded a specific grant. As of this proposed budget, we do not foresee any awards. Due to the nature of grants, as well as Oregon Budget Laws, should we receive a small grant after the budget is adopted at \$0, the Board can simply approve a Budget Resolution at a later date to receive and allocate the funds to this line.

Building Repair & Maintenance

- It looks like this line is only used for routine maintenance. Is there a 5-year/10-year plan for renovating HQ? (MH)

Staff is anticipating engaging in Long-Term Planning with the Board during the upcoming Fiscal Year. We will be evaluating at least Station 53 (Headquarters) and Station 51 (Applegate) for possible renovation or replacement, including seismic assessments and solar energy.