Sandy Fire District No. 72

2020-2021 Budget

BUDGET CALENDAR 2020/2021
SANDY FIRE DISTRICT NO. 72

February		Budget Justification Cards Distributed to Staff
March 12th	Thursday	Regular Board of Directors Meeting Appoint Budget Officer
March 26	Thursday	Budget Justification Cards Due
April 9	Thursday	Regular Board of Directors Meeting
April 21st – 23rd		Shift Budget Meeting (1:00 pm)
May 14th	Thursday	Regular Board of Directors Meeting Distribute Budget Books
May 20th	Wednesday	Publish *first* Notice of Budget Committee Meeting (5 to 30 days prior to June 4th & June 11th Meeting)
May 26th – May 29th		Chief to meet with Budget Committee
May 27th	Wednesday	Publish *second* Notice of Budget Committee Meeting (5 to 30 days prior to June 4th & June 11th Meeting)
June 4th	Thursday	First Budget Committee Meeting (6:30 pm) Prepare Legal Notices of Budget Summary (LB-1, etc.)
June 11th	Thursday	Second Budget Committee Meeting (6:30 pm), *if necessary*
June 17th	Wednesday	Publish Notice of Hearing and Summary of Budget.
June 25th	Thursday	Regular Board of Directors Meeting (6:00 pm) Budget Hearing & Adoption of the Budget

Budget to County and State prior to July 15th.

Sandy Fire District No. 72
Budget Message: FY 2020-2021

Introduction

The Sandy Fire District No. 72 budget for FY 2020-2021 will show change, reflective of the state of the economy. The District maintains a strong desire to eliminate the District's dependency on the tax anticipation Line of Credit with a healthy unappropriated ending fund balance. The District's priorities continue to be firefighter safety, maintain operations, and the maintenance of the District's major assets such as apparatus and facilities. The County Assessor has projected 4.5 – 5 % new growth. The District built the budget on a 0% annual growth increase based on the anticipated fiscal impact of COVID-19.

Approximately **$1,260,000** is required to maintain District services until the first large tax revenues are received from the county in mid-November. The District's **Beginning Fund Balance** (Cash on Hand) for FY 2020-2021 is estimated to be $ 2,113,000. These funds are what the District uses to operate from July 1st to November 15th. The District will receive minimal tax revenues prior to November.

Tax Anticipation Line of Credit

Tax-funded organizations sometimes are required to borrow money to maintain cash flow until significant tax revenues are received in November. This Line of Credit might also be used if some unforeseen major financial situation occurred prior to mid-November. The amount for the Line of Credit is $300,000.

Oregon Budget Law does not require these funds to be shown as a resource or as an expense. The reliance on this form of funding should be limited as much as possible.

It is the intent of the District to use the Line of Credit only as a last resort for an unforeseen event.

Uncollectable Taxes

When taxpayers pay their entire property tax bill at once they receive a discount, which in turn is lost revenue for the District. Some taxpayers do not pay all their property taxes on time, or they may defer them to later years which again is lost

revenue for the District in that taxing year. These taxes are eventually paid over the next several years, and/or when the property sells.

The District is estimating uncollected property taxes to be approximately 8% of the total taxes levied or **$316,374.** This is a change from previous years. Normally, we estimate uncollected property taxes of 6%. This year with the uncertainty of the COVID-19 we are being conservative. The District also estimates that it will receive approximately **$50,000** from prior years property taxes levied.

Property Tax Rates

Sandy Fire District's permanent tax rate is $2.1775/1,000 AV

The District will request Clackamas County to certify **$3,954,670** for collection on the FY 2020-2021 District tax roll.

Personnel Services

You will see a decrease of -4.3% in Personnel Services this year for a couple reasons. As of June 30, 2020, we will have one Division Chief retiring and his position is not being filled.

We are working on signing an Inter-Governmental Agreement with Clackamas Fire for Command & Control. For this reason, the Duty Chief budgeted amount ($29,550) was removed.

The District's state mandated contribution rate for the Public Employees Retirement System (PERS) is at 25.58 % of wages for Tier 1 and 2 employees. OPSRP is 18.48% for Police & Fire and 13.75 % for general service employees. The PERS Unfunded Liability ($130,000) was removed this year from the budget. Although we would like to move forward with reducing our liability, we felt with the uncertain of the economy we should have that money in the bank.

We will not be scheduling a recruit academy for 2021. Budgeted amounts for recruit annual physical ($15,000) in the Health & Wellness Justification Card were removed.

The budget is based on a 3% increase for the union members and an addition of two 6-month new firefighters. In addition, there is a 2.9 % cost of living increase for administrative staff depending on salary survey results.

A separation pay line item will continue to be funded for planned and/or unplanned retirements, as well as other reasons an employee stops their employment with the District.

Materials & Services

We have adjusted several justification cards to match actual expenses. In addition, we have a couple new justification cards (694 ~ Contract for Services) and (685 ~ Technology Programs). There are some budgeted items that were moved from other justification cards into these new cards.

Beginning July 1, 2020 Sandy Fire will be contracting services through an IGA with Clackamas Fire District. These services will be for Command & Control and Training for all Career and Volunteer Firefighters.

Capital Outlay

We have one purchase this year which is a station SCBA air compressor. This will eliminate the need of the air trailer.

Reserve Funds

Apparatus & Equipment Reserve Fund – For FY 2020-2021 we continue to have any funds received from our Fees for Service go directly into the Apparatus & Equipment Fund. We are planning the sale of some apparatus and equipment those amounts are included in the resources for the Apparatus & Equipment Reserve Fund. We have made a purchase for a new engine in FY 2019-2020 and will have some equipment cost in FY 2020-2021. We are planning a transfer of $ **283,040** to the Apparatus & Equipment Reserve Fund. Transfers are made at the end of the fiscal year to ensure all revenue is received. If a grant is not received for the purchase of new SCBA's then the purchase for replacement will need to happen in the Spring 2021.

Land & Facilities – There are no planned transfers for Land & Facilities Reserve Fund.

McCullough Reserve Fund – The revenue source for this fund is from donations from the community.

Personnel Services Fund –The Personnel Services Reserve Fund was established in FY 2015-2016. The District will maintain the $100,000 CD.

Seismic Rehabilitation Reserve Fund – Seismic Rehabilitation Reserve Fund was added in 2016/17 budget because the District was successful in obtaining a **$1,186,393** Seismic Rehabilitation Grant through the State of Oregon. We have spent the balance of this grant. This will be the last year as part of the Legal Budget.

LOSAP Reserve Fund – This was a new fund in FY 2018-2019 however it was decided that we do not need this fund and no money was put in this fund. In FY 2019-2020 the LOSAP committee dissolved and went with a Third-Party Administrator to manage the LOSAP program. Beginning July 1, 2020 there will be a deposit of $124,337. Forfeitures received from LOSAP will be deposited and offset the annual contribution amount.

Contingency Fund

The Contingency Fund is **$170,000** for FY 2020-2021. We feel this better prepares the District financially for any unforeseen events.

The District's Financial Priorities for FY 2020-2021

1. Transparency in the Financial Plan and its process.
2. Maintain and increase the Unappropriated Ending Fund Balance as needed with future growth.
3. Keep debt minimal, while maintaining excellent service.
4. Continue funding of Reserve Funds to match 5-year financial plan.
5. Maintaining appropriate funding to the Contingency Fund.

Budget Highlights

	FY 2019-2020	FY 2020-2021
Personal Services	**$ 3,122,450**	**$ 2,988,564**

- The overall Personnel Services decreased by 4.3%.
- Includes removing 1 Division Chief Salary & Benefits for retirement.
- Includes removing weeknight/weekend Duty Officer funds (CCFD IGA)
- Includes removing $ 130,000 funds for the PERS Unfunded Liability.
- 2.9 % Cost of Living increase for admin employees and 3 % for Union employees.
- Hiring a two ½ year Firefighter/Paramedic.

Materials and Services	**$ 940,718**	**$ 1,063,297**

- The overall Materials and Services Fund was a 13.84% increase or $130,179.
- Includes Contract for Services for Command & Control & Training with CCFD.

Capital Outlay	**$ 0**	**$ 81,320**

- Single purchase for a station air compressor.

Apparatus and Equipment Reserve Fund	**$ 795,405**	**$ 690,340**

- A **$283,040** transfer is planned in FY 2020-2021
- SCBA replacement in Spring 2021.

Land and Facilities Reserve Fund	**$ 305,285**	**$ 305,848**

- There is no planned transfer in FY 2020-2021.

McCullough Reserve Fund	**$8,245**	**$8,530**

- Donation Fund used for EMS equipment purchases.

Personnel Reserve Fund	**$ 100,000**	**$100,000**

- There is no transfer planned in FY 2020-2021.

LOSAP Reserve Fund	**$ 0**	**$129,337**

- Funds received in this fund will be from forfeitures. Annual contribution $37,000.

Unappropriated Ending Fund Balance	**$ $1,260,000**	**$1,260,000**

- This is the accumulation of ending fund balances

Contingency	**$ 170,000**	**$ 170,000**

- Unforeseen Events

BUDGET OVERVIEW

	FY 19/20	FY 20/21	$ +/-	% +/-
GENERAL FUND EXPENDITURES				
PERSONNEL SERVICES	$3,122,450	$2,989,841	($132,609)	
MATERIALS & SERVICES	$940,718	$1,063,297	$122,579	
CAPITAL OUTLAY	$0	$81,320	$81,320	
TRANSFERS	$242,751	$281,763	$39,012	
OPERATING CONTINGENCY	$170,000	$170,000	$0	
UNAPP. ENDING FUND BALANCE	$1,260,000	$1,260,000	$0	
TOTAL GENERAL FUND EXP.	**$5,735,919**	**$5,846,221**	$110,302	
GENERAL FUND RESOURCES				
OTHER THAN TAX	$2,095,269	$2,207,925	$112,656	
TAX LEVY	$3,873,032	$3,954,670	$81,638	
TAX NOT PAID	($232,382)	($316,374)	($83,992)	
TOTAL GEN FUND RESOURCES	**$5,735,919**	**$5,846,221**	$110,302	1.9%

GENERAL FUND RESOURCES

	FY 19/20	FY 20/21	$ +/-	% +/-
CASH ON HAND	$2,000,000	$2,113,000	$113,000	
PRIOR TAXES	$45,000	$50,000	$5,000	
PROPERTY TAX INTEREST	$9,000	$7,500	($1,500)	
HELMET PROGRAM	$1,300	$1,300	$0	
SIGN POST PROGRAM	$2,000	$2,000	$0	
CPR PROGRAM	$4,000	$4,000	$0	
FIRST AID SUPPLIES	$10,175	$10,175	$0	
INVESTMENT INTEREST	$10,000	$10,000	$0	
HOOD TO COAST	$1,500	$0	($1,500)	
PHYSICAL REIMBURSEMENT	$2,250	$1,950	($300)	
MISCELLANEOUS INCOME	$5,000	$5,000	$0	
LONGEVITY CREDIT	$2,044	$0	($2,044)	
GRANT REVENUE	$3,000	$3,000	$0	
TOTAL RESOURCES OTHER THAN TAX	**$2,095,269**	**$2,207,925**	$112,656	5.4%
TAXES REQUIRED TO BALANCE	$3,640,650	$3,638,296	($2,354)	
TOTAL RESOURCES	**$5,735,919**	**$5,846,221**	$110,302	1.9%

RESERVE FUNDS

	FY 19/20	FY 20/21	$ +/-	% +/-
APPARATUS & EQUIPMENT RESERVE FUND				
BEGINNING BALANCE	$795,405	$381,800	($413,605)	
RESOURCES (Interest, Fees for Service, Sales)	$30,500	$25,500	($5,000)	
TRANSFERS	$200,000	$281,763	$81,763	
TOTAL APPARATUS & EQUIPMENT RESERVE FUND	**$1,025,905**	**$689,063**	($336,842)	-32.83%
LAND & FACILITIES RESERVE FUND				
BEGINNING BALANCE	$305,548	$305,548		
RESOURCES (Interest, Fees for Service, Sales)	$300	$300		
TRANSFERS	$42,751	$0	($42,751)	
TOTAL LAND & FACILITIES RESERVE FUND	**$348,599**	**$305,848**	($42,751)	-12.26%
MCCULLOUGH RESERVE FUND				
BEGINNING BALANCE	$8,243	$7,980	($263)	
RESOURCES (Interest, Fees for Service, Sales)	$50	$50	$0	
DONATIONS	$500	$500	$0	
TOTAL MCCULLOUGH RESERVE FUND	**$8,793**	**$8,530**	($263)	-2.99%
PERSONNEL SERVICES RESERVE FUND				
BEGINNING BALANCE	$100,000	$100,000	$0	
TRANSFERS	$0	$0	$0	
TOTAL PERSONNEL SERVICES RESERVE FUND	**$100,000**	**$100,000**	$0	0.00%
LENGTH OF SERVICE AWARDS PROGRAM (LOSAP) RESERVE FUND				
BEGINNING BALANCE	$0	$124,337	$124,337	
RESOURCES (Interest, Forfeitures)	$0	$5,000	$5,000	
TOTAL LOSAP RESERVE FUND	**$0**	**$129,337**	$129,337	

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *401*
ACCOUNT TITLE: *Current Taxes*
ACCOUNT TOTAL: $ 3,954,670

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 3,640,650	$ 3,660,336	4/1/2020
2018/2019	$ 3,504,498	$ 3,579,001	
2017/2018	$ 3,567,005		

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
401		$ 3,954,670

NARRATIVE

Proposed taxes for FY 2020-21 are based on a 0 % increase assessed valuation over FY 2019-20 and a decrease of 92 % collection rate. This is a change from previous years. Normally we are a 2.5 - 4.5 % increase and a 94 % collection rate.

FY 2020-21 computed taxes are $ 3,954,670 and at a 92 % collection rate would be $ 3,638,296 collected.

Previous Year Assessed Valuation	$ 1,816,151,432
Annual Growth/Improvements	.0000
Assessed Valuation Estimate	$ 1,816,151,432
Value to calculate Tax Rate	$ 1,816,151,432
Tax Rate per $1,000	2.1775
Total (A)	$ 3,954,670
Total amount Tax Levy	$ 3,954,670
Less Anticipated Uncollectable Taxes	0.08
Total (B)	$ 316,374

Taxes Required to Balance the Budget $ 3,638,296
(A) $ 3,954,670 - (B) $ 316,374 = $ 3,954,670

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Current Taxes	0 % growth	1	$3,954,670	$3,954,670
Total Estimated Cost for Budget				$ 3,954,670

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *405*
ACCOUNT TITLE: *Prior Taxes*
ACCOUNT TOTAL: $ 50,000

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 45,000	$ 53,644	4/1/2020
2018/2019	$ 43,000	$ 137,275	
2017/2018	$ 50,000	$ 35,390	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
405	**NARRATIVE** Prior taxes are taxes that are paid after the year they are assessed.	$ 50,000

Item	Short description	Quantity	Rate	Cost
Prior Taxes	Based on trend	1	$ 50,000	$ 50,000
Total Estimated Cost for Budget				$ 50,000

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *410*
ACCOUNT TITLE: *Interest*
ACCOUNT TOTAL: $ 7,500

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 9,000	$ 6,076	4/1/2020
2018/2019	$ 8,500	$ 9,803	
2017/2018	$ 9,000	$ 6,920	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
410	**NARRATIVE** FY 2020-21 has budgeted a decrease in property tax revenue interest of $ 7,500.	$ 7,500

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Interest	Based on trend	1	$ 7,500	$ 7,500
Total Estimated Cost for Budget				$ 7,500

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *433*
ACCOUNT TITLE: *Helmet Program*
ACCOUNT TOTAL: $ 1,300

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 1,300	$ 949	4/1/2020
2018/2019	$ 1,300	$ 1,182	
2017/2018	$ 1,300	$ 490	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
433	**NARRATIVE** This account is designed to be self supporting. This account is proposed income from the sale of helmets to the public. The District purchases helmets directly from supplier to sell to the public for no profit. The type and size of helmets ordered are based completely on the needs of the public.	$ 1,300

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate or %	Cost
Helmet program		1	$ 1,300	$ 1,300
Total Estimated Cost for Budget				$ 1,300

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *434*
ACCOUNT TITLE: *Sign Post Program*
ACCOUNT TOTAL: $ 2,000

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 1,000	$ 1,155	4/1/2020
2018/2019	$ 2,000	$ 1,384	
2017/2018	$ 1,100	$ 896	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
434	**NARRATIVE** This program is designed to be self supporting. This account is proposed income from the sale of address signs and posts to the public. The District has order forms available to the public for purchasing address signs for their property so firefighters can find their address in the event of an emergency. The intent of this program is to provide the address signs and posts for the same cost that we purchase them for. The expenditure line associated with this revenue line is Account 634 (Sign Post Program).	$ 2,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Sign post program	Based on trend	1	$ 2,000	$ 2,000
Total Estimated Cost for Budget				$ 2,000

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *437*

ACCOUNT TITLE: *CPR Program*

ACCOUNT TOTAL: $ 4,000

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 4,000	$ 3,775	4/1/2020
2018/2019	$ 4,000	$ 3,695	
2017/2018	$ 4,600	$ 2,784	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
437	**NARRATIVE** This program is designed to be self supporting. This account is proposed income from public and private CPR classes taught by the District. The amount is based on trend. Example: 13 (classes) x $300 (per class) = $3,900 The public pays a minimal cost for the public classes. The cost per person is $25 if the student lives in the District and $35 if they live out of the District. The District offers private class at a flat rate of $300 per class up to 12 students.	$ 4,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
CPR Program	Public & Private	1	$ 4,000	$ 4,000
Total Estimated Cost for Budget				$ 4,000

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *438*
ACCOUNT TITLE: *First Aid Supplies*
ACCOUNT TOTAL: $ 10,175

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 10,175	$ 8,982	4/1/2020
2018/2019	$ 10,000	$ 9,897	
2017/2018	$ 9,020	$ 11,683	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
438	**NARRATIVE** Proposed income from AMR supplies reimbursement program to the District. AMR reimburses the District $ 9.25 per transport for EMS supplies. Example: $9.25 x 1,100 (transports) = $ 10,175	$ 10,175

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
First Aid Supplies	Reimbursement	1100	$ 9.25	$ 10,175
	Total Estimated Cost for Budget			$ 10,175

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *450*
ACCOUNT TITLE: *Investment Interest*
ACCOUNT TOTAL: $ 10,000

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 10,000	$ 8,784	4/1/2020
2018/2019	$ 10,000	$ 15,358	
2017/2018	$ 8,000	$ 12,862	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
450	**NARRATIVE** This justification card is for the Interest earned from bank accounts and is based on trend.	$ 10,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Investment Interest	Based on trend	1	$ 10,000	$ 10,000
	Total Estimated Cost for Budget			$ 10,000

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *487*
ACCOUNT TITLE: *Physical Reimbursement*
ACCOUNT TOTAL: $ 1,950

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 2,250	$ 2,494	4/1/2020
2018/2019	$ 1,650	$ -	
2017/2018	$ -	$ -	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
487	**NARRATIVE** The District receives a reimbursement from our health insurance provider for each employee (Firefighter Only) that receives an annual physical which is paid for by the District. The employees are staggered for a physical and physical treadmill with a 3-year rotation. There is up to a $300 max per person benefit. We are anticipating a reimbursement for 3 employees receiving a Physical/Treadmill ($300) and 5 employees Physical Only ($150). The expenditure justification card that is associated with this account line is Personnel Services 531 Health & Wellness.	$ 1,950

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Physical/Treadmill	Reimbursement	5	$ 300	$ 1,500
Physical	Reimbursement	3	$ 150	$ 450
	Total Estimated Cost for Budget			$ 1,950

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *490*
ACCOUNT TITLE: *Miscellaneous Income*
ACCOUNT TOTAL: $ 5,000

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 5,000	$ 5,499	4/1/2020
2018/2019	$ 5,000	$ 22,654	
2017/2018	$ 5,000	$ 62,463	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
490	**NARRATIVE** Justification cards that reoccur have their own revenue account line. The District receives miscellaneous revenue throughout the year. The proposed miscellaneous revenue for the FY 2020-21 is $ 5,000.	$ 5,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Miscellaneous Income	Income	1	$ 5,000	$ 5,000
	Total Estimated Cost for Budget			$ 5,000

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *797*
ACCOUNT TITLE: *Grant Match*
ACCOUNT TOTAL: $ 3,000

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 3,000	$ -	4/1/2020
2018/2019	$ 3,000	$ 5,000	
2017/2018	$ 3,000	$ -	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
797	**NARRATIVE** The District is planning on applying for the Special Districts Association of Oregon Safety & Security Matching Grant Program. SDAO sets criteria annually for funding a specific area such as security, water mitigation, and/or personnel safety. Depending on the criteria the District will apply accordingly. The expenditure line associated with this revenue line is Account 797 (Grant Match).	$ 3,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Grant Match	SDAO	1	$ 3,000	$ 3,000
Total Estimated Cost for Budget				$ 3,000

Total for budget amount must appear in box J50 above

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *910*
ACCOUNT TITLE: *Contingencies*
ACCOUNT TOTAL: $ 170,000

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
REVENUE	X

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2019/2020	$ 170,000	$ -	4/1/2020
2018/2019	$ 170,000	$ -	
2017/2018	$ 170,000	$ 65,000	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
910	**NARRATIVE** The Contingencies Fund is based on the assumption that in the operation of the District, certain expenditures become necessary which cannot be foreseen and planned during the budget process because of some unusual or extraordinary event. **HISTORICAL DATA** Actual Revenue 2008-09 $ 9,900 (IRS Audit Payment) Actual Revenue 2012-13 $ 75,000 (Personnel Services) Actual Revenue 2014-15 $ 38,000 ($13,000 CO Dover Well, $25,000 PS) Actual Revenue 2015-16 $ 25,000 (Personnel Services) Actual Revenue 2018-19 $ 65,000 (2017-2018 New Radios)	$ 170,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Contingencies	Unforeseen	1	$170,000	$ 170,000
Total Estimated Cost for Budget				$ 170,000

Total for budget amount must appear in box J50 above

PERSONNEL SERVICES

ACCT. NO	PERSONNEL SERVICES	19/20 APPROVED	20/21 PROPOSED	$ +/-	% +/-
500	Career Salaries	$1,570,423	$1,568,694	($1,729)	
504	Separation Pay	$28,165	$35,069	$6,904	
505	Career Duty Chief	$29,550	$0	($29,550)	
506	Board of Directors Stipend	$3,500	$3,500	$0	
507	Student Firefighter Program	$18,000	$18,000	$0	
531	Health & Wellness	$50,225	$38,525	($11,700)	
555	Overtime	$144,655	$158,363	$13,708	
560	Volunteer Program	$94,950	$93,250	($1,700)	
570	Social Security/ Medicare	$148,157	$149,906	$1,749	
572	PERS	$538,811	$399,868	($138,943)	
573	Transit Tax	$10,609	$10,746	$137	
575	Workman's Compensation	$50,200	$53,427	$3,227	
580	Life Insurance	$5,087	$5,084	($3)	
582	Unemployment Insurance	$1,871	$1,894	$23	
584	Disability Insurance	$23,364	$23,340	($24)	
586	Medical Insurance	$378,837	$403,599	$24,762	
588	Dental Insurance	$26,046	$26,576	$530	
TOTAL PERSONNEL SERVICES		$3,122,450	$ 2,989,841	($132,609)	-4.2%

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Overview*
ACCOUNT TOTAL: $ 1,568,694

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 1,570,423	$ 1,173,827	4/1/2020
2018/2019	$ 1,356,123	$ 1,301,748	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
500	**NARRATIVE** This justification card is an overview of all career salaries. There is a justification card for each item below. Annual full time Administration, annual part time Administration, Bargaining Unit, Apparatus Operator incentive, Officer incentive, and EMT incentive.	$ 1,568,694

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Annual Salary	Full-Time Admin	1	$ 331,668	$ 331,668
Annual Salary	Part-Time Admin	1	$ 53,229	$ 53,229
Annual Salary	Bargaining Unit	1	$ 1,023,732	$ 1,023,732
Incentive	Apparatus Operator	1	$ 40,949	$ 40,949
Incentive	Officer	1	$ 25,256	$ 25,256
Incentive	EMT Incentive	1	$ 93,860	$ 93,860
			Total Estimated Cost for Budget	$ 1,568,694

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/FT Administration*
ACCOUNT TOTAL: $ 1,568,694

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
500	**NARRATIVE** Annual Fire Chief's salary (PS) Annual Division Chief's salary (JM) Annual Office Manager salary (NH) In addition, this justification card for FY 2020-21 includes a 2.9% cost of living increase for all Full-Time Employees. Holiday pay for the Office Manager is also included in this Justification Card.	$ 331,668

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Annual Salary	Fire Chief (PS)	12	$ 11,512	138,149
Annual Salary	Division Chief (JM)	12	$ 10,694	128,331
Annual Salary	Office Manager (NH)	12	$ 5,386	64,627
Holiday Pay	(NH)	1	$ 560	560
			Total Estimated Cost for Budget	$ 331,668

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/PT Administration*
ACCOUNT TOTAL: $ 1,568,694

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
500	**NARRATIVE** Annual Part Time Bookkeeper salary (AR) Annual Part Time Receptionist salary (MG) This Justification Card for FY 2020-21 includes a 2.9 % Cost of Living increase for all Part-Time Employees.	$ 53,229

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Annual Salary	24 hour (AR)	12	$ 2,588	$ 31,057
Annual Salary	24 hour (MG)	12	$ 1,848	$ 22,172
			Total Estimated Cost for Budget	$ 53,229

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Bargaining Unit*
ACCOUNT TOTAL: $ 1,568,694

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
500	**NARRATIVE** Per Local 1660 contract, below is the base salary for line personnel. The amounts include a 3% increase per the bargaining contract (effective July 1, 2020). In addition, to the base salary there are contractual incentives for certifications and specific ranks attained. There are justification cards for each incentive.	$ 1,023,732

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Annual Salary	Shift 56 hour (DB)	12	$ 7,095	$ 85,136
Annual Salary	Shift 56 hour (TK)	12	$ 7,095	$ 85,136
Annual Salary	Shift 56 hour (JM)	12	$ 7,095	$ 85,136
Annual Salary	Shift 56 hour (LS)	12	$ 7,095	$ 85,136
Annual Salary	Shift 56 hour (EP)	12	$ 7,095	$ 85,136
Annual Salary	Shift 56 hour (NT)	12	$ 6,879	$ 82,551
Annual Salary	Shift 56 hour (AS)	12	$ 6,701	$ 80,408
Annual Salary	Shift 56 hour (ZS)	12	$ 6,486	$ 77,836
Annual Salary	Shift 56 hour (KL)	12	$ 6,482	$ 77,781
Annual Salary	Shift 56 hour (PB)	12	$ 6,031	$ 72,372
Annual Salary	Shift 56 hour (RW)	12	$ 6,031	$ 72,372
Annual Salary	Shift 56 hour (CR)	12	$ 6,022	$ 72,262
Annual Salary	Shift 56 hour (New)	6	5,206	$ 31,236
Annual Salary	Shift 56 hour (New)	6	5,206	$ 31,236
			Total Estimated Cost for Budget	$ 1,023,732

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Bargaining Unit Apparatus Operator*
ACCOUNT TOTAL: $ 1,568,694

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
500	**NARRATIVE** Per Local 1660 contract, in addition to the base salary, line personnel certified as an Apparatus Operator will receive 4% of their base pay. New firefighters have 1 year to be certified as Apparatus Operator.	$ 40,949

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
A/O Incentive	DB, TK, JM, LS, EP	5	$ 3,405	$ 17,027
A/O Incentive	NT	1	$ 3,302	$ 3,302
A/O Incentive	AS	1	$ 3,216	$ 3,216
A/O Incentive	ZS	1	$ 3,113	$ 3,113
A/O Incentive	KL	1	$ 3,111	$ 3,111
A/O Incentive	PB, RW	2	$ 2,895	$ 5,790
A/O Incentive	CR	1	$ 2,890	$ 2,890
A/O Incentive	New (6 months)	2	1,249	$ 2,499
			Total Estimated Cost for Budget	$ 40,949

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Bargaining Unit Officer*
ACCOUNT TOTAL: $ 1,568,694

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
500	**NARRATIVE** In addition to the base salary, each employee that has been promoted to the rank of Captain will receive 10% of their base pay (2020-21). Each employee that has been promoted to the rank of Lieutenant will receive 8.5 % of their base pay (2020-2021). There are times when a firefighter needs to cover the Officer position due to scheduled and unscheduled time off. The firefighter receives an "Acting In Capacity" increase to their pay for the hours as needed.	$ 25,256

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Captain Incentive	Captain	1	$ 8,514	$ 8,514
Lieutenant Incentive	Lieutenant	2	$ 7,237	$ 14,474
Acting In Capacity		12	$ 189	$ 2,268
			Total Estimated Cost for Budget	$ 25,256

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Bargaining Unit EMT Incentive*
ACCOUNT TOTAL: $ 1,568,694

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
500	NARRATIVE Per Local 1660 contract, in addition to the base salary, line personnel certified as an EMT Intermediate will receive 5% of the base pay. Per Local 1660 contract, in addition to the base salary, line personnel certified as an EMT Paramedic will receive 10% of the base pay.	$ 93,860

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
EMT Incentive	EMT Intermediate (DB & TK)	2	$ 4,257	$ 8,514
EMT Incentive	EMT Paramedic (JM, LS, EP)	3	$ 8,514	$ 25,541
EMT Incentive	EMT Paramedic (NT)	1	$ 8,255	$ 8,255
EMT Incentive	EMT Paramedic (AS)	1	$ 8,041	$ 8,041
EMT Incentive	EMT Paramedic (ZS)	1	$ 7,784	$ 7,784
EMT Incentive	EMT Paramedic (KL)	1	7,778	$ 7,778
EMT Incentive	EMT Paramedic (PB, RW)	2	7,237	$ 14,474
EMT Incentive	EMT Paramedic (CR)	1	7,226	$ 7,226
EMT Incentive	EMT Paramedic (New)	2	3,124	$ 6,247
			Total Estimated Cost for Budget	$ 93,860

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *504*
ACCOUNT TITLE: *Separation Pay*
ACCOUNT TOTAL: $ 35,069

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 28,165	$ -	4/1/2020
2018/2019	$ 24,395	$ -	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
504	**NARRATIVE** This justification card will be used for scheduled retirements or any other employment terminations. This is calculated at the maximum vacation hours (528) for the highest paid employee. There are no planned retirements for FY 2020-21.	$ 35,069

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Separation Pay		1	$ 35,069	$ 35,069
			Total Estimated Cost for Budget	$ 35,069

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *506*
ACCOUNT TITLE: *Board of Directors Stipend*
ACCOUNT TOTAL: $ 3,500

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 3,500	$ 2,450	4/1/2020
2018/2019	$ 3,500	$ 3,450	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
506	**NARRATIVE** This justification card covers the costs associated with Board Policy 1.8. Board of Directors shall be compensated for Board Meetings and legal work sessions. Each Board Member may receive an amount not to exceed $50.00 per meeting. 14 Board Meetings X $50 Stipend X 5 Board Members =$3,500	$ 3,500

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Board of Directors	Stipend	5	$ 700	$ 3,500
			Total Estimated Cost for Budget	$ 3,500

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *507*
ACCOUNT TITLE: *Student Firefighter Program*
ACCOUNT TOTAL: $ 18,000

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 18,000	$ 9,690	4/1/2020
2018/2019	$ 20,000	$ 20,451	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
507	**NARRATIVE** The District provides financial support for the Student Firefighter Program. This fund is to reimburse student tuition for time spent working at the District. Students work 24 hour shifts for the District. Reimbursement is made to the student firefighter. This funding level permits three students for FY 2020-21. First 6 months $375/month Months 7-12 $450/month (500/month if the student is an EMT Basic) 2nd year $ 500/month ($600/month if the student is an EMT Basic)	$ 18,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Student FF	A Shift	12	$ 500	$ 6,000
Student FF	B Shift	12	$ 500	$ 6,000
Student FF	C Shift	12	$ 500	$ 6,000
			Total Estimated Cost for Budget	$ 18,000

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *531*
ACCOUNT TITLE: *Health & Wellness*
ACCOUNT TOTAL: $ 38,525

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 50,225	$ 10,590	4/1/2020
2018/2019	$ 55,725	$ 37,403	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
531		$ 38,525

NARRATIVE

This justification card is used for several different health and wellness programs the district supports. The District pays Volunteers $20 per month for health club memberships.
The District pays for annual physicals for paid and volunteer firefighters including the lab work, hearing, & treadmill costs in accordance with NFPA 1582.
Occasionally, a paid or Volunteer Firefighter will need to be on medical leave for either an on or off the job injury or illness. For them to return to work the firefighter needs to be cleared "Fit for Duty".
The District contracts for a preventative health & disease program for our Firefighters.
In addition, the District provides the necessary vaccines such as MMR, tetanus, and hepatitis B.
The District annual offers flu vaccines, hepatitis titers, and tuberculosis tests. New employees are subject to a psych evaluation and baseline doctor physicals which is also included in this justification card.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Health Club	Reimburse Qtrly (VOL)	4	$ 1,000	$ 4,000
Annual Physical	Health History Review	65	$ 45	$ 2,925
Annual Physical	Physical	9	$ 600	$ 5,400
Annual Physical	Physical & Treadmill	12	$ 1,000	$ 12,000
Annual Physical	Hearing	60	$ 20	$ 1,200
Recruits	Baseline Physical			
Fit for Duty	Release Back to Work	5	$ 500	$ 2,500
Preventative health	Quarterly	4	$ 500	$ 2,000
Vaccinations/Test	Annually	1	$ 3,000	$ 3,000
Exposure Control	Hotline	4	$ 500	$ 2,000
New Hire	Psych Evaluation	2	$ 500	$ 1,000
New Hire	Baseline Physical/Treadmill	2	$ 1,000	$ 2,000
Retirement	Exit Physical (SH)	1	500	$ 500
			Total Estimated Cost for Budget	$ 38,525

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *555*
ACCOUNT TITLE: *Overtime*
ACCOUNT TOTAL: $ 158,363

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 144,655	$ 103,459	4/1/2020
2018/2019	$ 130,000	$ 171,827	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
555	**NARRATIVE** This justification card provides necessary overtime funding for fire, EMS drills, specialty rescue training, firefighter academies, and required meetings that are not able to be accomplished on-duty. It also includes FSLA pay per Local 1660 agreement and call back for station staffing and alarms.	$ 158,363

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Overtime	Overtime & Relief	1	$ 94,717	$ 94,717
	Admin OT (2.27 %)	1	$ 2,902	$ 2,902
	Training OT (4.45 %)	1	$ 5,714	$ 5,714
	Late Call (1.08 %)	1	1,387	$ 1,387
	FLSA OT (18.44 %)	1	23,676	$ 23,676
Local Contract MOU	Minimum OT Hours	1	9,967	$ 9,967
	Unforseen, Conflag	1	20,000	$ 20,000
			Total Estimated Cost for Budget	$ 158,363

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *560*
ACCOUNT TITLE: *Volunteer Program - Overview*
ACCOUNT TOTAL: $ 93,250

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 94,950	$ 77,280	4/1/2020
2018/2019	$ 131,950	$ 92,357	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
560	**NARRATIVE** This justification card is an overview of the Volunteer funded programs and reimbursement. There is a justification card for each item below.	$ 93,250

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Volunteer		1	$ 74,750	$ 74,750
Skill Awards		1	$ 17,000	$ 17,000
CPR Program		1	$ 1,500	$ 1,500
			Total Estimated Cost for Budget	$ 93,250

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *560*
ACCOUNT TITLE: *Volunteer Reimbursement*
ACCOUNT TOTAL: $ 93,250

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
560		$ 74,750

NARRATIVE

The Volunteer alarm reimbursement is based on alarm response, firefighter training, EMS training, and level of involvement in the Volunteer program.

For both the Alarm & Crew Reimbursement 1st & 2nd quarters are higher than the 3rd & 4th quarters because our new recruits are beginning to respond on alarms. During the 1st & 2nd quarters new recruits are not reimbursed but rather money is set aside in different justification cards for items such as doctor physicals, turnout, uniforms, etc.

The Alarm Reimbursement is based on alarm responses, training, and activities the Volunteers sign in for. The point system is based on a budgeted amount divided between the 4 quarters. The quarterly amount is then divided by the total number of points earned which creates the dollar per point. The overall quarterly amount doesn't change for the fiscal year but the dollar per point will change per quarter for alarm reimbursement based on activity level. Example: $14,150 (quarter) / 3,200 (points) = $4.42 per point

The crew duty program is based on shifts the Volunteers sign up for. The point system is based on a budgeted amount divided between the 4 quarters. The quarterly amount is then divided by the total number of points earned which creates the dollar per point. The overall quarterly amount doesn't change for the fiscal year but the dollar per point will change per quarter for the crew reimbursement based on activity level. Example: $7,500 (quarter) / 2,230 (points) = $3.36 per point

We have a support member that manages our Facebook and chaplain services as a support member each receives a $300 per quarter as a stipend for services.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Alarm Reimbursement	1st & 2nd Quarters	2	$ 14,150	$ 28,300
Alarm Reimbursement	3rd & 4th Quarters	2	$ 8,450	$ 16,900
Crew Reimbursement	1st & 2nd Quarter	2	$ 7,500	$ 15,000
Crew Reimbursement	3rd & 4th Quarters	2	$ 6,075	$ 12,150
Facebook	Quarterly Stipend	4	$ 300	$ 1,200
Chaplain Services	Quarterly Stipend	4	$ 300	$ 1,200
			Total Estimated Cost for Budget	$ 74,750

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *560*
ACCOUNT TITLE: *Skill Awards*
ACCOUNT TOTAL: $ 93,250

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
560	**NARRATIVE** The Volunteers receive skill pay based on the skill level they have achieved for the year. The points are based per month that a volunteer participates at the skill level. The individual points are totaled and divided into the amount budgeted for the year to get a dollar per point. The skill awards are awarded at the end of the calendar year for Driver, Apparatus Operator, Water Rescue, Officer, EMT Basic, EMT Intermediate, & EMT Paramedic. The skill pay is calculated and distributed in the December volunteer reimbursement. Example: $15,000 (per year) / 2,000 (points) = $7.50 per point The District pays quarterly incentives to those volunteers that are top in the following four categories: Drills, alarms, evening shifts (4 hours) and day/night shifts (8 hours) The incentive is based on $100 per category; there are times when there are multiple people that tie for one or more categories.	$ 17,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Skill Award	Skill Award	1	$ 15,000	$ 15,000
Incentives	Quarterly	4	$ 500	$ 2,000
			Total Estimated Cost for Budget	$ 17,000

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *560*
ACCOUNT TITLE: *CPR Program*
ACCOUNT TOTAL: $ 93,250

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
560	**NARRATIVE** The District offers CPR classes to the public. The instructors are compensated at a $100 per class. The cost for the CPR class is intended to be self-supporting. The revenue line associated with this justification card is Revenue Line 437 CPR Program. Example: 15 classes x $100/Class = $1,500	$ 1,500

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
CPR	Instructors	15	$ 100	$ 1,500
			Total Estimated Cost for Budget	$ 1,500

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *570*
ACCOUNT TITLE: *Social Security & Medicare*
ACCOUNT TOTAL: $ 149,906

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 148,157	$ 102,549	4/1/2020
2018/2019	$ 132,546	$ 122,071	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
570	**NARRATIVE** In a release from the Department of Treasury, the IRS has advised that the withholding rate for FY 2020-21 FICA will remain at 6.20% and MEDICARE will be at 1.45%. The account requested for career personnel equals 7.65% of the total gross earnings, which includes regular hours, overtime, holiday pay, incentive pay, separation pay, and temporary employees. The amount requested for volunteer personnel equals 7.65% of the total gross earnings - includes CPR & health club reimbursement, alarm & crew reimbursement, skill awards and stipend expenses.	$ 149,906

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Career Salaries	Based on Payroll	1,790,995	$ 0.07650	$ 137,011
Students	Reimb over $5,250	4,250	$ 0.07650	$ 325
Volunteer	Based on Payroll	98,950	$ 0.07650	$ 7,570
Unexpected Payroll	Conflags, Unexpected OT	1	$ 5,000	$ 5,000
			Total Estimated Cost for Budget	$ 149,906

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *572*
ACCOUNT TITLE: *PERS-District Contribution*
ACCOUNT TOTAL: $ 399,868

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 538,811	$ 233,606	4/1/2020
2018/2019	$ 326,132	$ 248,849	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
572	**NARRATIVE** This Justification Card is for the Employer (ER) portion of PERS paid by the District. The Fire Chief IAP (6%) is contractually paid by the District. For the FY 2020-21 the Employer portion rates are: Tier 1 & 2 – 25.58%, OPSRP General – 13.75% OPSRP Police & Fire – 18.48%	$ 399,868

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Fire Chief	FC 6% ER paid (IAP)	1	$ 8,289	$ 8,289
Fire Chief	FC ER paid	1	$ 35,339	$ 35,339
Division Chief	Div. Chief ER paid	1	$ 32,827	$ 32,827
Firefighters' & AL	Firefighters' ER paid	1	$ 239,786	$ 239,786
Office Mgr + Holiday	FT Admin ER paid	1	$ 16,675	$ 16,675
PT Admin	PT Admin ER paid	1	$ 7,319	$ 7,319
Overtime	OT ER paid	1	$ 40,662	$ 40,662
Separation	Separation ER paid	1	$ 8,971	$ 8,971
Unexpected Payroll	Conflags, Unexpected OT	1	$ 9,000	$ 9,000
PERS Report	Required by GASB 68	1	$ 1,000	$ 1,000
PERS Projection	Unfunded Liability			$ -
			Total Estimated Cost for Budget	$ 399,868

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *573*
ACCOUNT TITLE: *Transit Tax*
ACCOUNT TOTAL: $ 10,746

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 10,609	$ 4,088	4/1/2020
2018/2019	$ 9,384	$ 5,126	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
573	**NARRATIVE** This justification card is used to pay transit tax. The City of Sandy for the Sandy Area Metro (SAM) bus transportation services. The amount is calculated at 0.6% of annual career salaries. The total gross earnings for career personnel includes salaries, holiday pay, overtime, separation pay, and temporary firefighter pay.	$ 10,746

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
SAM Transit Tax	Career Salaries	1,790,995	$ 0.0060	$ 10,746
			Total Estimated Cost for Budget	$ 10,746

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *580*
ACCOUNT TITLE: *Life Insurance*
ACCOUNT TOTAL: $ 5,084

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 5,087	$ 3,786	4/1/2020
2018/2019	$ 4,919	$ 4,412	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
580	**NARRATIVE** Term Life Insurance $30,000 per employee for Local 1660 and Administration employees. Term Life Insurance $15,000 per Volunteer members. Term Life Insurance for the Fire Chief per contract with The Standard is equaled to the annual salary rounded to the next $1,000.	$ 5,084

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Life Insurance	$ 30,000 Coverage	16	$ 103	$ 1,648
Life Insurance	$ 30,000 Coverage (2 New FF)	2	$ 52	$ 104
Life Insurance	$ 15,000 Coverage	56	$ 51	$ 2,856
Life Insurance	$ 139,000 Coverage (PS)	1	$ 476	$ 476
			Total Estimated Cost for Budget	$ 5,084

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *575*
ACCOUNT TITLE: *Workers' Compensation*
ACCOUNT TOTAL: $ 53,427

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 50,200	$ 49,945	4/1/2020
2018/2019	$ 45,875	$ 31,904	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
575	**NARRATIVE** This justification card provides the necessary funding for our workers' compensation insurance. Firefighter rate is .0297, Director rate is .0018 (Chiefs are considered 10% at the Firefighter rate and 90% at the Director rate), Volunteer rate is .0089 (based on assumed monthly wage of $800 per volunteer) and Clerical employee rate is .001. Our Experience Rating increased by $3,000 bringing that amount to $8,100.	$ 53,427

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Firefighter/10% Chief	Based on Salary	1,209,166	0.0297	$ 35,912
Director	90 % Chief's Salary & CDO	266,427	0.0018	$ 480
Clerical	Based on Salary	118,416	0.0010	$ 118
Overtime	Overtime hrs. @ straight time	106,505	0.0314	$ 3,344
Volunteers	Volunteer coverage	614,400	0.0089	$ 5,468
Board of Directors	Board coverage	2,400	0.0018	$ 4
W/C Final	Experience Rating	1	$ 8,100	$ 8,100
			Total Estimated Cost for Budget	$ 53,427

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *582*
ACCOUNT TITLE: *Unemployment Insurance*
ACCOUNT TOTAL: $ 1,894

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 1,871	$ 1,373	4/1/2020
2018/2019	$ 1,667	$ 1,600	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
582	**NARRATIVE** This justification card is used for State Unemployment. The baseline coverage amount for FY 2020-21 is 0.1%. The total gross earnings for career personnel includes salaries, holiday pay, chief duty officer pay, overtime, separation pay, temporary firefighter pay, and student stipend. The total gross earnings for volunteer personnel includes alarm and crew reimbursement, CPR/First Aid reimbursement, health club reimbursement, and stipend expenses.	$ 1,894

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Career Salaries	Based on payroll	1,790,995	0.001	$ 1,791
Volunteer	Based on reimb.	98,950	0.001	$ 99
Students	Reimb over $5,250 ea.	4,250	0.001	$ 4
			Total Estimated Cost for Budget	$ 1,894

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *584*
ACCOUNT TITLE: *Disability Insurance*
ACCOUNT TOTAL: $ 23,340

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 23,364	$ 19,954	4/1/2020
2018/2019	$ 22,408	$ 21,178	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
584		$ 23,340

NARRATIVE

This justification card is used to pay the Long Term Disability coverage the District provides to all employees who work a minimum of 24 hr/week. The amount is based on .8% and is based on annual career salaries.

$1,564,589 (salaries) x 0.8% = $ 12,517

In addition, the District provides a "blanket" Long Term Disability coverage for the Volunteers. The amount is $ 10,823 per year.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
LTD	Based on Salaries	1	$ 12,517	$ 12,517
LTD	Provident Policy	1	$ 10,823	$ 10,823
			Total Estimated Cost for Budget	$ 23,340

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *586*
ACCOUNT TITLE: *Medical Insurance*
ACCOUNT TOTAL: $ 403,599

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 378,837	$ 306,147	4/1/2020
2018/2019	$ 344,417	$ 317,053	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
586		$ 403,599

NARRATIVE

Our insurance provider for 2020-21 is Regence. The insurance includes medical, vision, and pharmacy coverage. The District is projecting a 5 % increase in medical premiums. This year the employees will pay 3.5 % of the medical premiums listed below.

Employee only: $834.41 monthly
Employee/Spouse: $ 1,752.22 monthly
Employee/Children: $1,443.50 monthly
Employee/Family: $2,461.43 monthly

Part-time employees are based on the District paying 60% of premiums.
Health Reimbursement Account (VEBA): Per the Local 1660 Union Contract for 2020-21, the District will contribute $185/mo. For full-time staff the amount is $185/mo. and for part-time staff will receive 60% ($111/mo.).

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Employee Family	DB, JM, JM, EP, ZS, NT, RW, NH	8	$ 28,503	$ 228,027
Employee Family	PS (No Copay)	1	$ 29,537	$ 29,537
Employee Family	2 New 6 mo	2	$ 14,252	$ 28,503
Employee Children	KL	1	$ 16,716	$ 16,716
Employee Spouse	TK	1	$ 20,290	$ 20,290
Employee Only	LS, AS, CR	3	$ 9,662	$ 28,987
PT Employee Only	60% ER Paid (AR)	1	$ 12,015	$ 12,015
Veba Bargaining Unit	12 Firefighters 2 New 6 mo	13	$ 2,220	$ 28,860
Veba Admin	Admin (PS, JM, NH)	3	$ 2,220	$ 6,660
Veba PT	Admin (AR, MG)	2	$ 1,332	$ 2,664
Retiree	Insurance			
FSA Admin Fees	Annual & Monthly	1	$ 1,340	$ 1,340
			Total Estimated Cost for Budget	$ 403,599

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *588*
ACCOUNT TITLE: *Dental Insurance*
ACCOUNT TOTAL: $ 26,576

JUSTIFICATION FOR :	
PERSONNEL SERVICE	X
MATERIALS & SERVICES	
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 26,046	$ 20,945	4/1/2020
2018/2019	$ 24,710	$ 22,631	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
588		$ 26,576

NARRATIVE

Our insurance provider for 2020-21 is Regence. There is a 2 % increase in dental premiums for the FY 2020-21 budget year. This year the employees will pay 3.5 % of the dental premiums listed below.

Employee only: $ 55.45 monthly
Employee/Spouse: $ 109.80 monthly
Employee/Children: $ 122.37 monthly
Employee/Family: $ 182.17 monthly

Part-Time employees are based on the District paying 60% of the premiums.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Employee Family	DB, JM, JM, EP, NH, ZS, NT, RW	8	$ 2,109	$ 16,875
Employee Family	PS (No Copay)	1	$ 2,186	$ 2,186
Employee Family	2 New 6 Mo FF	2	$ 1,055	$ 2,109
Employee Children	KL	1	$ 1,417	$ 1,417
Employee Spouse	TK	1	$ 1,272	$ 1,272
Employee Only	LS, AS & CR	3	$ 642	$ 1,926
PT Employee Spouse	AR	1	$ 791	$ 791
Retiree				
			Total Estimated Cost for Budget	$ 26,576

MATERIALS
SERVICES

ACCT. NO.	MATERIALS & SERVICES	19/20 APPROVED	20/21 PROPOSED	$ +/-	% +/-
601	Utilities	$46,911	$44,503	($2,408)	
611	Telephone	$14,000	$14,480	$480	
615	Office Supplies & Equipment	$14,500	$11,801	($2,699)	
617	Janitorial Supplies	$3,105	$3,177	$72	
620	Postage & Shipping	$4,000	$2,800	($1,200)	
621	Uniforms	$34,772	$30,985	($3,787)	
626	Liability Insurance	$32,591	$36,800	$4,209	
630	Election/ Advertising	$1,750	$2,950	$1,200	
632	Communications	$18,660	$18,739	$79	
634	Sign Post Program	$2,360	$3,080	$720	
636	Annual Events & Activities	$20,755	$17,875	($2,880)	
645	Dispatch & Radio Services	$160,120	$156,762	($3,358)	
653	Fire Prevention/Public Education Program	$9,359	$7,551	($1,808)	
655	Fire Ground Safety Program	$1,920	$1,570	($350)	
657	Equipment Testing	$13,402	$10,769	($2,633)	
669	Leases	$25,934	$11,904	($14,030)	
674	Station Furniture & Bunkroom Supplies	$5,010	$5,930	$920	
680	Training Materials & Supplies	$8,970	$3,195	($5,775)	
683	Schools/Conference - Overview	$50,470	$34,940	($15,530)	
685*	Technology Programs	$0	$16,369	$16,369	
686	Subscriptions/Dues	$28,646	$12,069	($16,577)	
689	Travel & Per Diem	$5,510	$3,320	($2,190)	
694*	Contract for Services	$0	$255,300	$255,300	
695	Professional Fees	$104,350	$43,798	($60,552)	
701	Facility/Grounds Maintenance	$36,680	$35,180	($1,500)	
720	Apparatus Service & Repair	$137,000	$135,350	($1,650)	
735	Fuel and Lube Supplies	$30,750	$30,750	$0	
737	Protective Clothing	$42,925	$40,375	($2,550)	
740	Shop Tools & Supplies	$2,500	$1,700	($800)	
743	Photo/AV Supplies	$900	$0	($900)	
746	First Aid Supplies & Equipment	$25,615	$26,735	$1,120	
747	SCBA Repair & Maintenance	$8,370	$5,000	($3,370)	
749	Firefighting Supplies	$8,598	$7,995	($603)	
752	Refreshments & Station Food	$4,600	$2,800	($1,800)	
760	Fire Hose & Repair	$8,700	$1,750	($6,950)	
762	Hydrant Flow Testing	$400	$400	$0	
764	Firefighting Tools & Equipment	$11,375	$9,745	($1,630)	
784	Water Rescue Team	$12,010	$11,350	($660)	
789	Fire Investigation Supplies	$200	$500	$300	
797	Grant Match Expense	$3,000	$3,000	$0	
TOTAL MATERIALS & SERVICES		**$940,718**	**$1,063,297**	**$122,579**	13.03%

* Denotes New Justification Card

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *601*
ACCOUNT TITLE: *Utilities*
ACCOUNT TOTAL: $ 44,503

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 46,911	$ 28,222	4/1/2020
2018/2019	$ 42,925	$ 40,318	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
601	NARRATIVE This justification card is used for utility expenses for all stations.	$ 44,503

City of Sandy (water & sewer) is projecting a 109% increase for sewer and 11% increase for water, NW Natural is projecting a 13% increase, PGE is projecting 2.8 % increase, and Portland Water (Roslyn Lake Station water) is projecting a 4.5 % increase.

There is no projected increase for Pacer Propane and Quadrant Monitoring (alarm & security for all stations).

For FY 2019-20 PGE and Pacer were significantly under budget which accounts for an overall decrease in this justification card.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
PGE	Electricity (All)	12	$ 2,100	$ 25,200
NW Natural	Natural Gas (Main & Annex)	12	$ 250	$ 3,000
City of Sandy	Water & Sewer	12	$ 750	$ 9,000
Fire Alarm System	Quarterly (Main, Dover, Roslyn)	4	$ 426	$ 1,704
Pacer Tank Rental	Annual (Annex, Dover, Roslyn)	1	$ 235	$ 235
Pacer	Propane (Annex, Dover, Roslyn)	12	$ 167	$ 2,004
Portland Water	Water (Roslyn)	4	$ 60	$ 240
Direct TV	Main Station, Dover, Annex	12	$ 260	$ 3,120
			Total Estimated Cost for Budget	$ 44,503

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *611*
ACCOUNT TITLE: *Telephone*
ACCOUNT TOTAL: $ 14,480

JUSTIFICATION FOR:	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 14,000	$ 7,912	4/1/2020
2018/2019	$ 12,960	$ 13,405	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
611	**NARRATIVE** This justification card is associated with the costs of landline telephones for all facilities. In addition, the District provides cell phone services for 3 mobile phones (PS, JM, LT).	$ 14,480

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Frontier Telephone	Main Station	12	$ 550	$ 6,600
Frontier Telephone	Dover	12	$ 190	$ 2,280
Frontier Telephone	Roslyn Lake	12	$ 90	$ 1,080
Verizon Wireless	Mobile Phones	12	$ 160	$ 1,920
	(PS, LT, JM)			
Frontier	Maintenance	1	$ 2,600	$ 2,600
	(2021, 2022)			
			Total Estimated Cost for Budget	$ 14,480

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *615*
ACCOUNT TITLE: *Office Supplies & Equipment*
ACCOUNT TOTAL: $ 11,801

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 14,500	$ 4,335	4/1/2020
2018/2019	$ 11,845	$ 7,516	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
615		$ 11,801

NARRATIVE

This justification card is used to purchase a wide range of office supplies including paper, binders, pens, permanent markers, etc.

It also includes repair/replacement of small office equipment. We have annual costs of printing EMS Forms, fire permits (AG & Specials), EMS refusal forms and other multi-page non-carbon forms as well as business cards, letterhead, envelopes, and fuel tickets. In addition, we have post office fees, notary fees, and wire/banking fees.

Adding to this justification card is annual shredding of patient care forms, private employee records and financial documents.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Office supplies	Paper, etc.	1	$ 5,000	$ 5,000
Office Equipment	Repair, Replacement	1	$ 500	$ 500
Computer Monitors	Replace	4	$ 500	$ 2,000
General Printing	Fire permits			$ -
General Printing	Letterhead & Envelopes			$ -
General Printing	EMS Forms	1	$ 1,000	$ 1,000
General Printing	Financial Forms	1	$ 800	$ 800
Business Cards	Staff	7	$ 63	$ 441
USPS	PO Box 12/19	1	$ 215	$ 215
USPS	Permit 1/21	1	$ 235	$ 235
Shredding	Annual Shredding	6	$ 85	$ 510
Bank	NSF, Wire, Stop Pmnt	1	$ 100	$ 100
Notary Renewal	NH 4/2021, AR 01/2023			$ -
ID Badges	Replacement	100	$ 10	$ 1,000
			Total Estimated Cost for Budget	$ 11,801

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *617*
ACCOUNT TITLE: *Janitorial Supplies*
ACCOUNT TOTAL: $ 3,177

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nick Tharp

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 3,105	$ 1,274	4/1/2020
2018/2019	$ 3,270	$ 1,919	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
617		$ 3,177

NARRATIVE

This justification card provides the necessary funding to purchase janitorial supplies for the maintenance of all district facilities. This line item is subject to certain fluctuations with increasess in certain product lines.

* cleaning products
* rags
* mops & brooms
* janitorial & station supplies
* floor cleaning supplies
* vacuum cleaner & supplies
* dispensers for replacement as needed

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Paper Supplies	Towels/Toilet Paper	12	$ 125	$ 1,500
Soap	Hand/Body Soap	12	$ 30	$ 360
	Laundry Detergent	12	$ 16	$ 192
Cleaning Supplies		12	$ 80	$ 960
Dispensers	Hand/Shower Soap	6	15	$ 90
	Toilet Paper	2	20	$ 40
	Paper Towel	1	35	$ 35
			Total Estimated Cost for Budget	$ 3,177

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *620*
ACCOUNT TITLE: *Postage & Shipping*
ACCOUNT TOTAL: $ 2,800

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 4,000	$ 994	4/1/2020
2018/2019	$ 4,000	$ 2,347	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
620	**NARRATIVE** This justification card is used for postage and shipping expenses incurred by the District. Postage includes stamps for mailing, fees for service billing, and everyday bills.	$ 2,800

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Postage average	Per month	12	$ 150	$ 1,800
Shipping	Shipping	1	$ 1,000	$ 1,000
			Total Estimated Cost for Budget	$ 2,800

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *621*
ACCOUNT TITLE: *Uniforms*
ACCOUNT TOTAL: $ 30,985

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Don Bennett

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 34,772	$ 10,768	4/1/2020
2018/2019	$ 26,990	$ 38,106	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
621		$ 30,985

NARRATIVE

This justification card is associated with the supply of duty uniforms for all personnel.

Annually the Volunteers receive an $85.00 credit for clothing allowance that can be used for uniform t-shirts, sweatshirts, belts, boots, and firefighter equipment like helmet flashlights.

In addition, we purchase collar pins, name tags, and badges on an as needed basis.

We have budgeted for 3 new sets of Class A uniforms for Apparatus Operators. We have added new uniform coats for Volunteers.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Duty Pants	Nomex pants	30	$ 120	$ 3,600
Duty Shirts	Nomex shirts	30	$ 120	$ 3,600
Duty T-shirts		155	$ 15	$ 2,325
Duty sweatshirts		70	$ 60	$ 4,200
Recruit T-shirts				$ -
Recruit sweatshirts				$ -
Ball caps		30	$ 10	$ 300
Beanies	Stocking caps	30	$ 15	$ 450
Duty Belts		5	$ 35	$ 175
Station Boots	Staff	15	$ 225	$ 3,375
Misc.	Unforeseen damage	1	$ 500	$ 500
Collar Pins & Tags	Replacement	1	$ 65	$ 65
Badges	Firefighter	12	$ 60	$ 720
Badges	Lieutenant	2	$ 60	$ 120
Badges	Apparatus Operator	6	$ 60	$ 360
Badges	Chief & Division Chief		$ -	$ -
Explorer Uniforms	(Class B, T-shirts & Sweatshirts)	10	$ 50	$ 500
Clothing Allowance	Volunteers	35	$ 85	$ 2,975
Reflective Jackets	Volunteers	8	$ 550	$ 4,400
Reflective Jackets	(2 New FTE)	2	$ 550	$ 1,100
Class A	(AS, KL, ZS)	3	$ 650	$ 1,950
Class A Caps	(JM, DB, TK)	3	$ 90	$ 270
			Total Estimated Cost for Budget	$ 30,985

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *626*
ACCOUNT TITLE: *Liability Insurance*
ACCOUNT TOTAL: $ 36,800

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 32,591	$ 29,563	4/1/2020
2018/2019	$ 31,629	$ 34,062	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
626	**NARRATIVE** FY 2020-21 a 8 % increase is projected in insurance policies which include property, vehicle, and liability coverage through Special Districts Association of Oregon.	$ 36,800

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Insurance Coverage	General, liability, auto	1	$ 36,800	$ 36,800
			Total Estimated Cost for Budget	$ 36,800

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *630*
ACCOUNT TITLE: *Election & Advertising*
ACCOUNT TOTAL: $ 2,950

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 1,750	$ 53	4/1/2020
2018/2019	$ 4,150	$ 4,474	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
630		$ 2,950

NARRATIVE

This justification card is used for the costs associated with the publication of the budget meeting and the budget hearing. In addition, during election years there are costs associated with board member positions.

We will have 2 Board Members (Stuchlik & Maunder) up for election for FY 2020-21.

We are anticipating the sale of some apparatus & equipment. We will have advertising costs associated with the surplus of those items.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Notices	Board Election (2 in 2021)	2	$ 1,000	$ 2,000
Notices	Budget Meeting Notice	1	$ 150	$ 150
Notices	Budget Hearing Notice	1	$ 100	$ 100
Advertising	Surplus	1	$ 500	$ 500
Advertising	Misc.	1	$ 200	$ 200
			Total Estimated Cost for Budget	$ 2,950

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *632*
ACCOUNT TITLE: *Communications*
ACCOUNT TOTAL: $ 18,739

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Don Bennett

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 18,660	$ 13,473	4/1/2020
2018/2019	$ 19,110	$ 17,758	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
632		$ 18,739

NARRATIVE

This justification card is associated with keeping our communication equipment current with technology developments.

We have budgeted for pager rental, repair and maintenance. In addition, air card service and MDC replacement & mounting hardware have been included. This justification card also covers radio repair & accessories needed.

In addition, we have added a countertop battery conditioner.

We have added 2 surface pro tablets (and mounting hardware) to this justification card. These will be used by the crews for electronic charting.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Air Cards	Air Cards	18	$ 360	$ 6,480
Net Cloud Cradle point	3 yr license (2020, 21, 22)	1	$ 150	$ 150
MDC	MDC Replacement	2	$ 2,500	$ 5,000
MDC	Mounting Hardware	2	$ 400	$ 800
Cradle Point	Mobile Hotspot	2	$ 920	$ 1,840
Cradle Point	Installation	2	$ 450	$ 900
				$ -
Portable Radio	Accessories & Repair	5	$ 150	$ 750
800 MHz Portable	Repair			$ -
Portable Radio	Batteries			$ -
Mic	Replacement/Damage	2	$ 110	$ 220
Radio Holder	Shoulder Strap & Holder	4	$ 90	$ 360
IMPRESS Dual	Battery Conditioner	1	$ 400	$ 400
Pager	Rental	3	$ 40	$ 120
Surface Pro	Tablet	2	$ 706	$ 1,412
Surface Pro	Dock	1	$ 157	$ 157
Surface Pro	Cover	2	$ 75	$ 150
			Total Estimated Cost for Budget	$ 18,739

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *634*
ACCOUNT TITLE: *Sign Post Program*
ACCOUNT TOTAL: $ 3,080

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Karl Lange

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 2,360	$ 862	4/1/2020
2018/2019	$ 1,640	$ 860	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
634		$ 3,080

NARRATIVE

The District actively promotes having every property marked so that we can find resident addresses in case of an emergency. The sign post side of this account is intended to have a zero balance at the end of the year. There is a revenue justification card for the sign post program.

Sandy Fire has an agreement with the City of Sandy for installation of No Parking Fire Lane Signs. This agreement allows the District to fund the purchase of the signs with the Public Works Department installing the signs for no additional charge.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Signs	Green Reflective	80	$ 19	$ 1,520
Posts		60	$ 14	$ 840
Nuts & Bolts	Cost per set	80	$ 3	$ 240
Shipping	Estimated Average	12	$ 15	$ 180
Signs	No Parking	5	60	$ 300
			Total Estimated Cost for Budget	$ 3,080

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *636*
ACCOUNT TITLE: *Annual Events & Activities*
ACCOUNT TOTAL: $ 17,875

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 20,755	$ 16,188	4/1/2020
2018/2019	$ 23,085	$ 15,477	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
636		$ 17,875

NARRATIVE

This justification card is used for our annual events and activities, such as recruit academy graduation, retirements, and long-term standbys. With the unknown of the coronavirus we have decided to cancel our public events for the remainder of the year and will not be budgeting for those items.

The District purchases appreciation awards for the annual awards banquet and length of service awards. We have sympathy, thank you, get well, and note cards on hand to be used as needed. We also send out Birthday, Anniversary, and Christmas Cards to our members.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Recruit Background	Reimbursement	10	$ 50	$ 500
Recruit Graduation	Dinner & Refreshments	1	$ 1,000	$ 1,000
Recruit Graduation	Building Use Fee	2	$ 20	$ 40
Background Check	DPSST	13	$ 45	$ 585
Signs	Recruitment			$ -
Retirements	Refreshments			$ -
Open House	Mt. Festival			$ -
Trick or Treat Event	Giveaways			$ -
Santa Event	Giveaways			$ -
Hood to Coast	Standby Meals			$ -
Cards (2 years)	Variety of Cards (21)	1	$ 350	$ 350
Awards banquet	Standby Meals	1	$ 350	$ 350
Awards banquet	Prizes & Plaques	1	$ 1,800	$ 1,800
Awards Banquet	Facility & food	1	$ 10,000	$ 10,000
Length of Service	Awards	1	$ 3,000	$ 3,000
Recognition	Plaques	1	$ 250	$ 250
			Total Estimated Cost for Budget	$ 17,875

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *645*
ACCOUNT TITLE: *Dispatch & Radio Services*
ACCOUNT TOTAL: $ 156,762

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 160,120	$ 138,163	4/1/2020
2018/2019	$ 158,871	$ 153,311	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
645	**NARRATIVE** Clackamas County (CCOM) continues to provide all emergency and routine radio communication for the District. The amount requested for the 800 MHz system is for the operating costs split between Districts within the County.	$ 156,762

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Dispatch Services	Operating costs	12	$ 10,699	$ 128,382
800 MHz	Operating costs	66	$ 430	$ 28,380
			Total Estimated Cost for Budget	$ 156,762

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *653*
ACCOUNT TITLE: *Fire Prevention/Public Education Program*
ACCOUNT TOTAL: $ 7,551

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Eric Pedersen

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 9,359	$ 1,827	4/1/2020
2018/2019	$ 9,240	$ 7,428	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
653		$ 7,551

NARRATIVE

This justification card is for materials needed to support the day-to-day operations of the Fire Prevention Program, i.e. (badges, tattoos, color books, bookmarks, red fire helmets, pencils, burn magnets & picture me books).

The Fire Prevention Trailer is jointly owned with Gresham Fire. Most repairs/upgrades will be split with Gresham Fire.

The CPR program is intended to be self-supporting. The materials, supplies and equipment are purchased from this line.

The helmet program is intended to be self-supporting. Ordering is based on the needs of the community. The District partners with community businesses and organizations if helmets are needed for low income residents.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
CPR	Supplies & Equipment	10	$ 300	$ 3,000
CPR	Recert Fees	5	$ 20	$ 100
Handout Materials	Badges, tattoos, etc.	1	$ 2,500	$ 2,500
Fire Prevention Week	Handout materials			$ -
Poster Contest FP Week	School Prizes (GC, Pizza Party)			$ -
Prevention Trailer	Upkeep, Refurbish, Operations	1	$ 300	$ 300
Smoke Detectors	Purchase & Replace	15	$ 20	$ 300
Car Seat Recert	Bi-Annually 3/2022			$ -
Bike Helmets	All Sizes (S,M,L,XL,Toddler)	101	$ 7	$ 707
All Sport Helmets	All Sizes (S,M,L)	40	$ 10	$ 400
Ski Helmets	All Sizes (S,M,L,XL)	11	$ 20	$ 220
Blue Caps	1000 Head covers	1	$ 24	$ 24
			Total Estimated Cost for Budget	$ 7,551

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *655*
ACCOUNT TITLE: *Fire Ground Safety Program*
ACCOUNT TOTAL: $ 1,570

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Don Bennett

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 1,920	$ 1,442	4/1/2020
2018/2019	$ 3,850	$ 1,920	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
655	**NARRATIVE** This justification card is associated with our fire ground safety program. Purchasing of safety equipment such as reflective traffic vests, reflective helmet shields and crescents and accountability passport tags. We are improving the safety of our firefighters with the purchase of reflective and luminous material for the helmet marking.	$ 1,570

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Passport tags		100	$ 2	$ 200
Traffic vests		10	$ 35	$ 350
Helmet Shields	Replacement/Damage	5	$ 50	$ 250
Helmet Decals	Full Set (Crescents, Name, EMT)	10	$ 70	$ 700
Recruit Crescents	Helmet			$ -
Explorer Crescents	Helmet	10	7	$ 70
			Total Estimated Cost for Budget	$ 1,570

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *657*
ACCOUNT TITLE: *Equipment Testing*
ACCOUNT TOTAL: $ 10,769

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Scott Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 13,402	$ 9,162	4/1/2020
2018/2019	$ 14,318	$ 12,508	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
657		$ 10,769

NARRATIVE

This justification card is associated with costs for annual equipment testing. The District must annually test specific equipment to comply with State and National requirements.

Annual equipment testing includes fire extinguisher testing, flow testing for SCBA, Hurst tool testing, and AED testing.

A new three-year contract for annual hose/ladder testing was signed in FY 2017-18. The quantity amount listed below is the number of feet we have tested.

We signed a five-year contract with the purchase of the Portacount which is used for FIT testing the SCBA masks and N95 masks. We will need to add a maintenance cost in FY 2021-22.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Ladder	Annual testing 8/20	352	$ 2	$ 704
Hose	Annual testing 8/20	20,260	$ 0.25	$ 5,065
Hydro	Air Trailer bottles 5/20			$ -
Hydro	SCBA bottles			$ -
SCBA Recalibration	Flow Testing			$ -
Fit Recalibration	Annual Calibration 5/21			$ -
Fire Extinguisher	Annual Testing 2/21	1	$ 950	$ 950
Hurst Tool	Annual Testing 4/21	14	$ 250	$ 3,500
AED	Annual Testing 4/21	2	$ 275	$ 550
				$ -
			Total Estimated Cost for Budget	$ 10,769

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *669*
ACCOUNT TITLE: *Leases*
ACCOUNT TOTAL: $ 11,904

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 25,934	$ 28,861	4/1/2020
2018/2019	$ 31,634	$ 22,425	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
669		$ 11,904

NARRATIVE

This justification card is used for lease payments. We have an agreement for our computer equipment upgrades and replacement. Computer Technical Support is located on Justification Card 695. For the FY 2020-21 our Schedule B costs include the monthly costs for maintaining the Datto (Cloud Back-Up Device) and maintaining our firewalls located at the main station and Dover.

In addition, we have budgeted to replace 4 Wi-Fi devices that are outdated. The replacement will come with a 3-year warranty.

We also have a lease agreement for the copy machine and because we lease, we are required to pay the annual property tax to the leasing agency.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Copy Machine	Lease	12	$ 307	$ 3,684
Copier Property Tax	Annually	1	$ 100	$ 100
Computer	Schedule B - Hardware	12	$ 460	$ 5,520
Computer	WiFi Unit Replacement	4	450	$ 1,800
Computer	WiFi Support	6	50	$ 300
Computer	Unforseen	1	500	$ 500
			Total Estimated Cost for Budget	$ 11,904

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *674*
ACCOUNT TITLE: *Station Furniture & Bunkroom Supplies*
ACCOUNT TOTAL: $ 5,930

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jon McKay

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 5,010	$ 100	4/1/2020
2018/2019	$ 2,410	$ 370	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
674	**NARRATIVE** This justification card is for the replacement and repairs of station furniture and dorm room supplies. We have added black-out shades for the dorm rooms to this justification card.	$ 5,930

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Pillows		10	$ 20	$ 200
Blankets		10	$ 65	$ 650
Sheets		24	$ 45	$ 1,080
Towels, Wash Cloths		20	$ 15	$ 300
Desk & Nightstand				
Bed Frame & Mattress				
Blackout shades	Dorm Windows	10	$ 350	$ 3,500
Unforeseen Damage		1	$ 200	$ 200
			Total Estimated Cost for Budget	$ 5,930

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *680*
ACCOUNT TITLE: *Training Materials & Supplies*
ACCOUNT TOTAL: $ 3,195

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Jason McKinnon

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 8,970	$ 3,489	4/1/2020
2018/2019	$ 9,945	$ 5,580	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
680	**NARRATIVE** This justification card is for training materials needed only if we contract for training with Clackamas Fire. Building materials for training prop at Dover if capital purchase is made of Container. Live Fire Training Supplies include hay, pallets, sheetrock, plywood, and modifications to burn container. Purchase NFPA 1006 and Technical Rescue manual to add Swift Water Rescue to Department accreditation.	$ 3,195

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Recruit Academy	FF I book/Workbook			
Building Materials	Training Prop	1	$ 800	$ 800
Extrication Cars	Fee per car	4	$ 50	$ 200
Outside Instructor	Handouts and Materials			
Training Supplies	Disposable goods			
Live Fire	Supplies	1	$ 2,000	$ 2,000
EMS Training	Supplies			
EMT Class	EMT Student Books			
Vent Prop	Wood (units)			
NFPA 1006	Training Materials	1	$ 100	$ 100
Technical Rescue		1	$ 95	$ 95
			Total Estimated Cost for Budget	$ 3,195

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences-Training Overview*
ACCOUNT TOTAL: $ 34,940

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Jason McKinnon

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 50,470	$ 9,656	4/1/2020
2018/2019	$ 72,140	$ 33,701	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
683	**NARRATIVE** Beginning July 2020 all District personnel will receive training through a contract for training from Clackamas Fire. That cost is located in Materials & Service line 694 Contract for Services. There will be training that District personnel will continue to need that is not covered by the Clackamas contract and needs to be budgeted. District personnel receive their training and education in various ways from a variety of resources. The basic skills and maintenance of these skills occur at college classes, external seminars, conferences, and external and internal specialized skills training. This includes bringing outside instructors in to teach on certain topics for our members. This training is separated out on individual justification cards.	$ 34,940

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Training	Administration	1	$ 4,660	$ 4,660
Training	Fire	1	$ 12,005	$ 12,005
Training	EMS	1	$ 13,125	$ 13,125
Training	SRT	1	$ 5,150	$ 5,150
			Total Estimated Cost for Budget	$ 34,940

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences- Administration*
ACCOUNT TOTAL: $ 34,940

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jason McKinnon

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
683	**NARRATIVE** District personnel receive their training and education in various ways from a variety of resources. The basic skills and the maintenance of these skills occur at District drills, college classes, external seminars and conferences and external specialized skills training.	$ 4,660

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Administration	OFDDA Conference (Board)	2	$ 600	$ 1,200
Administration	OFCA Conference (PS, JM)	2	$ 300	$ 600
Administration	Continuing Education (PS)	1	$ 500	$ 500
Administration	OFSOA (NH)	2	$ 230	$ 460
Administration	NW Leadership (PS, JM)	2	$ 350	$ 700
Administration	SDAO Conference (Board)	2	$ 600	$ 1,200
			Total Estimated Cost for Budget	$ 4,660

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences- Fire*
ACCOUNT TOTAL: $34,940

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jason McKinnon

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
683	**NARRATIVE** District personnel receive their training and education in various ways from a variety of resources. The basic skills and the maintenance of these skills occur at District drills, college classes, external seminars and conferences and external specialized skills training.	$ 12,005

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Outside Instructor	Dept . Class	1	$ 5,000	$ 5,000
Advanced FF Classes	College			$ -
MFOA I & II	(DB, PB, CR)	3	$ 835	$ 2,505
Advanced Extrication	Extrication	2	$ 100	$ 200
Brothers In Battle	Forcible Entry	4	$ 250	$ 1,000
Firemanship	Conference			$ -
S130/190	Wildland	12	$ 100	$ 1,200
S131	Wildland	12	$ 50	$ 600
Instructor I	Class	3	$ 100	$ 300
Advanced Wildland	Wildland	6	200	$ 1,200
			Total Estimated Cost for Budget	$ 12,005

FISCAL A35YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences-EMS*
ACCOUNT TOTAL: $34,940

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jason McKinnon

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
683		$ 13,125

NARRATIVE

District personnel receive their training and education in various ways from a variety of resources. The basic skills and the maintenance of these skills occur at District drills, college classes, external seminars, conferences, and external specialized skills training.

We have budgeted to send volunteers/recruits to an EMT Basic Class at minimum. In addition, our minimum EMT standards for career personnel has changed to require EMT Paramedic. We have budgeted to reimburse up to five paramedic students $3,000 each year for 3 years of service upon successful completion of the class and SFD skills sign-off. Only 1 person applied for FY 2019-20 and 2 people have applied for FY 2020-21.

In addition, we have 7 volunteer firefighters that are currently enrolled in an EMT-Basic class. We are budgeting to reimburse them $1,000 upon successful completion of the class and SFD skills sign-off.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
EMS	Outside Instruction			$ -
ACLS	(JM, AS, LS, KL)	4	$ 250	$ 1,000
PALS	(PB, KL, RW, CR)	4	$ 250	$ 1,000
Conference	Timberline (odd year)			$ -
EMT	Recertification (odd year)	26	$ 55	$ 1,430
EMT Intermediate	Recertification (odd year)	7	$ 85	$ 595
EMT Paramedic	Recertification (odd year)	14	$ 150	$ 2,100
EMR	Recertification (even year)			
EMT Class	Basic Certification			
EMT Basic	Reimbursement	4	$ 1,000	$ 4,000
	(DD, FI, JE, CB)			
EMT Class	Paramedic Certification	1	$ 1,000	$ 1,000
	19-20, 20-21, 21-22 (GB)			
EMT Class	Paramedic Certification	2	$ 1,000	$ 2,000
	2020-21 (JU, AC)			
			Total Estimated Cost for Budget	$ 13,125

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences-SRT*
ACCOUNT TOTAL: $ 34,940

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jason McKinnon

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
683	**NARRATIVE** This justification card is for Swift Water Rescue Technician Certification and Recertification. We currently have 11 SRT members and we will be adding 3 additional members for FY 2020-21. Each member needs to recertify every 3 years. Additionally, we have added a train the trainer for documentation and verification sign off for DPSST.	$ 5,150

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Water Rescue	Recertification 04/2021	10	$ 500	$ 5,000
	(TK, MC, CR, AS, PB)			
	(JM, TS, KL, ZS, RW)			
Train the Trainer	Additional Training	1	$ 150	$ 150
	(TK - 2021-22, 2024-25)			
	Recertification 04/2022			
	(DB, EP, JP, GY, New, New)			
	Recertification 04/2023			
	(TK, MC, CR, AS, PB)			
			Total Estimated Cost for Budget	$ 5,150

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *685*
ACCOUNT TITLE: *Technology Programs*
ACCOUNT TOTAL: $ 16,369

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020			4/1/2020
2018/2019			

AREA OF RESPONSIBILITY: Nannette Howland

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
685		$ 16,369

NARRATIVE

This is a new justification card for FY 2020-21 and is for the purchase of our technology programs.

- Intterra is a GPS platform that will be used by three different counties 911 systems, and fire districts. This is a user-friendly program that will assist with driveway updates, fire preplans, and updating information as we respond on alarms.
- Crew Sense is a scheduling and resource management program that will help with scheduling vacation, sick, or training hours of our paid staff as we increase staffing.
- ESO is a new program that will replace our Records Management Program (FireHouse). The purchase for FY 2020-21 only includes the fire module (incidents, inspections, & investigations) and records management. The EMS module will be paid by the County for the first year.
- Net Motion is our CAD/MDC License with IT Support through Clackamas Fire.
- Active 911 is our paging platform. This is purchased for all responding personnel to notify them when we have an alarm.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Active 911	Subscription (68 Licenses)	68	$ 12	$ 816
ESO	Records Management	1	$ 7,213	$ 7,213
Netmotion	Maintenance	1	$ 1,000	$ 1,000
Intterra	GPS Data Platform	1	$ 1,700	$ 1,700
Crew Sense	Scheduling & Resource Mgmt	12	$ 470	$ 5,640
			Total Estimated Cost for Budget	$ 16,369

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *686*
ACCOUNT TITLE: *Dues*
ACCOUNT TOTAL: $ 12,069

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 28,646	$ 20,168	4/1/2020
2018/2019	$ 15,163		

AREA OF RESPONSIBILITY: Nannette Howland

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
686	**NARRATIVE** This justification card will be used to fund dues for FY 2020-21.	$ 12,069

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Diversity Design	Website	1	$ 425	$ 425
OFCA	Membership (PS, JM)	2	$ 80	$ 160
CCFIT	Membership (PS) (12/20)	1	$ 50	$ 50
OFSOA	Membership (7/20)	1	$ 40	$ 40
Costco	Membership	1	$ 120	$ 120
OFDDA	Membership (1/21)	1	$ 1,500	$ 1,500
CCFDB	Membership (04/21)	1	$ 100	$ 100
NAFT	Membership (JM)	1	$ 150	$ 150
Sandy Chamber	Membership	1	$ 175	$ 175
Government Ethics	Assessment (9/20)	1	$ 550	$ 550
SDAO	Annual Dues	1	$ 2,500	$ 2,500
IAAI	Membership (GB)	1	$ 50	$ 50
OFMA	Membership (GB)	1	$ 65	$ 65
FlashAlert	Subscription (NH)	1	$ 225	$ 225
LGPI	Membership (PS)	1	$ 1,100	$ 1,100
Amazon Prime	Membership	1	$ 179	$ 179
Zoom	Membership	12	$ 15	$ 180
Sandy Post	Subscription (2 Copy)	2	$ 30	$ 60
Microsoft	Office 365	12	$ 370	$ 4,440
NFPA	2021-2022			$ -
			Total Estimated Cost for Budget	$ 12,069

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *689*
ACCOUNT TITLE: *Travel & Per Diem-Training*
ACCOUNT TOTAL: $ 3,320

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Jason McKinnon

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 5,510	$ 2,290	4/1/2020
2018/2019	$ 7,460	$ 2,814	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
689		$ 3,320

NARRATIVE

This justification card is for costs associated with the travel (lodging, meal per diem, and mileage) per District Policies 9.1 and Procedure 9.4.

Per diem rates for lodging and meals out of the home tax area are based on the General Services Administration standards which are found at www.gsa.gov.
Per diem rates for mileage out of the home tax area are based on the IRS standards. These are found at www.irs.gov. For 2020 the rate is 57.5 cents/mile.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Recruit Instructors	Food			$ -
Adv. extrication	Food & lodging			
EMS	Food & lodging			
BOD	Food & lodging	4	$ 500	$ 2,000
OFCA	Food & lodging (PS, JM)	2	$ 300	$ 600
OFSOA	Food & lodging (NH)	2	$ 360	$ 720
SRT	Food			
			Total Estimated Cost for Budget	$ 3,320

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *694*
ACCOUNT TITLE: *Contract for Services*
ACCOUNT TOTAL: $ 255,300

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA		
YEAR	BUDGETED	ACTUAL SPENT
2019/2020		
2018/2019		

4/1/2020

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
694		$ 255,300

NARRATIVE

This justification card is new for 2020-21 and will be used for our contract services.

The District has contractual agreements for the Fire Marshal Position. Fire Marshal Don Patty will be retiring in October. FM Gary Boyles will take over that positon.

In addition, this FY 2020-21 we have signed a 1 year agreement with Clackamas Fire District for Command and Control Services and Training for fire personnel.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Gary Boyles	Fire Marshal Position	12	$ 5,400	$ 64,800
Gary Boyles	Fire Investigations	12	$ 100	$ 1,200
Don Patty	Fire Marshal Position	3	$ 2,700	$ 8,100
Clackamas Fire	Command & Control	12	$ 7,500	$ 90,000
Clackamas Fire	Training (Volunteers)	38	$ 900	$ 34,200
Clackamas Fire	Training (Career)	15	$ 3,800	$ 57,000
			Total Estimated Cost for Budget	$ 255,300

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *695*
ACCOUNT TITLE: *Professional Fees*
ACCOUNT TOTAL: $ 43,798

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 104,350	$ 63,462	4/1/2020
2018/2019	$ 79,490	$ 70,567	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
695	**NARRATIVE** This justification card is used for our professional fees. The District has contractual agreements for a District auditor, employee assistance program, IT Services including MDC support. In addition, we have fees associated with our payroll services and legal counsel. We utilized NTN to help advertise for future new hires. In addition, they provide the physical agility (CPAC) and written test.	$ 43,798

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Legal	As needed	12	$ 600	$ 7,200
Accounting	ADP	12	$ 500	$ 6,000
Accounting	Auditor	1	$ 6,750	$ 6,750
E.A.P.	Employee assistance	12	$ 65	$ 780
Computer	Support (Schedule A)	12	$ 1,214	$ 14,568
Consulting	LGPI	1	$ 4,750	$ 4,750
Firefighter Testing	Annual	1	750	$ 750
MDC	Support (Horst)	12	250	$ 3,000
			Total Estimated Cost for Budget	$ 43,798

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance - Overview*
ACCOUNT TOTAL: $ 35,180

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Jon McKay

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 36,680	$ 22,848	4/1/2020
2018/2019	$ 62,315	$ 69,923	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
701	**NARRATIVE** This justification card is for needed building maintenance projects and repairs, heating, cooling and plumbing of the District's station facilities. Each item listed has its own justification card.	$ 35,180

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Main Station	Building Maintenance	1	$ 14,730	$ 14,730
Dover Station	Building Maintenance	1	$ 7,000	$ 7,000
Roslyn Station	Building Maintenance	1	$ 4,700	$ 4,700
Annex	Building Maintenance	1	$ 8,750	$ 8,750
			Total Estimated Cost for Budget	$ 35,180

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance - Sandy*
ACCOUNT TOTAL: $ 35,180

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jon McKay

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
701	**NARRATIVE** This justification card is used for facilities/grounds maintenance for the Sandy main station. This justification card covers annual heating & cooling, generator maintenance, backflow testing, and elevator maintenance and inspection, along with landscaping maintenance. In addition, this justification card includes maintenance for a condenser neutralizer for the water heater, annual window cleaning and flag replacements.	$ 14,730

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Heating & Cooling	Maintenance	4	$ 1,295	$ 5,180
Hot Water Heater	Maintenance	1	$ 100	$ 100
Generator	Maintenance	1	$ 500	$ 500
Fire Sprinkler	Backflow Testing	3	75	$ 225
Inspection / Permit	Elevator	1	$ 1,500	$ 1,500
Parts & Hardware	Maintenance (All)	12	$ 150	$ 1,800
Yard Maintenance	Annual Bark & Trim	1	$ 2,000	$ 2,000
Filters	(All Buildings)	1	$ 225	$ 225
Flags	Replacement	5	100	$ 500
Window Cleaning	Maintenance	1	500	$ 500
Stove Shut-off	Electrical Repair	1	2,200	$ 2,200
Fire Sprinkler Riser	Backflow			$ -
Gym Equipment	Rower & Dumbbells			$ -
Cabinet	Upgrades (AR)			$ -
				$ -
			Total Estimated Cost for Budget	$ 14,730

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance-Dover Station*
ACCOUNT TOTAL: $ 35,180

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jon McKay

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
701	**NARRATIVE** This justification card is used for facilities/grounds maintenance for the Dover station property. The yard maintenance includes field mowing and monthly maintenance. In addition, we budget for an annual clean that includes trimmings and bark dust.	$ 7,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Heating & Cooling	Maintenance	2	$ 250	$ 500
Generator	Maintenance	1	$ 500	$ 500
Co-Rayvac System	Maintenance	2	$ 250	$ 500
Duct Cleaning	Maintenance (2024)			
Pest Control	Maintenance	4	$ 100	$ 400
Yard Maintenance	Landscaping	12	$ 250	$ 3,000
Yard Maintenance	Annual Bark & Trim 7/20	1	$ 300	$ 300
Yard Maintenance	2 Cuts & Spray Field	2	$ 400	$ 800
Electrical	Maintenance			$ -
Station Signs	Replacement	2	$ 500	$ 1,000
			Total Estimated Cost for Budget	$ 7,000

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance-Roslyn Station*
ACCOUNT TOTAL: $ 35,180

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jon McKay

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
701	**NARRATIVE** This justification card is used for the facilities/grounds for the Roslyn station property.	$ 4,700

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Heating & Cooling	Maintenance	2	$ 200	$ 400
Generator	Maintenance	1	$ 500	$ 500
Pest Control	Maintenance	4	$ 100	$ 400
Yard Maintenance	Landscaping	12	$ 175	$ 2,100
Yard Maintenance	Annual Bark & Trim 7/20	1	$ 300	$ 300
Station Signs	Replacement	2	$ 500	$ 1,000
			Total Estimated Cost for Budget	$ 4,700

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance - Annex*
ACCOUNT TOTAL: $ 35,180

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Jon McKay

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
701	**NARRATIVE** This justification card is used for the facilities/grounds for the Annex property. The yard maintenance includes the monthly maintenance. In addition, we budget for an annual clean that includes trimmings and bark dust. In addition, we have added to repaint and caulk the windows and joints of the Annex.	$ 8,750

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Heating & Cooling	Maintenance	2	$ 250	$ 500
Generator	Maintenance	1	$ 500	$ 500
Pest Control	Maintenance	4	$ 100	$ 400
Yard Maintenance	Landscaping	12	$ 175	$ 2,100
Yard Maintenance	Annual Bark & Trim 7/20	1	$ 300	$ 300
Paint	Caulk Windows & Joints	1	$ 4,950	$ 4,950
Water Sprinkler	Maintenance			
			Total Estimated Cost for Budget	$ 8,750

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *720*
ACCOUNT TITLE: *Apparatus Service & Repair*
ACCOUNT TOTAL: $ 135,350

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Todd Kennedy & Nick Tharp

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 137,000	$ 60,012	4/1/2020
2018/2019	$ 80,800	$ 114,527	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
720	**NARRATIVE** This justification card is for the Apparatus & Equipment Maintenance for District owned apparatus, vehicles and trailers. This card will include annual DOT & NFPA inspections of all emergency apparatus. Pump testing of all apparatus with fire rated pumps, annual service, and unscheduled repairs. As well as equipment to keep them operating in all weather conditions. Service and repair costs are based off prior years actual invoice charges.	$ 135,350

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Apparatus Service	Annual	8	$ 1,500	$ 12,000
	Pump Test	5	$ 400	$ 2,000
	DOT / NFPA Inspection	8	$ 1,100	$ 8,800
Repairs		5	$ 20,000	$ 100,000
Utility Vehicles	Unit(s) Service	6	$ 200	$ 1,200
Supplies	Misc. Fluids	1	$ 500	$ 500
Replacement Tires	Apparatus	6	$ 650	$ 3,900
Replacement Tires	Service Vehicles	6	$ 350	$ 2,100
Replacement Tires	Service Vehicles (C370)	4	$ 250	$ 1,000
Tire Chains	Replacement & New	16	$ 200	$ 3,200
Apparatus Detail				$ -
Apparatus Improvement	Wheel Well Trim E371			$ -
Apparatus Improvement	E-371 Lettering & Clear Coat	1	$ 650	$ 650
			Total Estimated Cost for Budget	$ 135,350

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *735*
ACCOUNT TITLE: *Fuel & Lube Supplies*
ACCOUNT TOTAL: $ 30,750

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Scott Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 30,750	$ 15,703	4/1/2020
2018/2019	$ 30,000	$ 20,082	
2017/2018		$ 23,293	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
735	**NARRATIVE** This justification card is used for Apparatus fuel and lube supplies. Fuel prices can be extremely volatile and are easily impacted. Outside influences such as a refinery fire, natural disaster, significant weather event, domestic terrorism, military action, etc. can greatly increase demand which drives prices higher. Our history shows during these significant events, diesel fuel spiked to more than $4.00 per gallon.	$ 30,750

Enter items, descriptions, quantities, and rates here:

Item	Short description	Quantity	Rate	Cost
Diesel & Gas		12	$ 2,450	$ 29,400
Oil		1	$ 300	$ 300
Gas	Small Tools	1	$ 300	$ 300
Fuel Additive	DEF	1	$ 750	$ 750
			Total Estimated Cost for Budget	$ 30,750

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *737*
ACCOUNT TITLE: *Protective Clothing*
ACCOUNT TOTAL: $ 40,375

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Don Bennett

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 42,925	$ 5,418	4/1/2020
2018/2019	$ 39,090	$ 35,244	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
737	**NARRATIVE** This justification card is associated with protective clothing and equipment for paid and Volunteer Firefighters. Protective clothing includes structural and wildland gear. In addition, we added to purchase new particular hoods.	$ 40,375

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Turnout Pants		10	$ 890	$ 8,900
Turnout Coats		10	$ 1,410	$ 14,100
Structural Boots		10	$ 350	$ 3,500
Turnout Suspenders		5	$ 50	$ 250
Helmets	Structural	8	$ 240	$ 1,920
Fire Hood		18	$ 115	$ 2,070
Structural Gloves		30	$ 90	$ 2,700
Turnout Repair		1	$ 750	$ 750
Helmet Visor		2	$ 70	$ 140
Helmet Light	(PB, CR, RW)	3	$ 100	$ 300
Helmet Light	(Volunteer Clothing Allowance)	10	$ 100	$ 1,000
Gear Bag	Turnouts			$ -
Mask Bag	SCBA			$ -
Wildland Pants	Nomex w/reflective trim	5	$ 185	$ 925
Wildland Shirts	Nomex	5	$ 215	$ 1,075
Wildland Goggles		5	$ 60	$ 300
Wildland Helmets	Cap Style	5	$ 60	$ 300
Wildland Gloves	Leather	20	$ 25	$ 500
Wildland Harness	Chest Harness			$ -
Wildland Head Lamp		2	$ 75	$ 150
Wildland Web Gear				$ -
Wildland Shelters		3	$ 475	$ 1,425
Wildland Particulate Scarf		2	$ 35	$ 70
			Total Estimated Cost for Budget	$ 40,375

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *740*
ACCOUNT TITLE: *Shop Tools & Supplies*
ACCOUNT TOTAL: $ 1,700

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Jon McKay

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 2,500	$ 63	4/1/2020
2018/2019	$ 2,500	$ 1,727	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
740	**NARRATIVE** This justification card provides the necessary funding to purchase shop supplies for the in-house repair of equipment. * Shop towels * Identification labels (OR-OSHA requirement) * Welding supplies * Truck wash * Wash mitts * Bits	$ 1,700

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Shop supplies	Various	12	$ 100	$ 1,200
Mechanic Tools	Wrenches, Sockets	1	$ 500	$ 500
	Screw Drivers, etc.			
			Total Estimated Cost for Budget	$ 1,700

BUDGET JUSTIFICATION

ACCOUNT CODE: *746*
ACCOUNT TITLE: *First Aid Supplies & Equipment*
ACCOUNT TOTAL: $ 26,735

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Laurie Smallwood

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 25,615	$ 20,149	4/1/2020
2018/2019	$ 24,680	$ 27,925	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
746		$ 26,735

NARRATIVE

The funds requested in this line item are utilized to restock, upgrade and replace damaged medical supplies on engine companies throughout the year. These items are generally disposable medical supplies that are utilized during treatment of patients.

Disposal of scene bio-waste (sharps containers, vac. containers, and dirty supplies).

This budget line is used to purchase new EMS tools as medical technology improves and replace EMS supplies which are damaged or have reached the end of their service life. Examples of items commonly replaced are; Suction units, Traction splints, AED Batteries, Auto-Pulse Batteries, EMS Kits & Bags.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Medical Supplies	Disposable goods	1	$ 24,500	$ 24,500
Steri-cycle	Bio-Waste Disposal	1	$ 75	$ 75
Sager Traction Splint	Replacement	1	$ 470	$ 470
Pelican EMS Kit	Replacement			
Auto Pulse Batteries	Replacement	1	$ 850	$ 850
AED Batteries	Replacement	2	$ 420	$ 840
			Total Estimated Cost for Budget	$ 26,735

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *747*
ACCOUNT TITLE: *SCBA Repair & Maintenance*
ACCOUNT TOTAL: $ 5,000

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Scott Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 8,370	$ 458	4/1/2020
2018/2019	$ 8,370	$ 2,352	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
747	**NARRATIVE** The FY 2020-21 budget for SCBA repair and maintenance is based on an estimate of our service tech and what he would expect to repair for a department with this number of packs and our service history. Our warranty expired in 2014, so all repairs needed we will pay for.	$ 5,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Pressure Transducer				$ -
HUD Pig tails		5	$ 57	$ 285
Lower HUD Hose		3	$ 478	$ 1,434
Wiki Gauge				$ -
HUD Module				$ -
Regulator Holder		3	$ 30	$ 90
Gauge Strap		7	$ 5	$ 35
Mask Lenses		3	$ 125	$ 375
Regulator Repair	Diaphragm	3	$ 219	$ 657
Regulator Hose		2	$ 359	$ 718
Cylinder Gauge	Repair	3	$ 129	$ 387
Mask Straps		5	$ 24	$ 120
HUD Visor	Rubber Boot	7	$ 7	$ 49
MES	Fuel Charge	2	$ 25	$ 50
Amplifier		4	$ 200	$ 800
			Total Estimated Cost for Budget	$ 5,000

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *749*
ACCOUNT TITLE: *Firefighting Supplies*
ACCOUNT TOTAL: $ 7,995

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Todd Kennedy & Nick Tharp

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 8,598	$ 4,134	4/1/2020
2018/2019	$ 5,990	$ 4,979	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
749	**NARRATIVE** This justification card is used for consumable products used during fire suppression and emergency related activities. * Batteries – Used for safety and warning devices on SCBA's & notification pagers. * Foam – Surfactant added to the water to increase the water's ability to penetrate and smother burning material maximizing the water carried on apparatus. * Decon Soaps – Used for the pre-treatment and cleaning of firefighter equipment and PPE.	$ 7,995

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Foam	Phos-Chek	2	$ 1,300	$ 2,600
Batteries	AA, AAA, 9 Volt	1	$ 1,200	$ 1,200
Flares	Road flares	10	$ 55	$ 550
Flares	LED flares	3	$ 35	$ 105
Oil Sweep	Small granule	30	$ 20	$ 600
Ozium	Deodorizer			
Saw Chain	100' roll chain	1	$ 500	$ 500
Decon Soap	Extractor	1	$ 1,200	$ 1,200
Decon Soap	Truck Wash	12	$ 25	$ 300
Decon Soap	CitroSqueeze	4	155	$ 620
Decon Soap	SC-14	3	90	$ 270
Decon Soap	Boot Wash			
Decon Bags	Replacement	1	50	$ 50
			Total Estimated Cost for Budget	$ 7,995

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *752*
ACCOUNT TITLE: *Refreshments & Station Food*
ACCOUNT TOTAL: $ 2,800

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 4,600	$ 1,557	4/1/2020
2018/2019	$ 5,200	$ 2,425	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
752	**NARRATIVE** This justification card is for hydration and food supplies including water, granola bars and food while on calls, long term standbys, Emergency Operation Center (EOC) activations and greater alarms. Station food - coffee, tea and cocoa along with staples for members to use (bread, butter, peanut butter, mayo etc.).	$ 2,800

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Refreshments	Emergency Ops	1	$ 1,000	$ 1,000
Station Food	Station Food	12	$ 50	$ 600
Refreshments	Coffee, Tea	12	$ 100	$ 1,200
			Total Estimated Cost for Budget	$ 2,800

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *760*
ACCOUNT TITLE: *Fire Hose & Repair*
ACCOUNT TOTAL: $ 1,750

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Todd Kennedy & Nick Tharp

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 8,700	$ -	4/1/2020
2018/2019	$ 6,000	$ 5,690	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
760	**NARRATIVE** We are budgeting to puchase only wildland hose for FY 2020-21.	$ 1,750

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Fire hose	50' Low Pressure 1 3/4			
	50' Low Pressure 2 1/2			
	100' 1" Booster Line			$ -
	100' 1" Wildland			
	100' 1.5 Wildland	10	$ 175	$ 1,750
Nozzles	Fixed Gallon 1 1/2			$ -
	Fixed Gallon 1 1/2			$ -
			Total Estimated Cost for Budget	$ 1,750

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *762*
ACCOUNT TITLE: *Hydrant Flow Testing*
ACCOUNT TOTAL: $ 400

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Scott Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 400	$ -	4/1/2020
2018/2019	$ 400	$ -	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
762	**NARRATIVE** Regular hydrant testing is a significant component of the District's water supply program. Water systems are constantly being impacted by improvements, deterioration, changes in usage, and even water District maintenance activities which may affect zone valve settings. As a result it is important to periodically test fire hydrants to determine what their capabilities would be in an emergency. In addition, to determining fire flows, testing can uncover a number of mechanical problems from valves that don't operate properly to leaks and even pump damaging debris flowing from hydrants. It is imperative that we discover problems and get them repaired before the hydrant is needed in an emergency.	$ 400

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Hydrant	Flow tests	10	$ 40	$ 400
			Total Estimated Cost for Budget	$ 400

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *764*
ACCOUNT TITLE: *Firefighting Tools & Equipment*
ACCOUNT TOTAL: $ 9,745

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Todd Kennedy

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 11,375	$ 8,512	4/1/2020
2018/2019	$ 10,075	$ 7,966	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
764		$ 9,745

NARRATIVE

This justification card is used for firefighter tools and equipment throughout the year; includes the addition and/or repair or replacement of items. We have added Hurst repair/replacement this year. We budgeted $1,200 which is the actual amount that was spent for FY 2019-20.

• Replacement batteries for cordless drills and cordless saws.
• Phased-in replacement of halogen lighting with newer LED lighting to increase visibility and safety.
• Repair or replacement of damaged hand tools, power tools, and hose appliances as needed.

In addition, we have budgeted to replace worn dump tanks.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Hand Tools	Repair/Replace	12	$ 75	$ 900
Power Tools	Repair/Replace	1	$ 1,000	$ 1,000
Hurst	Repair/Replace	1	$ 1,200	$ 1,200
Equipment Batteries	20V Max Batteries	1	$ 175	$ 175
Flashlights	Handheld/Scene	4	$ 55	$ 220
Appliance	Coupling Repair/Replace	1	500	$ 500
Wildland Supplies	Shelter/Hose Lay Packs	8	150	$ 1,200
	Hose Coiler	1	550	$ 550
WT371 Tank/Frame	Husky LESTF-3000	1	2,200	$ 2,200
WT374 1500 Liner	Husky Custom Liner	1	1,800	$ 1,800
500 Gal Pumpkin	Husky Self Supporting			
			Total Estimated Cost for Budget	$ 9,745

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *784*
ACCOUNT TITLE: *Water Rescue Team*
ACCOUNT TOTAL: $ 11,350

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Todd Kennedy

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 12,010	$ 8,661	4/1/2020
2018/2019	$ 7,000	$ 6,111	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
784		$ 11,350

NARRATIVE

This justification card is intended for the materials needed to properly outfit members of the District's water rescue team. This includes repair, replacement, and maintenance of PPE and equipment used during water rescue calls and training.

*Hardware – ropes, pulleys, etc.
*PPE – hoods, beanies, gloves, knives, etc.
*Boat Repair – repairing seam leaks on RDC and raft preventing major failure of rescue equipment.

Dry suits, liners, boots, vests, helmets are purchased on a 6 year cycle to keep equipment within NFPA and manufacturer guidelines.

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Suits/Liners/Boots	Replacement	3	$ 2,000	$ 6,000
Suits/Liners/Boots	Repair	2	$ 250	$ 500
Life Vests	New/Replacement	3	$ 200	$ 600
Helmets	Replacement	3	$ 200	$ 600
PPE	Replacement	14	$ 100	$ 1,400
Throw Bags (Personal)	Swimmer	3	$ 150	$ 450
Hardware		14	$ 50	$ 700
Boat	Repair	1	$ 600	$ 600
303 Protectant	1 gal UV Protectant			$ -
Webbing	Replacement	1	500	$ 500
			Total Estimated Cost for Budget	$ 11,350

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *789*
ACCOUNT TITLE: *Fire Investigation Supplies*
ACCOUNT TOTAL: $ 500

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Phil Schneider

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 200	$ 95	4/1/2020
2018/2019	$ 200	$ 121	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
789	**NARRATIVE** This justification card is to purchase the necessary supplies & materials to properly conduct fire investigations.	$ 500

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Small equipment	Equipment - PPE	1	$ 250	$ 250
Disposable goods	Marking equipment,	1	$ 250	$ 250
	gloves, masks			
			Total Estimated Cost for Budget	$ 500

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *797*
ACCOUNT TITLE: *Grant Match Expense*
ACCOUNT TOTAL: $ 3,000

JUSTIFICATION FOR :	
PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	
RESOURCES	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2019/2020	$ 3,000	$ -	4/1/2020
2018/2019	$ 3,000	$ -	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
797	NARRATIVE The District is planning on applying for the Special Districts Association of Oregon Safety & Security Matching Grant Program. If a grant is awarded during the FY 2020-21 the associated Revenue Justification Card is 797. SDAO sets criteria for funding a specific area such as security, water mitigation, and personnel safety. Depending on the criteria the District will apply accordingly.	$ 3,000

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Grant Match	SDAO	1	$ 3,000	$ 3,000
			Total Estimated Cost for Budget	$ 3,000

CAPITAL OUTLAY

ACCT. NO.	BUILDING IMPROVEMENTS	19/20 APPROVED	20/21 PROPOSED	$ +/-	% +/-
Capital Outlay					
801	Building Improvements	$0	$81,320	$81,320	
846	EMS & Fire Equipment	$0	$0	$0	
TOTAL CAPITAL OUTLAY		**$0**	**$81,320**	**$81,320**	

FISCAL YEAR 2020-2021

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Building Improvements - Sandy*
ACCOUNT TOTAL: $ 81,320

JUSTIFICATION FOR (Mark "X" Below):	
PERSONNEL SERVICE	
MATERIALS & SERVICES	
CAPITAL OUTLAY	X
EQUIPMENT REPLACEMENT	
AREA OF RESPONSIBILITY	Scott Howland

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
701	**NARRATIVE** This justification card is for Building Improvements for the main station exceeding $5,000 in cost. This Bauer breathing air purification system would replace the current trailer-mounted cascade system we use to fill Self Contained Breathing Apparatus (SCBA) bottles. This fully self-contained unit would be mounted in the Main Station and meets N.F.P.A. 1901 (2016) requirements for three SCBA fill stations; the current cascade system is neither NFPA or OSHA compliant. Other local fire agencies that use this unit are Clackamas, Portland, TVF&R and Vancouver. This pricing reflects a 10% discount through the Fire/Rescue GPO and is valid through 2020. Purchases after December 31, 2020 will incur an estimated 4% increase.	$ 81,320

Enter items, descriptions, quantities, and rates here: (see note below)

Item	Short description	Quantity	Rate	Cost
Bauer	Compressor System	1	$ 60,415	$ 60,415
Carbon Monoxide	Calibration Kit	1	$ 3,746	$ 3,746
Cylinders	Additional	2	$ 3,187	$ 6,374
Delivery	Freight	1	$ 4,000	$ 4,000
Setup - Installed		1	$ 785	$ 785
Electrical Work		1	6,000	$ 6,000
	Total Estimated Cost for Budget			$ 81,320

Total for budget amount must appear in box J50 above

FORM LB-1 **NOTICE OF BUDGET HEARING**

A public meeting of the Sandy Fire Board of Directors will be held on June 25, 2020 at 6:00 pm. Due to the COVID-19 this meeting will be a virtual meeting. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 as approved by the Sandy Fire District Budget Committee. To participate in the meeting please contact Nannette Howland by phone (503.668.8093) or email (n.howland@sandyfire.org). A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 17460 Bruns Ave., Sandy, Oregon, by appointment. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is _X_ the same as __ different than used the preceding year.

Contact: Phil Schneider **Address:** PO Box 518; Sandy, Oregon 97055 **Telephone:** 503.668.8093 **Email:** p.schneider@sandyfire.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2018-19	Adopted Budget This Year 2019-20	Approved Budget Next Year 2020-21
Beginning Fund Balance/Net Working Capital	$3,083,100	$3,208,933	$3,032,665
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	$4,497	$37,800	$32,800
Federal, State and all Other Grants, Gifts, Allocations and Donations	$14,810	$3,000	$3,000
Revenue from Bonds and Other Debt	$0	$0	$0
Interfund Transfers / Internal Service Reimbursements	$602,279	$242,751	$281,763
All Other Resources Except Current Year Property Taxes	$142,137	$85,819	$90,475
Current Year Property Taxes Estimated to be Received	$3,728,535	$3,640,650	$3,638,296
Total Resources	**$7,575,358**	**$7,218,953**	**$7,078,999**

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	$2,438,789	$3,222,450	$3,126,841
Materials and Services	$868,011	$949,511	$1,072,277
Capital Outlay	$392,670	$1,224,241	$1,076,231
Debt Service	$0	$0	$0
Interfund Transfers	$602,279	$242,751	$281,763
Contingencies	$65,000	$170,000	$170,000
Special Payments	$0	$0	$0
Unappropriated Ending Balance/Reserved for Future Expenditure	$3,208,609	$1,410,000	$1,351,887
Total Requirements	**$7,575,358**	**$7,218,953**	**$7,078,999**

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

Name of Organizational Unit or Program			
Emergency Services and Operations	$4,366,749	$5,708,953	$5,727,112
Non-Department/Non-Program	$3,208,609	$1,510,000	$1,351,887
Total Requirements	**$7,575,358**	**$7,218,953**	**$7,078,999**

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

If needed a Tax Anticipation Line of Credit will be available in the amount of $300,000.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2018-19	Rate or Amount Imposed This Year 2019-20	Rate or Amount Approved Next Year 2020-21
Permanent Rate Levy (rate limit 2.1775 per $1,000)	2.1775	2.1775	2.1775

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1.
Other Borrowings		
Total		

FORM LB-11

This fund is authorized by ORS 280.100 and established to accumulate money for future purchase of Apparatus and Equipment by Resolution 2014-01 on 05/13/2014.

RESERVE FUND
RESOURCES AND REQUIREMENTS

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: **2024**

APPARATUS & EQUIPMENT FUND
(Fund)

SANDY FIRE DISTRICT No. 72
(Name of Municipal Corporation)

	Historical Data					Budget for Next Year 2020-21			
	Actual			DESCRIPTION RESOURCES AND REQUIREMENTS					
	Second Preceding Year 2017-18	First Preceding Year 2018-19	Adopted Budget Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES				1
2	$ 3,687	$ 460,012	$ 795,405	2	Cash on hand * (cash basis), or	$ 381,800	$ 381,800	$ 381,800	2
3				3	Working Capital (accrual basis)				3
4				4	Previously levied taxes estimated to be received				4
5	$ 154	$ 347	$ 500	5	Interest	$ 500	$ 500	$ 500	5
6	$ 581,028	$ 527,279	$ 200,000	6	Transferred IN, from other funds	$ 281,763	$ 281,763	$ 281,763	6
7	$ -	$ 15,215	$ 25,000	7	Sale of Equipment	$ 20,000	$ 20,000	$ 20,000	7
8	$ 1,735	$ 507	$ 5,000	8	Fees for Service	$ 5,000	$ 5,000	$ 5,000	8
9				9					9
10	$ 586,604	$ 1,003,360	$ 1,025,905	10	Total Resources, except taxes to be levied				10
11				11	Taxes estimated to be received				11
12				12	Taxes collected in year levied				12
13	**$ 586,604**	**$ 1,003,360**	**$ 1,025,905**	13	**TOTAL RESOURCES**	**$ 689,063**	**$ 689,063**	**$ 689,063**	13
14				14	REQUIREMENTS **				14
15				15	Org. Unit **or** Prog. & Activity / Object Classification / Detail				15
16	$ -		$ 605,000	16	Apparatus/Equipment — New Fire Engine				16
17	$ 22,219	$ 5,170	$ 210,905	17	Apparatus/Equipment — Apparatus / Equipment	$ 189,063	$ 189,063	$ 189,063	17
18		$ 4,751	$ -	18	Apparatus/Equipment — Radio Installations				18
19	$ 40,915		$ 60,000	19	Apparatus/Equipment — Command Rig Replacement	$ 50,000	$ 50,000	$ 50,000	19
20	$ 23,640		$ -	20	Apparatus/Equipment — Van Replacement				20
21	$ -	$ 209,357	$ -	21	Apparatus/Equipment — WT Chassis/ Refurb/ Equipment				21
22	$ 39,856		$ -	22	Apparatus/Equipment — Quick Response Unit (EMS)				22
23				23	Apparatus/Equipment — SCBA Replacement	$ 300,000	$ 300,000	$ 300,000	23
24				24	Apparatus/Equipment — Brush Rig	$ 150,000	$ 150,000	$ 150,000	24
25				25					25
26				26					26
27				27					27
28				28					28
29	$ 459,974	$ 784,082		29	Ending balance (prior years)				29
30			$ 150,000	30	**UNAPPROPRIATED ENDING FUND BALANCE**	$ -			30
31	**$ 586,604**	**$ 1,003,360**	**$ 1,025,905**	31	**TOTAL REQUIREMENTS**	**$ 689,063**	**$ 689,063**	**$ 689,063**	31

*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.

FORM
LB-11

This fund is authorized by ORS 280.100 and established to accumulate money for future purchase of land and to construct, remodel, repair, or expand buildings by Resolution 2014-02 on 05/13/2014.

RESERVE FUND
RESOURCES AND REQUIREMENTS

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: **2024**

LAND & FACILITIES FUND
(Fund)

SANDY FIRE DISTRICT No. 72
(Name of Municipal Corporation)

	Historical Data						Budget for Next Year 2020-21			
	Actual									
	Second Preceding Year 2017-18	First Preceding Year 2018-19	Adopted Budget Year 2019-20		DESCRIPTION RESOURCES AND REQUIREMENTS		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES					1
2	$ 334,225	$ 334,559	$ 305,285	2	Cash on hand * (cash basis), or		$ 305,548	$ 305,548	$ 305,548	2
3				3	Working Capital (accrual basis)					3
4				4	Previously levied taxes estimated to be received					4
5	$ 307	$ 248	$ 300	5	Interest		$ 300	$ 300	$ 300	5
6	$ -	$ 75,000	$ 42,751	6	Transferred IN, from other funds		$ -	$ -	$ -	6
7		$ 68,910	$ -	7	Sale of Land or Facilities		$ -	$ -	$ -	7
8				8						8
9	$ 334,532	$ 478,717	$ 348,336	9	Total Resources, except taxes to be levied					9
10			$ -	10	Taxes estimated to be received					10
11				11	Taxes collected in year levied					11
12	**$ 334,532**	**$ 478,717**	**$ 348,336**	12	**TOTAL RESOURCES**		**$ 305,848**	**$ 305,848**	**$ 305,848**	12
13				13	REQUIREMENTS **					13
14				14	Org. Unit **or** Prog. & Activity	Object Classification / Detail				14
15	$ -	$ 173,392	$ 348,336	15	All Stations	Fire Station Facility & Improvements	$ 305,848	$ 305,848	$ 305,848	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	$ 334,532	$ 305,325		24	Ending balance (prior years)					24
25			$ -	25	**UNAPPROPRIATED ENDING FUND BALANCE**					25
26	**$ 334,532**	**$ 478,717**	**$ 348,336**	26	**TOTAL REQUIREMENTS**		**$ 305,848**	**$ 305,848**	**$ 305,848**	26

*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.

FORM
LB-11

This fund is authorized by ORS 280.100 and established to accumulate money for the purchase of EMS Equipment by Resolution 2014-03 on 05/13/2014.

RESERVE FUND
RESOURCES AND REQUIREMENTS

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: **2024**

MCCULLOUGH RESERVE FUND
(Fund)

SANDY FIRE DISTRICT No. 72
(Name of Municipal Corporation)

	Historical Data						Budget for Next Year 2020-21			
	Actual									
	Second Preceding Year 2017-18	First Preceding Year 2018-19	Adopted Budget Year 2019-20		DESCRIPTION RESOURCES AND REQUIREMENTS		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES					1
2	$ 5,359	$ 6,590	$ 8,243	2	Cash on hand * (cash basis), or		$ 7,980	$ 7,980	$ 7,980	2
3				3	Working Capital (accrual basis)					3
4				4	Previously levied taxes estimated to be received					4
5	$ -	$ 5	$ 50	5	Interest		$ 50	$ 50	$ 50	5
6				6	Transferred IN, from other funds					6
7	$ 1,230	$ 1,650	$ 500	7	Donations		$ 500	$ 500	$ 500	7
8				8						8
9				9						9
10	$ 6,589	$ 8,245	$ 8,793	10	Total Resources, except taxes to be levied					10
11			$ -	11	Taxes estimated to be received					11
12				12	Taxes collected in year levied					12
13	**$ 6,589**	**$ 8,245**	**$ 8,793**	13	**TOTAL RESOURCES**		**$ 8,530**	**$ 8,530**	**$ 8,530**	13
14				14	REQUIREMENTS **					14
15				15	Org. Unit **or** Prog. & Activity	Object Classification / Detail				15
16	$ -	$ -	$ 6,993	16	EMS	EMS Equipment	$ 8,530	$ 8,530	$ 8,530	16
17			$ 1,800	17		New AED (New Engine)	$ -	$ -	$ -	17
18				18						18
19				19						19
20				20						20
21				21						21
22				22						22
23				23						23
24				24	Ending balance (prior years)					24
25				25	**UNAPPROPRIATED ENDING FUND BALANCE**					25
26	**$ 6,589**	**$ 8,245**	**$ 8,793**	26	**TOTAL REQUIREMENTS**		**$ 8,530**	**$ 8,530**	**$ 8,530**	26

*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.

FORM
LB-11

This fund is authorized by ORS 280.100 and established to accumulate money for future hiring of career staff .

RESERVE FUND
RESOURCES AND REQUIREMENTS

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: **2025**

PERSONNEL SERVICES FUND
(Fund)

SANDY FIRE DISTRICT No. 72
(Name of Municipal Corporation)

	Historical Data						Budget for Next Year 2020-21			
	Actual				**DESCRIPTION RESOURCES AND REQUIREMENTS**					
	Second Preceding Year 2017-18	First Preceding Year 2018-19	Adopted Budget Year 2019-20				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES					1
2	$ 100,000	$ 100,000	$ 100,000	2	Cash on hand * (cash basis), or		$ 100,000	$ 100,000	$ 100,000	2
3				3	Working Capital (accrual basis)					3
4				4	Previously levied taxes estimated to be received					4
5	$ -	$ -	$ -	5	Interest		$ -	$ -	$ -	5
6	$ -	$ -	$ -	6	Transferred IN, from other funds					6
7				7						7
8				8						8
9				9						9
10	$ 100,000	$ 100,000	$ 100,000	10	Total Resources, except taxes to be levied		$ 100,000	$ 100,000	$ 100,000	10
11				11	Taxes estimated to be received					11
12				12	Taxes collected in year levied					12
13	**$ 100,000**	**$ 100,000**	**$ 100,000**	13	**TOTAL RESOURCES**		**$ 100,000**	**$ 100,000**	**$ 100,000**	13
14				14	REQUIREMENTS **					14
15				15	Org. Unit **or** Prog. & Activity	Object Classification	Detail			15
16				16	Personnel Services			$ 100,000	$ 100,000	$ 100,000	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	$ 100,000	$ 100,000		25	Ending balance (prior years)					25
26			$ 100,000	26	**UNAPPROPRIATED ENDING FUND BALANCE**			$ -			26
27	**$ 100,000**	**$ 100,000**	**$ 100,000**	27	**TOTAL REQUIREMENTS**			**$ 100,000**	**$ 100,000**	**$ 100,000**	27

*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.

FORM
LB-11

This fund is authorized by ORS 280.100 and established to accumulate money for the benefit of the Volunteer Firefighter Length of Service Awards Program by Resolution 2018-03 on 05/08/2018.

RESERVE FUND
RESOURCES AND REQUIREMENTS

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: **2028**

LOSAP RESERVE FUND
(Fund)

SANDY FIRE DISTRICT No. 72
(Name of Municipal Corporation)

	Historical Data					Budget for Next Year 2020-21			
	Actual								
	Second Preceding Year 2017-18	First Preceding Year 2018-19	Adopted Budget Year 2019-20		**DESCRIPTION RESOURCES AND REQUIREMENTS**	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES				1
2		$ -	$ -	2	Cash on hand * (cash basis), or	$ 124,337	$ 124,337	$ 124,337	2
3				3	Working Capital (accrual basis)				3
4				4	Previously levied taxes estimated to be received				4
5		$ -	$ -	5	Interest				5
6				6	Transfer IN - Forfeitures	$ 5,000	$ 5,000	$ 5,000	6
7				7					7
8				8					8
9				9					9
10		$ -	$ -	10	Total Resources, except taxes to be levied	$ 129,337	$ 129,337	$ 129,337	10
11				11	Taxes estimated to be received				11
12				12	Taxes collected in year levied				12
13	**$ -**	**$ -**	**$ -**	13	**TOTAL RESOURCES**	**$ 129,337**	**$ 129,337**	**$ 129,337**	13
14				14	REQUIREMENTS **				14
15				15	Org. Unit **or** Prog. & Activity / Object Classification / Detail				15
16	$ -	$ -	$ -	16	Personnel Services / Annual Contribution	$ 37,000	$ 37,000	$ 37,000	16
17				17	Materials & Services / Annual Fees	$ 450	$ 450	450	17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24	Ending balance (prior years)				24
25			$ -	25	**UNAPPROPRIATED ENDING FUND BALANCE**	$ 91,887	$ 91,887	$ 91,887	25
26	**$ -**	**$ -**	**$ -**	26	**TOTAL REQUIREMENTS**	**$ 129,337**	**$ 129,337**	**$ 129,337**	26

*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.

FORM LB-20

RESOURCES

GENERAL
Fund

SANDY FIRE DISTRICT NO. 72
(Name of Municipal Corporation)

	Historical Data				Budget for Next Year 2020-21			
	Actual		Adopted Budget	RESOURCE DESCRIPTION				
	Second Preceding Year 2017-18	First Preceding 2018-19	This Year 2019-20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Beginning Fund Balance:				
1	$ 2,383,480	$ 2,181,939	$ 2,000,000	1 Available cash on hand	$ 2,113,000	$ 2,113,000	$ 2,113,000	1
2				2 Net working capital*(accrual basis)				2
3	$ 35,390	$ 140,331	$ 45,000	3 Previously levied taxes est. to be rec'd	$ 50,000	$ 50,000	$ 50,000	3
4	$ 6,920	$ 9,803	$ 9,000	4 Interest	$ 7,500	$ 7,500	$ 7,500	4
5				**OTHER RESOURCES**				5
6	$ 12,862	$ 14,757	$ 10,000	6 Investment Interest	$ 10,000	$ 10,000	$ 10,000	6
7	$ -	$ -	$ -	7 Rental Income	$ -			7
8	$ 1,000	$ -	$ -	8 Sale of Vehicles/Equipment				8
9	$ -	$ -	$ -	9 Real Property				9
10	$ 62,463	$ 22,655	$ 5,000	11 Miscellaneous Income	$ 5,000	$ 5,000	$ 5,000	10
11	$ -	$ 295	$ -	12 Fees for Service				11
12	$ 490	$ 1,183	$ 1,300	13 Helmet Program	$ 1,300	$ 1,300	$ 1,300	12
13	$ 869	$ 1,384	$ 2,000	14 Sign Post Program	$ 2,000	$ 2,000	$ 2,000	13
14	$ 2,784	$ 3,695	$ 4,000	15 CPR Program	$ 4,000	$ 4,000	$ 4,000	14
15	$ 11,683	$ 9,898	$ 10,175	16 First Aid Supplies	$ 10,175	$ 10,175	$ 10,175	15
16	$ 40,000	$ 5,000	$ 3,000	17 Grant Revenue	$ 3,000	$ 3,000	$ 3,000	16
17	$ 6,536	$ 3,391	$ -	18 Retiree/Cobra Insurance				17
18	$ 1,500	$ 1,500	$ 1,500	19 Hood to Coast	$ -	$ -	$ -	18
19	$ 2,044	$ 2,044	$ 2,044	20 Longevity Credit	$ -	$ -	$ -	19
20	$ 8,160	$ 8,160	$ -	21 Non-Profit Discount (Computers)				20
21	$ -	$ -	$ -	22 Conflagration Income				21
22	$ -		$ 2,250	23 Moda Reimbursement	$ 1,950	$ 1,950	$ 1,950	22
23				24				23
24				25				24
25	$ 2,576,180	$ 2,406,035	$ 2,095,269	26 Total resources, except taxes to be levied	$ 2,207,925	$ 2,207,925	$ 2,207,925	25
26			$ 3,640,650	27 Taxes necessary to balance	$ 3,638,296	$ 3,638,296	$ 3,638,296	26
27	$ 3,419,166	$ 3,579,001		28 Taxes collected in year levied				27
28	$ 5,995,345	$ 5,985,036	$ 5,735,919	29 **TOTAL RESOURCES**	$ 5,846,221	$ 5,846,221	$ 5,846,221	28

FORM LB-30

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Fire & Emergency Services
(name of fund)

	Historical Data				Budget For Next Year 2020-21			
	Actual		Adopted Budget	**REQUIREMENTS FOR:**				
	Second Preceding Year 2017-18	First Preceding Year 2018-19	This Year 2019-20	**(Name of Org. Unit or Program)**	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				PERSONNEL SERVICES				
1	$ 2,180,004	$ 2,438,789	$ 3,122,450	1 See LB-31 Detail - Personnel Services	$ 2,989,841	$ 2,989,841	$ 2,989,841	1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	**$ 2,180,004**	**$ 2,438,789**	**$ 3,122,450**	**7 TOTAL PERSONNEL SERVICES**	**$ 2,989,841**	**$ 2,989,841**	**$ 2,989,841**	**7**
8	**14**	**16**	**18**	**8 Total Full-Time Equivalent (FTE)**	**16**	**16**	**16**	**8**
				MATERIALS AND SERVICES				
9	$ 851,998	$ 868,011	$ 940,718	9 See LB-31 Detail - Materials & Services	$ 1,063,297	$ 1,063,297	$ 1,063,297	9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18	**$ 851,998**	**$ 868,011**	**$ 940,718**	**18 TOTAL MATERIALS AND SERVICES**	**$ 1,063,297**	**$ 1,063,297**	**$ 1,063,297**	**18**
				CAPITAL OUTLAY				
19	$ 59,777	$ -	$ -	19 See LB-31 Detail - Capital Outlay	$ 81,320	$ 81,320	$ 81,320	19
20	$ 126,630	$ 219,278	0	20 Apparatus & Equipment Reserve Fund				20
21	0	$ 173,392	0	21 Land & Facilities Reserve Fund				21
22				22				22
23				23				23
24				24				24
25	**$ 186,407**	**$ 392,670**	**$ -**	**25 TOTAL CAPITAL OUTLAY**	**$ 81,320**	**$ 81,320**	**$ 81,320**	**25**
26	**$ 3,218,409**	**$ 3,699,470**	**$ 4,063,168**	**26 ORGANIZATIONAL UNIT / ACTIVITY TOTAL**	**$ 4,134,458**	**$ 4,134,458**	**$ 4,134,458**	**26**
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
27	$ 459,974	$ 784,082	$ 875,905	27 Apparatus & Equipment Reserve Fund	$ 689,063	$ 689,063	$ 689,063	27
28	$ 334,532	$ 305,325	$ 348,336	28 Land & Facility Reserve Fund	$ 305,848	$ 305,848	$ 305,848	28
29	$ 211,234	$ -	$ -	29 Seismic Project	$ -			29
	$ 6,589	$ 8,245	$ 8,793	30 McCullough Fund	$ 8,530	$ 8,530	$ 8,530	
30	$ -	$ -	$ -	31 LOSAP Reserve Fund	$ 129,337	$ 129,337	$ 129,337	30
31	**$ 4,230,738**	**4,797,122**	**$ 5,296,202**	**32 TOTAL ORG./PROG. REQUIREMENTS**	**$ 5,267,236**	**$ 5,267,236**	**$ 5,267,236**	**31**

FORM LB-30

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

Fire & Emergency Services
(name of fund)

	Historical Data				Budget For Next Year 2020-21			
	Actual		Adopted Budget	**REQUIREMENTS DESCRIPTION**				
	Second Preceding Year 2017-18	First Preceding Year 2018-19	This Year 2019-20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				PERSONNEL SERVICES NOT ALLOCATED				
1				1				1
2				2				2
3	**0**	**0**	**0**	**3 TOTAL PERSONNEL SERVICES**	**$ -**	**$ -**	**$ -**	**3**
4				**Total Full-Time Equivalent (FTE)**				**4**
				MATERIALS AND SERVICES NOT ALLOCATED				
5				5				5
6				6				6
7	**0**	**0**	**0**	**7 TOTAL MATERIALS AND SERVICES**	**$ -**	**$ -**	**$ -**	**7**
				CAPITAL OUTLAY NOT ALLOCATED				
8				8				8
9				9				9
10	**0**	**0**	**0**	**10 TOTAL CAPITAL OUTLAY**	**$ -**	**$ -**	**$ -**	**10**
				DEBT SERVICE				
11				11				11
12				12				12
13	**0**	**0**	**0**	**13 TOTAL DEBT SERVICE**	**$ -**	**$ -**	**$ -**	**13**
				SPECIAL PAYMENTS				
14				14				14
15				15				15
16	**0**	**0**	**0**	**16 TOTAL SPECIAL PAYMENTS**	**$ -**	**$ -**	**$ -**	**16**
				INTERFUND TRANSFERS				
17	581,028	$ 527,279	$ 200,000	17 Apparatus & Equipment Fund Transfer	$ 281,763	$ 281,763	$ 281,763	17
18	0	$ 75,000	$ 42,751	18 Land & Facilities Fund Transfer	$ -			18
19	$ -	$ -	$ -	19 Personnel Services Fund Transfer	$ -			19
20				20				20
21				21				21
22	**581,028**	**$ 602,279**	**$ 242,751**	**22 TOTAL INTERFUND TRANSFERS**	**$ 281,763**	**$ 281,763**	**$ 281,763**	22
				OPERATING CONTINGENCY				
23			$ 170,000	**23 TOTAL OPERATING CONTINGENCY**	$ 170,000	$ 170,000	$ 170,000	23
24	581,028	$ 602,279	$ 242,751	**24 Total Requirements Not Allocated**	$ 281,763	$ 281,763	$ 281,763	24
25	4,230,738	$ 4,797,122	$ 5,267,236	**25 Total Org./Prog. Requirements**	$ 5,267,236	$ 5,267,236	$ 5,267,236	25
26	100,000	$ 100,000	$ -	**26 Reserved for future expenditure**	$ -			26
27	2,322,538	$ 2,075,957		27 Ending balance (prior years)				27
28			$ 1,510,000	**28 UNAPPROPRIATED ENDING FUND BALANCE**	$ 1,360,000	$ 1,360,000	$ 1,360,000	28
29	**7,234,304**	**$ 7,575,358**	**$ 7,218,953**	**29 TOTAL REQUIREMENTS**	**$ 7,078,999**	**$ 7,078,999**	**$ 7,078,999**	**29**

DETAILED EXPENDITURES

FORM
LB-31

GENERAL
Name of Organizational Unit-Fund

SANDY FIRE DISTRICT NO. 72
Name of Municipal Corporation

	Historical Data				Budget for Next Year 2020-21			
	Actual		Adopted Budget					
	Second Preceding Year 2017-18	First Preceding Year 2018-19	This Year 2019-20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				**PERSONNEL SERVICES**				1
2	$ 1,147,820	$ 1,301,749	$ 1,570,423	Career Salaries	$ 1,568,694	$ 1,568,694	$ 1,568,694	2
3	$ -	$ 3,450	$ 3,500	Board of Directors Stipend	$ 3,500	$ 3,500	$ 3,500	3
4	$ 1,665	$ 7,845	$ -	Temporary Employees	$ -	$ -		4
5	$ 15,429	$ -	$ 28,165	Separation Pay	$ 35,069	$ 35,069	$ 35,069	5
6	$ 23,225	$ 28,325	$ 29,550	Duty Chief's	$ -	$ -		6
7	$ 17,823	$ 20,451	$ 18,000	Student Firefighter Program	$ 18,000	$ 18,000	$ 18,000	7
8	$ 131,358	$ 171,827	$ 144,655	Overtime/Relief/Vacation	$ 158,363	$ 158,363	$ 158,363	8
9	$ 131,278	$ 92,357	$ 94,950	Volunteer Program	$ 93,250	$ 93,250	$ 93,250	9
10	$ 107,697	$ 122,071	$ 148,157	Social Security	$ 149,906	$ 149,906	$ 149,906	10
11	$ 229,420	$ 248,850	$ 538,811	P.E.R.S.	$ 399,868	$ 399,868	$ 399,868	11
12	$ 5,486	$ 5,127	$ 10,609	S.A.M Payroll Tax	$ 10,746	$ 10,746	$ 10,746	12
13	$ 38,615	$ 31,905	$ 50,200	Workman's Compensation	$ 53,427	$ 53,427	$ 53,427	13
14	$ 4,100	$ 4,413	$ 5,087	Life Insurance	$ 5,084	$ 5,084	$ 5,084	14
15	$ 1,409	$ 1,601	$ 1,871	Unemployment Insurance	$ 1,894	$ 1,894	$ 1,894	15
16	$ 19,941	$ 21,178	$ 23,364	Disability Insurance	$ 23,340	$ 23,340	$ 23,340	16
17	$ 256,660	$ 317,123	$ 378,837	Medical Insurance	$ 403,599	$ 403,599	$ 403,599	17
18	$ 20,287	$ 22,631	$ 26,046	Dental Insurance	$ 26,576	$ 26,576	$ 26,576	18
19	$ 27,791	$ 37,886	$ 50,225	Health & Wellness	$ 38,525	$ 38,525	$ 38,525	19
20	**$ 2,180,004**	**$ 2,438,789**	**$ 3,122,450**	**TOTAL EXPENDITURES**				20
21				*UNAPPROPRIATED ENDING FUND BALANCE*				21
22								22
23	**$ 2,180,004**	**$ 2,438,789**	**$ 3,122,450**	**TOTAL**	**$2,989,841**	**$2,989,841**	**$2,989,841**	23

DETAILED EXPENDITURES

FORM LB-31

GENERAL — Name of Organizational Unit-Fund

SANDY FIRE DISTRICT NO. 72 — Name of Municipal Corporation

	Historical Data				Budget for Next Year 2020-21			
	Actual		Adopted Budget	**RESOURCE DESCRIPTION**				
	Second Preceding Year 2017-18	First Preceding Year 2018-19	This Year 2019-20	**MATERIALS & SERVICES**	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
2	$ 36,113	$ 40,539	$ 46,911	Utilities	$ 44,503	$ 44,503	$ 44,503	2
3	$ 20,391	$ 13,561	$ 14,000	Telephone	$ 14,480	$ 14,480	$ 14,480	3
4	$ 13,441	$ 7,516	$ 14,500	Office Supplies & Equipment	$ 11,801	$ 11,801	$ 11,801	4
5	$ 3,112	$ 1,920	$ 3,105	Janitorial Supplies	$ 3,177	$ 3,177	$ 3,177	5
6	$ 2,144	$ 2,348	$ 4,000	Postage & Shipping	$ 2,800	$ 2,800	$ 2,800	6
7	$ 16,038	$ 38,106	$ 34,772	Uniforms	$ 30,985	$ 30,985	$ 30,985	7
8	$ 29,166	$ 29,563	$ 32,591	Liability Insurance	$ 36,800	$ 36,800	$ 36,800	8
9	$ 233	$ 4,298	$ 1,750	Election & Advertising	$ 2,950	$ 2,950	$ 2,950	9
10	$ 32,992	$ 84,382	$ 18,660	Communications	$ 18,739	$ 18,739	$ 18,739	10
11	$ 1,522	$ 860	$ 2,360	Sign Post Program	$ 3,080	$ 3,080	$ 3,080	11
12	$ 13,228	$ 15,477	$ 20,755	Annual Events & Activities	$ 17,875	$ 17,875	$ 17,875	12
13	$ 151,844	$ 153,311	$ 160,120	Dispatch & Radio Services	$ 156,762	$ 156,762	$ 156,762	13
14	$ 4,911	$ 7,429	$ 9,359	Fire Prevention/Public Education Program	$ 7,551	$ 7,551	$ 7,551	14
15	$ 6,364	$ 1,921	$ 1,920	Fire Ground Safety Program	$ 1,570	$ 1,570	$ 1,570	15
16	$ 10,921	$ 12,509	$ 13,402	Equipment Testing	$ 10,769	$ 10,769	$ 10,769	16
17	$ 20,076	$ 22,425	$ 25,934	Leases	$ 11,904	$ 11,904	$ 11,904	17
18	$ 9,025	$ 370	$ 5,010	Station Furniture & Bunkroom Supplies	$ 5,930	$ 5,930	$ 5,930	18
19	$ 201,638	$ 3,125	$ -	Remodel Furnishings	$ -	$ -	$ -	19
20	$ 5,576	$ 5,581	$ 8,970	Training Materials & Supplies	$ 3,195	$ 3,195	$ 3,195	20
21	$ 17,439	$ 33,701	$ 50,470	Schools & Conferences	$ 34,940	$ 34,940	$ 34,940	21
22	$ -	$ -	$ -	Technolgy Programs	$ 16,369	$ 16,369	$ 16,369	22
23	$ 13,166	$ 15,166	$ 28,646	Subscriptions & Dues	$ 12,069	$ 12,069	$ 12,069	23
24	$ 4,350	$ 2,815	$ 5,510	Travel & Per Diem	$ 3,320	$ 3,320	$ 3,320	24
25	$ 65,636	$ 70,658	$ 104,350	Professional Fees	$ 43,798	$ 43,798	$ 43,798	25
26	$ -	$ -	$ -	Contract for Services	$ 255,300	$ 255,300	$ 255,300	26
27	$ 16,489	$ 70,247	$ 36,680	Facility/Grounds Maintenance	$ 35,180	$ 35,180	$ 35,180	27
28	$ 13,076	$ 114,527	$ 137,000	Apparatus & Equipment Maintenance	$ 135,350	$ 135,350	$ 135,350	28
29	$ 23,293	$ 20,927	$ 30,750	Fuel & Lube Supplies	$ 30,750	$ 30,750	$ 30,750	29
30	$ 23,513	$ 35,244	$ 42,925	Protective Clothing	$ 40,375	$ 40,375	$ 40,375	30
31	$ 413	$ 1,770	$ 2,500	Shop Supplies	$ 1,700	$ 1,700	$ 1,700	31
32	$ 102	$ -	$ 900	Photographic Supplies	$ -	$ -	$ -	32
33	$ 20,983	$ 27,926	$ 25,615	First Aid Supplies & Equipment	$ 26,735	$ 26,735	$ 26,735	33
34	$ 5,998	$ 2,353	$ 8,370	SCBA Repair & Maintenance	$ 5,000	$ 5,000	$ 5,000	34
35	$ 4,742	$ 4,979	$ 8,598	Firefighting Supplies	$ 7,995	$ 7,995	$ 7,995	35
36	$ 3,108	$ 2,571	$ 4,600	Refreshments & Station Food	$ 2,800	$ 2,800	$ 2,800	36
37	$ 4,864	$ 5,687	$ 8,700	Fire & Hose Repair	$ 1,750	$ 1,750	$ 1,750	37
38	$ -	$ -	$ 400	Hydrant Flow Testing	$ 400	$ 400	$ 400	38
39	$ 7,177	$ 7,967	$ 11,375	Small Tools & Equipment	$ 9,745	$ 9,745	$ 9,745	39
40	$ 40,810	$ -	$ -	Unscheduled Repair	$ -	$ -	$ -	40
41	$ 7,984	$ 6,111	$ 12,010	Water Rescue Team	$ 11,350	$ 11,350	$ 11,350	41
42	$ 119	$ 121	$ 200	Fire Investigation Supplies	$ 500	$ 500	$ 500	42
43	$ -	$ -	$ 3,000	Grant Match Expense	$ 3,000	$ 3,000	$ 3,000	43
44	**$ 851,997**	**$ 868,011**	**$ 940,718**	**TOTAL EXPENDITURES**	**$ 1,063,297**	**$ 1,063,297**	**$ 1,063,297**	44
45				UNAPPROPRIATED ENDING FUND BAL.				45
46								46
47	**$ 851,997**	**$ 868,011**	**$ 940,718**	**TOTAL**	**$ 1,063,297**	**$1,063,297**	**$1,063,297**	47

DETAILED EXPENDITURES

FORM
LB-31

GENERAL
Name of Organizational Unit-Fund

SANDY FIRE DISTRICT NO. 72
Name of Municipal Corporation

	Historical Data							
	Actual		Adopted Budget		Budget for Next Year 2020-21			
	Second Preceding Year 2017-18	First Preceding Year 2018-19	This Year 2019-20	**RESOURCE DESCRIPTION**	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1 **CAPITAL OUTLAY**				1
2				2				2
3	$ -	$ -	$ -	3 Administration Division				3
4	$ -	$ -	$ -	4 Support Services				4
5	$ 35,124	$ -	$ -	5 Buildings & Grounds	$ 81,320	$ 81,320	$ 81,320	5
6	$ -	$ -	$ -	6 Operations				6
7	$ -	$ -	$ -	7 Fire Prevention				7
8	$ -	$ -	$ -	8 Maintenance				8
9	$ -	$ -	$ -	9 Training				9
10	$ 24,653	$ -	$ -	10 Fire & EMS Equipment				10
11				11				11
12				12				12
13	$ 59,777	$ -	$ -	13 **TOTAL EXPENDITURES**				13
14	$ -			14 UNAPPROPRIATED ENDING FUND BAL.				14
15	$ 59,777	$ -	$ -	16 **TOTAL**	$ 81,320	$ 81,320	$ 81,320	15

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

To assessor of Clackamas County

FORM LB-50
2020-2021

☐ Check here if this is an amended form.

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

The **Sandy Fire District No. 72** (District Name) has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of **Clackamas** (County Name) County. The property tax, fee, charge or assessment is categorized as stated by this form.

Mailing Address of District	City	State	ZIP code	Date
PO Box 518	Sandy	Oregon	97055	06/30/2020

Contact Person	Title	Daytime Telephone	Contact Person E-Mail
Phil Schneider	Fire Chief	503-668-8093	p.schneider@sandyfire.org

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

☒ The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.

☐ The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits: Rate -or- Dollar Amount	Excluded from Measure 5 Limits: Dollar Amount of Bond Levy
1. Rate per $1,000 **or** Total dollar amount levied (within permanent rate limit)	1	2.1775	
2. Local option operating tax	2		
3. Local option capital project tax	3		
4. City of Portland Levy for pension and disability obligations	4		
5a. Levy for bonded indebtedness from bonds approved by voters **prior** to October 6, 2001	5a.		
5b. Levy for bonded indebtedness from bonds approved by voters **on or after** October 6, 2001	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.		**0**

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per $1,000	6	**2.1775**
7. Election date when your **new district** received voter approval for your permanent rate limit	7	
8. **Estimated** permanent rate limit for newly **merged/consolidated district**	8	

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

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

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES*

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

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

****The ORS authority for putting these assessments on the roll must be completed if you have an entry in Part IV.**

150-504-073-7 (Rev. 11-18)

(see the back for worksheet for lines 5a, 5b, and 5c)

File with your assessor no later than JULY 15, unless granted an extension in writing.