Sandy Fire District No. 72

2021-2022 Budget

BUDGET COMMITTEE

POSITION NO.	NAME	TERM EXPIRES	ADDRESS & PHONE
BOARD OF DIRECTORS			
1	Andrew Brian	6/30/2023	26240 SE Brian Ranch Rd. Sandy, Oregon 97055 503-668-0242
2	Sue Hein	6/30/2023	49951 SE Wildcat Mtn Dr. Sandy, Oregon 97055 503-826-8448
3	Ron Lesowski	6/30/2023	51920 E. Terra Fern Dr. Sandy, Oregon 97055 503-318-9631
4	Justin Stuchlik	6/30/2021	52323 E. Cherryville Dr. Sandy, Oregon 97055 971-275-2344
5	Mark Maunder	6/30/2021	38425 SE Boitano Rd. Sandy, Oregon 97055 503-310-0106
FREEHOLDERS			
1	Barb Clare	6/30/2021	47800 SE Wagonneer Lp Sandy, Oregon 97055 503-789-2169
2	Dan Pagano	6/30/2023	43700 SE Music Camp Rd Sandy, Oregon 97055 503-313-1868
3	Robert Gasso	6/30/2023	13001 SE Lusted Rd Sandy, Oregon 97055 503-572-3465
4	Frank Happold	6/30/2023	51370 SE Cherryville Dr Sandy, Oregon 97055 503-312-9554
5	DJ Anderson	6/30/2021	40949 SE Coalman Rd Sandy, Oregon 97055 503-668-9017

BUDGET CALENDAR 2021/2022
SANDY FIRE DISTRICT NO. 72

February		Budget Justification Cards Distributed to Staff
March 11th	Thursday	Regular Board of Directors Meeting Appoint Budget Officer
March 25	Thursday	Budget Justification Cards Due
April 8	Thursday	Regular Board of Directors Meeting
April 20th – 22nd		Shift Budget Meeting
May 13th	Thursday	Regular Board of Directors Meeting Distribute Budget Books
May 19th	Wednesday	Publish *first* Notice of Budget Committee Meeting (5 to 30 days prior to June 3rd & June 10th Meeting)
May 24th – May 27th		Chief to meet with Budget Committee
May 26th	Wednesday	Publish *second* Notice of Budget Committee Meeting (5 to 30 days prior to June 3rd & June 10th Meeting)
June 3rd	Thursday	First Budget Committee Meeting (6:30 pm) Prepare Legal Notices of Budget Summary (LB-1, etc.)
June 10th	Thursday	Second Budget Committee Meeting (6:30 pm), *if necessary*
June 16th	Wednesday	Publish Notice of Hearing and Summary of Budget.
June 24th	Thursday	Regular Board of Directors Meeting (6:00 pm) Budget Hearing & Adoption of the Budget

Deliver Budget to County and State prior to July 15th.

Sandy Fire District No. 72
Budget Message: FY 2021-2022

The Sandy Fire District No. 72 budget for FY 2021-2022 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, planning for the accelerated growth within the fire district, maintain operations, and the maintenance of the District's major assets such as apparatus and facilities. The County Assessor has projected 6.5 - 7 % new growth. The budget is built on a 4.5 % annual growth increase based on the unknown fiscal impact of COVID-19.

Approximately **$1,612,103** is required to maintain District services until the first large tax revenues are received from the county in mid-November however we are budgeting $1,796,888 The District's **Beginning Fund Balance** (Cash on Hand) for FY 2021-2022 is estimated to be $ 2,700,000. 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 6% of the total taxes levied or **$273,665.** The District also estimates that it will receive approximately **$55,000** 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 **$4,561,090** for collection on the FY 2021-2022 District tax roll.

Personnel Services

You will see an increase of 8.8% in Personnel Services. We included the hiring of 4 Firefighter/Paramedic positions in March 2022. The overall increases in the justification cards are relating to these positions.

We have removed funds ($18,000) for the Student Program. We will re-evaluate funding this program next fiscal year.

The District's state mandated contribution rate for the Public Employees Retirement System (PERS) is at 26.89 % of wages for Tier 1 and 2 employees. OPSRP is 21.44 % for Police & Fire and 17.08 % for general service employees.

The budget is based on a 3 % increase per contract for the union members. An increase to the captain incentive was included along with a 1.7 % cost of living increase for administrative staff.

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. This year we have one planned retirement, our Bookkeeper. A full-time replacement is budgeted.

Materials & Services

You will see an overall of increase of 52 % for Materials & Services. Most of the increase is relating to contract for service. Beginning July 1, 2021 Sandy Fire has signed a new 2-year Inter Governmental Agreement with Clackamas Fire District. These services will be for Command & Control, Fleet Maintenance, Training for all Career and Volunteer Firefighters, and Joint Staffing Station 318.

Capital Outlay

There is no planned purchase in FY 2021-2022.

Reserve Funds

Apparatus & Equipment Reserve Fund – For FY 2021-2022 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 are budgeting a purchase for a new brush rig this year and are planning a transfer of **$40,000** to the Apparatus & Equipment Reserve Fund. Transfers are made at the end of the fiscal year to ensure all revenue is received.

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 and are budgeting to add an additional **$200,000** this fiscal year.

LOSAP Reserve Fund – The beginning balance for FY 2021-2022 is $ 85,712. Forfeitures this year are budgeted at $6,700 and offset the annual contribution amount of $ 37,000.

Contingency Fund

The Contingency Fund is **$170,000** for FY 2021-2022. We feel this better prepares the District financially for any unforeseen events.

The District's Financial Priorities for FY 2021-2022

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 meet District needs.
5. Maintaining appropriate funding to the Contingency Fund.

Budget Highlights	**FY 2020-2021**	**FY 2021-2022**

Personal Services **$ 2,989,841** **$ 3,254,011**

- The overall Personnel Services increase is 8.8% or $264,170.
- Hiring four Firefighter/Paramedics (4 months).
- Cost of Living increase for admin employees and 3 % for Union employees.
- Bookkeeper planned retirement 9/2021. Replacement Bookkeeper FT starting 7/2021.

Materials and Services **$ 1,063,297** **$ 1,619,834**

- The overall Materials and Services Fund was a 52% increase or $ 556,537.
- Includes Contract for Services for Command & Control, Fleet Maintenance, Joint Staffing Station 318 & Training with CCFD.

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

- There is no planned purchase in FY 2021-2022.

Apparatus and Equipment Reserve Fund **$ 281,763** **$ 215,092**

- A **$40,000** transfer is planned in FY 2021-2022.
- A Brush Rig purchase is planned in FY 2021-2022.

Land and Facilities Reserve Fund **$ 305,848** **$ 305,713**

- There is no planned transfer in FY 2021-2022.

McCullough Reserve Fund **$ 8,245** **$ 9,219**

- Donation Fund used for EMS equipment purchases.

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

- Purchase a CD and transfer **$200,000** into the Personnel Reserve Fund.

LOSAP Reserve Fund **$ 129,337** **$ 85,712**

- Annual contribution amount is $ 30,300. Forfeitures are $6,700.

Unappropriated Ending Fund Balance **$ 1,260,000** **$ 1,796,888**

- This is the accumulation of ending fund balances

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

- Unforeseen Events

BUDGET OVERVIEW

	FY 20/21	FY 21/22	$ +/-	% +/-
GENERAL FUND EXPENDITURES				
PERSONNEL SERVICES	$2,989,841	$3,254,011	$264,170	
MATERIALS & SERVICES	$1,063,297	$1,619,834	$556,537	
CAPITAL OUTLAY	$81,320	$0	($81,320)	
TRANSFERS	$281,763	$240,000	($41,763)	
OPERATING CONTINGENCY	$170,000	$170,000	$0	
UNAPP. ENDING FUND BALANCE	$1,260,000	$1,796,888	$536,888	
TOTAL GENERAL FUND EXP.	**$5,846,221**	**$7,080,733**	$1,234,512	
GENERAL FUND RESOURCES				
OTHER THAN TAX	$2,207,925	$2,793,308	$585,383	
TAX LEVY	$3,954,670	$4,561,090	$606,420	
TAX NOT PAID	($316,374)	($273,665)	$42,709	
TOTAL GEN FUND RESOURCES	**$5,846,221**	**$7,080,733**	$1,234,512	21.1%

GENERAL FUND RESOURCES

	FY 20/21	FY 21/22	$ +/-	% +/-
CASH ON HAND	$2,113,000	$2,700,000	$587,000	
PRIOR TAXES	$50,000	$55,000	$5,000	
PROPERTY TAX INTEREST	$7,500	$6,000	($1,500)	
HELMET PROGRAM	$1,300	$1,328	$28	
SIGN POST PROGRAM	$2,000	$2,180	$180	
CPR PROGRAM	$4,000	$3,000	($1,000)	
FIRST AID SUPPLIES	$10,175	$11,000	$825	
INVESTMENT INTEREST	$10,000	$5,000	($5,000)	
HOOD TO COAST	$0	$0	$0	
PHYSICAL REIMBURSEMENT	$1,950	$1,800	($150)	
MISCELLANEOUS INCOME	$5,000	$5,000	$0	
LONGEVITY CREDIT	$0	$0	$0	
GRANT REVENUE	$3,000	$3,000	$0	
TOTAL RESOURCES OTHER THAN TAX	**$2,207,925**	**$2,793,308**	$585,383	26.5%
TAXES REQUIRED TO BALANCE	$3,638,296	$4,287,425	$649,129	
TOTAL RESOURCES	**$5,846,221**	**$7,080,733**	$1,234,512	21.1%

RESERVE FUNDS

	FY 20/21	FY 21/22	$ +/-	% +/-
APPARATUS & EQUIPMENT RESERVE FUND				
BEGINNING BALANCE	$795,405	$215,092	($580,313)	
RESOURCES (Interest, Fees for Service, Sales)	$30,500	$13,000	($17,500)	
TRANSFERS	$200,000	$40,000	($160,000)	
TOTAL APPARATUS & EQUIPMENT RESERVE FUND	**$1,025,905**	**$268,092**	($757,813)	-73.87%
LAND & FACILITIES RESERVE FUND				
BEGINNING BALANCE	$305,548	$305,713		
RESOURCES (Interest, Fees for Service, Sales)	$300	$300		
TRANSFERS	$42,751	$0	($42,751)	
TOTAL LAND & FACILITIES RESERVE FUND	**$348,599**	**$306,013**	($42,586)	-12.22%
MCCULLOUGH RESERVE FUND				
BEGINNING BALANCE	$8,243	$9,219	$976	
RESOURCES (Interest, Fees for Service, Sales)	$50	$50	$0	
DONATIONS	$500	$500	$0	
TOTAL MCCULLOUGH RESERVE FUND	**$8,793**	**$9,769**	$976	11.10%
PERSONNEL SERVICES RESERVE FUND				
BEGINNING BALANCE	$100,000	$100,000	$0	
RESOURCES (Interest, Fees for Service, Sales)	$0	$2,840	$2,840	
TRANSFERS	$0	$200,000	$200,000	
TOTAL PERSONNEL SERVICES RESERVE FUND	**$100,000**	**$302,840**	$202,840	202.84%
LENGTH OF SERVICE AWARDS PROGRAM (LOSAP) RESERVE FUND				
BEGINNING BALANCE	$0	$85,712	$85,712	
RESOURCES (Interest, Forfeitures)	$0	$6,700	$6,700	
TOTAL LOSAP RESERVE FUND	**$0**	**$92,412**	$92,412	

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *401*
ACCOUNT TITLE: *Current Taxes*
ACCOUNT TOTAL: $ 4,561,090

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 3,954,670	$ 4,019,625	As of 05/01/2021
2019/2020	$ 3,640,650	$ 3,776,552	
2018/2019	$ 3,504,498	$ 3,579,001	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
401		$ 4,561,090

NARRATIVE

Proposed taxes for FY 2021-22 are based on a 4.5 % increase assessed valuation over FY 2020-21 and a 94 % collection rate as projected by Clackamas County Assessor's Office. This is an increase from last year.

FY 2021-22 computed taxes are $ 4,561,090 and at a 94 % collection rate would be $ 4,287,424 collected.

Previous Year Assessed Valuation	$ 2,004,445,031
Annual Growth/Improvements	.0450
Assessed Valuation Estimate	$ 2,094,645,057
Value to calculate Tax Rate	$ 2,094,645,057
Tax Rate per $1,000	2.1775
Total (A)	$ 4,561,090
Total amount Tax Levy	$ 4,561,090
Less Anticipated Uncollectable Taxes	0.06
Total (B)	$ 273,665

Taxes Required to Balance the Budget $4,287,425
(A) $ 4,561,090 - (B) $ 273,665 = $ 4,287,425

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

Item	Short description	Quantity	Rate	Cost
Current Taxes	4.5 % growth	1	$4,561,090	$4,561,090
			Total Estimated Cost for Budget	$ 4,561,090

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *405*
ACCOUNT TITLE: *Prior Taxes*
ACCOUNT TOTAL: $ 55,000

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 50,000	$ 65,352	As of 05/01/2021
2019/2020	$ 45,000	$ 60,726	
2018/2019	$ 43,000	$ 140,331	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
405	**NARRATIVE** Prior taxes are taxes that are paid after the year they are assessed.	$ 55,000

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

Item	Short description	Quantity	Rate	Cost
Prior Taxes	Based on trend	1	$ 55,000	$ 55,000
			Total Estimated Cost for Budget	$ 55,000

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *410*
ACCOUNT TITLE: *Interest*
ACCOUNT TOTAL: $ 6,000

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 7,500	$ 6,236	As of 05/01/2021
2019/2020	$ 9,000	$ 7,543	
2018/2019	$ 8,500	$ 9,803	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
410	**NARRATIVE** FY 2021-22 has budgeted a decrease in property tax revenue interest of $ 6,000.	$ 6,000

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

Item	Short description	Quantity	Rate	Cost
Interest	Based on trend	1	$ 6,000	$ 6,000
			Total Estimated Cost for Budget	$ 6,000

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *433*
ACCOUNT TITLE: *Helmet Program*
ACCOUNT TOTAL: $ 1,328

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 1,300	$ 254	As of 05/01/2021
2019/2020	$ 1,300	$ 959	
2018/2019	$ 1,300	$ 1,182	

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.	$ 1,328

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

Item	Short description	Quantity	Rate or %	Cost
Helmet program		1	$ 1,328	$ 1,328
			Total Estimated Cost for Budget	$ 1,328

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *434*
ACCOUNT TITLE: *Sign Post Program*
ACCOUNT TOTAL: $ 2,180

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 2,000	$ 1,118	As of 05/01/2021
2019/2020	$ 1,000	$ 1,503	
2018/2019	$ 2,000	$ 1,384	

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).	$ 2,180

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

Item	Short description	Quantity	Rate	Cost
Sign post program	Based on trend	1	$ 2,180	$ 2,180
			Total Estimated Cost for Budget	$ 2,180

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *437*
ACCOUNT TITLE: *CPR Program*
ACCOUNT TOTAL: $ 3,000

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 4,000	$ 1,011	As of 05/01/2021
2019/2020	$ 4,000	$ 3,775	
2018/2019	$ 4,000	$ 3,695	

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.	$ 3,000

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

Item	Short description	Quantity	Rate	Cost
CPR Program	Public & Private	1	$ 3,000	$ 3,000
			Total Estimated Cost for Budget	$ 3,000

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *438*
ACCOUNT TITLE: *First Aid Supplies*
ACCOUNT TOTAL: $ 11,000

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 10,175	$ 9,067	As of 05/01/2021
2019/2020	$ 10,175	$ 10,554	
2018/2019	$ 10,000	$ 9,897	

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 1,189 (transports) = $ 11,000	$ 11,000

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

Item	Short description	Quantity	Rate	Cost
First Aid Supplies	Reimbursement	1189	$ 9.25	$ 11,000
			Total Estimated Cost for Budget	$ 11,000

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *450*
ACCOUNT TITLE: *Investment Interest*
ACCOUNT TOTAL: $ 5,000

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 10,000	$ 4,381	As of 05/01/2021
2019/2020	$ 10,000	$ 13,046	
2018/2019	$ 10,000	$ 15,358	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
450	**NARRATIVE** This justification card is for the interest earned from bank accounts and is based on trend. For FY 2021-22 we have budgeted a decrease for investment interest.	$ 5,000

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

Item	Short description	Quantity	Rate	Cost
Investment Interest	Based on trend	1	$ 5,000	$ 5,000
			Total Estimated Cost for Budget	$ 5,000

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *487*
ACCOUNT TITLE: *Physical Reimbursement*
ACCOUNT TOTAL: $ 1,800

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 1,950	$ -	As of 05/01/2021
2019/2020	$ 2,250	$ 3,617	
2018/2019	$ 1,650	$ -	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
487		$ 1,800

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 4 employees receiving a Physical/Treadmill ($300) and 4 employees Physical Only ($150). The expenditure justification card that is associated with this account line is Personnel Services 531 Health & Wellness.

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

Item	Short description	Quantity	Rate	Cost
Physical/Treadmill	Reimbursement	4	$ 300	$ 1,200
Physical	Reimbursement	4	$ 150	$ 600
			Total Estimated Cost for Budget	$ 1,800

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

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

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 5,000	$ 11,334	As of 05/01/2021
2019/2020	$ 5,000	$ 6,748	
2018/2019	$ 5,000	$ 22,654	

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 2021-22 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

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

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

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 3,000	$ 2,175	As of 05/01/2021
2019/2020	$ 3,000	$ -	
2018/2019	$ 3,000	$ 5,000	

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

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

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

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL RECEIVED	
2020/2021	$ 170,000	$ -	As of 05/01/2021
2019/2020	$ 170,000	$ -	
2018/2019	$ 170,000	$ -	

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.	$ 170,000

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)

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

PERSONNEL SERVICES

ACCT. NO	PERSONNEL SERVICES	20/21 APPROVED	21/22 PROPOSED	$ +/-	% +/-
500	Career Salaries	$1,568,694	$1,703,244	$134,550	
504	Separation Pay	$35,069	$41,358	$6,289	
506	Board of Directors Stipend	$3,500	$3,500	$0	
507	Student Firefighter Program	$18,000	$0	($18,000)	
531	Health & Wellness	$38,525	$42,440	$3,915	
555	Overtime	$158,363	$163,114	$4,751	
560	Volunteer Program	$93,250	$93,250	$0	
570	Social Security/ Medicare	$149,906	$158,772	$8,866	
572	PERS	$399,868	$470,443	$70,575	
573	Transit Tax	$10,746	$11,467	$721	
575	Workman's Compensation	$53,427	$69,799	$16,372	
580	Life Insurance	$5,084	$5,150	$66	
582	Unemployment Insurance	$1,894	$2,010	$116	
584	Disability Insurance	$23,340	$24,449	$1,109	
586	Medical Insurance	$403,599	$436,754	$33,155	
588	Dental Insurance	$26,576	$28,261	$1,685	
TOTAL PERSONNEL SERVICES		$2,989,841	$ 3,254,011	$264,170	8.8%

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Overview*
ACCOUNT TOTAL: $ 1,703,244

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 1,568,694	$ 1,207,435	As of 05/01/2021
2019/2020	$ 1,570,423	$ 1,644,972	
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.	$ 1,703,244

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

Item	Short description	Quantity	Rate	Cost
Annual Salary	Full-Time Admin	1	$ 390,518	$ 390,518
Annual Salary	Part-Time Admin	1	$ 28,603	$ 28,603
Annual Salary	Bargaining Unit	1	$ 1,107,771	$ 1,107,771
Incentive	Apparatus Operator	1	$ 40,879	$ 40,879
Incentive	Officer	1	$ 33,466	$ 33,466
Incentive	EMT Incentive	1	$ 102,008	$ 102,008
			Total Estimated Cost for Budget	$ 1,703,244

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/FT Administration*
ACCOUNT TOTAL: $ 1,703,244

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) Annual Bookkeeper salary (NEW) In addition, this justification card for FY 2021-22 includes a 1.7% cost of living increase for all Full-Time Employees. Holiday pay for the Office Manager and Bookkeeper is also included in this Justification Card.	$ 390,518

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

Item	Short description	Quantity	Rate	Cost
Annual Salary	Fire Chief (PS)	12	$ 11,708	140,498
Annual Salary	Division Chief (JM)	12	$ 10,876	130,513
Annual Salary	Office Manager (NH)	12	$ 5,477	65,726
Annual Salary	Bookkeeper (NEW)	12	$ 4,387	52,641
Holiday Pay	(NH) (NEW)	12	$ 95	1,140
			Total Estimated Cost for Budget	$ 390,518

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/PT Administration*
ACCOUNT TOTAL: $ 1,703,244

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

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
500	**NARRATIVE** Part Time Bookkeeper salary (AR) - 2.3 months Annual Part Time Receptionist salary (MG) This Justification Card for FY 2021-22 includes a 1.7 % Cost of Living increase for all Part-Time Employees.	$ 28,603

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

Item	Short description	Quantity	Rate	Cost
Salary	24 hour (AR)	2.3	$ 2,632	$ 6,054
Annual Salary	24 hour (MG)	12	$ 1,879	$ 22,549
			Total Estimated Cost for Budget	$ 28,603

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Bargaining Unit*
ACCOUNT TOTAL: $ 1,703,244

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, 2021). In addition, to the base salary there are contractual incentives for certifications and specific ranks attained. There are justification cards for each incentive.	$ 1,107,771

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

Item	Short description	Quantity	Rate	Cost
Annual Salary	Shift 52.85 hour (DB)	12	$ 7,307	$ 87,690
Annual Salary	Shift 52.85 hour (TK)	12	$ 7,307	$ 87,690
Annual Salary	Shift 52.85 hour (JM)	12	$ 7,307	$ 87,690
Annual Salary	Shift 52.85 hour (LS)	12	$ 7,307	$ 87,690
Annual Salary	Shift 52.85 hour (EP)	12	$ 7,307	$ 87,690
Annual Salary	Shift 52.85 hour (NT)	12	$ 7,307	$ 87,690
Annual Salary	Shift 52.85 hour (AS)	12	$ 7,307	$ 87,690
Annual Salary	Shift 52.85 hour (ZS)	12	$ 7,087	$ 85,040
Annual Salary	Shift 52.85 hour (KL)	12	$ 7,082	$ 84,983
Annual Salary	Shift 52.85 hour (PB)	12	$ 6,618	$ 79,412
Annual Salary	Shift 52.85 hour (RW)	12	$ 6,618	$ 79,412
Annual Salary	Shift 52.85 hour (CR)	12	$ 6,608	$ 79,299
Annual Salary	Shift 52.85 hour (4 @ 4 Months	4	21,449	$ 85,798
			Total Estimated Cost for Budget	$ 1,107,771

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Bargaining Unit Apparatus Operator*
ACCOUNT TOTAL: $ 1,703,244

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.	$ 40,879

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

Item	Short description	Quantity	Rate	Cost
A/O Incentive	DB, TK, JM, LS, EP, NT, AS	7	$ 3,508	$ 24,553
A/O Incentive	ZS	1	$ 3,402	$ 3,402
A/O Incentive	KL	1	$ 3,399	$ 3,399
A/O Incentive	PB, RW	2	$ 3,176	$ 6,353
A/O Incentive	CR	1	$ 3,172	$ 3,172
			Total Estimated Cost for Budget	$ 40,879

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Bargaining Unit Officer*
ACCOUNT TOTAL: $ 1,703,244

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 18.5% of their base pay (2021-22). Each employee that has been promoted to the rank of Lieutenant will receive 8.5 % of their base pay (2021-2022). 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.	$ 33,466

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

Item	Short description	Quantity	Rate	Cost
Captain Incentive	Captain	1	$ 16,223	$ 16,223
Lieutenant Incentive	Lieutenant	2	$ 7,454	$ 14,907
Acting In Capacity		12	$ 195	$ 2,336
			Total Estimated Cost for Budget	$ 33,466

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *500*
ACCOUNT TITLE: *Career Salaries/Bargaining Unit EMT Incentive*
ACCOUNT TOTAL: $ 1,703,244

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.	$ 102,008

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

Item	Short description	Quantity	Rate	Cost
EMT Incentive	EMT Intermediate (DB & TK)	2	$ 4,384	$ 8,769
EMT Incentive	EMT Paramedic (JM, LS, EP, NT, AS)	5	$ 8,769	$ 43,845
EMT Incentive	EMT Paramedic (ZS)	1	$ 8,504	$ 8,504
EMT Incentive	EMT Paramedic (KL)	1	$ 8,498	$ 8,498
EMT Incentive	EMT Paramedic (PB, RW)	2	$ 7,941	$ 15,882
EMT Incentive	EMT Paramedic (CR)	1	7,930	$ 7,930
EMT Incentive	EMT Paramedic (4 New 4	4	2,145	$ 8,580
			Total Estimated Cost for Budget	$ 102,008

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *504*
ACCOUNT TITLE: *Separation Pay*
ACCOUNT TOTAL: $ 41,358

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 35,069		As of 05/01/2021
2019/2020	$ 28,165	$ -	
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 plus maximum part-time employee vacation hours (225). There is one planned retirement for 2021-2022.	$ 41,358

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

Item	Short description	Quantity	Rate	Cost
Separation Pay	Retirement (AR)	1	$ 5,693	$ 5,693
Separation Pay	Unforseen	1	$ 35,665	$ 35,665
			Total Estimated Cost for Budget	$ 41,358

FISCAL YEAR 2021-2022

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	
2020/2021	$ 3,500	$ 2,300	As of 05/01/2021
2019/2020	$ 3,500	$ -	
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 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *531*
ACCOUNT TITLE: *Health & Wellness*
ACCOUNT TOTAL: $ 42,440

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 38,525	$ 5,780	As of 05/01/2021
2019/2020	$ 50,225	$ 17,993	
2018/2019	$ 55,725	$ 37,403	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
531		$ 42,440

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	$ 250	$ 1,000
Annual Physical	Health History Review	49	$ 60	$ 2,940
Annual Physical	Physical	16	$ 600	$ 9,600
Annual Physical	Physical & Treadmill	9	$ 1,000	$ 9,000
Annual Physical	Hearing	50	$ 20	$ 1,000
Recruits	Baseline Physical	8	$ 1,000	$ 8,000
Fit for Duty	Release Back to Work	5	$ 500	$ 2,500
Preventative health	Quarterly	4	$ 500	$ 2,000
Vaccinations/Test	Annually			$ -
Exposure Control	Hotline	4	$ 100	$ 400
New Hire	Psych Evaluation	4	$ 500	$ 2,000
New Hire	Baseline Physical/Treadmill	4	$ 1,000	$ 4,000
Retirement	Exit Physical			
			Total Estimated Cost for Budget	$ 42,440

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *555*
ACCOUNT TITLE: *Overtime*
ACCOUNT TOTAL: $ 163,114

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 158,363	$ 134,191	As of 05/01/2021
2019/2020	$ 144,655	$ 112,868	
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 call back for station staffing and alarms. The third year of the current Local 1660 agreement no longer includes FLSA pay.	$ 163,114

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

Item	Short description	Quantity	Rate	Cost
Overtime	Overtime & Relief	1	$ 121,862	$ 121,862
	Admin OT (2.65%)	1	$ 3,793	$ 3,793
	Training OT (10.34%)	1	$ 14,798	$ 14,798
	Late Call (1.86 %)	1	2,662	$ 2,662
	NO FLSA OT in 21-22			$ -
	Unforseen, Conflag	1	20,000	$ 20,000
			Total Estimated Cost for Budget	$ 163,114

FISCAL YEAR 2021-2022

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	
2020/2021	$ 93,250	$ 72,804	As of 05/01/2021
2019/2020	$ 94,950	$ 92,348	
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 2021-2022

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 2021-2022

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 2021-2022

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 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *570*
ACCOUNT TITLE: *Social Security & Medicare*
ACCOUNT TOTAL: $ 158,772

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 149,906	$ 107,087	As of 05/01/2021
2019/2020	$ 148,157	$ 132,393	
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 2021-22 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.	$ 158,772

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

Item	Short description	Quantity	Rate	Cost
Career Salaries	Based on Payroll	1,911,148	$ 0.07650	$ 146,203
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	$ 158,772

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *572*
ACCOUNT TITLE: *PERS-District Contribution*
ACCOUNT TOTAL: $ 470,443

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 399,868	$ 307,277	As of 05/01/2021
2019/2020	$ 538,811	$ 357,300	
2018/2019	$ 326,132	$ 248,849	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
572		$ 470,443

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 2021-22 the Employer portion rates are:
Tier 1 & 2 – 26.89%,
OPSRP General – 17.08%
OPSRP Police & Fire – 21.44%

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

Item	Short description	Quantity	Rate	Cost
Fire Chief	FC 6% ER paid (IAP)	1	$ 8,430	$ 8,430
Fire Chief	FC ER paid	1	$ 37,780	$ 37,780
Division Chief	Div. Chief ER paid	1	$ 35,095	$ 35,095
Firefighters' & AL	Firefighters' ER paid	1	$ 292,859	$ 292,859
Office Mgr + Holiday	FT Admin ER paid	1	$ 17,827	$ 17,827
Bookkeeper + Holiday	FT Admin ER paid	1	$ 9,144	$ 9,144
PT Admin	PT Admin ER paid	1	$ 4,885	$ 4,885
Overtime	OT ER paid	1	$ 43,861	$ 43,861
Separation	Separation ER paid	1	$ 10,562	$ 10,562
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	$ 470,443

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *573*
ACCOUNT TITLE: *Transit Tax*
ACCOUNT TOTAL: $ 11,467

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 10,746	$ 9,501	As of 05/01/2021
2019/2020	$ 10,609	$ 5,243	
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.	$ 11,467

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

Item	Short description	Quantity	Rate	Cost
SAM Transit Tax	Career Salaries	1,911,148	$0.0060	$ 11,467
			Total Estimated Cost for Budget	$ 11,467

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *575*
ACCOUNT TITLE: *Workers' Compensation*
ACCOUNT TOTAL: $ 69,799

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 53,427	$ 56,875	As of 05/01/2021
2019/2020	$ 50,200	$ 50,049	
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 .0303, Director rate is .0018 (Chiefs are considered 10% at the Firefighter rate and 90% at the Director rate), Volunteer rate is .0093 (based on assumed monthly wage of $800 per volunteer) and Clerical employee rate is .001. Our Experience Rating increased from 1.29 to 1.43 (less Contribution Volume Credit) = $11,490. State Assessment for 21-22 is $5,549, and Safety Net coverages plus Terrorism - $3,309.	$ 69,799

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

Item	Short description	Quantity	Rate	Cost
Firefighter/10% Chief	Based on Salary	1,314,657	0.0303	$ 39,834
Director	90 % Chief's Salary	243,910	0.0018	$ 439
Clerical	Based on Salary	148,110	0.0010	$ 148
Overtime	Overtime hrs. @ straight time	109,286	0.0303	$ 3,311
Volunteers	Volunteer Coverage	614,400	0.0093	$ 5,714
Board of Directors	Board coverage	2,400	0.0018	$ 4
W/C Final	Experience Modification	1	$ 11,490	$ 11,490
W/C Final	State Assessment	1	5,549	$ 5,549
W/C Final	Safety Net Coverage	1	3,309	$ 3,309
			Total Estimated Cost for Budget	$ 69,799

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *580*
ACCOUNT TITLE: *Life Insurance*
ACCOUNT TOTAL: $ 5,150

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 5,084	$ 3,014	As of 05/01/2021
2019/2020	$ 5,087	$ 4,438	
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.	$ 5,150

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 - 3 mos (AR)	1	$ 26	$ 26
Life Insurance	$ 30,000 (4 New FF 4 Mo.)	4	$ 34	$ 136
Life Insurance	$ 15,000 Coverage	56	$ 51	$ 2,856
Life Insurance	$ 141,000 Coverage (PS)	1	$ 484	$ 484
			Total Estimated Cost for Budget	$ 5,150

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *582*
ACCOUNT TITLE: *Unemployment Insurance*
ACCOUNT TOTAL: $ 2,010

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 1,894	$ 1,402	As of 05/01/2021
2019/2020	$ 1,871	$ 1,763	
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 2021-22 is 0.1%. The total gross earnings for career personnel includes salaries, holiday pay, chief duty officer pay, overtime, and separation pay. The total gross earnings for volunteer personnel includes alarm and crew reimbursement, CPR/First Aid reimbursement, health club reimbursement, and stipend expenses.	$ 2,010

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

Item	Short description	Quantity	Rate	Cost
Career Salaries	Based on payroll	1,911,148	0.001	$ 1,911
Volunteer	Based on reimb.	98,950	0.001	$ 99
			Total Estimated Cost for Budget	$ 2,010

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *584*
ACCOUNT TITLE: *Disability Insurance*
ACCOUNT TOTAL: $ 24,449

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 23,340	$ 20,719	As of 05/01/2021
2019/2020	$ 23,364	$ 23,070	
2018/2019	$ 22,408	$ 21,178	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
584		$ 24,449

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.

$1,682,021 (salaries) x 0.8% = $13,456

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	1,703,201	$ 0.008	$ 13,626
LTD	Provident Policy	1	$ 10,823	$ 10,823
			Total Estimated Cost for Budget	$ 24,449

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *586*
ACCOUNT TITLE: *Medical Insurance*
ACCOUNT TOTAL: $ 436,754

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 403,599	$ 342,056	As of 05/01/2021
2019/2020	$ 378,837	$ 365,925	
2018/2019	$ 344,417	$ 317,053	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
586		$ 436,754

NARRATIVE

Our insurance provider for 2021-22 is Regence. The insurance includes medical, vision, and pharmacy coverage. The District is projecting no increase in medical premiums. This year the employees will pay 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 2021-22, the District will contribute $205/mo. For full-time staff the amount is $205/mo. and for part-time staff will receive 60% ($123/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, NEW	9	$ 28,060	$ 252,540
Employee Spouse	PS (No Copay)	1	$ 21,027	$ 21,027
Employee Family	4 New FF (4 Months)	4	$ 9,353	$ 37,413
Employee Children	KL	1	$ 16,456	$ 16,456
Employee Spouse	TK	1	$ 19,975	$ 19,975
Employee Only	LS, AS, CR	3	$ 9,512	$ 28,536
PT Employee Spouse	60% ER Paid MG	1	$ 11,985	$ 11,985
PT Employee Spouse	60% ER Paid (AR - 3 mos.)	1	$ 2,996	$ 2,996
Veba Bargaining Unit	12 Firefighters	12	$ 2,460	$ 29,520
Veba Bargaining Unit	4 New FF (4 months)	4	$ 820	$ 3,280
Veba Admin	Admin (PS, JM, NH, NEW)	4	$ 2,460	$ 9,840
Veba PT	Admin (MG)	1	$ 1,476	$ 1,476
Veba PT	Admin (AR - 3 mo)	1	$ 369	$ 369
FSA Admin Fees	Annual & Monthly	1	$ 1,340	$ 1,340
			Total Estimated Cost for Budget	$ 436,754

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *588*
ACCOUNT TITLE: *Dental Insurance*
ACCOUNT TOTAL: $ 28,261

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 26,576	$ 22,370	As of 05/01/2021
2019/2020	$ 26,046	$ 25,038	
2018/2019	$ 24,710	$ 22,631	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
588		$ 28,261

NARRATIVE

Our insurance provider for 2021-22 is Regence. There is no increase in dental premiums for the FY 2021-22 budget year. This year the employees will pay 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, ZS, NT, RW, NH, NEW	9	$ 2,077	$ 18,692
Employee Spouse	PS (No Copay)	1	$ 1,318	$ 1,318
Employee Family	4 New FF (4 Months)	4	$ 692	$ 2,769
Employee Children	KL	1	$ 1,395	$ 1,395
Employee Spouse	TK	1	$ 1,252	$ 1,252
Employee Only	LS, AS & CR	3	$ 632	$ 1,896
PT Employee Spouse	60% ER Paid (AR)	1	$ 188	$ 188
PT Employee Spouse	60% ER Paid (MG)	1	$ 752	$ 752
			Total Estimated Cost for Budget	$ 28,261

MATERIALS
SERVICES

ACCT. NO.	MATERIALS & SERVICES	20/21 APPROVED	21/22 PROPOSED	$ +/-	% +/-
601	Utilities	$44,503	$43,527	($976)	
611	Telephone	$14,480	$14,660	$180	
615	Office Supplies & Equipment	$11,801	$10,457	($1,344)	
617	Janitorial Supplies	$3,177	$3,177	$0	
620	Postage & Shipping	$2,800	$2,800	$0	
621	Uniforms	$30,985	$24,620	($6,365)	
626	Liability Insurance	$36,800	$41,777	$4,977	
630	Election/ Advertising	$2,950	$920	($2,030)	
632	Communications	$18,739	$21,090	$2,351	
634	Sign Post Program	$3,080	$2,180	($900)	
636	Annual Events & Activities	$17,875	$17,650	($225)	
645	Dispatch & Radio Services	$156,762	$164,424	$7,662	
653	Fire Prevention/Public Education Program	$7,551	$8,678	$1,127	
655	Fire Ground Safety Program	$1,570	$1,415	($155)	
657	Equipment Testing	$10,769	$16,424	$5,655	
669	Leases	$11,904	$13,116	$1,212	
674	Station Furniture & Bunkroom Supplies	$5,930	$2,025	($3,905)	
680	Training Materials & Supplies	$3,195	$6,700	$3,505	
683	Schools/Conference - Overview	$34,940	$146,820	$111,880	
685*	Technology Programs	$16,369	$13,348	($3,021)	
686	Subscriptions/Dues	$12,069	$12,096	$27	
689	Travel & Per Diem	$3,320	$4,100	$780	
694	Contract for Services	$255,300	$670,631	$415,331	
695	Professional Fees	$43,798	$75,574	$31,776	
701	Facility/Grounds Maintenance	$35,180	$28,035	($7,145)	
720	Apparatus Service & Repair	$135,350	$140,210	$4,860	
735	Fuel and Lube Supplies	$30,750	$30,850	$100	
737	Protective Clothing	$40,375	$38,070	($2,305)	
740	Shop Tools & Supplies	$1,700	$1,100	($600)	
746	First Aid Supplies & Equipment	$26,735	$28,170	$1,435	
747	SCBA Repair & Maintenance	$5,000	$635	($4,365)	
749	Firefighting Supplies	$7,995	$9,430	$1,435	
752	Refreshments & Station Food	$2,800	$1,600	($1,200)	
760	Fire Hose & Repair	$1,750	$1,300	($450)	
762	Hydrant Flow Testing	$400	$400	$0	
764	Firefighting Tools & Equipment	$9,745	$5,135	($4,610)	
784	Water Rescue Team	$11,350	$13,190	$1,840	
789	Fire Investigation Supplies	$500	$500	$0	
797	Grant Match Expense	$3,000	$3,000	$0	
TOTAL MATERIALS & SERVICES		**$1,063,297**	**$1,619,834**	**$556,537**	52.34%

* Denotes New Justification Card

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *601*
ACCOUNT TITLE: *Utilities*
ACCOUNT TOTAL: $ 43,527

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

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 44,503	$ 36,632	As of 05/01/2021
2019/2020	$ 46,911	$ 38,382	
2018/2019	$ 42,925	$ 40,318	

AREA OF RESPONSIBILITY: Nannette Howland

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
601	NARRATIVE This justification card is used for utility expenses for all stations. City of Sandy is projecting a 13% increase for water and sewer, NW Natural is projecting a 3% increase, Pacer Propane is projecting a 34% increase, PGE is projecting 2.6 % increase, and Portland Water (Roslyn Lake Station water) is projecting a 5.5 % increase. There is no projected increase for Quadrant Monitoring (alarm & security for all stations). For FY 2021-22 overall, there was a slight decrease to this justification card based on actual expenses.	$ 43,527

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

Item	Short description	Quantity	Rate	Cost
PGE	Electricity (All)	12	$ 2,154	$ 25,848
NW Natural	Natural Gas (Main & Annex)	12	$ 250	$ 3,000
City of Sandy	Water & Sewer	12	$ 417	$ 5,000
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	$ 350	$ 4,200
Portland Water	Water (Roslyn)	4	$ 75	$ 300
Direct TV	Main Station, Dover, Annex	12	$ 270	$ 3,240
			Total Estimated Cost for Budget	$ 43,527

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *611*
ACCOUNT TITLE: *Telephone*
ACCOUNT TOTAL: $ 14,660

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 14,000	$ 9,815	As of 05/01/2021
2019/2020	$ 14,000	$ 10,586	
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).	$ 14,660

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

Item	Short description	Quantity	Rate	Cost
Ziply Telephone	Main Station	12	$ 560	$ 6,720
Ziply Telephone	Dover	12	$ 200	$ 2,400
Ziply Telephone	Roslyn Lake	12	$ 90	$ 1,080
Verizon Wireless	Mobile Phones	12	$ 155	$ 1,860
	(PS, LT, JM)			$ -
Ziply Telephone	Maintenance	1	$ 2,600	$ 2,600
	(2021, 2022)			
			Total Estimated Cost for Budget	$ 14,660

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *615*
ACCOUNT TITLE: *Office Supplies & Equipment*
ACCOUNT TOTAL: $ 10,457

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 14,500	$ 4,358	As of 05/01/2021
2019/2020	$ 14,500	$ 7,507	
2018/2019	$ 11,845	$ 7,516	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
615		$ 10,457

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 fire permits (AG & Specials), business cards, letterhead, and envelopes. In addition, we have post office fees, notary fees, and wire/banking fees.

This justification card also accounts for the shredding of patient care forms, private employee records and financial documents. For FY 2021-22 we have added 2 extra pick ups based on need.

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	2	$ 250	$ 500
Computer Monitors	Replace	4	$ 500	$ 2,000
General Printing	Fire permits			$ -
General Printing	Letterhead & Envelopes			$ -
General Printing	Financial Forms	1	$ 600	$ 600
Business Cards	Staff	4	$ 63	$ 252
USPS	PO Box 12/21	1	$ 255	$ 255
USPS	Permit 10/21	1	$ 240	$ 240
Shredding	Annual Shredding	6	$ 90	$ 540
Shredding	2 Extra Pick Ups	2	$ 140	$ 280
Bank	NSF, Wire, Stop Pmnt	1	$ 250	$ 250
Notary Renewal	NH 4/2025	1	$ 40	$ 40
ID Badges	Replacement	50	$ 10	$ 500
			Total Estimated Cost for Budget	$ 10,457

FISCAL YEAR 2021-2022

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	$ 1,269	As of 05/01/2021
2019/2020	$ 3,105	$ 1,793	
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
	Toliet Paper	2	20	$ 40
	Paper Towel	1	35	$ 35
			Total Estimated Cost for Budget	$ 3,177

FISCAL YEAR 2021-2022

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	
2020/2021	$ 2,800	$ 1,808	As of 05/01/2021
2019/2020	$ 4,000	$ 1,568	
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	12	$ 83	$ 1,000
			Total Estimated Cost for Budget	$ 2,800

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *621*
ACCOUNT TITLE: *Uniforms*
ACCOUNT TOTAL: $ 24,620

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

AREA OF RESPONSIBILITY: Don Bennett

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 34,772	$ 9,764	As of 05/01/2021
2019/2020	$ 34,772	$ 11,379	
2018/2019	$ 26,990	$ 38,106	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
621		$ 24,620

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	25	$ 135	$ 3,375
Duty Shirts	Nomex shirts	25	$ 110	$ 2,750
Duty T-shirts		150	$ 15	$ 2,250
Duty sweatshirts		50	$ 60	$ 3,000
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	$ 250	$ 3,750
Misc.	Unforeseen damage	1	$ 500	$ 500
Collar Pins & Tags	Replacement			$ -
Badges	Firefighter			$ -
Badges	Captain/Lieutenant	4	$ 83	$ 330
Badges	Apparatus Operator			$ -
Badges	Chief & Division Chief		$ -	$ -
Explorer Uniforms	(Class B, T-shirts & Sweatshirts)			$ -
Clothing Allowance	Volunteers	35	$ 85	$ 2,975
Reflective Jackets	Volunteers			$ -
Reflective Jackets	(4 New FTE)	4	$ 550	$ 2,200
Class A	(AS, KL, ZS)	3	$ 675	$ 2,025
Class A Caps	(LS, EP, NT, AS, KL, ZS)	6	$ 90	$ 540
			Total Estimated Cost for Budget	$ 24,620

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *626*
ACCOUNT TITLE: *Liability Insurance*
ACCOUNT TOTAL: $ 41,777

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA		
YEAR	BUDGETED	ACTUAL SPENT
2020/2021	$ 36,800	$ 35,707
2019/2020	$ 32,591	$ 29,490
2018/2019	$ 31,629	$ 34,062

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
626	**NARRATIVE** FY 2021-22 a 17 % increase is projected in insurance policies which include property, vehicle, and liability coverage through Special Districts Association of Oregon.	$ 41,777

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

Item	Short description	Quantity	Rate	Cost
Insurance Coverage	General, liability, auto	1	$ 41,777	$ 41,777
			Total Estimated Cost for Budget	$ 41,777

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *630*
ACCOUNT TITLE: *Election & Advertising*
ACCOUNT TOTAL: $ 920

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 2,950	$ -	As of 05/01/2021
2019/2020	$ 1,750	$ 325	
2018/2019	$ 4,150	$ 4,474	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
630		$ 920

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 no Board Members up for election for FY 2021-22.

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			$ -
Notices	Budget Meeting Notice	1	$ 120	$ 120
Notices	Budget Hearing Notice	1	$ 100	$ 100
Advertising	Surplus	1	$ 500	$ 500
Advertising	Misc.	1	$ 200	$ 200
			Total Estimated Cost for Budget	$ 920

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *632*
ACCOUNT TITLE: *Communications*
ACCOUNT TOTAL: $ 21,090

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

AREA OF RESPONSIBILITY: Don Bennett

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 18,739	$ 18,053	As of 05/01/2021
2019/2020	$ 18,660	$ 17,551	
2018/2019	$ 19,110	$ 17,758	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
632		$ 21,090

NARRATIVE

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

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

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)	3	$ 150	$ 450
MDC	MDC Replacement	2	$ 2,700	$ 5,400
MDC	Mounting Hardware	2	$ 450	$ 900
Cradle Point	Mobile Hotspot	2	$ 950	$ 1,900
Cradle Point	Installation	2	$ 450	$ 900
Cradle Point	Antennae	2	$ 240	$ 480
Portable Radio	Repair	1	$ 2,000	$ 2,000
Portable Radio	Batteries			$ -
Mic	Replacement/Damage	2	$ 125	$ 250
Radio Holder	Shoulder Strap & Holder	2	$ 90	$ 180
Surface Pro	Tablet (Dover, E372)	2	$ 800	$ 1,600
Surface Pro	Dock	2	$ 175	$ 350
Surface Pro	Cover	2	$ 100	$ 200
			Total Estimated Cost for Budget	$ 21,090

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *634*
ACCOUNT TITLE: *Sign Post Program*
ACCOUNT TOTAL: $ 2,180

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

AREA OF RESPONSIBILITY: Karl Lange

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 3,080	$ 1,394	As of 05/01/2021
2019/2020	$ 2,360	$ 1,133	
2018/2019	$ 1,640	$ 860	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
634	**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.	$ 2,180

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

Item	Short description	Quantity	Rate	Cost
Signs	Green Reflective	60	$ 19	$ 1,140
Posts		40	$ 14	$ 560
Nuts & Bolts	Cost per set			$ -
Shipping	Estimated Average	12	$ 15	$ 180
Signs	No Parking	5	$ 60	$ 300
			Total Estimated Cost for Budget	$ 2,180

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *636*
ACCOUNT TITLE: *Annual Events & Activities*
ACCOUNT TOTAL: $ 17,650

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 17,875	$ 996	As of 05/01/2021
2019/2020	$ 20,755	$ 16,188	
2018/2019	$ 23,085	$ 15,477	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
636		$ 17,650

NARRATIVE

This justification card is used for our annual events and activities, such as recruit academy graduation, retirements, and long-term standbys. We are planning on 8 new recruits for this fiscal year. In addition, we are slowly bringing back public events and have added those back in the budget.

The District purchases appreciation awards for the annual awards banquet and length of service awards. We are planning for one retirement in this fiscal year. 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	8	$ 50	$ 400
Recruit Graduation	Dinner & Refreshments	1	$ 1,000	$ 1,000
Recruit Graduation	Building Use Fee			$ -
Background Check	DPSST	8	$ 50	$ 400
Signs	Recruitment			$ -
Retirements	Refreshments (AR)	1	$ 150	$ 150
Open House	Mt. Festival			$ -
Trick or Treat Event	Giveaways	1	$ 300	$ 300
Santa Event	Giveaways			$ -
Hood to Coast	Standby Meals			$ -
Cards (2 years)	Variety of Cards (21)			$ -
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	$ 17,650

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *645*
ACCOUNT TITLE: *Dispatch & Radio Services*
ACCOUNT TOTAL: $ 164,424

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 156,762	$ 146,063	As of 05/01/2021
2019/2020	$ 160,120	$ 160,120	
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.	$ 164,424

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

Item	Short description	Quantity	Rate	Cost
Dispatch Services	Operating costs	12	$ 11,062	$ 132,744
800 MHz	Operating costs	66	$ 480	$ 31,680
			Total Estimated Cost for Budget	$ 164,424

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *653*
ACCOUNT TITLE: *Fire Prevention/Public Education Program*
ACCOUNT TOTAL: $ 8,678

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

AREA OF RESPONSIBILITY: Eric Pedersen

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 7,551	$ 850	As of 05/01/2021
2019/2020	$ 9,359	$ 1,828	
2018/2019	$ 9,240	$ 7,428	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
653		$ 8,678

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). We have added funds back in for Fire Prevention Week; planning on restating the program in FY 2021-22.

The Fire Prevention Trailer is jointly owned with Gresham Fire. Most repairs/upgrades will be split with Gresham Fire. Budgeted for this year includes a new heavy duty electric jack and general upkeep.

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	1	$ 800	$ 800
Prevention Trailer	Electric Jack & Upkeep	1	$ 600	$ 600
Smoke Detectors	Purchase & Replace	15	$ 20	$ 300
Car Seat Recert	Bi-Annually 3/2022	1	$ 50	$ 50
Bike Helmets	All Sizes (S,M,L,XL,Toddler)	89	$ 8	$ 712
All Sport Helmets	All Sizes (S,M,L)	38	$ 11	$ 418
Ski Helmets	All Sizes (S,M,L,XL)	9	$ 22	$ 198
Blue Caps	1000 Head covers			$ -
			Total Estimated Cost for Budget	$ 8,678

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *655*
ACCOUNT TITLE: *Fire Ground Safety Program*
ACCOUNT TOTAL: $ 1,415

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

AREA OF RESPONSIBILITY: Don Bennett

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 1,570	$ 480	As of 05/01/2021
2019/2020	$ 1,920	$ 1,608	
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.	$ 1,415

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

Item	Short description	Quantity	Rate	Cost
Passport tags		75	$ 2	$ 150
Traffic vests		5	$ 35	$ 175
Helmet Shields	Replacement/Damage	5	$ 50	$ 250
Helmet Decals	Full Set (Crescents, Name, EMT)	10	$ 70	$ 700
Recruit Crescents	Helmet	10	$ 7	$ 70
Explorer Crescents	Helmet			
Senior FF Crescents	Helmet	10	7	$ 70
			Total Estimated Cost for Budget	$ 1,415

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *657*
ACCOUNT TITLE: *Equipment Testing*
ACCOUNT TOTAL: $ 16,424

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 10,769	$ 8,858	As of 05/01/2021
2019/2020	$ 13,402	$ 12,467	
2018/2019	$ 14,318	$ 12,508	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
657		$ 16,424

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 Monitor testing.

A new three-year contract for annual hose/ladder testing was signed in FY 2021-2022. The quantity amount listed below is the number of feet we have tested.

We have 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 2022-23.

New to this justification card is quarterly and annual testing for the new air compressor. We also have 8 fire extinguishers that are due for their 6-year service.

New SCBA bottles (MSA) will be scheduled for hydro testing in FY 2025-26.

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

Item	Short description	Quantity	Rate	Cost
Ladder	Annual testing 9/21	331	$ 2	$ 662
Hose	Annual testing 9/21	19,000	$ 0.26	$ 4,940
Hydro	SCBA bottles (1/2026)			$ -
SCBA Recalibration	Flow Testing (4/22)	42	$ 100	$ 4,200
Fit Recalibration	Annual Calibration 11/22			$ -
Fire Extinguisher	Annual Testing 2/22	1	$ 550	$ 550
Fire Extinguisher	6 Yr Service Testing	8	$ 100	$ 800
Hurst Tool	Annual Testing 4/22	4	$ 750	$ 3,000
Monitor (X Series)	Annual Testing 4/22	2	275	$ 550
SCBA Air Compressor	Quarterly & Annual Testing	1	1,722	$ 1,722
			Total Estimated Cost for Budget	$ 16,424

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *669*
ACCOUNT TITLE: *Leases/Computer Expenses*
ACCOUNT TOTAL: $ 13,116

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 11,904	$ 8,364	As of 05/01/2021
2019/2020	$ 25,934	$ 32,524	
2018/2019	$ 31,634	$ 22,425	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
669		$ 13,116

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 2021-22 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 the firewall at the Dover station. We have added website support to this justification card. We are budgeting for 18 months of hosting.

We also have a lease agreement for the copy machine.

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

Item	Short description	Quantity	Rate	Cost
Copy Machine	Lease	12	$ 300	$ 3,600
Schedule B - Hardware	Support Firewall & Datto	12	$ 360	$ 4,320
Firewall - Dover	Replacement	1	$ 3,500	$ 3,500
Software	Adobe Acrobat DC	1	$ 235	$ 235
Software	Wildcard/SSL Certificate	1	$ 422	$ 422
Wireless Access Point	Support	5	$ 68	$ 340
Website	Domain	1	$ 100	$ 100
Website	Support (July/January)	18	$ 33	$ 599
				$ -
				$ -
				$ -
			Total Estimated Cost for Budget	$ 13,116

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *674*
ACCOUNT TITLE: *Bunkroom Supplies*
ACCOUNT TOTAL: $ 2,025

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

AREA OF RESPONSIBILITY: Jon McKay

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 5,930	$ 3,835	As of 05/01/2021
2019/2020	$ 5,010	$ 100	
2018/2019	$ 2,410	$ 370	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
674	**NARRATIVE** This justification card is for dorm room supplies.	$ 2,025

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

Item	Short description	Quantity	Rate	Cost
Pillows		5	$ 25	$ 125
Blankets		10	$ 65	$ 650
Sheets		15	$ 50	$ 750
Towels, Wash Cloths		20	$ 15	$ 300
Bed Frame & Mattress				$ -
Unforeseen Damage		1	$ 200	$ 200
			Total Estimated Cost for Budget	$ 2,025

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *680*
ACCOUNT TITLE: *Training Materials & Supplies*
ACCOUNT TOTAL: $ 6,700

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

AREA OF RESPONSIBILITY: Jason McKinnon

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 3,195	$ 475	As of 05/01/2021
2019/2020	$ 8,970	$ 4,234	
2018/2019	$ 9,945	$ 5,580	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
680		$ 6,700

NARRATIVE

This justification card is for training materials used outside of the contract for service with Clackamas Fire.

Live Fire Training Supplies include hay, pallets, sheetrock, plywood, and modifications to burn container.

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

Item	Short description	Quantity	Rate	Cost
Recruit Academy	FF I book/Workbook	8	$ 100	$ 800
Building Materials	Training Prop			
Extrication Cars	Fee per car	8	$ 50	$ 400
Outside Instructor	Handouts and Materials			
Training Supplies	Disposable goods	5	$ 100	$ 500
Live Fire	Supplies	2	$ 1,000	$ 2,000
EMS Training	Supplies			
EMT Class	EMT Student Books	10	$ 100	$ 1,000
Vent Prop	Wood (units)	1	$ 1,000	$ 1,000
Forcible Entry	Repair	1	$ 1,000	$ 1,000
			Total Estimated Cost for Budget	$ 6,700

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences-Training Overview*
ACCOUNT TOTAL: $ 146,820

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

AREA OF RESPONSIBILITY: Jason McKinnon

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 34,940	$ 11,609	As of 05/01/2021
2019/2020	$ 50,470	$ 10,305	
2018/2019	$ 72,140	$ 33,701	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
683		$ 146,820

NARRATIVE

There is some 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.

The training is separated out on individual justification cards.

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

Item	Short description	Quantity	Rate	Cost
Training	Administration	1	$ 5,460	$ 5,460
Training	Fire	1	$ 13,350	$ 13,350
Training	EMS	1	$ 14,600	$ 14,600
Training	SRT	1	$ 2,650	$ 2,650
Training	Contract for Service	1	110,760	$ 110,760
			Total Estimated Cost for Budget	$ 146,820

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences- Contract for Training*
ACCOUNT TOTAL: $ 146,820

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

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
683	**NARRATIVE** This is a new justification card for contract for service from Clackamas Fire for training. For FY 2021-22 we have renewed our contract for service and signed a 2-year agreement with Clackamas Fire for training. The training is broken down per month between Career and Volunteer. We are planning on the hire of one full time firefighter and the cost is included for new hire training.	$ 110,760

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

Item	Short description	Quantity	Rate	Cost
CCFD Training	Appendix B - Career	12	4,398	$ 52,780
CCFD Training	Appendix B - Volunteer	12	$ 3,575	$ 42,900
CCFD Training	Career New Hire Training	4	$ 3,770	$ 15,080
			Total Estimated Cost for Budget	$ 110,760

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences- Administration*
ACCOUNT TOTAL: $ 146,820

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.	$ 5,460

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
Administration	OR IAAI Conference (GB)	1	$ 400	$ 400
Administration	OFMA Conference (GB)	1	$ 400	$ 400
			Total Estimated Cost for Budget	$ 5,460

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences- Fire*
ACCOUNT TOTAL: $146,820

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.	$ 13,350

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	3	$ 500	$ 1,500
MFOA I & II	(DB, PB, CR)	3	$ 800	$ 2,400
Advanced Extrication	Extrication	4	$ 250	$ 1,000
Brothers In Battle	Forcible Entry			$ -
Firemanship	Conference			$ -
S130/190	Wildland	8	$ 150	$ 1,200
S131	Wildland	8	$ 100	$ 800
Instructor I	Class	3	$ 150	$ 450
Advanced Wildland	Wildland	10	100	$ 1,000
			Total Estimated Cost for Budget	$ 13,350

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences-EMS*
ACCOUNT TOTAL: $146,820

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

AREA OF RESPONSIBILITY: Jason McKinnon

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
683		$ 14,600

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 is eligible for FY 2020-21 and 1 person has applied for FY 2020-21.

In addition, we are budgeting to reimburse 6 volunteer firefighters $1,500 upon successful completion of the EMT Basic 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	10	$ 100	$ 1,000
ACLS	(JM, DB, TK, NT, LS, EP, KL, ZS, AS, PB, RW, CR)	12	$ 100	$ 1,200
PALS	(JM, DB, TK, NT, LS, EP, KL, ZS, AS, PB, RW, CR)	12	$ 100	$ 1,200
Conference	Timberline (odd year)			$ -
EMT	Recertification (odd year)			$ -
EMT Intermediate	Recertification (odd year)			$ -
EMT Paramedic	Recertification (odd year)			$ -
EMR	Recertification (even year)	4	$ 50	$ 200
EMT Basic	Reimbursement	6	$ 1,500	$ 9,000
	(IP, RS, DJ, EP, DD, CB)			$ -
EMT Class	Paramedic Certification			$ -
	2020-21 (JU)	1	1,000	$ 1,000
EMT Class	Paramedic Certification			$ -
	2021-22 (JV)	1	1,000	$ 1,000
			Total Estimated Cost for Budget	$ 14,600

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *683*
ACCOUNT TITLE: *Schools/Conferences-SRT*
ACCOUNT TOTAL: $ 146,820

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 14 SRT members and we will be adding 1 additional members for FY 2021-22. Each member needs to recertify every 3 years. Additionally, we have added a train the trainer for documentation and verification sign off for DPSST.	$ 2,650

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

Item	Short description	Quantity	Rate	Cost
Water Rescue	Recertification 04/2022	5	$ 500	$ 2,500
	(DB, EP, JP, GY, New)			
Train the Trainer	Additional Training	1	$ 150	$ 150
	(TK - 2021-22, 2024-25)			
	Recertification 04/2023			
	(TK, MC, CR, AS, PB)			
	Recertification 04/2024			
	(JM, TS, KL, ZS, RW)			
			Total Estimated Cost for Budget	$ 2,650

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *685*
ACCOUNT TITLE: *Technology Programs*
ACCOUNT TOTAL: $ 13,348

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 16,369	$ 14,494	As of 05/01/2021
2019/2020	$ -	$ -	
2018/2019	$ -	$ -	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
685		$ 13,348

NARRATIVE

This is a justification card 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 re-occuring costs for FY 2021-22 includes the fire module (incidents, inspections, & investigations), EMS and records management.
- 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 (55 Licenses)	55	$ 13	$ 715
ESO	Records Management	12	$ 444	$ 5,333
Netmotion	Maintenance	1	$ 1,000	$ 1,000
Intterra	GPS Data Platform	12	$ 155	$ 1,860
Crew Sense	Scheduling & Resource Mgmt	12	$ 370	$ 4,440
			Total Estimated Cost for Budget	$ 13,348

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *686*
ACCOUNT TITLE: *Dues*
ACCOUNT TOTAL: $ 12,096

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 12,069	$ 10,597	As of 05/01/2021
2019/2020	$ 28,646	$ 23,564	
2018/2019	$ 15,163	$ 15,166	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
686	**NARRATIVE** This justification card will be used to fund dues for FY 2021-22.	$ 12,096

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

Item	Short description	Quantity	Rate	Cost
Microsoft	Office 365	12	$ 320	$ 3,840
Website Hosting	Annual 04/2024			$ -
OFCA	Membership (PS, JM)	2	$ 65	$ 130
CCFIT	Membership (PS) (12/21)	1	$ 50	$ 50
OFSOA	Membership (7/21)	1	$ 40	$ 40
Costco	Membership	1	$ 120	$ 120
OFDDA	Membership (1/22)	1	$ 1,500	$ 1,500
CCFDB	Membership (04/22)	1	$ 100	$ 100
NAFT	Membership (JM)	1	$ 150	$ 150
Sandy Chamber	Membership	1	$ 175	$ 175
Government Ethics	Assessment (9/21)	1	$ 550	$ 550
SDAO	Annual Dues	1	$ 3,457	$ 3,457
IAAI	Membership (GB)	1	$ 100	$ 100
OFMA	Membership (GB)	1	$ 65	$ 65
OR IAAI	Membership (GB)	1	$ 65	$ 65
FlashAlert	Subscription (NH)	1	$ 225	$ 225
LCOG	Membership (PS)	1	$ 1,100	$ 1,100
Amazon Prime	Membership 3/22	1	$ 179	$ 179
Zoom	Membership	12	$ 15	$ 180
Sandy Post	Subscription (2 Copy)	2	$ 35	$ 70
NFPA	Subscription 2022-2023			$ -
			Total Estimated Cost for Budget	$ 12,096

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *689*
ACCOUNT TITLE: *Travel & Per Diem-Training*
ACCOUNT TOTAL: $ 4,100

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

AREA OF RESPONSIBILITY: Jason McKinnon

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 3,320	$ 995	As of 05/01/2021
2019/2020	$ 5,510	$ 3,255	
2018/2019	$ 7,460	$ 2,814	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
689		$ 4,100

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 2021 the rate is 56 cents/mile.

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

Item	Short description	Quantity	Rate	Cost
Recruit Instructors	Food	10	$ 50	$ 500
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	$ 300	$ 600
SRT	Food			$ -
FMO	Food & Lodging (GB)	2	$ 200	$ 400
			Total Estimated Cost for Budget	$ 4,100

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *694*
ACCOUNT TITLE: *Contract for Services*
ACCOUNT TOTAL: $ 670,631

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 255,300	$ 208,109	As of 05/01/2021
2019/2020	$ -	$ 20,683	
2018/2019	$ -	$ -	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
694		$ 670,631

NARRATIVE

This justification card is used for our contract services.

The District has contractual agreements for the Fire Marshal Position with FM Gary Boyles. In addition, we budget hours for FM Boyles to do fire investigations.

For FY 2021-22 we have renewed our contract for service and signed a 2 year agreement with Clackamas Fire District for Command and Control Services. Monthly costs are budgeted below.

In addition, we have budgeted to joint staff station 318. The cost includes 1/3 of the station costs for a year. Monthly costs are budgeted below.

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
CCFD Command & Control	Appendix A	12	$ 8,015	$ 96,180
CCFD Joint Staffing (318)	Appendix C	12	42,012	$ 504,143
CCFD Joint Staffing (318)	1/3 cost of Soft Goods	12	359	$ 4,308
			Total Estimated Cost for Budget	$ 670,631

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *695*
ACCOUNT TITLE: *Professional Fees*
ACCOUNT TOTAL: $ 75,574

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

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 43,798	$ 30,335	As of 05/01/2021
2019/2020	$ 104,350	$ 95,007	
2018/2019	$ 79,490	$ 70,567	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
695		$ 75,574

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.

New for this justification card is the annual cost for a Medical Director. This is a new cost as our past Medical Director did not charge for services. The cost budgeted is determined by taking the previous year's medical alarms x 4.7736 per incident. In 2020 our estimated medical alarms were 1536.

Moving forward with our Contract Services Agreement with Clackamas Fire we have budgeted for a split cost for a consolidation study.

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	1	$ 5,000	$ 5,000
Accounting	Auditor	1	$ 6,500	$ 6,500
E.A.P.	Employee assistance	12	$ 65	$ 780
Computer	Support (Schedule A)	12	$ 1,251	$ 15,012
Consulting	LCOG			
Firefighter Testing	Annual	1	750	$ 750
MDC	Support (Horst)	12	250	$ 3,000
EMS	Medical Director	12	611	$ 7,332
Consolidated Study	CCFD	1	30,000	$ 30,000
			Total Estimated Cost for Budget	$ 75,574

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance - Overview*
ACCOUNT TOTAL: $ 28,035

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

AREA OF RESPONSIBILITY: Jon McKay

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 35,180	$ 38,009	As of 05/01/2021
2019/2020	$ 36,680	$ 28,588	
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.	$ 28,035

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

Item	Short description	Quantity	Rate	Cost
Main Station	Building Maintenance	1	$ 14,435	$ 14,435
Dover Station	Building Maintenance	1	$ 6,100	$ 6,100
Roslyn Station	Building Maintenance	1	$ 3,700	$ 3,700
Annex	Building Maintenance	1	$ 3,800	$ 3,800
			Total Estimated Cost for Budget	$ 28,035

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance - Sandy*
ACCOUNT TOTAL: $ 28,035

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.	$ 14,435

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)	12	$ 15	$ 180
Flags	Replacement	3	200	$ 600
Window Cleaning	Maintenance	1	550	$ 550
Gym Equipment	Rower & Dumbbells	1	1,800	$ 1,800
			Total Estimated Cost for Budget	$ 14,435

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance-Dover Station*
ACCOUNT TOTAL: $ 28,035

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.	$ 6,100

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

Item	Short description	Quantity	Rate	Cost
Heating & Cooling	Maintenance	2	$ 300	$ 600
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 7/21	1	$ 300	$ 300
Yard Maintenance	2 Cuts & Spray Field	2	$ 400	$ 800
			Total Estimated Cost for Budget	$ 6,100

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance-Roslyn Station*
ACCOUNT TOTAL: $ 28,035

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.	$ 3,700

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 7/21	1	$ 300	$ 300
			Total Estimated Cost for Budget	$ 3,700

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *701*
ACCOUNT TITLE: *Facility/Grounds Maintenance - Annex*
ACCOUNT TOTAL: $ 28,035

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.	$ 3,800

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 7/21	1	$ 300	$ 300
			Total Estimated Cost for Budget	$ 3,800

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *720*
ACCOUNT TITLE: *Apparatus Service & Repair*
ACCOUNT TOTAL: $ 140,210

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

AREA OF RESPONSIBILITY: Todd Kennedy & Paul Brady

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 135,350	$ 83,914	As of 05/01/2021
2019/2020	$ 137,000	$ 97,634	
2018/2019	$ 80,800	$ 114,527	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
720		$ 140,210

NARRATIVE

This justification card is for the Apparatus & Equipment Maintenance for District owned apparatus, vehicles and trailers.

In FY 2021-22 Sandy Fire has signed a 2-year agreement with Clackamas Fire District for fleet maintenance. We have budgeted for monthly bi-annual service for fire apparatus. Soft goods are also budgeted items such as air filters, wipes, etc. In addition, we have budgeted for an unforeseen repairs and maintenance that is found but not covered during the annual service.

This justification card also accounts for the service costs on a bi-annual service for all light duty utility vehicles. Replacement tires are figured for replacing a full set of tires for one light duty utility vehicle annually; prices are based on GOP contract. As well as equipment to keep them operating in all weather conditions; prices based on GOP contract.

Service and repair costs are estimated and based off prior years actual invoice charges.

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

Item	Short description	Quantity	Rate	Cost
CCFD Fleet Maintenance	Service - Appendix D	12	4,420	$ 53,040
CCFD Fleet Maintenance	Soft Goods (Filters, Wipers, Etc.)	12	2,000	$ 24,000
CCFD Fleet Maintenance	Repairs unforseen	12	$ 4,167	$ 50,000
Utility Vehicles	Service	12	$ 135	$ 1,620
	Repairs	1	$ 2,500	$ 2,500
	U371 Repairs	1	$ 2,800	$ 2,800
	Replacement Tires	6	$ 350	$ 2,100
	Tire Chains	6	$ 100	$ 600
	Supplies	1	$ 350	$ 350
Tire Chains	Replacement & New	16	$ 200	$ 3,200
			Total Estimated Cost for Budget	$ 140,210

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *735*
ACCOUNT TITLE: *Fuel & Lube Supplies*
ACCOUNT TOTAL: $ 30,850

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

AREA OF RESPONSIBILITY: Nick Tharp

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 30,750	$ 13,464	As of 05/01/2021
2019/2020	$ 30,750	$ 19,090	
2018/2019	$ 30,000	$ 20,082	

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.	$ 30,850

Enter items, descriptions, quantities, and rates here:

Item	Short description	Quantity	Rate	Cost
Diesel & Gas		12	$ 2,500	$ 30,000
Oil				$ -
Gas	Small Tools	4	$ 50	$ 200
Fuel Additive	DEF	5	$ 130	$ 650
			Total Estimated Cost for Budget	$ 30,850

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *737*
ACCOUNT TITLE: *Protective Clothing*
ACCOUNT TOTAL: $ 38,070

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

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 40,375	$ 27,622	As of 05/01/2021
2019/2020	$ 42,925	$ 35,410	
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 particulate hoods.	$ 38,070

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

Item	Short description	Quantity	Rate	Cost
Turnout Pants		10	$ 930	$ 9,300
Turnout Coats		10	$ 1,450	$ 14,500
Structural Boots		10	$ 350	$ 3,500
Turnout Suspenders		5	$ 50	$ 250
Helmets	Structural	8	$ 270	$ 2,160
Fire Hood	New Particulate	10	$ 120	$ 1,200
Structural Gloves				$ -
Turnout Repair		1	$ 750	$ 750
Helmet Visor		2	$ 70	$ 140
Helmet Light	(TBA)	3	$ 100	$ 300
Helmet Light	(Volunteer Clothing Allowance)	10	$ 100	$ 1,000
Wildland Pants	Nomex w/reflective trim	5	$ 200	$ 1,000
Wildland Shirts	Nomex	5	$ 250	$ 1,250
Wildland Goggles		5	$ 60	$ 300
Wildland Helmets	Cap Style w/ Nomex Flap	5	$ 100	$ 500
Wildland Gloves	Leather			$ -
Wildland Harness	Chest Harness			$ -
Wildland Head Lamp		5	$ 75	$ 375
Wildland Web Gear				$ -
Wildland Shelters		3	$ 480	$ 1,440
Wildland Particulate Scarf		3	$ 35	$ 105
			Total Estimated Cost for Budget	$ 38,070

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *740*
ACCOUNT TITLE: *Shop Tools & Supplies*
ACCOUNT TOTAL: $ 1,100

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

AREA OF RESPONSIBILITY: Jon McKay

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 1,700	$ 587	As of 05/01/2021
2019/2020	$ 2,500	$ 130	
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	$ 1,100

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

Item	Short description	Quantity	Rate	Cost
Shop supplies	Various	12	$ 50	$ 600
Mechanic Tools	Wrenches, Sockets	1	$ 500	$ 500
	Screw Drivers, etc.			
			Total Estimated Cost for Budget	$ 1,100

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *746*
ACCOUNT TITLE: *First Aid Supplies & Equipment*
ACCOUNT TOTAL: $ 28,170

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

AREA OF RESPONSIBILITY: Laurie Smallwood

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 26,735	$ 20,613	As of 05/01/2021
2019/2020	$ 25,615	$ 25,589	
2018/2019	$ 24,680	$ 27,925	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
746		$ 28,170

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	12	$ 2,192	$ 26,300
Steri-cycle	Bio-Waste Disposal	2	$ 75	$ 150
Sager Traction Splint	Replacement	1	$ 470	$ 470
Pelican EMS Kit	Replacement			$ -
Lucas Batteries	Replacement	1	$ 400	$ 400
AED Batteries	Replacement	1	$ 850	$ 850
			Total Estimated Cost for Budget	$ 28,170

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *747*
ACCOUNT TITLE: *SCBA Repair & Maintenance*
ACCOUNT TOTAL: $ 635

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

AREA OF RESPONSIBILITY: Aaron Scobert

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 5,000	$ 1,105	As of 05/01/2021
2019/2020	$ 8,370	$ 505	
2018/2019	$ 8,370	$ 2,352	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
747	**NARRATIVE** In 2021, we purchased 42 new SCBA packs to replace our outdated packs. The new packs come with a one-year warranty on parts and labor, excluding parts broken due to misuse or user error.	$ 635

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

Item	Short description	Quantity	Rate	Cost
Pressure Transducer				$ -
HUD Pig tails				$ -
Lower HUD Hose				$ -
Wiki Gauge				$ -
HUD Module				$ -
Regulator Holder		3	$ 30	$ 90
Gauge Strap				$ -
Mask Lenses		3	$ 125	$ 375
Regulator Repair	Diaphragm			$ -
Regulator Hose				$ -
Cylinder Gauge	Repair			$ -
Mask Straps		5	$ 24	$ 120
HUD Visor	Rubber Boot			$ -
Fuel Charge	Emergency Service	2	$ 25	$ 50
Amplifier				$ -
			Total Estimated Cost for Budget	$ 635

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *749*
ACCOUNT TITLE: *Firefighting Supplies*
ACCOUNT TOTAL: $ 9,430

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

AREA OF RESPONSIBILITY: Todd Kennedy & Nick Tharp

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 7,995	$ 7,264	As of 05/01/2021
2019/2020	$ 8,598	$ 4,954	
2018/2019	$ 5,990	$ 4,979	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
749		$ 9,430

NARRATIVE

This justification card is used for consumable products used during fire suppression and emergency related activities.

* Batteries – safety and warning devices on smoke detectors and 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.
* Amerizorb and SafeT Absorbent – Oil sweep used at MVA's to keep petroleum products from polluting waterways.
* Decon Soaps – Used for the pre-treatment and cleaning of firefighter equipment and PPE.

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

Item	Short description	Quantity	Rate	Cost
Foam	Phos-Chek	3	$ 1,500	$ 4,500
Batteries	AA, AAA, 9 Volt	1	$ 300	$ 300
Flares	Road flares	10	$ 55	$ 550
Flares	LED flares	3	$ 40	$ 120
Oil Sweep	Amerizorb	30	$ 22	$ 660
Safe T Absorb	40lb Cat Litter	30	$ 12	$ 360
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	$ 9,430

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *752*
ACCOUNT TITLE: *Alarm Refreshments*
ACCOUNT TOTAL: $ 1,600

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Nannette Howland

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 2,800	$ 296	As of 05/01/2021
2019/2020	$ 4,600	$ 1,938	
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.	$ 1,600

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

Item	Short description	Quantity	Rate	Cost
Refreshments	Emergency Ops	1	$ 1,000	$ 1,000
Refreshments	Coffee, Tea	4	$ 150	$ 600
			Total Estimated Cost for Budget	$ 1,600

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *760*
ACCOUNT TITLE: *Fire Hose & Repair*
ACCOUNT TOTAL: $ 1,300

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

AREA OF RESPONSIBILITY: Todd Kennedy & Nick Tharp

HISTORICAL DATA			
YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 1,750	$ 1,235	As of 05/01/2021
2019/2020	$ 8,700	$ 8,584	
2018/2019	$ 6,000	$ 5,690	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
760	**NARRATIVE** Fire hoses are exposed to high heat and harsh conditions. We have budgeted for replacement hose should hose be damaged or destroyed during firefighting operations or should hose fail during yearly hose testing certification.	$ 1,300

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

Item	Short description	Quantity	Rate	Cost
Fire hose	50' 1 3/4 Line			$ -
	50' 2 1/2 Line			$ -
	100' 1" Booster Line			$ -
	100' 1" Wildland	4	$ 150	$ 600
	100' 1.5" Wildland	4	$ 175	$ 700
	4" LDH			$ -
	50' 3" Supply Line			$ -
Nozzles	Fixed Gallon 1 1/2			
			Total Estimated Cost for Budget	$ 1,300

FISCAL YEAR 2021-2022

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	

HISTORICAL DATA		
YEAR	BUDGETED	ACTUAL SPENT
2020/2021	$ 400	$ -
2019/2020	$ 400	$ -
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 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *764*
ACCOUNT TITLE: *Firefighting Tools & Equipment*
ACCOUNT TOTAL: $ 5,135

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Todd Kennedy

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 9,745	$ 7,026	As of 05/01/2021
2019/2020	$ 11,375	$ 8,523	
2018/2019	$ 10,075	$ 7,966	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
764		$ 5,135

NARRATIVE

This justification card is used for firefighter tools and equipment throughout the year; includes the addition and/or repair or replacement of items.

- Replacement batteries for cordless drills and saws as needed.
- Replacement LED personal flashlights as needed.
- Repair/replacement of damaged hand tools, power tools, and hose appliances as needed.

In addition, we have budgeted to outfit E372 with an Officer flashlight and cordless equipment took kit.

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

Item	Short description	Quantity	Rate	Cost
Hand Tools	Repair/Replace	6	$ 140	$ 840
Power Tools	Repair/Replace	1	$ 1,000	$ 1,000
Hurst Equipment	Repair	1	$ 1,200	$ 1,200
Appliance	Coupling Repair/Replace	1	$ 500	$ 500
Dewalt Batteries	20V Max Batteries	1	$ 200	$ 200
Flashlights	Handheld/Scene	4	55	$ 220
Officer Flashlights	Fenix TK75 (E372)	1	325	$ 325
Dewalt Toolkit	Toolkit (E372)	1	850	$ 850
			Total Estimated Cost for Budget	$ 5,135

FISCAL YEAR 2021-2022

BUDGET JUSTIFICATION

ACCOUNT CODE: *784*
ACCOUNT TITLE: *Water Rescue Team*
ACCOUNT TOTAL: $ 13,190

JUSTIFICATION FOR :

PERSONNEL SERVICE	
MATERIALS & SERVICES	X
CAPITAL OUTLAY	
EQUIPMENT REPLACEMENT	

AREA OF RESPONSIBILITY: Todd Kennedy

HISTORICAL DATA

YEAR	BUDGETED	ACTUAL SPENT	
2020/2021	$ 11,350	$ 9,045	As of 05/01/2021
2019/2020	$ 12,010	$ 8,680	
2018/2019	$ 7,000	$ 6,111	

ACCOUNT CODE	DESCRIPTION	SUBTOTAL
784		$ 13,190

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, carabiners, 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	15	$ 100	$ 1,500
Victim PFD	Replacement	6	$ 90	$ 540
Hardware		15	$ 50	$ 750
Boat	Repair	1	$ 600	$ 600
303 Protectant	1 gal UV Protectant			
Floating Rope	Replacement	3	500	$ 1,500
Kayak Paddles	Replacement	2	300	$ 600
			Total Estimated Cost for Budget	$ 13,190

FISCAL YEAR 2021-2022

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	
2020/2021	$ 500	$ -	As of 05/01/2021
2019/2020	$ 200	$ 95	
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	$ 300	$ 300
Disposable goods	Marking equipment,	1	$ 200	$ 200
	gloves, masks			
			Total Estimated Cost for Budget	$ 500

FISCAL YEAR 2021-2022

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	

HISTORICAL DATA		
YEAR	BUDGETED	ACTUAL SPENT
2020/2021	$ 3,000	$ -
2019/2020	$ 3,000	$ -
2018/2019	$ 3,000	$ -

AREA OF RESPONSIBILITY: Nannette Howland

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 2021-22 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	20/21 APPROVED	21/22 PROPOSED	$ +/-	% +/-
Capital Outlay					
801	Building Improvements	$81,320	$0	($81,320)	
846	EMS & Fire Equipment	$0	$0	$0	
TOTAL CAPITAL OUTLAY		**$81,320**	**$0**	**($81,320)**	

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

A public meeting of the Sandy Fire Board of Directors will be held on June 24, 2021 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 2019-20	Adopted Budget This Year 2020-21	Approved Budget Next Year 2021-22
Beginning Fund Balance/Net Working Capital	$3,195,104	$3,032,665	$3,415,736
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	$88,365	$32,800	$19,508
Federal, State and all Other Grants, Gifts, Allocations and Donations	$17,034	$3,000	$3,000
Revenue from Bonds and Other Debt	$0	$0	$0
Interfund Transfers / Internal Service Reimbursements	$200,000	$281,763	$240,000
All Other Resources Except Current Year Property Taxes	$33,429	$90,475	$94,190
Current Year Property Taxes Estimated to be Received	$3,844,821	$3,638,296	$4,287,425
Total Resources	**$7,378,753**	**$7,078,999**	**$8,059,859**

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	$2,877,390	$3,126,841	$3,284,311
Materials and Services	$743,230	$1,072,277	$1,739,145
Capital Outlay	$603,395	$1,076,231	$465,013
Debt Service	$0	$0	$0
Interfund Transfers	$200,000	$281,763	$240,000
Contingencies	$0	$170,000	$170,000
Special Payments	$0	$0	$0
Unappropriated Ending Balance/Reserved for Future Expenditure	$2,954,738	$1,351,887	$2,161,390
Total Requirements	**$7,378,753**	**$7,078,999**	**$8,059,859**

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

Name of Organizational Unit or Program			
Emergency Services and Operations	$4,424,015	$5,727,112	$5,898,469
Non-Department/Non-Program	$2,954,738	$1,351,887	$2,161,390
Total Requirements	**$7,378,753**	**$7,078,999**	**$8,059,859**

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 2019-20	Rate or Amount Imposed This Year 2020-21	Rate or Amount Approved Next Year 2021-22
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 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 2021-22			
	Actual									
	Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget Year 2020-21		DESCRIPTION RESOURCES AND REQUIREMENTS		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES					1
2	$ 334,559	$ 305,325	$ 305,548	2	Cash on hand * (cash basis), or		$ 305,713	$ 305,713	$ 305,713	2
3				3	Working Capital (accrual basis)					3
4				4	Previously levied taxes estimated to be received					4
5	$ 248	$ 262	$ 300	5	Interest		$ 300	$ 300	$ 300	5
6	$ 75,000	$ -	$ -	6	Transferred IN, from other funds		$ -	$ -	$ -	6
7	$ 68,910	$ -	$ -	7	Sale of Land or Facilities		$ -	$ -	$ -	7
8				8						8
9	$ 478,717	$ 305,587	$ 305,848	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	**$ 478,717**	**$ 305,587**	**$ 305,848**	12	**TOTAL RESOURCES**		**$ 306,013**	**$ 306,013**	**$ 306,013**	12
13				13	REQUIREMENTS **					13
14				14	Org. Unit **or** Prog. & Activity	Object Classification	Detail			14
15	$ 173,392	$ -	$ 305,848	15	All Stations		Fire Station Facility & Improvements	$ 305,013	$ 305,013	$ 305,013	15
16				16	Annex		Trim - Replacement	$ 1,000	$ 1,000	$ 1,000	16
17				17						17
18				18						18
19				19						19
20				20						20
21				21						21
22				22						22
23				23						23
24	$ 305,325	$ 305,587		24	Ending balance (prior years)					24
25			$ -	25	**UNAPPROPRIATED ENDING FUND BALANCE**					25
26	**$ 478,717**	**$ 305,587**	**$ 305,848**	26	**TOTAL REQUIREMENTS**		**$ 306,013**	**$ 306,013**	**$ 306,013**	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 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 2021/2022			
	Actual			DESCRIPTION RESOURCES AND REQUIREMENTS					
	Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget Year 2020-21			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES				1
2	$ 460,012	$ 784,083	$ 381,800	2	Cash on hand * (cash basis), or	$ 215,092	$ 215,092	$ 215,092	2
3				3	Working Capital (accrual basis)				3
4				4	Previously levied taxes estimated to be received				4
5	$ 347	$ 552	$ 500	5	Interest	$ 500	$ 500	$ 500	5
6	$ 527,279	$ 200,000	$ 281,763	6	Transferred IN, from other funds	$ 40,000	$ 40,000	$ 40,000	6
7	$ 15,215	$ -	$ 20,000	7	Sale of Equipment	$ 10,000	$ 10,000	$ 10,000	7
8	$ 507	$ 738	$ 5,000	8	Fees for Service	$ 2,500	$ 2,500	$ 2,500	8
9				9					9
10	$ 1,003,360	$ 985,373	$ 689,063	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	**$ 1,003,360**	**$ 985,373**	**$ 689,063**	13	**TOTAL RESOURCES**	**$ 268,092**	**$ 268,092**	**$ 268,092**	13
14				14	REQUIREMENTS **				14
15				15	Org. Unit **or** Prog. & Activity / Object Classification / Detail				15
16		$ 603,395		16	Apparatus/Equipment — New Fire Engine				16
17	$ 22,219		$ 189,063	17	Apparatus/Equipment — Apparatus / Equipment	$ 108,092	$ 108,092	$ 108,092	17
18				18	Apparatus/Equipment — Radio Installations				18
19	$ 40,915		$ 50,000	19	Apparatus/Equipment — Command Rig Replacement				19
20	$ 23,640			20	Apparatus/Equipment — Van Replacement				20
21	$ 39,856			21	Apparatus/Equipment — Quick Response Unit (EMS)				21
22			$ 300,000	22	Apparatus/Equipment — SCBA Replacement				22
23			$ 150,000	23	Apparatus/Equipment — Brush Rig - Type 6	$ 160,000	$ 160,000	$ 160,000	23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29	$ 459,974	$ 381,978		29	Ending balance (prior years)				29
30			$ -	30	**UNAPPROPRIATED ENDING FUND BALANCE**	$ -			30
31	**$ 586,604**	**$ 985,373**	**$ 689,063**	31	**TOTAL REQUIREMENTS**	**$ 268,092**	**$ 268,092**	**$ 268,092**	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 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 2021-22			
	Actual				**DESCRIPTION RESOURCES AND REQUIREMENTS**					
	Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget Year 2020-21				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	$ -	$ 1,328	$ -	5	Interest		$ 2,840	$ 2,840	$ 2,840	5
6	$ -	$ -	$ -	6	Transferred IN, from other funds		$ 200,000	$ 200,000	$ 200,000	6
7				7						7
8				8						8
9				9						9
10	$ 100,000	$ 101,328	$ 100,000	10	Total Resources, except taxes to be levied		$ 302,840	$ 302,840	$ 302,840	10
11				11	Taxes estimated to be received					11
12				12	Taxes collected in year levied					12
13	**$ 100,000**	**$ 101,328**	**$ 100,000**	13	**TOTAL RESOURCES**		**$ 302,840**	**$ 302,840**	**$ 302,840**	13
14				14	REQUIREMENTS **					14
15				15	Org. Unit **or** Prog. & Activity	Object Classification / Detail				15
16				16	Personnel Services		$ 302,840	$ 302,840	$ 302,840	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	$ 101,328		25	Ending balance (prior years)					25
26			$ 100,000	26	**UNAPPROPRIATED ENDING FUND BALANCE**		$ -	$ -		26
27	**$ 100,000**	**$ 101,328**	**$ 100,000**	27	**TOTAL REQUIREMENTS**		**$ 302,840**	**$ 302,840**	**$ 302,840**	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 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 2021-22			
	Actual			**DESCRIPTION RESOURCES AND REQUIREMENTS**						
	Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget Year 2020-21				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES					1
2	$ 6,590	$ 8,245	$ 7,980	2	Cash on hand * (cash basis), or		$ 9,219	$ 9,219	$ 9,219	2
3				3	Working Capital (accrual basis)					3
4				4	Previously levied taxes estimated to be received					4
5	$ 5	$ 6	$ 50	5	Interest		$ 50	$ 50	$ 50	5
6				6	Transferred IN, from other funds					6
7	$ 1,650	$ 1,840	$ 500	7	Donations		$ 500	$ 500	$ 500	7
8				8						8
9				9						9
10	$ 8,245	$ 10,091	$ 8,530	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	**$ 8,245**	**$ 10,091**	**$ 8,530**	13	**TOTAL RESOURCES**		**$ 9,769**	**$ 9,769**	**$ 9,769**	13
14				14	REQUIREMENTS **					14
15				15	Org. Unit **or** Prog. & Activity	Object Classification	Detail			15
16	$ -	$ 1,913	$ 8,530	16	EMS		EMS Equipment	$ 9,769	$ 9,769	$ 9,769	16
17			$ -	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		$ 8,178		24	Ending balance (prior years)					24
25			$ -	25	**UNAPPROPRIATED ENDING FUND BALANCE**					25
26	**$ 8,245**	**$ 10,091**	**$ 8,530**	26	**TOTAL REQUIREMENTS**			**$ 9,769**	**$ 9,769**	**$ 9,769**	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 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 2021-22			
	Actual				**DESCRIPTION RESOURCES AND REQUIREMENTS**					
	Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget Year 2020-21				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES					1
2		$ -	$ 124,337	2	Cash on hand * (cash basis), or		$ 85,712	$ 85,712	$ 85,712	2
3				3	Working Capital (accrual basis)					3
4				4	Previously levied taxes estimated to be received					4
5		$ -		5	Interest					5
6		$ -	$ 5,000	6	Transfer IN - Forfeitures		$ 6,700	$ 6,700	$ 6,700	6
7				7						7
8				8						8
9				9						9
10		$ -	$ 129,337	10	Total Resources, except taxes to be levied		$ 92,412	$ 92,412	$ 92,412	10
11				11	Taxes estimated to be received					11
12				12	Taxes collected in year levied					12
13	**$ -**	**$ -**	**$ 129,337**	13	**TOTAL RESOURCES**		**$ 92,412**	**$ 92,412**	**$ 92,412**	13
14				14	REQUIREMENTS **					14
15				15	Org. Unit **or** Prog. & Activity	Object Classification / Detail				15
16	$ -	$ -	$ 37,000	16	Personnel Services	Annual Contribution	$ 30,300	$ 30,300	$ 30,300	16
17			$ 450	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			$ 91,887	25	**UNAPPROPRIATED ENDING FUND BALANCE**		$ 61,662	$ 61,662	$ 61,662	25
26	**$ -**	**$ -**	**$ 129,337**	26	**TOTAL REQUIREMENTS**		**$ 92,412**	**$ 92,412**	**$ 92,412**	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 2021-2022			
	Actual		Adopted Budget This Year Year 2020-21		**RESOURCE DESCRIPTION**				
	Second Preceding Year 2018-19	First Preceding Year 2019-20				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1	$ 2,181,939	$ 1,997,451	$ 2,113,000	1	Available cash on hand* (cash basis) **or**	$ 2,700,000	$ 2,700,000	$ 2,700,000	1
2				2	Net working capital (accrual basis)				2
3	$ 140,331	$ 60,726	$ 50,000	3	Previously levied taxes estimated to be received	$ 55,000	$ 55,000	$ 55,000	3
4	$ 9,803	$ 7,543	$ 7,500	4	Interest	$ 6,000	$ 6,000	$ 6,000	4
5	$ -	$ -	$ -	5	Transferred IN, from other funds				5
6				6	**OTHER RESOURCES**				6
7	$ 14,757	$ 13,046	$ 10,000	7	Investment Interest	$ 5,000	$ 5,000	$ 5,000	7
8	$ -		$ -	8	Sale of Vehicles/Equipment				8
9	$ 22,655	$ 6,748	$ 5,000	9	Miscellaneous Income	$ 5,000	$ 5,000	$ 5,000	9
10	$ 295	$ (159)	$ -	10	Charges for Service				10
11	$ 1,183	$ 959	$ 1,300	11	Helmet Program	$ 1,328	$ 1,328	$ 1,328	11
12	$ 1,384	$ 1,503	$ 2,000	12	Sign Post Program	$ 2,180	$ 2,180	$ 2,180	12
13	$ 3,695	$ 3,775	$ 4,000	13	CPR Program	$ 3,000	$ 3,000	$ 3,000	13
14	$ 9,898	$ 10,554	$ 10,175	14	First Aid Supplies	$ 11,000	$ 11,000	$ 11,000	14
15	$ 5,000	$ -	$ 3,000	15	Grant Revenue	$ 3,000	$ 3,000	$ 3,000	15
16	$ 3,391	$ -	$ -	16	Retiree/Cobra Insurance				16
17	$ 1,500	$ 1,500	$ -	17	Hood to Coast	$ -	$ -	$ -	17
18	$ 2,044	$ -	$ -	18	Longevity Credit	$ -	$ -	$ -	18
19	$ 8,160	$ -	$ -	19	Non-Profit Discount (Computers)				19
20	$ -	$ 84,011	$ -	20	Conflagration Income				20
21	$ -	$ 3,617	$ 1,950	21	Doctor Physical Reimbursement	$ 1,800	$ 1,800	$ 1,800	21
22	$ -	$ 8,548	$ -	22	FSA Transfers				22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29	$ 2,406,035	$ 2,199,822	$ 2,207,925	29	Total resources, except taxes to be levied	$ 2,793,308	$ 2,793,308	$ 2,793,308	29
30			$ 3,638,296	30	Taxes estimated to be received	$ 4,287,425	$ 4,287,425	$ 4,287,425	30
31	$ 3,579,001	$ 3,776,552		31	Taxes collected in year levied				31
32	**$ 5,985,036**	**$ 5,976,374**	**$ 5,846,221**	**32**	**TOTAL RESOURCES**	**$ 7,080,733**	**$ 7,080,733**	**$ 7,080,733**	**32**

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

FORM
LB-30

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
Fire & Emergency Services
(name of fund)

	Historical Data				Budget For Next Year 2021-22			
	Actual		Adopted Budget	**REQUIREMENTS FOR:**				
	Second Preceding Year 2018-19	First Preceding Year 2019-20	This Year 2020-21	**(Name of Org. Unit or Program)**	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				PERSONNEL SERVICES				
1	$ 2,877,390	$ 2,877,390	$ 2,989,841	1 See LB-31 Detail - Personnel Services	$ 3,201,398	$ 3,241,756	$ 3,241,756	1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	**$ 2,877,390**	**$ 2,877,390**	**$ 2,989,841**	**7 TOTAL PERSONNEL SERVICES**	**$ 3,201,398**	**$ 3,241,756**	**$ 3,241,756**	**7**
8	**16**	**16**	**16**	**8 Total Full-Time Equivalent (FTE)**	**16**	**16**	**16**	**8**
				MATERIALS AND SERVICES				
9	$ 741,317	$ 741,317	$ 1,063,297	9 See LB-31 Detail - Materials & Services	$ 1,619,834	$ 1,619,834	$ 1,619,834	9
10	0	$ 1,913		10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18	**$ 741,317**	**$ 743,230**	**$ 1,063,297**	**18 TOTAL MATERIALS AND SERVICES**	**$ 1,619,834**	**$ 1,619,834**	**$ 1,619,834**	**18**
				CAPITAL OUTLAY				
19	$ -	$ -	$ 81,320	19 See LB-31 Detail - Capital Outlay	$ -			19
20	$ 219,278	$ 603,395		20 Apparatus & Equipment Reserve Fund				20
21	173,392	$ -		21 Land & Facilities Reserve Fund				21
22				22				22
23				23				23
24				24				24
25	**$ 392,670**	**$ 603,395**	**$ 81,320**	**25 TOTAL CAPITAL OUTLAY**	**$ -**			**25**
26	**$ 4,011,377**	**$ 4,224,015**	**$ 4,134,458**	**26 ORGANIZATIONAL UNIT / ACTIVITY TOTAL**	**$ 4,821,232**	**$ 4,861,590**	**$ 4,861,590**	**26**
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
27	$ 784,082	$ 381,978	$ 689,063	27 Apparatus & Equipment Reserve Fund	$ 268,092	$ 268,092	$ 268,092	27
28	$ 305,325	$ 305,587	$ 305,848	28 Land & Facility Reserve Fund	$ 306,013	$ 306,013	$ 306,013	28
29	$ 8,245	$ 8,178	$ 8,530	29 McCullough Fund	$ 9,769	$ 9,769	$ 9,769	
30	$ -	$ -	$ 129,337	30 LOSAP Reserve Fund	$ 30,750	$ 30,750	$ 30,750	30
31	**$ 5,109,029**	**$ 4,919,758**	**$ 5,267,236**	**32 TOTAL ORG./PROG. REQUIREMENTS**	**$ 5,435,856**	**$ 5,476,214**	**$ 5,476,214**	**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 2021-22			
	Actual		Adopted Budget	REQUIREMENTS DESCRIPTION				
	Second Preceding Year 2018-19	First Preceding Year 2019-20	This Year 2020-21		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	527,279	$ 200,000	$ 281,763	17 Apparatus & Equipment Fund Transfer	$ 40,000	$ 40,000	$ 40,000	17
18	75,000	$ -	$ -	18 Land & Facilities Fund Transfer	$ -			18
19	$ -	$ -	$ -	19 Personnel Services Fund Transfer	$ 200,000	$ 200,000	$ 200,000	19
20				20				20
21				21				21
22	**602,279**	**$ 200,000**	**$ 281,763**	**22 TOTAL INTERFUND TRANSFERS**	**$ 240,000**	**$ 240,000**	**$ 240,000**	22
				OPERATING CONTINGENCY				
23			$ 170,000	**23 TOTAL OPERATING CONTINGENCY**	$ 170,000	$ 170,000	$ 170,000	23
24	602,279	$ 200,000	$ 281,763	**24 Total Requirements Not Allocated**	$ 240,000	$ 240,000	$ 240,000	24
25	5,109,029	$ 4,919,758	$ 5,267,236	**25 Total Org./Prog. Requirements**	$ 5,435,856	$ 5,476,214	$ 5,476,214	25
26	100,000	$ 101,328	$ -	**26 Reserved for future expenditure**	$ 364,502	$ 364,502	$ 364,502	26
27	2,075,957	$ 2,157,667		27 Ending balance (prior years)				27
28			$ 1,360,000	**28 UNAPPROPRIATED ENDING FUND BALANCE**	$ 1,796,888	$ 1,809,143	$ 1,809,143	28
29	**7,887,265**	**$ 7,378,753**	**$ 7,087,999**	**29 TOTAL REQUIREMENTS**	**$ 8,007,246**	**$ 8,059,859**	**$ 8,059,859**	**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 2021-22			
	Actual		Adopted Budget					
	Second Preceding Year 2018-19	First Preceding Year 2019-20	This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				**PERSONNEL SERVICES**				1
2	$ 1,301,749	$ 1,644,972	$ 1,568,694	Career Salaries	$ 1,675,480	$ 1,697,106	$ 1,703,244	2
3	$ 3,450	$ -	$ 3,500	Board of Directors Stipend	$ 3,500	$ 3,500	$ 3,500	3
4	$ 7,845	$ -	$ -	Temporary Employees	$ -	$ -	$ -	4
5	$ -	$ -	$ 35,069	Separation Pay	$ 41,358	$ 41,358	$ 41,358	5
6	$ 28,325	$ 32,200	$ -	Duty Chief's	$ -	$ -	$ -	6
7	$ 20,451	$ 11,790	$ 18,000	Student Firefighter Program	$ -	$ -	$ -	7
8	$ 171,827	$ 112,868	$ 158,363	Overtime/Relief/Vacation	$ 163,114	$ 163,114	$ 163,114	8
9	$ 92,357	$ 92,348	$ 93,250	Volunteer Program	$ 93,250	$ 93,250	$ 93,250	9
10	$ 122,071	$ 132,393	$ 149,906	Social Security	$ 156,648	$ 158,303	$ 158,772	10
11	$ 248,850	$ 357,300	$ 399,868	P.E.R.S.	$ 465,377	$ 469,127	$ 470,443	11
12	$ 5,127	$ 5,243	$ 10,746	S.A.M Payroll Tax	$ 11,300	$ 11,430	$ 11,467	12
13	$ 31,905	$ 50,049	$ 53,427	Workman's Compensation	$ 65,591	$ 65,560	$ 69,799	13
14	$ 4,413	$ 4,438	$ 5,084	Life Insurance	$ 5,150	$ 5,150	$ 5,150	14
15	$ 1,601	$ 1,763	$ 1,894	Unemployment Insurance	$ 1,982	$ 2,004	$ 2,010	15
16	$ 21,178	$ 23,070	$ 23,340	Disability Insurance	$ 24,231	$ 24,399	$ 24,449	16
17	$ 317,123	$ 365,925	$ 403,599	Medical Insurance	$ 424,546	$ 436,754	$ 436,754	17
18	$ 22,631	$ 25,038	$ 26,576	Dental Insurance	$ 27,431	$ 28,261	$ 28,261	18
19	$ 37,886	$ 17,993	$ 38,525	Health & Wellness	$ 42,440	$ 42,440	$ 42,440	19
20	**$ 2,438,789**	**$ 2,877,390**	**$ 2,989,841**	**TOTAL EXPENDITURES**	**$ 3,201,398**	**$ 3,241,756**	**$ 3,241,756**	20
21				*UNAPPROPRIATED ENDING FUND BALANCE*				21
22								22
23	**$ 2,438,789**	**$ 2,877,390**	**$ 2,989,841**	**TOTAL**	**$3,201,398**	**$3,241,756**	**$3,254,011**	23

DETAILED EXPENDITURES

FORM LB-31

GENERAL — Name of Organizational Unit-Fund

SANDY FIRE DISTRICT NO. 72 — Name of Municipal Corporation

	Historical Data: Actual: Second Preceding Year 2018-19	Historical Data: Actual: First Preceding Year 2019-20	Adopted Budget This Year 2020-21	RESOURCE DESCRIPTION MATERIALS & SERVICES	Budget for Next Year 2021-22: Proposed By Budget Officer	Budget for Next Year 2021-22: Approved By Budget Committee	Budget for Next Year 2021-22: Adopted By Governing Body	
2	$ 40,539	$ 38,382	$ 44,503	Utilities	$ 43,527	$ 43,527	$ 43,527	2
3	$ 13,561	$ 10,586	$ 14,480	Telephone	$ 14,660	$ 14,660	$ 14,660	3
4	$ 7,516	$ 7,507	$ 11,801	Office Supplies & Equipment	$ 10,457	$ 10,457	$ 10,457	4
5	$ 1,920	$ 1,793	$ 3,177	Janitorial Supplies	$ 3,177	$ 3,177	$ 3,177	5
6	$ 2,348	$ 1,568	$ 2,800	Postage & Shipping	$ 2,800	$ 2,800	$ 2,800	6
7	$ 38,106	$ 11,379	$ 30,985	Uniforms	$ 24,620	$ 24,620	$ 24,620	7
8	$ 29,563	$ 29,490	$ 36,800	Liability Insurance	$ 41,777	$ 41,777	$ 41,777	8
9	$ 4,298	$ 325	$ 2,950	Election & Advertising	$ 920	$ 920	$ 920	9
10	$ 84,382	$ 17,551	$ 18,739	Communications	$ 21,090	$ 21,090	$ 21,090	10
11	$ 860	$ 1,133	$ 3,080	Sign Post Program	$ 2,180	$ 2,180	$ 2,180	11
12	$ 15,477	$ 16,188	$ 17,875	Annual Events & Activities	$ 17,650	$ 17,650	$ 17,650	12
13	$ 153,311	$ 160,120	$ 156,762	Dispatch & Radio Services	$ 164,424	$ 164,424	$ 164,424	13
14	$ 7,429	$ 1,828	$ 7,551	Fire Prevention/Public Education Program	$ 8,678	$ 8,678	$ 8,678	14
15	$ 1,921	$ 1,608	$ 1,570	Fire Ground Safety Program	$ 1,415	$ 1,415	$ 1,415	15
16	$ 12,509	$ 12,467	$ 10,769	Equipment Testing	$ 16,424	$ 16,424	$ 16,424	16
17	$ 22,425	$ 32,524	$ 11,904	Leases	$ 13,116	$ 13,116	$ 13,116	17
18	$ 370	$ 100	$ 5,930	Station Furniture & Bunkroom Supplies	$ 2,025	$ 2,025	$ 2,025	18
19	$ 3,125	$ -	$ -	Remodel Furnishings	$ -	$ -	$ -	19
20	$ 5,581	$ 4,234	$ 3,195	Training Materials & Supplies	$ 6,700	$ 6,700	$ 6,700	20
21	$ 33,701	$ 10,305	$ 34,940	Schools & Conferences	$ 146,820	$ 146,820	$ 146,820	21
22	$ -	$ -	$ 16,369	Technolgy Programs	$ 13,348	$ 13,348	$ 13,348	22
23	$ 15,166	$ 23,564	$ 12,069	Subscriptions & Dues	$ 12,096	$ 12,096	$ 12,096	23
24	$ 2,815	$ 3,255	$ 3,320	Travel & Per Diem	$ 4,100	$ 4,100	$ 4,100	24
25	$ 70,658	$ 95,007	$ 43,798	Professional Fees	$ 75,574	$ 75,574	$ 75,574	25
26	$ -	$ 20,683	$ 255,300	Contract for Services	$ 670,631	$ 670,631	$ 670,631	26
27	$ 70,247	$ 28,588	$ 35,180	Facility/Grounds Maintenance	$ 28,035	$ 28,035	$ 28,035	27
28	$ 114,527	$ 97,637	$ 135,350	Apparatus & Equipment Maintenance	$ 140,210	$ 140,210	$ 140,210	28
29	$ 20,927	$ 19,090	$ 30,750	Fuel & Lube Supplies	$ 30,850	$ 30,850	$ 30,850	29
30	$ 35,244	$ 35,410	$ 40,375	Protective Clothing	$ 38,070	$ 38,070	$ 38,070	30
31	$ 1,770	$ 130	$ 1,700	Shop Supplies	$ 1,100	$ 1,100	$ 1,100	31
32	$ 27,926	$ 25,589	$ 26,735	First Aid Supplies & Equipment	$ 28,170	$ 28,170	$ 28,170	32
33	$ 2,353	$ 505	$ 5,000	SCBA Repair & Maintenance	$ 635	$ 635	$ 635	33
34	$ 4,979	$ 4,954	$ 7,995	Firefighting Supplies	$ 9,430	$ 9,430	$ 9,430	34
35	$ 2,571	$ 1,938	$ 2,800	Refreshments & Station Food	$ 1,600	$ 1,600	$ 1,600	35
36	$ 5,687	$ 8,584	$ 1,750	Fire & Hose Repair	$ 1,300	$ 1,300	$ 1,300	36
37	$ -	$ -	$ 400	Hydrant Flow Testing	$ 400	$ 400	$ 400	37
38	$ 7,967	$ 8,520	$ 9,745	Small Tools & Equipment	$ 5,135	$ 5,135	$ 5,135	38
39	$ 6,111	$ 8,680	$ 11,350	Water Rescue Team	$ 13,190	$ 13,190	$ 13,190	39
40	$ 121	$ 95	$ 500	Fire Investigation Supplies	$ 500	$ 500	$ 500	40
41	$ -	$ -	$ 3,000	Grant Match Expense	$ 3,000	$ 3,000	$ 3,000	41
42	**$ 868,011**	**$ 741,317**	**$ 1,063,297**	**TOTAL EXPENDITURES**	**$ 1,619,834**	**$ 1,619,834**	**$ 1,619,834**	42
43				UNAPPROPRIATED ENDING FUND BAL.				43
44								44
45	**$ 868,011**	**$ 741,317**	**$ 1,063,297**	**TOTAL**	**$ 1,619,834**	**$1,619,834**	**$1,619,834**	45

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	**RESOURCE DESCRIPTION**	Budget for Next Year 2021-22			
	Second Preceding Year 2018-19	First Preceding Year 2019-20	This Year 2020-21		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	$ -	$ -	$ 81,320	5 Buildings & Grounds	$ -	$ -	$ -	5
6	$ -	$ -	$ -	6 Operations	$ -	$ -	$ -	6
7	$ -	$ -	$ -	7 Fire Prevention	$ -	$ -	$ -	7
8	$ -	$ -	$ -	8 Maintenance	$ -	$ -	$ -	8
9	$ -	$ -	$ -	9 Training	$ -	$ -	$ -	9
10	$ -	$ -	$ -	10 Fire & EMS Equipment	$ -	$ -	$ -	10
11				11				11
12				12				12
13				13 **TOTAL EXPENDITURES**				13
14				14 UNAPPROPRIATED ENDING FUND BAL.				14
15	$ -	$ -	$ 81,320	16 **TOTAL**	$ -	$ -	$ -	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
2021-2022

☐ 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	06/30/2021

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. 10-20)

(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.