

2024/2025 BUDGET FOR THE



Photo by District Photographer Chris Owen

MISSION STATEMENT

“To provide Excellence in Prevention, Education, & Emergency Services to the Area of Charleston, Oregon.”

Meeting Schedule:

Monday, May 6, 2024 6PM

Dinner provided at 5:30PM

(for committee members)

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Fiscal Year 2024/2025 Budget Committee
Committee Members

- | | | |
|----|----------------|----------|
| #1 | Heide Cummings | FY 26/27 |
| #2 | Darrell King | FY 26/27 |
| #3 | Allen Solomon | FY 24/25 |
| #4 | Jerry Smith | FY 24/25 |
| #5 | Tina Powers | FY 25/26 |

Board of Directors

- #1 Edward Powers
- #2 Donald Manley
- #3 Dave Richards
- #4 Nancy Santos
- #5 Roy Holland

Budget Officer

Chief Michael Sneddon
Charchief8201@gmail.com

BUDGET COMMITTEE AGENDA

First Budget Meeting for the Charleston Rural Fire Protection District

1. Call to order (Board President)
 2. Flag Salute
 3. Introductions
 4. Nominations and Elections of Committee Chair
 5. Budget Address
 6. Options for today:
 - A. Recess until the agreed upon date and time
- OR-**
- B. Continue to the “Deliberations Agenda” tonight and start at section 4.

DELIBERATIONS AGENDA

** Skip to section 4 if still in first meeting*

1. Call the Second meeting of the Budget Committee for fiscal year 2024/2025 back order if meeting continuation from prior date
2. Flag Salute
3. Rollcall

(Start here if still in first meeting)

4. Deliberations as needed
5. Approve Budget
Required Motion: to approve the budget as (Proposed or Amended).
6. Assess Tax Rate
Required Motion: to approve the tax rate of \$_____ per thousand-dollar valuation.
Proposed budget is a rate of \$3.65
7. Final Statements of the Committee
8. Adjourn the meeting of the Budget Committee for the Charleston Rural Fire Protection District.

A word from the Fire Chief

Welcome to the 2024/2025 budget process for the Fire District.

First, I want to honor the memory of Charleston Battalion Chief Rusty Shield (Retired) as he passed away last summer from his battle with Cancer and Lieutenant Linda Willis (Retired) who passed away last summer of a cardiac event. I wish to also honor the memory of former Budget Committee member and longtime Charleston resident Kenny Bastendorff who passed away recently. All three of these individuals provided support to this community for many years.



I want to take this opportunity to say Thank You for your commitment on providing oversight for the funding of our programs and the provision of proper Fire and EMS services to the Charleston/Barview Community. As you know, you are tasked with ensuring proper funding for our essential services as well as ensuring proper allocation of tax generated funds. I want to thank each of you for your long-time dedicated service as volunteer committee and Board members to this agency and our community.

The future of the agency

Unfortunately, with the costs of operations having increased dramatically recently, the increased calls for service and the need to add an additional line Firefighter, the need to consider merging and annexations is rapidly approaching. With these added costs and ever-increasing calls for service by our citizens, I have begun the process of determining the best future for this agency and the service delivery. Staying the course has become ever more difficult to provide the service without additional revenue sources. These sources include annexations which includes out Seven Devils which would provide limited income and the other is to annex the City of Coos Bay into the boundaries. The district would then provide service to the community as the city would no longer be required to. This has the support of the staff

of both fire agencies but would require a vote of the citizens in both communities. It would also require a long process of who would be in what positions and who would then own the City's equipment (my opinion is the people own it and would still own it if transferred to the District). Annexation laws drive much of this but would still require extensive discussions. The Charleston/ Barview community would gain in lower rates but the City residents could potentially pay more as the City would have the option to reduce their rate by the amount the District would assess. At this point I understand that just over \$2.00 per thousand of the city's rate is supporting the Fire Department. We do have an ally in the City Manager's office and some forward thinkers on the Council.

Another potential is merging with Central Coos Fire & Rescue as they are currently working towards their merger of Millington and Sumner RFPD's. Discussions with their management has occurred and interest is there. I have also talked briefly with Myrtle Point's Chief and working on meeting with Coquille's. The opportunity to study merging all of the fire agencies between Coos Bay and Myrtle Point may be the future.

The Tax Rate Conundrum

I have proposed an increase of 15 cents to the rate this year. This is not a request I take lightly and I worked hard to make the difficult cuts without undercutting operations and the staff needs. The added tax rate nets the budget \$42,500 while increasing the assessment on a \$400,000 assessed valued property an additional \$60.00. The added funding provides the opportunity to fund a full-time position starting January 1, 2025.

Additional Staffing to Reduce Costs and Strain on Staff

To address staffing, I have two staffing strategies in the works. The first is to add an additional full time Firefighter to the roster as a floater who will move around the schedule and back fill vacancies. This would be in place of having a shift firefighter working their 48 and then an additional 48 hours to cover the shift vacancy. Potentially

they could work 96 hours straight in a 6-day period. This practice is not recommended as it creates an issue with recommended work/rest ratio. Besides the lack of rest and added stress of the long hours, they also get 48 hours of overtime for those two days on backfill. Since we have the seasonal Firefighters under a grant this summer, I have proposed to start the position January 1, 2025.

The second staffing strategy is a short-term plan. I recently worked with a company to write a grant for the FEMA SAFER program (Staffing for Adequate Fire and Emergency Response (SAFER)). This program will provide funding for three years for two positions. Both positions will have specific duties besides that of a line firefighter. The first will build a program to recruit and retain volunteer firefighters while the other will build a prevention and education program including the design and training for the line staff to begin company inspections around the community. After three years, the district would need to find a way to continue the positions if it is possible. This is not mandatory to receive the grant but preferred. The recommendations earlier in this section are probably the only way to achieve this. I do not expect an answer on this grant request for at least 6 months.

Operational Report

Staff have been working hard on maintaining our equipment and buildings in the past year. We have lost our Administrative Assistant for a position that pays more and is full time. In January Chase Howerton left for a position with North Bend Fire Department and a \$15K+ increase in pay and Lieutenant Austin Cybulski left for a paramedic position with Marion County Fire District 1 in Salem area. This was an increase in pay and higher run counts. We have since hired Julien Temps who replaced Chase and Reed Hamilton replaced Tyler Easter as FF/Engineer after Tyler was promoted to Duty Officer. As Tyler works in the duty officer position for a short time and attends more training he will be promoted to Lieutenant. Julien joined last summer as a Seasonal and then Paid-On-Call coming from Coos Bay Fire Department's student program. Reed was hired as part of the last open hiring program

where we opened the search through the National Testing Network and advertised on the Western Fire Chief's Daily Dispatch digital daily newsletter. We had applicants from around Oregon and one from Utah. On test day only two applicants attended. Reed has 7 years of experience and several fire certifications through the Oregon DPSST.

In 2023 our staff ran several structure fires including two with loss of life. The first in February was self-inflicted while the second a month later was accidental. Multiple space heaters and hoarding conditions played a role in this incident. In the second fire, the gentleman's dog escaped the fire when the crew opened the door. She was unharmed and has been adopted. I received a note recently that she is doing well with her new family. The gentleman had no known family around however, his brother did come forward several months later. Our crews also managed incidents treating 6 gunshot wounds on 5 calls. The first was in our own parking lot when two individuals had a scuffle and one pulled a knife which was met with the other pulling a pistol. The second incident involved 3 individuals all with gunshot wounds. The discussion was one individual was apparently confronting the other two in regards to how they were allegedly mistreating an elderly gentleman. Another was a home invasion and the last incident ended in a murder investigation. The year also saw a run count between 2021 and 2022 amounts. 2024 is again looking like our call volume is returning to the higher 2022 level.

As we are approaching summer, we are gearing up for wildland fire season with training and maintenance of the equipment. This summer we will also work towards checking and cleaning all the fire hydrants and keeping the grasses and brush away from them. The added summer staff help with this process. We are also starting to do the annual preventative maintenance on the vehicles and the buildings. Crews have a check list from Special Districts Insurances Service that upon completion can net a 2% discount on our insurance rates. The large apparatus receives fluid changes biannually (low mileage usually) while the smaller vehicles have it done based on mileage and time. There are certain items that it is quicker and safer to have an outside company do such as the ladder testing. The pump testing and the Breathing air compressor are

currently in consideration of inhouse vs a vendor. Time and liability play a role in this decision.

Alarm Statistics

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fire	4	2	0										6
EMS	66	48	55										169
MVC/RES	0	1	5										6
Burn Complaints	2	6	3										11
Good Intent	8	9	15										32
Lift Assists	7	5	5										17
Total	87	71	83	0	0	0	0	0	0	0	0	0	241
YTD	87	158	241	241	241	241	241	241	241	241	241	241	
Daily Avg	2.8	2.4	2.7	0	0	0	0	0	0	0	0	0	

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fire	3	5	2	7	12	5	6	6	7	8	7	4	72
EMS	43	41	49	53	57	43	71	81	76	47	67	56	684
MVC/RES	5	6	2	2	5	4	1	4	3	6	5	9	52
Burn Complaints	2	2	3	0	5	6	3	4	9	8	3	4	49
Good Intent	3	8	3	6	4	4	2	10	3	9	5	33	90
Lift Assists	3	7	1	2	1	5	4	3	0	3	1	2	32
Total	59	69	60	70	84	67	87	108	98	81	88	108	979
YTD	59	128	188	258	342	409	496	604	702	783	871	979	
Daily Avg	1.9	2.5	1.9	2.3	2.7	2.2	2.8	3.5	3.3	2.6	2.9	3.5	

2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fire	2	2	4	2	8	8	1	11	18	7	7	3	73
EMS	60	75	70	73	60	61	75	54	69	58	49	55	759
MVC/RES	6	4	7	4	0	5	6	8	5	1	1	15	62
Burn Complaints	1	2	3	0	0	8	5	6	4	6	3	1	39
Good Intent	11	8	5	5	7	3	4	5	0	5	14	34	101
Lift Assists	0	0	0	1	7	5	4	7	1	4	3	11	43
Total	80	91	89	85	82	90	95	91	97	81	77	119	1077
YTD	80	171	260	345	427	517	612	703	800	881	958	1077	
Daily Avg	2.6	3.1	2.9	2.8	2.6	3	3.1	2.9	3.2	2.6	2.6	3.8	

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fire	4	3	6	3	6	6	6	8	5	6	4	6	57
EMS	53	46	43	58	60	60	51	61	62	70	63	73	627
MVC/RES	10	4	2	4	2	7	7	9	3	2	5	7	55
Burn Complaints	5	1	3	2	1	2	2	5	1	1	2	4	25
Good Intent	6	0	3	2	3	4	4	6	4	5	10	9	47
Total	78	54	57	69	72	79	70	89	75	84	84	99	811
YTD	78	132	189	258	330	409	479	568	643	727	811	910	
Daily Avg	2.5	1.9	1.8	2.3	2.3	2.6	2.3	2.9	2.5	2.7	2.8	3.2	

Changes to the budget

To start, I want to lay out the changes in the budget. First is an addition of a line Firefighter to alleviate overtime costs and extended work hours for staff. The next is a request to increase the tax rate an additional 15-cents due to increased costs and the added staff member. You will also notice a new resource and expense line to fund the potential need for a tax anticipation note. In reviewing the carryover, the potential is there to not have the necessary funds in the accounts to fund operations until tax receipts arrive in November.

The Budget Review

The proposed budget increases Personal Services 4% from fiscal year 23/24, this includes a 5% catch up COLA for the line staff and adding an additional position. We lost the administrative Assistant's position as Mistie took a job with the State Courts for higher wages. I elected not to replace her position. The PERS line is a decrease with lower rates on new employees and the ending of the Paid-On-Call program and reduction in the volunteer payout. Under PERS rules, if a volunteer is a PERS qualified employee elsewhere, we have to pay into their retirement. We do not have very many and the reduction in the number of vols returning on calls has reduced this potential. Since the Cost of Living was over 8% last year, the Board approved a 5% catch-up in August for all full-time staff plus a 5% catch-up each year for the next 3 years.

For the third year we have received "2024 Wildfire Season Staffing Grant" providing \$35,000 to fund additional staffing for the summer wildfire season. This funding provides for the wages, benefits and administrative costs to manage the program. This year we are seeking two individuals to work 4 10-hour days staggered so that we have 1 every day of the week.

The Materials and Services Budget is again a reduction as we have had to cut to make the budget balance. We have reduced the actual M&S budget by \$12,700. The maintenance budgets for apparatus and buildings have been reduced as has training. The three maintenance lines are not relatable to each year as they go up and down throughout the year in response to repair costs etc. The costs for our online data, reporting, maintenance and incident management program is an increase for this year however is a reduction of what would have been had we not switched these programs to "First Due" our new online management suite. It will reduce in future years as we are paying for 15 months the first year and future years will just be an annual payment in November/ December. This program is found in the Office Supplies line.

New to the budget as stated before is a tax anticipation note to operate the between July 1 and November when the tax receipts begin to come in. This is due to the lower amounts in our accounts than past years and with more employees our monthly costs are higher. This is an income and expense with the estimated cost to use this program \$5,000 for interest and fees. If the need arises to access this resource, the Board will make the decision and the note will be paid as soon as we have the funds in the accounts. In the past our reserve and Debt Service Funds have helped carry us to this point.

I am happy to report that we will be retiring the Flexlease debt this year 1 year early. This was the bond debt for the reconstruction of Station 3 in Charleston from 2011. I tried to budget this last year but just couldn't fund it. This will free up an estimated \$16,000 for 25/26. We do still have the debt for the engine purchase. I have been able to find out that by making the purchase when we did, we saved more than \$200,000 on this truck. Had we waited just 1 year, the interest rate would be more that tripled and the cost of the truck up at least \$200,000. Sometimes it pays dividends to use funds from a financial institution vs waiting to save the funds necessary to make the purchase.

Captain Shield has been working hard to reduce our electrical usage through assistance from the Oregon Energy Trust. Through the trust we have replaced the lighting fixtures in the truck bays for pennies on the dollar and the 4' led tubes in the rest of the areas around the station from generation 1 to the current generation plus removing the ballasts. Just removing the ballasts should net a large reduction in electrical costs.

Attached is the proposed budget and explanation for fiscal year 2024/2025 at a rate of \$3.65 per \$1,000 valuation. This rate is still below the district's rate cap of \$4.07 that we could be levying. The estimated amount we are leaving by not levying the entire \$4.07 is roughly \$126,800. The cost of doing business today is rapidly outpacing the revenue streams required for this agency to provide the service delivery demanded by the community.

As reported in the past, we have been working with a company called EF Recovery to increase our cost recovery program in an attempt to reduce the burden on the taxpayers to absorb the cost increases that potentially could require us to increase the tax rate more than requested. As you can see on page one of the budget, the amount expected on the cost recovery has decreased from the current year as we have not seen the billable calls expected.

The amount figured for the volunteers has been decreased again due to a reduction of volunteer activity. This is due to less of them responding to calls and the paid staff covering more of the small incidents. This trend is not solely a Charleston concern. Nationally, volunteerism has faded severely.

I have estimated that the valuation will be \$302,000,000 for next fiscal year. This is an increase of just over 4.0% as estimated by the Coos County Assessor's Office. Using this value, I have estimated a tax levy of \$1,102,300. This rate includes the estimated 6% uncollectible, given this the taxes necessary to balance the budget is

\$1,036,900. The actual levy is an estimate since the actual assessed value is not fully determined until late September.

Again, I want to express my gratitude for your time and effort in this important function of the fiscal administration for the Fire District. Please feel free to contact me at the office at 541-435-7071.

Respectively Submitted,

Michael J. Sneddon

Michael J. Sneddon, Chief

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2024/2025

Budget for the



Stations



Station #1, 92342 Cape Arago Hwy

Truck Bays were originally built in 1986, the offices and meeting room were built in 1998 and a roof remodel project completed in 2009.



Projects planned

1. A request for Seismic Upgrade grant is currently in review. This is a grant in the amount of \$2.5 Million.

Station #2, 63081 Crown Point Road

Built in 1991

This station houses 5 student firefighters.



Projects planned

1. Replace siding on the pump house and paint (bad LP Siding)
2. Grade parking lot and add additional gravel (an ongoing process)

Station #3, 90414 Metcalf Lane

This station houses 5 student firefighters.

Truck bays originally built in approx 1973, the addition of the living quarters and the truck bays remodeled in 1997. The remodel project to replace the roof structure with a standard gabled roof due to design flaws that deteriorated the structure was completed in fall of 2013. Projected cost savings with staff and volunteer help is well in excess of \$200,000. We are paying off this bond this year.



No projects are planned for this year.

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2024/2025

Budget for the



C8221 2015 Chevrolet Tahoe assigned as a command vehicle. Purchased in February from Uniondale Fire District of Queens New York. Fully loaded with command and lighting systems.

Currently has 61,700 miles.

Condition: Excellent



C8225 2008 Ford Escape assigned as utility vehicle at Station 1.

Currently has 75,700 miles.

Condition: Excellent



U8226 2008 Ford Escape assigned as a utility/ EMS response.
Currently has 103,000 miles.
Condition: Excellent



U8227 2013 Chevrolet pick-up, assigned as a utility vehicle at Station 1. Transferred from Coos County Sheriff's Office.
Currently has 140,700 miles.
Condition: Excellent



Brush Truck 755 Currently assigned to Station 1.
2001 Ford F550 with a service box and a Fire system built in house by staff.
It is used for EMS response and brush fire response.
Purchased new in 2001/ 53,000 miles.
Condition: Good mainly due to aging of power and drive train



Rescue 255 1993 Chevrolet/ walk around rescue
Odometer broken
Condition: Good



2022 Pierce Saber Engine and will be assigned as Engine 1

Purchased new in 2022 for \$520,000

Odometer: 14,000 miles

Condition: New



Engine 757 1991 Pierce Arrow Engine assigned to Station #2

152,500 miles & 11,700 hours.

Condition: Excellent

Estimated service life left under 20 years mainly due to the lack of power train parts availability and shops to work on them.



Engine 819 1991 Pierce Arrow Engine assigned to Station 3

176,100 miles & 12,300 hours.

Condition: Excellent

Estimated service life left under 20 years mainly due to the lack of power train parts availability and shops to work on them.



1. Discussions are occurring as to the need to keep this engine. Given our current workforce, and the tender's ability to function as an engine it may be beneficial to retire this one as well to reduce our insurance, maintenance and repair costs.

Tender 439 2004 Freightliner/ S&S rapid attack tender assigned to Station #1 and used for shuttling water for the engines and can work as an engine if needed. 14,400 miles & 1,500 hours. Condition: Excellent



1. I am currently working on a grant through the DEQ to purchase and convert this unit to a new chassis with a new diesel motor and cleaner emissions.

Tender 956: 1986 Ford/ Western States water tender used for shuttling water for the engines and can work as an engine if needed.

The tender received a basic refurbishment in 2004 at H&W Fire Apparatus, where a Poly tank was placed inside the existing steel tank and a new hose bed was manufactured for above the tank. The pump was rebuilt also during this process.

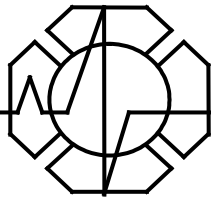
Condition: Good



1. Truck is scheduled to get new wheels and tires this year, The wheels are a safety hazard and the tires appear to be original to the truck exceeding the recommended 7 year life.
2. A grant through the FEMA Assistance to Firefighters Grant Program has been submitted to replace this unit and move the Tender 439 to second out status.

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2024/2025 Budget for the



**CHARLESTON
FIRE DISTRICT**



Charleston Fire District

Budget Total Summary

Total Budget Summary All Funds	FY23/24	Proposed
Revenues		
Total Revenue, except taxes	560,500	643,500
Taxes necessary to balance (after discounts and uncollectable)	955,800	1,036,900
Estimated Tax at proposed rate (\$3.65/ Thousand)		1,102,300
Estimated Valuation		302,000,000
Total Expected Resources	1,516,300	1,680,400
Proposed Expenditures all funds		
Personal Services	897,800	934,000
Materials and Services	350,900	338,200
Total Operating	1,248,700	1,272,200
Capital Outlay	-0-	-0-
Debt Service	700	105,700
Operating Contingency	17,300	40,000
Transfer to the BERF	-0-	15,000
Transfer to Debt Service Fund	74,600	72,500
Total Expenditures General Fund	1,341,300	1,505,400
Unappropriated Ending Fund Balance	175,000	175,000
Total General Fund with Unappropriated Ending Fund Balance	1,516,300	1,680,400

FY 24/25

Budget for the



Charleston Fire District

Personal Services

WAGES, BENEFITS AND PERSONNEL RELATED EXPENDITURES

<u>FIRE CHIEF SALARY</u>	Current	Proposed
This is the salary line for the Fire Chief. The Fire Chief has requested no COLA this year and 90% paid health insurance instead of the 85% currently.		
Line Total	103,000	104,100

<u>CAPTAIN SALARY</u>	Current	Proposed
This is the salary line for the shift Captain. He is the current duty officer for A shift and oversees scheduling of staff. The next annual step increase of 5% is scheduled for February 2025 on his anniversary date. This position will have a 5% COLA on July 1 per policy. This position works a 48 on/ 96 off schedule.		
Line Total	60,000	70,000

<u>LIEUTENANT SALARY (2 positions)</u>	Current	Proposed
This is the salary line for the two Lieutenant positions, they are the current duty officers for B & C shifts. Each will receive a 5% step increase on their next anniversary and a 5% COLA on July 1 per policy. The line is two salaries combined.		
Line Total	104,500	107,700

<u>FIREFIGHTER SALARY (3.5 positions)</u>	Current	Proposed
This is the salary line for the three Firefighter/Engineer positions. Each shift has a Firefighter/ Engineer assigned. Each will receive a 5% step increase on their next anniversary and a 5% COLA on July 1 per policy. The line is three salaries combined plus an added position that will start January 1, 2025 to reduce the overtime paid out for leave time vacancies.		
Line Total	144,000	174,800

Charleston Fire District

Personal Services

**WAGES, BENEFITS AND PERSONNEL RELATED EXPENDITURES
CONTINUED**

<u>OVERTIME</u>	Current	Prop
Overtime is paid at a rate of time and a half for hours worked over 182 hours in a 24-day cycle. Under the Fair Labor Standards Act (FLSA) when working a 48/96 shift, an employee will work 192 hours in that cycle thus each will earn 10 hours per cycle of OT. These rules are set forth under Federal and State labor laws.		
Line Total	45,000	30,000

<u>PERS</u>	Current	Prop
Our PERS rates will increase in July 2025 and are updated on odd years. The rates took a significant increase for this biennium increasing 10% for tier 1&2 employees and 19% for the OPSRP employees (all hired after Tier 2 closure).		
Line Total	173,000	165,200

<u>MEDICARE/ SOCIAL SECURITY</u>	Current	Prop
Medicare for all employees and volunteers		7,900
Social Security for all employees and volunteers		33,500
Line Total	43,500	41,400

<u>HEALTH INSURANCE</u>	Current	Prop
Health insurance is provided to all full time permanent at 90% according to policy. The increase is due to an increase in premium costs and the addition of a 7 th line Firefighter in January 2025.		
Line Total	101,500	111,100

<u>UNEMPLOYMENT INSURANCE</u>	Current	Prop
Our cost for this program is .9% for the first \$25,000 of salary per employee including volunteers.		
Line Total	4,500	5,100

<u>ACCIDENT INSURANCE</u>	Current	Prop
This is for our Worker's Compensation Insurance. All employees and volunteers are required to be under this policy. We had to switch to SAIF in July 2023 and expect an increase from the current year due to a change in our experience modifier.		
Line Total	12,000	15,000

Charleston Fire District

Personal Services

WAGES, BENEFITS AND PERSONNEL RELATED EXPENDITURES CONTINUED

LIFE INSURANCE	Current	Prop
Currently, Standard Insurance Co. provides this insurance. The number of members on the volunteer roster drives the costs for this item. \$5.98/ Volunteer & \$14.53/ Employee		
Line Total	3,000	3,000

VOLUNTEER FIREFIGHTERS	Current	Prop
This is the stipend pay for the Volunteer Firefighters on a per-call and per alarm stipend which currently is \$10.00. We plan for 20 volunteers including 6 students. The students receive tuition reimbursement from the Materials & Services Volunteer Reimbursement line item. Once again, the amount paid out is driven by the number of alarms and attendance at alarms and training exercises.		
Line Total	20,000	15,000

PART TIME POSITIONS	Current	Proposed
The EMS Coordinator position is the only part time position currently. The wage is \$22.12 per hour with a cap of 8 hours per week. These wages are effective July 1 after the annual COLA of 4% as per policy. With Misty leaving for the State Courts position, I have decided to merge her duties back into my position and have been reassigning slowly to other staff. Captain Shield has taken some of this workload as well.		
Line Total	22,000	9,500

BENEFIT RETRIEVAL	Current	Proposed
To fund vacation pay outs upon employee separation. We had two employees separate from the district this year. Both left for higher wages elsewhere.		
Line Total	8,800	3,000

Seasonal Utility Firefighters	Current	Proposed
Three positions have been funded again through a Grant Program for seasonal Firefighters at the Oregon State Fire Marshal's Office. These positions will be funded through the Grant-Staffing line item on the next page.		
Line Total	28,000	-0-

Charleston Fire District

Personal Services

WAGES, BENEFITS AND PERSONNEL RELATED EXPENDITURES CONTINUED

<u>Paid-On Call Firefighters</u>	Current	Proposed
We currently have three paid-on-call firefighters. These positions provide a work force to call on to back fill the career staff when on leave time. This reduces the work back reliance on the full-time staff and reduces the overtime costs. The Paid-on-call firefighters are similar to the volunteer firefighters with the exception that they are paid an hourly wage for services rendered.		
Line Total	20,000	-0-

<u>Conflagration/ Hazmat Pass-Through</u>	Current	Proposed
This line replaces the pass-through account in the materials and services as the expenditures are usually from the personal services section. This is a house keeping change as recommended by our CPA firm. We have returned to the Hazmat team with two employees bringing that income and expense back the budget. Income to support this is under the Federal & State reimbursements.		
Line Total	5,000	50,000

<u>Grants - Staffing</u>	Current	Proposed
Once again a change recommended by our CPA firm to capture the grant expenditures that are payroll related. There is still a grants line in the Materials and Services section. We have been able to hire seasonal staff in the past year through a grant from the Oregon State Fire Marshal's Office. This shows the expense that replaces the Seasonal Firefighters above.		
Line Total	-0-	29,100

TOTAL REQUESTED FOR PERSONAL SERVICES Including Salaries	YTD	Current	Prop
Category Total	656,742	897,800	934,000

NOTE: For actual amounts expended to date please review the latest District Statement of Income & Expenses – Cash Basis report. The report used for this document was as of March 31, 2024

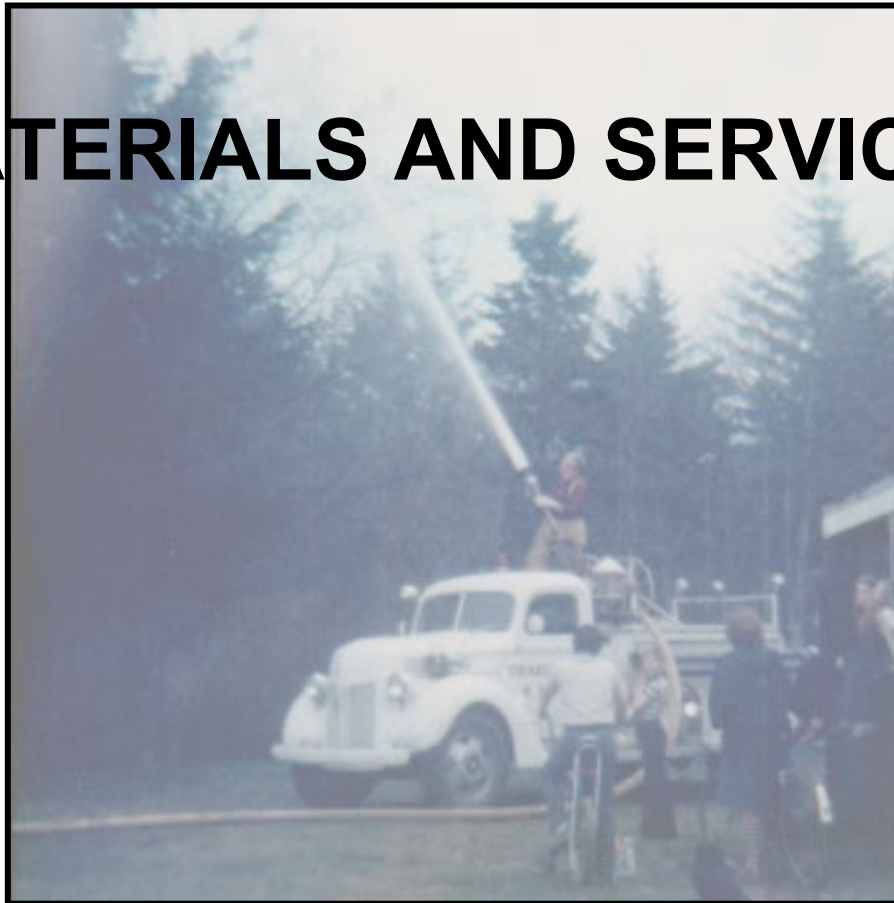
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2024/2025

Budget for the



MATERIALS AND SERVICES



Charleston Fire District

Materials and Services

PROFESSIONAL SERVICES

ATTORNEY FEES	YTD	Current	Prop
Attend board meetings as necessary, review board information and other legal review issues that may arise. Utilizing the Zoom meetings has reduced this cost as Jane attends via Zoom currently.			
Line-Item Total	2,059	3,500	3,000

AUDITOR	YTD	Current	Prop
For the annual audit of the District operations required by Oregon Law for Municipal Corporations including the \$200 State Audits Division filing fee.			
Line-Item Total	11,000	11,000	11,000

FINANCIAL SERVICES	YTD	Current	Prop
For the coordination and review of the financial records for the district. Current services are monthly reports to the Board for all accounts, expenditures and Check registers. Besides this they print all checks, balance the accounts and do the payroll for the District.			
Line-Item Total	15,750	21,000	21,000

VOLUNTEER FIREFIGHTERS (resident volunteers)	YTD	Current	Prop
Student Firefighter tuition reimbursement program. In an effort to complete with other agencies for students, the Board will finalize the new amounts for the tuition reimbursement program. New amounts proposed for tuition assistance per term: a. 2.5 GPA: \$750 b. 2.75 GPA: \$1,000 c. 3.0 GPA: \$1,500 Fall term we only had 1 student thus only \$750 has been paid out. We currently have 4 students due to the diligence of the new student program coordinator FF/Engineer Jimmy McNeill.			
Line-Item Total	750	5,500	25,000

Charleston Fire District

Materials and Services

PROFESSIONAL SERVICES CONTINUED

<u>LENGTH OF SERVICE AWARD</u>	YTD	Current	Prop
The Length of Service Program was designed to entice the volunteer to participate longer. On average volunteer firefighters are active 3 to 5 years without such a program. With a program the average opens up to 5 to 7 years. Under our program a volunteer can receive \$500 for every 5 years of active service. The key word here is active.			
Line-Item Total	500	500	500

<u>STATE & FEDERAL REIMBURSABLES</u>	YTD	Current	Prop
The funding for this line has been moved to a new line under the same name in Personal Services since the expenditures for this are payroll related. Line will be removed when past 2 years are zero.			
Line-Item Total	-0-	-0-	-0-

<u>PHYSICIAN AND MEDICAL SERVICES</u>	YTD	Current	Prop
This is for the required inoculations of all personnel for Hepatitis B, review of respirator questionnaires for all firefighters as required by OR-OSHA and other services that may be necessary for a physician to perform for the District. These requirements are now an annual requirement under the OSHA respirator standards. This also is the line for our NFPA recommended health screenings for our Firefighters, the length of time between these is based on age of the Firefighter. We have a grant request to fund the NFPA health screenings for our firefighters and jump start this program on an annual basis.			
Line-Item Total	-0-	1,000	10,000

<u>COMMUNICATIONS CONTRACTS</u>	YTD	Current	Prop
This is to pay our dispatching costs; this service is provided by the Coos County Sheriff's Office in Coquille. We are now paying over \$12 per call for dispatch plus an equipment update fee. This rate increases annually. The amount fluxuates with the number of dispatched calls. I am currently talking with Coos Bay Police Dispatch regarding this service as we have been working more with Coos Bay Fire over time.			
Line-Item Total	9,609	13,000	15,000

Charleston Fire District

Materials and Services

PROFESSIONAL SERVICES CONTINUED

<u>INSURANCE</u> <u>(Buildings, vehicles, liability and etc.)</u>	YTD	Current	Prop
<p>The increase is for cost-of-living increases in Insurance. It is speculated the cost will increase 3 to 5% for 2025. I will not actually find out the true cost of renewal until late October. The number chosen is a “best guess” option in accordance with information provided by Wilson Heirgood Associates.</p> <p>We are currently reviewing the possibility of liquidating some additional unnecessary vehicles in an effort to reduce this cost.</p>			
Line-Item Total	27,749	28,000	27,000

<u>ELECTIONS</u>	YTD	Current	Prop
<p>The May 2025 election will be billed between June 1 and July 15, 2025.</p>			
Line-Item Total	555	600	700

<u>Total for Professional Services</u>	YTD	Current	Prop
<p>Section Total This is an increase from last year. The changes are due to cost increases and the return to health screenings for staff.</p>	67,792	84,100	113,200

Charleston Fire District

Materials and Services

**OPERATIONAL EXPENSES
UTILITIES**

<u>LIGHTS AND POWER</u>	YTD	Current	Prop
Barview Station estimated for next year			5,000
Charleston Station estimated for next year			3,500
Crown Point Station estimated for next year			5,500
Line-Item Total	9,056	14,000	14,000

<u>TELEPHONE/ COMMUNICATIONS</u>	YTD	Current	Prop
6 lines Voice over IP			3,000
Frontier for fax and back-up telephone line			500
Cellular service			2,600
Internet service for all stations			3,000
Command mobile data units X 2 Apple iPads for use with the First Due incident management program and review CAD reports from dispatch during incidents and completing reports on scene.			1,500
Unanticipated increases in use & rates plus repair of WIFI systems in the stations.			1,400
Line-Item Total	8,704	13,000	12,000

<u>WATER AND SEWER</u>	YTD	Current	Prop
WATER			
Barview Station			1,200
Charleston Station			800
Crown Point Station (well)			0
SEWER (Current fee is 95.00 per month for Station 1 and \$80.00 per month for Stations 2 & 3)			0
Barview Station			1,200
Charleston Station			960
Crown Point Station			960
Small bottled water & water for coolers, used for rehab on alarms and available for use in stations			880
Line-Item Total	3,965	6,000	6,000

Charleston Fire District

Materials and Services

OPERATIONAL EXPENSES

UTILITIES CONTINUED

GARBAGE	YTD	Current	Prop
Weekly pickup service (\$239 per month) Amount shown covers anticipated rate increase for a 2-yard dumpster at Barview Station.			2,900
Miscellaneous dump service or trips to the dump, additional dumpsters or Hazardous materials waste removal from stations including Bio-hazardous waste and chemicals that cannot be dropped off at the port.			100
Line-Item Total	2,447	3,500	3,000

MOTOR VEHICLE & HEATING FUEL	YTD	Current	Prop
Gasoline (used for motor vehicle and small gas engine fuel)			
Diesel (used for heating and Station Generator for the Barview Station and the engines, tenders and the brush truck). We added a heat pump to Station 1 truck bay to reduce the use of Diesel for heating.			
Line-Item Total	10,320	12,500	12,500

PROPANE	YTD	Current	Prop
This is for heating fuel and generator fuel for the Crown Point Station, fuel our training props, fuel for the cutting torch and fuel for the station BBQ. We replaced the heaters at Crown Point with electric heaters to save money as the propane company has been charging us over \$7.00 per gallon.			
Line-Item Total	266	1,000	500

Total Station Operational Expenses	YTD	Current	Prop
This is for operational expenses only and does not reflect repair, maintenance, or improvements.	34,758	50,000	48,000

Charleston Fire District

Materials and Services

**OPERATIONAL EXPENSES
MAINTENANCE EXPENSES**

BUILDING MAINTENANCE	YTD	Current	Prop
General maintenance and upkeep around the buildings inside and out. Well maintenance supplies for Crown Point Station.			2,000
Janitorial supplies for three buildings			1,500
Materials to build additional cabinets in the dorm for students and staff plus other small upgrades.			1,000
Annual testing of backflow preventers and Barview & Charleston			400
Grounds and lawn care materials (fertilizers, grass seed, landscaping improvements etc.)			500
Replace two 38-year-old overhead door openers at Station 1. The third was replaced a few years ago.			2,100
Discretionary expenditures throughout the year and programs and improvements that come up. (recently we replaced a water heater at Station 2 that went bad)			2,500
Line-Item Total	17,539	20,000	10,000

EQUIPMENT MAINTENANCE	YTD	Current	Prop
Miscellaneous parts and repairs for equipment (not vehicles) including breathing apparatus, small engines, and other mechanical equipment. Annual SCBA testing (new cost with the recent replacement of SCBA's from the AFG grant), NFPA required annual breathing air compressor maintenance and testing (\$1600) (reviewing the possibility of completing this service inhouse). Rescue tools (\$1900), NFPA required Ladder testing (\$900).			3,000
Replacement batteries for lights, breathing apparatus, pagers, portable radios and other items that utilize batteries			1,000
Replacement filters, parts and miscellaneous parts and equipment for small gas engines and other types of equipment and repair costs as necessary if we cannot do in house. We are slowly replacing items using small gas engines in favor of battery-operated tools. The costs for these tools is included here.			2,000
Copy Machine maintenance			2,000
Miscellaneous expenditures and Discretionary expenditures			2,000
Line-Item Total	7,086	10,000	10,000

Charleston Fire District

Materials and Services

OPERATIONAL EXPENSES MAINTENANCE EXPENSES

CONTINUED

APPARATUS MAINTENANCE	YTD	Current	Prop
<p>Oil filters, replacement lights and miscellaneous replacement parts for the small vehicles and repair technician costs. Engine oils, antifreeze, and oil analyses as well as car wash supplies. Including repair costs due to break downs of our aging fleet. <i>Due to increasing concerns over liability, we find it necessary to have repairs done at repair shops which increases the costs however saves costs in many cases a service shop can complete the task in half or a third of the time it takes staff. Pump Testing (\$1700) I am reviewing if we have the time to complete the annual pump testing and save the funds here.</i></p>			3,500
<p>Wheels & Tires for yellow tender (three-piece rims, original tires (1986))</p>			3,500
<p>Additional discretionary spending throughout the year</p>			3,000
<p>The bulk of the expense this year was repairs on trucks. One of the engines required new brakes, drums and slack adjusters, pump transmission repair and other misc. repair items, the new engine received a full inspection and preventative maintenance at Hughes Fire Equipment as it was the first one and I wanted it checked over. I was seeing some concerns with the cooling system and the engine oil that I felt it was better to have them do the service. After this we will complete the service intervals. Another engine required a steering drag link replacement and the part is only available from Pierce Manufacturing. As I stated in the insurance explanation, we are reducing our fleet and 2 besides the engine replaced by the new one, we are selling recommending that we surplus a second engine.</p>			
<p>Line-Item Total</p>	25,358	33,000	10,000

Hydrant Maintenance	YTD	Current	Prop
<p>Repair and maintenance of fire hydrants owned by the district, biggest expense here is paint for repainting them as needed. The only other time there is an expense here is when one is damaged, at that point the Operating Contingency would be tapped.</p>			
<p>Line-Item Total</p>	307	500	500

Total Maintenance and Minor Improvement Costs	YTD	Current	Prop
<p>This is for repair, maintenance, improvements and some equipment purchases.</p>	50,290	63,500	30,500

Charleston Fire District

Materials and Services

OPERATIONAL EXPENSES TRAVEL EXPENSES

Travel & Lodging	YTD	Current	Prop
Expenses for use of personal automobiles for training and meetings, lodging costs for conferences, out of town meetings and training classes.			
Line-Item Total	5,920	7,000	5,000

Meals	YTD	Current	Prop
With the increasing costs of travel and meals staff have stepped up efforts to reduce travel limiting out of area training and conference attendances to reduce these costs without reducing the quality of our training.			
Annual appreciation dinner and meetings			
Food and snacks for training exercises (for all-day and partial day exercises) and meetings and alarms that interfere with meal times.			
Line-Item Total	8,319	9,500	5,000

NFA Travel (Pass Through)	YTD	Current	Prop
Expenses for use of personal automobiles for training and meetings, lodging costs for conferences, out of town meetings and training classes.			
We are again looking to send staff to the National Fire Academy for incident management training.			
Line-Item Total	-0-	1,000	5,000

Total Travel Expense	YTD	Current	Prop
Travel and meal expenses for staff, Board and Volunteers while on District Business	14,239	17,500	15,000

Charleston Fire District

Materials and Services

OPERATIONAL EXPENSES ADMINISTRATIVE

<u>FREIGHT</u>	YTD	Current	Prop
Miscellaneous shipping charges (UPS etc.)			
Postage (USPS)			
Line-Item Total	485	500	500

<u>OFFICE SUPPLIES</u>	YTD	Current	Prop
Copy and printer paper, misc. supplies for the printers, the copy machine, label maker cartridges, Notebooks, dividers, notepads, computer programs, pens, pencils, staples etc.			1,000
First Due online reporting, personnel, incident and equipment tracking and reporting program.			12,000
Web Site hosting through Streamline. This provides better posting o the District operations and our meetings/ It also includes documents such as the budget and the Board packets. This web design company was recommended by SDAO.			2,000
Line-Item Total	8,938	16,000	15,000

<u>BOOKS AND SUBSCRIPTIONS</u>	YTD	Current	Prop
Trade magazines providing education and innovation to the emergency services including suppression, investigation, EMS and special rescue & misc. resource manuals and books as necessary.			
Line-Item Total	597	700	500

<u>PUBLICATIONS AND ADVERTISING</u>	YTD	Current	Prop
Legal advertising for the budget meetings and the hearing, contract requests etc. FY23/24 Budget Committee Notice: \$134.00 FY23/24 Budget Hearing & Budget publishing: \$424.00			
Line-Item Total	744	1,500	1,500

Charleston Fire District

Materials and Services

OPERATIONAL EXPENSES ADMINISTRATIVE CONTINUED

CLOTHING	YTD	Current	Prop
Uniforms for all members as needed.			2,500
Replacement fire helmets, nomex hoods and fire gloves (to replace stock that is lost, damaged or worn from use)			3,000
Boots (fire and work) (to replace worn or damaged boots from stock)			3,000
This funding is for outsourcing the repair of our turnouts. They are approved by all of the manufacturers of our turnouts to fully repair each garment including the liner.			1,500
Replace individual turnout coats or pants as needed. New wildland protective clothing. Occasionally, we get a new volunteer that we have no gear that fits in accordance with OSHA. This would allow ordering an individual garment as needed.			20,000
Line-Item Total	22,379	23,500	30,000

SMALL TOOLS	YTD	Current	Prop
Assorted power tools, hand tools, saw blades, cutting discs, grinding stones, drill bits, Welding supplies, etc as needed.			
Line-Item Total	1,265	1,300	500

MEMBERSHIP FEES AND DUES	YTD	Current	Prop
Oregon Fire Chief's Association, Oregon Fire District Directors Association, Special Districts Association of Oregon (\$1400), Oregon Office Administrators Association and Charleston Merchants Association plus the State of Oregon Annual Government Ethics Assessment			
Line-Item Total	3,260	3,500	3,500

Total Administrative	YTD	Current	Prop
	37,668	47,000	51,500

Charleston Fire District

Materials and Services

**OPERATIONAL EXPENSES
PROGRAMS**

FIRE PREVENTION	YTD	Current	Prop
Educational materials for the schools and public, education programs, plastic fire hats, rulers, pencils for the kids' etc. and video programs.			
Line-Item Total	4,710	4,800	1,000

TRAINING	YTD	Current	Prop
Course fees for all training classes and conferences, including Rope Rescue training and other specialized training not available locally. Also includes the costs of recertifying our Emergency Medical Technicians in May 2025. There is also funding included to pay instructors for specialized classes at our Station allowing more participants from our agency.			7,000
Replacement laptop for Zoom meetings and classroom media			1,000
Misc. equipment for training purposes such as audiovisual equipment, training aids, etc. including Pumping Apparatus lesson program, and student materials, lesson plans, and printing costs for any outside printing of training materials and miscellaneous building materials for training props.			2,000
Line-Item Total	5,433	12,000	10,000

SAFETY PROGRAMS	YTD	Current	Prop
To purchase informational programs for safety and other items required by the Safety Committee to enhance safety in the workplace.			
Safety Committee materials, meeting plans, and printing costs for any outside printing of safety materials			
Specific safety equipment purchases, eye protections, hearing protection etc, "Passport Accountability" materials for our fire operations including name tags, passports and accountability boards.			
Line-Item Total	388	500	500

Charleston Fire District

Materials and Services

OPERATIONAL EXPENSES PROGRAMS CONTINUED

HYDRANT STAND-BY FEE	YTD	Current	Prop
<p>This is for the fee charged by the Coos Bay-North Bend Water Board for the standby of emergency water for fire protection. Currently the fee is \$19.91 per hydrant per month and we now have 70 hydrants. This will be enough to cover a possible increase in the fee. This fee is basically a fee for having our fire hydrants connected to the Coos Bay/ North Bend Water Boards' system, no maintenance or repair are provided by the Water Board for this charge, those charges are over and above this fee.</p>			
Line-Item Total	12,466	15,500	16,500

MEDICAL SUPPLIES	YTD	Current	Prop
<p>EMS equipment and supplies, replacement and program enhancements</p>			
<p>EMS equipment specific to patient care, staff tries to get materials replaced from the ambulance; however, it does not always happen and sometimes it is difficult to know what was used during the treatment.</p>			
Line-Item Total	3,142	5,000	5,000

FIREFIGHTING SUPPLIES	YTD	Current	Prop
<p>Miscellaneous supplies and equipment specific to firefighting and special rescue equipment such as extrication and rope rescue.</p>			
Line-Item Total	2,427	5,000	5,000

Total Programs Expenses	YTD	Current	Prop
	28,566	42,800	38,000

Charleston Fire District

Materials and Services

OPERATIONAL EXPENSES

GRANT EXPENDITURES AND OTHER MATERIALS AND SERVICES

Grant Expenditures	YTD	Current	Prop
<p>I have applied for a grant through the Assistance to Firefighter’s Grant program for health and safety program including health screening for all staff, testing equipment required for staff to wear breathing apparatus, a large training prop to assist staff with training all personnel to Firefighter I & II and all new gym equipment for the station. We have also applied to replace the oldest water tender with a new tender. We are also working to replace the chassis on the 2004 water tender on an emission grant through Oregon DEQ.</p> <p>Also allows use of other grant moneys found along the way. We are always seeking grant opportunities, this year we found after the budget was completed that our main heart monitors were no longer supported by the manufacturer. We were able to locate \$17,500 in outside grant funds from the Coquille Indian Community Fund and the local Rotary club. The Charleston Firefighters Association provided an additional \$10,000 raised through the 4th of July Pancake Feed and the annual Sportsman’s raffle. After it was all completed, the District funded just under \$10,000 of the \$27,000 plus cost of the two heart monitors.</p> <p>At this point we have approximately \$3.5 million dollars in grant requests that we are waiting to hear about. \$2.5 million is for the seismic upgrade that we should hear about in May.</p>			
Line-Item Total	43,125	44,000	40,000

OTHER MATERIALS AND SERVICES	YTD	Current	Prop
All items that do not specifically fit under any of the other listed object lines.			
Line-Item Total	1,026	2,000	2,000

Total Other Expenses & Grant Expenditures	YTD	Current	Prop
	44,151	46,000	42,000

Total Materials and Services Expenses	YTD	Current	Prop
Category Total	278,244	350,900	338,244

2024/2025

Budget for the



Charleston Fire District

Capital Outlay

<u>EQUIPMENT PURCHASES</u>	Proposed
Total Equipment Purchases: We dropped the line for vehicles as we have not used it for many years.	-0-

Total Capital Outlay	-0-
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Charleston Fire District

Personal Services, Materials & Services and Capital Outlay Totals

Total Operating Budget with Capital Outlay	Expended To date	Current Budget	Proposed
Personal Services	656,742	897,800	934,000
Materials and Services	278,244	350,900	338,200
Total Operating	934,986	1,248,700	1,272,200
Capital Outlay	-0-	-0-	-0-
Total Operating and Capital Outlay	934,986	1,248,700	1,272,200

2024/2025 Budget for the



Charleston Fire District

Contingencies & Transfers to other Funds

DEBT SERVICE

Telephone equipment lease, \$5 per line per month	700	
<p>Operating Loan Payment</p> <p>This is a new line item with the purpose paying the tax anticipation note that we potentially may need to fund the costs between July 1 and when property taxes arrive in November. With the added payroll costs, the carryover has not been able to increase to meet the demand. I am anticipating that our accounts will support us to September. Even with careful spending we may need to do this.</p>	105,000	
Total		105,700

OPERATING CONTINGENCY

<p>Contingency, this is for emergencies or under-estimated costs of items or projects. The amount allowed under State Budget Law is 15% of total by Fund. This means that the maximum amount allowed here would be roughly \$225,000.</p> <p>Usually, this line isn't used until after the budget meeting, this year due to the extensive cost increases and repairs, we had to do a general fund transfer in April.</p>	17,300	40,000
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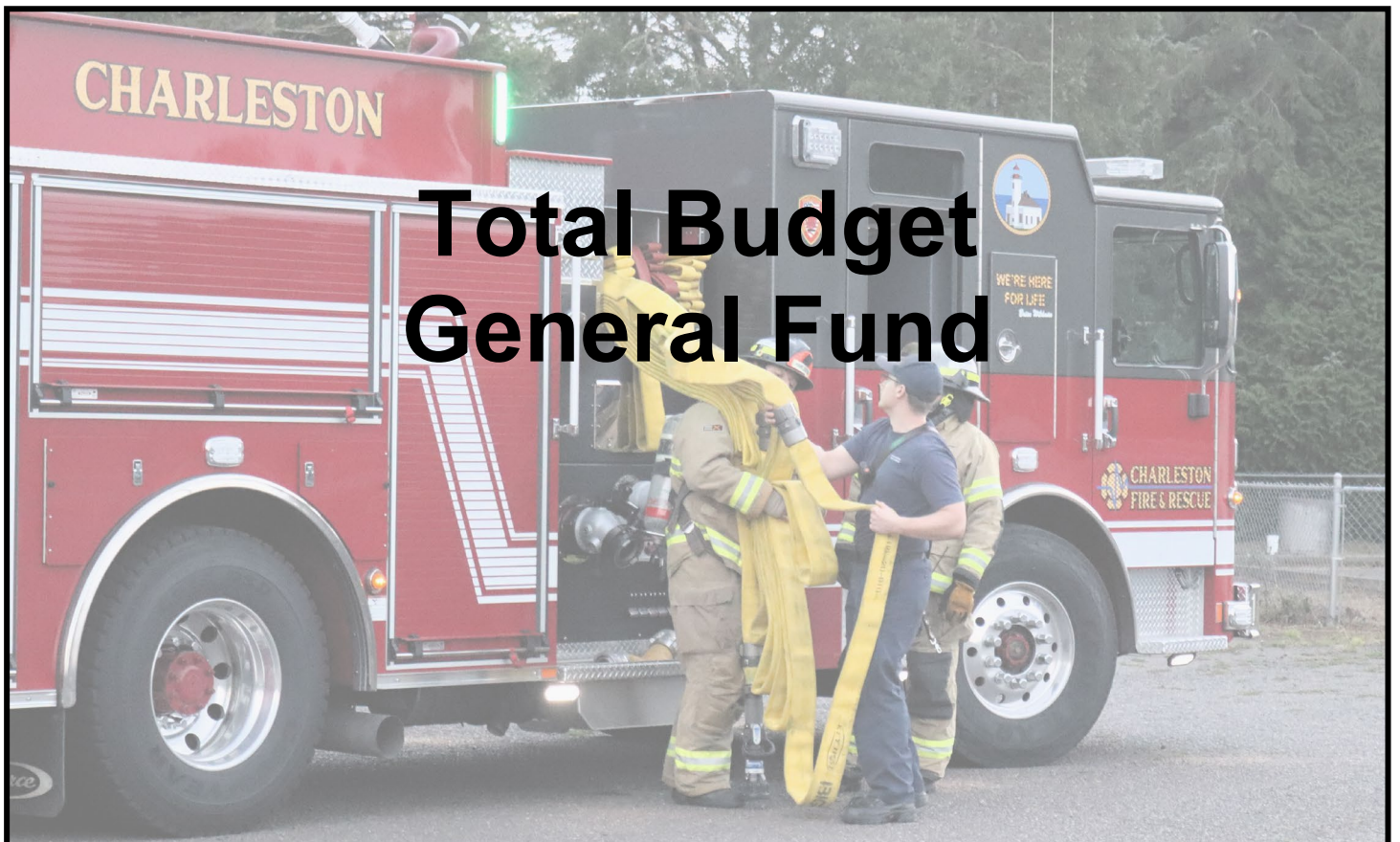
TRANSFER OUT: TO BUILDING-EQUIPMENT RESERVE FUND (BERF) (Page 5)

<p>This is the transfer to the Building-Equipment Reserve Fund from the General Fund, the funds that are added to this Reserve Fund each year. This will show up on page 5 line 6 under the "Resources" section. In future years I hope to increase this.</p>	-0-	15,000
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TRANSFER OUT: TO DEBT SERVICE FUND (Page 6)

<p>This is the transfer to the Debt Service Fund. The amount we are transferring this year is what is required to pay off the Flexlease loan from 2011 and the payments for the new fire engine in 2025 and 2026. The Flexlease program will be paid off in December 2024 allowing \$16,000 to go elsewhere</p>	74,600	72,500
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2024/2025 Budget for the



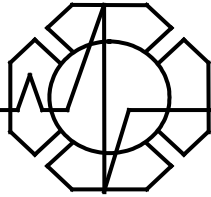
Charleston Fire District

General Fund Totals

Total Budget with Capital Outlay	Current Budget	Proposed
Personal Services	897,800	934,000
Materials and Services	350,900	338,200
Total Operating	1,248,700	1,272,200
Capital Outlay	-0-	-0-
Debt Service	700	105,700
Operating Contingency	17,300	40,000
Transfer to the BERF	-0-	15,000
Transfer to Debt Service Fund	74,600	72,500
Total Expenditures General Fund	1,341,300	1,505,400
Unappropriated Ending Fund Balance	175,000	175,000
Total General Fund with Unappropriated Ending Fund Balance	1,516,300	1,680,400

2024/2025

Budget for the



***CHARLESTON
FIRE DISTRICT***

A photograph of three firefighters in full protective gear, including helmets and jackets, walking through a thick cloud of white smoke. The firefighters are positioned in a line, with the one in the foreground slightly to the right. The text 'Reserve & Debt Service Funds' is overlaid in large, bold, black font across the center of the image.

**Reserve
&
Debt Service
Funds**

Charleston Fire District

Reserve & Debt Service Funds

<u>BUILDING/ EQUIPMENT RESERVE FUND</u>	
Resources	
Cash on Hand	38,000
Interest Income	1,500
Transfer from the General Fund	15,000
Total Resources	54,500
Materials and Services	
Equipment Repair	10,000
Building repair	10,000
Service fees	100
Loan Fees	-0-
Total Materials and Services	20,100
Capital Outlay	
Equipment Acquisition & Major Improvements No current plans	15,000
Building and real property acquisition and Major Improvements: No current plans	19,400
Total Capital Outlay	34,400
Total Requirements Building Reserve Fund	54,500

Charleston Fire District

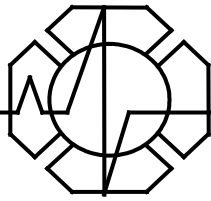
Debt Service, Transfers, Contingencies & Reserve Funds

<u>DEBT SERVICE FUND</u>	
Resources	
Cash on Hand	79,500
Interest income	500
Transfer from the General Fund	72,500
Total Resources	152,500
Principal Payments	
Flexlease: January 1, 2021(early payoff of the debt)	30,000
Government Capital (this will increase each year and the interest payment will reduce.)	50,000
Total Principal Payments	80,000
Bond Interest Payments and Fees	
Flexlease: January 1, 2025 (early payoff of debt)	1,500
Government Capital: July 2024 & January 2025	11,000
Total Interest and fees:	12,500
Unappropriated Ending Fund Balance	
Flexlease: We are retiring this debt 1 year early meaning this line will no longer require funding.	-0-
Government Capital: January 2026 (unappropriated principal & Interest) required by budget law to have the first payment for the following fiscal year budgeted as an unappropriated amount.	60,000
Total Unappropriated Ending Fund Balance	60,000
Total Debt Service	152,500

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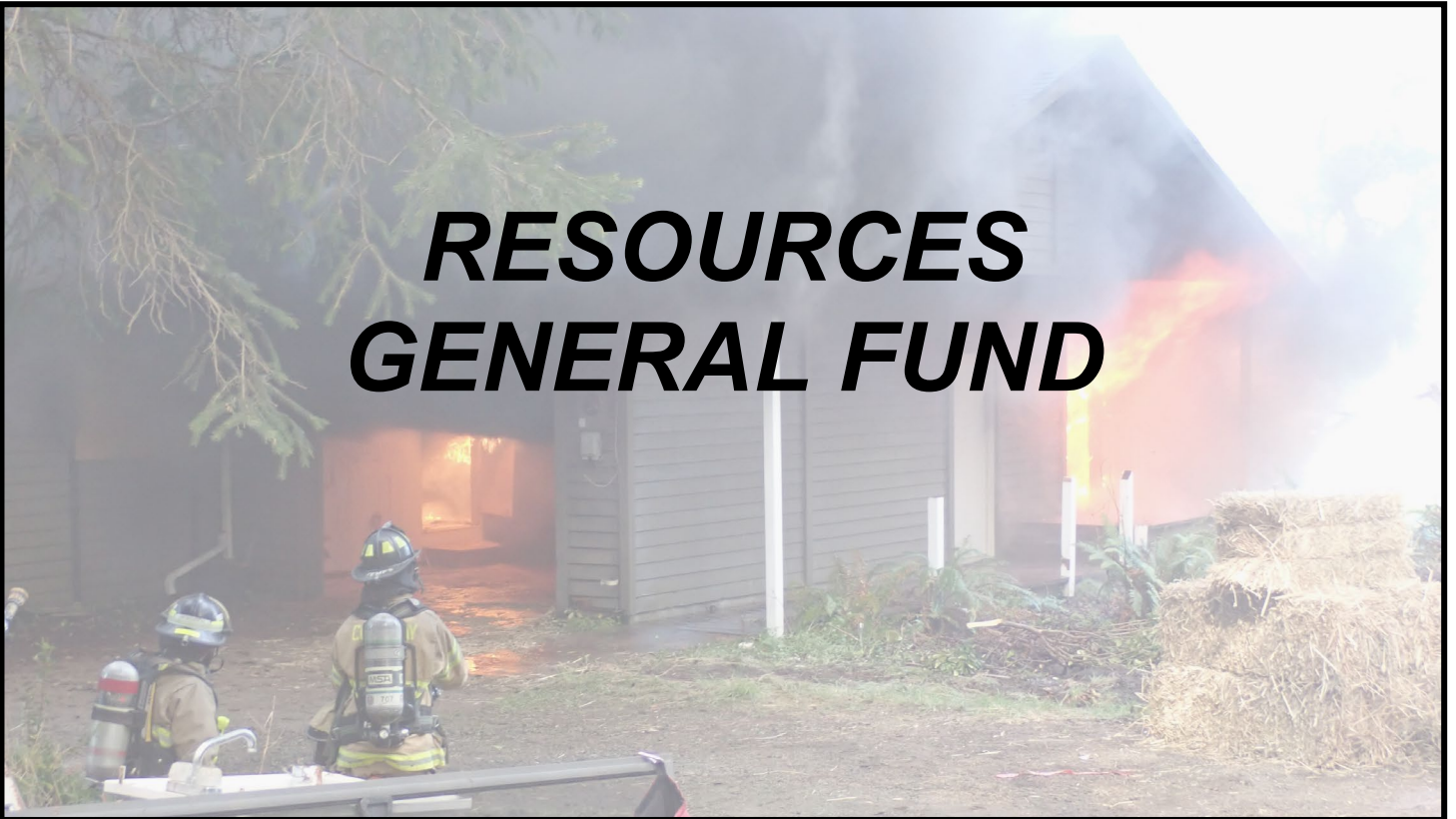
2024/2025

Budget for the



CHARLESTON
FIRE DISTRICT

RESOURCES
GENERAL FUND



Charleston Fire District

Resources

GENERAL FUND RESOURCES

	Current	Proposed
<p style="text-align: center;"><u>Available Cash on Hand</u></p> <p>This amount is an estimated amount since it is impossible to determine the exact amount that will be received and spent between now and July 1st.</p>	250,000	235,000
<p style="text-align: center;"><u>Previously Levied Taxes</u></p> <p>As of March 31st, the amount received was \$17,681. The way that the trend has gone over the past years I believe the \$45,000 is a good estimate for this revenue for this year due to the increase in the tax levy in FY24/25.</p>	55,000	45,000
<p style="text-align: center;"><u>Fire Protection Contracts</u></p> <p>Current contracts are Kokwell Indian Housing Authority, Kokwell Indian Tribal Health Facility, Oregon International Port of Coos Bay and the Oregon Institute of Marine Biology. This is where we track all contract billing. The Cost recovery program now has a separate line item.</p>	93,000	93,000
<p style="text-align: center;"><u>Interest and Investment Income</u></p> <p>Income generated from interest from the Local Government Investment Pool account, the Checking and Prime accounts. The interest received from the reserve funds in the Local Government Investment Pool accounts are added directly to the respective Reserve Fund. Interest incomes this year are exceeding budgeted expectations.</p>	7,000	10,000
<p style="text-align: center;"><u>Miscellaneous Income</u></p> <p>Income not fitting the descriptions of the other lines. Also known as sundry revenues. We have a new contract as of last year where Coos Forest Patrol leases station 2 for the summer for housing their firefighters. (\$5,000)</p>	5,000	5,000

Charleston Fire District

Resources

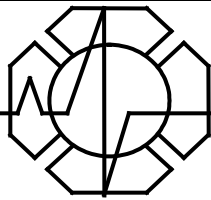
GENERAL FUND RESOURCES CONTINUED

	Current	Proposed
<p style="text-align: center;"><u>Sale of Used Equipment</u></p> <p>Captain Shield has been tasked with managing our surplus property program. We currently have the 2005 pickup ready to Govdeals.com. The engine from SWOCC will be on there before the end of the fiscal year and a couple pallets full of the old breathing apparatus. We are considering a second fire engine as our staffing level and the maintenance costs are not supporting a need for that truck.</p>	5,000	5,000
<p style="text-align: center;"><u>Federal & State Reimbursements</u></p> <p>This income has been changed to reflect the change in the Personal Services line where we combined the NFA and Conflagration pass through lines and moved the Conflagration and Hazmat passthrough costs to the Personal Services section. All the income figured here is for the State Fire Marshal's Office for Conflagration Act mobilizations & Tyler Easter's position costs on the Hazardous Materials Team, and the NFA flight reimbursements.</p>	45,000	50,000
<p style="text-align: center;"><u>Other Reimbursements</u></p> <p>Miscellaneous reimbursements for overpayments etc.</p>	15,000	10,000
<p style="text-align: center;"><u>Grants</u></p> <p>We have been awarded a grant in the amount of \$35,000 from the Oregon State Fire Marshals Office for the seasonal Firefighter's program again this year. We also have requests out to the Three River's Foundation, The Assistance to Firefighter's Grant Program and the Oregon State Seismic Grants. The Three Rivers and the Seismic grants we should hear by the end of May.</p>	70,000	80,000

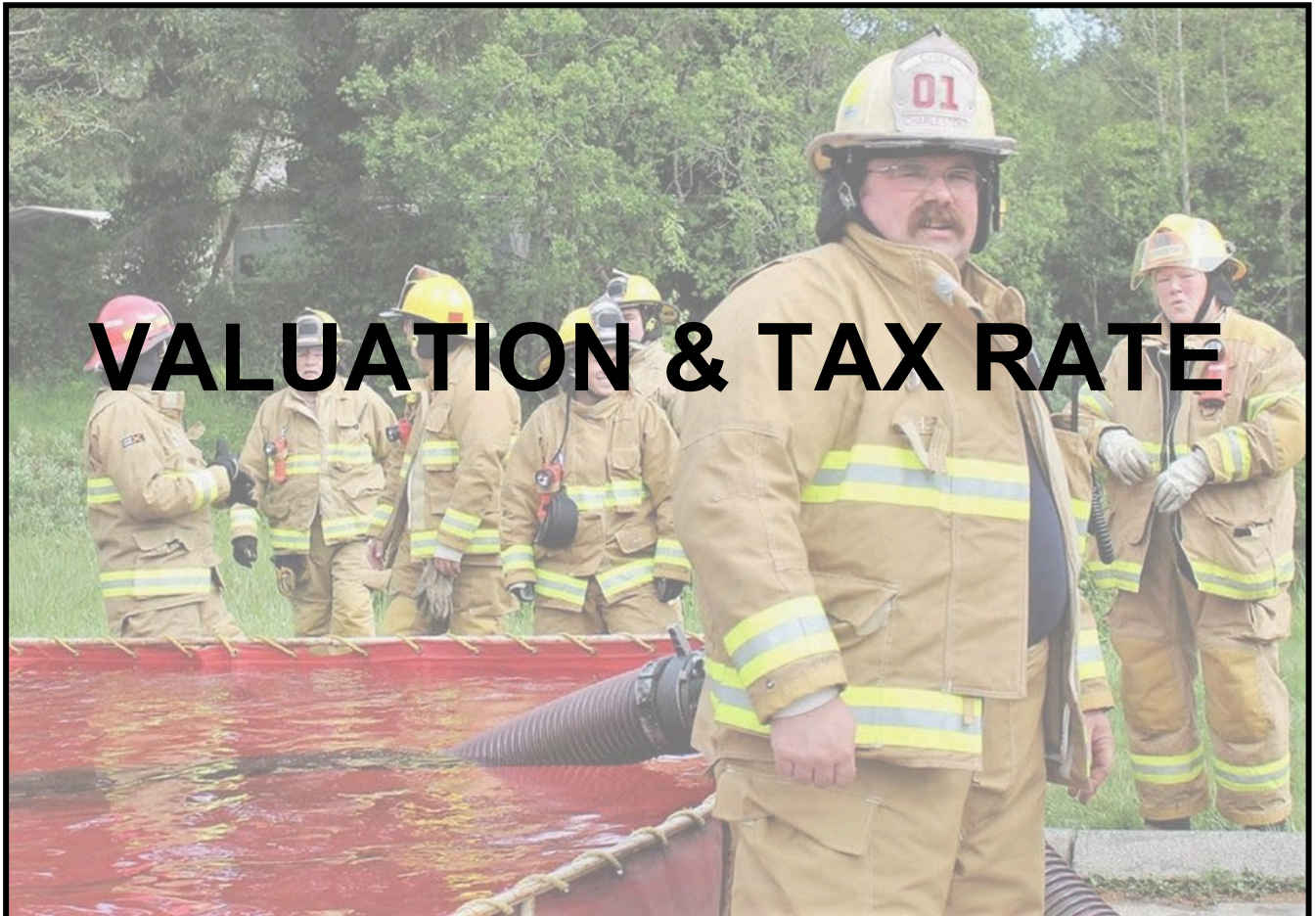
	Current	Proposed
<p align="center"><u>Insurance Proceeds</u></p> <p>Proceeds from the Insurance company for claims filed by the District.</p>	500	500
<p align="center"><u>Cost Recovery Program</u></p> <p>Funding received from responding to emergencies that we bill for under the Ordinance 102. This amount has decreased. In reviewing the program, I am finding we have a decrease in calls for service where we can bill for the cost recovery. Captain Shield is managing this program with the end of the Administrative Assistant position.</p>	15,000	10,000
<p align="center"><u>Operating Loan Income</u></p> <p>This is a new revenue line and has a matching line in the General Fund section on page 4 of the budget Line 23 under Debt Service. The intent of this line is to have the budgeted ability to obtain a tax anticipation loan in September if our accounts do not enough funding to sustain operations until the property taxes arrive in November</p>	-0-	100,000
Total Revenue, except taxes	560,500	643,500

2024/2025

Budget for the



***CHARLESTON
FIRE DISTRICT***



VALUATION & TAX RATE

Charleston Fire District

Valuation, Tax Rate and Meeting Agenda

Valuation and Proposed Tax Rate

Estimated Valuation	302,000,000
Estimated Tax Rate (Current Rate: \$3.50/ Thousand).	\$3.65/ Thousand
Estimated Tax Levy	\$1,102,300
Estimated Tax Revenue subtracting the estimated 6% uncollectible due to discounts and nonpayment.	\$1,036,900

The following is an adaptation of the page from the Coos County Assessors Office listing the tax receipts for the current fiscal year.

10/15 COOS COUNTY DETAIL OF TAXING DISTRICT LEVIES

TAX DISTRICT NAME: CHARLESTON RFPD

TAX DISTRICT CODE: 270

PERMANENT RATE: .0040715 (\$4.0715 Dollars/1000)

Taxable Property Value

TOTAL TAXABLE ASSESSED VALUE: \$289,895,715

Subtract: UR EXCESS VALUE (used): \$-0-

VALUE TO COMPUTE THE TAX RATE: \$289,895,715

Tax Computations

TAX RATE (dollars/1000) (\$3.00) 0.0035000

AMOUNT RATE WILL RAISE: \$1,014,635.00

BILLING RATE (\$3.50) 0.0035000

CALCULATED TAX FOR EXTENSION: \$1,014,635.00

GAIN UR TAX RT EXTENSION \$-0-

GAIN/LOSS DIV TAX \$-0-

NET TAX FOR EXTENSION: \$1,014,635.00

ACTUAL TAX EXTENDED DIST \$1,014,635.00

GAIN/LOSS FROM IND EXT. \$5.54

COMPRESSION LOSS \$-0-

DISTRICT TAXES IMPOSED \$1,014,640.54

Additional Taxes/Penalties (Forest Land) \$-0-

TOTAL TO BE RECEIVED \$1,014,640.54

PERCENTAGE SCHEDULE (ORS 311.390) .011566967106