

Budget Review 2024-25

Sauvie Island Rural Fire Protection District 30J

HIGHLIGHTS

- The total budget is increasing by \$104,820 (9%) over the current year's adopted budget to \$1,273,834.
 - Excluding the \$475,000 in grant dollars described below, the budget total would be \$798,834, which is very close to the years before grant dollars when the district's budget ran around \$700 to \$800 thousand.
- Expenditures will be \$689,169 in FY25 for fire protection services, an increase of \$304,055 or 79%.
 - This is due in part to the spending of the \$310,000 remaining COVID Relief dollars along with two other grants for \$6,000 and \$4,000 from Assistance to Firefighters Grant & Staffing for Adequate Fire and Emergency Response grants (AFG & SAFER). The district plans to use these funds to complete the east side satellite station and furnish it with needed equipment.
 - They also hope to receive a FEMA AFG Grant of \$120,000 for fire hoses and personal protective equipment.
 - The district received a \$35,000 grant earlier this year to fund two full-time firefighters from July through September.
- The General Fund's budget requirements total \$883,882, an increase of \$93,066 (12%) due to spending grant dollars received.

INTRODUCTION & BACKGROUND

Sauvie Island is located east of Highway 30 between Portland and Scappoose. The island is the largest along the Columbia River at 26,000 acres and one of the largest river islands in the United States. The island is also home to Sturgeon Lake, the largest island lake in the United States. The population on the island is over 1,000. The district is comprised of houseboats, conventional residences, farms, and 12,000 acres of wildlife area owned and managed by the Oregon Department of Fish and Wildlife. Five board members elected to four-year terms serve without compensation. The district has received voter approval for a series of local option levies. The latest was in November 2019, when voters approved a five-year local option levy for \$0.3500 per \$1,000 of assessed value.



The fire district serves the Multnomah and Columbia County portions of Sauvie Island, northwest of Portland. In addition to serving the entire island, they provide mutual aid to Portland Fire & Rescue and Scappoose Rural Fire Protection District. In 2012, the district added a medical squad.

The district has a central station and two apparatus-only satellite stations. Twenty-seven volunteers are providing the island with fire and rescue services. Firefighting apparatuses include three fire engines, two tenders, an all-terrain utility vehicle, emergency medical support vehicles, and a rescue boat.

The district focuses on staff, equipment, and facilities. They are providing training for their volunteer force of 27 people, repairing and replacing equipment (heavily relying on donated used equipment from other districts), and upgrading the district's facilities on the island. The Sauvie Island RFPD Board and the Fire Chief maintain the goal of replacing equipment and providing facility upgrades by using grants, donations, trades, unforeseen opportunities, and reserve funds (as opposed to acquiring debt proceeds for replacement). This new fire truck was purchased with grant dollars received in FY 22.



New fire engine purchased with Grant Funding~ Photo by Bryan Tice

Sauvie Island RFPD 30J	2020-21	2021-22	2022-23	2023-24
Assessed Value in Millions	\$196.3	\$201.6	\$209.0	\$213.7
Real Market Value (M-5) in Millions	\$303.8	\$322.0	\$372.3	\$370.6
Property Tax Rate Extended:				
Operations	\$0.7894	\$0.7894	\$0.7894	\$0.7894
Local Option	\$0.3500	\$0.3500	\$0.3500	\$0.3500
Total Property Tax Rate	\$1.1394	\$1.1394	\$1.1394	\$1.1394
Number of Employees (FTE's)	1.3	1.3	1.3	1.3

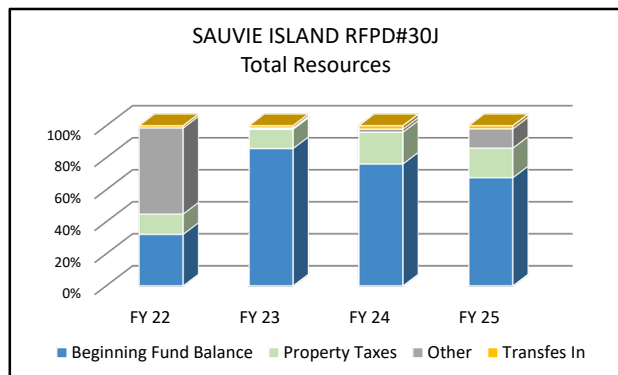
BUDGET OVERVIEW

The district's primary funding source is its permanent property tax levy and the local option levy. In FY 25, property taxes will provide \$235,000 in resources. All revenue is received in the General Fund. The district will use the \$310,000 remaining COVID Relief funds to complete the satellite station on the island's east side. This project has been in process for the last few years and will likely be completed during FY 25. The district hopes to receive \$130,000 in additional grants used for hose and personal

protective equipment. The \$35,000 in grant dollars received in the current year will pay for two full-time firefighters for three months (July-September). They will not spend the money if they do not receive the grants.

The district transfers money to the Capital Reserve Fund, making resources available for capital needs. A few years back, the board recommended holding an amount roughly equal to six months of operating expenditures in the Capital Reserve Fund that could be transferred back to the General Fund if needed. This budget reflects a \$124,000 reserve for operating expenses and \$217,022 for future capital needs.

RESOURCES



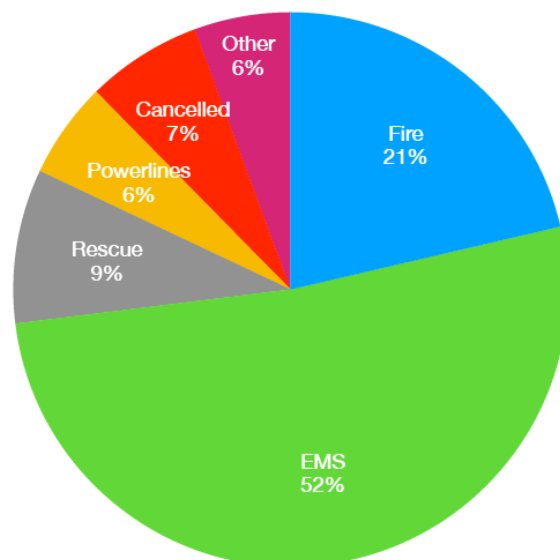
Resources for the district remain relatively flat for all years, except for the rescue grant money received in FY 22, shown in the chart as "Other." These dollars are also reflected in the carry-over to the beginning fund balance the following year. In the FY 25 budget, the Sauvie Island RFPD 30J has budgeted to receive \$163,000 from the permanent rate taxes and \$72,000 from the five-year local option levy. Taxes are 61% of the district's FY 25 revenue. Other sources include interest earned on investments, fire service

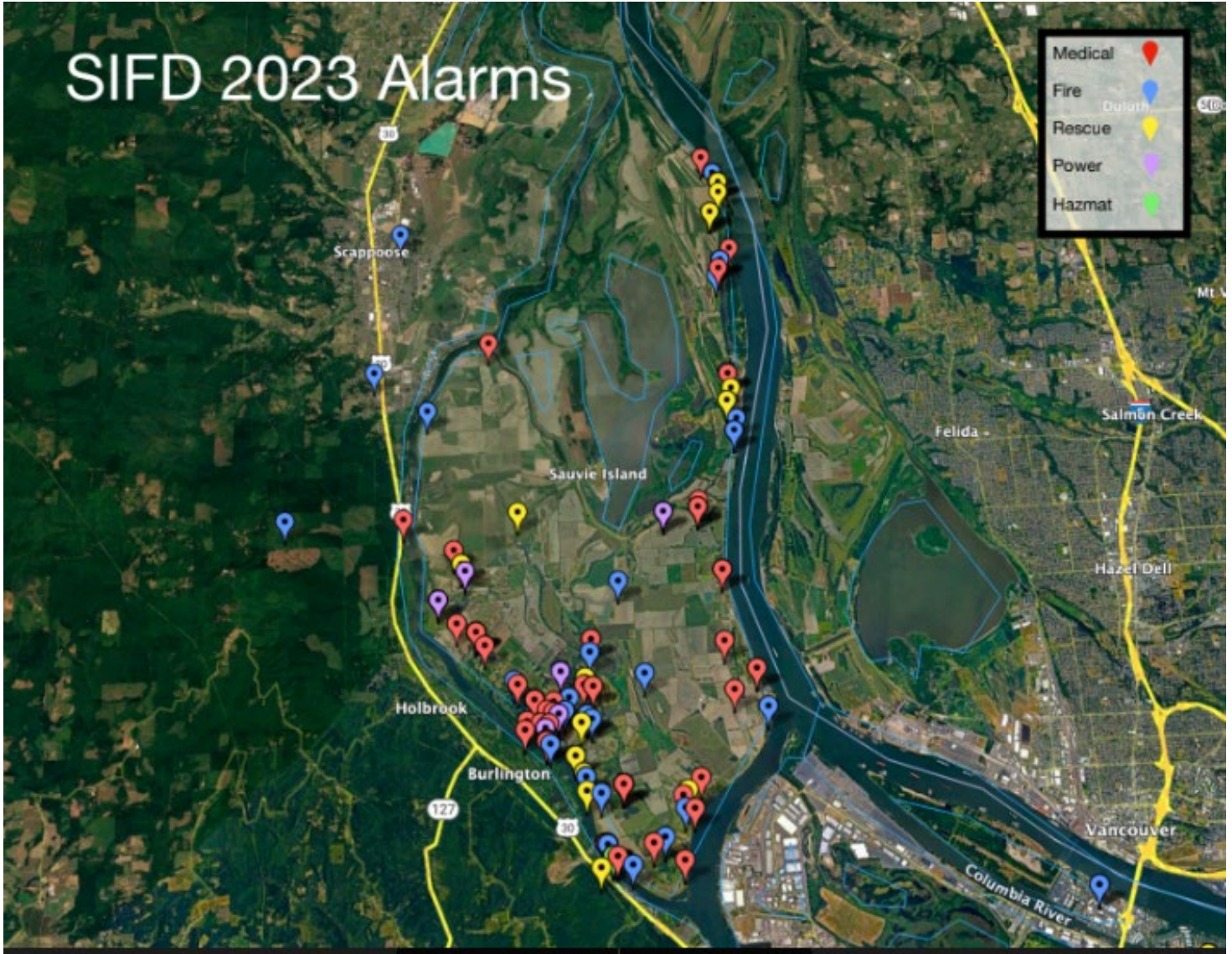
contracts, sale of surplus assets, address signs, grants, and donations. The beginning fund balance decreased by \$29,780 (3%) due to purchases made possible by the rescue grant.

REQUIREMENTS

Overall requirements for the district remain relatively the same year after year. The changes that happen are due to unanticipated resources and uncommon spending. As mentioned, this happened with the grant dollars received late in fiscal 2022. They were carried into FY 23 and spent on various equipment to enhance the district's ability to serve the island community. For FY 2024-25, the total requirements will be \$1,273,834; of this, \$669,169 is allocated for expenditures, and 43% of the requirements, or \$539,665, is reserved for the fund balance to carry into FY 25.

The district's most recent breakdown of calls for service is from 2023 calendar year (see chart to the right) and provides an example of a typical year. The majority (52%) of the district's calls were for emergency medical services.





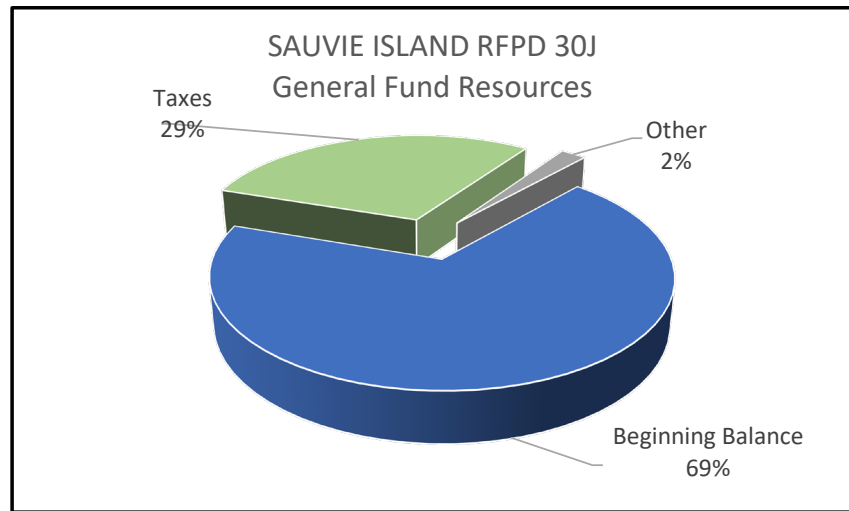
The river surrounds the Sauvie Island Fire District on one side and Highway 30 on the other side.

GENERAL FUND

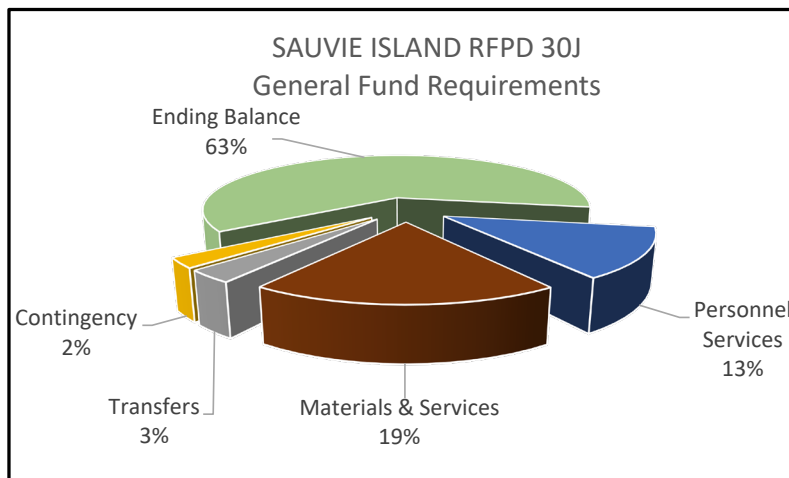
The fire district uses the General Fund for all district operational expenditures. The total for this fund is \$883,882, a 12% decrease over the current year due to variation in grant funds. As reported earlier, the district is anticipating receiving a grant of \$120,000 from FEMA AFG to pay for hose and personal protective equipment. Sauvie Island Fire District's General Fund is pretty much status quo except for grant dollars received and spent.

GENERAL FUND RESOURCES

All revenue is received in the General Fund. Property taxes (\$235,600) are the most significant revenue source, and the fund balance makes up the most significant portion of the resources (\$388,600). Grants, donations, and the sale of surplus assets make up the other income (\$153,000). Excluding large grants, the district's resources are consistent year over year.



GENERAL FUND REQUIREMENTS



The expenditure categories are **personnel services** (\$168,515) and **materials & services** (\$471,724), with \$151,724 for the typical operating materials and services, including resources for firefighting equipment, plus \$320,000 for supplies needed for the second satellite station. **Transfers** (\$25,000) to the Capital Reserve Fund are consistent with previous years' transfers. **Contingency** and **ending fund balance** total 25% of all requirements.

All **personnel services** are included in the General Fund. These expenditures provide the fire chief's salary (budgeted for 0.5 FTE at \$62,000); other wages (\$92,570), covering unpredictable events such as governor-declared conflagration acts, disasters, and operational help as requested by the fire chief and the two grant-funded full-time firefighters for three months; and other employment-related compensation expenditures (\$13,945).

The five heaviest hitters within the typical **materials and services** category are:

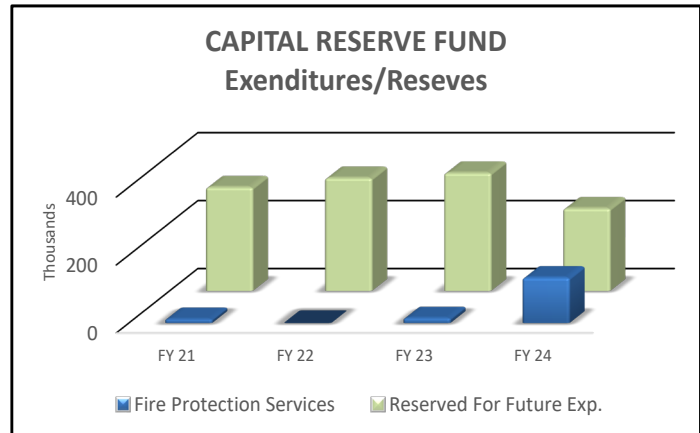
- Contracted services (\$34,932), including \$17,508 for the 911 Bureau of Emergency Communications, a bookkeeper hired to help with the budget, and auditor service expenses (\$17,424)
- Fleet maintenance (\$30,900) for maintenance, fuel and tires, and other materials needed to keep the fleet ready to roll
- Volunteer service incentives (\$17,000), covering expenses for volunteers, the Length of Service Award plan, and incentives for physical fitness, physical exams, and vaccinations
- Property and liability insurance (\$14,116)

- Emergency equipment and medical supplies (\$11,600)

OTHER FUNDS

CAPITAL RESERVE FUND - \$389,952

The district has only one other fund, the Capital Reserve Fund. The only sources of revenue are transfers from the General Fund and interest earned on investments. Expenditures (\$48,930) budgeted for the upcoming fiscal year are for building improvements (\$20,000), used vehicles to upgrade the fleet (\$3,800), and firefighting equipment (\$25,000). The remaining \$341,022 is reserved for future expenditures. This fund and grant dollars have allowed the district to take advantage of equipment sales or other capital expenditures when they become available.



DEBT STATUS

The district has no debt.

BUDGET PROCESS & COMPLIANCE

Yes	No	Compliance Issue
x		Did the district meet publication requirements?
x		Do resources equal requirements in every fund?
x		Are contingencies shown only in operating funds?
x		Did the budget committee approve the Budget?
x		Did the budget committee set the levy?
x		Does the audit show the district was in compliance with budget law?

LOCAL BUDGET LAW COMPLIANCE

The FY 2024-25 Budget is in substantial compliance with local budget law. Estimates were judged to be reasonable for the purpose shown.

The audit report for FY 2022-23 does not note any exceptions.

CERTIFICATION LETTER RECOMMENDATIONS & OBJECTIONS

TSCC staff notes no deficiencies in the district's FY 2024-25 budget development process and is not recommending any recommendations or objections for the certification letter.

Budget Summary					
	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	%
<u>SUMMARY OF ALL FUNDS</u>	Actual	Actual	Revised	Approved	Change
PROPERTY TAX BREAKDOWN:					
Permanent Rate Property Taxes	158,404	148,800	161,000	163,400	1.5%
Local Option Levy Property Taxes	65,100	64,323	71,000	72,200	1.7%
TOTAL PROPERTY TAX	223,504	213,123	232,000	235,600	1.6%
RESOURCES:					
Beginning Fund Balance	632,489	1,522,245	890,014	860,234	-3.3%
Property Taxes	223,504	213,123	232,000	235,600	1.6%
Other Income	951,259	14,364	22,000	153,000	595.5%
Transfers In	25,000	25,000	25,000	25,000	0.0%
TOTAL RESOURCES	1,832,252	1,774,732	1,169,014	1,273,834	9.0%
REQUIREMENTS BY FUNCTION:					
Public Safety	217,913	837,617	385,114	689,169	79.0%
Transfers Out	25,000	25,000	25,000	25,000	0.0%
Contingencies	0	0	20,000	20,000	0.0%
Ending Fund Balance	1,589,339	912,115	738,900	539,665	-27.0%
TOTAL REQUIREMENTS BY FUNCTION	1,832,252	1,774,732	1,169,014	1,273,834	9.0%
REQUIREMENTS BY OBJECT:					
Personnel Services	65,768	81,965	101,938	168,515	65.3%
Materials & Services	152,145	743,528	148,596	471,724	217.5%
Capital Outlay	0	12,124	134,580	48,930	-63.6%
Fund Transfers	25,000	25,000	25,000	25,000	0.0%
Contingencies	0	0	20,000	20,000	0.0%
Ending Fund Balance	1,589,339	912,115	738,900	539,665	-27.0%
TOTAL REQUIREMENTS BY OBJECT	1,832,252	1,774,732	1,169,014	1,273,834	9.0%
SUMMARY OF BUDGET - BY FUND					
General Fund	1,498,924	1,483,498	790,816	883,882	11.8%
Capital Reserve Fund	333,328	291,234	378,198	389,952	3.1%
GRAND TOTAL ALL FUNDS	1,832,252	1,774,732	1,169,014	1,273,834	9.0%

DETAIL OF GENERAL FUND

RESOURCES:

Beginning Fund Balance	326,699	1,256,011	541,816	495,282	-8.6%
Property Tax	223,504	213,123	232,000	235,600	1.6%
Other Income	948,721	14,364	17,000	153,000	800.0%
Transfers In	0	0	0	0	0.0%
TOTAL FUND RESOURCES	1,498,924	1,483,498	790,816	883,882	11.8%

REQUIREMENTS:

Public Safety	217,913	825,493	250,534	640,239	155.5%
Transfers Out	25,000	25,000	25,000	25,000	0.0%
Contingencies	0	0	20,000	20,000	0.0%
Ending Fund Balance	1,256,011	633,005	495,282	198,643	-59.9%
TOTAL FUND REQUIREMENTS	1,498,924	1,483,498	790,816	883,882	11.8%