

An Oregon Professional Corporation

Carolyn H. Connelly Ross M. Williamson\* Mark A. Wolf Diana Moffat Lori J. Cooper Armand Resto-Spotts Vanessa L. Crakes \*Also Admitted in Washington

May 29, 2024

Lane County Clerk 125 East 8th Ave Eugene, OR 97401

Re: Eugene Rural Fire Protection District No. 1

Dear Clerk:

Enclosed is the complete budget document for Eugene Rural Fire Protection District No. 1, for the fiscal year beginning July 1, 2024, to be filed with Lane County.

If you have any questions, please contact me.

Sincerely,

Mark A. Wolf

mark@localgovtlaw.com

MAW:kad

**Enclosures** 

Cc: Eugene Rural Fire Protection District No. 1

F:\1Clients\Muni\Eugene FD\General\(20) - Budget FY 2024-2025\LTR County Clerk MAWkad 052824.docx

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

FORM LB-50 **2024-2025** 

lo assessor of	Lane County					
Be sure to read instructions in the Notice of Propert	y Tax Levy Forms and Instruction	bookle	et			Check here if this is an amended form.
The Eugene Rural Fire Protection District No.1 has the re						
on the tax roll of Lane  County Name	County. The property tax, fee, ch	arge o	i assessinei	it is categorized as	stated by	illis ioiiii.
P.O. Box 50054	Eugene		OR	97405		April 9, 2024
Mailing Address of District	•	State		ZIP code		Date
	pard President			13-1610 Telephone		erosa.ron@gmail.com Contact Person E-Mail
CERTIFICATION - You must check one box if your  The tax rate or levy amounts certified in Part  The tax rate or levy amounts certified in Part	I are within the tax rate or levy	amour	nts approve			
PART I: TAXES TO BE IMPOSED				Subject to Government Limit or- Dollar Amount	<u> </u>	
1. Rate per \$1,000 <b>or</b> Total dollar amount levied (	within permanent rate limit)	1		2.35		
Local option operating tax		2				
					_	Excluded from
3. Local option capital project tax		3				<u>lleasure 5 Limits</u> llar Amount of Bond
4. City of Portland Levy for pension and disability	obligations	4				Levy
5a. Levy for bonded indebtedness from bonds app	roved by voters <b>prior</b> to Octobe	r 6, 20	001		5a.	
5b. Levy for bonded indebtedness from bonds app	roved by voters <b>on or after</b> Oct	ober 6	6. 2001		5b.	
5c. Total levy for bonded indebtedness not subject					5c.	0
	to measure 5 or measure 50 (ii	otal Ol				
PART II: RATE LIMIT CERTIFICATION						
6. Permanent rate limit in dollars and cents per \$7	1,000				6	2.5417
7. Election date when your <b>new district</b> received	voter approval for your perman	ent ra	te limit		7	
8. Estimated permanent rate limit for newly merg	ed/consolidated district				8	
PART III: SCHEDULE OF LOCAL OPTION TAXE	S - Enter all local option taxes attach a sheet showing the in				e than tw	o taxes,
Purpose	Date voters approved	Firs	t tax year	Final tax year		amount - <b>or</b> - rate
(operating, capital project, or mixed)	local option ballot measure		levied	to be levied	authoriz	ed per year by voters
Part IV. SPECIAL ASSESSMENTS, FEES AND C	HARGES					
Description	Subject to General Governm	ent Lir	nitation	Exclud	ed from M	leasure 5 Limitation
1						
2						
If fees, charges, or assessments will be imposed or properties, by assessor's account number, to which assessments uniformly imposed on the properties. The authority for putting these assessments on the	n fees, charges, or assessments If these amounts are not unifor	will b	oe imposed ow the amo	. Show the fees, cl ount imposed on ea	narges, o ach prope	rty.

# EUGENE RURAL FIRE PROTECTION DISTRICT NO. 1 RESOLUTION ADOPTING BUDGET

BE IT RESOLVED that the Board of Directors of Eugene Rural Fire Protection District No. 1 hereby adopts the budget for fiscal year 2024-2025 in the total amount of \$1,035,100, now on file at Eugene Rural Fire Protection District No. 1.

### **RESOLUTION MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown below are hereby appropriated as follows:

# General Fund

Materials & Services General Operating Contingency	\$ 457,400 50,000
TOTAL General Fund Appropriation	<u>\$ 507,400</u>
TOTAL Appropriations	<u>\$ 507,400</u>
TOTAL Unappropriated and Reserve Amounts	<u>\$ 565,750</u>
TOTAL ADOPTED BUDGET	<u>\$ 1,073,150</u>

# RESOLUTION IMPOSING AND CATEGORIZING TAXES

BE IT RESOLVED that the Board of Directors of Eugene Rural Fire Protection District No. 1 hereby imposes the taxes provided for in the adopted budget at the rate of \$2.35 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2024-2025 upon the assessed value of all taxable property within the district.

General Government Excluded from Limitation

General Fund

\$2.35/\$1,000

The above resolution statements were approved and declared adopted on this 14th day of May, 2024.

President

ATTEST:

Secretary

	FORM			RESOURCES			100000000000000000000000000000000000000	
	LB-20			General	Eugene Rura	Eugene Rural Fire Protection District No.	District No. 1	
				(Fund)	(Name	(Name of Municipal Corporation)	ation)	
'		Historical Data			Budge	Budget for Next Year 2024-25	24-25	
(	Act	Actual	Adopted Budget		Constant Designation	A povozad By	Adonted By	
Ñ	Second Preceding Year 2021-22	First Preceding Year 2022-23	This Year 2023-24	RESOURCE DESCRIPTION	Budget Officer	Approved by Budget Committee	Governing Body	
	485,353	522,667	595,000	1. Available cash on hand* (cash basis) or	645,000	645,000	645,000	Ì
				2. Net working capital (accrual basis)				2
	5,875	9,093	5,000	3. Previously levied taxes estimated to be received	5,000	5,000	5,000	က
	3,744	23,060	10,000	4. Interest	5,000	15,000	15,000	4
				5. Transferred IN, from other funds				•
				6 OTHER RESOURCES				ဖ
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				26				26
				27				27
				28				28
	494,972	555,120	610,100	29. Total resources, except taxes to be levied	655,100	665,150	665,150	
			425,000	30. Taxes estimated to be received	440,000	440,000	408,000	<u>ن</u>
	414,880	431,823		31. Taxes collected in year levied				Ä
	909,852	986,943	1,035,100	32. TOTAL RESOURCES	1,095,100	1,105,150	1,073,150	32

FORM    FORM					DETAILED REQUIREMENTS					
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# LOCALIQ

# The Register-Guard

PO Box 631824 Cincinnati, OH 45263-1824

# **AFFIDAVIT OF PUBLICATION**

Kimberly Dahlgren Local Government Law Group P.C. 975 Oak ST # 700 Eugene OR 97401-3121

### STATE OF WISCONSIN, COUNTY OF BROWN

The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the State of Oregon, County of Lane; that the printed copy of which is hereto annexed, is publishing in the entire issue of said newspaper in the issues dated:

04/29/2024

Sworn to and subscribed before on 04/29/2024

Legal Clerk

My commission expires

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MARIAH VERHAGEN **Notary Public** State of Wisconsin

### A public meeting of the Eugene Bural Fine Protection District Ro. 1 will be field on May 14, 2024, at 3:00 p.m. at 84593 Murdock Boad, Eugene, Oregon 97405. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2024, as approved by the Eugene Rurel Fire Protection District No. 1 Budget Committee. Ovestions, requests to attend virtually, and written comments may be directed to Ron Apling at Eugriph (Expression by phone at 1541-343-1610 prior to the meeting, A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Local Government Law Group, 975 Cak Street, Sic. 700, between the hours of 10 a.m., and 4 p.m., This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the processing year. Telephone: 541-343-1610 Email: eugriph1@gmail.com FINANCIAL SUMMARY - RESOURCES **TOTAL OF ALL FUNDS** Adopted Budget This Year 2023-24 Approved Budget Next Year 2024-25 645,000 Actual Amount 2022-2023 522,667 Beginning Fund Balance/Net Working Capital 595,000 Fees, Likenses, Permits, Fines, Assessments & Other Service Charges Federal, State and All Other Grants, Gitts, Allocations and Donations Devenue from Bonde and Other Bonds Revenue from Bonds and Other Dold Interhand Transfers / Internal Service Reimbursements 20,150 440,000 All Other Resources Except Property Taxes 32,453 15,100 Proporty Taxes Estimated to be Received Total Resources 431,823 886,843 425,000 1,035,100 1,105,150 FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION Personnel Services Materials and Services 369,128 442,400 457,400 Dobt Service interfueld Tracistors 50,000 50,000 Contingencies Special Payments Unappropriated Ending Balance and Reserved for Future Expenditure Total Requirements 542,700 1,035,100 617,81 597,75 1,105,150 FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM \* Name of Organizational Unit or Program FTE for Brat unit or program FIE FIE FIE Non-Departmental / Non-Program FTE 986,943 1,035,100 1,105,150 Total Regulroments Total FIE 986,94 1,035,100 1,105,150 STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \* PROPERTY TAX LEVIES Rate or Amount Approved Rate or Amount Approved Rate or Amount Approved 2.5417 2.5417 2.3 Permanent Rinte Levy (rate limit \$2,5417 per \$1,000) Local Option Levy Levy For General Obligation Bonds STATEMENT OF INDEBTEDNESS LONG TERM DEDT Estimated Debt Dutstanding on July 1 Estimated Debt Authorized, But Not Incurred on July 1 General Obsention Bonds Other Bonds Other Borrowings

EO-39310494

NOTICE OF BUDGET HEARING

FORM LB-1

Total

# EUGENE RURAL FIRE PROTECTION DISTRICT #1 RESOLUTION OF BUDGET COMMITTEE TO APPROVE BUDGET

WHEREAS, the Budget Committee has held all statutorily required hearings; and

WHEREAS, all required notices have been published; and

WHEREAS, the Budget Committee has considered the budget presented by the Budget Officer; and

WHEREAS, the Budget Committee has heard comments and made additions or deletions to the proposed budget; and

WHEREAS, the Budget Committee recommends the levy of the District's full permanent tax rate.

NOW THEREFORE, BE IT RESOLVED that the Budget Committee of Eugene Rural Fire Protection District #1 hereby authorizes the District to impose \$2.35 per \$1000 of assessed value to be used as the basis to levy taxes for the General Fund and recommends the attached budget to the Board of Directors for adoption.

ADOPTED by the Budget Committee of the Eugene Rural Fire Protection District #1 this 9th day of April, 2024.

Budget Committee Chair

ATTEST:

**Budget Committee Secretary** 

# EUGENE RURAL FIRE PROTECTION DISTRICT #1 BUDGET MESSAGE 2024-2025

To: Board of Directors

**Budget Committee Members** 

Enclosed for consideration at the public meeting of the District's Budget Committee on April 9, 2024, is the proposed budget for fiscal year 2024-2025.

# **BUDGET COMMITTEE**

The Budget Committee should consist of five Board members plus five citizen Budget Committee members. If you do not have five citizen Budget Committee members, your minutes should reflect why citizens were not available to serve (i.e., "no one was interested"). A majority of the Budget Committee must adopt the budget. If the Budget Committee is made up of just the Board of Directors, adoption will require three affirmative votes. If there are two citizen members (so the Budget Committee has a total of seven members) it will take four affirmative votes to approve the budget.

If you have questions regarding adoption of the budget or any of the necessary procedures, please let me know. As you know, the budget process can be a bit onerous, but failure to follow the proper procedures could result in the District's budget being refused by the Department of Revenue. Our office will try to make the process as smooth as possible for you.

## **BUDGET DOCUMENT**

The District's budget document is composed of two forms, an LB-20 form showing the District's resources, and an LB-31 form showing the District's estimated expenditures. For each of those forms, reading from left to right, the first two columns on the left show historical data, and are composed of actual numbers based on the District's completed audits. The third column on the left reflects the District's 2023-2024 adopted budget. On the right-hand side of the LB forms are three more columns that reflect the three stages of the proposed 2024-2025 budget: 1) the budget proposed by the budget officer, 2) the budget adopted by the Budget Committee, and 3) the budget proposed for adoption by the Board.

# **RESOURCES (LB-20)**

Resources are determined by looking at: 1) the money you have in the Local Government Investment Pool; 2) the money you have in any checking accounts; 3) prior years' taxes estimated to be received; and 4) interest. In the "historical data" columns of the proposed budget you see the prior years' taxes estimated to be received as well as interest figures.

Budget Message 2024-2025 April 9, 2024 Page 2

The numbers presented in the proposed budget column are conservative extensions of your prior years' numbers. I have estimated that the District's total resources equal \$655,100, not including taxes. I included small amounts of revenue expected to be received and estimated expenditures through the end of the year in my calculation of the District's available cash on hand.

According to Lane County tax records, the District's 2023-2024 assessed valuation is \$184,911,414. If the District levied its permanent rate of \$2.5417 per \$1,000, it would result in gross tax dollars of approximately \$469,000. Assuming a collection rate of 94%, this means the District would receive approximately \$440,000 in taxes. I understand that there was a period when the District chose not to assess the full amount of its permanent rate. This led to a significant reduction in the District's cash carryover from one year to the next. For the past nine budget years the District has levied its full permanent rate. Assuming the District chooses to continue to levy the full amount of its permanent rate, the total amount of budgeted resources will equal \$1,095,100.

# **EXPENDITURES (LB-31)**

Expenditures for the proposed budget are generally informed by prior years' budgets. These numbers are estimates, and I always round off to the nearest \$100.

The District's largest expense, the Eugene/Springfield Fire contract amount for 2024-2025 is expected to have a modest increase (there was a decrease in FY 2022-2023). The city's estimate is a cost of \$418,158. I have budgeted \$425,000. The amounts for the other line items in the Materials and Services category are estimated based on prior years' expenses. The total projected Materials & Services for 2024-2025 is \$450,700.

General Operating Contingency is again projected at \$50,000. These are funds available for expenditure if there is an emergency, a need arises, or any special projects or activities exceed the funds that have been appropriated in Materials & Services. This brings total projected budget expenditures to \$500,700, with a projection of \$594,400 as an unappropriated ending fund balance. Note that dollars allocated to an unappropriated ending fund balance cannot be used in the 2024-2025 budget year. The Budget Committee could choose to reallocate some of the dollars in the unappropriated ending fund balance into other expenditure line items to give the District the flexibility to spend those dollars if necessary.

Budget Message 2024-2025 April 9, 2024 Page 3

### **NEXT STEPS**

Once the Budget Committee has agreed on the budget, the Budget Committee should adopt the Resolution of Budget Committee to Approve Budget. If the Budget Committee decides to recommend a levy of less than the District's full permanent rate, the attached resolution will need to be updated. The Committee will also need to recalculate the District's projected resources and the unappropriated ending fund balance. Remember, no matter what, Resources and Requirements <u>must</u> balance.

Once you have adopted the Resolution of Budget Committee to Approve Budget, we will publish the Budget Summary.

The Board will then hold a final budget hearing to adopt the budget, make appropriations, and levy taxes for fiscal year 2024-2025.

The Board may change any of the budget figures at its final budget hearing; however, the Board may only increase the expenditures approved by the Budget Committee by \$5,000 or ten (10) percent in each fund, whichever is greater, without having to republish the District's notices and hold a second budget hearing. Remember, resources and requirements for each fund *must* balance.

Once the budget is adopted by the Board and we receive an original signed resolution we will file the adopted budget with the County.

Respectfully submitted,

Mark Wolf

Mark Wolf Budget Officer

# LOCALIQ

# The Register-Guard

PO Box 631824 Cincinnati, OH 45263-1824

# **PROOF OF PUBLICATION**

Local Government Law Group P.C. 975 Oak ST # 700 Eugene OR 97401-3121

STATE OF WISCONSIN, COUNTY OF BROWN

The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the State of Oregon, County of Lane; that the printed copy of which is hereto annexed, is publishing in the entire issue of said newspaper in the issues dated:

03/22/2024, 03/29/2024

Sworn to and subscribed before on 03/29/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

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KAITLYN FELTY Notary Public State of Wisconsin

# NOTICE OF BUDGET COMMITTEE MEETING

Eugene, Oregon. The meeting will take place on the 9th day of April, 2024, at 3:00 p.m. Questions, requests to attend virtually, and written comments may be directed to Ron Apling at eugrfpd1@gmail.com prior to the meeting. The purpose is Government Law Group, 975 Oak Street, Suite 700, Eugene, Oregon, between the hours of 9:00 a.m. and 4:00 p.m. Rural Fire Protection District No. 1, Lane County, State of Oregon, to discuss the budget for the fiscal year July 1, the public on the budget. A copy of the budget document may be inspected or obtained on or after April 9, 2024, at the Local to receive the budget message and to receive comment from A public meeting of the Budget Committee of the Eugene 2024, to June 30, 2025, will be held at 85201 Christensen Road,

Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget This is a public meeting where deliberation of the Budget Committee.

March 22, 29 2024 LEUG0076855