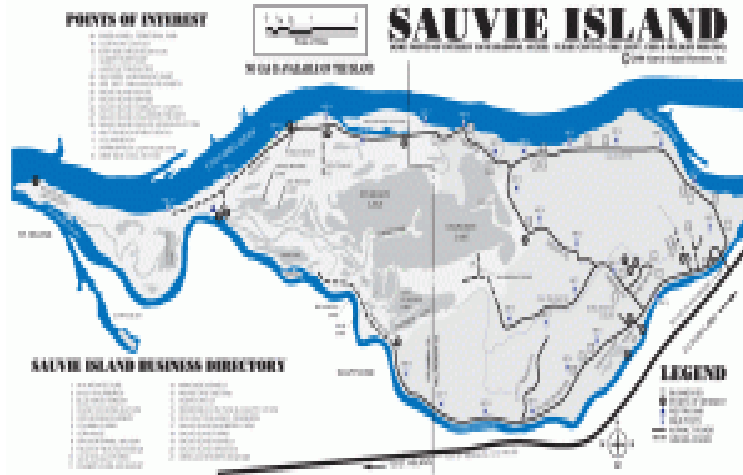


TSCC Budget Review 2017-18

Sauvie Island RFPD #30J

1. Introduction to the District:

Sauvie Island is located east of Highway 30 between Portland and Scappoose. The island is the largest island along the Columbia River at 26,000 acres and one of the largest river islands in the United States. The population is over 1,000. The island is comprised of residences, farms, house boats, and 12,000 acres of wildlife area owned and managed by Oregon Department of Fish and Wildlife. The Sauvie Island Fire District serves both the Multnomah and Columbia County portions of Sauvie Island, northwest of Portland.



Sauvie Island is also home to Sturgeon Lake, the largest island lake in the United States. The lake and its tributaries are undergoing a restoration project sponsored by another TSCC member district, the West Multnomah Soil and Water Conservation District.

Sauvie Island RFPD 30J	2014-15	2015-16	2016-17	2017-18
Assessed Value in Millions	\$157.2	\$166.7	\$172.1	
Real Market Value (M-5) in Millions	\$198.0	\$229.8	\$260.1	
Property Tax Rate Extended:				
Operations	\$0.7894	\$0.7894	\$0.7894	
Local Option	\$0.4600	\$0.3500	\$0.3500	
Debt Service	\$0.1800	\$0.1667	\$0.0000	
Total Property Tax Rate	\$1.4294	\$1.3061	\$1.1394	
Measure 5 Loss	\$0	\$0	\$0	
Number of Employees (FTE's)	1.5	1.5	1.5	

2. History:

The Sauvie Island Fire District was formed in the 1980's after a fire burned down the school. The district serves all the island and provides mutual aid to Portland Fire & Rescue and Scappoose Rural Fire Protection District. In 2012 the District added a medical squad.

The District has a main station and two apparatus-only satellite stations. Volunteers, currently numbering 28, provide the island with fire and rescue service. Firefighting Apparatus includes: three engines, two tenders, and a brush unit. The Insurance Services Office has given the District a level 5 Fire Suppression Rating.

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 2014 when voters approved a five year, \$0.3500 per \$1,000 of assessed value, local option levy.

Accomplishments for the current year included the following:

- Trained 10 new and existing members to the Emergency Medical Responder (EMR) level and created a new “Medical Only” membership class.
- Recruited 13 new members.
- Replaced all radios.
- Implemented new quarterly training schedule as an alternative to weekly training.

3. Strategic Plan/Performance Objectives

The district’s goal is to continue to make improvements in efficiency and effectiveness in service delivery. Objectives for 2017-18 are:

- Upgrade equipment and
- Replace all helmets (will provide for better identity role recognition at emergencies)

4. Budget in Total

Total Requirements will be \$683,200 in 2017-18, a decrease of \$2,600 (-0.4%) from the current year estimate. Expenditures are increasing next year, but fund balance is decreasing.

Sauvie Island Fire Department				
Total Requirements		All Funds		
\$000				
	2014-15	2015-16	2016-17	2017-18
	Actual	Actual	Estimate	Budget
Personnel Services	\$ 82.2	\$ 85.2	\$ 97.2	\$ 106.2
Materials & Services	68.4	75.0	95.3	112.0
Capital Outlay	50.0	54.4	17.3	87.0
Debt Service	28.1	26.5	-	-
Fund Transfers	125.5	35.0	25.7	35.0
Contingencies	-	-	-	10.0
Ending Fund Balance	474.7	451.8	450.4	333.0
Total Requirements	\$ 828.8	\$ 727.9	\$ 685.9	\$ 683.2

Property taxes are budgeted to increase by \$6,000 next year, but overall revenues are decreasing. The District is not budgeting for any donations, its other revenue source, next year.

Sauvie Island Fire Department				
Total Resources		All Funds		
\$000				
	2014-15	2015-16	2016-17	2017-18
	Actual	Actual	Estimate	Budget
Beginning Fund Balance	\$ 467.1	\$ 474.9	\$ 451.8	\$ 449.6
Property Taxes	\$ 217.9	\$ 211.6	\$ 189.4	\$ 195.2
Other	15.9	3.4	14.8	-
Interest	2.3	3.0	4.2	3.4
Fund Transfers	125.5	35.0	25.7	35.0
Total Requirements	\$ 828.8	\$ 727.9	\$ 685.9	\$ 683.2

5. Analysis of the General Fund

The General Fund is the district’s only operating fund. It is used to account for all costs except debt service and capital purchases. Property taxes are the main revenue source and expenditures are about equally split between Personnel Services and Materials and Services. The total General Fund budget is \$387,700, with expenditures increasing by \$28,000 and fund balance decreasing by \$62,000.

Sauvie Island Fire Department				
General Fund Total Requirements				
\$000				
	2014-15	2015-16	2016-17	2017-18
	Actual	Actual	Estimate	Budget
Personnel Services	\$ 82.2	\$ 85.2	\$ 97.2	\$ 106.2
Materials & Services	68.3	75.0	95.3	112.0
Capital Outlay	-	3.8	3.2	4.9
Fund Transfer	125.5	35.0	25.0	35.0
Contingency	-	-	-	10.0
Ending Fund Balance	<u>215.3</u>	<u>206.7</u>	<u>192.3</u>	<u>119.7</u>
Total Requirements	\$ 491.2	\$ 405.7	\$ 412.9	\$ 387.7

Sauvie Island Fire Department				
General Fund Total Resources				
\$000				
	2014-15	2015-16	2016-17	2017-18
	Actual	Actual	Estimate	Budget
Beginning Fund Balance	\$ 282.3	\$ 215.3	\$ 206.7	\$ 191.6
Property Taxes	192.0	186.1	189.4	195.2
Donations & Other Rev	15.9	3.4	14.8	-
Interest	1.0	1.0	1.3	0.9
Transfers In	<u>-</u>	<u>-</u>	<u>0.7</u>	<u>-</u>
Total Resources	\$ 491.2	\$ 405.7	\$ 412.9	\$ 387.7

Personnel Services costs include the salaries for four part time positions (a total of 1.25 FTE):

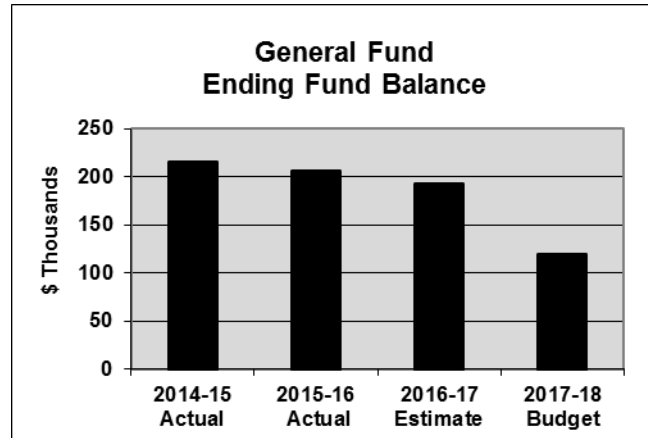
- Chief
- Administrative Assistant
- Financial Specialist
- Supply Specialist

Materials & Services expenditures include:

- Preventive maintenance and emergency repairs to vehicles
- Replacement of personal protective equipment and communication devices
- Volunteer stipends

Capital Outlay expenditures are used for building improvement and administrative equipment purchases. A computer, remote door openers, and firefighting equipment is all scheduled for replacement

The Ending Fund Balance in the General Fund has been in excess of annual fund expenditures for several years. That is changing as the District draws down fund balance to pay operating expenses and transfer money to the capital reserve.



6. Analysis of other Funds

The District closed out its GO Bond debt service fund this year. That leaves the District with only one other fund, the Capital Reserve fund. Property tax revenue is transferred from the General Fund to this fund annually to maintain an adequate reserve. The main expenditures budgeted for 2017-18 are 2 replacement light Brush Apparatus (\$82,000), routine replacement of fire hose sections and other aging equipment, and replacement of all helmets (\$7,000).

7. Debt Status:

The District has no debt.

8. Is the Budget in sync with Strategic Plan/Performance Objectives

Along with recruiting and training volunteers, the District has budgeted to meet its objective of purchasing new equipment.

9. Local Budget Law Compliance

Yes	No	Compliance Issue (If not in compliance, explain below)
✓		1. Did district meet publication requirements?
✓		2. Do resources equal requirements in every fund?
N/A		3. Does the G.O. Debt Service Fund show only principle and Interest payments
✓		4. Are contingencies shown only in operating funds?
✓		5. Did budget committee approve the budget?
✓		6. Did Budget committee set the levy?
✓		7. Does audit show the district was in compliance with budget law?

10. Highlights of the 2017-18 Budget to be published in TSCC Annual Report:

- Total Requirements will be \$683,200 in 2017-18, a decrease of \$2,600 (-0.4%) from the current year estimate.
- The total General Fund budget is \$387,700, with expenditures increasing by \$28,000 and fund balance decreasing by \$62,000.

- Capital Outlay is budgeted at \$82,000 for the purchase of firefighting equipment.
- The District's budget emphasizes improving the professionalism and training of its volunteers and staff.
- The District paid off its General Obligation Bonds in June 2016 and closed out the debt service fund.

Local Budget Law Compliance:

The 2017-18 Budget is in substantial compliance with local budget law. Estimates were judged to be reasonable for the purpose shown.

The audit report for fiscal year 2015-16 does not note any expenditures in excess of budget.

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Certification Letter Recommendations and Objections:

TSCC staff did not find any deficiencies in the district's FY 2017-18 budget or budget process and will recommend the Certification Letter contain no recommendations or objections.