

Lane Fire Authority & Santa Clara Fire

Minutes for May 22nd, 2025 Board and Budget Meeting 88050 Territorial Hwy., Veneta, OR

The regular board meetings for both Santa Clara Fire and Lane Fire Authority were called to order at 6:12 pm by board Presidents Pete Holmes and Russ Sirotek respectively. Both agencies also held their annual budget meetings. All meetings were held virtually and in person.

Board Members Present:

<input checked="" type="checkbox"/> Pete Holmes In person	<input type="checkbox"/> Bill Clendenen	<input checked="" type="checkbox"/> Ryan Walker In person	<input checked="" type="checkbox"/> John Baxter In person	<input checked="" type="checkbox"/> Greg Deedon In person
<input checked="" type="checkbox"/> Rod Graves Virtually	<input checked="" type="checkbox"/> Susan Smith In person	<input checked="" type="checkbox"/> Don Phillips Virtually	<input checked="" type="checkbox"/> Russ Sirotek Virtually	<input type="checkbox"/> Mike Dennis

Lane Fire Authority Budget Committee Members

<input checked="" type="checkbox"/> Mike Dorman In person	<input checked="" type="checkbox"/> Eric Ansbro Virtually	<input checked="" type="checkbox"/> Curt Wilson In person	<input checked="" type="checkbox"/> Mark Boren In person
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Santa Clara Fire Budget Committee Members

<input checked="" type="checkbox"/> Frank Taubenkrau In person	<input checked="" type="checkbox"/> Cody Fuller Virtually	<input checked="" type="checkbox"/> Pat Sirotek Virtually	<input checked="" type="checkbox"/> Tighran Kalapana In person
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Topic	Appoint/Reaffirm Lane Fire Authority Budget Committee Members for 2024-2025
Discussion	Mark Boren and Mike Dorman, were appointed as budget committee members. Eric Ansbro and Curt Wilson were reaffirmed as budget committee members.
Action taken	John Baxter made a motion to reaffirm/appoint as budget committee members listed above. Seconded by Ryan Walker. All ayes

Topic	Appoint/Reaffirm Santa Clara Fire Budget Committee Members for 2024-2025
Discussion	Cody Fuller, Pat Sirotek and Frank Taubenkrau were appointed as budget committee members. Tighran Kalapana was reaffirmed as a budget committee member.
Action taken	Rod Graves made a motion to appoint/reaffirm, the above as budget committee members. Seconded by Don Phillips. All ayes

The Santa Clara Fire Budget Committee Meeting was opened by Board President Russ Sirotek at 6:18 pm.

Topic	Santa Clara Fire Budget Committee Chair
Discussion	
Action taken	Rod Graves made a motion to appoint Frank Taubenkrau Budget Committee Chair for Santa Clara Fire. Seconded by Russ Sirotek. All ayes.

Pete Holmes, Board President, opened the Budget Committee Meeting for Lane Fire Authority at 6:18 pm.

Topic	Lane Fire Authority Budget Committee Chair
Discussion	
Action taken	Mark Boren was appointed Budget Committee Chair. All ayes

Both Board Presidents recessed their respective Regular Board Meetings 6:22 pm.

Santa Clara Fire 2025-2026 Budget Committee Meeting

All board and budget members previously received a copy of the budget, budget message and resolution.

Chief Borland presented the 2026-27 budget for Santa Clara Fire answering questions as they came up.

Topic	Santa Clara Fire Resolution 2024-2025-03 Approve the Budget as Presented for FY 2025-2026
Discussion Before Reading	All board and budget members previously received a copy of the budget message. Chief Borland presented the budget. Questions were answered as they came up.
Action Taken	Rod Graves made a motion to approve Resolution Number 2024-2025-03, seconded by Susan Smith. All ayes.

The Santa Clara Fire Budget Committee Meeting was closed by chair Frank Taubenkrau.

All members present took a 10 minute break.

Lane Fire Authority 2024-2025 Budget Committee Meeting.

All board and budget members previously received a copy of the budget, budget message and resolution.

Chief Borland presented the budget message and the budget. Questions were answered as they came up.

Topic	LFA Resolution Number 2024-2025-06 Proposing the Budget and Adopting the Tax Rate Levy for FY 2025-2026
Discussion	Chief Borland read resolution 2024-2025-06 aloud.
Action Taken	Pete Holmes made a motion to approve the budget for FY 2025-2026 as presented. Seconded by John Baxter. All ayes, 8-0.

The Budget Committee Meeting for LFA was adjourned at 7:12 pm by chair Mark Boren.

LFA Board President Pete Holmes reconvened the regular business meeting of Lane Fire Authority at 6:40 pm

SCF Board President Russ Sirotek reconvened the regular business meeting of Santa Clara Fire at 6:40 pm

Minutes, Treasurer's Report and Bills:

Topic	April 20243 Board Minutes
Discussion	
Action taken	John Baxter made a motion to approve April 2023 board minutes, seconded by Greg Deedon. All ayes.

Treasurers Report:

Transportation revenue has taken a slight dip.

Sewer project should be done during the current FY.

Both districts have exceeded their anticipated tax collection.

There is just one month left in the fiscal year.

Correspondence: None

Promotions: None

Chiefs Report:

LFA has taken delivery on the new type 3 from the state. It will be ready in time for fire season.

A billing company change is in the works and will be effective July 1. Ambulance billing will then be under the LFA name thru Tactical Business Group.

Chief Borland is working on the ODF tender stand-by schedule. This fire season will probably be the last season as it is difficult to find operators to be on standby during weekends.

A Lieutenant promotional process was recently completed. There were seven candidates which have been ranked accordingly.

Union negotiations continue. Conversations/discussions have been good. Chief Borland hopes to ratify the contract very soon.

A pre-paint inspection is scheduled for June 3rd- this will be the last inspection before the unit is painted. An August 5th delivery is expected.

The new Drager SCBA should be arriving very soon. A huge thank you to Santa Clara for purchasing them.

IAFF:

Negotiations continue and are going well.

Public Comment:

The City of Veneta would like an LFA representative at their council meetings and vice versa. Beginning in July, and meeting quarterly, representatives from the library, school district, the city and LFA will meet. The purpose is to strengthen communication, build relationships etc.

Volunteer Association: None

Best Practices: None

Maintenance Report:

EWEB water vault work continues. Initially, the EWEB water vault was to be placed on Hallett Street however, because there is a great deal of heavy traffic on Hallett, the vault will be placed on LFA property.

New Business:

Topic	LFA New Banner Bank Account for Transport Revenue
Discussion	Chief Borland explained that this account will be for ambulance revenue only. It falls under the umbrella of LFA accounts at Banner Bank.
Action Taken	Ryan Walker made a motion to establish an account for ambulance revenue. Seconded by John Baxter. All ayes,

Topic	LFA Liz Loomis Public Affairs (LLPA)
Discussion	LLPA specializes in assisting clients with ballot measures for tax increases and helps improve communication with tax payers. Chief Borland previously spoke to Liz regarding the district's financial position and what amount to request for an operation levy. The contractual amount is \$36,000 if the board chooses to hire LLPA. Chief Borland quickly reviewed the contents of the contract between Liz Loomis Public Affairs and LFA.
Action Taken	John Baxter made a motion to hire LLPA. Seconded by Ryan Walker. All ayes,

Old Business:

Board President Pete Holmes convened the LFA public Contract Review Board at 7:52 pm

Topic	LFA Request for Proposals Station 115 Hallett Street Sewer Project
Discussion	Three proposals were received for the project. Chief Borland and Captain Nelson previously reviewed all bids. Bids received were in compliance and within the correct time frame. Pacific Excavation was awarded the contract in the amount of \$154, 623. Hopefully, the project will be completed within the current fiscal year.
Action Taken	John Baxter made a motion to award the contract to Pacific Excavation. Seconded by Ryan Walker. All ayes,

The Contract Review Board was closed at 8:03 pm by Pete Holmes, board president.

The Regular Business Meeting for LFA was reconvened at 8:03pm.

Both districts adjourned their regular business meetings at 8:03 pm.

The regular board meetings for Santa Clara Fire and Lane Fire Authority were adjourned at 8:03 pm by their respective presidents.

NEXT REGULAR BOARD MEETING: June 17th, 2025 1:00 PM

**LOCATION: In Person and Virtually at Station 116
3939 River Road., Eugene**

LANE FIRE AUTHORITY
2024-2025-07 Budget Adoption Resolution

Resolution Adopting Budget

BE IT RESOLVED: That the Board of Directors of Lane Fire Authority hereby adopts the budget approved by the Budget Committee and reviewed by the Board of Directors at a meeting held May 22, 2025, for the fiscal year beginning July 1, 2025, and ending June 30, 2026, in the amount of \$14,585,983.

Resolution Making Appropriations

BE IT RESOLVED: That the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown for the Fire & EMS Emergency Services Program below are hereby appropriated as follows:

General Fund

Fire & EMS Emergency Services Program	
Personnel Services	\$ 9,294,929
Materials & Services	2,491,355
Capital Outlay	-0-
Debt Service	170,775
Special Payments	1,550,000
Transfer Funds	420,000
General Operating Contingency	100,000
Total APPROPRIATIONS, All Funds	<u>\$ 14,027,059</u>
 Total Unappropriated and Reserve Amounts, All Funds	 \$ 558,924
 TOTAL ADOPTED BUDGET	 \$ 14,585,983

Resolution Imposing and Categorizing Taxes

BE IT RESOLVED: That the Board of Directors of Lane Fire Authority hereby imposes the taxes provided for in the adopted budget at the rate of \$2.0388 per \$1,000 of assessed value, and the local option levy rate of \$0.35 per \$1,000 of assessed value; and that these taxes are hereby imposed and categorized for tax year 2025-2026 upon the assessed value of all taxable property within the district.

Subject to the General Government Limitation

Permanent Tax Rate	\$2.0388/\$1,000
Local Option Levy	\$0.35/\$1,000

Excluded from Limitation

The above resolution statements were approved and declared adopted on this 17th day of June 2025.

Pete Holmes, President Board of Directors
Lane Fire Authority

ATTEST:

Ryan Walker, Secretary/Treasurer Board of Directors
Lane Fire Authority

Ayes: _____

Nays: _____

LANE FIRE AUTHORITY
2024-2025-07 Budget Adoption Resolution

Resolution Adopting Budget

BE IT RESOLVED: That the Board of Directors of Lane Fire Authority hereby adopts the budget approved by the Budget Committee and reviewed by the Board of Directors at a meeting held May 22, 2025, for the fiscal year beginning July 1, 2025, and ending June 30, 2026, in the amount of \$14,585,983.

Resolution Making Appropriations

BE IT RESOLVED: That the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown for the Fire & EMS Emergency Services Program below are hereby appropriated as follows:

General Fund

Fire & EMS Emergency Services Program	
Personnel Services	\$ 9,449,714
Materials & Services	2,491,355
Capital Outlay	-0-
Debt Service	170,775
Special Payments	1,550,000
Transfer Funds	319,000
General Operating Contingency	100,000
Total APPROPRIATIONS, All Funds	<u>\$ 14,080,844</u>
 Total Unappropriated and Reserve Amounts, All Funds	 \$ 505,139
 TOTAL ADOPTED BUDGET	 \$ 14,585,983

Resolution Imposing and Categorizing Taxes

BE IT RESOLVED: That the Board of Directors of Lane Fire Authority hereby imposes the taxes provided for in the adopted budget at the rate of \$2.0388 per \$1,000 of assessed value, and the local option levy rate of \$0.35 per \$1,000 of assessed value; and that these taxes are hereby imposed and categorized for tax year 2025-2026 upon the assessed value of all taxable property within the district.

Subject to the General Government Limitation

Permanent Tax Rate	\$2.0388/\$1,000
Local Option Levy	\$0.35/\$1,000

Excluded from Limitation

The above resolution statements were approved and declared adopted on this 17th day of June 2025.

Pete Holmes, President Board of Directors
Lane Fire Authority

ATTEST:

Ryan Walker, Secretary/Treasurer Board of Directors
Lane Fire Authority

Ayes: _____

Nays: _____

LANE FIRE AUTHORITY

Resolution NO. 2024-2025-08

**RESOLUTION TRANSFERRING FUNDS FROM THE GENERAL FUND
CONTINGENCY TO CAPITAL OUTLAY**

WHEREAS: There is an unanticipated shortfall in Capital Outlay due to circumstances beyond the control of the District, and;

WHEREAS: There is a need to provide additional resources to Capital Outlay to balance the budget for fiscal year 2024-2025, and;

WHEREAS: The Lane Fire Authority Board of Directors adopted a budget for the fiscal year July 1, 2024 through June 30, 2025, containing a General Fund Contingency provision, and;

WHEREAS: There is a need to formally transfer funds from the General Fund Contingency to Capital Outlay prior to the end of the fiscal year.

NOW, THEREFORE BE IT RESOLVED: The Board of Directors of Lane Fire Authority do hereby authorize the transfer of the sum of \$100,000 from the General Fund Contingency into Capital Outlay for the fiscal year 2024-2025, and that these funds are to be distributed in the following manner:

Capital Outlay	4002 Building Equipment	\$100,000.00
	TOTAL	\$100,000.00

ADOPTED by the Board of Directors of Lane Fire Authority this 17th day of June, 2025.

Board President,

ATTEST:

Board Secretary,

Ayes: _____

Nays: _____

SANTA CLARA FIRE DISTRICT
2024-2025-04 Budget Adoption Resolution

Resolution Adopting Budget

BE IT RESOLVED: That the Board of Directors of Santa Clara Fire District hereby adopts the budget approved by the Budget Committee and reviewed by the Board of Directors at a meeting held May 22, 2025, for the fiscal year beginning July 1, 2025, and ending June 30, 2026, in the amount of \$5,357,718.

Resolution Making Appropriations

BE IT RESOLVED: That the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown for the Fire & EMS Emergency Services Program below are hereby appropriated as follows:

General Fund

Fire & EMS Emergency Services

Materials & Services	\$ 46,000
Transfer Funds	<u>832,032</u>
Total APPROPRIATIONS, All Funds	\$878,082

Total Unappropriated and Reserve Amounts, All Funds	\$ 4,479,636
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TOTAL ADOPTED BUDGET	\$ 5,357,718
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Resolution Imposing and Categorizing Taxes

BE IT RESOLVED: That the Board of Directors of Santa Clara Fire District hereby imposes the taxes provided for in the adopted budget at the rate of \$1.0439 per \$1,000 of assessed value, and the local option levy rate of \$0.45 per \$1,000 of assessed value; and that these taxes are hereby imposed and categorized for tax year 2025-2026 upon the assessed value of all taxable property within the district.

Subject to the General Government Limitation

Permanent Tax Rate	\$1.0439/\$1,000
Local Option Levy	\$0.45/\$1,000

Excluded from Limitation

The above resolution statements were approved and declared adopted on this 17th day of June 2025.

Russ Sirotek, President Board of Directors
Santa Clara Fire District

ATTEST:

Susan Smith, Secretary/Treasurer Board of Directors
Santa Clara Fire District

Ayes: _____

Nays: _____