



Board of Directors Meeting Agenda

November 04, 2025 at 5:30 PM

Station 31, 1050 W. Oak St, Lebanon, Oregon 97355.

CALL MEETING TO ORDER

FLAG SALUTE

MINUTES:

1. Approval of October 14, 2025 Minutes

CITIZEN COMMENTS

(Limited to 5 minutes per speaker)

A visitor may be recognized by the Chair who has identified themselves with their full name, address, and stating the purpose for appearing on the quest input roster.

NEW BUSINESS

2. Annexation Updates and Requests
3. LCH Updates
4. Board Training

REPORTS

5. Financial Report
6. Legislative Update(s)
7. Union Address the Board
8. Volunteers Address the Board
9. Fire Chief Report

OTHER AGENDA ITEMS

10. Badge Pinning

ADJOURN REGULAR SESSION

Join Zoom Meeting: Meeting ID: 862 5563 8389 Passcode: 598282

<https://us02web.zoom.us/j/86255638389?pwd=bsLYwet0ly5rz5yl4jFxacgmHAh8WcO.1>

Dial by your location • +1 669 444 9171 US



- Robert Taylor, Board President
- Dale White, Vice President
- Wyatt King, Secretary/Treasurer
- Matt Herb, Member
- Robbe Boren, Member

- Joseph Rodondi, Fire Chief
- John Tacy, DC of Operations
- Ken Foster, Fire Marshal
- Candace Hedding, Fire Marshal
- Mark Fitzwater, DC of Operations
- Desiree Barker, Chief Administrative Officer

CALL MEETING TO ORDER AT 5:30 PM

FLAG SALUTE

MINUTES

Agenda item # 1 – Approval of September 9, 2025, Board Meeting Minutes

Member Boren made a motion to approve the minutes as written, Vice President White 2nd the motion.

Vote:

- Board President Taylor - Yea
- Vice President White - Yea
- Secretary Treasurer King - Absent
- Member Herb - Yea
- Member Boren – Yea

Motion Approved.

CITIZEN COMMENTS

(Limited to 5 minutes per speaker)
There were no citizen comments.

NEW BUSINESS

Agenda Item #2 – Community Wildfire Defense Grant (CWDG)

This was a multi-year effort to obtain this grant. The County will receive \$8 million, shared between multiple agencies. We'll receive \$1 million dollars to assist with wildland homes. This allows for additional staff to be hired for home assessing, land clearing, and for 5 months of the year one half-time Deputy Fire Marshall. A F350 pickup plus mileage, educations and address signs are also included.

Sweethome will administer the grant.

Agenda Item #3 – Annexation Resolution 02-2025

The Resolution 02-2025 details the annexation plan after the Board requested staff to move forward with annexation. It includes the area map, and a list of properties.

Member Boren made a motion to approve the Annexation Resolution 02-2025, Vice President White 2nd the motion.

Vote:

- Board President Taylor - Yea

October 14, 2025

Vice President White - Yea
Secretary Treasurer King - Absent
Member Herb - Yea
Member Boren – Yea

Motion approved.

Agenda Item #4 – Annexation Requests

We've received many inquiries in response to the property owner notification. Fire Marshal Hedding presented explained how annexation process works. More annexation requests are expected. If approved, the OR Dept of Revenue will review each packet and approved the request or return the packet if corrections are required.

Member Herb made a motion to approve the five annexation requests presented, President Taylor 2nd the motion.

Vote:

Board President Taylor - Yea
Vice President White - Yea
Secretary Treasurer King - Absent
Member Herb - Yea
Member Boren – Yea

Motion approved.

Agenda Item #5 – Ambulance Billing and Charity Policy

Chief Rodondi presented the Ambulance Billing and Charity Policy. These policies allow us to bill insurance if we treat patients but do not transport to a hospital. The Charity Policy allows us a process for flexibility and was recommended by our ambulance biller.

Member Boren made a motion to approve the Ambulance Billing Policy and Charity Policy, Member Herb 2nd the motion.

Vote:

Board President Taylor - Yea
Vice President White - Yea
Secretary Treasurer King - Absent
Member Herb - Yea
Member Boren – Yea

Motion approved.

Agenda Item #6 – FireMed Update

FireMed is a good program. The Terms of Agreement needed updates if we are to move forward with automatic renewal. It includes communications to our members when certain changes occur.

Member Herb made a motion to approve the FireMed Terms of Agreement changes, Member Boren 2nd the motion.

Vote:

Board President Taylor - Yea

October 14, 2025

Vice President White - Yea
Secretary Treasurer King - Absent
Member Herb - Yea
Member Boren – Yea

Motion approved.

Agenda Item #7 – Fee Schedule Update, Resolution 05-2025

Resolution 05-2025 contains Fee Schedule changes for FireMed, annexation updates, Firewatch and alarm changes, and radio communication alternative fees.

- FireMed will no longer offer a 2-year discount and added a new discount when a member signs up for autorenewal.
- Firewatch was added allowing us to charge owners when a Firewatch is needed. Fire Marshal Hedding shared a recent apartment complex incident where our personnel were required to stay on Firewatch for the safety of an apartment complex with a faulty sprinkler system. Due to personnel turnover, communication with apartment or business owners can be difficult. This would allow us to appoint an employee and charge the business or apartment complex owner.
- ERCC is a fire code requirement for certain buildings, typically over 50,000 square feet or 5-story buildings. This addition allows us to charge a fee. The fee is used to update our radio systems when the fire code isn't met. This improves communication throughout the building. This is a one-time fee and may be a cheaper option to the owner. Without paying the fee, they will be required to put in an approved system.
- The use of “may” versus “shall” is used to allow some flexibility in imposing fees.

Member Herb made a motion to approve the Fee Schedule Updates, Resolution 05-2025, Member Boren 2nd the motion.

Vote:

Board President Taylor - Yea
Vice President White - Yea
Secretary Treasurer King - Absent
Member Herb - Yea
Member Boren – Yea

Motion approved.

REPORTS

Agenda Item #8 – Financial Report

Chief Administrative Officer Barker reviewed revenues.

- The FEMA reimbursement has been paid.
- SAIF paid us an unexpected dividend.
- Ambulance receivables are being reviewed after the introduction of First Due. We have known issues in data transfer.
- FireMed enrollment statistics were shared.
- A review of the FireMed program shows that it is still supporting itself while offering the community a service.
- We have responded to 5 conflagrations this year. 4 have been billed to OSFM totaling \$176,231.

October 14, 2025

Agenda Item #9 – Legislative updates

Oregon Fire Chiefs Association and the balanced billing advisory committee both meet next month.

Agenda Item #10 – Union Address the Board

Lt Perkins shared welcomed their newest member, Firefighter Clifton (Heath) Nance.

Agenda Item #11 – Volunteers Address the Board

DC Duerr reported on volunteers.

- 11 new volunteers are coming on board.
 - 6 FF started academy last weekend.
 - 5 WLEA medical students have orientation next week.

Agenda Item #12 – Fire Chief Report

Fire Chief Rodondi provided his report.

- A congratulatory shoutout to Lt Adamson on the Fire Expo success.
- The LFCAIRS pancake breakfast raised over \$800 which is given directly back to the fire victims in our community.
- Chief Rodondi is very proud of the staff. We recently had 2 significant fires burning simultaneously in different parts of the City. We did very well when considering the strain on our manpower. BC Kibble was on one house fire and DC Tacy responded to the garage fire that spread to the home. We may have been able to save the home if we'd had more resources.
- OFCA's position, held by Chief Rodondi will be vacant for the remainder of Chief Rodondi's term. Division Chief Tacy has volunteered and requires an endorsement from the Board. He is involved with the EMS section already. DC Tacy sees the value in being a voice for small districts within the Willamette Valley. Chief Rodondi asked for the Board's support of DC Tacy.

Vice President White moved to support DC Tacy assuming Chief Rodondi's seat with OFCA, Boren second.

Vote:

Board President Taylor – Yea

Vice President White – Yea

Secretary Treasurer King – Absent

Member Herb – Yea

Member Boren – Yea

Motion approved.

Chief Rodondi continued his report:

- Social media continues to grow. We are on our way to accomplishing our goals.
- Chief Nunes discovered roof issues at Station 34. Inspections are showing roof buckling, and the roofer is no longer in business. The consensus by the inspectors

October 14, 2025

is the workmanship is the problem. We have been consulting with attorney's and risk managers. We will evaluate the roof on the long term.

- City of Lebanon IT recommends upgrading the phones. The upgrade will save us annually moving forward. The City has completed their testing, and now we will begin our testing.
- Department pictures are scheduled November 1st and 1:00 at Station 31. Please wear black shirts.

ADJOURN TO EXECUTIVE SESSION AT 6:08 PM PER ORS 192.660(2)(d): TO CONDUCT DELIBERATIONS ON LABOR NEGOTIATIONS AND ORS 192.660(2)(a): TO CONSIDER EMPLOYMENT OF A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT

RECONVENE REGULAR SESSION AT 6:19 PM

Agenda Item #15 – FIRE CHIEF CONTRACT

Chief Tacy is the preferred candidate for Fire Chief as this decision will carry LFD forward more seamlessly. DC Tacy's contract will begin October 1, but in a learning role for the month of October.

Vice President White moved to approve DC Tacy's contract and promotion to Fire Chief, Member Herb second.

Vote:

Board President Taylor – Yea
Vice President White – Yea
Secretary Treasurer King – Absent
Member Herb – Yea
Member Boren – Yea

Motion approved.

Agenda Item #16 – BADGE PINNING

Chief Rodondi honored the new promotions and positions. He noted that many are stretching their skills further than expected.

Fire Marshal Hedding, Deputy Fire Marshal Adamson, Lt Manzi, Heath Nance were invited forward for the badge pinning.

Newly appointed Fire Chief Tacy administered the Oath.

- Fire Marshal Hedding's spouse performed her pinning.
- Deputy Fire Marshal Adamson reaffirmed his oath. His daughter and wife performed the pinning.
- Lt. Manzi's daughter and wife performed the pinning.
- Firefighter Nance's friend performed the pinning.

OTHER AGENDA ITEMS

There were no other agenda items.

ADJOURN REGULAR SESSION AT 6:33 PM

Robert Taylor, Board President

Joseph Rodondi, Fire Chief

Annexation Requests

1. 37229 Dogwood Drive
2. 43062 Shingle Mill Road
3. 29930 Ingram Road
4. 29871 & 29871 Sodaville Mtn Home Road
5. 42222 Gilbert Lane



Annexation Petition Form



For more information, please scan the QR code to be directed to the Annexation Petition page on our website.

Directions for Completing the Annexation Petition Form

1. Use a typewriter or black ink to complete the form.
2. Any person signing as a legal representative of a landowner must also provide a certified copy of their authority to sign as a legal representative (ORS 198.760).
3. Before the petition is filed with the county board, it must be approved by endorsement from:
 - The board of the affected district, and
 - Any other agency required by the principal Act to endorse or approve the petition (ORS 198.850).
4. Include a legal description and an accurate map of the territory to be annexed. These must comply with the requirements of ORS 308.225.
5. An Oregon registered professional land surveyor must certify the legal description on page 3 of the petition form.
6. The Oregon Department of Revenue offers pre-approval of both the legal description and the map. This pre-approval helps ensure they meet the requirements of ORS 308.225 before being submitted to the Department of Revenue and the Assessor's Office.
7. The Chief Petitioner(s) must complete and sign the information on page 4. You must designate at least one, and no more than three, Chief Petitioners (ORS 198.760).

Katherine Redding 541-914-0393
Perry Sorenson 910-584-7258

Before the Board of County Commissioners for Linn County, Oregon

In the matter of annexation of property to the
Lebanon Rural Fire Protection District.

Petition for Annexation of a Single Parcel of
Land (ORS 198.857)

Pursuant to ORS 198.857, we, the undersigned owners of the land proposed for annexation, hereby petition and request that the Linn County Board of Commissioners initiate proceedings and approve a change of organization for the annexation of the real property described on page 2 to the Lebanon Rural Fire Protection District.

In accordance with the provisions of Chapter 198 of the Oregon Revised Statutes (Special Districts Generally), the following information is provided by the petitioners:

1. The district affected by this petition and its principal act is as follows:
 - District Name: Lebanon Rural Fire Protection District
 - Principal Act: 478
2. The principal county, as defined in ORS 198.705(16), is: Linn County
 - Other affected counties are: _____
3. The proposed annexation includes the territory described on page 2 and has been approved and endorsed by the district named on page 5.
4. The proposed change of organization is the annexation of the property described on page 2 to the existing district.
5. As indicated beside each signature below, the signers of this petition are owners of the land proposed for annexation to the district.
6. The petitioners request that proceedings be initiated for the proposed annexation pursuant to ORS 198.857.
7. It is proposed that the proposed annexation be subject to the following terms and conditions:

Description of Area to Be Annexed

This is a legal description and must be completed and signed by a professional land surveyor. If the description is too lengthy to fit in the space provided, it may be attached as an exhibit. Be sure to also include a map of the territory to be annexed.

See Attached

Certificate of Surveyor

The undersigned, an Oregon Registered Professional Land Surveyor, certifies that the attached legal description complies with the requirements of ORS 308.225(2)(b).

Signature: _____ Date: ____/____/____

Registration Number: _____

The Linn County Board of Commissioners will hear and decide only on the boundary described in the petition, subject to any modifications they may make. After their decision, they will file the final approval with the Department of Revenue, the Secretary of State, the County Assessor, and the County Clerk. State statutes require that the description comply with the following provisions.

ORS 308.225 establishes the requirements for descriptions of the area to be annexed:


- A. Except as is otherwise provided in sub-paragraph (B) of this paragraph, the legal description of the boundary change shall consist of a series of courses in which the first course shall start at a point of beginning and the final course shall end at the point of beginning. Each course shall be identified by bearings and distances and, when available, refer to deed lines, deed corners and other monuments, or in lieu of bearings and distances, be identified by reference to:
 - I. Township, range, section, or section subdivision lines of the US Rectangular Survey system.
 - II. Survey center line or right of way lines of public roads, streets, or highways.
 - III. Ordinary high water or ordinary low water of tidal lands.
 - IV. Right of way lines of railroads.
 - V. Any line identified on the plat of any recorded subdivision defined in ORS 92.010.
 - VI. Donation land claims.
 - VII. Line of ordinary high water and line of ordinary low water of rivers and streams, as defined in ORS 274.005, or the thread of rivers and streams.

- B. In lieu of the requirements of sub-paragraph (A) of this paragraph, boundary change areas conforming to areas of the US Rectangular Survey may be described by township, section, quarter-section, or quarter-quarter section. If the areas conform to subdivision lots and blocks, they may be described by lot and block description.

Petitioner's Signature Page

In witness whereof we have signed this petition on the date indicated. Unless otherwise indicated, acres owned are in Linn County and in the territory subject to this petition. Include the following information: 1) Date of signing, 2) the number of acres of land owned by the signer in the territory to be annexed, and the county if other than Linn County, next to your signature.

Property Address	Acres Owned
<u>37229 Dogwood Dr.</u>	<u>1.86</u>
<u>Lebanon, OR. 97355</u>	

Signature	Print Name	Date Signed
	<u>Katherine Redding</u>	<u>3/10/25</u>

Property Address	Acres Owned
_____	_____

Signature	Print Name	Date Signed
_____	_____	<u> / / </u>

Property Address	Acres Owned
_____	_____

Signature	Print Name	Date Signed
_____	_____	<u> / / </u>

Approval of Petition by District Board

Pursuant to a resolution of the Board of Directors of the Lebanon Rural Fire Protection District, the property described on page 2 is hereby endorsed and approved for annexation to the Lebanon Rural Fire Protection District.

Dated _____, day of _____, 20_____,

By: _____

When you have completed all sections, return this to the Linn County Clerk's Office to be reviewed and offered for filing.

APPLICATION FOR FIRE PROTECTION BY A RURAL FIRE PROTECTION DISTRICT

On forestland included within a forest protection district under ORS 477.205 to 477.281 as provided by ORS 478.140

TO: Lebanon Rural Fire Protection District

Enter Name and Address below

Katherine Redding
37229 Dogwood Dr.
Lebanon, OR. 97355

Telephone Number: 541-914-0393

R.F.P. DISTRICT USE ONLY		ASSESSOR'S USE ONLY	
Date Received	Approved	Date Received	Approved
INSTRUCTIONS TO APPLICANT 1. Applicant must own the property or be purchasing it under contract. 2. File separate application for each tax account. 3. File original form with the Rural Fire Protection District in which your property is located. 4. Retain a copy for your files.			
INSTRUCTIONS TO RURAL FIRE PROTECTION DISTRICT 1. Forward a copy to the assessor of the county in which the property is located within 20 days of receipt from applicant.			

PROPERTY DESCRIPTION

Deed or Contract Deed Volume and Page or Instrument Number: _____ Date Recorded: _____
Linn County Account Number (as shown on your tax statement): _____

Section Subdivision or Name of Addition	Section or Lot	Township or Block	Range	Acres
<u>Fir Hills Estates</u>		<u>13 South</u>	<u>2 West</u>	<u>1.86</u>

I, as owner, hereby request that part of the above-described property which is protected against fire by the State Board of Forestry under the provisions of Oregon Revised Statute (ORS) 477.205 to 477.281, also be protected against fire by the rural fire protection district in which it is located.

1. This property is located within the exterior boundaries of the above-named Rural Fire Protection District and a forest protection district as defined in ORS 477.205 to 477.281.
2. I understand that I will be taxed for fire protection on the county tax roll by both the rural fire protection district and by the State Board of Forestry under ORS Chapter 477.

DECLARATION

I declare under the penalties for false swearing as contained in ORS 305.990(4) that this document has been examined by me and to the best of my knowledge it is a true, correct, and complete statement.

Applicant's Signature

X 

Date

9 OCT 2025

RECORDING REQUESTED BY:
Fidelity National Title
Company of Oregon

317 1st Ave. W, Ste 100
Albany, OR 97321

GRANTOR'S NAME:
Robert R. Beeson and Alyce F. Beeson

GRANTEE'S NAME:
Katherine M. Redding

AFTER RECORDING RETURN TO:
Katherine M. Redding
37229 Dogwood Drive
Lebanon, OR 97355

SEND TAX STATEMENTS TO:
Katherine M. Redding
37229 Dogwood Drive
Lebanon, OR 97355

763706
37229 Dogwood Drive, Lebanon, OR 97355

LINN COUNTY, OREGON **2016-20346**
D-WD **11/28/2016 03:59:00 PM**
S1n=0 S. WILSON
\$10.00 \$11.00 \$10.00 \$20.00 \$19.00 **\$70.00**
I, Steve Druckenmiller, County Clerk for Linn County, Oregon, certify that the instrument identified herein was recorded in the Clerk records.
Steve Druckenmiller - County Clerk

SPACE ABOVE THIS LINE FOR RECORDER'S USE

STATUTORY WARRANTY DEED

Robert R. Beeson and Alyce F. Beeson, Grantor, conveys and warrants to **Katherine Redding**, a single woman, Grantee, the following described real property, free and clear of encumbrances except as specifically set forth below, situated in the County of Linn, State of Oregon:

A tract of land situated in the County of Linn and State of Oregon, more particularly described as follows:

Beginning at a 1 inch iron pipe at the Northeast corner of Lot 2 of Block 3 of FIR HILLS ESTATES SUBDIVISION in Linn County, Oregon, said pipe also lying South 87°16'00" East a distance of 751.00 feet from the Southwest corner of the James Coyle Donation Land Claim No. 50 in Township 13 South and Range 2 West of the Willamette Meridian in said County; and running thence South 87°16'00" East a distance of 371.25 feet to a 5/8 inch iron rod; thence South 209.33 feet; thence South 89°46'00" West 368.37 feet to a point on the Southerly extension of the East line of said Lot 2; thence North 0°37'00" West along said East line and extension thereof 228.54 feet to the point of beginning.

EXCEPTING THEREFROM, the Southerly 30 feet thereof, as conveyed to Linn County, a political subdivision of the State of Oregon by Bargain and Sale Deed recorded March 17, 1995 in Volume 740, Page 84, Microfilm Records of Linn County, Oregon.

THE TRUE AND ACTUAL CONSIDERATION FOR THIS CONVEYANCE IS THREE HUNDRED NINETY-NINE THOUSAND AND NO/100 DOLLARS (\$399,000.00). (See ORS 93.030).

Subject to:

Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Consumer's Power, Inc.
Purpose: Underground electrical and telephone transmission and distribution lines and appurtenances
Recording Date: February 26, 1977
Recording No: Volume 158, Page 394
Affects: Reference is hereby made to said document for full particulars

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

Fidelity National Title # 60221603404

STATUTORY WARRANTY DEED
(continued)

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Dated: 11/21/16

Robert R. Beeson
Robert R. Beeson

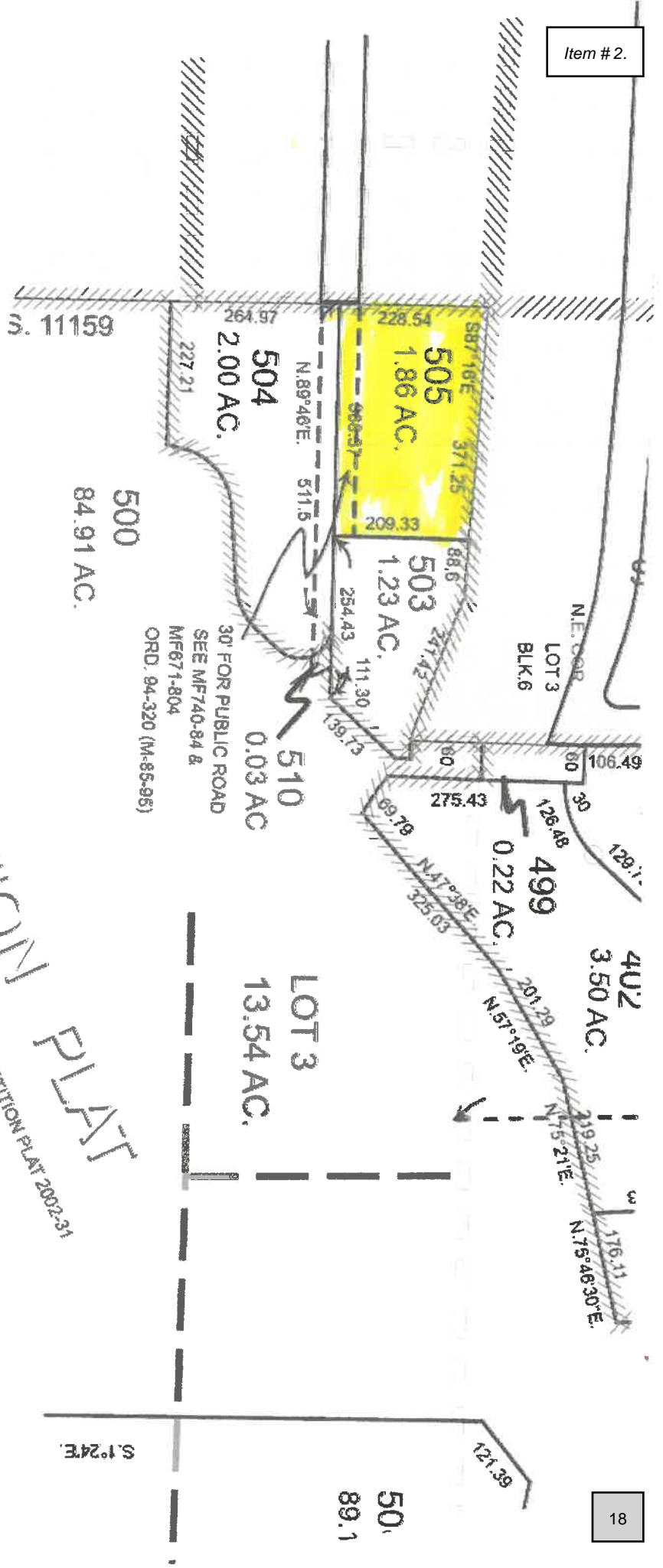
Alyce F. Beeson
Alyce F. Beeson

State of Oregon County of Manan

This instrument was acknowledged before me on November 21, 2016 by Robert R. Beeson and Alyce F. Beeson.

Kelly J. Miller
Notary Public - State of Oregon
My Commission Expires: 3/10/17





PARTITION PLAT
 --PLAT OF PARTITION PLAT 2002-31



Annexation Petition Form



For more information, please scan the QR code to be directed to the Annexation Petition page on our website.

Directions for Completing the Annexation Petition Form

1. Use a typewriter or black ink to complete the form.
2. Any person signing as a legal representative of a landowner must also provide a certified copy of their authority to sign as a legal representative (ORS 198.760).
3. Before the petition is filed with the county board, it must be approved by endorsement from:
 - The board of the affected district, and
 - Any other agency required by the principal Act to endorse or approve the petition (ORS 198.850).
4. Include a legal description and an accurate map of the territory to be annexed. These must comply with the requirements of ORS 308.225.
5. An Oregon registered professional land surveyor must certify the legal description on page 3 of the petition form.
6. The Oregon Department of Revenue offers pre-approval of both the legal description and the map. This pre-approval helps ensure they meet the requirements of ORS 308.225 before being submitted to the Department of Revenue and the Assessor's Office.
7. The Chief Petitioner(s) must complete and sign the information on page 4. You must designate at least one, and no more than three, Chief Petitioners (ORS 198.760).

APPLICATION FOR FIRE PROTECTION BY A RURAL FIRE PROTECTION DISTRICT

On forestland included within a forest protection district under ORS 477.205 to 477.281 as provided by ORS 478.140

TO: Lebanon

Rural Fire Protection District

Enter Name and Address below

E, Frank Schnitzer
43062 Shingle Mill Rd
Lebanon, OR 97355

Telephone Number: 503-779-9384

R.F.P. DISTRICT USE ONLY		ASSESSOR'S USE ONLY	
Date Received	Approved	Date Received	Approved
INSTRUCTIONS TO APPLICANT 1. Applicant must own the property or be purchasing it under contract. 2. File separate application for each tax account. 3. File original form with the Rural Fire Protection District in which your property is located. 4. Retain a copy for your files.			
INSTRUCTIONS TO RURAL FIRE PROTECTION DISTRICT 1. Forward a copy to the assessor of the county in which the property is located within 20 days of receipt from applicant.			

PROPERTY DESCRIPTION

Deed or Contract Deed Volume and Page or Instrument Number: Vol 477 pg 689 Date Recorded: 8-8-88
 _____ County Account Number (as shown on your tax statement): _____

Section Subdivision or Name of Addition	Section or Lot	Township or Block	Range	Acres

I, as owner, hereby request that part of the above-described property which is protected against fire by the State Board of Forestry under the provisions of Oregon Revised Statute (ORS) 477.205 to 477.281, also be protected against fire by the rural fire protection district in which it is located.

1. This property is located within the exterior boundaries of the above-named Rural Fire Protection District and a forest protection district as defined in ORS 477.205 to 477.281.
2. I understand that I will be taxed for fire protection on the county tax roll by both the rural fire protection district and by the State Board of Forestry under ORS Chapter 477.

DECLARATION

I declare under the penalties for false swearing as contained in ORS 305.990(4) that this document has been examined by me and to the best of my knowledge it is a true, correct, and complete statement.

Applicant's Signature X E, Frank Schnitzer Date 10-20-25

Approval of Petition by District Board

Pursuant to a resolution of the Board of Directors of the Lebanon Rural Fire Protection District, the property described on page 2 is hereby endorsed and approved for annexation to the Lebanon Rural Fire Protection District.

Dated _____, day of _____, 20_____.

By: _____

When you have completed all sections, return this to the Linn County Clerk's Office to be reviewed and offered for filing.

Annexation Petition Form
Page 3

Description of Area to Be Annexed

This is a legal description and must be completed and signed by a professional land surveyor. If the description is too lengthy to fit in the space provided, it may be attached as an exhibit. Be sure to also include a map of the territory to be annexed.

Attached

Certificate of Surveyor

The undersigned, an Oregon Registered Professional Land Surveyor, certifies that the attached legal description complies with the requirements of ORS 308.225(2)(b).

Signature: _____

Date: 10 / 10 / 2025

Registration Number: 02596 PLS

The Linn County Board of Commissioners will hear and decide only on the boundary described in the petition, subject to any modifications they may make. After their decision, they will file the final approval with the Department of Revenue, the Secretary of State, the County Assessor, and the County Clerk. State statutes require that the description comply with the following provisions.

ORS 308.225 establishes the requirements for descriptions of the area to be annexed:

- A. Except as is otherwise provided in sub-paragraph (B) of this paragraph, the legal description of the boundary change shall consist of a series of courses in which the first course shall start at a point of beginning and the final course shall end at the point of beginning. Each course shall be identified by bearings and distances and, when available, refer to deed lines, deed corners and other monuments, or in lieu of bearings and distances, be identified by reference to:
- I. Township, range, section, or section subdivision lines of the US Rectangular Survey system.
 - II. Survey center line or right of way lines of public roads, streets, or highways.
 - III. Ordinary high water or ordinary low water of tidal lands.
 - IV. Right of way lines of railroads.
 - V. Any line identified on the plat of any recorded subdivision defined in ORS 92.010.
 - VI. Donation land claims.
 - VII. Line of ordinary high water and line of ordinary low water of rivers and streams, as defined in ORS 274.005, or the thread of rivers and streams.
- B. In lieu of the requirements of sub-paragraph (A) of this paragraph, boundary change areas conforming to areas of the US Rectangular Survey may be described by township, section, quarter-section, or quarter-quarter section. If the areas conform to subdivision lots and blocks, they may be described by lot and block description.

Petition to Annex Territory to Lebanon Rural Fire Protection District

LEGAL DESCRIPTION

A PARCEL OF REAL PROPERTY SHOWN AS "AREA A" OF LINN COUNTY RECORD OF SURVEY 22883, RECORDED DECEMBER 05, 2000, SAID SURVEY BEING A PROPERTY LINE ADJUSTMENT, PER LINN COUNTY PLANNING AND BUILDING CASE NUMBER PLA-5-00, LOCATED IN THE SE1/4 OF SECTION 21, TOWNSHIP 11 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, LINN COUNTY, OREGON, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTHERN RIGHT-OF-WAY OF SHINGLE MILL ROAD (C.R 848) FROM WHICH THE NORTHWEST CORNER OF THE SE1/4SE1/4 OF SECTION 21 BEARS NORTH 00°28'01" EAST 29.01 FEET AND NORTH 89°01'44" WEST 516.76 FEET; THENCE ALONG THE SAID SOUTHERN RIGHT-OF-WAY SHINGLE MILL ROAD (C.R.848) NORTH 89°40'27" WEST 388.82 FEET TO A POINT OF CURVATURE; THENCE SOUTHWESTERLY ALONG SAID RIGHT-OF-WAY ALONG A CURVE TO THE LEFT (RADIUS OF 94.27 FEET, DELTA OF 87°16'10", CHORD THAT BEARS SOUTH 46°41'27" WEST 130.11 FEET) 143.59 FEET; THENCE ALONG THE EASTERLY RIGHT-OF-WAY OF SHINGLE MILL ROAD (C.R. 848) SOUTH 03°03'23" WEST 160.07 FEET; THENCE LEAVING SAID RIGHT-OF-WAY NORTH 89°55'13" EAST 536.55 FEET TO A POINT ON THE APPROXIMATE EAST BANK OF LACOMB IRRIGATION DISTRICT CANAL; THENCE ALONG THE APPROXIMATE EAST BANK OF LACOMB IRRIGATION DISTRICT CANAL NORTH 02°30'36" EAST 176.38 FEET; THENCE LEAVING THE APPROXIMATE EAST BANK OF LACOMB IRRIGATION DISTRICT CANAL SOUTH 89°56'08" WEST 52.83 FEET; THENCE NORTH 00°28'01" EAST 69.98' TO THE POINT OF BEGINNING.

THE AREA OF THE DESCRIBED PARCEL = 2.92 ACRES, MORE OR LESS

ALSO

A PARCEL OF REAL PROPERTY LOCATED IN THE SE1/4 OF SECTION 21, TOWNSHIP 11 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, LINN COUNTY, OREGON, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE SE1/4SE1/4 OF SECTION 21; THENCE SOUTH 89°01'44" EAST 62.06 FEET TO THE NORTHERN RIGHT-OF-WAY OF SHINGLE MILL ROAD (C.R. 848); THENCE SOUTHWESTERLY ALONG SAID RIGHT-OF-WAY OF SHINGLE MILL ROAD (C.R. 848) ALONG A CURVE TO THE LEFT (RADIUS OF 144.27 FEET, DELTA 35°25'08", CHORD THAT BEARS SOUTH 45°29'09" WEST 87.77 FEET) 89.19 FEET; THENCE LEAVING SAID RIGHT-OF-WAY NORTH 00°29' 47" EAST 62.59 FEET TO THE POINT OF BEGINNING.

THE AREA OF THE DESCRIBED PARCEL = 0.04 ACRES (1540 SQUARE FEET), MORE OR LESS.

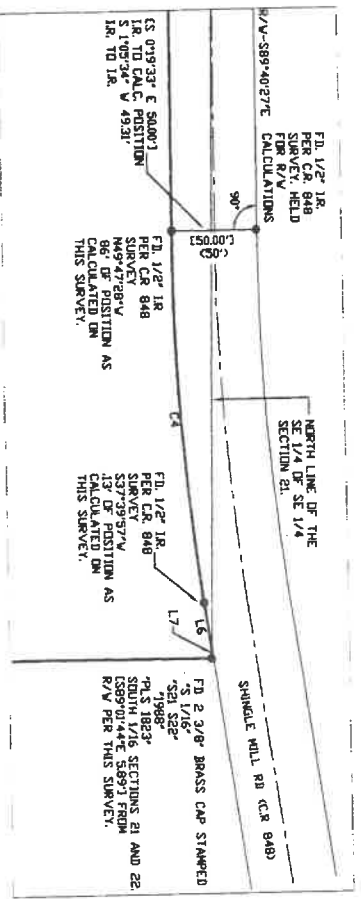
THE BEARINGS AND DISTANCES ARE BASED ON LINN COUNTY RECORD OF SURVEY 22883.



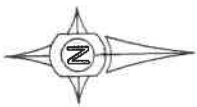
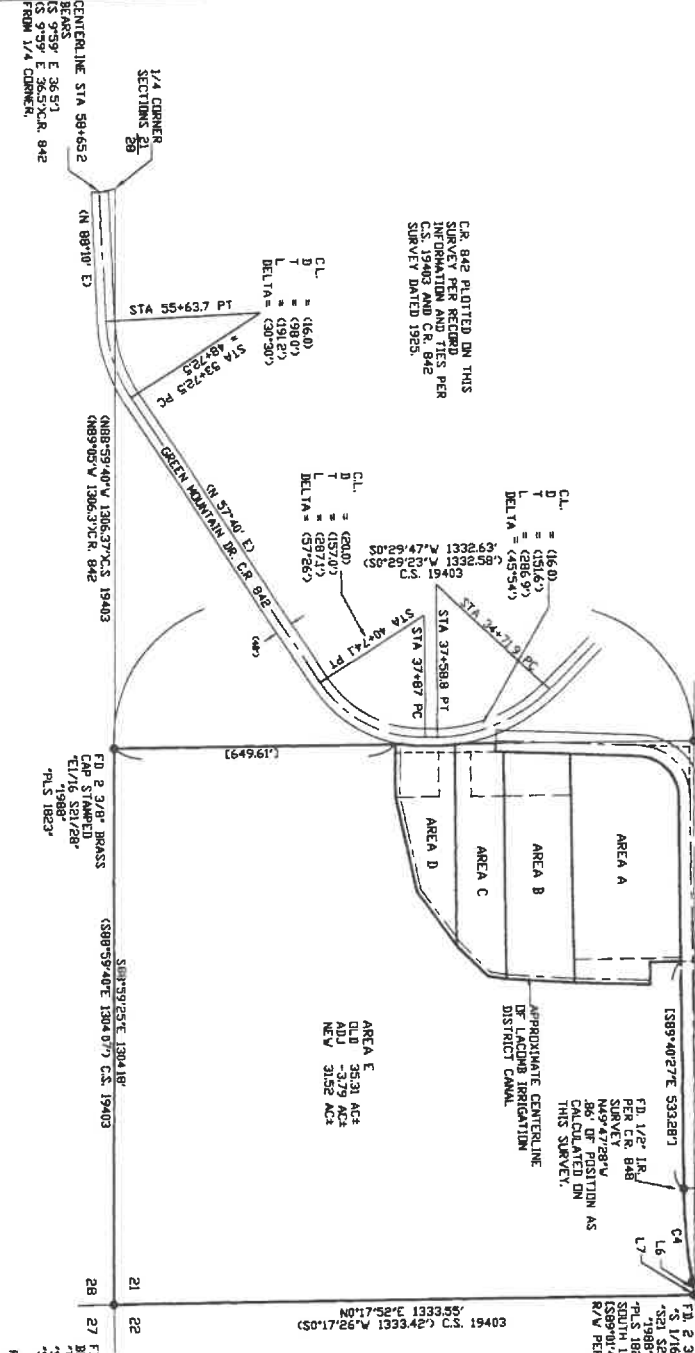
C.S. 22883
 PROPERTY LINE ADJUSTMENT
 FOR
FRANK SCHNITZER
 LINN COUNTY, OREGON
 SET 1/4 SEC. 21, T. 11 S., R. 1 E., W. M
 JULY 10, 2000
 SCALE 1"=200'

LEGEND
 ● MONUMENT FOUND AS NOTED
 ○ MONUMENT SET 3/28/88 ON ROAD WITH YELLOW
 FOUND CAP STAMPED JIM UDELL RLS 1386
 FD COUNTY SURVEY
 () DATA OF RECORD
 [] CALCULATED DATA
 [] CALCULATED SURVEY C.S. 7354, 14851, 19403, CR 842, CR 848
 IR IRON PIPE
 CL CENTERLINE

NARRATIVE:
 THE PURPOSE OF THIS SURVEY WAS TO ADJUST THE PROPERTY LINES BETWEEN THE FIVE AREAS OF LAND SHOWN HEREIN. THE PLANNING AND BUILDING OF THE EXISTING BOUNDARIES WERE HELD AS VALID AND SHOWN AS SUCH. THE EXISTING BOUNDARIES WERE HELD AS VALID AND SHOWN AS SUCH. THE RIGHT-OF-WAY FOR GREEN MOUNTAIN DRIVE (CR 842) WAS NOT SURVEYED ON THIS SURVEY BUT PLOTTED PER CR 842 PER CS 19403 AND RECORDED SURVEY INTERVENTION PER CR 842 PER CS 19403. THE RIGHT-OF-WAY AND THE SHOWN CENTERLINE MONUMENTS ALONG THE NORTH RIGHT-OF-WAY AND THE SHOWN CENTERLINE MONUMENTS ALONG THE SOUTH RIGHT-OF-WAY WERE ESTABLISHED ON DISTRICT NEAR GREEN MOUNTAIN DRIVE PER CR 848 SURVEY. THE NEW EAST BOUNDARIES OF AREAS A, B, C, AND D WERE ESTABLISHED ON DISTRICT MONUMENTS AS SHOWN. THE WEST BOUNDARIES OF THE SAID AREAS A, B, C, AND D WERE ESTABLISHED ALONG THE CALCULATED EAST RIGHT-OF-WAY OF CR 848 OR THE ORIGINAL BOUNDARY OF AREA E WHICHEVER TIES FURTHER EAST AS SHOWN. THE NORTH LINE OF THE SE 1/4 OF THE SE 1/4 OF SECTION 21 WAS HELD AS THE BASIS OF BEARING FOR THIS SURVEY PER CS 19403 AS SHOWN.



DETAIL
 N.E. CORNER AREA E
 1"=50'



CR 842 PLOTTED ON THIS SURVEY PER RECORD INFORMATION AND TIES PER C.S. 19403 AND CR 842 SURVEY DATED 1923.

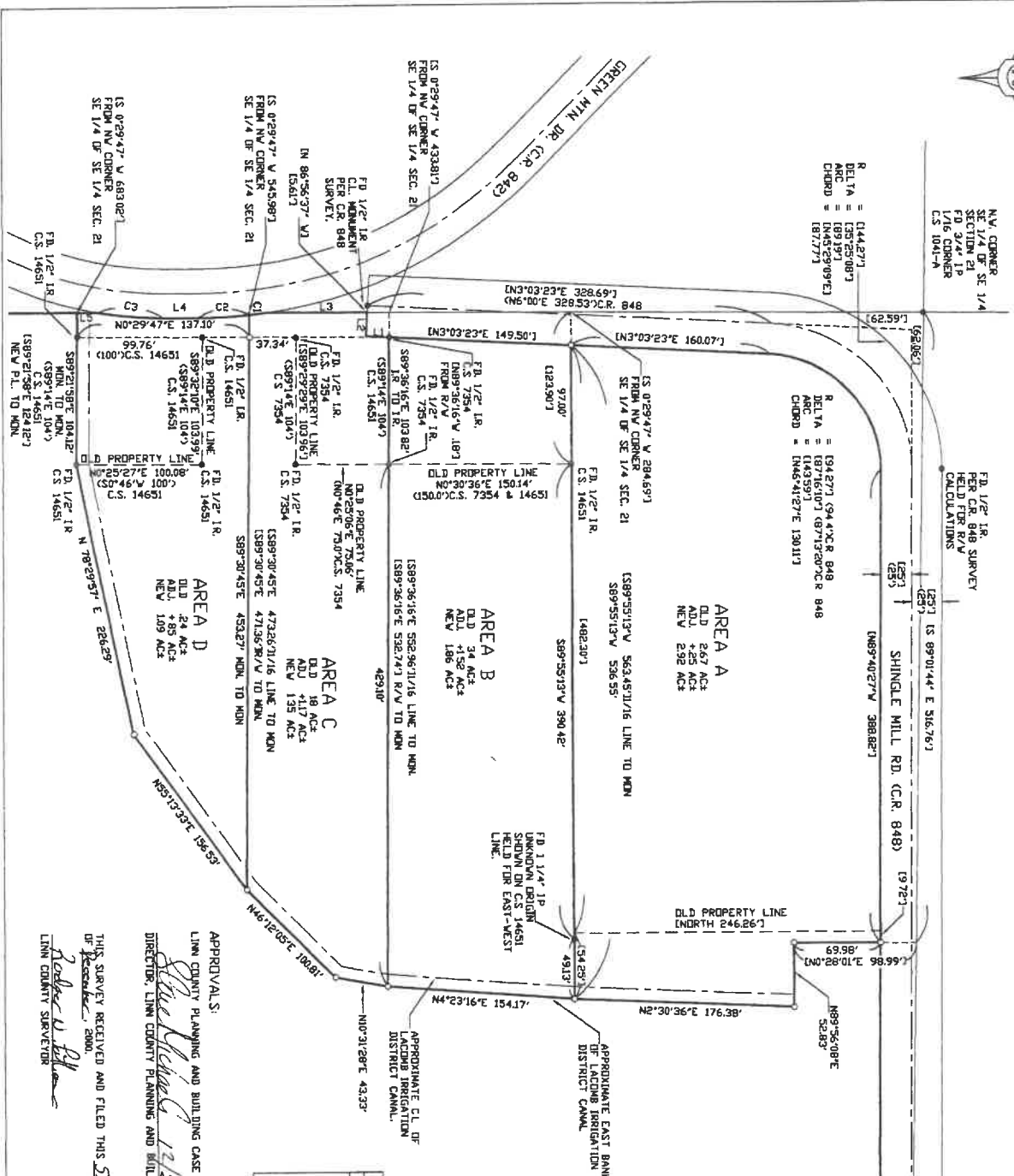
REGISTERED PROFESSIONAL LAND SURVEYOR
 JAMES F. UDELL
 ENGINEERING & SURVEYING
 63 EAST ASH ST.
 LEBANON, OREGON 97355
 PH. (541) 481-5125
 FAX (541) 481-1366
 PAGE 1 OF 2
 Rev Date Dec 4, 2000
 JOB NAME Schm

EXPIRES 08-30-2002
 September 23, 1977
 JIM UDELL
 OREGON
 REGISTERED PROFESSIONAL LAND SURVEYOR

BOOKS 58668
 13566



C.S. 22383
 PROPERTY LINE ADJUSTMENT
 FOR
FRANK SCHNITZER
 SE 1/4 SEC. 21, T 11 S., R. 1 E., W.M.
 LINN COUNTY, OREGON
 SCALE 1"=60'
 JULY 10, 2000



LINE CALL TABLE

L1	IS 3°02'23" V	19.821
L2	IN 86°56'37" V	19.397
L3	IS 0°29'47" V	79.447
L4	IS 0°19'20" V	28.207
L5	IS 8°26'43" E	55.171
L6	IS 8°26'43" E	55.171
L7	IS 89°01'44" E	5.897

CURVE DATA TABLE

CURVE	RADIUS	DELTA	ARC	CHORD	REFERENCE
C1	1378.10'	213.13°	14.65'	S 6°57'34" E 14.657	C.R. 842
C2	1378.10'	6°10'17"	40.73'	S 2°45'49" E 40.713	C.R. 842
C3	1378.10'	9°47'11"	52.35'	S 5°12'55" V S2.281	C.R. 842
C4	11432.50'	8°33'20"	217.64'	N 85°02'53" E 217.447	C.R. 842
			213.89'	N 89°56'40" E 213.702	C.R. 848

APPROVALS:
 LINN COUNTY PLANNING AND BUILDING CASE NO. PLA-5-00
Steve Helwig 12/23/00
 DIRECTOR, LINN COUNTY PLANNING AND BUILDING DEPT.

REGISTERED
 PROFESSIONAL
 LAND SURVEYOR
JAMES F. UDELL
 ENGINEERING & SURVEYING
 63 EAST ASH ST
 LEBANON, OREGON
 97355
 PH. (541) 451-5125
 FAX (541) 451-1366
 Rev Date Dec 4, 2000

THIS SURVEY RECEIVED AND FILED THIS 5th DAY
 OF December, 2000.
Robert W. Bell
 LINN COUNTY SURVEYOR

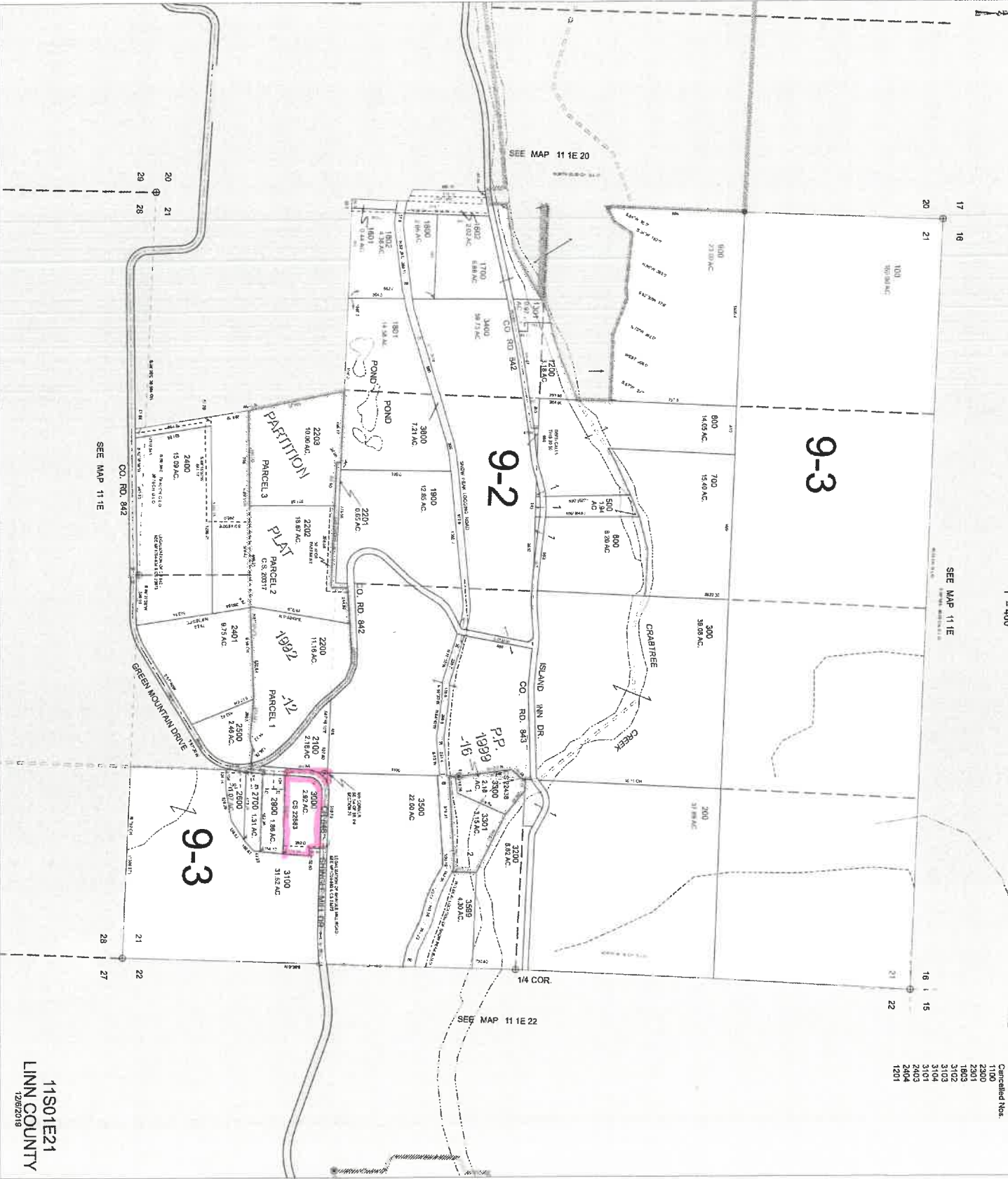
EXPIRES 06-30-2002
 OREGON
 September 23, 1977
 REGISTERED
JIM UDELL
 LAND SURVEYOR

FOR ASSESSMENT AND
TAXATION ONLY

SECTION 21 T.11S. R.1E. W.M.
Linn County
1" = 400'

11S01E21
LINN COUNTY

- Cancelled Nos.
- 2000
- 2001
- 2002
- 2003
- 2004
- 1201

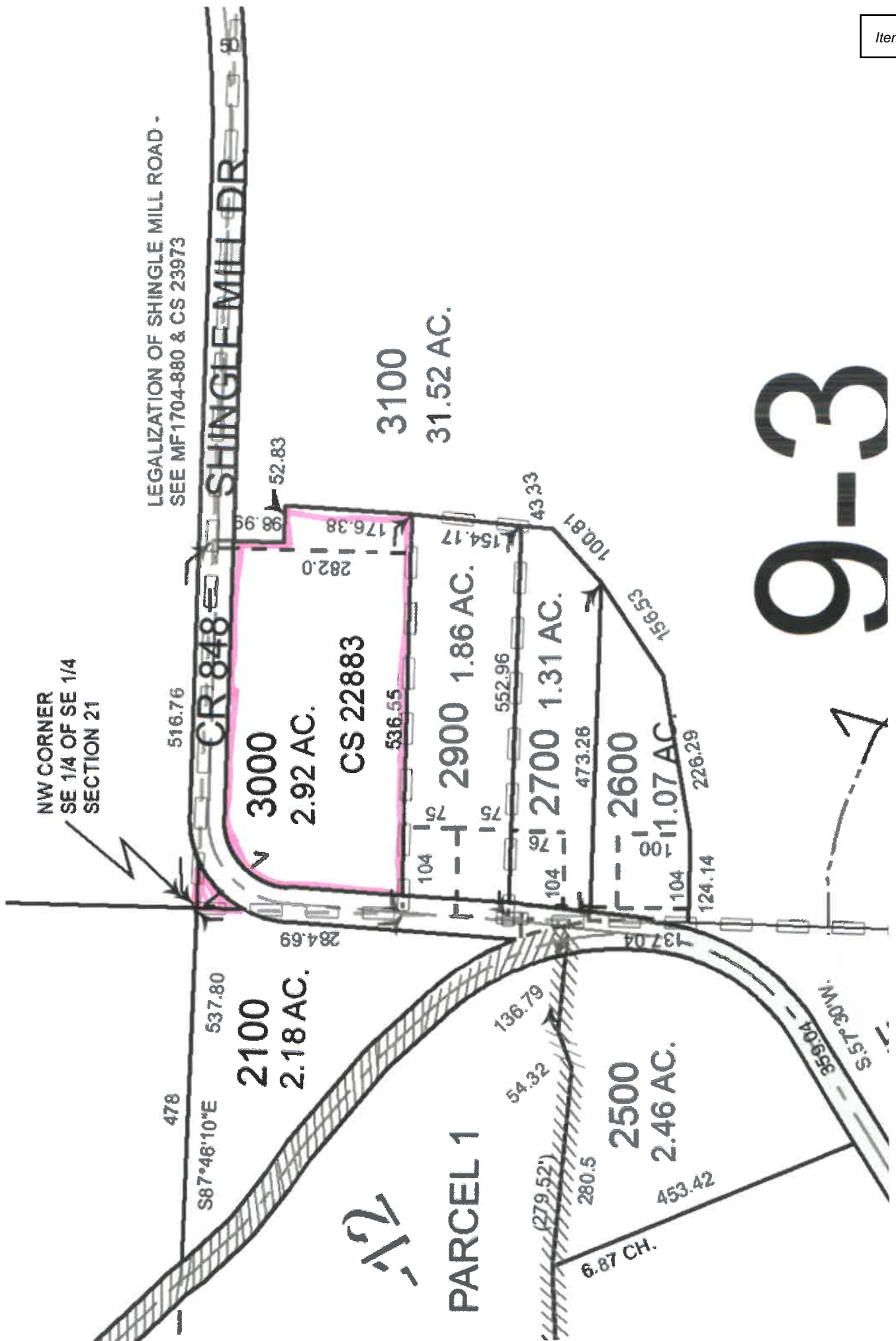


SEE MAP 11 1E

SEE MAP 11 1E

SEE MAP 11 1E 22

11S01E21
LINN COUNTY
12/29/2018



KNOW ALL MEN BY THESE PRESENTS, That JAMES M. BROWN and PATRICIA L. BROWN, husband and wife

In consideration of FORTY THREE THOUSAND FIVE HUNDRED THIRTY TWO AND 37/100 Dollars, them paid by the Grantee herein, do hereby grant, bargain, sell and convey unto E. FRANK SCHNITZER

Grantee the following described real property, situate in the County of LINN and State of Oregon, to-wit: From the Northwest corner of the Southeast quarter of Section 21, Township 11 South, Range 1 East, Willamette Meridian, in Linn County, State of Oregon, run South 284 feet more or less, to the center of the existing county road, which is the point of beginning of this description; thence East 515 feet; thence North 282 feet, more or less, to the center of the existing road; thence following the center line of said road in a westerly Southwesterly and Southerly direction as now established, to the place of beginning. EXCEPTING from the above land any thereof which has heretofore been deeded for road purposes. TOGETHER with the right to lay water pipe for the purpose of conveying water to the above site over the adjoining lands of the grantors named in that certain deed to the State of Oregon dated May 14, 1936, and recorded May 19, 1936 in Volume 144, page 211, Deed Records of Linn County, Oregon, from a creek which is located from 500 to 1,000 feet in an Easterly direction from the above described land, provided always that said pipe line, if so laid, shall be buried to a sufficient depth not to interfere with the farming operations of said grantors, their heirs, successors or assigns.

To Have and to Hold the granted premises unto the said Grantee his Heirs and Assigns forever. And the Grantor do covenant that they are lawfully seized in fee simple of the above granted premises free from all encumbrances, except: Taxes for the fiscal year 1988-89, a lien in an amount to be determined, but not yet payable; Regulations, incl levies, assessments, water and irrigation rights and easements for ditches and canals of Lacombe Irrigation District; The rights of the public in and to that portion of the above property lying within the limits of public roads and highways; Mortgage, incl the terms and provisions thereof, in favor of Home Federal S/L Association (Oregon) which grantee herein ASSUMES and agrees to pay;

and that they will and their heirs, executors and administrators, shall warrant and forever defend the granted premises, against the lawful claims and demands of all persons, except as above stated.

Witness our hand and seal this 8th day of August, 19 88

James M. Brown (SEAL)

Patricia L. Brown (SEAL)

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

STATE OF OREGON, County of) ss. 19

Personally appeared and

STATE OF OREGON County of LINN } ss.

who, being duly sworn, each for himself and not one for the other, did say that the former is the president and that the latter is the secretary of

On this 8th day of August, 19 88

personally appeared the above named James M. Brown and Patricia L. Brown and acknowledged the foregoing instrument to be their voluntary act and deed.

a corporation, and that the seal affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was signed and sealed in behalf of said corporation by authority of its board of directors; and each of them acknowledged said instrument to be its voluntary act and deed.

Before me: Notary Public for Oregon My Commission Expires Feb 19, 1989

Before me: (OFFICIAL SEAL) Notary Public for Oregon My commission expires: (If executed by a corporation, affix corporate seal)

UNTIL A CHANGE IS REQUESTED, ALL TAX STATEMENTS SHALL BE SENT TO THE FOLLOWING ADDRESS.

Mr. E. Frank Schnitzer 43062 Shingle Mill Rd Lebanon, Oregon 97355

STATE OF OREGON County of) ss.

Return to: WVT - Albany #124690-L (JR)

STATE OF OREGON County of Linn I hereby certify that the attached was received and duly recorded by me in Linn County records

STEVE DRUCKENMILLER Linn County Clerk

AUG 8 3 46 PM '88

WVT-124690-L

11-1E-21; 3000

Before the Board of County Commissioners for Linn County, Oregon

In the matter of annexation of property to the
Lebanon Rural Fire Protection District.

Petition for Annexation of a Single Parcel of
Land (ORS 198.857)

Pursuant to ORS 198.857, we, the undersigned owners of the land proposed for annexation, hereby petition and request that the Linn County Board of Commissioners initiate proceedings and approve a change of organization for the annexation of the real property described on page 2 to the Lebanon Rural Fire Protection District.

In accordance with the provisions of Chapter 198 of the Oregon Revised Statutes (Special Districts Generally), the following information is provided by the petitioners:

1. The district affected by this petition and its principal act is as follows:
 - District Name: Lebanon Rural Fire Protection District
 - Principal Act: 478
2. The principal county, as defined in ORS 198.705(16), is: Linn County
 - Other affected counties are: _____
3. The proposed annexation includes the territory described on page 2 and has been approved and endorsed by the district named on page 5.
4. The proposed change of organization is the annexation of the property described on page 2 to the existing district.
5. As indicated beside each signature below, the signers of this petition are owners of the land proposed for annexation to the district.
6. The petitioners request that proceedings be initiated for the proposed annexation pursuant to ORS 198.857.
7. It is proposed that the proposed annexation be subject to the following terms and conditions:

Petitioner's Signature Page

In witness whereof we have signed this petition on the date indicated. Unless otherwise indicated, acres owned are in Linn County and in the territory subject to this petition. Include the following information: 1) Date of signing, 2) the number of acres of land owned by the signer in the territory to be annexed, and the county if other than Linn County, next to your signature.

Property Address	Acres Owned
<u>43062 Shingle Mill Rd</u>	<u>2.92</u>
<u>Lebanon, OR 97355</u>	

Signature	Print Name	Date Signed
<u>E. Frank Schmitzer</u>	<u>E. Frank Schmitzer</u>	<u>10/20/25</u>

Property Address	Acres Owned
_____	_____

Signature	Print Name	Date Signed
_____	_____	____/____/____

Property Address	Acres Owned
_____	_____

Signature	Print Name	Date Signed
_____	_____	____/____/____

APPLICATION FOR FIRE PROTECTION BY A RURAL FIRE PROTECTION DISTRICT

Item # 2.

On forestland included within a forest protection district under ORS 477.205 to 477.281 as provided by ORS 478.140

TO: LEBANON Rural Fire Protection District

R.F.P. DISTRICT USE ONLY		ASSESSOR'S USE ONLY	
Date Received	Approved	Date Received	Approved

Enter Name and Address below

TERRY & VICKI BROWN
29930 INGRAM RD
LEBANON, OR 97355

INSTRUCTIONS TO APPLICANT

1. Applicant must own the property or be purchasing it under contract.
2. File separate application for each tax account.
3. File original form with the Rural Fire Protection District in which your property is located.
4. Retain a copy for your files.

INSTRUCTIONS TO RURAL FIRE PROTECTION DISTRICT

1. Forward a copy to the assessor of the county in which the property is located within 20 days of receipt from applicant.

Telephone Number: 541-405-0173

PROPERTY DESCRIPTION

Deed or Contract Deed Volume and Page or Instrument Number: ME 592 PG 494 Date Recorded: MAR 18 1992
LINN County Account Number (as shown on your tax statement): 271615

Section Subdivision or Name of Addition	Section or Lot	Township or Block	Range	Acres
	5	135	1W	2.9

I, as owner, hereby request that part of the above-described property which is protected against fire by the State Board of Forestry under the provisions of Oregon Revised Statute (ORS) 477.205 to 477.281, also be protected against fire by the rural fire protection district in which it is located.

1. This property is located within the exterior boundaries of the above-named Rural Fire Protection District and a forest protection district as defined in ORS 477.205 to 477.281.
2. I understand that I will be taxed for fire protection on the county tax roll by both the rural fire protection district and by the State Board of Forestry under ORS Chapter 477.

DECLARATION

I declare under the penalties for false swearing as contained in ORS 305.990(4) that this document has been examined by me and to the best of my knowledge it is a true, correct, and complete statement.

Applicant's Signature
X Terry W. Brown

Date
Oct 26, 2025

Approval of Petition by District Board

Pursuant to a resolution of the Board of Directors of the Lebanon Rural Fire Protection District, the property described on page 2 is hereby endorsed and approved for annexation to the Lebanon Rural Fire Protection District.

Dated _____, day of _____, 20_____,

By: _____

When you have completed all sections, return this to the Linn County Clerk's Office to be reviewed and offered for filing.

Before the Board of County Commissioners for Linn County, Oregon

In the matter of annexation of property to the
Lebanon Rural Fire Protection District.

Petition for Annexation of a Single Parcel of
Land (ORS 198.857)

Pursuant to ORS 198.857, we, the undersigned owners of the land proposed for annexation, hereby petition and request that the Linn County Board of Commissioners initiate proceedings and approve a change of organization for the annexation of the real property described on page 2 to the Lebanon Rural Fire Protection District.

In accordance with the provisions of Chapter 198 of the Oregon Revised Statutes (Special Districts Generally), the following information is provided by the petitioners:

1. The district affected by this petition and its principal act is as follows:
 - District Name: Lebanon Rural Fire Protection District
 - Principal Act: 478
2. The principal county, as defined in ORS 198.705(16), is: Linn County
 - Other affected counties are: _____
3. The proposed annexation includes the territory described on page 2 and has been approved and endorsed by the district named on page 5.
4. The proposed change of organization is the annexation of the property described on page 2 to the existing district.
5. As indicated beside each signature below, the signers of this petition are owners of the land proposed for annexation to the district.
6. The petitioners request that proceedings be initiated for the proposed annexation pursuant to ORS 198.857.
7. It is proposed that the proposed annexation be subject to the following terms and conditions:

Description of Area to Be Annexed

This is a legal description and must be completed and signed by a professional land surveyor. If the description is too lengthy to fit in the space provided, it may be attached as an exhibit. Be sure to also include a map of the territory to be annexed.

See Attached

Certificate of Surveyor

The undersigned, an Oregon Registered Professional Land Surveyor, certifies that the attached legal description complies with the requirements of ORS 308.225(2)(b).

Signature: _____ Date: ____/____/____

Registration Number: _____

The Linn County Board of Commissioners will hear and decide only on the boundary described in the petition, subject to any modifications they may make. After their decision, they will file the final approval with the Department of Revenue, the Secretary of State, the County Assessor, and the County Clerk. State statutes require that the description comply with the following provisions.

ORS 308.225 establishes the requirements for descriptions of the area to be annexed:

- A. Except as is otherwise provided in sub-paragraph (B) of this paragraph, the legal description of the boundary change shall consist of a series of courses in which the first course shall start at a point of beginning and the final course shall end at the point of beginning. Each course shall be identified by bearings and distances and, when available, refer to deed lines, deed corners and other monuments, or in lieu of bearings and distances, be identified by reference to:
 - I. Township, range, section, or section subdivision lines of the US Rectangular Survey system.
 - II. Survey center line or right of way lines of public roads, streets, or highways.
 - III. Ordinary high water or ordinary low water of tidal lands.
 - IV. Right of way lines of railroads.
 - V. Any line identified on the plat of any recorded subdivision defined in ORS 92.010.
 - VI. Donation land claims.
 - VII. Line of ordinary high water and line of ordinary low water of rivers and streams, as defined in ORS 274.005, or the thread of rivers and streams.

- B. In lieu of the requirements of sub-paragraph (A) of this paragraph, boundary change areas conforming to areas of the US Rectangular Survey may be described by township, section, quarter-section, or quarter-quarter section. If the areas conform to subdivision lots and blocks, they may be described by lot and block description.

Petitioner's Signature Page

In witness whereof we have signed this petition on the date indicated. Unless otherwise indicated, acres owned are in Linn County and in the territory subject to this petition. Include the following information: 1) Date of signing, 2) the number of acres of land owned by the signer in the territory to be annexed, and the county if other than Linn County, next to your signature.

Property Address	Acres Owned
<u>29930 Ingram Rd</u>	<u>2.9</u>
<u>Lebanon, OR 97355</u>	

Signature	Print Name	Date Signed
<u>Terry W. Brown</u>	<u>TERRY W. BROWN</u>	<u>10/26/2025</u>

Property Address	Acres Owned
<u>29930 Ingram Road</u>	<u>2.9</u>
<u>Lebanon, OR 97355</u>	

Signature	Print Name	Date Signed
<u>Vicki L. Brown</u>	<u>Vicki L. Brown</u>	<u>10/26/2025</u>

Property Address	Acres Owned
_____	_____

Signature	Print Name	Date Signed
_____	_____	<u> / /</u>

GRANTOR: BEA M. ZELLER and GREETA K. BROWN

CONVEYS AND WARRANTS TO

GRANTEE: TERRY WAYNE BROWN and VICKI LYNNE BROWN, Husband and Wife

the following described real property free of encumbrances except as specifically set forth herein:
The North one-half of the Southeast quarter of the Southeast quarter of Section 5, Township 13 South, Range 1 West, Willamette Meridian, Linn County, Oregon. EXCEPT that portion lying West of the County Road No. 745.

- SUBJECT TO:**
- 1) Any liens or encumbrances made or permitted to be made by Grantees here subsequent to August 3, 1984;
 - 2) Taxes for the fiscal year 1984-85, a lien in the amount to be determined, but not yet payable;
 - 3) The rights of the public in and to that portion of the premises herein described lying within the limits of roads, streets and highways;
 - 4) An easement created by instrument, including the terms and provisions thereof, recorded May 11, 1973, in Volume 62, Page 272 Linn County Microfilm Records in favor of Consumers Power, Inc. an Oregon Corp. for electrical and telephone transmission and distribution lines;
 - 5) Oil and gas lease, including the terms and provisions thereof, as disclosed by a Memorandum recorded 11/15/76 in MF Volume 150, Page 294, Linn County Records, between Davidson Co., a Minnesota Corp. formerly Oregon & Western Colonization Corp., a South Corp., as Lessor and Mobile Oil Corp. a New York Corp., as Lessee. The Lessee's interest assigned by instrument recorded 3/2/83 in MF VOL. 329 Page 828, to American Quasar Petroleum Co. of New Mexico;
 - 6) Trust Deed, including the terms & provisions thereof, recorded 12/28/78 in MF VOL Page 667, Linn County Records in favor of First National Bank of Oregon, which the Grantee herein assume and agree to pay;
- This instrument does not guarantee that any particular use may be made of the property described in this instrument. A buyer should check with the appropriate city or county planning department to verify approved uses.

The true and actual consideration for this transfer is \$ 53,000.00

If grantor is a corporation, this has been signed by authority of the Board of Directors, with the seal of said corporation affixed

DATED: August 13, 1984

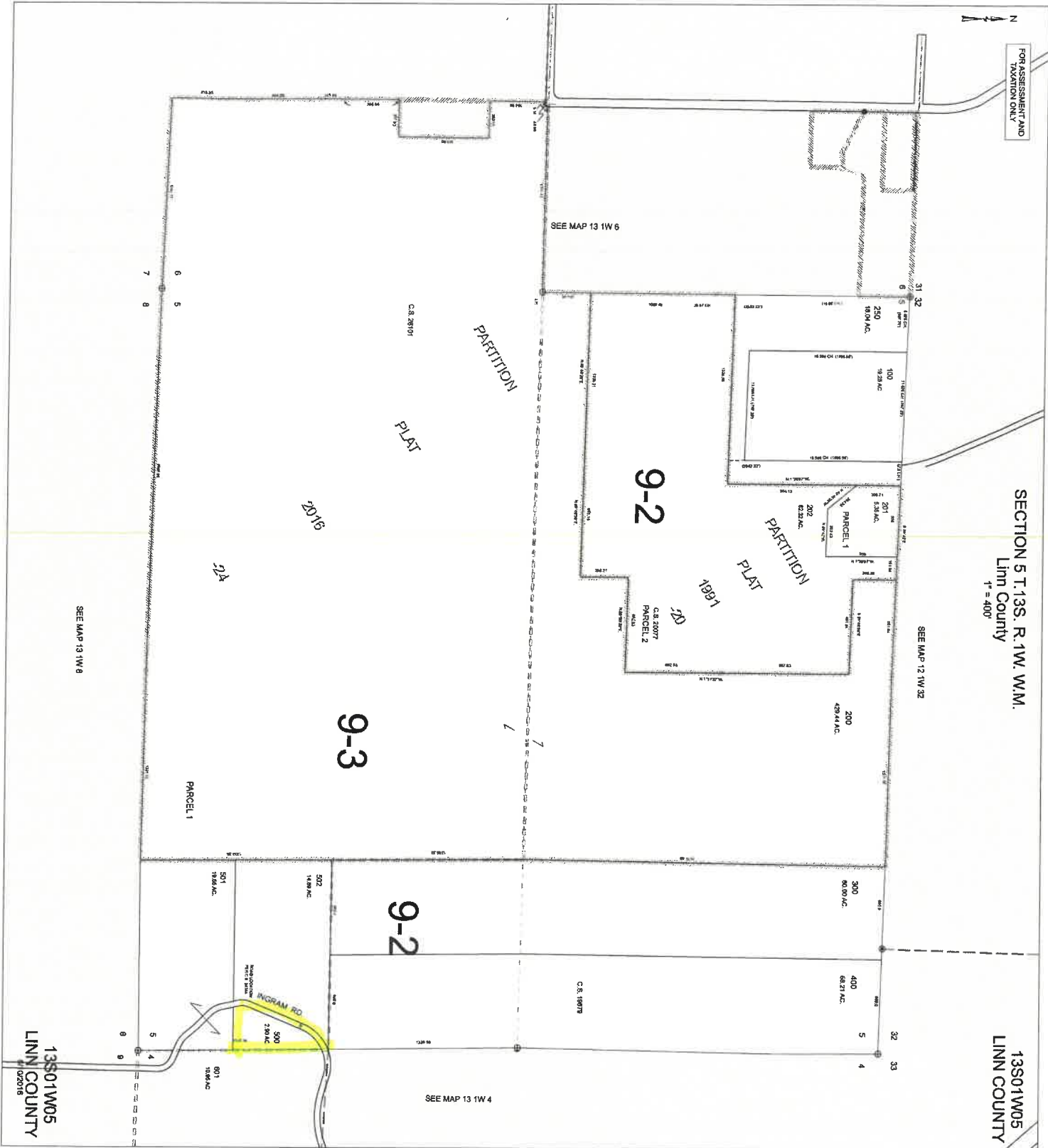
GRANTOR:

Bea M. Zeller
BEA M. ZELLER

Greeta K. Brown
GREETA K. BROWN, by Bea M. Zeller,

Item # 2.

13S01W05

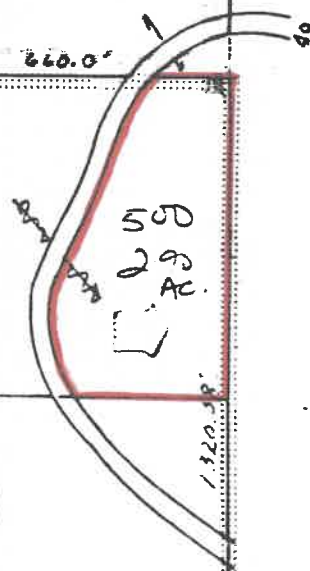


13-2

502

16-5

501



KEY TITLE COMPANY
 ALBANY, OR 97321-926-5548

THIS DRAWING IS MADE SOLEY TO ASSIST OUR CUSTOMERS IN LOCATING THE SUBJECT PROPERTY. KEY TITLE CO. ASSUMES NO LIABILITY FOR VARIATIONS IN DIMENSIONS, IF ANY, WHICH MAY BE ASCERTAINED BY ACTUAL SURVEY.

13 1

APPLICATION FOR FIRE PROTECTION BY A RURAL FIRE PROTECTION DISTRICT

On forestland included within a forest protection district under ORS 477.205 to 477.281 as provided by ORS 478.140

TO: Lebanon Rural Fire Protection District

Double H Investment Group LLC
Enter Name and Address below

Mailing: Robert Howell
80321 Sears Rd
Cottage Grove OR 97424

29875 Sodaville Mtn Home Rd
29871 Sodaville Mtn Home Rd
Lebanon, OR. 97355

Telephone Number: 541-942-4171

R.F.P. DISTRICT USE ONLY		ASSESSOR'S USE ONLY	
Date Received	Approved	Date Received	Approved
INSTRUCTIONS TO APPLICANT			
1. Applicant must own the property or be purchasing it under contract.			
2. File separate application for each tax account.			
3. File original form with the Rural Fire Protection District in which your property is located.			
4. Retain a copy for your files.			
INSTRUCTIONS TO RURAL FIRE PROTECTION DISTRICT			
1. Forward a copy to the assessor of the county in which the property is located within 20 days of receipt from applicant.			

PROPERTY DESCRIPTION

Deed or Contract Deed Volume and Page or Instrument Number: _____ Date Recorded: _____
Linn County Account Number (as shown on your tax statement): 271297

Section Subdivision or Name of Addition	Section or Lot	Township or Block	Range	Acres
	<u>7</u>	<u>13S</u>	<u>1West</u>	<u>97.06</u>

I, as owner, hereby request that part of the above-described property which is protected against fire by the State Board of Forestry under the provisions of Oregon Revised Statute (ORS) 477.205 to 477.281, also be protected against fire by the rural fire protection district in which it is located.

1. This property is located within the exterior boundaries of the above-named Rural Fire Protection District and a forest protection district as defined in ORS 477.205 to 477.281.
2. I understand that I will be taxed for fire protection on the county tax roll by both the rural fire protection district and by the State Board of Forestry under ORS Chapter 477.

DECLARATION

I declare under the penalties for false swearing as contained in ORS 305.990(4) that this document has been examined by me and to the best of my knowledge it is a true, correct, and complete statement.

Applicant's Signature <u>Robert H. Howell</u>	Date <u>Oct 28, 2025</u>
--	-----------------------------

Annexation Petition Form
Page 5

Approval of Petition by District Board

Pursuant to a resolution of the Board of Directors of the Lebanon Rural Fire Protection District, the property described on page 2 is hereby endorsed and approved for annexation to the Lebanon Rural Fire Protection District.

Dated _____, day of _____, 20_____

By: _____

When you have completed all sections, return this to the Linn County Clerk's Office to be reviewed and offered for filing.

Before the Board of County Commissioners for Linn County, Oregon

In the matter of annexation of property to the
Lebanon Rural Fire Protection District.

Petition for Annexation of a Single Parcel of
Land (ORS 198.857)

Pursuant to ORS 198.857, we, the undersigned owners of the land proposed for annexation, hereby petition and request that the Linn County Board of Commissioners initiate proceedings and approve a change of organization for the annexation of the real property described on page 2 to the Lebanon Rural Fire Protection District.

In accordance with the provisions of Chapter 198 of the Oregon Revised Statutes (Special Districts Generally), the following information is provided by the petitioners:

1. The district affected by this petition and its principal act is as follows:
 - District Name: Lebanon Rural Fire Protection District
 - Principal Act: 478
2. The principal county, as defined in ORS 198.705(16), is: Linn County
 - Other affected counties are: None
3. The proposed annexation includes the territory described on page 2 and has been approved and endorsed by the district named on page 5.
4. The proposed change of organization is the annexation of the property described on page 2 to the existing district.
5. As indicated beside each signature below, the signers of this petition are owners of the land proposed for annexation to the district.
6. The petitioners request that proceedings be initiated for the proposed annexation pursuant to ORS 198.857.
7. It is proposed that the proposed annexation be subject to the following terms and conditions:

Petitioner's Signature Page

In witness whereof we have signed this petition on the date indicated. Unless otherwise indicated, acres owned are in Linn County and in the territory subject to this petition. Include the following information: 1) Date of signing, 2) the number of acres of land owned by the signer in the territory to be annexed, and the county if other than Linn County, next to your signature.

Property Address	Acres Owned
<u>29875 Sodaville Mtn Home</u>	<u>97.06</u>
<u>29871 Sodaville Mtn Home</u>	
<u>Lebanon, OR. 97355</u>	

Signature	Print Name	Date Signed
<u>Robert L. Howell</u>	<u>Robert Howell</u>	<u>10/16 2025</u>

Property Address	Acres Owned
_____	_____

Signature	Print Name	Date Signed
_____	_____	<u> / / </u>

Property Address	Acres Owned
_____	_____

Signature	Print Name	Date Signed
_____	_____	<u> / / </u>

EXHIBIT "A"
Legal Description

The East half of the Northwest Quarter of Section 7, Township 13 South, Range 1 West of the Willamette Meridian in Linn County, Oregon.

ALSO Lots One and Two of Section 7, Township 13 South, Range 1 West of the Willamette Meridian in Linn County, Oregon.

ALSO a strip of land off the following described premises, to-wit: Beginning at a point on the East boundary line of and North 21.20 chains distant from the Southeast corner of the Donation Land Claim of John Burge and wife, the same being Notification No. 2350 and Claims No. 43 and 52 in Township 13 South, Range 1 West of the Willamette Meridian, and running thence North 31.77 chains; thence West 37.75 chains to the West line of the said Claim No. 52 in said Township 13 South, Range 1 West of the Willamette Meridian; thence South 31.77 chains; thence East 37.76 chains to the place of beginning, all lying in Linn County, Oregon. Said strip of land to be conveyed being described by beginning at the Northeast corner of the last above described tract of land and running thence West 75 rods; thence South 1-1/2 rods; thence East 75 rods; thence North 1-1/2 rods to the place of beginning.

EXCEPTING THEREFROM, the following described property: **Adverse Possession area!**

Beginning at the Center Quarter Corner (SE corner of U.S. Lot 2) of Section 7, Township 13 South, Range 1 West of the Willamette in Linn County, Oregon and running thence South 88°20'53" West, along the South line of said Lot 2, a distance of 1612.37 feet to the Southwest corner of said Lot 2; thence North 1°17'36" West 97.4 feet; thence Easterly, along an old fence line, the following courses: North 88°49' East 108.3 feet; North 89°11' East 138.6 feet; North 85°43' East 40.1 feet; South 85°06' East 35.1 feet; North 89°47' East 216.2 feet; North 87°39' East 123.1 feet; North 88°46' East 136.6 feet; North 89°44' East 82.3 feet; South 88°03' East 163.1 feet; North 87°08' East 60.1 feet and South 89°43' East 266.3 feet; thence continuing South 89°43' East 62.5 feet, more or less, to the East line of the aforementioned U.S. Lot 2; thence South 0°56'05" East 63.9 feet to the point of beginning.

APPLICATION FOR FIRE PROTECTION BY A RURAL FIRE PROTECTION DISTRICT

On forestland included within a forest protection district under ORS 477.205 to 477.281 as provided by ORS 478.140

TO: Lebanon Rural Fire Protection District

Enter Name and Address below

Bret Gilbert
42222 Gilbert Lane
Lebanon, OR. 97355

Telephone Number: 541-905-5566

R.F.P. DISTRICT USE ONLY		ASSESSOR'S USE ONLY	
Date Received	Approved	Date Received	Approved
INSTRUCTIONS TO APPLICANT 1. Applicant must own the property or be purchasing it under contract. 2. File separate application for each tax account. 3. File original form with the Rural Fire Protection District in which your property is located. 4. Retain a copy for your files.			
INSTRUCTIONS TO RURAL FIRE PROTECTION DISTRICT 1. Forward a copy to the assessor of the county in which the property is located within 20 days of receipt from applicant.			

PROPERTY DESCRIPTION

Deed or Contract Deed Volume and Page or Instrument Number: _____ Date Recorded: _____
Linn County Account Number (as shown on your tax statement): 156717

Section Subdivision or Name of Addition	Section or Lot	Township or Block	Range	Acres
	<u>(NW 1/4) Section 32</u>	<u>12 South</u>	<u>1 East</u>	<u>160</u>

I, as owner, hereby request that part of the above-described property which is protected against fire by the State Board of Forestry under the provisions of Oregon Revised Statute (ORS) 477.205 to 477.281, also be protected against fire by the rural fire protection district in which it is located.

1. This property is located within the exterior boundaries of the above-named Rural Fire Protection District and a forest protection district as defined in ORS 477.205 to 477.281.
2. I understand that I will be taxed for fire protection on the county tax roll by both the rural fire protection district and by the State Board of Forestry under ORS Chapter 477.

DECLARATION

I declare under the penalties for false swearing as contained in ORS 305.990(4) that this document has been examined by me and to the best of my knowledge it is a true, correct, and complete statement.

Applicant's Signature
X Bret A. Gilbert

Date
10/29/25

Before the Board of County Commissioners for Linn County, Oregon

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Dated _____, day of _____, 20_____,

By: _____



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Description of Area to Be Annexed

This is a legal description and must be completed and signed by a professional land surveyor. If the description is too lengthy to fit in the space provided, it may be attached as an exhibit. Be sure to also include a map of the territory to be annexed.

The Northwest Quarter (NW¹/₄) of Section 32, Township 12 South,
Range 1 East, of Willamette Meridian in Linn County, Oregon.

Certificate of Surveyor

The undersigned, an Oregon Registered Professional Land Surveyor, certifies that the attached legal description complies with the requirements of ORS 308.225(2)(b).

Signature: _____ Date: ____/____/____

Registration Number: _____

The Linn County Board of Commissioners will hear and decide only on the boundary described in the petition, subject to any modifications they may make. After their decision, they will file the final approval with the Department of Revenue, the Secretary of State, the County Assessor, and the County Clerk. State statutes require that the description comply with the following provisions.

ORS 308.225 establishes the requirements for descriptions of the area to be annexed:

- A. Except as is otherwise provided in sub-paragraph (B) of this paragraph, the legal description of the boundary change shall consist of a series of courses in which the first course shall start at a point of beginning and the final course shall end at the point of beginning. Each course shall be identified by bearings and distances and, when available, refer to deed lines, deed corners and other monuments, or in lieu of bearings and distances, be identified by reference to:
 - I. Township, range, section, or section subdivision lines of the US Rectangular Survey system.
 - II. Survey center line or right of way lines of public roads, streets, or highways.
 - III. Ordinary high water or ordinary low water of tidal lands.
 - IV. Right of way lines of railroads.
 - V. Any line identified on the plat of any recorded subdivision defined in ORS 92.010.
 - VI. Donation land claims.
 - VII. Line of ordinary high water and line of ordinary low water of rivers and streams, as defined in ORS 274.005, or the thread of rivers and streams.

- B. In lieu of the requirements of sub-paragraph (A) of this paragraph, boundary change areas conforming to areas of the US Rectangular Survey may be described by township, section, quarter-section, or quarter-quarter section. If the areas conform to subdivision lots and blocks, they may be described by lot and block description.

Item # 2.

NN

Sharon Gilbert

Grantor's Name and Address

Bret A. Gilbert

Grantee's Name and Address

After recording, return to (Name, Address, Zip):

Until requested otherwise, send all tax statements to (Name, Address, Zip):

STATE OF OREGON, } ss.
County of _____

I certify that the within instrument was received for record on _____, at _____ o'clock _____ M., and recorded in book/reel/volume No. _____ on page _____ and/or as fee/file/instrument/microfilm/reception No. _____, Records of said County.

SPACE RESERVED FOR RECORDER'S USE

Witness my hand and seal of County affixed.

NAME TITLE
By _____, Deputy.

BARGAIN AND SALE DEED

KNOW ALL BY THESE PRESENTS that SHARON GILBERT

hereinafter called grantor, for the consideration hereinafter stated, does hereby grant, bargain, sell and convey unto BRET A. GILBERT hereinafter called grantee, and unto grantee's heirs, successors and assigns, all of that certain real property, with the tenements, hereditaments and appurtenances thereunto belonging or in any way appertaining, situated in Linn County, State of Oregon, described as follows, to-wit:

All of my interest in and to:

The Northwest Quarter (NW1/4) of Section 32, Township 12 South, Range 1 East, of Willamette Meridian in Linn County, Oregon.

SUBJECT TO AND INCLUDING THE RIGHT TO USE WITH OTHERS:

A perpetual, non-exclusive easement for road purposes over the existing road beginning on the South Line and approximately 600 feet West of the Southeast Corner of said NW 1/4 and running thence Northerly to a 30 foot wide road easement as described in MF 355-427 of Linn County Deed Records; thence Northwesterly along said 30 foot wide road easement to the county road known as Upper Berlin Road.

ALSO SUBJECT TO AND INCLUDING THE RIGHT TO USE WITH OTHERS:

A perpetual, non-exclusive easement for road purposes over the existing road beginning on the South Line and approximately 600 feet East of the Southwest Corner of said NW 1/4 and running thence Northerly to the south end of an existing 30 foot wide road easement which is East of and adjacent to the West Line of Section 29, Township 12 South, Range 1 East; thence continuing North along said 30 foot wide easement 1331 feet more or less to the centerline of another 30 foot wide road easement as described in Volume 353, page 267 of Linn County Deed Records; thence Northerly along said easement to another 30 foot wide road easement also described in Volume 353, page 267; thence Northwesterly along said road easement to the county road known as Upper Berlin Road.

(Continued on Reverse)

(IF SPACE INSUFFICIENT, CONTINUE DESCRIPTION ON REVERSE)

To Have and to Hold the same unto grantee and grantee's heirs, successors and assigns forever.

The true and actual consideration paid for this transfer, stated in terms of dollars, is \$ None. However, the actual consideration consists of or includes other property or value given or promised which is part of the the whole (indicate which) consideration. (The sentence between the symbols ®, if not applicable, should be deleted. See ORS 93.030.)

In construing this deed, where the context so requires, the singular includes the plural, and all grammatical changes shall be made so that this deed shall apply equally to corporations and to individuals.

IN WITNESS WHEREOF, the grantor has executed this instrument on _____; if grantor is a corporation, it has caused its name to be signed and its seal, if any, affixed by an officer or other person duly authorized to do so by order of its board of directors.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930.

STATE OF OREGON, County of _____) ss.
This instrument was acknowledged before me on _____,
by _____
This instrument was acknowledged before me on _____,
by _____
as _____
of _____

(Continued from reverse side)

THE TERMS OF THIS EASEMENT:

(1) Grantees, their agents or assigns may use the easement strip for road purposes only for access to the NW 1/4 of Section 32.

(2) This easement is granted subject to all prior easements or encumbrances of record.

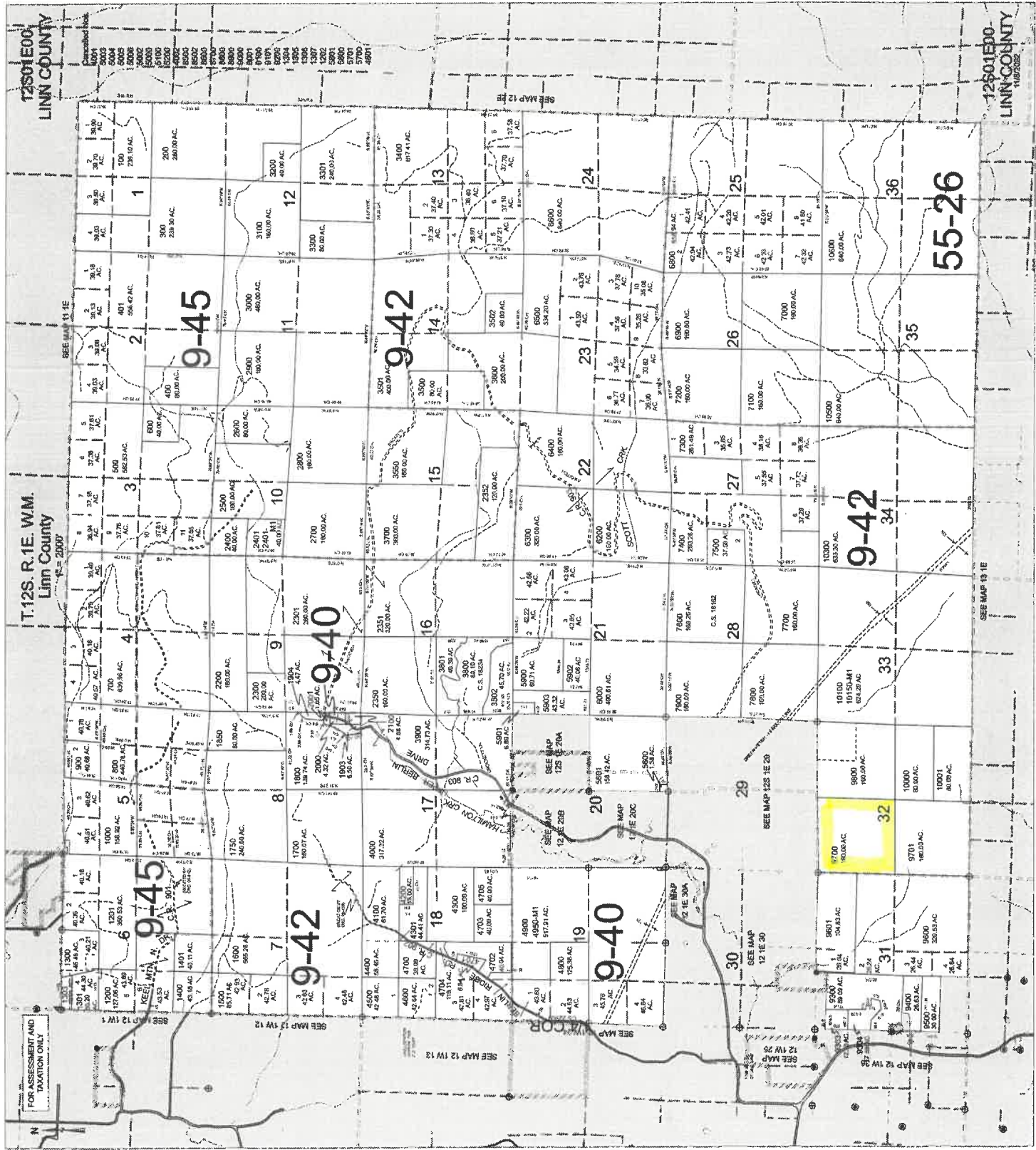
(3) Grantees shall take reasonable precautions to keep existing gates locked thereby restricting access of the general public to the easement.

(4) Grantees, at Grantees' expense, shall restore the roadway to its pre-existing condition after extraordinary use of the roadway by Grantees. Otherwise, Grantees agree to share the cost of maintenance of the roadway proportionately to use.

This deed is subject to the right to cut and remove timber on a three acre triangle located in the Northwest corner of the above described real property. This right was heretofore reserved to A. V. GILBERT, the predecessor in interest of this grantor.

\\srm\h4\log\A.GILBERT\20080101

12S01E00



LEBANON FIRE DISTRICT
POLICY, PROCEDURE AND INSTRUCTION

SECTION: 1100 – Administration

TITLE: **Social Media Policy**

NUMBER: **1100-049**

SUPERSEDES: All Previous Documents Related to PPI Manual

APPROVAL: Joseph Rodondi 6/25/2020
Fire Chief Date

UPDATED: John Tacy 6/25/2020
Division Chief Date

1. Scope

1.1. This policy applies to all District officers, elected officials, employees, and volunteers (collectively, “District Personnel”). Failure to abide by this Social Media and District Website Policy (Policy) may result in discipline up to and including termination as described in the District’s Personnel Policies.

2. Purpose

2.1. The purpose of this Policy is to promote effective and transparent communication between the District and the public, while ensuring that use of social media, the District’s website, and other internet and digital resources by District Personnel complies with District policies, applicable state, federal, and local laws.

2.2. This policy is not intended to limit rights of free speech or expression, but the District has an interest in regulating certain speech by its Employees. District Personnel have First Amendment rights to speak about matters of “public concern” – like general safety issues that could affect the public – but such speech may not unreasonably interfere with the efficiency of the public services that the District provides.

3. Applicability

3.1. This policy is applicable to social media and District website use by all District Personnel for District business. It also applies to personal use of social media by District Personnel when that use violates District policies, negatively affects the public’s trust in the District, or negatively affects the ability for staff to perform their jobs. Use of social

media and the District's website by District Personnel is also subject to other applicable District policies (for example, computer use policies, cell phone use policies, HIPAA policies, harassment policies, etc.).

4. Definitions

4.1. "Blog" means a self-published diary or commentary on a particular topic that may allow visitors to post responses, reactions or comments. The term is short for "Web log."

4.2. "District Website" means the District's official website.

4.3. "Page" means the specific portion of a website where content is displayed.

4.4. "Post" means content a user shares on a social media site or the act of publishing content to the site.

4.5. "Social Media" means a category of internet-based resources that integrate user-generated content and user participation. Social Media includes but is not limited to the following technologies:

- a.) Blogs
- b.) RSS feeds
- c.) Microblogging sites (i.e. Twitter)
- d.) Social networking sites (i.e. Facebook, LinkedIn)
- e.) Social bookmarking sites (i.e. Pinterest)
- f.) Event Sites
- g.) Internet Radio
- h.) Internet Video or Photo share sites (i.e. YouTube, Instagram)

5. Use of Social Media and the District Website for District Business

5.1. District Personnel are permitted to use social media and the District Website to conduct District business, including but not limited to dissemination of information about the District, District operations, District programs, and emergency communications.

However, an employee must have a pre-approval from the Fire Chief to post any information on social media or the District Website on behalf of the District.

5.2. All social media sites created by District Personnel for District business are subject to approval by the Fire Chief (hereinafter referred to as “Administrator”), or the Administrator’s designee.

5.3. Only District Personnel designated by the Administrator are authorized to post information to the District’s social media sites and/or the District Website. The Administrator or the Administrator’s designee will monitor the content posted to the District’s social media sites and/or the District Website by District Personnel to ensure that the posted content adheres to all applicable District policies. Information posted on the District’s social media sites and/or the District Website by District Personnel must be consistent with the District’s mission, vision, values, goals, and other applicable District policies.

5.4. In order to comply with the retention requirements of the Oregon Public Records Law (ORS Chapter 192 and OAR 166-200-0005 *et seq*), it is the policy of the District that District Personnel may not post original content to social media sites or the District Website unless that content is preserved and retained according to Oregon Public Records Law.

5.5. The Oregon Public Records Law and relevant District records retention schedules apply to all content posted to the District’s social media sites and to content posted to the District Website. The District shall preserve all content posted to the District Website and all content posted to the District’s social media sites (including both content posted by District Personnel and content posted by members of the public). The content will be retained for the period required by the relevant records retention schedule and maintained in a format that preserves the integrity of the original record, is easily accessible, and is allowable under the Oregon Records Retention Law.

5.6. Use of the District Website and/or social media sites by District Personnel may not violate the Oregon Public Meetings Law (ORS 192.610 through ORS 192.695).

5.7. Personnel representing the District through social media and/or the District Website must conduct themselves at all times as representatives of the District in compliance with District policies. Failure to do so may result in discipline as described in the District’s Personnel Policies. Posts on the District Website and/or the District’s social media sites by District Personnel must reflect the views, policies and positions of the District. When posting information to the District Website or the District’s social media sites, District Personnel are responsible for complying with all applicable federal, state, and local laws, regulations, and policies, including but not limited to laws governing copyright, public records, free speech, and privacy.

5.8. District social media sites will refer users to the District's official website or the District's e-mail system for forms, documents, online services, and other information necessary to conduct business with the District. District Personnel may direct visitors with questions and/or requests for additional information to make such requests via e-mail, mail, in person, or by telephone.

5.9. The following forms of content will not be allowed on the District Website or District controlled social media sites:

- a.) Content that violates the terms of use of the site;
- b.) Content unrelated to the purpose of the site;
- c.) Profane language or content;
- d.) Content that promotes, fosters, or perpetuates discrimination on the basis of membership in a protected class;
- e.) Content, the disclosure of which, would violate any federal, state, or local law;
- f.) Sexual content or links to sexual content;
- g.) Solicitations of commerce;
- h.) Content that would violate the ownership interest of another party;
- i.) Illegal conduct or encouragement of illegal activity;
- j.) Information that may tend to compromise the safety or security of the public or public services, including but not limited to: personal information relating to District residents, confidential or sensitive District information, and information that may tend to compromise the safety or security of public buildings, public utilities, public transportation systems, police, fire, or other emergency services; and
- k.) Links to:
 - i. Sites promoting or opposing any political committee; the nomination or election of a candidate; the gathering of signatures on an initiative, referendum or recall petition; the adoption of a measure; or the recall of a public office holder.
 - ii. Corporate commercial sites; or
 - iii. Individual personal pages or websites.

5.10. The District reserves the right to monitor the District Website and District controlled social media sites and to restrict or remove any content that is deemed in violation of this Policy or any applicable law.

5.11. Except as provided in paragraph 5.9(k) of this section, the Administrator shall determine, at his or her sole discretion, whether to allow links to other pages or websites from the District Website and/or District controlled social media sites, and which links to allow. The linking of the District Website or District controlled social media sites to other pages or websites constitutes government speech and does not create a public forum.

5.12. The District will prominently post the following disclaimer on any District social media site that allows the public to post content to the site:

Comments and other information posted to this page will be monitored. The District reserves the right to modify or remove inappropriate comments and other information, including comments or other information that: 1) violate the terms of use of this site; 2) contain profane language or sexual content; 3) promote, foster, or perpetuate discrimination on the basis of membership in a protected class; 4) threaten or defame any person or organization; 5) violate the legal ownership interest of another party; 6) promote illegal activity; 7) promote commercial services or products; 8) compromise the safety and security of the public or public services; 9) are not topically related to the particular post; or 10) contain links to other pages or websites. Comments posted to this site by a user other than the District represent the views of that user only and do not reflect the views or policies of the District. The District does not support or endorse comments made by users other than the District.

Communications made through social media will in no way constitute a legal or official notice to the District or any official or employee of the District for any purpose. Use of this website constitutes acceptance of this policy. Any information posted here is public information and may be subject to monitoring, moderation or disclosure to third parties.

5.13. Pursuant to ORS 260.432, District Personnel may not post content to the District Website or District-controlled social media sites that promotes or opposes: 1) any political committee; 2) the nomination or election of a candidate; 3) the gathering of signatures on an initiative, referendum or recall petition; 4) the adoption of a measure; or 5) the recall of a public office holder. Any political posts made by District Personnel while not on the job during working hours should clearly state that the views expressed in the post are the personal views of the individual and are not supported or endorsed by the District.

5.14. District Personnel may not remove any content from the District Website or a District controlled social media site without prior approval from the Administrator or the Administrator's designee.

5.15. Any content removed from the District Website or a District controlled social media site must be retained in accordance with District records retention policies and the Oregon Public Records Law.

5.16. Administration of District Controlled Social Media Sites:

- a.) All new social media sites proposed for District use will be approved by the Administrator or designee.
- b.) The Administrator or designee will maintain a list of social media sites which are approved for use by District Personnel.

- c.) The Administrator or designee will maintain a list of all District controlled social media sites, including login and password information.
- d.) The Administrator shall be informed of any administrative changes to existing District controlled social media sites.
- e.) The Administrator must be able to immediately edit or remove content from District controlled social media sites.

5.17. The District reserves the right to terminate the District Website and/or any District controlled social media site at any time without notice.

5.18. The District's social media use will be reviewed periodically to assess effectiveness, evaluate performance, and provide suggestions for changes or improvements. The Administrator or designee will perform this review.

6. Use of Social Media for Personal Business

6.1. Use of Social Media by District Personnel on a personally-controlled, rather than District-controlled, Social Media account constitutes the use of Social Media for personal business. Any use of Social Media for personal business must comply with all applicable District policies.

6.2. When using Social Media for personal business, District Personnel may not imply that the content posted is endorsed by the District. For example, District Personnel should not use the District's logo on their personal social media accounts, and posts should be made in the individual's personal capacity, not in his or her capacity as District Personnel.

6.3. Employees shall not criticize or ridicule the District, its policies, its officers or other Employees by speech, writing or other expression, when such speech, writing or expression:

- A. Is untrue, defamatory, obscene, slanderous or unlawful; and/or
- B. Unreasonably interferes with the efficiency of the public services the District performs through its employees.

7. Confidentiality of Information

7.1. District Personnel must adhere to all applicable District policies concerning confidentiality when using social media. District Personnel may not discuss or otherwise disclose confidential information (including photographs) acquired as a result of their relationship with the District, including but not limited to:

- a.) Information protected by the Health Information Portability and Accountability Act (HIPAA) and associated federal regulations;

- b.) Information protected by ORS 192.553 through ORS 192.581;
- c.) Information exempt from disclosure under the Oregon Public Records Act, ORS 192.311 through ORS 192.431;
- d.) Information related to legal matters or litigation;
- e.) Information the disclosure of which would violate any federal, state, or local law; and
- f.) Information made confidential or exempt from disclosure under state, federal, or local law.

7.2. District Personnel may not use or disseminate photographs or other images taken at a scene or during the course of work done for the District without the prior permission of the Administrator or Administrator's designee (see policy # 1100.010). All photographs or images taken at a scene or during the course of work done for the District (whether taken electronically or using film) are the property of the District and must be provided to the District as soon as practicable upon return to the station. At the District's discretion, electronic photographs and images will be uploaded to the District's network and erased from the individual's personal electronic device. Film and/or negatives will be provided directly to the District. District Personnel may not use or disclose photographs or images taken at a scene or during the course of work done for the District without permission from the Administrator or the Administrator's designee.

7.3. District Personnel must adhere to District's HIPAA policies when using the District Website and/or social media for either District business or personal business. Remember that HIPAA prohibits disclosure of patient information without the patient's express written permission. Even if an individual is not identified by name, if there is a reasonable basis to believe that the individual could be identified from the information you are thinking about disclosing, the use or disclosure of the information could violate HIPAA and District policies.

8. Use of District Equipment

8.1. Employees may use District resources (i.e., equipment) to participate in legitimate Internet-based networks and forums for the purpose of training, approved work-related research, and professional networking with other organizations, related agencies, professional associations, and individuals. Employees may not use District resources to create or maintain a personal blog or a personal website, or to upload personal content such as photos or videos.

8.2. District Personnel have no expectation of privacy in communications made in furtherance of their District duties or in communications which utilize District-owned equipment, including District-issued computers, cellular phones, smart phones, tablets and personal digital assistants (PDAs). Use of District-owned equipment is subject to investigation and audit by the District at any time and without notice. Communications

made in furtherance of District duties or which utilize District-owned equipment may be subject to public disclosure.

9. Use of Personnel Communication Devices while on Duty

9.1. Many cell phones and other electronic devices are able to access the Internet. Employees may use such devices during breaks and personal time while on duty. As with all personal cell phones, the use of any personal communications devices shall not be allowed to disrupt or interfere with department operations at any time. They are not to be used during training (classroom or drill ground), while responding to or at an emergency scene, at on-duty meetings, or at public relations events (see policy # 1100.025). Officers may answer calls related to daily operations but should have the device on mute or vibrate during above referenced events.

10. Posting While on Duty

10.1. District Personnel may post to social media for District business while on duty in some circumstances. However, such use must meet the following criteria:

- Must be consistent with the job duties of the user
- Must be authorized by the Administrator
- Must utilize District, rather than personal, social media accounts
- Must be professional and respectful in nature
- Must be limited to legitimate business-related sites
- Must not interfere with other job responsibilities
- Must not interfere with the ability of others to perform their duties
- Must be conducted in accordance with all District policies
- Must be within Federal Regulations and Medical Privacy requirements

Internet Usage While at Work

While employees may access non-work-related social networking sites from work, such activity must be “de minimus” in nature. That is, it should occur only during breaks. If the activity interferes with the employee’s work or that of other employees, it is not de minimus and is not allowed.

11. Evaluations and Revisions

11.1. This Policy will be evaluated and revised regularly to maintain compliance with state records retention requirements and applicable District policies.

issued head gear and/or personal protective equipment, nor intrude or interfere with the “face to face-piece seal” space of any respiratory protection equipment. Hair shall be of a natural color and not distracting or extreme in appearance. Pins, barrettes, and elastic hair bands that do not interfere with the proper wearing of fire department issued head gear and/or personal protective equipment may be worn.

2.2 FACIAL HAIR

Except as noted, the face will be clean shaven. Personnel are permitted to wear a mustache, and/or patch, and/or sideburns. Facial hair shall be of a natural color. The length, shape, and/or size shall not intrude into or interfere with the “face to face-piece seal” space of any respiratory protection equipment.

2.3 TATTOOS

Exposed and visible tattoos that are of a nature to bring discredit upon the District are to be covered while in uniform. This includes, but is not limited to, tattoos that could be considered sexist, racist, vulgar, anti-social, violent, or discriminate against any protected class by virtue of words, symbols, or pictures. Tattoos, brandings, and body-markings are not permitted to be visible on the head, face and/or neck.

2.4 JEWELRY/PIERCINGS

Jewelry and piercings are susceptible to absorbing heat and are prone to being snagged by objects, clothing, and personal protective equipment. Due to this ever-present hazard, personnel should be cautioned as to the dangers of wearing these items. Wrist watches, rings, and medical related bracelets may be worn if the article will not interfere with the use of gloves and turnouts, and not subject to catching or snagging due to being loose on the wrists/fingers. Necklaces, pendants, or medallions shall not be worn outside any uniform.

3. STANDARDIZATION AND APPROVAL

3.1 The Fire Chief and/or Uniform Officer shall select vendors to supply the District's uniforms. All uniform clothing that is not provided directly from District inventory, as well as items purchased optionally by the member shall be purchased through approved LFD vendor sources to maintain uniformity.

3.2 Only uniforms issued and/or authorized by the District shall be worn on duty. No other uniform, badges, insignias, equipment, jackets, sweat shirts, caps, or other items of any nature shall be worn or used while on duty by the members of the Lebanon Fire District.

3.3 Uniforms, or any portions of the uniform, shall not be worn while off duty. Authorized exceptions are as follows:

- Traveling to and from work assignments.
- Lunch break for 40-hour personnel.
- Special events, functions, or activities designated by the District.

- District-issued cap or beanie with civilian clothing.

3.4 Personnel wearing the district uniform while off duty in accordance with authorized exceptions as outlined in Section 3.3 shall wear the entire uniform, including footwear, as described in Section 5 of this policy.

3.5 At no time should any uniform item be worn or used for personal gain or into establishments that could bring discredit to the District (i.e.: bars, parties, stores while purchasing liquor or items that are morally questionable, etc.).

4. UNIFORM REQUIREMENTS

4.1 CLASS A UNIFORM, FORMAL

Class A Uniforms shall be worn for formal and semi-formal functions and ceremonies as directed by District announcements and invitations, or as assigned by District Officers.

These occasions may include:

- Annual banquet
- Promotional ceremonies
- Funeral
- Award ceremonies
- Apparatus in-service ceremonies
- Academy graduations
- Government meetings
- Station openings
- Scheduled news media conferences
- 9/11 Ceremonies
- Special events/parades

Gloves are required at funerals and memorial services.

4.2 CLASS A UNIFORM, SEMI-FORMAL

Class A Semi-Formal Uniform shall be worn when a district member is acting as an official representative of the Lebanon Fire District and a formal Class A uniform is deemed unnecessary or is unavailable. While on-duty, the semi-formal uniform may be used.

4.3 CLASS B UNIFORM

The Class B Uniform is to be worn any time personnel have contact with the public between the hours of 0700 and 0700. Exceptions are emergency calls as not to delay response, while working in turnouts or wildland clothing. Personnel will carry their class B shirt in any vehicle they are assigned for the shift and will don anytime personnel go into stores for district supplies, meal supplies or restaurants for food; and any time District members participate in a public event (e.g., meetings including the public, public education activity, special assignments, station tours, fire inspections

and pre-fire planning tour which may include building construction walk throughs). The wearing of coats or sweatshirts does not remove this practice.

- Class B uniform will consist of blue button up badge shirt with issued collar hardware, fire district badge, name plate or name strip and blue issued uniform pants.
- Class B+ for Chief officers will consist of White button up badge shirt with issued collar hardware, fire district badge, gold name plate or strip with black issued uniform pants.

4.4 CLASS C UNIFORM

The Class C uniform is the minimum level of uniform to be worn on-duty.

T-shirt: Serviceable, non-faded, no holes, unstained Dark blue LFD t-shirt. LFD issued breast cancer awareness shirts during the month of October.

Pants: Dark blue workrite Nomex uniform pant, NFPA workrite or district approved 6 pocket pants.

Footwear: Black leather, plain, polished 8" boot.

Belt: Black, leather 1 ¾" basket-weave with square belt buckle or district buckle. *Chief Officer* – gold belt buckle. *Line Personnel* – silver belt buckle. * Firefighter or EMS buckle may be worn if approved by uniform procurement officer.

4.5 WORKOUT ATTIRE

The district acknowledges the importance and benefit of working out on duty and encourages all members. The district also wishes to maintain a professional look when members working-out on duty responds on an emergency call. Workout attire will include:

Black district issued or approved shorts or sweatpants: Solid black shorts or sweatpants may be substituted if approved by uniform procurement officer and member does not have black LFD shorts. They may be used under turnouts or versa pro when responding to and from emergency scenes but not visible to the public unless due to deacon.

Black or blue LFD issued shirt: LFD shirts with rips or have sleeves removed will be changed prior to responding to emergency call or answering the front door during non-business hours.

- Black LFD shirts are not uniform attire but for workouts only. Black LFD shirts may be worn only on an emergency call when on duty, working out and needing to respond on emergency call as not to delay response.
- District issued or approved black workout shorts or sweatpants may be donned and worn under turnouts or versa pro during a members workout time or while engaging in firefighting activity. They may be used under turnouts or versa pro after 1700 when responding to and from emergency scenes but not

visible to the public unless due to deacon. Scrub pants may be approved but will be black, navy, or dark blue.

5. AUTHORIZED UNIFORM ATTIRE

The following definitions are general specifications for each style of uniform for Lebanon Fire District. Only items approved by the Fire Chief and Uniform Procurement Officer (UPO), or those referenced in this policy or uniform specification forms, are approved as uniform items with the Lebanon Fire District. All items, unless indicated otherwise, are provided by the District. For the remainder of this policy, "Chief Officer" includes Battalion Chief, Division Chief, and Fire Chief. "Line Personnel" includes Firefighter, Engineer, Deputy Fire Marshal, Lieutenant, Captain, Tender Operator, Support Volunteer, and Intern.

All uniforms shall be maintained and cleaned by personnel who have been issued the uniform. Boots and belt shall be clean and polished, Class A jacket and slacks shall be dry cleaned, all shirts and the tie shall be cleaned and pressed. All items shall have appropriate pins and patches to identify the wearer.

6.1 CLASS A UNIFORM

For uniform articles, accessory location, and wearing instructions, refer to the Lebanon Fire District Class A and Semi-Formal Uniform Specifications.

Formal

Jacket: Black, double breasted, 6 buttons, tropical worsted poly/wool blend, with appropriate rank striping, badge, buttons, ribbons, and rank pins.

Shirt: White, collared, button-up, long-sleeved uniform shirt with name bar, class B badge and collar brass, if applicable.

Undershirt: White, plain, crew collar.

Pants: Black, tropical worsted poly/wool blend dress slacks that match the jacket.

Footwear: Black hi-gloss shoes.

Socks: Black, plain (not issued by the District).

Belt: Black, leather 1½" basket-weave Class "A" belt. *Chief Officer* – gold belt buckle. *Line Personnel* – silver belt buckle.

Tie: Black, plain.

Hat: *Chief Officer* - White FDNY bell style with rank-appropriate hat device and gold chin strap. *Line Personnel* - Black FDNY bell style with rank-appropriate hat device and chin strap.

Gloves: White, at discretion of the shift Battalion Chief

Semi-Formal (Working Class A): No hat will be permitted with this uniform. The following shall be the components of a semi-formal Class A uniform:

Chief Officer

Shirt: White, collared, button-up, long-sleeved uniform shirt with patches and with name bar, class B badge, and collar brass if applicable.

Undershirt: White plain t-shirt.

Pants: Black Nomex uniform pants.

Footwear: Black leather, plain, round toes, oxford shoes preferred, District issued black high gloss shoes, or well-polished duty boots permitted if presentable.

Socks: Black, plain (white permitted with high-top boots).

Belt: Black, leather 1½" basket-weave Class "A" belt with gold buckle.

Tie: Black, plain.

Line Personnel

Shirt: Dark blue, collared, button-up, long-sleeved uniform shirt with patches and with name bar, class B badge, and collar brass if applicable.

Undershirt: Dark blue LFD t-shirt.

Pants: Dark blue Nomex uniform pants.

Footwear: Black leather, plain, round toes, oxford shoes preferred, District issued black high gloss shoes, or well-polished duty boots permitted if presentable.

Socks: Black, dark blue, plain (white permitted with high-top boots).

Belt: Black, leather 1½" basket-weave Class "A" belt with silver buckle.

Tie: Black, plain.

6.2 CLASS B UNIFORM

For uniform articles, accessory location, and wearing instructions, refer to the Lebanon Fire District Class B Uniform Specification. Workrite uniforms will be the LFD approved primary Class B uniform attire for Line personnel and Chief officers.

Chief Officer

Uniform Shirt: Dark blue Nomex with embroidered name or white with gold name bar, collared, button-up, uniform shirt with patches, badge and collar brass.

Undershirt: Dark blue LFD or white, t-shirt matching the uniform shirt color.

Pants: Dark blue Nomex uniform pants when wearing dark blue uniform shirt. Black uniform pants when wearing white uniform shirt. See 5.4 for optional pants.

Footwear: Black leather, plain, polished 8" boot or black leather, plain, round toes, oxford shoes preferred.

Belt: Black, leather 1¾" basket-weave with gold square belt buckle.

Line Personnel

Uniform Shirt: Dark blue Nomex, collared, button-up, uniform shirt with patches, embroidered name, and with badge and collar brass, if applicable.

Undershirt: Dark blue LFD t-shirt.

Pants: Dark blue Nomex uniform pants. See 5.4 for optional pants.

Footwear: Black leather, plain, polished 8" boot.

Belt: Black, leather 1¾" basket-weave with silver square belt buckle.

6.3 CLASS C UNIFORM

For uniform articles, accessory location, and wearing instructions, refer to the Lebanon Fire District Class C Uniform Specification.

Undershirt: Dark blue LFD t-shirt.

Pants: Dark blue Nomex uniform pants. See 5.4 for optional pants.

Footwear: Black leather, plain, polished 8" boot.

Belt: Black, leather 1 ¾" basket-weave with square belt buckle. *Chief Officer* – gold belt buckle. *Line Personnel* – silver belt buckle.

6.4 OPTIONAL ITEMS

All are not to be worn with the Class A uniform.

The cap is not to be worn with the Semi-Formal uniform.

Cap: "LFD" baseball cap or beanie worn with the logo forward.

Coveralls: Coveralls are authorized only for those participating in the L.F.I.T. program and on L.F.I.T. assignment.

Sweat shirt: Use of previously issued 511 sweatshirts may be used until such time they are no longer of serviceable condition.

Jacket: Soft shell jacket: District issued black softshell coat, with name & LFD logo. The softshell coat may be used as a liner for the storm jackets.

Storm jacket: Lebanon Fire District, black, water repellent, with name, District rank, and EMS level of the wearer.

Wildland Dual-Compliant 6 pocket Pants: The NFPA Workrite dual-compliant pants may be worn on-duty as primary uniform. Members will be required to have at least one pair of District issued Workrite straight leg uniform pant for District / pub-ed functions as necessary.

Only LFD issued dual compliant 6 pocket uniform pants may be worn as outlined in this policy; 5.11 or other six pocket pants are non-compliant and are not authorized for District use as uniform pants.

6.5 APPROVED PINS

The following list includes the approved pins for personnel to wear on their uniform. Refer to the Lebanon Fire District Authorized Uniform Pins document for approved pins. For specifics on where to place the pins, refer to the Uniform Specification of the class of uniform.

- Length of Service pin.
- American flag pin.
- Union affiliation pin.
- Military service pin for personnel who are veterans or are currently serving.
- Affiliation pin approved by the Fire Chief

6.6 APPROVED ITEMS

These items are not provided by the district. Members may purchase these items for their own personal use. Supervisors have the right to determine if items are inappropriate.

- Multi tool, folding knife, flashlight with black holster or sheath.
- Cell phone clip
- Radio strap
- Trauma sheers
- Radio swivel clip
- Belt buckle that is fire department related, appropriate for duty and approved by the UPO

6.7 GENERAL STAFF BUSINESS ATTIRE

Office staff shall wear business attire consistent with a professional atmosphere, keeping in mind the impression made on other personnel and members of the public. The district will provide office staff with a suitable Lebanon Fire District polo or collared shirt.

Administrative Chief Officers may wear business attire in-lieu of the Class B uniform for daily attire. Consideration for the activity of the day shall be weighed when selecting business over duty uniform attire. Business attire shall be consistent with a professional atmosphere, keeping in mind the impression made on other personnel and members of the public.

Supervisors have the right to determine if attire is appropriate.

6. ISSUE AND REPLACEMENT

6.1 Uniforms issued by the District shall be coordinated by and through the Uniform Procurement Officer (UPO).

6.2 Personnel must request uniform items through the Lebanon Fire District Uniform Order Guide web page found by using a QR code or by a web link issued by the UPO.

6.3 Each member will request uniform items for the purchase and replacement of damaged, lost or worn uniforms. Items requested are to replace worn or damaged items that will be brought to the UPO for disposal. Additionally, the UPO will maintain a cache of common uniform items to quickly replace any damaged or worn items. It is the responsibility of the UPO to determine if the uniform item is unserviceable and in need of replacement.

6.4 Personnel are required to inspect and maintain uniforms in order to ensure proper cleanliness, fit, protection, and presentability. It is the member's responsibility to request replacement or new items if current items are not suitable.

6.5 Personnel will notify UPO immediately and allow for reasonable amount of time for replacement. Emergency replacements will be rushed, if possible, but are not guaranteed. Temporary replacement clothing can be issued and may not match current uniform style and brand.

6.6 NEW PERSONNEL

The UPO the individual charged with uniform procurement and issue will obtain sizes and other information required to order the appropriate uniform and personal safety equipment for new members.

New hire career personnel:

- 3 Dark blue LFD t-shirts
- 2 Dark blue Class B uniform pants
- 2 Dark blue Class B uniform shirts
- 1 Midnight Blue NFPA Workrite dual-compliant 6 pocket pant after completion of probationary year
- 1 Badge
- 1 Belt
- 1 Black duty boots
- 1 Jacket
- 1 Baseball style cap (optional)
- 1 Beanie (optional)

Upon completion of their probationary period, career personnel will receive one additional Class B and full complement of the Class A uniform (Except for new hire Chief officers whom will be fitted at time of hire.)

New hire volunteer personnel:

- 1 Dark blue LFD t-shirt
- 1 Dark blue Class B uniform pants
- 1 Dark blue Class B uniform shirt
- 1 Badge
- 1 Belt
- 1 Black duty boots
- 1 Jacket
- 1 Baseball style cap (optional)
- 1 Beanie (optional)

Initial issue to volunteer personnel for the Class A uniform will require the individual to meet the following:

- Be a volunteer firefighter or tender operator with Lebanon Fire District for 5 years.
 - The 5-year requirement is waived upon promotion to a volunteer officer.
- Meet minimum requirements in Lebanon Fire District Policy 2000-1: Active Volunteer for 6 months prior to present date.
- Approval by the Fire Chief, Volunteer Officers, and UPO

Initial issue to volunteer personnel of the Semi-Formal Class A Uniform will require the individual to meet the following:

- Individual does not qualify for the Class A uniform.
- Has been a volunteer with the district for 1 year
- Meet minimum requirements in Lebanon Fire District Policy 2000.01- Active Volunteer for 6 months prior to present date.

7.7 PROMOTIONS

Upon promotion, members will receive collar pins, a badge, updated name/rank strips, Class A hardware, and striping to reflect their new positions.

If not already in possession, Chief Officers will be issued the following additional items upon promotion:

- Black Class B uniform pants
- White Class B uniform shirt
- Matte finish gold name plate

7. MAINTENANCE

Members are responsible for care and maintenance of all uniform items and personal safety equipment issued. Members are responsible for reporting any lost or damaged uniforms to their supervisor as soon as possible.

7.1 ALTERATIONS AND CLEANING

Only organizations approved by the UPO shall service district uniforms. Alterations, repair and all other tailoring of uniforms is provided by the District.

Members who are issued uniforms are responsible for cleaning and maintaining uniforms.

- **Class B and C uniforms and optional items:** Clean by following manufacturer recommendations. District laundry facilities may be used to clean uniforms.
- **Class A uniforms:** Be aware of dry clean only items; DO NOT MACHINE WASH JACKET OR SLACKS. The white shirt is the only machine-safe washable item. Follow the “Lebanon Fire District Uniform Care, Cleaning and Tailoring” guide, provided by the UPO upon request.

7.2 Damaged and worn out items shall be returned to the UPO and will be taken out of service. Condition of the item will be assessed by the UPO. Retired items must be destroyed by removing District logos, EMS patches, and names of members. Items should be rendered unwearable before disposal.

7.3 All uniforms are to be considered property of the Lebanon Fire District. When personnel leave, retire, or are terminated, the uniform items should be returned to the District. They should not be sold or donated to the public.

8. Retirements

8.1 On approval of the Fire Chief, those members retiring in good standing with the District who have met the minimum time of 10 years of service with the District either as career, volunteer or in combination of both may keep their District issued Class "A" uniform with hardware. All Class "A" uniforms that are issued back to retirees will have a District provided "retired" patch sewn to the sleeve to recognize employee as retired.

8.2 Members who voluntarily leave or are terminated from the District will not be eligible to keep their Class "A" uniform and will be required to turn Class "A" in with all hardware except for awards or years of service pins during off-boarding process.

Lebanon Fire District

Board Training
January 2024

Carrie Connelly

Local Government Law Group



Election Restrictions

- ORS 260.432 prohibits the following:
 - Public employees, while on the job and during working hours, may not promote or oppose: 1) any political committee; 2) any initiative, referendum, or recall petition; 3) any measure; or 4) any candidate.
 - No person (including supervisors and elected officials) may coerce or require a public employee to promote or oppose: 1) any political committee; 2) any initiative, referendum, or recall petition; 3) any measure; or 4) any candidate.

*See, Restrictions on Political Advocacy by Public Employees
<https://sos.oregon.gov/elections/Documents/restrictions.pdf>

Election Restrictions Public EMPLOYEES

- Public employees cannot use their work time to support or oppose petitions, ballot measures, political committees, or candidates (.e.g “political advocacy”.)
 - No collecting funds, writing emails, disseminating written materials, or advocating for a particular viewpoint.
 - See, the Oregon Secretary of State, Elections Division manual “Restriction on Political Campaigning by Public Employees”
<https://sos.oregon.gov/elections/Documents/restrictions.pdf>
- Public employees can engage in political advocacy on their own time, as private citizens.
- High level public employees (Fire Chief, Division Chief or Captain) must be very careful, as the public has trouble differentiating the position from the person, particularly in small communities.

Election Restrictions elected officials

- Elected officials may campaign in support or opposition of any candidate or measure whenever they want.
- Caveats:
 - Clarify endorsement is in Board member's *personal*, *individual* capacity. No elected should use their position to endorse any candidate or measure as a representative of the District, unless so directed. No individual elected holds delegated authority to speak for the District and statements reflect District's official position. Board members must take off their "District" hat to clarify endorsement is personal.
 - *Note: It can be hard to distinguish between official and individual capacities, especially in small towns; everyone knows the Mayor as the Mayor. In that case, it might be better not to say anything at all.
 - Electeds cannot ask staff for any political advocacy assistance.

Election restrictions Neutral information



Item # 4.

- The District may provide neutral information on a candidate or ballot measure, but the information must be truly neutral.
 - ✓ Neutral: Not supporting either of two opposing sides, impartial.
~Oxford Dictionary
 - ✓ Impartial: Treat all alike; unprejudiced; fair.
~Oxford Dictionary
- Does the information, taken as a whole, clearly favor or oppose the measure. Information promoting the measure must be balanced with information opposing it.
- Ask the Secretary of State – Elections Division to review before publishing.

Election Restrictions Apply

1. For initiative, referendum and recall petition efforts, as soon as the prospective petition is filed with the appropriate elections filing officer.
2. For a ballot measure referred by a governing body as soon as the measure is certified to the ballot. A district measure is certified to the ballot when the elections official files the referral with the county election office.

Election Restrictions - Penalties

- Who can complain? Any Oregon elector, by filing a request for investigation with the Secretary of State – Elections Division.
- Who is liable?
 - Any public employee who authors, drafts, or approves material that contains political advocacy may be in violation of ORS 260.432.
 - Any supervisor or other person, *including an elected official*, who requests a public employee to create material that contains political advocacy, or oversees that project, *even if they are not the author of the document.*

Social Media – Just Don't

Social Media Policy 1100-049

- Applies to District elected officials. 1.1
- Governs District social media and website AND personal use of social media. 3.1
- Use must conform to District policies, cannot negatively affect the public's trust in the District, or negatively affect the ability of staff to perform their jobs. 3.1
- Posting on or creation of District social media site subject to Fire Chief pre-approval and must reflect the views, policies and positions of the District. 5.1 – 5.3 and 5.7
- Requires compliance with Oregon Public Records and Meetings Laws. 5.5 and 5.6
- Personal political posts must clearly state that the views expressed are the personal views of the individual and are not supported or endorsed by the District. 5.13 and 6.2
- Do not use the District's logo on personal social media accounts or imply District endorsement. 6.2.
- Limitations on untrue, defamatory, obscene, slanderous or unlawful posts or those that unreasonably interfere with District services. 6.3
- No Photographs of District operations or response without prior permission. 7.2

Social Media – Just Don't

- Board members have a constitutional right of free speech
- The Board has chosen to limit that right for its members.
- Board policies state:
 - 9.5 Board Members, individually and collectively, act as representatives of the citizens of the District in maintaining and promoting fire and emergency medical services. Board Members move toward decisions and actions that will best serve the needs of District citizens in the light of available resources and the often conflicting needs and demands of interested individuals and groups.

 - 9.8 Board Code of Conduct--A Board Member should:
 - e. Make decisions only after all available facts bearing on a question have been presented and discussed.
 - f. Respect the opinion of others and graciously accept the principle of "majority rules" in Board decisions.
 - i. Refer all complaints or problems to the Fire Chief and discuss them only at a regular meeting after failure of an administrative solution.
 - j. Present personal criticisms of any District operations directly to the Fire Chief.

Social Media - Just Don't

Public Meeting Violations

- Do not discuss matters with other Board Members over social media. Unintentional quorums, deliberations or decisions in a private setting, including email, can constitute an unlawful “public meeting.” *Handy v. Lane County*, 360 Or. 605 (2016).
- HB 2805 codified *Handy* in ORS 192.610(1)
“Convening” now defined:
 - a) Gathering in a physical location;
 - b) Using electronic, video, or telephonic technology to be able to communicate contemporaneously among participants
 - c) Using serial electronic written communication among participants; or
 - c) Using an intermediary to communicate among participants.

Public Meetings Law

[oregon.gov/ogec/Public-Meetings-Law/Pages/default.aspx](https://www.oregon.gov/ogec/Public-Meetings-Law/Pages/default.aspx)

In the 2023 session, the Legislative Assembly passed [HB 2805](#), which gives the Oregon Government Ethics Commission (OGEC) the authority to enforce Oregon's Public Meetings Law ([ORS 192.610 to 192.690](#)).

Public Meetings Advice

At this time, OGEC can provide verbal and written advice only on the executive session provisions of Public Meetings Law.

OGEC is now accepting complaints and opening cases for alleged Public Meetings Law violations.

Public Meetings Trainings

In January 2024, OGEC'S trainers will begin providing Public Meetings Law trainings and will be coordinating with agencies, other groups, and associations to ensure the availability of Public Meetings Law trainings throughout the state. OGEC will continue to offer trainings and [webinars](#) on the Executive Session provisions.

Attorney General's Public Records and Meetings Information & Manual 2019

The Oregon Department of Justice publishes the Attorney General's Public Records and Meetings Manual. This manual is available on the Oregon Department of Justices' website in PDF and HTML format. You can also purchase a print version.

<https://www.oregon.gov/ogec/Public-Meetings-Law/Pages/>

Social Media – Just Don't

Acting Outside Scope of Delegated Board Authority

- Do not post comments that infer a Board position or determination that has not been adopted or made. (Personal liability)
- Do not discuss policy issues that are *or may* come before the Board electronically with citizens and other Board Members. (Public meeting violation.)
 - Communications between Board members that are “not related to any matter that, *at any time*, could *reasonably be foreseen* to come before the [Board] for deliberation and decision” not subject to Public Meetings Law.

Individual Social Media posts

Personal and District Liability/Wasted Resource

- Controversial issues can flood staff and meetings with concerned citizens wanting to vet non-agenda items.
- Little accountability when posting; issues get heated quickly, unlike when presented in a more formal setting (like a public meeting.)
- Conversations veer off topic and misinformation disseminated. Uninformed voices do NOT lead to good governance or decision-making, and waste public resources to correct.
- Op Eds: Unfair labor practice can result in litigation.
- Soliciting input regarding public employees may subject District to discrimination liability.
- Promotion of commercial/private interests prohibited.
- Public *employee* political commentary prohibited.
- District will defend official, not personal speech (personal liability).
- Security breaches.

Official District Uniforms

Administration Policy 1100-05

- Uniforms shall only be worn on duty, for District meetings, events, functions, or activities designated by the District, with few exceptions. 3.3
- At no time should District clothing be worn or used for personal gain or into establishments that could bring discredit to the District (i.e.: bars, parties, stores while purchasing liquor or items that are morally questionable, etc.) 3.5

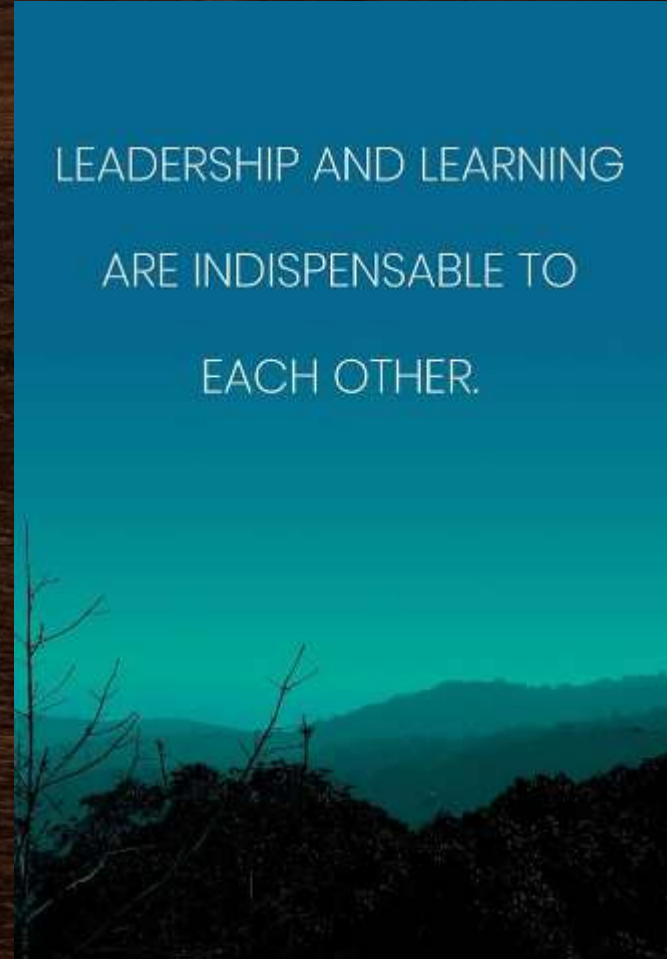
*While no policy expressly limits Board Members, official clothing indicates District, not individual, representation.

District Operational Policies Applicable to Board Members?

- The Board has delegated District operational authority, including operational policy adoption, to the Chief. Board Policy 9.2, 9.8, 10.7, and 14 and Chief's Employment Contract
- Operational Policies that apply to Board members, must be adopted by the Board, not the Chief.
- Best to keep Board Policies and Operational Policies separate, to allow the Board to govern itself and the Chief to govern staff per delegated authority.

THE END!

LEADERSHIP AND LEARNING
ARE INDISPENSABLE TO
EACH OTHER.





Lebanon Fire District Financial Statements - Summary

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
020	GENERAL FUND						
201	FIRE SUPPRESSION						
	Revenue	3,900,124	146,206	179,787	5%	3,720,338	95%
	Personal Services	3,267,125	260,678	817,144	25%	2,449,981	75%
	Materials & Services	382,999	25,247	50,931	13%	332,068	87%
	Capital	250,000	-	99,952	40%	150,049	60%
	Expense	3,900,125	285,925	968,027	25%	2,932,098	75%
202	FIRE PREVENTION						
	Revenue	458,258	1,928	8,016	2%	450,242	98%
	Personal Services	435,558	34,441	103,153	24%	332,406	76%
	Materials & Services	22,700	629	750	3%	21,950	97%
	Expense	458,258	35,070	103,902	23%	354,356	77%



Lebanon Fire District Financial Statements - Summary

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
203	LEGISLATIVE						
	Revenue	61,410	161	367	1%	61,043	99%
	Expense						
	Materials & Services	61,410	1,595	16,327	27%	45,083	73%
	Expense	61,410	1,595	16,327	27%	45,083	73%
204	FINANCE						
	Revenue	676,694	1,779	4,048	1%	672,646	99%
	Expense						
	Personal Services	207,202	7,888	58,136	28%	149,066	72%
	Materials & Services	469,492	10,507	55,426	12%	414,065	88%
	Expense	676,694	18,396	113,563	17%	563,131	83%



Lebanon Fire District Financial Statements - Summary

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
205	MAINTENANCE						
	Revenue	410,385	1,079	2,455	1%	407,930	99%
	Expense						
	Materials & Services	410,385	23,903	102,091	25%	308,294	75%
	Expense	410,385	23,903	102,091	25%	308,294	75%
206	TRAINING						
	Revenue	256,879	675	1,537	1%	255,343	99%
	Expense						
	Personal Services	162,679	13,310	42,457	26%	120,222	74%
	Materials & Services	94,200	9,796	29,278	31%	64,922	69%
	Expense	256,879	23,106	71,735	28%	185,144	72%



Lebanon Fire District Financial Statements - Summary

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
207	VOLUNTEERS						
	Revenue	226,463	595	1,355	1%	225,108	99%
	Expense						
	Personal Services	84,838	332	18,478	22%	66,360	78%
	Materials & Services	141,625	2,691	18,088	13%	123,537	87%
	Expense	226,463	3,023	36,566	16%	189,897	84%
210	OPERATING DEBT & CONTINGENCY						
	Revenue	1,146,747	1,019	2,319	0%	1,144,428	100%
	Expense						
	Contingency	300,000	-	-	0%	300,000	100%
	Transfers & Debt	666,747	-	-	0%	666,747	100%
	Special Payments	180,000	-	10,950	6%	169,050	94%
	Expense	1,146,747	-	10,950	1%	1,135,797	99%



Lebanon Fire District Financial Statements - Summary

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
030	DEBT SERVICE FUND						
000	Department						
	Revenue	1,010,452	5,635	15,599	2%	994,854	98%
301	G.O. BONDS & DEBT						
	Expense						
	Materials & Services	5	0	0	3%	5	97%
	Transfers & Debt	1,010,447	-	-	0%	1,010,447	100%
	Expense	1,010,452	0	0	0%	1,010,452	100%



Lebanon Fire District Financial Statements - Summary

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
040	ENTERPRISE FUNDS						
410	AMBULANCE						
	Revenue	4,255,804	271,507	636,561	15%	3,619,244	85%
	Expense						
	Personal Services	3,448,027	319,380	889,433	26%	2,558,594	74%
	Materials & Services	807,777	28,875	92,899	12%	714,879	89%
	Expense	4,255,804	348,255	982,332	23%	3,273,473	77%



Lebanon Fire District Financial Statements - Summary

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
070	RESERVE FUNDS						
701	BUILDING						
	Revenue	2,976,785	-	-	0%	2,976,785	100%
	Expense						
	Capital	513,800	-	-	0%	513,800	100%
	Expense	513,800	-	-	0%	513,800	100%
703	EMPLOYEE BENEFIT						
	Expense						
	Special Payments	750,000	-	-	0%	750,000	100%
	Expense	750,000	-	-	0%	750,000	100%
705	EQUIPMENT						
	Expense						
	Materials & Services	648,250	-	-	0%	648,250	100%
	Expense	648,250	-	-	0%	648,250	100%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
020	GENERAL FUND						
201	FIRE SUPPRESSION						
	Revenue						
020-201-420200	Conflagration Revenue	332,887	130,083	133,352	40%	199,535	60%
020-201-470100	Property Tax Revenue	3,227,217	8,484	19,305	1%	3,207,911	99%
020-201-480000	Donations	300	2	184	61%	116	39%
020-201-481000	Interest on Investment	140,000	7,619	26,499	19%	113,501	81%
020-201-481420	Miscellaneous Revenue	15,500	18	445	3%	15,055	97%
020-201-499010	Beginning Balance	184,221	-	-	0%	184,221	100%
	Revenue	3,900,124	146,206	179,787	5%	3,720,338	95%
	Expense						
	Personal Services						
020-201-500001	Fire Chief	112,800	4,336	24,571	22%	88,229	78%
020-201-500004	Operations Chief	71,922	5,993	17,873	25%	54,049	75%
020-201-500015	Battalion Chief	196,749	13,926	53,071	27%	143,678	73%
020-201-500020	Lieutenant	172,943	12,121	41,093	24%	131,851	76%
020-201-500030	Fringe Benefits	1,333,404	96,527	309,416	23%	1,023,988	77%
020-201-500035	Engineer	154,995	13,059	39,176	25%	115,819	75%
020-201-500040	Firefighter	943,344	82,310	246,377	26%	696,966	74%
020-201-506000	Overtime	280,968	32,406	85,568	30%	195,400	70%
	Personal Services	3,267,125	260,678	817,144	25%	2,449,981	75%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
	Materials & Services						
020-201-611300	Contract Services	218,299	19,127	33,542	15%	184,757	85%
020-201-612400	Operating Expense	20,100	163	1,905	9%	18,195	91%
020-201-612500	Operating Supplies	70,000	245	6,199	9%	63,801	91%
020-201-612550	Personal Protective Equipment	30,000	1,334	2,305	8%	27,695	92%
020-201-615000	Uniforms	19,000	1,414	2,849	15%	16,151	85%
020-201-615700	Maint/Equipment	25,600	2,964	4,132	16%	21,468	84%
	Materials & Services	382,999	25,247	50,931	13%	332,068	87%
	Capital						
020-201-728000	Vehicles	250,000	-	99,952	40%	150,049	60%
	Capital	250,000	-	99,952	40%	150,049	60%
	Expense	3,900,125	285,925	968,027	25%	2,932,098	75%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
202	FIRE PREVENTION						
	Revenue						
020-202-470100	Property Tax Revenue	448,258	1,178	2,681	1%	445,577	99%
020-202-480100	Fees	10,000	750	5,300	53%	4,700	47%
020-202-481420	Miscellaneous Revenue	-	-	35	0%	(35)	0%
	Revenue	458,258	1,928	8,016	2%	450,242	98%
	Expense						
	Personal Services						
020-202-500012	Fire Marshal	148,968	11,786	35,145	24%	113,823	76%
020-202-500025	Deputy Fire Marshal	113,805	9,484	28,266	25%	85,539	75%
020-202-500030	Fringe Benefits	171,285	13,050	38,728	23%	132,557	77%
020-202-506000	Overtime	1,500	122	1,014	68%	486	32%
	Personal Services	435,558	34,441	103,153	24%	332,406	76%
	Materials & Services						
020-202-612400	Operating Expense	5,000	-	-	0%	5,000	100%
020-202-612500	Operating Supplies	17,700	629	750	4%	16,950	96%
	Materials & Services	22,700	629	750	3%	21,950	97%
	Expense	458,258	35,070	103,902	23%	354,356	77%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026 September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
203	LEGISLATIVE						
	Revenue						
020-203-470100	Property Tax Revenue	61,410	161	367	1%	61,043	99%
	Revenue	61,410	161	367	1%	61,043	99%
	Expense						
	Materials & Services						
020-203-611300	Contract Services	23,500	800	1,601	7%	21,899	93%
020-203-612400	Operating Expense	1,325	0	0	0%	1,325	100%
020-203-612900	Dues & Subscriptions	16,585	795	3,393	20%	13,192	80%
020-203-613100	Elections	10,000	-	11,333	113%	(1,333)	-13%
020-203-616000	Meetings & Conferences	10,000	-	-	0%	10,000	100%
	Materials & Services	61,410	1,595	16,327	27%	45,083	73%
	Expense	61,410	1,595	16,327	27%	45,083	73%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
204	FINANCE						
	Revenue						
020-204-470100	Property Tax Revenue	676,694	1,779	4,048	1%	672,646	99%
	Revenue	676,694	1,779	4,048	1%	672,646	99%
	Expense						
	Personal Services						
020-204-500030	Fringe Benefits	61,756	2,317	17,043	28%	44,713	72%
020-204-500050	Administrative Assistant	37,800	1,105	12,045	32%	25,755	68%
020-204-500055	Chief Administrative Officer	106,146	4,466	29,048	27%	77,098	73%
020-204-506000	Overtime	1,500	-	-	0%	1,500	100%
	Personal Services	207,202	7,888	58,136	28%	149,066	72%
	Materials & Services						
020-204-610100	Advertising	5,600	405	701	13%	4,899	87%
020-204-611200	Communications	46,000	2,639	10,268	22%	35,732	78%
020-204-611240	Computer Expense	72,198	1,142	9,744	14%	62,454	87%
020-204-611300	Contract Services	221,194	6,170	32,829	15%	188,365	85%
020-204-612400	Operating Expense	5,500	66	130	2%	5,370	98%
020-204-614000	Insurance	111,000	-	750	1%	110,250	99%
020-204-617000	Office Supplies	4,000	86	712	18%	3,288	82%
020-204-618200	Postage	4,000	-	292	7%	3,708	93%
	Materials & Services	469,492	10,507	55,426	12%	414,065	88%
	Expense	676,694	18,396	113,563	17%	563,131	83%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
205	MAINTENANCE						
	Revenue						
020-205-470100	Property Tax Revenue	410,385	1,079	2,455	1%	407,930	99%
	Revenue	410,385	1,079	2,455	1%	407,930	99%
	Expense						
	Materials & Services						
020-205-611300	Contract Services	30,320	1,565	11,394	38%	18,926	62%
020-205-612400	Dept/Operating Expense	500	-	-	0%	500	100%
020-205-612600	Maintenance Supplies	14,925	468	1,227	8%	13,698	92%
020-205-615600	Maint/Building	49,600	8,940	22,413	45%	27,187	55%
020-205-615700	Maint/Equipment	10,400	-	-	0%	10,400	100%
020-205-615800	Maint/Vehicles	175,000	3,030	35,170	20%	139,830	80%
020-205-618000	Petroleum	50,000	5,429	17,771	36%	32,229	64%
020-205-619000	Utilities	79,640	4,470	14,116	18%	65,524	82%
	Materials & Services	410,385	23,903	102,091	25%	308,294	75%
	Expense	410,385	23,903	102,091	25%	308,294	75%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
206	TRAINING						
	Revenue						
020-206-470100	Property Tax Revenue	256,879	675	1,537	1%	255,343	99%
	Revenue	256,879	675	1,537	1%	255,343	99%
	Expense						
	Personal Services						
020-206-500013	Training Chief	101,102	8,425	26,851	27%	74,252	73%
020-206-500030	Fringe Benefits	60,077	4,885	15,607	26%	44,470	74%
020-206-506000	Overtime	1,500	-	-	0%	1,500	100%
	Personal Services	162,679	13,310	42,457	26%	120,222	74%
	Materials & Services						
020-206-611300	Contract Services	8,700	348	6,896	79%	1,804	21%
020-206-612400	Dept/Operating Expense	2,500	-	-	0%	2,500	100%
020-206-612500	Operating Supplies	8,000	632	5,847	73%	2,153	27%
020-206-613200	Education & Training	34,000	2,295	6,657	20%	27,343	80%
020-206-616000	Meetings & Conferences	21,000	6,520	6,520	31%	14,480	69%
020-206-616600	Health & Wellness	20,000	-	3,357	17%	16,643	83%
	Materials & Services	94,200	9,796	29,278	31%	64,922	69%
	Expense	256,879	23,106	71,735	28%	185,144	72%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
207	VOLUNTEERS						
	Revenue						
020-207-470100	Property Tax Revenue	226,463	595	1,355	1%	225,108	99%
	Revenue	226,463	595	1,355	1%	225,108	99%
	Expense						
	Personal Services						
020-207-500010	R & R Coordinator	-	-	-	0%	-	0%
020-207-500030	Fringe Benefits	24,838	62	3,055	12%	21,783	88%
020-207-500040	Firefighter (Volunteer)	60,000	270	15,423	26%	44,577	74%
	Personal Services	84,838	332	18,478	22%	66,360	78%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
Materials & Services							
020-207-611300	Contract Services	28,750	227	6,804	24%	21,946	76%
020-207-612400	Dept/Operating Expense	35,400	-	4,192	12%	31,208	88%
020-207-612500	Operating Supplies	1,100	-	-	0%	1,100	100%
020-207-612550	Personal Protective Equipment	25,000	-	-	0%	25,000	100%
020-207-612900	Dues & Subscriptions	625	-	-	0%	625	100%
020-207-613200	Education & Training	10,000	-	561	6%	9,439	94%
020-207-614000	Insurance	2,500	-	1,722	69%	778	31%
020-207-614010	Unemployment Insurance	1,000	-	6	1%	994	99%
020-207-615000	Uniforms	6,000	-	45	1%	5,955	99%
020-207-616000	Meetings & Conferences	2,200	-	-	0%	2,200	100%
020-207-616600	Health & Wellness	29,050	2,464	4,757	16%	24,293	84%
Materials & Services		141,625	2,691	18,088	13%	123,537	87%
Expense		226,463	3,023	36,566	16%	189,897	84%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
210	OPERATING DEBT & CONTINGENCY						
	Revenue						
020-210-470100	Property Tax Revenue	387,625	1,019	2,319	1%	385,306	99%
020-210-499010	Beginning Balance	759,122	-	-	0%	759,122	100%
	Revenue	1,146,747	1,019	2,319	0%	1,144,428	100%
	Expense						
	Contingency						
020-210-800050	Operating Contingency	300,000	-	-	0%	300,000	100%
	Contingency	300,000	-	-	0%	300,000	100%
	Transfers & Debt						
020-210-900200	To Ambulance Fund	666,747	-	-	0%	666,747	100%
	Transfers & Debt	666,747	-	-	0%	666,747	100%
	Special Payments						
020-210-800060	Retiree Expense	180,000	-	10,950	6%	169,050	94%
	Special Payments	180,000	-	10,950	6%	169,050	94%
	Expense	1,146,747	-	10,950	1%	1,135,797	99%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
030	DEBT SERVICE FUND						
000	Department						
	Revenues						
030-000-470300	Property Taxes-Bonds	970,485	2,551	5,805	1%	964,679	99%
030-000-481000	Interest on Investment	39,968	3,084	9,793	-25%	30,174	76%
	Revenue	1,010,452	5,635	15,599	2%	994,854	98%
301	G.O. BONDS & DEBT						
	Expense						
	Materials & Services						
030-301-611200	Bank Fees	5	0	0	3%	5	97%
	Materials & Services	5	0	0	3%	5	97%
	Transfers & Debt						
030-301-955100	Bonds-Principle	245,000	-	-	0%	245,000	100%
030-301-955105	Truck Bond - Principle	114,000	-	-	0%	114,000	100%
030-301-956100	Bonds-Interest	639,550	-	-	0%	639,550	100%
030-301-956105	Truck Bond - Interest	11,897	-	-	0%	11,897	100%
	Transfers & Debt	1,010,447	-	-	0%	1,010,447	100%
	Expense	1,010,452	0	0	0%	1,010,452	100%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
040	ENTERPRISE FUNDS						
410	AMBULANCE						
	Revenue						
040-410-480050	Fire-Med Subscriptions	90,000	4,940	20,710	23%	69,290	77%
040-410-480100	Ambulance Fees Current	2,855,058	262,011	608,620	21%	2,246,438	79%
040-410-480200	Ambulance Fees Collect	29,000	1,062	3,287	11%	25,713	89%
040-410-481400	Miscellaneous	15,000	3,494	3,945	26%	11,055	74%
040-410-490120	From Fire Fund	666,747	-	-	0%	666,747	100%
040-410-480250	GEMT Revenue	600,000	-	-	0%	600,000	100%
	Revenue	4,255,804	271,507	636,561	15%	3,619,244	85%
	Expense						
	Personal Services						
040-410-500001	Fire Chief	112,800	10,117	18,789	17%	94,010	83%
040-410-500004	Operations Chief	115,252	5,993	17,872	16%	97,379	84%
040-410-500013	Training Officer	-	3,611	11,507	0%	(11,507)	0%
040-410-500015	Battalion Chief	196,749	18,252	44,348	23%	152,401	77%
040-410-500020	Lieutenant	518,830	36,364	123,278	24%	395,552	76%
040-410-500030	Fringe Benefits	1,300,711	118,026	333,354	26%	967,357	74%
040-410-500035	Engineer	464,986	39,177	117,529	25%	347,458	75%
040-410-500040	Firefighter	314,448	29,488	80,088	25%	234,360	75%
040-410-500045	Single Role Medic	51,666	11,331	28,097	54%	23,569	46%
040-410-500050	Administrative Assistant	25,200	4,418	4,418	18%	20,782	82%
040-410-500055	Chief Administrative Officer	35,382	6,700	6,700	19%	28,683	81%
040-410-506000	Overtime	312,003	35,903	103,452	33%	208,551	67%
	Personal Services	3,448,027	319,380	889,433	26%	2,558,594	74%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
Materials & Services							
040-410-610100	Advertising	5,000	-	-	0%	5,000	100%
040-410-611300	Contract Services	408,802	10,333	36,538	9%	372,264	91%
040-410-612400	Dept/Operating Expense	15,975	425	2,582	16%	13,393	84%
040-410-612500	Operating Supplies	114,000	9,630	30,261	27%	83,739	73%
040-410-615700	Maint/Equipment	4,000	-	-	0%	4,000	100%
040-410-615800	Maint/Vehicles	200,000	6,960	17,535	9%	182,465	91%
040-410-618000	Petroleum	50,000	1,528	5,982	12%	44,018	88%
040-410-618500	Refunds	10,000	-	-	0%	10,000	100%
	Materials & Services	807,777	28,875	92,899	12%	714,879	89%
	Expense	4,255,804	348,255	982,332	23%	3,273,473	77%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
070	RESERVE FUNDS						
701	BUILDING						
	Revenue						
070-701-499010	Beginning Balance	2,976,785	-	-	0%	2,976,785	100%
	Revenue	2,976,785	-	-	0%	2,976,785	100%
	Expense						
	Capital						
070-701-721000	Buildings	473,800	-	-	0%	473,800	100%
070-701-726000	Other Equipment	40,000	-	-	0%	40,000	100%
	Capital	513,800	-	-	0%	513,800	100%
	Expense	513,800	-	-	0%	513,800	100%



Lebanon Fire District Financial Statements - Details

Fiscal Year 2026

September - Amended

Account Number	Description	Total Budget	This Period Amount	YTD Amount	YTD %	Budget Remaining	% Remaining
703	EMPLOYEE BENEFIT						
	Expense						
	Special Payments						
070-703-723010	Other - Retiree Expense	450,000	-	-	0%	450,000	100%
070-703-723015	Other - Leave Expense	300,000	-	-	0%	300,000	100%
	Special Payments	750,000	-	-	0%	750,000	100%
705	EQUIPMENT						
	Expense						
	Materials & Services						
070-705-723000	Other - Cardiac Monitors	148,250	-	-	0%	148,250	100%
070-705-728000	Vehicles	500,000	-	-	0%	500,000	100%
	Materials & Services	648,250	-	-	0%	648,250	100%
	Expense	648,250	-	-	0%	648,250	100%