



NOTICE OF VACANCIES

CANNON BEACH RFPD BUDGET COMMITTEE MEMBER

The Cannon Beach Rural Protection Fire District (CBRFPD) is seeking applications for the following vacancy(s):

BUDGET COMMITTEE MEMBER: THREE (3) vacancies to fill staggered 3-year terms and be appointed January 8th, 2024.

Eligibility: To be eligible to serve on the Budget Committee for the CBRFPD, applicants must reside or own property within the District boundary. Applicants must reside or own property within the District boundary during the one year immediately preceding appointment and must be a registered voter within the fire district. District Firefighters (volunteers or otherwise) and other District employees shall not serve as Board Directors.

District: Unlike cities, special districts such as the Cannon Beach Fire District includes Cannon Beach, Ecola State Park, Ocean Shore, Arch Cape, and Falcon Cove. Special Districts do not report to cities but partner with them. The District boundaries start at highway 101 / Highway 26 junction and run south to and include a portion of the northwest tip of Tillamook County to Falcon Cove. The boundaries include approximately 6 square miles along with contract coverage for the Ocean Shore and Ecola State Park.

Commitment & Description: There is a 3-year commitment to be on the Budget Committee. The CB Fire budget fiscal year is from July 1 through June 30 the following year. The Budget Board positions extends through December of the last year of commitment. A new fiscal budget has to be adopted by the CBRFPD Board of Director's prior to the fiscal year. The Board appoints the Fire Chief as the Budget Officer. The Budget Officer is responsible for the preparation and presentation of the proposed budget to the Budget Committee. The Budget Committee members fulfill an important need for citizen involvement in the budget process. The Budget Committee members meet only for the purpose of reviewing and ultimately recommending the budget to CBRFPD Board of Directors for adoption. While this can be an iterative process, it is common for budgets to be reviewed and recommended within 1-2 meetings lasting approximately 2-3 hours, requiring very little time commitment from members. Pre-reads, including a draft budget, will be provided by the Budget Officer before meetings. You are required to read these before each meeting in anticipation of your participation and decision-making.

Applying: **DUE JANUARY 8TH, 2024.** The CBRFPD Budget Committee Application document is located: https://www.cbfire.com/files/eff0e00e9/CBFire_BUDGET_Application_fillable.pdf



The CBRFPD application will need to be received by January 8th, 2024 and submitted any of these methods:

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- Complete and email electronic version of downloaded application to: info@cbfire.com
- Complete and mail hardcopy application form to: CBRFPD, PO Box 24, Cannon Beach, OR 97110.
- Complete and in-person drop off to: CBRFPD, 188 Sunset Blvd, Cannon Beach, OR 97110.

For questions related specifically to position, the CBRFPD Fire Chief can be reached at 503-436-2949.

Posted 2023.12.23