



CROOKED RIVER RANCH FIRE & RESCUE

6971 SW Shad Road, Crooked River Ranch, OR 97760
Phone: (541) 923-6776 | Fax: (541) 923-5247
www.crrfire.org

Notice of Board Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors, will hold a Board meeting on Thursday, April 18, 2019. The Board Meeting will start at 6:30 pm. The Board meeting will be held at the fire station located at 6971 SW Shad Road, Crooked River Ranch, Oregon. The meeting location is accessible to persons with disabilities and will be recorded.

Board of Directors

Bob Bengtson, President (Position 5)
Dennis Kirk, Vice President, (Position 3) (via phone)
Barbara Oakley, Secretary (Position 4)
John Meredith, Treasurer (Position 2)

District Staff

Fire Chief, Harry Ward
Asst. Fire Chief, Sean Hartley (excused)
Admin. Asst., Dana Schulke (excused)

Board Meeting Agenda

1. Call to Order - Director Bengtson
 - 1.1. Roll Call by Director Oakley
 - 1.2. Flag Salute – Director Meredith
2. Review of Agenda
3. Approval of Board meeting minutes
 - 3.1. Approval of March 21, 2019 Board meeting minutes
4. Financial Reports
 - 4.1. Acknowledge receipt and approval of the financial reports for March 2019 – Director Meredith
 - 4.2. Appointment of Board members to sign checks for Thursday, May 9th and Thursday, May 23rd, 2019.
5. Comments from the public - (Please sign-up before the meeting begins; comments or presentations are limited to 3 minutes in length and duplicate comments or testimonies are to be avoided)
6. Unfinished business (consideration, discussion, and possible action on the following items):
 - 6.1 Follow-up discussion on new Radio's/911 System – Fire Chief, Harry Ward
 - 6.2 Follow-up on discussion on Active Shooter Threat Protocol/Security measures – Fire Chief, Harry Ward
7. New Business (consideration, discussion, and possible action on the following items):
None

8. Fire Chief's Report - Fire Chief, Harry Ward
9. Operations Report - submitted by Asst. Fire Chief, Sean Hartley
10. Correspondence & Recognitions – Director Bengtson
11. Comments/Questions
 - 11.1. Public
 - 11.2. Chief, Staff, and/or Volunteers
 - 11.3. Board of Directors
12. Adjournment – Director Bengtson

(In accordance with ORS 192.660, the Crooked River Ranch Rural Fire Protection District Board of Directors may convene in executive session at any time)

**Crooked River Ranch RFPD
6971 SW Shad Rd
Terrebonne, OR 97760-9250**

**Board Meeting Minutes
March 21, 2019**

A regular Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, March 21st at 6:30 p.m. at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road, Crooked River Ranch, Oregon.

Board Meeting Minutes

1. Called to Order by Director Bengtson at 6:30 p.m. Directors Kirk, Meredith, Oakley and Bengtson were present. Also present, Fire Chief, Harry Ward and Administrative Assistant, Dana Schulke. Assistant Fire Chief, Sean Hartley was excused from the meeting. Also in attendance, Captain Alysha Delorto and Volunteers Dennis Senko. Garrett Schwagert and Amy Weddle. Members of the public in attendance, Patricia Hayes, Brad Pahl, William Burt, Mark Wilson, Tina Wilson, Jeff Green and Barbara Pace.
2. Review of Meeting Agenda Items –
3. **Approval of the Board Meeting/Workshop Minutes.**
 - 3.1. February 21, 2019 Board minutes – minutes were reviewed and read by the Board. Director Kirk made a motion to approve the February 21, 2019 Board meeting minutes as presented, Director Oakley seconded the motion. All were in favor and the motion passed, (4-0).
 - 3.2. March 11, 2019 Board Workshop minutes - the workshop minutes were review and read by the Board. Director Oakley made a motion to approved the March 11, 2019 Board workshop minutes as presented. Director Meredith seconded the motion. All were in favor and the motion passed, (4-0).
4. **Financial Reports -**
 - 4.1. Director Meredith presented the financial report as of the end of February 2019. In the First Interstate Bank general account, there was \$16,668.37. In the First Interstate Bank-Payroll account, we had \$2,846.01. In the Jefferson County Treasury the account balances were: Bond Fund \$31,563.08, Capital Reserve Fund \$185,742.93, General Fund \$284,411.80, Local Option Levy Fund \$233,866.98. Director Meredith stated that the First Interstate Checking, Payroll and Credit Card amounts are off due to the bank feeds not connecting with Xero, our accounting platform. In Accounts Receivable there was \$410.00. Director Bengtson also stated to the audience the issue with our First Interstate Checking, Payroll and Credit Card accounts, in regards to the bank feeds not connecting to our Bank, and that the issue lies with a third party which connects the two together. Director Kirk made a motion to approve the February 2019 financial report as presented, Director Oakley seconded the motion, all were in favor and the motion passed, (4-0).
 - 4.2 **Appointment of Board members to sign checks** – It was decided that Director Oakley and Director Meredith will sign checks on Wednesday, April 10th and Director Bengtson and Director Meredith will sign checks on Wednesday, April 24th, 2019.

5. **Comments from the public** – none

6. **Unfinished Business** –

6.1 Follow-up discussion on the new Radios – Fire Chief, Harry Ward stated he went to the User Board meeting and the decision was made to start using the new radios & system on May 15th. Since the station learning systems have yet to happen and the base radios have not been received, they pushed the date back. A radio tech at Deschutes County 911 will be assigned to our District specifically, so if any issues arise with our new radios they will get right on it. He anticipates this through fire season. Chief Hartley went to the Central Oregon Fire Operations meeting yesterday and it was decided everyone in Central Oregon will go to a single dispatch channel first, then will be assigned an operations channel which will work out well in the long run.

6.2 Follow-up on Active Shooter Threat Protocol/Drill – Fire Chief, Harry Ward stated he received information on a thumb drive on active shooter and is reviewing it. It will take him a while to go through it to see what tactics will pertain to us. The security cameras are up so that Dana can see who is in the parking lot. If there are any issues in the parking lot, she can lock the door immediately and call 911. Director Bengtson asked Chief Ward if he can review with the audience how we received the security cameras and where they are located. Chief Ward reviewed the camera information with the audience and how we have six cameras around the building and one in the lobby inside the building. Currently, two people can be on their computers to see the outside of the building and we are hoping to get more user licenses in the future to add more users. If there is any motion outside it will alert us with infra-red at night. Jeff Green asked if we have tested the system to blow up the picture to actually see faces of the individual. Chief Ward stated when the installer was out here he showed us the various capabilities of the system. Our system records up to two weeks and will automatically drop off prior recordings. There was no further discussion on this subject.

7. **New Business** –

7.1 Discussion and Approval of revised Resolution 2018-04 for unanticipated revenue to the General Fund and correction to the Conflagration revenue line item. – Director Bengtson stated that Assistant Chief Hartley discovered that when working on moving the funds for the Conflagration revenue, he noticed the funds should have been \$2,019.68, instead of \$1,019.68 which is what shows on the initial Resolution 2018-04. Therefore, Director Bengtson read through the “revised” Resolution 2018-04 to properly make the correction. Once Director Bengtson read the “revised” Resolution, Director Kirk made a motion to approve the “revised” Resolution 2018-04 to correct the increase on the Conflagration revenue received from \$1,019.68 to \$2,019.68, making the Adjusted Budget line item to \$3,019.68, as presented. Director Oakley seconded the motion. All were in favor and the motion passes, (4-0).

8. Fire Chiefs Report – Fire Chief, Harry Ward stated that the building is 10 years old and it is showing itself. We had an issue with the fan in the Laundry Room and had to get that fixed, along with getting the kitchen sink unplugged, and also one of the lobby toilets was leaking. Also, we will have to do some repairs to the gutters on the backside of the building. We will start looking at putting a costs analysis together for ambulance transports. Once we have the analysis done, we will know if we have to raise our ambulance rates. We are receiving input from other districts

as to what they are currently charging. He stated our Emergency Preparedness Open House will be Saturday, April 27th from 10:00 am – 1:00 pm. We have about nine vendors participating in this event. Captain Delorto attended a course on Peer Support training and is working on a training class for our District. This is becoming a big deal in the fire service, with substance abuse, etc., and we are getting on top of this so it does not present any problems in our District. Captain McDonald was accepted in the National Fire Academy in Maryland, and will be taking several classes this September, as well as next year. Dana went to a workshop yesterday which was hosted by our Auditor, and got lots of insight as to what they are looking for on our annual audits. Lastly, he stated that the Central Oregon fire organizations are holding a simulation event of what happens if we become the next “Paradise, CA Fire”. He said Board members are welcome to attend and he has already registered for this event on April 18th. It is the same day as our Board meeting, however, ends at 4:30 pm. It is being held at the Deschutes County Fairgrounds in Redmond. Director Meredith asked if we have a preventative maintenance schedule of some sort because the fan issue in the Laundry room could have been a big issue. Chief Ward stated that we do have it on our District calendar and it will pop up on our computers. Dana usually reminds us on the day it pops up on the computer. There was no further discussion.

9. Operations Report – an operations report was submitted to the Board by Assistant Fire Chief, Sean Hartley in the Board packet for the Board to review. There was nothing to add.

10. Correspondence/Recognitions – Director Bengtson stated that we just received a letter from the State of Oregon in reference to acknowledging the segregation of duties by the staff and Board of Directors. This letter went out to all districts in the State of Oregon. Director Bengtson asked if Director Oakley could draft a letter of response back to the State of Oregon Audits division, acknowledging that we have a small district and that we are segregating the financial duties to the best of our ability. Director Meredith explained to the audience what the letter meant by “segregation of duties” and that we just do not have the staff to oversee every step of financial duties. Director Bengtson also stated that in the Board packet there was a thank you from Ben & Joan Johnson thanking the District for keeping them safe.

11. Comments/Questions:

11.1 **Public** – Brad Pahl stated that the Jefferson County Sheriff’s office will be doing boat inspections for the residents on the Ranch, on the same day as the Emergency Preparedness Open House.

11.2 **Chief, Staff and/or Volunteers** – Volunteer, Dennis Senko stated that the Easter egg hunt is Saturday, April 20th and details are being finalized shortly. It is being headed up by Volunteers, Marta McGovern-Philpott and Myrsideys Steward.

11.3 **Board** – Director Bengtson stated that there are four positions available for the Board of Directors.

12. Adjournment by Director Bengtson at 7:17 pm.

Respectfully,
Dana Schulke
Administrative Assistant

Balance Sheet

Crooked River Ranch Fire & Rescue As of March 31, 2019

MAR 31, 2019

Assets

Current Assets

Cash and Cash Equivalents

| | |
|--|-------------------|
| Bond Fund | 32,795.53 |
| Capital Reserve Fund | 186,072.96 |
| FIB - Checking | 16,005.18 |
| FIB - Payroll | 2,407.74 |
| General Fund | 231,344.20 |
| Local Option Levy Fund | 235,482.14 |
| PayPal | 281.63 |
| Total Cash and Cash Equivalents | 704,389.38 |
| Accounts Receivable | 590.00 |
| Total Current Assets | 704,979.38 |
| Total Assets | 704,979.38 |

Liabilities and Equity

Liabilities

Current Liabilities

| | |
|----------------------------------|-----------------|
| Accounts Payable | 3,941.97 |
| FIB - Credit Cards | 1,161.33 |
| Payroll Liabilities | 327.50 |
| Total Current Liabilities | 5,430.80 |
| Total Liabilities | 5,430.80 |

Equity

| | |
|-------------------------------------|-------------------|
| Current Year Earnings | 687,080.20 |
| Unrestricted Net Assets | 12,468.38 |
| Total Equity | 699,548.58 |
| Total Liabilities and Equity | 704,979.38 |

***CORRECTED**
Balance Sheet

Crooked River Ranch Fire & Rescue
As of February 28, 2019

FEB 28, 2019

Assets

Current Assets

Cash and Cash Equivalents

| | |
|--|-------------------|
| Bond Fund | 31,563.08 |
| Capital Reserve Fund | 185,742.93 |
| FIB - Checking | 17,971.31 |
| FIB - Payroll | 2,846.01 |
| General Fund | 284,411.80 |
| Local Option Levy Fund | 233,866.98 |
| PayPal | 87.56 |
| Total Cash and Cash Equivalents | 756,489.67 |

| | |
|-----------------------------|-------------------|
| Accounts Receivable | 410.00 |
| Total Current Assets | 756,899.67 |

| | |
|---------------------|-------------------|
| Total Assets | 756,899.67 |
|---------------------|-------------------|

Liabilities and Equity

Liabilities

Current Liabilities

| | |
|----------------------------------|-----------------|
| Accounts Payable | 4,398.96 |
| FIB - Credit Cards | 1,996.22 |
| Total Current Liabilities | 6,395.18 |
| Total Liabilities | 6,395.18 |

Equity

| | |
|-------------------------|-------------------|
| Current Year Earnings | 738,036.11 |
| Unrestricted Net Assets | 12,468.38 |
| Total Equity | 750,504.49 |

| | |
|-------------------------------------|-------------------|
| Total Liabilities and Equity | 756,899.67 |
|-------------------------------------|-------------------|



Budget Variance
Crooked River Ranch Fire & Rescue
General Fund
For the month ended 31 March 2019
Cash Basis

| | March Actual | YTD Actual | YTD Budget | Var USD | Var % |
|---|--------------------|-----------------------|-----------------------|----------------------|-----------------|
| Revenue | | | | | |
| Ambulance Billing | \$9,542.66 | \$127,927.86 | \$150,000.00 | -\$22,072.14 | -14.7148% |
| Beginning Fund Balance:General/LO Levy Fund | \$0.00 | \$263,282.29 | \$239,987.00 | \$23,295.29 | 9.7069% |
| Conflagration Revenue | \$0.00 | \$2,019.68 | \$2,020.00 | -\$0.32 | -0.0158% |
| Deschutes County: General Fund | \$2,154.64 | \$70,599.27 | \$49,235.00 | \$21,364.27 | 43.3924% |
| Deschutes County: Local Option Levy | \$0.00 | \$1,522.22 | \$18,485.00 | -\$16,962.78 | -91.7651% |
| Emergency Address Signs | \$20.00 | \$380.00 | \$500.00 | -\$120.00 | -24.0% |
| FireMed | \$990.00 | \$9,405.00 | \$12,375.00 | -\$2,970.00 | -24.0% |
| Interest | \$979.73 | \$5,489.36 | \$3,500.00 | \$1,989.36 | 56.8389% |
| Jefferson County: General Fund | \$3,210.15 | \$545,179.98 | \$584,032.00 | -\$38,852.02 | -6.6524% |
| Jefferson County: Local Option Levy | \$1,205.17 | \$203,119.29 | \$205,763.00 | -\$2,643.71 | -1.2848% |
| Misc. Income | \$0.00 | \$2,768.90 | \$5,000.00 | -\$2,231.10 | -44.622% |
| Sale of Assets/Apparatus | \$0.00 | \$7,239.00 | \$0.00 | \$7,239.00 | -100.0% |
| Training Income | \$0.00 | \$0.00 | \$500.00 | -\$500.00 | -100.0% |
| Grant Revenue | | | | | |
| Grants Funds | \$0.00 | \$3,457.00 | \$49,379.00 | -\$45,922.00 | -92.999% |
| SAFER Grant Revenue | \$0.00 | \$8,101.00 | \$0.00 | \$8,101.00 | |
| Total Grant Revenue | \$0.00 | \$11,558.00 | \$49,379.00 | -\$37,821.00 | -76.6% |
| Total Revenue | \$18,102.35 | \$1,250,490.85 | \$1,320,776.00 | -\$70,285.15 | -5.3215% |
| Gross Profit | \$18,102.35 | \$1,250,490.85 | \$1,320,776.00 | -\$70,285.15 | -5.3215% |
| Operating Expenses | | | | | |
| Capital Outlay & Grant Awards | | | | | |
| Capitol Outlay & Grant Awards:Building Capital Pur. | \$2,409.00 | \$6,914.00 | \$6,914.00 | \$0.00 | 0.0% |
| Debt Services & Contingency:Contingency | \$0.00 | \$0.00 | \$3,359.00 | -\$3,359.00 | -100.0% |
| Total Capital Outlay & Grant Awards | \$2,409.00 | \$6,914.00 | \$10,273.00 | -\$3,359.00 | -32.7% |
| Materials & Services | | | | | |
| Materials & Services:Administration | \$2,169.52 | \$9,514.35 | \$15,000.00 | -\$5,485.65 | -36.571% |
| Materials & Services:Building & Maint. | \$2,130.81 | \$6,406.37 | \$10,000.00 | -\$3,593.63 | -35.9363% |
| Materials & Services:Department Services | \$0.00 | \$990.14 | \$5,000.00 | -\$4,009.86 | -80.1972% |
| Materials & Services:Dispatch Services | \$330.00 | \$57,872.47 | \$58,115.00 | -\$242.53 | -0.4173% |
| Materials & Services:EMS Operations | \$661.87 | \$20,096.16 | \$32,950.00 | -\$12,853.84 | -39.0101% |
| Materials & Services:Fire Suppression | \$3,542.00 | \$8,849.03 | \$16,705.00 | -\$7,855.97 | -47.0277% |
| Materials & Services:Fuel | \$866.32 | \$9,531.07 | \$10,000.00 | -\$468.93 | -4.6893% |
| Materials & Services:Insurance | \$646.00 | \$27,638.00 | \$30,000.00 | -\$2,362.00 | -7.8733% |
| Materials & Services:Prevention | \$300.00 | \$852.07 | \$1,000.00 | -\$147.93 | -14.793% |
| Materials & Services:Professional Services | \$779.73 | \$15,277.11 | \$20,000.00 | -\$4,722.89 | -23.6145% |
| Materials & Services:Radios/Communications | \$0.00 | \$618.18 | \$4,611.00 | -\$3,992.82 | -86.5934% |
| Materials & Services:Rope Rescue Operations | \$0.00 | \$0.00 | \$1,500.00 | -\$1,500.00 | -100.0% |
| Materials & Services:SAFER Grant Expenditures | \$0.00 | \$2,459.00 | \$9,422.00 | -\$6,963.00 | -73.9015% |
| Materials & Services:Training | \$0.00 | \$4,850.25 | \$7,389.00 | -\$2,538.75 | -34.3585% |
| Materials & Services:Travel | \$285.30 | \$899.70 | \$9,105.00 | -\$8,205.30 | -90.1186% |
| Materials & Services:Tuition Reimbursement | \$0.00 | \$10,500.00 | \$31,500.00 | -\$21,000.00 | -66.6667% |
| Materials & Services:Uniforms | \$0.00 | \$2,973.10 | \$5,713.00 | -\$2,739.90 | -47.959% |
| Materials & Services:Utilities | \$3,571.44 | \$18,499.32 | \$22,250.00 | -\$3,750.68 | -16.857% |
| Materials & Services:Vehicle/Equipment Maint. | \$150.69 | \$11,120.91 | \$28,200.00 | -\$17,079.09 | -60.5641% |
| Materials & Services:Volunteer Incentives | \$810.00 | \$20,485.00 | \$29,400.00 | -\$8,915.00 | -30.3231% |
| Materials & Services:Wellness Program | \$978.00 | \$2,516.00 | \$10,000.00 | -\$7,484.00 | -74.84% |
| Total Materials & Services | \$17,221.68 | \$231,948.23 | \$357,860.00 | -\$125,911.77 | -35.2% |

| Personnel Services | | | | | |
|---|---------------------|---------------------|-----------------------|----------------------|------------------|
| Personnel Services: Employee Benefits | \$11,750.16 | \$107,571.63 | \$168,753.00 | -\$61,181.37 | -36.255% |
| Personnel Services:Administrative Assistant: O/T | \$0.00 | \$116.28 | \$1,224.00 | -\$1,107.72 | -90.5% |
| Personnel Services:Administrative Assistant:Reg. Wage | \$2,611.20 | \$25,491.84 | \$34,729.00 | -\$9,237.16 | -26.5978% |
| Personnel Services:Assistant Fire Chief:Salary | \$4,500.00 | \$41,238.03 | \$55,558.00 | -\$14,319.97 | -25.7748% |
| Personnel Services:Fire Chief | \$6,333.34 | \$59,206.82 | \$79,800.00 | -\$20,593.18 | -25.806% |
| Personnel Services:Mechanic | \$0.00 | \$2,280.00 | \$2,280.00 | \$0.00 | 0.0% |
| Personnel Services:Part-Time Employees | \$0.00 | \$18,869.62 | \$35,280.00 | -\$16,410.38 | -46.5147% |
| Personnel Services:Payroll Taxes | \$2,060.86 | \$25,680.98 | \$38,248.00 | -\$12,567.02 | -32.8567% |
| Personnel Services:PERS | \$7,283.00 | \$69,897.11 | \$98,419.00 | -\$28,521.89 | -28.9801% |
| Personnel Services:Shift Personnel: Regular Wage | \$14,161.50 | \$127,516.61 | \$174,032.00 | -\$46,515.39 | -26.7281% |
| Personnel Services:Shift Personnel:Overtime | \$1,228.41 | \$34,468.01 | \$34,894.00 | -\$425.99 | -1.2208% |
| Personnel Services:Volunteer Conflag Reimb. | \$0.00 | \$515.40 | \$516.00 | -\$0.60 | -0.1163% |
| Personnel Services:Volunteer Shift Stipends | \$700.00 | \$4,800.00 | \$36,500.00 | -\$31,700.00 | -86.8493% |
| Personnel Services:Workers Comp. & Group Accident | \$0.00 | \$18,216.54 | \$18,500.00 | -\$283.46 | -1.5322% |
| Total Personnel Services | \$50,628.47 | \$535,868.87 | \$778,733.00 | -\$242,864.13 | -31.2% |
| Total Operating Expenses | \$70,259.15 | \$774,731.10 | \$1,146,866.00 | -\$372,134.90 | -32.448% |
| Net Income / (Loss) before Tax | -\$52,156.80 | \$475,759.75 | \$173,910.00 | \$301,849.75 | 173.5666% |
| Net Income | -\$52,156.80 | \$475,759.75 | \$173,910.00 | \$301,849.75 | 173.5666% |
| Total Comprehensive Income | -\$52,156.80 | \$475,759.75 | \$173,910.00 | \$301,849.75 | 173.5666% |



Budget Variance
Crooked River Ranch Fire & Rescue
Capital Reserve Fund
 For the month ended 31 March 2019
 Cash Basis

| | YTD Actual | YTD Budget | Var USD | Var % |
|--|---------------------|---------------------|--------------------|------------------|
| Revenue | | | | |
| Beginning Fund Balance:Capital Reserve Fund | \$183,404.57 | \$182,864.00 | \$540.57 | 0.2956% |
| Jefferson County: Capital Reserve Fund | | | | |
| Jefferson County: Capital Reserve Fund:Interest | \$2,668.39 | \$750.00 | \$1,918.39 | 255.7853% |
| Total Jefferson County: Capital Reserve Fund | \$2,668.39 | \$750.00 | \$1,918.39 | 255.8% |
| Total Revenue | \$186,072.96 | \$183,614.00 | \$2,458.96 | 1.3392% |
| Gross Profit | \$186,072.96 | \$183,614.00 | \$2,458.96 | 1.3392% |
| Operating Expenses | | | | |
| Capital Outlay & Grant Awards | | | | |
| Capitol Outlay & Grant Awards:AFG Grant Expenditures | \$7,432.00 | \$13,614.00 | -\$6,182.00 | -45.4091% |
| Capitol Outlay & Grant Awards:Building Capital Pur. | \$0.00 | \$3,457.00 | -\$3,457.00 | -100.0% |
| Total Capital Outlay & Grant Awards | \$7,432.00 | \$17,071.00 | -\$9,639.00 | -56.5% |
| Total Operating Expenses | \$7,432.00 | \$17,071.00 | -\$9,639.00 | -56.4642% |
| Net Income / (Loss) before Tax | \$178,640.96 | \$166,543.00 | \$12,097.96 | 7.2642% |
| Net Income | \$178,640.96 | \$166,543.00 | \$12,097.96 | 7.2642% |
| Total Comprehensive Income | \$178,640.96 | \$166,543.00 | \$12,097.96 | 7.2642% |



Budget Variance
Crooked River Ranch Fire & Rescue
Bond Fund
For the month ended 31 March 2019
Cash Basis

| | YTD Actual | YTD Budget | Var USD | Var % |
|---|---------------------|---------------------|---------------------|------------------|
| Revenue | | | | |
| Beginning Fund Balance: Bond Fund | \$12,090.46 | \$7,432.00 | \$4,658.46 | 62.6811% |
| Deschutes County: Bond Fund | \$12,890.13 | \$0.00 | \$12,890.13 | |
| Jefferson County: Bond Fund | | | | |
| Jefferson County: Bond Fund: Current Year Taxes | \$134,244.51 | \$160,609.00 | -\$26,364.49 | -16.4153% |
| Jefferson County: Bond Fund: Interest | \$540.06 | \$0.00 | \$540.06 | |
| Jefferson County: Bond Fund: Other Income | \$365.78 | \$0.00 | \$365.78 | |
| Jefferson County: Bond Fund: Prior Year Taxes | \$2,486.59 | \$0.00 | \$2,486.59 | |
| Total Jefferson County: Bond Fund | \$137,636.94 | \$160,609.00 | -\$22,972.06 | -14.3% |
| Total Revenue | \$162,617.53 | \$168,041.00 | -\$5,423.47 | -3.2275% |
| Gross Profit | \$162,617.53 | \$168,041.00 | -\$5,423.47 | -3.2275% |
| Operating Expenses | | | | |
| Capital Outlay & Grant Awards | | | | |
| Capital Outlay & Grant Awards: Bond Payment | \$129,822.00 | \$158,404.00 | -\$28,582.00 | -18.0437% |
| Total Capital Outlay & Grant Awards | \$129,822.00 | \$158,404.00 | -\$28,582.00 | -18.0% |
| Total Operating Expenses | \$129,822.00 | \$158,404.00 | -\$28,582.00 | -18.0437% |
| Net Income / (Loss) before Tax | \$32,795.53 | \$9,637.00 | \$23,158.53 | 240.3085% |
| Net Income | \$32,795.53 | \$9,637.00 | \$23,158.53 | 240.3085% |
| Total Comprehensive Income | \$32,795.53 | \$9,637.00 | \$23,158.53 | 240.3085% |

Payable Invoice Detail

Crooked River Ranch Fire & Rescue

For the period March 1, 2019 to March 31, 2019

| INVOICE DATE | REFERENCE | DESCRIPTION | GROSS | STATUS | ACCOUNT |
|---|-------------|--|---------------|--------|--|
| Aflac | | | | | |
| Mar 16, 2019 | EFT | Total premium due from: Tom, Alysha, David, Dana, Sean and Harry | 599.88 | Paid | Payroll Liabilities |
| Total Aflac | | | 599.88 | | |
| All American Truck | | | | | |
| Mar 25, 2019 | XXXX 4382 | Install of Side Steps/Running Boards for 592 | 350.00 | Paid | Materials & Services:Vehicle/Equipme nt Maintenance:511848 |
| Total All American Truck | | | 350.00 | | |
| Amazon | | | | | |
| Mar 3, 2019 | XXXX 4382 | Mo. Fee for Prime Membership | 12.99 | Voided | Materials & Services:Administration:M emberships |
| Mar 3, 2019 | XXXX 4382 | Mo. Prime membership | 12.99 | Paid | Materials & Services:Administration:M emberships |
| Mar 31, 2019 | XXXX 4382 | Mo. Membership for Prime - for April | 12.99 | Paid | Materials & Services:Administration:M emberships |
| Total Amazon | | | 38.97 | | |
| BendTel | | | | | |
| Mar 21, 2019 | 0359172 | Telephone usage, recurring service charges, taxes and fees | 439.97 | Paid | Materials & Services:Utilities:Telecom munications |
| Total BendTel | | | 439.97 | | |
| BoundTree Medical, LLC | | | | | |
| Mar 4, 2019 | 83119783 | Albuterol 2.5mg 3ml unit dose | 6.15 | Paid | Materials & Services:EMS Operations:Supplies |
| Mar 5, 2019 | 83123865 | Veni-Gard Transparent Dressing, Alcohol Prep Pads, Gauze Sponge (2), Tourniquet | 2.66 | Paid | Materials & Services:EMS Operations:Supplies |
| Total BoundTree Medical, LLC | | | 8.81 | | |
| Carson Oil Company, Inc. | | | | | |
| Mar 4, 2019 | CP-00181402 | Fuel for all apparatus | 550.66 | Paid | Materials & Services:Fuel |
| Mar 19, 2019 | CP-00184407 | Fuel for all apparatus | 315.66 | Paid | Materials & Services:Fuel |
| Total Carson Oil Company, Inc. | | | 866.32 | | |
| Crook County Fire & Rescue | | | | | |
| Mar 4, 2019 | 247 | BLS Cards | 90.00 | Paid | Materials & Services:EMS Operations:Supplies |
| Mar 4, 2019 | 247 | Instructor Cards | 80.00 | Paid | Materials & Services:EMS Operations:Supplies |
| Total Crook County Fire & Rescue | | | 170.00 | | |

Payable Invoice Detail

| INVOICE DATE | REFERENCE | DESCRIPTION | GROSS | STATUS | ACCOUNT |
|--|--------------------------|---|---------------|--------|--|
| Crooked River Ranch Water Company | | | | | |
| Mar 4, 2019 | 94 | Base Rate | 34.59 | Paid | Materials & Services:Utilities:Water |
| Mar 4, 2019 | 94 | Water | 15.26 | Paid | Materials & Services:Utilities:Water |
| Total Crooked River Ranch Water Company | | | 49.85 | | |
| Crooked River Sanitary | | | | | |
| Mar 18, 2019 | 00014 | Sanitation services for March | 69.92 | Paid | Materials & Services:Utilities:Sanitation |
| Total Crooked River Sanitary | | | 69.92 | | |
| Dana Schulke | | | | | |
| Mar 22, 2019 | Reimbursement of Mileage | Reimbursement for mileage to Audit Workshop hosted by Accuity, LLC in Albany on March 20th, 2019 (Round Trip) | 150.80 | Paid | Materials & Services:Travel |
| Total Dana Schulke | | | 150.80 | | |
| David McDonald | | | | | |
| Mar 5, 2019 | Reimbursement | Twin Mattress for Volunteer Bed in Library | 165.00 | Paid | Materials & Services:Building & Maintenance:Supplies |
| Total David McDonald | | | 165.00 | | |
| Deschutes County 911 Service District | | | | | |
| Mar 4, 2019 | 813 | 911 Police/Fire RMS User Fees for iPads, etc | 330.00 | Paid | Materials & Services:Dispatch Services |
| Total Deschutes County 911 Service District | | | 330.00 | | |
| Digital Employment/Streamline | | | | | |
| Mar 25, 2019 | 99898 | Mo. Fee for March Website hosting | 100.00 | Paid | Materials & Services:Professional Services:Computer Services |
| Total Digital Employment/Streamline | | | 100.00 | | |
| High Desert Auto Supply | | | | | |
| Mar 1, 2019 | 466977 | Parts to fix snow plow on 591 | 126.32 | Paid | Materials & Services:Vehicle/Equipment Maintenance:518953 |
| Mar 1, 2019 | 467061 | Fittings, Bushings etc for snow plow on 591 | 8.39 | Paid | Materials & Services:Vehicle/Equipment Maintenance:518953 |
| Total High Desert Auto Supply | | | 134.71 | | |
| Home Depot | | | | | |
| Mar 1, 2019 | XXXX 4382 | Lint trap for Dryer | 14.48 | Paid | Materials & Services:Building & Maintenance:Supplies |
| Mar 1, 2019 | XXXX 4382 | Funnel for Laundry Soap | 2.97 | Paid | Materials & Services:Building & Maintenance:Supplies |
| Mar 1, 2019 | XXXX 4382 | Vehicle brushes for washing apparatus | 15.98 | Paid | Materials & Services:Vehicle/Equipment Maintenance: |

Payable Invoice Detail

| INVOICE DATE | REFERENCE | DESCRIPTION | GROSS | STATUS | ACCOUNT |
|---|-----------------------------|---|-----------------|----------|---|
| Mar 6, 2019 | XXXX 4382 | Anchor Sleeves for Bed in Libraary | 5.13 | Paid | Materials & Services:Building & Maintenance:Supplies |
| Mar 6, 2019 | XXXX 4382 | Angle Sld Rod and Anchor Sleeve for bed in Library | 19.59 | Paid | Materials & Services:Building & Maintenance:Supplies |
| Total Home Depot | | | 58.15 | | |
| HRA VEBA Trust | | | | | |
| Mar 16, 2019 | ACH | March contributions for: Tom, David, Alysha, Sean, Harry & David | 1,500.00 | Paid | Personnel Services:Employee Benefits:HRA VEBA |
| Total HRA VEBA Trust | | | 1,500.00 | | |
| IAFF 3650 - Redmond Firefighters Union | | | | | |
| Mar 18, 2019 | Union Dues - ACH | Union Dues for: Tom, Alysha, David | 100.50 | Paid | Payroll Liabilities |
| Mar 18, 2019 | PAC Donation to Union - ACH | PAC Donation to Union from: Tom, Alysha, David | 12.00 | Paid | Payroll Liabilities |
| Mar 29, 2019 | | PAC Donations from Tom, Alysha, David | 12.00 | Approved | Payroll Liabilities |
| Mar 29, 2019 | | Union Dues for Tom, Alysha, David | 100.50 | Approved | Payroll Liabilities |
| Total IAFF 3650 - Redmond Firefighters Union | | | 225.00 | | |
| Intuit | | | | | |
| Mar 5, 2019 | XXXX 4382 | Order of 250 Business Checks | 210.98 | Paid | Materials & Services:Administration:Supplies |
| Total Intuit | | | 210.98 | | |
| L.N. Curtis & Sons | | | | | |
| Mar 16, 2019 | INV261669 | G-XCEL Jacket Globe Custom Turnout Jackets | 2,013.00 | Paid | Materials & Services:Fire Suppression:PPE |
| Mar 16, 2019 | INV261669 | G-XCEL Turnout Pants | 1,529.00 | Paid | Materials & Services:Fire Suppression:PPE |
| Total L.N. Curtis & Sons | | | 3,542.00 | | |
| Nationwide Retirement Solutions | | | | | |
| Mar 18, 2019 | Def. Comp - EFT | Deferred Comp contributions from: Tom, Alysha, David, Sean and Dana | 215.00 | Paid | Payroll Liabilities |
| Mar 29, 2019 | | Deferred Comp contributions from Tom, Alysha, David, Sean and Dana | 215.00 | Approved | Payroll Liabilities |
| Total Nationwide Retirement Solutions | | | 430.00 | | |
| Negus Landfill | | | | | |
| Mar 29, 2019 | XXXX 4382 | Clean up debris and items around station, taken to dump | 36.00 | Paid | Materials & Services:Building & Maintenance:Maintenance |
| Total Negus Landfill | | | 36.00 | | |
| Norco | | | | | |
| Mar 4, 2019 | 25918440 | Oxygen tanks | 19.04 | Paid | Materials & Services:EMS Operations:Supplies |
| Mar 21, 2019 | 26062112 | Small Oxygen Tanks delivered | 52.86 | Paid | Materials & Services:EMS Operations:Supplies |

Payable Invoice Detail

| INVOICE DATE | REFERENCE | DESCRIPTION | GROSS | STATUS | ACCOUNT |
|---|---------------------------------|--|-----------------|----------|---|
| Mar 21, 2019 | 26062112 | Handling Charge | 25.00 | Paid | Materials & Services:EMS Operations:Supplies |
| Total Norco | | | 96.90 | | |
| Oregon PERS | | | | | |
| Mar 15, 2019 | PERS - EFT | Employer Contribution | 2,487.58 | Paid | Personnel Services:PERS |
| Mar 15, 2019 | PERS - EFT | Employee Contribution, paid by Employer | 876.42 | Paid | Personnel Services:PERS |
| Mar 25, 2019 | PERS - EFT | Employer contributions | 2,422.93 | Approved | Personnel Services:PERS |
| Mar 25, 2019 | PERS - EFT | Employee contributions, paid by Employer | 853.65 | Approved | Personnel Services:PERS |
| Total Oregon PERS | | | 6,640.58 | | |
| Pacific Power | | | | | |
| Mar 8, 2019 | 24712171-001 3 | Basic Charges, Loan Size Charge, Demand Charge, Delivery Charge and Kilowatt Usage | 2,990.66 | Paid | Materials & Services:Utilities:Electric |
| Total Pacific Power | | | 2,990.66 | | |
| Quill Corporation | | | | | |
| Mar 4, 2019 | 5290330 | Kitchen & Janitorial items for building | 90.95 | Paid | Materials & Services:Administration:S upplies |
| Total Quill Corporation | | | 90.95 | | |
| Redmond Fire & Rescue | | | | | |
| Mar 22, 2019 | 539 | Purchase of ECEMS forms for Turnover, Patient Refusal, etc (Note: Redmond Fire was supposed to send this the beginning of last year and it was overlooked) | 386.16 | Paid | Materials & Services:EMS Operations:Supplies |
| Total Redmond Fire & Rescue | | | 386.16 | | |
| Sean Hartley | | | | | |
| Mar 19, 2019 | Per Diem for Travel/Training | Per Diem for Meals at OSFM 2019 Task Force Leader Symposium (4/17/19 & 4/18/19) | 134.50 | Paid | Materials & Services:Travel |
| Total Sean Hartley | | | 134.50 | | |
| Solutions Yes | | | | | |
| Mar 21, 2019 | INV183367 | Charges for B/W Copies | 19.06 | Paid | Materials & Services:Administration:C opier Expenses |
| Mar 21, 2019 | INV183367 | Charges for Color Copies | 99.25 | Paid | Materials & Services:Administration:C opier Expenses |
| Total Solutions Yes | | | 118.31 | | |
| Special Districts Insurance Services | | | | | |
| Mar 5, 2019 | 03-0052514 | April Health Premium for staff | 9,001.44 | Paid | Personnel Services:Employee Benefits:Health Insurance |
| Mar 5, 2019 | 03-0052514 | April Dental Premium for staff | 862.62 | Paid | Personnel Services:Employee Benefits:Dental Insurance |

Payable Invoice Detail

| INVOICE DATE | REFERENCE | DESCRIPTION | GROSS | STATUS | ACCOUNT |
|---|---------------------|---|------------------|--------|---|
| Mar 5, 2019 | 03-0052514 | April Long Term Premium for staff | 132.66 | Paid | Personnel Services:Employee Benefits:Long Term Disability Insurance |
| Mar 5, 2019 | 03-0052514 | Retroactive Feb. premium for long-term for Dana and Harry | 88.44 | Paid | Personnel Services:Employee Benefits:Long Term Disability Insurance |
| Mar 8, 2019 | Policy#34P52514-672 | Property coverage for additional new radios | 556.00 | Paid | Materials & Services:Insurance |
| Mar 8, 2019 | Policy#34P52514-672 | Change in Earthquake Premium due to property changes | 42.00 | Paid | Materials & Services:Insurance |
| Mar 8, 2019 | Policy#34P52514-672 | Change in Flood premium due to property changes | 21.00 | Paid | Materials & Services:Insurance |
| Mar 8, 2019 | Policy#34P52514-672 | Change in Boiler premium due to property changes | 27.00 | Paid | Materials & Services:Insurance |
| Total Special Districts Insurance Services | | | 10,731.16 | | |
| Speer Hoyt, LLC | | | | | |
| Mar 16, 2019 | | Services rendered for review of abandoned vehicle/RV on District property and public records requests | 493.50 | Paid | Materials & Services:Professional Services:Legal |
| Total Speer Hoyt, LLC | | | 493.50 | | |
| Stamps.com | | | | | |
| Mar 4, 2019 | XXXX 4382 | Purchase of stamps | 50.00 | Paid | Materials & Services:Administration:Postage & Shipping |
| Mar 17, 2019 | XXXX 4382 | Stamps.com monthly membership fee | 17.99 | Paid | Materials & Services:Administration:Postage & Shipping |
| Total Stamps.com | | | 67.99 | | |
| US Bank Equipment Finance | | | | | |
| Mar 16, 2019 | 379704745 - EFT | Contract Payment for Copier | 139.99 | Paid | Materials & Services:Administration:Copier Expenses |
| Mar 16, 2019 | 379704745 - EFT | Property Damage Surcharge | 24.40 | Paid | Materials & Services:Administration:Copier Expenses |
| Total US Bank Equipment Finance | | | 164.39 | | |
| Verizon Wireless | | | | | |
| Mar 4, 2019 | 9824758308 | Phone line for Zoll Machine | 21.04 | Paid | Materials & Services:Utilities:Telecommunications |
| Total Verizon Wireless | | | 21.04 | | |
| WHA Insurance | | | | | |
| Mar 7, 2019 | Admin. Fee | Admin Fee for review of Claim for David McDonald | 25.00 | Paid | Materials & Services:Professional Services |
| Total WHA Insurance | | | 25.00 | | |
| Xero | | | | | |
| Mar 19, 2019 | XXXX 4382 | Monthly Fee for Accounting platform | 22.50 | Paid | Materials & Services:Professional |

Payable Invoice Detail

| INVOICE DATE | REFERENCE | DESCRIPTION | GROSS | STATUS | ACCOUNT |
|-----------------------------|-----------|---|------------------|--------|--|
| | | | | | Services:Accounting/Payro ll Services |
| Total Xero | | | 22.50 | | |
| Your Care, LLC | | | | | |
| Mar 1, 2019 | 1929 | Firefighter Lab w/o PSA for Alysha Delorto | 189.00 | Paid | Materials & Services:Wellness Program |
| Mar 1, 2019 | 1929 | Firefighter Lab w/o PSA for Sean Hartley | 189.00 | Paid | Materials & Services:Wellness Program |
| Mar 1, 2019 | 1929 | Firefighter Physical for Alysha Delorto | 300.00 | Paid | Materials & Services:Wellness Program |
| Mar 1, 2019 | 1929 | Firefighter Physical for Sean Hartley | 300.00 | Paid | Materials & Services:Wellness Program |
| Total Your Care, LLC | | | 978.00 | | |
| Total | | | 32,438.00 | | |



CROOKED RIVER RANCH FIRE & RESCUE

Operations Report

April 2019

- Calls for service for March totaled 49. A breakdown of calls by month is below:

| 2019 Calls by Incident Type | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|-----------|-----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 1-Fire (Building, Wildland, Vehicle, etc.) | 1 | 2 | 0 | | | | | | | | | |
| 2-Overpressure Rupture, Explosion, Overheat (No Fire) | 0 | 0 | 0 | | | | | | | | | |
| 3-Rescue & EMS | 21 | 40 | 33 | | | | | | | | | |
| 4-Hazardous Condition (No Fire) | 1 | 0 | 1 | | | | | | | | | |
| 5-Service Call | 5 | 4 | 7 | | | | | | | | | |
| 6-Good Intent Call | 4 | 4 | 7 | | | | | | | | | |
| 7-False Alarm & False Call | 6 | 1 | 1 | | | | | | | | | |
| 8-Severe Weather & Natural Disaster | 0 | 0 | 0 | | | | | | | | | |
| 9-Special/Other Incident | 0 | 0 | 0 | | | | | | | | | |
| Total Calls-To-Month End 2019 | 38 | 51 | 49 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

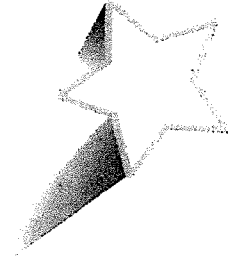
138

- Captain McDonald assisted with the Central Oregon Community College Joint Recruitment for Student Volunteers. Currently, we have two open positions next year. Candidates will be interviewed, and a decision made by the end of May.
- End user radio training will occur during April and early May. A regional training class is being developed for all agencies to use. This will standardize the training users receive. Scheduled transition date to the new radio system is May 15th.
- Captain McDonald coordinated the required annual self-contained breathing apparatus (SCBA) service. All units passed and are in good condition.

- Captain Delorto is working on the State EMT relicensing with all EMS personnel. This process should be completed in May.
- Captain Delorto has attended several classes on peer support and created a document for the District on a peer support program. The document is being reviewed by Chief Ward.

Respectfully submitted

Sean Hartley, Assistant Chief



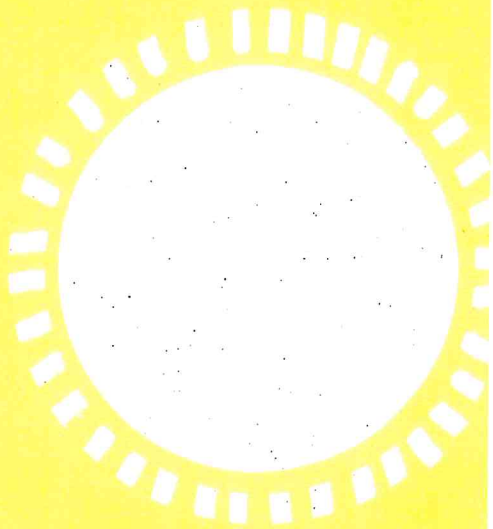
Thank You
PERS REPORTING STAR

You submitted 100% of your 2018 reports on or before their due dates. This is a huge accomplishment that I truly appreciate.

Thank you for your partnership with PERS and a great reporting year!

Don Abbott

Thank
You



Fire Department
Ambulance Staff

Don't know what
we'd do without you.
Hope you know how much
you're appreciated.

For your prompt response
and compassionate care of me
on Feb. 17th
Never enough thanks for all
that you do in being prepared
to save lives.

Again my thanks

Bob & Fiddell

