



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 of Directors meeting on Thursday, September 19, 2024. The Board meeting will start at 6:30 pm and will be held at the fire station, which is located at 6971 SW Shad Road, Terrebonne, Oregon. Virtual access to the meeting can be found through the Zoom platform, by accessing our website, @ www.crrfire.org/meetings. The meeting is accessible to people with disabilities and will be recorded. Requests for other accommodations should be made to Crooked River Ranch Fire & Rescue at 541-923-6776 at least 48 hours before the meeting.

Board of Directors

David Palmer, President (Position 3)
Brad Pahl, Vice President (Position 1)
Kay Norberg, Secretary (Position 2)
Joseph Costigan, Treasurer (Position 4)
Cole Gayheart, Jr., (Position 5)

District Staff

Fire Chief, Sean Hartley
Admin. Assistant, Dana Schulke

Board Meeting Agenda

1. Call to Order – Director Palmer
 - 1.1 Flag Salute – Director Pahl
 - 1.2 Roll Call – Director Norberg
2. Review of Agenda – Director Palmer
3. Approval of minutes – Director Palmer
 - 3.1 Approval of Board Meeting minutes from August 15, 2024
 - 3.2 Approval of Board Special Meeting minutes from August 19, 2024
 - 3.3 Approval of Board Special Meeting minutes from August 27, 2024
4. Financial Reports
 - 4.1 Acknowledge receipt and approval of the financial reports for July 2024 – Director Costigan
 - 4.2 Acknowledge receipt and approval of the financial reports for August 2024 - Director Costigan
 - 4.2 Appointment of Board members to sign checks for Thursday, October 10th and Monday, October 28th, 2024 – Director Palmer
5. Unfinished business (consideration, discussion, and possible action on the following items):
 - 5.1 Review of Public Meeting policy revisions – Director Palmer / Director Pahl
 - 5.2 PGE Tax refund update – Director Palmer / Director Costigan
6. New Business (consideration, discussion, and possible action on the following items):
 - 6.1 Discussion/Approval of Resolution 2024-07 to receive and appropriate unanticipated conflagration funds into the General fund – Fire Chief Sean Hartley.
 - 6.2 Discussion/Approval on surplus of VHF mobile radios for donation to ODF RFP Program – Fire Chief Sean Hartley
7. Fire Chief's Report - submitted by Fire Chief, Sean Hartley in Board packet
8. CERT Report – Linda Kay Widmer
9. Comment/Questions – Director Palmer
 - 9.1 Public input on the current agenda topics

- 9.2 Public input on future agenda topics – (Please limit to one topic)
- 10. Correspondence/ Recognitions/ Good of the Order – Director Palmer
- 11. Adjournment – Director Palmer

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

August 15, 2024

A Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, August 15th, 2024, at 6:30 pm, 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 Palmer at 6:00 pm.

1.1 Roll Call was taken by Director Norberg and the following were in attendance: Director's Palmer, Pahl, Norberg, Costigan, and Gayheart. Also in attendance were Fire Chief Sean Hartley, Administrative Assistant Dana Schulke, Captain Alysha Delorto and Captain Adam Wiley. Members of the public in attendance were Linda Kay Widmer, Mike Dries, Mike O'Brien, Vicki Burt, Bill Burt, Gary Hunter, John Stevens (press), Carol Orr and Joan McKenzie. Barbara Oakley and Lynn Breeden attended via the Zoom platform.

2. Review of Meeting Agenda Items – Director Palmer reviewed the agenda with the Board and there were no changes to the agenda.

3.1 Approval of the Board meeting minutes from July 24, 2024 - Director Pahl made a motion to approve the board meeting minutes from July 24th as presented. Director Costigan seconded the motion. All approved the minutes by stating "Aye," motion carried, (5-0).

3.2 Approval of Board Workshop minutes and Special Meeting minutes from August 8th, 2024 – Director Pahl made a motion to approve the Board Workshop minutes and Special meeting minutes from August 8th, as presented. Director Gayheart seconded the motion. All approved the minutes by stating "Aye," motion carried, (5-0).

4. Financial Reports -

4.1 Financial reports for July 2024 – Fire Chief Sean Hartley stated that we currently do not have a complete set of financial reports. The General Fund is missing, due to a Journal entry situation with Accuity (our Auditors). Director Costigan was able to state current numbers on the Balance Sheet, however it was decided by the Board to table the approval of the July financials until September's meeting, so the Journal entry situation can get resolved with our auditors. Nothing further was discussed.

4.2 Appointment of Board members to sign checks – It was decided that Director Gayheart and Director Norberg will sign checks on Tuesday, September 10th, and Directors Pahl and Palmer will sign checks on Wednesday, September 25th, 2024.

5. Unfinished Business –

5.1 Discussion and Approval of Resolution 2024-06 revising the Fire Med membership annual fee – Director Palmer asked if anyone else have any additional input on this topic, as they discussed moving the fee to \$55 or \$60 in the Board Workshop. Discussion ensued from the Board regarding how long it has been since we have had the fee at \$45, which has been

almost 20 years. Director Palmer asked the Board if they want to increase it to \$55 or \$60. Director Gayheart stated it should be \$60. Discussion ensued between a member of the public and the Board regarding having Insurance companies pay for Fire Med memberships, of which Chief Hartley stated insurance companies will not pay for these types of memberships. Director Palmer asked when we should increase the fee. Chief Hartley stated we should start it at the beginning of the year, so it gives us time to get information out to the public. Director Gayheart made a motion to increase the Fire Med membership from \$45 to \$60, per household, effective January 1, 2025. Director Pahl seconded the motion. All stated in favor of the increase by stating “Aye,” motion carried, (5-0). Resolution **2024-06** was drafted, revised and approved by all Board members, to increase the Fire Med membership fee with the effective date of January 1st, 2025. The Resolution was signed by all Board members. No further discussion on this topic.

5.2 Public Meeting Policy review – a revised rough draft of this policy was in the Board packet for review. Chief Hartley stated that we confirmed with SDAO on the order of the topics, and they do not have to be in the same order as the sample policy SDAO provided. The Board discussed the ORS numbers that were added to 4.05 as well as the verbiage added to 4.03 8/A. A decision was made to revise the wording on 4.03 8/A to “Notice of the meeting shall be given seven days (if possible), prior to the meeting, but not less than 24 hours per the OR statue”. Director Pahl asked about blending in 4.06 with 4.03. Chief Hartley and Dana stated they will review this with Director Pahl as they were a little confused on his request. This topic will remain under Old Business for the September Board meeting.

6. New Business:

6.1 – PG&E Tax Refund update – Director Palmer stated they had set up three sub committees at the last meeting to pursue this issue, (Legal, Legislative and Political). He discussed what he found as far as the Oregon Supreme Court ruling from 1974, which stated that all taxing entities must share the burden when it comes to refunds that are overpaid by utility companies. Director Pahl reviewed with everyone the pollical side of this issue when he met with the Jefferson County commissioners, which did not go well. Discussion ensued. Director Costigan stated he has reached out to all the other fire districts to discuss this matter. He stated the Department of Revenue is responsible for determining the tax load on the transportation, communication, and utilities, and not Jefferson County. PGE is excluded from local fire milage rates. He is going to be contacting the Department of Revenue to find out how exactly they figure out the tax load with these entities as well as other questions for Jefferson County. Director Costigan drafted a letter to Jefferson County on behalf of the Board to ask several questions. Director Palmer asked that the letter be revised to put a date when to respond by. A member of the public asked the Board how many special districts were affected by this issue. Director Costigan stated there are several in Jefferson County all of which must pay back different amounts. Lynn Breeden asked about Deschutes County and if they are affected by this issue. Director Costigan went through some of the questions that are in the letter to Jefferson County. Director Pahl made a motion to approve the letter to Jefferson County, with the addition of adding a date to respond by September 15th. Director Norberg seconded the motion. All were in favor by stating “Aye.” Motion carried, (5-0). Discussion ensued from Director Norberg and Chief Hartley regarding the Legislative side of this topic. They will be reaching out to the state senators etc. A member of the public

asked when the district must pay the money back to the County. Chief Hartley stated that when the tax money comes in November, it will be deducted from the unsegregated account before it comes to our account. There was no further discussion.

7. Fire Chief Report - Chief Hartley reviewed his report with the Board. He stated we have been busy, as well as busy throughout Central Oregon. Our new apparatus has arrived from the State, and we are busy putting all the necessary equipment on it. We are shooting to have it in service on September 1st. We are finalizing the paperwork with the lender for our apparatus that was ordered through Hughes Fire. It will hopefully be here by the end of this year. We have two new student volunteers that are finishing the academy and then will go on a shift. We have two candidates interested in the Firefighter/Paramedic position. The pancake breakfast will be on Sunday, September 1st. We are in the process of working with Deschutes County 911 to manage all our IT and we will be going with the Microsoft Government platform which will add more security and the use of Microsoft Teams.

8. CERT Report – Linda Kay stated the team had their first activation this month, which was for traffic control for a fire on Peninsula. They still do not have any new members, and she is looking for good ideas to recruit more.

9. Comments/Questions:

9.1 Public input on the current agenda – Bill Burt had a question regarding the Public Meeting policy and the number of days’ notice. Director Palmer answered his question. Mike Dries asked about the number of calls we have had this year, compared to last year. Another member of the public asked if anyone will be coming to take care of the thinning of the trees behind their homes. Chief Hartley clarified who is responsible for taking care of that project, which is the Crooked River National Grasslands, who will hopefully have enough funding this year to complete the project.

9.2 Public input on future agenda topics - none

10. Correspondence/Recognitions/Good of the order – Chief Hartley stated we have received 2 Thank You cards, once from Brenda Cooper from the Homeowners Association, and the was from a resident who was transported by our crew members.

12. Adjournment by Director Palmer at 7:37 pm.

Respectfully,
Dana Schulke
Administrative Assistant

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

August 19, 2024

A Special meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Monday, August 19, 2024, at 2:00 pm. It was held at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon. Brandie McNamee and Gustavo Bautista attended the meeting, via the Zoom platform.

Special Meeting Minutes

Called to Order at 2:00 pm by Director Palmer.

1.1 Flag Salute – led by Director Pahl

1.2 Director Norberg completed the roll call, and the following individuals were in attendance: Directors Palmer, Pahl, Norberg, Costigan and Gayheart, as well as staff members Fire Chief Sean Hartley and Administrative Assistant Dana Schulke. The following members of the public in attendance were Heidi Timberman (from Corbett Fire and Rescue), Steele Hauger (from Central Oregon Daily), John Stevens (press), Lynn and Laura Breeden and Bill Burt.

2.1 Discussion from the Board on PGE tax refund issue – Director Palmer gave a brief overview of the situation, explaining that PGE made an overpayment of taxes to Jefferson County that was discovered after the fact and now must be repaid by all taxing districts whether they received benefit from that or not. Various actions have already been taken, but we are granting the authority to the subcommittees to make independent decisions on behalf of the Board, i.e. reach out to legal advisors and representatives or interact with the County Commissioners. Director Palmer advised that discussions should include determining what outreach is appropriate, and Director Costigan recommended that talking points should be approved by the Board. Director Norberg referred to a letter written by Director Costigan, which could be used to create talking points. It was recommended that this information should be sent in letter form rather than email. Director Norberg will obtain a list of Central Oregon fire chiefs from Chief Hartley, along with appropriate contacts at other agencies. Director Costigan volunteered to draw up a list of legislative people to meet with and then decide when appointments should be made, ideally before the legislative session in Salem.

Director Costigan summarized the process so far, noting that the letter he wrote was approved by the Board at the meeting on August 15, 2024. It was sent electronically to the County after the board meeting and was hand-delivered to the County the following morning. Receipt of the letter was confirmed by the County Administrator, who requested clarification on an issue. He further noted that one goal is to determine where and how the system broke down that allowed this overpayment to happen.

Director Costigan asked for clarification regarding the level of authority for individual Board members to speak to the press outside a public meeting. Director Palmer advised that as elected officials, Board members have an obligation to speak to the press or any citizen of the district. However, it must be made clear that we are speaking our personal opinion rather than that of the Board. He further noted that the District policies indicate that someone needs to be appointed to speak on behalf of the Board. Director Palmer further noted that the authority of the subcommittees should be apparent that they are speaking to the points made in Director Costigan's letter. Information gleaned from discussions with other agencies can then be brought back to the Board to get approval to take action.

Director Costigan stated that it is unknown what the end result will be with Jefferson County regarding the overpayment. He further stated that the County has a plan in place to receive these funds regardless of whether we agree to pay it or regardless of any action we may take. He indicated that the greatest impact will be to try to make changes to prevent the situation from happening again.

2.2 Authorize a spokesperson for media relations specifically regarding the PGE tax issue –

It was recommended that Director Costigan be appointed to handle media relations because he is the treasurer, and these are money-related issues. In the event Director Costigan isn't available, it was suggested that Director Pahl be the back-up representative because he is the former treasurer. Director Gayheart moved that Director Costigan be appointed as the official contact to the media to talk about this issue regarding PGE; if Director Costigan is unavailable, Director Pahl will take over for him. Director Norberg seconded the motion. All voted aye: motion carried (5-0).

2.3 Appoint representative to attend upcoming meeting with PGE –

Director Palmer reported that PGE is meeting with the affected special districts on Friday at 9:00 am at the County Annex in Madras. There aren't many details available yet, but it is hoped they will offer some solutions. Directors Gayheart and Costigan volunteered to attend, along with Chief Hartley. Those attending will send an email to recap the PGE meeting prior to the next Board meeting. Director Costigan noted that the special districts are not in a position of negotiation; this is a meeting to gather information.

Meeting adjourned by Director Palmer at 2:21 pm.

Respectfully submitted,

Dana Schulke, Administrative Assistant

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

August 27, 2024

A Special meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Tuesday, August 27, 2024, at 3:00 pm. It was held at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

Special Meeting Minutes

Called to Order at 3:00 pm by Director Palmer.

1.1 Flag Salute – led by Director Pahl

1.2 Roll call was conducted by Director Norberg and the following individuals were in attendance: Directors Palmer, Pahl, Norberg, Costigan and Gayheart, as well as staff members Fire Chief Sean Hartley, Administrative Assistant Dana Schulke and Captain Alysha Delorto. The following members of the public were in attendance: Mike Dries, Katie Dries, Bill Burt, Beth Gatchel, Lynn Breeden, Maureen Spurgem, Robin Huber, Walt Templeton, Barbara Tomlinson, David Tomlinson, Michael Lex, George Johnson, and Pam Halladay. The following members of the public attended via the Zoom platform: Tony Prior (from Sisters-Camp Sherman Fire), Mike Knoke, Barbara Oakley, and Jeff Rasmussen from Jefferson County Administrative Officer. There was also a public member named “Diane” and another person attending which showed the initials of “TCD7”.

2.1 Update from Jefferson County meeting/PGE offer – Director Palmer gave a quick overview of this topic for the audience members who are not familiar with this topic. He stated that PG&E overpaid on their taxes to Jefferson County last year, in the amount of \$1.7 million dollars. Through various checks and balances that Jefferson County did, they found out that all special districts must share the load and must pay back that amount to PG&E, even though the fire district receives no benefit from PG&E. This would have cost the District \$60K. There were questions from the public regarding Pacific Power vs. PG&E. At this time Director Costigan and Chief Hartley put together a slide show for the public to understand how the taxes are distributed to Jefferson County. It indicated that there are forty different zones in Jefferson County, and Crooked River Ranch has four zones. Your Assessed Tax Value is multiplied by all individual tax millage rates, of which Crooked River Ranch Fire has several funds. Director Costigan then explained how proportionate taxing works. He then stated that the Department of Revenue determines the responsibility of the big three, which are Communications, Transportation and Utilities. He further explained and elaborated on the taxing formulas. He stated that our share is currently \$55,983 and initially we had to pay interest on top of this number. He said that when the taxes come into Jefferson County, they will be taking this amount right off the top, so CRR Fire will not be seeing this money to operate. He then stated that PG&E has offered a \$500,000 grant and if Jefferson County distributes these funds proportionally to all taxing districts, our liability would drop to \$40,290. He further explained what Fund 240 was (ARPA) and how some taxing districts received financial aid from this, however fire districts did not, and he is asking Jefferson County to have more communication with special districts when significant tax challenges arise in the future. At this time there were questions from the Zoom attendees and from the members of public. Director Costigan stated that for

the record, Jefferson County is really working with all the special districts on this matter and has been very receptive to suggestions on how to pay the money back to PG&E. Chief Hartley stated that all the Jefferson County Commissioners are looking for ideas from us to pay back the money. Discussion ensued between members of the public and the Board regarding the assessed value vs real market value of your home. Director Palmer stated that Commissioner Wunsch from Jefferson County has put forth two separate options/ideas to pay back the money. Director Costigan reviewed the options with the Board and public. All Board members agreed that they liked option two. Discussion ensued between Jeff Rasmussen and the Board members regarding the unallocated ARPA funds that Jefferson County received and how they could be utilized as a solution to this situation. Lynn Breeden asked Jeff Rasmussen if there have been any other ideas proposed to solve this problem. Jeff stated not that he is aware of, only the one proposed by Commissioner Wunsch. Discussion ensued between Jeff Rasmussen and Director Palmer regarding the \$500K PG&E grant and if it is only earmarked for this situation, and how it will be distributed. Director Palmer explained to the audience how the Board has created three subcommittees to pursue this issue, so it does not happen again. He stated to the audience that he is asking the political committee (Director Costigan and Director Gayheart) to represent our Board at the Jefferson County Commissioner's meeting tomorrow.

2.2 Discussion and decision on input for Jefferson County Commissioner's meeting with PG&E, on Wednesday –

Director Costigan made a motion to recommend to the Jefferson County Commissioners tomorrow that our Board supports Option 2 (receipt of ARPA funds) to help defray the costs of the burden to our District. Director Norberg seconded the motion. All in favor stated "Aye," motion carried, (5-0).

A member of the public asked if this option does not go through, what will be cut from the District to pay these funds back to PG&E. Chief Hartley then explained to the public that we had built this year's budget; we were not aware of the PG&E tax overpayment. We had budgeted for another FF/Paramedic which we have not hired yet and have not utilized that money so far for that position. We have also budgeted for a part-time administrative employee to help Chief and Dana. Our plan was to fly this position in September; however, we will not advertise for it until January 2025 now. This will all depend on the decision from the Jefferson County Commissioners. Per Jeff Rasmussen, he is hopeful that they will decide tomorrow, but no guarantee. Per Director Palmer, we will just have to wait and see what happens with this before we go forward with hiring the FF/Paramedic and part-time administrative position.

Meeting adjourned by Director Palmer at 4:08 pm.

Respectfully submitted,

Dana Schulke, Administrative Assistant

Balance Sheet

Crooked River Ranch Fire & Rescue

As of July 31, 2024

Account **Jul 31, 2024**

Assets

Current Assets	
Cash and Cash Equivalents	
Bond Fund	17,704.09
Capital Reserve Fund	453,632.88
Chase Business	59,584.12
Chase Payroll	5,945.57
Chase Savings	351,718.48
General Fund	89,529.37
Local Option Levy Fund	769,066.25
Total Cash and Cash Equivalents	1,747,180.76
Total Current Assets	1,747,180.76
Total Assets	1,747,180.76

Liabilities and Equity

Liabilities	
Current Liabilities	
A. DELORTO	326.61
A. WILEY	282.49
D. MCDONALD	1,616.46
D. SCHULKE	1,016.30
S. HARTLEY	(683.59)
Payroll Liabilities	(101.22)
Total Current Liabilities	2,457.05
Total Liabilities	2,457.05
Equity	
Current Year Earnings	1,744,723.71
Total Equity	1,744,723.71
Total Liabilities and Equity	1,747,180.76

	1,275,843.79
	2,457.05

1,273,386.74

Transfer Adjustment Pending	0.09	*Capital Reserve Fund
General Fund Net Income	1,273,386.65	

Budget Variance

Crooked River Ranch Fire & Rescue
For the month ended July 31, 2024
Cash Basis



Fund Name is General Fund.

Account	July Actual	Jul 2024	Budget	Variance	Variance %
Revenue					
Ambulance Revenue	28,264.19	28,264.19	325,000.00	(296,735.81)	-91.30%
Beginning Fund Balance	1,383,492.06	1,383,492.06	1,050,000.00	333,492.06	31.76%
Contractual Income	0.00	0.00	400.00	(400.00)	-100.00%
Emergency Address Signs	25.00	25.00	500.00	(475.00)	-95.00%
FireMed	1,440.00	1,440.00	12,600.00	(11,160.00)	-88.57%
Grant Funds	0.00	0.00	93,500.00	(93,500.00)	-100.00%
Interest	1,665.67	1,665.67	20,000.00	(18,334.33)	-91.67%
Misc. Income	100.00	100.00	7,500.00	(7,400.00)	-98.67%
Previously Levied Taxes	3,246.22	3,246.22	30,000.00	(26,753.78)	-89.18%
Taxes Collected in Year Levied	0.50	0.50	1,248,247.00	(1,248,246.50)	-100.00%
Training Income	0.00	0.00	500.00	(500.00)	-100.00%
Total Revenue	1,418,233.64	1,418,233.64	2,788,247.00	(1,370,013.36)	-49.14%
Gross Profit	1,418,233.64	1,418,233.64	2,788,247.00	(1,370,013.36)	-49.14%
Operating Expenses					
Debt Service:Apparatus Payment	0.00	0.00	27,046.00	(27,046.00)	-100.00%
Debt Services & Contingency:Contingency	0.00	0.00	100,000.00	(100,000.00)	-100.00%
General Fund, Transfer Out	0.00	0.00	75,000.00	(75,000.00)	-100.00%
Materials & Services					
Administration	1,426.42	1,426.42	20,825.00	(19,398.58)	-93.15%
Building Maintenance & Supplies	1,601.18	1,601.18	25,000.00	(23,398.82)	-93.60%
CERT Program	93.10	93.10	5,000.00	(4,906.90)	-98.14%
Department Services	1,281.78	1,281.78	5,000.00	(3,718.22)	-74.36%
Dispatch	0.00	0.00	72,600.00	(72,600.00)	-100.00%
EMS Operations	2,900.48	2,900.48	45,690.00	(42,789.52)	-93.65%
Fire Operations	1,741.24	1,741.24	35,700.00	(33,958.76)	-95.12%
Fuel	2,416.35	2,416.35	20,000.00	(17,583.65)	-87.92%
Insurance	0.00	0.00	44,650.00	(44,650.00)	-100.00%
OSFM OFSCP - PPE/Uniform	0.00	0.00	5,300.00	(5,300.00)	-100.00%
Prevention	0.00	0.00	2,000.00	(2,000.00)	-100.00%
Professional Services	1,320.47	1,320.47	29,565.00	(28,244.53)	-95.53%
Radios & Communications	0.00	0.00	8,000.00	(8,000.00)	-100.00%
Rope Rescue Operations	0.00	0.00	3,000.00	(3,000.00)	-100.00%
SAFER Grant Expenditures	2,434.00	2,434.00	45,000.00	(42,566.00)	-94.59%
Training	322.49	322.49	24,725.00	(24,402.51)	-98.70%
Travel	177.85	177.85	5,000.00	(4,822.15)	-96.44%
Tuition Reimbursement	0.00	0.00	31,500.00	(31,500.00)	-100.00%
Uniforms	83.50	83.50	10,000.00	(9,916.50)	-99.17%
Utilities	1,747.83	1,747.83	37,500.00	(35,752.17)	-95.34%
Vehicle/Equipment Maintenance	13,760.95	13,760.95	35,000.00	(21,239.05)	-60.68%
Volunteer Incentive Program	1,920.00	1,920.00	20,800.00	(18,880.00)	-90.77%
Wellness Program	120.00	120.00	10,000.00	(9,880.00)	-98.80%
Total Materials & Services	33,347.64	33,347.64	541,855.00	(508,507.36)	-93.85%
Personnel Services					
Administrative Assistant	3,495.11	3,495.11	46,097.00	(42,601.89)	-92.42%
Administrative Assistant Overtime	45.27	45.27	3,143.00	(3,097.73)	-98.56%
Employee Benefits	14,847.21	14,847.21	261,804.00	(246,956.79)	-94.33%
Fire Chief	6,800.00	6,800.00	88,000.00	(81,200.00)	-92.27%
Part-Time Personnel	10,289.13	10,289.13	60,000.00	(49,710.87)	-82.85%
Payroll Taxes	4,952.96	4,952.96	59,835.00	(54,882.04)	-91.72%
PERS	13,228.59	13,228.59	224,645.00	(211,416.41)	-94.11%
Shift Personnel Overtime	4,742.07	4,742.07	55,764.00	(51,021.93)	-91.50%
Shift Personnel Wages	16,152.71	16,152.71	213,214.00	(197,061.29)	-92.42%
Shift Firefighter/Paramedic OT	1,429.24	1,429.24	35,644.00	(34,214.76)	-95.99%
Shift Firefighter/Paramedic Wage	7,482.60	7,482.60	142,167.00	(134,684.40)	-94.74%
Student Volunteer Stipends	800.00	800.00	10,800.00	(10,000.00)	-92.59%
Volunteer Stipends & Benefits	6,700.00	6,700.00	45,000.00	(38,300.00)	-85.11%

Workers Comp. & Group Accident Insurance	20,534.46	20,534.46	21,450.00	(915.54)	-4.27%
Total Personnel Services	111,499.35	111,499.35	1,267,563.00	(1,156,063.65)	-91.20%
Total Operating Expenses	144,846.99	144,846.99	2,011,464.00	(1,866,617.01)	-92.80%
Net Profit	1,273,386.65	1,273,386.65	776,783.00	496,603.65	63.93%

Budget Variance

Crooked River Ranch Fire & Rescue
For the month ended July 31, 2024
Cash Basis



Fund Name is Capital Reserve Fund.

Account	Jul-24 Actual	Jul 2024	Budget	Variance	Variance %
Revenue					
Beginning Fund Balance	452,880.72	452,880.72	465,000.00	(12,119.28)	-2.61%
Interest	752.25	752.25	7,000.00	(6,247.75)	-89.25%
Other financing sources	0.00	0.00	250,000.00	(250,000.00)	-100.00%
Total Revenue	453,632.97	453,632.97	722,000.00	(268,367.03)	-37.17%
Gross Profit					
	453,632.97	453,632.97	722,000.00	(268,367.03)	-37.17%
Other Income					
Transfer(s) In	0.00	0.00	75,000.00	(75,000.00)	-100.00%
Total Other Income	0.00	0.00	75,000.00	(75,000.00)	-100.00%
Operating Expenses					
Capital Outlay & Grant Awards:Apparatus Purchases	0.00	0.00	500,000.00	(500,000.00)	-100.00%
Total Operating Expenses	0.00	0.00	500,000.00	(500,000.00)	-100.00%
Net Profit	453,632.97	453,632.97	297,000.00	156,632.97	52.74%

Budget Variance

Crooked River Ranch Fire & Rescue
For the month ended July 31, 2024
Cash Basis



Fund Name is Bond Fund.

<u>Account</u>	<u>July</u> <u>Actual</u>	<u>Jul 2024</u>	<u>Budget</u>	<u>Variance</u>	<u>Variance %</u>
Revenue					
Beginning Fund Balance	17,109.51	17,109.51	11,250.00	5,859.51	52.08%
Interest	40.00	40.00	1,000.00	(960.00)	-96.00%
Previously Levied Taxes	554.49	554.49	3,500.00	(2,945.51)	-84.16%
Taxes Collected in Year Levied	0.09	0.09	200,205.00	(200,204.91)	-100.00%
Total Revenue	17,704.09	17,704.09	215,955.00	(198,250.91)	-91.80%
Gross Profit					
	17,704.09	17,704.09	215,955.00	(198,250.91)	-91.80%
Operating Expenses					
Debt Service: Bond Payment	0.00	0.00	199,184.00	(199,184.00)	-100.00%
Total Operating Expenses	0.00	0.00	199,184.00	(199,184.00)	-100.00%
Net Profit					
	17,704.09	17,704.09	16,771.00	933.09	5.56%

Payable Invoice Detail

Crooked River Ranch Fire & Rescue
For the period July 1, 2024 to July 31, 2024

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aflac						
Jul 16, 2024	Payable Invoice	ACH	Premiums from staff for July	668.34	Paid	Payroll Liabilities
Total Aflac				668.34		
Ahava Healthcare						
Jul 3, 2024	Payable Invoice	77	Pre-employment FF NFPA Physical for Lopez & Paulsen	300.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	OSHA Respiratory Questionnaire	40.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Spirometry/PFT	200.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Audiogram	140.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Epworth Questionnaire	10.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	PTSD Questionnaire	10.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Venipuncture	90.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Chest X-Ray	172.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	EKG w/Interpretation	250.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Hepatitis Panel Titer	120.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	MMR Titer	130.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Varicella Titer	52.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Lab Panels	260.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Quantiferon TB Gold Test	220.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Weight/Body composition Testing	40.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Rn Hourly Onsite Fee	225.00	Paid	Materials & Services:SAFER Grant Expenditures

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 3, 2024	Payable Invoice	77	PA Hourly Onsite Fee	175.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 3, 2024	Payable Invoice	77	Rapid Pre-Employment Drug Screens for Lekas, Westburg, Campbell and Ettel, DeBoes and Ames	120.00	Paid	Materials & Services:Wellness Program
Total Ahava Healthcare				2,554.00		
Alex Silva						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Alex S	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Alex Silva				90.00		
Allyn Bright						
Jul 17, 2024	Payable Invoice	Cell phone Reimb. for Allyn B	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Allyn Bright				90.00		
Amy Weddle						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Amy W	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Amy Weddle				90.00		
Bigfoot Beverages						
Jul 16, 2024	Payable Invoice	2917643	Bottled Water for Fire Rehab	320.20	Paid	Materials & Services:Department Services:Rehab Supplies
Total Bigfoot Beverages				320.20		
Blue Mountain Networks						
Jul 8, 2024	Payable Invoice	110848 - ACH	Phone and Internet charges	681.05	Paid	Materials & Services:Utilities:Tel ecommunications
Total Blue Mountain Networks				681.05		
BoundTree Medical, LLC						
Jul 1, 2024	Payable Invoice	85395001 - ACH	Magnesium Sulfate 50% 5 gm, 10 ml	41.97	Paid	Materials & Services:EMS Operations:Supplies
Jul 16, 2024	Payable Invoice	85410054 - ACH	Diltiazem, 50 mg, 10ml	102.99	Paid	Materials & Services:EMS Operations:Supplies
Jul 16, 2024	Payable Invoice	85410054 - ACH	shipping	18.98	Paid	Materials & Services:EMS Operations:Supplies
Jul 16, 2024	Payable Invoice	85410053 - ACH	Medical supplies for EMS room and ambulances	530.47	Paid	Materials & Services:EMS Operations:Supplies

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 16, 2024	Payable Invoice	85411619 - ACH	C4 Lorazepam 2MG 1ML Luer Locking	57.79	Paid	Materials & Services:EMS Operations:Supplies
Jul 16, 2024	Payable Invoice	85411619 - ACH	Shipping	21.98	Paid	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC				774.18		
Brandon Grimes						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb. for Brandon G	Cell Phone reimbursement for June 2024	30.00	Paid	Materials & Services:Volunteer Incentives
Total Brandon Grimes				30.00		
Brooke O'Connor						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Brooke O	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Brooke O'Connor				90.00		
Carson Oil Company, Inc.						
Jul 2, 2024	Payable Invoice	CP-00526560 - EFT	Fuel for all appratus	1,134.67	Paid	Materials & Services:Fuel
Jul 17, 2024	Payable Invoice	CP-005316221 - ACH	Fuel for all Apparatus	964.85	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.				2,099.52		
Colton Steinke						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Colton S	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Colton Steinke				90.00		
Crooked River Ranch Water Company						
Jul 1, 2024	Payable Invoice	94 - EFT	Base Rate	168.63	Paid	Materials & Services:Utilities:Wat er
Jul 1, 2024	Payable Invoice	94 - EFT	Water	99.66	Paid	Materials & Services:Utilities:Wat er
Total Crooked River Ranch Water Company				268.29		
Crooked River Sanitary						
Jul 1, 2024	Payable Invoice	00014 - EFT	Sanitation Services for June 2024	72.02	Paid	Materials & Services:Utilities:San itation
Total Crooked River Sanitary				72.02		
Damion Hatch						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Damion H	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Damion Hatch				90.00		
Dan Marsh						

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Dan M.	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Dan Marsh				90.00		

Day Wireless Systems

Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Whelen - Single Unit 200w siren unit w/ control head	1,073.60	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Troy - Tait Face Plate Kit	39.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Troy - Cencom Face Plate Kit	50.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Whelen - Trio ION W/R/A	600.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Whelen - ION swivel bracket	67.20	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Whelen - ION gromet mount	22.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Whelen - Speaker Bracket	49.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Whelen - 31 series siren speaker	312.80	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	0-960MHz NMO antenna mount	26.92	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Misc upfitting supplies	75.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Upfitting labor	3,330.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Jul 18, 2024	Payable Invoice	590 siren upgrade and troubleshoot emergency lighting wiring	Shipping	20.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Total Day Wireless Systems				5,665.52		

Dennis Senko

Payable Invoice Detail

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Dennis S	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Dennis Senko				90.00		
Elite Security & Fire Alarm						
Jul 16, 2024	Payable Invoice	2467	Quarterly Fire Alarm Monitoring	150.00	Paid	Materials & Services:Building & Maintenance
Total Elite Security & Fire Alarm				150.00		
Emily Lara						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Emily L	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Emily Lara				90.00		
First Citizens Bank						
Jul 16, 2024	Payable Invoice	45131352 - EFT	Copier Lease Payment	138.43	Paid	Materials & Services:Administration:Copier Expenses
Jul 16, 2024	Payable Invoice	45131352 - EFT	B & W Copies printed	7.30	Paid	Materials & Services:Administration:Copier Expenses
Jul 16, 2024	Payable Invoice	45131352 - EFT	Color copies printed	62.04	Paid	Materials & Services:Administration:Copier Expenses
Total First Citizens Bank				207.77		
Frank Day						
Jul 16, 2024	Payable Invoice	Reimbursement	Reimbursement for room (1 night stay) while attending the OSFM and ODF Sustainable Wildfire Funding Work Group on July 10th, 2024	120.92	Paid	Materials & Services:Travel
Jul 17, 2024	Payable Invoice	Cell Phone Reimb. for Frank D	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Frank Day				210.92		
Grant Caudel						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb. for Grant C.	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Grant Caudel				90.00		
HRA VEBA Trust						
Jul 16, 2024	Payable Invoice	Contributions - ACH	Contributions for staff	2,450.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust				2,450.00		
IAFF 3650 - Redmond Firefighters Union						

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 3, 2024	Payable Invoice	Union Dues - ACH	Union Dues for Alysha, David, Adam, Elizabeth and Laura	170.00	Paid	Payroll Liabilities
Jul 3, 2024	Payable Invoice	PAC donations - ACH	PAC donations from staff	18.08	Paid	Payroll Liabilities
Jul 16, 2024	Payable Invoice	Union Dues - ACH	Union Dues for: David, Alysha, Adam, Laura & Elizabeth	170.00	Paid	Payroll Liabilities
Jul 16, 2024	Payable Invoice	PAC donations - ACH	PAC donations from staff	18.08	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union				376.16		
Jeff Scheetz						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Jeff S	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Jeff Scheetz				90.00		
Kaisha Stokes						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Kaisha S	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Kaisha Stokes				90.00		
Kelcie Ames						
Jul 8, 2024	Payable Invoice	Pay for Kelcie Ames	Regular Wages for shift work on	732.00	Paid	Personnel Services:Part-Time Employees
Jul 8, 2024	Payable Invoice	Pay for Kelcie Ames	Taxes	(124.27)	Paid	Payroll Liabilities
Total Kelcie Ames				607.73		
Les Schwab Tire Center - Redmond						
Jul 1, 2024	Payable Invoice	78900936796 (541)	New Back tires for 541, includes tire disposal, after hours call out fee and tubeless valve system. (at Darlene 3 Fire)	2,274.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:519658
Jul 1, 2024	Payable Invoice	901415694 (571)	Replaced rear disc brakes, brake fluid. rptprs. etc and adjusted parking brake on 571 (main ambulance)	1,490.63	Paid	Materials & Services:Vehicle/Equipment Maintenance:518976
Jul 1, 2024	Payable Invoice	561 Trailer	New ties on rope rescue trailer	415.94	Paid	Materials & Services:Vehicle/Equipment Maintenance:514118
Jul 2, 2024	Payable Invoice	541 - Alignment	Tires and Alignment, tire disposal, inner tie rods, outer tie rods, etc on 541	1,931.39	Paid	Materials & Services:Vehicle Equipment/Maintenance:519658
Total Les Schwab Tire Center - Redmond				6,111.96		
Life Flight Network						

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 17, 2024	Payable Invoice	0161848	Memberships for: Brandon Grimes, David Paulsen, Keagan Lopez	168.75	Paid	Materials & Services:Administrat ion:Memberships
Total Life Flight Network				168.75		
Life-Assist						
Jul 16, 2024	Payable Invoice	14536577 - ACH	Rocuronium 100mg/10ml	163.30	Paid	Materials & Services:EMS Operations:Supplies
Jul 16, 2024	Payable Invoice	1453565 - ACH	Super Sani-Cloth Wipe, Large	38.40	Paid	Materials & Services:EMS Operations:Supplies
Jul 16, 2024	Payable Invoice	1453565 - ACH	Sodium Chloride IV Solution	235.80	Paid	Materials & Services:EMS Operations:Supplies
Total Life-Assist				437.50		
Mark Cooley						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Mark C	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Mark Cooley				90.00		
Marta McGovern-Philpott						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Marta Mc	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Marta McGovern-Philpott				90.00		
Mt. Bachelor Fitness Equipment						
Jul 3, 2024	Payable Invoice	827	Annual Maintenance of gym equipment, labor included. Will need a couple parts which have been ordered.	567.00	Paid	Materials & Services:Building & Maintenance:Maintena nce
Total Mt. Bachelor Fitness Equipment				567.00		
Myrsideys Steinke						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Myrsi S	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Myrsideys Steinke				90.00		
Nationwide Retirement Solutions						
Jul 3, 2024	Payable Invoice	Deferred Comp - EFT	Deferred Comp contributions from staff	295.00	Paid	Payroll Liabilities
Jul 16, 2024	Payable Invoice	Deferred Comp - EFT	Deferred compensation contributions from staff	295.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions				590.00		
Newhouse Mfg. Company Inc.						

Payable Invoice Detail

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 18, 2024	Payable Invoice	536912	Driveline RP, install new u-joint in PTO for Brush Hog	194.00	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Total Newhouse Mfg. Company Inc.				194.00		
Newport Avenue Market						
Jul 22, 2024	Payable Invoice	Fire Rehab Food	Food items purchased for duty crew and other crews for Quail Fire	584.61	Paid	Materials & Services:Department Services:Rehab Supplies
Total Newport Avenue Market				584.61		
Norco						
Jul 24, 2024	Payable Invoice	41214107	D- Medical Oxygen USP CYL	52.86	Paid	Materials & Services:EMS Operations:Supplies
Jul 24, 2024	Payable Invoice	41214107	DEY-Medical Oxygen USP CYL	36.77	Paid	Materials & Services:EMS Operations:Supplies
Jul 24, 2024	Payable Invoice	41214107	Q-25% Carbon Dioxide/Argon for welding	53.55	Paid	Materials & Services:Building & Maintenance:Supplies
Jul 24, 2024	Payable Invoice	41214107	Delivery/Handling Charges	36.93	Paid	Materials & Services:EMS Operations:Supplies
Total Norco				180.11		
Norm Park						
Jul 22, 2024	Payable Invoice	Reimbursement for Gas for 599	Reimbursement for gas purchases for 599	125.00	Paid	Materials & Services:Fuel
Total Norm Park				125.00		
Northwest Safety Clean						
Jul 22, 2024	Payable Invoice	PO - 0441 / Inv24-46070	SR-71 Blister Packs	117.40	Paid	Materials & Services:Fire Operations:Supplies /Equipment
Jul 22, 2024	Payable Invoice	PO - 0441 / Inv24-46070	SR-71 5-gallon pail	178.15	Paid	Materials & Services:Fire Operations:Supplies /Equipment
Jul 22, 2024	Payable Invoice	PO - 0441 / Inv24-46070	Shipping	84.87	Paid	Materials & Services:Fire Operations:Supplies /Equipment
Total Northwest Safety Clean				380.42		
Oregon PERS						
Jul 8, 2024	Payable Invoice	PERS- EFT	Employer contributions	5,571.91	Paid	Personnel Services:PERS
Jul 8, 2024	Payable Invoice	PERS- EFT	Employee contributions, paid by Employer	1,299.12	Paid	Personnel Services:PERS
Jul 18, 2024	Payable Invoice	PERS- EFT	Employer contributions	5,940.60	Paid	Personnel Services:PERS

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 18, 2024	Payable Invoice	PERS- EFT	Employee contributions, paid by Employer	1,386.42	Paid	Personnel Services:PERS
Total Oregon PERS				14,198.05		
Pacific Power						
Jul 16, 2024	Payable Invoice	24712171-001-3 - EFT	Basic Charges, Load Size Charge, Demand Charge, Delivery Charges and Kilowatt usage	481.61	Paid	Materials & Services:Utilities:Electric
Total Pacific Power				481.61		
Paladin Background Screening						
Jul 2, 2024	Payable Invoice	5892	Background checks for Deboes, and Ames	209.00	Paid	Materials & Services:Professional Services:Background Checks
Total Paladin Background Screening				209.00		
Parker English						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Parker E	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Parker English				90.00		
Robert Edwards						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Bobby E	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Robert Edwards				90.00		
SAIF						
Jul 8, 2024	Payable Invoice	1001646704	Workers Comp policy premium for July 1, 2024 - June 30, 2025	20,534.46	Paid	Personnel Services:Workers Comp. & Group Accident
Total SAIF				20,534.46		
Special Districts Association of Oregon						
Jul 1, 2024	Payable Invoice	EAP renewal	EAP enrollment for 2024/2025 for employees/volunteers	566.20	Paid	Materials & Services:Professional Services:E.A.P.
Jul 3, 2024	Payable Invoice	03-0052514 - ACH	August Health premium for staff	10,982.00	Paid	Personnel Services:Employee Benefits:Health Insurance
Jul 3, 2024	Payable Invoice	03-0052514 - ACH	August Dental premium for staff	955.75	Paid	Personnel Services:Employee Benefits:Dental Insurance

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 3, 2024	Payable Invoice	03-0052514 - ACH	August Long-Term Care premium for staff	159.46	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Association of Oregon				12,663.41		
Streamline						
Jul 2, 2024	Payable Invoice	41F663CA-0044 - ACH	Mo. Fee for use of Website Platform	126.00	Paid	Materials & Services:Professional Services:Computer Services
Total Streamline				126.00		
Tactical Business Group						
Jul 16, 2024	Payable Invoice	OR-CRR-2024-007 - ACH	Monthly Ambulance Billing/EMS billing Services for June 2024	900.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Tactical Business Group				900.00		
TEC Equipment						
Jul 16, 2024	Payable Invoice	505160P3S- ACH	<p>Servicing on 521: Customer states that Advise Cel light is always on. Found inactive codes with Coolant Level Sensor which needed to be replaced. Installed new sensor, topped off coolant and verified no coolant leaks at the sensor. Oil Leak was found at rear of engine, installed tube filter and spin-on full. Replaced valve cover gasket, torque bolts to spec and replaced oil fill tube gasket and verified gaskets replaced were not leaking oil. LABOR</p>	700.00	Paid	Materials & Services:Vehicle/Equipment Maintenance:510165
Jul 16, 2024	Payable Invoice	505160P3S- ACH	Parts	539.83	Paid	Materials & Services:Vehicle/Equipment Maintenance:510165
Jul 16, 2024	Payable Invoice	505160P3S- ACH	Misc Charges	174.00	Paid	Materials & Services:Vehicle/Equipment Maintenance:510165
Jul 16, 2024	Payable Invoice	505160P3S- ACH	Tax	5.37	Paid	Materials & Services:Vehicle/Equipment Maintenance:510165
Total TEC Equipment				1,419.20		

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Terminix						
Jul 16, 2024	Payable Invoice	256566	Spraying for rodents, spiders, etc around the station	104.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Terminix				104.00		
Terrebonne Hardware						
Jul 17, 2024	Payable Invoice	HD 583425985	3 qts oil for 592.	23.97	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953
Total Terrebonne Hardware				23.97		
Thomas Sales & Service						
Jul 1, 2024	Payable Invoice	6042822/1	Oil and Filter Change. All fluids checked, Brakes and Tires on 541	142.36	Paid	Materials & Services:Vehicle Equipment/Maintenance:519658
Jul 16, 2024	Payable Invoice	6042939/1	Performed Lube, Oil and Oil Filter Change and walk around inspection on 599	178.71	Paid	Materials & Services:Vehicle/Equipment Maintenance:511848
Total Thomas Sales & Service				321.07		
Tom Fast						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Tom F	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Tom Fast				90.00		
Torrey Piatt						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Torrey P	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Torrey Piatt				90.00		
Travis Delorto						
Jul 17, 2024	Payable Invoice	Cell Phone Reimb for Travis D.	Cell Phone Reimbursement for April/May/June 2024	90.00	Paid	Materials & Services:Volunteer Incentives
Total Travis Delorto				90.00		
Turner Fire District						
Jul 18, 2024	Payable Invoice	7439	Registration Fee for Santiam Training Academy Wildland Field Day, for Laura Waldron and Elizabeth Ramirez, Type 1	40.00	Paid	Materials & Services:Training
Total Turner Fire District				40.00		
Verizon Wireless						

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 2, 2024	Payable Invoice	9967390485	Data charges for iPads on all apparatus	244.86	Paid	Materials & Services:Utilities:Tel communications
Total Verizon Wireless				244.86		
Vern Samples Landscaping						
Jul 8, 2024	Payable Invoice	53568	Service call to fix time clock issue and fixed leaks in pipes for sprinklers	427.50	Paid	Materials & Services:Building & Maintenance:Maintenance
Jul 8, 2024	Payable Invoice	53568	Credit on account from 5/1/24 service call	(19.50)	Paid	Materials & Services:Building & Maintenance:Maintenance
Jul 22, 2024	Payable Invoice	52582	Service call to investigate patch of dry grass, discovered Solenoid for that area was defective and replaced Solenoid for Zone 8 on sprinklers	222.50	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Vern Samples Landscaping				630.50		
VISA - Chase						
Jul 1, 2024	Payable Invoice	SH163958	traffic wands for CERT members	93.10	Paid	Materials & Services:CERT Program
Jul 1, 2024	Payable Invoice	05132	OFCA 2024/2025 membership	120.00	Paid	Materials & Services:Administration:Memberships
Jul 2, 2024	Payable Invoice	HD 578187189	SCBA compressor oil	14.98	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 2, 2024	Payable Invoice	HD 578187189	batteries for headlamps	19.87	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 2, 2024	Payable Invoice	XXXX	Purchase of stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Jul 2, 2024	Payable Invoice	HD 576507662	replacement parts for ladder rack lock	6.13	Paid	Materials & Services:Vehicle/Equipment Maintenance:510165
Jul 3, 2024	Payable Invoice	XXXX	Part needed for trucks from NAPA	19.10	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Jul 5, 2024	Payable Invoice	G051734361	monthly Microsoft Business 365 licenses payment	74.41	Paid	Materials & Services:Professional Services:Computer Services
Jul 10, 2024	Payable Invoice	002866203	Books for CPR Class	34.64	Paid	Materials & Services:EMS Operations:
Jul 15, 2024	Payable Invoice	PO-0442	2x6x8'	71.20	Paid	Materials & Services:Training

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 15, 2024	Payable Invoice	PO-0442	4x8 x 1/2" Plywood	102.56	Paid	Materials & Services:Training
Jul 15, 2024	Payable Invoice	PO-0442	4x8 1-1/8" Plywood	58.73	Paid	Materials & Services:Training
Jul 15, 2024	Payable Invoice	PO-0442	Delivery Charge	50.00	Paid	Materials & Services:Training
Jul 17, 2024	Payable Invoice	114-2316016-8529812	Shade Umbrellas for back patio seating.	159.98	Paid	Materials & Services:Department Services
Jul 17, 2024	Payable Invoice	XXXX	Mo. Fee for use of Stamps.com	19.99	Paid	Materials & Services:Administration:Postage & Shipping
Jul 17, 2024	Payable Invoice	114-1440850-1817864	Bases for Shade Umbrellas for back patio seating.	113.98	Paid	Materials & Services:Department Services
Jul 17, 2024	Payable Invoice	1900-3913	Annual membership for Dana to OFSOA	40.00	Paid	Materials & Services:Administration:Memberships
Jul 18, 2024	Payable Invoice	05848	Food for duty crew on fire	103.01	Paid	Materials & Services:Department Services:Rehab Supplies
Jul 22, 2024	Payable Invoice	XXXX	Mo. Fee for Accounting platform	31.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Jul 24, 2024	Payable Invoice	XXXX	Blue Pens for office use	28.99	Paid	Materials & Services:Administration:Supplies
Jul 24, 2024	Payable Invoice	XXXX	Silver Sharpies	13.54	Paid	Materials & Services:Administration:Supplies
Jul 24, 2024	Payable Invoice	XXXX	Legal Size Laminating	14.33	Paid	Materials & Services:Administration:Supplies
Jul 24, 2024	Payable Invoice	B1764316	NRS Big Water Guide PFD	1,043.68	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 24, 2024	Payable Invoice	B1764316	Fox 40 epic whistle	71.68	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 24, 2024	Payable Invoice	25224	Radio harness for PFDs	199.60	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 24, 2024	Payable Invoice	25224	discount	(9.98)	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 24, 2024	Payable Invoice	HD 588389063	Station Supplies	96.13	Paid	Materials & Services:Building & Maintenance:Supplies
Jul 24, 2024	Payable Invoice	OPT2036	Hats	779.00	Paid	Materials & Services:Uniforms
Jul 25, 2024	Payable Invoice	HD 588363852	Lunch for Adam, Bobby, and Chief	56.93	Paid	Materials & Services:Travel

INVOICE DATE	SOURCE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
			while picking up the new OSFM Engine.			
Jul 26, 2024	Payable Invoice	HD 589659280	AA Batteries	20.99	Paid	Materials & Services:Fire Operations:Supplies /Equipment
Jul 27, 2024	Payable Invoice	XXXX	Monthly Fee for Prime Membership to Amazon	14.99	Paid	Materials & Services:Administration:Memberships
Jul 28, 2024	Payable Invoice	XXXX	Office supplies and First Aid stock from Amazon	79.31	Paid	Materials & Services:Administration:Supplies
Jul 29, 2024	Payable Invoice	XXXX	Purchase of Stamps to mail out Fire Med Invoices	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Jul 29, 2024	Payable Invoice	HD 588421134	Station Supplies	260.41	Paid	Materials & Services:Building & Maintenance:Supplies
Jul 29, 2024	Payable Invoice	XXXX	Knuckle Bandages for first aid kit	8.99	Paid	Materials & Services:Administration:Supplies
Total VISA - Chase				3,911.77		
Waystar Merchant Services						
Jul 2, 2024	Payable Invoice	Fees	Credit Card processing charges and fees	31.32	Paid	Materials & Services:Professional Services:Credit Card Fees
Total Waystar Merchant Services				31.32		
Zoll Webstore						
Jul 18, 2024	Payable Invoice	PO-0440 / 4009277 - ACH	Pedi pads electrodes	175.50	Paid	Materials & Services:EMS Operations:Supplies
Jul 18, 2024	Payable Invoice	PO-0440 / 4009277 - ACH	cpr stat padz	427.50	Paid	Materials & Services:EMS Operations:Supplies
Jul 18, 2024	Payable Invoice	PO-0440 / 4009277 - ACH	zoll paper	24.60	Paid	Materials & Services:EMS Operations:Supplies
Total Zoll Webstore				627.60		
Total				84,741.87		

Balance Sheet

Crooked River Ranch Fire & Rescue
As of August 31, 2024

<u>Account</u>	<u>Aug 31, 2024</u>
Assets	
Current Assets	
Cash and Cash Equivalents	
Bond Fund	18,513.15
Capital Reserve Fund	207,749.22
Chase Business	66,013.60
Chase Payroll	5,942.12
Chase Savings	316,724.12
General Fund	23,093.34
Local Option Levy Fund	773,182.76
Stripe USD	519.40
Total Cash and Cash Equivalents	1,411,737.71
Total Current Assets	1,411,737.71
Total Assets	1,411,737.71
Liabilities and Equity	
Liabilities	
Current Liabilities	
A. DELORTO	2,481.84
A. WILEY	357.86
D. MCDONALD	1,857.41
D. SCHULKE	1,804.85
S. HARTLEY	(631.11)
Payroll Liabilities	268.41
Total Current Liabilities	6,139.26
Total Liabilities	6,139.26
Equity	
Current Year Earnings	1,405,598.45
Total Equity	1,405,598.45
Total Liabilities and Equity	1,411,737.71
	1,185,475.34
	6,139.26
	1,179,336.08
Transfer adjustment pending	0.09 *Capital Reserve Fund
General Fund Net Income	1,179,335.99

Budget Variance - General Fund

Crooked River Ranch Fire & Rescue
For the month ended August 31, 2024

Cash Basis

Account	Aug 2024	Jul-Aug 2024	Jul-Aug 2024 General Fund	Variance	Variance %
Revenue					
Ambulance Revenue	19,674.17	47,938.36	325,000.00	(277,061.64)	-85.25%
Beginning Fund Balance	0.00	1,383,492.06	1,050,000.00	333,492.06	31.76%
Contractual Income	0.00	0.00	400.00	(400.00)	-100.00%
Emergency Address Signs	50.00	75.00	500.00	(425.00)	-85.00%
FireMed	1,080.00	2,520.00	12,600.00	(10,080.00)	-80.00%
Grant Funds	0.00	0.00	93,500.00	(93,500.00)	-100.00%
Interest	3,264.73	4,930.40	20,000.00	(15,069.60)	-75.35%
Misc. Income	0.00	100.00	7,500.00	(7,400.00)	-98.67%
Previously Levied Taxes	4,421.03	7,667.25	30,000.00	(22,332.75)	-74.44%
Taxes Collected in Year Levied	0.36	0.86	1,248,247.00	(1,248,246.14)	-100.00%
Training Income	0.00	0.00	500.00	(500.00)	-100.00%
Total Revenue	28,490.29	1,446,723.93	2,788,247.00	(1,341,523.07)	-48.11%
Gross Profit	28,490.29	1,446,723.93	2,788,247.00	(1,341,523.07)	-48.11%
Operating Expenses					
Debt Service:Apparatus Payment	0.00	0.00	27,046.00	(27,046.00)	-100.00%
Debt Services & Contingency:Contingency	0.00	0.00	100,000.00	(100,000.00)	-100.00%
General Fund, Transfer Out	0.00	0.00	75,000.00	(75,000.00)	-100.00%
Materials & Services					
Administration	624.17	2,050.59	20,825.00	(18,774.41)	-90.15%
Building Maintenance & Supplies	1,278.42	2,879.60	25,000.00	(22,120.40)	-88.48%
CERT Program	0.00	93.10	5,000.00	(4,906.90)	-98.14%
Department Services	1,094.34	2,376.12	5,000.00	(2,623.88)	-52.48%
Dispatch	0.00	0.00	72,600.00	(72,600.00)	-100.00%
EMS Operations	2,441.10	5,341.58	45,690.00	(40,348.42)	-88.31%
Fire Operations	35.98	1,777.22	35,700.00	(33,922.78)	-95.02%
Fuel	2,165.81	4,582.16	20,000.00	(15,417.84)	-77.09%
Insurance	0.00	0.00	44,650.00	(44,650.00)	-100.00%
OSFM OFSCP - PPE/Uniform	0.00	0.00	5,300.00	(5,300.00)	-100.00%
Prevention	0.00	0.00	2,000.00	(2,000.00)	-100.00%
Professional Services	6,335.13	7,655.60	29,565.00	(21,909.40)	-74.11%
Radios & Communications	39.24	39.24	8,000.00	(7,960.76)	-99.51%
Rope Rescue Operations	0.00	0.00	3,000.00	(3,000.00)	-100.00%
SAFER Grant Expenditures	0.00	2,434.00	45,000.00	(42,566.00)	-94.59%
Training	1,507.16	1,829.65	24,725.00	(22,895.35)	-92.60%
Travel	0.00	177.85	5,000.00	(4,822.15)	-96.44%
Tuition Reimbursement	0.00	0.00	31,500.00	(31,500.00)	-100.00%
Uniforms	1,902.82	1,986.32	10,000.00	(8,013.68)	-80.14%
Utilities	2,017.58	3,765.41	37,500.00	(33,734.59)	-89.96%
Vehicle/Equipment Maintenance	7,793.91	21,554.86	35,000.00	(13,445.14)	-38.41%
Volunteer Incentive Program	0.00	1,920.00	20,800.00	(18,880.00)	-90.77%
Wellness Program	0.00	120.00	10,000.00	(9,880.00)	-98.80%
Total Materials & Services	27,235.66	60,583.30	541,855.00	(481,271.70)	-88.82%
Personnel Services					
Administrative Assistant	3,980.50	7,475.61	46,097.00	(38,621.39)	-83.78%
Administrative Assistant Overtime	267.11	312.38	3,143.00	(2,830.62)	-90.06%
Employee Benefits	14,847.21	29,694.42	261,804.00	(232,109.58)	-88.66%
Fire Chief	6,933.32	13,733.32	88,000.00	(74,266.68)	-84.39%
Part-Time Personnel	10,542.63	20,831.76	60,000.00	(39,168.24)	-65.28%
Payroll Taxes	5,233.69	10,186.65	59,835.00	(49,648.35)	-82.98%
PERS	8,780.24	22,008.83	224,645.00	(202,636.17)	-90.20%
Shift Personnel Overtime	4,660.97	9,403.04	55,764.00	(46,360.96)	-83.14%
Shift Personnel Wages	17,019.10	33,171.81	213,214.00	(180,042.19)	-84.44%
Shift Firefighter/Paramedic OT	1,354.47	2,783.71	35,644.00	(32,860.29)	-92.19%
Shift Firefighter/Paramedic Wage	7,906.40	15,389.00	142,167.00	(126,778.00)	-89.18%
Student Volunteer Stipends	60.00	860.00	10,800.00	(9,940.00)	-92.04%
Volunteer Stipends & Benefits	11,900.00	18,600.00	45,000.00	(26,400.00)	-58.67%
Workers Comp. & Group Accident Insurance	1,819.65	22,354.11	21,450.00	904.11	4.21%
Total Personnel Services	95,305.29	206,804.64	1,267,563.00	(1,060,758.36)	-83.68%
Total Operating Expenses	122,540.95	267,387.94	2,011,464.00	(1,744,076.06)	-86.71%
Net Profit	(94,050.66)	1,179,335.99	776,783.00	402,552.99	61.82%

Budget Variance - Bond Fund
 Crooked River Ranch Fire & Rescue
 For the month ended August 31, 2024
 Cash Basis

Account	Aug 2024	Jul-Aug 2024	Jul-Aug 2024 Bond Fund	Variance	Variance %
Revenue					
Beginning Fund Balance	0.00	17,109.51	11,250.00	5,859.51	52.08%
Interest	62.20	102.20	1,000.00	(897.80)	-89.78%
Previously Levied Taxes	746.80	1,301.29	3,500.00	(2,198.71)	-62.82%
Taxes Collected in Year Levied	0.06	0.15	200,205.00	(200,204.85)	-100.00%
Total Revenue	809.06	18,513.15	215,955.00	(197,441.85)	-91.43%
Gross Profit	809.06	18,513.15	215,955.00	(197,441.85)	-91.43%
Operating Expenses					
Debt Service:Bond Payment	0.00	0.00	199,184.00	(199,184.00)	-100.00%
Total Operating Expenses	0.00	0.00	199,184.00	(199,184.00)	-100.00%
Net Profit	809.06	18,513.15	16,771.00	1,742.15	10.39%

Budget Variance - Capital Reserve Fund

Crooked River Ranch Fire & Rescue
For the month ended August 31, 2024

Cash Basis

Account	Aug 2024	Jul-Aug 2024	Jul-Aug 2024	Capital Reserve Fund	Variance	Variance %
Revenue						
Beginning Fund Balance	0.00	452,880.72		465,000.00	(12,119.28)	-2.61%
Interest	1,577.39	2,329.64		7,000.00	(4,670.36)	-66.72%
Other financing sources	0.00	0.00		250,000.00	(250,000.00)	-100.00%
Total Revenue	1,577.39	455,210.36		722,000.00	(266,789.64)	-36.95%
Gross Profit						
	1,577.39	455,210.36		722,000.00	(266,789.64)	-36.95%
Other Income						
Transfer(s) In	0.00	0.00		75,000.00	(75,000.00)	-100.00%
Total Other Income	0.00	0.00		75,000.00	(75,000.00)	-100.00%
Operating Expenses						
Capital Outlay & Grant Awards:Apparatus Purchase	247,461.05	247,461.05		500,000.00	(252,538.95)	-50.51%
Total Operating Expenses	247,461.05	247,461.05		500,000.00	(252,538.95)	-50.51%
Net Profit	(245,883.66)	207,749.31		297,000.00	(89,250.69)	-30.05%

Payable Invoice Detail

Crooked River Ranch Fire & Rescue

For the period August 1, 2024 to August 31, 2024

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Accuity, LLC					
Aug 5, 2024	11240	Progress bill for the District's financial statements for the year ending June 30, 2024	4,500.00	Paid	Materials & Services:Professional Services:Auditor
Total Accuity, LLC			4,500.00		
Aflac					
Aug 20, 2024	136729 - ACH	Premiums from staff	668.34	Paid	Payroll Liabilities
Total Aflac			668.34		
AirMedCare Network - AirLink					
Aug 16, 2024	5703	Annual memberships for Volunteers & Board members	1,575.00	Paid	Personnel Services:Employee Benefits
Total AirMedCare Network - AirLink			1,575.00		
Bend Alterations					
Aug 21, 2024	515330	Sewing of patch on shirt for Brooke O'Conner	8.00	Paid	Materials & Services:Uniforms
Total Bend Alterations			8.00		
Bigfoot Beverages					
Aug 1, 2024	2927438	Water purchased for Fire Rehab, etc.	320.20	Paid	Materials & Services:Department Services:Rehab Supplies
Total Bigfoot Beverages			320.20		
Blue Card					
Aug 26, 2024	26095	Blue Card Online training for Edwards, Waldron and Ramirez	1,155.00	Paid	Materials & Services:Training
Total Blue Card			1,155.00		
Blue Mountain Networks					
Aug 6, 2024	122100 -ACH	Telephone charges and internet use	681.05	Paid	Materials & Services:Utilities:Telecommunications
Total Blue Mountain Networks			681.05		
BoundTree Medical, LLC					
Aug 7, 2024	85441403 - ACH	Various medical supplies for both ambulances and EMS stock room	1,074.90	Paid	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC			1,074.90		
Brent Goold					
Aug 21, 2024	Reimbursement	Auto parts purchased for Command rig to go out on Conflag - Telegraph Fire	64.65	Paid	Materials & Services:Vehicle/Equipment Maintenance:512905

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 26, 2024	Reimbursement	Reimbursement from purchasing parts at High Desert Auto Napa for Truck before deployment	116.18	Paid	Materials & Services:Vehicle/Equipment Maintenance:512905
Total Brent Goold			180.83		
Carson Oil Company, Inc.					
Aug 5, 2024	CP-00533376 - EFT	Fuel for all apparatus	1,208.96	Paid	Materials & Services:Fuel
Aug 19, 2024	CP-0053443 - EFT	Fuel for all apparatus	1,112.63	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.			2,321.59		
Crooked River Ranch Water Company					
Aug 1, 2024	94 - EFT	Base Rate	168.63	Paid	Materials & Services:Utilities:Water
Aug 1, 2024	94 - EFT	Water	274.82	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			443.45		
Crooked River Sanitary					
Aug 1, 2024	00014 - EFT	Sanitation services for July	79.22	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			79.22		
Day Wireless Systems					
Aug 1, 2024	INV 835187	2112 Installation BK Remote Head radio in 571	1,123.75	Paid	Materials & Services:Vehicle/Equipment Maintenance:518976
Aug 1, 2024	INV 835187	2112 Installation BK Remote Head radio in 572	1,123.75	Paid	Materials & Services:Vehicle/Equipment Maintenance:516001
Aug 1, 2024	INV 835187	N. Male Crimp in 571	23.70	Paid	Materials & Services:Vehicle/Equipment Maintenance:518976
Aug 1, 2024	INV 835187	152-162 MHz Unity 1/4 Wave Antw/Brass Button for 571	13.46	Paid	Materials & Services:Vehicle/Equipment Maintenance:518976
Aug 6, 2024	835673	Labor, install and equipment of new Harris portable charges and 1 BK KNG portable charger on new Type 3 interface (new 541)	1,801.52	Paid	Materials & Services:Vehicle/Equipment Maintenance:517125
Total Day Wireless Systems			4,086.18		
Deschutes County Clerk					
Aug 26, 2024		Costs for Voters Pamphlet from Nov 2023 election.	13.84	Paid	Materials & Services:Professional Services:Elections Fees
Total Deschutes County Clerk			13.84		
First Citizens Bank					
Aug 16, 2024	45328962 - EFT	Lease payment for Copier	138.43	Paid	Materials & Services:Administration:Copier Expenses

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 16, 2024	45328962 - EFT	B/W Copies	10.82	Paid	Materials & Services:Administration:Copier Expenses
Aug 16, 2024	45328962 - EFT	Color Copies	47.38	Paid	Materials & Services:Administration:Copier Expenses
Total First Citizens Bank			196.63		
HRA VEBA Trust					
Aug 20, 2024	ACH	Contributions from District for staff	2,450.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			2,450.00		
Hughes Fire Equipment					
Aug 20, 2024	Fire Engine Purchase	One (1) Freightliner BX Pumper Stock 41177 BN1147 dated 07/17/2024. Purchased utilizing Sourcewell Contract No. 113021-OKC-1. Crooked River Ranch Fire & Rescue is a participating entity under Sourcewell with account number 207313. Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.	502,240.00	Paid	Capital Outlay & Grant Awards:Apparatus Purchases
Aug 20, 2024	Fire Engine Purchase	Less payment upon completion @ factory discount	(4,318.00)	Paid	Capital Outlay & Grant Awards:Apparatus Purchases
Aug 20, 2024	Fire Engine Purchase	Less 100% pre-payment discount	(4,068.00)	Paid	Capital Outlay & Grant Awards:Apparatus Purchases
Aug 20, 2024	Fire Engine Purchase	Change Order - Performance Bond	1,267.00	Paid	Capital Outlay & Grant Awards:Apparatus Purchases
Aug 20, 2024	Fire Engine Purchase	Less Financing Payment from Government Capital	(247,659.95)	Paid	Capital Outlay & Grant Awards:Apparatus Purchases
Total Hughes Fire Equipment			247,461.05		
IAFF 3650 - Redmond Firefighters Union					
Aug 5, 2024	Union Dues - ACH	Union Dues for staff	170.00	Paid	Payroll Liabilities
Aug 5, 2024	PAC Donations - ACH	PAC donations to Union from staff	18.08	Paid	Payroll Liabilities
Aug 20, 2024	Union Dues - ACH	Union Dues from staff	170.00	Paid	Payroll Liabilities

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 20, 2024	PAC Donations - ACH	PAC donations to Union from staff	18.08	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			376.16		
International Association of Fire Chief's					
Aug 12, 2024	000272619	Department Membership	195.00	Paid	Materials & Services:Administration:Memberships
Aug 12, 2024	000272619	Western Division Dues	65.00	Paid	Materials & Services:Administration:Memberships
Total International Association of Fire Chief's			260.00		
Les Schwab Tire Center - Redmond					
Aug 1, 2024	2800946900	New Tires, Wheel Spin Balance and Chrome Valve Stem for 592	1,707.84	Paid	Materials & Services:Vehicle Equipment/Maintenance:519658
Total Les Schwab Tire Center - Redmond			1,707.84		
Local Government Law Group					
Aug 12, 2024		Services rendered for consult with Chief regarding PGE tax refund, sent comments and next steps to take.	1,339.50	Paid	Materials & Services:Professional Services:Legal
Total Local Government Law Group			1,339.50		
Mt. Bachelor Fitness Equipment					
Aug 1, 2024	833	Parts ordered for equipment in Fitness Room	98.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Mt. Bachelor Fitness Equipment			98.00		
Nationwide Retirement Solutions					
Aug 5, 2024	Deferred Comp - EFT	Deferred Compensation contributions from staff	295.00	Paid	Payroll Liabilities
Aug 20, 2024	Deferred Comp - EFT	Deferred Compensations contributions from staff	295.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			590.00		
Oregon PERS					
Aug 9, 2024	PERS - EFT	Employer contributions	6,206.71	Approved	Personnel Services:PERS
Aug 9, 2024	PERS - EFT	Employee contributions, paid by Employer	1,453.25	Approved	Personnel Services:PERS
Aug 20, 2024	PERS-EFT	Employer contributions	5,942.41	Approved	Personnel Services:PERS
Aug 20, 2024	PERS-EFT	Employee contributions, paid by Employer	1,387.53	Approved	Personnel Services:PERS
Total Oregon PERS			14,989.90		
Pacific Power					

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 22, 2024	24712171-001 3 - EFT	Basic Charges, Load Size Charge, Demand Charges, Delivery Charges and Kilowatt Useage	569.00	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			569.00		
Parker English					
Aug 27, 2024	Cell Phone Reimb & Volunteer Stipend	Volunteer Stipend (Last One)	2,000.00	Paid	Personnel Services:Volunteer Shift Stipends
Aug 27, 2024	Cell Phone Reimb & Volunteer Stipend	Tax Liabilities	(461.39)	Paid	Payroll Liabilities
Aug 27, 2024	Cell Phone Reimb & Volunteer Stipend	Cell Phone reimbursement for July & August (Last one)	60.00	Paid	Personnel Services:Student Volunteer Stipends
Total Parker English			1,598.61		
Quality Heating					
Aug 9, 2024	65826681	Did a Operation Check on the building, located low voltage open or Short Level 4 and Service Fee	441.50	Paid	Materials & Services:Building & Maintence:Maintenance
Total Quality Heating			441.50		
SAIF					
Aug 7, 2024	1001684149	Final Audit amount from 7/1/2023 -7/1/2024 review of payroll	1,819.65	Paid	Personnel Services:Workers Comp. & Group Accident
Total SAIF			1,819.65		
Special Districts Association of Oregon					
Aug 29, 2024	Registration Fee for Board Member	Registration Fee for Cole Gayheart & Joe Costigan, for 2024 Board Member Relations, Expectations and Ethics session, Oxford Hotel in Bend, Sept. 24th, 2024	150.00	Paid	Materials & Services:Training
Total Special Districts Association of Oregon			150.00		
Special Districts Insurance Services					
Aug 5, 2024	03-0052514 - ACH	Premium for Employee Health Benefits for September	10,982.00	Paid	Personnel Services:Employee Benefits:Health Insurance
Aug 5, 2024	03-0052514 - ACH	Premium for Employee Dental Benefits for September	955.75	Paid	Personnel Services:Employee Benefits:Dental Insurance
Aug 5, 2024	03-0052514 - ACH	Premium for Employee Long-Term Disability Benefits for September	159.46	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			12,097.21		
Streamline					
Aug 1, 2024	41F663CA-0045 - ACH	Mo. Fee for use of Website platform	126.00	Paid	Materials & Services:Professional

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
					Services:Computer Services
Total Streamline			126.00		
Stryker Medical					
Aug 1, 2024	9206733107 - ACH	Repairs on Power Pro Ambulance Cot - replaced Gas Cylinder in 571	123.00	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733107 - ACH	Yoke	28.00	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733107 - ACH	Set Screw 10-32 w/ Patch	5.01	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733107 - ACH	Bearing, Half Shell	117.12	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733107 - ACH	Labor in EMS Quarters	80.00	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733104 - ACH	Repairs on Power Pro Ambulance Cot on 572 - Gas Cylinder	123.00	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733104 - ACH	Yoke	28.00	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733104 - ACH	Set Screw 10-32 w/ Patch	5.01	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733104 - ACH	Bearing, Half Shell	117.12	Paid	Materials & Services:EMS Operations:Supplies
Aug 1, 2024	9206733104 - ACH	Labor in EMS Quarters	80.00	Paid	Materials & Services:EMS Operations:Supplies
Total Stryker Medical			706.26		
Tactical Business Group					
Aug 21, 2024	OR-CRR-2024-008 - ACH	Monthly ambulance/EMS billing services for July 2024 claims	660.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Tactical Business Group			660.00		
TEC Equipment					
Aug 12, 2024	505343P3S	Replaced Compressor/Fan Belt on 522 (1996 Freighliner FL80)	343.38	Paid	Materials & Services:Vehicle/Equipment Maintenance:510165
Total TEC Equipment			343.38		
Verizon Wireless					
Aug 5, 2024	9969818204	Data charges for all iPads in all apparatus	244.86	Paid	Materials & Services:Utilities:Telecommunications
Total Verizon Wireless			244.86		
VISA - Chase					
Aug 1, 2024	02913	Snacks for crew on fire	213.02	Paid	Materials & Services:Department Services:Rehab Supplies
Aug 3, 2024	HD 600151713	AA Batteries	17.99	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Aug 3, 2024	HD 600151713	AAA Batteries	17.99	Paid	Materials & Services:Fire Operations:Supplies/Equipment

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 5, 2024	HD 592004096	Fly swatters and Fly be Gone bags	44.94	Paid	Materials & Services:Building & Maintenance:Supplies
Aug 5, 2024	G054590719	monthly Microsoft Business 365 licenses payment	74.41	Paid	Materials & Services:Professional Services:Computer Services
Aug 6, 2024	203676	Printing of Thank You cards for the District.,	56.55	Paid	Materials & Services:Department Services
Aug 6, 2024	113-1979502-7164235	Tuffy Standard Drink Holder for center console	39.99	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Aug 6, 2024	113-1979502-7164235	Magnetic microphone clips for radios	39.24	Paid	Materials & Services:Radios/Communications
Aug 8, 2024	HD 594108672	Lock Nut 1/4"	5.52	Paid	Materials & Services:Vehicle/Equipment Maintenance:517125
Aug 8, 2024	HD 594108672	Hex Bolt 1/4X3/4":	1.60	Paid	Materials & Services:Vehicle/Equipment Maintenance:517125
Aug 8, 2024	HD 594108672	Lock Washer 5/16"	2.40	Paid	Materials & Services:Vehicle/Equipment Maintenance:517125
Aug 15, 2024	XXXX	Mo. Fee for use of Stamps.com	19.99	Paid	Materials & Services:Administration:Postage & Shipping
Aug 19, 2024	XXXX	Mo. Fee for Xero Accounting Platform	31.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Aug 19, 2024	XXXX	Registration Fee for Dana to attend the OFSOA conference, Oct 1-4th, 2024 in Newport, OR	275.00	Paid	Materials & Services:Training
Aug 20, 2024	HD 598964098	Glacier Bay Cartridge	8.57	Paid	Materials & Services:Building & Maintenance
Aug 20, 2024	HD 598964098	1.25" screws	7.28	Paid	Materials & Services:Training
Aug 20, 2024	HD 599080839	Leadership Training- Dana	50.00	Paid	Materials & Services:Training
Aug 21, 2024	XXXX	Copy paper for copier and few office supplies from Amazon	72.72	Paid	Materials & Services:Administration:Supplies
Aug 22, 2024	50265	Car wash soap	164.99	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Aug 22, 2024	50265	Quick detailer	39.98	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Aug 22, 2024	HD 600141563	Mini Lego sets for radio communications training	19.88	Paid	Materials & Services:Training
Aug 27, 2024	XXXX	Purchase of Stamps for payables	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Aug 27, 2024	W1CS2225665	Oil change/service, brakes, shocks, front end	4,068.98	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
		assessment, replace tie rods.			
Aug 28, 2024	SO476391	Badges and name plates for uniforms	266.33	Paid	Materials & Services:Uniforms
Aug 28, 2024	XXXX	Band-Aids for First Aid Kit in Office	9.84	Paid	Materials & Services:Administration:Supplies
Aug 28, 2024	98920	Uniform sweatshirts	386.93	Paid	Materials & Services:Uniforms
Aug 28, 2024	142193	Uniform Pants	462.56	Paid	Materials & Services:Uniforms
Aug 29, 2024	HD 605260023	Purchase for Pancake Breakfast. Will be repaid by Volunteer Association.	504.57	Paid	Materials & Services:Department Services:Events
Aug 30, 2024	XXXX	Mo. Fee for Amazon Prime	14.99	Paid	Materials & Services:Administration:Memberships
Total VISA - Chase			6,967.76		
Total			312,300.91		

BOARD POLICY - DISTRIBUTION OF MATERIALS

(4.01)

(4.01) DISTRIBUTION OF MATERIALS

1. The agenda, Fire Chief's Report, Treasurer's Report, Statement of Bills, and detailed information relative to the agenda, including existing Board policy pertinent to agenda items, shall be given to each member of the Board of Directors at least four (4) days prior to any regularly scheduled Board meeting.

BOARD POLICY – MEETING AGENDA**(4.02)**

(4.02) MEETING AGENDA

1. The Clerk of the Board shall draft the agenda after conferring with the Chief, the President and one other Member of the Board. This other Board member will be on a rotation basis. The following general order shall be observed:
 - A. Call to Order
 - i. Flag Salute
 - ii. Roll Call of Members Present
 - B. Approval of Board Minutes
 - C. Approval of Financial Reports
 - D. Comments from the Public pertaining to Agenda Items
 - E. Unfinished Business
 - F. New Business
 - G. Chiefs Report
 - H. Department Operations Report
 - I. Correspondence
 - J. Comments/Questions
 - i. Public current meeting subject's or input for next month's meeting topics
 - ii. Chief, Staff, and/or Volunteers
 - iii. Board of Directors
 - K. Adjournment

BOARD POLICY – MEETINGS**(4.03)**

(4.03) MEETINGS**1. APPLICATION**

This policy applies to all meetings of the Board of Directors of the District. This policy also applies to any meetings of Board subcommittees or advisory groups appointed by the Board, if such subcommittees or advisory groups normally have a quorum requirement and take votes or are comprised of two or more Board members and form recommendations as a body for presentation to the Board of Directors.

2. COMPLIANCE WITH LAW

All meetings shall be conducted in accordance with the Oregon Public Meetings Law, ORS 192.610- 192.670, and 192.990.

3. LOCATION OF MEETINGS

All meetings shall be held within the geographic boundaries of the District, except for training sessions held where no information is gathered upon which a later decision or recommendation could be based, and no deliberative discussion or action occurs. No meeting shall be held in any place where discrimination on the basis of race, creed, color, sex, age, national origin or disability is practiced. All meetings shall be held in places accessible to the handicapped.

4. MEETINGS HELD BY ELECTRONIC COMMUNICATIONS

Meetings held by telephone or other electronic communications are subject to the Public Meetings Law if they otherwise qualify by virtue of their deliberative purpose and the presence of a quorum. ORS 192.670(1). Notice and opportunity for public access shall be provided when meetings are conducted by electronic means. At least one location shall be provided where meetings held by telephone or other electronic means may be listened to by members of the public. ORS 192.670(2). The media shall be provided access to a listening location whenever executive sessions are conducted electronically, unless such executive sessions are exempt from media attendance pursuant to ORS 192.670(1) and 192.660(4).

5. REGULAR MEETINGS

The Board shall hold regular monthly meetings on the third Thursday of each month unless that day is a Holiday. Such meetings shall be held at the District's offices, at 6:30 p.m., or at such other places and times as the Board may designate from time to time. If the third Thursday falls on a Holiday an alternate day will be selected at the preceding board meeting.

BOARD POLICY – MEETINGS**(4.03)****6. SPECIAL MEETINGS/WORKSHOP**

The Board shall hold special meetings/workshops at the request of the President or any three members of the Board, after compliance with public meeting notice requirements, as set forth in Policy 4.03(H). If the President is absent from the District, special Board meetings may be held at the request of the Vice President. No special meeting shall be held upon less than 24 hours' public notice.

7. EMERGENCY MEETINGS

- A. When a true emergency exists, emergency meetings may be held upon less than 24 hours' notice at the request of persons entitled to call special meetings. An emergency exists where there are objective circumstances which, in the judgment of the person or persons calling the meeting, create a real and substantial risk of harm to the District which would be substantially increased if the Board were to delay in order to give 24 hours' notice before conducting the meeting. The convenience of Board members is not grounds for calling an emergency meeting.
- B. Every effort should be made to notify all Board members and the Fire Chief, in accordance with Policy 4.03.8, if an emergency meeting is called.
- C. At the beginning of any emergency meeting, the Director or Directors calling such meeting shall recite the reasons for calling such meeting, and the reasons the meeting could not have been delayed in order to give at least 24 hours' notice, which reasons shall be noted in the minutes. The Board shall then determine if the reasons are sufficient to hold an emergency meeting and, if not, shall immediately adjourn such meeting. Only business related directly to the emergency shall be conducted at an emergency meeting. An emergency meeting must meet quorum requirements.

8. NOTICE OF MEETINGS

- A. Notice of the time, place, and principal subjects to be considered shall be given for all meetings. **Notice of the meeting shall be given seven days out from the meeting, if possible, but no less than 24 hours per the Oregon Statue.**
- B. For regular meetings, the notice shall be in the form of an agenda, which shall be sent to all Board members, local media, and to all persons or other media representatives having requested notice in writing of every meeting. The agenda shall be posted at the District's Administrative Office and at a minimum of two other prominent public places in the community and on the Internet website, if possible. Written notice shall also be sent to any persons who the District knows may have a special interest in a particular action, unless such notification would be unduly burdensome or expensive.
- C. For special meetings, press releases shall be e-mailed or phone calls made to the media; and interested persons shall be notified by mail, e-mail or telephone.

BOARD POLICY – MEETINGS**(4.03)**

- D. For emergency meetings, the District shall attempt to contact local media and other interested persons by telephone to inform them of the meeting.

9. EXECUTIVE SESSIONS (ORS 192.660)

Notice for meetings called only to hold executive sessions shall be given as set forth in Policy 4.03(8), except that the notice shall indicate the general subject matter to be considered at the executive session and set forth the statutory basis for calling the executive session. A sample "Notice of Executive Session" is contained in the Appendices to this Manual in the "Outline of the Oregon Public Meetings Law." See policy 4.05 for purpose of executive sessions)

10. INTERPRETERS FOR THE HEARING IMPAIRED

- A. The District shall comply with ORS 192.630(5) regarding the provision of interpreters for the hearing impaired at Board meetings, in accordance with the following rules:
- i. The District shall make a good faith effort to have an interpreter for hearing impaired persons provided at any regularly scheduled meeting, if the person requesting the interpreter has given the District at least 48 hours' notice of the request, provided the name of the requester, the requester's sign language preference, and any other relevant information which the District may require. "Good faith efforts" shall include contacting the Oregon Disabilities Commission, or other state or local agencies that maintain a list of qualified interpreters.
 - ii. If a meeting is held upon less than 48 hours' notice, the District shall make reasonable efforts to have an interpreter present.
 - iii. The requirement for an interpreter does not apply to emergency meetings.
 - iv. The Fire Chief shall be responsible for developing and maintaining a list of qualified interpreters and shall have the responsibility for making the required good faith effort to arrange for attendance of an interpreter at any meeting for which an interpreter is requested.
 - v. The meeting location must be accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Fire Chief at 541 923 6776.

(4.04) MANAGEMENT OF MEETINGS**1. PRESIDING OFFICER**

The President shall preside at Board meetings. In the President's absence, the Vice President shall preside. If both the President and Vice-President are absent, any other member of the Board may preside.

2. AUTHORITY TO CONDUCT MEETINGS

The President or other presiding officer at any Board meeting shall have full authority to conduct the meeting. Meetings shall be conducted in such a manner as to provide a full and fair opportunity for discussion of the issues in an efficient and timely manner. Any procedural decision of the President or other presiding officer at the meeting may be overridden by a majority vote of the Board.

3. PUBLIC PARTICIPATION

If public participation is to be a part of the meeting, the presiding officer may regulate the order and length of appearances, and limit appearances to presentations of relevant points. Person's failing to comply with reasonable rules of conduct outlined by the presiding officer and causing an actual disruption to the conduct of the meeting, may be asked or required to leave. Upon failure to do so, such persons become trespassers.

4. ELECTRONIC EQUIPMENT

As long as it is not unduly disruptive, people may film or tape record a public meeting.

5. RECORDING OF VOTES

Votes shall be recorded. Any member may request that his or her vote be changed, if such request is made prior to consideration of the next order of business.

6. QUORUM REQUISITES

Three (3) members shall constitute a quorum. If only a quorum is present, a unanimous vote is required to take final action.

7. VOTE EXPLANATIONS

Members of the Board are elected to represent their constituents and vote on matters of policy – as a result, abstentions are discouraged unless required by an actual conflict of interest.

8. CONFLICT OF INTEREST/EX PARTE CONTACTS

All conflicts of interest shall be dealt with in accordance with ORS Chapter 244. In the event any member of the Board has had any ex parte contact regarding a matter, the member shall declare such contact prior to participating in any vote on the matter.

9. ADJOURNMENT

All Board meetings shall be adjourned by a majority vote, as a result of the loss of a quorum, or by the Board President.

BOARD POLICY –EXECUTIVE SESSIONS (ORS 192.660) (4.05)

(4.05) EXECUTIVE SESSIONS (ORS 192.660)

1. NOTICE

Public notice of executive sessions shall be provided in accordance with Policy 4.03. Notice of all executive sessions shall be given to the public seven to ten days prior to the meeting.

2. NO FINAL DECISIONS

The Board shall not take any votes during any executive session, nor make any final decisions during any executive session. This policy, however, shall not prohibit full discussion of Board members' views during executive sessions.

3. EXECUTIVE SESSION

A. Executive sessions shall be held only for the following purposes allowed under Oregon law, see ORS 192.660(2)(a):

- To consider the employment of a public officer, employee, staff member or individual agent if:
 - The District has advertised the vacancy
 - The Board has adopted regular hiring procedures;/
 - In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and
 - In the case of a chief executive officer, the governing body has adopted hiring standards, criteria, and policy directives in in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria, and policy directives.

This authority does not apply to:

- (1) The filing of a vacancy in an elective office.
- (2) The filling of a vacancy on any public committee, commission, or other advisory group.
- (3) The consideration of general employment policies.
- (4) The employment of the chief executive officer, other public officers, employees, and staff members of a public body when the procedures listed above have been followed.

BOARD POLICY –EXECUTIVE SESSIONS (ORS 192.660) (4.05)

ORS 192.660(2)(b). To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.

ORS 192.660(2)(c). To consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 to 441.119 and 441.993 including, but not limited to, all clinical committees, executive, credentials, utilization review, peer review committees and all other matters relating to medical competency in the hospital.

ORS 192.660(d). To conduct deliberations with persons designated by the governing body to continue labor negotiations.

ORS 912.660(e). To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

ORS 192.660(f). To consider information or records that are exempt by law from public inspection.

ORS 192.660(g). To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.

ORS.192.660(h). To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

ORS.192.660(i). To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

ORS.192.660(j). To continue negotiations under ORS chapter 293 with private persons or business regarding proposed acquisition, exchange, or liquidation of public investments.

ORS.192.660(k). To consider matters relating to school safety or a plan that responds to safety threats made toward a school.

ORS.192.660(n). To discuss information about review or approval of programs relating to the security of any of the following:

- a. A nuclear-powered thermal power plant or nuclear installation.

BOARD POLICY –EXECUTIVE SESSIONS (ORS 192.660) (4.05)

- b. Transportation of radioactive material derived from or destined for a nuclear-fueled thermal power plant or nuclear installation.
- c. Generation, storage or conveyance of:
 - (i) Electricity;
 - (ii) Gas in liquefied or gaseous form;
 - (iii) Hazardous substances as defined in ORS 453.005 (7)(a), (b) and (d);
 - (iv) Petroleum products;
 - (v) Sewage; or
 - (vi) Water.
- d. Telecommunications systems, including cellular, wireless or radio systems.
- e. Data transmissions by whatever means provided.

ORS 192.660(o). To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces.

ORS 192.660(p). To consider matters relating to cyber security infrastructure and responses to cyber security threats.

ORS 192.660(3). Labor negotiations IF negotiators for both sides request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.

4. CONDUCT OF EXECUTIVE SESSION

The President or other presiding officer shall announce the statutory authority for the executive session before going into closed session. Once the executive session has been convened, the President or other presiding officer shall direct any representatives of the news media who are present not to report certain specified information from the executive session. The extent of the non-disclosure requirement should be no broader than the public interest requires. The news media will ordinarily be allowed to report the general topic of discussion in the executive session and cannot be prohibited from discussing the statutory grounds justifying the session. Board members, staff and other persons present shall not discuss or disclose executive session proceedings outside of the executive session without prior authorization of the Board as a whole.

(4.06) MINUTES OF MEETINGS**PURPOSE:**

The purpose of this policy is to clearly define public a meeting and meeting record procedures and expectations as defined by ORS.

This policy applies to all meetings of the Board of Directors of the District, and to any meetings of subcommittees or advisory groups appointed by the Board.

All meetings will be conducted in accordance with the Oregon Public Meetings Law.

1. RECORDING OF MINUTES

Oregon Revised Statute (ORS) 192.650 states that public bodies will record all meetings with audio, video or digital sound. Notice to the public that the meeting will be recorded, shall be announced at all meetings. If the District utilizes telephone or video conferencing technology, the District will record the meeting and make the recording available to the public (unless it is an executive session). The District will provide at least one location, (the District's website), for the public to listen to the communication in real time. The video recording or written minutes will be posted on the District's website.

2. WRITTEN MINUTES

The Board shall keep written minutes of all its meetings in accordance with the requirements of ORS 192.650. Minutes of public meetings shall include at least the following information:

- A. All members of the Board were present.
- B. All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition.
- C. Results of all votes, including the vote of each member by name.
- D. The substance of any discussion on any matter.
- E. Subject to ORS 192.410 - 192.505 relating to public records, a reference to any document discussed at the meeting.

3. MINUTES OF EXECUTIVE SESSIONS

Minutes of executive sessions shall be kept separately from minutes of public meetings. Minutes of executive sessions may be kept either in writing, in the same manner as minutes of public sessions, or by tape recording. If minutes of an executive session are kept by tape recording, written minutes are not required, unless otherwise provided by

law ORS 192.650(2). All recordings of executive sessions must be kept in the Boards locked filing cabinet, in the secured records rooms.

4. **DISCLOSURE OF EXECUTIVE SESSION MATTERS**

If disclosure of material in the executive session minutes would be inconsistent with the purpose for which the executive session was held, the material may be withheld from disclosure. No executive session minutes may be disclosed without prior authorization of the Board. ORS 192.650(2).

5. **RETENTION/FILING**

Any tape recordings or written minutes of public Board meetings or executive sessions shall be retained by the District until such time as their disposal is authorized by the State Archivist pursuant to ORS 192.105.

6. **AVAILABILITY TO THE PUBLIC**

Written minutes of public sessions shall be made available to the public within a reasonable time after the meeting per ORS 192.650(1).



BEFORE THE BOARD OF DIRECTORS
OF
CROOKED RIVER RANCH
RURAL FIRE PROTECTION DISTRICT

JEFFERSON AND DESCHUTES COUNTIES, OREGON

In the matter of: Receiving unanticipated conflagration revenue to the General & Capital Reserve Funds

RESOLUTION: 2024-07

WHEREAS, Oregon Budget Law, under ORS 294.338(3), provides that money from unforeseen circumstances paid by an outside source requesting services may be lawfully expended after enactment of an appropriate resolution.

WHEREAS, Crooked River Ranch Rural Fire Protection District will be receiving conflagration funds in the amount of \$99,676 from the State of Oregon conflagrations: Larch Creek, Lone Rock, Pilot Rock/Green PrePo, Telephone, Battle Mountain Complex, and Dixon fires.

WHEREAS, Oregon Budget Law, under ORS 294.338(3) allows Crooked River Ranch Rural Fire Protection District to spend the unforeseen money once appropriated,

THEREFORE, BE IT RESOLVED by the Board of Directors of Crooked River Ranch Rural Fire Protection District, Oregon that the following appropriations be made:

General Fund	Budget		Adjusted
Revenue	Appropriation	Increase	Budget
Conflagration Revenue	\$ 0	\$ 99,676	\$ 99,676
Expense			
Personnel Services	\$1,267,563	\$ 64,337	\$1,331,900
Materials & Services	\$ 541,855	\$ 5,982	\$ 547,837
Transfer Out	\$ 75,000	\$ 29,357	\$ 104,357
Capital Reserve Fund	Budget		Adjusted
Revenue	Appropriation	Increase	Budget
Transfer In	\$ 75,000	\$ 29,357	\$ 104,357
Expense			
Reserved for Future Exp.	\$ 297,000	\$ 29,357	\$ 326,357

INTRODUCED and ADOPTED Thursday, September 19, 2024

ATTEST: CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT

By: _____
Brad Pahl, Board Director

By: _____
Kay Norberg, Board Director

By: _____
Dave Palmer, Board Director

By: _____
Joe Costigan, Board Director

By: _____
Cole Gayheart, Board Director

CROOKED RIVER RANCH FIRE & RESCUE

**ITEMS FOR SURPLUS
APPENDIX A**

Crooked River Ranch Fire & Rescue Policy gives authority to the Fire Chief to dispose of surplus property by any means determined to be in the best interest of the District or community at large, including but not limited to, transfer to other departments, government agencies, non-profit organizations, sale, trade, auction, or destruction. **Disposal of personal property having a residual value of more than \$1,000 shall be subject to authorization by resolution by the District.**

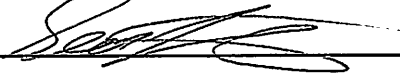
1. Inventory List Attached: (X) Yes () No If no, complete all of the following fields:

<u>Item Description</u>	<u>Model #</u>	<u>Serial #</u>	<u>Asset #</u>	<u>Current Value</u>
Kenwood Mobile Radio	TK-790	See attached list	See Attached	\$2,400

2. Means of Disposal: Donation to the Oregon Department of Forestry (ODF) Rangeland Fire Protection Association (RFPA) Program

3. Why are items being surplus? These radios were removed from service because of their inability to support P25 digital communications needed for use with our mutual aid partners in Jefferson County. These radios would provide useful service to the ODF RFPA program.

The Fire Chief has declared the above or attached items to be surplus.

APPROVED BY: Sean Hartley  9/11/2024
Fire Chief Date

If items are valued over \$1,000, APPROVED BY BOARD OF DIRECTORS:

President Date Secretary Date

Attest, Office Administrator/ District Recorder Date

I _____ hereby certify the above items were disposed of by the means indicated above this ___ day of _____, 201__.

-copy 1

Kenwood Radios

Asset #	Serial #	Type
000812	50500061	mobile
000818	40900166	mobile
000815	61001276	mobile
000814	B2700201	mobile
000811	60600027	mobile
000819	60600028	mobile
n/a	61001277	mobile
n/a	61001280	mobile
n/a	60600030	mobile
n/a	61000162	mobile
n/a	60100316	mobile
n/a	61000164	mobile



CROOKED RIVER RANCH FIRE & RESCUE

Fire Chief's Report September, 2024

➤ Calls for service in August totaled 54. A breakdown of calls by month is below:

Calls by Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1-Fire (Building, Wildland, Vehicle, etc.)	3	2	2	1	1	6	7	3				25
2-Overpressure Rupture, Explosion, Overheat (No Fire)	1	0	0	0	0	0	1	0				2
3-Rescue & EMS	32	36	33	39	44	45	40	44				313
4-Hazardous Condition (No Fire)	0	0	0	0	0	0	0	1				1
5-Service Call	4	4	2	1	5	6	6	6				34
6-Good Intent Call	1	4	8	8	4	7	8	0				40
7-False Alarm & False Call	1	2	0	1	1	2	1	0				8
8-Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0				0
9-Special/Other Incident	0	0	0	0	0	0	0	0				0
	42	48	45	50	55	66	63	54	0	0	0	0
Total Calls-To-Month End 2024												
423												
<i>Total Calls-To-Month End 2023</i>	60	59	54	53	51	51	70	53	51	64	47	41

➤ Auto/Mutual Aid Given/Received – 2024 (end of prior month)

- Auto-Aid Given – 2
- Auto-Aid Received – 4
- Mutual-Aid Given – 27
- Mutual-Aid Received – 7

- The annual Pancake Breakfast Fundraiser was a huge success! We had over 350 people attend, and the Volunteer Association received \$3,653 in donations.
- Apparatus
 - The OSFM Type III Engine is in-service.
 - Payment has been made for the new structure engine. Hughes Fire is estimating the fire engine build will be completed in November with final inspection occurring the week of November 18th. Delivery to us would occur in December.
- The two new Student Volunteers, Keegan Lopze and Dave Paulsen, have successfully completed their fire academy. They began shifts on September 2nd. Welcome aboard!
- We have seven (7) applicants for the Firefighter/Paramedic position. An assessment center is scheduled for September 23rd.
- Monthly Fire Med Report
 - Number of paid memberships: 32
 - Number of new memberships: 0
 - Number of lapsed/non-renewals: 4
 - Total Fire Med memberships: 270

Respectfully submitted

Sean Hartley, Fire Chief