



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 Virtual Board Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors will hold a virtual Board meeting on Thursday, July 16, 2020. The Board meeting will start at 6:30 pm and will be held electronically through Zoom via computer/telephone. The public may access this meeting via a special phone and meeting number through the Crooked River Ranch Fire & Rescue website at www.crrfire.org. This meeting is accessible to people with disabilities and will be recorded.

Board of Directors

Brad Pahl, President, (Position 1)
Barbara Oakley, Vice President (Position 4)
Mark Wilson, Secretary (Position 5)
Jeff Green, Treasurer (Position 3)
John Meredith, Director (Position 2)

District Staff

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

Board Meeting Agenda

1. Call to Order – Director Pahl
 - 1.1 Roll Call by Director Wilson
2. Review of Agenda – Director Pahl
3. Approval of Board Meeting Minutes – Director Pahl
 - 3.1 Approval of June 18, 2020 Public Budget Hearing minutes
 - 3.2 Approval of June 18, 2020 Board meeting minutes
 - 3.3 Approval of June 25, 2020 Special Board meeting minutes
 - 3.4 Approval of July 9, 2020 Board Workshop minutes
4. Financial Reports
 - 4.1 Acknowledge receipt and approval of the financial reports for June 2020 – Director Green
 - 4.2 Update on Mobile Banking process – Director Green
 - 4.3 Update on closing fiscal year 2019/2020 – submitted by Assistant Fire Chief, Sean Hartley
 - 4.4 Appointment of Board members to sign checks for Monday, August 10th and Tuesday, August 25th, 2020.
5. Unfinished business (consideration, discussion, and possible action on the following items):
 - 5.1 Update on Surplus of Ambulance & Resolution revision – Fire Chief, Harry Ward and Director Wilson
6. New Business (consideration, discussion, and possible action on the following items): -

6.1 Discussion of adjusting start times of Board meetings for 2020-2021 fiscal year –
Director Pahl

6.2 Board Member Interest Packet – Director Wilson

7. Fire Chief's Report - submitted by Fire Chief, Harry Ward in Board packet
8. Operations Report - submitted by Asst. Fire Chief, Sean Hartley in Board packet
9. Correspondence & Recognitions – Director Pahl
10. Adjournment – Director Pahl

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

Public Budget Meeting Minutes (Virtual Style Meeting)
18 June 2020

A Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, 18 June 2020 at 06:00 pm online using "ZOOM" meeting platform.

Budget Public Hearing Meetings:

1. **Meeting Called to Order:** Director Oakley announced we would be having two meetings. She announced for the record that these are both virtual meetings. The public can access them meeting via a special phone # and meeting #. A copy of the Budget may be accessed on the District Website.
 - 1.1. **Roll Call:** Barb Oakley, Brad Pahl, Jeff Green, Mark Wilson, John Meredith, Harry Ward, Sean Hartley. (Due to technical errors there is no written roster of attendees.)
2. **Presentation of Budget:** Chief Ward presented the budget as written from the last Budget committee meeting with no changes. He asked if there were any questions. Bob Bengtson questioned if the rest of the Budget committee should have been in the roll call. It was decided to not do another roll call. There were no questions on the budget. Director Green expressed his concerns of taxes not being paid. Director Wilson expressed his concerns on the Budget not being in line with the Union Contract numbers. Chief Ward stated he had adjusted the Budget to those numbers. Bill Burt questioned Director Wilson on why he voted no on the Budget at the last budget committee meeting and wondered if there were reasons he voted no. Director Wilson stated he was specifically uncomfortable with the wages and OT section and not having any information of the Union Contract prior to approving the budget. He added the Board did not have the proposed Union Contract until Monday so he was erring on the side of caution since he did not feel comfortable signing off on the Budget until the Contract was presented to the Board. Discussion followed. Chief Ward stopped the discussion citing the use of Executive session when Director Wilson began to explain his concerns to Bob Bengtson questions. Director Green questioned the Chief about a contingency plan if the budget falls short on the concerned areas of Director Wilson. More discussion.
3. **Budget Hearing Adjourned at:** 6:22 pm by Director Oakley.

Respectfully Submitted by,

Mark W. Wilson
Secretary, Director Position # 5
Crooked River Ranch Rural Fire Protection District Fire Board

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

Board Meeting Minutes (Virtual Style Meeting)
18 June 2020

A Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, 18 June 2020 at 06:30 pm online using “ZOOM” meeting platform.

Board Meeting Minutes

1. **Meeting Called to Order at:** 6:22 By Director Oakley.
 - 1.1. **Roll Call:** Barb Oakley, Brad Pahl, Jeff Green, Mark Wilson, John Meredith, Harry Ward, Sean Hartley. (Due to technical errors there is no written roster of attendees.)
2. **Review of Agenda:** Director Green wants to add a discussion on the Board meeting and Workshop in July.
3. **Approval of Board Meeting Minutes:**
 - 3.1. Motion for April 16 2020 Board Meeting Minutes made by Director Meredith as amended Directed Green seconded. Roll call Vote: Unanimous vote passed motion.
 - 3.2. Correction on 4.2 signing of checks that the 25th is a Thursday not a Tuesday. Motion for May 21 2020 minutes as corrected was made by Director Green and seconded by Director Meredith and Director Pahl. Roll Call vote: Unanimous vote passed motion.
4. **Financial Report:**
 - 4.1. Director Green stated there was an error noted by Director Wilson that there was a \$45.00 difference and thanked Assistant Chief Hartley for finding the reason. He then read the May financial report into the record. He stated he had a conversation with Assistant Chief Hartley and found a payment for a Firemed subscription posted incorrectly. Director Meredith made a motion to accept the May 21 2020 financials as presented. Director Pahl seconded. Roll call vote: Unanimous vote passed motion.
 - 4.2. Board Members to sign checks in July on Friday the 10th and Monday the 27th. Director Pahl the 10th and Director Oakley the 27th. Director Green both signings at 4:30 PM.
 - 4.3. Discussion on First Interstate Bank Mobile app for deposits. Director Green presented the use of a new way to do deposits of all of our checks via a tablet the department already has. He explained his reasoning on why to do this and that it would only be used for checks and he would continue to make the cash deposits. Director Oakley questioned how it works and Director Green explained it in detail for the group. Director Meredith questioned how much staff time it could take and it was explained that it is potentially a time saver and was also being welcomed by the staff. More discussion. It was proposed to have a written procedure in place prior to implementing the system. Motion made by Director Meredith to approve the FIB Mobile App for deposits beginning July 1 2020. Seconded by Director Green. Roll Call vote: Unanimous vote passed motion.
5. **Unfinished Business:**
 - 5.1. None

6. New Business:

- 6.1.** Discussion of 2020-2023 Union Contract. Director Oakley stated if there was going to be discussion on wages etc. we would need to go into Executive Session. She then asked if there was any questions. Director Wilson questioned how we can do an Executive Session on the ZOOM forum. Chief Ward stated that Sean has a way to put everyone into a waiting room so they can't hear. Director Oakley stated since Director Wilson had the questions whether he felt we needed to go into Executive Session and he said yes. Director Oakley then adjourned the meeting to allow an Executive Session at 6:51 pm. Assistant Chief Hartley then set the stage for the Board, Chief and himself in the meeting. The Executive Meeting took place and the regular meeting was called back to order at 7:17 pm. Director Oakley announced somethings needed to be addressed in the Union contract so the Board decided a Special meeting would be needed and would be held next Thursday the 25th at 6:00.
- 6.2.** Resolution 2020-06 Surplus of old ambulance. Chief Ward explained they had talked to Redmond who sold several units. He explained the values of Redmond's units. Director Wilson stated he would like to see a reserve on this unit because the drive train is very desirable to certain people who would want it and not so much the ambulance. Director Oakley read the resolution into the record. Motion made by Director Meredith and seconded by Director Pahl. Roll Call vote unanimously passed. Director Wilson offered to Chief Ward to assist in the writing of the specifications of this ambulance for the sale information. Chief agreed.
- 6.3.** Resolution 2020-07 adopting the budget for 2020-2021. Discussion followed with some questions about the special meeting and budget possibly needing to be changed. It was decided it would not. Directly Oakley read the resolution into the record. Motion made by Director Green and seconded by Director Pahl. Roll call vote passed unanimously.
- 6.4.** Discussion of address signs price increase from \$20.00 to \$25.00. Small discussion on why the increase. Director Meredith made the motion to the proposed increase and Director Wilson seconded the motion. Roll call vote passed unanimously.
- 6.5.** Director Green wanted to discuss the Board meeting in July in regards with what happened in the sudden increase in the town of Unity of COVID 19 infections. (Breakdown of ZOOM system caused some of the Board to not be able to hear.) He explained more about what is happening in assisted living facilities and thought it would be best to stay on virtual meeting for at least the next month. It was discussed and decided to stay with virtual meetings until further notice.
- 6.6.** Voting of officers for next year. Director Pahl nominated for President by Director Meredith and seconded by Director Wilson. Director Oakley nominated for Vice President by Director Wilson and seconded by Director Meredith seconded. Director Wilson nominated for Secretary by Director Meredith and seconded by Director Pahl. Director Green nominated for Treasurer by Director Oakley and seconded by Director Meredith. The roll call vote was on the slate of all offices. The offices were filled as listed above as a unanimous vote.

7. **Fire Chiefs Report:** (See last month's minutes for the report.) Submitted by Chief Ward in Board packet. Director Meredith asked about the taxes if they were coming in. Chief Ward answered that nothing has changed this time of year but we will see what happens in November.
8. **Operations Report:** (See last month's meeting minutes.) Director Oakley commented on call volume being the same. Director Wilson asked about mutual aid calls for received and given. Assistant Chief Hartley stated he should be able to start providing that information at the next meeting. Director Meredith asked about a line in the report titled "Special and other Instances". What does that cover? Hartley stated he would have to check on it. Chief Ward commented about one of our students (Ethan Brown) is being hired by Umatilla Fire.
9. **Correspondence and Recognitions:** None. Nothing in the suggestion box due to the locked office.
10. **Comments / Questions:** Director Wilson questioned a comment made at the last meeting about Director Pahl's comment of who the "we" was for not opening the contract for the Chief. It was explained that the deadline to send out a letter to the Chief to open the contract had passed so it automatically renewed. Director Oakley announced about the next two meetings being the special meeting on Thursday the 25th at 6:00 pm and the Board Workshop meeting on July 9th at 6:30 pm discussing Board Policy Manual.
11. **Adjournment:** Meeting adjourned at 08:00 pm.

Respectfully Submitted by,

Mark W. Wilson

Secretary, Director Position # 5

Crooked River Ranch Rural Fire Protection District Fire Board

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

Board Special Meeting Minutes (Virtual Style Meeting)
25 June 2020

A Board Special Meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, 25 May 2020 at 06:00 pm online using “ZOOM” meeting platform.

Meeting Minutes

1. **Meeting Called to Order at:** Director Oakley called the meeting to order at 06:00 pm. She announced for the record that this is a virtual meeting and is accessible to the public.
 - 1.1. **Roll Call:** Barb Oakley, Brad Pahl, Jeff Green, Mark Wilson, John Meredith, Harry Ward, Sean Hartley. Others present from Zoom roster: Alysha Delorto, Tina Wilson, Bill Burt, John Hayes and Kay Norberg.
2. **Purpose of the Meeting:** Director Oakley stated Chief had asked SDAO at the request of Director Wilson on the requirement of going into Executive session to discuss the Union contract. It was determined it was not required. Director Wilson also had sent a list of concerns and items in the contract to all Board members for their review. Everyone was satisfied the corrections were made in the contract. Director Oakley asked for a motion to accept the 2020-2023 Union Contract as presented. Director Pahl made the motion to accept the 2020-2023 Union Contract as presented. Director Meredith seconded. Roll call vote: Directors Oakley, Pahl, Green and Meredith voted “Aye”. Director Wilson voted “No”. 4-1 Majority passed motion.
3. **Adjournment:** Meeting adjourned at 06:05 pm.

Respectfully Submitted by,

Mark W. Wilson
Secretary, Director Position # 5
Crooked River Ranch Rural Fire Protection District Fire Board

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

**Workshop Meeting Minutes
09 July 2020**

A Virtual Workshop Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, 09 July 2020 at 6:00 pm at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon 97760.

Meeting Minutes:

1. Meeting Called to Order at: 6:33 pm by Director Brad Pahl who also announced for the record that our meeting is being held through Zoom and is accessible to persons with disabilities and will be recorded.

1.1. Flag Salute: None

1.2. Roll Call by: Director Wilson: Directors Pahl, Oakley, Meredith, Green; Chief Ward, Assistant Chief Hartley, Administrative Assistant Schulke. Also present was David McDonald and Tina Wilson.

2. Purpose of the Workshop:

Director Pahl stated the purpose of the workshop is to review Board policies only, not any policies to do with staff or volunteers. It was decided to go through each policy line by line but will not be read. He will go through each one and if any Board member has a change or correction they will speak up at the appropriate time.

- Policy 1.01 was the first one to be started with. Director Wilson reminded Director Pahl that we had all gone over several policies previously and that there was an issue with formatting to coincide with the table of contents. Since we all had our originals Director Pahl proceeded through the policies line by line.
- Policy 2 page 4 management letter E. A question in regards to the sentence that includes “assistants” after “the Fire Chief”. This should be changed to eliminate anyone except the Chief. It was agreed to do this. Director Green question if formatting would be addressed as we moved forward. Director Pahl confirmed that it would be.
- Policy 3 Director Pahl noted there was no mention of hiring the Chief Officer. It was determined it was in fact not there. Chief Ward stated in 9.02 there is a mention of selecting the Fire Chief but Director Pahl stated that there was nothing mentioned about hiring the Fire Chief. Discussion ensued. It was decided that there would be a change proposed to that specific language reflecting what is in the Chiefs contract. Director Green made mention of the Clerk of the Board. Discussion followed. It was decided to leave it as is with the Clerk of the Board being the Administrative Assistant.

- Policy 4 Distribution of material to Board members was brought up. Discussion followed. This discussion included the process of meeting with Board President additional Board Member and Chief. Page 4 of 9 clarified executive session needing an example of a sample notice placed into the back of the policy book. 4.04 “electronic recording” Discussion followed including someone objecting to being recorded. Minutes of the meetings. How to store them forever. This is still a work in progress. Policy about “Media” person requesting to be in an Executive session question came up. Discussion of how do you decide who are actual media. This was going to be followed up by Chief with SDAO.
- Policy 5 discussion started and formatting was discussed about making all the policies the same. Including header names being different with chapter 5 being an Administrative Policy and the others state Board Policies. Need to change the title. Then the subject came up about whether it should be in our book. It was decided to not have the policy in the Board policy book. Chief needs to make sure the Administrative Policy has the proper form included in it for an example.
- Policy 6 One question about superseded dates do we need two dates on any policies? Not answered.
- Policy 7 No comments or issues.
- Policy 8 was discussed in detail and it was decided to remove this policy from the Board Policy book with the Exception of the Harassment section as a stand-alone section. Discussion included Director Wilson providing his notes to the Chief to review.
- Policy 9 was introduced and it was decide to stop for more preparation.

Adjournment- Director Pahl adjourned the workshop at 7:43 p.m.

Respectively submitted by,
Mark W. Wilson
Secretary, Director Position # 5
Crooked River Ranch Rural Fire Protection District Fire Board

Balance Sheet

Crooked River Ranch Fire & Rescue

As of June 30, 2020

Cash Basis

JUN 30, 2020

Assets

Current Assets

Cash and Cash Equivalents

Bond Fund	8,976.30
Capital Reserve Fund	99,858.04
FIB - Checking	17,256.54
FIB - Payroll	2,857.43
General Fund	55,307.46
Local Option Levy Fund	358,740.38
PayPal	105.69
US Bank	2,435.18
Total Cash and Cash Equivalents	545,537.02

Total Current Assets 545,537.02

Total Assets 545,537.02

Liabilities and Equity

Liabilities

Current Liabilities

FIB - Credit Cards	7,310.53
Payroll Liabilities	382.73
Total Current Liabilities	7,693.26

Total Liabilities 7,693.26

Equity

Current Year Earnings	537,843.76
Total Equity	537,843.76

Total Liabilities and Equity 545,537.02



Budget Variance
Crooked River Ranch Fire & Rescue
General Fund
For the month ended 30 June 2020
Cash Basis

	June Actual	YTD Actual	YTD Budget	Var USD	Var %
Revenue					
Ambulance Billing	\$14,350.53	\$208,543.43	\$165,000.00	\$43,543.43	26.39%
Beginning Fund Balance:General/LO Levy Fund	\$0.00	\$328,766.72	\$234,000.00	\$94,766.72	40.4986%
Contractual Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Deschutes County: General Fund	\$1,583.47	\$58,234.17	\$52,671.00	\$5,563.17	10.5621%
Deschutes County: Local Option Levy	\$766.84	\$26,859.52	\$24,803.00	\$2,056.52	8.2914%
Emergency Address Signs	\$40.00	\$400.00	\$500.00	-\$100.00	-20.0%
FireMed	\$990.00	\$13,680.00	\$12,600.00	\$1,080.00	8.5714%
Interest	\$801.29	\$10,574.33	\$5,000.00	\$5,574.33	111.4866%
Jefferson County: General Fund	\$4,386.60	\$576,250.09	\$572,748.00	\$3,502.09	0.6115%
Jefferson County: Local Option Levy	\$2,124.20	\$280,080.02	\$277,338.00	\$2,742.02	0.9887%
Misc. Income	\$871.00	\$11,757.23	\$4,000.00	\$7,757.23	193.9308%
Prior Year Taxes	\$1,782.46	\$23,943.25	\$22,500.00	\$1,443.25	6.4144%
Sale of Assets/Apparatus	\$0.00	\$10,000.00	\$0.00	\$10,000.00	
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Grant Revenue					
AFG Grant Revenue	\$0.00	\$117,480.24	\$121,818.00	-\$4,337.76	-3.5609%
Grants Funds	\$0.00	\$5,000.00	\$69,422.00	-\$64,422.00	-92.7977%
SAFER Grant Revenue	\$0.00	\$38,657.00	\$0.00	\$38,657.00	
VFA Grant Revenue	\$0.00	\$9,530.01	\$10,000.00	-\$469.99	-4.6999%
Total Grant Revenue	\$0.00	\$170,667.25	\$201,240.00	-\$30,572.75	-15.2%
Total Revenue	\$27,696.39	\$1,719,756.01	\$1,573,400.00	\$146,356.01	9.3019%
Gross Profit					
Gross Profit	\$27,696.39	\$1,719,756.01	\$1,573,400.00	\$146,356.01	9.3019%
Operating Expenses					
General Fund, Transfer Out	\$0.00	\$13,909.09	\$13,909.00	\$0.09	0.0006%
Capital Outlay & Grant Awards					
Capital Outlay & Grant Awards:Building Purchases	\$0.00	\$10,866.11	\$0.00	\$10,866.11	
Capital Outlay & Grant Awards:EMS Purchase	\$0.00	\$66,480.24	\$0.00	\$66,480.24	
Capital Outlay & Grant Awards:Fire Purchases	\$0.00	\$60,530.01	\$137,909.00	-\$77,378.99	-56.1087%
Debt Services & Contingency:Contingency	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	-100.0%
Total Capital Outlay & Grant Awards	\$0.00	\$137,876.36	\$142,909.00	-\$5,032.64	-3.5%
Materials & Services					
Materials & Services:Administration	\$1,408.34	\$16,853.65	\$15,520.00	\$1,333.65	8.5931%
Materials & Services:Building & Maint.	\$124.02	\$15,616.80	\$15,000.00	\$616.80	4.112%
Materials & Services:Department Services	\$0.00	\$2,012.13	\$4,000.00	-\$1,987.87	-49.6968%
Materials & Services:Dispatch Services	\$478.35	\$63,814.14	\$63,390.00	\$424.14	0.6691%
Materials & Services:EMS Operations	\$9,146.63	\$33,280.19	\$29,584.00	\$3,696.19	12.4939%
Materials & Services:Fire Suppression	\$9,204.23	\$22,901.32	\$27,180.00	-\$4,278.68	-15.742%
Materials & Services:Fuel	\$577.80	\$10,492.70	\$12,000.00	-\$1,507.30	-12.5608%
Materials & Services:Insurance	\$0.00	\$30,515.00	\$27,500.00	\$3,015.00	10.9636%
Materials & Services:Prevention	\$0.00	\$780.73	\$1,000.00	-\$219.27	-21.927%
Materials & Services:Professional Services	\$749.02	\$17,736.76	\$22,190.00	-\$4,453.24	-20.0687%
Materials & Services:Radios/Communications	\$1,573.66	\$3,159.02	\$3,455.00	-\$295.98	-8.5667%
Materials & Services:Rope Rescue Operations	\$0.00	\$1,404.75	\$1,500.00	-\$95.25	-6.35%
Materials & Services:SAFER Grant Expenditures	\$2,643.00	\$8,097.00	\$9,422.00	-\$1,325.00	-14.0628%
Materials & Services:Training	\$1,489.24	\$8,206.30	\$8,558.00	-\$351.70	-4.1096%
Materials & Services:Travel	\$0.00	\$7,631.45	\$12,572.00	-\$4,940.55	-39.298%
Materials & Services:Tuition Reimbursement	\$7,000.00	\$24,842.74	\$31,500.00	-\$6,657.26	-21.1342%
Materials & Services:Uniforms	\$0.00	\$4,612.96	\$5,713.00	-\$1,100.04	-19.255%
Materials & Services:Utilities	\$1,355.26	\$21,909.03	\$22,250.00	-\$340.97	-1.5324%
Materials & Services:Vehicle/Equipment Maint.	\$748.20	\$27,255.66	\$30,000.00	-\$2,744.34	-9.1478%
Materials & Services:Volunteer Incentives	\$180.00	\$17,050.00	\$19,000.00	-\$1,950.00	-10.2632%
Materials & Services:Wellness Program	\$1,415.15	\$4,518.55	\$10,000.00	-\$5,481.45	-54.8145%
Total Materials & Services	\$38,092.90	\$342,690.88	\$371,334.00	-\$28,643.12	-7.7%

Personnel Services					
Personnel Services:Admin. Asst: O/T	\$25.22	\$716.25	\$1,261.00	-\$544.75	-43.1998%
Personnel Services:Admin. Asst: Reg Wage	\$2,857.70	\$35,456.73	\$35,973.00	-\$516.27	-1.4352%
Personnel Services:Assistant Fire Chief:Salary	\$5,918.52	\$56,851.02	\$57,224.00	-\$372.98	-0.6518%
Personnel Services:Employee Benefits	\$12,610.88	\$153,215.71	\$174,477.00	-\$21,261.29	-12.1857%
Personnel Services:Fire Chief	\$6,695.00	\$80,179.17	\$82,194.00	-\$2,014.83	-2.4513%
Personnel Services:Part-Time Employees	\$0.00	\$18,639.25	\$23,520.00	-\$4,880.75	-20.7515%
Personnel Services:Payroll Taxes	\$3,282.04	\$38,175.08	\$40,461.00	-\$2,285.92	-5.6497%
Personnel Services:PERS	\$10,766.58	\$117,250.68	\$119,051.00	-\$1,800.32	-1.5122%
Personnel Services:Shift Personnel: Reg Wage	\$14,513.70	\$181,254.26	\$180,099.00	\$1,155.26	0.6415%
Personnel Services:Shift Personnel:Overtime	\$6,590.91	\$42,590.57	\$43,698.00	-\$1,107.43	-2.5343%
Personnel Services:Student Volunteer Stipends	\$540.00	\$7,560.00	\$7,290.00	\$270.00	3.7037%
Personnel Services:Volunteer Shift Stipends	\$4,900.00	\$48,644.05	\$50,000.00	-\$1,355.95	-2.7119%
Personnel Services:Workers Comp. & Grp Accd.	\$0.00	\$15,737.49	\$15,000.00	\$737.49	4.9166%
Total Personnel Services	\$68,700.55	\$796,270.26	\$830,248.00	-\$33,977.74	-4.1%
Total Operating Expenses	\$106,793.45	\$1,290,746.59	\$1,358,400.00	-\$67,653.41	-4.9804%
Net Income / (Loss) before Tax	-\$79,097.06	\$429,009.42	\$215,000.00	\$214,009.42	99.5393%
Net Income	-\$79,097.06	\$429,009.42	\$215,000.00	\$214,009.42	99.5393%
Total Comprehensive Income	-\$79,097.06	\$429,009.42	\$215,000.00	\$214,009.42	99.5393%



Budget Variance
Crooked River Ranch Fire & Rescue
Capital Reserve Fund
For the month ended 30 June 2020
Cash Basis

	June Actual	YTD Actual	Budget	Var USD	Var %
Revenue					
Beginning Fund Balance:Capital Reserve Fund	\$0.00	\$173,181.57	\$186,500.00	-\$13,318.43	-7.1412%
Other financing sources	\$0.00	\$0.00	\$159,876.00	-\$159,876.00	-100.0%
Grant Revenue					
Grants Funds	\$16,216.70	\$16,216.70	\$45,000.00	-\$28,783.30	-63.9629%
Total Grant Revenue	\$16,216.70	\$16,216.70	\$45,000.00	-\$28,783.30	-64.0%
Jefferson County: Capital Reserve Fund					
Jefferson County: Capital Reserve Fund:Interest	\$178.48	\$2,841.62	\$2,750.00	\$91.62	3.3316%
Jefferson County: Capital Reserve Fund:Transfer In	\$0.00	\$13,909.09	\$25,000.00	-\$11,090.91	-44.3636%
Total Jefferson County: Capital Reserve Fund	\$178.48	\$16,750.71	\$27,750.00	-\$10,999.29	-39.6%
Total Revenue	\$16,395.18	\$206,148.98	\$419,126.00	-\$212,977.02	-50.8146%
Gross Profit	\$16,395.18	\$206,148.98	\$419,126.00	-\$212,977.02	-50.8146%
Operating Expenses					
Capital Outlay & Grant Awards					
Capital Outlay & Grant Awards:Apparatus Purchases	\$0.00	\$75,000.00	\$234,876.00	-\$159,876.00	-68.0683%
Capital Outlay & Grant Awards:Building Purchases	\$0.00	\$0.00	\$10,000.00	-\$10,000.00	-100.0%
Capital Outlay & Grant Awards:Training Purchases	\$15,074.24	\$31,290.94	\$40,000.00	-\$8,709.06	-21.7727%
Total Capital Outlay & Grant Awards	\$15,074.24	\$106,290.94	\$284,876.00	-\$178,585.06	-62.7%
Total Operating Expenses	\$15,074.24	\$106,290.94	\$284,876.00	-\$178,585.06	-62.6887%
Net Income / (Loss) before Tax	\$1,320.94	\$99,858.04	\$134,250.00	-\$34,391.96	-25.6178%
Net Income	\$1,320.94	\$99,858.04	\$134,250.00	-\$34,391.96	-25.6178%
Total Comprehensive Income	\$1,320.94	\$99,858.04	\$134,250.00	-\$34,391.96	-25.6178%



Budget Variance
Crooked River Ranch Fire & Rescue
Bond Fund
For the month ended 30 June 2020
Cash Basis

	June Actual	YTD Actual	Budget	Var USD	Var %
Revenue					
Beginning Fund Balance: Bond Fund	\$0.00	\$9,837.30	\$4,213.00	\$5,624.30	133.4987%
Deschutes County: Bond Fund	\$414.68	\$14,443.32	\$0.00	\$14,443.32	
Jefferson County: Bond Fund	\$1,465.04	\$150,495.68	\$171,703.00	-\$21,207.32	-12.3512%
Total Revenue	\$1,879.72	\$174,776.30	\$175,916.00	-\$1,139.70	-0.6%
Gross Profit	\$1,879.72	\$174,776.30	\$175,916.00	-\$1,139.70	-0.6479%
Operating Expenses					
Debt Service					
Debt Service: Bond Payment	\$27,218.00	\$165,800.00	\$165,800.00	\$0.00	0.0%
Total Debt Service	\$27,218.00	\$165,800.00	\$165,800.00	\$0.00	0.0%
Total Operating Expenses	\$27,218.00	\$165,800.00	\$165,800.00	\$0.00	0.0%
Net Income / (Loss) before Tax	-\$25,338.28	\$8,976.30	\$10,116.00	-\$1,139.70	-11.2663%
Net Income	-\$25,338.28	\$8,976.30	\$10,116.00	-\$1,139.70	-11.2663%
Total Comprehensive Income	-\$25,338.28	\$8,976.30	\$10,116.00	-\$1,139.70	-11.2663%

Payable Invoice Detail

Crooked River Ranch Fire & Rescue
For the period June 1, 2020 to June 30, 2020

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Adam Wiley					
Jun 16, 2020	Cell Phone Reimb - Adam Wiley	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Adam Wiley			90.00		
Aflac					
Jun 16, 2020	AFLAC - EFT	June premiums from staff	599.88	Paid	Payroll Liabilities
Total Aflac			599.88		
Amazon					
Jun 18, 2020	XXXX 4382	Essentials of Fire Firefighting Books	435.00	Paid	Materials & Services:Training
Jun 18, 2020	XXXX 4382	Promotion Discount	(141.70)	Paid	Materials & Services:Training
Jun 23, 2020	XXXX 4382	1/4"-20 Stainless Steel Rivets Nuts Flat Head Insert for mounting	7.99	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Jun 23, 2020	XXXX 4382	16" Hand Rivet Nut Too,	74.99	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Jun 30, 2020	XXXX 4382	Monthly membership fee for Prime	12.99	Paid	Materials & Services:Administration:Memberships
Total Amazon			389.27		
Amy Weddle					
Jun 16, 2020	Cell Phone Reimb - Amy W.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Amy Weddle			90.00		
BendTel					
Jun 22, 2020	20004-019	Long Distance, Outbound Long Distance Charges, Recurring Service charges, taxes, surcharges, fees, labor to repair line issue	614.96	Paid	Materials & Services:Utilities:Telecommunications
Total BendTel			614.96		
BoundTree Medical, LLC					
Jun 1, 2020	83637988	High Five Blaze, Med Gloves	68.46	Paid	Materials & Services:EMS Operations:Supplies
Jun 1, 2020	83637988	High Five Blaze, Large Gloves	91.28	Paid	Materials & Services:EMS Operations:Supplies
Jun 1, 2020	83637988	Electrodes, Blue Sensor, Med Size, Pediatric/Adults Foam 50/pk	77.94	Paid	Materials & Services:EMS Operations:Supplies
Jun 8, 2020	83646855	C4 Midazolam 5mg, 5ml vial 10/box	22.79	Paid	Materials & Services:EMS Operations:Supplies
Jun 8, 2020	83646855	Shipping	11.95	Paid	Materials & Services:EMS Operations:Supplies

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jun 16, 2020	83656564	Gloves, High Five Blaze, Large	68.46	Paid	Materials & Services:EMS Operations:Supplies
Jun 16, 2020	83656564	Gloves, High Five Blaze, Medium	45.64	Paid	Materials & Services:EMS Operations:Supplies
Jun 16, 2020	83654942	Rocuronium 10 mg, 10 ml 10 ea/bx	68.40	Paid	Materials & Services:EMS Operations:Supplies
Jun 16, 2020	83656563	Bag Body Heavy Duty 90" x 36" curved zipper Urinal Female Plastic, curaplex triangular	83.58	Paid	Materials & Services:EMS Operations:Supplies
Jun 16, 2020	83656565	Bandages, Electrodes Med. Size, Convenience Bag for Hazardous Waste, Glucose Gel, Glucose Transcend, Restraint Straps Limb Holder Disposable, IV Solution, IV Start Kit and other items for ambulance	640.38	Paid	Materials & Services:EMS Operations:Supplies
Jun 22, 2020	83659366	Probe Covers for Sure Temp Thermometers 690, Disposable	11.11	Paid	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC			1,189.99		
Brodie Blok					
Jun 16, 2020	Cell Phone Reimb-Brodie Blok	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Brodie Blok			90.00		
Carson Oil Company, Inc.					
Jun 2, 2020	CP-00256300	Fuel for all apparatus	267.90	Paid	Materials & Services:Fuel
Jun 16, 2020	CP-00259478	Fuel for all apparatus	309.90	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.			577.80		
Colton Steinke					
Jun 16, 2020	Cell Phone Reimb - Colton S.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Colton Steinke			90.00		
Crooked River Ranch Water Company					
Jun 1, 2020	94	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
Jun 1, 2020	94	Water	82.84	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			117.43		
Crooked River Sanitary					
Jun 8, 2020	00014	Sanitation services for May	72.02	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			72.02		
Dan Marsh					
Jun 16, 2020	Cell Phone Reimb - Dan Marsh	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Dan Marsh			90.00		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Dennis Senko					
Jun 16, 2020	Cell Phone Reimb.-Dennis Senko	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Dennis Senko			90.00		
Deschutes County 911 Service District					
Jun 1, 2020	1664	911 Police-Fire User Fees	208.01	Paid	Materials & Services:Dispatch Services
Jun 2, 2020	1539	Installation of new modem for new ambulance	1,048.66	Paid	Materials & Services:Radios/Communications
Jun 4, 2020	1675	Removal of radio system in old 571 to new ambulance (571) and maintenance	525.00	Paid	Materials & Services:Radios/Communications
Jun 29, 2020	1721	911-Police & Fire RMS User Fees for June	270.34	Paid	Materials & Services:Dispatch Services
Total Deschutes County 911 Service District			2,052.01		
Digital Employment/Streamline					
Jun 23, 2020	105643	Monthly Fee for Website	100.00	Paid	Materials & Services:Professional Services:Computer Services
Total Digital Employment/Streamline			100.00		
Ethan Brown					
Jun 23, 2020	Tuition Reimbursement/Ethan B.	Tuition Reimbursement for Spring 2020 Term	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Jun 24, 2020	Cell Phone Reimb.-Ethan B.	Cell Phone Reimbursement for April/May/June 2020	90.00	Paid	Materials & Services:Volunteer Incentives
Total Ethan Brown			1,840.00		
Fieldprint					
Jun 12, 2020	XXXX 4382	Fingerprinting for Cody White	12.50	Paid	Materials & Services:Professional Services
Total Fieldprint			12.50		
Frank Day					
Jun 16, 2020	Cell Phone Reimb - Frank Day	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Frank Day			90.00		
Garrett Schweigert					
Jun 16, 2020	Cell Phone Reimb - Garrett S.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Jun 23, 2020	Tuition Reimbursement/Garrett S.	Tuition Reimbursement for Spring 2020 Term	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Jun 30, 2020	Qtr Cell Phone Reimbursement Garrett Schweigert	Quarterly Cell Phone Reimbursement for Oct/Nov/Dec for Garrett Schweigert	(60.00)	Voided	Materials & Services:Volunteer Incentives
Total Garrett Schweigert			1,780.00		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Gary White					
Jun 16, 2020	Cell Phone Reimb. - Gary White	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Gary White			90.00		
HRA VEBA Trust					
Jun 16, 2020	HRA/VEBA - EFT	Contributions for staff	1,500.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			1,500.00		
IAFF 3650 - Redmond Firefighters Union					
Jun 3, 2020	Union Dues - ACH	Union Dues from: Tom, Alysha and David	102.00	Paid	Payroll Liabilities
Jun 3, 2020	PAC Donations to Union - ACH	PAC donations to Union from Staff	16.00	Paid	Payroll Liabilities
Jun 16, 2020	Union Dues - ACH	Union Dues for: Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Jun 16, 2020	PAC for Union - ACH	PAC for Union from staff	16.00	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			236.00		
Jeff Scheetz					
Jun 16, 2020	Cell Phone Reimb. - Jeff Scheetz	Cell Phone Reimbursements for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Jun 30, 2020	Reimbursement	Reimbursement of parts purchased to add battery chargers for main truck battery and accessory battery.	80.23	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Total Jeff Scheetz			170.23		
L.N. Curtis & Sons					
Jun 1, 2020	INV390164	373 1.5 EZLOK Nozzle Holder	135.40	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Jun 1, 2020	INV390164	Shipping	25.03	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Jun 22, 2020	INV398149	MSA SCBA Service testing of Masks	1,900.00	Paid	Materials & Services:Fire Suppression:Hose/Ladder Testing
Jun 29, 2020	INV398450	4STZ Mounting Plate	24.34	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Jun 29, 2020	INV398450	Shipping	15.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Total L.N. Curtis & Sons			2,099.77		
Lowes					
Jun 18, 2020	XXXX 4382	Adhesive and Screws for siding on the training building behind station	204.92	Paid	Capital Outlay & Grant Awards:Training Purchases
Jun 24, 2020	XXXX 4382	Chalk Gun & Saw Blades for Training Props	42.94	Paid	Materials & Services:Training
Total Lowes			247.86		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Marta McGovern-Philpott					
Jun 16, 2020	Cell Phone Reimb. - Marta Mc	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Marta McGovern-Philpott			90.00		
Nationwide Retirement Solutions					
Jun 3, 2020	Deferred Comp - EFT	Deferred comp contributions from: Tom, David and Sean	80.00	Paid	Payroll Liabilities
Jun 16, 2020	Deferred Comp - EFT	Deferred Comp contributions from staff	80.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			160.00		
Nolan Wironen					
Jun 23, 2020	Tuition Reimbursement/Nolan W.	Tuition Reimbursement for Spring 2020 Term	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Jun 24, 2020	Cell Phone Reimb-Nolan W	Cell Phone Reimbursement for April/May/June 2020	90.00	Paid	Materials & Services:Volunteer Incentives
Total Nolan Wironen			1,840.00		
Norco					
Jun 1, 2020	29347943	DEY-Medical Oxygen USP Cylinder (large tank)	36.77	Paid	Materials & Services:EMS Operations:Supplies
Jun 1, 2020	29347943	Handling Charge	25.00	Paid	Materials & Services:EMS Operations:Supplies
Jun 1, 2020	29389831	S S/DAY Oxygen	1.75	Paid	Materials & Services:EMS Operations:Supplies
Total Norco			63.52		
Norton by Symantec					
Jun 11, 2020	XXXX 4382	Renewal of Norton Security Deluxe for computers	99.99	Paid	Materials & Services:Professional Services:Computer Services
Total Norton by Symantec			99.99		
OFSOA					
Jun 1, 2020	Renewal of membership	Annual membership fee for 2020/2021 for Dana	40.00	Paid	Materials & Services:Administration:Memberships
Total OFSOA			40.00		
Oregon PERS					
Jun 1, 2020	PERS - EFT	Employer Contribution	(152.82)	Paid	Personnel Services:PERS
Jun 1, 2020	PERS - EFT	Employee Contributions, paid by Employer	(41.53)	Paid	Personnel Services:PERS
Jun 10, 2020	PERS - EFT	Employer contributions	4,378.02	Paid	Personnel Services:PERS
Jun 10, 2020	PERS - EFT	Employee contributions, paid by Employer	1,189.68	Paid	Personnel Services:PERS
Jun 18, 2020		Social Security charge	21.70	Paid	Personnel Services:PERS
Jun 25, 2020	PERS - EFT	Employer Contributions	4,167.17	Paid	Personnel Services:PERS
Jun 25, 2020	PERS - EFT	Employee Contributions, paid by Employer	1,132.38	Paid	Personnel Services:PERS
Total Oregon PERS			10,694.60		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Pacific Power					
Jun 1, 2020	24712171-001 3	Basic charges, Load size, Demand charges, Kilowatt usage	550.85	Paid	Materials & Services:Utilities:Electric
Jun 29, 2020	24712171-001 3	Basic Charges, Load size, Demand Charges, Kilowatt Usage	409.83	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			960.68		
Quill Corporation					
Jun 1, 2020	7255283	Ream of Legal Size Paper	14.73	Paid	Materials & Services:Administration:Supplies
Jun 1, 2020	7255283	Case of Letter Size Paper	55.05	Paid	Materials & Services:Administration:Supplies
Jun 9, 2020	7507980	Binder's, Index Tabs and 1/3 cut File Folders	73.12	Paid	Materials & Services:Administration:Supplies
Jun 22, 2020	7824747	Binders & Index tab for Student Orientation	49.53	Paid	Materials & Services:Administration:Supplies
Total Quill Corporation			192.43		
SeaWestern Fire Fighting Equipment					
Jun 18, 2020	INV6565	76 W Pro-Tech 8 Titan Pro Structural Pro Glove Short Cuff	164.00	Paid	Materials & Services:Fire Suppression:PPE
Jun 18, 2020	INV6565	82N Pro-Tech 8 Titan Pro Structural Pro Glove Short Cuff	164.00	Paid	Materials & Services:Fire Suppression:PPE
Jun 18, 2020	INV6565	Shipping	16.20	Paid	Materials & Services:Fire Suppression:PPE
Jun 22, 2020	PO-0194/INV 6539	Lion VersaPro Plus Extrication Turnouts - McPhilpott	819.01	Paid	Materials & Services:Fire Suppression:PPE
Jun 22, 2020	PO-0194/INV 6539	Shipping	32.10	Paid	Materials & Services:Fire Suppression:PPE
Jun 22, 2020	INV6538	Lion Pacific V-Force Structural Turnout	4,296.30	Paid	Materials & Services:Fire Suppression:PPE
Jun 22, 2020	INV6538	Shipping	49.95	Paid	Materials & Services:Fire Suppression:PPE
Jun 23, 2020	INV6605	HAIX Fire Hunter USA Boots 10M (for Chief Ward)	320.00	Paid	Materials & Services:Fire Suppression:PPE
Jun 23, 2020	INV6605	HAIX Fire Hunter USA Boots 10.5W(for Adam Wiley)	335.00	Paid	Materials & Services:Fire Suppression:PPE
Jun 23, 2020	INV6605	Shipping	24.60	Paid	Materials & Services:Fire Suppression:PPE
Jun 30, 2020	PO-0200/Invoice 6681	Lion Legend Structure helmet - Yellow	538.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Jun 30, 2020	PO-0200/Invoice 6681	Shipping	19.60	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Total SeaWestern Fire Fighting Equipment			6,778.76		
Solutions Yes					
Jun 23, 2020	INV240823	Black/White Copies	10.91	Paid	Materials & Services:Administration:Copier Expenses

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jun 23, 2020	INV240823	Color Copies	63.55	Paid	Materials & Services:Administration:Copier Expenses
Total Solutions Yes			74.46		
Special Districts Insurance Services					
Jun 8, 2020	03-0052514	July Health Premiums for Staff	9,924.15	Paid	Personnel Services:Employee Benefits:Health Insurance
Jun 8, 2020	03-0052514	July Dental Premiums for Staff	893.97	Paid	Personnel Services:Employee Benefits:Dental Insurance
Jun 8, 2020	03-0052514	July Long-Term Premiums for Staff	138.06	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			10,956.18		
Speer Hoyt, LLC					
Jun 8, 2020		Consult with Board President	47.00	Paid	Materials & Services:Professional Services:Legal
Jun 8, 2020		Review Collective Bargaining Agreement with Chief Ward, draft language	203.50	Paid	Materials & Services:Professional Services:Legal
Total Speer Hoyt, LLC			250.50		
Stamps.com					
Jun 17, 2020	XXXX 4382	Mo. Fee for Stamps.com	17.99	Paid	Materials & Services:Administration:Postage & Shipping
Jun 29, 2020	XXXX 4389	Purchase of Stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Total Stamps.com			67.99		
Terminix					
Jun 1, 2020	149177	Maintenance around building, spraying for ants, rodants, etc.	98.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Terminix			98.00		
Terrebonne Hardware					
Jun 11, 2020	XXXX 4382	Hardware for new ambulance	8.34	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Total Terrebonne Hardware			8.34		
The Fire Store					
Jun 16, 2020	XXXX 4382	Helmet shields for new helmets	219.96	Paid	Materials & Services:Fire Suppression:PPE
Jun 16, 2020	XXXX 4382	6' Hose for decon	100.00	Paid	Materials & Services:EMS Operations:Supplies
Jun 16, 2020	XXXX 4382	Shipping	19.99	Paid	Materials & Services:EMS Operations:Supplies
Jun 16, 2020	XXXX 4382	Replacement Lettering for 6' Shield Valor	13.77	Paid	Materials & Services:Fire Suppression:PPE
Jun 16, 2020	XXXX 4382	Shipping	8.99	Paid	Materials & Services:Fire Suppression:PPE
Total The Fire Store			362.71		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
The Printing Post					
Jun 30, 2020	XXXX 4382	Printing of Fire Med Membership Cards	70.39	Paid	Materials & Services:Department Services:FireMed Supplies
Total The Printing Post			70.39		
UPS					
Jun 25, 2020	XXXX 4382	Shipping charges for package	5.80	Paid	Materials & Services:Administration:Postage & Shipping
Total UPS			5.80		
US Bank Equipment Finance					
Jun 16, 2020	416214278 - EFT	Contract Payment for Copier	139.99	Paid	Materials & Services:Administration:Copier Expenses
Jun 16, 2020	416214278 - EFT	Property Damage Surcharge	24.40	Paid	Materials & Services:Administration:Copier Expenses
Total US Bank Equipment Finance			164.39		
Walmart					
Jun 24, 2020	XXXX 4382	Disposable Razors for EMS Supplies	7.52	Paid	Materials & Services:EMS Operations:Supplies
Jun 24, 2020	XXXX 4382	Janitorial Supplies for Building	26.02	Paid	Materials & Services:Building & Maintenance:Supplies
Total Walmart			33.54		
Washington Federal					
Jun 23, 2020	Interest on Bond Pmt	Interest Only on Bond Payment Due 7/1/2020	27,218.00	Paid	Debt Service:Bond Payment
Total Washington Federal			27,218.00		
Xero					
Jun 19, 2020	XXXX 4382	Mo. Fee for Accounting Platform	22.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Total Xero			22.50		
Your Care, LLC					
Jun 16, 2020	6009	Rapid Employment Drug Screen for Andrew D.	52.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter Physical for Andrew D.	300.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Respirator Questionnaire with Physical for Andrew D.	50.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter limited Lab Panel w/o PSA for Andrew D.	210.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Rapid Employment Drug Screen for Zachary Z.	52.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter Physical for Zachary Z.	300.00	Paid	Materials & Services:SAFER Grant Expenditures

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jun 16, 2020	6009	Respirator Questionnaire with Physical for Zachary Z.	50.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Hep B for intramuscular for Zachary Z.	85.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Preventative Immunization Admin 1st injection for Zachary Z.	25.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter limited Lab Panel w/o PSA	210.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Rapid Employment Drug Screen for Damion Hatch	52.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter Physical for Damion Hatch	300.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Respirator Questionnaire with Physical for Damion Hatch	50.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter limited Lab Panel w/o PSA for Damion Hatch	210.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Rapid Employment Drug Screen for Gregory Haner	52.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter Physical for Gregory Haner	300.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Respirator Questionnaire with Physical for Gregory Haner	50.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter limited Lab Panel w/o PSA for Gregory Haner	210.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Hep B for intramuscular use for Gregory Haner	85.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 16, 2020	6009	Firefighter Physical for Tom Fast	300.00	Paid	Materials & Services:Wellness Program
Jun 16, 2020	6009	Firefighter limited Lab Panel w/o PSA for Tom Fast	210.00	Paid	Materials & Services:Wellness Program
Jun 16, 2020	6009	Firefighter Physical for Harry Ward	300.00	Paid	Materials & Services:Wellness Program
Jun 16, 2020	6009	Firefighter limited Lab Panel w/ PSA	230.00	Paid	Materials & Services:Wellness Program
Total Your Care, LLC			3,683.00		
Zoll Medical Corporation					
Jun 22, 2020	PO-0201/ 3084595	Rainbow DCIP, Pediatric Reusable Sensor, SpO2/SpCO/SpMet	729.80	Paid	Materials & Services:EMS Operations:Supplies
Total Zoll Medical Corporation			729.80		
Total			78,985.30		

Mobile Deposit process

Dana receives checks from customers

Dana inputs in Zero the deposit amounts

Sean receives checks from Dana

Sean signs into the Bank app on the Tablet with his log in

Sean deposits checks on the Tablet APP

Sean then writes mobile Deposit on the back of the checks and initials checks

Sean then returns the checks back to Dana

Dana would attach deposited checks to the Bank statement each month

The board Treasurer

Would take the deposited amounts in Zero and cross check to the Bank statement which would also have a copy of the checks



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

DRAFT

ITEMS FOR SURPLUS

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: () Yes (X) No If no, complete all of the following fields:

Item Description	Model #	Serial/VIN #	Asset #	Current Value
1997 Freightliner Ambulance	FL60	1FV3GLCC9VH77256	517256	\$9,000.

2. Means of Disposal: Selling apparatus through brokerage firm.
3. Why are items being surplused? Aged equipment, no longer can use as we have received a new ambulance.

ACKNOWLEDGED BY: _____ Finance Manager/ Asst. Fire Chief, Sean Hartley _____ Date

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

APPROVED BY: _____ Fire Chief, Harry Ward _____ Date

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

Board President, Brad Pahl _____ Date

Board Secretary, Mark W. Wilson _____ Date

Attest, Administrative Assistant, Dana Schulke
I hereby certify the above items were disposed of by the means indicated above this ____ day of _____, 20____.



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

Greetings from Crooked River Ranch Rural Fire Protection District,
(AKA) Crooked River Ranch Fire & Rescue

Thank you for your interest on serving on the CRRF&R Board of Directors. Information in this packet will answer some of your questions concerning the position.

Within this packet you will find information about special districts, Crooked River Ranch Fire & Rescue specifically, what it means to be a board member, and how to serve on the board.

Next Steps:

- Review this packet
- Contact the Jefferson County Clerk's office. There address is 66 SE D Street, Suite C in Madras, OR 97760, 541-475-4451 and your contact will be Kate Zemke. She may also be reached at kate.zemke@co.jefferson.or.us
- Download a copy of the Elections Manual at <http://sos.oregon.gov/elections/Documents/county-city-district-candidates.pdf>

Thank you for your interest in serving on our board! If you have any questions, please don't hesitate to contact Fire Chief Harry Ward at harry.ward@crrfire.org, or 541-923-6776.

Sincerely,

CRRF&R Board of Directors



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

How do I Become a Board Member for Crooked River Ranch Fire & Rescue

Board members are elected by the voters of CRRF&R district. Currently we have two positions opening July 2021 that are filled by election.

If interested in running for a board position, you need to:

- Pay the appropriate filing fee to Jefferson County, through the County Clerk and file Form SEL 190 <http://sos.oregon.gov/elections/Documents/SEL190.pdf>.
- Submit your completed documentation and the filing fee to Jefferson County by **March 18, 2021**.

If a board position is open due to a director resigning, etc., the current board will appoint a member until elections are held. If interested in an appointment please contact a member of the current Fire Board.



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Crooked River Ranch Fire & Rescue Board Member Duties

Board members of Crooked River Ranch Fire & Rescue serves on a five-member board. The board is responsible for conducting the affairs of the district in compliance with Oregon Revised Statutes. The Board of Directors has the legislative authority and power to establish policies and procedures that are in the best interest of the residents it serves.

The board ensures that the district achieves its mission in an ethical, transparent, accountable, and prudent manner. Each board member is accountable for the functions described below. All of which are accomplished at board meetings and committee assignments through review of information, strategic planning, conversation, and decision making.

Together, the board makes decisions and sets policy for the district. Individually, board members do not have any power, other than acting with fellow board members to have an opportunity to have a positive impact on your community.

Board members also do the following:

- Attend the board meetings held on the third Thursday of the month (sometimes special meetings can be held to address specific issues)
- Review and adopt the annual budget
- Approve financial reports
- Set goals and evaluate progress towards those goals
- Ask voters to approve bond measures and local option levies for facilities and operations
- Hire and evaluate the Fire Chief
- Help set standards, controls, and policies that support sound risk management practices that are in place; e.g. safety and security, insurance, data controls, and personnel management practices
- Connect with the community



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Fire Chiefs Report – July 16, 2020

- ▶ The training building continues to take shape. We have already been using it for training by doing search and rescue exercises, as well as ladder work. The steel work should be completed this week. The decking for the top of two containers will be started next week. Once that is complete it will be on to pouring the concrete pads. We had a generous offer to help pay for some or all the cost for the concrete from the owner of Pioneer Construction and Restoration, “1-800-Board Up”. He was going to get back to me as to what he wanted to do. They were extremely impressed on how the building was put together and how it will enhance our skills as firefighters and rescue personnel. Last month Sunriver Fire came and looked at our building. They were interested in how the building was coming together and how they could do something similar at their training grounds.
- ▶ Our student academy is going very well, and the students are learning a lot. They have completed their wildland portion and are about 3 weeks into the structural fire part of the academy. Over the next three weeks they will be almost done with hose handling, firefighter self-rescue, ventilation and of course the most fun, live fire training. Several of our Volunteers have helped teach classes and it has been a real team effort to put this academy on.
- ▶ Drills are going well we are doing the best we can to stay within our COVID-19 protocols and keeping social distancing the best, we can. This week we had ODOT come out and do some training with Traffic Incident Management that can help us be as safe as we can on the roadways.

Respectively submitted,

Harry Ward, Fire Chief



CROOKED RIVER RANCH FIRE & RESCUE

Operations Report July, 2020

- Calls for service in June totaled 38. A breakdown of calls by month is below:

2019 Calls by Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1-Fire (Building, Wildland, Vehicle, etc.)	1	3	1	4	1	3						
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0	0						
3-Rescue & EMS	28	42	34	33	35	26						
4-Hazardous Condition (No Fire)	0	0	0	0	0	0						
5-Service Call	5	11	9	8	11	5						
6-Good Intent Call	5	9	5	4	4	2						
7-False Alarm & False Call	0	1	0	1	0	2						
8-Severe Weather & Natural Disaster	0	0	0	0	1	0						
9-Special/Other Incident	0	0	0	0	1	0						
Total Calls-To-Month End 2020	39	66	49	50	53	38	0	0	0	0	0	0
295												
<i>Total Calls-To-Month End 2019</i>	<i>38</i>	<i>51</i>	<i>49</i>	<i>36</i>	<i>60</i>	<i>45</i>	<i>51</i>	<i>64</i>	<i>45</i>	<i>43</i>	<i>48</i>	<i>48</i>

- Auto/Mutual Aid Given/Received

- Auto-Aid Given - 5
- Auto-Aid Received - 6
- Mutual-Aid Given - 7
- Mutual-Aid Received - 4

- Congratulations to Ethan Brown who accepted a career position with Umatilla Rural Fire District as a Firefighter/EMT.