



# 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](http://www.crrfire.org)

## **Notice of Board Meeting**

The Crooked River Ranch Rural Fire Protection District Board of Directors will hold a Board meeting on Thursday, October 20, 2022. The Board meeting will start at 6:30 pm and will be held at the fire station located at 6971 SW Shad Road, Terrebonne, Oregon. Virtual access to this meeting can found through the Zoom platform, by accessing our website, @ [www.crrfire.org/meetings](http://www.crrfire.org/meetings). The meeting is accessible to people with disabilities and will be recorded.

### **Board of Directors**

Kay Norberg, President, (Position 2)  
Mark W. Wilson, Vice President (Position 5)  
Barbara Oakley, Secretary (Position 4)  
Brad Pahl, Treasurer (Position 1)  
Jeff Green, Director (Position 3)

### **District Staff**

Acting in Capacity Fire Chief, Sean Hartley  
Admin. Assistant, Dana Schulke

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### **Board Meeting Agenda**

1. Call to Order – Director Norberg
  - 1.1 Pledge of Allegiance – Director Wilson
  - 1.2 Roll Call – Director Oakley
2. Review of Agenda – Director Norberg
3. Approval of Board Meeting & Board Workshop Minutes – Director Norberg
  - 3.1 Approval of Board Meeting minutes from September 15, 2022
  - 3.2 Approval of Board Workshop minutes from September 22, 2022
4. Financial Reports
  - 4.1 Acknowledge receipt and approval of the financial reports for September 2022 – Director Pahl
  - 4.2 Appointment of Board members to sign checks for Thursday, November 10th and Wednesday, November 23<sup>rd</sup>, 2022 – Director Norberg
5. Unfinished business (consideration, discussion, and possible action on the following items):
  - 5.1 Update on steering committee – AIC Fire Chief, Sean Hartley
  - 5.2 Update on CERT program - Linda Kay Widmer
  - 5.3 Discussion on Fire Chief Contract – Directors Pahl/Wilson
  - 5.4 Discussion/Approval on Resolution 2022-05 to accept unanticipated grant funds from the Assistance to Firefighter grant for Exhaust System in Bay – AIC Fire Chief, Sean Hartley
  - 5.5 Update on Building/Apparatus Building Heat – AIC Fire Chief, Sean Hartley

- 5.6 Discussion on Final Audit for 2021/2022 - AIC Fire Chief, Sean Heartley
- 6. New Business (consideration, discussion, and possible action on the following items):  
None
- 7. Fire Chief's Report - submitted by AIC Fire Chief, Sean Hartley in Board packet
- 8. Comment/Questions:
  - 8.1 Public input on the current agenda topics
  - 8.2 Public input on future agenda topics – (Please limit to one topic)
- 9. Correspondence/ Recognitions/ Good of the Order – Director Norberg
- 10. Adjournment – Director Norberg

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

September 15, 2022

**Board Meeting Minutes**

1. **Called to Order** by Director Norberg at 6:30pm. Roll call was done by Director Oakley and the following individuals were in attendance: Director's Norberg, Wilson, Oakley, Pahl and Green. Also in attendance was Fire Chief Harry Ward, Assistant Fire Chief Sean Hartley, Administrative Assistant Dana Schulke, and Captain David McDonald. Public in attendance were Joe Costigan, Kori Sarrett, William Burt, Linda Kay Widmer, Mike Dries and Tina Wilson.

2. **Review of Meeting Agenda Items** – Director Norberg stated that Executive Session (6.4) will be taken off the agenda. Chief Hartley stated that 6.2 can be tabled until the next meeting. Director Wilson stated he would like to add the topic of the OFDDA conference to replace the Executive Session, 6.4. Director Pahl stated that we should probably have a discussion on segregation of duties and add that as 4.3.

3. **Approval of the Board Meeting minutes from August 18, 2022, and Board Workshop Minutes from September 1, 2022**

**3.1 & 3.2:** The minutes from the Board Meeting and Board Workshop were reviewed by the Board. Director Wilson had emailed Dana with some minor spelling/grammar corrections on the Board Workshop minutes, they were corrected and revised in the Board packet showing on our website. Director Wilson made a motion to approve the Board meeting minutes and the Board Workshop minutes as amended. Director Pahl seconded the motion. All Board members were in favor by stating "Aye," motion carried, (5-0).

4. **Financial Reports -**

**4.1 Financial reports for August 2022** – Director Pahl stated the financials have been corrected from a small error caught by Director Wilson. Director Green made a motion to approve the financials as presented, Director Wilson seconded the motion. All Board members were in favor by stating "Aye." Motion was approved, (5-0).

**4.2 Appointment of Board members to sign checks** – It was decided that Director Pahl and Director Wilson will sign the checks on Monday, October 10th and Director Pahl and Director Green will sign checks on Wednesday, October 26th, 2022. Director Norberg will sign checks on behalf of Director Pahl since he will be assisting the District staff in some of the financial duties that are necessary for the segregation of duties.

**4.3 Segregation of Duties** - this was discussed by Kori under 5.1.

5. **Unfinished Business –**

**5.1 Discussion on Final 2021/2022 Audit by Kori Sarrett (Accuity, LLC)** – Kori stated that all went well when they were here doing the audit at the end of July. There were no issues. Our audit is not completed yet, as there is a LOSAP vesting schedule she is working on with Chief Hartley. She stated that they did not see any significant deficiencies this past year. The one issue prior to them coming was corrected, which was regarding the Ambulance Billing, but it was corrected by Chief Hartley, and all is good. Director Pahl

asked about the segregation of duties. Kori stated we are doing a good job right now with the Board being involved in overseeing the financials, etc. She stated the Treasurer of the Board should step in on a few duties until a Fire Chief is hired. There were several questions asked by the Board to Kori, in regard to staffing positions and processes. Director Pahl asked if we only had two administrative personnel what category would that put us in. She said the District would be under a "deficiency" which would be reported to the State. Chief Hartley stated the big piece of things we need to have the Board Treasurer do is the bank reconciliations, which actually can be any Board member who is available. A discussion ensued regarding the Board being involved in the day-to-day operations. There was no further discussion and Kori left the meeting. Director Norberg stated now that Director Pahl will be doing the Bank reconciliations, we will have to have someone else sign the checks for a while. She said she will sign them until further notice.

**5.2 Update on Steering Committee** – Chief Ward stated the committee will continue. He is hoping that Joe Costigan will take over as chair. He will speak with Chief Hartley before he leaves in regard to future planning. He feels the committee will have to focus on how to hire new personnel as the money will have to go towards this rather than everything else at the District.

**5.3 Update on CERT program** - Linda Kay Widmer stated they had their first monthly meeting in August with Sergeant Pond from Jefferson County Sherrif's office. This training consisted of learning when the CERT team would be deployed and how they would help the Sherrif's office. They are looking for a trainer from ODOT for October and this month's training will be on Cribbing. The CERT t-shirts are here and the straps for the hard hats are here as well. Pictures were taken at the August meeting for their CERT badges. Chief Hartley is working on adding CERT members to BRIX (which is a digital paging system for your cell phone). Interested residents who have already passed their background checks and interview with the Chief will be allowed to attend the monthly meetings, until an additional Basic training class can be scheduled. Many CERT members assisted in the Pancake breakfast and Chief Ward stated we have received a \$1,000 grant from the Office of Emergency Management for the CERT program.

## **6. New Business:**

**6.1 Discussion/Approval on Resolution 2022-04 to receive unanticipated revenue into the General Fund-** Chief Hartley stated we have had one volunteer member of the Oregon State Fire Marshal's Incident Command Team who went to the Juniper Flats fire, as well as another 10-day deployment at another fire. Volunteer Lieutenant Day went to another conflagration. So, we are getting funds from all these conflagrations from the State. Once we approve this resolution, we will be able to pay them. Director Pahl made a motion to approve Resolution 2022-04 to receive the unanticipated funds into our General Fund as presented, Director Wilson seconded the motion. All in favor stated "Aye," motion carried, (5-0).

**6.2 Discussion/Approval of Resolution 2022-05 to accept unanticipated grant funds from the Assistance to Firefighter grant for Exhaust System in Bay** - This topic was tabled until the next Board meeting. We have not received back all the proposals for the Exhaust System to do the Resolution.

**6.3 Appointment of interim Acting in Capacity (AIC) Chief for the District.** – The Board had discussed in their workshop having Chief Hartley be the AIC for the District. Director Green made a motion to nominate Chief Hartley as the AIC Fire Chief for the District, Director Wilson seconded that nomination/motion. All Board members in favor stated “Aye,” motion passed, (5-0). Director Green stated he feels the Board needs to post the Fire Chief position as soon as possible. Director Norberg stated they need to review the Fire Chief Job Description first before they post or do anything. Director Oakley stated the Board needs to discuss how they want to go about hiring a Fire Chief before they post the availability of the position, and they need to keep this process going. Director Green would like to have a Board Workshop next week to discuss how the Board will be proceeding. There was discussion on which dates to have the Board Workshop on. It was decided that Thursday, September 22<sup>nd</sup> will be the day of the Workshop @ 6:30 pm.

**6.4 Executive Session** – was taken off the agenda.

Added discussion on OFDDA Conference in November. Director Wilson stated the Oregon Fire District Directors Association is in Hood River on November 3<sup>rd</sup>-5<sup>th</sup>. He is questioning if they have to be there during the whole conference. He confirmed with Laurel at OFDDA that they can attend one day only if they want to. Director Wilson stated he will probably attend the 4<sup>th</sup> and 5<sup>th</sup> and get back to Dana to register if he will be going.

**7. Fire Chiefs Report** - Chief Ward had emailed his report out to the Board. He stated that at the Pancake Breakfast we had about three hundred guests attend. Total donations were \$3124 from guests, \$110 in Challenge Coins sold and we received a check from the Lion’s Club in the amount of \$3,000 earmarked for the Holiday events.

**8. Operations Report** - Chief Hartley stated we had some slow months for the summer, until we got to August which was busy. We assisted Redmond Fire on the Obsidian Fire. Director Pahl asked about Personnel status. Chief Ward stated that September 22<sup>nd</sup> is a busy day, as we are doing a skills assessment in the morning with the one candidate (for the 40-hour week position). Once we get them hired, then we will be going out for hiring a replacement for Captain Fast’s position and post that position. Director Pahl asked if we have a Community Service Volunteer Coordinator. Chief Ward stated “yes,” it is Dennis Senko. There was discussion on getting assistance from Energy Trust on the Exhaust System in the Bays.

**9. Comments/Questions:**

**9.1 Public input on the current agenda** – Joe Costigan, a retired Firefighter addressed the Board in regard to the topics on the agenda and future topics to be discussed. He thanked Chief Ward for his service and congratulated Chief Hartley for accepting the AIC position. He stated, we as a District, are facing unprecedented times in the next year. He stated that he has been on the budget committee for the District and said we are going to have a hard time finding qualified people for what we are paying. He understands that the wage scale is Union dictated. He addressed concerns about and examples of surrounding fire districts that are paying much higher salaries. He stated to the Board they need to address the money issue otherwise we will not get the qualified candidates we are looking for. He also addressed other options to hiring a Fire Chief and finding a good fit for the District. He suggested looking at unconventional ways to get a Fire Chief so that they can focus on getting extra money for personnel.

**9.2 Public input on future agenda topics** – none.

**10. Correspondence/Recognitions/Good of the order** - Director Norberg stated there was a nice thank you letter from a resident in their packets. Tina Wilson stated a "Thank You" from a resident whose husband passed away. Director Pahl asked about a date and time for an Exit Interview with Chief Ward. It will probably be Thursday, September 22<sup>nd</sup> by Director Norberg and Director Pahl. Captain McDonald asked a question about the next Workshop and if that will be enough time to discuss how to find a Fire Chief. He had concerns about not being asked his thoughts on the process, etc. The Board expressed they have to look at all different avenues and structure of the District and they will make sure they get every one's input prior to the next workshop. Chief Hartley stated that he thinks the workshop will require a lot of data for the Board to discuss different options for staffing, etc. The Board will be looking at all ideas from everyone in the District to figure out how to staff the District and increase salaries.

Dana stated that she will be at the OFSOA conference the first week of October, Tuesday through Friday.

**12. Adjournment** by Director Norberg at 8:04 pm.

Respectfully,  
Dana Schulke  
Administrative Assistant

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

Board Workshop Meeting  
September 22, 2022

A Board Workshop meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, September 22, 2022, at 6:30 pm, at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

### **Board Workshop Minutes**

**Flag Salute:** Director Wilson led the flag salute.

**Called to Order** by Director Norberg at 6:30 pm.

**Roll Call by Director Oakley:** Director's Norberg, Wilson, Oakley, Pahl and Green were present. Also present was Fire Chief Harry Ward (who arrived later), Assistant Fire Chief Sean Hartley, Administrative Assistant Dana Schulke. Captain David McDonald, Volunteer Adam Wiley and Frank Iovino arrived later due to a call they attended to. Public in attendance was Joe Costigan, William Burt, Mike Dries and Tina Wilson who arrived later.

**Discussion on the Fire Chief position for the District:** Director Norberg stated the Board has been meeting with several individuals, including employees. She stated that after speaking with everyone there are lots of things going on, mainly the District being short on money and short on staffing. Director Wilson stated he has spoken with Redmond Fire contacts and there is an option/idea of possibly utilizing them for calls and personnel. He would like to "throw out" the idea of using Western Fire Chief's Association for utilizing their hiring process due to having a "cap fee" which was \$6,000 and an additional fee of 20% of the annual salary of the Chief's wage if the Chief is hired for one year. He suggested to the Board that if we are not legally bound to go out for hiring a Fire Chief, he would like to appoint Chief Hartley as the full time Fire Chief of the District. He feels we would be stupid if we do not utilize his talents for the position. Director Wilson stated the Board should focus their efforts on getting response personnel for the District. Chief Hartley stated we have a conditional offer out to the one candidate who applied for the 40-hour a week position. Director Wilson stated we should look at other adjustments that the District can make to hire another Captain, once Captain Fast leaves.

Director Oakley stated that if the Board is looking at utilizing & considering Redmond Fire for staffing, etc., we should run this idea past the community of Crooked River Ranch. We are heading into our 5 – year Levy which would give us plenty of time to see what the Board can come up with to increase funding and find other options for staffing. This timeframe would give us an opportunity to speak to the residents as to what we are up against at the District. Director Wilson and Chief Hartley both indicated that in the future we might see a bigger umbrella of having all the fire districts under one District like what Tualatin Valley Fire & Rescue did a couple years ago, for Central Oregon. It was discussed that relying on students for response personnel will be few and far between in the future.

Director Norberg agreed with Director Oakley and Director Wilson as far as Chief Hartley be the full time Fire Chief for the District. She said she is greatly concerned about money and having the number of personnel we need to accommodate the number of calls we are getting.

A discussion ensued about having the position of an Assistant Fire Chief and if it is necessary. That current salary could be utilized towards other personnel and staffing. That decision would be up to Chief Hartley.

Director Norberg asked Captain McDonald to speak on his concerns on the District. Captain McDonald stated that our District needs at least two people per shift. As the years have progressed, we have had students and volunteers fill positions, however, some years things go well with utilizing the students and some years do not. He said the District needs a second career person to assist the Shift Captains on duty. Personnel wages are low compared to the surrounding fire districts. He said we are looking at \$900K for wages to include a 2<sup>nd</sup> career employee which is still below par compared to everyone else. He basically painted a picture for the Board as to what we are looking at financially. He tossed out what options the District would have considering our circumstances. There is no win-win situation for what we are in right now. Options for additional personnel were discussed between Director Wilson, Captain McDonald, and Chief Hartley. Part-time staffing was mentioned at \$25-\$30 an hour. The options discussed were stated as just "band aids" as we only get busier.

Tina Wilson stated Bend Fire was on the local news channel today. She stated that students are being hired away from the fire districts even before they graduate. There was discussion between the Board and staff about how fast students are landing jobs and how much the salaries are.

Resident, Joe Costigan threw out some "food for thought" for the Board. He said as a citizen, he wants people to show up at his door and he did not care who it was. He said if the Board is looking at hiring more people, he suggested a Paramedic because they hold more weight. Any position that the Board looks at adding on, there will be roll up costs involved which are huge, especially if they are married and have a family, (46%). He stated other Districts are paying considerably more than this District. He suggested looking outside the box and be open to consider all options. He suggested utilizing Part-time people as the roll up costs will not be so much. Joe stated that if the Board/Chief Hartley do not fill the Assistant Fire Chief position and put on an additional 40-hour a week FF/Paramedic, it would cost about \$48,000 a year which would save the District money. He also suggested looking at the current budget and see where we can squeeze out a little bit more money to add people.

Director Wilson stated that he foresees the District merging with another in the future. He does not want to see a company like AMR come in and take over. Chief Hartley stated that if we ask for more money, we have to have all our information/data ready to inform residents of what is truly going on, but at the same time we do not want to threaten them. Chief Ward stated that his plan while he was here, was to eliminate the Assistant Fire Chief position and get more people employed as "boots on the ground" employees to help with 2<sup>nd</sup> and 3<sup>rd</sup> out calls that we are getting. Discussion ensued about definitely having a 2 person, per shift plan.

Director Pahl asked if the Board was obligated to go out to find a Fire Chief position. Chief Hartley suggested they run everything by SDAO to make sure we follow all proper procedures. Director Pahl asked if Chief Hartley was ready and was able to step up as a full time Fire Chief for the District. Dana Schulke asked about the segregation of duties and who would be doing payroll if she was not around. Director Pahl stated that he and someone else needs to be on a negotiating committee, Director Wilson stepped up and stated he will assist Director Pahl in doing the negotiating. Director Norberg stated she would like



this to be taken care of before the next Board meeting. It was decided that October 3<sup>rd</sup> would be a good date to meet with Chief Hartley on negotiations.

The Board gave an assignment to Chief Hartley, such as reviewing different budget options to add the 2<sup>nd</sup> person on each shift and add an additional 40-hour week FF/Paramedic. Chief Ward suggested also looking at full time, part-time personnel, rather than just having them in the summer months.

Director Norberg stated that Director Oakley reminded her that no decisions should be made in the Workshop and Director Wilson stated none were made, only discussions. Director Norberg will check with SDAO on if the Board is obliged to go out and find a Fire Chief, or if they can just appoint Chief Hartley.

Chief Hartley reminded everyone that we are having a Farewell Party for Chief Ward on Thursday, September 29<sup>th</sup>, from 4:00 pm – 6:00 pm.

William Burt made a comment that he has worked with Chief Hartley over the past 4 or 5 years and has done a great job and foresees him to continue doing a great job.

Adjournment by Director Norberg at 7:27 pm.

Respectively submitted by:

Administrative Assistant, Dana Schulke

# Balance Sheet

Crooked River Ranch Fire & Rescue

As of September 30, 2022

Cash Basis

SEP 30, 2022

## Assets

### Current Assets

#### Cash and Cash Equivalents

Bond Fund	17,477.92
Capital Reserve Fund	328,119.51
Chase Business	16,781.65
Chase Payroll	8,886.43
Chase Savings	35,004.19
FIB - Checking	3,578.87
General Fund	11,828.33
Local Option Levy Fund	408,459.68
US Bank	211.77
<b>Total Cash and Cash Equivalents</b>	<b>830,348.35</b>

**Total Current Assets** 830,348.35

**Total Assets** 830,348.35

## Liabilities and Equity

### Liabilities

#### Current Liabilities

A. DELORTO	85.22
D. MCDONALD	778.03
D. SCHULKE	1,043.49
FIB - Credit Cards	130.55
H. WARD	2,747.44
Payroll Liabilities	(5,006.24)
Rounding2	0.08
S. HARTLEY	289.59
T. FAST	386.69
<b>Total Current Liabilities</b>	<b>454.85</b>

**Total Liabilities** 454.85

### Equity

Current Year Earnings	829,893.50
<b>Total Equity</b>	<b>829,893.50</b>

**Total Liabilities and Equity** 830,348.35

\* - \$11,372.50 of the money in the Business account is part of the \$50,000 transfer from the Capital Reserve Fund. This amount is for future purchases for the new 591 apparatus capital project but had not been spent at the end of September.

\$484,750.92  
 - \$ 454.85  
 \$484,296.07  
 - \$ 11,372.50  
 \$472,923.57

General Fund Net Income: \$472,923.57  
 Capital Reserve Fund Net Income: \$339,492.01



**Budget Variance**  
**Crooked River Ranch Fire & Rescue**  
**General Fund**  
 For the month ended 30 September 2022  
 Cash Basis

	Sept. Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
<b>Revenue</b>						
Ambulance Revenue	\$16,213.25	\$48,799.43	\$250,000.00	-\$201,200.57	-80.4802%	\$ 250,000.00
Beginning Fund Balance	\$0.00	\$665,067.68	\$510,000.00	\$155,067.68	30.4054%	\$ 510,000.00
Contractual Income	\$400.00	\$400.00	\$800.00	-\$400.00	-50.0%	\$ 800.00
Emergency Address Signs	\$25.00	\$100.00	\$500.00	-\$400.00	-80.0%	\$ 500.00
FireMed	\$1,035.00	\$3,375.00	\$13,500.00	-\$10,125.00	-75.0%	\$ 13,500.00
Grant Funds	-\$178.22	\$43,572.78	\$113,350.00	-\$69,777.22	-61.5591%	\$ 78,350.00
Interest	\$495.07	\$1,438.25	\$5,000.00	-\$3,561.75	-71.235%	\$ 5,000.00
Misc. Income	\$36.00	\$1,137.09	\$5,000.00	-\$3,862.91	-77.2582%	\$ 5,000.00
Previously Levied Taxes	\$2,260.06	\$8,179.68	\$25,000.00	-\$16,820.32	-67.2813%	\$ 25,000.00
Taxes Collected in Year Levied	\$15.11	\$573.82	\$1,027,982.00	-\$1,027,408.18	-99.9442%	\$ 1,027,982.00
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%	\$ 500.00
<b>Total Revenue</b>	<b>\$20,301.27</b>	<b>\$772,643.73</b>	<b>\$1,951,632.00</b>	<b>-\$1,178,988.27</b>	<b>-60.4%</b>	<b>\$ 1,916,632.00</b>
<b>Gross Profit</b>	<b>\$20,301.27</b>	<b>\$772,643.73</b>	<b>\$1,951,632.00</b>	<b>-\$1,178,988.27</b>	<b>-60.4104%</b>	
<b>Operating Expenses</b>						
Contingency	\$0.00	\$0.00	\$37,204.00	-\$37,204.00	-100.0%	\$ 37,204.00
Transfer Out	\$0.00	\$0.00	\$75,000.00	-\$75,000.00	-100.0%	\$ 75,000.00
<b>Debt Services</b>						
Debt Service:Apparatus Payment	\$0.00	\$0.00	\$27,046.00	-\$27,046.00	-100.0%	\$ 27,046.00
<b>Total Debt Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,046.00</b>	<b>-\$27,046.00</b>	<b>-100.0%</b>	<b>\$ 27,046.00</b>
<b>Materials &amp; Services</b>						
Administration	\$2,158.84	\$3,862.85	\$20,700.00	-\$16,837.15	-81.3389%	\$20,700.00
Building Maintenance & Supplies	\$1,092.40	\$1,350.15	\$35,000.00	-\$33,649.85	-96.1424%	\$35,000.00
CERT Program	\$0.00	\$2,109.67	\$5,000.00	-\$2,890.33	-57.8066%	\$5,000.00
Department Services	\$1,306.81	\$1,608.31	\$5,000.00	-\$3,391.69	-67.8338%	\$5,000.00
Dispatch Services	\$0.00	\$245.79	\$64,898.00	-\$64,652.21	-99.6213%	\$64,898.00
EMS Operations	\$827.45	\$4,510.23	\$45,000.00	-\$40,489.77	-89.9773%	\$45,000.00
Fire Operations	\$27.34	\$5,882.45	\$39,300.00	-\$33,417.55	-85.0319%	\$39,300.00
Fuel	\$1,959.02	\$5,801.90	\$15,000.00	-\$9,198.10	-61.3207%	\$15,000.00
Insurance	\$159.00	\$159.00	\$37,515.00	-\$37,356.00	-99.5762%	\$37,515.00
Prevention	\$0.00	\$0.00	\$2,000.00	-\$2,000.00	-100.0%	\$2,000.00
Professional Services	\$418.02	\$6,441.36	\$22,000.00	-\$15,558.64	-70.7211%	\$22,000.00
Radios/Communications	\$2,422.00	\$2,437.98	\$16,000.00	-\$13,562.02	-84.7626%	\$16,000.00
Rope Rescue Operations	-\$26.47	\$445.03	\$3,000.00	-\$2,554.97	-85.1657%	\$3,000.00
SAFER Grant Expenditures	\$1,134.20	\$1,888.40	\$41,850.00	-\$39,961.60	-95.4877%	\$41,850.00
Training	\$0.00	\$528.00	\$30,000.00	-\$29,472.00	-98.24%	\$30,000.00
Travel	\$247.50	\$247.50	\$5,000.00	-\$4,752.50	-95.05%	\$5,000.00
Tuition Reimbursement	\$0.00	\$0.00	\$31,500.00	-\$31,500.00	-100.0%	\$31,500.00
Uniforms	\$112.50	\$831.40	\$7,000.00	-\$6,168.60	-88.1229%	\$7,000.00
Utilities	\$1,823.59	\$4,616.60	\$29,000.00	-\$24,383.40	-84.0807%	\$29,000.00
Vehicle/Equipment Maintenance	\$3,324.09	\$5,172.58	\$35,000.00	-\$29,827.42	-85.2212%	\$35,000.00
Volunteer Incentive Program	\$0.00	\$1,320.00	\$22,600.00	-\$21,280.00	-94.1593%	\$22,600.00
Wellness Program	\$0.00	\$0.00	\$10,000.00	-\$10,000.00	-100.0%	\$10,000.00
<b>Total Materials &amp; Services</b>	<b>\$16,986.29</b>	<b>\$49,459.20</b>	<b>\$522,363.00</b>	<b>-\$472,903.80</b>	<b>-90.5%</b>	<b>\$522,363.00</b>

<b>Personnel Services</b>						
Administrative Assistant	\$3,470.76	\$9,747.66	\$41,045.00	-\$31,297.34	-76.2513%	\$41,045.00
Administrative Assistant O/T	\$125.96	\$476.93	\$2,798.00	-\$2,321.07	-82.9546%	\$2,798.00
Assistant Chief	\$5,375.58	\$16,024.62	\$68,229.00	-\$52,204.38	-76.5135%	\$68,229.00
Employee Benefits	\$12,461.88	\$37,835.64	\$213,589.00	-\$175,753.36	-82.2858%	\$213,589.00
Fire Chief	\$11,616.32	\$25,273.99	\$87,524.00	-\$62,250.01	-71.1234%	\$87,524.00
Firefighter/Paramedic OT, 40H	\$0.00	\$0.00	\$7,932.00	-\$7,932.00	-100.0%	\$7,932.00
Firefighter/Paramedic, 40-Hour	\$0.00	\$0.00	\$38,777.00	-\$38,777.00	-100.0%	\$38,777.00
Part-Time Personnel	\$6,988.25	\$26,631.72	\$68,840.00	-\$42,208.28	-61.3136%	\$33,840.00
Payroll Taxes	\$4,419.26	\$12,623.72	\$48,671.00	-\$36,047.28	-74.0632%	\$48,671.00
PERS	\$10,430.35	\$33,572.60	\$169,589.00	-\$136,016.40	-80.2036%	\$169,589.00
Shift Personnel Overtime	\$1,659.15	\$11,095.45	\$46,614.00	-\$35,518.55	-76.1972%	\$46,614.00
Shift Personnel Wages	\$15,385.59	\$45,681.41	\$192,121.00	-\$146,439.59	-76.2226%	\$192,121.00
Student Volunteer Stipends	\$0.00	\$540.00	\$7,290.00	-\$6,750.00	-92.5926%	\$7,290.00
Volunteer Conflag Reimb.	\$4,441.13	\$4,441.13	\$0.00	\$4,441.13		
Volunteer Stipends & Benefits	\$5,600.00	\$12,900.00	\$36,500.00	-\$23,600.00	-64.6575%	\$36,500.00
Workers Comp. & Group Acc Ins.	\$0.00	\$13,416.09	\$15,500.00	-\$2,083.91	-13.4446%	\$15,500.00
<b>Total Personnel Services</b>	<b>\$81,974.23</b>	<b>\$250,260.96</b>	<b>\$1,045,019.00</b>	<b>-\$794,758.04</b>	<b>-76.1%</b>	<b>\$1,010,019.00</b>
<b>Total Operating Expenses</b>	<b>\$98,960.52</b>	<b>\$299,720.16</b>	<b>\$1,706,632.00</b>	<b>-\$1,406,911.84</b>	<b>-82.4379%</b>	
<b>Net Income / (Loss) before Tax</b>	<b>-\$78,659.25</b>	<b>\$472,923.57</b>	<b>\$245,000.00</b>	<b>\$227,923.57</b>	<b>93.03%</b>	
<b>Net Income</b>	<b>-\$78,659.25</b>	<b>\$472,923.57</b>	<b>\$245,000.00</b>	<b>\$227,923.57</b>	<b>93.03%</b>	
<b>Total Comprehensive Income</b>	<b>-\$78,659.25</b>	<b>\$472,923.57</b>	<b>\$245,000.00</b>	<b>\$227,923.57</b>	<b>93.03%</b>	



**Budget Variance**  
**Crooked River Ranch Fire & Rescue**  
**Bond Fund**  
**For the month ended 30 September 2022**  
**Cash Basis**

	Sept. Actual	Budget	Budget	Var USD	Var %	<i>Original Budget</i>
<b>Revenue</b>						
Beginning Fund Balance	\$0.00	\$0.00	\$12,223.00	\$3,696.26	30.2402%	\$ 12,223.00
Interest	\$16.65	\$0.00	\$300.00	-\$267.03	-89.01%	\$ 300.00
Previously Levied Taxes	\$384.92	\$0.00	\$3,500.00	-\$2,071.36	-59.1817%	\$ 3,500.00
Taxes Collected in Year Levied	\$2.56	\$0.00	\$184,203.00	-\$184,105.95	-99.9473%	\$ 184,203.00
<b>Total Revenue</b>	<b>\$404.13</b>	<b>\$0.00</b>	<b>\$200,226.00</b>	<b>-\$182,748.08</b>	<b>-91.3%</b>	<b>\$ 200,226.00</b>
<b>Gross Profit</b>	<b>\$404.13</b>	<b>\$0.00</b>	<b>\$200,226.00</b>	<b>-\$182,748.08</b>	<b>-91.2709%</b>	
<b>Operating Expenses</b>						
<b>Debt Services</b>						
Debt Service: Bond Payment	\$0.00	\$0.00	\$181,562.00	-\$181,562.00	-100.0%	\$ 181,562.00
<b>Total Debt Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$181,562.00</b>	<b>-\$181,562.00</b>	<b>-100.0%</b>	<b>\$ 181,562.00</b>
<b>Total Operating Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$181,562.00</b>	<b>-\$181,562.00</b>	<b>-100.0%</b>	
<b>Net Income / (Loss) before Ta:</b>	<b>\$404.13</b>	<b>\$0.00</b>	<b>\$18,664.00</b>	<b>-\$1,186.08</b>	<b>-6.3549%</b>	
<b>Net Income</b>	<b>\$404.13</b>	<b>\$0.00</b>	<b>\$18,664.00</b>	<b>-\$1,186.08</b>	<b>-6.3549%</b>	
<b>Total Comprehensive Income</b>	<b>\$404.13</b>	<b>\$0.00</b>	<b>\$18,664.00</b>	<b>-\$1,186.08</b>	<b>-6.3549%</b>	



**Budget Variance**  
**Crooked River Ranch Fire & Rescue**  
**Capital Reserve Fund**  
 For the month ended 30 September 2022  
 Cash Basis

	Sept. Actual	YTD Actual	Budget	Var USD	Var %	<i>Original Budget</i>
<b>Revenue</b>						
Beginning Fund Balance	\$0.00	\$377,163.04	\$376,918.00	\$245.04	0.065%	\$ 376,918.00
Interest	\$362.12	\$956.47	\$2,750.00	-\$1,793.53	-65.2193%	\$ 2,750.00
Transfer In	\$0.00	\$0.00	\$75,000.00	-\$75,000.00	-100.0%	\$ 75,000.00
<b>Total Revenue</b>	<b>\$362.12</b>	<b>\$378,119.51</b>	<b>\$454,668.00</b>	<b>-\$76,548.49</b>	<b>-16.8%</b>	<b>\$ 454,668.00</b>
<hr/>						
<b>Gross Profit</b>	<b>\$362.12</b>	<b>\$378,119.51</b>	<b>\$454,668.00</b>	<b>-\$76,548.49</b>	<b>-16.8361%</b>	
<hr/>						
<b>Operating Expenses</b>						
Contingency	\$0.00	\$0.00	\$100,000.00	-\$100,000.00	-100.0%	\$ 100,000.00
<b>Capital Outlay</b>						
Capital Outlay & Grant Awards:App Purch.	\$1,750.00	\$38,627.50	\$60,000.00	-\$21,372.50	-35.6208%	\$ 60,000.00
Capital Outlay & Grant Awards:Build. Pur.	\$0.00	\$0.00	\$45,000.00	-\$45,000.00	-100.0%	\$ 45,000.00
<b>Total Capital Outlay</b>	<b>\$1,750.00</b>	<b>\$38,627.50</b>	<b>\$105,000.00</b>	<b>-\$66,372.50</b>	<b>-63.2%</b>	<b>\$ 105,000.00</b>
<hr/>						
<b>Total Operating Expenses</b>	<b>\$1,750.00</b>	<b>\$38,627.50</b>	<b>\$205,000.00</b>	<b>-\$166,372.50</b>	<b>-81.1573%</b>	
<hr/>						
<b>Net Income / (Loss) before Tax</b>	<b>-\$1,387.88</b>	<b>\$339,492.01</b>	<b>\$249,668.00</b>	<b>\$89,824.01</b>	<b>35.9774%</b>	
<hr/>						
<b>Net Income</b>	<b>-\$1,387.88</b>	<b>\$339,492.01</b>	<b>\$249,668.00</b>	<b>\$89,824.01</b>	<b>35.9774%</b>	
<hr/>						
<b>Total Comprehensive Income</b>	<b>-\$1,387.88</b>	<b>\$339,492.01</b>	<b>\$249,668.00</b>	<b>\$89,824.01</b>	<b>35.9774%</b>	

# Payable Invoice Detail

## Crooked River Ranch Fire & Rescue

For the period September 1, 2022 to September 30, 2022

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
<b>Aflac</b>					
Sep 19, 2022	EFT	Premiums from Staff	599.88	Paid	Payroll Liabilities
<b>Total Aflac</b>			<b>599.88</b>		
<b>AirMedCare Network - AirLink</b>					
Sep 1, 2022	5703-2022810	Annual Renewal of 21 memberships and 2 new memberships	1,170.00	Paid	Materials & Services:Administration:Memberships
<b>Total AirMedCare Network - AirLink</b>			<b>1,170.00</b>		
<b>BoundTree Medical, LLC</b>					
Sep 6, 2022	PO-0311	Magnesium Sulfate 50% 5gm, 10ml Vial	11.79	Paid	Materials & Services:EMS Operations:Supplies
<b>Total BoundTree Medical, LLC</b>			<b>11.79</b>		
<b>Burris Plumbing, LLC</b>					
Sep 21, 2022	2599	Service Call on Building: No Hot Water in Building - Found that 6 fuses were bad, along with fuse block was cracked/bad. Replacement parts were ordered. Replaced 6 fuses on 119 gal water heater and left 6 new ones on top of heater for future use. Labor	387.50	Paid	Materials & Services:Building & Maintenance:Maintenance
Sep 21, 2022	2599	Parts	381.00	Paid	Materials & Services:Building & Maintenance:Maintenance
<b>Total Burris Plumbing, LLC</b>			<b>768.50</b>		
<b>Carson Oil Company, Inc.</b>					
Sep 1, 2022	CP-00404707 - ACH	Fuel for all apparatus	1,131.77	Paid	Materials & Services:Fuel
Sep 19, 2022	CP-00408312 - EFT	Fuel for all apparatus	674.04	Paid	Materials & Services:Fuel
<b>Total Carson Oil Company, Inc.</b>			<b>1,805.81</b>		
<b>Crooked River Ranch Water Company</b>					
Sep 1, 2022	94	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
Sep 1, 2022	94	Water	128.62	Paid	Materials & Services:Utilities:Water
Sep 1, 2022	94	DCVA- Backflow testing	50.00	Paid	Materials & Services:Utilities:Water
<b>Total Crooked River Ranch Water Company</b>			<b>213.21</b>		
<b>Crooked River Sanitary</b>					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Sep 1, 2022	00014	Sanitation Services for July	70.94	Paid	Materials & Services:Utilities:Sanitation
<b>Total Crooked River Sanitary</b>			<b>70.94</b>		
<b>Dana Schulke</b>					
Sep 16, 2022	Mileage Reimbursement	Roundtrip Mileage Reimbursement for Travel to OFOSA Conference, October 4th - October 7th, Gleneden Beach, OR (396 miles) @ 62.5	247.50	Paid	Materials & Services:Travel
<b>Total Dana Schulke</b>			<b>247.50</b>		
<b>Deluxe</b>					
Sep 26, 2022	02052238637	Order for additional checks to pay invoices	227.50	Paid	Materials & Services:Administration:Supplies
<b>Total Deluxe</b>			<b>227.50</b>		
<b>HRA VEBA Trust</b>					
Sep 19, 2022	ACH	Contributions for staff	1,250.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
<b>Total HRA VEBA Trust</b>			<b>1,250.00</b>		
<b>IAFF 3650 - Redmond Firefighters Union</b>					
Sep 12, 2022	Union Dues - ACH	Union Dues from Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Sep 12, 2022	PAC Donations - ACH	PAC Donations from Staff	20.00	Paid	Payroll Liabilities
Sep 19, 2022	Union Dues - ACH	Union Dues from: Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Sep 19, 2022	PAC Donations - ACH	PAC donations from staff	16.00	Paid	Payroll Liabilities
<b>Total IAFF 3650 - Redmond Firefighters Union</b>			<b>240.00</b>		
<b>Les Schwab Tire Center - Redmond</b>					
Sep 19, 2022	901238452	4 new Tires, balancing, tire disposal and tire pressure monitoring system sensor adjustment on 590/51430.	1,523.87	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
<b>Total Les Schwab Tire Center - Redmond</b>			<b>1,523.87</b>		
<b>Nationwide Retirement Solutions</b>					
Sep 12, 2022	Deferred Comp - ACH	Deferred Comp contributions from Staff	230.00	Paid	Payroll Liabilities
Sep 19, 2022	Deferred Comp - EFT	Deferred Comp contributions from staff	230.00	Paid	Payroll Liabilities
<b>Total Nationwide Retirement Solutions</b>			<b>460.00</b>		
<b>Oregon PERS</b>					
Sep 6, 2022	PERS - EFT	Employer contributions	4,071.05	Paid	Personnel Services:PERS
Sep 6, 2022	PERS - EFT	Employee contributions, paid by Employer	1,030.71	Paid	Personnel Services:PERS
Sep 22, 2022	PERS - EFT	Employer contributions	4,056.66	Approved	Personnel Services:PERS



Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Sep 22, 2022	PERS - EFT	Employee contributions, paid by Employer	1,026.28	Approved	Personnel Services:PERS
<b>Total Oregon PERS</b>			<b>10,184.70</b>		
<b>Pacific Power</b>					
Sep 6, 2022	24712171-001 3	Basic Charges, Load size, Demand Charges, Taxes and Kilowatt usage	530.10	Paid	Materials & Services:Utilities:Electric
<b>Total Pacific Power</b>			<b>530.10</b>		
<b>Proline Fabrication Inc.</b>					
Sep 19, 2022	20104	17-21 Ford Front Bumper installed 4492 Black HAMM on new command truck.	1,750.00	Paid	Capital Outlay & Grant Awards:Apparatus Purchases
<b>Total Proline Fabrication Inc.</b>			<b>1,750.00</b>		
<b>SeaWestern Fire Fighting Equipment</b>					
Sep 1, 2022	ACH	Lion Legend Structure Helmet	700.00	Paid	Materials & Services:SAFER Grant Expenditures
Sep 1, 2022	ACH	Shipping	24.60	Paid	Materials & Services:SAFER Grant Expenditures
Sep 7, 2022	PO-0314 / INV 17668 - ACH	Haix Fire Hunter Extreme boots	390.00	Paid	Materials & Services:SAFER Grant Expenditures
Sep 7, 2022	PO-0314 / INV 17668 - ACH	Shipping	19.60	Paid	Materials & Services:SAFER Grant Expenditures
<b>Total SeaWestern Fire Fighting Equipment</b>			<b>1,134.20</b>		
<b>Solutions Yes</b>					
Sep 26, 2022	INV332976 - ACH	B/W Copies	6.77	Paid	Materials & Services:Administration:Copier Expenses
Sep 26, 2022	INV332976 - ACH	Color Copies	72.45	Paid	Materials & Services:Administration:Copier Expenses
<b>Total Solutions Yes</b>			<b>79.22</b>		
<b>Special Districts Insurance Services</b>					
Sep 6, 2022	03-0052514 / ACH	October Health Premium for staff	9,924.15	Paid	Personnel Services:Employee Benefits:Health Insurance
Sep 6, 2022	03-0052514 / ACH	October Dental Premium for staff	893.97	Paid	Personnel Services:Employee Benefits:Dental Insurance
Sep 6, 2022	03-0052514 / ACH	October Long-Term Premium for staff	143.76	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Sep 16, 2022	01-0052514	Addition of new command truck (liability/damage), credit on flood insurance premium and credit on sale of 5-ton auto liability	159.00	Paid	Materials & Services:Insurance
<b>Total Special Districts Insurance Services</b>			<b>11,120.88</b>		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
<b>Streamline</b>					
Sep 1, 2022	41F663CA-0022 - ACH	Mo. Fee for Website Use	100.00	Paid	Materials & Services:Professional Services:Computer Services
<b>Total Streamline</b>			<b>100.00</b>		
<b>Sureline Broadband</b>					
Sep 6, 2022	17833	Telephone and Internet Charges for 9/15 - 10/15/2022	599.00	Paid	Materials & Services:Utilities:Telecom munications
<b>Total Sureline Broadband</b>			<b>599.00</b>		
<b>Systems Design West</b>					
Sep 21, 2022	20221835	EMS Billing for August	800.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Sep 21, 2022	20221835	Postage	15.66	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
<b>Total Systems Design West</b>			<b>815.66</b>		
<b>TEC Equipment</b>					
Sep 16, 2022	502758P3S	Maintenance on 522: Fan Clutch was making noise intermittently. Removed Belts and checked all pulleys for binding an roughness. Found that alternator has quite a bit of up and down movement that could cause bearing seizure at times. Removed belts, removed alternator upper bracket, drained coolant. Removed fan wiring and bracket, removed alternator and water pump. Installed new water pump and seal, installed alternator. Installed new serpentine belt and installed fan wiring. Installed A/C belt and adjusted tension. Also checked for charging since alternator is different or read correct voltage. Labor	880.00	Paid	Materials & Services:Vehicle/Equipme nt Maintenance:510582
Sep 16, 2022	502758P3S	Parts	790.21	Paid	Materials & Services:Vehicle/Equipme nt Maintenance:510582
Sep 16, 2022	502758P3S	Misc. Charges	123.20	Paid	Materials & Services:Vehicle/Equipme nt Maintenance:510582

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Sep 16, 2022	502758P3S	Tax	6.81	Paid	Materials & Services:Vehicle/Equipment Maintenance:510582
<b>Total TEC Equipment</b>			<b>1,800.22</b>		
<b>Terminix</b>					
Sep 26, 2022		Quarterly Maintenance on Station for Rodents, Spiders, etc.	100.00	Paid	Materials & Services:Building & Maintenance:Maintenance
<b>Total Terminix</b>			<b>100.00</b>		
<b>US Bank Equipment Finance</b>					
Sep 16, 2022	481605061 - ACH	Contract payment for September	279.98	Paid	Materials & Services:Administration:Copier Expenses
<b>Total US Bank Equipment Finance</b>			<b>279.98</b>		
<b>Verizon Wireless</b>					
Sep 1, 2022	9914216675	Data usage for all Ipads (switched from Deschutes Co 911)	410.34	Paid	Materials & Services:Utilities:Telecommunications
<b>Total Verizon Wireless</b>			<b>410.34</b>		
<b>VISA - Chase</b>					
Sep 1, 2022	HD 318332675	Syrup for pancake breakfast	10.70	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	HD 318332438	Sausage for Pancake breakfast	123.00	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	HD 318332675	Tang Orange	31.80	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	XXXX	Lanyards for ID Badges	16.57	Paid	Materials & Services:Administration:Supplies
Sep 1, 2022	HD 318332829	Krusteaz pancake Mix	105.80	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	HD 318332829	Bar - Pak Stirrer straw	7.10	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	HD 318332829	Smuckers Sugar Free Syrup	11.80	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	HD 318332829	Folders Coffee	46.35	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	HD 318332829	Premier Roasters Ground Decaf	9.19	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	HD 318332829	Discounts	(22.42)	Paid	Materials & Services:Department Services:Events
Sep 1, 2022	HD 318332438	Credit Card surcharge	4.31	Paid	Materials & Services:Department Services:Events

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Sep 2, 2022	HD 320728013	Sausage for Pancake breakfast	297.05	Paid	Materials & Services:Department Services:Events
Sep 4, 2022	HD 319896645	Syrup for pancake breakfast	101.30	Paid	Materials & Services:Department Services:FireMed Supplies
Sep 12, 2022	HD 322266074	hot dogs for ring cutting training	5.18	Paid	Materials & Services:Department Services:Events
Sep 13, 2022	327146510 - Tool Box tools	Fire Truck Tool Box	34.34	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Sep 15, 2022	HD 323094203	Photo paper	9.96	Paid	Materials & Services:Administration:Supplies
Sep 15, 2022	XXXX	Mo. Fee for use of Stamps.com	17.99	Paid	Materials & Services:Administration:Postage & Shipping
Sep 16, 2022	1C8R7M8/P.O	Apple 10.9" iPad Air wifi+cellular 64gb	2,163.27	Paid	Materials & Services:Radios/Communications
Sep 16, 2022	1C8R7M8/P.O	Apple iPad Mini wifi, 6th generation 64gb	496.26	Paid	Materials & Services:Administration:Office Equipment
Sep 16, 2022	1C8R7M8/P.O	Shipping	36.79	Paid	Materials & Services:Radios/Communications
Sep 16, 2022	HD 323404436	Kitchen and Janitorial items for Station	85.22	Paid	Materials & Services:Building & Maintenance:Maintenance
Sep 17, 2022	HD 323969915	Cake for Swearing in Ceremony	69.97	Paid	Materials & Services:Department Services:Events
Sep 17, 2022	HD 324625741	Award certificate paper and frames	33.98	Paid	Materials & Services:Administration:Office Equipment
Sep 19, 2022	INV-4068051/ XXXX	Mo. Fee for Accounting platform	25.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Sep 19, 2022	113-8696037-2403426	More Frames for Evacuation Maps in building.	46.80	Paid	Materials & Services:Building & Maintenance:Maintenance
Sep 19, 2022	21-1415	Plaques for awards and recognitions.	162.00	Paid	Materials & Services:Department Services:Appreciation Dinner
Sep 20, 2022	XXXX	Charcuterie Display for Farewell Party for Harry	525.00	Paid	Materials & Services:Department Services:Events
Sep 20, 2022	113-4671609-1953807	Otter Box Cases for iPads to go in Ambulances.	221.94	Paid	Materials & Services:Radios/Communications
Sep 22, 2022	HD 325383564	Stretch Wrap for shipping	29.98	Paid	Materials & Services:Fire Operations
Sep 22, 2022	327146396 Helmet Shields	Helmet shields for students volunteers	178.22	Paid	SAFER Grant Revenue
Sep 22, 2022	HD 325383564	Stretch Wrap for shipping	29.98	Voided	Materials & Services:Building & Maintenance:Supplies

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Sep 24, 2022	60693	Uniform sweatshirts	112.50	Paid	Materials & Services:Uniforms
Sep 27, 2022	XXXX	PAYPAL Card Reader for new iPad	28.94	Approved	Materials & Services:Administration:Supplies
Sep 29, 2022	HD 327506459	Items needed for Chief Ward's Farewell party	40.11	Paid	Materials & Services:Department Services:Events
Sep 29, 2022	HD 327506816	Food for Chief Wards Farewell Party	84.94	Paid	Materials & Services:Department Services:Events
Sep 29, 2022	XXXX	Mo. Fee for Amazon Prime Membership	14.99	Paid	Materials & Services:Administration:Memberships
Sep 29, 2022	HD 327505988	Items needs for Farewell Party for Chief Ward	76.54	Paid	Materials & Services:Department Services:Events
Sep 30, 2022	HD 328674820	Simple Green	11.48	Paid	Materials & Services:Building & Maintenance:Supplies
<b>Total VISA - Chase</b>			<b>5,284.43</b>		
<b>Total</b>			<b>42,777.73</b>		

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

JEFFERSON AND DESCHUTES COUNTIES, OREGON

In the matter of: Receiving unanticipated revenue to the General Fund of Crooked River Ranch Rural Fire Protection District      **RESOLUTION:**      2022-05

**WHEREAS**, Oregon Budget Law, under ORS 294.326(2), provides that money from unforeseen grants, gifts, bequests or devises that have been transferred to a municipal corporation in trust for a specific purpose may be lawfully expended after enactment of an appropriate resolution;

**WHEREAS**, Crooked River Ranch Rural Fire Protection District has received a FEMA Assistance to Firefighters Grant (AFG) in the amount of \$95,239 and;

**WHEREAS**, Oregon Budget Law, under ORS 294.326(2) allows Crooked River Ranch Rural Fire Protection District to spend the unforeseen money,

**THEREFORE, BE IT RESOLVED** by the Board of Directors of Crooked River Ranch Rural Fire Protection District, Oregon recognizes the additional revenue and appropriates the funds as follows:

<b>Capital Reserve Fund Resources</b>	<b>Budget Appropriation</b>	<b>Increase/ (Decrease)</b>	<b>Budget Adjusted</b>
Grant Funds	\$0	\$95,239	\$95,239
<b>Appropriations</b>			
Reserved for Future Exp.	\$100,000	\$(15,000)	\$ 85,000
Capital Outlay:Building Pu	\$ 45,000	\$110,239	\$155,239

**INTRODUCED and ADOPTED** Thursday, October 20, 2022

**ATTEST:**

**CROOKED RIVER RANCH  
RURAL FIRE PROTECTION DISTRICT**

By: \_\_\_\_\_  
Brad Pahl, Board Director

By: \_\_\_\_\_  
Kay Norberg, Board Director

By: \_\_\_\_\_  
Jeff Green, Board Director

By: \_\_\_\_\_  
Mark W. Wilson, Board Director

By: \_\_\_\_\_  
Barbara Oakley, Board Director



# CROOKED RIVER RANCH FIRE & RESCUE

## Fire Chief's Report October, 2022

- Calls for service in September 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.)	0	0	2	1	2	1	5	4	2			17
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0	0	0	0	0			0
3-Rescue & EMS	31	38	43	27	41	31	33	50	38			332
4-Hazardous Condition (No Fire)	0	0	0	1	1	0	1	0	1			4
5-Service Call	2	8	2	3	1	8	3	6	6			39
6-Good Intent Call	6	5	3	4	6	4	2	4	4			38
7-False Alarm & False Call	2	0	0	2	0	1	0	1	3			9
8-Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0			0
9-Special/Other Incident	0	0	0	0	0	0	0	0	0			0
	<b>41</b>	<b>51</b>	<b>50</b>	<b>38</b>	<b>51</b>	<b>45</b>	<b>44</b>	<b>65</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Calls-To-Month End 2022</b>												
<b>439</b>												
<i>Total Calls-To-Month End 2021</i>	<i>39</i>	<i>52</i>	<i>55</i>	<i>61</i>	<i>57</i>	<i>62</i>	<i>64</i>	<i>50</i>	<i>41</i>	<i>59</i>	<i>45</i>	<i>42</i>

- Auto/Mutual Aid Given/Received (year-to-date)

- Auto-Aid Given – 2  
Auto-Aid Received – 3  
Mutual-Aid Given – 14  
Mutual-Aid Received – 12

- Annual pump testing has been completed on 521, 531, and 532. During 522's pump tests the truck overheated. It was discovered the fan was not engaging when the engine temperature increased. It was taken to TEC Equipment in Redmond. The fan clutch was faulty and replaced. Its pump test will be rescheduled.

- We have applied for the SDIS Safety & Security Grant to add additional security cameras to our current system. This grant has a 50/50 match requirement if it is awarded to us.
- The new 591 has the new bumper installed and has had the graphics applied. We are waiting for the canopy, bed boxes, and slide to arrive from All American Truck/SUV center. We are talking with Day Wireless, who will install radios, lights, sirens, etc. about doing that work prior to receiving the items from All American.
- The Oregon State Fire Marshal's Office and Oregon Department of Forestry held an Assessing Structure Ignition Potential (ASIP) class here at the fire station. We had two Community Service Volunteers attend and they will now be going out on lot assessments with our other assessors to build knowledge and training. This class was also open to the public and was well attended.
- The Captain/Paramedic position has been advertised. We have received interest already but no applications. The application period is open until November 9<sup>th</sup>. The assessment center and interviews will occur shortly after that.
- Per the Board's request, I have put together a project tracking document. This document provides a snapshot of current and on-going projects. It will be available for the Board members to view after the Board meeting.
- Defensible Space Grants (year-to-date)
  - Total applications received: 34
  - Applications in process: 13
  - Applications completed/paid: 21
- Fire Med Memberships report (month-to-date):
  - Memberships renewed: 20
  - New memberships: 0
  - Non-renewals: 1
  - Total for the year: 294

Respectfully submitted,

Sean Hartley  
Acting Fire Chief



A Very Special  
thank  
you



CPR  
EMT'S & Chaplains,

...with  
sincere

appreciation.  
It is with great sadness  
that we inform you that  
Shirley passed away. We  
cannot thank you enough  
for your fast response to  
her house and for the  
care you gave to her on  
the way to the hospital.

Thank you to the Chaplain  
for your support and for  
staying with us during  
our difficult time.

Sincerely, The Hanken Family