



CROOKED RIVER RANCH FIRE & RESCUE

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

Notice of Board Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors will hold a Board meeting on Thursday, July 20, 2023. The Board meeting will start at 6:30 pm and will be held at the fire station, which is located at 6971 SW Shad Road, Terrebonne, Oregon. Virtual access to this meeting can be found through the Zoom platform, by accessing our website, @ www.crrfire.org/meetings. The meeting is accessible to people with disabilities and will be recorded. Requests for other accommodations should be made to Crooked River Ranch Fire & Rescue at 541-923-6776 at least 48 hours before the meeting.

Board of Directors

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

District Staff

Fire Chief, Sean Hartley
Admin. Assistant, Dana Schulke

Board Meeting Agenda

1. Call to Order – Director Palmer
 - 1.1 Flag Salute – Director Gayheart
 - 1.2 Roll Call – Director Costigan
2. Review of Agenda – Director Palmer
3. Approval of Board Meeting & Workshop minutes – Director Palmer
 - 3.1 Approval of Board Meeting minutes from June 15, 2023
 - 3.2 Approval of Board Workshop minutes from July 11, 2023
4. Financial Reports
 - 4.1 Acknowledge receipt and approval of the financial reports for June 2023
– Director Pahl
 - 4.2 Appointment of Board members to sign checks for Thursday, August 10th and Monday, August 28th, 2023 – Director Palmer
5. Unfinished business (consideration, discussion, and possible action on the following items):
 - 5.1 Discussion on upcoming Levy – Fire Chief, Hartley
 - 5.2 Civil Service Commission update/date of meeting, etc. – Fire Chief, Sean Hartley
6. New Business (consideration, discussion, and possible action on the following items):
 - 6.1 Discussion on Board Meeting times/days– Director Palmer
 - 6.2 Discussion on Board Director compensation/reimbursement – Director Palmer
 - 6.3 Discussion on new Board members attending SDAO Regional Board training,
@ Eagle Crest on August 15th – Director Palmer
7. Fire Chief's Report - submitted by Fire Chief, Sean Hartley in Board packet

8. Update on CERT program – Linda Kay Widmer
9. Comment/Questions:
 - 9.1 Public input on the current agenda topics
 - 9.2 Public input on future agenda topics – (Please limit to one topic)
10. Correspondence/ Recognitions/ Good of the Order – Director Palmer
11. Adjournment – Director Palmer

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

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

June 15, 2023

A Joint Public Hearing and Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, June 15, 2023, at 6:00 pm, at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon. The Public Budget Hearing started at 6:00 pm with the Board Meeting immediately following the hearing.

Public Budget Hearing Minutes

1. Called to Order by Director Norberg at 6:00 pm. The flag salute was led by Director Pahl. Roll call was taken by Director Oakley and the following were in attendance: Director Norberg, Director Pahl, and Director Oakley. Director Green was excused from the meeting, and Director Wilson was due to arrive shortly. Also in attendance were Fire Chief Sean Hartley, Administrative Assistant Dana Schulke, Captain Alysha Delorto. Members of the public in attendance were Joe Costigan, Cole Gayheart, David Palmer, Bill Burt, Vicki Burt, and Kate Zemke (Jefferson County Clerk).

2. Presentation of the 2023/2024 Budget – Fire Chief Sean Hartley presented the budget as approved by the Budget Committee, noting the change of unanticipated revenue from the Oregon State Fire Marshal’s Office for the Staffing Capacity Grant, which added \$361,499.00 to the budget. The remainder of the budget is unchanged. Highlighted figures were noted in the budget that was in the Board packet with the increased changes.

3. Comments from the Public – Mr. Gayheart asked about a news report indicating additional State money that was possibly going to be made available to rural fire districts to obtain new equipment. Chief Hartley responded that he was unaware of any further funding, but he noted that the District had been awarded the Engine Program Grant for a Type 3 Wild Land Fire Engine, as well as the Staffing Capacity Grant and the \$35,000 Seasonal Staffing Grant. There was no further questions or comments from the public.

4. Discussion/action of BOD – none

5. Adjournment – Director Norberg ended the Budget Hearing at 6:05 pm.

Board Meeting Minutes

1. Called to Order at 6:05 pm. Roll call was taken by Director Oakley and the following individuals were in attendance: Directors Norberg, Pahl, and Oakley. Director Green was excused from the meeting, and Director Wilson was to arrive shortly. Also in attendance were Fire Chief Sean Hartley, Administrative Assistant Dana Schulke, and Captain Alysha Delorto. Members of the public in attendance were Bill Burt, Vicki Burt, Joe Costigan, David Palmer, Cole Gayheart, and Kate Zemke, Jefferson County Clerk. At this time, Director Pahl suggested that some of the agenda items be bumped up to accommodate some members of the public.

2. Swearing in of new board directors - Kate Zemke, Jefferson County Clerk, administered the oath of office to Directors-elect David Palmer (Position 3), Joseph Costigan (Position 4), and Cole Gayheart (Position 5). The new directors signed all pertinent paperwork, and Ms. Zemke exited the meeting.

3. Review of Meeting Agenda Items – item numbers were moved around to accommodate the swearing in of new Board members at the beginning of the meeting.

4. Approval of the Board meeting minutes from May 18, 2023.

4.1 The minutes were reviewed by the Board, and they had no corrections. Director Pahl made a motion to approve the minutes as presented. Director Oakley seconded the motion. All voted aye; motion carried (3-0).

5. Financial Reports -

5.1 Financial reports for May 2023 – The financials were in the Board packet. Director Pahl reported ending net income of \$1,295,565.90. Director Pahl made a motion to approve the financial report as presented. Director Oakley seconded the motion. All voted aye; motion carried (3-0).

5.2 Appointment of Board members to sign checks – It was decided that Director Norberg and Director Palmer will sign the checks on Monday, July 10th and Director Norberg and Director Costigan will sign checks on Tuesday, July 25th, 2023.

6. Unfinished Business –

6.1 Update on Steering Committee – Chief Hartley reported that the Committee has been working on the levy amount and data. Information based on a 5-year projection at various rates was included in the packets. The committee is asking the Board to review this information and provide input to enable the committee to make a more informed decision about setting the levy rate. It was noted that this levy will be on the ballot in November 2023 and implemented in July 2024. At this time, Director Wilson entered at 6:25 pm. Chief Hartley clarified some of the budget numbers and how they relate to historical spending. He will continue to work on making the figures more accurately reflect those spending patterns. There was concern voiced about the difficulty of raising the rate in the current economic environment, but the consensus was that some raise was going to be necessary. Questions and concerns of Directors will be submitted to Chief Hartley, and this discussion will continue at the July Board meeting. At this time, Peggy and Jason Gayheart entered the meeting.

6.2 Review of Civil Service Commission – Four applications for this commission were reviewed by the Board. Clarification was provided about eligibility of community volunteers for the commission. Director Pahl made a motion to appoint Richard Hoffmann, Debbie Miles, and Vicki Burt to the Civil Service Commission. All in favor voted aye (3); all opposed voted no (1); motion carried.

7. New Business:

7.1 - Nominations of Board Officers for 2023/2024 term – Kay Norberg was nominated for Board President by Director Pahl. Director Norberg accepted the nomination, and all Board members voted aye (4-0). David Palmer was nominated for Board Vice President by Director Norberg. Director Palmer accepted the nomination, and all Board members voted aye (4-0). Director Pahl volunteered to continue as Treasurer, and all Board

members voted aye (4-0). Director Costigan volunteered to serve as Secretary, and all Board members voted aye (4-0). These positions will take effect as of July 1, 2023.

7.2 - Discussion/Approval of Resolution 2023-02 Adopting the Budget for 2023/2024 Fiscal Year – Director Norberg asked if there was any discussion regarding the Resolution; there was none. Director Norberg read the Resolution and asked for a motion. There were a couple corrections that Chief Hartley spotted on the Resolution and Dana was able to correct them before signatures took place. Director Pahl made a motion to approve Resolution 2023-02 to adopt the 2023/2024 fiscal budget as corrected. Director Norberg seconded the motion. All voted aye; motion carried (4-0).

8. Fire Chief Report - His report was in the Board packet. Chief Hartley reported that the 300-call mark for the year has been passed. There were 51 calls in May. The District had their first wild land fire activation to assist in Warm Springs. Two new employees start the Fire Academy on June 19th, along with four new student volunteers from Central Oregon Community College. Also starting on the 19th are the seasonal part-timers. Lot assessments have slowed down slightly. Jefferson County Commissioners have approved an amendment to the Title 3 funds, making an additional \$4,500 available for Crooked River Ranch only. Fire Med numbers remain the same. Prep work is being done ahead of next year's budget for our Library Dorm conversion. Director Pahl welcomed new Board directors, voicing appreciation for their willingness to serve the community. He also recognized Directors Green, Wilson, and Oakley for their service on the Board.

9. Executive Session - The Board entered executive session at 7:15 pm to do the Fire Chief's Review. Regular meeting resumed at 7:43 pm.

10. Comments/Questions:

9.1 Public input on the current agenda - none

9.2 Public input on future agenda topics - none

10. Correspondence/Recognitions/Good of the order - Director Wilson stated he has heard there was information from SDAO regarding a Narcan grant, which he feels we should not apply for it. Chief Hartley stated he is aware of this grant opportunity, and we do not see enough overdose patients to warrant applying for this Narcan grant. He has already discussed this with Captain Delorto and our District will not be applying for it. He clarified that it is available through the Oregon Health Authority and not SDAO.

12. Adjournment by Director Norberg at 7:47 pm.

Respectfully,
Dana Schulke
Administrative Assistant

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

Board Workshop Meeting
July 11, 2023

A Board Workshop meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Tuesday, July 11th, 2023, 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

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

Flag Salute: Director Palmer led the flag salute.

Roll Call by Director Costigan: Directors Norberg, Palmer, Costigan, Pahl and Gayheart were present. Also present was Fire Chief Sean Hartley, Administrative Assistant Dana Schulke, Captain Alysha Delorto (who left on a call, and then returned to the meeting), Firefighter Elizabeth Ramirez and Paramedic Laura Waldron. The public in attendance was Peggy Gayheart, special guest speaker, Jeff Griffin and Barbara Oakley attended via the Zoom platform.

Presentation from Jeff Griffin – Jeff Griffin (owner of WHA Insurance), stated he was speaking on behalf of the Oregon Fire Chief's Association for this presentation. There was some audio issues at the beginning of the presentation through the Zoom platform. Jeff stated that what he is seeing in today's world in regard to the fire service and in general is not what he saw many years ago. There is lots of anger in the world today and a lot of it has to do with the COVID-19 pandemic. His biggest concern today is civilian interaction with Fire/Ems personnel in regard to lawsuits, claims, etc. He spoke about civilian arguments, supply chain issues and needing to plan for the future as everything is uncertain in today's world. He stated we have a great culture here in our District and was happy to see such clean turnouts and apparatus in our Bay.

The purpose of today's presentation was to review with the new Board members the laws and responsibilities of being an elected official. He indicated that the Board has three main duties. One is to hire a competent Fire Chief and maintain all policies and practices for the District. He discussed and reviewed with everyone the red flags in protected classes, civil rights, public employee rights and benefits, government ethics/morals, contracts, budgets, audits/finances, workers compensation and discussing District business in social activities, etc. He reviewed with the Board their responsibilities as to setting a direction for the District, ensuring necessary resources, and providing oversight. He stated that the Board must engage in strategic thinking and planning, set a mission, vision and values for the future and approve operation and annual plans. He spoke about the Board having the duty of loyalty to the District and staying faithful to the District's mission and values. He stated there will be times when Board members will get pulled

in many directions from residents and others and the Board needs to have Trustworthiness, Respect, Responsibility, Fairness and to be Caring and have Citizenship. Jeff ended his presentation thanking everyone for letting him come out to our District and speak and is looking forward to coming out again to speak to our staff and volunteers about firefighter safety.

Discussion on Board meeting times, compensation/reimbursement, and Board member training on August 15th - at this time Director Norberg mentioned these topics for every Board member to think about and these topics will be discussed at the Board meeting next week.

Adjournment by Director Norberg at 7:47 pm.

Respectively submitted by:

Administrative Assistant, Dana Schulke

Balance Sheet

Crooked River Ranch Fire & Rescue

As of June 30, 2023

Cash Basis

Account	Jun 30, 2023
Assets	
Current Assets	
Cash and Cash Equivalents	
Bond Fund	13,629.18
Capital Reserve Fund	396,669.29
Chase Business	58,400.84
Chase Payroll	4,760.23
Chase Savings	396,531.18
General Fund	213,757.93
Local Option Levy Fund	617,318.25
Total Cash and Cash Equivalents	1,701,066.90
Total Current Assets	1,701,066.90
Total Assets	1,701,066.90
Liabilities and Equity	
Liabilities	
Current Liabilities	
A. DELORTO	550.09
A. WILEY	445.35
D. MCDONALD	713.88
D. SCHULKE	798.88
S. HARTLEY	(2,443.21)
Payroll Liabilities	(6,821.11)
FIB - Credit Cards	130.55
FIB - Checking	1,492.91
Total Current Liabilities	(5,132.66)
Total Liabilities	(5,132.66)
Equity	
Current Year Earnings	1,706,199.56
Total Equity	1,706,199.56
Total Liabilities and Equity	1,701,066.90
	1,290,768.43
	(5,132.66)
General Fund Net Income	1,295,901.09

Budget Variance

Crooked River Ranch Fire & Rescue

For the year ended June 30, 2023

Cash Basis

Fund Name is General Fund.

Account	Jun 2023	2023 YTD	2023 General Fund Budget	Variance	Variance %
Revenue					
Ambulance Revenue	37,904.67	331,298.48	250,000.00	81,298.48	32.52%
Beginning Fund Balance	0.00	665,067.68	510,000.00	155,067.68	30.41%
Conflagration Revenue	0.00	22,278.98	21,256.00	1,022.98	4.81%
Contractual Income	0.00	400.00	800.00	(400.00)	-50.00%
Emergency Address Signs	25.00	350.00	500.00	(150.00)	-30.00%
FireMed	1,305.00	13,275.00	13,500.00	(225.00)	-1.67%
Grant Funds	61,389.31	487,061.09	113,350.00	373,711.09	329.70%
Interest	2,025.87	16,856.96	5,000.00	11,856.96	237.14%
Misc. Income	3,055.00	12,252.11	5,000.00	7,252.11	145.04%
Previously Levied Taxes	1,442.86	21,239.66	25,000.00	(3,760.34)	-15.04%
Taxes Collected in Year Levied	5,753.49	1,073,914.50	1,027,982.00	45,932.50	4.47%
Training Income	0.00	140.00	500.00	(360.00)	-72.00%
Total Revenue	112,901.20	2,644,134.46	1,972,888.00	671,246.46	34.02%
Gross Profit	112,901.20	2,644,134.46	1,972,888.00	671,246.46	34.02%
Operating Expenses					
Debt Service:Apparatus Payment	0.00	27,045.17	27,046.00	(0.83)	0.00%
Debt Services & Contingency:Contingency	0.00	0.00	37,204.00	(37,204.00)	-100.00%
General Fund, Transfer Out	0.00	75,000.00	75,000.00	0.00	0.00%
Materials & Services					
Administration	690.19	19,076.91	20,700.00	(1,623.09)	-7.84%
Building Maintenance & Supplies	5,390.13	28,336.09	35,000.00	(6,663.91)	-19.04%
CERT Program	0.00	2,498.16	5,000.00	(2,501.84)	-50.04%
Department Services	109.96	4,947.70	5,000.00	(52.30)	-1.05%
Dispatch	0.00	67,645.74	64,898.00	2,747.74	4.23%
EMS Operations	8,979.03	46,847.27	45,000.00	1,847.27	4.11%
Fire Operations	7,159.19	42,221.30	39,300.00	2,921.30	7.43%
Fuel	1,628.21	18,089.57	15,000.00	3,089.57	20.60%
Insurance	0.00	34,240.00	37,515.00	(3,275.00)	-8.73%
Prevention	0.00	186.00	2,000.00	(1,814.00)	-90.70%
Professional Services	3,126.38	18,706.17	22,000.00	(3,293.83)	-14.97%
Radios & Communications	0.00	12,546.09	16,000.00	(3,453.91)	-21.59%
Rope Rescue Operations	0.00	2,583.53	3,000.00	(416.47)	-13.88%
SAFER Grant Expenditures	13,971.52	29,195.13	41,850.00	(12,654.87)	-30.24%
Training	192.23	10,186.43	30,000.00	(19,813.57)	-66.05%
Travel	0.00	1,959.78	5,000.00	(3,040.22)	-60.80%
Tuition Reimbursement	5,381.20	19,151.81	31,500.00	(12,348.19)	-39.20%
Uniforms	36.00	7,214.75	7,000.00	214.75	3.07%
Utilities	1,452.86	33,003.66	29,000.00	4,003.66	13.81%
Vehicle/Equipment Maintenance	2,167.12	30,001.65	35,000.00	(4,998.35)	-14.28%
Volunteer Incentive Program	0.00	15,400.00	22,600.00	(7,200.00)	-31.86%
Wellness Program	3,122.10	3,703.55	10,000.00	(6,296.45)	-62.96%
Total Materials & Services	53,406.12	447,741.29	522,363.00	(74,621.71)	-14.29%
Personnel Services					
Administrative Assistant	3,545.40	41,803.27	41,045.00	758.27	1.85%
Administrative Assistant Overtime	76.98	1,176.72	2,798.00	(1,621.28)	-57.94%
Assistant Chief	0.00	30,074.13	68,229.00	(38,154.87)	-55.92%
Employee Benefits	9,751.67	141,521.73	213,589.00	(72,067.27)	-33.74%

Fire Chief	6,458.34	66,439.22	87,524.00	(21,084.78)	-24.09%
Firefighter/Paramedic OT, 40 Hour	0.00	0.00	7,932.00	(7,932.00)	-100.00%
Firefighter/Paramedic, 40-Hour	0.00	823.35	38,777.00	(37,953.65)	-97.88%
Part-Time Personnel	3,330.00	59,482.60	68,840.00	(9,357.40)	-13.59%
Payroll Taxes	2,767.06	39,795.06	48,671.00	(8,875.94)	-18.24%
PERS	9,056.16	119,241.76	169,589.00	(50,347.24)	-29.69%
Shift Personnel Overtime	1,758.59	34,426.38	46,614.00	(12,187.62)	-26.15%
Shift Personnel Wages	15,096.15	185,181.16	192,121.00	(6,939.84)	-3.61%
Student Volunteer Stipends	405.00	5,659.53	7,290.00	(1,630.47)	-22.37%
Volunteer Conflag Reimbursement	0.00	17,323.91	21,256.00	(3,932.09)	-18.50%
Volunteer Stipends & Benefits	2,400.00	39,900.00	36,500.00	3,400.00	9.32%
Workers Comp. & Group Accident Insurance	0.00	15,598.09	15,500.00	98.09	0.63%
Total Personnel Services	54,645.35	798,446.91	1,066,275.00	(267,828.09)	-25.12%
Total Operating Expenses	108,051.47	1,348,233.37	1,727,888.00	(379,654.63)	-21.97%
Net Profit	4,849.73	1,295,901.09	245,000.00	1,050,901.09	428.94%

Budget Variance

Crooked River Ranch Fire & Rescue

For the year ended June 30, 2023

Cash Basis

Fund Name is Capital Reserve Fund.

Account	Jun 2023	2023 YTD	2023 Capital Reserve Fund Budget	Variance	Variance %
Revenue					
AFG Grant Revenue	0.00	95,238.09	0.00	95,238.09	0.00%
Beginning Fund Balance	0.00	377,163.04	376,918.00	245.04	0.07%
Grant Funds	0.00	0.00	95,239.00	(95,239.00)	-100.00%
Interest	778.27	6,746.33	2,750.00	3,996.33	145.32%
Misc. Income	0.00	12,383.00	12,383.00	0.00	0.00%
Total Revenue	778.27	491,530.46	487,290.00	4,240.46	0.87%
Gross Profit	778.27	491,530.46	487,290.00	4,240.46	0.87%
Other Income					
Transfer(s) In	0.00	75,000.00	75,000.00	0.00	0.00%
Total Other Income	0.00	75,000.00	75,000.00	0.00	0.00%
Operating Expenses					
Capital Outlay & Grant Awards:Apparatus Purchases	0.00	59,322.21	60,000.00	(677.79)	-1.13%
Capital Outlay & Grant Awards:Building Purchases	0.00	110,538.96	155,739.00	(45,200.04)	-29.02%
Debt Services & Contingency:Contingency	0.00	0.00	84,500.00	(84,500.00)	-100.00%
Total Operating Expenses	0.00	169,861.17	300,239.00	(130,377.83)	-43.42%
Net Profit	778.27	396,669.29	262,051.00	134,618.29	51.37%

Budget Variance

Crooked River Ranch Fire & Rescue
For the year ended June 30, 2023
Cash Basis

Fund Name is Bond Fund.

Account	Jun 2023	2023 YTD	2023 Bond Fund Budget	Variance	Variance %
Revenue					
Beginning Fund Balance	0.00	15,919.26	12,223.00	3,696.26	30.24%
Interest	73.94	727.72	300.00	427.72	142.57%
Previously Levied Taxes	248.54	3,668.01	3,500.00	168.01	4.80%
Taxes Collected in Year Levied	936.88	174,876.19	184,203.00	(9,326.81)	-5.06%
Total Revenue	1,259.36	195,191.18	200,226.00	(5,034.82)	-2.51%
Gross Profit	1,259.36	195,191.18	200,226.00	(5,034.82)	-2.51%
Operating Expenses					
Debt Service: Bond Payment	22,444.00	181,562.00	181,562.00	0.00	0.00%
Total Operating Expenses	22,444.00	181,562.00	181,562.00	0.00	0.00%
Net Profit	(21,184.64)	13,629.18	18,664.00	(5,034.82)	-26.98%

Payable Invoice Detail

Crooked River Ranch Fire & Rescue For the period June 1, 2023 to June 30, 2023

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Accuity, LLC					
Jun 1, 2023	9914	Progress billing for audit of District's financial statement for year ending June 30, 2023	1,000.00	Paid	Materials & Services:Professional Services:Auditor
Total Accuity, LLC			1,000.00		
Advanced Stamp & Laser, LLC					
Jun 1, 2023	12502	5" x 10" name plates for new Board members	67.50	Paid	Materials & Services:Administration:Supplies
Jun 1, 2023	12502	Shipping	11.35	Paid	Materials & Services:Administration:Supplies
Total Advanced Stamp & Laser, LLC			78.85		
Aflac					
Jun 21, 2023	June Premiums	Premiums from Staff for June	434.24	Paid	Payroll Liabilities
Total Aflac			434.24		
Alert Safety Supply, INC					
Jun 28, 2023	13352	Cowhide Driver MM, 4364-M 2510	63.00	Paid	Materials & Services:Fire Operations:PPE
Total Alert Safety Supply, INC			63.00		
Annas Consultants, Inc.					
Jun 1, 2023	3290	Annual breathing air tests provided quarterly, meeting NFPA 1500 standards, Grade D	369.08	Paid	Materials & Services:Fire Operations:Service & Testing
Jun 1, 2023	3290	Freight	95.00	Paid	Materials & Services:Fire Operations:Service & Testing
Total Annas Consultants, Inc.			464.08		
Bend Alterations					
Jun 16, 2023	1251657	Hemming of Pants for Dennis S.	18.00	Paid	Materials & Services:Uniforms
Jun 28, 2023	1251658	Heming of Duty Pants for Tori Piatt	20.00	Paid	Materials & Services:Uniforms
Jun 28, 2023	1251658	10% discount	(2.00)	Paid	Materials & Services:Uniforms
Total Bend Alterations			36.00		
BIOMED					
Jun 20, 2023	100115	Background checks for: Waldron, Ramirez, Lara and Silva	87.00	Paid	Materials & Services:Professional Services:Background Checks
Total BIOMED			87.00		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
BoundTree Medical, LLC					
Jun 12, 2023	84983031	Curaplex Advanced Life Support ALS Pediatric Kit (Contents Only)	1,419.98	Paid	Materials & Services:EMS Operations:Supplies
Jun 20, 2023	84994196	PDI Super Sani Cloth Wipes	38.36	Paid	Materials & Services:EMS Operations:Supplies
Jun 20, 2023	84994196	Shipping	9.54	Paid	Materials & Services:EMS Operations:Supplies
Jun 21, 2023	PO-0382/ 84995760	EMS Supply Order for back stock and ambulances	3,679.33	Paid	Materials & Services:EMS Operations:Supplies
Jun 22, 2023	PO- 0382 / 84997311	Curaplex Select Nasopharyngeal Airway, King Vision Pediatric aBlade Channeled Size 2 with aBlade Adaptor, Deluxe King Vision aBlade Supply Bag with Pockets (104.92	Paid	Materials & Services:EMS Operations:Supplies
Jun 28, 2023	85001546	Curaplex Select Nasopharyngeal Airway, 28 Fr, 10ea/bx	7.52	Paid	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC			5,259.65		
Carson Oil Company, Inc.					
Jun 1, 2023	CP-00455980 - EFT	Fuel for all apparatus	648.62	Paid	Materials & Services:Fuel
Jun 19, 2023	CP-00459799 - EFT	Fuel for all apparatus	419.87	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.			1,068.49		
CIT - First Citizens Bank & Trust					
Jun 8, 2023	42531180 - ACH	Copier Lease Payment	153.79	Paid	Materials & Services:Administration:Copier Expenses
Jun 8, 2023	42531180 - ACH	BW Copies	7.47	Paid	Materials & Services:Administration:Copier Expenses
Jun 8, 2023	42531180 - ACH	Color Copies	56.60	Paid	Materials & Services:Administration:Copier Expenses
Total CIT - First Citizens Bank & Trust			217.86		
City of Springfield - Finance Dept.					
Jun 12, 2023	23-117	FY 23 Final Account Reconciliation, Refunds processed FY21-22	669.73	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total City of Springfield - Finance Dept.			669.73		
Consolidated Towing Inc.					
Jun 5, 2023	C154773	Towing Bill for 572 to Wright Ford.	416.00	Paid	Materials & Services:Vehicle/Equipment Maintenance:516001
Total Consolidated Towing Inc.			416.00		
Crooked River Ranch Water Company					
Jun 1, 2023	94	Base Rate	34.59	Paid	Materials & Services:Utilities:Water

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jun 1, 2023	94	Water	11.99	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			46.58		
Crooked River Sanitary					
Jun 1, 2023	00014	Sanitation Services for May	72.02	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			72.02		
Deluxe					
Jun 20, 2023	9001661437	Security Checks to print on for payables	316.07	Paid	Materials & Services:Administration:Supplies
Total Deluxe			316.07		
DPSST					
Jun 1, 2023	ARF74962	Fingerprints for Mark Cooley	46.25	Paid	Materials & Services:Training
Total DPSST			46.25		
Elizabeth Ramirez					
Jun 28, 2023	Tuition Reimbursement - Ramirez	Tuition Reimbursement for Spring 2023 Term	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Total Elizabeth Ramirez			1,750.00		
Hagemeister Enterprises, Inc.					
Jun 28, 2023	40976R	Inspect & Repair Winch for 592/518953	125.00	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953
Total Hagemeister Enterprises, Inc.			125.00		
HRA VEBA Trust					
Jun 21, 2023	YA422 - ACH	Contributions for Staff	1,250.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			1,250.00		
IAFF 3650 - Redmond Firefighters Union					
Jun 5, 2023	Union Dues - ACH	Union Dues from David, Adam, Alysha	102.00	Paid	Payroll Liabilities
Jun 5, 2023	PAC Donations - ACH	PAC Donations from Staff	16.00	Paid	Payroll Liabilities
Jun 21, 2023	PAC Donations - ACH	PAC donations to Union from Staff	16.00	Paid	Payroll Liabilities
Jun 21, 2023	Union Dues - ACH	Union Dues for David, Alysha, Adam	102.00	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			236.00		
IMS Alliance					
Jun 16, 2023	23-1715	Name Tag, 3/8" Yellow Custom for district personnel	70.40	Paid	Materials & Services:Fire Operations:Supplies/Equipment

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jun 16, 2023	23-1715	Shipping	6.25	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Total IMS Alliance			76.65		
Jefferson County Clerk					
Jun 21, 2023		Election Fees for May 2023 Special District Election	1,461.86	Paid	Materials & Services:Professional Services:Elections Fees
Total Jefferson County Clerk			1,461.86		
Life-Assist					
Jun 1, 2023	1329298	Amiodarone, 150g, 3 ml vial	20.80	Paid	Materials & Services:EMS Operations:Supplies
Jun 1, 2023	1329298	Sodium Chloride IV Solution, 1000 ml Bag	74.06	Paid	Materials & Services:EMS Operations:Supplies
Jun 1, 2023	1329298	Dextros 10%, B Braun IV Solution, 250 ml Bag	14.64	Paid	Materials & Services:EMS Operations:Supplies
Jun 28, 2023	1336718Ass	Norepinephrine Bitartrate, 4mg single dose vial	48.00	Paid	Materials & Services:EMS Operations:Supplies
Jun 28, 2023	1336042	Naloxone, 2 mg, 2 ml Luer-Jet Syringe	153.96	Paid	Materials & Services:EMS Operations:Supplies
Jun 28, 2023	1336042	Nose Clips	8.40	Paid	Materials & Services:EMS Operations:Supplies
Total Life-Assist			319.86		
Local Government Law Group					
Jun 12, 2023		Services Rendered for discussion on records/documentation.	78.00	Paid	Materials & Services:Professional Services:Legal
Total Local Government Law Group			78.00		
MES NW - Municipal Emergency Services					
Jun 21, 2023	1891113	Extrication Hose Caps	90.00	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jun 21, 2023	1891113	Shipping	33.88	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Total MES NW - Municipal Emergency Services			123.88		
Mountain Medical Urgent Care					
Jun 5, 2023	2241	FF Physical, Hepatitis Shots, Lipid Panels for Elizabeth Ramirez	1,067.00	Paid	Materials & Services:Wellness Program
Jun 5, 2023	2241	FF Physical, Hepatitis Shots, Lipid Panels for Laura Waldron	1,067.00	Paid	Materials & Services:Wellness Program
Jun 5, 2023	2241	Respiratory Questionnaire, FF Physical, Hepatitis Shots, Lipid Panels for Jackson Spadaro	1,059.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 5, 2023	2241	Respiratory Questionnaire, FF Physical, Hepatitis Shots, Lipid Panels for Brooke O'Conner	1,152.00	Paid	Materials & Services:SAFER Grant Expenditures
Total Mountain Medical Urgent Care			4,345.00		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Mt. Bachelor Fitness Equipment					
Jun 16, 2023	Invoice 672	Mt. Bachelor Fitness to do Repairs on Hoist PTS Olympic Bar in Fitness Room. Includes new parts, labor and servicing on Elliptical, Treadmill as well.	988.10	Paid	Materials & Services:Wellness Program
Total Mt. Bachelor Fitness Equipment			988.10		
Nationwide Retirement Solutions					
Jun 5, 2023	Deferred Comp - ACH	Deferred Comp contributions from staff	220.00	Paid	Payroll Liabilities
Jun 21, 2023	Deferred Comp - EFT	Deferred Compensation contributions from staff	220.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			440.00		
Oregon PERS					
Jun 7, 2023	PERS - EFT	Employer Contributions	3,340.04	Paid	Personnel Services:PERS
Jun 7, 2023	PERS - EFT	Employee Contributions, paid by Employer	850.77	Paid	Personnel Services:PERS
Jun 22, 2023	PERS - EFT	Employer contributions	3,490.20	Approved	Personnel Services:PERS
Jun 22, 2023	PERS - EFT	Employee contributions, paid by Employer	886.14	Approved	Personnel Services:PERS
Total Oregon PERS			8,567.15		
Pacific Power					
Jun 19, 2023	24712171-001 3 - ACH	Basic Charges, Load Size, Demand Charges, Supply Energy Secondary, Kilowatt Ususage	490.40	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			490.40		
Pamplin Media Group					
Jun 1, 2023	147134	Advertising of LB1 form for Public Budget Hearing	232.00	Paid	Materials & Services:Administration:Advertising
Total Pamplin Media Group			232.00		
Parker English					
Jun 28, 2023	Tuition Reimbursement - English	Tuition Reimbursement for Spring 2023 Term	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Total Parker English			1,750.00		
Quality Heating					
Jun 16, 2023	59556480	Service Call on Air Conditioning Unit, found TSV on air handler #3 is defective, closed shut. Will need to be replaced	119.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Jun 16, 2023	59556480	Operational Check on Unit	70.00	Paid	Materials & Services:Building & Maintenance:Maintenance

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jun 28, 2023	59584133	Returned and replaced air handler #3 TXV and filter drier. Installed new liquid line drier and TXV in the #3 air handler, Pressurized with 400PSI of nitrogen to confirm no leaks. Pulled vacuumed on system to 500 microns. Cycled system to verify proper operation. Labor and Parts and Freight & Misc.	2,076.50	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Quality Heating			2,265.50		
Redmond Window Treats					
Jun 19, 2023	17184336	Hunter Douglas Applause Honeycomb Shades for Training Room	2,096.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Jun 19, 2023	17184336	Installation	120.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Jun 19, 2023	17184336	Freight	144.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Redmond Window Treats			2,360.00		
Ryan Rhodes					
Jun 28, 2023	Tuition Reimbursement - Rhodes	Tuition Reimbursement for Spring 2023, plus rollover amount from last term.	1,881.20	Paid	Materials & Services:Tuition Reimbursement
Total Ryan Rhodes			1,881.20		
SeaWestern Fire Fighting Equipment					
Jun 12, 2023	SO19386 - ACH	Haix Fire Hunter Extreme, 5.5	415.00	Approved	OSFM OFSCP - PPE/Uniform
Jun 12, 2023	SO19386 - ACH	Shipping	28.90	Approved	OSFM OFSCP - PPE/Uniform
Jun 19, 2023	PO-0352 / INV24329	Lion V-Force Structure turnout coat	3,596.82	Paid	Materials & Services:Fire Operations:PPE
Jun 19, 2023	PO-0352 / INV24329	Lion V-Force Structure Turnout Pant	2,373.18	Paid	Materials & Services:Fire Operations:PPE
Jun 19, 2023	PO-0352 / INV24329	Shipping	19.60	Paid	Materials & Services:Fire Operations:PPE
Jun 20, 2023	PO-0353 / INV24350	Lion V-Force Structure turnout coat	6,465.28	Paid	Materials & Services:SAFER Grant Expenditures
Jun 20, 2023	PO-0353 / INV24350	Lion V-Force Structure Turnout Pant	4,260.88	Paid	Materials & Services:SAFER Grant Expenditures
Jun 20, 2023	PO-0353 / INV24350	Upgrade Liner to C7 Center Cut Thermal Liner	249.28	Paid	Materials & Services:SAFER Grant Expenditures
Jun 20, 2023	PO-0353 / INV24350	Semi Bellows Handwarmer Pockets with Fleece	245.48	Paid	Materials & Services:Fire Operations:PPE
Jun 20, 2023	PO-0353 / INV24350	Addition of Self-Material Utility Strap with Velcro to Bottom of Radio Pocket	192.00	Paid	Materials & Services:SAFER Grant Expenditures
Jun 20, 2023	PO-0353 / INV24350	Install Mic TRab on Back of Coat	41.60	Paid	Materials & Services:SAFER Grant Expenditures

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jun 20, 2023	PO-0353 / INV24350	Upgrade Liner to C7 Center Cut Thermal Liner	208.20	Paid	Materials & Services:SAFER Grant Expenditures
Jun 20, 2023	PO-0353 / INV24350	Zipper Liner Attachment	79.44	Paid	Materials & Services:SAFER Grant Expenditures
Jun 20, 2023	PO-0353 / INV24350	Install Mic Tab on Back Center Belt Loop	52.60	Paid	Materials & Services:SAFER Grant Expenditures
Jun 20, 2023	PO-0353 / INV24350	Extra Layer of Padding Knee	145.24	Paid	Materials & Services:SAFER Grant Expenditures
Jun 20, 2023	PO-0353 / INV24350	Shipping	66.00	Paid	Materials & Services:SAFER Grant Expenditures
Total SeaWestern Fire Fighting Equipment			18,439.50		

Special Districts Insurance Services

Jun 5, 2023	03-0052514 - ACH	July Health Benefits for Employees	7,515.67	Paid	Personnel Services:Employee Benefits:Health Insurance
Jun 5, 2023	03-0052514 - ACH	July Dental Benefits for Employees	683.70	Paid	Personnel Services:Employee Benefits:Dental Insurance
Jun 5, 2023	03-0052514 - ACH	July Long-Term Dis Benefits for Employees	102.30	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			8,301.67		

Streamline

Jun 1, 2023	41F663CA-0031 - ACH	Monthly Fee for Website	100.00	Paid	Materials & Services:Professional Services:Computer Services
Total Streamline			100.00		

Sureline Broadband

Jun 6, 2023	28151 - ACH	Phone & Internet Charges for June	599.00	Paid	Materials & Services:Utilities:Telecommunications
Total Sureline Broadband			599.00		

Systems Design West

Jun 19, 2023	20231206	EMS Billing for May	775.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Jun 19, 2023	20231206	Postage	20.79	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Systems Design West			795.79		

Terminix

Jun 1, 2023	222357	Maintenance/spraying of Ants, Spiders, Rodents	100.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Terminix			100.00		

Terrebonne Hardware

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jun 9, 2023	HD 417210424	23A batteries for front door chime and garage remotes	9.98	Paid	Materials & Services:Building & Maintenance:Supplies
Total Terrebonne Hardware			9.98		
Verizon Wireless					
Jun 5, 2023	9935648032	Data Usage for ipads	244.86	Paid	Materials & Services:Utilities:Telecommunications
Total Verizon Wireless			244.86		
VISA - Chase					
Jun 3, 2023	HD 414133829	pizzas for crews after Steelhead Falls call 6/3/23. No detailed receipt available from vendor.	109.96	Paid	Materials & Services:Department Services:Rehab Supplies
Jun 5, 2023	638266	AED for 510	1,934.00	Paid	Materials & Services:EMS Operations:Supplies
Jun 7, 2023	HD 415675955	Mats for training building	145.98	Paid	Materials & Services:Training
Jun 12, 2023	HD 418190016	Costco Wholesale - 418190016	310.72	Paid	Materials & Services:Building & Maintenance:Supplies
Jun 12, 2023	HD 418190065	Sheets for station beds	43.33	Paid	Materials & Services:Building & Maintenance:Supplies
Jun 14, 2023	112-1459345-6552242	Paper for Copier	59.30	Paid	Materials & Services:Administration:Supplies
Jun 14, 2023	112-7674851-5000216	8 1/2 x 14" Ream Paper for Copier	17.20	Paid	Materials & Services:Administration:Office Equipment
Jun 14, 2023	HD 418190080	Materials for shelving in women's locker room	83.70	Paid	Materials & Services:Building & Maintenance:Supplies
Jun 14, 2023	SO235652	Leather Fronts on Turnouts	196.50	Paid	Materials & Services:Fire Operations:PPE
Jun 15, 2023	HD 420815072	Building supplies for shop	36.92	Paid	Materials & Services:Building & Maintenance:Supplies
Jun 16, 2023	XXXX 7497	Mo. Fee for Stamps.com	19.99	Paid	Materials & Services:Administration:Postage & Shipping
Jun 18, 2023	AP1470172444	Norton Small Business annual renewal for PC protection software	159.99	Paid	Materials & Services:Professional Services:Computer Services
Jun 19, 2023	XXXX	Mo Fee for Accounting Platform	27.75	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Jun 28, 2023	XXXX	Purchase of stamps to mail FireMed Invoices	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Jun 30, 2023	XXXX	Mo. Fee for Prime Membership	14.99	Paid	Materials & Services:Administration:Memberships
Total VISA - Chase			3,210.33		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Washington Federal					
Jun 8, 2023	62761143544	Interest Only on Bond Payment	22,444.00	Paid	Debt Service:Bond Payment
Total Washington Federal			22,444.00		
Wright Ford					
Jun 16, 2023	68597	Service on 572 Ambulance: Had to replace the upper and lower alternator, as well as serpentine belt. Inspected wiring for heat damage. Reinstalled batteries and retested. Labor	812.50	Paid	Materials & Services:Vehicle/Equipment Maintenance:516001
Jun 16, 2023	68597	Parts	807.98	Paid	Materials & Services:Vehicle/Equipment Maintenance:516001
Jun 16, 2023	68597	Tax	5.64	Paid	Materials & Services:Vehicle/Equipment Maintenance:516001
Total Wright Ford			1,626.12		
Total			94,887.67		



CROOKED RIVER RANCH FIRE & RESCUE

Fire Chief's Report July, 2023

➤ Calls for service in June totaled 51. 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.)	1	1	1	0	1	4						8
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0	0						0
3-Rescue & EMS	48	48	45	40	43	36						260
4-Hazardous Condition (No Fire)	1	1	0	0	0	0						2
5-Service Call	4	6	0	5	2	7						24
6-Good Intent Call	5	3	7	8	5	4						32
7-False Alarm & False Call	1	0	1	0	0	0						2
8-Severe Weather & Natural Disaster	0	0	0	0	0	0						0
9-Special/Other Incident	0	0	0	0	0	0						0
	60	59	54	53	51	51	0	0	0	0	0	0
Total Calls-To-Month End 2023												
	328											
Total Calls-To-Month End 2022	41	51	50	38	51	45	44	65	54	49	65	60

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

- Auto-Aid Given – 2
- Auto-Aid Received – 2
- Mutual-Aid Given – 11
- Mutual-Aid Received – 7

- Wildland fire academy has been completed and the structural fire academy is on-going through July for the four new Student Volunteers and one new Firefighter/Paramedic. The academy will be completed in the second week of August.
- The library to dorm conversion project is beginning. Architectural drawings have been received and we are applying for the needed permits. Contractors have been selected for the work to be done. Upon completion of the project, we will have two additional individual dorm rooms for personnel to use on shift. This will give us a total of seven individual dorms at the fire station.
- Lot Assessments (year-to-date). Applicants were contacted again to check on their progress and to remind them of the deadline to complete work in September.
 - Number of grant applications received: 18
 - Number of first assessment done: 18
 - Number of grant applications complete: 6

Respectfully submitted,

Sean Hartley
Fire Chief