



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 Workshop & Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors will hold a Board Workshop and a Board meeting on Thursday, October 20, 2022. The Board Workshop will start at 6:00 pm and the Board meeting will follow thereafter, 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 workshop and 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

Fire Chief, Sean Hartley
Admin. Assistant, Dana Schulke

Board Workshop Agenda

1. Call to Order - Director Norberg
 - 1.1 Pledge of Allegiance – Director Wilson
 - 1.2 Roll Call – Director Oakley
2. Discussion on Board of Directors positions – Director Norberg
5. Adjournment – Director Norberg

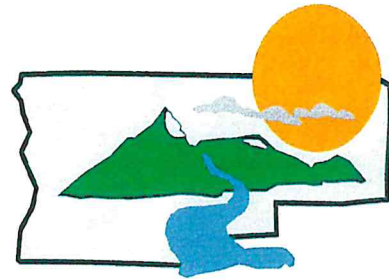
Board Meeting Agenda

1. Call to Order – Director Norberg
 - 1.1 Roll Call – Director Oakley
2. Review of Agenda – Director Norberg
3. Approval of Board Meeting – Director Norberg
 - 3.1 Approval of Board Meeting minutes from December 15, 2022
4. Financial Reports
 - 4.1 Acknowledge receipt and approval of the financial reports for December 2022 – Director Pahl
 - 4.2 Appointment of Board members to sign checks for Friday, February 10 and Thursday, February 23, 2023 – Director Norberg
5. Unfinished business (consideration, discussion, and possible action on the following items):

- 5.1 Update on steering committee – Fire Chief, Sean Hartley
- 5.2 Update on Building/Apparatus Building Heat – Fire Chief, Sean Hartley
6. New Business (consideration, discussion, and possible action on the following items):
 - 6.1 Update on Wildfire Preparedness Open House – Dana Schulke
 - 6.2 Appointment of Budget Officer for 2022/2023 Fiscal Year Budget / Calendar and Budget Committee members – Fire Chief, Sean Hartley
 - Fire Chief Sean Hartley
 - 6.3 Discussion/Approval on destruction of EMS records - Fire Chief, Sean Hartley
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 Norberg
11. Adjournment – Director Norberg

JEFFERSON COUNTY
KATHERINE ZEMKE, COUNTY CLERK

66 SE D Street, Suite C
Madras, Oregon 97741
Phone: (541) 475-4451
Fax: (541) 325-5018



To: Special District Elections Officers
From: Kate Zemke
Date: January 4, 2023
Re: Special District Board Election

The following are important dates for the upcoming Special District Board Election.

- | | |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Jan. 4, 2023 | Special District Director Information Form for May election mailed to district elections officer |
| Jan 25, 2023 | Last day for district elections officer to return completed District Director Information Form to County Clerk for May election |
| Feb. 1, 2023 | County clerk to publish Notice of District Board Election for May election |
| Feb. 4, 2023 | <u>First day</u> for district candidates to file declaration or petition for May election |
| Mar. 16, 2023 | <u>Last day</u> for district candidates to file declaration or petition for May election |
| May 16, 2023 | <u>ELECTION DAY</u> |

Enclosed please find the Special District Director Information Form. Please review this form, make corrections if necessary and return it to me as soon as possible.

Please contact me if you need any additional information.

Thank you for your prompt response.

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

December 15, 2022

Board Meeting Minutes

1. Called to Order by Director Norberg at 6:30pm. Roll call was taken by Director Oakley and the following individuals were in attendance: Directors Norberg, Wilson, Oakley, Pahl and Green. Also, in attendance was Acting Fire Chief Sean Hartley and Administrative Assistant Dana Schulke. Captain David McDonald and Paramedic Frank Iovino were in attendance but left shortly after the meeting was called to order due to a call. Public in attendance were Linda Kay Widmer, William Burt, and Mike Dries.

2. Review of Meeting Agenda Items – Chief Hartley stated that he would like to add a Resolution under New Business, 6.1 to bring in unexpected revenue from a conflagration. Chief Hartley also stated that he will be adding some information to the Fire Chief’s report from Dennis Senko on our Community Service programs.

3. Approval of the Board Workshop & Meeting minutes from November 15th and November 17th, 2022.

3.1 & 3.2 The Board Workshop minutes, and Board Meeting minutes were reviewed by the Board. Director Wilson made a motion to approve both the Board Workshop minutes and the Board Meeting minutes with a small punctuation correction from November 15th and 17th as presented. Director Pahl seconded the motion. All voted by stating “Aye,” motion carried, (5-0).

4. Financial Reports -

4.1 Financial reports for November 2022 – Director Pahl stated the financial reports are in the Board packet. He asked if there were any questions. Director Green asked about the Carson Oil invoices and if we get a breakdown of what vehicles are being fueled. Chief Hartley stated that, “yes” we do as it is listed on the actual invoices. Director Oakley asked about the staff names listed on the Balance Sheet, as she has not seen that before. Chief Hartley stated the names on the Balance Sheet are staff members that have a credit card. He is working on clearing the names off the balance sheet by doing one big journal entry for the monthly payments. Director Oakley made a motion to approve the November 2022 financials as presented, Director Green seconded the motion. All voted by stating “Aye”, motion carried, (5-0).

4.2 Appointment of Board members to sign checks – It was decided that Director Norberg and Director Oakley will sign the checks on Tuesday, January 10th and Director Norberg and Director Wilson will sign checks on Wednesday, January 25, 2023.

5. Unfinished Business –

5.1 Update on Steering Committee - this topic has been tabled until the January 2023 meeting.

5.2 Executive Session – The Board went into Executive Session at 6:38 pm to consider employment of a public official, per ORS 192.660(2)(a). Chief Hartley was asked to join the Board in Executive Session. The Board came out of Executive Session and the meeting

was back in session at 7:10 pm. Director Pahl stated he would like to make a motion to approve the Fire Chief Job Description (as previously released to the Board), as written. Director Wilson seconded the motion. All voted by stating "Aye", motion carried, (5-0). Director Wilson made a motion to offer current "Acting in Capacity" Fire Chief, Sean Hartley an employment agreement (with two addendums) for Fire Chief of the Crooked River Ranch Fire & Rescue. Director Pahl seconded the motion. All voted by roll call stating "yes". A swearing in ceremony will be held at our District in January.

6. New Business:

6.1 - Discussion/Approval of Resolution 2022-06 to accept unanticipated revenue into the General Fund. Chief Hartley stated a draft resolution was given to the Board members to review. He stated earlier that when we did the last Resolution to bring in conflagration funds from the Miller Road Fire and the Rum Creek Fire, our volunteer was still on the Double Creek fire, and we did not have the number of hours or equipment use hours submitted to us at that time. The total came to \$21,277 from the State of Oregon conflagration response to the Double Creek fire. Out of the \$12,585, \$8,692 will go into the Capital Reserve Fund to reserve for future expenditures. At this time Director Pahl made a motion to approve Resolution 2022-06 to receive unanticipated funds into the general fund. Director Green seconded the motion. All voted by stating "Aye", motion carried, (5-0).

7. Reports -

7.1 Fire Chief Report- Chief Hartley stated his report was in the Board packet. He received an email from the Volunteer Association stating that Shop with a Firefighter was a success. The Giving Tree tags came to a total of 37 this year and all the gifts will be wrapped and distributed. Food boxes will also be provided to the families who applied. We had a total of 35 total Defensible Space grants and out of that, 31 have been paid from the Central Oregon Intergovernmental Council. The four that were not paid were from seniors who were not able to get the work completed. Chief Hartley is working with the Heart of Oregon to see if we can get assistance on those properties that could not complete the work. Director Green asked if we could possibly utilize the workforce from the prison in Madras. Chief Hartley stated that the Conservation Corp has the funds to assist the residents and he will be working on getting them connected to help clean up their properties. He stated that Dennis Senko reported we have not had any address sign request or smoke alarm request. One of the programs Dennis is working on is a Senior Fall program that will hopefully start up in January. Director Pahl asked if we were doing any CPR classes and Chief Hartley stated that Captain Delorto and Adam Wiley have taught some classes to the ATV club.

7.2 CERT Report – Linda Kay stated the CERT members have not met in November or December due to the holidays. However, Norm Park and Chief Hartley are working on getting some safety equipment for traffic control. They are also working on getting radios from the grant we received. She stated she is researching companies to get new bright yellow shirts for all the members.

8. Comments/Questions:

8.1 Public input on the current agenda - Bill Burt stated that in the past, the Lions Club was working on a seniors fall program, just like Chief Hartley spoke about in his Fire Chief's report.

He might have some material to pass on to our District about it. Director Pahl asked about the HOA website. Bill Burt stated the website is really trashed, and you can only get to certain sections on the website. A brand-new website will have to be developed for the HOA. Many of the Ranch's important information was lost.

8.2 Public input on future agenda topics – none

9. Correspondence/Recognitions/Good of the order - Director Oakley will not be able to attend two meetings, one in March and the other in April of 2023. Director Pahl stated the Board needs to set a date for putting an ad in the newsletter for availability of Board positions. It was decided that January will be the month the information will go out. Director Pahl explained to the audience the District will have three Board positions available and residents who are interested will have to submit their paperwork to the Jefferson County Clerk by mid-March. Discussion ensued for having a Board Workshop prior to the January Board meeting at 6:00 pm to review the Board positions. Director Pahl asked if Chief Hartley attended the taxing district meeting. Chief Hartley did attend the meeting and he stated we are not competing with any other local option levies in the county, which is good news for us. Chief Hartley stated that Bend Fire has put out a poll for their residents to learn what their future looks like, prior to putting out a request for an increase in their levy. Director Pahl stated that we have to get the levy committee going so it will work in conjunction with the steering committee. Director Pahl also asked about the security cameras and Chief Hartley stated he put an email out to the Board with other options on how to get the extra cameras we need. The Board stated they feel it is a fire chief decision on where to come up with the funds to purchase the extra cameras and they will leave it up to Chief Hartley to handle. Chief Hartley stated this is one of his projects he is working on, along with the Bay heating situation. Discussion ensued with Director Green and Chief Hartley about the type of cameras we will be getting. Chief Hartley stated we are limited with the type of camera we can get, as it has to mesh with our existing ones. Director Pahl also asked about the Civil Service Commission and when we have to have one in place. Chief Hartley stated he is working on the document and rules for the commission and will have it ready for the Board soon. The Board will have to appoint members to the commission and Board members are not allowed to be on the commission. There was no further topics discussed.

12. Adjournment by Director Norberg at 7:42 pm

Respectfully,
Dana Schulke
Administrative Assistant

Balance Sheet

Crooked River Ranch Fire & Rescue
As of December 31, 2022

Account	Dec 31, 2022
Assets	
Current Assets	
Cash and Cash Equivalents	
Bond Fund	24,437.45
Capital Reserve Fund	404,341.13
Chase Business	195,986.48
Chase Payroll	5,848.85
Chase Savings	35,008.28
FIB - Checking	6,392.23
General Fund	573,536.54
Local Option Levy Fund	587,400.20
PayPal	24.32
Stripe USD	42.94
US Bank	1,344.40
Total Cash and Cash Equivalents	1,834,362.82
Total Current Assets	1,834,362.82
Total Assets	1,834,362.82
Liabilities and Equity	
Liabilities	
Current Liabilities	
A. DELORTO	427.06
A. WILEY	1,207.07
D. MCDONALD	478.26
D. SCHULKE	251.13
FIB - Credit Cards	130.55
Payroll Liabilities	(5,766.35)
S. HARTLEY	659.10
T. FAST	14.99
Total Current Liabilities	(2,598.19)
Total Liabilities	(2,598.19)
Equity	
Current Year Earnings	1,836,961.01
Total Equity	1,836,961.01
Total Liabilities and Equity	1,834,362.82
	\$ 1,405,584.24
	\$ (2,598.19)
	\$ 1,408,182.43
Bond funds for payment in Chase unreconciled at end of month	\$ (159,118.00)
Capital Reserve Funds unspent for new 591 in Chase	\$ (9,332.50)
General Fund Net Income	\$ 1,239,731.93
	\$ 404,341.13
	\$ 9,332.50
Capital Reserve Fund Net Income	\$ 413,673.63
	\$ 24,437.45
	\$ 159,118.00
Bond Fund Net Income	\$ 183,555.45



Budget Variance
Crooked River Ranch Fire & Rescue
General Fund

For the month ended 31 December 2022
 Cash Basis

	December Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Ambulance Revenue	\$23,742.14	\$117,526.75	\$250,000.00	-\$132,473.25	-52.9893%	\$ 250,000.00
Beginning Fund Balance	\$0.00	\$665,067.68	\$510,000.00	\$155,067.68	30.4054%	\$ 510,000.00
Conflagration Revenue	\$21,200.64	\$34,661.98	\$21,256.00	\$13,405.98	63.0692%	
Contractual Income	\$0.00	\$400.00	\$800.00	-\$400.00	-50.0%	\$ 800.00
Emergency Address Signs	\$25.00	\$200.00	\$500.00	-\$300.00	-60.0%	\$ 500.00
FireMed	\$1,080.00	\$7,650.00	\$13,500.00	-\$5,850.00	-43.3333%	\$ 13,500.00
Grant Funds	\$20,600.00	\$64,172.78	\$113,350.00	-\$49,177.22	-43.3853%	\$ 78,350.00
Interest	\$1,272.45	\$3,669.51	\$5,000.00	-\$1,330.49	-26.6098%	\$ 5,000.00
Misc. Income	\$0.00	\$3,480.98	\$5,000.00	-\$1,519.02	-30.3804%	\$ 5,000.00
Previously Levied Taxes	\$810.86	\$12,941.05	\$25,000.00	-\$12,058.95	-48.2358%	\$ 25,000.00
Taxes Collected in Year Levied	\$17,791.57	\$1,014,234.87	\$1,027,982.00	-\$13,747.13	-1.3373%	\$ 1,027,982.00
Training Income	\$0.00	\$140.00	\$500.00	-\$360.00	-72.0%	\$ 500.00
Total Revenue	\$86,522.66	\$1,924,145.60	\$1,972,888.00	-\$48,742.40	-2.5%	\$ 1,916,632.00
Gross Profit	\$86,522.66	\$1,924,145.60	\$1,972,888.00	-\$48,742.40	-2.4706%	
Operating Expenses						
Contingency	\$0.00	\$0.00	\$37,204.00	-\$37,204.00	-100.0%	\$ 37,204.00
Transfer Out	\$75,000.00	\$75,000.00	\$75,000.00	\$0.00	0.0%	\$ 75,000.00
Debt Services						
Debt Service:Apparatus Payment	\$27,045.17	\$27,045.17	\$27,046.00	-\$0.83	-0.0031%	\$ 27,046.00
Total Debt Services	\$27,045.17	\$27,045.17	\$27,046.00	-\$0.83	0.0%	\$ 27,046.00
Materials & Services						
Administration	\$402.89	\$7,400.65	\$20,700.00	-\$13,299.35	-64.2481%	\$20,700.00
Building Maintenance & Supplies	\$953.82	\$3,910.74	\$35,000.00	-\$31,089.26	-88.8265%	\$35,000.00
CERT Program	\$0.00	\$2,167.67	\$5,000.00	-\$2,832.33	-56.6466%	\$5,000.00
Department Services	\$31.92	\$3,007.25	\$5,000.00	-\$1,992.75	-39.855%	\$5,000.00
Dispatch Services	\$0.00	\$245.79	\$64,898.00	-\$64,652.21	-99.6213%	\$64,898.00
EMS Operations	\$8,817.87	\$18,421.39	\$45,000.00	-\$26,578.61	-59.0636%	\$45,000.00
Fire Operations	\$1,160.13	\$8,529.59	\$39,300.00	-\$30,770.41	-78.2962%	\$39,300.00
Fuel	\$941.72	\$10,035.65	\$15,000.00	-\$4,964.35	-33.0957%	\$15,000.00
Insurance	\$0.00	\$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	\$954.13	\$11,092.36	\$22,000.00	-\$10,907.64	-49.5802%	\$22,000.00
Radios/Communications	\$0.00	\$2,674.39	\$16,000.00	-\$13,325.61	-83.2851%	\$16,000.00
Rope Rescue Operations	\$0.00	\$445.03	\$3,000.00	-\$2,554.97	-85.1657%	\$3,000.00
SAFER Grant Expenditures	\$0.00	\$1,563.40	\$41,850.00	-\$40,286.60	-96.2643%	\$41,850.00
Training	\$988.13	\$4,022.50	\$30,000.00	-\$25,977.50	-86.5917%	\$30,000.00
Travel	\$0.00	\$985.95	\$5,000.00	-\$4,014.05	-80.281%	\$5,000.00
Tuition Reimbursement	\$6,797.80	\$6,797.80	\$31,500.00	-\$24,702.20	-78.4197%	\$31,500.00
Uniforms	\$249.77	\$2,601.55	\$7,000.00	-\$4,398.45	-62.835%	\$7,000.00
Utilities	\$3,499.54	\$11,558.83	\$29,000.00	-\$17,441.17	-60.142%	\$29,000.00
Vehicle/Equipment Maintenance	\$210.33	\$13,977.82	\$35,000.00	-\$21,022.18	-60.0634%	\$35,000.00
Volunteer Incentive Program	\$0.00	\$2,670.00	\$22,600.00	-\$19,930.00	-88.1858%	\$22,600.00
Wellness Program	\$0.00	\$518.69	\$10,000.00	-\$9,481.31	-94.8131%	\$10,000.00
Total Materials & Services	\$25,008.05	\$112,786.05	\$522,363.00	-\$409,576.95	-78.4%	\$522,363.00

Personnel Services						
Administrative Assistant	\$3,328.71	\$19,868.61	\$41,045.00	-\$21,176.39	-51.5931%	\$41,045.00
Administrative Assistant Overtime	\$111.97	\$742.85	\$2,798.00	-\$2,055.15	-73.4507%	\$2,798.00
Assistant Chief	\$2,822.18	\$30,074.13	\$68,229.00	-\$38,154.87	-55.9218%	\$68,229.00
Employee Benefits	\$24,200.88	\$84,053.68	\$213,589.00	-\$129,535.32	-60.647%	\$213,589.00
Fire Chief	\$2,822.18	\$28,096.17	\$87,524.00	-\$59,427.83	-67.8989%	\$87,524.00
Firefighter/Paramedic OT, 40-Hour	\$0.00	\$0.00	\$7,932.00	-\$7,932.00	-100.0%	\$7,932.00
Firefighter/Paramedic, 40-Hour	\$0.00	\$823.35	\$38,777.00	-\$37,953.65	-97.8767%	\$38,777.00
Part-Time Personnel	\$620.00	\$38,772.60	\$68,840.00	-\$30,067.40	-43.6772%	\$33,840.00
Payroll Taxes	\$4,320.01	\$23,162.00	\$48,671.00	-\$25,509.00	-52.4111%	\$48,671.00
PERS	\$9,146.17	\$63,350.22	\$169,589.00	-\$106,238.78	-62.6449%	\$169,589.00
Shift Personnel Overtime	\$4,349.46	\$20,559.14	\$46,614.00	-\$26,054.86	-55.8949%	\$46,614.00
Shift Personnel Wages	\$24,036.46	\$102,568.17	\$192,121.00	-\$89,552.83	-46.6127%	\$192,121.00
Student Volunteer Stipends	\$540.00	\$2,689.53	\$7,290.00	-\$4,600.47	-63.1066%	\$7,290.00
Volunteer Conflag Reimbursement	\$12,882.78	\$17,323.91	\$21,256.00	-\$3,932.09	-18.4987%	
Volunteer Stipends & Benefits	\$1,800.00	\$21,900.00	\$36,500.00	-\$14,600.00	-40.0%	\$36,500.00
Workers Comp. & Group Accident Ins.	\$0.00	\$15,598.09	\$15,500.00	\$98.09	0.6328%	\$15,500.00
Total Personnel Services	\$90,980.80	\$469,582.45	\$1,066,275.00	-\$596,692.55	-56.0%	\$1,010,019.00
Total Operating Expenses	\$218,034.02	\$684,413.67	\$1,727,888.00	-\$1,043,474.33	-60.3902%	
Net Income / (Loss) before Tax	-\$131,511.36	\$1,239,731.93	\$245,000.00	\$994,731.93	406.013%	
Net Income	-\$131,511.36	\$1,239,731.93	\$245,000.00	\$994,731.93	406.013%	
Total Comprehensive Income	-\$131,511.36	\$1,239,731.93	\$245,000.00	\$994,731.93	406.013%	



Budget Variance
Crooked River Ranch Fire & Rescue
Capital Reserve Fund
 For the month ended 31 December 2022
 Cash Basis

	December Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Beginning Fund Balance	\$0.00	\$377,163.04	\$376,918.00	\$245.04	0.065%	\$ 376,918.00
Grant Funds	\$0.00	\$0.00	\$95,239.00	-\$95,239.00	-100.0%	
Interest	\$486.49	\$2,178.09	\$2,750.00	-\$571.91	-20.7967%	\$ 2,750.00
Misc. Income	\$0.00	\$0.00	\$12,383.00	-\$12,383.00	-100.0%	
Transfer In	\$75,000.00	\$75,000.00	\$75,000.00	\$0.00	0.0%	\$ 75,000.00
Total Revenue	\$75,486.49	\$454,341.13	\$562,290.00	-\$107,948.87	-19.2%	\$ 454,668.00
Gross Profit	\$75,486.49	\$454,341.13	\$562,290.00	-\$107,948.87	-19.1981%	
Operating Expenses						
Contingency	\$0.00	\$0.00	\$84,500.00	-\$84,500.00	-100.0%	\$ 100,000.00
Capital Outlay						
Capital Outlay & Grant Awards:Apparatus Pur.	\$0.00	\$40,667.50	\$60,000.00	-\$19,332.50	-32.2208%	\$ 60,000.00
Capital Outlay & Grant Awards:Building Pur.	\$0.00	\$0.00	\$155,739.00	-\$155,739.00	-100.0%	\$ 45,000.00
Total Capital Outlay	\$0.00	\$40,667.50	\$215,739.00	-\$175,071.50	-81.1%	\$ 105,000.00
Total Operating Expenses	\$0.00	\$40,667.50	\$300,239.00	-\$259,571.50	-86.455%	
Net Income / (Loss) before Tax	\$75,486.49	\$413,673.63	\$262,051.00	\$151,622.63	57.86%	
Net Income	\$75,486.49	\$413,673.63	\$262,051.00	\$151,622.63	57.86%	
Total Comprehensive Income	\$75,486.49	\$413,673.63	\$262,051.00	\$151,622.63	57.86%	



Budget Variance
Crooked River Ranch Fire & Rescue
Bond Fund
For the month ended 31 December 2022
Cash Basis

	December Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Beginning Fund Balance	\$0.00	\$15,919.26	\$12,223.00	\$3,696.26	30.2402%	\$ 12,223.00
Interest	\$157.84	\$231.00	\$300.00	-\$69.00	-23.0%	\$ 300.00
Previously Levied Taxes	\$138.60	\$2,247.03	\$3,500.00	-\$1,252.97	-35.7991%	\$ 3,500.00
Taxes Collected in Year Levied	\$2,897.52	\$165,158.16	\$184,203.00	-\$19,044.84	-10.339%	\$ 184,203.00
Total Revenue	\$3,193.96	\$183,555.45	\$200,226.00	-\$16,670.55	-8.3%	\$ 200,226.00
Gross Profit	\$3,193.96	\$183,555.45	\$200,226.00	-\$16,670.55	-8.3259%	
Operating Expenses						
Debt Services						
Debt Service: Bond Payment	\$0.00	\$0.00	\$181,562.00	-\$181,562.00	-100.0%	\$ 181,562.00
Total Debt Services	\$0.00	\$0.00	\$181,562.00	-\$181,562.00	-100.0%	\$ 181,562.00
Total Operating Expenses	\$0.00	\$0.00	\$181,562.00	-\$181,562.00	-100.0%	
Net Income / (Loss) before Tax	\$3,193.96	\$183,555.45	\$18,664.00	\$164,891.45	883.4733%	
Net Income	\$3,193.96	\$183,555.45	\$18,664.00	\$164,891.45	883.4733%	
Total Comprehensive Income	\$3,193.96	\$183,555.45	\$18,664.00	\$164,891.45	883.4733%	

Payable Invoice Detail

Crooked River Ranch Fire & Rescue

For the period December 1, 2022 to December 31, 2022

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aflac					
Dec 16, 2022	EFT	Premiums from Staff	502.24	Paid	Payroll Liabilities
Total Aflac			502.24		
BoundTree Medical, LLC					
Dec 5, 2022	PO-0341/84776758	EMS Supply Order for Ambulances/EMS Room Stock	651.49	Paid	Materials & Services:EMS Operations:Supplies
Dec 5, 2022	84772632	Intravenous Administration Set 2 Ultrasite Needlefree Valves, 15 drops	123.00	Paid	Materials & Services:EMS Operations:Supplies
Dec 6, 2022	84781557	Curaplex Select Endotracheal Tube with Stylette	3.19	Paid	Materials & Services:EMS Operations:Supplies
Dec 8, 2022	84785281	Gloves, High Five Blaze, LG	15.64	Paid	Materials & Services:EMS Operations:Supplies
Dec 16, 2022	84793413	Drug Vial Adapter Dual Cannula Device, 100/bx, 10 bxs Twin Pak	58.00	Paid	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC			851.32		
Brooklyn Emerson					
Dec 22, 2022	Tuition Reimbursement for Brooklyn	Tuition Reimbursement for Fall 2022 for Brooklyn	1,679.00	Paid	Materials & Services:Tuition Reimbursement
Total Brooklyn Emerson			1,679.00		
Burris Plumbing, LLC					
Dec 5, 2022	2607	Service Call for Lobby Toilet running all the time. Bad Flapper was issue and was replaced.	170.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Burris Plumbing, LLC			170.00		
Carson Oil Company, Inc.					
Dec 5, 2022	CP-00420664 - EFT	Fuel for all apparatus	449.58	Paid	Materials & Services:Fuel
Dec 19, 2022	CP-004223838 - ACH	Fuel for all apparatus	602.73	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.			1,052.31		
Crook County Fire & Rescue					
Dec 5, 2022	490	HSFA Cards	140.00	Paid	Materials & Services:EMS Operations:Supplies
Total Crook County Fire & Rescue			140.00		
Crooked River Needle Works LLC					
Dec 5, 2022	522	Coloro Logo with names/embroidery	180.00	Paid	Materials & Services:Uniforms
Total Crooked River Needle Works LLC			180.00		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Crooked River Ranch Water Company					
Dec 5, 2022	94	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
Dec 5, 2022	94	Water	74.12	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			108.71		
Crooked River Sanitary					
Dec 5, 2022	00014	Sanitation services for November	72.02	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			72.02		
Department of Public Safety Standards Training					
Dec 19, 2022	ARF74744	Fingerprinting charges for Parker English	46.25	Paid	Materials & Services:Training
Total Department of Public Safety Standards Training			46.25		
Elizabeth Ramirez					
Dec 22, 2022	Tuition Reimbursement for Elizabeth	Tuition Reimbursement for Fall 2022, for Elizabeth	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Total Elizabeth Ramirez			1,750.00		
HRA VEBA Trust					
Dec 16, 2022	ACH	Contributions for Staff	13,349.04	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			13,349.04		
IAFF 3650 - Redmond Firefighters Union					
Dec 5, 2022	Union Dues - ACH	Union Dues for: Tom, Alysha, David, Adam	136.00	Paid	Payroll Liabilities
Dec 5, 2022	PAC Donations - ACH	PAC donations from staff	20.00	Paid	Payroll Liabilities
Dec 16, 2022	Union Dues - ACH	Union Dues from Alysha, David, Adam	102.00	Paid	Payroll Liabilities
Dec 16, 2022	PAC Donations - ACH	PAC donations from Staff	16.00	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			274.00		
Kay Norberg					
Dec 19, 2022	Reimbursement	Reimbursement for items needed for District Party on Jan. 7th	31.92	Paid	Materials & Services:Department Services:Events
Total Kay Norberg			31.92		
L.N. Curtis & Sons					
Dec 20, 2022	Preconnect prop	1.5" rigid male mounting plate	71.76	Paid	Materials & Services:Training
Dec 20, 2022	Preconnect prop	Shipping Charges	15.05	Paid	Materials & Services:Training
Total L.N. Curtis & Sons			86.81		
Life-Assist					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Dec 5, 2022	PO-0342/ 1272029 &1271929	EMS Supply Order	141.99	Paid	Materials & Services:EMS Operations:Supplies
Total Life-Assist			141.99		
Local Government Law Group					
Dec 16, 2022		Consult with Board Director on personnel matter	286.00	Paid	Materials & Services:Professional Services:Legal
Total Local Government Law Group			286.00		
LOSAP					
Dec 27, 2022	16-300	Annual fee for LOSAP administration	200.00	Paid	Materials & Services:Professional Services
Dec 27, 2022	16-300	25% Discount for OFDDA member	(50.00)	Paid	Materials & Services:Professional Services
Total LOSAP			150.00		
Nationwide Retirement Solutions					
Dec 5, 2022	Deferred Comp - EFT	Deferred Comp contributions from staff	230.00	Paid	Payroll Liabilities
Dec 16, 2022	ACH	Contributions from Staff	220.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			450.00		
Norco					
Dec 22, 2022	36595424	D Oxygen	17.62	Paid	Materials & Services:EMS Operations:Supplies
Dec 22, 2022	36595424	Handling Charge	29.00	Paid	Materials & Services:EMS Operations:Supplies
Dec 22, 2022	36595424	Fuel Charge	2.49	Paid	Materials & Services:EMS Operations:Supplies
Total Norco			49.11		
Northwest Safety Clean					
Dec 8, 2022	22-34057	Coat: NFPA Advanced Inspection - Shell & Liner	360.00	Paid	Materials & Services:Fire Operations:PPE
Dec 8, 2022	22-34057	Pant: NFPA Advanced Inspection - Shell & Liner	345.00	Paid	Materials & Services:Fire Operations:PPE
Dec 8, 2022	22-34057	General repairs or Alternations meeting NFPA compliance	144.55	Paid	Materials & Services:Fire Operations:PPE
Dec 8, 2022	22-34057	Shipping	310.58	Paid	Materials & Services:Fire Operations:PPE
Total Northwest Safety Clean			1,160.13		
Oregon Fire District Directors Assn.					
Dec 16, 2022	16-300	Administrative Fee for LOSAP processing	150.00	Paid	Materials & Services:Professional Services
Total Oregon Fire District Directors Assn.			150.00		
Oregon Health Authority - OFS Receipting Unit					
Dec 19, 2022	Admin Fee for GEMT - ACH	Administration Fee for GEMT intergovernmental transfer program/CCO	1,802.71	Paid	Materials & Services:EMS Operations:Fees/Dues

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Dec 28, 2022	GEMT Admin Fee/ Non Federal Portion	Non-federal portion contributed by GEMT provider (to be matched with applicable federal funds)	5,076.31	Paid	Materials & Services:EMS Operations:Fees/Dues
Dec 28, 2022	GEMT Admin Fee/ Non Federal Portion	Fee due to OHA for the cost to administer GEMT program (20% administrative fee amount by provider (to be retained by OHA)	1,015.26	Paid	Materials & Services:EMS Operations:Fees/Dues
Dec 28, 2022	GEMT Admin Fee/ Non Federal Portion	Partial OHA administrative fee paid 12/19	(1,802.71)	Paid	Materials & Services:EMS Operations:Fees/Dues
Total Oregon Health Authority - OFS Receipting Unit			6,091.57		
Oregon PERS					
Dec 8, 2022	PERS - EFT	Employer Contribution	3,708.93	Paid	Personnel Services:PERS
Dec 8, 2022	PERS - EFT	Employee Contributions, paid by Employer	940.81	Paid	Personnel Services:PERS
Dec 27, 2022	PERS - EFT	Employer Contributions	7,027.02	Approved	Personnel Services:PERS
Dec 27, 2022	PERS - EFT	Employee Contributions, paid by Employer	968.43	Approved	Personnel Services:PERS
Total Oregon PERS			12,645.19		
Pacific Power					
Dec 5, 2022	24712171-001 3	Basic Charges, Load Size, Demand Charges, Kilowatt Usage, etc.	2,479.73	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			2,479.73		
Parker English					
Dec 22, 2022	Tuition Reimbursement for Parker	Tuition Reimbursement for Fall 2022, for Parker	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Total Parker English			1,750.00		
Ryan Rhodes					
Dec 22, 2022	Tuition Reimbursement for Ryan	Tuition Reimbursement for Fall 2022 term for Ryan	1,618.80	Paid	Materials & Services:Tuition Reimbursement
Total Ryan Rhodes			1,618.80		
Solutions Yes					
Dec 22, 2022	INV343666	Black/White Copies	5.15	Paid	Materials & Services:Administration:Copier Expenses
Dec 22, 2022	INV343666	Color Copies	52.70	Paid	Materials & Services:Administration:Copier Expenses
Total Solutions Yes			57.85		
Southside Bank					
Dec 5, 2022	#256805/Ambulance Pmt - ACH	Annual Ambulance Loan Payment	27,045.17	Paid	Debt Service:Apparatus Payment
Total Southside Bank			27,045.17		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Special Districts Insurance Services					
Dec 5, 2022	03-0052514 - ACH	January OFCA Health Premium	9,191.48	Paid	Personnel Services:Employee Benefits:Health Insurance
Dec 5, 2022	03-0052514 - ACH	January OFCA Dental Premium	839.60	Paid	Personnel Services:Employee Benefits:Dental Insurance
Dec 5, 2022	03-0052514 - ACH	January OFCA Long-Term Premium	143.76	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			10,174.84		
Streamline					
Dec 5, 2022	41F663CA-0025 - ACH	Hosting of Website	100.00	Paid	Materials & Services:Professional Services:Computer Services
Total Streamline			100.00		
Sureline Broadband					
Dec 6, 2022	21336	Internet and Telephone charges	599.00	Paid	Materials & Services:Utilities:Telecom munications
Total Sureline Broadband			599.00		
Systems Design West					
Dec 8, 2022	20222424	EMS Billing for November	800.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Dec 8, 2022	20222424	Postage	20.30	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Systems Design West			820.30		
Tom Fast					
Dec 5, 2022	MERP Reimbursement	Reimbursement for MERP	430.00	Paid	Personnel Services:Employee Benefits:HRA Reimbursements
Total Tom Fast			430.00		
US Bank Equipment Finance					
Dec 16, 2022	488966425 - EFT	Contract Payment for Copier	139.99	Paid	Materials & Services:Administration:C opier Expenses
Total US Bank Equipment Finance			139.99		
Verizon Wireless					
Dec 5, 2022	9921324886	Data Charges for iPads in Ambulances	240.08	Paid	Materials & Services:Utilities:Telecom munications
Total Verizon Wireless			240.08		
Vern Samples Landscaping					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Dec 5, 2022	31884	Fall sprinkler system winterization	90.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Vern Samples Landscaping			90.00		
VISA - Chase					
Dec 2, 2022	HD 350153887	Car wash soap	164.99	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Dec 2, 2022	79509829	Ice Melt	228.82	Paid	Materials & Services:Building & Maintenance:Supplies
Dec 3, 2022	40320143230	Impact Drill	101.00	Paid	Materials & Services:Building & Maintenance:Supplies
Dec 3, 2022	40320143230	Circular Saw	101.00	Paid	Materials & Services:Building & Maintenance:Supplies
Dec 3, 2022	40320143230	2 x 6 Lumber	90.80	Paid	Materials & Services:Training
Dec 3, 2022	40320143230	1 5/8" screws	12.97	Paid	Materials & Services:Training
Dec 3, 2022	40320143230	2 1/2 " screws	33.58	Paid	Materials & Services:Training
Dec 3, 2022	40320143230	2 x 4 lumber	29.92	Paid	Materials & Services:Training
Dec 3, 2022	40320143230	1/2 plywood	87.80	Paid	Materials & Services:Training
Dec 7, 2022	HD 352041971	Oven cleaning supplies	22.40	Paid	Materials & Services:Building & Maintenance:Supplies
Dec 12, 2022	XXXX	Purchase of Stamps.	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Dec 14, 2022	HD 354471296	Washing machine cleaner	11.98	Paid	Materials & Services:Building & Maintenance:Supplies
Dec 14, 2022	HD 354471296	Toaster	52.49	Paid	Materials & Services:Building & Maintenance:Equipment
Dec 14, 2022	HD 354549644	replacement snow plow pins for 592	25.36	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953
Dec 15, 2022	XXXX	Mo. Fee for Stamps.com	17.99	Paid	Materials & Services:Administration:Postage & Shipping
Dec 19, 2022	XXXX	Payment to UPS for Shipping Charges	21.87	Paid	Materials & Services:Administration:Postage & Shipping
Dec 19, 2022	XXXX	Payment to Xero for Mo. Accounting Platform for District	27.75	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Dec 19, 2022	XXXX	Mouse for Computer in Fire Chief's office	26.39	Paid	Materials & Services:Administration:Supplies
Dec 22, 2022	HD 357192408	Leadership training class at Sisters Fire, February 23, 2023 for Alysha Delorto	150.00	Approved	Materials & Services:Training

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Dec 22, 2022	HD 357124802 Gas Can Spout	Replacement spouts for gas cans	19.98	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Dec 22, 2022	HD 357190480	Leadership training class at Sisters Fire, February 23, 2023 for David McDonald and Frank Day	300.00	Paid	Materials & Services:Training
Dec 22, 2022	HD 358098719	Leadership training class at Sisters Fire, February 23, 2023 for Travis Delorto and Myrsi Steinke	300.00	Paid	Materials & Services:Training
Dec 27, 2022	HD 357733616 Fuel Pump	Fuel pump	56.48	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Dec 29, 2022	XXXX	Monthly Fee for Prime Membership	14.99	Paid	Materials & Services:Administration:Memberships
Dec 30, 2022	XXXX	Mo. Fee for Amazon Prime membership	14.99	Paid	Materials & Services:Administration:Memberships
Total VISA - Chase			1,963.55		
Washington Federal					
Dec 16, 2022	62761143544 - ACH	Principal Due	135,000.00	Paid	Debt Service:Bond Payment
Dec 16, 2022	62761143544 - ACH	Interest Due	24,118.00	Paid	Debt Service:Bond Payment
Total Washington Federal			159,118.00		
Zoll Medical					
Dec 16, 2022	PO-0343	Zoll pads	163.58	Paid	Materials & Services:EMS Operations:Supplies
Dec 16, 2022	90070125	Preventative Maintenance on 2 Zoll Machines	560.00	Paid	Materials & Services:EMS Operations:
Total Zoll Medical			723.58		
Total			248,768.50		

Budget Calendar

Appoint Budget Officer at Board meeting & Appoint Budget Committee members..... on January 19th, 2023

Budget presentation is due for publication to Board, Budget committee and residents for review...by April 14th, 2023

Publish 1st notice of budget committee meeting in paper..... by April 17th, 2023

Budget committee meeting to be held on Thursday, April 27th, 2023

Publish 2nd notice of Budget committee meeting (if necessary).... on May 1st, 2023

Continuation of recessed 1st Budget committee meeting (if necessary)..... on May 11, 2023

Publish notice of public budget hearing LB 50 in newspaper..... by May 31, 2023

Hold public Budget meeting prior to Board meeting..... on Thursday, June 15, 2023

Enact Resolution to adopt Budget at Board meeting..... on Thursday, June 15, 2023

File form LB1 & submit tax certification to Deschutes/Jefferson county..... on June 30, 2023

Budget Committee Members

Robert Bengtson

William Burt

Joe Costigan

Ken Fisher

Debbie Sappenfield



CROOKED RIVER RANCH FIRE & RESCUE

Fire Chief's Report January, 2023

- Calls for service in December totaled 60. 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	2	1	0	20
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0	0	0	0	0	0	0	0	0
3-Rescue & EMS	31	38	43	27	41	31	33	50	38	40	48	44	464
4-Hazardous Condition (No Fire)	0	0	0	1	1	0	1	0	1	0	0	1	5
5-Service Call	2	8	2	3	1	8	3	6	6	0	6	5	50
6-Good Intent Call	6	5	3	4	6	4	2	4	4	6	6	5	55
7-False Alarm & False Call	2	0	0	2	0	1	0	1	3	0	4	5	18
8-Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0	0	0	0	0
9-Special/Other Incident	0	0	0	0	0	0	0	0	0	1	0	0	1
	41	51	50	38	51	45	44	65	54	49	65	60	

Total Calls-To-Month End 2022

613

Total Calls-To-Month End 2021 39 52 55 61 57 62 64 50 41 59 45 42

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

- Auto-Aid Given – 5
- Auto-Aid Received – 3
- Mutual-Aid Given – 18
- Mutual-Aid Received – 15

- Grant Update:

- The Oregon Fire Service Capacity grant application has been submitted.

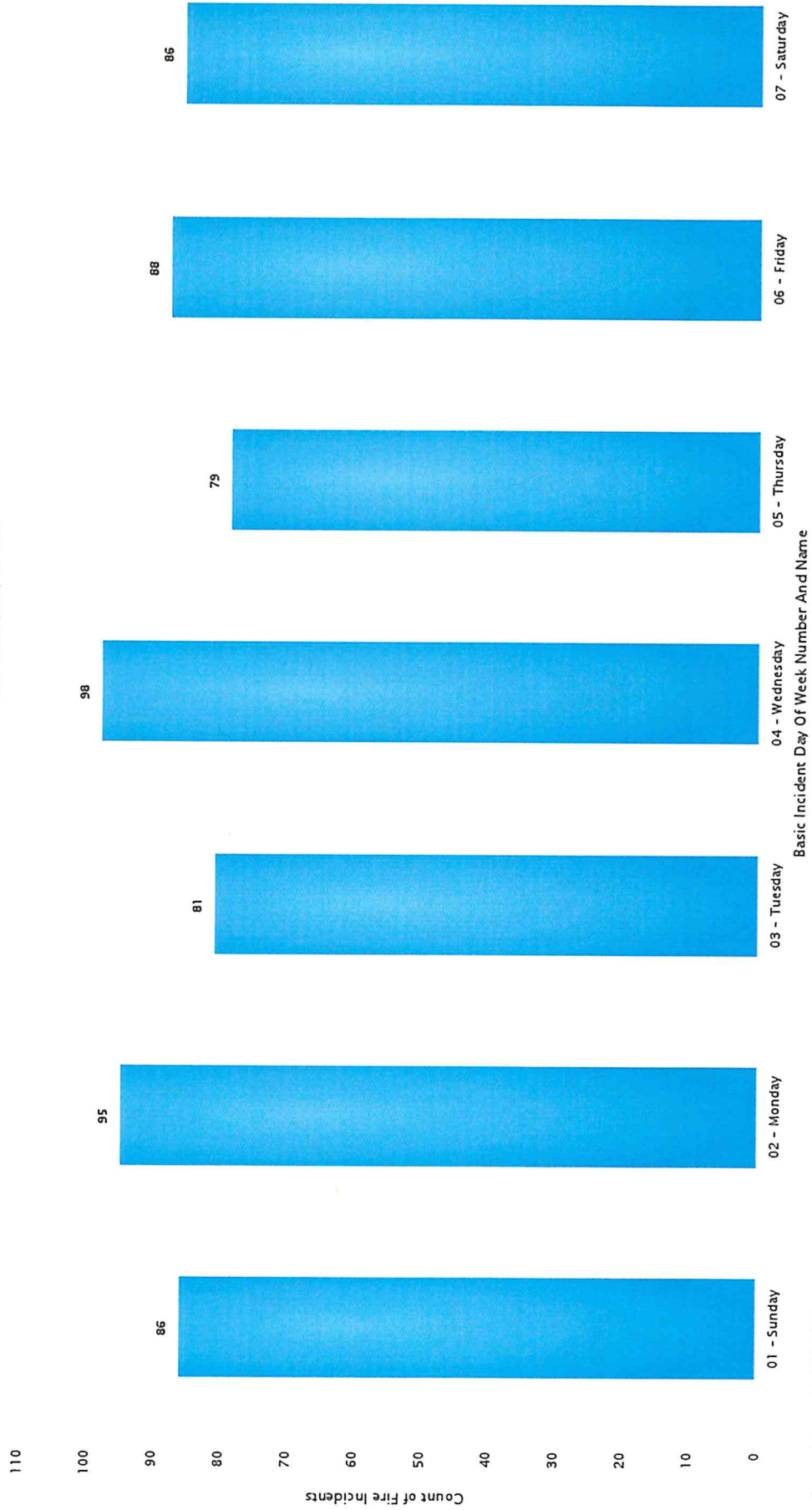
- The OSFM Engine Grant has requested additional information. Information is being input gathered and input into the form for submission prior to January 17th, 2023.
- AFG for direct vehicle exhaust capture system. Met with the vendor for a pre-build meeting. Reviewed the installation plan for building and apparatus. Installation is scheduled for the week of February 20th, 2023.
- We did not receive the SDIS Safety & Security grant or the AFG Engine grant.
- Apparatus Bay Floor Heat. The heating element has been replaced and the floor heat is now working. Bay temperatures are managed to remain between 60 and 62 degrees.
- The application period is open to hire two temporary staff to help with coverage. Three applications have been received so far and those candidates have been interviewed. Candidate selection will be made by January 23rd.
- Fire Med Memberships report (month-to-date):
 - Memberships renewed: 19
 - New memberships: 2
 - Non-renewals: 1
 - Total for the year: 302
- Update from Community Services Programs
 - No requests for smoke alarm assessments or installations.
 - One new address sign was placed.
 - Dennis is reviewing the fall materials he has received to see what would work best for handout material and for training personnel. He hopes to have something together by the end of February to begin implementing the program.

Respectfully submitted,

Sean Hartley
Fire Chief

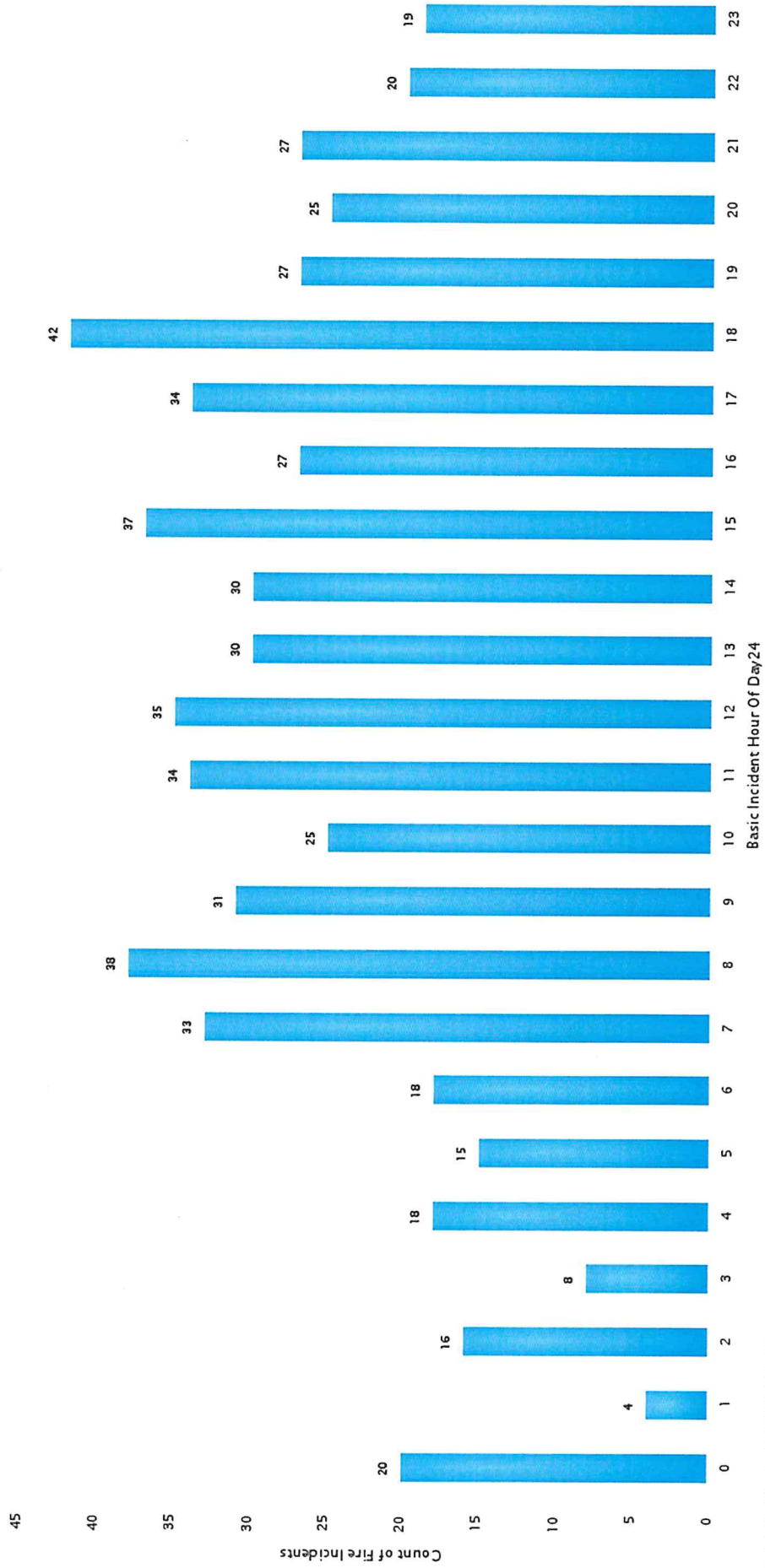
Crooked River Ranch Fire & Rescue

2022 Calls By Day Of Week



Crooked River Ranch Fire & Rescue

2022 Calls By Hour Of Day



REDMOND REAL ESTATE COMMUNITY FOUNDATION, INC.

1655 Highland Avenue, suite 5
Redmond, Oregon 97756

Community Outreach 2022

December 15, 2022

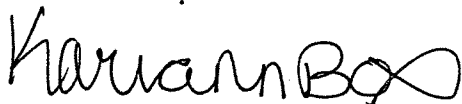
Dear CRR Fire Department,

Enclosed is a check in the amount of \$500 to use toward your work in the community.

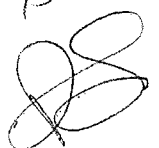
The Redmond Real Estate Community Foundation, Inc. is a 501 (c)3, which is funded by Realtors in Redmond and their affiliates – title companies, lenders, home inspectors, etc. Redmond Realtors have a long history of giving, going back over 40 years. At each weekly meeting, a drawing is held to help raise a few dollars to grow the fund. Over the year, the proceeds from the drawings, as well as a few additional donations, add up and we distribute them throughout the Redmond community.

Our weekly meetings are held Wednesday mornings at 8:30am. If your organization would like to make a short presentation about its role in the community, we would be happy to welcome you to a meeting. Please contact me at the number below and I will put you on the schedule.

Sincerely,



Kariann Box, Treasurer
(541) 350-3055

Rec'd 1/4/23
chk# 1312


- To alpha Deloris
↳ The other Paramedics
who saved my mom when
she was having a heart
attack -

HOPING THIS WONDROUS

Christmas season

DELIVERS THE JOY OF GIVING

and peace everlasting.

- Thank you so much for
the amazing work you do -

Sincerely, Tammy
Sampson



thanks to your team I get
to celebrate another Christmas
with my family!!

I couldn't help but admire
the speed + professionalism I'm
alive to benefit from.

My family + I are in deep
gratitude to you. Have a
wonderful Christmas.

Love

Gail Todd
Crooked River Ranch

Joyful Holiday Wishes

Dear Captain Alysha Delorto!

I am writing to thank ~~you~~
you + your partner (I didn't
get to see her name on her
badge - she drove) for saving
my life the night of Nov 29th
as you know I was having
a heart attack while you
were professionally doing
your work. I now have
3 stents in my heart +