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

July 16, 2026

A Joint Public Hearing & Board Meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, July 16th, 2026, at 6:00 pm, at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

<u>Public Hearing Minutes</u>

1. Called to Order by Director Cross at 6:00 pm.

2. Flag Salute – Led by Director Fletcher.

3. Roll Call – Taken by Director Costigan and the following were in attendance: Directors Cross, Pahl, Costigan, and Fletcher. Director Palmer was excused. Also in attendance were Fire Chief, Sean Hartley and Administrative Assistant, Dana Schulke. Thirty-eight members of the public were signed in. Barb Oakley and one unidentified person attended virtually via the Zoom platform.

4. Consideration of an Ordinance adopting a Master Fee Schedule for the District – Chief Hartley reviewed the draft of Ordinance No. 26-01, which would amend the cost recovery and cost-based fees for services and would repeal Resolutions 2024-04 and 2024-06. The proposed fee schedule that was attached as an appendix to the draft was discussed.

5. Comments from the public – The line items of the fee schedule were reviewed in detail. Fire Med coverage was discussed, along with transport/non-transport statistics. Director Costigan addressed the research that went into establishing the fees, and Chief Hartley discussed the process for future fee adjustments.

6. Discussion/comments/actions from the Board of Directors – There was no further discussion from the Directors.

7. Adjournment – The public hearing adjourned at 6:48 PM.

<u>Board Meeting Minutes</u>

1. **Called to Order** by Director Cross at 6:51 pm.

   1.1 Roll Call – Taken by Director Costigan and the following were in attendance: Directors Cross, Pahl, Costigan, and Fletcher. Director Palmer was excused. Also in attendance were Fire Chief, Sean Hartley and Administrative Assistant, Dana Schulke. Nine members of the public remained for the regular meeting.

2. **Review of Agenda –** Director Cross reviewed the agenda.

3. **Approval of the minutes**

   3.1 Board Meeting minutes from Thursday, June 18, 2026 – Director Fletcher made a motion to approve the joint public hearing and board meeting minutes from June 18th as presented. Director Pahl seconded the motion. All were in favor by stating “Aye”; motion carried (4-0).

4. **Financial Reports**

   4.1 Acknowledge receipt and approval of the financial reports for June 2026 – Director Fletcher reported that everything balanced as of June 30, 2026. Director Costigan made a motion to approve the June 2026 financials as presented. Director Pahl seconded the motion. All were in favor by stating “Aye”; motion carried (4-0).

   4.2 Appointment of Board members to sign checks for Monday, August 10th and Wednesday, August 26th, 2026 – Directors Costigan and Pahl will sign on Monday, August 10th, and Directors Cross and Pahl will sign on Wednesday, August 26th.

   4.3 Discussion on 2025/2026 Ending Fund Balance – Chief Hartley reported that a greater amount was carried forward from the end of the fiscal year than anticipated, partly due to being understaffed. It was suggested to move some of the funds to the Contingency Fund and some to the Capital Reserve Fund. This will require that a supplemental budget be created and published in the Madras Pioneer newspaper. Director Pahl made a motion for Chief Hartley to proceed with a supplemental budget for the General Fund ending balance. Director Fletcher seconded the motion. All were in favor by stating “Aye”; motion carried (4-0).

5. **Unfinished Business –**

   5.1 Sale of Surplus Apparatus– Chief Hartley reported that the engine is listed with a new vendor.

6. **New Business –**

   6.1 Ordinance 26-01 Cost Recovery and Cost Based Fees for Services – Referring to earlier discussions with the public, Chief Hartley asked if there was any language in the draft ordinance that needed to be changed. Consensus was that all questions were answered satisfactorily, and the language is appropriate. Director Fletcher made a motion to approve Ordinance 26-01 for cost recovery and cost-based fees for services as presented. Director Pahl seconded the motion. All were in favor by stating "Aye"; motion carried (4-0). Director Palmer was absent and did not vote.

   6.2 Schedule Board Workshop Date – It was suggested that the next workshop be held sometime in mid-October, with the date to be determined at the August board meeting.

7. **Fire Chief's Report –** Chief Hartley's report was in the Board packet. Chief Hartley noted that this was another year with no fires on the Ranch related to fireworks on the 4th of July, so the Bring Your Fireworks event continues to be a success. Dana Schulke reported that the Life Screening event was also a success. Chief Hartley further reported that the high rope rescue trailer needs to be replaced, and he will continue to look for a used vehicle that can be dedicated to rope rescue equipment, as well as provide an additional emergency vehicle for response.

8. **CERT Report –** Linda Kay Widmer reported that the June training was with CRR Road Department personnel to review and access supplies needed for traffic control. The team helped with traffic management for the 4th of July parade using some of those supplies. They continue to work on communication issues.

9. **Comment/Questions –**

   9.1 Public input on the current agenda topics – There was none.

   9.2 Public input on future agenda topics – There was none.

10. **Correspondence/Recognitions/Good of the Order –** Director Cross suggested that a statement be added to future agendas asking people to silence cell phones. Director Cross read a thank you note from Life Line Screening for hosting their event and a thank you note and donation from the Limbaugh/Glazer family.

11. **Adjournment –** Director Cross adjourned the meeting at 7:34 PM.

Respectfully submitted,

Dana Schulke, Administrative Assistant