



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 August 18, 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. 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) – excused
Barbara Oakley, Secretary (Position 4)
Brad Pahl, Treasurer (Position 1)
Jeff Green, Director (Position 3)

District Staff

Fire Chief, Harry Ward
Asst. Fire Chief, Sean Hartley
Admin. Assistant, Dana Schulke

Board Meeting Agenda

1. Call to Order – Director Norberg
 - 1.1 Pledge of Allegiance – Director Green
 - 1.2 Roll Call – Director Oakley
2. Review of Agenda – Director Norberg
3. Approval of Board Meeting Minutes – Director Norberg
 - 3.1 Approval of Board Meeting minutes from July 21, 2022
4. Financial Reports
 - 4.1 Acknowledge receipt and approval of the financial reports for July 2022
– Director Pahl
 - 4.2 Appointment of Board members to sign checks for Thursday, September 8th and Monday, September 26, 2022 – Director Norberg
5. Unfinished business (consideration, discussion, and possible action on the following items):
 - 5.1 Update on steering committee – Fire Chief, Harry Ward
 - 5.2 Update on CERT program (Fall Basic Training Class)
– Fire Chief, Harry Ward – Linda Kay Widmer
 - 5.3 Update on ID Cards for CERT Members/Community Service Volunteers
– Fire Chief, Harry Ward
 - 5.4 Update on letter received by residents on Senate Bill 762 (Wildfire Preparedness) –
Fire Chief, Harry Ward

6. New Business (consideration, discussion, and possible action on the following items):
 - 6.1 Discussion on Audit from 2021/2022 – Director Pahl
 - 6.2 Board Workshop, September 1 / Topics of Discussion – Director Norberg
7. Fire Chief's Report – submitted by Fire Chief, Harry Ward in Board packet
8. Operations Report - submitted by Asst. Fire Chief, Sean Hartley in Board packet
9. 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

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

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, Pahl, Green, Wilson, and Oakley. Also in attendance was Fire Chief Harry Ward, Assistant Fire Chief Sean Hartley, Administrative Assistant Dana Schulke, and Captain Alysha Delorto. Public in attendance was William Burt, Tina Wilson, and Linda Kay Widmer.

2. **Review of Meeting Agenda Items** – the Board reviewed the agenda and there was nothing to add or delete.

3. **Approval of the Board Meeting minutes from June 16, 2022, and the Board Workshop minutes from June 30, 2022:**

3.1 The minutes were reviewed by the Board Meeting Minutes from June 16th, 2022, and Director Wilson stated that under 6.2 he noticed that it should read, "Tuesday", June 28th, and not Thursday as there might have been some back-and-forth discussion as to the dates discussed for the Board Workshop. Director Pahl made a motion to approve the Board Meeting minutes as amended, Director Green seconded the motion. All five voted yes by saying "Aye," motion was approved, (5-0).

3.2 The Board reviewed the Board Workshop minutes from June 30, 2022. Director Wilson made a motion to approve the Board Workshop minutes as presented, Director Pahl seconded the motion. All five voted yes by saying "Aye," motion was approved, (5-0).

4. **Financial Reports -**

4.1 **Financial reports for June 2022** – Director Pahl stated that June was the end of our fiscal year and we ended on a good note. He stated there was a small discrepancy of unrestricted net assets showing on the Balance Sheet and Chief Hartley is collaborating with our Auditors on rectifying this problem as something might be misdated. Director Wilson asked about the \$50,000 that was transferred over at the beginning of the year and if it was for the new truck that we have been waiting for. Chief Ward stated "yes, it is" and we carried over that amount into this budget year as we do not know when it will be ready. Director Pahl also stated that everything is accounted for on the financials and it balances. Director Norberg asked for a motion. Director Green made the motion to approve the financials as presented, Director Oakley seconded the motion. All five voted yes by saying "Aye," motion passed (5-0). Director Pahl also stated to the Board that the last check signing was with our new bank, Chase. He stated that the ACH transfers can only be set up 2 days prior to the actual payment date. He also stated that the auditors will be here next week.

4.2 **Appointment of Board members to sign checks** – It was decided that Director Pahl and Director Green will sign on Wednesday, August 10th and Director Pahl and Director Oakley will sign checks on Thursday, August 25, 2022.

5. **Unfinished Business –**

5.1 **Update on steering committee** – Chief Ward stated that we have the final data from the survey we asked our residents to complete. We had 235 turned in and Chief Ward was surprised that the most important thing the residents are requiring from us is Structure/Home protection, then EMS/Medical attendance then Wildland protection. He stated our residents prefer getting a text message on their phones to receive communication from us, then social media would be a second preference. Chief Ward will be looking into a couple options for getting text messages out to our residents. He will be setting up a meeting with the Steering Committee/Strategic Planning Group for the first week in August. Once this meeting has past, he will set up a Stakeholders meeting.

5.2 **Update on Business Income Insurance coverage for the District** - Chief Ward has spoken to Steve Silva from WHA Insurance and he stated that there is no need to have this coverage for our District.

Everything we have is under a schedule, so this coverage is not necessary to have. Chief Ward stated verbiage from documentation he had from Steve and reviewed it with the Board. It was suggested by the Board that we review our insurance every year, especially when our new truck arrives. There was discussion between Director Wilson and Chief Ward and Chief Hartley regarding replacement costs of the vehicles we have indicated on our policy. Director Norberg asked if Chief Ward knew where our truck is that we ordered and Chief Ward stated that it is with the Ford manufacturer at this time, and we have no idea when it will get here.

6. New Business:

6.1 Discussion on Board Meeting days, dates, and time - Director Norberg asked the Board if they would like to continue having the Board meetings on the third Thursday of every month and at 6:30 pm. Everyone was good with the third Thursday and same time we have been having them. Director Pahl added that he would like to have the following Thursday after the Board meeting for our quarterly Board Workshops. It was noted that the CERT meetings are now on the following Thursdays after the Board meetings. Director Wilson wanted to know if the first Thursday of the month works for everyone for the quarterly Board Workshops. The Board agreed it will work for everyone.

6.2 Discussion on Board Member compensation/reimbursement – Director Norberg stated that they have not been compensated in the past for being a Board member. This has to be stated and asked at the beginning of every July meeting. She asked the Board if everyone was still good with not being compensated and everyone agreed. There was no further discussion.

6.3 Update on CERT program – Linda Kay Widmer stated that we passed fourteen people through the Basic Training CERT program. She thanks Ashley Volz from Deschutes County Sheriff's Office for helping us get this program off the ground. She stated that their first training meeting is next Thursday, the twenty-eight at 6:30 pm and David Pond from the Jefferson County Sheriff's Office will be here to go over the instances for activating the CERT team for the Ranch. She also discussed other topics they would like to discuss for future trainings, and she is setting up another Basic Training class for people that were on a waiting list. Chief Ward stated everything is going well with this program and our Community Service Volunteers are working with Dennis Senko on learning how to install smoke detectors, make & install the emergency address signs, etc. Director Pahl asked how Mike Dries and Jeff Scheetz are doing with the property inspections and Chief Ward stated it is going well. Chief Ward stated he is scheduling a day for the Community Service Volunteers to train on the safety surveys for seniors and who would like to be involved with that program.

6.4 Discussion on Fire Chief's review process – It was discussed by the Board on how they would like to manage the process for the Fire Chief's evaluation. Director Pahl stated they have done same process the past few years and utilized the same external and internal sources. He feels that they need to change the process and he would like to meet in Executive Session. The Board would submit their ideas and opinions on what they expect from the Chief, as well as Chief submitting his future goals, etc. Chief Ward suggested that goals and ideas could be talked about in a Board Workshop and then the final evaluation would be done in Executive Session. All Board members agreed to this idea, and it will be a topic for the September Board Workshop.

6.5 Discussion/Approval of Resolution 2022-03 to accept the OSFM Grant funds for summer staffing – Chief Hartley stated we have received all the paperwork from the Fire Marshal's office, as well as the \$35,000 check. Director Wilson made a motion to approve Resolution 2022-23 to accept the OSFM grant funds into our General Fund. Director Pahl seconded the motion. Director Oakley did roll call of all the members in attendance and all stated "yes" to approve the resolution. The motion passed, (5-0).

7. Fire Chiefs Report – the Fire Chief's report was submitted and in the Board packet. Chief Ward added a special thank you to all who participated in the CERT training, including the instructors and all helpers to make the training a success. He received lots of positive comments. Director Wilson asked about the new boiler and

if it will be run with propane. Chief Ward will be getting several bids from the vendors to get the ball rolling on replacing the boiler. Chief Ward also added that we will be hosting the school supply drive again this year. Director Norberg asked about the Fire Med memberships and how many we have received this month. Dana stated so far for this month we are about fourteen new members. Director Norberg also asked about when the Labor Day breakfast was, and Chief Ward stated we will be doing the pancake breakfast for sure. Chief Ward stated that he is working with Captain Fast to get ID cards made for our CERT members and all members of the District. Everyone will be getting their pictures taken to have these cards made.

8. Operations Report – an operations report was submitted to the Board by Assistant Fire Chief, Sean Hartley in the Board packet. Chief Hartley stated we have two new students going through academy and it is going well. We have one student taking her EMT test and after that she will be good to go. He also stated that we had a brush fire yesterday and we had a good number of staff and volunteers show up, as well as some mutual aid. The two new students were able to attend to this fire and excited to go on the fire. Director Pahl asked if academy is going well and if we were adhering to the OSHA Heat and Smoke rules. Chief Ward stated yes, and they are trying to wrap things up by noon or 1:00 pm. Chief Hartley stated that we received a little over \$40,000 in GEMT funds.

9. Comments/Questions:

9.1 Public input on the current agenda – William Burt stated that the Heritage House does not have any asbestos and that its great news. He asked that we do not “overwork” Mike Dries as he is still one of five left on the HOA Board of Directors. He also stated that he received his letter from the State Fire Marshal’s office, and it stated he was in a “high” risk area. Chief Ward asked if there was a phone number on that letter that he could call. William Burt wanted to know what that meant by living in a “high risk” area and what is he supposed to do next. He also thanked Director Norberg and Director Oakley for staffing the history table on the 4th of July event. Chief Ward said he has some material from the State Marshal’s office that he has to go through to understand what the next steps for residents regarding clearing defensible space around their home.

9.2 Public input on future agenda topics – nothing

10. Correspondence/Recognitions/Good of the order - there was a thank you note from one of the CERT team members thanking the District for starting the CERT program. Chief Ward stated that we have the part for the antique and just waiting for our person from TEC equipment to come and install it. Linda Kay Widmer stated that when she was at the 4th of July booth with Dana, there were several residents who stated they were so glad our fire district is here on the Ranch.

12. Adjournment by Director Norberg at 7:32 pm.

Respectfully,
Dana Schulke
Administrative Assistant

Balance Sheet

Crooked River Ranch Fire & Rescue

As of July 31, 2022

Cash Basis

JUL 31, 2022

Assets

Current Assets

Cash and Cash Equivalents

Bond Fund	16,526.41
Business	52,643.70
Capital Reserve Fund	377,425.04
FIB - Checking	27,636.35
General Fund	43,073.00
Local Option Levy Fund	467,877.77
PayPal	130.32
Payroll	5,608.96
Savings	35,001.19
US Bank	243.67
Total Cash and Cash Equivalents	1,026,166.41

Total Current Assets 1,026,166.41

Total Assets 1,026,166.41

Liabilities and Equity

Liabilities

Current Liabilities

FIB - Credit Cards	895.13
Payroll Liabilities	(4,654.26)
Total Current Liabilities	(3,759.13)

Total Liabilities (3,759.13)

Equity

Current Year Earnings	1,029,925.54
Total Equity	1,029,925.54

Total Liabilities and Equity 1,026,166.41

\$632,214.96

+\$ 3,759.13

\$635,974.09

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

	Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Ambulance Revenue	\$16,697.14	\$16,697.14	\$250,000.00	-\$233,302.86	-93.3211%	\$ 250,000.00
Beginning Fund Balance	\$665,067.68	\$665,067.68	\$510,000.00	\$155,067.68	30.4054%	\$ 510,000.00
Contractual Income	\$0.00	\$0.00	\$800.00	-\$800.00	-100.0%	\$ 800.00
Emergency Address Signs	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%	\$ 500.00
FireMed	\$1,350.00	\$1,350.00	\$13,500.00	-\$12,150.00	-90.0%	\$ 13,500.00
Grant Funds	\$43,751.00	\$43,751.00	\$113,350.00	-\$69,599.00	-61.4019%	\$ 78,350.00
Interest	\$462.50	\$462.50	\$5,000.00	-\$4,537.50	-90.75%	\$ 5,000.00
Misc. Income	\$62.09	\$62.09	\$5,000.00	-\$4,937.91	-98.7582%	\$ 5,000.00
Previously Levied Taxes	\$3,273.18	\$3,273.18	\$25,000.00	-\$21,726.82	-86.9073%	\$ 25,000.00
Taxes Collected in Year Levied	\$114.47	\$114.47	\$1,027,982.00	-\$1,027,867.53	-99.9889%	\$ 1,027,982.00
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%	\$ 500.00
Total Revenue	\$730,778.06	\$730,778.06	\$1,951,632.00	-\$1,220,853.94	-62.6%	\$ 1,916,632.00
Gross Profit	\$730,778.06	\$730,778.06	\$1,951,632.00	-\$1,220,853.94	-62.5555%	
Operating Expenses						
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
Debt Services						
Debt Service:Apparatus Payment	\$0.00	\$0.00	\$27,046.00	-\$27,046.00	-100.0%	\$ 27,046.00
Total Debt Services	\$0.00	\$0.00	\$27,046.00	-\$27,046.00	-100.0%	\$ 27,046.00
Materials & Services						
Administration	\$327.08	\$327.08	\$20,700.00	-\$20,372.92	-98.4199%	\$20,700.00
Building Maintenance & Supplies	\$25.98	\$25.98	\$35,000.00	-\$34,974.02	-99.9258%	\$35,000.00
CERT Program	\$47.78	\$47.78	\$5,000.00	-\$4,952.22	-99.0444%	\$5,000.00
Department Services	\$86.40	\$86.40	\$5,000.00	-\$4,913.60	-98.272%	\$5,000.00
Dispatch Services	\$245.79	\$245.79	\$64,898.00	-\$64,652.21	-99.6213%	\$64,898.00
EMS Operations	\$2,123.37	\$2,123.37	\$45,000.00	-\$42,876.63	-95.2814%	\$45,000.00
Fire Operations	\$625.88	\$625.88	\$39,300.00	-\$38,674.12	-98.4074%	\$39,300.00
Fuel	\$1,909.35	\$1,909.35	\$15,000.00	-\$13,090.65	-87.271%	\$15,000.00
Insurance	\$0.00	\$0.00	\$37,515.00	-\$37,515.00	-100.0%	\$37,515.00
Prevention	\$0.00	\$0.00	\$2,000.00	-\$2,000.00	-100.0%	\$2,000.00
Professional Services	\$1,116.39	\$1,116.39	\$22,000.00	-\$20,883.61	-94.9255%	\$22,000.00
Radios/Communications	\$0.00	\$0.00	\$16,000.00	-\$16,000.00	-100.0%	\$16,000.00
Rope Rescue Operations	\$0.00	\$0.00	\$3,000.00	-\$3,000.00	-100.0%	\$3,000.00
SAFER Grant Expenditures	\$734.60	\$734.60	\$41,850.00	-\$41,115.40	-98.2447%	\$41,850.00
Training	\$167.36	\$167.36	\$30,000.00	-\$29,832.64	-99.4421%	\$30,000.00
Travel	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	-100.0%	\$5,000.00
Tuition Reimbursement	\$0.00	\$0.00	\$31,500.00	-\$31,500.00	-100.0%	\$31,500.00
Uniforms	\$0.00	\$0.00	\$7,000.00	-\$7,000.00	-100.0%	\$7,000.00
Utilities	\$1,355.95	\$1,355.95	\$29,000.00	-\$27,644.05	-95.3243%	\$29,000.00
Vehicle/Equipment Maintenance	\$950.00	\$950.00	\$35,000.00	-\$34,050.00	-97.2857%	\$35,000.00
Volunteer Incentive Program	\$1,320.00	\$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
Total Materials & Services	\$11,035.93	\$11,035.93	\$522,363.00	-\$511,327.07	-97.9%	\$522,363.00
Personnel Services						
Administrative Assistant	\$3,104.70	\$3,104.70	\$41,045.00	-\$37,940.30	-92.4359%	\$41,045.00
Administrative Assistant Overtime	\$308.98	\$308.98	\$2,798.00	-\$2,489.02	-88.9571%	\$2,798.00
Assistant Chief	\$5,273.46	\$5,273.46	\$68,229.00	-\$62,955.54	-92.2709%	\$68,229.00
Employee Benefits	\$12,661.88	\$12,661.88	\$213,589.00	-\$200,927.12	-94.0718%	\$213,589.00
Fire Chief	\$6,828.83	\$6,828.83	\$87,524.00	-\$80,695.17	-92.1978%	\$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	\$0.00	\$38,777.00	-\$38,777.00	-100.0%	\$38,777.00
Part-Time Personnel	\$9,494.50	\$9,494.50	\$68,840.00	-\$59,345.50	-86.2079%	\$33,840.00

Payroll Taxes	\$4,075.79	\$4,075.79	\$48,671.00	-\$44,595.21	-91.6258%	\$48,671.00
PERS	\$5,941.76	\$5,941.76	\$169,589.00	-\$163,647.24	-96.4964%	\$169,589.00
Shift Personnel Overtime	\$5,304.22	\$5,304.22	\$46,614.00	-\$41,309.78	-88.621%	\$46,614.00
Shift Personnel Wages	\$15,117.83	\$15,117.83	\$192,121.00	-\$177,003.17	-92.1311%	\$192,121.00
Student Volunteer Stipends	\$540.00	\$540.00	\$7,290.00	-\$6,750.00	-92.5926%	\$7,290.00
Volunteer Stipends & Benefits	\$1,700.00	\$1,700.00	\$36,500.00	-\$34,800.00	-95.3425%	\$36,500.00
Workers Comp. & Group Accident Insurance	\$13,416.09	\$13,416.09	\$15,500.00	-\$2,083.91	-13.4446%	\$15,500.00
Total Personnel Services	\$83,768.04	\$83,768.04	\$1,045,019.00	-\$961,250.96	-92.0%	\$1,010,019.00
Total Operating Expenses	\$94,803.97	\$94,803.97	\$1,706,632.00	-\$1,611,828.03	-94.445%	
Net Income / (Loss) before Tax	\$635,974.09	\$635,974.09	\$245,000.00	\$390,974.09	159.5813%	
Net Income	\$635,974.09	\$635,974.09	\$245,000.00	\$390,974.09	159.5813%	
Total Comprehensive Income	\$635,974.09	\$635,974.09	\$245,000.00	\$390,974.09	159.5813%	

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

	Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Beginning Fund Balance	\$15,919.26	\$15,919.26	\$12,223.00	\$3,696.26	30.2402%	\$ 12,223.00
Interest	\$16.32	\$16.32	\$300.00	-\$283.68	-94.56%	\$ 300.00
Previously Levied Taxes	\$571.66	\$571.66	\$3,500.00	-\$2,928.34	-83.6669%	\$ 3,500.00
Taxes Collected in Year Levied	\$19.17	\$19.17	\$184,203.00	-\$184,183.83	-99.9896%	\$ 184,203.00
Total Revenue	\$16,526.41	\$16,526.41	\$200,226.00	-\$183,699.59	-91.7%	\$ 200,226.00
Gross Profit	\$16,526.41	\$16,526.41	\$200,226.00	-\$183,699.59	-91.7461%	
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	\$16,526.41	\$16,526.41	\$18,664.00	-\$2,137.59	-11.453%	
Net Income	\$16,526.41	\$16,526.41	\$18,664.00	-\$2,137.59	-11.453%	
Total Comprehensive Income	\$16,526.41	\$16,526.41	\$18,664.00	-\$2,137.59	-11.453%	

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

	Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Beginning Fund Balance	\$377,163.04	\$377,163.04	\$376,918.00	\$245.04	0.065%	\$ 376,918.00
Interest	\$262.00	\$262.00	\$2,750.00	-\$2,488.00	-90.4727%	\$ 2,750.00
Transfer In	\$0.00	\$0.00	\$75,000.00	-\$75,000.00	-100.0%	\$ 75,000.00
Total Revenue	\$377,425.04	\$377,425.04	\$454,668.00	-\$77,242.96	-17.0%	\$ 454,668.00
Gross Profit	\$377,425.04	\$377,425.04	\$454,668.00	-\$77,242.96	-16.9889%	
Operating Expenses						
Contingency	\$0.00	\$0.00	\$100,000.00	-\$100,000.00	-100.0%	\$ 100,000.00
Capital Outlay						
Capital Outlay & Grant Awards	\$0.00	\$0.00	\$60,000.00	-\$60,000.00	-100.0%	\$ 60,000.00
Capital Outlay & Grant Awards	\$0.00	\$0.00	\$45,000.00	-\$45,000.00	-100.0%	\$ 45,000.00
Total Capital Outlay	\$0.00	\$0.00	\$105,000.00	-\$105,000.00	-100.0%	\$ 105,000.00
Total Operating Expenses	\$0.00	\$0.00	\$205,000.00	-\$205,000.00	-100.0%	
Net Income / (Loss) before Ta:	\$377,425.04	\$377,425.04	\$249,668.00	\$127,757.04	51.1708%	
Net Income	\$377,425.04	\$377,425.04	\$249,668.00	\$127,757.04	51.1708%	
Total Comprehensive Income	\$377,425.04	\$377,425.04	\$249,668.00	\$127,757.04	51.1708%	

Payable Invoice Detail

Crooked River Ranch Fire & Rescue
For the period July 1, 2022 to July 31, 2022

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Adam Wiley					
Jul 6, 2022	Cell Phone Reimb.- Adam W.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Adam Wiley			90.00		
Aflac					
Jul 18, 2022	EFT	Premiums from staff	599.88	Paid	Payroll Liabilities
Total Aflac			599.88		
Amy Weddle					
Jul 6, 2022	Cell Phone Reimb-Amy W.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Amy Weddle			90.00		
Best Med Urgent Care					
Jul 18, 2022	24038818	Firefighter Physical for Parker English	300.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 18, 2022	24038818	Respiratory Questionnaire	25.00	Paid	Materials & Services:SAFER Grant Expenditures
Total Best Med Urgent Care			325.00		
Bigfoot Beverages					
Jul 18, 2022	2413341	Bottled Water for Fire Rehab	86.40	Paid	Materials & Services:Department Services:Rehab Supplies
Total Bigfoot Beverages			86.40		
BIOMED					
Jul 25, 2022	92300	Background checks for Dunken, Coyne, Alstock, Butler, Lowrie	145.00	Paid	Materials & Services:Professional Services:Background Checks
Total BIOMED			145.00		
Brooklyn Emerson					
Jul 6, 2022	Cell Phone Reimb.- Brooklyn E.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Brooklyn Emerson			90.00		
Colton Steinke					
Jul 6, 2022	Cell Phone Reimb.- Colton S.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Colton Steinke			90.00		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Crooked River Ranch Water Company					
Jul 1, 2022	94 - EFT	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
Jul 1, 2022	94 - EFT	Water	109.00	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			143.59		
Crooked River Sanitary					
Jul 1, 2022	00014 - EFT	Sanitation Services for June 2022	72.02	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			72.02		
Damion Hatch					
Jul 6, 2022	Cell Phone Reimb. - Damion H.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Damion Hatch			90.00		
Dan Marsh					
Jul 6, 2022	Cell Phone Reimb.- Dan M.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Dan Marsh			90.00		
Dana Signs					
Jul 16, 2022	4814	Vinyl removal from vehicle 592	400.00	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953
Jul 16, 2022	4814	Logo Lettering in die-cut gold engine turned vinyl over black 220 on both sides. Stripes on the side cut from black reflective vinyl on both sides. The price includes installation.	550.00	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953
Total Dana Signs			950.00		
Dennis Senko					
Jul 6, 2022	Cell Phone Reimb.- Dennis S.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Dennis Senko			90.00		
Department of Veteran's Affairs					
Jul 11, 2022	Refund of payment	Refund, as VA paid claim twice in error	1,274.48	Paid	Ambulance Revenue
Total Department of Veteran's Affairs			1,274.48		
Deschutes County 911 Service District					
Jul 18, 2022	3115	911 Data Network Reimbursement for July	245.79	Paid	Materials & Services:Dispatch Services
Total Deschutes County 911 Service District			245.79		
Elizabeth Ramirez					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 6, 2022	Cell Phone Reimb.- Elizabeth R.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Elizabeth Ramirez			90.00		
Frank Day					
Jul 6, 2022	Cell Phone Reimb. - Frank Day	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Frank Day			90.00		
Grant Caudel					
Jul 6, 2022	Cell Phone Reimb - Grant C.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Grant Caudel			90.00		
HRA VEBA Trust					
Jul 18, 2022	ACH	Contributions for staff	1,500.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			1,500.00		
IAFF 3650 - Redmond Firefighters Union					
Jul 6, 2022	Union Dues - ACH	Union Dues from Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Jul 6, 2022	PAC Donations - ACH	PAC Donations from Staff	20.00	Paid	Payroll Liabilities
Jul 18, 2022	Union Dues - ACH	Union Dues from Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Jul 18, 2022	PAC Donations - ACH	PAC donations from staff	20.00	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			244.00		
Jeff Scheetz					
Jul 6, 2022	Cell Phone Reimb.- Jeff S.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Jeff Scheetz			90.00		
Kay Norberg					
Jul 18, 2022	Reimbursement	Reimbursement for purchase of Coffee for CERT training	11.99	Paid	Materials & Services:Building & Maintenance:Supplies
Total Kay Norberg			11.99		
L.N. Curtis & Sons					
Jul 25, 2022	Portable tank	Husky replacement liner	812.67	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 25, 2022	Portable tank	Husky Portable tank	1,700.67	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 25, 2022	Portable tank	Shipping	686.00	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Total L.N. Curtis & Sons			3,199.34		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Linda Kay Widmer					
Jul 5, 2022	Reimbursement	Reimbursement for CERT training materials	47.78	Paid	Materials & Services:CERT Program
Total Linda Kay Widmer			47.78		
Marta McGovern-Philpott					
Jul 6, 2022	Call Phone Reimb.- Marta Mc	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Marta McGovern-Philpott			90.00		
MasterCard					
Jul 12, 2022		2" x 12"x 10' Boards for stairs for the SCBA confidence course two sheets of 3/4" OSB for stair treads (from Miller Lumber)	167.36	Paid	Materials & Services:Training
Jul 13, 2022	HD 304269488	fuel for stoves taken on Conflagrations	25.88	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 15, 2022	XXXX 4382	Mo. Fee for Stamps.com	17.99	Approved	Materials & Services:Administration:Postage & Shipping
Jul 19, 2022	XXXX 4382	Mo. Fee for use of Accounting platform	25.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Jul 25, 2022	HD 305988706	Electrolyte supplement	143.96	Paid	Materials & Services:Professional Services:Credit Card Fees
Jul 30, 2022	XXXX 4382	Mo. Fee for Prime Membership/Amazon	14.99	Paid	Materials & Services:Administration:Memberships
Total MasterCard			395.68		
Myrsideys Steinke					
Jul 6, 2022	Cell Phone Reimb.-Myrsi S.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Myrsideys Steinke			90.00		
Nationwide Retirement Solutions					
Jul 6, 2022	Deferred Comp - EFT	Contributions from Staff	230.00	Paid	Payroll Liabilities
Jul 18, 2022	Deferred Comp - EFT	Deferred Comp contributions from staff	230.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			460.00		
OFSOA					
Jul 1, 2022	Membership	Annual Membership for Dana	40.00	Paid	Materials & Services:Administration:Memberships
Total OFSOA			40.00		
Oregon Health Authority - OFS Receiving Unit					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 11, 2022	GEMT Admin Fees	Non-Federal Share of GEMT Services	262.55	Paid	Materials & Services:EMS Operations:Fees/Dues
Jul 11, 2022	GEMT Admin Fees	OHA - Administrative Fee	52.51	Paid	Materials & Services:EMS Operations:Fees/Dues
Total Oregon Health Authority - OFS Receiving Unit			315.06		
Oregon PERS					
Jul 7, 2022	EFT	Employer contributions	4,914.55	Approved	Personnel Services:PERS
Jul 7, 2022	EFT	Employee Contributions, paid by Employer	1,238.43	Approved	Personnel Services:PERS
Jul 25, 2022	EFT	Employer contribution	4,109.97	Approved	Personnel Services:PERS
Jul 25, 2022	EFT	Employee contribution, paid by employer	1,039.53	Approved	Personnel Services:PERS
Jul 25, 2022	1499304 SS Fee - EFT	W2 submissions for calendar year 2019	21.00	Approved	Personnel Services:PERS
Total Oregon PERS			11,323.48		
Pacific Power					
Jul 5, 2022	24712171-001 3	Basic Charges, Load size, Demand Charges, taxes and Kilowatt Usage	756.95	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			756.95		
SeaWestern Fire Fighting Equipment					
Jul 5, 2022	INV17240 - ACH	Rental Fee Associated with SCBA Fit test Portacount Rental	600.00	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Jul 16, 2022	PO-0314 / INV 17325 - ACH	Haix Fire Hunter Extreme boots	390.00	Paid	Materials & Services:SAFER Grant Expenditures
Jul 16, 2022	PO-0314 / INV 17325 - ACH	Shipping	19.60	Paid	Materials & Services:SAFER Grant Expenditures
Total SeaWestern Fire Fighting Equipment			1,009.60		
Solutions Yes					
Jul 28, 2022	INV325474 - ACH	Black/White Copies	9.75	Paid	Materials & Services:Administration:Copier Expenses
Jul 28, 2022	INV325474 - ACH	Color Copies	122.35	Paid	Materials & Services:Administration:Copier Expenses
Total Solutions Yes			132.10		
Special Districts Association of Oregon					
Jul 1, 2022	2022/2023 WC Payment	2022/2023 Workers Comp payment	13,416.09	Paid	Personnel Services:Workers Comp. & Group Accident
Total Special Districts Association of Oregon			13,416.09		
Special Districts Insurance Services					
Jul 1, 2022	EAP Enrollment	Annual EAP enrollment	468.00	Paid	Materials & Services:Professional Services:E.A.P.

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 5, 2022	03-0052514 - ACH	Health Premiums for Staff for August	9,924.15	Paid	Personnel Services:Employee Benefits:Health Insurance
Jul 5, 2022	03-0052514 - ACH	Dental Premiums for Staff for August	893.97	Paid	Personnel Services:Employee Benefits:Dental Insurance
Jul 5, 2022	03-0052514 - ACH	Long Term Care Premiums for Staff for August	143.76	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			11,429.88		
Streamline					
Jul 5, 2022	41F663CA-0020 / ACH	Website services for July	100.00	Paid	Materials & Services:Professional Services:Computer Services
Total Streamline			100.00		
Sureline Broadband					
Jul 6, 2022	15504	Telephone and Internet Charges	599.00	Paid	Materials & Services:Utilities:Telecommunications
Total Sureline Broadband			599.00		
Systems Design West					
Jul 16, 2022	20221343	EMS Billing for June	570.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Jul 16, 2022	20221343	Postage	12.76	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Systems Design West			582.76		
Terminix					
Jul 25, 2022	200079	Quarterly Maintainance of straying for rodents, spiders, etc.	100.00	Paid	Materials & Services:EMS Operations:Supplies
Total Terminix			100.00		
Terrebonne Hardware					
Jul 5, 2022	0203997/0203667	Sprinkler Heads for Lawn on Building Grounds	13.99	Paid	Materials & Services:Building & Maintenance:Supplies
Total Terrebonne Hardware			13.99		
Travis Delorto					
Jul 6, 2022	Cell Phone Reimb. - Travis D.	Cell Phone Reimbursement for April/May/June	90.00	Paid	Materials & Services:Volunteer Incentives
Total Travis Delorto			90.00		
US Bank Equipment Finance					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Jul 25, 2022	476614375 - EFT	Contract Payment	139.99	Paid	Materials & Services:Administration:Copier Expenses
Total US Bank Equipment Finance			139.99		
Zachary Cota					
Jul 6, 2022	Cell Phone Reimb.-Zach Cota	Cell Phone Reimbursement for April/May/June	60.00	Paid	Materials & Services:Volunteer Incentives
Total Zachary Cota			60.00		
Zoll Medical					
Jul 18, 2022	PO-0312 / 3532252	EMS Supply Order	338.85	Paid	Materials & Services:EMS Operations:Supplies
Jul 18, 2022	PO-0312 / 3532252	Zoll Battery	421.00	Paid	Materials & Services:EMS Operations:Supplies
Total Zoll Medical			759.85		
Total			51,739.70		



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

Fire Chiefs Report – August 2022

- We will be holding a Volunteer Firefighter Recruitment picnic on Saturday August 20th from 1pm to 4 pm at the Heritage House. This will be a fun event to have perspective volunteers get to know us and maybe want to join our ranks. This is a family event because any volunteer will need family support, or they will not last long. We will have hotdogs and hamburgers as well as fun stuff for the kids.
- Our strategic planning is moving forward we are looking at two dates in September to hold our Stake Holders meeting. September 3rd or 17th. This will be about a 4-hour discussion about what our community feels they want our Fire District to be and services to provide. The questions asked and discussion that will be had is based on the survey we did this summer. Dan Olson from SDAO will be facilitating the discussion.
- On September 24th we will host a Defensible Space Assessments class put on by the Oregon State Fire Marshalls Office. It will be in the morning or afternoon we are waiting for the Fire Marshalls office to get back to us.
- We are still working on getting ID cards for all our volunteers and career staff. This is part of our Disaster Operational Plan and for those doing community service can have something that identifies them as a member of CRRF&R.
- We are currently getting quotes for the boiler project for the floor heat in the bays I should have those in the next week or so and we can work on which one will be the best for us. We also contacted Energy Trust and they are seeing what they can do to help on the cost.
- Pancake Breakfast will be September 4th from 8:00 until 11:00. If you would like to help let us know.

Respectively submitted,

Harry Ward, Fire Chief



CROOKED RIVER RANCH FIRE & RESCUE

Operations Report August, 2022

- Calls for service in July totaled 44. 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					11
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0	0	0					0
3-Rescue & EMS	31	38	43	27	41	31	33					244
4-Hazardous Condition (No Fire)	0	0	0	1	1	0	1					3
5-Service Call	2	8	2	3	1	8	3					27
6-Good Intent Call	6	5	3	4	6	4	2					30
7-False Alarm & False Call	2	0	0	2	0	1	0					5
8-Severe Weather & Natural Disaster	0	0	0	0	0	0	0					0
9-Special/Other Incident	0	0	0	0	0	0	0					0
Total Calls-To-Month End 2022	41	51	50	38	51	45	44	0	0	0	0	0
320												
<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 – 1
 - Auto-Aid Received – 2
 - Mutual-Aid Given – 12
 - Mutual-Aid Received – 10
- The two new Student Volunteers have completed the Firefighter I portion of the structural academy. They will complete Driver, Rope Operations, and EMS familiarization training in August.
- Annual service of the SCBA compressor has been completed.

➤ Fire Med Memberships report (month-to-date):

- Memberships renewed: 36
- New memberships: 14
- Non-renewals: 1
- Total for the year: 295

Respectfully submitted,

Sean Hartley
Assistant Chief