



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 Joint Public Budget Hearing and Board Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors, will hold a public Budget Hearing and Board Meeting on Thursday, June 20, 2019. The public Budget Hearing will start at 6:00 pm. The purpose of the public Budget Hearing is to discuss the budget for the fiscal year beginning July 1, 2019 as approved by the Crooked River Ranch RFPD Budget Committee. A copy of the budget may be inspected or obtained at the fire station which is located at 6971 SW Shad Road, between the hours of 9:00 am and 5:00 pm. The Board meeting will follow immediately thereafter at the same location. Both meeting locations are accessible to persons with disabilities and will be recorded.

Board of Directors

Bob Bengtson, President (Position 5)
Dennis Kirk, Vice President, (Position 3)
Barbara Oakley, Secretary (Position 4)
John Meredith, Treasurer (Position 2)

District Staff

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

Hearing Agenda

1. Call to Order - Director Bengtson
 - 1.1. Roll Call by Director Oakley
 - 1.2. Flag Salute – Director Kirk
2. Presentation of the Budget – Fire Chief, Harry Ward / Assistant Fire Chief, Sean Hartley
3. Comments from the public – (Please sign-up before the meeting begins; comments/presentations are limited to 3 minutes in length and duplicate comments/testimonies are to be avoided)
4. Discussion/comments/actions from the Board of Directors
5. Adjournment of Public Budget Hearing – Director Bengtson

Board Meeting Agenda

1. Call to Order - Director Bengtson
 - 1.1 Roll Call by Director Oakley
2. Review of Agenda
3. Approval of Board meeting minutes
 - 3.1 Approval of May 16, 2019 Board meeting minutes
4. Financial Reports

- 4.1. Acknowledge receipt and approval of the financial reports for May 2019 – Director Meredith
- 4.2. Appointment of Board members to sign checks for Tuesday, July 9th and Thursday, July 25, 2019.
5. Comments from the public - (Please sign-up before the meeting begins; comments or presentations are limited to 3 minutes in length and duplicate comments or testimonies are to be avoided)
6. Unfinished business (consideration, discussion, and possible action on the following items):
 - 6.1 Follow-up discussion on new Radio's/911 System – Assistant Fire Chief, Sean Hartley
7. New Business (consideration, discussion, and possible action on the following items):
 - 7.1 Discussion/Approval of Resolution 2019-02 Adopting the Budget for 2019/2020 Fiscal Year – Director Bengtson
 - 7.2 Discussion/Approval of ordering new Ambulance for the District – Fire Chief, Harry Ward
 - 7.3 Discussion on increasing the price of our Fire Med membership – Fire Chief, Harry Ward
 - 7.4 Swearing in/Oath of Office for new Board Directors effective July 1, 2019 – by Kate Zemke, Jefferson County Clerk
 - 7.5 Election of Board Officers for the 2019/2020 term, effective July 1, 2019 - Director Bengtson
8. Fire Chief's Report - Fire Chief, Harry Ward
9. Operations Report - submitted by Asst. Fire Chief, Sean Hartley
10. Correspondence & Recognitions – Director Bengtson
11. Comments/Questions
 - 11.1. Public
 - 11.2. Chief, Staff, and/or Volunteers
 - 11.3. Board of Directors
12. Adjournment – Director Bengtson

(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 RURAL FIRE PROTECTION DISTRICT

GENERAL FUND

Resources - Detailed

	Historical Data			Adopted Budget 2018-2019 This Year	Resource Description	Budget for Next Year: 2019-2020				
	Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body			
	Second Preceding 2016-2017	First Preceding 2017-2018								
1	\$351,440	\$295,838	\$239,987	1	Available cash on hand* (cash basis) or	\$234,000	\$234,000		1	
2	\$24,156	\$21,820	\$32,500	2	Previously levied taxes estimated to be received	\$22,500	\$22,500		2	
3	\$3,965	\$12	\$3,500	3	Interest	\$5,000	\$5,000		3	
4	\$0	\$0	\$0	4	Transferred IN, from other fund(s)	\$0	\$0		4	
5	\$120,360	\$170,633	\$150,000	5	Ambulance Billing	\$165,000	\$165,000		5	
6	\$0	\$800	\$0	6	Contractual Income	\$500	\$500		6	
7	\$750	\$800	\$500	7	Emergency Signs	\$500	\$500		7	
8	\$10,890	\$12,240	\$12,375	8	FireMed	\$12,600	\$12,600		8	
9	\$8,465	\$10,214	\$49,379	9	Grant Funds	\$45,922	\$45,922		9	
10	\$4,089	\$4,566	\$5,000	10	Misc. Income	\$4,000	\$4,000		10	
11	\$0	\$5,801	\$0	11	Sale of Assets	\$0	\$0		11	
12	\$1,125	\$0	\$500	12	Training	\$500	\$500		12	
13	\$0	\$14,699	\$1,000	13	Confagration Revenue	\$0	\$0		13	
14				14					14	
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26				26					26	
27				27					27	
28				28					28	
29	\$525,240	\$537,423	\$494,741	29	Total resources, except taxes to be levied	\$490,522	\$490,522	\$490,522	\$0	29
30			\$821,558	30	Taxes estimated to be received	\$927,560	\$927,560	\$927,560		30
31	\$661,945	\$799,672		31	Taxes collected in year levied					31
32	\$1,187,185	\$1,337,095	\$1,316,299	32	TOTAL RESOURCES	\$1,418,082	\$1,418,082	\$1,418,082	\$0	32

CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT

General Fund

	Historical Data			Adopted Budget 2018-2019 This Year	Requirements Summary	Budget for Next Year: 2019-2020		
	Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding 2016-2017	First Preceding 2017-2018						
1				1 PERSONNEL SERVICES				
2	\$651,546	\$708,497	\$777,572	2 See detailed description	\$816,748	\$816,748		
3				3				
4				4				
5				5				
6	\$651,546	\$708,497	\$777,572	6 TOTAL PERSONNEL SERVICES	\$816,748	\$816,748	\$0	\$0
7				7 MATERIALS AND SERVICES				
8	\$304,638	\$331,672	\$357,860	8 See detailed description	\$361,334	\$361,334		
9				9				
10				10				
11				11				
12	\$304,638	\$331,672	\$357,860	12 TOTAL MATERIALS AND SERVICES	\$361,334	\$361,334	\$0	\$0
13				13 CAPITAL OUTLAY				
14	\$43,725	\$0	\$0	14 See detailed description	\$0	\$0	\$0	\$0
15				15				
16				16				
17				17				
18	\$43,725	\$0	\$0	18 TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0
19				19 DEBT SERVICES				
20	\$0	\$0	\$0	20 See detailed description	\$0	\$0	\$0	\$0
21				21				
22				22				
23				23				
24	\$0	\$0	\$0	24 TOTAL DEBT SERVICES	\$0	\$0	\$0	\$0
25				25				
26	\$25,000	\$20,190		26 Transfer to Building/Equipment Reserve Fund	\$20,000	\$20,000	\$20,000	\$0
27				27				
28	\$25,000	\$20,190	\$0	28 TOTAL TRANSFERRED TO OTHER FUNDS	\$20,000	\$20,000	\$20,000	\$0
29	\$4,535	\$0	\$3,359	29 OPERATING CONTINGENCY	\$5,000	\$5,000	\$5,000	\$0
30	\$351,040	\$276,736		30 Ending Balance (Prior Years)				
31			\$174,910	31 UNAPPROPRIATED ENDING FUND BALANCE	\$215,000	\$215,000	\$215,000	\$0
32	\$1,380,484	\$1,337,095	\$1,313,701	32 TOTAL REQUIREMENTS	\$1,418,082	\$1,418,082	\$1,418,082	\$0

CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT

GENERAL FUND

Personnel Services - Detail

	Historical Data			Adopted Budget 2018-2019 This Year	Requirement Description	Number of Employees	Range*	Budget for Next Year: 2018-2019			
	Actual		Proposed By Budget Officer					Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding 2016-2017	First Preceding 2017-2018									
1	\$74,117	\$76,000	\$	79,800	1 Fire Chief	1	\$65,000-\$80,340	\$82,194	\$82,194		1
2	\$53,881	\$57,622	\$	55,558	2 Assistant Chief	1	\$55,620	\$57,224	\$57,224		2
3	\$34,901	\$34,594	\$	34,729	3 Administrative Assistant	1	\$16.81/Hr	\$35,973	\$35,973		3
4		367	\$	1,224	4 Administrative Assistant Overtime			\$1,261	\$1,261		4
5	\$208,172	\$171,034	\$	174,032.14	5 Shift Personnel Wages	3	\$46,512-\$57,663	\$180,099	\$180,099		5
6		\$39,475	\$	34,894.14	6 Shift Personnel Overtime			\$43,698	\$43,698		6
7	\$5,505	\$4,365	\$	2,280	7 Mechanic (Part Time)	0		\$0	\$0		7
8	\$26,568	\$33,102	\$	35,280	8 Part-Time Personnel	7	\$11.50-\$15.00/Hr	\$23,520	\$23,520		8
9	\$141,419	\$150,789	\$	168,753	9 Employee Benefits (Health/Dental/Vision/VEBA)			\$174,477	\$174,477		9
10	\$70,826	\$91,587	\$	98,419	10 PERS			\$119,051	\$119,051		10
11	\$34,382	\$35,937	\$	38,248	11 Payroll Taxes			\$40,461	\$40,461		11
12	\$1,776	\$9,335	\$	18,500	12 Workers Comp. & Group Accident Insurance			\$15,000	\$15,000		12
13	\$0	\$800	\$	36,500	13 Volunteer Stipend & Benefits			\$36,500	\$36,500		13
14	\$0	\$3,490	\$	515.40	14 Volunteer Conflag Reimbursement			\$0	\$0		14
15					15 Student Volunteer Stipends			\$7,290	\$7,290		15
16					16						16
17					17						17
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26					26						26
27					27						27
28					28						28
29					29						29
30					30						30
31					31						31
32	\$651,547	\$708,497		\$778,733	32 TOTAL PERSONNEL SERVICES REQUIREMENTS			\$816,748	\$816,748		32
										\$0	32

**CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT
GENERAL FUND**

Capital Outlay & Grant Awards - Detailed

	Historical Data			Adopted Budget 2018-2019 This Year	Requirement Description	Number of Employees	Range*	Budget for Next Year: 2019-2020			
	Actual	Second Preceding 2016-2017	First Preceding 2017-2018					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1					CAPITAL IMPROVEMENTS/PURCHASES						1
2	\$0	\$0	\$0	\$0	Apparatus Capital Purchases			\$0	\$0		2
3	\$21,450	\$0	\$6,914	\$6,914	Building & Grounds Capital Purchases			\$0	\$0		3
4	\$22,275		\$0	\$0	EMS Capital Purchases			\$0	\$0		4
5	\$0		\$0	\$0	Fire Capital Purchases			\$0	\$0		5
6	\$0		\$0	\$0	Training Capital Purchases			\$0	\$0		6
7					GRANT AWARD EXPENDITURES						7
8											8
9											9
10											10
11											11
12											12
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24											24
25											25
26											26
27											27
28											28
29											29
30											30
31											31
32	\$43,725	\$0	\$6,914	\$6,914	TOTAL CAPITAL OUTLAY & GRANTS			\$0	\$0	\$0	32

CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT

GENERAL FUND

Materials & Services - Detailed

	Historical Data			Adopted Budget 2018-2019 This Year	Requirement Description	Number of Employees	Range*	Budget for Next Year: 2019-2020		
	Actual		Proposed By Budget Officer					Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding 2016-2017	First Preceding 2017-2018								
1	\$14,505	\$20,559	\$15,000	1 Administration			\$15,520	\$15,520		1
2	\$8,037	\$10,964	\$10,000	2 Building Maintenance & Supplies			\$10,000	\$10,000		2
3	\$2,525	\$5,283	\$5,000	3 Department Services			\$4,000	\$4,000		3
4	\$51,509	\$53,782	\$58,115	4 Dispatch Services			\$63,390	\$63,390		4
5	\$25,356	\$29,553	\$32,950	5 EMS Operations			\$29,584	\$29,584		5
6	\$21,327	\$41,877	\$16,705	6 Fire Operations			\$27,180	\$27,180		6
7	\$7,171	\$10,837	\$10,000	7 Fuel			\$12,000	\$12,000		7
8	\$25,077	\$25,113	\$30,000	8 Insurance			\$27,500	\$27,500		8
9	\$2,614	\$761	\$1,000	9 Prevention			\$1,000	\$1,000		9
10	\$24,416	\$21,333	\$20,000	10 Professional Services			\$22,190	\$22,190		10
11	\$1,672	\$3,402	\$4,611	11 Radios/Communications			\$3,455	\$3,455		11
12	\$1,459	\$0	\$1,500	12 Rope Rescue Operations			\$1,500	\$1,500		12
13	\$7,470	\$6,805	\$7,389	13 Training			\$8,558	\$8,558		13
14	\$4,799	\$4,481	\$9,105	14 Travel			\$12,572	\$12,572		14
15	\$28,481	\$25,926	\$31,500	15 Tuition Reimbursement			\$31,500	\$31,500		15
16	\$4,992	\$7,853	\$5,713	16 Uniforms			\$5,713	\$5,713		16
17	\$22,322	\$23,418	\$22,250	17 Utilities			\$22,250	\$22,250		17
18	\$22,446	\$8,649	\$28,200	18 Vehicle/Equipment Maintenance			\$25,000	\$25,000		18
19	\$16,675	\$23,375	\$29,400	19 Volunteer Incentive Program			\$19,000	\$19,000		19
20	\$11,787	\$4,879	\$10,000	20 Wellness Program			\$10,000	\$10,000		20
21	\$0	\$2,822	\$9,422	21 SAFER Grant Expenditures			\$9,422	\$9,422		21
22				22						22
23				23						23
24				24						24
25				25						25
26				26						26
27				27						27
28				28						28
29				29						29
30				30						30
31				31						31
32	\$304,640	\$331,672	\$357,860	32 TOTAL MATERIALS & SERVICES			\$361,334	\$361,334	\$0	32

CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT

Capital Reserve Fund

Line Item	Historical Data			Summary of Resources and Requirements	Budget for Next Year: 2019-2020		
	Actual		Adopted Budget 2018-2019 This Year		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding 2016-2017	First Preceding 2017-2018					
1				RESOURCES			
2	\$140,929		\$182,864	2 Cash on hand* (cash basis) or	\$186,500	\$186,500	
3	\$1,973		\$750	3 Interest	\$2,750	\$2,750	
4	\$25,000	\$20,190		4 Transferred IN, from other fund(s)	\$25,000	\$25,000	
5				5			
6	\$167,902		\$183,614	TOTAL RESOURCES	\$214,250	\$214,250	
7				REQUIREMENTS			
8	\$0	\$3,411	\$3,457	8 Transferred OUT, Building/Grounds Capital Purchases	\$0	\$0	
9		\$46,248		9 Apparatus Capital Purchases	\$75,000	\$75,000	
10			\$13,614	10 AFG, Regional - Radio Grant Expenditures	\$0	\$0	
11				11			
12				12			
13				13			
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24				24			
25				25			
26				26			
27				27			
28				28			
30	\$0	\$49,659	\$17,071	Total requirements, except future expenditures	\$75,000	\$75,000	\$0
31	\$167,902		\$166,543	RESERVED FOR FUTURE EXPENDITURE	\$139,250	\$139,250	
32	\$167,902	\$49,659	\$183,614	TOTAL REQUIREMENTS	\$214,250	\$214,250	\$0

**CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT
BOND FUND**

Debt Service - Fire Station - Summary

1	Historical Data			Description of Resources and Requirements	Budget for Next Year: 2019-2020		
	Actual		Adopted Budget 2018-2019 This Year		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding 2016-2017	First Preceding 2017-2018					
2	\$21,805	\$53,405	\$7,432	RESOURCES	\$4,213	\$4,213	
3	\$5,082			2 Cash on hand (cash basis) or	\$2,500	\$2,500	
4	\$541	\$714		3 Previously levied taxes estimated to be received	\$600	\$600	
5				4 Earnings from temporary investments (interest)			
6				5 Transferred IN, from other fund(s)			
7	\$27,428		\$7,432	6			
8				7 Total resources, except taxes to be levied	\$7,313	\$7,313	\$0
9	\$152,215	\$112,335	\$160,609	8 Taxes estimated to be received	\$168,603	\$168,603	
10	\$179,643	\$112,335	\$168,041	9 Taxes collected in year levied			
11				TOTAL RESOURCES	\$175,916	\$175,916	\$0
12				REQUIREMENTS			
13				10 Bond Principal Payments			
14	\$90,000	\$95,000	\$100,000	11 Issue Date			
15				12 Budgeted Payment Date	\$110,000	\$110,000	
16				13 Issue Date			
17	\$90,000	\$95,000	\$100,000	14 12/15/2016			
18				15			
19				16			
20	\$4,083	\$31,000	\$29,822	17 Total Principal	\$110,000	\$110,000	\$0
21	\$31,000	\$29,822	\$28,582	18 Bond Interest Payments			
22				19 Issue Date			
23	\$35,083	\$60,822	\$58,404	20 Budgeted Payment Date			
24				21 3/29/2007	\$28,582	\$28,582	
25				22 3/29/2007	\$27,218	\$27,218	
26				23 Total Interest			
27				24 Unappropriated Balance for Following Year By	\$55,800	\$55,800	\$0
28				25 Issue Date			
29	\$54,560		\$9,637	26 Budgeted Payment Date			
30				27 Ending Balance (Prior Years)			
31	\$179,643	\$155,822	\$168,041	28 Total Unappropriated Ending Fund Balance	\$10,116	\$10,116	\$0
				TOTAL REQUIREMENTS	\$175,916	\$175,916	\$0

CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT

GENERAL FUND

Debt Services - Detailed

	Historical Data			Requirement Description	Number of Employees	Range*	Budget for Next Year:		
	Actual		Adopted Budget This Year				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding	First Preceding							
1									
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31									
32	\$0	\$0	\$0	TOTAL DEBT SERVICES REQUIREMENTS			\$0	\$0	\$0

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

**Board Meeting Minutes
May 16, 2019**

A regular Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, May 16 at 6:30 p.m. at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road, Crooked River Ranch, Oregon.

Board Meeting Minutes

1. Called to Order by Director Bengtson at 6:30 p.m. Directors Meredith, Oakley, Bengtson and Kirk were present. Also present, Fire Chief, Harry Ward, Assistant Fire Chief, Sean Hartley and Administrative Assistant, Dana Schulke. Also in attendance, Captain David McDonald and Dennis Senko and Amy Weddle. Public in attendance, Brad Pahl, Bill Burt, Mark Wilson, Tina Wilson, Kay Norberg, and Patricia Hayes.
2. Review of Meeting Agenda Items – the Board reviewed the agenda and there was nothing to add.
3. **Approval of the Board Meeting/Workshop Minutes.**
 - 3.1. April 18, 2019 Board minutes – minutes were reviewed and read by the Board.
Director Oakley made a motion to approve the April 2019 Board meeting minutes as presented. Director Meredith seconded the motion. All were in favor, except Director Kirk who abstained from the motion because he was not at the last meeting. The motion passed, (3-0).
4. **Financial Reports -**
 - 4.1 **Director Meredith presented the financial report as of the end of March 2019.** In the First Interstate Bank general account, there was \$16,136. In the First Interstate Bank-Payroll account, we had \$2,655. In the Jefferson County Treasury the account balances were: Bond Fund \$33,667 and the Capital Reserve Fund \$186,462. In the General Fund we had, \$179,207. In the Local Option Levy Fund we had \$237,098. In Accounts Receivable we had \$410. Director Kirk made a motion to approve the April 2019 financial report as presented, Director Oakley seconded the motion, all were in favor and the motion passed, (4-0).
 - 4.2 **Appointment of Board members to sign checks** – It was decided that Director Kirk and Director Meredith will sign checks on Monday, June 10th and Director Oakley and Director Meredith will sign checks on Monday, June 24th, 2019.
5. **Comments from the public** – none
6. **Unfinished Business** –
 - 6.1 **Follow-up discussion on the new Radios** – Assistant Fire Chief, Sean Hartley stated that everything is going well. The live date has now been pushed back to Monday, May 20th. Deschutes County 911 was out this week programming the base radios and also our new pagers, all our equipment has now been received. We should be ready to go for Monday's switch over. There was nothing else to report.

6.2 Follow-up on Active Threat Protocol/Drill – Fire Chief, Harry Ward stated that at this time there is nothing to report on this topic.

7. New Business:

7.1 Discussion on ambulance billing company/opening new account: Fire Chief, Harry Ward stated that our new ambulance company that has been chosen to process our ambulance billing, does not want to keep our money, they want to deposit it right away. Our current provider that we utilize is holding our money until the end of the month and gaining interest on our money. They are also raising our rate, per chart, as of July 1st, 2019. Therefore, with the new company that we have chosen who is located in Washington, they stated we could do one of two things to get the funds to us. They could mail us the checks that are received via certified mail, or deposit the checks for us at a local bank. However, there is not a First Interstate Bank in the area where they are located, so we would like to open an account with US Bank specifically, just to receive the deposits from the billing company. It is \$100 to open the account with US Bank. Once we receive the deposit into the US Bank account, we would then transfer the funds into our First Interstate Bank account. Director Bengtson asked if everything would be done electronically, Chief Ward stated yes. There are some things we need to set up to get this process going. He stated that our auditors would prefer we do this process, rather than receiving checks in the mail. Director Bengtson stated that our new ambulance billing company is only charging us half of what the existing company was going to charge us after July 1st, which is going up to \$52 a chart. Sisters-Camp Sherman Fire has switched over to the new company and has been very happy with them. Director Bengtson asked if there were any questions at this time, there were none. Director Kirk made a motion to open an account with US Bank for the purposes of receiving our ambulance billing payments from Systems Design West, LLC as of July 1, 2019. Director Oakley seconded the motion, all were in favor, motion passed (4-0).

8. Fire Chiefs Report – Fire Chief, Harry Ward stated that we had a fire in our newest water tender. There was a wire fire inside the cab of the tender, on the way to a taskforce activation to LaPine. We had to bring the apparatus back to the Station for further investigation, and we had an electrician come out from Pape' Kenilworth to see if it was drivable. We then took the apparatus to Pape' Kenilworth and the insurance adjuster came out to inspect it. The insurance adjuster stated that due to an overheated "aftermarket" wire that was not fused correctly, that is what started the fire in the cab. Service Pro has been out to clean the cab of the apparatus, then it is going to be worked on by Pape' Kenilworth, then Service Pro will come back out for final cleaning. All the radios will have to be taken out and cleaned, as well as other items. They will inspect the chassis for any other issues. We are hoping to have it back by the end of next week. Chief Ward attended a class in Salem last week on Surviving the Fire Service. It was a class that was designated on cancer prevention, etc. He has been working diligently on this issue with our personnel. He also learned at the class that as we apply for grants and if they are designated towards health and wellness, your grant application is automatically moved up to the top of the pile. We will be looking at grant options for health and wellness. He and Chief Hartley attended the Chief's conference and some of this subject matter was discussed at the conference. He stated that Captain McDonald will be going to the National Fire Academy in September. He will be getting good training and education. Chief Ward also stated that we have received five connex boxes that were donated from Les Schwab for our training grounds behind the station. Other fire districts are looking at what we are doing for the training grounds. Director Kirk asked if it

was worth our while to look at all our other apparatus to have them checked out for wiring issues, Chief Ward stated that they have looked at some of the others and will continue to look into this matter. Director Meredith asked who is currently writing our grants. Chief Ward stated that it has been Chief Hartley and Gary White in the past. Director Meredith asked if it would be worth our while to have someone else write our grants so it does not take away from the duties of the District. Chief Ward stated that he has written down a few names of grant writers who could assist us in the future.

9. Operations Report – an operations report was submitted to the Board by Assistant Fire Chief, Sean Hartley in the Board packet. He added to the report that last Saturday he and Captain McDonald interviewed 7 potential student volunteers and we have given 3 of them offers to join our student program. It was stated by Chief Hartley that we reimburse the students for their tuition. There was nothing else to report.

10. Correspondence/Recognitions – none

11. Comments/Questions:

11.1 **Public** – Kay Norberg stated that the Budget Committee minutes are completed. Mark Wilson asked about the 25 calls for ambulance billing, it was clarified that it was 25 transports, not calls. Patricia Hayes had a question about the financial statements, wanted to know why we were not adding up on a few line items and if there were any journal entries that were back dated, we were off \$671.12. There were six categories that do not balance. Director Bengtson stated that we will look into this. Brad Pahl wanted to know how many website visits we have had and if it was utilized a lot. Chief Hartley stated he can look into this and get back to him. Dennis Senko stated he received a call from a phase rep and they are putting together an information faire for certain groups to inform the public of what groups and services are available here on the Ranch, this is on June 8th from 10am – 2pm.

11.2 **Chief, Staff and/or Volunteers** – Chief Ward stated that the Volunteer Association budgeted some funds for the District to purchase Thermal Imaging Camera's which were received last week. Chief Hartley stated they had a medical call yesterday and the deputy from Jefferson County Sheriff's office really helped them with the call, he was very grateful.

11.3 **Board** – nothing.

12. Adjournment by Director Bengtson at 7:02 pm.

Respectfully,
Dana Schulke
Administrative Assistant

Balance Sheet

Crooked River Ranch Fire & Rescue As of May 31, 2019

MAY 31, 2019

Assets

Current Assets

Cash and Cash Equivalents

Bond Fund	37,330.99
FIB - Checking	7,194.55
FIB - Payroll	2,852.78
Capital Reserve Fund	186,820.78
General Fund	136,224.04
Local Option Levy Fund	242,868.00
PayPal	150.80
FIB - Credit Cards	(5,361.63)
Total Cash and Cash Equivalents	608,080.31

Accounts Receivable	365.00
Total Current Assets	608,445.31

Total Assets	608,445.31
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Liabilities and Equity

Liabilities

Current Liabilities

Accounts Payable	5,701.32
Total Current Liabilities	5,701.32
Total Liabilities	5,701.32

Equity

Current Year Earnings	590,275.61
Unrestricted Net Assets	12,468.38
Total Equity	602,743.99
Total Liabilities and Equity	608,445.31



Budget Variance
Crooked River Ranch Fire & Rescue
General Fund
For the month ended 31 May 2019
Cash Basis

	May Actual	YTD Actual	YTD Budget	Var USD	Var %
Revenue					
Ambulance Billing	\$9,953.84	\$160,908.05	\$150,000.00	\$10,908.05	7.272%
Beginning Fund Balance:General/LO Levy Fund	\$0.00	\$263,282.29	\$239,987.00	\$23,295.29	9.7069%
Conflagration Revenue	\$0.00	\$2,019.68	\$2,020.00	-\$0.32	-0.0158%
Deschutes County: General Fund	\$461.43	\$71,374.72	\$49,235.00	\$22,139.72	44.9674%
Deschutes County: Local Option Levy	\$0.00	\$1,522.22	\$18,485.00	-\$16,962.78	-91.7651%
Emergency Address Signs	\$20.00	\$440.00	\$500.00	-\$60.00	-12.0%
FireMed	\$1,170.00	\$12,060.00	\$12,375.00	-\$315.00	-2.5455%
Interest	\$855.43	\$7,390.85	\$3,500.00	\$3,890.85	111.1671%
Jefferson County: General Fund	\$18,979.49	\$567,155.53	\$584,032.00	-\$16,876.47	-2.8896%
Jefferson County: Local Option Levy	\$492.28	\$204,736.38	\$205,763.00	-\$1,026.62	-0.4989%
Misc. Income	\$70.00	\$4,359.10	\$5,000.00	-\$640.90	-12.818%
Sale of Assets/Apparatus	\$0.00	\$7,239.00	\$0.00	\$7,239.00	
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Grant Revenue					
Grants Funds	\$0.00	\$3,457.00	\$49,379.00	-\$45,922.00	-92.999%
SAFER Grant Revenue	\$1,089.00	\$9,190.00	\$0.00	\$9,190.00	
Total Grant Revenue	\$1,089.00	\$12,647.00	\$49,379.00	-\$36,732.00	-74.4%
Total Revenue	\$33,091.47	\$1,315,134.82	\$1,320,776.00	-\$5,641.18	-0.4271%
Gross Profit	\$33,091.47	\$1,315,134.82	\$1,320,776.00	-\$5,641.18	-0.4271%
Operating Expenses					
Capital Outlay & Grant Awards					
Capitol Outlay & Grant Awards:Bldg Cap Pur.	\$0.00	\$6,914.00	\$6,914.00	\$0.00	0.0%
Debt Services & Contingency:Contingency	\$0.00	\$0.00	\$3,359.00	-\$3,359.00	-100.0%
Total Capital Outlay & Grant Awards	\$0.00	\$6,914.00	\$10,273.00	-\$3,359.00	-32.7%
Materials & Services					
Materials & Services:Administration	\$2,122.33	\$12,337.92	\$15,000.00	-\$2,662.08	-17.7472%
Materials & Services:Building & Maint.	\$2,659.18	\$9,796.54	\$10,000.00	-\$203.46	-2.0346%
Materials & Services:Department Services	\$118.73	\$1,108.87	\$5,000.00	-\$3,891.13	-77.8226%
Materials & Services:Dispatch Services	\$353.44	\$59,160.30	\$58,115.00	\$1,045.30	1.7987%
Materials & Services:EMS Operations	\$3,266.50	\$26,025.92	\$32,950.00	-\$6,924.08	-21.0139%
Materials & Services:Fire Suppression	\$55.30	\$10,737.85	\$16,705.00	-\$5,967.15	-35.7207%
Materials & Services:Fuel	\$1,218.36	\$11,648.38	\$10,000.00	\$1,648.38	16.4838%
Materials & Services:Insurance	\$0.00	\$27,645.00	\$30,000.00	-\$2,355.00	-7.85%
Materials & Services:Prevention	\$0.00	\$852.07	\$1,000.00	-\$147.93	-14.793%
Materials & Services:Professional Services	\$635.58	\$16,420.09	\$20,000.00	-\$3,579.91	-17.8996%
Materials & Services:Radios/Communications	\$0.00	\$1,709.14	\$4,611.00	-\$2,901.86	-62.9334%
Materials & Services:Rope Rescue Operations	\$0.00	\$0.00	\$1,500.00	-\$1,500.00	-100.0%
Materials & Services:SAFER Grant Expenditures	\$0.00	\$2,459.00	\$9,422.00	-\$6,963.00	-73.9015%
Materials & Services:Training	\$1,570.00	\$7,225.25	\$7,389.00	-\$163.75	-2.2161%
Materials & Services:Travel	\$1,212.73	\$2,909.25	\$9,105.00	-\$6,195.75	-68.0478%
Materials & Services:Tuition Reimbursement	\$0.00	\$21,000.00	\$31,500.00	-\$10,500.00	-33.3333%
Materials & Services:Uniforms	\$0.00	\$2,973.10	\$5,713.00	-\$2,739.90	-47.959%
Materials & Services:Utilities	\$1,962.44	\$23,235.59	\$22,250.00	\$985.59	4.4296%
Materials & Services:Vehicle/Equipment Maint.	\$2,549.70	\$14,463.18	\$28,200.00	-\$13,736.82	-48.7121%
Materials & Services:Volunteer Incentives	\$810.00	\$22,105.00	\$29,400.00	-\$7,295.00	-24.8129%
Materials & Services:Wellness Program	\$0.00	\$2,516.00	\$10,000.00	-\$7,484.00	-74.84%
Total Materials & Services	\$18,534.29	\$276,328.45	\$357,860.00	-\$81,531.55	-22.8%

Personnel Services					
Personnel Services: Employee Benefits	\$13,102.62	\$135,415.97	\$168,753.00	-\$33,337.03	-19.7549%
Personnel Services:Admin. Asst. O/T	\$146.88	\$291.31	\$1,224.00	-\$932.69	-76.2002%
Personnel Services:Admin. Asst. Reg Wage	\$2,872.32	\$31,105.92	\$34,729.00	-\$3,623.08	-10.4324%
Personnel Services:Assistant Fire Chief:Salary	\$4,500.00	\$50,238.03	\$55,558.00	-\$5,319.97	-9.5755%
Personnel Services:Fire Chief	\$6,333.34	\$71,873.50	\$79,800.00	-\$7,926.50	-9.933%
Personnel Services:Mechanic	\$0.00	\$2,280.00	\$2,280.00	\$0.00	0.0%
Personnel Services:Part-Time Employees	\$0.00	\$18,869.62	\$35,280.00	-\$16,410.38	-46.5147%
Personnel Services:Payroll Taxes	\$2,961.19	\$31,457.18	\$38,248.00	-\$6,790.82	-17.7547%
Personnel Services:PERS	\$12,916.22	\$89,580.38	\$98,419.00	-\$8,838.62	-8.9806%
Personnel Services:Shift Personnel: Reg Wage	\$15,182.72	\$156,957.13	\$174,032.00	-\$17,074.87	-9.8113%
Personnel Services:Shift Personnel:O/T	\$2,211.11	\$40,364.32	\$34,894.00	\$5,470.32	15.677%
Personnel Services:Volunteer Conflag Reimb.	\$0.00	\$515.40	\$516.00	-\$0.60	-0.1163%
Personnel Services:Volunteer Shift Stipends	\$2,500.00	\$7,700.00	\$36,500.00	-\$28,800.00	-78.9041%
Personnel Services:Workers Comp. & Grp Acc.	\$0.00	\$18,216.54	\$18,500.00	-\$283.46	-1.5322%
Total Personnel Services	\$62,726.40	\$654,865.30	\$778,733.00	-\$123,867.70	-15.9%
Total Operating Expenses	\$81,260.69	\$938,107.75	\$1,146,866.00	-\$208,758.25	-18.2025%
Net Income / (Loss) before Tax	-\$48,169.22	\$377,027.07	\$173,910.00	\$203,117.07	116.7944%
Net Income	-\$48,169.22	\$377,027.07	\$173,910.00	\$203,117.07	116.7944%
Total Comprehensive Income	-\$48,169.22	\$377,027.07	\$173,910.00	\$203,117.07	116.7944%



Budget Variance
Crooked River Ranch Fire & Rescue
Bond Fund
For the month ended 31 May 2019
Cash Basis

	May Actual	YTD Actual	YTD Budget	Var USD	Var %
Revenue					
Beginning Fund Balance: Bond Fund	\$0.00	\$12,090.46	\$7,432.00	\$4,658.46	62.6811%
Deschutes County: Bond Fund	\$83.51	\$13,030.24	\$0.00	\$13,030.24	
Jefferson County: Bond Fund					
Jefferson County: Bond Fund: Current Year Taxes	\$3,227.66	\$138,109.70	\$160,609.00	-\$22,499.30	-14.0087%
Jefferson County: Bond Fund: Interest	\$63.92	\$671.76	\$0.00	\$671.76	
Jefferson County: Bond Fund: Other Income	\$0.00	\$365.78	\$0.00	\$365.78	
Jefferson County: Bond Fund: Prior Year Taxes	\$289.39	\$2,885.05	\$0.00	\$2,885.05	
Total Jefferson County: Bond Fund	\$3,580.97	\$142,032.29	\$160,609.00	-\$18,576.71	-11.6%
Total Revenue	\$3,664.48	\$167,152.99	\$168,041.00	-\$888.01	-0.5284%
Gross Profit	\$3,664.48	\$167,152.99	\$168,041.00	-\$888.01	-0.5284%
Operating Expenses					
Capital Outlay & Grant Awards					
Capital Outlay & Grant Awards: Bond Payment	\$0.00	\$129,822.00	\$158,404.00	-\$28,582.00	-18.0437%
Total Capital Outlay & Grant Awards	\$0.00	\$129,822.00	\$158,404.00	-\$28,582.00	-18.0%
Total Operating Expenses	\$0.00	\$129,822.00	\$158,404.00	-\$28,582.00	-18.0437%
Net Income / (Loss) before Tax	\$3,664.48	\$37,330.99	\$9,637.00	\$27,693.99	287.3715%
Net Income	\$3,664.48	\$37,330.99	\$9,637.00	\$27,693.99	287.3715%
Total Comprehensive Income	\$3,664.48	\$37,330.99	\$9,637.00	\$27,693.99	287.3715%



Budget Variance
Crooked River Ranch Fire & Rescue
Capital Reserve Fund
For the month ended 31 May 2019
Cash Basis

	May Actual	YTD Actual	YTD Budget	Var USD	Var %
Revenue					
Beginning Fund Balance:Capital Reserve Fund	\$0.00	\$183,404.57	\$182,864.00	\$540.57	0.2956%
Jefferson County: Capital Reserve Fund					
Jefferson County: Capital Reserve Fund:Interest	\$358.78	\$3,416.21	\$750.00	\$2,666.21	355.4947%
Total Jefferson County: Capital Reserve Fund	\$358.78	\$3,416.21	\$750.00	\$2,666.21	355.5%
Total Revenue	\$358.78	\$186,820.78	\$183,614.00	\$3,206.78	1.7465%
Gross Profit	\$358.78	\$186,820.78	\$183,614.00	\$3,206.78	1.7465%
Operating Expenses					
Capital Outlay & Grant Awards					
Capitol Outlay & Grant Awards:AFG Grant Expend.	\$2,384.03	\$9,816.03	\$13,614.00	-\$3,797.97	-27.8975%
Capitol Outlay & Grant Awards:Bldg Cap Purchases	\$0.00	\$0.00	\$3,457.00	-\$3,457.00	-100.0%
Total Capital Outlay & Grant Awards	\$2,384.03	\$9,816.03	\$17,071.00	-\$7,254.97	-42.5%
Total Operating Expenses	\$2,384.03	\$9,816.03	\$17,071.00	-\$7,254.97	-42.4988%
Net Income / (Loss) before Tax	-\$2,025.25	\$177,004.75	\$166,543.00	\$10,461.75	6.2817%
Net Income	-\$2,025.25	\$177,004.75	\$166,543.00	\$10,461.75	6.2817%
Total Comprehensive Income	-\$2,025.25	\$177,004.75	\$166,543.00	\$10,461.75	6.2817%

Payable Invoice Detail

Crooked River Ranch Fire & Rescue For the period May 1, 2019 to May 31, 2019

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Advanced Stamp & Laser, LLC					
May 16, 2019	9258	Engraved Name plates for Turnout lockers (Scheetz, Wiley & Marsh)	49.50	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Total Advanced Stamp & Laser, LLC			49.50		
Aflac					
May 17, 2019	EFT	Premiums from: Tom, Alysha, David, Sean, Dana & Harry	599.88	Paid	Payroll Liabilities
Total Aflac			599.88		
Alysha Delorto					
May 31, 2019	Per Diem for DPSST Class	Per Diem for Meals (\$82.52) and Mileage (\$50.40) to DPSST Safety, Health and Wellness roundtable on June 4 & 5, 2019	132.92	Voided	Materials & Services:Travel
Total Alysha Delorto			132.92		
Amazon					
May 9, 2019	XXXX 4382	Kitchen & Janitorial items for the Station	54.30	Paid	Materials & Services:Building & Maintenance:Supplies
May 9, 2019	XXXX 4382	409 for Kitchen Use	27.68	Paid	Materials & Services:Building & Maintenance:Supplies
May 9, 2019	XXXX 4382	Angel Soft Toilet Paper	55.90	Paid	Materials & Services:Building & Maintenance:Supplies
May 12, 2019	XXXX 4382	340LP Laundry Detergent Powder 15.42 lb bucket for Laundry Room	22.00	Paid	Materials & Services:Building & Maintenance:Supplies
May 30, 2019	XXXX 4382	Mo. Fee for Prime Membership for June	12.99	Paid	Materials & Services:Administration:Memberships
Total Amazon			172.87		
BendTel					
May 20, 2019	0364484	Telephone charges, outbound, recurring service charges, taxes, etc.	437.86	Paid	Materials & Services:Utilities:Telecommunications
Total BendTel			437.86		
BoundTree Medical, LLC					
May 1, 2019	83189318	Glucagon Kit 1mg w/1 vial - 1mg	456.44	Paid	Materials & Services:EMS Operations:Supplies
May 17, 2019	83205986 / PO 0136	Nitrostat .4mg tabs, IV Catheter 18 g & 20 g, Curaplex Select Endotracheal Tube,	445.38	Paid	Materials & Services:EMS Operations:Supplies

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Dextrose 5 0% 25 gm & Ansyrr Syringe 10 ea/bx, Activated Charcoal Actidose bottle 12/cs, Electrodes Med Size, Germicidal Wipes					
Total BoundTree Medical, LLC			901.82		
Carson Oil Company, Inc.					
May 8, 2019	CP-00192036	Fuel for all apparatus	493.68	Paid	Materials & Services:Fuel
May 17, 2019	CP-00195138	Fuel for all apparatus	724.68	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.			1,218.36		
Cayla Forsythe					
May 30, 2019	Per Diem for S-215 class	Per Diem for meals not covered at S-215 class in Mosier, OR (June 7-9, 2019)	137.50	Paid	Materials & Services:Travel
Total Cayla Forsythe			137.50		
Communications Northwest					
May 8, 2019	68105	Labor and Materials to install one base radio unit at the Fire Station, (radio already purchased through regional wide grant). Includes miscellaneous hardware, fasteners, mounting equipment, labor, travel time from Portland, lodging for 2 employees.	2,384.03	Paid	Capitol Outlay & Grant Awards:AFG Grant Expenditures
Total Communications Northwest			2,384.03		
Crooked River Ranch Water Company					
May 1, 2019	94	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
May 1, 2019	94	Water	64.31	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			98.90		
Crooked River Sanitary					
May 10, 2019	00014	Sanitation Services for April	69.92	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			69.92		
Deschutes County 911 Service District					
May 15, 2019	925	911 Police-Fire RMS User Fees	232.94	Paid	Materials & Services:Dispatch Services
May 20, 2019	951	Annual Integration maintenance of CAD to Image Trend programming	120.50	Paid	Materials & Services:Dispatch Services
Total Deschutes County 911 Service District			353.44		
Digital Employment/Streamline					
May 21, 2019		May Mo. Fee for Webhosting	100.00	Paid	Materials & Services:Professional

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
					Services:Computer Services
Total Digital Employment/Streamline			100.00		
Fire Pro, LLC					
May 3, 2019	4824473	Sprinkler Testing	555.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Fire Pro, LLC			555.00		
Frank Day					
May 6, 2019	Per Diem for Meals	Per Diem for Meals at Task Force Leader Class in Hermiston, OR for Frank Day (May 17-19, 2019)	157.50	Paid	Materials & Services:Travel
May 30, 2019	Per Diem for S-215 class	Per Diem for meals not covered at S-215 class in Mosier, OR (June 7-9, 2019)	137.50	Paid	Materials & Services:Travel
Total Frank Day			295.00		
Fred Meyers					
May 9, 2019	XXXX 4382	Water/Gatorade for rehab on Conflags	49.92	Paid	Materials & Services:Department Services:Rehab Supplies
Total Fred Meyers			49.92		
HRA VEBA Trust					
May 17, 2019	ACH	Contributions for: Tom, Alysha, David, Sean, Harry & Dana	1,500.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			1,500.00		
IAFF 3650 - Redmond Firefighters Union					
May 3, 2019	Union Dues - ACH	Union Dues from: Tom, David, Alysha	100.50	Paid	Payroll Liabilities
May 3, 2019	PAC Donations - ACH	PAC Donations from: Tom, Alysha, David	12.00	Paid	Payroll Liabilities
May 22, 2019	Union Dues - ACH	Union Dues from: Tom, Alysha, David	100.50	Paid	Payroll Liabilities
May 31, 2019	PAC Donation to Union - ACH	PAC Donations from: Tom, Alysha, David	12.00	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			225.00		
Microsoft					
May 3, 2019	XXXX 4382	Renewal of Microsoft Office 365	99.99	Paid	Materials & Services:Professional Services:Computer Services
Total Microsoft			99.99		
National Fire Protection Assoc. (NFPA)					
May 16, 2019		Renewal of NFPA Fire Codes/Membership	1,495.00	Paid	Materials & Services:Administration:Memberships
Total National Fire Protection Assoc. (NFPA)			1,495.00		
Nationwide Retirement Solutions					
May 3, 2019	Deferred Comp - EFT	Deferred Compensation contributions from: Tom,	215.00	Paid	Payroll Liabilities

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
May 22, 2019	Def Comp - EFT	Alysha, David, Sean and Dana Deferred Compensations contributions from: Tom, Alysha, David, Sean and Dana	215.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			430.00		
Norco					
May 3, 2019	26378999	Cylinder rent for Oxygen Tanks	20.40	Paid	Materials & Services:EMS Operations:Supplies
May 3, 2019	26378999	Cylinder rent for Oxygen Tanks (small)	14.28	Paid	Materials & Services:EMS Operations:Supplies
Total Norco			34.68		
Oregon Health Authority					
May 21, 2019	XXXX 4382	Annual EMS Ambulance License Fee	410.00	Paid	Materials & Services:EMS Operations:Ambulance Licensing
May 31, 2019	XXXX 4382	Re-certifications for District	1,465.00	Paid	Materials & Services:EMS Operations:Fees/Dues
Total Oregon Health Authority			1,875.00		
Oregon PERS					
May 7, 2019	PERS - EFT	Employer contributions	2,554.98	Paid	Personnel Services:PERS
May 7, 2019	PERS - EFT	Employee contributions, paid by Employer	900.17	Paid	Personnel Services:PERS
May 16, 2019	ACH Pmt	Administration Fee for PERS (July 1, 2019 - June 30, 2010)	15.40	Paid	Personnel Services:PERS
May 22, 2019	Admin Fee	Administration Fee for W2 reporting	15.40	Approved	Personnel Services:PERS
May 22, 2019	PERS - EFT	Employer Contribution	2,766.28	Paid	Personnel Services:PERS
May 22, 2019	PERS - EFT	Employee Contribution, paid by Employer	974.61	Paid	Personnel Services:PERS
Total Oregon PERS			7,226.84		
Pacific Power					
May 1, 2019	24712171-001 3	Basic Charge, Load Size, Demand Charges, Kilowatt Usuasg	1,334.78	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			1,334.78		
Quill Corporation					
May 20, 2019	7349113	Office Supplies (label tape, folders folders with fasteners , tent cards	105.45	Paid	Materials & Services:Administration:S upplies
Total Quill Corporation			105.45		
SIRENNET.COM					
May 1, 2019	0238933-IN	Replace Clear Optic Scene Light Lens on 571	86.56	Paid	Materials & Services:Vehicle/Equipme nt Maintenance:516001
Total SIRENNET.COM			86.56		
Solutions Yes					
May 21, 2019	INV191313	Color Copies	138.70	Paid	Materials & Services:Administration:C opier Expenses

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
May 21, 2019	INV191313	Black/White Copies	10.08	Paid	Materials & Services:Administration:Copier Expenses
Total Solutions Yes			148.78		
Special Districts Insurance Services					
May 8, 2019	03-0052514	Health Benefits for June for: Tom, Alysha, David, Harry, Sean & Dana	9,001.44	Paid	Personnel Services:Employee Benefits:Health Insurance
May 8, 2019	03-0052514	Dental Benefits for June for: Tom, Alysha, David, Harry, Sean & Dana	862.62	Paid	Personnel Services:Employee Benefits:Dental Insurance
May 8, 2019	03-0052514	Long-Term Disability Premium for June for: Tom, Alysha, David, Harry, Sean & Dana	132.66	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			9,996.72		
Speer Hoyt, LLC					
May 7, 2019	51505	Review of ambulance billing contract with suggested changes and comments	352.50	Paid	Materials & Services:Professional Services:Legal
Total Speer Hoyt, LLC			352.50		
Springfield Fire & Life Safety					
May 16, 2019		Patients billed for March 2019	1,000.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
May 16, 2019		Patients billed for February 2019	120.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
May 22, 2019		April 2019 Billing charges	800.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Springfield Fire & Life Safety			1,920.00		
Stamps.com					
May 16, 2019	XXXX 4382	Mo. Fee for postage use	17.99	Paid	Materials & Services:Administration:Postage & Shipping
May 23, 2019	XXXX 4382	Purchase of Stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Total Stamps.com			67.99		
Swift Steel					
May 16, 2019	91960	1 x 1/2 x 1/8 c 20' & signs for Emergency Address signs	68.81	Paid	Materials & Services:Department Services:Emergency Address Signs
Total Swift Steel			68.81		
Tom Fast					
May 16, 2019	Reimbursement - medical	Reimbursement for medical claims through MODA	1,465.90	Paid	Personnel Services:Employee Benefits:HRA Reimbursements
May 30, 2019	Per Diem for S-215 class	Per Diem for meals not covered at S-215 class in	137.50	Paid	Materials & Services:Travel

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
		Mosier, OR, (June 7-9, 2019)			
Total Tom Fast			1,603.40		
UPS					
May 1, 2019	0000Y121Y8179	Pick Up Fee for shipping of package	5.80	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
May 6, 2019	0000Y121Y8189, XXXX 4389	Shipping Charges	19.13	Paid	Materials & Services:Administration:Postage & Shipping
Total UPS			24.93		
US Bank Equipment Finance					
May 16, 2019	384255998 - EFT	Contract Pmt for Copier	139.99	Paid	Materials & Services:Administration:Copier Expenses
May 16, 2019	384255998 - EFT	Property Damage Surcharge	24.40	Paid	Materials & Services:Administration:Copier Expenses
Total US Bank Equipment Finance			164.39		
Verizon Wireless					
May 1, 2019	9828731046	Phone line for Zoll Machine	20.98	Paid	Materials & Services:Utilities:Telecommunications
Total Verizon Wireless			20.98		
Walmart					
May 1, 2019	XXXX 4382	Car Wash Soap to wash all apparatus	9.76	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Total Walmart			9.76		
Western Communications INC					
May 6, 2019	2452215	Advertising for Legal Notice of Budget Committee Meeting	108.60	Paid	Materials & Services:Administration:Advertising
Total Western Communications INC			108.60		
WHA Insurance					
May 3, 2019	Admin Fee	Admin Fee HRA processing	25.00	Paid	Materials & Services:Professional Services
Total WHA Insurance			25.00		
Xero					
May 20, 2019	XXXX 4382	Mo. fee for accounting platform	22.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Total Xero			22.50		
Total			36,504.58		



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

JEFFERSON AND DESCHUTES COUNTIES, OREGON

In the matter of: Adopting the
Budget for 2019-2020 Fiscal Year

RESOLUTION: 2019-02

ADOPTING THE BUDGET

BE IT RESOLVED, the Board of Directors of Crooked River Ranch Rural Fire Protection District adopts the budget for fiscal year 2019/20 in the total of \$1,808,248 now on file at the Crooked River Ranch RFPD Office.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2019, and for purposes shown below are hereby appropriated:

General Fund

Personal Services.....	\$ 816,748.
Materials & Services.....	\$ 361,334.
Capital Outlay.....	\$ -0-
Debt Services.....	\$ -0-
Contingency.....	\$ 5,000.
Transfers Out.....	\$ 20,000.
Total.....	\$1,203,082.

New Station Project

Bond Payment.....	\$ 165,800.
Total.....	\$ 165,800.

Capital Reserve Fund

Apparatus Capital Purchase.....	\$ 75,000.
Total.....	\$ 75,000.

Total Appropriations, All Funds: \$ 1,443,882.
Total Unappropriated Amounts, All Funds: \$ **364,366.**
Total Budget: \$ 1,808,248.

IMPOSING THE TAX

BE IT RESOLVED that the Board of Directors of the Crooked River Ranch RFPD hereby imposes the taxes provided for in the adopted budget at the rate of \$1.8379 per \$1,000 of assessed value for operations, at the rate of \$0.89 per \$1,000 for local option tax; bond levy amount of \$ 168,603 and that these taxes are hereby imposed and categorized for tax year 2019/20 upon the assessed value of all taxable property within the district.

CATEGORIZING THE TAX

General Government
General Fund..... 1.8379
Local Option Tax... 0.89

Excluded from Limitation
Bond Levy..... \$ **168,603.**

The above resolution statements were approved and declared adopted on this
20th day of June, 2019.

ATTEST:

**CROOKED RIVER RANCH
RURAL FIRE PROTECTION DISTRICT**

By: _____
Board Director

By: _____
Board Director

By: _____
Board Director

By: _____
Board Director



Accuity, LLC
CERTIFIED PUBLIC ACCOUNTANTS

May 17, 2019

Dear Audit Clients,

Due to an increase in production costs we are making slight changes in the delivery of your financial statements. Beginning with the June 30, 2019 fiscal year, your entity will be receiving three copies of the bound financial statements, and one unbound production copy. We will also provide the electronic version for distribution to board members, and strongly encourage this method. In the world we live in, we are ever conscious of our use of resources and feel that this move to using less paper and plastic is a responsible decision.

Thank you for being understanding of our decision. If you have any questions or concerns, please feel free to reach out.

Very truly yours,

Kori L. Sarrett
Certified Public Accountant



CROOKED RIVER RANCH FIRE & RESCUE

Operations Report

June 2019

- Calls for service for May totaled 60. Corrected calls for service in April were 36. A breakdown of calls by month is below:

2019 Calls by Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1-Fire (Building, Wildland, Vehicle, etc.)	1	2	0	0	1							
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0							
3-Rescue & EMS	21	40	33	26	42							
4-Hazardous Condition (No Fire)	1	0	1	0	0							
5-Service Call	5	4	7	4	10							
6-Good Intent Call	4	4	7	3	6							
7-False Alarm & False Call	6	1	1	3	1							
8-Severe Weather & Natural Disaster	0	0	0	0	0							
9-Special/Other Incident	0	0	0	0	0							
Total Calls-To-Month End 2019	38	51	49	36	60	0	0	0	0	0	0	0
234												

- Deschutes County 911's new digital radio system went live on May 15th. The transition from the VHF analog system to the new digital system went smoothly.
- Captain Delorto completed the state of Oregon relicensing process for all EMT's and Paramedics with the District.
- The employment process for the seasonal Firefighter/EMT positions was completed in May. The District hired five seasonal employees. They begin shifts on June 17th.
- Captain Fast, Lieutenant Day, and Firefighter Forsythe completed the S-215, Fire Operations in the Urban Interface, class. Captain Fast and Lieutenant Day needed this

class for their work on the Strike Team/Task Force Leader certification. Firefighter Forsythe needed this class for college degree requirements.

➤ Fire Med Memberships monthly report:

- New memberships: 4
- Non-renewals: 2

Respectfully submitted,

Sean Hartley, Assistant Chief

CRR Fire and Rescue Volunteer Association Meeting Minutes

Special Meeting

May 13th 2019

Meeting called to order – 1833 by President Dennis Senko

Flag Salute- 1834

Previous meeting minutes – Not reviewed, will review at quarterly meeting

Treasurers Report- Correspondence- Will review upon request, Full report at quarterly Meeting

Committee Reports- Not reported at special meeting

Old Business- Not reviewed

Officers Present:

President- Dennis Senko (Present)

Vice President- Bobby Edwards (Present)

Secretary- Adam Wiley (Present)

Treasurer- Colton Steinke- Interm (present)

Sergeant at Arms- Myrsideys Steward (not present)

New Business-

June 8th event for Clubs on the ranch will have resources.

May 27th lions clubs memorial at new memorial, Time and plan TBD.

4th of July event, Engine 521, 541, Tina Wilson will supply candy, for the event.

Nominations for new officer position

- Secretary: Marta Mp, Adam Wiley/ Motion to closed unopposed
- President: Frank Day, Marta MCGovern-Philpot /Motion to close Unopposed
- Treasurer: Colton Steinke, Jesse West, Ethan Brown/ Motion to close unopposed
- Sergeant at arms: Myrsi S, Adam Wiley, Nolan W, Garrett S/ Motion to close Unopposed

Reports from Staff- Not reported at special meeting

Good of the Order- Pat Hayes had concerns regarding the By Laws and support volunteers being able to vote, Myrsi S is currently revising the Bylaws to allow this, this is a strenuous process and is in process.

Meeting Adjourned- 1900

Respectively Submitted,

Adam D Wiley

Secretary CRR Volunteer Fire Association

Firefighter/Paramedic AAS