



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, September 15, 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 be found through the Zoom platform, by accessing our website, @ www.crrfire.org/meetings. The meeting is accessible to people with disabilities and will be recorded.

Board of Directors

Kay Norberg, President, (Position 2)
Mark W. Wilson, Vice President (Position 5)
Barbara Oakley, Secretary (Position 4)
Brad Pahl, Treasurer (Position 1)
Jeff Green, Director (Position 3)

District Staff

Fire Chief, 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 Wilson
 - 1.2 Roll Call – Director Oakley
2. Review of Agenda – Director Norberg
3. Approval of Board Meeting & Board Workshop Minutes – Director Norberg
 - 3.1 Approval of Board Meeting minutes from August 18, 2022
 - 3.2 Approval of Board Workshop minutes from September 1, 2022
4. Financial Reports
 - 4.1 Acknowledge receipt and approval of the financial reports for August 2022
– Director Pahl
 - 4.2 Appointment of Board members to sign checks for Monday, October 10th and Wednesday, October 26th – Director Norberg
5. Unfinished business (consideration, discussion, and possible action on the following items):
 - 5.1 Discussion on Final 2021/2022 Audit – Kori Sarrett from Accuity, LLC.
 - 5.2 Update on steering committee – Fire Chief, Harry Ward
 - 5.3 Update on CERT program - Fire Chief, Harry Ward – Linda Kay Widmer
6. New Business (consideration, discussion, and possible action on the following items):
 - 6.1 Discussion/Approval on Resolution 2022-04 to receive unanticipated revenue into the General Fund – Director Norberg / Assistant Fire Chief, Sean Hartley

- 6.2 Discussion/Approval on Resolution 2022-05 to accept unanticipated grant funds from the Assistance to Firefighter grant for Exhaust System in Bay – Director Norberg/Assistant Fire Chief, Sean Hartley
- 6.3 Appointment of interim Fire Chief – Director Norberg
- 6.4 Executive Session - **per ORS 192.660(2) (a)** to consider the employment of a public officer, employee, staff member or individual agent. This is a closed session not open to the public. Any media requesting access, please email admin@crrfire.org, prior to the date of this meeting. – 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

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

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

August 18, 2022

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, and Oakley. Director Wilson was excused from the meeting. Also in attendance was Fire Chief Harry Ward, Assistant Fire Chief Sean Hartley, Administrative Assistant Dana Schulke, and Captain Tom Fast. Public in attendance was William Burt and Josh Huber and Ron Mexico(via the Zoom on-line platform).

2. **Review of Meeting Agenda Items** – the Board reviewed the agenda and Director Pahl wanted to add the topic of the Civil Service Commission under New Business, 6.3. There were no further deletions or added topics.

3. **Approval of the Board Meeting minutes from July 21, 2022:**

3.1 The minutes were reviewed by the Board Meeting Minutes from July 21, 2022. Director Pahl made a motion to approve the minutes as presented, Director Green seconded the motion. All four Board members stated for "Aye" for the approval of the minutes. Motion approved, (4-0).

4. **Financial Reports -**

4.1 **Financial reports for July 2022** – Director Pahl stated that all reports are in order. The staff is still dealing with some on-line issues with Crooked River Ranch Water and Crook River Ranch Sanitary, but we are in the process of resolving it. He stated that we have received our credit cards for the staff and the Auditors stated that everything went well with the 2021/2022 audit. Director Norberg had a question regarding Bigfoot beverages on the Payable Invoice Detail report. Chief Ward stated it was for the purchase of water to be delivered to the District. She also asked about the Invoice for L.N. Curtis & Son's and why the amount was so high. Chief Ward stated it was for replacing one of the holding tanks on the water tenders, because the frame was bent, as well as replacing one of the rubber bladders on the dunk tank, for the water tender.

Director Oakley made a motion to approve the July 2022 financials as presented, Director Norberg seconded the motion. All four Board members approved the financials by stating "Aye", motion was approved, (4-0).

4.2 **Appointment of Board members to sign checks** – It was decided that Director Green and Director Norberg will sign the checks on Thursday, September 8th and Director Pahl and Director Oakley will sign checks on Monday, September 26th, 2022.

5. **Unfinished Business –**

5.1 **Update on steering committee** – Chief Ward had a meeting the end of last month with the committee. They went through all the SurveyMonkey surveys from the residents. He said they are moving on to the community stakeholders meeting, and he has contacted several people on the Ranch to participate in this meeting. He stated that Daniel Olson from SDAO will be facilitating the meeting. There will also be a separate meeting for mutual aid partners to participant in and hash out data and goals for our District. Dates for the stakeholders meeting will possibly be on September 3rd or 17th, and two Board members will be a part of this meeting.

5.2 **Update on CERT program** – Chief Ward stated that the CERT fall basic training class will not happen. We currently only have a few people who are interested in taking it, so it will probably be set up Hybrid style so they can take the class online and do the final exam (hands on training) in person at the station. Director Pahl asked if some of the people who attended the first class were "snowbirds". Chief Ward stated there are a few who are. He stated the CERT team will be having two trainings this month.

Director Pahl asked if there would be a possibility if we could get a representative from ODOT to come and do traffic control training and Chief Ward stated it would be a possibility. There was no further discussion.

5.3 Update on ID cards for CERT/Community Service Volunteers - Chief Ward stated that we are still in the process of working on the ID cards and finalizing pictures. Dana and Captain Fast are working on putting the names with the pictures. Each card will have a different stripe on the card depending on if the District member is a CERT member, Community Service Volunteer, or Director. Director Norberg stated that Joan McKenzie would like to be notified of when the District needs help with events, etc. She is ready to participate as a Community Service Volunteer. There was no further discussion.

5.4 Update on Letter received by residents on Senate Bill 762 - Chief Ward received an update from the Oregon State Fire Marshal and from his meeting with the Central Oregon Fire Chief's association. They are continually working on the defensible space code for the State of Oregon. It is supposed to go into effect January 1st, 2023, however it will take up to two years just to educate people on what needs to be done on their properties, so enforcement of the fines will not be initiated right away. The ODF map is being revised from the old map and anyone who appealed their property being at "high" risk will be re-evaluated. Chief Ward stated that this means we will still be doing lot assessments, and at some point, we may be asked by the State Fire Marshal to go out to the properties and evaluate them, but things are still in the works. There will be a class scheduled at our Station next month for anybody to come and learn about fire defensible space around your home.

6. New Business:

6.1 Discussion on Audit from 2021/2022 - Director Pahl stated that we are hoping to have the auditors here at our September meeting to review the audit. There was no further discussion.

6.2 Discussion on Board Workshop topics for September 1st – Director Norberg stated that the number one topic for this workshop is the Fire Chief's evaluation and how the process of the evaluation should be implemented. Director Pahl stated that he will not be able to attend this workshop. Another topic Director Norberg mentioned was the Levy coming up and initiating ideas to present at the workshop. Lastly, Director Pahl mentioned that another topic that needs to be discussed was goals for the District for the next 1, 5 and 10 years and how the Board wants to achieve them. There was discussion with the Board on how each Board member needs to participate in submitting goals they would like to see for the District.

6.3 Discussion on Civil Service Commission - Chief Ward stated the members of the Civil Service Commission are Rich Hoffmann, Dave Palmer, and Debbie Miles. He has emailed them all our existing Civil Service rules and the Resolution that was adopted to create a Civil Service Commission from years ago. He stated that we are just starting with new committee members for the hiring process of a Firefighter/Paramedic position. This position is being advertised on our website, Daily Dispatch, etc. There was no further discussion.

7. Fire Chiefs Report - Chief Ward added to his report that we will be having a Volunteer Recruitment Picnic on August 20th. He had read in an article that it is best for response volunteer candidates to be away from the station and gather at a different environment with their families with District staff. This way you can speak to them about our District and what is involved in being a volunteer, what training is necessary, and driving classes they have to take. There was discussion with Chief Ward and Director Green about Skid Truck training and where these classes can be taken for future volunteer candidates. There was no further discussion on this topic.

8. Operations Report - Chief Hartley stated that we had a good month for Fire Med membership (14 new members). He also added to his report that the students have completed their driver academy as of last Friday. Now we have to get them drive time on actual calls. Director Norberg asked how the hose testing went. Chief Ward stated we had 2 hoses as of today that had issues.

9. Comments/Questions:

9.1 Public input on the current agenda/ – William Burt stated that Judy La Pora (Ranch Manager) had knee surgery and the day after her surgery, her husband went into the hospital with several issues. If he passes, she will not be available for several weeks. He also stated that this Saturday, August 20th is the annual homeowners meeting at 9:00 am, and on September 7th they will announce the winners of the HOA Board election with the new directors. Also, on September 8th is the Jefferson County Planning Commission for the land use behind the Fire Station. He stated that there are rumors going around regarding the use of this property. He has been in touch with the McPherson’s attorney, and it has always been the intent to have this property be part of the Crooked River Ranch Club and Maintenance Association. However, laws have changed throughout the past years, and everyone is working together to make this development happen in a cohesive manner. Mr. Burt asked Chief Ward if this development was going to cause an issue, as far as protection of fire. Chief Ward stated no, if anything, it will help get rid of all the wild brush which is hazardous for fire. Mr. Burt also stated that in the last planning meeting, there was a gentleman who stated he was a fireman and he lived here on the Ranch. Bill stated that this “fireman” person confirmed in the past meeting that it would be worse for the home development to be on that property, rather than the existing brush and trees that is currently there. Bill asked Chief Ward if this is true. Chief Ward stated he has a phone call into some people to find out who that “fireman” person was who stated that incorrect information. Chief Ward stated that he will be at the annual meeting this Saturday, as well as the meeting on September 8th. There was no further discussion.

9.2 Public input on future agenda topics – none.

10. Correspondence/Recognitions/Good of the order - Director Oakley stated there was nothing in the Suggestion Box in the lobby.

12. Adjournment by Director Norberg at 7:25 pm.

Respectfully,
Dana Schulke
Administrative Assistant

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

Board Workshop Meeting
September 1, 2022

A Board Workshop meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, September 1, 2022, at 6:30 pm, at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

Board Workshop Minutes

Flag Salute: Director Wilson led the flag salute.

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

Roll Call by Director Oakley: Directors Pahl attended (via the Zoom platform), Director Green, Director Wilson, Director Oakley, and Director Norberg were present. Also present was Fire Chief Harry Ward, Assistant Fire Chief Sean Hartley, Administrative Assistant Dana Schulke, Captain Alysha Delorto, Captain David McDonald. Volunteer, Marta McGovern Philpott and George Dunkle from Special Districts Association attended the meeting via the Zoom platform.

Discussion on Hiring a new Fire Chief for the District: Director Norberg asked George Dunkle to comment on the District's situation and process with hiring a new Fire Chief. George congratulated Chief Ward on his new position back in Missouri. He stated that he was at this meeting to share with the Board that there is no need to panic at this time with losing Chief Ward. He stated that our District is run really well with having our Assistant Chief here, as well as all the existing staff members. He stated that this will give the Board some time as to what they want to do in the future. The Board has an opportunity to step back and really think about the direction they want to go in the next six months. There are many options and possibilities that the Board can go. Other possibilities or opportunities might be to reach out to surrounding districts and to look outside the box. George did say that the pool of qualified candidates for district's our size is very limited right now. He stated that Special Districts Association of Oregon (SDAO) has come up with a pilot program that we may want to consider. This program would allow you to recruit internal or external candidates that might not have all the qualifications or experience but is familiar with the district and would like to learn and grow into the position through the help of SDAO. Other Boards with Fire Districts have looked at this opportunity. Director Wilson and Director Green stated some concerns and comments directed to George at this time. Director Green asked George and the Board if we might consider reorganizing or change to a different strategy to meet today's challenges. Further discussions ensued between the Board and George regarding the District's situation. Having a facilitator come meet with the Board was discussed, as well as reviewing the current strategic plan that was in place. George stated that having Assistant Chief Hartley "act in capacity" for the District would be an option while the Board figures out their plan of action. Further discussion ensued by Board members regarding our District being landlocked, having limited taxbase, etc. We have now the opportunity to structure the District for the future during this time. Statistics for our District will be looked at for the future planning and we might be reaching out to Dan Olson with SDAO to assist with the direction the Board would like to go. Director Pahl commented that we do need to look at other options for sure and asked for SDAO's help. George stated that SDAO does not provide interim Chief's but can help with assisting in other

options. George stated that with the other options, we are looking at getting someone on board at the first of the year. There was further discussion between the Board Directors and George on the planning and options that we need to think about. Director Pahl asked Chief Ward if Assistant Chief Hartley is up to acting as "acting in capacity". Chief Ward stated that he had a conversation with the Redmond Fire Board members and the thought of consolidating might be an option for our District as we are currently running at top capacity. He feels that Chief Hartley is up to the task of "acting in capacity" until the Board decides on how they want to proceed. He has no doubt that Chief Hartley can run the District during this time. George stated that it is an "acting in capacity" position for Chief Hartley, if he does not want to give up his current position. The Board has an option to negotiate higher wages during this time he is in this "acting in capacity" position. Director Green stated to the two Captains that were in attendance how they would like to see the District run and will want their feedback in the days to come. Further discussion ensued between the Captains and Director Green. Director Oakley stated that we will have to move this along fairly quickly as we have a levy coming up next year and we do need to think about all our options. Chief Ward stated that there will also be a Board election coming up next year and we are not sure who the three new Board members might be, so we want to get this situation taken care of as soon as possible. Director Green stated that everything has to be talked about in an open forum. George stated that the Board should announce the formal appointment of Chief Hartley "acting in capacity" at the next Board meeting to make it formal. Director Norberg stated that the Board will be contacting him in the future for guidance on finding a new Fire Chief. George then left the meeting and the Board.

Discussion on upcoming Levy details and ideas: Director Norberg asked Chief Ward about options that we may have in thinking about the future of our District. This includes call volume, apparatus, and the obstacles we face. Staffing is a big hurdle we are facing and how to retain and keep our current personnel. He mentioned that we may want to vacate the Assistant Fire Chief position and pass on some of the duties to other staff members. The CERT program will take care of itself. He stated that ultimately the District needs two people per shift which would lower our overtime budget. Director Wilson stated that we need to educate the public on all aspects of what everything costs at our District. Chief Ward stated that he is not sure how long we can hold up at this pace. There was discussion on options for apparatus for the future. There was talk about when the Bond for the building is paid off, we should consider replacing apparatus and expanding our dorm room capacity. There was discussion on the use of the SAFER grant funds and going out for a second grant to maintain added personnel. It was mentioned that we will not get an "A team" person for additional staffing. It will be a person who will be starting out in the Fire service and getting their feet wet. There was also discussion between Chief Ward and Director Wilson on how we need to educate the public on how much things costs. Director Green suggested that we put "Did you Know's" in the Telegraph or on our website to inform the public. Chief Ward suggested that the Steering Committee beware of all these high costs of things so they can work on a game plan for increasing our Levy. Director Wilson stated he went through the last Strategic Plan and there are lot of goals that need to be brought to fruition. This will be discussed at the next meeting. Director Norberg asked about our upcoming events and the Pancake Breakfast will be this Sunday and on Sunday, September 11th will be the Memorial down by the Tennis Court. Director Pahl asked Chief Ward to touch base with the Stakeholders that were invited to the meeting that was cancelled. Director Pahl also stated that one of his main goals that should be discussed next time is the recruitment and retention of volunteers and apparatus. Chief Ward stated that we will be having a swearing in ceremony on Saturday, September 17th at 6:30 pm at the Station to pass out awards, etc. Chief Ward stated that we received a grant for the exhaust system in the bays. This is the AFG grant and the max they will give us is \$100K. We were awarded \$95,000; however, we will need extra funds out of capital to complete the project. Chief Ward is asked the Board for a consensus to accept the funds we have been awarded and we will have to do a supplemental budget later on. The Board all agreed to accept the funds and they agreed to take funds

out of the Capital Reserve to accommodate the rest of the costs to complete the exhaust project. There was discussion on how the exhaust system will work in the Bays. Chief Hartley stated that there is one other grant available from the State Fire Marshal's office (initiated from Senate Bill 762) for an Apparatus and we are looking to apply for it for a Type 3 Engine, which would be a huge asset for our region. Director Pahl asked if the Board needs to plan another meeting, or have 2 on 1 meetings with Chief Hartley on a weekly basis to see where we are with hiring, staffing, etc. An Exit Interview will be done with Chief Ward prior to his departure.

Adjournment by Director Norberg at 7:53 pm.

Respectively submitted by:

Administrative Assistant, Dana Schulke

Balance Sheet

Crooked River Ranch Fire & Rescue

As of August 31, 2022

Cash Basis

AUG 31, 2022

Assets

Current Assets

Cash and Cash Equivalents

Bond Fund	17,073.79
Business	29,020.49
Capital Reserve Fund	327,757.39
FIB - Checking	15,036.18
General Fund	10,248.99
Local Option Levy Fund	469,270.68
PayPal	23.97
Payroll	5,095.53
Savings	35,002.76
Stripe USD	45.00
US Bank	227.72
Total Cash and Cash Equivalents	908,802.50

Total Current Assets 908,802.50

Total Assets 908,802.50

Liabilities and Equity

Liabilities

Current Liabilities

D. MCDONALD	599.95
D. SCHULKE	270.88
FIB - Credit Cards	539.56
H. WARD	1,810.69
Payroll Liabilities	(4,854.26)
S. HARTLEY	608.95
T. FAST	274.19
Total Current Liabilities	(750.04)

Total Liabilities (750.04)

Equity

Current Year Earnings	909,552.54
Total Equity	909,552.54

Total Liabilities and Equity 908,802.50

* - \$13,122.50 of the money in the Business account is part of the \$50,000 transfer from the Capital Reserve Fund. This amount is for future purchases for the new 591 apparatus capital project but had not been spent at the end of August.

\$563,971.32
+\$ 750.04

\$564,721.36
- \$ 13,122.50 *

General Fund Net Income: \$551,598.86
Capital Reserve Fund Net Income: \$340,879.89

\$551,598.86

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

	Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Ambulance Revenue	\$15,889.04	\$32,586.18	\$250,000.00	-\$217,413.82	-86.9655%	\$ 250,000.00
Beginning Fund Balance	\$0.00	\$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	\$75.00	\$75.00	\$500.00	-\$425.00	-85.0%	\$ 500.00
FireMed	\$990.00	\$2,340.00	\$13,500.00	-\$11,160.00	-82.6667%	\$ 13,500.00
Grant Funds	\$0.00	\$43,751.00	\$113,350.00	-\$69,599.00	-61.4019%	\$ 78,350.00
Interest	\$480.68	\$943.18	\$5,000.00	-\$4,056.82	-81.1364%	\$ 5,000.00
Misc. Income	\$1,039.00	\$1,101.09	\$5,000.00	-\$3,898.91	-77.9782%	\$ 5,000.00
Previously Levied Taxes	\$2,646.44	\$5,919.62	\$25,000.00	-\$19,080.38	-76.3215%	\$ 25,000.00
Taxes Collected in Year Levied	\$444.24	\$558.71	\$1,027,982.00	-\$1,027,423.29	-99.9456%	\$ 1,027,982.00
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%	\$ 500.00
Total Revenue	\$21,564.40	\$752,342.46	\$1,951,632.00	-\$1,199,289.54	-61.5%	\$ 1,916,632.00
Gross Profit						
	\$21,564.40	\$752,342.46	\$1,951,632.00	-\$1,199,289.54	-61.4506%	
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	\$1,358.94	\$1,704.01	\$20,700.00	-\$18,995.99	-91.7681%	\$20,700.00
Building Maintenance & Supplies	\$231.77	\$257.75	\$35,000.00	-\$34,742.25	-99.2636%	\$35,000.00
CERT Program	\$2,061.89	\$2,109.67	\$5,000.00	-\$2,890.33	-57.8066%	\$5,000.00
Department Services	\$215.10	\$301.50	\$5,000.00	-\$4,698.50	-93.97%	\$5,000.00
Dispatch Services	\$0.00	\$245.79	\$64,898.00	-\$64,652.21	-99.6213%	\$64,898.00
EMS Operations	\$1,559.41	\$3,682.78	\$45,000.00	-\$41,317.22	-91.816%	\$45,000.00
Fire Operations	\$5,215.25	\$5,841.13	\$39,300.00	-\$33,458.87	-85.1371%	\$39,300.00
Fuel	\$1,933.53	\$3,842.88	\$15,000.00	-\$11,157.12	-74.3808%	\$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	\$4,904.89	\$6,021.28	\$22,000.00	-\$15,978.72	-72.6305%	\$22,000.00
Radios/Communications	\$15.98	\$15.98	\$16,000.00	-\$15,984.02	-99.9001%	\$16,000.00
Rope Rescue Operations	\$471.50	\$471.50	\$3,000.00	-\$2,528.50	-84.2833%	\$3,000.00
SAFER Grant Expenditures	\$19.60	\$754.20	\$41,850.00	-\$41,095.80	-98.1978%	\$41,850.00
Training	\$360.64	\$528.00	\$30,000.00	-\$29,472.00	-98.24%	\$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	\$718.90	\$718.90	\$7,000.00	-\$6,281.10	-89.73%	\$7,000.00
Utilities	\$1,437.06	\$2,793.01	\$29,000.00	-\$26,206.99	-90.3689%	\$29,000.00
Vehicle/Equipment Maintenance	\$898.49	\$1,848.49	\$35,000.00	-\$33,151.51	-94.7186%	\$35,000.00
Volunteer Incentive Program	\$0.00	\$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	\$21,402.95	\$32,456.87	\$522,363.00	-\$489,906.13	-93.8%	\$522,363.00
Personnel Services						
Administrative Assistant	\$3,172.20	\$6,276.90	\$41,045.00	-\$34,768.10	-84.7073%	\$41,045.00
Administrative Assistant Overtime	\$41.99	\$350.97	\$2,798.00	-\$2,447.03	-87.4564%	\$2,798.00
Assistant Chief	\$5,375.58	\$10,649.04	\$68,229.00	-\$57,579.96	-84.3922%	\$68,229.00
Employee Benefits	\$12,711.88	\$25,373.76	\$213,589.00	-\$188,215.24	-88.1203%	\$213,589.00
Fire Chief	\$6,828.84	\$13,657.67	\$87,524.00	-\$73,866.33	-84.3955%	\$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	\$10,148.97	\$19,643.47	\$68,840.00	-\$49,196.53	-71.4655%	\$33,840.00
Payroll Taxes	\$4,128.67	\$8,204.46	\$48,671.00	-\$40,466.54	-83.143%	\$48,671.00
PERS	\$17,200.49	\$23,142.25	\$169,589.00	-\$146,446.75	-86.3539%	\$169,589.00

Shift Personnel Overtime	\$4,132.08	\$9,436.30	\$46,614.00	-\$37,177.70	-79.7565%	\$46,614.00
Shift Personnel Wages	\$15,177.99	\$30,295.82	\$192,121.00	-\$161,825.18	-84.2309%	\$192,121.00
Student Volunteer Stipends	\$0.00	\$540.00	\$7,290.00	-\$6,750.00	-92.5926%	\$7,290.00
Volunteer Stipends & Benefits	\$5,600.00	\$7,300.00	\$36,500.00	-\$29,200.00	-80.0%	\$36,500.00
Workers Comp. & Group Accident Insurance	\$0.00	\$13,416.09	\$15,500.00	-\$2,083.91	-13.4446%	\$15,500.00
Total Personnel Services	\$84,518.69	\$168,286.73	\$1,045,019.00	-\$876,732.27	-83.9%	\$1,010,019.00
Total Operating Expenses	\$105,921.64	\$200,743.60	\$1,706,632.00	-\$1,505,888.40	-88.2374%	
Net Income / (Loss) before Tax	-\$84,357.24	\$551,598.86	\$245,000.00	\$306,598.86	125.1424%	
Net Income	-\$84,357.24	\$551,598.86	\$245,000.00	\$306,598.86	125.1424%	
Total Comprehensive Income	-\$84,357.24	\$551,598.86	\$245,000.00	\$306,598.86	125.1424%	

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

	Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Beginning Fund Balance	\$0.00	\$377,163.04	\$376,918.00	\$245.04	0.065%	\$ 376,918.00
Interest	\$332.35	\$594.35	\$2,750.00	-\$2,155.65	-78.3873%	\$ 2,750.00
Transfer In	\$0.00	\$0.00	\$75,000.00	-\$75,000.00	-100.0%	\$ 75,000.00
Total Revenue	\$332.35	\$377,757.39	\$454,668.00	-\$76,910.61	-16.9%	\$ 454,668.00
Gross Profit	\$332.35	\$377,757.39	\$454,668.00	-\$76,910.61	-16.9158%	
Operating Expenses						
Contingency	\$0.00	\$0.00	\$100,000.00	-\$100,000.00	-100.0%	\$ 100,000.00
Capital Outlay						
Capital Outlay & Grant Awards:Apparatus Purchases	\$36,877.50	\$36,877.50	\$60,000.00	-\$23,122.50	-38.5375%	\$ 60,000.00
Capital Outlay & Grant Awards:Building Purchases	\$0.00	\$0.00	\$45,000.00	-\$45,000.00	-100.0%	\$ 45,000.00
Total Capital Outlay	\$36,877.50	\$36,877.50	\$105,000.00	-\$68,122.50	-64.9%	\$ 105,000.00
Total Operating Expenses	\$36,877.50	\$36,877.50	\$205,000.00	-\$168,122.50	-82.011%	
Net Income / (Loss) before Tax	-\$36,545.15	\$340,879.89	\$249,668.00	\$91,211.89	36.5333%	
Net Income	-\$36,545.15	\$340,879.89	\$249,668.00	\$91,211.89	36.5333%	
Total Comprehensive Income	-\$36,545.15	\$340,879.89	\$249,668.00	\$91,211.89	36.5333%	

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

	Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
Revenue						
Beginning Fund Balance	\$0.00	\$377,163.04	\$376,918.00	\$245.04	0.065%	\$ 376,918.00
Interest	\$332.35	\$594.35	\$2,750.00	-\$2,155.65	-78.3873%	\$ 2,750.00
Transfer In	\$0.00	\$0.00	\$75,000.00	-\$75,000.00	-100.0%	\$ 75,000.00
Total Revenue	\$332.35	\$377,757.39	\$454,668.00	-\$76,910.61	-16.9%	\$ 454,668.00
Gross Profit	\$332.35	\$377,757.39	\$454,668.00	-\$76,910.61	-16.9158%	
Operating Expenses						
Contingency	\$0.00	\$0.00	\$100,000.00	-\$100,000.00	-100.0%	\$ 100,000.00
Capital Outlay						
Capital Outlay & Grant Awards:Apparatus Purchases	\$36,877.50	\$36,877.50	\$60,000.00	-\$23,122.50	-38.5375%	\$ 60,000.00
Capital Outlay & Grant Awards:Building Purchases	\$0.00	\$0.00	\$45,000.00	-\$45,000.00	-100.0%	\$ 45,000.00
Total Capital Outlay	\$36,877.50	\$36,877.50	\$105,000.00	-\$68,122.50	-64.9%	\$ 105,000.00
Total Operating Expenses	\$36,877.50	\$36,877.50	\$205,000.00	-\$168,122.50	-82.011%	
Net Income / (Loss) before Tax	-\$36,545.15	\$340,879.89	\$249,668.00	\$91,211.89	36.5333%	
Net Income	-\$36,545.15	\$340,879.89	\$249,668.00	\$91,211.89	36.5333%	
Total Comprehensive Income	-\$36,545.15	\$340,879.89	\$249,668.00	\$91,211.89	36.5333%	

Payable Invoice Detail

Crooked River Ranch Fire & Rescue

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

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Accuity, LLC					
Aug 1, 2022	8961	Progress bill for the audit of the District's financial statements ending June 30, 2022	4,500.00	Paid	Materials & Services:Professional Services:Auditor
Total Accuity, LLC			4,500.00		
Aflac					
Aug 22, 2022	EFT	August premiums from Staff	599.88	Paid	Payroll Liabilities
Total Aflac			599.88		
All American Truck					
Aug 31, 2022	PO-0325 - Deposit	Install of Cargo Glide, Truck Vault, Custom Paint, etc on New Command Truck (includes Labor and Shipping/Handling)	-	Paid	
Aug 31, 2022	PO-0325 - Deposit	Deposit required of \$5,000.	5,000.00	Paid	Capital Outlay & Grant Awards:Apparatus Purchases
Total All American Truck			5,000.00		
Annas Consultants, Inc.					
Aug 16, 2022	3175	Annual service to breathing air compressor including change of oil, oil filter, purification, filters and air filter and travel time.	1,099.71	Paid	Materials & Services:Fire Operations:Service & Testing
Total Annas Consultants, Inc.			1,099.71		
BIOMED					
Aug 22, 2022	92828	Background checks for Brent Goold and James Coyle	58.00	Paid	Materials & Services:Professional Services:Background Checks
Total BIOMED			58.00		
BoundTree Medical, LLC					
Aug 16, 2022	PO-0319 / 84626495	EMS Supply Order	587.70	Paid	Materials & Services:EMS Operations:Supplies
Aug 16, 2022	84638930	PEEP Valve, Disposable, Adjustable 22mm Inner Diameter 20/ea	14.38	Paid	Materials & Services:EMS Operations:Supplies
Aug 16, 2022	84638929	Curaplex Disposable Suction Canister, 1200cc 1/ea 48/ea/cs	35.34	Paid	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC			637.42		
Carson Oil Company, Inc.					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 1, 2022	CP-00399104 - EFT	Fuel for all apparatus	1,139.79	Paid	Materials & Services:Fuel
Aug 16, 2022	CP-00402631 - EFT	Fuel for all apparatus	827.25	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.			1,967.04		
Crooked River Ranch Water Company					
Aug 8, 2022	94	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
Aug 8, 2022	94	Water	105.73	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			140.32		
Crooked River Sanitary					
Aug 8, 2022	00014	July Sanitation Services	73.10	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			73.10		
FirePro, LLC					
Aug 1, 2022	12461157	Service Call for issue with Fire Sprinkler Alarm would not turn off. Valve not set right.	140.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total FirePro, LLC			140.00		
Hagemeister Enterprises, Inc.					
Aug 17, 2022	33930R	6 Volt battery for Flashlight	12.50	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Total Hagemeister Enterprises, Inc.			12.50		
Harry Ward					
Aug 23, 2022	Reimbursement	Reimbursement for food purchased for Volunteer Recruitment Picnic on August 20th.	124.36	Paid	Materials & Services:Department Services:Events
Total Harry Ward			124.36		
High Desert Auto Supply					
Aug 17, 2022	743981	Oil Filter, Serpentine Belt and Anch Shackle for 592	72.97	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953
Aug 17, 2022	743981	5 Gal MET MAL Gas Can for Fire Operations	173.38	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Total High Desert Auto Supply			246.35		
HRA VEBA Trust					
Aug 22, 2022	EFT	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					
Aug 1, 2022	Union Dues - ACH	Union Dues for Tom, Alysha and David	102.00	Paid	Payroll Liabilities

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 1, 2022	PAC Donations - ACH	PAC donations from Staff	20.00	Paid	Payroll Liabilities
Aug 22, 2022	Union Dues - ACH	Union Dues from Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Aug 22, 2022	PAC Donations - ACH	PAC Donations from Staff	20.00	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			244.00		

International Association of Fire Chief's

Aug 8, 2022	000248815	Annual Membership	260.00	Paid	Materials & Services:Administration:Memberships
Total International Association of Fire Chief's			260.00		

L.N. Curtis & Sons

Aug 9, 2022	541 valve replace kit	1.5" Field Service Kit	227.92	Paid	Materials & Services:Vehicle Equipment/Maintenance:519658
Aug 9, 2022	541 valve replace kit	Shipping	15.68	Paid	Materials & Services:Vehicle Equipment/Maintenance:519658
Aug 15, 2022	541 valve replace kit	1" field service kit	180.56	Paid	Materials & Services:Vehicle Equipment/Maintenance:519658
Aug 15, 2022	541 valve replace kit	Shipping	34.43	Paid	Materials & Services:Vehicle Equipment/Maintenance:519658
Total L.N. Curtis & Sons			458.59		

Life-Assist

Aug 9, 2022	PO-0320 / 1236612	EMS Supply Order	163.29	Paid	Materials & Services:EMS Operations:Supplies
Aug 22, 2022	1241628	Norpinephrine Bitartrate, 4 mg	68.60	Paid	Materials & Services:EMS Operations:Supplies
Total Life-Assist			231.89		

MasterCard

Aug 5, 2022	HD 310714316	2' x 3' whiteboard	19.96	Paid	Materials & Services:Administration:Supplies
Aug 5, 2022	HD 310714316	Expo combo DRY ERASE MARKERS AND ERASER	10.88	Paid	Materials & Services:Administration:Supplies
Aug 5, 2022	HD 310714316	EXPO FINE LINE DRY ERASE MARKERS	6.27	Paid	Materials & Services:Administration:Supplies
Aug 8, 2022	XXXX 4382	Purchase of Stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Total MasterCard			87.11		

N The Zone

Aug 1, 2022	33251	DFND T-Shirts for Uniforms	445.90	Paid	Materials & Services:Uniforms
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Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 1, 2022	33251	Screen Printing Set up	200.00	Paid	Materials & Services:Uniforms
Total N The Zone			645.90		
Nationwide Retirement Solutions					
Aug 1, 2022	EFT	Contributions from Staff	230.00	Paid	Payroll Liabilities
Aug 22, 2022	Deferred Comp - EFT	Deferred Comp contributions from Staff	230.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			460.00		
Norco					
Aug 16, 2022	35644625	DEY Medical Oxygen and D Medical Oxygen, plus Fuel and Handling Charges	103.50	Paid	Materials & Services:EMS Operations:Supplies
Total Norco			103.50		
Oregon PERS					
Aug 8, 2022	PERS - EFT	Employer Contributions	4,712.88	Paid	Personnel Services:PERS
Aug 8, 2022	PERS - EFT	Employee Contributions, paid by Employer	1,185.17	Paid	Personnel Services:PERS
Aug 24, 2022	PERS - EFT	Employer Contributions	4,254.12	Approved	Personnel Services:PERS
Aug 24, 2022	PERS - EFT	Employee Contributions, paid by Employer	1,074.47	Approved	Personnel Services:PERS
Total Oregon PERS			11,226.64		
Pacific Power					
Aug 8, 2022	24712171-001 3	Basic Charges, Load Size, Demand Charges, Taxes and Kilowatt Usage	409.03	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			409.03		
Quick Series					
Aug 1, 2022	106467	CERT Field Operational Guides	502.50	Paid	Materials & Services:CERT Program
Aug 1, 2022	106467	Shipping	44.08	Paid	Materials & Services:CERT Program
Total Quick Series			546.58		
Quill Corporation					
Aug 8, 2022	26670262	Steno Notebooks for Office	16.99	Paid	Materials & Services:Administration:Supplies
Aug 8, 2022	26608046	Paper Clips, Sharpies, Scotch Tape and 3 ring notebooks for office	65.54	Paid	Materials & Services:Administration:Supplies
Aug 8, 2022	26519920	Post It Notes, copy paper and 1/3 cut folders for office	139.96	Paid	Materials & Services:Administration:Supplies
Total Quill Corporation			222.49		
Rescue Northwest					
Aug 1, 2022	PO-0305	Yates Harness	387.60	Paid	Materials & Services:Rope Rescue Operations

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 1, 2022	PO-0305	Shipping	30.97	Paid	Materials & Services:Rope Rescue Operations
Total Rescue Northwest			418.57		
Sean Hartley					
Aug 3, 2022	HD 311901034	Reimbursement for purchase of USB power cords for ambulances for new EMS iPads. No credit card was available when needed to purchase. SH	15.98	Paid	Materials & Services:Radios/Communications
Total Sean Hartley			15.98		
SeaWestern Fire Fighting Equipment					
Aug 15, 2022	CM1016	Return of HAIX Fire Hunter Extreme Boots	(390.00)	Paid	Materials & Services:SAFER Grant Expenditures
Aug 22, 2022	Inv17942 - ACH	Haix Fire Hunter Extreme boots	390.00	Paid	Materials & Services:SAFER Grant Expenditures
Aug 22, 2022	Inv17942 - ACH	Shipping	19.60	Paid	Materials & Services:SAFER Grant Expenditures
Aug 23, 2022	PO-0306 / Inv. 18047 - ACH	Short Barrel Smooth Bore Nozzle	271.68	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Aug 23, 2022	PO-0306 / Inv. 18047 - ACH	Shipping	28.90	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Total SeaWestern Fire Fighting Equipment			320.18		
Solutions Yes					
Aug 23, 2022	INV328836 - ACH	B/W Copies	4.87	Paid	Materials & Services:Administration:Copier Expenses
Aug 23, 2022	INV328836 - ACH	Color Copies	74.65	Paid	Materials & Services:Administration:Copier Expenses
Total Solutions Yes			79.52		
Special Districts Association of Oregon					
Aug 1, 2022	062022-1624	Class Registration for Kay Norberg - August 22, 2022, Eagle Crest	75.00	Paid	Materials & Services:Training
Total Special Districts Association of Oregon			75.00		
Special Districts Insurance Services					
Aug 8, 2022	03-0052514 - ACH	Health Premiums for staff - September	9,924.15	Paid	Personnel Services:Employee Benefits:Health Insurance
Aug 8, 2022	03-0052514 - ACH	Dental Premiums for staff - September	893.97	Paid	Personnel Services:Employee Benefits:Dental Insurance

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 8, 2022	03-0052514 - ACH	Long-Term Care Premiums for staff - September	143.76	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			10,961.88		
Streamline					
Aug 1, 2022	41F663CA-0021 - ACH	Mo Fee for Website Use	100.00	Paid	Materials & Services:Professional Services:Computer Services
Total Streamline			100.00		
Sureline Broadband					
Aug 8, 2022	16654	Phone and Internet Charges	599.00	Paid	Materials & Services:Utilities:Telecommunications
Total Sureline Broadband			599.00		
Systems Design West					
Aug 16, 2022	20221615	EMS Billing for July 2022, plus postage	586.60	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Systems Design West			586.60		
US Bank Equipment Finance					
Aug 16, 2022	479398943 - ACH	Contract payment for Copier	139.99	Approved	Materials & Services:Administration:Copier Expenses
Total US Bank Equipment Finance			139.99		
VISA - Chase					
Aug 11, 2022	XXXX 5299	Package of blank stamps for printing	60.97	Paid	Materials & Services:Administration:Postage & Shipping
Aug 12, 2022	002905	Job posting for ff/medic position with Daily Dispatch	405.00	Paid	Materials & Services:Administration:Advertising
Aug 15, 2022	58400	Printing of Fire Med Membership Cards from the Printing Post	74.99	Paid	Materials & Services:Department Supplies
Aug 15, 2022	XXXX 5299	Mo. Fee for Stamps.com	17.99	Paid	Materials & Services:Administration:Postage & Shipping
Aug 17, 2022	Uline	Chin Straps for CERT hard hats	400.00	Paid	Materials & Services:CERT Program
Aug 17, 2022	Uline	Shipping	20.83	Paid	Materials & Services:CERT Program
Aug 19, 2022	HD 315744302	Plates, Cups, etc., for Volunteer Recruitment Picnic	35.64	Paid	Materials & Services:Training
Aug 19, 2022	HD 315728518	CERT ID Cards	168.00	Paid	Materials & Services:CERT Program
Aug 19, 2022	HD 315728518	Uniforms	24.00	Paid	Materials & Services:Uniforms
Aug 19, 2022	HD 315728518	Shiping	9.00	Paid	Materials & Services:Uniforms

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 19, 2022	HD 315728518	Backprinting	32.00	Paid	Materials & Services:Uniforms
Aug 19, 2022	HD 315728518	Card slot hole	8.00	Paid	Materials & Services:Uniforms
Aug 20, 2022	HD 314927990	Ice for Recruitment picnic	15.75	Paid	Materials & Services:Department Services:Rehab Supplies
Aug 22, 2022	XXXX 5299 / 4009194	Mo. Fee for Accounting Platform	25.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Aug 22, 2022	HD 314950345	Winch controller	94.28	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953
Aug 22, 2022	105722	Large t-shirt CERT	225.00	Paid	Materials & Services:CERT Program
Aug 22, 2022	105722	2XL t-shirt CERT	112.50	Paid	Materials & Services:CERT Program
Aug 22, 2022	105722	XL t-shirt CERT	225.00	Paid	Materials & Services:CERT Program
Aug 22, 2022	105722	Small t-shirt CERT	112.50	Paid	Materials & Services:CERT Program
Aug 22, 2022	105722	Medium t-shirt CERT	225.00	Paid	Materials & Services:CERT Program
Aug 22, 2022	105722	Shipping	26.48	Paid	Materials & Services:CERT Program
Aug 22, 2022	HD 315766776	Supplies for Station	73.80	Paid	Materials & Services:Building & Maintenance:Maintenance
Aug 22, 2022	HD 315794153	Tough tote 27 gallon	13.98	Paid	Materials & Services:Rope Rescue Operations
Aug 22, 2022	HD 315794153	Tough tote 14 gallon	12.48	Paid	Materials & Services:Rope Rescue Operations
Aug 22, 2022	HD 315794153	Rino-Tuff trimmer line	17.97	Paid	Materials & Services:Building & Maintenance:Supplies
Aug 23, 2022	HD 318706853	Adobe Acrobat software renewal Chief Hartley	179.88	Approved	Materials & Services:Administration:Subscriptions/Reference Materials
Aug 24, 2022	XXXX	Registration for OFSOA Conference, Oct. 5-7th, 2022 for Dana	250.00	Paid	Materials & Services:Training
Aug 25, 2022	30955	Car wash soap dispensers and brushes for apparatus	155.96	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Aug 25, 2022	HD 316108895/ XXXX	Registration and plates for new 591	130.50	Paid	Materials & Services:Vehicle/Equipment Maintenance: 511289
Aug 26, 2022	HD 316617028	Fire Truck Tool Box	429.74	Paid	Materials & Services:Fire Operations:Supplies/Equipment
Aug 27, 2022	HD 316618367	Fire Truck Tool Box	49.46	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Aug 28, 2022	HD 316618353	Fire Truck Tool Box	26.47	Paid	Materials & Services:Rope Rescue Operations
Aug 29, 2022	XXXX	Shipping Charges to UPS	20.88	Paid	Materials & Services:Administration:Postage & Shipping

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aug 29, 2022	HD 316976114	Purchase of Stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Aug 30, 2022	XXXX	Mo. Fee for Amazon Prime Membership	14.99	Paid	Materials & Services:Administration:Memberships
Aug 31, 2022	114-2835795-6544210	Double sided adhesive mounting tape for evacuation maps	9.98	Paid	Materials & Services:Building & Maintenance:Supplies
Aug 31, 2022	114-5588247-5107401	Frames for Evacuation Maps in building.	81.90	Paid	Materials & Services:Building & Maintenance:Maintenance
Aug 31, 2022	HD 317816776	BBQ items for pre pancake breakfast meeting with volunteers.	46.02	Paid	Materials & Services:Department Services:Events
Total VISA - Chase			3,882.44		
Wakefield & Associates					
Aug 16, 2022	Refund	Refund back to Wakefield & Associates	391.88	Paid	Ambulance Revenue
Total Wakefield & Associates			391.88		
Wright Ford					
Aug 1, 2022	63522	Multipoint inspection and Oil/Filter Change on 590/514230	67.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Aug 1, 2022	63522	Tax	0.23	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Aug 23, 2022	PO-0323 / New Truck	2022 Ford F-250	31,747.00	Paid	Capital Outlay & Grant Awards:Apparatus Purchases
Total Wright Ford			31,814.23		
Total			80,379.68		



August 17, 2022

Dear audit clients,

We are now required to communicate significant risks to your board or council as a part of audit procedures. In order to do this, we are asking for you to please include the attached letter in your next board/council packet. We appreciate your help, and are happy to answer any questions you or your governing body might have.

If you have any questions, please contact my office at your convenience.

Very truly yours,


Accuity, LLC



June 8, 2022

Board of Directors
Crooked River Ranch Fire & Rescue
6971 SW Shad Rd
Terrebonne, OR 97760

Board of Directors:

We are engaged to audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Crooked River Ranch Fire & Rescue for the year ended June 30, 2022. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated June 6, 2022, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the modified cash basis of accounting. Our audit of the financial statements does not relieve you or management of your responsibilities. We have been engaged to report on:

1. Schedules of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund and Major Special Revenue Funds, if any
2. Combining Balance Sheet and Combining Statement of Revenues, Expenditures, and Changes in Fund Balances for all Nonmajor Governmental Funds, if any
3. Schedules of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Nonmajor Special Revenue Funds, Debt Service Funds, and Capital Projects Funds, if any

Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary

information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risk(s) of material misstatement as part of our auditing planning:

We have not identified any significant risk(s) of material misstatement as a part of our audit planning.

We expect to begin our audit on approximately July 26, 2022 and issue our report on approximately December 31, 2022. Glen Kearns is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Board of Directors and management of Crooked River Ranch Fire & Rescue and is not intended to be, and should not be, used by anyone other than these specified parties.

If you have any questions, please contact my office at your convenience.

Very truly yours,


Accuity, LLC



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

JEFFERSON AND DESCHUTES COUNTIES, OREGON

In the matter of: Receiving
unanticipated revenue to the General
Fund of Crooked River Ranch Rural
Fire Protection District

RESOLUTION: 2022-04

WHEREAS, Oregon Budget Law, under ORS 294.338(3), provides that money from unforeseen circumstances paid by a outside source requesting services may be lawfully expended after enactment of an appropriate resolution.

WHEREAS, Crooked River Ranch Rural Fire Protection District will be receiving conflagration funds in the amount of \$12,362 from the State of Oregon conflagration responses to the Miller Road Fire and Rum Creek Fire.

WHEREAS, Oregon Budget Law, under ORS 294.338(3) allows Crooked River Ranch Rural Fire Protection District to spend the unforeseen money,

THEREFORE, BE IT RESOLVED by the Board of Directors of Crooked River Ranch Rural Fire Protection District, Oregon that the following appropriation be made:

	Budget Appropriation	Increase/ (Decrease)	Adjusted Budget
General Fund			
Conflagration Revenue	\$0	\$8,671	\$ 8,671
Personnel Services	\$1,045,019	\$8,671	\$1,053,690
Capital Reserve Fund			
Misc. Income	\$0	\$3,691	\$ 3,691
Reserved for Future Exp.	\$249,668	\$3,691	\$ 253,629

INTRODUCED and ADOPTED Thursday, September 15, 2022

ATTEST:

**CROOKED RIVER RANCH
RURAL FIRE PROTECTION DISTRICT**

By: _____
Brad Pahl, Board Director

By: _____
Kay Norberg, Board Director

By: _____
Jeff Green, Board Director

By: _____
Mark W. Wilson, Board Director

By: _____
Barbara Oakley, Board Director

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 08/10/2022



Sean Hartley
CROOKED RIVER RANCH RURAL FIRE PROTECTION DISTRICT
6971 SW SHAD RD
TERREBONNE, OR 97760

EMW-2021-FG-06526

Dear Sean Hartley,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2021 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of \$95,238.09 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or \$4,761.91 for a total approved budget of \$100,000.00. Please see the FY 2021 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2021 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in black ink, appearing to read "C Logan", is written over a horizontal line.

Christopher Logan
Acting Assistant Administrator
Grant Programs Directorate



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 – September 2022

- Our Volunteer Firefighter Recruitment picnic on Saturday August 20th at the Heritage House. Was not attended by any prospective response volunteers. We will try something else in the future.
- 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.
- The first batch of ID cards for all our volunteers and career staff. Have arrived and most of them have been handed out. Dana and Tom will be working together to make sure that Dana knows how the program works for future ID cards that need to be made.
- We are currently waiting for quotes for the boiler project for the floor heat. I sent out another request for quotes. If we get nothing in the next week, we will look for other vendors.
- As I will be living, we are working on handing off projects and the things that I take care of like building and vehicle maintenance.
- We had two companies come out a take a look at the building for the exhaust system and should have quotes soon.
- I would again like to thank the Board of Directors for giving a chance to someone that had not been a fire chief before. It has been an honor to have served the community of Crooked River Ranch as the fire chief. I think we have made some big strides in moving toward the future and I hope that the department will continue to look in not just the near future but also far into the distant future.

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	4				15
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0	0	0	0				0
3-Rescue & EMS	31	38	43	27	41	31	33	50				294
4-Hazardous Condition (No Fire)	0	0	0	1	1	0	1	0				3
5-Service Call	2	8	2	3	1	8	3	6				33
6-Good Intent Call	6	5	3	4	6	4	2	4				34
7-False Alarm & False Call	2	0	0	2	0	1	0	1				6
8-Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0				0
9-Special/Other Incident	0	0	0	0	0	0	0	0				0
Total Calls-To-Month End 2022	41	51	50	38	51	45	44	65	0	0	0	0
385												
<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 – 3
 - Mutual-Aid Given – 14
 - Mutual-Aid Received – 11
- Our two new Student Volunteers, Parker English and Ryan Rhodes, have completed their academy and are now assigned to shifts. They will begin their college classes in September.
- We have requested, but not received yet, the quotes for the exhaust capture system purchase and installation.

- We continue to wait for quotes on the boiler replacement project. One of the companies that came out is working with Energy Trust of Oregon to see if part or all of the cost of their quote may be covered with their funds.
- 522 was taken to TEC Equipment in Redmond to diagnose an abnormal belt sound. It was found that there were problems with the alternator pulley and that the water pump was leaking. The alternator and water pump were replaced, and the truck is now back in-service.
- Defensible Space Grants (year-to-date)
 - Total applications received: 25
 - Applications in process: 13
 - Applications completed/paid: 12
- Fire Med Memberships report (month-to-date):
 - Memberships renewed: 24
 - New memberships: 5
 - Non-renewals: 4
 - Total for the year: 291

Respectfully submitted,

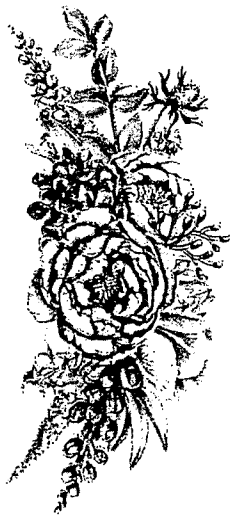
Sean Hartley
Assistant Chief



*Thank
You*

SO VERY MUCH

To all the Good People at
CRR Fire Dept. I would
like to thank the crew that
came to my home the
Morning of Aug 22 and you
were all there help and took
Very good care of me.
To the two folks that took
me to the Redwood hospital
were very good, all they did
The young man in the back
of the ambulance was very
Respectful and did excellent
Job in all the things he did.
Thanks again to all the
People at the Fire Dept
that do so much for all
of us,
John Henry Long



Your thoughtfulness is a gift
I will always treasure.

To all the folks at
CRR Fire Dept you
Are the Best,

John Henry Long