



AGENDA

**Notice of the Regular Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
May 28, 2024 – 5:00 p.m.**

Zoom Link: <https://us06web.zoom.us/j/84986101102?pwd=uQgotefnfmyjKBWQI6Evpw2MuMSvOV.1>

1. Open the Regular Meeting
2. Receive Public Comment
3. Consent agenda
 - a. Administrative Summary
 - b. April 2024 Minutes of the Regular Meeting
 - c. Dashboard report
 - d. Bank statement and reconciliations
 - e. Operating fund summaries
 - f. Balance sheets
 - g. Check register
 - h. Adjusting Journal Entries
 - i. Ambulance Receivables
 - j. Engine Response Report
 - k. Safety Committee Meeting Minutes
 - l. Updates to Old Business - None
4. Correspondence
 - a. Director Schulz's resignation effective May 31, 2024.
 - b. Card from Sisters Young Life
5. Administration
 - a. Milliman Actuarial Report Review
 - b. Staff Reports:
 - i. SR-24-4 Wilt Road Annexation Request
 - ii. SR-24-5 Implementation of "The Compliance Engine" through Brycer LLC
6. President's Report
 - a. Open Board position – June 1, 2024.
7. Fire Chief Report
8. Fire Safety Manager report
9. Other business
10. Adjourn meeting

Administrative Summary for Consent Agenda

April 2024 Data

Minutes – No changes to the minutes.

Revenue & Expenditure Dashboard Report

- The target goal for this period is 83% of budgeted revenue and expenditures.
 - Revenue is at 104%.
 - Expenditures overall are tracking at 76% of the budget. The Administration Department is at 83%; the Operations Department at 75%; the Maintenance Department at 65%; and the Volunteers Department at 85%.

Operations Overview Dashboard Report

- EMS transports were 50 for the month, which is equal to the same time last year. We responded to three fire calls in April.
- Total calls decreased 5% over last month, and total calls are down about 8.5% year over year.
- A total of nine 7PC's were called in April and no move-ups requested by the District. There were 18 back-to-back calls in April.

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balance with the bank and totals \$4,740,717.79 at the end of April. The interest rate held at 5.2%.

LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$79,956.06.

U.S. Bank Operating

- Total sum of funds in the US Bank checking at the end of April balances with the bank and totals \$38,465.20.

Operating Fund Summaries

Revenue

- Overall tracking at 104% of the budget.
 - Current property taxes are at 100% of budget. We anticipate another large payment in May 2024. Interest income is at 236% of the budget.

Expenditures

- Overall tracking within budget at 76% at the end of April.
 - Personnel Services – 75% of the budget.
 - Materials & Services – 79% of the budget.

Balance Sheets

- Accounts payable balance credit balance is due to vendor credits that will clear with new invoices.
- SWH tax liability is for Oregon Paid Leave. Paychex is calculating the amount due incorrectly and this should clear when we are billed by the State.
- Insurance disability/liability balance is orthodontia pass-through payments. I am working to clear the balance out.

- **Miscellaneous Liability of \$100** is due to employee pass-through to Central Oregon Public Safety Chaplaincy, Community Assistance Fund, and Oregon Fire Service Honor Guard.

Check Register

- **Check numbers: 16375 to Milliman, Inc.** This is the payment for calculation of the employer lump-sum payment to PERS on the District's transitional liability.
- **Check number: 16391 to Ferraris Investigations.** This is the payment for Ferraris Investigations to perform the comprehensive background check for Chief Prior.
- **Check number: 16395 to InnerTech.** Replacement computers per replacement plan.
- **Check number: 16402 to Pauly, Rogers, and Co., P.C.** This is the final payment for the audit ending June 30, 2023.
- **Check number: 16419 to Awnings Unlimited.** This is the deposit and final payment for adding station numbers to Stations 703 and 704 to match Station 701.

**The following checks were signed by the Deputy Chief and Finance Manager while Chief Johnson was taking vacation: 16376-16411.*

Adjusting Journal Entries

- Entry for ambulance receivables to actual.
- Entry to transfer funds from the Building Reserve for payment of Mitylite invoice for an additional community hall table cart.

Ambulance Report - Total of 50 transports for April. The total ending ambulance receivable of \$257,076.12 is reconciled to the General Fund balance sheet.

Engine Response Report – Two charges for April and no new payments.



**Minutes of the Regular Meeting of the Board of Directors
of the Sisters-Camp Sherman Rural Fire Protection District
April 16, 2024**

1. Board President Kristie Miller called the meeting to order at 5 p.m.
 - a. Directors attending: President Kristie Miller, Vice President Rob Schulz, Secretary/Treasurer Jack McGowan (dialing in), Director Herrmann, and Director Cooper.
 - b. Staff attending: Chief Roger Johnson, Deputy Chief Tim Craig, and Division Chief Jeff Puller, Fire Medic Matt Millar, Captain Jeremy Ast, Fire Medic Rachel Ulm (Zoom), Fire Medic Pat Burke (Zoom), Fire Medic Rachelle Otasu (Zoom), Fire Medic Damon Frutos (Zoom), Shift Commander Cody Meredith (Zoom),
 - c. Guests attending: Nicole Darcy with Pauly Rogers, and Co., PC
2. Audit Report – Nicole Darcy, Pauly Rogers, and Co., PC
 - a. Nicole Darcy reported that the implementation of accounting standard GASB 96, The audit revealed that the Subscriptions held by the district were not applicable to be booked under the GASB 96, due to short-term lengths.
 - b. Board Communication document – 6 findings. General recommendation to board.
 - i. Governing Body Monitoring – Recommend that the Board continue to articulate their monitoring practices and record the minutes when those activities occur.
 - ii. Segregation of Duties – Limited available personnel - Recommend that the Board continually monitor the financial activities to mitigate the risk and consider obtaining additional fidelity (employee honesty) insurance coverage to compensate for this risk
 - iii. Fidelity Insurance Coverage – District often carries cash and investment balances well above insurance coverage amount - Recommend that the Board examine the exposure risk and make a determination to the amount of coverage they feel is prudent in regards to their oversight. If the Board regularly reviews coverage and finds it to sufficient with the amount of cash and investments and it is documented in the Board minutes, Nicole Darcy said we can remove the finding in future audit years.
 - iv. SSAE18 – The Districts service provider for accounting billing for ambulance billing does not have an SSAE18 report or internal control report covering their operations and IT controls. It is recommended that the Board regularly evaluation the risk of potential liability from any billing or confidential information which might become public and consider having the vendor provide insurance coverage to the district.
 - v. Journal Entries – There were two instances where the incorrect amount of ambulance receivables was calculated and used for the entry. – Recommend all journal entries be reviewed by someone other than the preparer.
 - vi. Grant Review – There were three instances where there was no evidence that the reimbursement requests were reviewed. – Recommend that grant reimbursement requests be reviewed by someone other than the preparer and this is documented with signature and date.
 - vii.

3. Public Comments:

- a. Fire Medic Matt Millar and Captain Jeremy Ast provided a verbal announcement of the preliminary exploration regarding “organizing” and what their goals, options and intent are regarding “Organizing.” They presented that they wanted to be transparent, open and collaborative and not surprise the Board.
 - i. Goals regarding “Organizing”
 1. Formalize and protect the process for evaluating and changing compensation package and workplace issues and conditions.
 2. Formalize a “Seat at the table” to ensure Career Staff voice is heard and they are a part of the decision-making process.
 3. Procedural clarity
 - ii. Board President Kristie Miller offered to those in attendance that if they have any particulars or anything they want the Board to do in this process please reach out to the Board or individually as they see fit.

4. Consent Agenda

- a. ***Unanimously approved the Consent Agenda as presented. Motion by Director Cooper, Director Herrmann second.***
- b. Administrative Summary – no comments
- c. March 2024 Minutes of the Regular Meeting – no comments
- d. March 29, 2024 Minutes of the Special Meeting– no comments
- e. Dashboard report– no comments
- f. Bank statement and reconciliations– no comments
- g. Operating fund summaries– no comments
- h. Balance sheets– no comments
- i. Check register
 - i. Question was asked regarding the Ed Staub finance charge
 - ii. Question was asked regarding AT & T change in service provider side with non-voice devices. Billing was changed during this process on how we access our statements.
- j. Adjusting Journal Entries– no comments
- k. Ambulance Receivables– no comments
- l. Engine Response Report– no comments
- m. Updates to Old Business - None

5. Correspondence

- a. Card from Pauly, Rogers and Co., P.C.
- b. Card from Oregon PERS

6. Administration

- a. Revised 2024-25 Budget Calendar
 - i. Made some changes to meeting dates for Budget Committee Meeting and Board meeting in May with Memorial Day Holiday conflicts. Budget Meeting to be held on May 28th, 2024.
 - ii. ***Unanimously approved the Updated Formal Budget Calendar as presented. Motion by Director Schutz, second by Director Herrmann.***

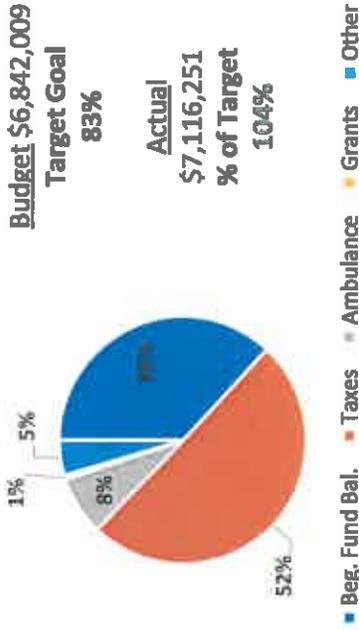
7. President’s Report

- a. Budget Committee Member Reappointment
 - i. Daly Haasch – new term ending 6/30/2026
 - ii. Jeff Tryens – new term ending 6/30/2026
 - iii. ***Unanimously approved the reappointment of Daly Haasch and Jeff Tryens as presented. Motion by Director Cooper, second by Director Schulz***

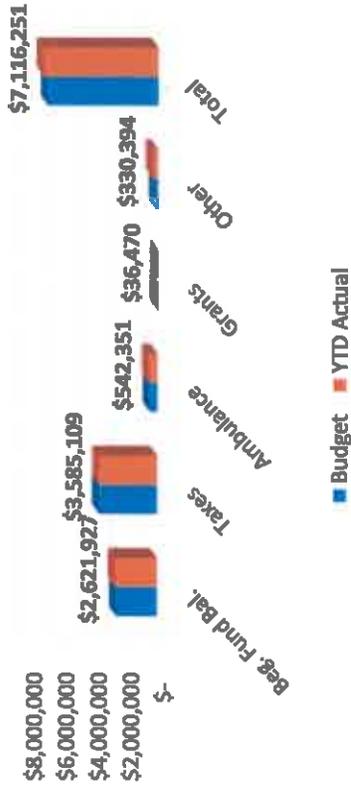
8. **Fire Chief Report.** Chief Johnson provided a report
9. **Fire Safety Manager report.** Chief Puller provided a report. Highlights Include: wildfire home safety assessments are ramping up and more requests. More community questions and involvement. Taught classes this past month, one was a board goal, fire extinguisher training. Steven Lord and Chief Puller attended additional training Wildland Urban interface conference. There was an application for an annex of a piece of property of Wilt Road, that will need approved in the future.
10. **Other business**
 - a. Chief Johnson discussed Board Goals. He stated we are looking good in 3rd quarter. The goal to have seven (7) Camp Sherman Volunteer is at risk. We were able to gain one through the recruitment process, bringing the total number to 6.
 - b. Chief Craig shared the press release information regarding Cody Meredith completing the International Professional Designation of "Fire Officer" (FO).
11. **President Miller adjourned the meeting at 5:50 p.m.**

REVENUE & EXPENDITURE OVERVIEW - AS OF APRIL 30, 2024

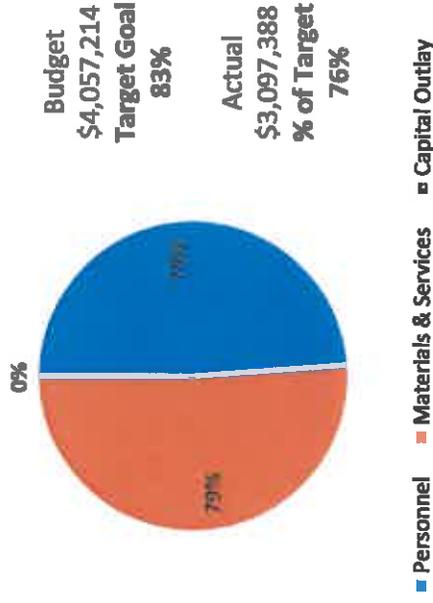
23/24 Actual Revenue as % of Budget



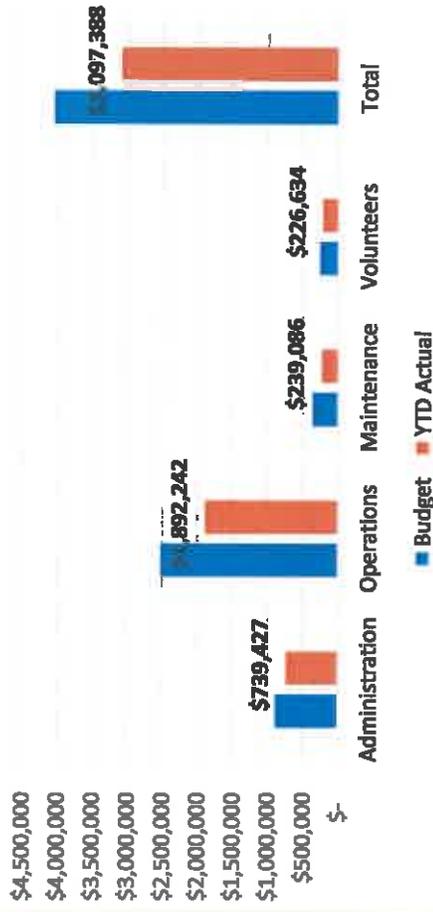
Budget vs. Actual Revenue - Year to Date



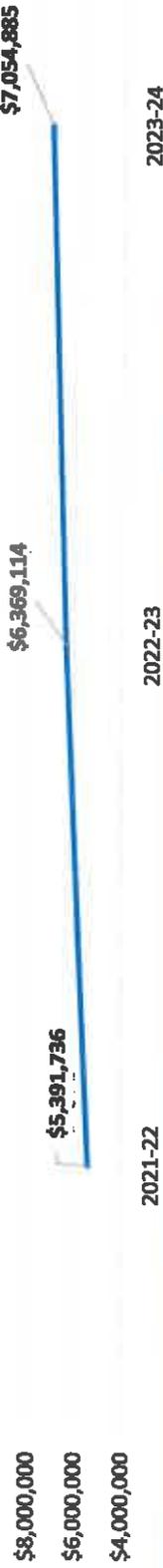
23/24 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date

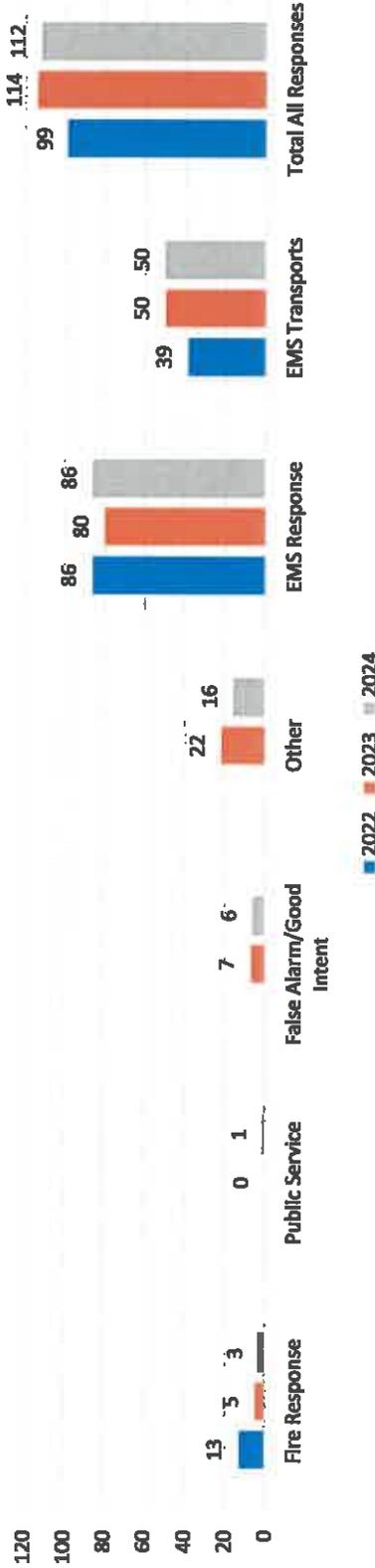


Total Revenue - 3 Years As of April 30, 2024

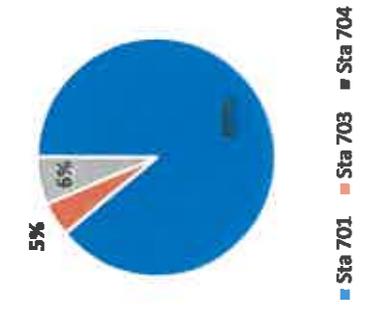


OPERATIONS OVERVIEW - AS OF APRIL 30, 2024

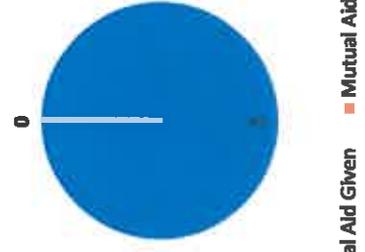
Historical Emergency Call Data by Type



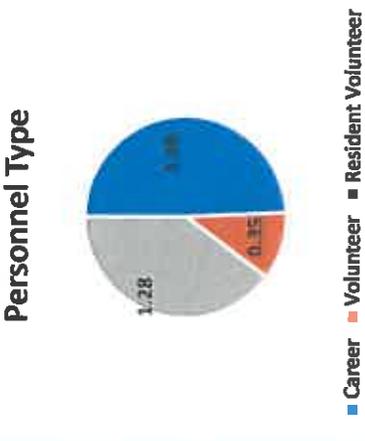
Responses by First-Due Station



Mutual Aid Given/Received



Average Response by Personnel Type



Back to Back Calls

18

Callback Overview

Personnel Callbacks (7PC's) = 9
 7PC's Staffed with ALS Staffing = 6
 7PC's Staffed with Engine Staffing = 2
 Move-Ups = 0

Ave Personnel on Standby

1.79

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Operating Account - New 22 (US Bank Operating Account New) (132)
April 30, 2024

Account: 10001081

Bank Account Number: 189700958849

Bank Statement Balance:	155,538.04	Book Balance Previous Month:	77,016.95
Outstanding Deposits:	5,291.28	Total Receipts:	254,568.79
Outstanding Checks:	122,364.12	Total Disbursements:	293,120.54
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	38,465.20	Book Balance:	38,465.20

Outstanding Deposits

Deposit Number	Deposit Amount							
1	4,178.00	28	1,145.28	101	30.00-			
							Total:	5,291.28

Deposits cleared: 58 items Deposits Outstanding: 3 items

Outstanding Checks

Check Number	Check Amount						
1	44,877.51	18418	59.88	18430	89.93	18444	82.97
2	18,818.88	18417	393.90	18431	423.85	18445	150.00
15965	8.25	18418	28.52	18432	400.00	18446	115.87
15974	17.57	18419	5,680.00	18433	232.14	18447	2,314.11
15975	3.79	18420	455.00	18434	8.08	18448	471.43
18320	934.05	18421	80.20	18435	182.00	18449	27,518.43
18334	88.98	18422	480.00	18438	238.00	18450	445.41
18386	178.95	18423	424.73	18437	700.93	18451	984.98
18390	38.57	18424	5,232.00	18438	187.50	18452	882.00
18393	132.99	18425	3,455.97	18439	54.69	18453	98.00
18412	273.82	18426	1,583.83	18440	155.48	18454	92.00
18413	270.80	18427	2,435.88	18441	25.00	18455	282.85
18414	395.00	18428	42.02	18442	230.88		
18416	254.38	18429	1,424.00	18443	104.00	Total:	122,364.12

Checks cleared: 73 items Checks Outstanding: 54 items

Bank Adjustments

No bank adjustments found

Book Adjustments

No book adjustments found!

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments



P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3233 TRN 6480 S Y ST01

Business Statement

Account Number:

1 697 0095 8849

Statement Period:

Apr 1, 2024

through

Apr 30, 2024

000638706899869 P



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SISTERS-CAMP SHERMAN RURAL
FIRE PROTECTION DISTRICT
OPERATING FUND
PO BOX 1509
SISTERS OR 97759-1509



To Contact U.S. Bank

Commercial Customer

Service:

877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

INFORMATION YOU SHOULD KNOW

Effective May 13, 2024, please review updates made to the *Your Deposit Account Agreement* document which may affect your rights.

Beginning April 8, 2024, you can review the full revised document at usbank.com/YDAA-upcoming-version, by calling 24-Hour Banking at 800-USBANKS (872-2657) or by visiting your local U.S. Bank branch. We accept relay calls.

Here's what you should know:

- Under the **Overdraft Protection Plans** section, **Business Banking Overdraft Protection** sub-section, updated the language to state that when a checking account has a linked Business Reserve Line of Credit, the system will automatically draw from that account first, which may incur a fee. If a checking account has a deposit product and credit product linked as overdraft protection, the order of eligible accounts is updated to always draw from the deposit product first, which will not incur a fee, unless the checking account has a linked Business Reserve Line of Credit. If the deposit product has insufficient funds available to transfer, funds will draw from the credit product.
- Under the **Closing Your Account** section, added a paragraph for **How the account closure works** that says, for consumer checking, savings and money market accounts, when you request an account closure, your account will be placed in a 'pending closure' status for a period of 10 business days. During this 10 business day 'pending closure' period, we will allow pending deposits to be cleared and/or post to your account and we will allow pending debit card transactions that you authorized prior to initiating closure to be cleared and/or post to your account. Your debit card will be declined and transactions will no longer be approved when the account is in 'pending closure' status. Once your account is fully closed, transactions will not be allowed to post to the account except under limited circumstances. For example, transactions may be processed after closure if necessary for fraud investigations, transaction dispute claims, merchant credits, or deposit adjustments due to errors.

If you have questions or need to request a copy of the current *Your Deposit Account Agreement*, visit usbank.com/tmtermsandconditions or please call your customer service team at the phone number listed at the top of this statement.

MUNICIPAL INVESTOR CHECKING

U.S. Bank National Association

Member FDIC

Account Number 1-697-0095-8849

Account Summary

	# Items				
Beginning Balance on Apr 1		\$	144,017.43	Interest Paid this Year	\$ 58.73
Other Deposits	52		250,772.45	Number of Days in Statement Period	30
Other Withdrawals	7		137,060.25-		
Checks Paid	67		102,191.59-		
Ending Balance on Apr 30, 2024		\$	155,538.04		

Other Deposits

Date	Description of Transaction	Ref Number		Amount
Apr 1	Electronic Deposit REF=240880070554260N00	From Regence BCBCO 6930238155HCCLAIMPTPRPMX00001	\$	157.08

Products and services available in U.S. only. Eligibility requirements and restrictions apply. For additional information, contact a U.S. Bank branch or call 800-872-2657.



Account Statement - Transaction Summary

For the Month Ending April 30, 2024

SISTERS-CAMP SHERMAN RFPD - SISTERS CAMP SHERMAN RFPD - 4374

Asset Summary			
	April 30, 2024	March 31, 2024	
Oregon LGIP			
Opening Balance	4,903,955.13	4,903,955.13	
Purchases	36,762.76		
Redemptions	(200,000.10)		
Total	\$4,740,717.79		\$4,903,955.13

Closing Balance \$4,740,717.79
 Dividends 20,627.43

LEIP 3,065,977.59 +
 EQUIPMENT 400,650.52 +
 BUILDINGS 192,853.1 +
 EQUIPMENT 1,081,236.58 +
 4,740,717.79 *
Bob Gant

0.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		03/31/2024 (03/24) Balance	.00 *	.00 *	3,229,214.83
CD	1	LGIP Redemption Fees		.10-	
CR	4	Deschutes County Property Tax Collection	14,957.43		
CR	8	Jefferson County Property Tax Collection	1,177.90		
CR	12	LGIP Accrual Income Div Reinvestment	20,827.43		
CRUS	80	Transfer from LGIP to Checking		200,000.00-	
		04/30/2024 (04/24) Period Totals and Balance	36,762.76 *	200,000.10- *	3,065,977.59

Number of transactions: 5 Number of accounts: 1

	Debit	Credit	Proof
Total GENERAL FUND:	36,762.76	200,000.10-	163,237.34-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070	Empl Fund				
		03/31/2024 (03/24) Balance	.00 *	.00 *	400,650.52
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	400,650.52

Number of transactions: 0 Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total EMPLOYMENT RESERVE FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
3-00-0-1070	Bldg Fund				
		03/31/2024 (03/24) Balance	.00 *	.00 *	192,853.10
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	192,853.10

Number of transactions: 0 Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total BUILDING RESERVE FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070		Equipment Fund			
	03/31/2024 (03/24)	Balance	.00 *	.00 *	1,081,236.58
	04/30/2024 (04/24)	Period Totals and Balance	.00 *	.00 *	1,081,236.58

Number of transactions: 0 Number of accounts: 1

	Debit	Credit	Proof
Total EQUIPMENT RESERVE FUND:	.00	.00	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
6-00-0-1075		Technology Reserve Fund			
		03/31/2024 (03/24) Balance	.00 *	.00 *	.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00

Number of transactions: 0 Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total REVENUE:

Number of transactions: 5 Number of accounts: 5

Debit	Credit	Proof
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Grand Totals:

36,762.76	200,000.10-	163,237.34-
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Report Criteria:

Actual amounts

All accounts

Account.Account number = "10001070","20001070","30001070","40001070","50001070","50001075"

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (8)
April 30, 2024

Account: 70001030

Bank Account Number: 153895237351

Bank Statement Balance:	79,956.06	Book Balance Previous Month:	78,713.58
Outstanding Deposits:	.00	Total Receipts:	1,242.50
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	79,956.06	Book Balance:	79,956.06

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 2 Items Deposits Outstanding: 0 Items

Outstanding Checks

No outstanding checks found!

Checks cleared: 0 Items Checks Outstanding: 0 Items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Account Number	Account Title	2022-23 Prior YTD Actual	Current Period Actual	Current YTD Actual	2023-24 Current Year Budget	Bal Remaining +/-	% Collected
GENERAL FUND							
1-01-0-40100	Property Taxes-Current	12,825.45	14,418.45	3,541,525.79	3,558,994.00	15,468.21-	100%
1-01-0-40200	Property Taxes-Prior	1,322.38	1,878.90	43,583.18	50,000.00	6,416.82-	87%
1-01-0-41100	Ambulance Revenue	34,938.90	33,562.33	489,008.43	450,000.00	39,008.43	109%
1-01-0-41110	GEMT Ambulance Revenu	27,670.00	.00	53,342.41	40,000.00	13,342.41	133%
1-01-0-41200	Other Fees for Service	405.00	1,110.00	17,021.78	11,856.00	5,165.78	144%
1-01-0-42100	Fire Med Subscriptions	975.00	1,825.00	11,175.62	15,000.00	3,824.38-	75%
1-01-0-43100	Interest Income	12,831.24	20,876.13	177,147.51	75,000.00	102,147.51	236%
1-01-0-44100	Grant Revenue	158,707.81	.00	36,470.21	40,500.00	4,029.79-	90%
1-01-0-44200	Donations Received	.00	110.00	75,571.82	10,000.00	65,571.82	756%
1-01-0-44300	Conflagration Income	.00	.00	37,330.82	50,000.00	12,669.18-	75%
1-01-0-45000	Misc Revenue	57.00	140.00	12,148.64	10,100.00	2,048.64	120%
1-01-0-49990	Beginning Working Capital	.00	.00	2,821,927.00	2,532,559.00	89,368.00	104%
Total GENERAL FUND REVENUE:		249,332.88	73,320.81	7,116,251.21	6,842,009.00	274,242.21	104%
GENERAL FUND Revenue Total:		249,332.88	73,320.81	7,116,251.21	6,842,009.00	274,242.21	104%
Net Total GENERAL FUND:		249,332.88	73,320.81	7,116,251.21	6,842,009.00	274,242.21	104%

Account Number	Account Title	2022-23 Prior YTD Actual	Current Period Actual	Current YTD Actual	2023-24 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	441,890.03	62,505.84	543,812.08	640,279.00	98,466.92	85%
	Total OPERATIONS DEPARTMENT:	1,599,751.30	184,341.64	1,712,907.74	2,336,517.00	623,609.26	73%
	Total MAINTENANCE DEPARTMENT:	6,599.41	1,308.83	12,285.82	28,775.00	14,489.38	46%
	Total VOLUNTEERS DEPARTMENT:	69,648.53	.00	9,839.90	17,872.00	8,032.10	55%
	GENERAL FUND Expenditure Total:	2,117,889.27	218,154.31	2,278,845.34	3,021,443.00	742,597.66	75%
	Net Total GENERAL FUND:	2,117,889.27-	218,154.31-	2,278,845.34-	3,021,443.00-	742,597.66-	75%
	Net Grand Totals:	2,117,889.27-	218,154.31-	2,278,845.34-	3,021,443.00-	742,597.66-	75%

Account Number	Account Title	2022-23 Prior YTD Actual	Current Period Actual	Current YTD Actual	2023-24 Cur Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	178,817.71	29,258.89	195,814.86	251,742.00	56,127.14	78%
	Total OPERATIONS DEPARTMENT:	194,044.59	2,733.48	179,333.82	192,025.00	12,691.18	93%
	Total MAINTENANCE DEPARTMENT:	199,751.10	27,874.71	228,800.17	341,799.00	114,998.83	66%
	Total VOLUNTEERS DEPARTMENT:	205,385.82	11,897.45	216,793.87	250,205.00	33,411.13	87%
	GENERAL FUND Expenditure Total:	777,779.02	71,582.33	818,542.72	1,035,771.00	217,228.28	79%
	Net Total GENERAL FUND:	777,779.02-	71,582.33-	818,542.72-	1,035,771.00-	217,228.28-	79%
	Net Grand Totals:	777,779.02-	71,582.33-	818,542.72-	1,035,771.00-	217,228.28-	79%

Account Number	Account Title	2022-23 Prior YTD Actual	Current Period Actual	Current YTD Actual	2023-24 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	6,266.00	.00	.00	.00	.00	.00
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	10,621.20	.00	.00	.00	.00	.00
	GENERAL FUND Expenditure Total:	16,887.20	.00	.00	.00	.00	.00
	Net Total GENERAL FUND:	16,887.20-	.00	.00	.00	.00	.00
	Net Grand Totals:	16,887.20-	.00	.00	.00	.00	.00

**SISTERS-CAMP SHERMAN
BALANCE SHEET
APRIL 30, 2024**

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	3,066,678.52	
1-00-0-1081	US BANK OPERATING ACCT 2022	38,465.20	
1-00-0-1099	PETTY CASH	290.75	
1-00-0-1103	NOTE RECEIVABLE	40,000.00	
1-00-0-1120	AMBULANCE RECEIVABLES	257,076.12	
1-00-0-1180	ALLOWANCE FOR UNCOLLECTIBLE AM	(128,700.25)	
1-00-0-1440	PREPAID EXPENDITURES	785,835.00	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	64,107.89	
	TOTAL ASSETS		4,123,553.23

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	(3,116.67)	
1-00-0-2120	SWH TAX LIABILITY	577.34	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	19.53	
1-00-0-2180	MISCELLANEOUS LIABILITY	100.00	
1-00-0-2250	DEFERRED REVENUE	52,086.69	
	TOTAL LIABILITIES		49,666.89

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	(6,842,010.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	6,897,033.19	
	REVENUE OVER EXPENDITURES - YTD	4,018,863.15	
	BALANCE - CURRENT DATE	10,915,896.34	
	TOTAL FUND EQUITY		4,073,886.34
	TOTAL LIABILITIES AND EQUITY		4,123,553.23

SISTERS-CAMP SHERMAN
BALANCE SHEET
APRIL 30, 2024

EMPLOYMENT RESERVE FUND

<u>ASSETS</u>			
2-00-0-1070	EMPL FUND	400,650.52	
	TOTAL ASSETS		400,650.52
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
2-00-0-3120	EMPLOYMENT RESERVE	(835,836.00)	
UNAPPROPRIATED FUND BALANCE:			
2-00-0-3900	RETAINED EARNINGS	835,836.88	
	REVENUE OVER EXPENDITURES - YTD	400,649.64	
	BALANCE - CURRENT DATE	1,036,286.52	
	TOTAL FUND EQUITY		400,650.52
	TOTAL LIABILITIES AND EQUITY		400,650.52

SISTERS-CAMP SHERMAN
BALANCE SHEET
APRIL 30, 2024

BUILDING RESERVE FUND

<u>ASSETS</u>			
3-00-0-1070	BLDG FUND		192,152.17
	TOTAL ASSETS		192,152.17
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
3-00-0-3120	BUILDING RESERVE	(495,489.00)	
UNAPPROPRIATED FUND BALANCE:			
3-00-0-3900	RETAINED EARNINGS	495,489.00	
	REVENUE OVER EXPENDITURES - YTD	192,152.17	
	BALANCE - CURRENT DATE		667,841.17
	TOTAL FUND EQUITY		192,152.17
	TOTAL LIABILITIES AND EQUITY		192,152.17

SISTERS-CAMP SHERMAN
BALANCE SHEET
APRIL 30, 2024

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	1,081,238.58	
	TOTAL ASSETS		1,081,238.58

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	(1,391,892.00)	
UNAPPROPRIATED FUND BALANCE:			
4-00-0-3900	RETAINED EARNINGS	1,391,892.00	
	REVENUE OVER EXPENDITURES - YTD	1,081,238.58	
	BALANCE - CURRENT DATE	2,472,928.58	
	TOTAL FUND EQUITY		1,081,238.58
	TOTAL LIABILITIES AND EQUITY		1,081,238.58

**SISTERS-CAMP SHERMAN
BALANCE SHEET
APRIL 30, 2024**

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	79,956.08	
7-00-0-1460	PROPERTY TAXES RECEIVABLE	4,172.70	
	TOTAL ASSETS		84,128.78

LIABILITIES AND EQUITY

LIABILITIES

7-00-0-2250	DEFERRED REVENUE	3,588.72	
	TOTAL LIABILITIES		3,588.72

FUND EQUITY

7-00-0-3120	DEBT SERVICE FUND	(288,833.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	288,833.04	
	REVENUE OVER EXPENDITURES - YTD	80,540.00	
	BALANCE - CURRENT DATE	369,173.04	
	TOTAL FUND EQUITY		80,540.04
	TOTAL LIABILITIES AND EQUITY		84,128.78

Check Register - April 2024

Date	Check No.	Payer	Description	Amount
4/1/2024	16375	Milliman, Inc.	Calculation of Employer Lump-Sum Deposit	\$ 1,000.00
4/10/2024	16376	911 Supply	5.11 Job Shirt - Spivey	\$ 82.34 *
4/10/2024	16376	911 Supply	5.11 Job Shirts - Spelatz/Stock	\$ 223.14 *
4/10/2024	16376	911 Supply	5.11 Job Shirts: Chief Prior/Stock	\$ 296.12 *
4/10/2024	16376	911 Supply	5.11 Job Shirts RV's	\$ 225.75 *
4/10/2024	16377	Ace Hardware, Inc.	Halogen light bulbs	\$ 7.35 *
4/10/2024	16377	Ace Hardware, Inc.	Toolbox replacement for 726	\$ 36.79 *
4/10/2024	16378	Alpine Internet Solutions	Professional management & hosting - May 2024	\$ 85.00 *
4/10/2024	16379	Baxter Auto Parts Inc, Auto Parts	721 coolant repair	\$ 16.81 *
4/10/2024	16379	Baxter Auto Parts Inc, Auto Parts	734 Batteries	\$ 588.93 *
4/10/2024	16379	Baxter Auto Parts Inc, Auto Parts	734 Battery core return	\$ (81.00) *
4/10/2024	16379	Baxter Auto Parts Inc, Auto Parts	ATF fluid for Durango	\$ 10.41 *
4/10/2024	16379	Baxter Auto Parts Inc, Auto Parts	Chevy pickup oil change	\$ 39.99 *
4/10/2024	16379	Baxter Auto Parts Inc, Auto Parts	Durango horn relay	\$ 9.97 *
4/10/2024	16379	Baxter Auto Parts Inc, Auto Parts	726 brake repair tools	\$ 21.44 *
4/10/2024	16379	Baxter Auto Parts Inc, Auto Parts	726 rear brakes	\$ 91.49 *
4/10/2024	16380	Bi-Mart Corporation	703 replacement CO detector	\$ 34.99 *
4/10/2024	16380	Bi-Mart Corporation	Electronic cleaner - 703	\$ 5.99 *
4/10/2024	16380	Bi-Mart Corporation	DIESEL EXHAUST FLUID	\$ 82.45 *
4/10/2024	16380	Bi-Mart Corporation	WINDSHIELD WASHER FLUID	\$ 19.96 *
4/10/2024	16381	Cameron Building Maintenance, Inc.	Janitorial services - administration building	\$ 375.00 *
4/10/2024	16382	Caselle, Inc.	Contract support charges 05/01/2024-05/31/2024	\$ 285.00 *
4/10/2024	16383	CEC, INC	electric - Camp Sherman	\$ 237.12 *
4/10/2024	16383	CEC, INC	electric - Elm Street	\$ 1,933.59 *
4/10/2024	16383	CEC, INC	electric-Buffalo	\$ 158.28 *
4/10/2024	16384	CenturyLink	Phone service - Camp Sherman Acct 333226873	\$ 60.37 *
4/10/2024	16385	City of Sisters	City Services: 04-6332-00 Elm Street	\$ 204.16 *
4/10/2024	16385	City of Sisters	City Services: 02-5766-00 Locust St	\$ 24.07 *
4/10/2024	16386	Cruise Master Prisms Inc	Replacement award for Blazin Saddles	\$ 176.95 *
4/10/2024	16387	Cruz Jones	Res. Vol. Mileage & Food Reimb. - 4/2024	\$ 400.00 *
4/10/2024	16388	DMV	dmv record Check	\$ 12.00 *
4/10/2024	16389	Ed Staub & Sons Petroleum	Propane - Camp Sherman (198.5 gals)	\$ 355.32 *
4/10/2024	16389	Ed Staub & Sons Petroleum	Propane - Buffalo (191.4 gals)	\$ 342.61 *
4/10/2024	16389	Ed Staub & Sons Petroleum	Propane - Elm (166.10 gals)	\$ 297.32 *
4/10/2024	16389	Ed Staub & Sons Petroleum	Finance Charge	\$ 18.59 *
4/10/2024	16389	Ed Staub & Sons Petroleum	Fuel	\$ 1,215.19 *
4/10/2024	16390	Ernest Halcon	Reimb food purchased for Joint Recruitment	\$ 38.57 *
4/10/2024	16391	Ferraris Investigations & Consulting LLC	Background investigation - Chief Prior	\$ 3,022.50 *
4/10/2024	16392	Fire Safety Education	Junior FF Stickers for Special Events	\$ 380.00 *
4/10/2024	16393	Flowers By Deanna	Flowers - Yates Family	\$ 66.00 *
4/10/2024	16393	Flowers By Deanna	Flowers - Front Office Assistance (Fire Corps)	\$ 66.99 *
4/10/2024	16394	Grant Dickenson	Res. Vol. Lt. Mileage & Food Reimb. - April 2024	\$ 650.00 *
4/10/2024	16395	InnerTech	IT Services and remote assistance	\$ 2,045.23 *
4/10/2024	16395	InnerTech	New computers (Craig/Lord)	\$ 3,056.89 *
4/10/2024	16396	Mission Linen Supply, Inc.	mats/rugs	\$ 61.69 *
4/10/2024	16397	Nugget Newspaper, LLC	Display ad - Wildfire Preparedness Mtg	\$ 712.50 *
4/10/2024	16398	Pac Office Automation - Lease	Konica Contract 500-50016158	\$ 290.00 *
4/10/2024	16399	Pacific Fire Apparel	Sta 703 Art Design	\$ 350.00 *
4/10/2024	16400	Pacific Office Automation, Inc	copies/kit - HP Printers	\$ 54.03 *
4/10/2024	16401	Paladin Background Screening	Criminal History Check: McBride, Fallow, Luz, Prio	\$ 100.00 *
4/10/2024	16402	Pauly, Rogers and Co., PC	Audit - June 30, 2023	\$ 11,785.00 *
4/10/2024	16403	Pony Express, Inc.	White paper	\$ 21.99 *
4/10/2024	16403	Pony Express, Inc.	Awards mailed	\$ 8.91 *
4/10/2024	16403	Pony Express, Inc.	Banquet awards mailing	\$ 41.55 *
4/10/2024	16403	Pony Express, Inc.	Shipping PPE repairs	\$ 16.68 *
4/10/2024	16404	Ranch Country Outhouses	Portable toilet rental	\$ 85.00 *
4/10/2024	16405	Republic Services	Disposal services - Sta 703	\$ 20.77 *
4/10/2024	16406	Secretary of State	Audit filing fee 22/23	\$ 250.00 *
4/10/2024	16407	Solomon Byles	Res. Vol. Mileage & Food Reimb. March/April	\$ 800.00 *
4/10/2024	16408	Systems Design	EMS billing & postage for March	\$ 1,187.56 *
4/10/2024	16409	TDS	8224 60 003 0017578 - Cable Elm	\$ 665.43 *
4/10/2024	16410	Tyler Wallace	Res. Vol. Mileage & Food Reimb. - March 2024	\$ 400.00 *
4/10/2024	16410	Tyler Wallace	Reimb. text book for school	\$ 25.51 *
4/10/2024	16411	WCP Solutions	White folding towels and TP	\$ 198.47 *
4/10/2024	16411	WCP Solutions	Laundry detergent	\$ 83.68 *
4/30/2024	16412	911 Supply	Chief Prior Uniform Items	\$ 273.82

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
4/30/2024	16413	AFLAC	AFLAC	\$ 270.90
4/30/2024	16414	Alpine Internet Solutions	ProServices - Content Plan for May 2024	\$ 395.00
4/30/2024	16415	Angela Linker	Mileage Reimbursement for District Errands	\$ 54.36
4/30/2024	16415	Angela Linker	Cell phone reimbursement - 4 months	\$ 200.00
4/30/2024	16416	AT&T MOBILITY	Acct: 287297124283	\$ 59.68
4/30/2024	16417	AT&T Mobility - Control Center	Local Control Mobile Devices	\$ 393.90
4/30/2024	16418	Avlon Water Co Inc.	Water-703	\$ 28.52
4/30/2024	16419	Awnings & Signs Unlimited, LLC	50% Deposit Station Lettering: 703/704	\$ 2,840.00
4/30/2024	16419	Awnings & Signs Unlimited, LLC	Balance - Station Lettering: 703/704	\$ 2,840.00
4/30/2024	16420	Cameron Building Maintenance, Inc.	Janitorial services April plus blinds in comm hall	\$ 455.00
4/30/2024	16421	CenturyLink	Phone Camp Sherman	\$ 60.20
4/30/2024	16422	Crook County Fire & Rescue	AHA HS Instructor renewals	\$ 60.00
4/30/2024	16422	Crook County Fire & Rescue	AHA HSFA eCards	\$ 400.00
4/30/2024	16423	Cruz Jones	Reimb. school supplies	\$ 24.73
4/30/2024	16423	Cruz Jones	Res. Vol. Mileage & Food Reimb. - May 2024	\$ 400.00
4/30/2024	16424	Deschutes County 911 Service D	Annual Radio Service Agreement	\$ 5,232.00
4/30/2024	16425	Eastern Oregon University	910217779 Spor Spring Tuition	\$ 2,596.77
4/30/2024	16425	Eastern Oregon University	910227735 Uim Spring Tuition	\$ 859.20
4/30/2024	16426	Ed Staub & Sons Petroleum	Propane - Elm (236 gals)	\$ 422.44
4/30/2024	16426	Ed Staub & Sons Petroleum	Fuel	\$ 1,141.19
4/30/2024	16427	Enerspect Medical Solutions, LLC	CPR/AED TRAINING EQUIP/SUPPLIES	\$ 2,435.86
4/30/2024	16428	Ernest Halcon	Reimb. supplies purchsd for joint recruitment event	\$ 42.02
4/30/2024	16429	Honeywell Analytics	POSI CHECK SERVICE/UPDATE	\$ 1,424.00
4/30/2024	16430	Hughes Fire Equipment, Inc.	Switch tog spdt sealed - 733	\$ 69.93
4/30/2024	16431	Intercommunity Health Network CCO	Overpayment Member ID: OU201R4U DOS 10/05/2023	\$ 423.65
4/30/2024	16432	Jessa Hocker	Res. Vol. Mileage & Food Reimb. - April 2024	\$ 400.00
4/30/2024	16433	Kendall Ford of Bend	771 oil change and MP!	\$ 185.98
4/30/2024	16433	Kendall Ford of Bend	771 wiper blades	\$ 46.16
4/30/2024	16434	LIFE-ASSIST	EMS MEDICATION ORDER# 52243192	\$ 6.08
4/30/2024	16435	Local Government Law Group, P.C.	Legal - General	\$ 108.00
4/30/2024	16435	Local Government Law Group, P.C.	Legal - Personnel	\$ 54.00
4/30/2024	16436	Luke Boskovich	Reimb. supplies for FC Retirement Gift	\$ 238.00
4/30/2024	16437	MiltyLite Inc.	Cart for new community hall tables	\$ 700.93
4/30/2024	16438	Momentum Promo	NW Fire Academy Tees	\$ 112.50
4/30/2024	16438	Momentum Promo	Embroidery - Chief Prior	\$ 45.00
4/30/2024	16439	Northwest Safety Clean	TO Repairs	\$ 54.69
4/30/2024	16440	Oregon Employment Department	Unemployment Insurance Contributions	\$ 155.46
4/30/2024	16441	OST DOA	Drone Registration	\$ 25.00
4/30/2024	16442	Pacific Office Automation, Inc	copies/kit - Konica	\$ 230.68
4/30/2024	16443	Paladin Background Screening	Criminal history check - Vols	\$ 104.00
4/30/2024	16444	Phil Drew	Reimb. for batteries purchased for smoke alarm program	\$ 62.97
4/30/2024	16445	Ponderosa Forge & Ironworks, I	Drill holes in address sign posts	\$ 150.00
4/30/2024	16446	Quill	partition file folders	\$ 104.99
4/30/2024	16446	Quill	Office Supplies - fingertips for sorting	\$ 10.98
4/30/2024	16447	RACOM	Tait Portable Radio - FSM	\$ 2,314.11
4/30/2024	16448	Robin Holm	Reimb. tposts purchased for ESign program	\$ 219.60
4/30/2024	16448	Robin Holm	Reimb. lunch supplies for event on 4/27/24 (Chef's Store)	\$ 251.83
4/30/2024	16449	SDIS	Admin Health Insurance	\$ 6,421.70
4/30/2024	16449	SDIS	Operations Health Insurance	\$ 17,858.64
4/30/2024	16449	SDIS	Lord Health Insurance	\$ 2,305.88
4/30/2024	16449	SDIS	Ins/Disability - Orthodontia pass through plus 1/2 Linker	\$ 932.21
4/30/2024	16450	SeaWestern, Inc.	GATED WYE HANDLE (2/KIT)	\$ 175.41
4/30/2024	16450	SeaWestern, Inc.	Quarterly air sample and CO monitor calibration	\$ 270.00
4/30/2024	16451	TDS	8224 60 007 0119276 - 703 Cable	\$ 320.98
4/30/2024	16451	TDS	8224 60 003 0017578 - Cable Elm	\$ 664.00
4/30/2024	16452	Temp-Rite Mechanical	Preventative HVAC Maintenance	\$ 882.00
4/30/2024	16453	Terminix	Pest control services - Elm Street	\$ 96.00
4/30/2024	16454	The Center	354077 - Drug Screen Gregory	\$ 46.00
4/30/2024	16454	The Center	372301 - Drug Screen McBride	\$ 46.00
4/30/2024	16455	Treasure Valley Coffee	water & cooler rental	\$ 282.85
4/25/2024	700039	US Bank - Visa	OHA AMBULANCE SERVICE LICENSE RENEWAL	\$ 625.00
4/25/2024	700039	US Bank - Visa	OHA AMBULANCE VEHICLE LICENSE RENEWAL	\$ 600.00
4/25/2024	700039	US Bank - Visa	Per diem FO 2 class	\$ 190.69
4/25/2024	700039	US Bank - Visa	Batteries for AED trainers	\$ 14.95
4/25/2024	700039	US Bank - Visa	Active 911 subscription - Luz/Hobin	\$ 22.38
4/25/2024	700039	US Bank - Visa	Breakfast for fire crew	\$ 62.39
4/25/2024	700039	US Bank - Visa	Card for Linker Admin Pro Day	\$ 2.95

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
4/25/2024	700039	US Bank - Visa	Breakfast for S290 class	\$ 31.24
4/25/2024	700039	US Bank - Visa	Adobe subscription - light duty assignment	\$ 19.99
4/25/2024	700039	US Bank - Visa	IAFC dues - Craig (2)	\$ 680.00
4/25/2024	700039	US Bank - Visa	Food for FO 2 class	\$ 112.75
4/25/2024	700039	US Bank - Visa	Supplies for J.R. testing process	\$ 29.97
4/25/2024	700039	US Bank - Visa	Coffee for J.R. testing process	\$ 45.42
4/25/2024	700039	US Bank - Visa	Lawn mower & trimmer for Sta 704	\$ 1,099.00
4/25/2024	700039	US Bank - Visa	CPR/FA storage cabinet	\$ 360.02
4/25/2024	700039	US Bank - Visa	Passport tags for PPE	\$ 15.85
4/25/2024	700039	US Bank - Visa	Gloves (PPE)	\$ 101.10
4/25/2024	700039	US Bank - Visa	Passport tags for PPE	\$ 47.85
4/25/2024	700039	US Bank - Visa	Paper towels for 701	\$ 7.99
4/25/2024	700039	US Bank - Visa	Lodging - Lord WUI conference	\$ 1,168.25
4/25/2024	700039	US Bank - Visa	Lodging - Puller WUI conference	\$ 1,168.25
4/25/2024	700039	US Bank - Visa	Puller OFMA registration fees	\$ 395.00
4/25/2024	700039	US Bank - Visa	Adobe subscription Puller	\$ 19.99
4/25/2024	700039	US Bank - Visa	RV Gregory welcome basket	\$ 101.15
4/25/2024	700039	US Bank - Visa	Lodging for FO 2 Instructor	\$ 278.44
4/25/2024	700039	US Bank - Visa	Quarterly RV dinner	\$ 231.87
4/25/2024	700039	US Bank - Visa	Coffee - Station 701	\$ 147.00
4/25/2024	700039	US Bank - Visa	Prevention coloring books	\$ 80.00
4/25/2024	700039	US Bank - Visa	Cards for Wales/Otasu	\$ 8.58
4/25/2024	700039	US Bank - Visa	Coffee for Station 701	\$ 147.00
4/25/2024	700039	US Bank - Visa	Food for J.R. testing process	\$ 76.12
4/25/2024	700039	US Bank - Visa	Brochure boxes	\$ 45.96
4/25/2024	700039	US Bank - Visa	Nametags for Chief Prior	\$ 40.11
4/25/2024	700039	US Bank - Visa	Adobe subscription Linker	\$ 19.99
4/25/2024	700039	US Bank - Visa	Nametags for Chief Prior	\$ 30.14
4/25/2024	700039	US Bank - Visa	Food for J.R. testing process	\$ 151.39
4/25/2024	700039	US Bank - Visa	Canva pro subscription	\$ 14.99
4/25/2024	700039	US Bank - Visa	Spor text for school	\$ 120.84
4/25/2024	700039	US Bank - Visa	Sandwich boards for events	\$ 211.49
4/25/2024	700039	US Bank - Visa	Parking signs for 701	\$ 142.20
4/25/2024	700039	US Bank - Visa	Computer display cables	\$ 6.98
4/25/2024	700039	US Bank - Visa	USB Drives	\$ 28.79

* Denotes checks signed by Finance Manager & Deputy Chief

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
04/30/2024	1	Ambulance Receivable to Actual	1-00-0-1160	Allowance for Uncollectible Am	17,768.00	
04/30/2024	2	Ambulance Receivable to Actual	1-01-0-41100	Ambulance Revenue	17,768.00	
04/30/2024	3	Ambulance Receivable to Actual	1-00-0-1120	Ambulance Receivables	.00	35,536.00-
04/30/2024	4	Transfer from Bldg Reserve for Mitylite Tabl	3-99-8-1878	Bldg Fund	.00	700.93-
04/30/2024	5	Transfer from Bldg Reserve for Mitylite Tabl	1-00-0-1070	LGIP Acct #4374	700.93	
Total JOURNAL ENTRIES (JE):					<u>36,236.93</u>	<u>36,236.93-</u>
References: 5 Transactions: 5						
Grand Totals:					<u>36,236.93</u>	<u>36,236.93-</u>

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

Ambulance Receivable as of April 30, 2024

	<u>SystDes</u>
Beginning Ambulance Receivable	292,612.12
Payments received	51,330.33
Adjustments	97,067.67
New Charges	112,862.00
ENDING Ambulance Receivable	257,076.12

Total # of Transports **50**

Adjustments

Medicare/Medicaid	84,327.57
Collection	12,165.21
Bankruptcy/Other Writeoff	375.00
FireMed	199.89
Total Adjustments	97,067.67

Outstanding Accounts By Age

CURRENT	122,748.46
31 to 60 days	73,308.75
61 to 90 days	24,324.52
91 to 120 days	15,254.49
OVER 120 days	21,439.90
Total Outstanding as of 4/30/2024	257,076.12

Engine Response Billing as of April 30, 2024

Beginning Engine Response Rec	6,922.50	
Payments received	-	
Adjustments	-	
New Charges	777.50	
ENDING Engine Response Rec	7,700.00	
Total # Billed in 2019/20		7
Total # Billed in 2020/21		12
Total # Billed in 2021/22		3
Total # Billed in 2022/23		20
Total # Billed in 2023/24	12	
Total Billed 2019/20		\$ 2,437.50
Total Billed 2020/21		\$ 2,700.00
Total Billed 2021/22		\$ 1,275.00
Total Billed 2022/23		\$ 3,420.00
Total Billed in 2023/24	\$ 3,208.75	
Total Received 2019/20		\$ 1,125.00
Total Received 2020/21		\$ 2,550.00
Total Received 2021/22		\$ 250.00
Total Received 2022/23		\$ 1,777.50
Total Received 2023/24	\$ 2,331.25	
2019/20 % Collected		46%
2020/21 % Collected		94%
2021/22 % Collected		20%
2022/23 % Collected		52%
2023/24 % Collected to Date	73%	



Sisters-Camp Sherman Rural Fire Protection District
"Protecting Life and Property through Quality Service"

**Minutes of the Safety Committee of the
Sisters-Camp Sherman Rural Fire Protection District
April 16, 2024**

Attendance: Chief Tim Craig, Capt. Doug Myer, OA Angela Linker, Fire Medic Damon Frutos (Z), Phil Drew, Lt. Grant Dickenson.

- 1. Call to order**
- 2. Minutes Review**
 - a. There was no meeting in March.
- 3. Accidents/Injuries**
 - a. Nothing to report
- 4. New business**
 - a. OSHA Training – Chief Craig attending in May, he was asked to speak.
 - b. There are some newly proposed federal OSHA standards that could have significant impact to Oregon OSHA and fire service agencies here in Oregon.
SDAO and the Oregon Fire Chiefs are working on solutions related to these issues
- 5. Old business**
 - a. Firefighter Physicals on Hold
 - b. Update on brake issue on 726

i. Repair complete, front brakes okay. Issue was not a lack of maintenance.

No need to make recommendation. Isolated incident

c. Cap ordered for Training Ground Hydrant

i. No update at this time

d. Backing policy reviewed

i. Chief Craig will find the revision and get it out and get it approved

6. Other Business

a. Next meeting May 21, 2024

b. 703 Facility – Cracks in asphalt and lip by front door.

i. FM Burke to review Contractors of Record. Chief Craig will contact P. Burke regarding this.

7. Adjourn at 1051

To the Sisters-Camp Sherman Board of Directors and Chief Johnson and Staff,

I am writing to inform you of my resignation from the Sisters-Camp Sherman Fire District Board of Directors, effective May 31, 2024. Serving on the board has been an honor, and I have valued the opportunity to contribute to the community in this capacity.

However, due to taking a new job as the Chief of Police for the Cannon Beach Police Department and moving out of the district, I find it necessary to step down from my position as of May 31, 2024. I want to express my gratitude to the board members and staff for their support and collaboration during my tenure.

I am committed to ensuring a smooth transition and am available to assist with any necessary tasks during this period. Please let me know how I can be of assistance in the coming weeks.

Thank you for the opportunity to serve on the board. I wish the Sisters-Camp Sherman Fire District continued success in its important mission of serving the community.

**Sincerely,
Rob Schulz**

Dear Sisters Fire Department -

Thank you

Thank you so much for the use of your Community Hall. Our daughter's Dance was a huge success and the room was great. We appreciate your generosity to us. Sincerely, Wendy

SISTERS YOUNGLIFE

Thank you so much, for the amazing space.
-Nat Brown Sisters
AD

For always

Thank you beautiful
to us supporting

room and Alysia
Sisters



1455 SW Broadway
 Suite 1800
 Portland, OR 97201
 USA

Tel +1 503 227 0834

milliman.com

April 24, 2024

VIA E-MAIL

Jake Winship
 Actuarial Manager
 Oregon PERS

**Re: Supplemental Payment for PERS Employer No. 2701
 Sisters-Camp Sherman Rural Fire Protection District**

Dear Jake:

The purpose of this letter is to provide Sisters-Camp Sherman Rural Fire Protection District with the appropriate information to understand the impact on their employer contribution rate of potentially making a supplemental payment prior to August 1, 2024 under OAR 459-009-0084 (as amended effective December 6, 2019).

In accordance with the relevant administrative rule, the calculations of the estimated unfunded actuarial liability (UAL) shown in this letter are based on the December 31, 2022 actuarial valuation.

A summary of the employer contribution rate reduction for three different potential supplemental payment amounts is shown in the table below.

Reduction in Employer Rate Effective August 1, 2024			
	100% UAL	Minimum	Alternate
Supplemental Payment Amount	\$2,177,034	\$250,000	\$1,443,691
Scheduled Employer Tier One/Tier Two UAL			
SLGRP UAL Rate	12.61%	12.61%	12.61%
Pre-SLGRP Pooled UAL Rate	0.00%	0.00%	0.00%
Transition Liability/(Surplus) Rate	11.44%	11.44%	11.44%
Existing Side Account Rate Offset	(12.54%)	(12.54%)	(12.54%)
Total Tier One/Tier Two Pension UAL Rate	11.51%	11.51%	11.51%
Revised Employer Tier One/Tier Two UAL			
SLGRP UAL Rate	12.61%	12.61%	12.61%
Pre-SLGRP Pooled UAL Rate	0.00%	0.00%	0.00%
Transition Liability/(Surplus) Rate	0.00%	8.35%	0.00%
Existing Side Account Rate Offset	(12.54%)	(12.54%)	(12.54%)
Rate Offset from New Side Account	(3.88%)	0.00%	0.00%
Total Tier One/Tier Two Pension UAL Rate	(3.81%)	8.42%	0.07%
Total Rate Reduction	(15.32%)	(3.09%)	(11.44%)

The table above illustrates the reduction in the employer contribution rate effective August 1,

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2024, scheduled to be paid on Tier One/Tier Two, OPSRP General Service, and OPSRP Police & Fire payrolls, subject to a floor of 0% of payroll in the total pension contribution rate.

The rate reduction shown in the table will be revised after each biennial "rate setting" actuarial valuation that produces revised employer contribution rates, as discussed below. The change in rate reduction from period to period will depend on an employer's actual payroll experience and, if a side account rate offset exists, the actual investment earnings credited to the side account.

The remainder of this letter provides details related to these calculations. The document produced by PERS entitled "Lump Sum Payment Considerations" is considered an integral part of this letter and should be referred to for a general explanation of the potential risks and rewards of making a supplemental payment.

SUPPLEMENTAL PAYMENT AMOUNTS

Supplemental payments requiring an actuarial calculation that are made by employers with a positive estimated net Tier One/Tier Two unfunded actuarial liability (UAL) are governed by OAR 459-009-0084 (with certain terms defined under OAR 459-009-0086). Employers estimated to have a negative Tier One/Tier Two UAL on the supplemental payment date are governed by OAR 459-009-0090. The estimated Tier One/Tier Two UAL is equal to the actual Tier One/Tier Two UAL as of the December 31, 2022 actuarial valuation, projected to the supplemental payment effective date based on the actuarial assumptions used in the valuation and the employer rates in effect since the valuation date.

The UAL of an actuarial pool is allocated to individual employers based on the proportion of the total Tier One/Tier Two and OPSRP payroll in the pool attributable to the individual employer. The State and Local Government Rate Pool (SLGRP) UAL as of December 31, 2022 is increased for interest at the annual rate of 6.90 percent and decreased for contributions on the projected payroll at the pension UAL rate. The SLGRP UAL is projected to the date of the supplemental payment and the portion of the total UAL that is attributable to an individual employer is recalculated based on estimated Tier One/Tier Two and OPSRP payroll as of the supplemental payment date. Payroll for both the SLGRP Pool and the individual employer is assumed to increase at an annual rate of 3.40 percent. Note that this projection does not recognize any gains or losses for actual investment or demographic experience different from valuation assumptions since the December 31, 2022 actuarial valuation.

For employers with existing side accounts, the employer's side account is also projected to the supplemental payment effective date and is reflected in the calculation of the estimated 100% UAL amount as of the payment date.

For employers in the SLGRP, the employer's transition liability or surplus, created when the employer joined the SLGRP, is also projected to the supplemental payment effective date and is reflected in the calculation of the estimated 100% UAL amount as of the payment date.

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Sisters-Camp Sherman Rural Fire Protection District is estimated to have a positive net pension UAL at the supplemental payment date, and any supplemental payment made requiring an actuarial calculation is governed by OAR 459-009-0084 (with certain terms defined under OAR 459-009-0086). Under these administrative rules, the effect of a supplemental payment is illustrated for three different amounts: the estimated 100% UAL amount as of the payment date, a minimum supplemental payment amount equal to the lesser of 25 percent of the estimated 100% UAL amount or \$250,000, and an alternate amount if requested by the employer. For Sisters-Camp Sherman Rural Fire Protection District, the alternate amount proposed is the amount necessary to eliminate the transition liability as of the payment date.

The following table shows the data used in the calculation as well as the estimated UAL as of the supplemental payment effective date.

Allocation of UAL as of July 31, 2024	
A. Combined Payroll (August 2024 - July 2025) – Sisters-Camp Sherman RFPD	\$1,339,749
B. Combined Payroll (August 2024 - July 2025) – Rate Pool	\$8,483,724,166
C. Projected UAL for Rate Pool as of July 31, 2024	\$13,991,207,539
D. UAL allocated to Sisters-Camp Sherman RFPD as of July 31, 2024 (A + B x C)	\$2,209,490

The estimated 100% UAL amount at the most recent valuation date as well as the potential supplemental payment date is shown below, along with projected total employer payroll for the subsequent 12 months.

	December 31, 2022 Actuarial Valuation	Estimated Amount August 1, 2024
Allocated Tier One/Tier Two UAL	\$2,230,910	\$2,209,490
Side Account balance (existing)	(\$1,565,245)	(\$1,476,147)
Transition Liability/(Surplus)	\$1,528,032	\$1,443,691
Net Allocated Tier One/Tier Two UAL	\$2,193,697	\$2,177,034
Annual Projected Payroll	\$1,270,669	\$1,339,749

The PERS Board's amortization policy for newly established side accounts is to align the amortization period with a 20-year period starting on the date of the most recent rate-setting actuarial valuation. As a result, any new side accounts established between December 31, 2023 and December 31, 2025 with a 20-year amortization period will be amortized as a level percentage of projected payroll over the period ending December 31, 2043. The rate offsets associated with new side accounts shown in this letter reflect the specified amortization periods, along with the assumed wage inflation rate of 3.40% per year, and an estimated interest accrual of 6.90% per year.

Side account rate offsets will be revised after each actuarial valuation that produces revised employer contribution rates, based on the actual amount of rate relief from the supplemental payment and the actual earnings credited to the remaining unamortized supplemental payment.

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Actual experience will differ from the assumptions underlying the amounts shown in this letter and may produce results that differ materially and significantly from the initial rates and the long-term estimates.

ACTUARIAL BASIS AND QUALIFICATIONS

Actuarial computations presented in this letter are for purposes of providing an initial adjustment to employer contribution rates to reflect potential supplemental payment amounts. As such, they cannot be relied upon for financial reporting or other purposes, and calculations for purposes other than this use may be significantly different from the estimates contained in this letter. Accordingly, additional determinations may be needed for other purposes.

Other than the exceptions and additions discussed in this letter, the data, methods, assumptions, and plan provisions used to calculate employer contribution rates are the same as those used in the December 31, 2022 system-wide actuarial valuation report. That information, including a discussion of the inherent limitations of use of actuarial valuation results, is herein incorporated to this letter by reference.

A valuation report is only an estimate of the System's financial condition as of a single date. It can neither predict the System's future condition nor guarantee future financial soundness. Actuarial valuations do not affect the ultimate cost of System benefits, only the timing of System contributions. While the valuation is based on an array of individually reasonable assumptions, other assumption sets may also be reasonable and valuation results based on those assumptions would be different. No one set of assumptions is uniquely correct. Determining results using alternative assumptions is outside the scope of our engagement.

Future actuarial measurements may differ significantly from the current measurements presented in this estimate due to such factors as, but not limited to, the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period or modifications to contribution calculations based on the plan's funded status); and changes in plan provisions or applicable law. Due to the limited scope of this estimate, we did not perform an analysis of the potential range of future measurements. The Board has the final decision regarding the valuation assumptions and adopted the assumptions used in the December 31, 2022 actuarial valuation in September 2023.

In preparing this letter, we relied, without audit, on information (some oral and some in writing) supplied by Oregon PERS. This information includes, but is not limited to, statutory provisions, employee data, and financial information. We found this information to be reasonably consistent and comparable with information used for other purposes. The results depend on the integrity of this information. If any of this information is inaccurate or incomplete our results may be different, and our calculations may need to be revised.

This work product was prepared solely for Sisters-Camp Sherman Rural Fire Protection District and Oregon PERS for the purposes described herein and may not be appropriate to use for other purposes. Milliman does not intend to benefit and assumes no duty or liability to other parties who receive this work. Milliman recommends that third parties be aided by their own actuary or other qualified professional when reviewing the Milliman work product.

Milliman's work is prepared solely for the use of Oregon PERS and Sisters-Camp Sherman Rural Fire Protection District. To the extent that Milliman's work is not subject to disclosure under applicable public records laws, Milliman's work may not be provided to third parties without Milliman's prior written consent. Milliman does not intend to benefit or create a legal duty to any third-party recipient of its work product.

No third-party recipient of Milliman's work product should rely upon Milliman's work product. Such recipients should engage qualified professionals for advice appropriate to their own specific needs.

The December 31, 2022 valuation results were developed using models intended for valuations that use standard actuarial techniques for pension valuations. We have reviewed the models, including their inputs, calculations, and outputs for consistency, reasonableness, and appropriateness to the intended purpose and in compliance with generally accepted actuarial practice and relevant actuarial standards of practice. Results were rolled forward from the valuation date to the supplemental payment date using the assumptions and methods described in this letter.

The consultants who worked on this assignment are actuaries. Milliman's advice is not intended to be a substitute for qualified legal or accounting counsel.

The signing actuaries are independent of the plan sponsor. We are not aware of any relationship that would impair the objectivity of our work.

On the basis of the foregoing, I hereby certify that, to the best of my knowledge and belief, this report is complete and accurate and has been prepared in accordance with generally recognized and accepted actuarial principles and practices which are consistent with the principles prescribed by the Actuarial Standards Board and the *Code of Professional Conduct and Qualification Standards for Actuaries Issuing Statements of Actuarial Opinion in the United States* published by the American Academy of Actuaries. I am a member of the American Academy of Actuaries and meet the Qualification Standards to render the actuarial opinion contained herein.

If you have any questions about our response or need any additional information, please let us know.

Sincerely,


Scott D. Preppernau, FSA, EA, MAAA
Principal and Consulting Actuary

SDP:dhm
encl.

cc: Matt Larrabee

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Staff Report

SR-24-4

Issue: Wilt Road Annexation Request

Date: May 28, 2024

Initiator: Division Chief Jeff Puller

Contact Person: Division Chief Jeff Puller

Background:

The District has received a request to annex a 40-acre property located at 17701 Wilt Road in Sisters (map attached). The property is owned by Timothy Peckham and Darcy Danner of Sisters. Peckham and Danner would like to annex the property into the Fire District.

Fire District Board Policy 1-8-1 (Annexation of Properties) outlines the guidelines for annexing properties into the Fire District. Specifically, policy 1-8-1 requires that:

1. The Board, at its sole discretion, shall decide whether to allow annexation.
2. Generally, all properties being considered for annexation must be located within 5 miles of a District fire station.
3. Petitioners seeking annexation must pay all fees associated with the annexation process.
4. The Property must be contiguous to existing District boundaries.
5. Properties must meet access requirements of the Oregon Fire Code.
6. Owners shall provide a visible address sign at the entrance of their driveway.
7. The owner shall provide a 30-foot fuel break around structures.

In addition to Fire District Policy 1-8-1, ORS 478 provides the legal requirements for the inclusion of property into a rural fire protection district. Special provisions apply when lands included/annexed within a rural fire protection district are also classified as forestland. Specifically, ORS 478.010 provides that:

1. If lands considered for annexation into a rural fire protection district include lands classified as forestland, then only 5 acres of land and structures subject to damage by fire shall be included in the fire district. The remaining lands shall remain the responsibility of the Oregon Department of Forestry.
2. The Oregon Department of Forestry must be consulted regarding the annexation (ORS 478.150.)
3. The request for annexation must be done on forms supplied by the Department of Revenue and the County (ORS 478.140.)

District staff have reviewed the requirements of Board Policy 1-8-1, as well as relevant requirements of ORS Chapter 478, and have found the annexation request to be compliant with the requirements.

Recommendation from staff: Staff recommends the Board approve the annexation request for property located at 17701 Wilt Road in Sisters, Oregon, subject to the requirements established by the District.

Possible Motion: Move to approve the recommendation from staff.

BUDGET IMPACT

The District will receive additional tax revenue once added to the tax roll in July of 2025.

PETITION TO ANNEX A SINGLE PROPERTY WITHOUT ELECTION INTO

SISTERS CAMP SHERMAN FIRE
(Name of District)

FOR COUNTY USE ONLY

_____ Date Submitted
_____ Date Verified/
_____ Filed

To: The Board of County Commissioners, Deschutes County, Oregon

The undersigned, in support of this Petition, states as follows:

1. This Petition for Annexation is submitted pursuant to ORS 198.857 and Petitioner(s) request the Board commence proceedings to annex the territory described herein into SISTERS CAMP SHERMAN FIRE (name of district), Deschutes County, Oregon.
2. This Petition for Annexation affects only Deschutes County and is not in any incorporated city limits.
3. The Board of SISTERS CAMP SHERMAN FIRE (name of district) approved the Petition pursuant to ORS 198.857 on _____ (insert date).
4. The principal act for SISTERS CAMP SHERMAN FIRE (name of district) is ORS 478
(Proper statutory reference required, see ORS 198.010 for listing of appropriate principal act)
5. The territory subject to this Petition for Annexation is primarily inhabited uninhabited (circle one). This Petition is signed by all the land owners of the subject property proposed to be annexed as indicated opposite their respective signature, and all signatures were obtained on or after the 16th of April day of, 2024.
6. The property street address of land for annexation (if known) is 17701 WILT RD SISTERS OR 97759 and the total acreage is 40. A description of the boundaries of the territory to be annexed is attached hereto as Exhibit "A" and depicted on the map attached as Exhibit "B".
7. The Oregon Department of Revenue has conducted a preliminary review of the planned annexation and determined it meets the requirements of ORS 308.225.

Signed this 16 day of APRIL, 2024 by TIMOTHY J. PECKHAM, Chief Petitioner

Timothy J. Peckham
Signature

17701 WILT RD. SISTERS, OR 97759
Address, City, State, ZIP

DATED this ___ day of _____, 20__

Approved by the Board of

Name of District

District Signature

By: _____
(Print Name)

Title: _____

NAME OF DISTRICT: SISTERS CAMP SHERMAN Annexation

OFFICIAL STAMP
 JACKLYNN JANCE BRADLEY
 NOTARY PUBLIC - OREGON
 COMMISSION NO. 1040030
 MY COMMISSION EXPIRES AUGUST 21, 2027



1	PRINT NAME	DATE SIGNED	PROPERTY ADDRESS/ RESIDENCE ADDRESS (If Different)	LANDOWNER IN THE PROPOSED TERRITORY/ Acres
1	TIMOTHY J. PECKHAM Print Name <i>Timothy J. Peckham</i> Signature	Date	17701 WILT RD SISTERS, OR PROPERTY ADDRESS	Landowner Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Acres <u>40</u>
2	Print Name Signature	Date	RESIDENCE ADDRESS (If Different) PROPERTY ADDRESS	Landowner Yes <input type="checkbox"/> No <input type="checkbox"/> Acres
3	Print Name Signature	Date	RESIDENCE ADDRESS (If Different) PROPERTY ADDRESS	Landowner Yes <input type="checkbox"/> No <input type="checkbox"/> Acres
4	Print Name Signature	Date	RESIDENCE ADDRESS (If Different) PROPERTY ADDRESS	Landowner Yes <input type="checkbox"/> No <input type="checkbox"/> Acres
5	Print Name Signature	Date	RESIDENCE ADDRESS (If Different) PROPERTY ADDRESS	Landowner Yes <input type="checkbox"/> No <input type="checkbox"/> Acres

I, Jacklynn Jance Bradley, certify that I circulated this petition, and every person who signed this petition did so

County of Deschutes State of Oregon

SUBSCRIBED AND SWORN before me this 8th day of April 2024

Notary Public for Oregon Jacklynn Jance Bradley

8/21/2027

NAME OF DISTRICT: SISTERS CAMP SHERMAN FIRE DISTRICT Annexation

OFFICIAL STAMP
 JOANNA CHRISTINE MILLER
 NOTARY PUBLIC-OREGON
 COMMISSION NO. 1046306
 MY COMMISSION EXPIRES MARCH 19, 2028

State of Oregon County of Deschutes
 My Commission Expires: 2028
 My Commission Expires: 2028

PRINT NAME	DATE SIGNED	PROPERTY ADDRESS/ RESIDENCE ADDRESS (if Different)	LANDOWNER IN THE PROPOSED TERRITORY/
1 <u>DARCY J. DANNER</u> Print Name	Date	<u>17701 WILTED SISTERS, OR</u> PROPERTY ADDRESS	Landowner Yes <u>X</u> No _____ Acreage <u>40</u>
Signature	Date	RESIDENCE ADDRESS (if Different)	Landowner Yes _____ No _____ Acreage _____
Print Name	Date	PROPERTY ADDRESS	Landowner Yes _____ No _____ Acreage _____
Signature	Date	RESIDENCE ADDRESS (if Different)	Landowner Yes _____ No _____ Acreage _____
Print Name	Date	PROPERTY ADDRESS	Landowner Yes _____ No _____ Acreage _____
Signature	Date	RESIDENCE ADDRESS (if Different)	Landowner Yes _____ No _____ Acreage _____
Print Name	Date	PROPERTY ADDRESS	Landowner Yes _____ No _____ Acreage _____
Signature	Date	RESIDENCE ADDRESS (if Different)	Landowner Yes _____ No _____ Acreage _____
Print Name	Date	PROPERTY ADDRESS	Landowner Yes _____ No _____ Acreage _____
Signature	Date	RESIDENCE ADDRESS (if Different)	Landowner Yes _____ No _____ Acreage _____

I, Darcy J. Danner certify that I circulated this petition, and every person who signed this petition did

Darcy J. Danner
 Signature

Notary Public for Oregon
5/19/28



Deschutes County Property Information

Report Date: 4/16/2024 9:22:33 AM

Disclaimer

The information and maps presented in this report are provided for your convenience. Every reasonable effort has been made to assure the accuracy of the data and associated maps. Deschutes County makes no warranty, representation or guarantee as to the content, sequence, accuracy, timeliness or completeness of any of the data provided herein. Deschutes County explicitly disclaims any representations and warranties, including, without limitation, the implied warranties of merchantability and fitness for a particular purpose. Deschutes County shall assume no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused. Deschutes County assumes no liability for any decisions made or actions taken or not taken by the user of this information or data furnished hereunder.

Account Summary

Account Information

Mailing Name: PECKHAM DANNER REVOCABLE LIVING TRUST
Map and Taxlot: 1411080000400
Account: 135698
Tax Status: Assessable
Situs Address: 17701 WILT RD, SISTERS, OR 97759

Ownership

Mailing Address:
 PECKHAM DANNER REVOCABLE LIVING TRUST
 17701 WILT RD
 SISTERS, OR 97759

Property Taxes

Current Tax Year: \$6,427.77
Tax Code Area: 6002

Valuation

Real Market Values as of Jan. 1, 2023

Land	\$348,520
Structures	\$723,640
Total	\$1,072,160

Assessment

Subdivision: FREMONT CANYON
Lot: 14
Block: 1
Assessor Acres: 40.00
Property Class: 471 – TRACT

Current Assessed Values:

Maximum Assessed	\$497,130
Assessed Value	\$497,130
Veterans Exemption	

Warnings, Notations, and Special Assessments

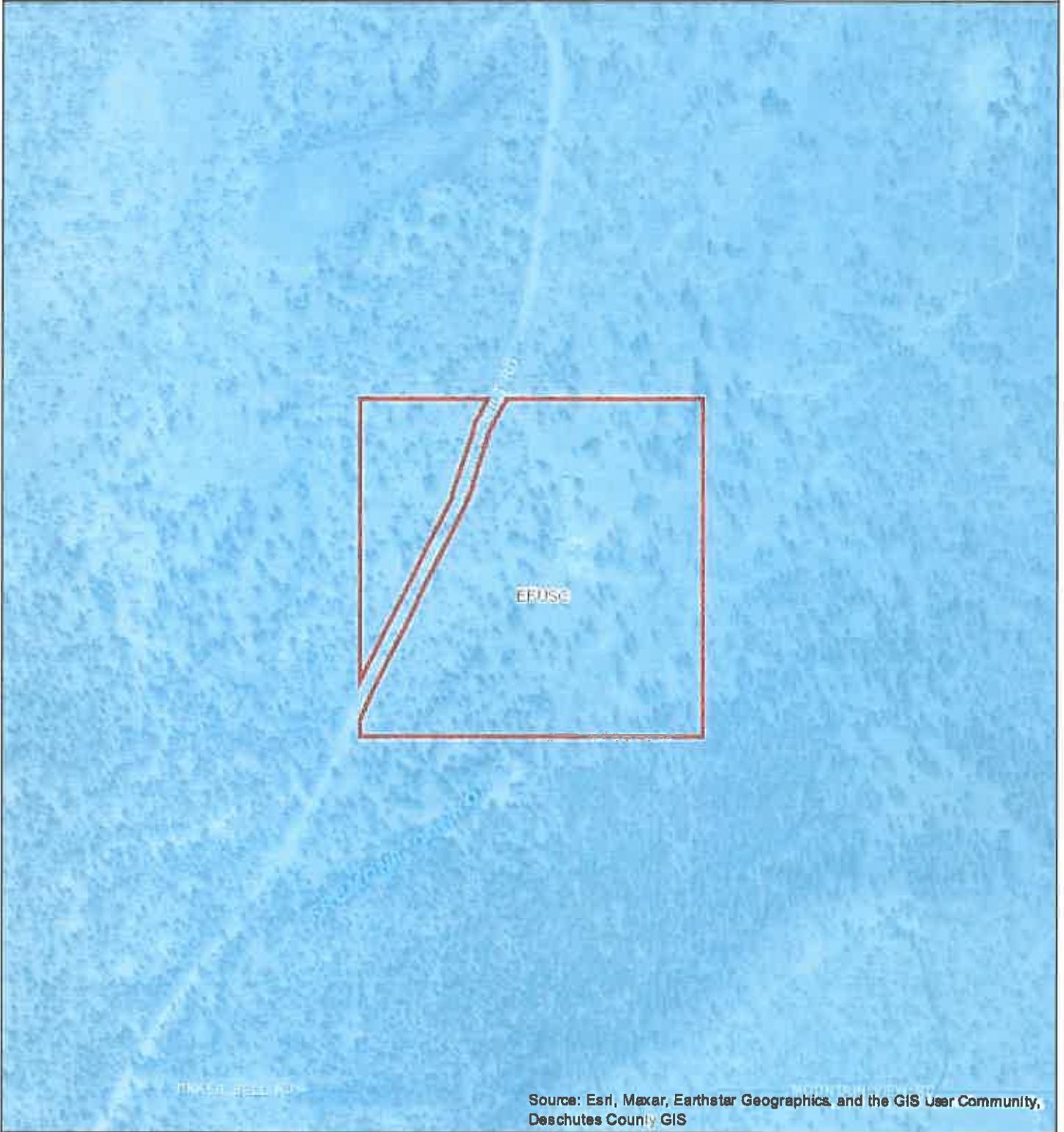
Assessor's Office Special Assessments

	Amount	Year
DEPT OF FORESTRY FIRE PATROL TIMBER	123.80	2024
DEPT OF FORESTRY SURCHARGE	47.50	2024

Review of digital records maintained by the Deschutes County Assessor's Office, Tax Office, Finance Office, and the Community Development Department indicates that there are County tax, assessment, or property development related notations associated with this account and that have been identified above. Independent verification of the presence of additional Deschutes County tax, assessment, development, and other property related considerations is recommended. Confirmation is commonly provided by title companies, real estate agents, developers, engineering and surveying firms, and other parties who are involved in property transactions or property development. In addition, County departments may be contacted directly to discuss the information.

Deschutes County Property Information - Dial

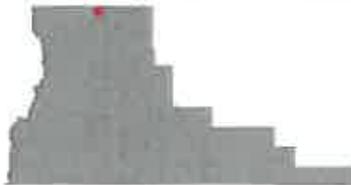
Zoning Map for account 135698



Map and Taxlot: 1411080000400



17701 Wilt Rd.



Date: 4/4/2024

N



0 162.5 325 650

1 inch = 375 feet



Staff Report

SR-24-5

Issue: Implementation of "The Compliance Engine" through Brycer LLC.

Date: May 28, 2024

Initiator: Division Chief Jeff Puller

Contact Person: Division Chief Jeff Puller

Background:

Within the boundaries of Sisters-Camp Sherman Fire District, numerous commercial buildings contain fire sprinkler systems, fire alarm systems, and cooking hood fire suppression systems. Currently, the fire district has knowledge and record of some of these systems but many are unknown to the district.

Recent inspections of businesses have revealed many systems are out of compliance or out of service for an unknown amount of time. When this happens, the owner is liable should there be a fire.

SCSFD enforces the Oregon Fire Code. OFC 109.3 Recordkeeping states "A record of periodic inspections, tests, servicing, and other operations and maintenance shall be maintained on the premises or other approved location for not less than 3 years, or a different period of time where specified in this code or referenced standards. Records shall be made available for inspection by the fire code official, and a copy of the records shall be provided to the fire code official on request. The fire code official is authorized to prescribe the form and format of such recordkeeping. The fire code official is authorized to require that certain required records be filed with the fire code official."

"The Compliance Engine" (TCE) provided by Brycer LLC., is a third-party web-based database and compliance system that provides report tracking and reminders of needed compliance for equipment within commercial buildings and meets the intent of OFC 109.3. The fire district would require contractors to submit their forms to The Compliance Engine also meeting the intent of OFC 109.3.

The Compliance Engine database will be built with current district records, reports submitted by private contractors, visualization of businesses through Google Earth and Google Street View, as well as in-person inspections.

Terms of the contract with Brycer are three years starting on July 1, 2024, and shall automatically renew for successive three-year periods unless terminated by Brycer or SCSFD in writing within 90 days before the expiration of the then-current terms.

The cost of the system is incurred by the contractor paying a fee when submitting reports. Contractors earn money due to the increased inspection and maintenance activity provided by TCE and code compliance. Building owners are not required to perform any additional inspections or maintenance that is not already required by code. There is no additional cost to the client or the Fire District.

Over 950 fire departments and fire districts within the state of Oregon and across the United States currently use The Compliance Engine from Brycer as their preferred method of maintaining compliance. Departments in Central Oregon that are currently using The Compliance Engine from Brycer are LaPine Fire District, Bend Fire and Rescue, Redmond Fire and Rescue, Crook County Fire and Rescue, and Jefferson County Fire & EMS. The Compliance Engine by Brycer is also endorsed by the International Association of Fire Chiefs (IAFC).

Recommendation from staff: Staff recommends the Board approve the contract with Brycer LLC to implement The Compliance Engine to increase efficiencies, meet the intent of OFC109.3, and reduce non-compliance liability for clients and SCSFD.

Possible Motion: Move to approve the recommendation from staff.

BUDGET IMPACT

There is no budget impact with the implementation of The Compliance Engine with Brycer LLC.

FIRE CHIEF'S REPORT
MONTH-MAY, 2024

I. FIRE ACTIVITY STATUS:

There were no structure or wildland fires in the past 30 days.

II. NOTEWORTHY OPERATIONAL EVENTS:

There were no noteworthy operational events in the past 30 days.

III. COMMUNITY SERVICE EVENTS/ MEETINGS:

1. I attended the following meetings and community events in the past 30 days.

- a. Sisters Fire District all career staff monthly meeting.
- b. Sisters Fire District officers meeting.
- c. Oregon Fire Chiefs Association board meeting.
- d. State Fire Marshal HB 2522 meetings.
- e. Oregon Wildfire Detection Camera coordination meeting.
- f. City of Sisters wildfire coordination meeting.
- g. OFCA Spring Conference.
- h. State SIEC meeting.
- i. Fifth Tuesday barbecue/peer support dinner.
- j. Wildfire policy discussion with Moore Foundation.
- k. Sisters Vision Implementation team meeting.

IV. SPECIAL PROJECTS UPDATE:

1. Our firefighter entrance register is expired and we are in the process of scheduling an entry level test. We are looking at options to hold a combined test with Black Butte Ranch Fire District.
2. I have been busy transitioning statewide projects to others in the past several months. I resigned my Oregon Fire Chiefs Association Board position during the conference, and transitioned the chair of the legislative committee to another committee member. I would like to thank the Board for your support on these committees in the past years. I will continue to lead the HB 2522 task force in a volunteer capacity until the project is done. I will also continue to serve on the SIEC until a new person is appointed by SDAO.
3. I would like to recognize Julie for preparing another great budget document this year.

4. Chief Craig is actively providing annual wildland refresher training for our career and volunteer personnel. Forecasters are predicting a later start to wildfire season, at higher elevations, due to recent snowfall.
5. I am working with legal counsel on a draft employee benefits policy. I hope to have a finished draft for the Board to consider at the meeting.

V. VOLUNTEER STATUS:

The volunteer recruit academy is going well under Captain Liming's leadership. We currently have five people in the academy and our Camp Sherman volunteer had to drop out due to time conflicts. He is still very interested and plans on attending the fall academy.

VI. OTHER:



Fire & Life Safety Manager Report

May 2024

(statistics included are from the prior month)

Pub Education Report & Fire Corps:

- ISU Events / Responses
 - Joint Recruit Participation
- CPR Training
 - 36 people trained
- Community AED
 - 0
- Blood Pressure Screenings
 - 17
- Wildfire Home Safety Assessments
 - 7
- Home Safety Assessments
 - 0
- Smoke Alarm Installations
 - 8
- Fire Station Tours
 - 0
- Special Events
 - 0
- Address Signs
 - 3
- Child Safety Seats
 - 0

Public Event Permit Applications Review:

- Barnduster Gran Fondo - 6-15-2024
- Cascade Gravel Race - 6-2-24
- HAM Radio Field Day - 6-21-24
- Memorial Day VFW 5-27-24