



## AGENDA

### Notice of the Budget Hearing and Regular Meeting with Executive Session of the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District

June 17, 2025 – 9:00 a.m.

Zoom Link: <https://us06web.zoom.us/j/85320730085?pwd=5vDeMwHQtuIXpgtVv5RneOFU0VjAnx.1>

1. Open the Budget Hearing
  - a. Receive any public comment.
  - b. Resolution 2024-2025-013 making appropriations, adopting the budget, and imposing/categorizing taxes.
  - c. Close the Budget Hearing.
2. Open Regular Meeting
3. Receive Public Comment
4. Receive Line Staff Comments
5. Consent agenda
  - a. Administrative Summary
  - b. May 20, 2025 Minutes of the Workshop and Regular Meeting of the Budget Committee
  - c. May 20, 2025 Minutes of the Joint Meeting of the Board and Local Contract Review Board
  - d. Dashboard report
  - e. Bank statements and reconciliations
  - f. Operating fund summaries
  - g. Balance sheets
  - h. Check register
  - i. Adjusting Journal Entries
  - j. Ambulance Receivables
  - k. Engine Response Report
  - l. Association Update
  - m. Updates to Old Business
    - i. Update on status of Civil Service Rules draft changes.
6. Correspondence
  - a. Email from Sisters Gro
7. Administration
  - a. Resolutions:
    - i. 2024-2025-014 Authorization to Expend Building Reserve Funds
    - ii. 2024-2025-015 Authorization to Expend Equipment Reserve Funds
    - iii. 2024-2025-016 Making 2024-2025 Budgeted Transfers
8. President's Report
  - a. Bond Committee Update
  - b. New Directors: Craig Matthews and Jeff Tryens.
    - i. Oath of Office – New term starts – July 1, 2025
9. Fire Chief Report
10. Fire Marshal Report

11. Adjourn to Executive Session pursuant to ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
12. Close Executive Session and Resume Regular Meeting
13. Other business
14. Adjourn meeting



**RESOLUTION 2024-2025-013**

**MAKING APPROPRIATIONS, ADOPTING THE BUDGET AND IMPOSING AND CATEGORIZING TAXES**

BE IT RESOLVED that the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District hereby adopts the Budget for Fiscal Year 2025-2026 General Fund, Employment Reserve Fund, Building Reserve Fund, Equipment Reserve Fund, and Debt Service Fund in the amount of \$10,423,529\*.

**MAKING APPROPRIATIONS**

<b>General Fund</b>		<b>Employment Reserve Fund</b>	
Administration	\$1,071,199	Reserved for Future Exp	\$ 95,238
Operations	\$2,621,370	PERS Reserved for Future Exp	<u>\$1,200,000</u>
Maintenance	\$ 359,663	<b>Total:</b>	<b>\$1,295,238</b>
Volunteers	\$ 366,940		
Contingency	\$ 436,917	<b>Building Reserve Fund</b>	
Transfers to Reserve Funds	\$1,565,341	Materials & Services	\$ 358,300
Unappropriated Ending Fund Balance	<u>\$1,326,202</u>	Reserved for Future Exp	<u>\$ 19,372</u>
<b>Total:</b>	<b>\$7,747,632</b>	<b>Total:</b>	<b>\$ 377,672</b>
<b>Debt Service Fund</b>		<b>Equipment Reserve Fund</b>	
Debt Service	\$ 228,415	Capital Outlay	\$ 677,715
Unappropriated Ending Fund Balance	<u>\$ 92,382</u>	Reserved for Future Exp	<u>\$ 4,475</u>
<b>Total:</b>	<b>\$ 320,797</b>	<b>Total:</b>	<b>\$ 682,190</b>

<b>Total Appropriations, All Funds</b>	<b>\$8,885,860</b>
<b>Total Unappropriated and Reserve Amounts, All Funds</b>	<b><u>\$1,537,669</u></b>
<b>TOTAL ADOPTED BUDGET</b>	<b>\$10,423,529*</b> <i>(*amounts with asterisks must match)</i>

**IMPOSING THE TAX**

BE IT RESOLVED that the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District hereby imposes the taxes provided for in the adopted budget:

- (1) At the rate per \$1,000 of assessed value of \$2.7317 for operations; and
- (2) In the amount of \$237,932 for bonds;

and that these taxes are hereby imposed and categorized for tax year 2025-2026 upon the assessed value of all taxable property within the district as follows:

**CATEGORIZING THE TAX**

<b>General Government Limitation</b>	<b>Excluded from Limitation</b>
Permanent Rate..... \$ 2.7317/\$1,000	
General Obligation Bonds.....	\$237,932

The above resolution statements were approved and declared adopted on this 17th day of June 2025.

**FORM LB-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the Sisters-Camp Sherman Rural Fire Protection District will be held on June 18, 2024 5 pm at 301 South Elm Street, Sisters, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2024 as approved by the Sisters-Camp Sherman Rural Fire Protection District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 301 South Elm Street, Sisters, Oregon between the hours of 8 a.m. and 5 p.m. or online at [www.sistersfire.com](http://www.sistersfire.com). This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Julie Spor, Finance Manager

Telephone: 541-549-0771

Email: [spor@sistersfire.com](mailto:spor@sistersfire.com)

**FINANCIAL SUMMARY - RESOURCES**

TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	2023-2024	This Year 2024-2025	Next Year 2025-2026
Beginning Fund Balance/Net Working Capital	4,399,036	4,568,955	3,383,122
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	697,593	655,306	755,494
Federal, State and all Other Grants, Gifts, Allocations and Donations	42,462	143,217	148,500
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	738,212	1,489,334	1,565,341
All Other Resources Except Current Year Property Taxes	393,553	186,250	304,250
Current Year Property Taxes Estimated to be Received	3,889,569	4,049,536	4,266,822
<b>Total Resources</b>	<b>10,160,425</b>	<b>11,092,598</b>	<b>10,423,529</b>

**FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION**

Personnel Services	2,766,203	4,488,344	4,340,952
Materials and Services	1,015,440	1,552,016	1,612,020
Capital Outlay	16,589	566,808	702,215
Debt Service	216,173	227,436	228,415
Interfund Transfers	738,212	1,489,334	1,565,341
Contingencies	0	479,487	436,917
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	5,412,808	2,289,173	1,537,669
<b>Total Requirements</b>	<b>10,165,425</b>	<b>11,092,598</b>	<b>10,423,529</b>

**FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM \***

Name of Organizational Unit or Program FTE for that unit or program			
Administration	3.00	3.00	4.00
FTE			
Operations	12.48	12.37	12.37
FTE			
Maintenance	0.35	0.35	0.35
FTE			
Volunteers	0.07	0.07	0.07
FTE			
<b>Total Requirements</b>			
<b>Total FTE</b>	<b>15.42</b>	<b>16.49</b>	<b>16.79</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***

\*The Administration department includes increasing the Fire Marshal position to full-time 1.0 FTE. The Operations department includes funding for enhanced staffing including grant-funded summer wildfire staffing employees. A position previously included in Operations under enhanced staffing is now included in operations under BC/TO. The District is anticipating one grant in the Building Reserve fund (\$60,000) for emergency generator work at Station 704. The District plans to pay down its PERS UAL (\$1,200,000) taking advantage of the PERS EIF grant program helping to reduce its PERS rates long-term.

**PROPERTY TAX LEVIES**

	Rate or Amount Imposed 2023-2024	Rate or Amount Imposed This Year 2024-2025	Rate or Amount Approved Next Year 2025-2026
Permanent Rate Levy (rate limit \$2.7317 per \$1,000)	2.7317	2.7317	2.7317
Local Option Levy	0	0	0
Levy For General Obligation Bonds	225,182	236,913	237,932

**STATEMENT OF INDEBTEDNESS**

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$450,000	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$0	\$0
<b>Total</b>	<b>\$450,000</b>	<b>\$0</b>

# Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

# FORM OR-LB-50 2025-2026

To assessor of \_\_\_\_\_ County

Check here if this is an amended form.

Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The Sisters-Camp Sherman RFPD has the responsibility and authority to place the following property tax, fee, charge or assessment

District Name

on the tax roll of Deschutes/Jefferson County. The property tax, fee, charge or assessment is categorized as stated by this form.

County Name

<u>PO Box 1509</u> <small>Mailing Address of District</small>	<u>Sisters</u> <small>City</small>	<u>OR</u> <small>State</small>	<u>97759</u> <small>ZIP code</small>	<u>7/1/2025</u> <small>Date</small>
<u>Anthony Prior</u> <small>Contact Person</small>	<u>Fire Chief</u> <small>Title</small>	<u>541-549-0771</u> <small>Daytime Telephone</small>	<u>tprior@sistersfire.com</u> <small>Contact Person E-Mail</small>	

**CERTIFICATION** - You must check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.  
 The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

**PART I: TAXES TO BE IMPOSED**

		Subject to General Government Limits Rate -or- Dollar Amount		
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . . . .	1	2.7317		
2. Local option operating tax . . . . .	2	0		<b>Excluded from Measure 5 Limits Dollar Amount of Bond Levy</b>
3. Local option capital project tax . . . . .	3	0		
4. City of Portland Levy for pension and disability obligations . . . . .	4	0		
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001 . . . . .	5a.	0		
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001 . . . . .	5b.		237,932	
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) . . . . .	5c.		<b>237,932</b>	

**PART II: RATE LIMIT CERTIFICATION**

6. Permanent rate limit in dollars and cents per \$1,000 . . . . .	6	2.7317
7. Election date when your new district received voter approval for your permanent rate limit . . . . .	7	0
8. Estimated permanent rate limit for newly merged/consolidated district . . . . .	8	0.0000

**PART III: SCHEDULE OF LOCAL OPTION TAXES** - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

**Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES\***

Description	ORS Authority**	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1			
2			

\*If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

\*\*The ORS authority for putting these assessments on the roll must be completed if you have an entry in Part IV.

# Administrative Summary for Consent Agenda

## May 2025 Data

Minutes – No changes or additions.

### Revenue & Expenditure Dashboard Report

- The target goal for this period is 92% of budgeted revenue and expenditures.
  - Revenue is at 103%. Property tax collections are at 97% of budgeted collections at the end of May. Ambulance revenue is doing well at 111%. GEMT CCO revenue has started to come in and is 77% of budget. Interest income is currently at 230% of budget.
  - Expenditures overall are at 83% of the budget. The Administration Department is at 85.5%; the Operations Department at 84.8%; the Maintenance Department at 77.1%; and the Volunteers Department at 65.0%.

### Operations Overview Dashboard Report

- EMS transports totaled 54 for the month. The district responded to 4 fire calls in May.
- Total calls were at 115 for May. Total calls year to date are about 3% over last year.
- A total of 20 7PC's were called in May and 14 move-ups were requested by the District. There were 20 back-to-back calls in May. Total back-to-back calls for 2025 have increased 24.5% over 2024 through May.

### Bank Statements and Reconciliations

#### LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balance with the bank and totals \$43,531,512.47 at the end of May. The interest rate was 4.6%.

#### LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$90,821.10.

#### U.S. Bank Operating

- Total sum of funds in the US Bank Operating Account balances with the bank and totals \$198,146.79.

### Operating Fund Summaries

#### Revenue

- Overall tracking at 103% of the budget.
- GEMT CCO revenue has started to come in. We still expect GEMT FFS to be deposited this fiscal year.
- Interest income is at 230% of budget. The interest rate in the LGIP held steady this month at 4.6%.
- The OSFM Summer Staffing Grant was received in May (\$35,000).

#### Expenditures

- Overall tracking at 83% of budget as of the end of May.
  - Personnel Services – 87% of budget.
  - Materials & Services – 74% of the budget.
  - Capital Outlay – 66% of the budget.

### Balance Sheets

- Accounts payable credit balance is due to vendor credits.

- Deferred compensation liability is due to new 457 employees in a waiting period.
- Insurance disability/liability balance is AFLAC pass-through payments that were outstanding as of end of May and an orthodontia pass-through. The AFLAC payment will clear with the June payment.
- Miscellaneous Liability of \$650 is due to employee pass-through donations to Central Oregon Public Safety Chaplaincy, Community Assistance Fund, and Oregon Fire Service Honor Guard. These will clear with the quarterly payments.

#### **Check Register**

- Check number 17386 to AFLAC for \$464.91 and \$464.91. March/April pass-through payments for employee optional AFLAC coverage.
- Check number 17419 to Severson Plumbing for \$1,715.69. Payment for after-hours emergency service call for plumbing issue at Station 701.
- Check number 17429 to Braun NW, Inc for \$262,971.54. Payment for remounted ambulance.
- Check number 17430 to Solera Consulting, Inc. for \$26,100. Payment for professional engineering services for Station 701 and 703 generators.
- Check number 17453 to MES Service Company, LLC for \$9,282.78. Payment for new thermal imager camera. This will be reclassified to the Equipment Reserve Fund with Resolution 2024-2025-015.
- Check number 17475 to Pauly, Rogers and Co., PC for \$12,816. Payment for 2023/2024 audit services per contract.
- Check number 17479 to Sisters-Camp Sherman Fire and Ambulance Association for \$22,187.50. Payment for pass-through donations. Includes \$20,000 Rumberger Foundation grant earmarked for extrication equipment purchase in FY 25/26.

#### **Adjusting Journal Entries**

- Entry to adjust the ambulance receivables to actual.
- Entry to transfer funds from the Building Reserve Fund to the General Fund for Solera Consulting bills.
- Entry to transfer funds from the Equipment Reserve Fund to the General fund for purchase of ambulance remount.

**Ambulance Report** - Total of 54 transports for May. The total ending ambulance receivable of \$284,816.25 is reconciled to the General Fund balance sheet.

**Engine Response Report** – One new payment and no new charges for May.



## AGENDA

### Minutes of the Workshop and Regular Meeting of the Budget Committee of the Sisters-Camp Sherman Rural Fire Protection District May 20, 2025

1. Board President Kristie Miller called the Workshop to order at 2:03 p.m.
  - a. Directors attending: President Miller, Vice President McGowan, Secretary/Treasurer Herrmann, Director Campbell, and Director Cooper (in at 2:11 p.m.)
  - b. Budget Committee members attending: Andy Clark and Eric Miller.
  - c. Staff/Volunteers attending: Chief Prior, Chief Craig, Finance Manager Spor, and Association President Craig Matthews.
  - d. Guest attending: Scot Langton, Deschutes County Assessor.
2. President Miller asked those in attendance to introduce themselves.
3. Deschutes County Assessor Scot Langton gave a presentation consisting of:
  - a. Assessor's office overview.
  - b. Historical growth in county taxes and tax dollar distribution.
  - c. House Bill 2518. This Bill was introduced as a result of the County budget outlook. The Bill would create a 0.3% administration fee to districts; however, districts receive all delinquent tax interest. The net impact to our District would be approximately \$3,000.
  - d. He discussed assessed values. Without any growth and any new construction, the base growth in the County would be approximately 2.8%. Exceptions are added to that including new property and subdivisions. For FY 25/26 the District's growth is approximately 5.6%.
  - e. Certification of tax roll happens in October each year.
  - f. Sisters has one urban renewal district. For 24/25 the amount is \$109,240. Local options/bonds are excluded from urban renewal and it only impacts the permanent rate.
  - g. Exemptions to county taxes for our District include enterprise zones (\$1.7 million in assessed value for 3-5 years) and low-income housing (\$3.2 million in assessed value).
  - h. He discussed issues if maximum assessed values fell below real market value.
  - i. Change property ratio changes each year statewide and rates come out in September each year. Base appraisal date is January 1 of the preceding tax year.
  - j. Mr. Langton concluded the presentation with the Board thanking him for his informative presentation.

4. Board President Kristie Miller called for a short break with the Regular Meeting of the Budget Committee resuming at 3 p.m.
  - a. Directors attending: President Miller, Vice President McGowan, Secretary/Treasurer Herrmann, Director Campbell, and Director Cooper.
  - b. Budget Committee members attending: Jeff Tryens, Joel Palanuk, Andy Clark and Eric Miller. Absent: Daly Haasch.
  - c. Staff/Volunteers attending: Chief Prior, Finance Manager Spor, and Association President Craig Matthews.
5. President Miller asked those in attendance to introduce themselves.
6. President Miller asked for nominations for Presiding Officer. ***Unanimously approved the appointment of Andy Clark as the Presiding Officer for the Budget Committee Meeting. Motion by Director Herrmann, Director Campbell second. Miller aye, McGowan aye, Herrmann aye, Campbell aye, Cooper aye, Tryens aye, Palanuk aye, Clark aye, Miller aye. Haasch absent – no vote.***
7. Finance Manager Spor and Chief Prior provided a 2025/26 Budget Presentation including an overview of the budget process, how the budget is organized, key economic factors, future projections, PERS update, revenues, expenditures, significant budget items, strategic planning and goals, and an overview of reserve funds. Finance Manager Spor also reviewed each departmental budget highlighting significant changes in specific line items.
  - a. Committee member Jeff Tryens inquired if the Board has ruled out an increase in the permanent tax rate in lieu of potentially seeking a local option levy in the future, so the Board doesn't have to renew the levy every five years. Director McGowan replied that had not been ruled out, but that the board/staff are hoping the potential local option levy would be a short-term solution to add staffing with increased taxes in the future providing stable funding. Director Herrmann added the long-term planning taking place now and planned for in the upcoming budget would help the board make those decisions. Committee member Tryens added it would be helpful if all the local taxing agencies (school, fire district, parks and recreation) had regular meetings, it might be helpful to coordinate tax issues so they are not competing.
  - b. Committee member Tryens also asked Chief/FM Spor to educate the new committee members on how the District ties the budget to the District's goals and strategies.
  - c. Committee member Tryens made comment about the District's use of 2% as an inflationary factor in the five-year plan and said that is a red flag for him. FM Spor indicated the five-year plan is reviewed twice annually and 2% is only one factor used in the planning process, while other items might be higher. She will review the factors used.
  - d. Committee member Clark inquired about the impact tariffs might have on equipment purchases. Chief Prior said the District would hold off on purchasing capital equipment if tariffs cause issues.
8. Public comment – none.
9. ***Unanimously approved the Proposed Budget document as presented, and approve the taxes for Fiscal Year 2025/2026 at the rate of \$2.7317 per \$1,000 of assessed value for operating***

***purposes and \$237,932 for payment of general obligation bond principal and interest. Motion by Director Herrmann, Director McGowan second. Miller aye, McGowan aye, Herrmann aye, Campbell aye, Cooper aye, Tryens aye, Palanuk aye, Clark aye, Miller aye. Haasch absent – no vote.***

10. No other business was discussed.

11. President Miller adjourned the meeting at 4:37 p.m.

Respectfully submitted,

Julie Spor, Clerk of the Board



## AGENDA

### Minutes of the Joint Meeting of the Board of Directors and Local Contract Review Board of the Sisters-Camp Sherman Rural Fire Protection District

May 20, 2025

1. Board President Kristie Miller opened the regular meeting at 5 p.m.
  - a. Directors attending: President Miller, Vice President McGowan, Secretary/Treasurer Herrmann, Director Campbell, and Director Cooper.
  - b. Staff/Volunteers attending: Chief Prior, Finance Manager Spor, Fire Medic Frutos, Association President Craig Matthews.
  - c. Guests attending: Budget Committee Member Andy Clark.
2. Receive Public Comment – none.
3. Receive Line Staff Comments – Fire Medic Frutos had nothing to report for the line staff this month.
4. ***Unanimously approved the Consent Agenda as presented. Motion by Director McGowan, Director Cooper second. Miller aye, McGowan aye, Herrmann aye, Campbell aye, Cooper aye.***
  - a. Administrative Summary – no questions or comments.
  - b. April 15, 2025 minutes of the regular meeting – no questions or comments.
  - c. May 6, 2025 minutes of the special meeting– no questions or comments.
  - d. Dashboard report– no questions or comments.
  - e. Bank statements and reconciliations– no questions or comments.
  - f. Operating fund summaries– no questions or comments.
  - g. Balance sheets– no questions or comments.
  - h. Check register– no questions or comments.
  - i. Adjusting Journal Entries– no questions or comments.
  - j. Ambulance Receivables– no questions or comments.
  - k. Engine Response Report– no questions or comments.
  - l. Association Update: Proposed Association Budget 2025/2026 – no questions or comments.
  - m. Updates to Old Business: 360 survey results for Chief Prior have been sent to the Board. – no questions or comments.
5. Correspondence
  - a. Card from Pauly, Rogers and Co., PC was reviewed with no questions or comments.
  - b. Email from Steve Pengra was reviewed. Chief Prior indicated that a potential significant issue was found with an employee during the recent skin checks and was referred for further consultation.
6. Administration

- a. Generator Project. The Board reviewed the email sent to all bidders for the generator project with provided notice of intent to bid to North Rim Electric, LLC for \$215,750. The Board, ***unanimously approved the award of contract to North Rim Electric, LLC for a price not to exceed \$215,750 as outlined in their bid for the Station 701/703 Generator Project and authorized the Fire Chief to sign the contract. Motion by Director Herrmann, Director Cooper second. Miller aye, McGowan aye, Herrmann aye, Campbell aye, Cooper aye.***
  - b. Intergovernmental Transfer Agreement – Camp Sherman Road District. Chief Prior worked with the District’s legal counsel to draft the agreement to transfer a surplus vehicle to the Camp Sherman Road District in exchange for snow plowing services at the Camp Sherman Station. The Road District approved the draft agreement. ***Unanimously approved the Intergovernmental Agreement for Exchange of Vehicle for Snow Plowing – Agreement No. IGA-24-25-01 as presented and authorized the Fire Chief to sign the Agreement. Motion by Director Campbell, Director McGowan second. Miller aye, McGowan aye, Herrmann aye, Campbell aye, Cooper aye.***
  - c. Draft Changes to Civil Service Rules. Chief Prior provided draft changes to the Board at the April meeting that included changes from the Chief and line staff. Director Herrmann inquired if the District’s legal counsel had reviewed the changes. Chief Prior said no. Director Herrmann requested all the changes be sent to legal for review prior to the Board approving any changes and forwarding to the Civil Service Commission. Chief Prior and FM Spor will work with the attorney to draft the changes and provide at the June meeting if they are completed by then.
7. President’s Report
- a. Bond Committee Update. Director Herrmann provided a brief update. FM Spor had provided an update to the committee with estimates on costs for adding three new Fire Medics plus a mechanic. The committee also plans to meeting with Liz Loomis on Friday to discuss timeline and other items related to a potential local option levy on Friday. The committee will provide another update at next month’s meeting.
  - b. President Miller said that FM Spor had send out Chief Prior’s 360 evaluation results to the Directors. Some did not receive them, so Julie will resend. The performance review will take place in executive session at the end of the regular meeting in June.
  - c. She wished the directors good luck on the board elections taking place tonight.
8. Fire Chief Report
- a. Chief Prior provided highlights of his report which included:
    - i. Kudos to Chief Craig for the wildfire simulation held at the Deschutes County Fair and Expo Center last month as well as a presentation he did at the Oregon Fire Chief’s conference.
    - ii. Chief Meredith is doing a phenomenal job with training.
    - iii. A conditional job offer was made to Mark Cooley this morning for the Fire Medic vacancy.
    - iv. The Fire and Life Safety Division is doing great.
    - v. Captain Ast is super detailed and doing a great job with the new ambulance.
    - vi. Fire Medic Frutos is doing a great job with getting the type 6’s ready.

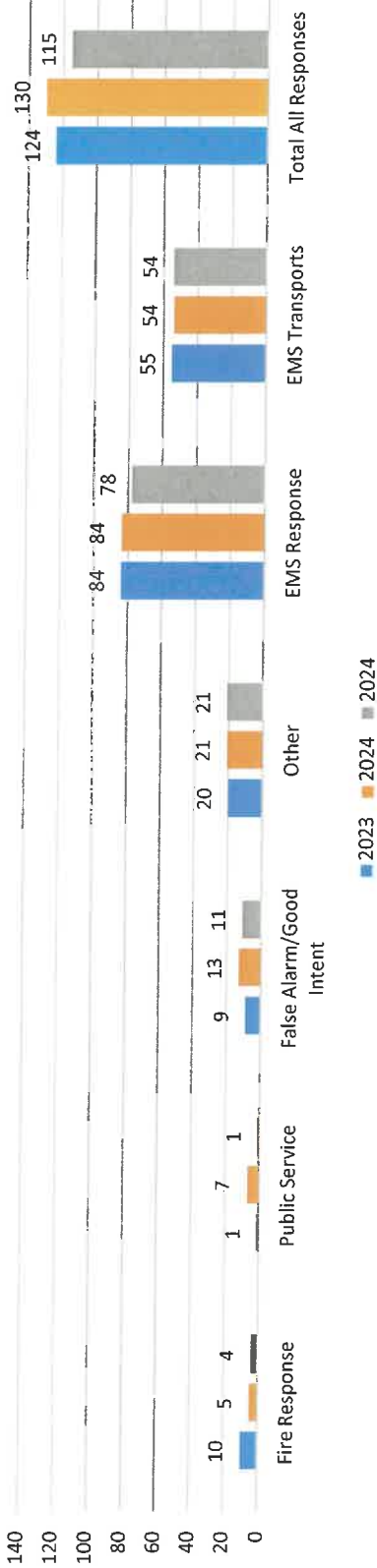
- vii. Fire Corps is doing a great job with taking care of all of us.
  - viii. Thanks to Fire Medic Otasu for organizing another mental health related seminar at Five Pine coming up.
9. Fire Marshal Report – Chief Puller was at a conference and didn't attend the meeting, but provided a report in the packet. Director McGowan inquired about a topic at the April meeting regarding an illegal burn where Cloverdale's equipment was damaged. Chief Prior said there was no progress on whether or not to bill the homeowner for this service. FM Spor said as long as Cloverdale Fire has an ordinance for billing outside of their District, they would be able to recoup some costs. Director McGowan asked for this to be added to updates to old business in June for follow-up.
10. Other business – no further business was discussed and the meeting adjourned at 5:43 p.m.

Respectfully submitted,

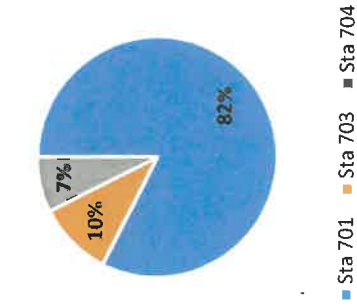
Julie Spor, Clerk of the Board

# OPERATIONS OVERVIEW - AS OF MAY 31, 2025

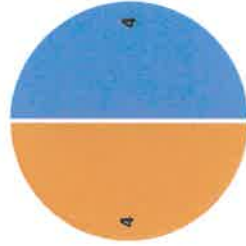
Historical Emergency Call Data by Type



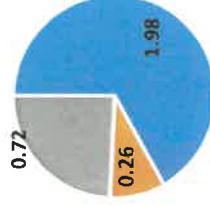
Responses by First-Due Station



Mutual Aid Given/Received



Average Response by Personnel Type



Back to Back Calls  
May

2024-2025 = 20  
YTD= 127  
2023-2024 = 23/102  
2022-2023 = 22/127

Callback Overview

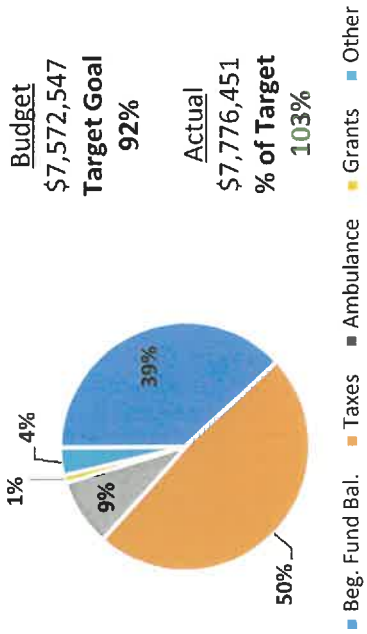
Personnel Callbacks (7PC's) = 20  
7PC's Staffed with ALS Staffing = 10  
7PC's Staffed with Engine Staffing = 7  
Move-Ups = 14

Ave Personnel  
on Standby

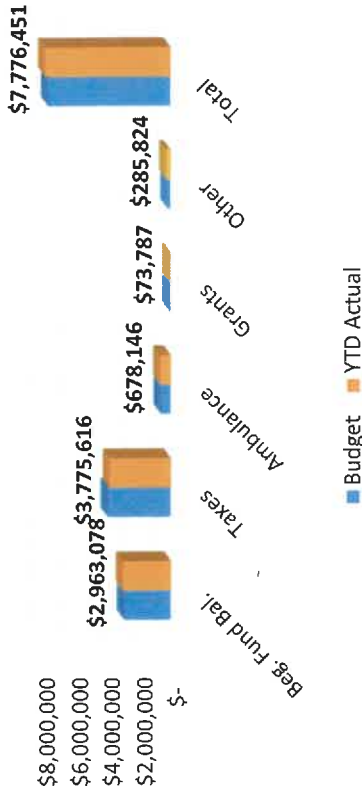
1.26

# REVENUE & EXPENDITURE OVERVIEW - AS OF MAY 31, 2025

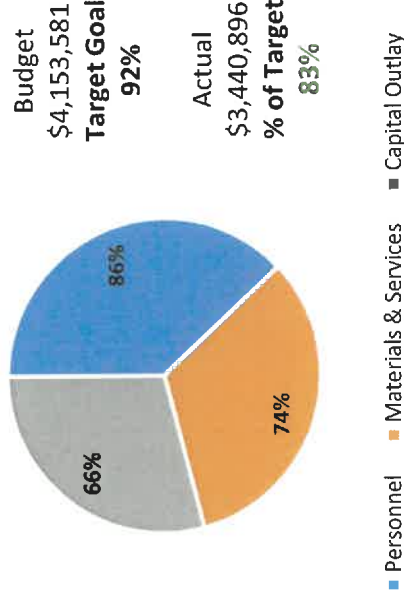
24/25 Actual Revenue as % of Budget



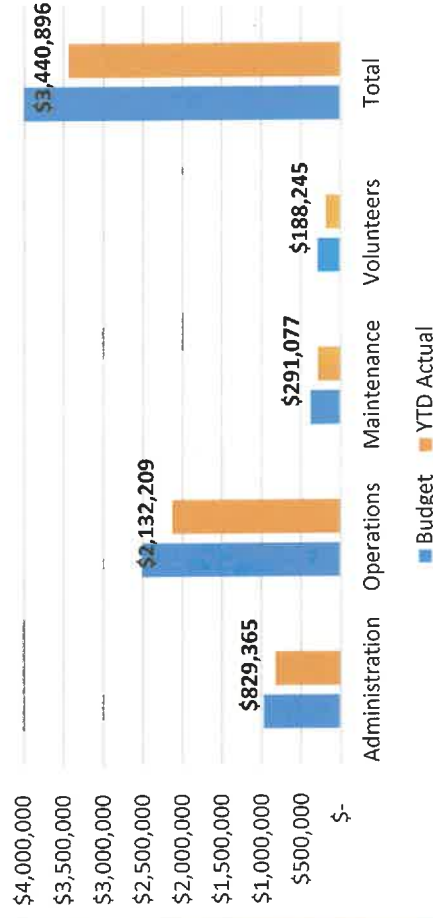
Budget vs. Actual Revenue - Year to Date



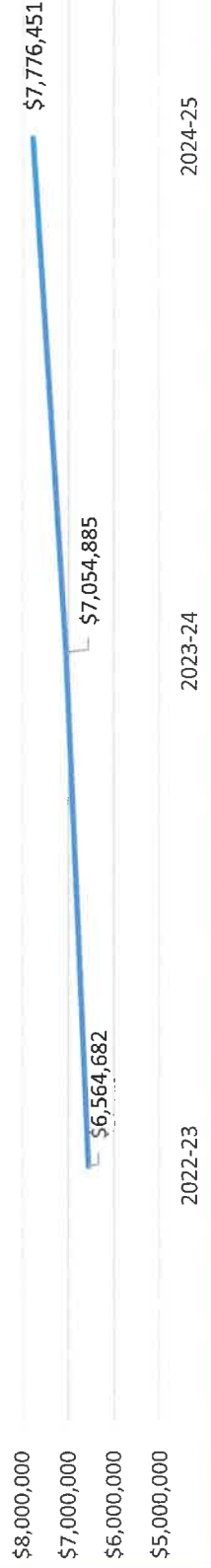
24/25 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date



Total Revenue - 3 Years - As of End of May



Report Criteria:  
Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Operating Account - New 22 (US Bank Operating Account New) (132)  
May 31, 2025

Account: 10001081  
Bank Account Number: 169700958849

Bank Statement Balance:	232,711.60	Book Balance Previous Month:	166,170.90
Outstanding Deposits:	110.47-	Total Receipts:	654,976.85
Outstanding Checks:	34,786.47	Total Disbursements:	623,000.96
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	197,814.66	Book Balance:	198,146.79

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
106	110.47-						
						Total:	110.47-

Deposits cleared: 66 items    Deposits Outstanding: 1 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	32,654.03	17212	1,070.14	17400	200.00	17448	202.49
16390	38.57	17397	133.10	17444	285.62	17457	82.88
16640	600.00-	17398	27.51	17445	110.00	17473	250.00
						Total:	34,454.34

Checks cleared: 113 items    Checks Outstanding: 12 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

\*\*\* Bank Balance does not equal Book Balance  
\*\*\* Outstanding Check amount is incorrect



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

3233 TRN 6480 S Y ST01

000638980292866 P



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

## Business Statement

Account Number:  
1 697 0095 8849  
Statement Period:  
May 1, 2025  
through  
May 31, 2025



Page 1 of 5



To Contact U.S. Bank

Commercial Customer  
Service:

877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

## MUNICIPAL INVESTOR CHECKING

U.S. Bank National Association

Member FDIC

Account Number 1-697-0095-8849

### Account Summary

	# Items	\$		\$
Beginning Balance on May 1		213,531.74	Interest Paid this Year	73.98
Customer Deposits	4	24,913.18	Number of Days in Statement Period	31
Other Deposits	59	630,337.22		
Other Withdrawals	8	207,521.82-		
Checks Paid	103	428,548.72-		
<b>Ending Balance on May 31, 2025</b>		<b>\$ 232,711.60</b>		

### Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	May 14	8612937633	20,573.20		May 20	8314447228	1,000.00
	May 16	9213593644	600.00		May 28	8615101079	2,739.98
<b>Total Customer Deposits</b>							<b>\$ 24,913.18</b>

### Other Deposits

Date	Description of Transaction	Ref Number	Amount
May 1	Electronic Deposit From STRIPE REF=251200121881960N00 4270465600TRANSFER ST-F4U6H0J9C5D6		\$ 28.83
May 1	Electronic Deposit From AARP Supplementa REF=251200128671450N00 1362739571HCCLAIMPMT930932704		168.92
May 1	Electronic Deposit From PacificSource REF=251190187789020N00 3562420416CREDIT 3077581		915.48
May 1	Electronic Deposit From PacificSource REF=251190187776410N00 2930245545CREDIT 3077581		2,397.94
May 2	Electronic Deposit From MERCHANT SERVICE REF=251210051982690Y00 1841010148MERCH DEP 8043769960		100.00
May 2	Electronic Deposit From NORIDIAN WAORAK REF=251210042938490Y00 9262326076HCCLAIMPMT1245231760		3,062.52
May 5	Electronic Deposit From FEHB Oregon REF=251210058165040N00 2930238155HCCLAIMPMTFEP00001		234.20
May 5	Electronic Deposit From MERCHANT SERVICE REF=251250125072640Y00 1841010148MERCH DEP 8043769960		350.00
May 5	Electronic Deposit From Regence BCBCO REF=251210058146770N00 6930238155HCCLAIMPMTPRPMX00001		2,444.80
May 5	Electronic Deposit From NORIDIAN WAORAK REF=251220087466500Y00 9262326076HCCLAIMPMT1245231760		2,626.96
May 6	Electronic Deposit From SISTERSCAMPSHERM REF=251250254931010N00 3383693141MERC DEP 1484252		650.00
May 6	Electronic Deposit From NORIDIAN WAORAK REF=251250163146330Y00 9262326076HCCLAIMPMT1245231760		1,152.72

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 May 31, 2025

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

Oregon LGIP	
Opening Balance	4,033,657.45
Purchases	36,926.66
Redemptions	(539,071.64)

Asset Summary		
	May 31, 2025	April 30, 2025
Oregon LGIP	3,531,512.47	4,033,657.45
<b>Total</b>	<b>\$3,531,512.47</b>	<b>\$4,033,657.45</b>

<b>Closing Balance</b>	<b>\$3,531,512.47</b>
Dividends	15,126.57

LGIP 3,042,022.55 +  
 Employment 61,369.09 +  
 Buildings 311,625.61 +  
 Equipment 116,495.22 +  
 3,531,512.47 \*  
*Balance Sheet*

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>1-00-0-1070 LGIP Acct #4374</b>					
		04/30/2025 (04/25) Balance	.00 *	.00 *	3,255,095.99
CR	1	Deschutes County Property Tax Collection #2024-13	20,020.30		
CR	23	LGIP ACH Redemption Fees		.10-	
CR	5	Jefferson County Property Tax Collection #2024-14	1,779.79		
CR	21	Accrual Income Div Reinvestment	15,126.57		
CRUS	1	Transfer from LGIP to Checking (Solera/Braun Bills)		289,071.54-	
CRUS	92	Transfer from LGIP to Checking Bills/Payroll		250,000.00-	
JE	4	Txfr frm Bldg Res for Solera Consulting Bill	26,100.00		
JE	6	Txfr frm EQ Res for Braun Amb Remount Bill	262,971.54		
		05/31/2025 (05/25) Period Totals and Balance	325,998.20 *	539,071.64- *	3,042,022.55
Number of transactions: 8    Number of accounts: 1			<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Total GENERAL FUND:			<u>325,998.20</u>	<u>539,071.64-</u>	<u>213,073.44-</u>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>2-00-0-1070 Empl Fund</b>					
	04/30/2025 (04/25)	Balance	.00 *	.00 *	61,369.09
	05/31/2025 (05/25)	Period Totals and Balance	.00 *	.00 *	61,369.09

Number of transactions: 0    Number of accounts: 1

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

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>3-00-0-1070 Bldg Fund</b>					
		04/30/2025 (04/25) Balance	.00 *	.00 *	337,725.61
JE	5	Txfr frm Bldg Res for Solera Consulting Bill		26,100.00-	
		05/31/2025 (05/25) Period Totals and Balance	.00 *	26,100.00- *	311,625.61

Number of transactions: 1	Number of accounts: 1	Debit	Credit	Proof
Total BUILDING RESERVE FUND:		.00	26,100.00-	26,100.00-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>4-00-0-1070 Equipment Fund</b>					
		04/30/2025 (04/25) Balance	.00 *	.00 *	379,466.76
JE		7 Txfr frm EQ Res for Braun Amb Remount Bill		262,971.54-	
		05/31/2025 (05/25) Period Totals and Balance	.00 *	262,971.54- *	116,495.22

Number of transactions: 1	Number of accounts: 1	Debit	Credit	Proof
Total EQUIPMENT RESERVE FUND:		.00	262,971.54-	262,971.54-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>5-00-0-1075 Technology Reserve Fund</b>					
	04/30/2025 (04/25)	Balance	.00 *	.00 *	.00
	05/31/2025 (05/25)	Period Totals and Balance	.00 *	.00 *	.00

Number of transactions: 0	Number of accounts: 1	Debit	Credit	Proof
Total REVENUE:		.00	.00	.00

Number of transactions: 10	Number of accounts: 5	Debit	Credit	Proof
Grand Totals:		325,998.20	828,143.18-	502,144.98-

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)  
May 31, 2025

Account: 70001030

Bank Account Number: 153695237351

Bank Statement Balance:	90,821.10	Book Balance Previous Month:	71,300.73
Outstanding Deposits:	.00	Total Receipts:	19,520.37
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	90,821.10	Book Balance:	90,821.10

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 3 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 Statement - Transaction Summary

For the Month Ending **May 31, 2025**

#### SISTERS-CAMP SHERMAN RFPD - Sisters-Camp Sherman RFPD Debt Service - 6132

Oregon LGIP		Asset Summary	
		May 31, 2025	April 30, 2025
Opening Balance	71,300.73		71,300.73
Purchases	19,520.37	90,821.10	
Redemptions	0.00		
<b>Total</b>		<b>\$90,821.10</b>	<b>\$71,300.73</b>

**Closing Balance** \$90,821.10  
 Dividends 326.19

Account Number	Account Title	2023-24	Current Period Actual	Current YTD Actual	2024-25	Bal Remaining +/-	% Collected
		Prior YTD Actual			Current Year Budget		
<b>GENERAL FUND</b>							
1-01-0-40100	Property Taxes-Current	13,996.13	19,247.92	3,716,992.07	3,822,100.00	105,107.93-	97%
1-01-0-40200	Property Taxes-Prior	1,690.13	2,519.93	58,623.58	50,000.00	8,623.58	117%
1-01-0-41100	Ambulance Revenue	62,924.38	50,742.36	639,887.83	575,000.00	64,887.83	111%
1-01-0-41110	GEMT Ambulance Revenu	.00	.00	38,258.00	50,000.00	11,742.00-	77%
1-01-0-41200	Other Fees for Service	740.00	745.00	22,535.00	15,306.00	7,229.00	147%
1-01-0-42100	Fire Med Subscriptions	1,800.00	1,462.50	12,517.50	15,000.00	2,482.50-	83%
1-01-0-43100	Interest Income	20,522.37	15,172.51	172,372.26	75,000.00	97,372.26	230%
1-01-0-44100	Grant Revenue	.00	35,000.00	73,786.59	30,715.00	43,071.59	240%
1-01-0-44200	Donations Received	170.00	21,500.00	59,296.14	15,000.00	44,296.14	395%
1-01-0-44300	Conflagration Income	.00	.00	14,552.90	50,000.00	35,447.10-	29%
1-01-0-45000	Misc Revenue	115.70	960.36	4,550.48	10,750.00	6,199.52-	42%
1-01-0-49990	Beginning Working Capital	.00	.00	2,963,078.28	2,863,676.00	99,402.28	103%
Total GENERAL FUND REVENUE:		101,958.71	147,350.58	7,776,450.63	7,572,547.00	203,903.63	103%
GENERAL FUND Revenue Total:		101,958.71	147,350.58	7,776,450.63	7,572,547.00	203,903.63	103%
Net Total GENERAL FUND:		101,958.71	147,350.58	7,776,450.63	7,572,547.00	203,903.63	103%

Account Number	Account Title	2023-24	Current Period Actual	Current YTD Actual	2024-25	Variance	% of Budget
		Prior YTD Actual			Current Year Budget		
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	583,324.19	52,604.12	615,450.98	696,053.00	76,342.36	89%
	Total OPERATIONS DEPARTMENT:	1,873,854.51	169,017.96	1,975,144.38	2,303,821.00	307,254.56	87%
	Total MAINTENANCE DEPARTMENT:	13,871.30	384.50	13,559.91	25,107.00	11,547.09	54%
	Total VOLUNTEERS DEPARTMENT:	9,839.90	59.00	12,267.08	19,672.00	7,404.92	62%
	<b>GENERAL FUND Expenditure Total:</b>	<b>2,480,889.90</b>	<b>222,065.58</b>	<b>2,616,422.35</b>	<b>3,044,653.00</b>	<b>402,548.93</b>	<b>87%</b>
	<b>Net Total GENERAL FUND:</b>	<b>2,480,889.90-</b>	<b>222,065.58-</b>	<b>2,616,422.35-</b>	<b>3,044,653.00-</b>	<b>402,548.93-</b>	<b>87%</b>
	<b>Net Grand Totals:</b>	<b>2,480,889.90-</b>	<b>222,065.58-</b>	<b>2,616,422.35-</b>	<b>3,044,653.00-</b>	<b>402,548.93-</b>	<b>87%</b>

Account Number	Account Title	2023-24	Current Period Actual	Current YTD Actual	2024-25	Variance	% of Budget
		Prior YTD Actual			Cur Year Budget		
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	216,113.37	20,759.99	203,944.21	265,136.00	59,184.07	77%
	Total OPERATIONS DEPARTMENT:	200,546.36	25,065.58	157,065.05	211,922.00	47,695.25	74%
	Total MAINTENANCE DEPARTMENT:	262,359.67	33,857.26	274,596.67	342,280.00	54,794.75	80%
	Total VOLUNTEERS DEPARTMENT:	217,061.37	32,023.39	175,977.91	270,040.00	85,478.71	65%
	GENERAL FUND Expenditure Total:	896,080.77	111,706.22	811,583.84	1,089,378.00	247,152.78	74%
	Net Total GENERAL FUND:	896,080.77-	111,706.22-	811,583.84-	1,089,378.00-	247,152.78-	74%
	Net Grand Totals:	896,080.77-	111,706.22-	811,583.84-	1,089,378.00-	247,152.78-	74%

Account Number	Account Title	2023-24 Prior YTD Actual	Current Period Actual	Current YTD Actual	2024-25 Current Year Budget	Variance	% of Budget
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	.00	.00	9,969.39	9,450.00	519.39-	105%
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	.00	.00	2,920.00	10,100.00	7,180.00	29%
	<b>GENERAL FUND Expenditure Total:</b>	.00	.00	12,889.39	19,550.00	6,660.61	66%
	<b>Net Total GENERAL FUND:</b>	.00	.00	12,889.39-	19,550.00-	6,660.61-	66%
	<b>Net Grand Totals:</b>	.00	.00	12,889.39-	19,550.00-	6,660.61-	66%

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2025

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	3,042,022.55	
1-00-0-1081	US BANK OPERATING ACCT 2022	198,146.79	
1-00-0-1099	PETTY CASH	161.59	
1-00-0-1100	ACCOUNTS RECEIVABLE	.01	
1-00-0-1103	NOTE RECEIVABLE	( 10,000.00)	
1-00-0-1120	AMBULANCE RECEIVABLES	284,816.25	
1-00-0-1160	ALLOWANCE FOR UNCOLLECTIBLE AM	( 142,570.33)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	73,286.89	
	TOTAL ASSETS		3,445,863.75

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	( 267.74)	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	593.17	
1-00-0-2180	MISCELLANEOUS LIABILITY	650.00	
1-00-0-2250	DEFERRED REVENUE	53,194.69	
	TOTAL LIABILITIES		54,170.12

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	( 7,572,547.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	7,572,547.00	
	REVENUE OVER EXPENDITURES - YTD	3,391,693.63	
	BALANCE - CURRENT DATE	10,964,240.63	
	TOTAL FUND EQUITY		3,391,693.63
	TOTAL LIABILITIES AND EQUITY		3,445,863.75

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2025

EMPLOYMENT RESERVE FUND

ASSETS

2-00-0-1070	EMPL FUND	61,369.09	
	TOTAL ASSETS		61,369.09

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	( 1,583,747.00)	
	UNAPPROPRIATED FUND BALANCE:		
2-00-0-3900	RETAINED EARNINGS	1,583,746.00	
	REVENUE OVER EXPENDITURES - YTD	61,370.09	
	BALANCE - CURRENT DATE	1,645,116.09	
	TOTAL FUND EQUITY		61,369.09
	TOTAL LIABILITIES AND EQUITY		61,369.09

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2025

BUILDING RESERVE FUND

<u>ASSETS</u>			
3-00-0-1070	BLDG FUND	311,625.61	
	TOTAL ASSETS		<u>311,625.61</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
3-00-0-3120	BUILDING RESERVE	( 672,061.00)	
UNAPPROPRIATED FUND BALANCE:			
3-00-0-3900	RETAINED EARNINGS	672,061.00	
	REVENUE OVER EXPENDITURES - YTD	<u>311,625.61</u>	
	BALANCE - CURRENT DATE	<u>983,686.61</u>	
	TOTAL FUND EQUITY		<u>311,625.61</u>
	TOTAL LIABILITIES AND EQUITY		<u>311,625.61</u>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2025

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	116,495.22	
4-00-0-1440	PREPAID EXPENDITURES	785,635.00	
	TOTAL ASSETS		902,130.22

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	( 958,345.00)	
	UNAPPROPRIATED FUND BALANCE:		
4-00-0-3900	RETAINED EARNINGS	958,345.00	
	REVENUE OVER EXPENDITURES - YTD	902,130.22	
	BALANCE - CURRENT DATE	1,860,475.22	
	TOTAL FUND EQUITY		902,130.22
	TOTAL LIABILITIES AND EQUITY		902,130.22

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2025

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	90,821.10	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	4,797.70	
	TOTAL ASSETS		95,618.80

LIABILITIES AND EQUITY

LIABILITIES

7-00-0-2250	DEFERRED REVENUE	3,723.72	
	TOTAL LIABILITIES		3,723.72

FUND EQUITY

7-00-0-3120	DEBT SERVICE FUND	( 305,898.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	306,388.00	
	REVENUE OVER EXPENDITURES - YTD	91,405.08	
	BALANCE - CURRENT DATE	397,793.08	
	TOTAL FUND EQUITY		91,895.08
	TOTAL LIABILITIES AND EQUITY		95,618.80

Check Register - May 2025

Date	Check No.	Payee	Description	Amount
5/19/2025	17349	Carpenter Media Group	Advertising: Shift Commander	\$ (38.25) V
5/2/2025	17384	911 Supply	SO #1-110356	\$ 127.31
5/2/2025	17384	911 Supply	SO #1-110069	\$ 35.83
5/2/2025	17385	Ace Hardware, Inc.	Garden hose nozzle and keys	\$ 18.37
5/2/2025	17385	Ace Hardware, Inc.	Hardware for 721	\$ 0.59
5/2/2025	17385	Ace Hardware, Inc.	Level	\$ 21.14
5/2/2025	17385	Ace Hardware, Inc.	Paint tray kit	\$ 13.96
5/2/2025	17386	AFLAC	AFLAC	\$ 464.91
5/2/2025	17386	AFLAC	AFLAC	\$ 464.91
5/2/2025	17387	Alpine Internet Solutions	Professional Mgmt & Hosting - May	\$ 85.00
5/2/2025	17387	Alpine Internet Solutions	Website content plan for May	\$ 395.00
5/2/2025	17388	AT&T Mobility - Control Center	Data plan	\$ 391.02
5/2/2025	17389	Baxter Auto Parts Inc, Auto Parts	741 Rebuild	\$ 61.41
5/2/2025	17389	Baxter Auto Parts Inc, Auto Parts	743 battery terminal	\$ 12.99
5/2/2025	17390	Beverly Halcon	Reimb. food purchased for training event	\$ 44.96
5/2/2025	17391	Brayden Klosterman	Res. Vol. Lt. Mileage & Food Reimbursement - April 2025	\$ 650.00
5/2/2025	17392	Cascade Fire Equipment	Dual Complaint Uniform Pants - Addison	\$ 227.48
5/2/2025	17392	Cascade Fire Equipment	Wildland pant - Dual compliant - Addison	\$ 205.00
5/2/2025	17392	Cascade Fire Equipment	Wildland shirts	\$ 820.60
5/2/2025	17393	CEC, INC	electric - Elm Street	\$ 1,645.57
5/2/2025	17393	CEC, INC	electric - buffalo	\$ 153.58
5/2/2025	17393	CEC, INC	electric - Camp Sherman	\$ 235.48
5/2/2025	17394	CenturyLink	Acct 333226873	\$ 62.44
5/2/2025	17395	Complete Wireless Solutions	Replcement belt clip G2/G3/G4/G5	\$ 30.00
5/2/2025	17396	Crook County Fire & Rescue	Instructor Card	\$ 20.00
5/2/2025	17396	Crook County Fire & Rescue	Heartsaver CPR AED eCards	\$ 220.00
5/2/2025	17397	Daily Journal of Commerce	Advertisement for ITB Generator Project	\$ 133.10
5/2/2025	17398	Damon Frutos	Reimb. Mileage Wildland Command & Control Sim	\$ 27.51
5/2/2025	17399	DPSST	Criminal History Check - Addison 45209	\$ 45.00
5/2/2025	17400	East Cascade Emergency Medical Services	ECEMS Dues 2025	\$ 200.00
5/2/2025	17401	Ed Staub & Sons Petroleum	Fuel	\$ 1,298.42
5/2/2025	17402	Enerspect Medical Solutions, LLC	CPR MANIKIN LUNGS (96/CASE)	\$ 207.17
5/2/2025	17402	Enerspect Medical Solutions, LLC	CPR INFANT MANIKIN LUNGS	\$ 26.35
5/2/2025	17403	Hoyt's Hardware	conduit and pvc elbow	\$ 54.97
5/2/2025	17404	Kendall Ford of Bend	771 Oil Change & MPI	\$ 187.74
5/2/2025	17405	L.N. Curtis and Sons	structure boots	\$ 828.86
5/2/2025	17406	Life Flight Network Membership	Membership for Gilman	\$ 59.00
5/2/2025	17407	LIFE-ASSIST	EMS ORDER# 52255602	\$ 138.70
5/2/2025	17408	Marcel Luz	Reimb food purchase dor 5/3 Training	\$ 99.07
5/2/2025	17409	Miss Sew-it-All	Seamstress Services	\$ 60.00
5/2/2025	17410	Mission Linen Supply, Inc.	mats/rugs	\$ 64.83
5/2/2025	17411	Momentum Promo	Embroidery	\$ 45.00
5/2/2025	17411	Momentum Promo	Screen printed recruit tees	\$ 416.40
5/2/2025	17412	NAPA Auto Parts	New 743 battery switch	\$ 48.59
5/2/2025	17413	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 125.68
5/2/2025	17413	Norco Medical Supply, Inc.	HANDLING CHARGE	\$ 36.93
5/2/2025	17413	Norco Medical Supply, Inc.	MEDICAL OXYGEN - K CYLINDER	\$ 32.44
5/2/2025	17413	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 62.84
5/2/2025	17413	Norco Medical Supply, Inc.	HANDLING CHARGE	\$ 36.93
5/2/2025	17414	Pacific Office Automation, Inc	Fleet Agreement - HP Printers	\$ 65.38
5/2/2025	17415	Ranch Country Outhouses	Portable toilet rental - March 25	\$ 85.00
5/2/2025	17416	Riley Addison	Res. Vol. Mileage & Food Reimbursement - April 2025	\$ 400.00
5/2/2025	17417	SAIF Corporation	Policy charge/credit	\$ (2.66)
5/2/2025	17417	SAIF Corporation	SAIF Policy 100055951	\$ 3,048.97
5/2/2025	17418	SDIS	Admin Health Insurance	\$ 4,259.66
5/2/2025	17418	SDIS	Operations Health Insurance	\$ 18,970.33
5/2/2025	17418	SDIS	Lord Health Insurance	\$ 2,451.73
5/2/2025	17418	SDIS	Ins/Disability - Orthodontia pass through	\$ 111.25
5/2/2025	17419	Severson Plumbing	After-hours emergency plumbing service - Sta 701	\$ 1,715.69
5/2/2025	17420	SIRENNET.COM	Equipment for Type 6 Chassis (741/743)	\$ 4,321.45
5/2/2025	17421	Sisters Coffee Company	coffee-2 bags	\$ 147.00
5/2/2025	17422	Sisters Rental	Round files for chainsaws	\$ 25.00
5/2/2025	17422	Sisters Rental	CHAIN SHARPENING	\$ 90.00
5/2/2025	17422	Sisters Rental	CHAIN LOOPS MADE	\$ 39.00
5/2/2025	17422	Sisters Rental	HYDRAULIC HOSES MADE (723)	\$ 103.14
5/2/2025	17422	Sisters Rental	HYDRAULIC fittings for 723 cab tilt repair	\$ 9.32
5/2/2025	17422	Sisters Rental	CHAIN SHARPENING	\$ 15.00
5/2/2025	17422	Sisters Rental	Spline screw	\$ 1.78
5/2/2025	17423	TDS	8224 60 007 0119276 - 703 Cable	\$ 160.84
5/2/2025	17423	TDS	8224 60 003 0017578 - Cable Elm	\$ 60.50

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
5/2/2025	17424	Terminix	Pest control services - Elm Street	\$ 103.00
5/2/2025	17425	Tyler Wallace	Res. Vol. Lt. Mileage & Food Reimb. - April 25	\$ 650.00
5/2/2025	17426	TYPE ONE INCIDENT SUPPORT, LLC	CLASS A FOAM (5 GAL BUCKET)	\$ 1,917.50
5/2/2025	17427	WCP Solutions	Facility supplies misc.	\$ 165.74
5/2/2025	17427	WCP Solutions	Mop	\$ 69.00
5/2/2025	17428	Xpress Printing, Inc.	Welcome to Sisters brochures	\$ 350.89
5/14/2025	17429	Braun NW, Inc.	Remount North Star onto 2025 Ford F450 Vin 1FDUF4HT9SEC16811	\$ 262,971.54 *
5/14/2025	17430	Solera Consulting, LLC	Professional Engineering Services Station 701	\$ 20,100.00 *
5/14/2025	17430	Solera Consulting, LLC	Professional Engineering Services Station 703	\$ 6,000.00 *
5/14/2025	17431	911 Supply	Belt - Weddell	\$ 58.06
5/14/2025	17431	911 Supply	Uniform Items - New RVs	\$ 435.55
5/14/2025	17432	Ace Hardware, Inc.	TO Office Supplies	\$ 24.07
5/14/2025	17432	Ace Hardware, Inc.	741 Rebuild hardware	\$ 49.44
5/14/2025	17432	Ace Hardware, Inc.	Propane project	\$ 50.59
5/14/2025	17432	Ace Hardware, Inc.	Hardware	\$ 0.69
5/14/2025	17432	Ace Hardware, Inc.	Plumbing drain strain screens	\$ 12.48
5/14/2025	17432	Ace Hardware, Inc.	Floor drains	\$ 4.40
5/14/2025	17432	Ace Hardware, Inc.	Kickstand for community hall	\$ 11.03
5/14/2025	17432	Ace Hardware, Inc.	Ballast	\$ 26.67
5/14/2025	17433	Alpine Internet Solutions	Website hosting & management	\$ 85.00
5/14/2025	17434	Avion Water Co Inc.	Water-703	\$ 29.47
5/14/2025	17435	Battery Systems Inc.	Lead acid batteries for vulcan flashlights	\$ 75.96
5/14/2025	17436	Baxter Auto Parts Inc, Auto Parts	Cabin air filter for 771	\$ 18.02
5/14/2025	17437	BOUND TREE MEDICAL, LLC.	FENTANYL, 0.05mg/mL, 2mL vial (25/box)	\$ 649.95
5/14/2025	17438	Bradley Neff	Phone programming - Lord	\$ 125.00
5/14/2025	17439	Cameron Building Maintenance, Inc.	Janitorial services - Admin April	\$ 375.00
5/14/2025	17440	Cascade Fire Equipment	Dual Complaint Uniform Pants - Lord	\$ 215.00
5/14/2025	17441	Caselle, Inc.	Contract support charges 06/01/2025-06/30/2025	\$ 296.00
5/14/2025	17442	Central Oregon Com College	820314087 Klosterman Tuition	\$ 2,113.25
5/14/2025	17442	Central Oregon Com College	820322224 Wallace Tuition	\$ 1,304.25
5/14/2025	17442	Central Oregon Com College	820322224 Wallace S131 FF Type 1	\$ 121.00
5/14/2025	17443	City of Sisters	04-6332-00 Elm St.	\$ 276.59
5/14/2025	17443	City of Sisters	02-5766-00 Locust	\$ 71.82
5/14/2025	17444	CLOVERDALE VOLUNTEER FIREFIGHTER ASSOC	Reimb. Cloverdale for Spray the Kids Giveaway (1/2)	\$ 285.62
5/14/2025	17445	Damon Frutos	Per Diem Frutos - OSFM TFLD Symposium	\$ 110.00
5/14/2025	17446	Ed Staub & Sons Petroleum	Propane - Elm (432.70 gals)	\$ 843.85 *
5/14/2025	17446	Ed Staub & Sons Petroleum	Propane - Buffalo (215.80 gals)	\$ 420.85 *
5/14/2025	17446	Ed Staub & Sons Petroleum	Propane - Camp Sherman (211.60 gals)	\$ 391.92 *
5/14/2025	17446	Ed Staub & Sons Petroleum	Fuel	\$ 1,136.83 *
5/14/2025	17447	InnerTech	IT Services and remote assistance	\$ 180.00
5/14/2025	17448	John (Jack) Wales	Reimb. Structural FF Boots	\$ 202.49
5/14/2025	17449	L.N. Curtis and Sons	strcture gloves	\$ 270.71
5/14/2025	17450	Lighthouse Uniform Co.	Meredith Belt	\$ 33.20
5/14/2025	17451	Lightspeed Networks	Internet & Phone Service - Sta 701	\$ 833.77
5/14/2025	17452	Lynn Thomson	Reimb. items purchased for Hampton Going-Away	\$ 26.54
5/14/2025	17453	MES Service Company, LLC	SEEK ATTACKPRO VRS TIC	\$ 7,754.80
5/14/2025	17453	MES Service Company, LLC	SEEK ATTACKPRO TRUCK CHARGER	\$ 1,398.00
5/14/2025	17453	MES Service Company, LLC	SEEK GEARKEEPER RETRACTOR/CARABINER	\$ 129.98
5/14/2025	17454	Northwest Safety Clean	Turn out repair	\$ 318.91
5/14/2025	17455	Pac Office Automation - Lease	Contract #500-50609347	\$ 290.00
5/14/2025	17456	Pacific Power Group, LLC	Semi-annual inspection	\$ 1,636.34
5/14/2025	17457	Patrick Burke	Reimb. facility supplies purchased at Home Depot	\$ 82.88
5/14/2025	17458	Ponderosa Forge & Ironworks, I	Drill holes in address sign posts	\$ 175.00
5/14/2025	17459	Pony Express, Inc.	Shipping Honeywell	\$ 117.92
5/14/2025	17459	Pony Express, Inc.	Shipping LN Curtis	\$ 31.18
5/14/2025	17460	Republic Services	Acct 3-0675-7192322	\$ 21.39
5/14/2025	17461	SeaWestern, Inc.	HOLMATRO PM SERVICE/REPAIR	\$ 4,110.00
5/14/2025	17461	SeaWestern, Inc.	Quarterly air sample and CO monitor calibration	\$ 295.00
5/14/2025	17461	SeaWestern, Inc.	Class B Shirt - New RVs	\$ 742.00
5/14/2025	17462	Sisters Coffee Company	coffee-2 bags	\$ 147.00
5/14/2025	17463	Tewalt & Sons, Inc.	Propane Tank Project	\$ 1,714.72
5/14/2025	17464	Vohs Custom Landscaping	Spring Cleanup & Weekly Maintenance - April	\$ 7,115.00
5/19/2025	17465	911 Supply	Class A - Jacket Meredith	\$ 152.61
5/19/2025	17466	Angela Linker	Cell phone reimb. Jan 2025-Apr 2025	\$ 200.00
5/19/2025	17467	East Cascade	Fire System Monitoring 06/01/2025-08/31/2025	\$ 334.87
5/19/2025	17468	Julie Spor	Mileage Reimb. - Umatilla County FD 1 Meetings	\$ 289.51
5/19/2025	17468	Julie Spor	Cell Phone Reimb (10 mos) 7/24-4/25	\$ 500.00
5/19/2025	17469	L.N. Curtis and Sons	G1 Lens Facepiece	\$ 538.89
5/19/2025	17470	Local Government Law Group, P.C.	Legal services - General	\$ 2,803.50
5/19/2025	17471	Mission Linen Supply, Inc.	mats/rugs	\$ 64.83
5/19/2025	17472	Momentum Promo	Embroidery: Klosterman, Wallace, Burke	\$ 268.73

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
5/19/2025	17473	Noble Tatro	Reimb. Wildland Boot	\$ 250.00
5/19/2025	17474	Nugget Newspaper, LLC	Help wanted - Shift Commander	\$ 48.00
5/19/2025	17474	Nugget Newspaper, LLC	Display ad	\$ 712.50
5/19/2025	17475	Pauly, Rogers and Co., PC	Audit services 6/30/2024	\$ 12,816.00
5/19/2025	17476	Rachelle Otasu	Reimb. structure fire boots	\$ 202.00
5/19/2025	17477	SeaWestern, Inc.	Class B Shirt - New RVs	\$ 158.68
5/19/2025	17478	Secretary of State	Annual District Audit 2023-2024	\$ 350.00
5/19/2025	17479	Sisters-Camp Sherman F&A Assn.	Donations Pass Through - General	\$ 22,187.50
5/19/2025	17480	Treasure Valley Coffee	water & cooler rental	\$ 231.15
5/26/2025	700052	US Bank - Visa	ACTIVE911 SUBSCRIPTION, NEW PERSONNEL	\$ 100.08
5/26/2025	700052	US Bank - Visa	PC STICK FOR CAD TERMINAL	\$ 180.49
5/26/2025	700052	US Bank - Visa	KEYBOARD FOR PC STICK	\$ 24.99
5/26/2025	700052	US Bank - Visa	FLOOR SQUEEGEES FOR 701/703/704	\$ 107.91
5/26/2025	700052	US Bank - Visa	OHA EMT LICENSE RENEWAL	\$ 110.00
5/26/2025	700052	US Bank - Visa	OHA PARAMEDIC LICENSE RENEWAL	\$ 600.00
5/26/2025	700052	US Bank - Visa	DMV LICENSING/REGISTRATION FOR REMOUNT AMBULANCE	\$ 132.00
5/26/2025	700052	US Bank - Visa	BULLARD TIC BATTERIES (723/724)	\$ 138.59
5/26/2025	700052	US Bank - Visa	DISHWASHER TABLETS	\$ 47.96
5/26/2025	700052	US Bank - Visa	KLEENEX	\$ 32.98
5/26/2025	700052	US Bank - Visa	KITCHEN PAPER TOWELS	\$ 81.96
5/26/2025	700052	US Bank - Visa	LAUNDRY DETERGENT PODS	\$ 19.99
5/26/2025	700052	US Bank - Visa	OHA EMT LICENSE RENEWAL	\$ 330.00
5/26/2025	700052	US Bank - Visa	OHA PARAMEDIC LICENSE RENEWAL	\$ 600.00
5/26/2025	700052	US Bank - Visa	Office supplies	\$ 71.15
5/26/2025	700052	US Bank - Visa	Black flanges for medic remount	\$ 50.44
5/26/2025	700052	US Bank - Visa	WALL MOUNT FOR KEYBOARD	\$ 8.99
5/26/2025	700052	US Bank - Visa	Shipping for wrong part ordered	\$ 45.41
5/26/2025	700052	US Bank - Visa	Credit from Amazon	\$ (8.99)
5/26/2025	700052	US Bank - Visa	Amazon promotional credit applied	\$ (20.00)
5/26/2025	700052	US Bank - Visa	Exit Signs	\$ 70.94
5/26/2025	700052	US Bank - Visa	Supplies for food prep - training event	\$ 8.50
5/26/2025	700052	US Bank - Visa	Flights/Insurance for RV's to EMT School	\$ 2,104.20
5/26/2025	700052	US Bank - Visa	Tires for old amb chassis	\$ 154.50
5/26/2025	700052	US Bank - Visa	Starlink Internet Service - Station 704	\$ 65.00
5/26/2025	700052	US Bank - Visa	Engine power points and cords	\$ 41.38
5/26/2025	700052	US Bank - Visa	Cabin filter	\$ 19.97
5/26/2025	700052	US Bank - Visa	Radio chest harnesses	\$ 756.22
5/26/2025	700052	US Bank - Visa	Wildland gloves	\$ 430.21
5/26/2025	700052	US Bank - Visa	Fingerprints for Paramedic Recert	\$ 57.50
5/26/2025	700052	US Bank - Visa	Passport nametags	\$ 94.60
5/26/2025	700052	US Bank - Visa	Pager battery replacement	\$ 95.17
5/26/2025	700052	US Bank - Visa	Extrication tools for 726	\$ 69.94
5/26/2025	700052	US Bank - Visa	Lunch for TPE Testing	\$ 114.00
5/26/2025	700052	US Bank - Visa	Lunch for Struggle Well Class (OFCA Reimbursing)	\$ 283.68
5/26/2025	700052	US Bank - Visa	Disinfectant wipes	\$ 6.99
5/26/2025	700052	US Bank - Visa	Batteries for Smoke Alarms	\$ 162.43
5/26/2025	700052	US Bank - Visa	Birthday Celebration - Linker	\$ 128.24
5/26/2025	700052	US Bank - Visa	EMT Renewal - Lord	\$ 55.00
5/26/2025	700052	US Bank - Visa	Otasu Training Registration Fees	\$ 425.00
5/26/2025	700052	US Bank - Visa	Vehicle Extrication Textbooks	\$ 498.00
5/26/2025	700052	US Bank - Visa	Office Supplies - TO	\$ 45.95
5/26/2025	700052	US Bank - Visa	Training Supplies	\$ 20.57
5/26/2025	700052	US Bank - Visa	Frutos - Lodging for Training	\$ 123.20
5/26/2025	700052	US Bank - Visa	Mike's Mobile Mix - Concrete for propane tank project	\$ 788.00
5/26/2025	700052	US Bank - Visa	Supplies for concrete project - Station 701	\$ 197.30
5/26/2025	700052	US Bank - Visa	Per Diem - Braun Trip	\$ 18.76
5/26/2025	700052	US Bank - Visa	Ice for Station 701	\$ 25.96
5/26/2025	700052	US Bank - Visa	Office Supplies - General	\$ 415.03
5/26/2025	700052	US Bank - Visa	Nametags, badge, collar brass - multiple	\$ 265.42
5/26/2025	700052	US Bank - Visa	Flags for special events (Fourth & 9-11)	\$ 347.95
5/26/2025	700052	US Bank - Visa	Lunch for fire academy	\$ 117.38
5/26/2025	700052	US Bank - Visa	Lunch for Struggle Well Class (OFCA Reimbursing)	\$ 342.00
5/26/2025	700052	US Bank - Visa	Food for Budget/Board Meetings	\$ 260.00
5/26/2025	700052	US Bank - Visa	Amazon credit for fence part returned	\$ (132.95)
5/26/2025	700052	US Bank - Visa	Polos for new RVs	\$ 201.60
5/26/2025	700052	US Bank - Visa	Food for Hazmat Call crew	\$ 121.73
5/26/2025	700052	US Bank - Visa	Photo frames for RV wall	\$ 91.11
5/26/2025	700052	US Bank - Visa	Adobe licenses (9 of 9)	\$ 215.91
5/26/2025	700052	US Bank - Visa	Camp Sherman PO Box Renewal Fee	\$ 36.00
5/26/2025	700052	US Bank - Visa	Canva Pro Subscription	\$ 14.99

\*Signed by Deputy Chief and Finance Manager or Fire Chief and Finance Manager

Report Criteria:

Include transaction count  
 Journal Code: Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
05/31/2025	1	Ambulance Receivables to Actual	1-00-0-1120	Ambulance Receivables	.00	11,357.41-
05/31/2025	2	Ambulance Receivables to Actual	1-00-0-1160	Allowance for Uncollectible Am	5,678.71	
05/31/2025	3	Ambulance Receivables to Actual	1-01-0-41100	Ambulance Revenue	5,678.70	
05/31/2025	4	Txfr frm Bldg Res for Solera Consulting Bill	1-00-0-1070	LGIP Acct #4374	26,100.00	
05/31/2025	5	Txfr frm Bldg Res for Solera Consulting Bill	3-00-0-1070	Bldg Fund	.00	26,100.00-
05/31/2025	6	Txfr frm EQ Res for Braun Amb Remount B	1-00-0-1070	LGIP Acct #4374	262,971.54	
05/31/2025	7	Txfr frm EQ Res for Braun Amb Remount B	4-00-0-1070	Equipment Fund	.00	262,971.54-
Total JOURNAL ENTRIES (JE):					<u>300,428.95</u>	<u>300,428.95-</u>

References: 7 Transactions: 7

Grand Totals:

300,428.95      300,428.95-

Report Criteria:

Include transaction count  
 Journal Code: Journal code = "JE"

## Ambulance Receivable as of May 31, 2025

	<u>SystDes</u>
Beginning Ambulance Receivable	<b>296,173.66</b>
Payments received	56,421.06
Adjustments	77,320.35
New Charges	122,384.00
<b>ENDING Ambulance Receivable</b>	<b>284,816.25</b>

**Total # of Transports** **54**

### Adjustments

Medicare/Medicaid	67,770.87
Collection	9,070.82
Bankruptcy/Other Writeoff	478.66
FireMed	-
<b>Total Adjustments</b>	<b>77,320.35</b>

### Outstanding Accounts By Age

CURRENT	165,642.43
31 to 60 days	37,988.40
61 to 90 days	29,636.69
91 to 120 days	16,603.47
OVER 120 days	34,945.26
<b>Total Outstanding as of 05/31/2025</b>	<b>284,816.25</b>

## Engine Response Billing as of May 31, 2025

<b>Beginning Engine Response Rec</b>	<b>9,294.50</b>	
<b>Payments received</b>	<b>250.00</b>	
<b>Adjustments</b>	-	
<b>New Charges</b>	-	
<b>ENDING Engine Response Rec</b>	<b>9,044.50</b>	
Total # Billed in 2020/21		12
Total # Billed in 2021/22		3
Total # Billed in 2022/23		20
Total # Billed in 2023/24		12
<b>Total # Billed in 2024/25</b>	<b>10</b>	
Total Billed 2020/21	\$	2,700.00
Total Billed 2021/22	\$	1,275.00
Total Billed 2022/23	\$	3,420.00
Total Billed 2023/24	\$	2,431.25
<b>Total Billed in 2024/25</b>	<b>\$ 2,130.00</b>	
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
<b>Total Received 2024/25</b>	<b>\$ 1,571.75</b>	
2020/21 % Collected		94%
2021/22 % Collected		20%
2022/23 % Collected		52%
2023/24 % Collected		96%
<b>2024/25 % Collected to Date</b>	<b>74%</b>	

To our incredible scholarship donors,

A heartfelt thank you for another incredible year of supporting our youth! [Your generosity continues to make a profound impact.](#)

In the coming months, I will be sending information about your 2025 awardees, including when to login to view their thank-you notes. Their next step is to inform me which school to write their scholarship check to as well as upload their thank-yous. If they haven't made their final decision yet on which school they're attending, there may be a slight delay, but we ask them to finalize by **July 31**.

This Fall, I will check in with you about renewing your scholarship for next year and discuss any updates or adjustments you'd like to make. However, if you already have changes in mind, feel free to reach out anytime—or let's schedule a coffee to talk in person. If it's fresh in your mind, let's connect sooner rather than later!

Thank you again for your support,

Regan

**Regan Roberts** | Executive Director

Sisters Graduate Resource Organization (Sisters GRO)

email: [regan@sistersgro.org](mailto:regan@sistersgro.org)

[www.sistersgro.org](http://www.sistersgro.org)





## **Resolution 2024-2025-014**

- I. **Topic:** Facilities Master Plan – AP Triton **Date:** June 17, 2025
- II. **Initiator:** Tony Prior, Fire Chief
- III. **Fund:** Building Reserve Fund
- IV. **Contact Person:** Chief Prior

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District budgeted funds in the 2024-2025 Fiscal Year for architectural services/facilities review to prepare a scope of work related to facilities in preparation for a potential bond renewal in 2027; and

WHEREAS, staff received a proposal from AP Triton in March 2025 and the Board entered into a contract with AP Triton for facilities master planning as outlined in Staff Report SR-25-1 on April 3, 2025; and

WHEREAS, the District has received progress billing per the contract which are now due and payable; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection to:

Authorize the expenditure of funds for the project from the Building Reserve Fund for payment not to exceed the contract amount \$64,652 as budgeted.

Resolution adopted by a majority vote of the Board of Directors on this 17<sup>th</sup> day of June, 2025.

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Julie Spor, Clerk of the Board

AP Triton, LLC  
1309 Coffeen Ave, Suite 3178  
Sheridan, WY 82801 US  
8332515824  
verwin@aptriton.com  
www.aptriton.com



AP TRITON  
VISION · INNOVATION · SOLUTIONS

**BILL TO**  
Sisters-Camp Sherman Fire  
Protection District  
Attn. Fire Chief Anthony Prior  
PO Box 1509  
Sisters, OR 97759

**INVOICE 2025-167**

**DATE 05/19/2025 TERMS Net 30**

**DUE DATE 06/18/2025**

DESCRIPTION	AMOUNT
Facilities Master Plan	6,465.20
Initial Installment: 10%	

**TOTAL DUE \$6,465.20**

RCVD 6-28-25 PO# 1025  
ACCT # 310-2-53415  
CAPT INITIALS \_\_\_\_\_  
CHIEF INITIALS ra



**PAID**

6-25-25

AP Triton, LLC  
1309 Coffeen Ave, Suite 3178  
Sheridan, WY 82801 US  
8332515824  
verwin@aptriton.com  
www.aptriton.com



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Protection District  
Attn. Fire Chief Anthony Prior  
PO Box 1509  
Sisters, OR 97759

**INVOICE 2025-168**

**DATE** 05/19/2025 **TERMS** Net 30

**DUE DATE** 06/18/2025

DESCRIPTION	AMOUNT
Facilities Master Plan	7,111.72
April project completion: 11%	
Total project completion 11%	

**TOTAL DUE** \$7,111.72

RCVD 5-28-25  
ACCT # 5-10-25-415  
CAPT INITIALS  
CHIEF INITIALS

**PAID**  
6-5-25

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1309 Coffeen Ave, Suite 3178  
Sheridan, WY 82801 US  
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Sisters-Camp Sherman Fire  
Protection District  
Attn. Fire Chief Anthony Prior  
PO Box 1509  
Sisters, OR 97759

**INVOICE 2025-187**

**DATE 06/02/2025 TERMS Net 30**

**DUE DATE 07/02/2025**

DESCRIPTION	AMOUNT
Facilities Master Plan	35,558.60
May project completion: 55%	
Total project completion 66%	

**TOTAL DUE \$35,558.60**

RCVD 6.4.25 PO# 4076  
ACCT # 3-10-263415  
CAPT INITIALS \_\_\_\_\_  
CHIEF INITIALS \_\_\_\_\_

**PAID**  
6-5-25



# PURCHASE ORDER

# 6078

**SISTERS-CAMP SHERMAN FIRE DISTRICT**  
301 South Elm Street, PO Box 1509  
Sisters, Oregon 97759  
PHONE (541) 549-0771 FAX (541) 549-1343

1399

ISSUED TO: AP TRITON, LLC  
1309 COFFEEN AVE  
SUITE 3178  
SHERIDAN WY 82801

SHIP TO: SISTERS-CAMP SHERMAN  
PO BOX 1509  
301 SOUTH ELM STREET  
SISTERS OR 97759

PURCHASE ORDER DATE: 06/05/2025

CONTACT: JS

---

<u>REQ #</u>	<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>	<u>GL ACCOUNT</u>
0	1.00	Facilities Master Planning	64,652.00	64,652.00	3-10-2-53415

---

TOTAL 64,652.00

APPROVED BY:

*AP 6/5/25*



**Sisters-Camp Sherman R.F.P.D.**

PO Box 1509  
Sisters, Oregon 97759  
541-549-0771

US Bank  
PO Box 550  
Sisters, Oregon 97759

24-22/1230

17485

06/05/2025

PAY TO THE ORDER OF AP TRITON, LLC

\*\*49,135.52\*\*

\$

\*\*\*Forty-nine Thousand One Hundred Thirty-five and 52/100 Dollars\*\*\*

DOLLARS

AP TRITON, LLC  
1309 COFFEEN AVE  
SUITE 3178  
SHERIDAN WY 82801

MEMO

*Anthony D. P...  
AS*  
AUTHORIZED SIGNATURE

SECURE DOCUMENT SOURCE IMAGES FADE WHEN HEAT IS APPLIED

⑈0 17485⑈ ⑆ 123000220⑆ 169700958849⑈

**Sisters-Camp Sherman R.F.P.D.**

17485

Vendor: 1,399 AP Triton, LLC

06/05/2025

Check No: 17,485

INVOICE #	INV DATE	DESCRIPTION	INV AMOUNT
2025-167	05/19/2025	Facilities Master Planning - Initial Installment	6,465.20
2025-168	05/19/2025	Facilities Master Planning - April Project Co	7,111.72
2025-187	06/02/2025	Facilities Master Planning - May Project Com	35,558.60

TOTAL AMOUNT 49,135.52

**Sisters-Camp Sherman R.F.P.D.**

17485

06/05/2025

Check No: 17,485

DESCRIPTION	INV AMOUNT
Facilities Master Planning - Initial Installment	6,465.20
Facilities Master Planning - April Project Co	7,111.72
Facilities Master Planning - May Project Com	35,558.60

TOTAL AMOUNT 49,135.52

*Sign - but we want mail until Board approves Resolution attached.*



## **Resolution 2024-2025-015**

- I. **Topic:** Purchase of Thermal Imager Camera **Date:** June 9, 2025
- II. **Initiator:** Tony Prior, Fire Chief
- III. **Fund:** Equipment Reserve Fund
- IV. **Contact Person:** Chief Prior

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District planned for the purchase of a thermal imager camera in the 2024/2025 fiscal year; and

WHEREAS, staff researched and procured a model that provided improved technology and at fair price looking at multiple retailers that would meet the needs of the District; and

WHEREAS, staff recently completed the purchase for the thermal imaging camera and the purchase will need to be reclassified to the Equipment Reserve Fund; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection to:

Authorize the expenditure from the Equipment Reserve Fund for an amount not to exceed \$10,000 as budgeted.

Resolution adopted by a majority vote of the Board of Directors on this 17<sup>th</sup> day of June 2025.

---

Julie Spor, Clerk of the Board



## **Resolution 2024-2025-016**

- I. **Topic:** Making Remainder of 2024-2025 Budgeted Transfers **Date:** June 17, 2025
- II. **Initiator:** Chief Prior
- III. **Fund:** General Fund, Employment Reserve, Building Reserve, Equipment Reserve
- IV. **Contact Person:** Chief Prior

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District budgeted funds to be transferred from the General Fund in the 2024-2025 Fiscal Year; and

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District Board of Directors authorizes these transfers; and

WHEREAS, funds are available in the General Fund account for these transfers;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection:

Authorizes the transfer of \$21,500 into the Employment Reserve Fund; \$182,948 into the Building Reserve Fund; and \$341,195 into the Equipment Reserve Fund from the General Fund.

DATED the 17<sup>th</sup> day of June 2025.

The above resolution statements were approved and declared adopted on this 17<sup>th</sup> day of June 2025.

---

Julie A. Spor, Clerk of the Board



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

**Oath of Office**

I, Craig Matthews, do solemnly swear, that I will support the constitution of the United States of America, and of the State of Oregon, and that I will faithfully discharge my duties as Director of the Sisters-Camp Sherman Rural Fire Protection District.

\_\_\_\_\_  
Craig Matthews

Subscribed and Sworn to before me this 17<sup>th</sup> day of June 2025.

\_\_\_\_\_  
Notary Public for Oregon

My Commission Expires: \_\_\_\_\_



**Sisters-Camp Sherman Rural Fire Protection District**  
*“Protecting Life and Property through Quality Service”*

**Oath of Office**

I, Jeff Tryens, do solemnly swear, that I will support the constitution of the United States of America, and of the State of Oregon, and that I will faithfully discharge my duties as Director of the Sisters-Camp Sherman Rural Fire Protection District.

---

Jeff Tryens

Subscribed and Sworn to before me this 17<sup>th</sup> day of June 2025.

---

Notary Public for Oregon

My Commission Expires: \_\_\_\_\_



**Fire Chief's Report**  
**2<sup>nd</sup> half May – 1<sup>st</sup> half June**

**1. Fire Activity:**

- Crews responded to several illegal debris burns at the end of the burn season with none of them being out of control. Also, three very small brush fires, all human-caused.
- 745, 731 and 711 responded to the Euston Fire in Redmond. This was the first multi-alarm wildfire of the season in Central Oregon. Many of the lessons learned from our after-action review of last season, and our pre-season training were implemented, resulting in great success in management of this fire.

**2. Noteworthy Operational Events:**

- DPSST brought extrication tools and Hayden Jones from DPSST and Nic Newcomb from Sunriver FD taught a two-day course to our staff, along with individuals from BBR and Cloverdale Fire Districts. Also, a huge thanks to Davis Towing for delivering cars and participating in the training with resources they can provide during emergencies.
- We completed interviews for the vacant Fire Medic position and hired Mark Cooley who began June 2<sup>nd</sup>.
- Budget work completed with approval from Budget Committee. Final Board adoption scheduled for June meeting.

**3. Community Service Events/Meetings**

- I attended the following meetings.
  - Department Mtns, Mon Morn Mtns, Staff Mtns, Officers Mtns, Shift Commander Mtn, Board Mtn.
  - Liz Loomis zoom Mtn 5/23
  - VIT Mtn 5/20

**4. Special Projects Update:**

- Ambulance remount
  - After final inspection, the ambulance went to DC911 for radio install, then to Carlson Signs for graphics and we are now in the process of getting the ambulance in service with our equipment.
- Type 6 remounts
  - Decals have been installed; radios and lighting are completed and both apparatuses are in-service for the year.
- Generator replacement
  - We are now working on the contract with North Rim Electric and have the ATS's being shipped to our location. We are hopeful to have the project start soon.

## 5. Volunteer Status:

- Fire Association is working on the following:
  - Congratulations to Craig Mathews for being elected to the Board of Directors. With that, we are now looking for a new Association President.
  - Strategic Plan completed and we will be sending the final version out to the Association.
  - Health and Wellness seminar for First Responders and spouses has been set for July 29<sup>th</sup> with coordination by Rachelle Otasu. Flyers have been created and dispersed to all Central Oregon fire and law enforcement agencies.
  - June 29<sup>th</sup> will be the kick off party for summer with recognition of those who've graduated, ones moving on, and a chance to get together before the business of summer hits us all.
- Fire Corps:
  - Coordination with SPRD has been made and the bike safety event has been set for June 7<sup>th</sup>, along with their Kid Fest.
  - Support for Fire and Life Safety Div during C4C public Mtn @ elementary school.
  - Kindergarten roundup is planned for parents and new students.
  - Lunches and dinners for academy, extrication class and multi-agency training night on 6/10.
  - 4<sup>th</sup> Fest and Quilt Show are set with staff signed up to participate for those.
- Volunteer Ops Group:
  - Volunteer Structural Fire Academy continues with a great group of students.
  - Trainings have included basic introduction to firefighting, extrication, wildland fire ops, hose deployment and hose handling, car fires, propane tank fires, and donning and doffing of firefighting gear and airpacks.

## 6. Other:

Thank you all for stepping up to cover me while on vacation the last part of May and first few days of June. It's hard to believe that it's already been a year for me as the Chief of this amazing organization.

Our personnel have been hard at work preparing for the summer months, with special events, wildfire preparation, new apparatus being put into service, and training the newest additions to our operational groups. It takes all hand on deck to make this all happen and I'm truly thankful for all that you do!

Chief Prior



## Fire & Life Safety Division Report

June 2025

(Statistics included are from the prior month)

### **Pub Education Report & Fire Corps:**

- ISU Events / Responses
  - Hazardous Material Incident Response
  - Fire Training Academy Support
- CPR Training
  - 12
- Community AED
  - 0
- Blood Pressure Screenings
  - 14
- Wildfire Home Safety Assessments
  - 22
- Home Safety Assessments
  - 0
- Smoke Alarm Installations
  - 3
- Fire Station Tours
  - 0
- Special Events
  - 0
- Address Signs
  - 5
- Child Safety Seats
  - 1

### **Public Event Permit Applications Review:**

- Barnduster 6-7-25
- Celebration of Life 6-21-25
- Chef's Cycle 6-4-2025

- Living Well with Dementia Sisters Walk Event 6-21-25
- Rodeo Parade – 6-14-2025

**New Construction Plan Review:**

- 387 N. Pine Street
- 605 W. Three Peaks Dr.
- 17317 Wilt Rd.
- 507 W. Three Peaks Dr.
- 607 W. Three Peaks Dr.
- 716 S. Oak St.
- 771 W. Hood Ave.
- 781 W. Hood Ave.

**Alarm / Sprinkler Final:**

- 0

**Commercial Business Inspections:**

- 114 N. Oak St.
- 171 W. Main Ave. Food Truck
- 210 N. Woodson St. – Re-Inspection
- 101 W. Main Ave. Suite B
- 101 W. Main Ave. Suite C
- 101 W. Main Ave. Suite A
- 101 W. Main Ave Suite D
- 101 W. Main Ave. Suite F
- 101 W. Main Ave. Suite E2
- 1100 US 20 Hwy.
- 223 E. Hood Ave. – Food Truck
- House on the Metolius (13 Inspection reports)
- 114 N. Oak St. Re-Inspection
- 223 E. Hood Ave. – Food Cart Re-Inspection

**Other Fire Safety / Prevention / Pub Education Request:**

- Information request
- Land Use request review

- Addressing review
- Knox-box lockups.
- Business License Review
  - 101 W. Main Ave. Suite B
  - 223 E. Hood Ave. – Food Truck
  - 341 W. Cascade Ave.
  - P. O. Box 583 Camp Sherman

**Fire Investigations:**

- 0

**Outside Training & Events Attended:**

- Struggle Well Training – JP, SL
- OFMA Conference- JP, SL
- CPR recertification - JP
- Open House Station 703 – Defensible Space themed – JP, SL
- C4C - Are We Covered Event – SL
- 

**Meetings Attended:**

- Sisters Community Wildfire Mitigation Group Meeting – JP
- Special Board Meeting - JP
- Officers Meeting - JP
- Pine Meadow Firewise Walk Through - SL
- C4C Prep Meeting - SL
- Meeting with City Principal Planner Matt Martin – Defensible Space JP, SL
- Crossroads HOA Meeting - SL

**Other Notable Information:**

- FF/EMT/ CRR Lord and Fire Marshal Puller work with USFS on homeless camp plotting with mapping software.
- The City of Sisters approved a Defensible Space Code for new construction within the city.