



## **AGENDA**

**Notice of Regular Meeting & Budget Hearing of the  
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District  
Tue, Jun 15, 2021 5:00 PM - 6:30 PM (PDT)**

Join Online <https://global.gotomeeting.com/join/356580197> or by Phone: [+1 \(786\) 535-3211](tel:+17865353211) Access Code: 356-580-197

1. Open the regular meeting and Adjourn to Budget Hearing
  - a. Receive public comment
  - b. Approve Resolution 2020-2021-006 Making appropriations, adopting the budget and imposing/categorizing taxes
2. Close the Budget Hearing and Reconvene Regular Meeting
3. Consent agenda
  - a. Administrative Summary
  - b. May 2021 Minutes of Budget Committee Meeting
  - c. May 2021 Minutes of Regular Meeting
  - d. Dashboard report
  - e. Bank statement and reconciliations
  - f. Operating fund summaries
  - g. Balance sheets
  - h. Check register
  - i. Adjusting Journal Entries
  - j. Ambulance Receivables
  - k. Engine Response Report
  - l. Safety Committee Minutes – May 2021
4. Administration
  - a. Community Hall Use Update
  - b. Renew Budget Committee Member Terms for three years: Ken Jones and Daly Haasch
  - c. Staff Reports
    - i. SR-21-04 Surplus Equipment
    - ii. SR-21-05 Expenditure of Grant Funds for Radios
  - d. Resolutions
    - i. 2020-2021-007 Making Transfers to Reserve Funds
    - ii. 2020-2021-008 Authorizing the Purchase of VHF Radio Equipment from grant funds in the 2021-2022 Fiscal Year.
5. President Report
6. Fire Chief Report:
  - a. Call activity and personnel response
7. Fire Safety Manager report
8. Other business
9. Adjourn meeting

The meeting location is accessible to persons with disabilities. A request for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. Call 541-549-0771.



**RESOLUTION 2020-2021-006**

**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 2021-2022 General Fund, Employment Reserve Fund, Building Reserve Fund, Equipment Reserve Fund, and Debt Service Fund in the amount of \$7,492,335\* now on file at the Deschutes County and Jefferson County Assessor's Office.

**MAKING APPROPRIATIONS**

<b>General Fund</b>		<b>Employment Reserve Fund</b>	
Administration	\$ 796,017	Reserved for Future Exp	\$ 165,680
Operations	\$2,061,109	PERS Reserved for Future Exp	\$ 159,471
Maintenance	\$ 389,280	<b>Total:</b>	<b>\$ 325,151</b>
Volunteers	\$ 416,996		
Contingency	\$ 326,443	<b>Building Reserve Fund</b>	
Transfers to Reserve Funds	\$ 570,245	Capital Outlay	\$ 69,586
Unappropriated Ending Fund Balance	<u>\$1,074,084</u>	Reserved for Future Exp	<u>\$ 212,193</u>
<b>Total:</b>	<b>\$5,634,174</b>	<b>Total:</b>	<b>\$ 281,779</b>
		<b>Equipment Reserve Fund</b>	
<b>Debt Service Fund</b>		Capital Outlay	\$ 187,724
Debt Service	\$ 203,095	Reserved for Future Exp	\$ 808,872
Unappropriated Ending Fund Balance	<u>\$ 51,540</u>	<b>Total:</b>	<b>\$ 996,596</b>
<b>Total:</b>	<b>\$ 254,635</b>		

<b>Total Appropriations, All Funds</b>	<b>\$5,020,495</b>
<b>Total Unappropriated and Reserve Amounts, All Funds</b>	<b><u>\$2,471,840</u></b>
<b>TOTAL ADOPTED BUDGET</b>	<b>\$7,492,335* (*amounts with asterisks must match)</b>

**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 \$216,059 for bonds;

and that these taxes are hereby imposed and categorized for tax year 2021-2022 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.....	\$216,059

The above resolution statements were approved and declared adopted on this 15th day of June 2021.

Julie A. Spor, Clerk of the Board

A public meeting of the Sisters-Camp Sherman Rural Fire Protection District will be held on June 15, 2021 at 5 pm electronically via GoToMeeting. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2021 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 by contacting our Administration office at 541-549-0771 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. Due to the COVID-19 Pandemic, the GoToMeeting information for citizen testimony to be heard at the meeting may be requested by contacting Julie at (541) 549-0771 or [spor@sistersfire.com](mailto:spor@sistersfire.com).

Contact: Julie Spor

Telephone: 541-549-0771

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

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2019-2020	Adopted Budget This Year 2020-2021	Approved Budget Next Year 2021-2022
Beginning Fund Balance/Net Working Capital	3,521,939	2,409,445	2,736,163
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	465,692	534,461	553,038
Federal, State & all Other Grants, Gifts, Allocations & Donations	88,801	435,525	358,975
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	369,750	596,717	570,245
All Other Resources Except Current Year Property Taxes	220,718	98,700	83,600
Current Year Property Taxes Estimated to be Received	2,964,788	2,991,145	3,190,314
<b>Total Resources</b>	<b>7,631,688</b>	<b>7,065,993</b>	<b>7,492,335</b>

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	3,301,591	2,442,620	2,610,365
Materials and Services	693,599	1,013,369	952,384
Capital Outlay	438,197	488,400	357,963
Debt Service	194,358	196,274	203,094
Interfund Transfers	369,750	596,717	570,245
Contingencies	207,591	310,827	326,443
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	2,426,602	2,017,786	2,471,841
<b>Total Requirements</b>	<b>7,631,688</b>	<b>7,065,993</b>	<b>7,492,335</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	651,602	707,122	796,017
FTE	3.00	2.80	3.10
Operations	1,787,986	2,242,739	2,061,109
FTE	10.00	10.00	10.00
Maintenance	224,307	240,644	389,280
FTE	0.73	0.75	0.35
Volunteers	256,450	391,643	416,996
FTE	0.35	0.55	1.05
Not Allocated to Organizational Unit or Program	3,003,944	1,959,674	2,022,313
FTE	0.00	0.00	0.00
Employment Reserve Fund	1,083,939	161,471	325,151
FTE	0.00	0.00	0.00
Building Reserve Fund	25,293	297,442	281,779
FTE	0.00	0.00	0.00
Equipment Reserve Fund	403,809	868,984	996,596
FTE	0.00	0.00	0.00
Debt Service Fund	194,358	196,274	203,094
FTE	0.00	0.00	0.00
<b>Total Requirements</b>	<b>7,631,688</b>	<b>7,065,993</b>	<b>7,492,335</b>
<b>Total FTE</b>	<b>14</b>	<b>14</b>	<b>15</b>

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

The District was awarded a Volunteer Recruitment and Retention Grant for \$205,875, an Oregon Office of State Fire Marshal Grant for \$114,360 and has applied for an Assistance to Firefighter's Grant in the amount of \$143,100 for communications equipment. The District is budgeting to set aside money in the PERS Reserve for Future Expenditure in the Employment Reserve Fund to help offset the transitional liability incurred from joining the State and Local Government Rate Pool with PERS.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2019-20	Rate or Amount Imposed This Year 2020-2021	Rate or Amount Approved Next Year 2021-2022
Permanent Rate Levy (rate limit \$2,7317 per \$1,000)	\$2,7317	\$2,7317	\$2,7317
Local Option Levy			
Levy For General Obligation Bonds	\$206,765.00	\$213,341.00	\$216,059.00

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1,	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$1,235,000	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$0	\$0
<b>Total</b>	<b>\$1,235,000</b>	<b>\$0</b>

# Administrative Summary For Consent Agenda May 2021 Data

**Minutes** - No changes

## **Dashboard Report**

- Number of fire related calls decreased in May with 23 call but are up overall for the year.
- Number of ambulance transports increased to 46 transports in May.
- 7PC coverage for May increased with 54% covered.
- Total calls are up approximately 32% over last year at the same time.

## **Bank Statements and Reconciliations**

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

- Total sums of all funds equal ending balance of \$2,640,497.27.

### **LGIP –Debt Service Fund**

- Total balance equals ending balance of \$38,965.59

### **U.S. Bank**

- Ending balance was \$86,155.21 in US Bank checking at end of May.

## **Operating Fund Summaries**

### **Revenue**

- We have collected over 100% of anticipated tax revenue for the year.
- Ambulance revenue has exceeded expected projections with 115% of budgeted revenue collected to date.
- FireMed subscriptions have exceeded budgeted revenue to date.
- We received the FEMA AFG grant reimbursement for the purchase of SCBA's.

## **Balance Sheets**

- *General Fund: \$119.73 Insurance liability is due to an employee canceling their AFLAC policy and the invoice not being adjusted in time for payroll. This should clear with the June payroll.*
- *Miscellaneous liability will clear with quarterly donation payouts.*

## **Check Register**

- Check Number 12674 to Hoyt's Hardware. Lumber supplies to repair fence damaged during wind storm several months ago. Resident Volunteer Tyson Gradwahl completed the repairs.
- Check Number 12681 to Oregon Health Authority. SFY 20 GEMT administrative fee and federal draw-down.
- Check Number 12697 to Tim Wonderly Painting. For 30% deposit due on Station 701 exterior painting project.
- Check Number 12722 to Utility Trailer Sales of Central Oregon to repair damage to Engine 721 when it clipped the gate opener outside of Station 701.

## **Adjusting Journal Entries**

- Entry for ambulance receivables to actual.
- Entry for transfers from Equipment Reserve Fund to LGIP for upfitting costs for new Ambulance 771 and new Redmond Ambulance (775).
- Entry for transfers from Building Reserve Fund to LGIP for deposit on Station 701 Exterior Painting Project.

**Ambulance Report** - Total of 46 transports for May.

**Engine Response Report** – No new payments received and no new bills.



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

**Minutes of the Budget Committee of the**  
**Sisters-Camp Sherman Rural Fire Protection District**  
**May 18, 2021**

1. Board President Chuck Newport called the regular meeting to order at 3:05 p.m.
  - a. Budget Committee Attending: President Chuck Newport, Vice President Bill Rainey, Secretary/Treasurer Jack McGowan, Director Roger White, Member Jeff Tryens, Member Jeff Wester, Member Russ Morrison and Member Ken Jones.
  - b. Staff Attending: Chief Johnson, Deputy Chief Craig, Finance Manager Johnson and Executive Assistant Spor.
  - c. Absent: Director Kristie Miller and Budget Committee Member Daly Haasch.
2. Board President Chuck Newport introduced Directors, Committee Members and Staff. There was no public in attendance.
3. ***Unanimously appointed Committee Member Jeff Tryens as the Presiding Officer of the Budget Committee Meeting. Motion by Ken Jones, Russ Morrison second.***
4. President Newport announced that two members have terms expiring on June 30, 2021 and asked if those members were interested in being reappointed. Member Ken Jones indicated he would like to be reappointed. The other member, Daly Haasch was not in attendance. Staff will follow-up with her regarding her interest in being reappointed.
5. Presiding Officer Tryens turned the meeting over to Chief Johnson and Executive Assistant Spor to give the budget presentation.
6. Chief Johnson delivered a PowerPoint presentation with budget message highlights, an overview of the budget process to date and Executive Assistant Spor reviewed significant budget changes with the Committee.
  - a. Questions/discussion included:
    - i. Director Rainey inquired if adjustments would need to be made to the proposed document if the Cloverdale levy does not pass. *Chief Johnson and Executive Assistant Spor indicated that it would not need to be revised. Staff has prepared the budget to include receipt of a contract fee from Cloverdale if the levy passes. If the levy does not pass, the money would not be received nor expended related to the shared services agreement.*

- ii. Member Jeff Tryens offered to help with Board/Budget goals related to data collection and evaluating the types of data currently being collected versus what needs to be collected.
  - iii. Director McGowan said with the increase in building taking place in Sisters we may see increased calls for service. *Chief Johnson agreed that the increase in building and subsequent increase in revenue is a double-edged sword as it will likely increase calls for service. He also pointed out that a committee has been working on a staffing analysis project for the past year and staff has allocated money in the Employment Reserve Fund to implement staffing changes recommended by the committee in the event the Cloverdale levy fails.*
  - iv. Member Jeff Tryens asked if staff was prepared to fight a three-story apartment fire since the City/County have allowed three-story structures to be built within the District. *Chief Johnson said that new commercial buildings are required to be sprinkled and safe for residents. With that said, the District does not currently have a ladder truck, but relies on Black Butte Ranch Fire District and would auto-aid with Sisters on those types of calls. Chief Johnson did reach out to the insurance services office (ISO) to inquire about potential loss of rating status if the District doesn't have a ladder truck. Due to the limited number of these types of buildings within the District (less than ten currently), the rating would not be affected, but it could be a potential future need.*
  - v. Director McGowan inquired about potential large losses of equipment. *Chief Johnson said all District facilities and equipment are covered by insurance. In the event of a loss of an engine, the District has a backup engine. The Equipment Reserve Fund and the Equipment Replacement Plan would be utilized more for planned replacement as vehicles time-out.*
  - vi. *Executive Assistant Spor reviewed a change to the proposed document due to the last-minute news of receipt of Oregon Office of State Fire Marshal grant funds that will be received in the current fiscal year and spent in the next fiscal year. The grant award is \$114,360 and will be shared by Sisters-Camp Sherman, Black Butte Ranch and Cloverdale Fire District to purchase VHF radio equipment.*
7. **With no further discussion the Committee *Unanimously approved the Proposed Budget Document for Fiscal Year 2021-2022, with identified changes to the proposed document outlined in the May 19, 2021 Agenda for the Budget Committee Meeting of the Sisters-Camp Sherman Rural Fire Protection District item number six including related narrative updates, and approved taxes for the 2021/2022 Fiscal Year at the rate of \$2.7317 per \$1,000 of assessed value for operating purposes and \$216,059 for payment of general obligation bond principal and interest. Motion by Member Russ Morrison, Director McGowan second.***
  8. No further business was discussed, but both Chief Johnson and EA Spor thanked the Committee and specifically Member Jeff Tryens for his help and review of the budget document.
  9. The meeting adjourned at 4:19 p.m.

Julie Spor  
Clerk of the Board



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

**Minutes of the Board of Directors of the**  
**Sisters-Camp Sherman Rural Fire Protection District**  
**May 18, 2021**

1. President Chuck Newport called the regular meeting to order at 5:04 p.m.
  - a. Directors Attending: President Chuck Newport, Vice President Bill Rainey, Secretary/Treasurer Jack McGowan and Director Kristie Miller.
  - b. Absent: Director Roger White.
  - c. Staff Attending: Chief Johnson, Chief Craig, Captain Brown, Fire Medic Meredith, Executive Assistant Spor and Finance Manager Johnson.
2. **Association Report/Minutes** – The minutes from both April and May Association meetings were received with no questions or comments from the Board.
3. **Consent Agenda** - *The Consent Agenda was unanimously approved as presented. Motion by Director Rainey, Director Miller second.*
  - a. Administrative Summary – no comments.
  - b. April 2021 Minutes of the Regular Board Meeting – no comments/changes.
  - c. Dashboard Report – no comments.
  - d. Bank Statements and Reconciliations – no comments.
  - e. Operating Fund Summaries – no comments.
  - f. Balance Sheets – no comments.
  - g. Check Register
    - i. Director McGowan inquired about check numbers:
      1. 12608. This check was to purchase flowers for Captain Brown after his mother passed away.
      2. 12612. Traditionally staff requests three quotes prior to purchasing large items as per District purchasing policies. Chief Johnson was unsure if quotes were requested prior to the purchase of this set of tires.
      3. 12618. “Marrying straps” was described as a nylon strap that holds a set of firefighting tools (halogen and axe) together.
    - ii. Director Rainey inquired about check number:
      1. 12596. Blue card training is incident command training for all career shift personnel and volunteer officers.
4. **Administration**

- a. **Budget Committee Member Reappointment**
    - i. ***Unanimously re-appointed Ken Jones and Daly Haasch to the Budget Committee for a term of three years contingent upon final acceptance by Daly Haasch. Motion by Director Rainey, Director McGowan second.***
  - b. **Staff Report SR-21-03: Public Use of District Facilities**
    - i. Discussion: Chief Johnson summarized the Staff Report and there was a significant amount of discussion between the Directors and Staff regarding the best path forward. Some of the concerns expressed included how the District could avoid showing favoritism towards one group over another and liabilities associated with unvaccinated janitorial staff cleaning up after groups use the facilities. Ultimately the consensus of the Board was to approve the Sisters Outdoor Quilt Show application for their traveling quilts display with the caveat that the policy is under review by the Board and additional fees/requirements could apply after further discussion at the June Board Meeting.
5. **Resolutions**
- a. ***Unanimously approved Resolution 2020-2021-004 to Expend funds from the Building Reserve Fund for Station 701 Exterior Painting Project. Motion by Director Miller, Director Rainey second.***
  - b. ***Unanimously approved Resolution 2020-2021-005 to receive unanticipated project-specific grant funds in the 2020-2021 General Fund. Motion by Director McGowan, second Director Rainey.***
6. **President's Report** – President Newport thanked everyone for their hard work on preparing the proposed budget document.
7. **Fire Chief Report** – Chief Johnson reviewed his Fire Chief Report. He advised the Board that staff did close outdoor burning for a few days based on the fact that Oregon Department of Forestry entered into their fire season early and based on expected weather conditions. Staff will monitor weather closely and re-open for a few days before the official June 1 close being very cautious when making that decision.
8. **Fire Safety Manager Report**
- a. Fire Safety Manager Green sent his report to the Board, but was unable to attend.
9. **Adjourn**
- a. No further business was discussed and the meeting adjourned at 5:57 p.m.

Respectfully submitted,

Julie Spor  
Clerk of the Board



# Sisters-Camp Sherman Dashboard

5/31/2021

<b>Legend</b>	Good	Watch	Neutral	
<b>Financial</b>				
	<b>2020/2021 Budget</b>	<b>2020/2021 YTD Actual</b>	<b>% of Budget</b>	<b>92%</b>
<b>Revenue</b>				
Beginning Fund Balance	\$ 1,634,423.00	\$ 1,640,589.54	100.38%	
Property Taxes Recvd.	\$ 2,844,872.00	\$ 2,867,999.77	100.81%	
Ambulance Revenue	\$ 375,000.00	\$ 430,599.32	114.83%	
GEMT Ambulance Revenue	\$ 78,761.00	\$ 85,862.00	109.02%	
Fire Med Memberships	\$ 15,000.00	\$ 15,636.12	104.24%	
Grant Revenue	\$ 425,525.00	\$ 289,448.23	68.02%	
Conflagration Income	\$ 50,000.00	\$ -	0.00%	
Interest Income	\$ 40,000.00	\$ 19,467.70	48.67%	
Other	\$ 33,200.00	\$ 46,528.64	140.15%	
<b>Total YTD Revenue</b>	<b>\$ 5,496,781.00</b>	<b>\$ 5,396,131.32</b>	<b>98.17%</b>	
<b>Expenditures</b>				
Personnel	\$ 2,442,620.00	\$ 2,094,945.50	85.77%	
Materials and Services	\$ 909,028.00	\$ 594,165.63	65.36%	
Capital Outlay	\$ 230,500.00	\$ 219,000.88	95.01%	
Contingency	\$ 310,827.00	\$ -	0.00%	
Debt Service	\$ 196,274.00	\$ 183,135.59	93.31%	
<b>Total YTD Expenditures</b>	<b>\$ 4,089,249.00</b>	<b>\$ 3,091,247.60</b>	<b>75.59%</b>	
<b>Expenditures By Department</b>				
Administration	\$ 707,122.00	\$ 624,027.76	88.25%	
Operations	\$ 2,242,739.00	\$ 1,891,718.92	84.35%	
Maintenance	\$ 240,644.00	\$ 170,355.95	70.79%	
Volunteers	\$ 391,643.00	\$ 222,009.38	56.69%	
<b>Cash Balances</b>	<b>4/30/2021</b>	<b>5/31/2021</b>		
U.S. Bank Operating Account	\$ 315,735.43	\$ 86,155.21		
Local Govt. Invest. Pool	\$ 2,262,851.17	\$ 2,297,661.99		
Employment Reserve Fund	\$ -	\$ -		
Building Reserve Fund	\$ 87,173.12	\$ 79,277.12		
Equipment Reserve Fund	\$ 277,784.90	\$ 263,558.16		
Debt Service Fund	\$ 42,977.90	\$ 43,644.29		
<b>Total All Funds</b>	<b>\$ 2,986,522.52</b>	<b>\$ 2,770,296.77</b>		

<b>Legend</b>	Good	Watch	Neutral	
<b>Volunteer Activity</b>	<b>Last Month</b>	<b>Current Month</b>		
Number of Vol. Firefighters	39	39		
Number of EMS Vol.	5	5		
Number of Fire Corps Vol.	32	34		
Number of Student Vol.	9	9		
Volunteers In Training Acad.	0	0		
Volunteers in Recruitment	0	0		
<b>Emergency Responses</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Previous YTD</b>
Reported Fire-Related Calls	27	23	100	69
Confirmed Structure Fire	2	1	11	3
Confirmed Wildland Fire	1	6	14	7
Ambulance Responses	79	89	418	322
Ambulance Transports	45	46	220	154
<b>Total calls for month</b>	<b>106</b>	<b>112</b>	<b>518</b>	<b>391</b>
<b>Personnel Response</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Goal</b>
Volunteer Responses	288	330	1424	
Average Volunteer Response	2.72	2.95	2.75	
Career Responses	285	274	1310	
Average Career Response	2.69	2.45	2.53	
7 PC's initiated	21	28	139	75%
7 PC's Covered	10	15	77	54%
			<b>YTD</b>	<b>55%</b>
<b>Training Hours</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	
Volunteer Training Hrs.	318.45	594.5	1572.90	
Career Training Hrs.	159.55	146.5	669.20	
Career Certifications	0	0	3	
Volunteer Certifications	15	4	26	
<b>Employee Injuries</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to date</b>	
Requiring Treatment	0	0	0	
Not Requiring Treatment	0	0	0	

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)  
May 31, 2021

Account: 10001080  
Bank Account Number: 153695237070

Bank Statement Balance:	140,838.84	Book Balance Previous Month:	316,736.43
Outstanding Deposits:	.00	Total Receipts:	50,897.89
Outstanding Checks:	54,883.43	Total Disbursements:	280,477.91
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	86,155.21	Book Balance:	86,155.21

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 40 Items Deposits Outstanding: 0 Items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	37,936.75	12707	216.10	12729	160.00	12736	58.05
12295	553.50	12712	3,000.00	12730	2,062.12	12737	804.76
12635	2,332.80	12717	534.25	12731	77.00	12738	63.58
12638	120.00	12723	436.99	12732	73.49	12739	425.13
12695	83.39	12726	390.63	12733	2,939.75	12740	114.50
12704	313.27	12727	395.00	12734	99.10	12741	838.79
12705	55.00	12728	480.48	12735	117.00		
						Total:	54,883.43

Checks cleared: 98 Items Checks Outstanding: 27 Items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



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

3233 IMG S Y ST01

### Business Statement

Account Number:  
1 536 9523 7070  
Statement Period:  
May 3, 2021  
through  
May 28, 2021

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00000527 03 AB 0.428 000838834807025 P Y  
SISTERS-CAMP SHERMAN RURAL  
FIRE PROTECTION DISTRICT  
OPERATING FUND  
PO BOX 1509  
SISTERS OR 97759-1509



To Contact U.S. Bank

Commercial Customer  
Service:

1-877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

### INFORMATION YOU SHOULD KNOW

Effective May 10, 2021 the "Your Deposit Account Agreement" booklet will include several updates and may affect your rights. The main updates to note in the revised "Your Deposit Account Agreement" booklet sections and sub sections, include:

- Multiple sub sections updated with U.S. Bank Mobile App service available
- Section "Authorized Access and Power of Attorney", clarification on owner knowledge of death
- Section "Insufficient Funds and Overdrafts"; sub sections "Our Fees", "Overdraft Handling" and "Requested Return", clarification on the curing of the Extended Overdraft Fee
- Section "Return of Cancelled Checks", updates to the options of how you receive copies of your paid checks in your monthly account statement
- Section S.T.A.R.T. Goals and Rewards (Note that new enrollment discontinued as of November 15, 2015), update in the Reward Card language

Starting May 10th, you may pick up copies at your local branch, view on usbank.com, or call 800.USBANKS (872.2657) to request copies. If you have any questions, our bankers are available to help at your local branch. You can also call us at U.S. Bank 24-Hour Banking at 800.USBANKS (872.2657). We accept relay calls.

### GOLD BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Number 1-536-9523-7070

#### Account Summary

	# Items	\$	
Beginning Balance on May 3		\$	356,961.72
Customer Deposits	7		20,527.12
Other Deposits	30		30,408.64
Other Withdrawals	9		164,934.30-
Checks Paid	89		102,124.54-
<b>Ending Balance on May 31, 2021</b>		<b>\$</b>	<b>140,838.64</b>

#### Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount	
	May 3	8056214521	✓ 6,890.93 ✓		May 17	8055841891	✓ 2,727.40 ✓	
	May 4	8356838802	✓ 1,816.00 ✓		May 20	8954227397	✓ 862.50 ✓	
	May 10	8056118345	✓ 6,363.49 ✓		May 24	8056877630	✓ 100.00 ✓	
	May 14	9254710842	✓ 1,766.80 ✓					
<b>Total Customer Deposits</b>							<b>\$</b>	<b>20,527.12</b>

#### Other Deposits

Date	Description of Transaction	Ref Number	Amount
May 3	Electronic Deposit From STRIPE REF=211230061437530N00	1800948598TRANSFER ST-N5C5J1D8S2P8	\$ 19.12 ✓
May 3	Electronic Deposit From CIGNA REF=211200094887158N00	9751677627HCCLAIMPMT938832704	✓ 141.65 ✓
May 3	Electronic Deposit From PALMETTO GBA REF=211200098242150N00	9000000096HCCLAIMPMT1245231760	✓ 495.42 ✓
May 4	Electronic Deposit From NORIDIAN WAORAK REF=211230149518330Y00	9450173165HCCLAIMPMT1245231760	✓ 2,164.25 ✓

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (\$)   
May 31, 2021

Account: 70001030

Bank Account Number: 153695237351

Bank Statement Balance:	38,965.59	Book Balance Previous Month:	38,299.20
Outstanding Deposits:	.00	Total Receipts:	666.39
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	38,965.59	Book Balance:	38,965.59

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 Statement - Transaction Summary**

For the Month Ending **May 31, 2021**

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

Oregon LGIP		Asset Summary	
		May 31, 2021	April 30, 2021
Opening Balance	38,299.20	38,965.59	38,299.20
Purchases	666.39		
Redemptions	0.00		
<b>Total</b>		<b>\$38,965.59</b>	<b>\$38,299.20</b>

<b>Closing Balance</b>	<b>\$38,965.59</b>
Dividends	19.81

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			04/30/2021 (04/21) Balance	1-00-0-1070			2,282,851.17
05/03/2021	CD	3	LGIP Redemption Fees			.10-	
05/03/2021	CR	1	Jefferson County Taxes		2,078.88		
05/04/2021	CR	5	Deschutes County Taxes		9,265.02		
05/28/2021	CR	17	LGIP Dividends		1,344.28		
05/31/2021	JE	6	TXFR from EQ Fund for US Bank Visa Bill - New 77		420.15		
05/31/2021	JE	7	TXFR from EQ Fund for Carlson Sign Invol - New 7		2,865.00		
05/31/2021	JE	9	TXFR from EQ Fund for New RDM Amb Equip/Supp		10,841.69		
05/31/2021	JE	11	TXFR from Bldg Fund for Sta 701 Paintnt Project De		7,898.00		
			05/31/2021 (05/21) Period Totals and Balance		34,810.92 *	.10- *	2,297,661.99

Number of Transactions: 8 Number of Accounts: 1

Total GENERAL FUND:

Debit	Credit	Proof
34,810.92	.10-	34,810.82

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Empl Fund			04/30/2021 (04/21) Balance	2-00-0-1070			.00
			05/31/2021 (05/21) Period Totals and Balance		.00 *	.00 *	.00
Number of Transactions: 0 Number of Accounts: 1					<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Total EMPLOYMENT RESERVE FUND:					<u>.00</u>	<u>.00</u>	<u>.00</u>



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Bldg Fund			04/30/2021 (04/21) Balance	3-00-0-1070			87,173.12
05/31/2021	JE	10	TXFR from Bldg Fund for Sta 701 Paint Project De			7,896.00-	
			05/31/2021 (05/21) Period Totals and Balance		.00 *	7,896.00- *	79,277.12
Number of Transactions: 1 Number of Accounts: 1					Debit	Credit	Proof
Total BUILDING RESERVE FUND:					.00	7,896.00-	7,896.00-

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			04/30/2021 (04/21) Balance	4-00-0-1070			277,784.90
05/31/2021	JE	4	TXFR from EQ Fund for Carlson Sign Invo - New 77			2,865.00-	
05/31/2021	JE	5	TXFR from EQ Fund for US Bank Visa Bill - New 77			420.15-	
05/31/2021	JE	8	TXFR from EQ Fund for New RDM Amb Equip/Supp			10,841.59-	
			05/31/2021 (05/21) Period Totals and Balance		.00 *	14,226.74- *	263,558.16
Number of Transactions: 3 Number of Accounts: 1					Debit	Credit	Proof
Total EQUIPMENT RESERVE FUND:					.00	14,226.74-	14,226.74-
Number of Transactions: 12 Number of Accounts: 4					Debit	Credit	Proof
Grand Totals:					34,810.92	22,122.84-	12,688.08

Report Criteria:

- Actual Amounts
- All Accounts
- Summarize Payroll Detail
- Print Periods With No Activity
- Print Period Totals
- Print Grand Totals
- Include Funds: 1-4
- Page and Total by Fund
- All Segments Tested for Total Breaks
- Account.Account Number = 10001070,20001070,30001070,40001070,50001070,60001075



**Account Statement - Transaction Summary**

For the Month Ending **May 31, 2021**

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

		<b>Asset Summary</b>	
		<b>May 31, 2021</b>	<b>April 30, 2021</b>
<b>Oregon LGIP</b>		2,640,497.27	2,627,809.19
<b>Total</b>		<b>\$2,640,497.27</b>	<b>\$2,627,809.19</b>

<b>Oregon LGIP</b>	
Opening Balance	2,627,809.19
Purchases	12,688.18
Redemptions	(0.10)

<b>Closing Balance</b>	<b>\$2,640,497.27</b>
Dividends	1,344.28

Account Number	Account Title	2020-20 Prior year Period Actual	2021-21 Current Period Actual	2020-21 Current year Actual	2020-21 Current year Budget	Balance Remaining +/-	% Collected
<b>GENERAL FUND</b>							
1-01-0-40100	Property Taxes-Current	8,895.80	8,860.34	2,815,517.56	2,794,872.00	20,645.56	101%
1-01-0-40200	Property Taxes-Prior	1,533.36	2,879.19	52,482.21	50,000.00	2,482.21	105%
1-01-0-41100	Ambulance Revenue	25,301.82	55,372.80	430,599.32	375,000.00	55,599.32	115%
1-01-0-41110	GEMT Ambulance Reven	.00	.00	85,882.00	78,761.00	7,101.00	109%
1-01-0-41200	Other Fees for Service	140.00	140.00	9,977.70	15,700.00	5,722.30-	64%
1-01-0-42100	Fire Med Subscriptions	1,056.00	882.50	15,836.12	15,000.00	836.12	104%
1-01-0-43100	Interest Income	3,145.76	1,348.65	19,487.70	40,000.00	20,532.30-	49%
1-01-0-44100	Grant Revenue	15,020.00	.00	289,448.23	425,525.00	136,076.77-	68%
1-01-0-44200	Donations Received	800.00	120.00	16,359.00	10,000.00	6,359.00	164%
1-01-0-44300	Configration Income	.00	.00	.00	50,000.00	50,000.00-	.00
1-01-0-45000	Misc Revenue	65.23	96.00	20,191.94	7,500.00	12,691.94	269%
1-01-0-49990	Beginning Working Capita	.00	.00	1,840,589.54	1,834,423.00	6,166.54	100%
<b>Total GENERAL FUND REVENUE:</b>		<b>55,777.77</b>	<b>69,281.48</b>	<b>5,396,131.32</b>	<b>5,496,781.00</b>	<b>100,649.68-</b>	<b>98%</b>
<b>GENERAL FUND Revenue Total:</b>		<b>55,777.77</b>	<b>69,281.48</b>	<b>5,396,131.32</b>	<b>5,496,781.00</b>	<b>100,649.68-</b>	<b>98%</b>
<b>Net Total GENERAL FUND:</b>		<b>55,777.77</b>	<b>69,281.48</b>	<b>5,396,131.32</b>	<b>5,496,781.00</b>	<b>100,649.68-</b>	<b>98%</b>

Account Number	Account Title	2019-20 Prior Year To Date Actual	2020-21 Current Period Actual	2020-21 Current year Actual	2020-21 Cur Year Budget	Variance	% of Budget
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	428,530.42	33,240.86	427,047.19	498,195.00	88,147.81	86%
	Total OPERATIONS DEPARTMENT:	1,518,481.32	143,165.58	1,569,692.89	1,834,574.00	284,891.31	86%
	Total MAINTENANCE DEPARTMENT:	23,844.55	2,008.05	19,273.73	25,054.00	5,780.27	77%
	Total VOLUNTEERS DEPARTMENT:	58,451.12	6,244.57	78,941.89	88,797.00	7,855.11	91%
	<b>GENERAL FUND Expenditure Total:</b>	<b>2,029,007.41</b>	<b>184,659.04</b>	<b>2,094,945.50</b>	<b>2,442,620.00</b>	<b>347,674.50</b>	<b>86%</b>
	<b>Net Total GENERAL FUND:</b>	<b>2,029,007.41-</b>	<b>184,659.04-</b>	<b>2,094,945.50-</b>	<b>2,442,620.00-</b>	<b>347,674.50-</b>	<b>86%</b>
	<b>Net Grand Totals:</b>	<b>2,029,007.41-</b>	<b>184,659.04-</b>	<b>2,094,945.50-</b>	<b>2,442,620.00-</b>	<b>347,674.50-</b>	<b>86%</b>

Account Number	Account Title	2019-20 Prior year YTD Actual	Period Actual	2020-21 Current year Actual	2020-21 Cur Year Budget	Variance	% of Budget
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	175,834.80	18,965.01	195,865.57	210,927.00	15,061.43	93%
	Total OPERATIONS DEPARTMENT:	98,844.78	11,880.01	105,313.23	179,165.00	73,851.77	68%
	Total MAINTENANCE DEPARTMENT:	159,824.59	18,865.02	149,919.34	214,090.00	64,170.66	70%
	Total VOLUNTEERS DEPARTMENT:	184,077.70	24,098.34	143,067.49	304,846.00	161,778.51	47%
	<b>GENERAL FUND Expenditure Total:</b>	<b>616,181.85</b>	<b>73,808.38</b>	<b>594,165.63</b>	<b>909,028.00</b>	<b>314,862.37</b>	<b>65%</b>
	<b>Net Total GENERAL FUND:</b>	<b>616,181.85-</b>	<b>73,808.38-</b>	<b>594,165.63-</b>	<b>909,028.00-</b>	<b>314,862.37-</b>	<b>65%</b>
	<b>Net Grand Totals:</b>	<b>616,181.85-</b>	<b>73,808.38-</b>	<b>594,165.63-</b>	<b>909,028.00-</b>	<b>314,862.37-</b>	<b>65%</b>

Account Number	Account Title	2018-20 Prior YTD Actual	2021-21 Current Period Actual	2020-21 Current year Actual	2020-21 Cur Year Budget	Variance	% of Budget
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	1,399.00	.00	1,115.00	.00	1,115.00-	.00
	Total OPERATIONS DEPARTMENT:	8,906.68	.00	216,723.00	229,000.00	12,277.00	95%
	Total MAINTENANCE DEPARTMENT:	24,082.23	.00	1,162.88	1,500.00	337.12	78%
	<b>GENERAL FUND Expenditure Total:</b>	<b>34,387.89</b>	<b>.00</b>	<b>219,000.88</b>	<b>230,500.00</b>	<b>11,499.12</b>	<b>95%</b>
	<b>Net Total GENERAL FUND:</b>	<b>34,387.89-</b>	<b>.00</b>	<b>219,000.88-</b>	<b>230,500.00-</b>	<b>11,499.12-</b>	<b>95%</b>
	<b>Net Grand Totals:</b>	<b>34,387.89-</b>	<b>.00</b>	<b>219,000.88-</b>	<b>230,500.00-</b>	<b>11,499.12-</b>	<b>95%</b>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2021

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	2,297,861.99	
1-00-0-1090	US BANK OPERATING ACCT	86,155.21	
1-00-0-1099	PETTY CASH	88.81	
1-00-0-1120	AMBULANCE RECEIVABLES	178,011.13	
1-00-0-1180	ALLOWANCE FOR UNCOLLECTIBLE AM	( 89,167.76)	
1-00-0-1480	PROPERTY TAXES RECEIVABLE	71,112.89	
	<b>TOTAL ASSETS</b>		<u><u>2,543,862.27</u></u>

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2160	INSURANCE/DISABILITY LIABILITY	( 119.73)	
1-00-0-2180	MISCELLANEOUS LIABILITY	80.00	
1-00-0-2260	DEFERRED REVENUE	49,555.69	
	<b>TOTAL LIABILITIES</b>		49,555.98

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	( 5,132,318.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	5,138,805.00	
	REVENUE OVER EXPENDITURES - YTD	2,488,019.31	
	<b>BALANCE - CURRENT DATE</b>	<u>7,626,824.31</u>	
	<b>TOTAL FUND EQUITY</b>		<u>2,494,306.31</u>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<u><u>2,543,862.27</u></u>



SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2021

EMPLOYMENT RESERVE FUND

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	( 1,083,939.00)	
	UNAPPROPRIATED FUND BALANCE:		
2-00-0-3900	RETAINED EARNINGS	<u>1,083,939.00</u>	
	BALANCE - CURRENT DATE	<u>1,083,939.00</u>	
	TOTAL FUND EQUITY		<u>.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>.00</u>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2021

BUILDING RESERVE FUND

<u>ASSETS</u>			
3-00-0-1070	BLDG FUND		79,277.12
	TOTAL ASSETS		<u>79,277.12</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
3-00-0-3120	BUILDING RESERVE	( 133,539.00)	
UNAPPROPRIATED FUND BALANCE:			
3-00-0-3900	RETAINED EARNINGS	133,539.00	
	REVENUE OVER EXPENDITURES - YTD	<u>79,277.12</u>	
	BALANCE - CURRENT DATE		<u>212,816.12</u>
	TOTAL FUND EQUITY		<u>79,277.12</u>
	TOTAL LIABILITIES AND EQUITY		<u>79,277.12</u>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2021

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	263,558.18	
	TOTAL ASSETS	<u>263,558.18</u>	<u>263,558.18</u>

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	( 718,807.00)	
UNAPPROPRIATED FUND BALANCE:			
4-00-0-3900	RETAINED EARNINGS	718,807.00	
	REVENUE OVER EXPENDITURES - YTD	<u>263,558.18</u>	
	BALANCE - CURRENT DATE	<u>982,165.18</u>	
	TOTAL FUND EQUITY	<u>263,558.18</u>	<u>263,558.18</u>
	TOTAL LIABILITIES AND EQUITY	<u>263,558.18</u>	<u>263,558.18</u>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
MAY 31, 2021

DEBT SERVICE FUND

<u>ASSETS</u>			
7-00-0-1030	BOND TAX REVENUE LGIP	38,985.59	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	4,678.70	
	<b>TOTAL ASSETS</b>		<u><u>43,644.29</u></u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
7-00-0-2250	DEFERRED REVENUE	3,399.72	
	<b>TOTAL LIABILITIES</b>		<b>3,399.72</b>
<u>FUND EQUITY</u>			
7-00-0-3120	DEBT SERVICE FUND	( 215,910.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	218,497.00	
	REVENUE OVER EXPENDITURES - YTD	39,657.57	
	<b>BALANCE - CURRENT DATE</b>	<u>256,154.57</u>	
	<b>TOTAL FUND EQUITY</b>		<u><u>40,244.57</u></u>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<u><u>43,644.29</u></u>

Check Register - May 2021

<u>Date</u>	<u>Check No.</u>	<u>Payer</u>	<u>Description</u>	<u>Amount</u>
5/2/2021	12633	Avlon Water Co Inc.	Water-703	\$ 25.68
5/2/2021	12634	Bend Broadband	8224600070119276- 703 cable	\$ 309.28
5/2/2021	12635	BUCKSTOP	BUMPER FOR USED MEDIC, INSTALLED	\$ 2,332.80
5/2/2021	12636	Central Oregon Public Safety Chaplaincy	Donations	\$ 120.00
5/2/2021	12637	Cruise Master Prisms Inc	2020 District Award Plaques	\$ 434.65
5/2/2021	12638	Dana Signs	Helmet lettering	\$ 27.00
5/2/2021	12639	David Ward	Reimb. IA Med Online Tuition	\$ 147.00
5/2/2021	12639	David Ward	Reimbursa WL Boot purchase	\$ 200.00
5/2/2021	12640	Eastern Oregon University	Spring Tuition Spor	\$ 1,114.00
5/2/2021	12641	L.N. CURTIS & SONS	Structure Helmet/Faceshield: SAFER Vol Cloverdale	\$ 251.17
5/2/2021	12642	Municipal Emergency Serv. Inc.	SALVAGE COVER (726)	\$ 184.00
5/2/2021	12643	Oregon Fire Service HonorGuard	Quarterly Employee Donations	\$ 30.00
5/2/2021	12644	OST DOA	Drone Registration	\$ 25.00
5/2/2021	12645	Ponderosa Forge & Ironworks, I	Drill holes in address sign posts	\$ 95.00
5/2/2021	12646	Quill	Pens	\$ 169.98
5/2/2021	12647	Robin Holm	Reimb. Green Sign Posts purchased from Coastal	\$ 140.70
5/2/2021	12648	SIRENNET.COM	745 wiring harness repair	\$ 179.93
5/2/2021	12649	Sisters-Camp Sherman F&A Assn.	Pass-through Donations (multiple)	\$ 2,449.00
5/2/2021	12649	Sisters-Camp Sherman F&A Assn.	Employee Community Assistance Fund Donations	\$ 390.00
5/2/2021	12650	Utility Trailer Sales of Central Oregon	Decal Removal, Prep & Remove Electrolysis 2011 Ford North Star (Old RDM Unit)	\$ 2,675.00
5/2/2021	12650	Utility Trailer Sales of Central Oregon	Decal Removal 2011 Ford North Star (Old RDM Unit)	\$ 1,200.00
5/2/2021	12651	Your Care, LLC	Medical Physical (labs): SAFER Vol - CL Wilson	\$ 97.00
5/14/2021	12652	911 Supply	Duty belt - Helsler	\$ 45.99
5/14/2021	12653	Ace Hardware, Inc.	Hardware	\$ 3.31
5/14/2021	12653	Ace Hardware, Inc.	Sanding supplies for stair chair maintenance	\$ 6.51
5/14/2021	12653	Ace Hardware, Inc.	BBQ Pellets - 701	\$ 18.99
5/14/2021	12654	AFLAC	AFLAC	\$ 390.63
5/14/2021	12655	Alpine Internet Solutions	Content Plan for May	\$ 395.00
5/14/2021	12655	Alpine Internet Solutions	Management & Hosting June	\$ 85.00
5/14/2021	12656	AT&T MOBILITY	Acct: 287297124283	\$ 480.48
5/14/2021	12657	Bend Broadband	8224 60 003 0017578 - Cable Elm	\$ 666.23
5/14/2021	12658	Beverly Halcon	Reimb. for booster seat purchased & CPR Supplies	\$ 29.23
5/14/2021	12659	Brian Helsler	Res. Vol. Mileage and Food Reimb. 04/21	\$ 350.00
5/14/2021	12659	Brian Helsler	Reimb. Textbook Helsler	\$ 60.00
5/14/2021	12659	Brian Helsler	Reimb. Duty Boots purchased	\$ 250.00
5/14/2021	12660	Brittingham Enterprises, Inc.	Investigate phone issues	\$ 135.00
5/14/2021	12661	Campbell Clarke	Res. Vol. Mileage & Food Reimb. April/May 21	\$ 700.00
5/14/2021	12661	Campbell Clarke	Reimb. Fingerprint scheduling fees	\$ 60.40
5/14/2021	12662	Carlson Sign	NEW AMBULANCE STRIPING/DECALS	\$ 2,965.00
5/14/2021	12663	Caselle, Inc.	Contract support charges 05/2021	\$ 343.00
5/14/2021	12664	CEC, INC	electric-Elm	\$ 1,632.29
5/14/2021	12664	CEC, INC	electric-Buffalo	\$ 213.61
5/14/2021	12664	CEC, INC	electric-Camp Sherman	\$ 160.61
5/14/2021	12664	CEC, INC	electric-Larist	\$ 62.28
5/14/2021	12665	Central Oregon Com College	820046726 Spor Spring Tuition & Books	\$ 766.50
5/14/2021	12665	Central Oregon Com College	820285647 Spognardi Spring Tuition & Books	\$ 1,924.75
5/14/2021	12665	Central Oregon Com College	820285884 Ulm Springr Tuition & Books	\$ 2,206.75
5/14/2021	12665	Central Oregon Com College	820286130 Gradwahl Spring Tuition & Books	\$ 3,469.25
5/14/2021	12665	Central Oregon Com College	820292803 Pintor Spring Tuition & Books	\$ 2,496.75
5/14/2021	12665	Central Oregon Com College	820300295 Clarke Spring Tuition & Books	\$ 2,917.75
5/14/2021	12666	CenturyLink	Acct 54159523731718	\$ 57.24
5/14/2021	12667	City of Sisters	Water-Elm	\$ 187.81
5/14/2021	12668	Crook County Fire & Rescue	March BLS Classes (cards)	\$ 35.00
5/14/2021	12669	Ed Staub & Sons Propane	Propane - Elm Street	\$ 307.37
5/14/2021	12670	Emily Spognardi	Res. Vol. Mileage & Food Reimb. 04/21	\$ 350.00
5/14/2021	12670	Emily Spognardi	Reimb. NREMT Psychomotor Exam and Fees	\$ 482.00
5/14/2021	12671	Enerspect Medical Solutions, LLC	AED BATTERY (FRX/ONSITE)	\$ 490.98
5/14/2021	12672	Entenmann-Rovin Co.	Lifesaving Medals and Bars	\$ 315.50
5/14/2021	12673	Freightliner Northwest Redmond	Coolant Leak Repair 724	\$ 1,218.81
5/14/2021	12673	Freightliner Northwest Redmond	Valve Leak Repair 724	\$ 1,263.62
5/14/2021	12674	Hoyt's Hardware	1x2 lumber	\$ 12.80
5/14/2021	12674	Hoyt's Hardware	1x2 lumber	\$ 98.90
5/14/2021	12674	Hoyt's Hardware	Fence Repair Supplies Station 701	\$ 799.80
5/14/2021	12674	Hoyt's Hardware	Fence Repair Supplies Station 701	\$ 37.80
5/14/2021	12674	Hoyt's Hardware	Fence Repair Supplies Station 701	\$ 43.90
5/14/2021	12675	Les Schwab Warehouse Center	Tires new 776	\$ 3,497.10
5/14/2021	12676	LIFE-ASSIST	EMS ORDER# 54213275	\$ 192.50
5/14/2021	12676	LIFE-ASSIST	EMS ORDER# 54213275	\$ 520.00
5/14/2021	12676	LIFE-ASSIST	EMS ORDER# 54213275	\$ 1,387.53
5/14/2021	12677	Mid Columbia Producers, Inc	Fuel	\$ 2,218.27
5/14/2021	12678	Mission Linen Supply, Inc.	mats/rugs	\$ 48.06
5/14/2021	12679	Momentum Promo	Screen printed tees	\$ 668.62

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
5/14/2021	12680	Norco Medical Supply, Inc.	SCBA BOTTLE HYDROTESTING	\$ 51.50
5/14/2021	12680	Norco Medical Supply, Inc.	SCBA BOTTLE HYDROTESTING	\$ 121.50
5/14/2021	12680	Norco Medical Supply, Inc.	MEDICAL OXYGEN	\$ 99.55
5/14/2021	12681	Oregon Health Authority	Administrative Fee - SFY 19-20 GEMT	\$ 1,512.07
5/14/2021	12681	Oregon Health Authority	Non-Federal Share of GEMT Services SFY 19-20	\$ 7,560.36
5/14/2021	12682	Pac Office Automation - Lease	500-50016158 Konica Contract	\$ 290.00
5/14/2021	12683	Pacific Office Automation, Inc	copies/kit - HP Printers	\$ 58.05
5/14/2021	12683	Pacific Office Automation, Inc	copies/kit - Konica	\$ 108.79
5/14/2021	12684	Paladin Background Screening	Background - FC Member Lenahan/Keil	\$ 71.00
5/14/2021	12685	Pony Express, Inc.	Shipping for PPE Repairs	\$ 16.77
5/14/2021	12685	Pony Express, Inc.	Shipping for return of demo equipment (TIC)	\$ 42.46
5/14/2021	12686	Rachel Ulm	Res. Vol. Mileage & Food Reimb. 05/21	\$ 600.00
5/14/2021	12687	Ranch Country Outhouses	Portable Toilet Rental - Locust Street Training	\$ 75.00
5/14/2021	12688	Republic Services	Disposal Services - Elm Street	\$ 33.38
5/14/2021	12688	Republic Services	Disposal Services - Buffalo	\$ 18.46
5/14/2021	12689	SDIS	Addition of 2011 Braun Ambulance VIN-1923	\$ 374.00
5/14/2021	12690	SeaWestern, Inc.	Quarterly Compressor Service: Scott 10X-2597	\$ 225.00
5/14/2021	12691	SIRENNET.COM	64 to 600 Mount Conversion Kit	\$ 38.93
5/14/2021	12692	Sisters Rental	Blade sharpening	\$ 18.00
5/14/2021	12693	Systems Design	EMS Billing & Postage for April	\$ 931.35
5/14/2021	12694	Taylor Tire Center, Inc.	Account Correction 76300357154	\$ 42.00
5/14/2021	12695	The Sign Man	3 white reflective numbers for e-signs"	\$ 83.39
5/14/2021	12696	Thornton Brown	cell phone relm 10/12	\$ 83.00
5/14/2021	12697	Tim Wonderly Painting Co. LLC	30% Deposit for Station 701 Exterior Painting Project	\$ 7,896.00
5/14/2021	12698	Travis Martin	Reimb. Wildland Boots Purchased	\$ 200.00
5/14/2021	12699	Vohs Custom Landscaping	April Maintenance Per Contract	\$ 725.00
5/14/2021	12700	WCP Solutions	White folding towels and hand soap	\$ 74.20
5/14/2021	12700	WCP Solutions	Fabric softener	\$ 17.50
5/14/2021	12701	Your Care, LLC	Medical Physical/Labs - Helsler	\$ 510.00
5/21/2021	12702	Avion Water Co Inc.	Water-703	\$ 25.85
5/21/2021	12703	BI-Mart Corporation	Oil pump	\$ 11.99
5/21/2021	12704	BOUND TREE MEDICAL, LLC.	EMS ORDER# 39247885	\$ 139.57
5/21/2021	12704	BOUND TREE MEDICAL, LLC.	EMS ORDER# 39247885	\$ 173.70
5/21/2021	12705	Brody Nlvens	Reimb. OR EMT License Renewal Fee	\$ 55.00
5/21/2021	12706	Crook County Fire & Rescue	20 HSFA Cards - Heart of Oregon	\$ 400.00
5/21/2021	12707	Cruise Master Prisms Inc	Haynes - Yrs of Service Plaque	\$ 216.10
5/21/2021	12708	Deschutes County 911 Service D	911-Data Network Reimbursement	\$ 846.02
5/21/2021	12709	East Cascade Vyanet	Alarm Monitoring Services	\$ 255.08
5/21/2021	12710	Hughes Fire Equipment, Inc.	Valve conversion kit 2002 Pumper	\$ 321.97
5/21/2021	12711	Jeff Umling	Reimb. EMS License Recert Fee	\$ 55.00
5/21/2021	12712	KJ Accounting	Monthly Finance Manager Services - May 2021	\$ 3,000.00
5/21/2021	12713	LIFE-ASSIST	EMS ORDER# 54213275	\$ 158.80
5/21/2021	12713	LIFE-ASSIST	EMS ORDER# 54213275	\$ 40.34
5/21/2021	12713	LIFE-ASSIST	EMS ORDER# 54213275	\$ 252.44
5/21/2021	12714	Local Government Law Group, P.C.	General Legal	\$ 122.50
5/21/2021	12714	Local Government Law Group, P.C.	Real Property Legal	\$ 73.50
5/21/2021	12715	Momentum Promo	Embroidery Clarke, Bootes, Stuker, Duda	\$ 117.00
5/21/2021	12716	Occupational Medicine at The Center	Drug Screens - RV's and Fire Corps	\$ 122.00
5/21/2021	12716	Occupational Medicine at The Center	Drug Screen - SAFER Vol Snyder	\$ 61.00
5/21/2021	12717	Quill	Binders for budgets	\$ 92.28
5/21/2021	12717	Quill	Office Supplies: paper, laminating sheets, binders, etc.	\$ 92.28
5/21/2021	12717	Quill	Office Supplies: paper, laminating sheets, binders, etc.	\$ 300.82
5/21/2021	12717	Quill	Office Supplies: post-it notes	\$ 48.87
5/21/2021	12718	SDIS	Admin Health Insurance	\$ 3,671.84
5/21/2021	12718	SDIS	Admin Life, ST/LTD	\$ 138.24
5/21/2021	12718	SDIS	Operations Health Insurance	\$ 17,798.27
5/21/2021	12718	SDIS	Operations Health Insurance - Martin	\$ 1,930.53
5/21/2021	12718	SDIS	Operations Life, ST/LTD	\$ 691.20
5/21/2021	12718	SDIS	Ins/Disability - Orthodontia pass through	\$ 107.49
5/21/2021	12719	The Bulletin	annual bulletin subscription 88343730	\$ 364.00
5/21/2021	12720	Travis Martin	Reimb. wildland boots purchased	\$ 50.00
5/21/2021	12721	Treasure Valley Coffee	water & rental cooler	\$ 104.15
5/21/2021	12722	Utility Trailer Sales of Central Oregon	Repair damage on 721	\$ 1,940.48
5/21/2021	12723	Wakefield and Associates	Reimb. Collection Fee for Amb Bill Paid at 701	\$ 438.99
5/21/2021	12724	WCP Solutions	can liners	\$ 33.96
5/21/2021	12725	Sisters-Camp Sherman F&A Assn.	Pass-through Donations: Car Seat Donation & In memory of John Pagano	\$ 120.00
5/31/2021	12726	AFLAC	AFLAC	\$ 390.63
5/31/2021	12727	Alpine Internet Solutions	Content Plan for June 2021	\$ 395.00
5/31/2021	12728	AT&T MOBILITY	Acct: 287297124283	\$ 480.48
5/31/2021	12729	Bend Broadband	8224600701.19276- 703 cable	\$ 160.00
5/31/2021	12730	BOUND TREE MEDICAL, LLC.	EMS ORDER# 39247885	\$ 1,793.42
5/31/2021	12730	BOUND TREE MEDICAL, LLC.	EMS ORDER# 39247885	\$ 152.70
5/31/2021	12730	BOUND TREE MEDICAL, LLC.	EMS ORDER# 39247885	\$ 116.00

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
5/31/2021	12731	Flowers By Deanna	Flowers - Blalous	\$ 77.00
5/31/2021	12732	Heather Miller	Reimb. Car Seat Tech Recert & Smoke Alarm Batts	\$ 73.49
5/31/2021	12733	L.N. CURTIS & SONS	RX GLASSES KITS FOR SCBA FACEPIECES	\$ 667.59
5/31/2021	12733	L.N. CURTIS & SONS	FILTER FOR SCBA FIT TESTING	\$ 178.16
5/31/2021	12733	L.N. CURTIS & SONS	SAFER TOs - Cloverdale Keyes	\$ 2,094.00
5/31/2021	12734	LIFE-ASSIST	Endotrach	\$ 21.80
5/31/2021	12734	LIFE-ASSIST	EMS ORDER# 54213275	\$ 77.30
5/31/2021	12735	Momentum Promo	Embroidery: Schell, Lenahan, Halcon, Stuker	\$ 117.00
5/31/2021	12736	Pacific Office Automaton, Inc	copies/kit - HP Printers	\$ 58.05
5/31/2021	12737	Pacific Power Group, LLC	Low Water/Overheat Alarm resolution	\$ 804.76
5/31/2021	12738	Robin Holm	Reimb. Costco purchase for training lunch	\$ 63.58
5/31/2021	12739	The Nugget Newspaper, Inc.	Help Wanted Ad - Temp Office Assistant	\$ 32.00
5/31/2021	12739	The Nugget Newspaper, Inc.	Budget Committee Meeting Notice	\$ 393.13
5/31/2021	12740	WCP Solutions	White folding towels and can liners	\$ 114.50
5/31/2021	12741	WRIGHT FORD INC	Starter Issue 2015 Ford	\$ 838.79
5/28/2021	700002	US Bank - Visa	OSFM APPROVED WILDLAND FLAGGING	\$ 101.27
5/28/2021	700002	US Bank - Visa	ORGANIZERS & MOUNTING BOARDS FOR NEW 771	\$ 420.15
5/28/2021	700002	US Bank - Visa	ORGANIZERS FOR RDM AMB PURCHASE	\$ 268.44
5/28/2021	700002	US Bank - Visa	OHA AMBULANCE SERVICE LICENSE (21/22)	\$ 250.00
5/28/2021	700002	US Bank - Visa	OHA AMBULANCE VEHICLE LICENSING (21/22)	\$ 240.00
5/28/2021	700002	US Bank - Visa	OHA PARAMEDIC LICENSE RENEWAL	\$ 1,800.00
5/28/2021	700002	US Bank - Visa	OHA EMT LICENSE RENEWAL	\$ 495.00
5/28/2021	700002	US Bank - Visa	OHA INITIAL PARAMEDIC LICENSE FEE	\$ 110.00
5/28/2021	700002	US Bank - Visa	Velcro for vehicle mounting solutions	\$ 16.93
5/28/2021	700002	US Bank - Visa	LED bulbs for Station 701, 1000 Bulbs.com	\$ 218.57
5/28/2021	700002	US Bank - Visa	DMV Vehicle Licensing: 2019 Ford F45; 2011 Ford Amb	\$ 225.50
5/28/2021	700002	US Bank - Visa	Training Lunch	\$ 88.11
5/28/2021	700002	US Bank - Visa	SAFER Training Lunch	\$ 92.32
5/28/2021	700002	US Bank - Visa	Business lunch Craig	\$ 75.85
5/28/2021	700002	US Bank - Visa	Unit Processing Company - Vehicle Supplies	\$ 222.89
5/28/2021	700002	US Bank - Visa	Credit for Duty Boots returned	\$ (35.00)
5/28/2021	700002	US Bank - Visa	structure gloves	\$ 249.84
5/28/2021	700002	US Bank - Visa	Inverter/Charger - New RDM Ambulance	\$ 816.40
5/28/2021	700002	US Bank - Visa	Coffee Station 701	\$ 129.00
5/28/2021	700002	US Bank - Visa	Flanged receptacle new RDM Ambulance	\$ 18.12
5/28/2021	700002	US Bank - Visa	Coiled power cord	\$ 41.17
5/28/2021	700002	US Bank - Visa	Weatherproof nylon cover - new RDM Ambulance	\$ 33.73
5/28/2021	700002	US Bank - Visa	Bubble mailer for Beller award shipping	\$ 10.35
5/28/2021	700002	US Bank - Visa	Large envelope & postage stamps	\$ 56.20
5/28/2021	700002	US Bank - Visa	Years of service pins	\$ 99.90
5/28/2021	700002	US Bank - Visa	Nametags new RV's, Fallis and RV Clarke	\$ 67.85
5/28/2021	700002	US Bank - Visa	Frame for Craig NFA Certificate	\$ 23.00
5/28/2021	700002	US Bank - Visa	B8R SAFER - Uniform Tees	\$ 108.99
5/28/2021	700002	US Bank - Visa	Domain registration	\$ 52.98
5/28/2021	700002	US Bank - Visa	Chief Phillips Weekend Training Lunch and Supplies	\$ 552.27
5/28/2021	700002	US Bank - Visa	Fuel line hose	\$ 20.89
5/28/2021	700002	US Bank - Visa	OHA EMT License Dertrossian	\$ 55.00
5/28/2021	700002	US Bank - Visa	Fuel strainer replacement part	\$ 6.91

Report Criteria:

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

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
05/31/2021	1	Ambulance Receivables to Actual	1-00-0-1120	Ambulance Receivables	12,170.10	
05/31/2021	2	Ambulance Receivables to Actual	1-00-0-1180	Allowance for Uncollectible Am		6,085.05-
05/31/2021	3	Ambulance Receivables to Actual	1-01-0-41100	Ambulance Revenue		6,085.05-
05/31/2021	4	TXFR from EQ Fund for Carlson Sign Invo	4-00-0-1070	Equipment Fund		2,965.00-
05/31/2021	5	TXFR from EQ Fund for US Bank Visa Bill	4-00-0-1070	Equipment Fund		420.15-
05/31/2021	6	TXFR from EQ Fund for US Bank Visa Bill	1-00-0-1070	LGIP Acct #4374	420.15	
05/31/2021	7	TXFR from EQ Fund for Carlson Sign Invol	1-00-0-1070	LGIP Acct #4374	2,965.00	
05/31/2021	8	TXFR from EQ Fund for New RDM Amb E	4-00-0-1070	Equipment Fund		10,841.59-
05/31/2021	9	TXFR from EQ Fund for New RDM Amb E	1-00-0-1070	LGIP Acct #4374	10,841.59	
05/31/2021	10	TXFR from Bldg Fund for Sta 701 Palnint P	3-00-0-1070	Bldg Fund		7,896.00-
05/31/2021	11	TXFR from Bldg Fund for Sta 701 Palnint P	1-00-0-1070	LGIP Acct #4374	7,896.00	
<b>Total JOURNAL ENTRIES (JE):</b>					<b>34,292.84</b>	<b>34,292.84-</b>

References: 11 Transactions: 11

Grand Totals:

<b>34,292.84</b>	<b>34,292.84-</b>
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Report Criteria:

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



## Ambulance Receivable as of May 31, 2021

	<u>SystDes</u>
Beginning Ambulance Receivable	165,841.03
Payments received	48,064.94
Adjustments	30,706.96
New Charges	90,942.00
<b>ENDING Ambulance Receivable</b>	<b>178,011.13</b>

**Total # of Transports** **46**

### Adjustments

Medicare/Medicaid	29,639.96
Collection	-
Bankruptcy/Other Writeoff	-
FireMed	1,067.00
<b>Total Adjustments</b>	<b>30,706.96</b>

### Outstanding Accounts By Age

CURRENT	112,441.81
31 to 60 days	26,598.65
61 to 90 days	11,821.67
91 to 120 days	18,214.81
OVER 120 days	8,934.19
<b>Total Outstanding as of 5/31/2021</b>	<b>178,011.13</b>

### Engine Response Billing as of May 31, 2021

Beginning Engine Response Rec	2,500.00
Payments received	-
Adjustments	-
New Charges	-
<b>ENDING Engine Response Rec</b>	<b>2,500.00</b>

<b>Total # Billed in 2018/19</b>		<b>18</b>
<b>Total # Billed in 2019/20</b>		<b>7</b>
<b>Total # Billed in 2020/21</b>	<b>12</b>	
<b>Total Billed 2018/19</b>		<b>\$ 5,259.38</b>
<b>Total Billed 2019/20</b>		<b>\$ 2,437.50</b>
<b>Total Billed 2020/21</b>	<b>\$ 2,700.00</b>	
<b>Total Received 2018/19</b>		<b>\$ 3,209.38</b>
<b>Total Received 2019/20</b>		<b>\$ 1,125.00</b>
<b>Total Received 2020/21</b>	<b>1,975.00</b>	
<b>2018/19 % Collected to Date</b>		<b>61%</b>
<b>2019/20 % Collected to Date</b>		<b>46%</b>
<b>2020/21 % Collected to Date</b>	<b>73%</b>	



**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  
May 19, 2021**

1. Julie Spor called the meeting to order at 2:07 p.m.
  - a. Attending: Julie Spor, Chief Craig, Fire Medics Frutos and Ward.
  - b. Absent: FF Ketchum, Captain Myers, Lt. Ulm
2. ***Unanimously approved the Minutes of the April 26, 2021 Safety Committee Meeting. Motion by Fire Medic Frutos, Fire Medic Ward second.***
3. There were no accidents or injuries since the last meeting.
4. The Committee discussed anticipated changes; however, no rule changes will be made until OSHA/OHA and SDAO update their rules.
5. There was no old business to discuss.
6. There was no other business to discuss.
7. The next meeting will be June 16, 2021 at 2 p.m.
8. The meeting adjourned at 2:15 p.m.

## **Staff Report – SR-21-04**

I. **Issue:** Surplus Equipment

**Date:** June 10, 2021

II. **Initiator:** Deputy Chief Tim Craig

III. **Contact Person:** Deputy Chief Tim Craig

IV. **Background:**

The District received a grant from FEMA to replace our aging SCBA units. We have received those units, trained our staff and placed them in service. We no longer have a need for the old SCBA units.

V. **Recommendation from staff:**

It is the recommendation of staff that the board of directors declare all of the old MSA Firehawk M7 units as surplus equipment and direct staff to dispose of the equipment according to District policy.

VI. **Possible Motions:**

Move that the Sisters-Camp Sherman Fire District declare all MSA Firehawk M7 back pack frames, face pieces, and associated parts as surplus equipment, and direct staff to dispose of the units according to District policy.

VII. **Budget Impact:**

Potential income based on sales price of equipment.

## **Staff Report – SR-21-05**

I. **Issue:** Expenditure of Grant Funds for Radios **Date:** June 10, 2021

II. **Initiator:** Deputy Chief Tim Craig

III. **Contact Person:** Deputy Chief Tim Craig

IV. **Background:**

The District received a grant from OSFM to purchase new VHF radios for interoperability with our wildland partners. Staff have researched radios and have decided to buy the same radios that will be purchased in the future by ODF and OSFM. The District has sought pricing on the radios and intends to purchase based on Oregon State bid pricing, in compliance with District policy. A resolution is required to place the order, and expend the funds.

V. **Recommendation from staff:**

It is the recommendation of staff that the board of directors approve the resolution to expend grant funds.

VI. **Possible Motions:**

Move that the Sisters-Camp Sherman Fire District approve resolution 2020-2021-008.

VII. **Budget Impact**

Expenditure of \$114,360 in grant funds and an amount not to exceed \$2,000 from the General Fund (the majority of the General Fund expenditure will be reimbursed by the Black Butte Ranch and Cloverdale Fire Districts).



**RESOLUTION 2020-2021-007**

**Transfer Funds from General Fund to Reserve Funds**

**WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District budgeted funds to be transferred from the General Fund in the 2020-2021 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 \$161,471 into the Employment Reserve Fund; \$134,826 into the Building Reserve Fund; and \$414,780 into the Equipment Reserve Fund from the General Fund.**

**DATED the 15<sup>th</sup> day of June 2021.**

**The above resolution statements were approved and declared adopted on this 15th day of June 2021.**

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**Julie A. Spor, Clerk of the Board**



**RESOLUTION 2020-2021-008**

**Authorization to Expend Project Specific Grant Funds per Grant Agreement WUI-114 from the Equipment Reserve Fund In the 2021-2022 Fiscal Year**

**WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District was awarded grant funds through the Oregon Office of State Fire Marshal Wildfire Prevention and Preparedness Activities Grant; and**

**WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District has received the grant funds; and**

**WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District budgeted those funds to be expended on Very High Frequency (VHF) communications equipment from the Equipment Reserve Fund in the 2021-2022 Fiscal Year; and**

**WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District has received a quote for the purchase of the VHF communications equipment based on Oregon State bid pricing;**

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

**Authorize staff to place the order for VHF communications equipment per the Grant Agreement WUI-114 and according to the District's Public Contracting Rules in an amount not to exceed \$114,360 from Grant Funds in the Equipment Reserve Fund and \$2,000 from the General Fund. Of the \$2,000 expensed from the General Fund, approximately \$1,850 will be reimbursed to the District from Black Butte Ranch and Cloverdale Fire Districts.**

**DATED the 15<sup>th</sup> day of June 2021.**

**The above resolution statements were approved and declared adopted on this 15th day of June 2021.**

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**Julie A. Spor, Clerk of the Board**

**FIRE CHIEF'S REPORT**  
**MONTH-June 2021**

**I. CURRENT FIRE ACTIVITY STATUS:**

There are no large fires in the region at this time, but weather and fuel conditions are indicating an increasing wildfire risk this season.

**II. NOTEWORTHY OPERATIONAL EVENTS:**

We have responded to several small wildland fires in the past month. We have also closed recreational burning for the season.

**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. Shift Commander coordination meeting.
- c. Volunteer Association Mtg. and training.
- d. Multiple Or-Alert alerts and warnings meetings.
- e. Multiple legislative coordination meetings with OSFM and OFCA lobbyist.
- f. Sisters Vision Implementation Team meeting.
- g. Jefferson County CWPP meeting.
- h. Multiple meetings with State Senators and Representatives regarding wildfire legislation.
- i. Kiwanis meetings.
- j. Oregon Fire Chiefs Association monthly meeting.
- k. State Interoperability Executive Committee monthly meeting.
- l. Central Oregon Fire Chiefs meeting.
- m. 911 radio enhancement meeting.
- n. SIEC strategic plan "markers" meeting.
- o. Vision Implementation Team.
- p. Deschutes County wildfire pre-season meeting.
- q. SIEC statewide radio interoperability exercise.
- r. Central Oregon prescribed fire capacity meeting.
- s. Western Fire Chiefs Association Wildfire Policy Committee.

**IV. SPECIAL PROJECTS UPDATE:**



1. I continue to work on wildfire legislative issues. Wildfire bill SB 762 is continuing to move through the process and there is a lot of outreach and negotiation continuing with this bill. HB 2927, that would establish the Office of State Fire Marshal as an independent agency, is also continuing to move forward. Many of the other bills we were tracking have failed to move forward.
2. We are continuing to focus on our organizational goals for the year, with many projects in process at this time.
3. Fire Season is now in effect within the District and backyard debris burning is no longer allowed.
4. We received a grant from the Office of State Fire Marshal for \$114,000 to purchase new portable radios in partnership with Black Butte Ranch and Cloverdale Fire Districts.

V. VOLUNTEER STATUS:

1. We have completed the spring volunteer academy and have three new members participating. We also have three new Resident Volunteers starting with the organization in June. We are collecting applications for a fall volunteer recruit academy.

VI. OTHER:

**SISTERS-CAMP SHERMAN RFPD  
Call Activity**

	January		February		March		April		May		June		July		August		September		October		November		December		Year Totals		
	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	
<b>FIRE RELATED</b>																											
Brush Fire	0	3	0	1	2	3	0	1	5	6	6	6	5	5	12	0	0	0	0	2	1	1	0	0	33	14	
False Alarm	2	7	3	4	5	3	4	6	2	4	4	4	4	4	4	4	3	3	3	3	5	5	6	6	45	24	
Illegal Ocean Burning	3	1	2	0	1	8	14	8	1	6	6	6	4	4	4	4	3	3	3	16	0	0	3	3	63	23	
Structure Fire	0	4	1	4	0	0	0	2	2	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	7	11	
Mutual Aid	0	0	1	2	1	0	1	3	1	0	2	0	3	3	1	1	4	4	2	0	0	0	0	0	16	5	
Public Assist	1	3	0	3	1	3	2	5	2	0	0	0	1	1	5	5	2	2	2	4	1	1	3	3	21	14	
Investigation	2	0	3	0	2	0	2	1	2	0	3	3	4	4	4	4	0	0	0	1	3	3	1	1	27	1	
Vehicle Fire	0	0	0	0	0	0	0	0	1	5	0	0	1	1	1	1	1	1	0	0	0	0	0	0	4	5	
Hazard	0	0	0	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3	
<b>Total Fire Related calls</b>	<b>8</b>	<b>18</b>	<b>10</b>	<b>14</b>	<b>12</b>	<b>18</b>	<b>23</b>	<b>27</b>	<b>16</b>	<b>23</b>	<b>21</b>	<b>21</b>	<b>0</b>	<b>23</b>	<b>31</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>28</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>216</b>	<b>100</b>	
<b>YTD FIRE RELATED CALLS</b>																											
<b>EMS RELATED</b>																											
Medical	82	83	49	67	56	64	44	72	68	85	65	65	83	83	86	86	77	77	81	81	74	74	80	80	845	381	
MVA	4	11	6	6	6	9	2	7	5	4	8	8	10	10	8	8	4	4	8	8	7	7	17	17	85	37	
<b>Total EMS Related Calls</b>	<b>86</b>	<b>104</b>	<b>55</b>	<b>73</b>	<b>62</b>	<b>73</b>	<b>46</b>	<b>79</b>	<b>73</b>	<b>89</b>	<b>73</b>	<b>73</b>	<b>93</b>	<b>93</b>	<b>94</b>	<b>94</b>	<b>81</b>	<b>81</b>	<b>89</b>	<b>89</b>	<b>81</b>	<b>81</b>	<b>97</b>	<b>97</b>	<b>930</b>	<b>418</b>	
<b>YTD EMS RELATED CALLS</b>																											
<b>TOTAL CALLS FOR MONTH</b>	<b>94</b>	<b>122</b>	<b>65</b>	<b>87</b>	<b>74</b>	<b>91</b>	<b>68</b>	<b>106</b>	<b>80</b>	<b>112</b>	<b>94</b>	<b>94</b>	<b>116</b>	<b>116</b>	<b>125</b>	<b>125</b>	<b>83</b>	<b>83</b>	<b>117</b>	<b>117</b>	<b>97</b>	<b>97</b>	<b>113</b>	<b>113</b>	<b>1145</b>	<b>516</b>	
<b>PATIENT TRANSPORTS</b>																											
Total Patient Transports	39	52	39	42	33	35	17	45	35	46	28	28	46	46	47	47	41	41	44	44	49	49	49	49	491	230	
<b>YTD PATIENT TRANSPORTS</b>	<b>39</b>	<b>52</b>	<b>39</b>	<b>42</b>	<b>102</b>	<b>129</b>	<b>119</b>	<b>174</b>	<b>164</b>	<b>220</b>	<b>182</b>	<b>182</b>	<b>230</b>	<b>230</b>	<b>277</b>	<b>277</b>	<b>316</b>	<b>316</b>	<b>382</b>	<b>382</b>	<b>401</b>	<b>401</b>	<b>441</b>	<b>441</b>	<b>441</b>	<b>230</b>	
<b>CALL URGENCY</b>																											
Alpha/Bravo	50	62	32	43	38	46	37	49	50	54	55	55	60	60	78	78	57	57	76	76	38	38	63	63	633	254	
Charlie/Delta	39	53	30	34	34	39	29	47	35	50	39	39	54	54	46	46	34	34	39	39	57	57	44	44	480	223	
Echo	2	5	2	6	0	0	1	1	2	5	0	0	2	2	0	0	0	0	2	2	2	2	2	2	15	17	
Orrispa	2	0	1	3	2	4	2	3	1	2	0	0	0	0	0	0	2	2	0	0	0	0	2	2	2	14	
Code 1	1	5	0	2	0	2	1	6	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2	2	14	12	
Code 3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	16	
<b>CALL BACKS (7PC)</b>																											
7PC Called	16	41	14	22	6	27	1	21	15	28	7	7	17	17	8	8	11	11	23	23	25	25	29	29	136	136	
7PC Medic Staffed	5	23	7	8	2	14	1	8	8	14	0	0	3	3	2	2	4	4	4	4	10	10	13	13	67	67	
7PC Engine Staffed	6	22	6	11	4	11	1	8	5	10	1	1	5	5	0	0	3	3	8	8	8	8	13	13	62	62	
7PC Not Staffed	9	18	4	11	4	10	0	12	7	13	6	6	10	10	8	8	6	6	10	10	15	15	12	12	62	62	
Mutual Aid Move Up	2	4	6	2	1	4	0	9	0	3	2	2	1	1	0	0	3	3	1	1	5	5	0	0	22	22	

**Sisters-Camp Sherman RFPD  
Personnel Response 2020**

TYPE	STATUS	RANK	Active/Inactive	NAME	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total by Category	Total for Year
RESPONSE	Volunteer	FF	Active	Ammann, Kenneth	0	1	0	1	1								3	
STANDBY					0	0	0	0	0								0	3
RESPONSE	Career	Captain		Ast, Jeremy	39	22	12	18	14								105	
STANDBY					10	17	6	21	21								75	180
RESPONSE	Volunteer	FF	Active	Bootes, Travis	13	3	5	5	5								31	
STANDBY					7	0	1	0	1								9	40
RESPONSE	Career	Captain		Brown, Thornton	18	9	12	7	14								50	
STANDBY					18	13	14	7	18								68	128
RESPONSE	Career	FF/EMT		Burke, Pat	28	12	20	13	24								97	
STANDBY					7	5	2	1	6								21	118
RESPONSE	Volunteer	EMT	Active	Cisneros-Thorsvold, Angel	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Volunteer	FF	Active	Clarke, Campbell	30	26	15	18	27								116	
STANDBY					2	7	4	14	14								41	157
RESPONSE	Volunteer	FF	Active	Crabbe, Isaac	0	0	0	0	0								0	
STANDBY					0	1	0	1	0								2	2
RESPONSE	Career	Div Chief		Craig, Tim	10	5	4	4	7								30	
STANDBY					1	2	3	2	3								11	41
RESPONSE	Volunteer	FF	Active	Cramer, Kevin	0	1	4	2	2								9	
STANDBY					0	1	0	0	1								2	
RESPONSE	Volunteer	FF	Active	Dean, Roy	3	2	1	0	0								6	
STANDBY					2	2	0	0	0								4	10
RESPONSE	Volunteer	FF	Active	Dertorossian, Dominic	0	1	11	16	26								54	
STANDBY					0	0	5	10	3								19	73
RESPONSE	Volunteer	FF	Active	Duda, Ben	13	10	8	4	5								40	
STANDBY					7	5	3	0	1								16	56
RESPONSE	Volunteer	FF	Active	Falla, John	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Volunteer	FF	Active	Fanning, Jordan	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Volunteer	FF	Active	Ford, Sarah	1												1	
STANDBY					2												2	3
RESPONSE	Career	FF/EMT		Frutos, Damon	30	19	17	26	15								107	
STANDBY					14	4	7	13	1								39	146
RESPONSE	Volunteer	FF	Active	Gonzales-Reyes, Abraham	0	2	0	0	0								2	
STANDBY					0	0	0	0	0								0	
RESPONSE	Volunteer	FF	Active	Gradwahl, Tyson	63	27	32	30	28								170	
STANDBY					5	10	0	3	5								23	193
RESPONSE	Volunteer	FF	Active	Gules, Brennan	5	3	2	0	0								10	
STANDBY					3	1	0	0	0								4	14
RESPONSE	Volunteer	FF	Active	Harbert, Brad	2	0	2	3	1								6	
STANDBY					2	0	0	0	0								2	10
RESPONSE	Career	FF/EMT		Harrison, Rob	32	19	22	25	19								118	
STANDBY					13	12	16	15	12								68	186
RESPONSE	Volunteer	FF/EMT	Active	Haurly, Jessica	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Volunteer	FF	Active	Hayes, Bill	1	3	1	0	0								5	
STANDBY					0	0	1	0	0								1	6
RESPONSE	Volunteer	EMT	Active	Haynes, Barbara	0	1	0	0	0								1	
STANDBY					0	0	0	0	0								0	1
RESPONSE	Volunteer	FF	Active	Haynes, Tom	0	2	0	0	4								6	
STANDBY					0	0	0	0	0								0	6
RESPONSE	Volunteer	FF	Active	Heisler, Brian			6	22	18								46	
STANDBY							1	2	2								5	51
RESPONSE	Volunteer	EMT	Active	Hodge, Rita	3	1	4	4	1								13	
STANDBY					6	3	1	1	5								18	31
RESPONSE	Volunteer	FF/EMT	Active	Huffman, Stephen	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Career	Fire Chief		Johnson, Roger	3	3	1	2	1								10	
STANDBY					0	0	0	0	0								0	10
RESPONSE	Volunteer	FF	Active	Ketchum, Ron	0	2	7	9	13								31	
STANDBY					0	1	1	0	2								4	35
RESPONSE	Volunteer	FF	Active	Lake, Jeffrey	0	0	0	0	0								0	
STANDBY					0	0	0	0	1								1	1
RESPONSE	Volunteer	Captain	Active	Liming, Jeff	5	3	0	2	4								14	
STANDBY					2	0	0	1	4								7	21
RESPONSE	Volunteer	FF	Active	Lucia, Cait	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Career	FF/EMT		Martin, Travis	33	22	4	17	11								87	
STANDBY					2	7	0	16	21								46	133
RESPONSE	Career	FF/EMT		Meredith, Cody	18	17	12	13	18								78	
STANDBY					5	1	6	9	11								33	111





## **Community Risk & Fire Safety Manager Report May 2021**

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

- The Fire Corps Structural Wildfire Assessment Program and the Address Sign Program are in full swing.
- The Home Safety and Smoke Alarm Programs are operating at a modified level.

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

- As expected, very busy with public event applications for the summer.
- 6 new public event applications reviewed.

### **New Construction Plan Review**

- New self-storage project
- Pre-application meetings with Kevin Spencer regarding property development
- Two Conditional Use applications
- Three residential structures in FU zoned areas
- Two forest use zone applications reviewed
- Multi-family pre-app consultation
- Rural fire access questions
- One Deschutes County plan review
- Review of one LL application

### **Other Fire Safety & Prevention Duties:**

- Successful Spring Wildfire Symposium held in May. We had approximately 30 attendees and shared the video presentation with all HOA/Firewise groups.
- FireFree assistance
- Multiple pine needle burning complaints
- Consult with SPRD for upcoming events
- Two new potential Firewise communities
- Continued occupancy load on-site visits and inquires due to new changes in COVID restrictions
- Continued work on the development of a Wildfire Resiliency plan for Sisters
- Business self-inspection program rollout work
- Grant work for Camp Sherman residents
- Independent Contractor Fire Safety Compliance Inspection @ Sisters RV
- Independent Contractor Fire Safety Compliance Inspection @ Sisters Bakery
- Independent Contractor Fire Safety Compliance Inspection @ Church

- Follow up on a couple Notices of Violation (NOV)
- Project Wildfire monthly meeting.
- Follow-up on several code and citizen complaints
- Know Box gate questions
- Target shooting and wildfire concerns
- Camp Sherman outdoor burning questions