



AGENDA

**Notice of Regular of the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
August 16, 2022 – 5:00 p.m.**

Via Zoom: <https://zoom.us/j/98261409605?pwd=RVh4M2NOUUFM2L2NCLzBENUZJbDRodz09>

1. Open the Regular Meeting
2. Consent agenda
 - a. Administrative Summary
 - b. Dashboard Report
 - c. July 2022 Minutes of Regular Meeting
 - d. Bank statement and reconciliations
 - e. Operating fund summaries
 - f. Balance sheets
 - g. Check register
 - h. Adjusting Journal Entries
 - i. Ambulance Receivables
 - j. Engine Response Report
 - k. Safety Committee Meeting Minutes
 - l. Association Meeting Minutes
3. Correspondence
 - a. Sisters Outdoor Quilt Show
 - b. Bergstrom Family
4. Administration
 - a. Staff Reports:
 - i. SR-22-1 Station 701/703 Interior/Exterior Painting Bid Process
 - b. Resolutions:
 - i. 2022-2023-001 Authorization to Expend Building Reserve Funds for Station 701/703 Interior/Exterior Painting Project.
 - ii. 2022-2023-001 Authorization to Expend Building Reserve Funds for Community Hall AV System Upgrade Project.
 - c. Station 703 Rename Discussion
 - d. Wildfire Risk Map Update
5. President's Report
 - a. Update on Chief Johnson Performance Review
6. Fire Chief Report
7. Fire Safety Manager report
8. Other business
9. Adjourn meeting

✦

Administrative Summary for Consent Agenda

July 2022 Data

Minutes - No changes.

Revenue & Expenditure Dashboard Report

- Unaudited Actual Beginning Fund Balance is higher than anticipated. Majority of revenues (tax receipts) don't come in until November.
- Expenditures are currently tracking within target goal of 8%.

Operations Overview Dashboard Report

- The charted responses are reflecting July only since this is the first of the fiscal year.

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balances with the bank and totals \$3,033,378.92 at the end of July. The interest rate increased to 1.25%.

LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$60,942.68.

U.S. Bank

- Total sum of funds in US Bank checking at end of June balances with the bank and totals \$69,456.13. **A fraudulent electronic withdrawal was discovered during the monthly reconciliation process. The charge was to WEX Inc. in the amount of \$7,533.08. Finance Manager Kay Johnson was alerted and immediately contacted US Bank. The bank is investigating and Julie and Kay are working with the bank to add additional security measures to the US Bank Account and office procedures to include a daily check of the online system and creating an authorized list of agencies allowed to perform automatic withdrawals from the account. WEX company has not yet returned the funds, but we are staying on top of it.*

Operating Fund Summaries

Revenue

- Current Property taxes will not start coming in until November.
- GEMT Revenue is related to Coordinated Care Program.
- The OSFM Staffing Grant was received in the amount of \$35,000.

Expenditures

- Administration Department is tracking slightly higher (12%) than target goal of 8% due to annual payment to worker's compensation. Likewise, the Volunteer Department is currently tracking higher due to grant expenses for SAFER Grant.

Balance Sheets

- Accounts payable included a batch of invoices that were not paid out until August.
- PERS liability includes a portion of Fire Safety Manager PERS wages due to his recent retirement and re-hire in the PERS system and should clear in the coming months when the system reflects his current status.
- Deferred Comp liability is due to new FF Cunningham's waiting period for his deferred comp deposits. This will clear in August.
- Insurance disability liability and miscellaneous liabilities are due to AFLAC employee payments and employee donations. These will clear next month.

Check Register

- **Check number 13731 to Ace Hardware.** The Fire District utilized a borrowed BBQ for a District event from a Fire Corps member and it was damaged. Therefore, the District replaced their BBQ with a comparable unit.
- **Check number 13661 to Black Butte Ranch RFPD.** These are SAFER Grant reimbursements for eligible/grant reimbursed expenses.
- **Check number 13745 to Cloverdale RFPD.** This is a SAFER Grant reimbursement for eligible/grant reimbursed expenses.
- **Check number 13785 to Columbia Bank.** This is the annual bond interest payment.

Adjusting Journal Entries

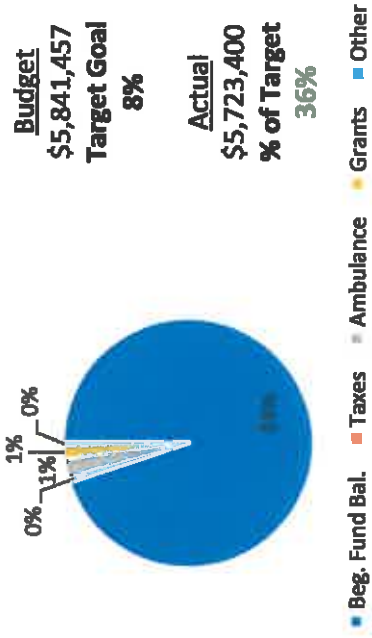
- Annual adjustments to CY Appropriations, Retained Earnings and Beginning Working Capital for balance sheets.
- Entry for ambulance receivables to actual.

Ambulance Report - Total of 62 transports for July.

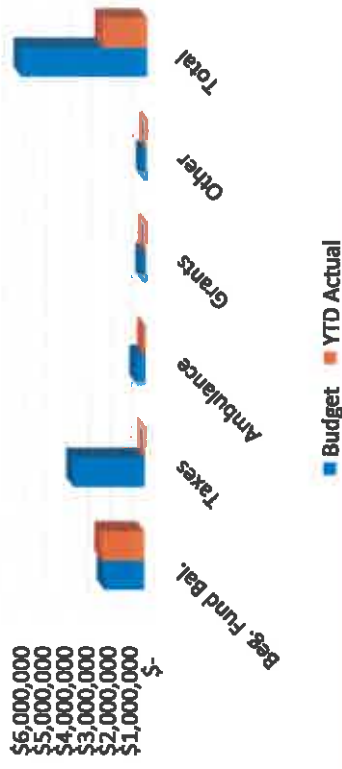
Engine Response Report – No new charges or payments in July.

REVENUE & EXPENDITURE OVERVIEW - AS OF JULY 2022

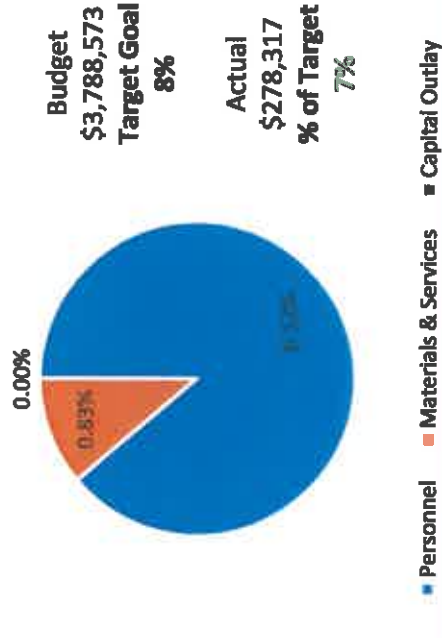
22/23 Actual Revenue as % of Budget



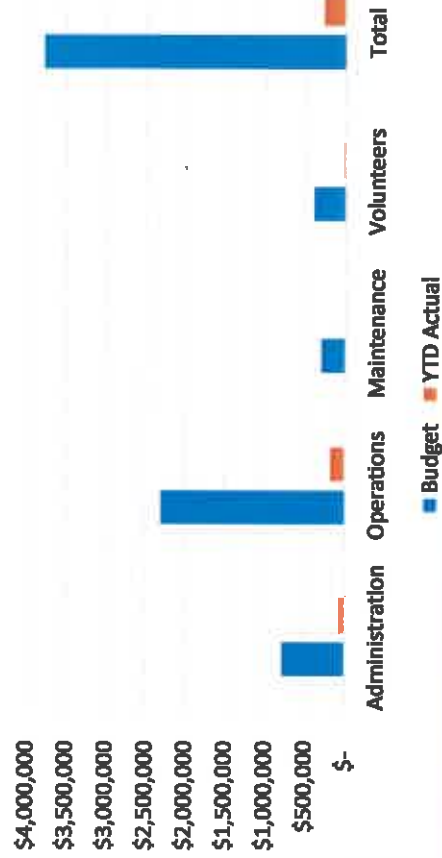
Budget vs. Actual Revenue - Year to Date



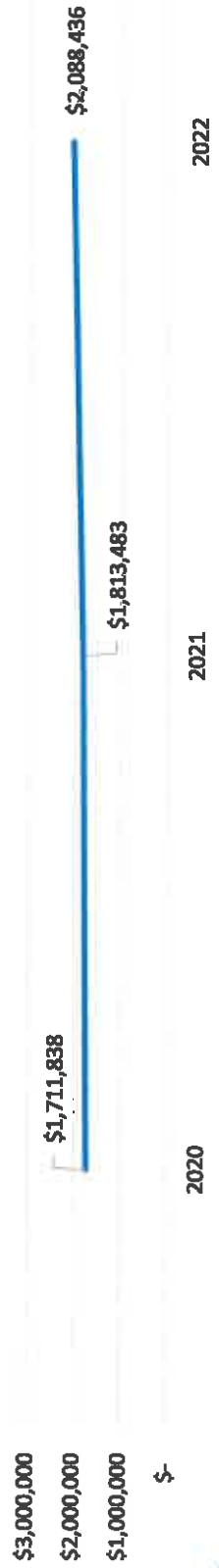
22/23 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date

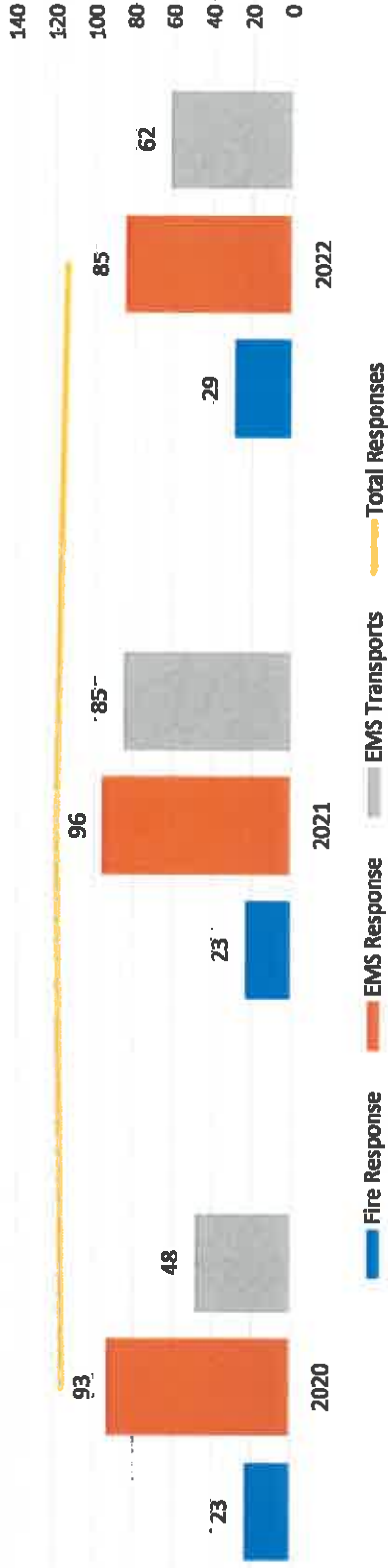


Total Revenue - 3 Years - As of July

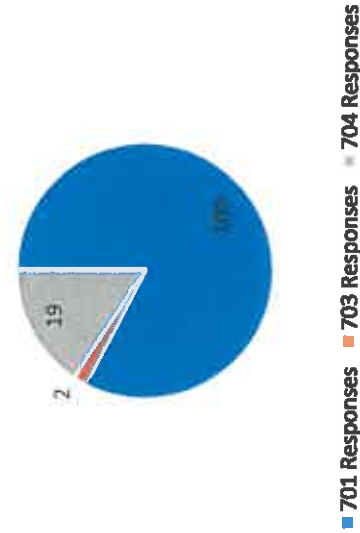


OPERATIONS OVERVIEW - AS OF JULY 31, 2022

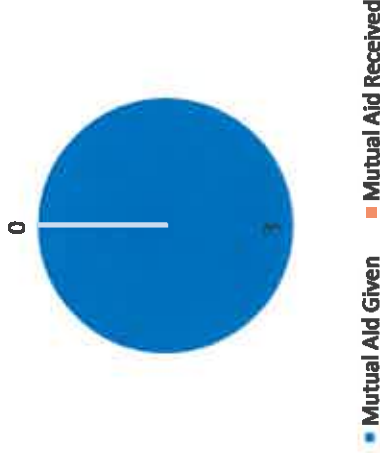
July Responses by Type - 3 Years



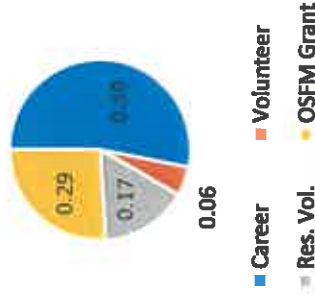
Responses by First-Due Station



July Mutual Aid Given/Received



Average Response by Personnel Type



Back to Back Calls July

24

July Callback Overview
 Personnel Callbacks (7PC's) = 25
 7PC's Staffed with ALS Staffing = 12
 7PC's Staffed with Engine Staffing = 11

Avg Personnel on Standby

4.85



**Minutes of the Regular Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
July 19, 2022**

1. Board President Chuck Newport open meeting at 5 p.m.
 - a. Board Attending: President Newport, Secretary/Treasurer McGowan, Director Schulz and Director Sutton. Absent: Vice President Miller
 - b. Staff Attending: Fire Chief Roger Johnson, Executive Assistant Julie Spor and Deputy Chief Craig. Absent: Fire Safety Manager Doug Green and Finance Manager Kay Johnson.
2. Consent agenda
 - a. ***Unanimously approved the Consent Agenda as presented. Motion by Director Schulz, second Director Sutton.***
 - i. Administrative Summary – No questions.
 - ii. June 2022 Minutes of Regular Meeting – No questions or changes.
 - iii. June 2022 Minutes of Budget Hearing – No questions or changes.
 - iv. Bank statement and reconciliations – No questions.
 - v. Operating fund summaries – No questions.
 - vi. Balance sheets – No questions.
 - vii. Check register:
 1. Director McGowan inquired about checks 13631, 13632 and 13659 and why the resident volunteer reimbursement checks are for different amounts. Chief Johnson said that Lieutenant Ulm receives a higher amount due to her leadership position within the organization.
 - viii. Adjusting Journal Entries – No questions.
 - ix. Ambulance Receivables – No questions.
 - x. Engine Response Report:
 1. President Newport asked Chief Johnson to provide a background on engine response billing. Chief Johnson said the District has the authority to bill for engine response on transportation routes outside of District boundaries for out of district residents. Chief explained that staff is sensitive not to deplete In-District resources for these types of calls and generally tries to send volunteer crews when possible.
 - xi. Safety Committee Meeting Minutes – No questions.
 - xii. Association Meeting Minutes.
 1. Chief Johnson explained the Association is the civic and charitable portion of the Fire District that manages community events.
3. Correspondence – None.
4. Administration
 - a. **Quarterly Goal Tracker.** Chief Johnson provided the Board with an end-of-year goal update. He explained this helps staff stay focused for the year. Director Sutton inquired about Goal 1.10 and

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whether or not the metric needed to be updated due to the population and demographic challenges in the Metolius Basin. Chief Johnson said the District had added dormitories to entice resident volunteers or businesses to add capacity. The District has two resident volunteers living at Station 704 this summer and one potentially for the school year. He also mentioned that Black Butte Ranch Fire District is on auto-aid for us in the Basin and plays an important role for us out there. Chief Johnson said we will likely not change the metric due to the importance of maintaining a certain level of service for the District's ISO rating.

- i. New Draft Dashboard. Staff made changes to the current dashboard to remove redundancy in reporting to the Board. This is a first draft, living document, so advise if you have changes/suggestions.
 - b. Station 703 Rename Discussion. Chief Johnson provided a background from the last meeting and other issues surrounding the Squaw Creek Station name and respect for Native Americans. A survey was sent out to all personnel with 46 responses collected. The three top names suggested were: Whychus Creek or Whychus Canyon Station, Rimrock Station and Buffalo Road Station. Chief Johnson is requesting direction from the Board. The Board requested that Chief Johnson reach out to officials working on name change for the subdivision and has the full support of the Board to continue working on the rename. The plan will be to finalize this at the next Board meeting.
 - c. Wildfire Risk Map. The SB 762 Wildfire Risk Map has been published and we are receiving a lot of questions on it. Oregon Department of Forestry is responsible for the map in conjunction with Oregon State University. District staff will provide resources to folks who have questions. Staff is working on FAQ's for the website. Currently there are no requirements of property owners as a result of the map and there won't be until next year. There is a lot of angst around the map currently. We may see modifications to SB 762 during the upcoming legislative session.
 - d. Chief Travel. Chief Johnson informed the Board he will be traveling to South Carolina next week to participate in the Insurance for Business and Home Safety Testing Center drills.
5. **President's Report**
 - a. President Newport informed the Board that Directors Miller and McGowan will be leading Chief Johnson's performance review.
 - b. Reminder of the SDAO training opportunities. Reach out to EA Spor with interest and registration.
6. **Fire Chief Report**
 - a. Chief Johnson provided a written report to the Board. We currently have a vacancy for Firefighter/Paramedic due to Travis Martin getting a job and transferring to Bend Fire. We may need to hire a temporary employee. President Newport would like to express his thanks to Firefighter Martin on behalf of the Board.
7. **Fire Safety Manager Report**
 - a. Fire Safety Manager Green provided a written report.
8. **Other Business – None.**

No further business was discussed and the meeting adjourned.

Respectfully submitted,

Julie Spor, Clerk of the Board

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)
July 31, 2022

Account: 10001080

Bank Account Number: 153695237070

Bank Statement Balance:	89,456.13	Book Balance Previous Month:	76,530.58
Outstanding Deposits:	379.05	Total Receipts:	244,945.60
Outstanding Checks:	86,865.37	Total Disbursements:	330,973.29
Bank Adjustments:	7,533.08	Book Adjustments:	.00
Bank Balance:	9,497.11-	Book Balance:	9,497.11-

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
48	244.91	95	28.83	142	19.12	148	19.12
92	19.12	98	28.83	145	19.12		
						Total:	379.05

Deposits cleared: 39 Items Deposits Outstanding: 7 Items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	43,176.74	13722	800.00	13758	20.00	13804	9,453.00
3	684.78	13724	600.00	13777	85.00	13806	3,151.00
13437	27,439.80	13733	396.00	13788	126.00	13808	430.00
13709	800.00	13741	80.00	13789	48.25		
						Total:	86,865.37

Checks cleared: 91 Items Checks Outstanding: 15 Items

Bank Adjustments

Description	Amount	Description	Amount
Outstanding fraud charge from last mont	7,533.08		
		Total:	7,533.08

Book Adjustments

No book adjustments found!

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

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

Account Number:

1 536 9523 7070

Statement Period:

Jul 1, 2022

through

Jul 29, 2022

3233 IMG S Y ST01

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000000317 02 AB 0.491 000638270157031 P Y
 SISTERS-CAMP SHERMAN RURAL
 FIRE PROTECTION DISTRICT
 OPERATING FUND
 PO BOX 1809
 SISTERS OR 97759-1509

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Commercial Customer**Service:**

1-877-295-2509

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usbank.com

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U.S. Bank National Association

Account Number 1-536-9523-7070

Account Summary

	# Items	\$	
Beginning Balance on Jul 1			193,883.19
Customer Deposits	1		50,812.81
Other Deposits	35		194,050.88
Other Withdrawals	11		187,722.71-
Checks Paid	81		181,167.84-
Ending Balance on Jul 31, 2022		\$	69,466.13

Customer Deposits

Number	Date	Ref Number	Amount
	Jul 19	8315128798	50,812.81

Total Customer Deposits \$ 50,812.81**Other Deposits**

Date	Description of Transaction	Ref Number	Amount
Jul 1	Electronic Deposit From STRIPE REF=221810159991430N00 1800948598TRANSFER ST-W5I5F4N2O9N1		\$ 19.12
Jul 5	Electronic Deposit From Regence BCBSO - REF=221810136870620N00 1930236155HCCLAIMPMTFEP00001		142.13
Jul 5	Electronic Deposit From NORIDIAN WAORAK REF=221860145331770Y00 9262328076HCCLAIMPMT1245231760		1,737.85
Jul 6	ACH Zero Dollar Credit From HEALTH SHARE REF=221860197473630Y00 1455093195ACH ITEM		0.00
Jul 6	Electronic Deposit From PACIFICSOURCE CO REF=221860203727000N00 1562420416PAYABLES 154856		3,396.00



Account Statement - Transaction Summary

For the Month Ending July 31, 2022

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

Oregon LGIP

Opening Balance	3,167,640.52
Purchases	15,738.45
Redemptions	(150,000.05)

Asset Summary

	July 31, 2022	June 30, 2022
Oregon LGIP	3,033,378.92	3,167,640.52
Total	\$3,033,378.92	\$3,167,640.52

Closing Balance	\$3,033,378.92
Dividends	3,324.37

LAIP 1,656,069.38 +
 EMP 295,106.88 +
 BLDG 233,920.69 +
 EQUIP 848,281.97 +
 3,033,378.92 *
 Balance End of



Account Statement

For the Month Ending July 31, 2022

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

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					3,167,640.52
07/01/22	07/01/22	LGIP Fees - ACH Redemption (1 @ \$0.05 - From 4374) - June 2022	1.00	(0.05) ✓	3,167,640.47
07/05/22	07/05/22	Transfer from Jefferson County Treasury - JEFFERSON COUNTY TREASURY	1.00	98.67 ✓	3,167,739.14
07/08/22	07/08/22	Deschutes County Treasurer - Deschutes County Turnover 2021-15	1.00	12,315.41 ✓	3,180,054.55
07/25/22	07/25/22	Redemption - ACH Redemption	1.00	(150,000.00) ✓	3,030,054.55
07/29/22	08/01/22	Accrual Income Div Reinvestment - Distributions	1.00	3,324.37	3,033,378.92
Closing Balance					3,033,378.92

Opening Balance	3,167,640.52	Closing Balance	3,033,378.92
Purchases	15,738.45	Average Monthly Balance	3,143,711.66
Redemptions	(150,000.05)	Monthly Distribution Yield	1.25%
Closing Balance	3,033,378.92	Fiscal YTD July-July	3,324.37
Dividends	3,324.37		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		07/01/2022 (00/22) Balance	.00 *	.00 *	1,790,330.98
CR	5	Jefferson County Levy	98.67		
CR	21	LGIP Fees - ACH Redemption Fee		.05-	
CR	8	Deschutes County Levy	12,315.41		
CR	3	Txfr for bills/payroll		150,000.00-	
CR	23	Accrual Income - Dividend Reinvestment	3,324.37		
		07/31/2022 (07/22) Period Totals and Balance	15,738.45 *	150,000.05- *	1,658,069.38

Number of transactions: 5 Number of accounts: 1

Debit

Credit

Proof

Total GENERAL FUND:

15,738.45

150,000.05-

134,261.80-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070	Empl Fund				
		07/01/2022 (00/22) Balance	.00 *	.00 *	295,108.88
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	295,108.88

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
3-00-0-1070	Bldg Fund				
		07/01/2022 (00/22) Balance	.00 *	.00 *	233,920.89
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	233,920.89

Number of transactions: 0 Number of accounts: 1

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

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070		Equipment Fund			
	07/01/2022 (00/22)	Balance	.00 *	.00 *	848,281.97
	07/31/2022 (07/22)	Period Totals and Balance	.00 *	.00 *	848,281.97

Number of transactions: 0 Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total EQUIPMENT RESERVE FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
5-00-0-1075 Technology Reserve Fund					
	07/01/2022 (00/22)	Balance	.00 *	.00 *	.00
	07/31/2022 (07/22)	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: 5	Number of accounts: 5	Debit	Credit	Proof
Grand Totals:		15,738.45	150,000.05-	134,281.60-

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)
July 31, 2022

Account: 70001030

Bank Account Number: 153895237351

Bank Statement Balance:	60,942.88	Book Balance Previous Month:	60,889.85
Outstanding Deposits:	.00	Total Receipts:	8,947.17-
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	60,942.88	Book Balance:	60,942.88

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 July 31, 2022

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

		Asset Summary	
		July 31, 2022	June 30, 2022
Oregon LGIP			
Opening Balance	69,889.85		
Purchases	878.53	60,942.68	69,889.85
Redemptions	(9,825.70)		
Total		\$60,942.68	\$69,889.85

Closing Balance \$60,942.68
Dividends 72.04



Account Statement

For the Month Ending July 31, 2022

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

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					
07/08/22	07/08/22	Deschutes County Treasurer - Deschutes County Turnover 2021-15	1.00	806.49	70,696.34
07/25/22	07/25/22	Redemption - ACH Redemption	1.00	(9,825.70)	60,870.64
07/29/22	08/01/22	Accrual Income Div Reinvestment - Distributions	1.00	72.04	60,942.68
Closing Balance					
60,942.68					

	Month of July	Fiscal YTD July-July	
Opening Balance	69,889.85	69,889.85	Closing Balance
Purchases	878.53	878.53	Average Monthly Balance
Redemptions	(9,825.70)	(9,825.70)	Monthly Distribution Yield
			1.25%

Closing Balance	60,942.68	60,942.68
Dividends	72.04	72.04

Account Number	Account Title	2021-22 Prior YTD Actual	Current Period Actual	Current YTD Actual	2022-23 Current Year Budget	Bal Remaining +/-	% Collected
GENERAL FUND							
1-01-0-40100	Property Taxes-Current	.00	.00	.00	3,240,174.00	3,240,174.00-	.00
1-01-0-40200	Property Taxes-Prior	13,976.24	12,410.18	12,410.18	50,000.00	36,703.79-	27%
1-01-0-41100	Ambulance Revenue	43,029.33	51,811.52	51,811.52	390,000.00	328,930.99-	18%
1-01-0-41110	GEMT Ambulance Revenu	.00	3,398.00	3,398.00	40,000.00	36,604.00-	8%
1-01-0-41200	Other Fees for Service	1,360.00	660.00	660.00	11,715.00	8,640.00-	27%
1-01-0-42100	Fire Med Subscriptions	.00	1,125.00	1,125.00	15,000.00	13,875.00-	8%
1-01-0-43100	Interest Income	1,284.84	3,328.27	3,328.27	15,000.00	11,671.25-	22%
1-01-0-44100	Grant Revenue	.00	35,000.00	35,000.00	161,095.00	116,095.00-	23%
1-01-0-44200	Donations Received	1,252.90	117.00	117.00	10,000.00	9,883.00-	1%
1-01-0-44300	Conflagration Income	.00	.00	.00	50,000.00	50,000.00-	.00
1-01-0-45000	Misc Revenue	822.18	280.00	280.00	10,100.00	9,588.00-	5%
1-01-0-49990	Beginning Working Capital	1,751,757.36	1,980,328.00	1,980,328.00	1,858,373.00	121,955.00	107%
Total GENERAL FUND REVENUE:		1,813,482.85	2,088,435.97	2,088,435.97	5,841,457.00	3,738,090.03-	36%
GENERAL FUND Revenue Total:		1,813,482.85	2,088,435.97	2,088,435.97	5,841,457.00	3,738,090.03-	36%
Net Total GENERAL FUND:		1,813,482.85	2,088,435.97	2,088,435.97	5,841,457.00	3,738,090.03-	36%

Account Number	Account Title	2021-22	Current Period Actual	Current YTD Actual	2022-23	% of Budget
		Prior YTD Actual			Current Year Budget	
GENERAL FUND						
	Total ADMINISTRATION DEPARTMENT:	74,983.92	65,053.23	65,053.23	542,206.00	477,144.77 12%
	Total OPERATIONS DEPARTMENT:	205,231.95	172,278.85	172,278.85	2,126,183.00	1,953,904.15 8%
	Total MAINTENANCE DEPARTMENT:	1,332.61	1,092.73	1,092.73	27,284.00	26,171.27 4%
	Total VOLUNTEERS DEPARTMENT:	14,829.10	8,818.49	8,818.49	66,290.00	57,671.51 13%
	GENERAL FUND Expenditure Total:	296,377.58	247,053.30	247,053.30	2,761,945.00	2,514,891.70 9%
	Net Total GENERAL FUND:	296,377.58-	247,053.30-	247,053.30-	2,761,945.00-	2,514,891.70- 9%
	Net Grand Totals:	296,377.58-	247,053.30-	247,053.30-	2,761,945.00-	2,514,891.70- 9%

Account Number	Account Title	2021-22	Current Period Actual	Current YTD Actual	2022-23	% of Budget
		Prior YTD Actual			Cur Year Budget	
GENERAL FUND						
	Total ADMINISTRATION DEPARTMENT:	5,025.67	3,011.63	3,011.63	217,154.00	214,121.57 1%
	Total OPERATIONS DEPARTMENT:	11,733.18	9,628.13	9,628.13	183,284.00	173,655.87 5%
	Total MAINTENANCE DEPARTMENT:	5,668.74	2,985.00	2,985.00	264,504.00	261,519.00 1%
	Total VOLUNTEERS DEPARTMENT:	5,029.47	15,838.60	15,838.60	328,305.00	312,666.40 5%
	GENERAL FUND Expenditure Total:	27,477.06	31,263.36	31,263.36	993,247.00	961,962.84 3%
	Net Total GENERAL FUND:	27,477.06-	31,263.36-	31,263.36-	993,247.00-	961,962.84- 3%
	Net Grand Totals:	27,477.06-	31,263.36-	31,263.36-	993,247.00-	961,962.84- 3%

Account Number	Account Title	2021-22 Prior YTD Actual	Current Period Actual	Current YTD Actual	2022-23 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	.00	.00	.00	22,696.00	22,696.00	.00
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	.00	.00	.00	10,685.00	10,685.00	.00
	GENERAL FUND Expenditure Total:	.00	.00	.00	33,381.00	33,381.00	.00
	Net Total GENERAL FUND:	.00	.00	.00	33,381.00-	33,381.00-	.00
	Net Grand Totals:	.00	.00	.00	33,381.00-	33,381.00-	.00

SISTERS-CAMP SHERMAN
BALANCE SHEET
JULY 31, 2022

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	1,856,069.38	
1-00-0-1080	US BANK OPERATING ACCT	(9,497.11)	
1-00-0-1099	PETTY CASH	164.54	
1-00-0-1103	NOTE RECEIVABLE	46,000.00	
1-00-0-1120	AMBULANCE RECEIVABLES	223,939.24	
1-00-0-1180	ALLOWANCE FOR UNCOLLECTIBLE AM	(112,131.79)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	57,849.89	
		57,849.89	
	TOTAL ASSETS		1,861,394.15

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	3,563.75	
1-00-0-2150	PERS LIABILITY	8,327.77	
1-00-0-2155	DEFERRED COMPENSATION LIABILIT	1,021.44	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	270.90	
1-00-0-2180	MISCELLANEOUS LIABILITY	80.00	
1-00-0-2250	DEFERRED REVENUE	40,010.89	
		40,010.89	
	TOTAL LIABILITIES		51,274.55

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	(6,841,467.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	5,841,467.29	
	REVENUE OVER EXPENDITURES - YTD	1,810,119.31	
		1,810,119.31	
	BALANCE - CURRENT DATE	7,651,576.60	
	TOTAL FUND EQUITY		1,810,119.60
	TOTAL LIABILITIES AND EQUITY		1,861,394.15

SISTERS-CAMP SHERMAN
BALANCE SHEET
JULY 31, 2022

EMPLOYMENT RESERVE FUND

ASSETS

2-00-0-1070	EMPL FUND	295,108.88	
	TOTAL ASSETS		295,108.88

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	325,151.00	
	UNAPPROPRIATED FUND BALANCE:		
2-00-0-3900	RETAINED EARNINGS	(30,044.12)	
	BALANCE - CURRENT DATE	(30,044.12)	
	TOTAL FUND EQUITY		295,108.88
	TOTAL LIABILITIES AND EQUITY		295,108.88

SISTERS-CAMP SHERMAN
BALANCE SHEET
JULY 31, 2022

BUILDING RESERVE FUND

<u>ASSETS</u>			
3-00-0-1070	BLDG FUND		233,920.69
	TOTAL ASSETS		<u>233,920.69</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
3-00-0-3120	BUILDING RESERVE	(314,370.00)	
UNAPPROPRIATED FUND BALANCE:			
3-00-0-3900	RETAINED EARNINGS	314,370.69	
	REVENUE OVER EXPENDITURES - YTD	<u>233,920.00</u>	
	BALANCE - CURRENT DATE		<u>548,290.69</u>
	TOTAL FUND EQUITY		<u>233,920.69</u>
	TOTAL LIABILITIES AND EQUITY		<u>233,920.69</u>

**SISTERS-CAMP SHERMAN
BALANCE SHEET
JULY 31, 2022**

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	848,281.97	
	TOTAL ASSETS		848,281.97

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	(2,291,933.00)	
	UNAPPROPRIATED FUND BALANCE:		
4-00-0-3900	RETAINED EARNINGS	2,291,933.00	
	REVENUE OVER EXPENDITURES - YTD	848,281.97	
	BALANCE - CURRENT DATE	3,140,214.97	
	TOTAL FUND EQUITY		848,281.97
	TOTAL LIABILITIES AND EQUITY		848,281.97

**SISTERS-CAMP SHERMAN
BALANCE SHEET
JULY 31, 2022**

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	60,942.68	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	3,927.70	
	TOTAL ASSETS		64,870.38

LIABILITIES AND EQUITY

LIABILITIES

7-00-0-2250	DEFERRED REVENUE	2,508.72	
	TOTAL LIABILITIES		2,508.72

FUND EQUITY

7-00-0-3120	DEBT SERVICE FUND	(270,626.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	270,626.00	
	REVENUE OVER EXPENDITURES - YTD	62,361.66	
	BALANCE - CURRENT DATE	332,987.66	
	TOTAL FUND EQUITY		62,361.66
	TOTAL LIABILITIES AND EQUITY		64,870.38

Check Register - July 2022

Date	Check No.	Payee	Description	Amount
7/12/2022	13774	Void Check		\$ - V
7/12/2022	13604	Municipal Emergency Serv. Inc.	Structure helmet	\$ (430.00) V
7/12/2022	13731	Ace Hardware, Inc.	BBQ - Replacement for Fire Corps Member BBQ destroyed	\$ 259.99
7/12/2022	13731	Ace Hardware, Inc.	Hardware	\$ 5.33
7/12/2022	13731	Ace Hardware, Inc.	Fasteners for 726 - New Hose Bed Cover Install	\$ 47.18
7/12/2022	13731	Ace Hardware, Inc.	Station Supplies	\$ 16.61
7/12/2022	13731	Ace Hardware, Inc.	Fasteners for 726 - New Hose Bed Cover Install	\$ 17.54
7/12/2022	13731	Ace Hardware, Inc.	Drill Socket Adapter	\$ 3.66
7/12/2022	13731	Ace Hardware, Inc.	Hardware	\$ 1.52
7/12/2022	13731	Ace Hardware, Inc.	Tap plug	\$ 7.35
7/12/2022	13731	Ace Hardware, Inc.	Air coupling for 745	\$ 3.67
7/12/2022	13731	Ace Hardware, Inc.	Doll house supplies	\$ 17.62
7/12/2022	13732	AFLAC	AFLAC	\$ 270.90
7/12/2022	13733	Alpine Internet Solutions	Content Plan for July	\$ 395.00
7/12/2022	13734	Baxter Auto Parts Inc, Auto Parts	Battery terminal protectors for 792	\$ 3.45
7/12/2022	13734	Baxter Auto Parts Inc, Auto Parts	Solenoid for 741	\$ 32.37
7/12/2022	13734	Baxter Auto Parts Inc, Auto Parts	Batteries for 771	\$ 169.25
7/12/2022	13734	Baxter Auto Parts Inc, Auto Parts	Batteries for 771	\$ 169.25
7/12/2022	13735	Bend Broadband	8224 60 003 0017578 - Cable Elm	\$ 660.28
7/12/2022	13736	BI-Mart Corporation	USB Chargers	\$ 17.98
7/12/2022	13736	BI-Mart Corporation	Kleenex	\$ 13.98
7/12/2022	13737	Black Butte Ranch RFPD	Tuition Assistance Reimbursement: Preston, Richards, Fox, Henry, Guintu, Humphries	\$ 15,000.00
7/12/2022	13737	Black Butte Ranch RFPD	Brothers in Battle Class Reimbursement	\$ 675.00
7/12/2022	13737	Black Butte Ranch RFPD	IFSTA Manual Reimbursement	\$ 276.00
7/12/2022	13738	BOUND TREE MEDICAL, LLC.	Curaplex Cold Pack	\$ 29.50
7/12/2022	13738	BOUND TREE MEDICAL, LLC.	EMS MED ORDER# 39445727	\$ 9.68
7/12/2022	13739	Cascade Fire Equipment	Wildland pant - Dual compliant - Hill	\$ 211.96
7/12/2022	13739	Cascade Fire Equipment	Wildland pant - Dual compliant women's cut	\$ 324.45
7/12/2022	13740	CEC, INC	electric - Elm Street	\$ 1,397.79
7/12/2022	13740	CEC, INC	electric - buffalo	\$ 78.94
7/12/2022	13740	CEC, INC	electric-Camp Sherman	\$ 88.06
7/12/2022	13741	Central Oregon Public Safety Chaplaincy	Employee Pass-Through Donations	\$ 80.00
7/12/2022	13742	CenturyLink	Phone Service - Camp Sherman - Acct 333226873	\$ 58.98
7/12/2022	13743	Clara Needles	Reimburse Hybrid EMT Fees	\$ 1,460.00
7/12/2022	13744	City of Sisters	Water/Sewer - Elm Street	\$ 361.85
7/12/2022	13745	Cloverdale RFPD	Worker's Compensation Reimbursement	\$ 3,750.00
7/12/2022	13746	Cruz Jones	Res. Vol. Mileage & Food Reimb. - June 2022	\$ 175.00
7/12/2022	13747	Deschutes County 911 Service D	Installed new Firecom Headsets	\$ 525.00
7/12/2022	13748	DMV	DMV Record Check - Pyne, Engine Response Bill	\$ 11.80
7/12/2022	13749	Ed Staub & Sons Petroleum	Fuel - Customer #001547	\$ 2,102.40
7/12/2022	13750	Emily Kline	Res. Vol. Food & Mileage Reimb. - June 2022	\$ 150.18
7/12/2022	13751	Enerspect Medical Solutions, LLC	MRX BIOMEDICAL INSPECTION	\$ 750.00
7/12/2022	13751	Enerspect Medical Solutions, LLC	CPAP BIOMEDICAL INSPECTION	\$ 250.00
7/12/2022	13751	Enerspect Medical Solutions, LLC	PORTABLE SUCTION BIOMEDICAL INSPECTION	\$ 250.00
7/12/2022	13751	Enerspect Medical Solutions, LLC	CPAP BIOMEDICAL INSPECTION/ADJUSTMENT	\$ 125.00
7/12/2022	13751	Enerspect Medical Solutions, LLC	FIRE CORPS NIBP BIOMEDICAL INSPECTION	\$ 62.50
7/12/2022	13751	Enerspect Medical Solutions, LLC	TRAVEL CHARGE	\$ 210.00
7/12/2022	13752	Hughes Fire Equipment, Inc.	Clamp, toggle, air actuated PRC-1721211	\$ 805.83
7/12/2022	13752	Hughes Fire Equipment, Inc.	721 Side View Mirror	\$ 637.24
7/12/2022	13752	Hughes Fire Equipment, Inc.	Crimp connector for 723	\$ 79.54
7/12/2022	13753	Kj Accounting	Monthly Finance Mgr Services - June 2022	\$ 2,000.00
7/12/2022	13754	LIFE-ASSIST	EMS SUPPLY ORDER# 56223996	\$ 70.30
7/12/2022	13755	Mission Linen Supply, Inc.	mats/rugs	\$ 55.94
7/12/2022	13756	Momentum Promo	Embroidery - SB/JS	\$ 34.00
7/12/2022	13756	Momentum Promo	Screen-printed tees	\$ 333.12
7/12/2022	13757	Norco Medical Supply, Inc.	MEDICAL OXYGEN - K CYLINDER	\$ 26.12
7/12/2022	13757	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 62.84
7/12/2022	13757	Norco Medical Supply, Inc.	HANDLING CHARGE	\$ 29.00
7/12/2022	13757	Norco Medical Supply, Inc.	FUEL SURCHARGE	\$ 2.49
7/12/2022	13757	Norco Medical Supply, Inc.	SAFETY GLASSES (20/CASE)	\$ 38.82
7/12/2022	13758	Oregon Fire Service HonorGuard	Employee donations	\$ 20.00
7/12/2022	13759	Pacific Office Automation, Inc	copies/kit - HP Printers	\$ 63.86
7/12/2022	13760	Paladin Background Screening	Background: Pyne	\$ 23.00
7/12/2022	13761	Pony Express, Inc.	shipping for vehicle maint.	\$ 66.73
7/12/2022	13761	Pony Express, Inc.	Postage stamps	\$ 50.40
7/12/2022	13762	Quill	Office Supplies: Tape, Staples & Post-it Notes	\$ 68.16
7/12/2022	13762	Quill	White Copy Paper	\$ 68.99
7/12/2022	13762	Quill	Doorstops	\$ 35.97
7/12/2022	13763	Rafilson & Associates, LLC	New Employee Evaluation: Cunningham	\$ 550.00
7/12/2022	13764	Ranch Country Outhouses	Portable Toilet Rental - Locust St. Training	\$ 85.00
7/12/2022	13765	Republic Services	Disposal Services - Elm Street	\$ 66.58
7/12/2022	13765	Republic Services	Disposal Services: Station 703	\$ 18.46
7/12/2022	13766	Sasha Ashley	Reimburse Tuition under SAFER Grant	\$ 3,340.00
7/12/2022	13767	SeaWestern, Inc.	SAFER Vols: West, Chariton, Malloy - Duty Boots	\$ 939.60
7/12/2022	13767	SeaWestern, Inc.	Class B Shirt - Cunningham	\$ 130.15

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
7/12/2022	13768	Sisters Rental	Plastic Wrap	\$ 129.26
7/12/2022	13769	Sisters-Camp Sherman F&A Assn.	Comm. Asst Fund - Employee Pass Through Donations	\$ 250.00
7/12/2022	13769	Sisters-Camp Sherman F&A Assn.	Donation - Car Seats - Medina	\$ 70.00
7/12/2022	13769	Sisters-Camp Sherman F&A Assn.	Donation - Smoke Alarms - Judy	\$ 20.00
7/12/2022	13769	Sisters-Camp Sherman F&A Assn.	Donation - Easter Egg Hunt	\$ 5.00
7/12/2022	13770	Solomon Byles	Reimb. Halx Boots Purchased	\$ 311.00
7/12/2022	13771	STURM Elevator Inc	Update State logs & wheelchair lift	\$ 575.00
7/12/2022	13772	Systems Design	EMS Billing & Postage for June	\$ 710.00
7/12/2022	13773	Treasure Valley Coffee	water & cooler rental	\$ 243.15
7/12/2022	13775	Vohs Custom Landscaping	Weekly Maintenance Per Contract	\$ 1,734.50
7/12/2022	13776	WCP Solutions	can liners	\$ 42.95
7/12/2022	13776	WCP Solutions	can liners, white folding towels, laundry detergent	\$ 206.08
7/22/2022	13777	Alpine Internet Solutions	Management & Hosting - August 2022	\$ 85.00
7/22/2022	13778	Avion Water Co Inc.	Water-703	\$ 25.59
7/22/2022	13779	BestMed Urgent Care	Drug Screen - New Volunteer Fillault	\$ 30.00
7/22/2022	13779	BestMed Urgent Care	Firefighter Physical - Cunningham	\$ 517.75
7/22/2022	13780	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39445694	\$ 19.77
7/22/2022	13781	Brian Schultz	Wildland boot reimbursement	\$ 250.00
7/22/2022	13782	Cascade Fire Equipment	Wildland shrouds	\$ 573.65
7/22/2022	13782	Cascade Fire Equipment	Dual Complaint Uniform Pants	\$ 213.89
7/22/2022	13782	Cascade Fire Equipment	Wildland pant - Dual compliant	\$ 195.00
7/22/2022	13783	Caselle, Inc.	Contract support charges 08/2022	\$ 354.00
7/22/2022	13784	CMC Rescue, Inc.	Rope Rescue Tech Class - Millar	\$ 1,349.00
7/22/2022	13785	Columbia Bank	Debt Service Interest Payment	\$ 9,825.70
7/22/2022	13786	Costco-Membership	Business Membership 00011786184161	\$ 120.00
7/22/2022	13787	Crook County Fire & Rescue	Heart Saver First Aid Card	\$ 20.00
7/22/2022	13788	Davis Towing, Inc.	towing 06 Chevy Pickup	\$ 125.00
7/22/2022	13789	DPSST	Criminal History Check: Snow 28041	\$ 46.25
7/22/2022	13790	Ed Staub & Sons Petroleum	Fuel	\$ 2,280.06
7/22/2022	13791	Enrique Abraham Gonzalez Reyes	Dual Compliant Boots	\$ 250.00
7/22/2022	13792	Freightliner Northwest Redmond	Roof Top AC	\$ 289.60
7/22/2022	13793	Jacob Van Lieu	Structure boot reimbursement	\$ 197.00
7/22/2022	13794	LIFE-ASSIST	EMS ORDER# 08220183	\$ 502.43
7/22/2022	13794	LIFE-ASSIST	EMS ORDER# 52222954	\$ 36.04
7/22/2022	13795	Local Government Law Group, P.C.	Legal General	\$ 245.00
7/22/2022	13795	Local Government Law Group, P.C.	Legal Personnel	\$ 343.00
7/22/2022	13796	Momentum Promo	Recruit Academy Tees	\$ 576.00
7/22/2022	13796	Momentum Promo	Embroidery new personnel	\$ 264.50
7/22/2022	13797	Mountain Medical	Firefighter Physical - Jones	\$ 983.00
7/22/2022	13797	Mountain Medical	Firefighter Physical - Byles	\$ 1,165.00
7/22/2022	13797	Mountain Medical	Firefighter Physical - SAFER BBR Malloy	\$ 1,065.00
7/22/2022	13797	Mountain Medical	Firefighter Physical - Kline	\$ 1,033.00
7/22/2022	13797	Mountain Medical	Firefighter Physical - SAFER BBR West	\$ 1,085.00
7/22/2022	13797	Mountain Medical	Firefighter Physical - Klosterman	\$ 1,085.00
7/22/2022	13797	Mountain Medical	Firefighter Physical - SAFER BBR Charlton	\$ 1,025.00
7/22/2022	13798	Pac Office Automation - Lease	500-50016158 Konica Contract	\$ 290.00
7/22/2022	13799	Pacific Office Automation, Inc	Fleet Agreement - Konica	\$ 185.51
7/22/2022	13799	Pacific Office Automation, Inc	Fleet Agreement - Konica	\$ 220.16
7/22/2022	13800	Rick Retzman	OHA EMR Reficensing Fee	\$ 23.00
7/22/2022	13801	SDAO	2022-2023 Workers Compensation	\$ 26,918.69
7/22/2022	13802	SDIS	Public Safety EAP - All Personnel	\$ 1,275.00
7/22/2022	13802	SDIS	Public Safety EAP - Admin	\$ 75.00
7/22/2022	13802	SDIS	Admin Health Insurance	\$ 3,671.84
7/22/2022	13802	SDIS	Admin Life, ST/LTD	\$ 146.54
7/22/2022	13802	SDIS	Operations Health Insurance	\$ 17,798.27
7/22/2022	13802	SDIS	Operations Life, ST/LTD	\$ 659.43
7/22/2022	13802	SDIS	Ins/Diability - Orthodontia pass through	\$ 106.37
7/22/2022	13803	TargetSolutions Learning, LLC	Vector Check-It Software	\$ 4,523.00
7/22/2022	13804	Unitek EMT	Accelerated EMT Course: Klosterman, Byles	\$ 3,151.00
7/22/2022	13804	Unitek EMT	Accelerated EMT Course: Klosterman, Byles	\$ 3,151.00
7/22/2022	13804	Unitek EMT	Accelerated EMT Course: Vol Westburg	\$ 3,151.00
7/22/2022	13805	Unitek EMT	Accelerated EMT Course - Jones	\$ 3,151.00
7/22/2022	13806	Municipal Emergency Services, Inc.	Structure helmet	\$ 430.00
7/25/2022	700016	US Bank - Visa	BAY WASH HOSE (3/4 x 75')"	\$ 140.40
7/25/2022	700016	US Bank - Visa	Thirst quencher for fire deployments	\$ 146.98
7/25/2022	700016	US Bank - Visa	Business Lunches: Craig	\$ 88.00
7/25/2022	700016	US Bank - Visa	Supplies for Station 701 Open House	\$ 294.48
7/25/2022	700016	US Bank - Visa	Central Oregon Fire Chief's Association Dues	\$ 120.00
7/25/2022	700016	US Bank - Visa	Shipping for uniform alterations	\$ 21.93
7/25/2022	700016	US Bank - Visa	Fleshlight - Cunningham	\$ 86.16
7/25/2022	700016	US Bank - Visa	Structure hood - Cunningham	\$ 34.39
7/25/2022	700016	US Bank - Visa	Wildland helmet - Cunningham	\$ 69.99
7/25/2022	700016	US Bank - Visa	Turn out soap	\$ 159.00
7/25/2022	700016	US Bank - Visa	Pushbroom	\$ 18.99
7/25/2022	700016	US Bank - Visa	Ice for Quilt Show Crews	\$ 20.93
7/25/2022	700016	US Bank - Visa	Smith last day celebration	\$ 28.97

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
7/25/2022	700016	US Bank - Visa	Central Oregon Fire Chiefs Association Dues	\$ 120.00
7/25/2022	700016	US Bank - Visa	Fuel - Johnson Out of Area Meeting	\$ 34.22
7/25/2022	700016	US Bank - Visa	Meals for Quilt Show Personnel	\$ 148.20
7/25/2022	700016	US Bank - Visa	Meel for 745 Crew from Car Fire Response	\$ 126.50
7/25/2022	700016	US Bank - Visa	Ice for Quilt Show Crews	\$ 25.00
7/25/2022	700016	US Bank - Visa	Sisters Coffee - Station 701	\$ 129.00
7/25/2022	700016	US Bank - Visa	GFOA Budget Award Application Fee	\$ 345.00
7/25/2022	700016	US Bank - Visa	Frame for Craig Certificate	\$ 22.00
7/25/2022	700016	US Bank - Visa	Kwikkee Motor Replacement Kit	\$ 196.14
7/25/2022	700016	US Bank - Visa	Clarke Paramedic Program Testing Fees	\$ 169.50
7/25/2022	700016	US Bank - Visa	Collar brass	\$ 40.95
7/25/2022	700016	US Bank - Visa	Amazon Prime Business Subscription	\$ 179.00
7/25/2022	700016	US Bank - Visa	Excel Dashboard Tools Add-On	\$ 99.00
7/25/2022	700016	US Bank - Visa	Nametags new RV's	\$ 49.95
7/25/2022	700016	US Bank - Visa	Remote Work Subscription - Blalous	\$ 44.00

Report Criteria:

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

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
07/31/2022	1	Adjustment to CY Appropriation	1-00-0-3190	CURRENT YEAR APPROPRIATION	207,282.00	
07/31/2022	2	Adjustment to CY Appropriation	1-00-0-3900	Retained Earnings	.00	207,282.00-
07/31/2022	3	Adjustment to CY Opening Balance	1-01-0-49990	Beginning Working Capital	.00	1,980,328.00-
07/31/2022	4	Adjustment to CY Opening Balance	1-00-0-3900	Retained Earnings	1,980,328.00	
07/31/2022	5	Adjustment to CY Appropriation	3-00-0-3120	Building Reserve	32,591.00	
07/31/2022	6	Adjustment to CY Appropriation	3-00-0-3900	Retained Earnings	.00	32,591.00-
07/31/2022	7	Adjustment to CY Opening Balance	3-01-0-49990	Beginning Working Capital	.00	233,920.00-
07/31/2022	8	Adjustment to CY Opening Balance	3-00-0-3900	Retained Earnings	233,920.00	
07/31/2022	9	Adjustment to CY Appropriation	4-00-0-3120	Equipment Reserve	1,295,337.00	
07/31/2022	10	Adjustment to CY Appropriation	4-00-0-3900	Retained Earnings	.00	1,295,337.00-
07/31/2022	11	Adjustment to CY Opening Balance	4-00-0-3900	Retained Earnings	848,281.97	
07/31/2022	12	Adjustment to CY Opening Balance	4-01-0-49990	Beginning Working Capital	.00	848,281.97-
07/31/2022	13	Adjustment to CY Appropriation	7-00-0-3120	Debt Service Fund	15,991.00	
07/31/2022	14	Adjustment to CY Appropriation	7-00-0-3900	Retained Earnings	.00	15,991.00-
07/31/2022	15	Adjustment to CY Opening Balance	7-00-0-3900	Retained Earnings	71,308.83	
07/31/2022	16	Adjustment to CY Opening Balance	7-01-0-49990	Beginning Working Capital	.00	71,308.83-
07/31/2022	17	Amb Rcvbl to Actual	1-00-0-1120	Ambulance Receivables	40,317.94	
07/31/2022	18	Amb Rcvbl to Actual	1-00-0-1160	Allowance for Uncollectible Am	.00	20,158.97-
07/31/2022	19	Amb Rcvbl to Actual	1-01-0-41100	Ambulance Revenue	.00	20,158.97-
Total JOURNAL ENTRIES (JE):					<u>4,725,357.74</u>	<u>4,725,357.74-</u>

References: 19 Transactions: 19

Grand Totals:

4,725,357.74 4,725,357.74-

Report Criteria:

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

Ambulance Receivable as of July 31, 2022

	<u>SystDes</u>
Beginning Ambulance Receivable	183,621.30
Payments received	31,653.18
Adjustments	51,334.88
New Charges	123,306.00
ENDING Ambulance Receivable	223,939.24

Total # of Transports **62**

Adjustments

Medicare/Medicaid	40,859.88
Collection	8,477.00
Bankruptcy/Other Writeoff	1,948.00
FireMed	50.00
Total Adjustments	51,334.88

Outstanding Accounts By Age

CURRENT	157,956.20
31 to 60 days	26,321.18
61 to 90 days	28,926.57
91 to 120 days	7,593.63
OVER 120 days	3,141.66
Total Outstanding as of 07/31/2022	223,939.24

Engine Response Billing as of July 31, 2022

Beginning Engine Response Rec	3,575.00	
Payments received	-	
Adjustments	875.00	w/o Collections
New Charges	-	2 Pending
ENDING Engine Response Rec	2,700.00	
Total # Billed in 2018/19		18
Total # Billed in 2019/20		7
Total # Billed in 2020/21		12
Total # Billed in 2021/22	3	
Total Billed 2018/19	\$	5,259.38
Total Billed 2019/20	\$	2,437.50
Total Billed 2020/21	\$	2,700.00
Total Billed in 2021/22	\$ -	
Total Received 2018/19	\$	3,209.38
Total Received 2019/20	\$	1,125.00
Total Received 2020/21		1,975.00
Total Received 2021/22	\$ -	
2018/19 % Collected		61%
2019/20 % Collected		46%
2020/21 % Collected		73%
2021/22 % Collected to Date	0%	



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

Minutes of the Safety Committee Meeting
July 20, 2022

1. Call to order
 - a. Chief Craig called the meeting to order at 10:17 a.m.
 - b. Attending: Chief Craig, Executive Assistant Spor, Captain Myers, Engineer/Medic Ward and Engineer/Medic Frutos. Guest: Jason Jantzi, SDAO.
 - c. Absent: Lt. Ulm, Firefighter Ketchum, Fire Corps Member M. Stuker, Fire Corps Member Donna Pieper.
2. ***Unanimously approved the minutes from June 2022 as presented. Motion by EM Ward, EA Frutos second.***
3. **Accidents/Injuries:**
 - a. Captain Myers provided a summary report on a recent backing accident on a Station 703 response. The recommendation from the Safety Committee is to follow the backing policy. No structural changes needed to the Station and encourage crew to help, use backers. EM Frutos feels backing policy needs some updates.
4. **COVID Updates:**
 - a. Policy updates are coming regarding health checks.
5. Station 703 Facility Inspection was received. Captain Myers performed some maintenance on cheat grass.
6. The next meeting is scheduled for August 17, 2022 at 10:15 a.m.
7. No further business was discussed and the meeting adjourned at 10:49 a.m.

Respectfully submitted,

Julie Spor, Executive Assistant

**Sisters-Camp Sherman Fire and Ambulance Association
Minutes of the Regular Meeting – Tuesday July 12, 2022**

1. Call to Order

The meeting was called to order at 1800 by President Cramer.

2. Review and approval of April Minutes

As there was no meeting in June, the Minutes for May were presented. Motion to approve by Beverly Halcon, second by Margie Lombardo. The meeting then approved the minutes unanimously.

For the sake of good order, the new board members were formally introduced. Their term would run from 1 July, 2022 until 30 June, 2024.

President, Kevin Cramer - Vice President, Jeff Lake -Treasurer, Anna Westburg - Secretary, Mary Fry (not present) and At Large, Ernie Halcon

3. Chiefs' Reports – Chief Johnson

- Welcome to John Cunningham, ex Portland, who recently joined A Shift.
- We had received an OSFM Grant of \$35k allowing us to hire six seasonal staff, two per shift.
- Thank you to all involved in Chief Phillips' retirement events. He has now been replaced at BBR by Jason Ellison, ex Clackamas.
- The Board is considering the renaming of Station 704 – please submit any ideas.
- The impact of the new wildfire risk map on properties.

Chief Craig

- \$10k matching VFA grant from ODF enabling us to install six new BK/VHF radios in wildland apparatus.
- An application for part of the \$400k regional grant through FEMA had been submitted and further details have been requested. This would enable the replacement of our heart monitor and CPR compression devices.
- Incident Support Vehicle (795) personnel had now been added to Active 911 so that they are alerted of any incidents they may need to attend. Personnel to gather at 701 to await further instruction from the IC.
- Upcoming UK exchange visit from 29 July to 12 August.

4. Correspondence

Ernie Halcon reported that he had received thank you letters from our GRO Jim Gentry Scholarship recipients.

5. Treasury Report

Treasurer Anna Westburg presented the current financials as follows:

July

Bank Accounts			
	TOTAL Bank Accounts		\$44,636.00
Funds for Specific Projects:			
	Christmas Dinner		\$2,850.00
	Community Assistance Fund		\$3,238.00
	Fire Corps		\$707.00
	Jim Gentry Scholarships Fund		\$0.00
	Giving Tree Toy Drive		\$17,484.00
	TOTAL Targeted Accounts		\$24,279.00
General Fund			\$20,357.00

Outgoing Treasurer, Sarah Bialous, proposed a motion to change the bank signatories on the Association bank account at First Interstate Bank. **Sarah Bialous and Beverly Halcon should remain as signatories on the account and Anna Westburg should be added as a new signatory. All other signatories should be removed as soon as possible.** Damon Frutos seconded the motion and the meeting voted unanimously to approve the changes.

6. Old Business

- The department is still looking for a Community Education officer to take over the duties of Heather Miller. There has been some interest and this will be discussed further with Doug Green. This item should remain on the agenda.

7. Committee Reports

- Beverly gave a brief update on recent Fire Corps activities and thanked all members for their continued hard work. Quilt Show weekend went well and donations in the sum of \$928 were received – to be split 50:50 with the Association.

8. New Business

- Campbell Clark presented the Sisters Fire branded apparel that he has been working on this year and asked the Association to consider fronting the money for future orders. This money would be recouped through sales. Chief Craig proposed a motion not to exceed \$3,000 which was seconded by Ernie Halcon. The meeting then voted unanimously to approve. Further discussions are needed with Campbell and Admin to decide how to proceed with orders. Fire Corps offered to assist.
- Captain Liming updated the meeting on the upcoming Country Fair at the Episcopal Church on Saturday 17 September. Apparatus from 701 and Fire Corps volunteers would attend.

There being no further business, the meeting closed at 6:25 pm. There will be no August meeting, therefore the date of the next meeting is Tuesday 13 September.

Signed _____

Dear Chief Johnson &
all of the Fire District
Team-

Thanks so much!

YOUR KINDNESS REALLY
TIPS THE SCALES



Thank you for your
continuous support of
our show - we truly
appreciate each one of

you - Dawn & the
SOSS Board
members



Dear Sisters - Camp Sherman Fire Dept Crew -

Thank you so much for your help last night with my flat tire. I was so grateful you answered the don't call to help - I think I ~~was~~ a bit more scared than I first realized. To have you all come out immediately without any questions and all with such kind hearts was absolutely the best feeling.

I wish you all a Safe + happy Summer, and best wishes to those travelling abroad to the UK! What an adventure.

Thank you all so so much!

Sincerely,

Kendall Bergstrom + family
26232 Metalross Meadows Drive
Camp Sherman

XOXO

Staff Report

#SR-22-1

Issue: Station 701/703 Interior/Exterior Painting Bid Process

Date: April 19, 2022

Initiator: Executive Assistant Spor

Contact Person: Pat Burke, Facilities

Background: During the 2022/23 budget preparation process, staff determined that two of the District's buildings were due for interior and interior/exterior painting. Staff solicited bids from painting contractors and received four bids.

The lowest responsive bid for the project was submitted by Tim Wonderly Painting Co. LLC. This same company completed exterior painting on Station 701 during the past year.

The District's Public Contracting Rules and Financial Policies require the Board review and approve the bid process and provide authorization for the Fire Chief to sign the bid contract.

Recommendation from staff: Staff recommends the Board accept the bid proposal and contract from Tim Wonderly Painting Co. LLC per bid number 1294 dated March 29, 2022.

Staff also recommends the Board approve corresponding Resolution 2022-2023-001 as written.

Possible Motion: Move to approve the recommendation from staff.

BUDGET IMPACT

The District has budgeted funds in the 2022/23 budget in the Building Reserve Fund for an amount not to exceed \$62,080 for this project.



Resolution 2022-2023-001

- I. **Topic:** Station 701/703 Interior/Exterior Painting Project **Date:** August 11, 2022
- II. **Initiator:** Julie Spor, Clerk of the Board
- III. **Fund:** Building Reserve Fund
- IV. **Contact Person:** Fire-Medic Pat Burke

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District budgeted funds in the 2022-2023 Fiscal Year for interior painting at Station 701 and interior/exterior painting at Station 703; and

WHEREAS, staff completed an open bid process as outlined in Staff Report SR-22-1; and

WHEREAS, District Board has approved the bid award as outlined in Staff Report SR-22-1; and

WHEREAS, District financial policies require Board approval for the Fire Chief to sign contracts with a contract price more than \$50,000; and

WHEREAS, the Station 701/703 Interior/Exterior Painting Project will now be scheduled and progress payments will be due and payable.

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

Authorize the Fire Chief to award the bid as recommended in Staff Report SR-22-1, sign related contracts and authorize the expenditure of funds from the Building Reserve Fund for payment of the work described in the contract documents as per the Proposal with balance not to exceed \$62,080 as budgeted.

Resolution adopted by majority vote of the Board of Directors on this 16th day of August 2022.

Julie Spor, Clerk of the Board

**FIRE CHIEF'S REPORT
MONTH-AUGUST, 2022**

I. FIRE ACTIVITY STATUS:

Fire season has arrived in Central Oregon with recent lightning storms resulting in 1,000 strikes and 100 fires. Local, Federal and State firefighters have been working together to extinguish the fires while they are small. There are no fires within or near District boundaries at this time.

II. NOTEWORTHY OPERATIONAL EVENTS:

District firefighters have done an exemplary job of responding to lightning strikes as well as a normal volume of medical incidents.

III. COMMUNITY SERVICE EVENTS/ MEETINGS:

1. I attended the following meetings and community events in the past 30 days.
 - a. Sisters Fire District all career staff monthly meeting.
 - b. Sisters Fire District Association meeting.
 - c. Or-Alert alerts and warnings meetings.
 - d. Multiple legislative coordination meetings with OSFM and OFCA lobbyist.
 - e. Oregon Fire Chiefs Association coordination mtg. with Director Grafe.
 - f. Kiwanis Hoodoo Challenge race to top of Hoodoo.
 - g. IBHS site visit with State Fire Marshal and Oregon Division of Financial Regulation-Property and Casualty Insurance manager.
 - h. Representative Evans Recovery Workgroup meeting.
 - i. Representative Evans Response Capacity Workgroup meeting.
 - j. ISO meeting related to state wildfire capacity working group.
 - k. Vision Implementation Team meeting.
 - l. Oregon Fire Chiefs Association board meeting.
 - m. Resident Volunteer firefighter graduation ceremony.
 - n. SIEC Executive Committee meeting and orientation.
 - o. Shift Commander coordination meeting.

IV. SPECIAL PROJECTS UPDATE:

1. We have started a application and testing process for a vacant Firefighter Paramedic position.
2. The Oregon wildfire risk map has been temporarily suspended along with appeals associated with risk class assignments. Defensible space code development and Building Codes Division code development is continuing.

There is a community meeting related to development of the defensible space code at station 701 on August 17th at 1130 hrs.

3. The City of Sisters is seeking input regarding skills, experience, attributes for the next City Manager. If you are interested in providing input you can take a community survey at this link:

<https://www.surveymonkey.com/r/SistersCommunityInput>

4. We are continuing to work on the re-naming options for the Squaw Creek Canyon Estates fire station. We have been in contact with community leaders who are in the process of completing a community survey about naming options for the community subdivision. I am hoping to have the community survey results back prior to the Board meeting.

V. VOLUNTEER STATUS:

VI. OTHER: