



## AGENDA

**Notice of the Regular Meeting with Executive Session of the  
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District  
March 19, 2024 – 5:00 p.m.**

**Zoom Link: <https://us06web.zoom.us/j/84309346113?pwd=bzZqSDZEY1htdjZwV3hEM1VGeTVOZz09>**

1. Open the Regular Meeting
2. Receive Public Comment
3. Consent agenda
  - a. Administrative Summary
  - b. February 2024 Minutes of the Regular Meeting
  - c. March 4, 2024 Minutes of the Special 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. Updates to Old Business - None
4. Correspondence
  - a. Letter from Detweiler
  - b. Letter from Corsons
5. Administration
  - a. Staff Report SR-24-3 PERS Lump Sum Payment
  - b. CORE3
6. President's Report
7. Fire Chief Report
8. Fire Safety Manager report
3. Adjourn to Executive Session according to ORS 192.660(2)(f) to consider information or records exempt from disclosure by law, including written advice from your attorney.
9. Resume Regular Meeting
10. Other business
11. Adjourn meeting

# Administrative Summary for Consent Agenda

## February 2024 Data

**Minutes** – No changes to the minutes.

### **Revenue & Expenditure Dashboard Report**

- The target goal for this period is 67% of budgeted revenue and expenditures.
  - Revenue is at 101%.
  - Expenditures overall are tracking at 62% of budget. The Administration Department is at 65%; the Operations Department at 61%; the Maintenance Department at 47%; and the Volunteers Department at 70%.

### **Operations Overview Dashboard Report**

- EMS transports were 38 for the month, which was the same as last year at this same time. We responded to two fire calls in February.
- Total calls decreased in February (year over year)
- A total of 13 7PC's were called in February and there were six move-ups requested by the District. There were 19 back-to-back calls in February.

### **Bank Statements and Reconciliations**

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

- Total sum of all funds balance with the bank and totals \$4,942,210.75 at the end of February. The interest rate increased to 5.2%. The Jefferson County Treasurer deposited \$17,303.16 into the LGIP that should have gone to the Debt Service account. These funds will be transferred to the correct account in March.

#### **LGIP –Debt Service Fund**

- Total sum of funds in the debt service account balances with the bank and totals \$55,351.29. The \$200,000 principal payment was made in February.

#### **U.S. Bank Operating (old account)**

- Total sum of funds in the old (ending 7070) US Bank checking at the end of February balances with the bank and totals \$0.00. This account was closed as planned and all remaining funds were transferred to the new US Bank account.
  - The two fraudulent electronic withdrawals made to carvana.com on January 31, 2024, for \$1,190.00 in total were returned in February.

#### **U.S. Bank Operating (new account)**

- Total sum of funds in the new (ending 8849) US Bank checking at the end of February balances with the bank and totals \$206,897.60.

### **Operating Fund Summaries**

#### **Revenue**

- Current property taxes are at 97% of budget. We anticipate another large payment in May 2024. Interest income is at 179% of budget. The beginning working capital is finalized after receiving the draft audit report and is 4% higher than anticipated.

#### **Expenditures**

- Overall tracking within budget at 62% at the end of February.

### **Balance Sheets**

- Accounts payable credit is due to vendor credit with no new invoices to offset the credit balance to date. It should clear with upcoming purchases.
- Insurance disability/liability balance is AFLAC and health insurance/orthodontia pass-through payments.

- Miscellaneous liabilities are due to employee pass-through donations to various groups (Honor Guard, Community Assistance Fund, etc.).

#### **Check Register**

- Check number: 16211 to Consolidated Towing for \$710. Engine 724 in Camp Sherman got stuck in the ditch during one of the winter storms due to snow and ice and had to be winched out.
- Check number: 16235 to Umpqua Bank for \$200,000. This is the annual bond principal payment for Station 701.
- Check number: 16265 to The Center for \$596. These are for multiple pre-employment drug screens for multiple new volunteers over the past several months.

*\*One check was signed by Chief Johnson and the Finance Manager (#16235 to Umpqua Bank). Chief Craig was out on vacation.*

#### **Adjusting Journal Entries**

- Entry for ambulance receivables to actual.

**Ambulance Report** - Total of 38 transports for February.

**Engine Response Report** – No new payments or charges for February.



**Minutes of the Regular Meeting of the Board of Directors  
of the Sisters-Camp Sherman Rural Fire Protection District  
February 20, 2024**

1. Board President Kristie Miller called the meeting to order at 5 p.m.
  - a. Directors attending: President Kristie Miller, Vice President Rob Schulz, Secretary/Treasurer Jack McGowan, Director Herrmann, and Director Cooper.
  - b. Staff attending: Chief Roger Johnson, Deputy Chief Tim Craig, Captain Meredith, Finance Manager/Executive Assistant Julie Spor, and Division Chief Jeff Puller.
2. Consent Agenda.
  - a. ***Unanimously approved the Consent Agenda as presented with revision noted to January 2024 Special Meeting minutes. Motion by Director Schulz, Director Herrmann second.***
3. Correspondence.
  - a. The Board acknowledged receipt of an emailed letter from David Adler.
4. Administration.
  - a. Staff Report SR-24-1 GO Bond Update. The Board reviewed the staff report outlining some options and laying the ground work for future years and allowing staff to do the research on a possible bond renewal. Chief provided background information from the Director of Advisory Services for review. The consensus of the Board was to have staff allocate money in the proposed 2024/2025 budget to create a scope of work by an architectural firm. Chief envisions a lot of dialogue with the Board before we come to an agreement on whether or not to renew. The Board is interested in having David Ulbricht, the Director of Advisory Services attend a future board meeting to review all the options provided.
  - b. Budget Calendar/Officer. ***Unanimously approved the 2024/2025 Budget Calendar and appointed Fire Chief Johnson as the Budget Officer. Motion by Director Cooper, Director McGowan second.***
  - c. Draft Board Goals 2024/2025. ***Unanimously approved the 2024/2025 Draft Board Goals as presented. Motion by Director Herrmann, Director Schulz second.*** Chief Johnson said staff drafted these from the Strategic Plan and he is sensitive to a new Fire Chief coming in. He also said staff is trying to provide connectivity between goals and the draft 2024/2025 budget.
  - d. Salary and Benefits Review. FM/EA Spor provided an overview of collecting and preparing the data for the salary and benefits review. Director McGowan expressed some concerns with the growth of our area and the District's future ability to attract seasoned new employees and retain our existing employees. ***Unanimously approved the methodology used for the salary/benefits analysis and provided general support in***

***the proposed salary and benefits package that will be included in the proposed 2024/2025 budget. Motion by Director Herrmann, Director Cooper second.***

5. Staff Report SR-24-2 Ambulance Standby at Sisters Rodeo. Chief Johnson sent an email to the Directors outlining a request from the Sisters Rodeo Association for the District to continue donating an ambulance for standby at the rodeo performances each year. The Rodeo has traditionally provided a \$1,600 donation to the Fire and Ambulance Association for this service. Chief Johnson provided information regarding the District's fee ordinance relating to ambulance standby. Director Herrmann recused himself from participation in the discussion due to his involvement with both the District and Rodeo Association boards. ***Approved Staff Report SR-24-2 and directed Chief Johnson to sign the Sisters Rodeo Association Service Agreement with a modified rate of \$100 per hour. Motion by Director McGowan, Director Cooper second. Ayes: Directors Cooper, Schulz, McGowan, and Miller. Nays: None. Director Herrmann abstained.***
6. President's Report. President Miller provided an update on the fire chief recruitment process. She has been in touch with George Dunkel from Special Districts and everything is on track. SDAO has provided draft interview questions to the Directors to choose from during their portion of the interview process. All of the questions have been used before and have been approved by HR. All five candidates have confirmed their attendance. FM/EA Spor sent out special invites to 33 community members for the Meet and Greet. Attendees at the Meet and Greet will have the opportunity to provide input via an input form. George will collect those and consolidate the input for Board review. Kristie added that FM/EA Spor did a great job on the Annual Report and also commented on Captain Meredith's big month with his work on delivering a baby in the back of the ambulance and as incident commander on the Old Barn Court structure fire.
7. Fire Chief Report. Chief Johnson provided a report.
8. Fire Safety Manager Report. Chief Puller provided a report.
9. Other Business. Chief Craig provided a quick presentation for the Board regarding the Old Barn Court structure fire. Chief Puller reported the investigation on the fire had been assigned to two Oregon State Fire Marshal's Office and he assisted. The cause has been determined to be unintentional improper disposal of oily rags. The contractors had been staining doors and some oily rags were placed in a bag in a garbage inside the home and ultimately, they caught on fire.
10. Adjourn. No further business was discussed and the meeting adjourned at 6:13 p.m.

Respectfully submitted,

Julie Spor, Clerk of the Board



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

**Minutes of the Special Meeting with Executive Session of the Board of Directors  
of the Sisters-Camp Sherman Rural Fire Protection District**

**March 4, 2024**

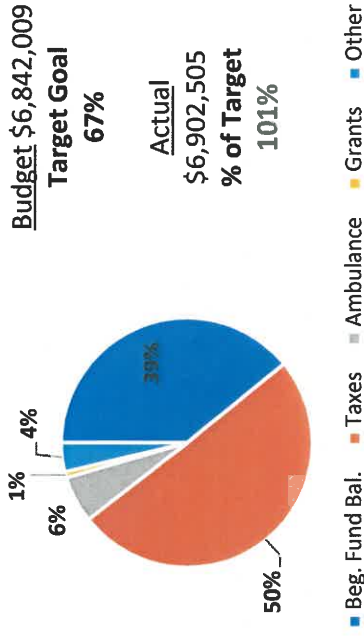
1. The Sisters-Camp Sherman Rural Fire Protection District Board of Directors met for an Executive Session on March 4, 2024, beginning at 7 a.m. to conduct interviews for the position of Fire Chief of the District. During this process, five candidates were interviewed.
  - a. Board Members Attending: President Miller, Vice President Schulz, Secretary/Treasurer McGowan, Director Herrmann, and Director Cooper.
2. At 4:30 p.m. Board President Kristie Miller closed the Executive Session and opened the public session of the meeting.
  - a. Board Members Attending: President Miller, Vice President Schulz, Secretary/Treasurer McGowan, Director Herrmann, and Director Cooper.
  - b. Other Staff/Public Attending: Fire Chief Roger Johnson, Finance Manager Spor, Fire Medic Burke, and Special Districts Association Oregon Consultant George Dunkel.
3. ***Unanimously approved a motion to make a conditional job offer to Tony Prior for the position of Fire Chief. The offer is contingent upon a successful background and medical screening and contract negotiations. Motion by Director Schulz, second Director Herrmann.***
4. No further business was discussed and the meeting adjourned at 4:32 p.m.

Respectfully submitted,

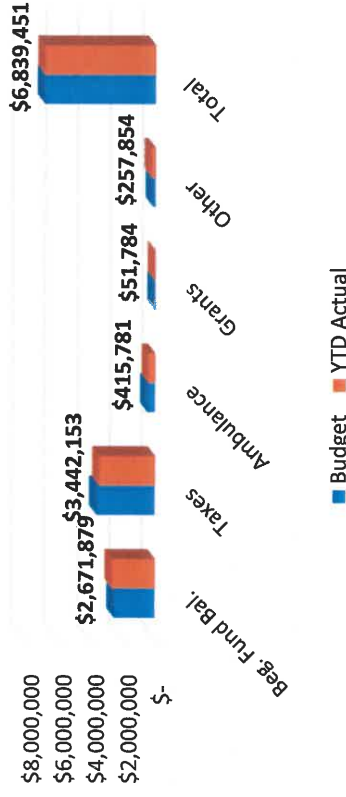
Julie Spor  
Clerk of the Board

# REVENUE & EXPENDITURE OVERVIEW - AS OF FEBRUARY 29, 2024

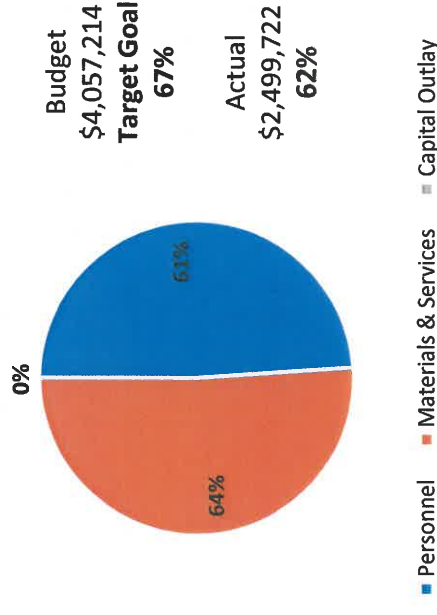
23/24 Actual Revenue as % of Budget



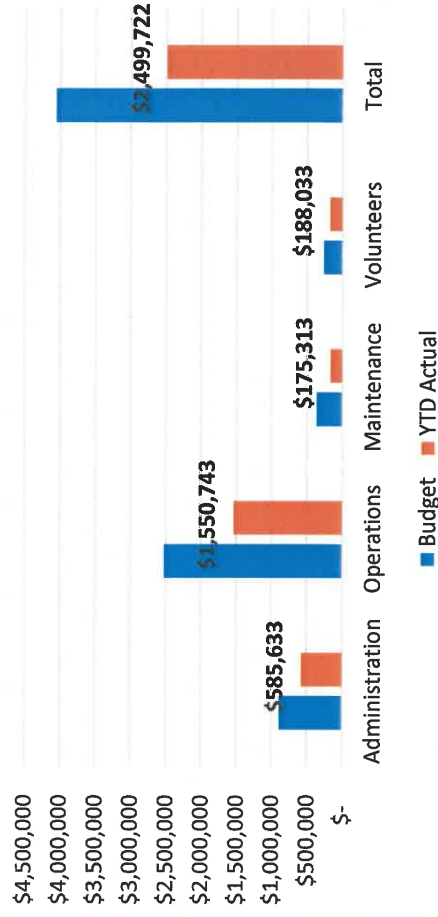
Budget vs. Actual Revenue - Year to Date



23/24 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date

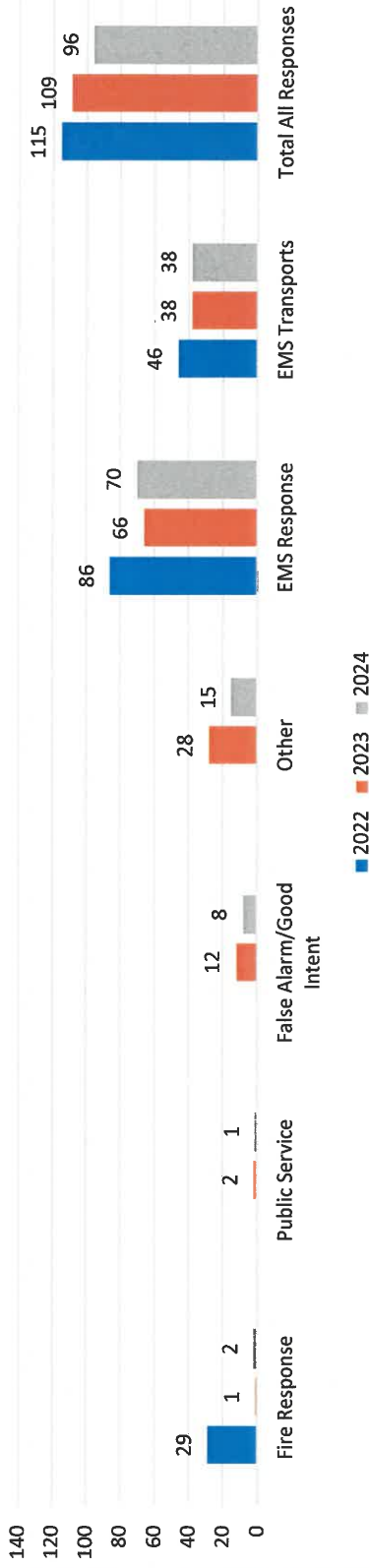


Total Revenue - 3 Years  
As of February 29, 2024

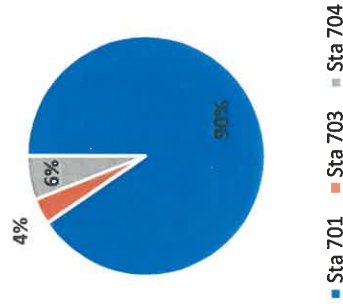


# OPERATIONS OVERVIEW - AS OF FEBRUARY 29, 2024

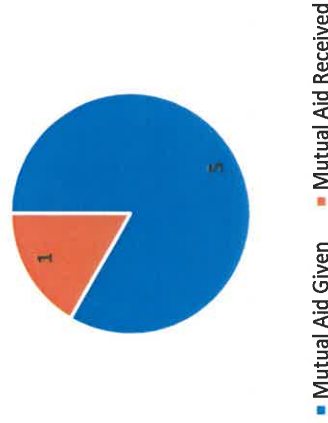
## Historical Emergency Call Data by Type



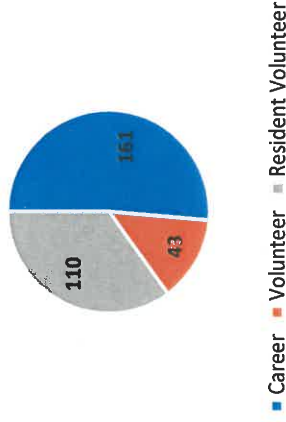
## Responses by First-Due Station



## Mutual Aid Given/Received



## Average Response by Personnel Type



Back to Back Calls

19

Callback Overview

Personnel Callbacks (7PC's) = 13  
 7PC's Staffed with ALS Staffing = 7  
 7PC's Staffed with Engine Staffing = 7  
 Move-Ups = 6

Ave Personnel on Standby

1.99



Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)  
February 29, 2024

Account: 10001080

Bank Account Number: 153695237070

Bank Statement Balance:	.00	Book Balance Previous Month:	89,332.90
Outstanding Deposits:	.00	Total Receipts:	89,168.45-
Outstanding Checks:	.00	Total Disbursements:	164.45
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	.00	Book Balance:	.00

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 4 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 1 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



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

3233 IMG 6480 S Y ST01

**Business Statement**

Account Number:  
1 536 9523 7070  
Statement Period:  
Feb 1, 2024  
through  
Feb 29, 2024

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000005747 MUSB04DD030124002792 01 00000000 009793 001



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

**To Contact U.S. Bank**

**Commercial Customer**

Service: 877-295-2509

**U.S. Bank accepts Relay Calls**

Internet: [usbank.com](http://usbank.com)

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CAPT INITIALS \_\_\_\_\_

CHIEF INITIALS \_\_\_\_\_

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**SOLD BUSINESS CHECKING**

**ACCOUNT CLOSED**

**Member FDIC**

Account Number 1-536-9523-7070

**Account Summary**

	# Items		
Beginning Balance on Feb 1		\$	89,332.90
Other Deposits	3		1,351.69
Other Withdrawals	2		90,684.59-
<b>Ending Balance on Feb 29, 2024</b>		<b>\$</b>	<b>0.00</b>

**Other Deposits**

Date	Description of Transaction	Ref Number	Amount
Feb 8	Electronic Deposit REF=240380110539970N00	From carvana.com 1800948598TRANSFER ST-B5X3M7B5R1J4	\$ 190.00 ✓
Feb 8	Electronic Deposit REF=240380110539960N00	From carvana.com 1800948598TRANSFER ST-01B6J0Q0Y4U7	1,000.00 ✓
Feb 22	Electronic Deposit REF=240510219474740Y00	From PROVIDENCE HEALT 6550828701HCCLAIMPMT	161.69 ✓
<b>Total Other Deposits</b>			<b>\$ 1,351.69</b>

**Other Withdrawals**

Date	Description of Transaction	Ref Number	Amount
Feb 14	Analysis Service Charge	1400000000	\$ 164.45- ✓
Feb 29	Account Closed		90,520.14- ✓
<b>Total Other Withdrawals</b>			<b>\$ 90,684.59-</b>

**Balance Summary**

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Feb 8	90,522.90	Feb 22	90,520.14	Feb 29	0.00
Feb 14	90,358.45				

Balances only appear for days reflecting change.

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Operating Account - New 22 (US Bank Operating Account New) (132)  
February 29, 2024

Account: 10001081

Bank Account Number: 169700958849

Bank Statement Balance:	266,330.40	Book Balance Previous Month:	81,646.12
Outstanding Deposits:	28.83	Total Receipts:	626,890.61
Outstanding Checks:	59,461.63	Total Disbursements:	501,639.13
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	206,897.60	Book Balance:	206,897.60

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	
151	28.83							
							Total:	28.83

Deposits cleared: 62 items Deposits Outstanding: 1 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	41,664.24	15975	3.79	16245	3,581.35	700037	9,224.97
15965	8.25	16196	126.37	16255	85.00		
15970	1.34	16237	85.00	16259	291.00	Total:	59,461.63
15974	17.57	16241	632.75	16266	3,740.00		

Checks cleared: 81 items Checks Outstanding: 13 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



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

3233 TRN 6480 S Y ST01

**Business Statement**

Account Number:  
1 697 0095 8849  
Statement Period:  
Feb 1, 2024  
through  
Feb 29, 2024

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

**To Contact U.S. Bank**

**Commercial Customer**  
**Service:** 877-295-2509

**U.S. Bank accepts Relay Calls**

**Internet:** [usbank.com](http://usbank.com)

**MUNICIPAL INVESTOR CHECKING**

U.S. Bank National Association

**Member FDIC**

**Account Number 1-697-0095-8849**

**Account Summary**

	# Items	\$		\$
Beginning Balance on Feb 1		134,436.07	Interest Paid this Year	30.45
Customer Deposits	3	1,842.37	Number of Days in Statement Period	29
Other Deposits	48	625,228.24		
Other Withdrawals	8	178,553.17-		
Checks Paid	74	316,623.11-		
<b>Ending Balance on Feb 29, 2024</b>		<b>\$ 266,330.40</b>		

**Customer Deposits**

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Feb 8	8913270063	75.00 ✓		Feb 29	8912864545	1,416.87 ✓
	Feb 13	8313983745	350.50 ✓				
<b>Total Customer Deposits</b>							<b>\$ 1,842.37</b>

**Other Deposits**

Date	Description of Transaction	Ref Number	Amount
Feb 1	Electronic Deposit From STRIPE REF=240310091148390N00	1800948598TRANSFER ST-P0X7Q0S6X6D4	\$ 28.83 ✓
Feb 1	Electronic Deposit From AARP Supplementa REF=240310064185880N00	1362739571HCCLAIMPMT930932704	167.28 ✓
Feb 1	Electronic Deposit From AETNA A04 REF=240300110213430N00	1066033492HCCLAIMPMT1245231760	1,306.15 ✓
Feb 1	Electronic Deposit From PacificSource REF=240300160259530N00	5930245545CREDIT 3077581	5,666.60 ✓
Feb 2	Electronic Deposit From UnitedHealthcare REF=240320110331890N00	1111187726HCCLAIMPMT930932704	613.67 ✓
Feb 2	Electronic Deposit From AETNA AS01 REF=240310017515540N00	3066033492HCCLAIMPMT1245231760	735.23 ✓
Feb 2	Electronic Deposit From NORIDIAN WAORAK REF=240320102565850Y00	9262326076HCCLAIMPMT1245231760	1,688.26 ✓
Feb 6	Electronic Deposit From STRIPE REF=240360144888220N00	1800948598TRANSFER ST-Q5C6W6W2Y1J6	28.83 ✓
Feb 6	Electronic Deposit From NORIDIAN WAORAK REF=240360109866990Y00	9262326076HCCLAIMPMT1245231760	1,426.69 ✓
Feb 6	Electronic Deposit From UMR REF=240360119788400N00	1999999100HCCLAIMPMT930932704	1,477.61 ✓
Feb 8	Electronic Deposit From PacificSource REF=240370085874390N00	2930245545CREDIT 3077581	1,481.16 ✓
Feb 8	Electronic Deposit From PacificSource REF=240370085885180N00	5930245545CREDIT 3077581	1,556.80 ✓

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Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>1-00-0-1070 LGIP Acct #4374</b>					
		01/31/2024 (01/24) Balance	.00 *	.00 *	3,484,406.18
CD	1	ACH Redemption Fees		.15-	
CR	1	Jefferson County Property Tax Collection	2,504.61		
CR	5	Deschutes County Property Tax Collection	22,701.98		
CR	12	Accrual Income Div Reinvestment - Distributions	20,868.68		
CR	16	Bond Tax Transfer from Jeff Co (should go to debt ser	17,303.16		
CRUS	3	Transfer for bills/payroll - Feb		175,000.00-	
CRUS	59	Transfer from LGIP to Checking - Bills		100,000.00-	
02/29/2024 (02/24) Period Totals and Balance			63,378.43 *	275,000.15- *	3,272,784.46

Number of transactions: 7    Number of accounts: 1

	Debit	Credit	Proof
Total GENERAL FUND:	63,378.43	275,000.15-	211,621.72-

0 • C

*LGIP* 3,272,784.46 +  
*Employment* 400,650.52 +  
*Building* 192,853.1 +  
*Equipment* 1,075,922.67 +  
 4,942,210.75 \*  
*Balance Exact*

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>2-00-0-1070 Empl Fund</b>					
	01/31/2024 (01/24)	Balance	.00 *	.00 *	400,650.52
	02/29/2024 (02/24)	Period Totals and Balance	.00 *	.00 *	400,650.52

Number of transactions: 0    Number of accounts: 1

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

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>3-00-0-1070 Bldg Fund</b>					
	01/31/2024 (01/24)	Balance	.00 *	.00 *	192,853.10
	02/29/2024 (02/24)	Period Totals and Balance	.00 *	.00 *	192,853.10

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
<b>4-00-0-1070 Equipment Fund</b>					
	01/31/2024 (01/24)	Balance	.00 *	.00 *	1,075,922.67
	02/29/2024 (02/24)	Period Totals and Balance	.00 *	.00 *	1,075,922.67

Number of transactions: 0    Number of accounts: 1

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



Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>5-00-0-1075 Technology Reserve Fund</b>					
	01/31/2024 (01/24)	Balance	.00 *	.00 *	.00
	02/29/2024 (02/24)	Period Totals and Balance	.00 *	.00 *	.00

Number of transactions: 0    Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Number of transactions: 7    Number of accounts: 5

Debit	Credit	Proof
63,378.43	275,000.15-	211,621.72-

Grand Totals:

Report Criteria:

Actual amounts

All accounts

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



### Account Statement - Transaction Summary

For the Month Ending February 29, 2024

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

#### Oregon LGIP

Opening Balance	5,153,832.47
Purchases	63,378.43
Redemptions	(275,000.15)

#### Asset Summary

	February 29, 2024	January 31, 2024
Oregon LGIP	4,942,210.75	5,153,832.47
<b>Total</b>	<b>\$4,942,210.75</b>	<b>\$5,153,832.47</b>

#### Closing Balance

Dividends	20,868.68
<b>Total</b>	<b>\$4,942,210.75</b>

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (8)  
February 29, 2024

Account: 70001030

Bank Account Number: 153695237351

Bank Statement Balance:	55,351.29	Book Balance Previous Month:	253,394.21
Outstanding Deposits:	.00	Total Receipts:	198,042.92-
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	55,351.29	Book Balance:	55,351.29

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 February 29, 2024

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

Asset Summary		
	February 29, 2024	January 31, 2024
Oregon LGIP	55,351.29	253,394.21
<b>Total</b>	<b>\$55,351.29</b>	<b>\$253,394.21</b>

Oregon LGIP	
Opening Balance	253,394.21
Purchases	1,957.08
Redemptions	(200,000.00)

<b>Closing Balance</b>	<b>\$55,351.29</b>
Dividends	594.04

Account Number	Account Title	2022-23		Current YTD Actual	2023-24		Bal Remaining +/-	% Collected
		Prior YTD Actual	Current Period Actual		Current Year Budget	Current Year Budget		
<b>GENERAL FUND</b>								
1-01-0-40100	Property Taxes-Current	14,086.45	40,483.19	3,444,728.72	3,556,994.00	112,265.28-	97%	
1-01-0-40200	Property Taxes-Prior	881.85	1,995.09	39,902.73	50,000.00	10,097.27-	80%	
1-01-0-41100	Ambulance Revenue	30,650.65	46,507.65	408,573.58	450,000.00	41,426.42-	91%	
1-01-0-41110	GEMT Ambulance Revenu	2,264.00	.00	53,342.41	40,000.00	13,342.41	133%	
1-01-0-41200	Other Fees for Service	1,710.15	1,015.00	14,846.78	11,856.00	2,990.78	125%	
1-01-0-42100	Fire Med Subscriptions	675.00	971.87	8,725.62	15,000.00	6,274.38-	58%	
1-01-0-43100	Interest Income	13,135.56	20,915.99	134,403.37	75,000.00	59,403.37	179%	
1-01-0-44100	Grant Revenue	140,329.00	.00	51,784.12	40,500.00	11,284.12	128%	
1-01-0-44200	Donations Received	350.00	250.00	74,961.82	10,000.00	64,961.82	750%	
1-01-0-44300	Conflagration Income	.00	.00	37,330.82	50,000.00	12,669.18-	75%	
1-01-0-45000	Misc Revenue	1,845.40	1,240.50	11,978.64	10,100.00	1,878.64	119%	
1-01-0-49990	Beginning Working Capital	.00	.00	2,621,927.00	2,532,559.00	89,368.00	104%	
Total GENERAL FUND REVENUE:		205,928.06	113,379.29	6,902,505.61	6,842,009.00	60,496.61	101%	
GENERAL FUND Revenue Total:		205,928.06	113,379.29	6,902,505.61	6,842,009.00	60,496.61	101%	
Net Total GENERAL FUND:		205,928.06	113,379.29	6,902,505.61	6,842,009.00	60,496.61	101%	

Account Number	Account Title	2022-23	Current Period	Current YTD	2023-24	Variance	% of Budget
		Prior YTD Actual	Actual	Actual	Current Year Budget		
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	362,165.06	48,689.83	442,171.85	640,279.00	198,107.15	69%
	Total OPERATIONS DEPARTMENT:	1,313,167.93	157,642.09	1,380,869.00	2,336,517.00	955,648.00	59%
	Total MAINTENANCE DEPARTMENT:	4,190.14	688.26	9,456.55	26,775.00	17,318.45	35%
	Total VOLUNTEERS DEPARTMENT:	57,860.11	.00	9,012.90	17,872.00	8,859.10	50%
	GENERAL FUND Expenditure Total:	1,737,383.24	207,020.18	1,841,510.30	3,021,443.00	1,179,932.70	61%
	Net Total GENERAL FUND:	1,737,383.24-	207,020.18-	1,841,510.30-	3,021,443.00-	1,179,932.70-	61%
	Net Grand Totals:	1,737,383.24-	207,020.18-	1,841,510.30-	3,021,443.00-	1,179,932.70-	61%

Account Number	Account Title	2022-23 Prior YTD Actual	Current Period Actual	Current YTD Actual	2023-24 Cur Year Budget	Variance	% of Budget
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	151,677.92	5,529.72	143,461.42	251,742.00	108,280.58	57%
	Total OPERATIONS DEPARTMENT:	139,012.86	35,437.28	169,873.89	192,025.00	22,151.11	88%
	Total MAINTENANCE DEPARTMENT:	164,134.19	27,448.76	165,856.30	341,799.00	175,942.70	49%
	Total VOLUNTEERS DEPARTMENT:	145,820.55	26,084.15	179,020.00	250,205.00	71,185.00	72%
	GENERAL FUND Expenditure Total:	600,645.52	94,499.91	658,211.61	1,035,771.00	377,559.39	64%
	Net Total GENERAL FUND:	600,645.52-	94,499.91-	658,211.61-	1,035,771.00-	377,559.39-	64%
	Net Grand Totals:	600,645.52-	94,499.91-	658,211.61-	1,035,771.00-	377,559.39-	64%

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



SISTERS-CAMP SHERMAN  
BALANCE SHEET  
FEBRUARY 29, 2024

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	3,272,784.46	
1-00-0-1081	US BANK OPERATING ACCT 2022	206,897.60	
1-00-0-1099	PETTY CASH	308.73	
1-00-0-1100	ACCOUNTS RECEIVABLE	10,000.00	
1-00-0-1103	NOTE RECEIVABLE	40,000.00	
1-00-0-1120	AMBULANCE RECEIVABLES	263,034.45	
1-00-0-1160	ALLOWANCE FOR UNCOLLECTIBLE AM	( 131,679.42)	
1-00-0-1440	PREPAID EXPENDITURES	785,635.00	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	64,107.89	
	TOTAL ASSETS		4,511,088.71

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	4.70	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	310.43	
1-00-0-2180	MISCELLANEOUS LIABILITY	880.00	
1-00-0-2250	DEFERRED REVENUE	52,086.69	
	TOTAL LIABILITIES		53,281.82

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	( 6,842,010.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	6,897,033.19	
	REVENUE OVER EXPENDITURES - YTD	4,402,783.70	
	BALANCE - CURRENT DATE	11,299,816.89	
	TOTAL FUND EQUITY		4,457,806.89
	TOTAL LIABILITIES AND EQUITY		4,511,088.71

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
FEBRUARY 29, 2024

EMPLOYMENT RESERVE FUND

ASSETS

2-00-0-1070	EMPL FUND	400,650.52	
	TOTAL ASSETS		400,650.52

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	( 635,636.00)	
UNAPPROPRIATED FUND BALANCE:			
2-00-0-3900	RETAINED EARNINGS	635,636.88	
	REVENUE OVER EXPENDITURES - YTD	400,649.64	
	BALANCE - CURRENT DATE	1,036,286.52	
	TOTAL FUND EQUITY		400,650.52
	TOTAL LIABILITIES AND EQUITY		400,650.52

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
FEBRUARY 29, 2024

BUILDING RESERVE FUND

ASSETS

3-00-0-1070	BLDG FUND	192,853.10	
	TOTAL ASSETS	192,853.10	192,853.10

LIABILITIES AND EQUITY

FUND EQUITY

3-00-0-3120	BUILDING RESERVE	( 495,489.00)	
UNAPPROPRIATED FUND BALANCE:			
3-00-0-3900	RETAINED EARNINGS	495,489.00	
	REVENUE OVER EXPENDITURES - YTD	192,853.10	
	BALANCE - CURRENT DATE	688,342.10	
	TOTAL FUND EQUITY		192,853.10
	TOTAL LIABILITIES AND EQUITY		192,853.10

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
FEBRUARY 29, 2024

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	1,075,922.67	
	TOTAL ASSETS		1,075,922.67

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	( 1,391,692.00)	
UNAPPROPRIATED FUND BALANCE:			
4-00-0-3900	RETAINED EARNINGS	1,391,692.00	
	REVENUE OVER EXPENDITURES - YTD	1,075,922.67	
	BALANCE - CURRENT DATE	2,467,614.67	
	TOTAL FUND EQUITY		1,075,922.67
	TOTAL LIABILITIES AND EQUITY		1,075,922.67

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
FEBRUARY 29, 2024

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	55,351.29	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	4,172.70	
	TOTAL ASSETS		59,523.99

LIABILITIES AND EQUITY

LIABILITIES

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

FUND EQUITY

7-00-0-3120	DEBT SERVICE FUND	( 288,633.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	288,148.00	
	REVENUE OVER EXPENDITURES - YTD	56,420.27	
	BALANCE - CURRENT DATE	344,568.27	
	TOTAL FUND EQUITY		55,935.27
	TOTAL LIABILITIES AND EQUITY		59,523.99

Check Register - February 2024

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
2/5/2024	16200	911 Supply	Belts: Klosterman and Maxson	\$ 103.78
2/5/2024	16200	911 Supply	5.11 Job Shirts	\$ 293.76
2/5/2024	16201	Ace Hardware, Inc.	Propane hose, extension cord for ISU	\$ 75.73
2/5/2024	16201	Ace Hardware, Inc.	Silicone for showers	\$ 9.19
2/5/2024	16201	Ace Hardware, Inc.	Drywall for training event	\$ 22.99
2/5/2024	16201	Ace Hardware, Inc.	Torch kit high heat	\$ 59.99
2/5/2024	16201	Ace Hardware, Inc.	Hardware for ISU	\$ 8.57
2/5/2024	16201	Ace Hardware, Inc.	703 station supplies	\$ 31.65
2/5/2024	16201	Ace Hardware, Inc.	Tarp strap	\$ 27.90
2/5/2024	16201	Ace Hardware, Inc.	Grill control knob for ISU	\$ 8.99
2/5/2024	16201	Ace Hardware, Inc.	Key for Lord	\$ 3.34
2/5/2024	16201	Ace Hardware, Inc.	Window deicer 711	\$ 7.99
2/5/2024	16201	Ace Hardware, Inc.	721 shop vac nozzle	\$ 19.99
2/5/2024	16201	Ace Hardware, Inc.	721 shop vac filter	\$ 9.99
2/5/2024	16201	Ace Hardware, Inc.	Shop paper towels	\$ 6.43
2/5/2024	16201	Ace Hardware, Inc.	Garden hose for 721 shop vac	\$ 29.43
2/5/2024	16202	AFLAC	AFLAC	\$ 270.90
2/5/2024	16203	Alpine Internet Solutions	Content plan for February 2024	\$ 395.00
2/5/2024	16204	Beverly Halcon	Reimb. supplies for 5th Tues Chili Cookoff	\$ 112.52
2/5/2024	16205	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39874225	\$ 150.48
2/5/2024	16206	C & K Market	Turkeys/Hams for Comm. Christmas Dinner	\$ 825.00
2/5/2024	16207	Cameron Building Maintenance, Inc.	Janitorial Services - January 2024	\$ 375.00
2/5/2024	16208	CEC, INC	electric - Camp Sherman	\$ 267.33
2/5/2024	16208	CEC, INC	electric - Elm Street	\$ 2,699.49
2/5/2024	16208	CEC, INC	electric - buffalo	\$ 148.60
2/5/2024	16209	CenturyLink	Acct 333226873 - Phone Sta 704	\$ 60.37
2/5/2024	16210	City of Sisters	City Services: 04-6332-00 Elm Street	\$ 209.16
2/5/2024	16210	City of Sisters	City Services: 02-5766-00 Locust St	\$ 24.07
2/5/2024	16211	Consolidated Towing, Inc.	Towing/Winch-Out 724	\$ 710.00
2/5/2024	16212	Cruz Jones	Res. Vol. Mileage & Food Reimb. - Feb 2024	\$ 400.00
2/5/2024	16213	Deschutes County 911 Service D	Radio maintenance	\$ 825.78
2/5/2024	16214	DMV	dmv record Checks	\$ 15.00
2/5/2024	16215	Ed Staub & Sons Petroleum	Propane - Buffalo Road (185 gals)	\$ 331.15
2/5/2024	16216	Firepro	SERVICE CALL	\$ 45.00
2/5/2024	16216	Firepro	ANNUAL EXTINGUISHER SERVICE	\$ 330.00
2/5/2024	16216	Firepro	2.5# EXTINGUISHER 6YR SERVICE/RECHARGE	\$ 175.00
2/5/2024	16216	Firepro	5# EXTINGUISHER REPLACEMENT (NEW)	\$ 196.00
2/5/2024	16216	Firepro	20# EXTINGUISHER REPLACEMENT (NEW)	\$ 329.00
2/5/2024	16217	Freightliner Northwest Redmond	726 Thermostat & Gasket	\$ 162.02
2/5/2024	16218	Hoyt's Hardware	2 10PCS #2 PH"	\$ 15.09
2/5/2024	16218	Hoyt's Hardware	Sheetrock and red marking tape	\$ 27.54
2/5/2024	16218	Hoyt's Hardware	Sheetrock for burn to learn	\$ 662.40
2/5/2024	16218	Hoyt's Hardware	1/2 Sheetrock"	\$ 578.50
2/5/2024	16218	Hoyt's Hardware	1/2 Sheetrock credit for return"	\$ (168.75)
2/5/2024	16219	Hughes Fire Equipment, Inc.	721 tank fill valve rebuild kit	\$ 182.91
2/5/2024	16220	MFCP, Inc	721 Coolant leak parts	\$ 56.36
2/5/2024	16221	Municipal Emergency Services, Inc.	SEEK FIREPRO X TIC (RUMBERGER)	\$ 2,520.51
2/5/2024	16222	Norco Medical Supply, Inc.	oxygen	\$ 96.63
2/5/2024	16223	Pac Office Automation - Lease	500-50016158 Konica Contract	\$ 290.00
2/5/2024	16224	Pacific Office Automation, Inc	Fleet Agreement - Konica	\$ 111.09
2/5/2024	16224	Pacific Office Automation, Inc	Fleet Agreement - HP Printers	\$ 54.03
2/5/2024	16225	Paladin Background Screening	Criminal History Checks	\$ 88.00
2/5/2024	16226	Pony Express, Inc.	Shipping for PPE repairs	\$ 19.06
2/5/2024	16226	Pony Express, Inc.	Postage	\$ 4.26
2/5/2024	16226	Pony Express, Inc.	Supplies for FC Recruitment Process	\$ 99.87
2/5/2024	16226	Pony Express, Inc.	Shipping - controlled drug order	\$ 15.74
2/5/2024	16227	PTI Trucks, Inc.	745 Repair	\$ 640.62
2/5/2024	16228	Sisters Rental	Linoleum scraper	\$ 4.89
2/5/2024	16228	Sisters Rental	Floor scraper	\$ 16.10
2/5/2024	16229	TDS	8224 60 003 0017578 - Cable Elm	\$ 665.43
2/5/2024	16230	Tewalt & Sons, Inc.	snow plowing - Sta 701 - 01.17.2024	\$ 220.00
2/5/2024	16231	The Sign Man	Green Sheeted Blanks	\$ 1,137.72
2/5/2024	16232	Treasure Valley Coffee	Popcorn, water & cooler rental	\$ 334.15
2/5/2024	16233	Tyler Wallace	Res. Vol. Mileage & Food Reimb. - Jan 2024	\$ 400.00
2/5/2024	16234	ZOLL Medical Corporation	Thermal roll	\$ 49.20
2/1/2024	16235	Umpqua Bank	Bond Principal Payment 97001612108	\$ 200,000.00 *
2/22/2024	16236	911 Supply	Short sleeve navy polos	\$ 426.75
2/22/2024	16237	Alpine Internet Solutions	Professional Management & Web Hosting	\$ 85.00

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
2/22/2024	16238	Baxter Auto Parts Inc, Auto Parts	CREDIT FOR BATTERY CORE RETURN	\$ (16.56)
2/22/2024	16238	Baxter Auto Parts Inc, Auto Parts	Superquick fill, 7-qt drain, less mess drain pan	\$ 29.15
2/22/2024	16238	Baxter Auto Parts Inc, Auto Parts	721 coolant hose and grease	\$ 56.75
2/22/2024	16238	Baxter Auto Parts Inc, Auto Parts	Hose clamp	\$ 2.59
2/22/2024	16238	Baxter Auto Parts Inc, Auto Parts	Motor oil for 775 & 771	\$ 115.36
2/22/2024	16238	Baxter Auto Parts Inc, Auto Parts	721 oil change supplies	\$ 19.99
2/22/2024	16239	Bi-Mart Corporation	Cat litter for EMS medication disposal	\$ 19.69
2/22/2024	16239	Bi-Mart Corporation	SD cards for vehicle GPS updates (745/775)	\$ 11.98
2/22/2024	16239	Bi-Mart Corporation	Boot polish/leather treatment	\$ 12.00
2/22/2024	16240	BOUND TREE MEDICAL, LLC.	FENTANYL, 0.05MG/ML, 2ML VIAL (25/BOX)	\$ 395.96
2/22/2024	16241	Cascade Fire Equipment	Dual Complaint Uniform Pants - Oliver, Brown	\$ 632.75
2/22/2024	16242	Caselle, Inc.	Contract support charges 03/01/2024-03/31/2024	\$ 182.00
2/22/2024	16243	Central Oregon Com College	820311855 Byles Tuition	\$ 2,332.00
2/22/2024	16243	Central Oregon Com College	820320479 Dickenson Tuition	\$ 2,992.00
2/22/2024	16243	Central Oregon Com College	820264693 Hocker Tuition	\$ 1,784.25
2/22/2024	16243	Central Oregon Com College	820296343 Jones Tuition	\$ 1,688.25
2/22/2024	16243	Central Oregon Com College	820314087 Klosterman Tuition	\$ 1,688.25
2/22/2024	16243	Central Oregon Com College	820322224 Wallace Tuition	\$ 2,793.75
2/22/2024	16244	East Cascade	Fire System Monitoring 3/1/24-5/31/24	\$ 308.51
2/22/2024	16245	Ed Staub & Sons Petroleum	Propane - Elm (299.9 gal)	\$ 515.83
2/22/2024	16245	Ed Staub & Sons Petroleum	Propane - Elm (188.7 gal)	\$ 324.56
2/22/2024	16245	Ed Staub & Sons Petroleum	Propane - Elm (359.8 gal)	\$ 644.04
2/22/2024	16245	Ed Staub & Sons Petroleum	Finance Charge	\$ 29.78
2/22/2024	16245	Ed Staub & Sons Petroleum	Propane - Elm (247 gals)	\$ 442.13
2/22/2024	16245	Ed Staub & Sons Petroleum	Propane - Elm (311.9 gals)	\$ 547.13
2/22/2024	16245	Ed Staub & Sons Petroleum	Fuel	\$ 1,077.88
2/22/2024	16246	Freightliner Northwest Redmond	721 coolant leak repair	\$ 54.75
2/22/2024	16247	Grant Dickenson	Res. Vol. Lt. Mileage & Food Reimb. - February 2024	\$ 650.00
2/22/2024	16248	Jessa Hocker	Res. Vol. Mileage & Food Reimbursement - February 2024	\$ 400.00
2/22/2024	16249	JMJ Ventures Inc	Backup Camera Installation Multiple Vehicles	\$ 6,742.20
2/22/2024	16250	L.N. Curtis and Sons	SCBA mask Rx glasses frame	\$ 183.20
2/22/2024	16250	L.N. Curtis and Sons	Turn outs - Lord, Burke, Wallace, Hocker, Martin, Wales, Trotter	\$ 20,644.15
2/22/2024	16251	Mission Linen Supply, Inc.	mats/rugs	\$ 70.28
2/22/2024	16252	Momentum Promo	Decon sweats for ISU - Rumberger Grant	\$ 486.20
2/22/2024	16252	Momentum Promo	A-Shift Delivers Tees	\$ 60.00
2/22/2024	16252	Momentum Promo	Embroidered shirts Brown and Ray	\$ 62.00
2/22/2024	16253	Northwest Safety Clean	Turnout repairs/alterations	\$ 109.04
2/22/2024	16254	Quill	Black toner - Finance Printer & push pins	\$ 207.48
2/22/2024	16254	Quill	Office Supplies	\$ 111.73
2/22/2024	16255	Ranch Country Outhouses	Portable toilet rental - Locust Street	\$ 85.00
2/22/2024	16256	Republic Services	Disposal Services - Buffalo Drive	\$ 20.77
2/22/2024	16257	SDIS	Admin Health Insurance	\$ 6,421.70
2/22/2024	16257	SDIS	Operations Health Insurance	\$ 17,858.64
2/22/2024	16257	SDIS	Lord Health Insurance	\$ 2,305.88
2/22/2024	16257	SDIS	Ins/Disability - Orthodontia pass through plus 1/2 Linker	\$ 932.21
2/22/2024	16258	SeaWestern, Inc.	Credit for Lion Deluxe Uniform Pants (size 10 and 12)	\$ (735.64)
2/22/2024	16258	SeaWestern, Inc.	Credit for Lion Deluxe Uniform Pants Returned (Size 12)	\$ (183.91)
2/22/2024	16258	SeaWestern, Inc.	Ulm Uniform Pants	\$ 198.11
2/22/2024	16258	SeaWestern, Inc.	Quarterly air sample and CO monitor calibration	\$ 260.00
2/22/2024	16258	SeaWestern, Inc.	Parts for SCBA compressor repair	\$ 36.12
2/22/2024	16258	SeaWestern, Inc.	BLOWHARD FAN (RUMBERGER)	\$ 4,195.00
2/22/2024	16258	SeaWestern, Inc.	SCBA COMPRESSOR REPAIR/SERVICE	\$ 2,399.20
2/22/2024	16259	Sisters Rental	STIHL CARBIDE RESCUE CHAIN	\$ 291.00
2/22/2024	16260	Solomon Byles	Res. Vol. Mileage & Food Reimb. - Jan/Feb 2024	\$ 800.00
2/22/2024	16261	Systems Design	EMS Billing & Postage for January 2024	\$ 1,202.88
2/22/2024	16262	Temp-Rite Mechanical	Preventative Maintenance HVAC System	\$ 490.00
2/22/2024	16263	Terminix	Pest control services - Elm Street	\$ 96.00
2/22/2024	16264	Tewalt & Sons, Inc.	snow plowing - Squaw Creek - 01/09 and 01/10/2024	\$ 201.14
2/22/2024	16264	Tewalt & Sons, Inc.	snow plowing - Elm Street (2/5/24)	\$ 220.00
2/22/2024	16264	Tewalt & Sons, Inc.	snow plowing - Sta 703 - 2/15 & 2/16	\$ 201.14
2/22/2024	16264	Tewalt & Sons, Inc.	snow plowing - Sta 701 2/16 & 2/18/2024	\$ 662.51
2/22/2024	16265	The Center	EScreen Visit #192777	\$ 46.00
2/22/2024	16265	The Center	EScreen Visit #196608	\$ 46.00
2/22/2024	16265	The Center	EScreen Visit #196861	\$ 45.00
2/22/2024	16265	The Center	EScreen Visit #197020	\$ 45.00
2/22/2024	16265	The Center	EScreen Visit #200572	\$ 46.00
2/22/2024	16265	The Center	EScreen Visit #200581	\$ 46.00
2/22/2024	16265	The Center	EScreen Visit #199559	\$ 46.00
2/22/2024	16265	The Center	EScreen visit #201963	\$ 46.00

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
2/22/2024	16265	The Center	EScreen Visit #204277	\$ 46.00
2/22/2024	16265	The Center	EScreen Visit #207280	\$ 46.00
2/22/2024	16265	The Center	EScreen Visit #210266	\$ 46.00
2/22/2024	16265	The Center	EScreen Visit #250000	\$ 46.00
2/22/2024	16265	The Center	EScreen Visit #243941	\$ 46.00
2/22/2024	16266	Unitex EMT	Terwilliger - EMT Boot Camp	\$ 3,740.00
2/22/2024	16267	WRIGHT FORD INC	775 Trans service; U-joints; ABS	\$ 3,034.04
2/26/2024	700037	US Bank - Visa	IV MED PUMP CASES	\$ 237.00
2/26/2024	700037	US Bank - Visa	701 TABLEWARE, SILVERWARE & UTENSILS	\$ 226.28
2/26/2024	700037	US Bank - Visa	CREDIT FOR RETURN (PO# 5632)	\$ (270.00)
2/26/2024	700037	US Bank - Visa	LUNCH FOR TPE CREW	\$ 115.00
2/26/2024	700037	US Bank - Visa	Tool roll pouches for salvage tool kits	\$ 55.76
2/26/2024	700037	US Bank - Visa	Adobe subscription - Light duty assignment	\$ 14.99
2/26/2024	700037	US Bank - Visa	MiFireE Membership - Craig	\$ 187.00
2/26/2024	700037	US Bank - Visa	OFCA Dues - Craig	\$ 290.00
2/26/2024	700037	US Bank - Visa	Battery for Craig laptop	\$ 86.77
2/26/2024	700037	US Bank - Visa	Breakfast for Old Barn Court Fire	\$ 336.75
2/26/2024	700037	US Bank - Visa	Lodging - Johnson OFCA/SDAO	\$ 151.88
2/26/2024	700037	US Bank - Visa	Amazon: Stairmaster Commercial Grade	\$ 2,249.99
2/26/2024	700037	US Bank - Visa	Otasu Lodging - Fire Officer Class	\$ 293.70
2/26/2024	700037	US Bank - Visa	Meredith - FO Candidate Fee	\$ 245.00
2/26/2024	700037	US Bank - Visa	Lord Conference Fees	\$ 425.00
2/26/2024	700037	US Bank - Visa	Puller Conference Fees	\$ 425.00
2/26/2024	700037	US Bank - Visa	IpAD covers	\$ 179.90
2/26/2024	700037	US Bank - Visa	Adobe subscription Puller	\$ 19.99
2/26/2024	700037	US Bank - Visa	Amazon: Business Envelopes	\$ 155.15
2/26/2024	700037	US Bank - Visa	SCSRFPD: Easter Eggs	\$ 894.00
2/26/2024	700037	US Bank - Visa	SCSRFPD: Postage Stamps	\$ 748.00
2/26/2024	700037	US Bank - Visa	SCSRFPD: City of Sisters - Park Permit Easter	\$ 200.00
2/26/2024	700037	US Bank - Visa	RV Training: Dickenson/Byles	\$ 80.00
2/26/2024	700037	US Bank - Visa	Office organizers	\$ 117.18
2/26/2024	700037	US Bank - Visa	Business envelopes	\$ 247.12
2/26/2024	700037	US Bank - Visa	Infant apparel for District baby gifts	\$ 16.99
2/26/2024	700037	US Bank - Visa	Laminating sheets	\$ 24.95
2/26/2024	700037	US Bank - Visa	Banquet invite template	\$ 11.95
2/26/2024	700037	US Bank - Visa	Candy for Easter bunny	\$ 8.99
2/26/2024	700037	US Bank - Visa	Lord - Whiteboards for Office	\$ 118.87
2/26/2024	700037	US Bank - Visa	Coffee Station 701	\$ 294.00
2/26/2024	700037	US Bank - Visa	Pizza for Fire Corps Training	\$ 64.79
2/26/2024	700037	US Bank - Visa	Propane for ISU	\$ 22.87
2/26/2024	700037	US Bank - Visa	Adobe subscription - Linker	\$ 19.99
2/26/2024	700037	US Bank - Visa	Breakfast fire Fire Chief Testing Process	\$ 96.75
2/26/2024	700037	US Bank - Visa	Supplies for bunco/chili cookoff	\$ 67.11
2/26/2024	700037	US Bank - Visa	Turbotax for 1099 prep	\$ 120.00
2/26/2024	700037	US Bank - Visa	IpAD and otterbox for Fire Corps	\$ 646.25

\* Denotes check signed by the Finance Manager and Fire Chief.



Report Criteria:

Include transaction count

Journal Code. Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
02/29/2024	1	Amb receivables to actual	1-01-0-41100	Ambulance Revenue	12,794.39	
02/29/2024	2	Amb receivables to actual	1-00-0-1160	Allowance for Uncollectible Am	12,794.38	
02/29/2024	3	Amb receivables to actual	1-00-0-1120	Ambulance Receivables	.00	25,588.77-
Total JOURNAL ENTRIES (JE):					<u>25,588.77</u>	<u>25,588.77-</u>
References: 3 Transactions: 3						
Grand Totals:					<u>25,588.77</u>	<u>25,588.77-</u>

Report Criteria:

Include transaction count

Journal Code. Journal code = "JE"

## Ambulance Receivable as of February 29, 2024

	<u>SystDes</u>
Beginning Ambulance Receivable	<b>288,623.10</b>
Payments received	59,140.35
Adjustments	67,246.42
New Charges	100,798.00
<b>ENDING Ambulance Receivable</b>	<b>263,034.33</b>

**Total # of Transports** **44**

### Adjustments

Medicare/Medicaid	63,203.88
Collection	2,356.00
Bankruptcy/Other Writeoff	(360.00)
FireMed	2,046.54
<b>Total Adjustments</b>	<b>67,246.42</b>

### Outstanding Accounts By Age

CURRENT	133,267.00
31 to 60 days	64,549.32
61 to 90 days	26,113.52
91 to 120 days	7,031.99
OVER 120 days	32,072.50
<b>Total Outstanding as of 2/29/2024</b>	<b>263,034.33</b>

## Engine Response Billing as of February 29, 2024

<b>Beginning Engine Response Rec</b>	<b>6,922.50</b>	
<b>Payments received</b>	-	
<b>Adjustments</b>	-	
<b>New Charges</b>	-	
<b>ENDING Engine Response Rec</b>	<b>6,922.50</b>	
Total # Billed in 2019/20		7
Total # Billed in 2020/21		12
Total # Billed in 2021/22		3
Total # Billed in 2022/23		20
<b>Total # Billed in 2023/24</b>	<b>10</b>	
Total Billed 2019/20	\$	2,437.50
Total Billed 2020/21	\$	2,700.00
Total Billed 2021/22	\$	1,275.00
Total Billed 2022/23	\$	3,420.00
<b>Total Billed in 2023/24</b>	<b>\$</b>	<b>2,431.25</b>
Total Received 2019/20	\$	1,125.00
Total Received 2020/21	\$	2,550.00
Total Received 2021/22	\$	250.00
Total Received 2022/23	\$	1,777.50
<b>Total Received 2023/24</b>	<b>\$</b>	<b>2,331.25</b>
2019/20 % Collected		46%
2020/21 % Collected		94%
2021/22 % Collected		20%
2022/23 % Collected		52%
<b>2023/24 % Collected to Date</b>		<b>96%</b>

17539 Paladin Dr.  
Bend, OR 97703

February 27, 2024

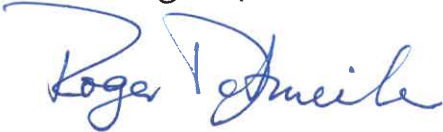
Captain Jeff Liming  
Sisters-Camp Sherman Fire District  
P.O. Box 1509  
Sisters, OR 97759

Dear Captain Liming:

Just a note on behalf of Sisters Cub Scout Pack 139 to express our thanks for the interesting and informative visit to the Sisters-Camp Sherman Fire District facility. We appreciate your assistance in making this visit possible and for providing the very capable assistance of Rachelle Otasu and Jessa Hocker who gave us a thorough tour of the firehouse and an opportunity to see first-hand the equipment you utilize and an explanation of all aspects of how our fire fighters and medics fulfill their most valued mission.

It is quite comforting to know such professional, dedicated men and women are there to provide fire protection and medical care to the citizens of Sisters.

Sincere regards,

A handwritten signature in blue ink that reads "Roger Detweiler". The signature is written in a cursive style with a large initial "R".

J. Roger Detweiler  
Committee Chair

DEAR FIRE CHIEF JOHNSON —

We want to thank you all for handling our barn fire last month. It's quite a shock to have an experience like that, and we're thankful that the horses were not harmed and the fire did not spread.

Very much appreciate the help of your fire department.

-Dan and Lisa Corsan



## Staff Report #SR-24-3

**Issue:** PERS Lump Sum Payment

**Date:** March 19, 2024

**Initiator:** Julie Spor, Finance Manager

**Contact Person:** Roger Johnson, Fire Chief or Julie Spor, Finance Manager

### **Background:**

The District participates in the Oregon Public Employees Retirement System (PERS) which provides a defined benefit pension for all eligible employees. PERS contracts with an actuary (Milliman, Inc.) to provide independent agency audits of retirement accounts to establish PERS employer contribution rates to fund the retirement system.

When calculating contribution rates, the actuary considers several factors including:

- Normal cost
- Unfunded actuarial liability (UAL)
- Employer pool
- Retiree Healthcare
- Demographics
- Economic factors
- Side accounts (if applicable)
- Transition liabilities/surpluses (if applicable)

Over the past several years, the District has taken significant steps to reduce its PERS actuarial unfunded liability (UAL). The UAL is the difference between the actual cost of pension benefits (liabilities) and assets (contributions plus investment earnings) at a particular point in time. A positive UAL rate means an employer's liabilities are greater than their assets. Most employers have a positive UAL.

The District's Board of Directors authorized the creation of a PERS Side Account to deposit funds to offset the PERS unfunded liability and made an initial deposit of \$1.2M into this account in 2019. PERS provided a 25% (\$300,000) match of these funds through the Employer Incentive Fund program. This Fund was established to incentivize local governments to establish side accounts and to pay down actuarial unfunded liabilities.

In addition to creating the side account, the District also joined the State and Local Government Rate Pool (SLGRP). In doing so, the District is no longer rated as a single agency but rather is pooled with other public employers in the state. Spreading the pension risk across a large employer pool reduces risks of volatile rate increases.

Upon joining the SLGRP, a transition liability or surplus was calculated to ensure that each employer entered the pool on a comparable basis. The transition liability is reduced by contributions and increased by interest charges at the assumed rate. As of December 31, 2022, the District's transitional liability was \$1,528,032. The transitional liability acts as an addition to the employer's pooled contribution rate.

The Board has made it a priority to eliminate the transitional liability over 15 years and has set aside a minimum of \$78,000 in funds in the Employment Reserve Fund annually since 2021. Contributions to this fund are as follows: \$81,471 (20/21), \$78,000 (21/22), and \$122,623 (22/23). The District has budgeted an additional \$217,906 in the 23/24 budget to deposit \$500,000 to PERS before June 30, 2024.

Milliman performs their valuations and sets rates on a predetermined cycle for two years. The latest valuation report was published in December 2023 and has calculated the District's rates for the next cycle (2025-2027) as of December 31, 2022. In accordance with the governing Oregon Administrative Rules (OARs) an employer that wishes to make a lump-sum deposit to Oregon PERS to produce an offset to the calculated Employer contribution rates must remit payment to the PERS actuary (Milliman) 30 days before the date of the proposed lump-sum payment. In doing this, the District will get an immediate rate offset rather than waiting for the next Milliman valuation.

**Recommendation from staff:** Staff asks the Board to approve Chief Johnson signing the contract with Milliman Inc. to perform the valuation for \$1,000 as approved in the 2023/24 budget.

**Possible Motion:** Motion to approve Chief Johnson sign the contract with Milliman Inc. to perform an off-cycle valuation.

#### **BUDGET IMPACT**

If the Board approves the recommendation from staff, the cost to perform the valuation will be \$1,000 as budgeted in the 2023/24 budget. Staff will come back to the Board when the valuation report is received to possibly approve the lump sum payment to PERS.

## FIRE CHIEF'S REPORT MONTH-MARCH, 2024

### I. FIRE ACTIVITY STATUS:

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

### II. NOTEWORTHY OPERATIONAL EVENTS:

Personnel have responded to several calls at Hoodoo Ski Resort in the past month. These calls result in long ambulance transport times for the District.

### III. COMMUNITY SERVICE EVENTS/ MEETINGS:

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

- a. Sisters Fire District all career staff monthly meeting.
- b. Sisters Fire District officers meeting.
- c. Sisters Fire District Fire Corps meeting
- d. Oregon Fire Chiefs Association board meeting.
- e. State Fire Marshal HB 2522 meetings
- f. Oregon Fire Chiefs Association legislative stakeholder coordination meetings.
- g. Central Oregon Fire Chiefs meeting.
- h. SIEC Broadband Committee meeting.
- i. Oregon Wildfire Detection Camera coordination meeting.
- j. Sisters Country emergency evacuation preparedness meeting.
- k. Multiple legislative coordination meetings.
- l. City of Sisters wildfire coordination meeting.
- m. Rotary Club of Sisters wildfire presentation.
- n. Central Oregon Realtors Association wildfire presentation.
- o. ODF Deputy State Forester regarding forestland classification.
- p. OR-Alert statewide governance committee meeting.

### IV. SPECIAL PROJECTS UPDATE:

1. The legislative short session has ended for 2024 with some issues impacting the fire service. Some Bills that impact the fire service that passed include:
  - a. HB 4016-Prescribed fire liability protection for people conducting prescribed fire burns
  - b. HB 4081-EMS modernization. This is the first step in a comprehensive evaluation and update of Oregon's EMS rules.



- c. HB 4045- Changes to Oregon PERS retirement system for firefighters and other high hazard workers. Reduces retirement age to 55 for OPSRP firefighters.
  - d. SB 1545- Provides property tax relief for 2020 wildfire victims.
  - e. HB 4133- This was the most significant piece of legislation this session related to fire funding. The bill would have increased ODF assessments on minimum acreage lots and homes by 46% in ODF protection areas. Many of these lands are also within our fire district. The bill died in the last days of the session due to constitutional complications related to funding sources. One positive result of the bill is that a budget note will be included in the budget that calls for the creation of a task force to study forestland classification and the intersection of protection of ODF lands and fire districts. This budget note is a direct result of work the Oregon Fire Chiefs Association did on behalf of fire districts. This will be the first time these topics have been studied since the 1970's.
2. The internal budget committee continues to meet and prepare next year's budget document. Employees have submitted budget cards for items needed within their program areas.
  3. A press release will be in next weeks Nugget Newspaper promoting the upcoming volunteer academy.
  4. We have been working with the Sisters Rodeo Association and District legal counsel regarding a service agreement for ambulance standby services. I have received guidance from legal counsel and am working with the Rodeo Association to finalize the agreement.
  5. I have been working with President Miller, Director Herrmann and the Western Fire Chiefs Association (Jeff Johnson) to negotiate a proposed employment agreement with Tony Prior. We have reached a tentative agreement on salary and benefits and agreement language for the Board to consider. District legal counsel is reviewing the documents at this time and has promised to have a formal review completed prior to the Board meeting.
  6. The Fire Chief onboarding process is moving along well. In addition to the contract negotiations, staff has been working with Tony Prior to coordinate a pre-employment physical. Staff has also contracted with a private investigator to conduct the background investigation.

V. VOLUNTEER STATUS:

We will be hosting a new volunteer recruit academy beginning April 22, 2024.  
We are targeting station 703 and 704 station areas.

VI. OTHER:



## Fire & Life Safety Manager Report

March 2024

(statistics included are from the prior month)

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

- ISU Events / Responses
  - SF Response – Old Barn Court
- CPR Training
  - 19
- Community AED
  - 0
- Blood Pressure Screenings
  - 17
- Wildfire Home Safety Assessments
  - 0
- Smoke Alarm Installations
  - 3
- Home Safety Assessments
  - 0
- Fire Station Tours
  - 1
- Special Events
  - 0
- Address Signs
  - 0
- Child Safety Seats
  - 1

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

- Easter Egg Hunt 3-31-2024
- Big Ponderoo (Revised) 6/28-30/2023

**New Construction Plan Review:**

- Black Butte School - Camp Sherman
- 274 E. Adams – Farm Stand
- 130 E. Cascade Ave. - Mixed Use
- 184 E. Washington Ave. – Consolidation
- 153 W. Black Crater Ave. – Subdivision
- Sunset Meadows Subdivision

**Alarm Sprinkler Final:**

- None

**Commercial Business Inspections:**

- 250 W. Cascade Ave. – Re-inspection
- 220 W. Cascade Ave. Suite A – Re-Inspection
- Caldera Arts Center – Re-inspection

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

- Information request - 8
- Business License / Land Use request review - 6
- Addressing review - 3
- Knox-box lockups. – 3
- Training Provided – 1
  - Cub Scout Pack – First Aid

**Fire Investigations:**

- Old Barn Ct. – Improper disposal of combustible materials

**Outside Training:**

- OSFM - Mechanical Codes Class
- Wildland Hazard Training Survey 123
  - 16 SCSFD members attended
- OSFM Webinar – Data Resources

**Meetings Attended:**

- Sisters Evacuation Planning
- Sisters Country Wildfire Mitigation Group

- Officers Meeting
- Addressing with Deschutes County
- Fire Corps Meeting
- Internal Budget Meeting x 2
- Project Wildfire Meeting
- Central Oregon Fire Prevention Coop
- FlowMSP Planning and Incident Response Demo (Pre-Planning)
- SCSFD Board Meeting
- Staff Meeting
- Ops Meeting
- Emergent Software Demo Meeting – (Inspection)