



AGENDA

**Notice of the Special Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
July 16, 2024 – 4:30 p.m.**

Zoom Link: <https://us06web.zoom.us/j/88499283069?pwd=zVbQvOKbPcRXXNQDQMcR0wt3pstGOH.1>

1. **Open the Special Meeting**
2. **Board Vacancy and Potential Appointment**
3. **Other business**
4. **Adjourn meeting**



AGENDA

**Notice of the Regular Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
July 16, 2024 – 5:00 p.m.**

Zoom Link: <https://us06web.zoom.us/j/84309346113?pwd=bzZqSDZEY1htdJZwV3hEM1VGeTVOZz09>

- 1. Open the Regular Meeting**
- 2. Oath of Office – New Director**
- 3. Receive Public Comment**
- 4. Receive Line Staff Comments**
- 5. Consent agenda**
 - a. Administrative Summary**
 - b. June 2024 Minutes of the Regular Meeting and Budget Hearing**
 - c. Dashboard report**
 - d. Bank statement and reconciliations**
 - e. Operating fund summaries**
 - f. Balance sheets**
 - g. Check register**
 - h. Adjusting Journal Entries**
 - i. Ambulance Receivables**
 - j. Engine Response Report**
 - k. Safety Committee Meeting Minutes**
 - l. Updates to Old Business - None**
- 6. Correspondence**
 - a. Letter from Dan Daugherty – La Pine Fire District**
- 7. Administration**
 - a. Resolutions:**
 - i. Resolution 2024-2025-001 Making 2024/2025 Budgeted Employment Reserve Fund Transfer and PERS Supplemental Payment.**
 - b. Title Change – Community Risk & Fire Safety Manager**
- 8. Vice President's Report – President absent**
- 9. Fire Chief Report**
- 10. Fire Safety Manager Report**
- 11. Other business**
- 12. Adjourn meeting**

Administrative Summary for Consent Agenda

June 2024 Data

Minutes – No changes to the minutes.

Revenue & Expenditure Dashboard Report

- The target goal for this period is 100% of budgeted revenue and expenditures.
 - Revenue is at 108%.
 - We finished the fiscal year with expenditures at 92% of the budget. The Administration Department is at 99.2%; the Operations Department at 89.9%; the Maintenance Department at 85.8%; and the Volunteers Department at 99.3%.

Operations Overview Dashboard Report

- EMS transports jumped to 75 for the month. We responded to 10 fire calls in June.
- Total calls increased 29.2% over last month, and total calls are down about 1% year over year.
- A total of 19 7PC's were called in June and seven move-ups were requested by the District. There were 42 back-to-back calls in June, which is almost a 45% increase over the prior month.

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balance with the bank and totals \$4,436,422.76 at the end of June. The interest rate held at 5.2%.

LGIP --Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$86,597.25.

U.S. Bank Operating

- Total US Bank reconciliation shows a (\$49,723.95) balance at the end of June. This is on our books only and the account never went negative or incurred any fees. An end-of-the-year transfer that I made from the LGIP to the checking account didn't hit the bank/books until July 1 due to a longer than anticipated transfer time.

Operating Fund Summaries

Revenue

- Overall tracking at 108% of the budget.

Expenditures

- Overall tracking within budget at 92% at the end of June.
 - Personnel Services – 91% of the budget.
 - Materials & Services – 97% of the budget.

Balance Sheets

- Accounts payable balance is due to June invoices that were paid in July and will clear next month.
- SWH tax liability is for Oregon Paid Leave. Paychex is calculating the amount due incorrectly and this should clear when we are billed by the State. This has been discussed with Paychex and they are working to remedy the situation.
- Deferred comp liability is due to new employees withholdings that can't be transferred to Oregon Growth Savings Plan until their 30-day waiting period has expired.

- Insurance disability/liability balance is pass through AFLAC insurance payment and orthodontia pass-through payments. AFLAC will clear at the end of the month. I am working to reconcile the orthodontia liability and clear that.
- Miscellaneous Liability of \$280 is due to employee pass-through donations to Central Oregon Public Safety Chaplaincy, Community Assistance Fund, and Oregon Fire Service Honor Guard.

Check Register

- Check number 16595 to Pacific Power Group. This was due to an unexpected generator repair. This was brought to the Board at a prior Board meeting with a Resolution authorizing the payment from the Equipment Reserve Fund.
- Check number 16599 To Tony Prior. This is the payment for moving expenses authorized by the Board for the new Chief.
- Check number 16603 to WFCA: The Daily Dispatch. This is the check for Executive Recruitment for the Fire Chief position.
- Check number 16628 to OFDDA. This is the annual length of service award plan (LOSAP) payment for eligible volunteers.
- Check number 16641 to Tony Prior. These are the additional moving expenses over and above the \$10,000 initially approved by the Board for the Fire Chief to move from Alaska to Oregon.
- Check number 700041 to US Bank Visa. Catering expenses for Chief Johnson retirement event as approved by the Board.

**The following checks were signed by the Deputy Chief and Finance Manager during the Fire Chief transition period and waiting for signing authority to be approved by US Bank for Chief Prior.*

Adjusting Journal Entries

- Entry for annual 2023/2024 budgeted transfers to reserves.
- Entry for ambulance receivables to actual.
- Entry to transfer funds from the Employment Reserve for Ulm vacation payout and additional moving expenses for Chief Prior.
- Entry to transfer funds from the Equipment Reserve for the Station 701 generator repair.

Ambulance Report - Total of 75 transports for June. The total ending ambulance receivable of \$320,216.28 is reconciled to the General Fund balance sheet.

Engine Response Report – No new charges or payments for June.



**Minutes of the Budget Hearing & Regular Meeting of the Board of Directors
of the Sisters-Camp Sherman Rural Fire Protection District
June 18, 2024**

1. Board President Kristie Miller called the meeting to order at 5 p.m. and opened the budget hearing.
 - a. Directors attending: President Kristie Miller, Secretary/Treasurer Jack McGowan, Director Herrmann, and Director Cooper.
 - b. Staff attending: Chief Roger Johnson, Chief Tony Prior, Finance Manager/Executive Assistant Julie Spor, Division Chief Jeff Puller, Shift Commander Cody Meredith, and Engineer/Medics Matt Millar and Damon Frutos.
 - c. Guests attending: None.
2. Public Comments:
 - a. No public comments were received.
 - b. ***Unanimously approved Resolution 2023-2024-008 Making Appropriations, Adopting the Budget, and Imposing and Categorizing Taxes for the 2024-2025 Fiscal Year as presented. Motion by Director McGowan, Director Herrmann second.***
 - c. The hearing was closed and the regular meeting resumed at 5:02 p.m.
3. Public Comments: None.
4. Line Staff Comments:
 - a. Engineer/Medic (EM) Frutos spoke on behalf of the line staff group. He stated that line staff appreciates the opportunity to have dialogue between staff, the Chiefs, and the Board of Directors. He reported that line staff has been having collaborative conversations recently regarding employee rights and benefits policies, and he thanked the staff and the Board for that. The line staff intends to have a rotation of representation for the line staff attending board meetings and for the next six months, it will be him with EM Millar backing him up. They hope to share a perspective from the line staff.
 - b. EM Frutos reminded those in attendance of the Peer Support Team. The team has been getting a lot of administrative support lately. The District has been supportive of the initial training of the team members. The team is open to anyone in the organization. The team's goal is to promote wellness in the organization with the motto "Everyone goes home well."
 - c. Director McGowan said the Board fully welcomes partnership with the line staff.
5. Consent Agenda.
 - a. ***Unanimously approved the Consent Agenda as presented. Motion by Director Cooper, Director Herrmann second.***
6. Correspondence.
 - a. A card was received from the Sisters Business Association thanking the District for hosting the monthly Coffee Perk.
 - b. A thank you letter was received from Ronnie Frigulti.

7. Administration.

- a. Quarterly Goal Tracker. The board reviewed the quarterly goal tracker. Normally this is reviewed at the July meeting, however, Chief Johnson wanted to report on end-of-year progress before his official retirement.
- i. Two goals are at risk of completion. The ISO project the District wanted to implement on its website, has expanded to be a countywide project with the final steps being help up at the County. The County will maintain the ISO project at its level in the future.
 - ii. The other goal at risk is the number of volunteers at Station 704. The District continues to face difficulty with the recruitment and retention of volunteers in the Camp Sherman area. Chief Prior will look into other options to recruit in that area.
 1. Director McGowan inquired whether staff would consider full-time staffing at the Camp Sherman station if the area's ISO rate is at risk of increasing. Chief Johnson responded there is not a big demand in 911 calls and it would require a shift in staffing at Station 701 to do so. It would be a difficult policy decision for the Board, but Chief Johnson feels the best option is to keep volunteer staffing there.
 2. Director Cooper inquired if volunteers are required to live in the Camp Sherman area to volunteer at Station 704. The Chiefs responded that ISO will look at response times.
 - iii. Chief Johnson expressed his pride in all the staff for their work in helping to complete the goals this year. President Miller also thanked Chief Puller and Office Assistant Linker for their help with the ISO project.
- b. Resolutions.
- i. Resolution 2023-2024-009 Making Budget 2023/2024 Budgeted Transfers.
 1. ***Unanimously approved Resolution 2023-2024-009 authorizing the transfer of \$217,906 into the Employment Reserve Fund, \$198,758 into the Building Reserve Fund, and \$321,548 into the Equipment Reserve Fund. Motion by Director Herrmann, Director Cooper second.***

8. President's Report.

- a. Open Board Position. President Miller gave an update on the board vacancy. An ad announcing the vacancy was published in The Nugget and on the District's website. Four applications were received. One applicant dropped out and two interviews were completed today. The Board will interview the other applicant tomorrow. A special meeting of the Board will take place on June 26 at 9 a.m. in order for the interview team to make a recommendation on the appointment. Director Herrmann thanked both Directors Miller and McGowan for their work.
- b. Chief Johnson Employment Agreement – Amendment 1. President Miller and Director McGowan have been working with Chief Johnson and the District's legal counsel to finalize an equitable amendment to the Fire Chief's employment agreement that would allow the Board to compensate Chief Johnson for accrued vacation time after his last official day in the office. Director Herrmann and Cooper both expressed they felt this was a reasonable solution.
- i. ***Unanimously approved the Fire Chief Employment Agreement between Sisters-Camp Sherman Fire District and Roger Johnson Amendment Number 1 as presented. Motion by Director Herrmann, Director McGowan second.***

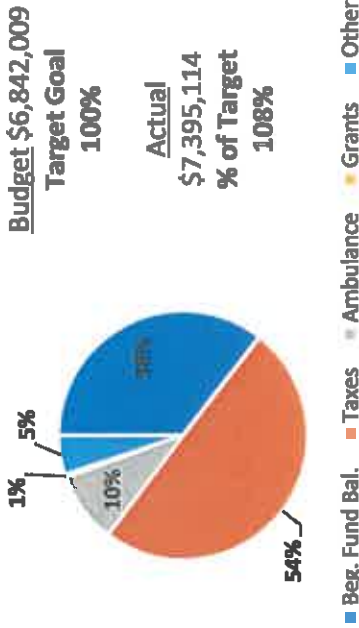
- c. **Chief Prior Moving Expenses.** President Miller reported the Board had budgeted \$10,000 for Fire Chief moving expenses in the 2023-2024 budget. At that time, the Board felt that amount was fair. The new Fire Chief came from Alaska and the moving expenses were substantially more than the budgeted amount. President Miller asked the Board to consider covering the additional moving expenses out of the Employment Reserve Fund.
 - i. ***Unanimously approved the reimbursement of moving expenses for Fire Chief Tony Prior that is over and above the initial \$10,000 budgeted from the Employment Reserve Fund. Motion by Director Cooper, Director Herrmann second.***
 - ii. FM/EA Spor will prepare an invoice with receipts and a Resolution for approval at the Special Meeting on the 26th.
9. **Fire Chief Report.**
- a. **Chief Johnson report.**
 - i. Chief Johnson provided a written report. Highlights include: Recognition to the District's staff/volunteers and the Sisters Rodeo Association for the pre-planning and smooth execution of emergency plans with the incident with the escaped bull at the rodeo. Chief felt that all of our emergency responders did a great job and the rodeo association executed their emergency plans smoothly. Director Herrmann said the display and collaborative response was impressive.
 - b. **Chief Prior Report.**
 - i. Chief Prior provided a written report. He expressed his appreciation for the Board and staff for everything they have done for him so far. He said the collaboration between the agencies is phenomenal. He has met with all the line staff and expressed his philosophies, etc. His goal is to meet with volunteers too. He has been working with line staff on employee rights and benefits policy draft. He thinks they are making great progress and he hopes to wrap that policy up in the next couple of weeks. Chief Prior expressed he is highly supportive of the line staff coming to talk with the Board. He thanked Chief Johnson for the wealth of knowledge and said it is a great opportunity he has been given being able to work together through this transition.
10. **Fire Safety Manager Report.** Chief Puller provided a report. The Station 703 Open House went well. We had a lower attendance, but presentations were given regarding home hardening, evacuations, etc. He thanked FF Lord, the Fire Corps, and all the speakers for their help on the event. The Bike Safety Event is coming up and Fire Corps is taking the lead on that. Chief Puller and FF Lord are focusing their business inspections on those where people sleep right now.
11. **Other Business.**
- a. President Miller will not be at the July meeting. Staff will plan for the new Board member Oath of Office and officer elections.
12. **Adjourn.** No further business was discussed and the meeting adjourned at 5:37 p.m.

Respectfully submitted,

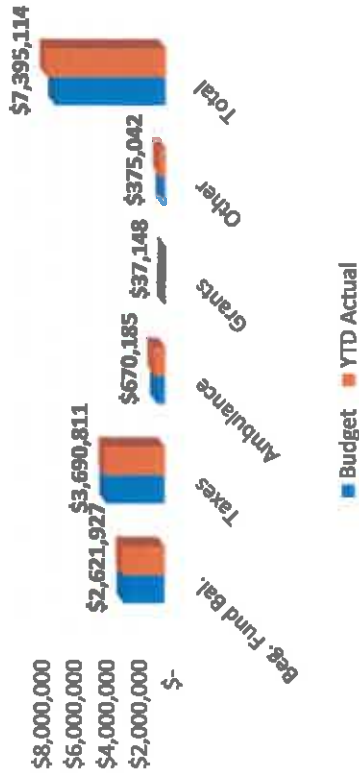
Julie Spor, Clerk of the Board

REVENUE & EXPENDITURE OVERVIEW - AS OF JUNE 30, 2024

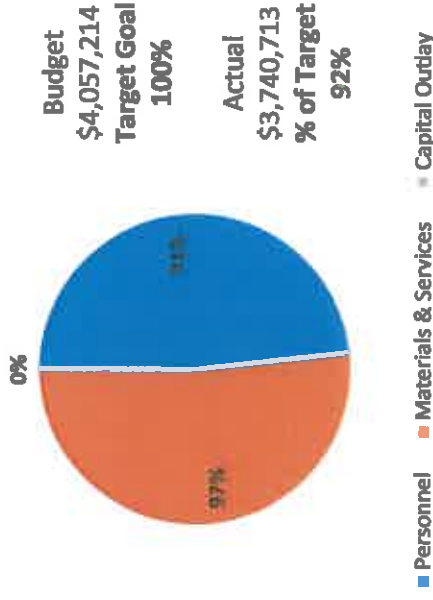
23/24 Actual Revenue as % of Budget



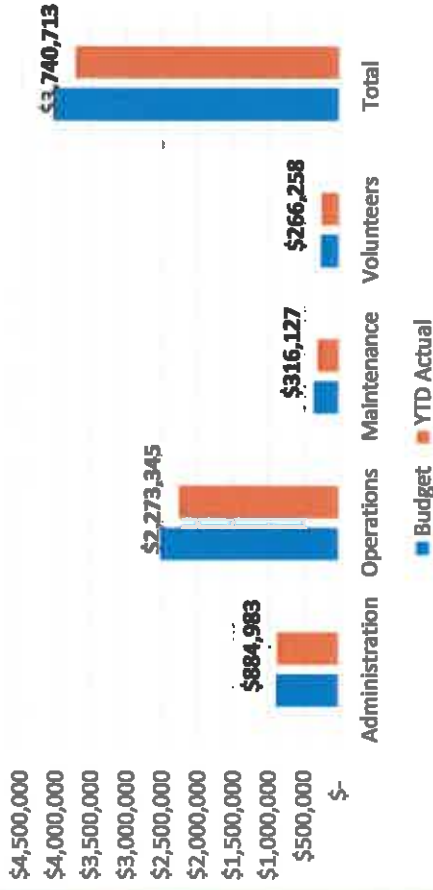
Budget vs. Actual Revenue - Year to Date



23/24 Expenditures as % of Budget

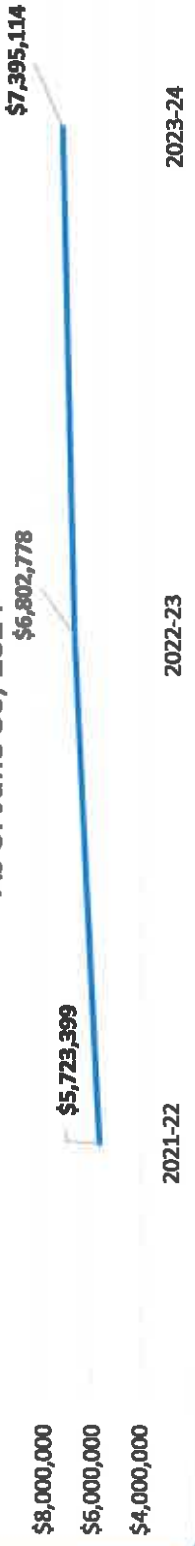


Budget vs. Actual Expenditures - Year to Date



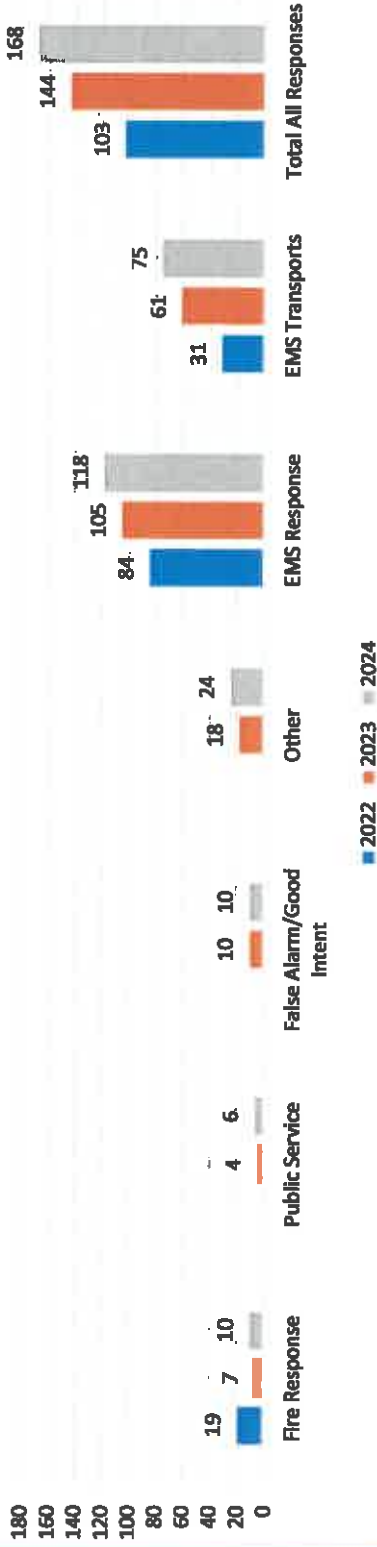
Total Revenue - 3 Years

As of June 30, 2024

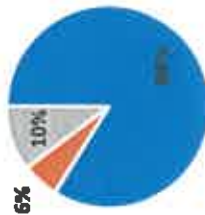


OPERATIONS OVERVIEW - AS OF JUNE 30, 2024

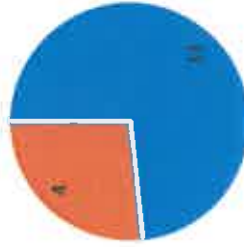
Historical Emergency Call Data by Type



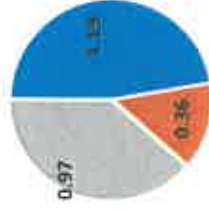
Responses by First-Due Station



Mutual Aid Given/Received



Average Response by Personnel Type



Back to Back Calls

42

Callback Overview

Personnel Callbacks (7PC's) = 19
 7PC's Staffed with ALS Staffing = 15
 7PC's Staffed with Engine Staffing = 14
 Move-Ups = 7

Ave. Personnel on Standby

2.13

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

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

Account: 10001081

Bank Account Number: 169700958849

Bank Statement Balance:	42,486.27	Book Balance Previous Month:	24,007.53
Outstanding Deposits:	.00	Total Receipts:	290,060.88
Outstanding Checks:	92,210.22	Total Disbursements:	363,792.36
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	49,723.95-	Book Balance:	49,723.95-

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 58 items Deposits Outstanding: 0 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	45,592.96	16588	580.09	16614	132.95	16634	600.00
15965	8.25	16598	687.47	16618	48.25	16635	28,363.72
15974	17.57	16608	85.00	16619	600.00	16639	138.00
15974	17.57-	16608	40.04	16622	42.25	16643	2,266.31
15975	3.79	16609	455.89	16626	56.49	700041	10,870.15
16390	38.57	16612	900.00	16631	85.00		
16553	17.57	16613	600.00	16632	20.77	Total:	92,210.22

Checks cleared: 68 items Checks Outstanding: 26 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

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

Business Statement
Account Number:
1 697 0095 8849
Statement Period:
Jun 3, 2024
through
Jun 30, 2024

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To Contact U.S. Bank
Commercial Customer
Service: 877-295-2509

U.S. Bank accepts Relay Calls
Internet: usbank.com

INFORMATION YOU SHOULD KNOW

Effective August 12, 2024, please review updates made to the *Your Deposit Account Agreement* document which may affect your rights.

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

Here's what you should know:

Under the **Time Deposits** section, the early withdrawal fee will be removed.

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

MUNICIPAL INVESTOR CHECKING

U.S. Bank National Association

Member FDIC
Account Number 1-697-0095-8849

Account Summary

	# Items	\$		\$
Beginning Balance on Jun 3		67,750.16	Interest Paid this Year	77.79
Customer Deposits	2	2,478.26	Number of Days in Statement Period	30
Other Deposits	50	287,857.83		
Other Withdrawals	10	226,384.70-		
Checks Paid	61	89,215.28-		
Ending Balance on Jun 30, 2024		\$ 42,486.27		

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Jun 13	8912921558	1,088.26		Jun 26	8613042193	1,390.00
			Total Customer Deposits	\$			2,478.26

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Jun 3	Electronic Deposit REF=241510139159950N00	From Regence BCBSO - 1930238155HCCLAIMPMTFEP00001	\$ 162.78
Jun 3	Electronic Deposit REF=241520042412310Y00	From NORIDIAN WAORAK 9262326076HCCLAIMPMT1245231760	659.28
Jun 5	Electronic Deposit REF=241560136307830N00	From STRIPE 1800948598TRANSFER ST-N0Q8V4R7L3B7	28.83
Jun 5	Electronic Deposit REF=241560083914790Y00	From NORIDIAN WAORAK 9262326076HCCLAIMPMT1245231760	633.83
Jun 5	Electronic Deposit REF=241560102692650N00	From UnitedHealthcare 1111187726HCCLAIMPMT930932704	824.13

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



Account Statement - Transaction Summary

For the Month Ending June 30, 2024

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

Oregon LGIP

Opening Balance 4,576,915.44
 Purchases 109,507.37
 Redemptions (250,000.05)

Closing Balance **\$4,436,422.76**
 Dividends 19,335.15

Asset Summary

	June 30, 2024	May 31, 2024
Oregon LGIP	4,436,422.76	4,576,915.44
Total	\$4,436,422.76	\$4,576,915.44

LAIF 2,047,086.52 +
FAIP 606,188.05 +
PAIP 380,363.61 +
FRAMP 1,402,784.58 +
 4,436,422.76 *
Bad Error

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		05/31/2024 (05/24) Balance	.00 *	.00 *	2,903,246.97
CR	1	Jefferson County Property Tax Collection	5,710.27		
CR	22	LGIP Redemption Fees (from May)		.05-	
CR	24	Accrual Income Div Reinvestment	19,335.15		
CR	5	Deschutes County Property Tax Collection	84,481.95		
CR	13	Transfer from Pool - Bills/Payroll		150,000.00-	
CRUS	2	Transfer from LGIP for Bills		100,000.00-	
JE	4	Annual Budgeted Transfers to Reserves		738,212.00-	
JE	16	Transfer from Emp Reserve for Uln Vacation Payout	3,834.72		
JE	17	Transfer from Emp Reserve for Prior Moving Exp Pmt	8,533.75		
JE	19	Transfer from Bldg for Generator Repair	10,175.78		
		06/30/2024 (06/24) Period Totals and Balance	132,051.80 *	988,212.05- *	2,047,086.52

Number of transactions: 10 Number of accounts: 1

Debit

Credit

Proof

Total GENERAL FUND:

132,051.80

988,212.05-

856,160.45-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070 Empl Fund					
		05/31/2024 (05/24) Balance	.00 *	.00 *	400,650.52
JE	1	Annual Budgeted Transfers to Reserves	217,908.00		
JE	14	Transfer from Emp Reserve for Ulm Vacation Payout		3,834.72-	
JE	16	Transfer from Emp Reserve for Prior Moving Exp Pmt		8,533.75-	
		06/30/2024 (06/24) Period Totals and Balance	217,908.00 *	12,368.47- *	608,188.05
Number of transactions: 3 Number of accounts: 1			Debit	Credit	Proof
Total EMPLOYMENT RESERVE FUND:			217,908.00	12,368.47-	205,537.53

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
3-00-0-1070 Bldg Fund					
		05/31/2024 (05/24) Balance	.00 *	.00 *	191,781.37
JE	2	Annual Budgeted Transfers to Reserves	198,758.00		
JE	18	Transfer from Bldg for Generator Repair		10,175.76-	
		06/30/2024 (06/24) Period Totals and Balance	198,758.00 *	10,175.76- *	380,363.61

Number of transactions: 2 Number of accounts: 1

	Debit	Credit	Proof
Total BUILDING RESERVE FUND:	198,758.00	10,175.76-	188,582.24

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070 Equipment Fund					
		05/31/2024 (05/24) Balance	.00 *	.00 *	1,081,236.58
JE		3 Annual Budgeted Transfers to Reserves	321,548.00		
		06/30/2024 (06/24) Period Totals and Balance	321,548.00 *	.00 *	1,402,784.58
Number of transactions: 1 Number of accounts: 1			Debit	Credit	Proof
Total EQUIPMENT RESERVE FUND:			321,548.00	.00	321,548.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
5-00-0-1075 Technology Reserve Fund					
	05/31/2024 (05/24)	Balance	.00 *	.00 *	.00
	06/30/2024 (06/24)	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: 16	Number of accounts: 5	Debit	Credit	Proof
Grand Totals:		870,263.60	1,010,756.28-	140,492.68-

Report Criteria:

Actual amounts

All accounts

Account.Account number = "10001070","20001070","30001070","40001070","50001070","60001075"

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (8)

June 30, 2024

Account: 70001030

Bank Account Number: 153695237351

Bank Statement Balance:	88,597.25	Book Balance Previous Month:	81,175.65
Outstanding Deposits:	.00	Total Receipts:	5,421.60
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	88,597.25	Book Balance:	86,597.25

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 2 Items Deposits Outstanding: 0 Items

Outstanding Checks

No outstanding checks found!

Checks cleared: 0 Items Checks Outstanding: 0 Items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



For the Month Ending June 30, 2024

Account Statement - Transaction Summary

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

		Asset Summary	
		June 30, 2024	May 31, 2024
Oregon LGIP			
Opening Balance	81,175.65		
Purchases	5,421.60	86,597.25	81,175.65
Redemptions	0.00		
		\$86,597.25	\$81,175.65

Closing Balance \$86,597.25
 Dividends 365.29

Account Number	Account Title	2022-23	Current Period Actual	Current YTD Actual	2023-24	Bal Remaining +/-	% Collected
		Prior YTD Actual			Current Year Budget		
GENERAL FUND							
1-01-0-40100	Property Taxes-Current	93,804.95	86,750.48	3,642,272.40	3,556,994.00	85,278.40	102%
1-01-0-40200	Property Taxes-Prior	34,019.42-	3,265.83	48,536.94	50,000.00	1,461.06-	97%
1-01-0-41100	Ambulance Revenue	57,745.59	65,482.53	616,842.70	450,000.00	166,842.70	137%
1-01-0-41110	GEMT Ambulance Revenu	4,084.31	.00	53,342.41	40,000.00	13,342.41	133%
1-01-0-41200	Other Fees for Service	2,840.00	250.00	18,041.78	11,856.00	6,185.78	152%
1-01-0-42100	Fire Med Subscriptions	1,400.00	1,390.00	14,365.62	15,000.00	634.38-	96%
1-01-0-43100	Interest Income	13,314.81	19,499.39	217,169.27	75,000.00	142,169.27	290%
1-01-0-44100	Grant Revenue	74,084.80	878.26	37,148.47	40,500.00	3,361.53-	92%
1-01-0-44200	Donations Received	826.00	110.00	75,861.82	10,000.00	65,861.82	759%
1-01-0-44300	Conflagration Income	.00	.00	37,330.82	50,000.00	12,669.18-	75%
1-01-0-45000	Misc Revenue	106,415.42	20.00	12,282.34	10,100.00	2,182.34	122%
1-01-0-49990	Beginning Working Capital	77,826.00-	.00	2,821,927.00	2,532,559.00	89,368.00	104%
Total GENERAL FUND REVENUE:		242,670.16	177,446.29	7,395,113.57	6,842,009.00	553,104.57	108%
GENERAL FUND Revenue Total:		242,670.16	177,446.29	7,395,113.57	6,842,009.00	553,104.57	108%
Net Total GENERAL FUND:		242,670.16	177,446.29	7,395,113.57	6,842,009.00	553,104.57	108%

Account Number	Account Title	2022-23 Prior YTD Actual	Current Period Actual	Current YTD Actual	2023-24 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	532,079.47	59,150.76	642,474.95	840,279.00	2,195.95-	100%
	Total OPERATIONS DEPARTMENT:	1,910,364.85	190,975.44	2,064,829.95	2,336,517.00	271,687.05	88%
	Total MAINTENANCE DEPARTMENT:	9,610.78	1,321.14	15,192.44	26,775.00	11,582.56	57%
	Total VOLUNTEERS DEPARTMENT:	124,568.53	4,418.00	14,257.90	17,872.00	3,614.10	80%
	GENERAL FUND Expenditure Total:	2,576,623.63	255,865.34	2,736,755.24	3,021,443.00	284,687.76	91%
	Net Total GENERAL FUND:	2,576,623.63-	255,865.34-	2,736,755.24-	3,021,443.00-	284,687.76-	91%
	Net Grand Totals:	2,576,623.63-	255,865.34-	2,736,755.24-	3,021,443.00-	284,687.76-	91%

Account Number	Account Title	2022-23 Prior YTD Actual	Current Period Actual	Current YTD Actual	2023-24 Cur Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	218,872.00	26,394.47	242,507.84	251,742.00	9,234.16	96%
	Total OPERATIONS DEPARTMENT:	278,883.64	7,968.82	208,515.18	192,025.00	16,490.18-	109%
	Total MAINTENANCE DEPARTMENT:	242,287.53	38,575.33	300,935.00	341,799.00	40,864.00	88%
	Total VOLUNTEERS DEPARTMENT:	267,142.12	34,938.23	251,999.80	250,205.00	1,794.80-	101%
	GENERAL FUND Expenditure Total:	1,005,185.29	107,876.85	1,003,957.82	1,035,771.00	31,813.38	97%
	Net Total GENERAL FUND:	1,005,185.29-	107,876.85-	1,003,957.82-	1,035,771.00-	31,813.38-	97%
	Net Grand Totals:	1,005,185.29-	107,876.85-	1,003,957.82-	1,035,771.00-	31,813.38-	97%

Account Number	Account Title	2022-23 Prior YTD Actual	Current Period Actual	Current YTD Actual	2023-24 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	22,896.00	.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:	33,317.20	.00	.00	.00	.00	.00
	Net Total GENERAL FUND:	33,317.20-	.00	.00	.00	.00	.00
	Net Grand Totals:	33,317.20-	.00	.00	.00	.00	.00

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

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	2,047,086.52	
1-00-0-1081	US BANK OPERATING ACCT 2022	(49,723.95)	
1-00-0-1099	PETTY CASH	60.07	
1-00-0-1103	NOTE RECEIVABLE	40,000.00	
1-00-0-1120	AMBULANCE RECEIVABLES	320,218.28	
1-00-0-1180	ALLOWANCE FOR UNCOLLECTIBLE AM	(160,270.34)	
1-00-0-1440	PREPAID EXPENDITURES	785,836.00	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	64,107.89	
	TOTAL ASSETS		<u>3,047,111.47</u>

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	20,903.58	
1-00-0-2120	SWH TAX LIABILITY	729.42	
1-00-0-2155	DEFERRED COMPENSATION LIABILTY	1,609.45	
1-00-0-2180	INSURANCE/DISABILITY LIABILITY	290.43	
1-00-0-2180	MISCELLANEOUS LIABILITY	280.00	
1-00-0-2250	DEFERRED REVENUE	52,086.89	
	TOTAL LIABILITIES		75,899.57

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	2,916,188.71	
	BALANCE - CURRENT DATE	<u>9,813,221.90</u>	
	TOTAL FUND EQUITY		<u>2,971,211.90</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,047,111.47</u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
JUNE 30, 2024

EMPLOYMENT RESERVE FUND

ASSETS

2-00-0-1070	EMPL FUND	606,188.05	
	TOTAL ASSETS		606,188.05

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	606,187.17	
	BALANCE - CURRENT DATE	1,241,824.05	
	TOTAL FUND EQUITY		606,188.05
	TOTAL LIABILITIES AND EQUITY		606,188.05

SISTERS-CAMP SHERMAN
BALANCE SHEET
JUNE 30, 2024

BUILDING RESERVE FUND

ASSETS

3-00-0-1070	BLDG FUND	380,363.61	
	TOTAL ASSETS		<u><u>380,363.61</u></u>

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	<u>390,363.61</u>	
	BALANCE - CURRENT DATE	<u>875,852.61</u>	
	TOTAL FUND EQUITY		<u><u>380,363.61</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>380,363.61</u></u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
JUNE 30, 2024

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	1,402,784.58	
	TOTAL ASSETS		1,402,784.58

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	(1,391,892.00)	
	UNAPPROPRIATED FUND BALANCE:		
4-00-0-3900	RETAINED EARNINGS	1,391,892.00	
	REVENUE OVER EXPENDITURES - YTD	1,402,784.58	
	BALANCE - CURRENT DATE	2,794,476.58	
	TOTAL FUND EQUITY		1,402,784.58
	TOTAL LIABILITIES AND EQUITY		1,402,784.58

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

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	86,597.25	
7-00-0-1460	PROPERTY TAXES RECEIVABLE	4,172.70	
	TOTAL ASSETS		90,769.95

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	288,633.04	
	REVENUE OVER EXPENDITURES - YTD	87,181.19	
	BALANCE - CURRENT DATE	375,814.23	
	TOTAL FUND EQUITY		87,181.23
	TOTAL LIABILITIES AND EQUITY		90,769.95

Check Register - June 2024

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/6/2024	16567	Ace Hardware, Inc.	Pin for extinguisher	\$ 0.45
6/6/2024	16567	Ace Hardware, Inc.	Supplies for bike safety event (towels, cleaner)	\$ 15.61
6/6/2024	16567	Ace Hardware, Inc.	Batteries	\$ 7.90
6/6/2024	16567	Ace Hardware, Inc.	733 repair rocker switch	\$ 7.90
6/6/2024	16568	AFLAC	AFLAC Employee insurance Pass-through	\$ 270.90
6/6/2024	16569	Alpine Internet Solutions	Website content plan for June	\$ 395.00
6/6/2024	16570	Angela Linker	Cell phone reimbursement - 1 month	\$ 50.00
6/6/2024	16570	Angela Linker	Cell phone reimbursement - 1 month	\$ 50.00
6/6/2024	16571	BI-Mart Corporation	733 headlamp supplles (tape/bulbs)	\$ 30.67
6/6/2024	16572	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39934598	\$ 54.03
6/6/2024	16573	Cameron Building Maintenance, Inc.	Janitorial Services - Station 701 Admin	\$ 375.00
6/6/2024	16574	Carlson Sign	Install 2 printed vinyl logos for Silverado	\$ 205.00
6/6/2024	16575	CEC, INC	electric - Elm Street	\$ 1,820.74
6/6/2024	16575	CEC, INC	electric - Camp Sherman	\$ 183.97
6/6/2024	16575	CEC, INC	electric - buffalo	\$ 204.77
6/6/2024	16576	CenturyLink	Phone service - Camp Sherman	\$ 60.20
6/6/2024	16577	City of Sisters	City Services: 04-6332-00 Elm Street	\$ 266.16
6/6/2024	16577	City of Sisters	City Services: 02-5766-00 Locust St	\$ 24.07
6/6/2024	16578	Cody Meredith	Cell Phone Reimb. - annual	\$ 600.00
6/6/2024	16579	Cruz Jones	Res. Vol. Mileage & Food Reimb. - June 2024	\$ 400.00
6/6/2024	16580	Ed Staub & Sons Petroleum	Fuel	\$ 1,064.96
6/6/2024	16581	Grant Dickenson	Res. Vol. Lt. Mileage & Food Reimb. - June 2024	\$ 650.00
6/6/2024	16582	ID123 Inc.	Digital ID Card Subscription - Annual	\$ 350.00
6/6/2024	16583	InnerTech	IT Services and remote assistance	\$ 801.50
6/6/2024	16584	Jeff Puller	Cell phone reimbursement - Annual	\$ 384.83
6/6/2024	16585	Kade Hobin	Reimb. wildland fire boots purchased	\$ 250.00
6/6/2024	16586	Kaiser Foundation Health Plan of the NW	Emergency Services Refund - Cim #202405879569500	\$ 580.09
6/6/2024	16587	Kendall Ford of Bend	771 oil change and MPI	\$ 187.74
6/6/2024	16588	LIFE-ASSIST	EMS SUPPLY ORDER# 55241160	\$ 74.94
6/6/2024	16588	LIFE-ASSIST	EMS SUPPLY ORDER# 55241160	\$ 79.20
6/6/2024	16588	LIFE-ASSIST	EMS SUPPLY ORDER# 55241160	\$ 273.00
6/6/2024	16588	LIFE-ASSIST	EMS SUPPLY ORDER# 55241160	\$ 74.94
6/6/2024	16588	LIFE-ASSIST	EMS SUPPLY ORDER# 55241160	\$ 34.50
6/6/2024	16589	MFCP, Inc	726 coolant hose clamps	\$ 12.84
6/6/2024	16590	Miss Sew-it-All	VOLUNTEER HEM & PATCH SEWING	\$ 72.00
6/6/2024	16590	Miss Sew-it-All	NEW CHIEF PATCH SEWING	\$ 5.00
6/6/2024	16590	Miss Sew-it-All	RTF VEST FLAGGING POUCH SEWING	\$ 120.00
6/6/2024	16591	Norco Medical Supply, Inc.	HANDLING CHARGE	\$ 35.17
6/6/2024	16591	Norco Medical Supply, Inc.	MEDICAL OXYGEN - K CYLINDER	\$ 32.44
6/6/2024	16591	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 47.13
6/6/2024	16592	Nugget Newspaper, LLC	Notice of Budget Meeting	\$ 485.63
6/6/2024	16593	Pac Office Automation - Lease	500-50016158 Konica Contract	\$ 290.00
6/6/2024	16594	Pacific Office Automation, Inc	Fleet Agreement - Konica	\$ 251.70
6/6/2024	16594	Pacific Office Automation, Inc	Fleet Agreement - HP Printers	\$ 59.43
6/6/2024	16595	Pacific Power Group, LLC	Generator repair per proposal #77248	\$10,175.76
6/6/2024	16596	Patrick Burke	Cell phone reimbursement - annual	\$ 600.00
6/6/2024	16596	Patrick Burke	Paper towels for Station 701	\$ 67.47
6/6/2024	16597	Rachelle Otasu	Cell phone reimbursement - 11 mos.	\$ 550.00
6/6/2024	16598	TDS	8224 60 003 0017578 - Cable Elm	\$ 664.00
6/6/2024	16599	Tony Prior	Moving expense reimbursement per contract	\$10,000.00
6/6/2024	16600	Tyler Wallace	Res. Vol. Mileage & Food Reimb. - May 2024	\$ 400.00
6/6/2024	16601	Van Handel Automotive, Inc.	791 oil/filter service	\$ 92.07
6/6/2024	16601	Van Handel Automotive, Inc.	710 Oil Change & MPI	\$ 103.29
6/6/2024	16602	Vohs Custom Landscaping	Weekly maintenance agreement	\$ 1,942.65
6/6/2024	16603	WFCA: The Daily Dispatch	Employment Ad - FF/Paramedic/EMT	\$ 405.00
6/6/2024	16603	WFCA: The Daily Dispatch	Executive Recruitment - Fire Chief	\$ 6,575.00
6/6/2024	16604	Brayden Klosterman	Res. Vol. Mileage & Food Reimb. - June 2024	\$ 400.00
6/6/2024	16605	Sisters Rental	741 Pump Parts/Repairs	\$ 307.35
6/6/2024	16605	Sisters Rental	743 Pump Service, add fuel shutoff	\$ 162.73
6/20/2024	16607	Angela Linker	Reimb. exp. paid for Spor grad, EMS Week, Ulm going away	\$ 449.08
6/20/2024	16608	AT&T MOBILITY	Wireless service	\$ 40.04 *
6/20/2024	16609	AT&T Mobility - Control Center	Data plan for mobile devices	\$ 455.89 *
6/20/2024	16610	Avlon Water Co Inc.	Water-703	\$ 29.58 *
6/20/2024	16611	Baxter Auto Parts Inc, Auto Parts	Durango tail light	\$ 8.02 *

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/20/2024	16612	CSTS	Annual Disposal Fees - Camp Sherman Fire Station	\$ 900.00 *
6/20/2024	16613	Damon Frutos	Annual Cell Phone Reimbursement	\$ 600.00
6/20/2024	16614	Deschutes County 911 Service D	Quarterly Radio Equipment Maintenance	\$ 132.65 *
6/20/2024	16615	DMV	DMV Record Check - 3 new vols	\$ 9.00 *
6/20/2024	16616	DPSST	Oliver 43653 - Criminal History Check	\$ 46.25 *
6/20/2024	16617	Ed Staub & Sons Petroleum	Fuel	\$ 1,665.66 *
6/20/2024	16618	Jeff Puller	Class A uniform dry cleaning	\$ 20.30
6/20/2024	16619	Jeremy Ast	Annual cell phone reimbursement	\$ 600.00
6/20/2024	16620	Jessa Hocker	Res. Vol. Mileage & Food Reimb. - June 2024	\$ 400.00
6/20/2024	16621	Julle Spor	Cell Phone Reimb. (1 mon. 12/12)	\$ 50.00
6/20/2024	16622	L.N. Curtis and Sons	SCBA repair part (regulator belt holder)	\$ 42.25 *
6/20/2024	16623	Les Schwab Warehouse Center	726 (2) Front Michelin X Line Tires	\$ 2,285.16 *
6/20/2024	16623	Les Schwab Warehouse Center	726 (4) Rear Michelin XDN2 Tires	\$ 3,797.96 *
6/20/2024	16624	Local Government Law Group, P.C.	Legal - Personnel	\$ 324.00 *
6/20/2024	16625	Matthew Millar	Annual cell phone reimbursement	\$ 600.00
6/20/2024	16626	Northwest Safety Clean	Turnout repairs	\$ 56.49 *
6/20/2024	16627	Nugget Newspaper, LLC	Budget Hearing Public Notice	\$ 393.75 *
6/20/2024	16628	OFDDA	2023 LOSAP Contributions	\$21,949.90 *
6/20/2024	16629	Oregon Employment Department	Paid Leave Oregon Tax 00502219-2	\$ 1,134.15 *
6/20/2024	16629	Oregon Employment Department	Paid Leave Oregon Tax 00502219-2	\$ 521.19 *
6/20/2024	16630	Rachel Ulm	Annual Cell Phone Reimbursement	\$ 600.00
6/20/2024	16631	Ranch Country Outhouses	Portable toilet rental - Locust St. Training	\$ 85.00 *
6/20/2024	16632	Republic Services	Disposal Services - Station 703	\$ 20.77 *
6/20/2024	16633	Robert Harrison	Annual Cell Phone Reimbursement - 12 mos.	\$ 550.92
6/20/2024	16634	Roger T. Johnson	Annual cell phone reimbursement	\$ 600.00 *
6/20/2024	16635	SDIS	Admin Health Insurance	\$ 6,854.42 *
6/20/2024	16635	SDIS	Operations Health Insurance	\$18,101.57 *
6/20/2024	16635	SDIS	Lord Health Insurance	\$ 2,451.73 *
6/20/2024	16635	SDIS	Ins/Disability - Orthodontia pass through plus 1/2 Linker	\$ 956.00 *
6/20/2024	16636	Solomon Byles	Res. Vol. Mileage & Food Reimb. - June 2024	\$ 400.00
6/20/2024	16637	Steven Lord	Mileage reimb. OSFM Code Class	\$ 150.98
6/20/2024	16637	Steven Lord	Annual Cell Phone Reimbursement	\$ 600.00
6/20/2024	16638	Systems Deslgn	EMS billing & postage - May 2024	\$ 1,286.40 *
6/20/2024	16639	The Center	Drug screen - Waters	\$ 46.00 *
6/20/2024	16639	The Center	Drug Screen - Heltschmidt	\$ 46.00 *
6/20/2024	16639	The Center	Drug Screen - McAllister	\$ 46.00 *
6/20/2024	16640	Tim Craig	Annual Cell Phone Reimbursement	\$ 600.00
6/20/2024	16641	Tony Prior	Moving expenses per Board Approval	\$ 8,533.75
6/20/2024	16642	Treasure Valley Coffee	water & cooler rental	\$ 263.35 *
6/20/2024	16643	Van Handel Automotive, Inc.	711 90/100K service	\$ 2,265.31 *
6/28/2024	700041	US Bank - Visa	Plugs for nozzle pistol grtp removal	\$ 12.79
6/28/2024	700041	US Bank - Visa	New airpots for coffee machine at 701	\$ 104.98
6/28/2024	700041	US Bank - Visa	Flag display for RJ retirement	\$ 49.95
6/28/2024	700041	US Bank - Visa	Active 911 subscription for O'Connor	\$ 8.51
6/28/2024	700041	US Bank - Visa	Business lunch - Ullm	\$ 46.80
6/28/2024	700041	US Bank - Visa	Food for Wildland Cooperators Drill	\$ 438.90
6/28/2024	700041	US Bank - Visa	Business lunch - BBR General Store	\$ 21.58
6/28/2024	700041	US Bank - Visa	Captain's room mattress	\$ 1,446.99
6/28/2024	700041	US Bank - Visa	Bed frame wheel replacement	\$ 9.99
6/28/2024	700041	US Bank - Visa	Passport tags Linker/Hampton	\$ 25.45
6/28/2024	700041	US Bank - Visa	Range hood filter for upstairs 701	\$ 154.51
6/28/2024	700041	US Bank - Visa	Adobe subscription - Puifer	\$ 19.99
6/28/2024	700041	US Bank - Visa	Ice and table clamps for District retirement event	\$ 27.92
6/28/2024	700041	US Bank - Visa	Flag for decoration for District retirement event	\$ 21.99
6/28/2024	700041	US Bank - Visa	Supplies for Transfer of Command Ceremony	\$ 92.12
6/28/2024	700041	US Bank - Visa	Cupcakes for Transfer of Command Ceremony	\$ 170.00
6/28/2024	700041	US Bank - Visa	Supplies for Transfer of Command and Retirement Ceremony	\$ 140.59
6/28/2024	700041	US Bank - Visa	Uniform Items (Hampton and Linker)	\$ 495.85
6/28/2024	700041	US Bank - Visa	Custom event signs	\$ 180.00
6/28/2024	700041	US Bank - Visa	Fire hats for upcoming District events	\$ 1,283.50
6/28/2024	700041	US Bank - Visa	Nametag Hampton	\$ 31.54
6/28/2024	700041	US Bank - Visa	Office supplies and computer supplies (general and Prior)	\$ 939.90
6/28/2024	700041	US Bank - Visa	Coffee -Station 701	\$ 147.00
6/28/2024	700041	US Bank - Visa	Adobe subscription - Linker/Light Duty	\$ 39.98
6/28/2024	700041	US Bank - Visa	Spor grad party cupcakes	\$ 93.00

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/28/2024	700041	US Bank - Visa	ISU wire rack	\$ 199.99
6/28/2024	700041	US Bank - Visa	Food for budget/board meeting	\$ 274.62
6/28/2024	700041	US Bank - Visa	Food for FF1 Academy	\$ 235.00
6/28/2024	700041	US Bank - Visa	Canva subscription	\$ 14.99
6/28/2024	700041	US Bank - Visa	Jones COCC credit for prior learning fee	\$ 80.00
6/28/2024	700041	US Bank - Visa	Pens and pencils	\$ 107.00
6/28/2024	700041	US Bank - Visa	Disinfectant wipes for CPR classes	\$ 6.99
6/28/2024	700041	US Bank - Visa	Catering for RJ Retirement Party	\$ 3,691.18
6/28/2024	700041	US Bank - Visa	Replacement flag for Sta 701	\$ 77.00
6/28/2024	700041	US Bank - Visa	Cookies for RJ District retirement celebration	\$ 69.93
6/28/2024	700041	US Bank - Visa	Georgia Hampton welcome basket supplies	\$ 109.62

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
06/28/2024	1	Annual Budgeted Transfers to Reserves	2-00-0-1070	Empl Fund	217,906.00	
06/28/2024	2	Annual Budgeted Transfers to Reserves	3-00-0-1070	Bldg Fund	198,758.00	
06/28/2024	3	Annual Budgeted Transfers to Reserves	4-00-0-1070	Equipment Fund	321,548.00	
06/28/2024	4	Annual Budgeted Transfers to Reserves	1-00-0-1070	LGIP Acct #4374	.00	738,212.00-
06/28/2024	5	Annual Transfers to Reserve Funds	1-90-7-57000	Transfers to Reserve Funds	217,906.00	
06/28/2024	6	Annual Transfers to Reserve Funds	2-01-0-49000	Transfer In	.00	217,906.00-
06/28/2024	7	Annual Transfers to Reserve Funds	1-90-7-57000	Transfers to Reserve Funds	198,758.00	
06/28/2024	8	Annual Transfers to Reserve Funds	3-01-0-49000	Transfer In	.00	198,758.00-
06/28/2024	9	Annual Transfers to Reserve Funds	1-90-7-57000	Transfers to Reserve Funds	321,548.00	
06/28/2024	10	Annual Transfers to Reserve Funds	4-01-0-49000	Transfer In	.00	321,548.00-
06/30/2024	11	Ambulance Receivables to Actual	1-00-0-1120	Ambulance Receivables	57,498.61	
06/30/2024	12	Ambulance Receivables to Actual	1-00-0-1160	Allowance for Uncollectible Am	.00	28,749.31-
06/30/2024	13	Ambulance Receivables to Actual	1-01-0-41100	Ambulance Revenue	.00	28,749.30-
06/30/2024	14	Transfer from Emp Reserve for Ulm Vacati	2-00-0-1070	Empl Fund	.00	3,834.72-
06/30/2024	15	Transfer from Emp Reserve for Ulm Vacati	1-00-0-1070	LGIP Acct #4374	3,834.72	
06/30/2024	16	Transfer from Emp Reserve for Prior Movin	2-00-0-1070	Empl Fund	.00	8,533.75-
06/30/2024	17	Transfer from Emp Reserve for Prior Movin	1-00-0-1070	LGIP Acct #4374	8,533.75	
06/30/2024	18	Transfer from Bldg for Generator Repair	3-00-0-1070	Bldg Fund	.00	10,175.76-
06/30/2024	19	Transfer from Bldg for Generator Repair	1-00-0-1070	LGIP Acct #4374	10,175.76	

Total JOURNAL ENTRIES (JE):

1,556,466.84 1,556,466.84-

References: 19 Transactions: 19

Grand Totals:

1,556,466.84 1,556,466.84-

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

Ambulance Receivable as of June 30, 2024

	<u>SystDes</u>
Beginning Ambulance Receivable	262,717.67
Payments received	36,523.23
Adjustments	75,706.16
New Charges	169,728.00
ENDING Ambulance Receivable	320,216.28

Total # of Transports **75**

Adjustments

Medicare/Medicaid	74,156.62
Collection	156.55
Bankruptcy/Other Writeoff	-
FireMed	1,392.99
Total Adjustments	75,706.16

Outstanding Accounts By Age

CURRENT	199,915.12
31 to 60 days	52,909.56
61 to 90 days	25,655.65
91 to 120 days	26,672.72
OVER 120 days	15,063.23
Total Outstanding as of 6/30/2024	320,216.28

Engine Response Billing as of June 30, 2024

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



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

Safety Committee Meeting
June 18, 2024 – 10:15 a.m.
Minutes

Attendance: Chief T. Craig, Capt. D. Myers, P. Drew, A. Linker

- 1. Call to order 1017**
- 2. Minutes Review**
 - a. Unanimously approved**
- 3. Accidents/Injuries - none**
- 4. New business**
 - a. Bid for Asphalt/Concrete at 701 & 703**
 - i. Bid was for over \$20K, it is well beyond budget. We will go out for multiple bids and follow the budget process.**
 - ii. In the meantime, we will identify significant safety issues and address them.**
- 5. Old business**
 - a. Firefighter Physicals on Hold – no update**
 - b. Update on Cap ordered for Training Ground Hydrant**
 - i. This is more of a training issue. If we put a locking cap then it's the only hydrant in the District like this.**
 - 1. Need to follow training and check caps with wrench before opening.**



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

- ii. We should add lines to the cap to add a visible indicator to know it's tight.
- iii. Gaskets to be greased, so it moves smoother and add to the monthly checking list. Also, Chief Craig to order more gaskets to keep on hand to replace as needed.
 - 1. Chief Craig said cap will be painted with lines and greased by this afternoon.
- c. Backing policy reviewed
 - i. Waiting for final approval at Staff Meeting
- 6. Other Business
 - a. Next meeting July 16, 2024
- 7. Adjourn 1025

All,

I would like to thank all of you for your response and support to our Darlene 3 fire. We would have lost homes and businesses if it wasn't for the quick response and support from our tri-county mutual aid partners and those from the state. The close working relationships with our local departments, county, state and federal partners continue to develop and contribute to our success each year. I want to thank you for being who you are as professionals and individuals. I continue to be proud of our region and the efforts made to develop the training and partnerships to face these challenges.

A long summer awaits us, and I am confident that the continued relationships and collaborate support will get us through another summer season.

Thank you again!

Dan Daugherty
La Pine Fire District



Resolution 2024-2025-001

- I. **Topic:** Making 2024/2025 Budgeted Employment Reserve Transfer & PERS Supplemental Payment
- II. **Date:** July 16, 2024
- II. **Initiator:** Julie Spor, Clerk of the Board
- III. **Fund:** General Fund, Employment Reserve
- IV. **Contact Person:** Chief Prior, Finance Manager/Executive Assistant Spor

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

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District Board of Directors authorizes this transfer for the purpose of making a supplemental payment to PERS to pay off the District's PERS transitional liability; and

WHEREAS, funds are available in the General Fund account for this transfer and making this payment as outlined in the April 24, 2024, Milliman Report;

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

Authorizes the transfer of \$965,191 into the Employment Reserve Fund as of July 1, 2024 for the purpose of paying the District's PERS transitional liability as budgeted in an amount not to exceed \$1,443,691.

DATED the 18th day of June 2024.

The above resolution statements were approved and declared adopted on this 16th day of July 2024.

Julie A. Spor, Clerk of the Board

Fire Chief's Report

2nd half June – 1st half July

1. Fire Activity:

- Our wildland apparatus and crews have responded to 3 task force initiations within the last 2 weeks as we continue to get warmer and dryer. The Darlene 3, McCaffery, and Juniper fires activated Task Forces from our Central Oregon agencies, which is more than last year's total activations, which were 2.
- We also responded to the Tollgate structure fire which was a total loss of the structure and destroyed all the belongings of a young mother and her 3 children. The fire was determined to have started from a Treager grill on the front porch.
- Our fire conditions are shaping up to be a very busy summer, with extreme conditions currently and no real reprieve in the near future.

2. Noteworthy Operational Events:

- I'd like to thank Julie, Angela, and the rest of the staff for coordinating the Retirement Party for Chief Johnson. It was a huge success and we're sorry for all the interruptions, but Chief Johnson went out with a bang.
- We have brought on Brooke O'Connor, Noah Mcallister, Ben White, Cade Heitschmidt, Will Oliver, and Brian Maxson for our seasonal employees. This is just in time to have Chief Craig provide Wildland Fire Training to them and have them ready for our Task Force responses.
- Captain Liming completed the Recruit Academy and reported the success of the group.

3. Community Service Events/Meetings

- The 4th of July open house was a great success and a huge thank you to staff, Beverly and the Fire Corp and Captain Liming and the Volunteer Ops group who handed out flags, ice cream and gave tours of our apparatus and facilities.
- I attended the following meetings this period:
 - Central Oregon Fire Chief's Association
 - Urban Growth Boundary (UGB) at Sisters City Hall. This was the kick off of the group which is a collective group of community members with the goal of addressing our growing community and the limited space available for that growth.
 - Myself, Div Chief Puller and Fire Safety Specialist Lord met with our District Ranger Ian Reid and Andrew Myhra from COFMS to discuss common language within lease agreements in Camp Sherman and what we are presenting for Fire Wise.
 - Metolius Meadows Homeowners Association. Div Chief Puller and Fire Safety Specialist Lord were also there to give information to the association and answer questions regarding Fire Wise, home hardening and upcoming grant opportunities. I briefly talked about volunteerism there and our need for more people, ISO and the breakdown of scoring to attain our rating, and insurance issues we have seen from the Tollgate neighborhood.

- Myself, Chief Craig, Chief Puller, and FSS Lord met with Tollgate HOA Officers to discuss the fire, evacuations, and further improvements the neighborhood can do to prepare for fires.
- GEMT Zoom meeting
- Met with Julie and Matt on status of Communications Committee
- Met with Julie and Rob on status of the Recruitment and Retention Committee.

4. Special Projects Update:

- Onboarding completed for seasonal employees
- Testing completed for open position of Firefighter/Medic.
- Julie is working on financial audit.

5. Volunteer Status:

I'd like to give a shout out to Captain Harrison and crew, Beverly and Fire Corp, and Angela for assisting the mother and kids displaced from the fire. They provided her with car seats, clothes for each child, and hosted an amazing birthday party for the 4-year-old daughter. Also, a thank you to Dairy Queen for donating the ice-cream birthday cake.

6. Other:

Please be careful out there as we are in an extreme fire condition and slated for a hotter and dryer summer than normal. We will be looking for opportunities to educate the public on fire danger and how each of us can do our part.

Chief Prior



Fire & Life Safety Manager Report

July 2024

(statistics included are from the prior month)

Pub Education Report & Fire Corps:

- ISU Events / Responses
 - Jefferson County response
- CPR Training
 - 10
- Community AED
 - 0
- Blood Pressure Screenings
 - 14
- Wildfire Home Safety Assessments
 - 38
- Home Safety Assessments
 - 0
- Smoke Alarm Installations
 - 4
- Fire Station Tours
 - 1
- Special Events
 - Jefferson County Library – Read to Kids
 - Spray the Kids – Event x2
- Address Signs
 - 4
- Child Safety Seats
 - 10

Public Event Permit Applications Review:

- Happy Girls Run Sisters 6-8-2024
- Picnic Fun Gather 7-17-24

- Summer Solstice Walk 6-12-204
- Volunteer Appreciation BBQ -9-4-24

New Construction Plan Review:

- 100 E. Cascade Ave.
- 192 E Main St.
- 205 E. Washington St.
- 322 & 422 N. Trinity Way
- 605 W. Three Peaks Dr.
- 15510 W. McKenzie Hwy
- 69365 Green Ridge Loop

Alarm Sprinkler Final:

- None

Commercial Business Inspections:

- 1026 W. Rail Way – Re-Inspection
- 1021 E. Desperado Trail – Re-Inspection
- 250 W. Cascade Ave. – Re-Inspection
- 720 S. Desperado Ct. – Re-Inspection
- 605 N. Arrowleaf Trail – Re-Inspection
- 411 E. Carpenter Ave – Re-Inspection
- Ponderoo Music Event

Other Fire Safety / Prevention / Pub Education Request:

- Information request 2
- Land Use request review 1
- Addressing review 2
- Knox-box lockups. 2
- Business License Review
 - 160 S. Oak St.
 - 183 E. Hood Ave.
 - 410 E. Cascade Ave
 - 721 S. Desperado Ct.

Fire Investigations:

- 14836 Saddle Horn

Outside Training & Events Attended:

- Firewise 5 year Renewal Assessment – Aspen Lakes

Meetings Attended:

- Officer's Meeting
- Sisters Evacuation Planning Meeting
- Jefferson County Board of County Commissioners Meeting
- Chief Officers Meeting
- Cascade Meadow Ranch
- Central Oregon Fire Co op
- Board Meeting
- Staff Meeting