



## AGENDA

### Notice of the Regular Meeting of the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District

February 18, 2025 – 5:00 p.m.

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

1. Open the Regular Meeting
2. Receive Public Comment
3. Receive Line Staff Comments
4. Consent agenda
  - a. Administrative Summary
  - b. January 21, 2025 minutes of the regular meeting
  - c. Dashboard report
  - d. Bank statements and reconciliations
  - e. Operating fund summaries
  - f. Balance sheets
  - g. Check register
  - h. Adjusting Journal Entries
  - i. Ambulance Receivables
  - j. Engine Response Report
  - k. Association Update
  - l. Updates to Old Business
5. Correspondence
6. Administration
  - a. Quarterly goal tracker - Update
  - b. 2025-2026 Board Goals Upcoming – March meeting
7. President's Report
8. Fire Chief Report
9. Fire Marshal Report
10. Other business
11. Adjourn meeting

# Administrative Summary for Consent Agenda

## December 2024 Data

Minutes – No changes or additions.

### Revenue & Expenditure Dashboard Report

- The target goal for this period is 58% of budgeted revenue and expenditures.
  - Revenue is at 95%. Property tax collections are over 93% of budgeted collections at the end of January. Interest income is currently at 136% of budget and grant revenue is over projections as well at 126%. Ambulance revenue is at 73% of budget.
  - Expenditures overall are at 51% of the budget. The Administration Department is at 51.3%; the Operations Department at 54.5%; the Maintenance Department at 42.9%; and the Volunteers Department at 35.1%.

### Operations Overview Dashboard Report

- EMS transports increased about 8.5% over the prior month at 76 transports. The District responded to 2 fire calls in January.
- Total calls were at 131 for January 2025 versus 117 in January 2024 (12% increase).
- A total of 15 7PC's were called in January and 6 move-ups were requested by the District. There were 21 back-to-back calls in January.

### Bank Statements and Reconciliations

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

- Total sum of all funds balance with the bank and totals \$4,876,667.92 at the end of January. The interest rate decreased to 4.73%.

#### LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$61,699.38.

#### U.S. Bank Operating

- Total sum of funds in the US Bank Operating Account balances with the bank and totals \$23,608.55.

### Operating Fund Summaries

#### Revenue

- Overall tracking at 95% of the budget.
- Beginning Working Capital is unaudited as of the end of January and could be adjusted by the auditors when the audit is complete.

#### Expenditures

- Overall tracking at 51% of budget as of the end of December.
  - Personnel Services – 38% of budget.
  - Materials & Services – 56% of the budget.
  - Capital Outlay – 41% of the budget at the end of November.

### Balance Sheets

- Accounts payable credit balance is in process of being refunded due to no recent purchases with this vendor.
- Deferred compensation liability is due to new 457 employees in a waiting period.
- Insurance disability/liability balance is AFLAC pass-through payments that was outstanding as of end of January. This will clear with February payment.

- Miscellaneous Liability of \$510 is due to employee pass-through donations to Central Oregon Public Safety Chaplaincy, Community Assistance Fund, and Oregon Fire Service Honor Guard. These will clear with the quarterly payments.

#### **Check Register**

- Check number 17151 for \$3,000 to Momentum Promo. This is the annual personnel recognition gift that is delivered in December (mug this year).
- Check number 17155 for \$7,143.54 to Oregon Health Authority. These are the federal draw-down payments for the GEMT CCO program for the first half of 2024.
- Check number 17199 for a total of \$221,216.59. This is the annual debt service principal and interest payment for the main fire station.

#### **Adjusting Journal Entries**

- Entry to adjust the ambulance receivables to actual.
- Entries to transfer funds from the Equipment Reserve Fund to the General fund for purchases related to the new 710 vehicle and ambulance remount.

**Ambulance Report** - Total of 76 transports for January. The total ending ambulance receivable of \$324,457.74 is reconciled to the General Fund balance sheet.

**Engine Response Report** – One new payments and three new charges for January.



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

Minutes of the Regular Meeting of the Board of Directors of the  
Sisters-Camp Sherman Rural Fire Protection District  
January 21, 2025

1. President Kristie Miller called the meeting to order at 5 p.m.
  - a. Directors attending: President Miller, Vice President McGowan, Secretary/Treasurer Herrmann, Director Cooper, and Director Campbell.
  - b. Staff attending: Chief Prior, Chief Puller, Shift Commander Meredith, Engineer/Medic Frutos, and Finance Manager Spor. Via Zoom: Chief Craig, Captain Duda, and Firefighter Maxson (all three Zoom attendees left the meeting around 5:30 p.m.).
  - c. Guests attending: Budget Committee member Jeff Tryens.
2. Receive Public Comments: There were not public comments.
3. Receive Line Staff Comments: Engineer/Medic Frutos and Captain Meredith attended on behalf of the line staff group. Frutos reported line staff held a meeting and held an election of representatives of the line staff. President will be Frutos, Vice President will be Millar, and Meredith will be Secretary. The group has been having open discussions regarding staffing and changes to how those staffing changes impact overtime and other areas.
4. ***Unanimously approved the Consent Agenda. Motion by Director Herrmann, Director McGowan second. Miller-aye, McGowan-aye, Herrmann-aye, Cooper-aye, Campbell-aye.***
  - a. Administrative Summary. Director Campbell noted the 20% increase in back-to-back calls on the Dashboard report. Chief Prior commented the implications of the increase are being discussed at the staff level.
  - b. December 11, 2024 Minutes of the Special Meeting. No comments or questions.
  - c. December 17, 2024 Minutes of the Regular Meeting. No comments or questions.
  - d. Dashboard. Guest Tryens commented the dashboard is difficult to read in the online packet. Director McGowan indicated you can rotate the image on the computer.

- e. Bank Statements & Reconciliations. No comments or questions.
  - f. Operating Fund Summaries. No comments or questions.
  - g. Balance Sheets. No comments or questions.
  - h. Check Register. No comments or questions.
  - i. Adjusting Journal Entries. No comments or questions.
  - j. Ambulance Receivables. Director McGowan recently checked the past six-month ambulance receivables and specifically those accounts over 90 days and determined we are in line with previous years collections.
  - k. Engine Response Report. No comments or questions.
  - l. Association Update. Julie reported Chief Prior, Association Treasurer Linker and she had a conversation with Jan McGowan regarding a potential contract with her to assist with the Association strategic planning process. The Association has also applied for a Ford Family Foundation grant to help cover the costs to hire a consultant for this process. Director McGowan declared a conflict of interest per Board policy 1-4-4 since he is married to Jan McGowan. Julie will report back once the Association determines if they will enter into a contract with McGowan for the strategic planning services.
  - m. Updates to Old Business. Julie reported she inquired with SDAO to determine how the district's dues are calculated and included their email response in the packet. She also advised Jeff Griffin will be attending a meeting a later date to provide a legislative update and do some board training as he has in prior years.
5. Correspondence. A thank you card was received from Noble Tatro for a recent ride-along, a thank you card from Judy McCann for the recent community Christmas dinner, and a letter from David Adler was received.
6. Administration.
- a. 2025-2026 Budget Calendar and Budget Officer. ***Unanimously approved the 2025-2026 budget calendar as presented and appointed Chief Prior as the 2025-2026 budget officer. Motion by Director Herrmann, Director Cooper second. Miller-aye, McGowan-aye, Herrmann-aye, Cooper-aye, Campbell-aye.***
  - b. 2025-2026 Board Goals. Julie reported she will be working with Chief Prior to provide an update to this year's goals and will also be preparing draft 2025-2026 board goals to review at the upcoming meeting.
  - c. COLA Update. Julie reported she pulled the numbers for the cost-of-living calculations for the upcoming budget and the average is 2.7%. She will prepare the budget using that increase.
7. President's Report. President Miller updated the Board on the Camp Sherman Road District's request for a surplus district vehicle for snow plowing in Camp Sherman. President Miller requested the road district's representative (Lori Hancock) provide a formal request and financials for consideration. Those items have been sent to Directors Miller and Herrmann. In addition, both Miller and Herrmann reviewed the district's surplus property policy. No further action is needed at this time. President Miller also informed the Board of the Jefferson County Commissioner's meeting set for tomorrow

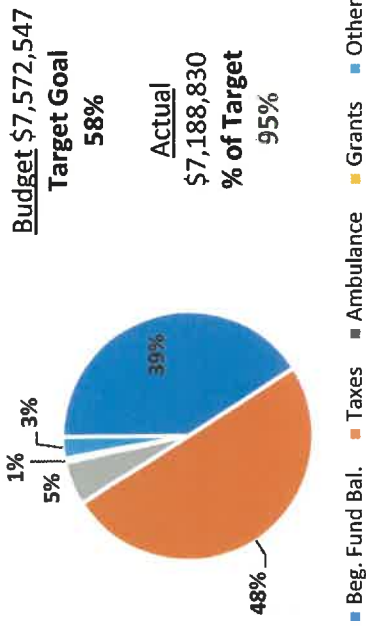
- in Camp Sherman. She asked if someone can attend. Chief Prior will attend if none of the other directors can make it.
8. Fire Chief Report. Chief Prior provided a written report and highlighted the following items:
    - a. Update on crews in California. The fire is not growing and the crew is anticipated to demobilize this week and return home. Director McGowan inquired about the crew's assignment while in California. Chief Prior reported they were checking hot spots and USAR team support. Chief Prior said he is super proud of the partnership between OSFM and California. This conflagration will be reimbursed by California.
    - b. Chief Prior has been having a lot of conversations with staff regarding staffing for emergency calls. The project work that staff completes in addition to emergency response is huge. The current staffing model requires the need to staff two ambulances plus cross-staff an engine. Chief prior feels like the increased call volume may require hiring another person per shift. He will be working closely with Julie to look at the budget and whether or not we can withstand more response personnel. EM Frutos added the staffing will help because it is hard to rely on volunteer staff. Volunteers do a great job, but they are not always available.
    - c. The GEMT program passed a special provision that the Oregon fire chiefs and key players were not made aware of that would limit the GEMT reimbursement to \$800 per call. The chiefs are working with local legislators on the issue.
  9. Fire Marshal Report. Chief Puller provided a written report and highlighted the following items:
    - a. The Fire Corps continues to do an awesome job with all of their projects. Chief Puller provided year-end numbers for Fire Corps programs.
    - b. The district participated in a fire investigation on a RV fire that included injuries. The fire was due to smoking. A forest service patrol officer found the fire before it had been called in to 9-11.
    - c. Chief Puller asked the board if the information he is providing in his reports is adequate for the boards needs. All said the information was adequate and appreciated.
  10. Other Business. Julie reported the following items:
    - a. Reminder of the upcoming SDAO conference that will include the required public meetings training. If members are interested in attending, Julie can get them registered.
    - b. Former board member Don Boyd passed away.
    - c. We are still awaiting the 2023-2024 audit. As soon as the CPA provides the draft, Julie will forward it to the directors for review.
    - d. Julie provided paperwork for the upcoming May Special Election. Four directors are up for election including: McGowan, Campbell, Cooper, and Miller.
  11. No further business was discussed and the meeting adjourned at 5:53 p.m.

Respectfully submitted,

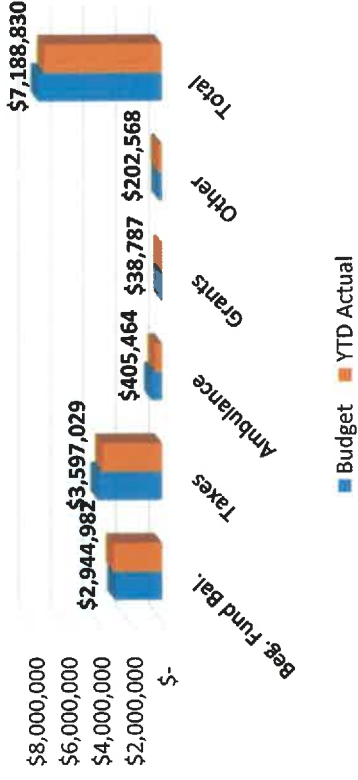
Julie Spor, Clerk of the Board

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

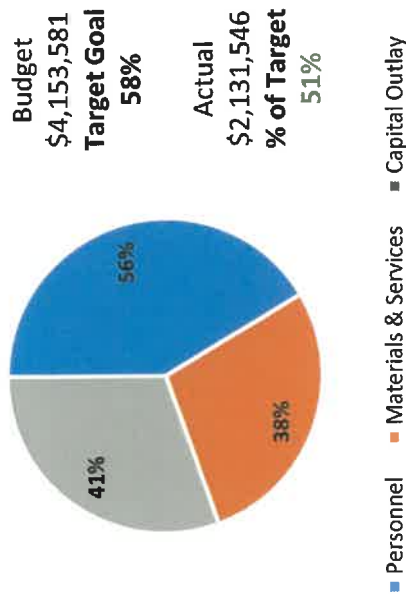
## 24/25 Actual Revenue as % of Budget



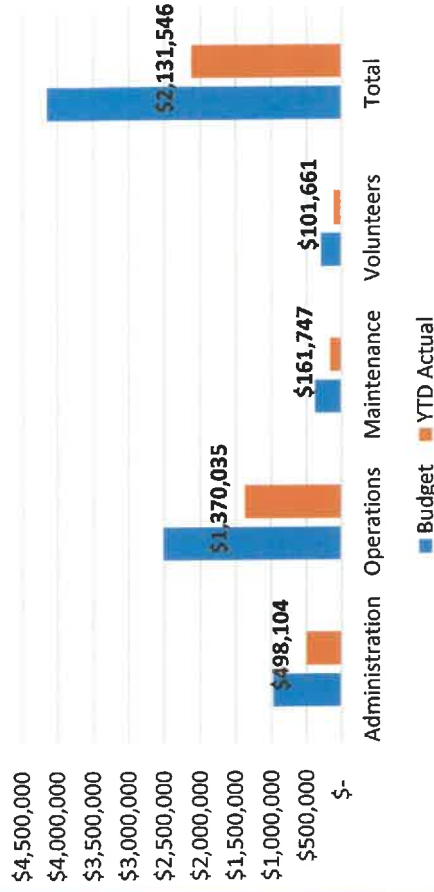
## Budget vs. Actual Revenue - Year to Date



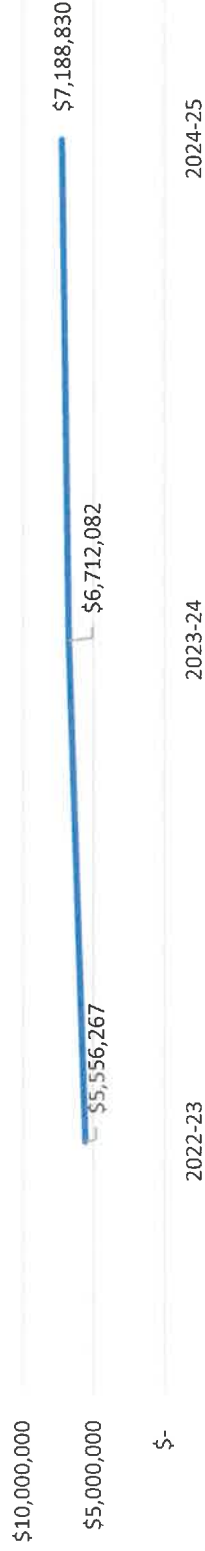
## 24/25 Expenditures as % of Budget



## Budget vs. Actual Expenditures - Year to Date



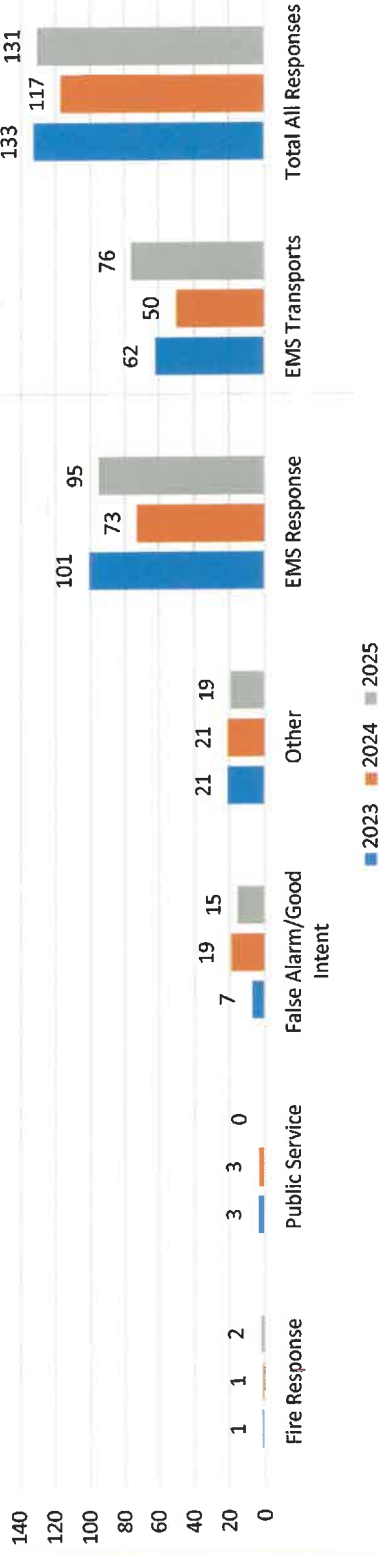
## Total Revenue - 3 Years - As of End of January



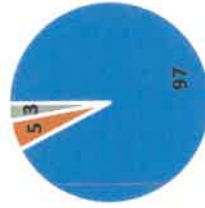


# OPERATIONS OVERVIEW - AS OF JANUARY 31, 2025

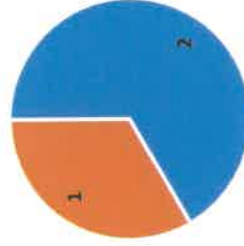
## Historical Emergency Call Data by Type



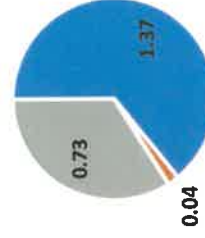
## Responses by First-Due Station



## Mutual Aid Given/Received



## Average Response by Personnel Type



Back to Back Calls  
January

2024-2025 = 21

*YTD = 21*

2023-2024 = 28/28

2022-2023 = 22/22

## Callback Overview

Personnel Callbacks (7PC's) = 15

7PC's Staffed with ALS Staffing = 8

7PC's Staffed with Engine Staffing = 9

Move-Ups = 6

Ave Personnel  
on Standby

1.63

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

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

Account: 10001081

Bank Account Number: 169700958849

Bank Statement Balance:	337,577.42	Book Balance Previous Month:	55,706.14
Outstanding Deposits:	.00	Total Receipts:	553,204.68
Outstanding Checks:	313,968.87	Total Disbursements:	585,302.27
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	23,608.55	Book Balance:	23,608.55

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 89 items Deposits Outstanding: 0 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	38,598.66	17178	1,508.00	17186	754.00	17194	10,747.64
16390	38.57	17179	130.07	17187	63.22	17195	145.00
16553	17.57	17180	1,110.45	17188	64.83	17196	281.70
16640	600.00-	17181	2,194.25	17189	267.50	17197	89.00
17120	480.00	17182	666.00	17190	85.00	17198	159.55
17126	375.00	17183	6,852.00	17191	25,792.97	17199	221,216.59
17130	380.00	17184	1,683.41	17192	295.00	17200	37.50
17154	30.00	17185	31.38	17193	147.00	17201	327.01
						Total:	313,968.87

Checks cleared: 72 items Checks Outstanding: 32 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:  
Jan 2, 2025  
through  
Jan 31, 2025



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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

**INFORMATION YOU SHOULD KNOW**

**Price changes for U.S. Bank Business Checking, Savings and Treasury Management Services are effective Jan. 1, 2025.**  
You can view revised pricing (only those prices that have changes for services you have recently used) at <https://cashmgmt.usbank.com/repricing> beginning Dec. 1, 2024. Please enter the Access Code listed below to view price changes that may apply. If you experience difficulty accessing this information, please call Customer Service at the number listed in the upper-right corner of this statement or send an email to [commercialsupport@usbank.com](mailto:commercialsupport@usbank.com).

Access Code: DC-9E49-40A6-7617

**MUNICIPAL INVESTOR CHECKING**

**Member FDIC**

U.S. Bank National Association

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

**Account Summary**

	# Items				
Beginning Balance on Jan 2		\$	62,540.30	Interest Paid this Year	\$ 10.96
Customer Deposits	7		14,396.88	Number of Days in Statement Period	31
Other Deposits	61		539,088.46		
Other Withdrawals	9		193,893.83-		
Checks Paid	65		84,554.39-		
<b>Ending Balance on Jan 31, 2025</b>		<b>\$</b>	<b>337,577.42</b>		

**Customer Deposits**

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Jan 6	8015378361	791.23		Jan 6	8015158008	2,860.00
	Jan 6	8015158027	850.00		Jan 6	8015158034	4,141.41
	Jan 6	8015158038	1,856.74		Jan 29	8613465335	1,792.50
	Jan 6	8015157989	2,105.00				
<b>Total Customer Deposits</b>							<b>\$ 14,396.88</b>

**Other Deposits**

Date	Description of Transaction	Ref Number	Amount
Jan 2	Electronic Deposit	From iStream	\$ 25.00
	REF=250020031353370N00	00048999914899991	
Jan 2	Electronic Deposit	From STRIPE	230.64
	REF=250020036683150N00	1800948598TRANSFER ST-K9J9F4R9K9C8	
Jan 2	Electronic Deposit	From PacificSource	467.50
	REF=243660174163630N00	3562420416CREDIT 3077581	
Jan 2	Electronic Deposit	From NORIDIAN WAORAK	1,298.06
	REF=243660112332710Y00	9262326076HCCLAIMPMT1245231760	
Jan 2	Electronic Deposit	From PacificSource	2,149.95
	REF=243660174175740N00	2930245545CREDIT 3077581	
Jan 2	Electronic Deposit	From OSFM	15,988.37
	REF=243660119788910N00	9526099901PAYMENT 1930932704 000	

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 January 31, 2025

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

### Oregon LGIP

Opening Balance	5,059,778.72
Purchases	66,889.25
Redemptions	(250,000.05)

### Asset Summary

	January 31, 2025	December 31, 2024
Oregon LGIP	4,876,667.92	5,059,778.72
<b>Total</b>	<b>\$4,876,667.92</b>	<b>\$5,059,778.72</b>

<b>Closing Balance</b>	<b>\$4,876,667.92</b>
Dividends	20,158.44

LGIP 3,922,610.71 +  
 Employment 61,370.09 +  
 Building 380,363.61 +  
 Equipment 512,323.51 +  
 4,876,667.92 \*  
 Bal exact

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>1-00-0-1070 LGIP Acct #4374</b>					
		12/31/2024 (12/24) Balance	.00 *	.00 *	4,087,493.41
CR	3	LGIP Redemption Fees - December 24		.05-	
CR	5	LGIP Accrual Income Div Reinvestment	20,158.44		
CRUS	65	Jefferson County Property Tax Collection #2024-10	4,012.40		
CRUS	72	Deschutes County Property Tax Collection #2024-9	42,718.41		
CRUS	135	Transfer from LGIP to Checking for bills/payroll		250,000.00-	
JE	4	Reclass radio & comms for new 710	14,404.76		
JE	6	Reclass BK radio for amb remount	3,823.34		
01/31/2025 (01/25) Period Totals and Balance			85,117.35 *	250,000.05- *	3,922,610.71

Number of transactions: 7    Number of accounts: 1

	Debit	Credit	Proof
Total GENERAL FUND:	85,117.35	250,000.05-	164,882.70-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>2-00-0-1070 Empl Fund</b>					
	12/31/2024 (12/24)	Balance	.00 *	.00 *	61,370.09
	01/31/2025 (01/25)	Period Totals and Balance	.00 *	.00 *	61,370.09

Number of transactions: 0	Number of accounts: 1	Debit	Credit	Proof
Total EMPLOYMENT RESERVE FUND:		.00	.00	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>3-00-0-1070 Bldg Fund</b>					
	12/31/2024 (12/24)	Balance	.00 *	.00 *	380,363.61
	01/31/2025 (01/25)	Period Totals and Balance	.00 *	.00 *	380,363.61

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>					
		12/31/2024 (12/24) Balance	.00 *	.00 *	530,551.61
JE	5	Reclass radio & comms for new 710		14,404.76-	
JE	7	Reclass BK radio for amb remount		3,823.34-	
		01/31/2025 (01/25) Period Totals and Balance	.00 *	18,228.10- *	512,323.51
Number of transactions: 2    Number of accounts: 1			<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Total EQUIPMENT RESERVE FUND:			<u>.00</u>	<u>18,228.10-</u>	<u>18,228.10-</u>



Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>5-00-0-1075 Technology Reserve Fund</b>					
	12/31/2024 (12/24)	Balance	.00 *	.00 *	.00
	01/31/2025 (01/25)	Period Totals and Balance	.00 *	.00 *	.00

Number of transactions: 0	Number of accounts: 1	Debit	Credit	Proof
Total REVENUE:		.00	.00	.00
Number of transactions: 9	Number of accounts: 5	Debit	Credit	Proof
Grand Totals:		85,117.35	268,228.15-	183,110.80-

Report Criteria:

Actual amounts

All accounts

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

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (8)  
January 31, 2025

Account: 70001030  
Bank Account Number: 153695237351

Bank Statement Balance:	61,699.38	Book Balance Previous Month:	279,308.14
Outstanding Deposits:	.00	Total Receipts:	217,608.76-
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	61,699.38	Book Balance:	61,699.38

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 January 31, 2025

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

Asset Summary		January 31, 2025	December 31, 2024
<b>Oregon LGIP</b>		61,699.38	279,308.14
<b>Total</b>		<b>\$61,699.38</b>	<b>\$279,308.14</b>

<b>Oregon LGIP</b>	
Opening Balance	279,308.14
Purchases	3,607.83
Redemptions	(221,216.59)

<b>Closing Balance</b>	<b>\$61,699.38</b>
Dividends	1,046.98

Account Number	Account Title	2023-24		2024-25		Bal Remaining +/-	% Collected
		Prior YTD Actual	Current Period Actual	Current YTD Actual	Current Year Budget		
<b>GENERAL FUND</b>							
1-01-0-40100	Property Taxes-Current	29,102.04	44,353.72	3,547,942.00	3,822,100.00	274,158.00-	93%
1-01-0-40200	Property Taxes-Prior	2,425.99	2,165.26	49,086.56	50,000.00	913.44-	98%
1-01-0-41100	Ambulance Revenue	48,251.44	55,405.05	405,463.93	575,000.00	169,536.07-	71%
1-01-0-41110	GEMT Ambulance Revenu	.00	.00	.00	50,000.00	50,000.00-	.00
1-01-0-41200	Other Fees for Service	1,923.46	3,530.27	18,235.50	15,306.00	2,929.50	119%
1-01-0-42100	Fire Med Subscriptions	787.50	1,342.50	7,822.50	15,000.00	7,177.50-	52%
1-01-0-43100	Interest Income	22,755.48	222.79	101,845.45	75,000.00	26,845.45	136%
1-01-0-44100	Grant Revenue	5,313.91	.00	38,786.59	30,715.00	8,071.59	126%
1-01-0-44200	Donations Received	3,572.51	11,185.14	36,546.14	15,000.00	21,546.14	244%
1-01-0-44300	Conflagration Income	12,780.33	14,552.90	14,552.90	50,000.00	35,447.10-	29%
1-01-0-45000	Misc Revenue	2,188.55	1,687.21	3,407.47	10,750.00	7,342.53-	32%
1-01-0-49990	Beginning Working Capital	.00	.00	2,944,982.28	2,863,676.00	81,306.28	103%
<b>Total GENERAL FUND REVENUE:</b>		<b>129,101.21</b>	<b>134,444.84</b>	<b>7,168,671.32</b>	<b>7,572,547.00</b>	<b>403,875.68-</b>	<b>95%</b>
<b>GENERAL FUND Revenue Total:</b>		<b>129,101.21</b>	<b>134,444.84</b>	<b>7,168,671.32</b>	<b>7,572,547.00</b>	<b>403,875.68-</b>	<b>95%</b>
<b>Net Total GENERAL FUND:</b>		<b>129,101.21</b>	<b>134,444.84</b>	<b>7,168,671.32</b>	<b>7,572,547.00</b>	<b>403,875.68-</b>	<b>95%</b>

Account Number	Account Title	2023-24	Current Period Actual	Current YTD Actual	2024-25	Variance	% of Budget
		Prior YTD Actual			Cur Year Budget		
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	137,947.69	13,570.90	81,367.70	265,136.00	183,768.30	31%
	Total OPERATIONS DEPARTMENT:	141,666.31	14,344.69	91,681.25	211,922.00	120,240.75	43%
	Total MAINTENANCE DEPARTMENT:	142,889.95	29,701.37	150,156.68	342,280.00	192,123.32	44%
	Total VOLUNTEERS DEPARTMENT:	141,203.05	34,059.48	91,030.82	270,040.00	179,009.18	34%
	GENERAL FUND Expenditure Total:	563,707.00	91,676.44	414,236.45	1,089,378.00	675,141.55	38%
	Net Total GENERAL FUND:	563,707.00-	91,676.44-	414,236.45-	1,089,378.00-	675,141.55-	38%
	Net Grand Totals:	563,707.00-	91,676.44-	414,236.45-	1,089,378.00-	675,141.55-	38%

Account Number	Account Title	2023-24	Current Period Actual	Current YTD Actual	2024-25	Variance	% of Budget
		Prior YTD Actual			Current Year Budget		
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	393,482.02	53,109.74	411,562.38	696,053.00	284,490.62	59%
	Total OPERATIONS DEPARTMENT:	1,223,226.91	198,777.35	1,278,353.27	2,303,821.00	1,025,467.73	55%
	Total MAINTENANCE DEPARTMENT:	8,768.29	1,788.73	8,670.47	25,107.00	16,436.53	35%
	Total VOLUNTEERS DEPARTMENT:	9,012.90	2,171.34	10,630.08	19,672.00	9,041.92	54%
	GENERAL FUND Expenditure Total:	1,634,490.12	255,847.16	1,709,216.20	3,044,653.00	1,335,436.80	56%
	Net Total GENERAL FUND:	1,634,490.12-	255,847.16-	1,709,216.20-	3,044,653.00-	1,335,436.80-	56%
	Net Grand Totals:	1,634,490.12-	255,847.16-	1,709,216.20-	3,044,653.00-	1,335,436.80-	56%

Account Number	Account Title	2023-24	Current Period Actual	Current YTD Actual	2024-25	Variance	% of Budget
		Prior YTD Actual			Current Year Budget		
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	.00	.00	5,173.45	9,450.00	4,276.55	55%
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	.00	.00	2,920.00	10,100.00	7,180.00	29%
	GENERAL FUND Expenditure Total:	.00	.00	8,093.45	19,550.00	11,456.55	41%
	Net Total GENERAL FUND:	.00	.00	8,093.45-	19,550.00-	11,456.55-	41%
	Net Grand Totals:	.00	.00	8,093.45-	19,550.00-	11,456.55-	41%

SISTERS-CAMP SHERMAN

BALANCE SHEET

JANUARY 31, 2025

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	3,922,610.71	
1-00-0-1081	US BANK OPERATING ACCT 2022	23,608.55	
1-00-0-1099	PETTY CASH	293.17	
1-00-0-1100	ACCOUNTS RECEIVABLE	.01	
1-00-0-1103	NOTE RECEIVABLE	( 5,000.00)	
1-00-0-1120	AMBULANCE RECEIVABLES	324,457.74	
1-00-0-1160	ALLOWANCE FOR UNCOLLECTIBLE AM	( 162,391.08)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	64,107.89	
	TOTAL ASSETS		<u>4,167,686.99</u>

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	( 579.28)	
1-00-0-2155	DEFERRED COMPENSATION LIABILIT	1,595.05	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	481.92	
1-00-0-2180	MISCELLANEOUS LIABILITY	510.00	
1-00-0-2250	DEFERRED REVENUE	52,066.69	
	TOTAL LIABILITIES		54,094.38

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	( 7,572,547.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	7,572,547.00	
	REVENUE OVER EXPENDITURES - YTD	4,113,592.61	
	BALANCE - CURRENT DATE	11,686,139.61	
	TOTAL FUND EQUITY		<u>4,113,592.61</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,167,686.99</u>



SISTERS-CAMP SHERMAN  
BALANCE SHEET  
JANUARY 31, 2025

EMPLOYMENT RESERVE FUND

<u>ASSETS</u>			
2-00-0-1070	EMPL FUND	61,370.09	
	TOTAL ASSETS		61,370.09
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
2-00-0-3120	EMPLOYMENT RESERVE	( 1,583,747.00)	
UNAPPROPRIATED FUND BALANCE:			
2-00-0-3900	RETAINED EARNINGS	1,583,747.00	
	REVENUE OVER EXPENDITURES - YTD	61,370.09	
	BALANCE - CURRENT DATE	1,645,117.09	
	TOTAL FUND EQUITY		61,370.09
	TOTAL LIABILITIES AND EQUITY		61,370.09

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
JANUARY 31, 2025

BUILDING RESERVE FUND

<u>ASSETS</u>			
3-00-0-1070	BLDG FUND		380,363.61
	TOTAL ASSETS		<u>380,363.61</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
3-00-0-3120	BUILDING RESERVE	( 672,061.00)	
UNAPPROPRIATED FUND BALANCE:			
3-00-0-3900	RETAINED EARNINGS	672,061.00	
	REVENUE OVER EXPENDITURES - YTD	<u>380,363.61</u>	
	BALANCE - CURRENT DATE		<u>1,052,424.61</u>
	TOTAL FUND EQUITY		<u>380,363.61</u>
	TOTAL LIABILITIES AND EQUITY		<u>380,363.61</u>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
JANUARY 31, 2025

EQUIPMENT RESERVE FUND

<u>ASSETS</u>			
4-00-0-1070	EQUIPMENT FUND	512,323.51	
4-00-0-1440	PREPAID EXPENDITURES	785,635.00	
	TOTAL ASSETS		<u>1,297,958.51</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
4-00-0-3120	EQUIPMENT RESERVE	( 958,345.00)	
UNAPPROPRIATED FUND BALANCE:			
4-00-0-3900	RETAINED EARNINGS	958,345.00	
	REVENUE OVER EXPENDITURES - YTD	<u>1,297,958.51</u>	
	BALANCE - CURRENT DATE	<u>2,256,303.51</u>	
	TOTAL FUND EQUITY		<u>1,297,958.51</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,297,958.51</u>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
JANUARY 31, 2025

DEBT SERVICE FUND

<u>ASSETS</u>			
7-00-0-1030	BOND TAX REVENUE LGIP	61,699.38	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	4,172.70	
	TOTAL ASSETS		<u>65,872.08</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
7-00-0-2250	DEFERRED REVENUE	3,588.72	
	TOTAL LIABILITIES		3,588.72
<u>FUND EQUITY</u>			
7-00-0-3120	DEBT SERVICE FUND	( 305,898.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	305,898.00	
	REVENUE OVER EXPENDITURES - YTD	62,283.36	
	BALANCE - CURRENT DATE	368,181.36	
	TOTAL FUND EQUITY		<u>62,283.36</u>
	TOTAL LIABILITIES AND EQUITY		<u>65,872.08</u>

Check Register - January 2025

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1/16/2025	17118	Ace Hardware, Inc.	Cable ties and Christmas lights	\$ 46.36
1/16/2025	17118	Ace Hardware, Inc.	Screw for 775 hub	\$ 3.15
1/16/2025	17118	Ace Hardware, Inc.	Ratchet strap for 741 top cargo secure	\$ 13.99
1/16/2025	17118	Ace Hardware, Inc.	Command strips (hangers)	\$ 23.90
1/16/2025	17118	Ace Hardware, Inc.	Repair to maintenance service equipment	\$ 15.42
1/16/2025	17118	Ace Hardware, Inc.	Snow melt and absorbent for Sta 704	\$ 25.46
1/16/2025	17119	AFLAC	AFLAC employee pass through payments	\$ 464.91
1/16/2025	17120	Alpine Internet Solutions	Website content plan & hosting - 1/25	\$ 395.00
1/16/2025	17120	Alpine Internet Solutions	Website management & hosting - Feb 2025	\$ 85.00
1/16/2025	17121	Angela Linker	Bday desserts: Dickenson/Puller	\$ 50.97
1/16/2025	17121	Angela Linker	Food for BC/TO interviews	\$ 76.78
1/16/2025	17121	Angela Linker	Cell phone reimbursement 5 mos.	\$ 250.00
1/16/2025	17122	Avion Water Co Inc.	Water-703	\$ 29.18
1/16/2025	17123	Baxter Auto Parts Inc, Auto Parts	Durango brake lube	\$ 10.39
1/16/2025	17123	Baxter Auto Parts Inc, Auto Parts	771 Oil filter	\$ 37.41
1/16/2025	17123	Baxter Auto Parts Inc, Auto Parts	Oil change 711 Tahoe	\$ 93.21
1/16/2025	17123	Baxter Auto Parts Inc, Auto Parts	Durango shocks & oil filter	\$ 272.47
1/16/2025	17123	Baxter Auto Parts Inc, Auto Parts	726 Batteries (4) & back-up lamps	\$ 807.88
1/16/2025	17123	Baxter Auto Parts Inc, Auto Parts	726 Battery core refund (4)	\$ (108.00)
1/16/2025	17123	Baxter Auto Parts Inc, Auto Parts	726 Coolant filter	\$ 141.39
1/16/2025	17123	Baxter Auto Parts Inc, Auto Parts	726 annual	\$ 57.83
1/16/2025	17124	BOUND TREE MEDICAL, LLC.	FENTANYL, 0.05MG/ML, 2ML VIAL (25/BOX)	\$ 395.96
1/16/2025	17124	BOUND TREE MEDICAL, LLC.	MORPHINE, 10MG/ML, 1ML VIAL (25/BOX)	\$ 126.99
1/16/2025	17125	Brayden Klosterman	Res. Vol. Mileage & Food Reimb. - Jan 2025	\$ 400.00
1/16/2025	17126	Cameron Building Maintenance, Inc.	Janitorial services admin offices - 12/24	\$ 375.00
1/16/2025	17127	Carpenter Media Group	Employment ad - BC/TO	\$ 25.50
1/16/2025	17128	Caselle, Inc.	Contract support charges 02/01/2024-02/28/2025	\$ 296.00
1/16/2025	17129	CEC, INC	electric-Elm	\$ 2,100.30
1/16/2025	17129	CEC, INC	electric-Buffalo	\$ 216.35
1/16/2025	17129	CEC, INC	electric-Camp Sherman	\$ 240.56
1/16/2025	17130	Central Oregon Public Safety Chaplaincy	Employee pass-through donations	\$ 380.00
1/16/2025	17131	CenturyLink	Phone service - Station 704	\$ 60.53
1/16/2025	17132	City of Sisters	City Services: 04-6332-00 Elm Street	\$ 267.83
1/16/2025	17132	City of Sisters	City Services: 02-5766-00 Locust St	\$ 61.82
1/16/2025	17133	Complete Wireless Solutions	BK radio for ambulance remount	\$ 3,823.34
1/16/2025	17134	Crook County Fire & Rescue	Heartsaver instructor cards: Fry & Matthews x2	\$ 60.00
1/16/2025	17134	Crook County Fire & Rescue	BLS instructor card: Frutos	\$ 20.00
1/16/2025	17135	Damon Frutos	Reimb. duty boots purchased	\$ 150.00
1/16/2025	17136	Department of Environmental Quality	High risk injection system annual fees	\$ 343.20
1/16/2025	17137	Deschutes County 911 Service D	Quarterly Radio Equipment Maintenance	\$ 37.50
1/16/2025	17138	DMV	dmv record Check	\$ 3.00
1/16/2025	17139	Ed Staub & Sons Petroleum	Propane - Camp Sherman (221.9 gals)	\$ 419.39
1/16/2025	17139	Ed Staub & Sons Petroleum	Propane - Buffalo Rd (250.2 gals)	\$ 472.88
1/16/2025	17139	Ed Staub & Sons Petroleum	Propane - Elm (266.5 gals)	\$ 503.69
1/16/2025	17139	Ed Staub & Sons Petroleum	Propane - Camp Sherman (284.0 gals)	\$ 550.96
1/16/2025	17139	Ed Staub & Sons Petroleum	Fuel - November	\$ 936.65
1/16/2025	17139	Ed Staub & Sons Petroleum	Fuel - December	\$ 1,213.94
1/16/2025	17140	Enerspect Medical Solutions, LLC	PHILIPS AED BATTERY	\$ 141.75
1/16/2025	17140	Enerspect Medical Solutions, LLC	PHILIPS ONSITE AED PADS	\$ 59.25
1/16/2025	17140	Enerspect Medical Solutions, LLC	AED FAST RESPONSE KIT	\$ 20.00
1/16/2025	17140	Enerspect Medical Solutions, LLC	SHIPPING	\$ 22.41
1/16/2025	17141	Flowers By Deanna	Flowers: Stuker (get well)	\$ 83.00
1/16/2025	17141	Flowers By Deanna	Flowers: Henderson (get well)	\$ 74.00
1/16/2025	17142	Georgia Hampton	Reimb. fuel purchased for Durango (fuel card not working)	\$ 82.10
1/16/2025	17142	Georgia Hampton	Res. Vol. Mileage & Food Reimb. - December 2024	\$ 400.00
1/16/2025	17143	Grant Dickenson	Res. volunteer lt. mileage and food reimb. - 12/24	\$ 650.00
1/16/2025	17143	Grant Dickenson	Reimb. station boots purchased	\$ 149.95
1/16/2025	17144	Kendall Ford of Bend	771 Transmission flush & filter	\$ 759.12
1/16/2025	17144	Kendall Ford of Bend	771 Transfer case service	\$ 83.27
1/16/2025	17145	L.N. Curtis and Sons	Particulate hoods	\$ 1,337.93
1/16/2025	17145	L.N. Curtis and Sons	structure boots	\$ 219.34
1/16/2025	17146	Life Flight Network Membership	Life flight membership Steele	\$ 75.00
1/16/2025	17147	LIFE-ASSIST	EMS SUPPLY ORDER# 62240155	\$ 107.60
1/16/2025	17147	LIFE-ASSIST	EMS ORDER# 62246332	\$ 421.08
1/16/2025	17147	LIFE-ASSIST	EMS ORDER# 02250036-1	\$ 293.00
1/16/2025	17148	Lightspeed Networks	Internet & Phone Service - Sta 701	\$ 831.63

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1/16/2025	17149	Local Government Law Group, P.C.	Legal: prepare audit response letter	\$ 130.50
1/16/2025	17150	Mission Linen Supply, Inc.	mats/rugs	\$ 61.69
1/16/2025	17151	Momentum Promo	Embroidery: Anderson/Stratton	\$ 53.50
1/16/2025	17151	Momentum Promo	Laser engraved mug - Morrison	\$ 10.00
1/16/2025	17151	Momentum Promo	District personnel recognition gifts 2024	\$ 3,000.00
1/16/2025	17151	Momentum Promo	Extra engraved 20 oz. bottles	\$ 729.60
1/16/2025	17152	NAPA Auto Parts	711 Belt, Idler, & Aligner	\$ 114.15
1/16/2025	17153	Norco Medical Supply, Inc.	SCBA BOTTLE HYDROTESTING	\$ 40.00
1/16/2025	17153	Norco Medical Supply, Inc.	MEDICAL OXYGEN - K CYLINDER	\$ 32.44
1/16/2025	17153	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 62.84
1/16/2025	17153	Norco Medical Supply, Inc.	HANDLING CHARGE	\$ 36.93
1/16/2025	17153	Norco Medical Supply, Inc.	MEDICAL OXYGEN	\$ 85.08
1/16/2025	17154	OR Fire Service Honor Guard	Employee Pass-Through Donations	\$ 30.00
1/16/2025	17155	Oregon Health Authority	Leverage money GEMT CCO 1st Half 2024	\$ 7,143.54
1/16/2025	17155	Oregon Health Authority	OHA GEMT CCO 2024 Fee	\$ 1,428.71
1/16/2025	17156	Pac Office Automation - Lease	Contract #500-50609347	\$ 290.00
1/16/2025	17157	Pacific Office Automation, Inc	copies/kit - HP Printers	\$ 59.43
1/16/2025	17158	Patrick Burke	Reimb. supplies purchased for facilities	\$ 119.95
1/16/2025	17159	Pony Express, Inc.	Shipping Controlled drug order sent to Boundtree	\$ 15.94
1/16/2025	17159	Pony Express, Inc.	Shipping training records and return package	\$ 33.50
1/16/2025	17160	Republic Services	Disposal services - Buffalo Drive	\$ 21.39
1/16/2025	17161	Sisters Coffee Company	coffee-2 bags	\$ 147.00
1/16/2025	17162	Sisters Heating & Air	Install new duct smoke detector at 703	\$ 415.80
1/16/2025	17163	Sisters Rental	TC acquired float-a-pump repair	\$ 75.00
1/16/2025	17164	Sisters-Camp Sherman F&A Assn.	Pass through employee donations to CAF	\$ 270.00
1/16/2025	17164	Sisters-Camp Sherman F&A Assn.	Pass through donations	\$ 10,361.00
1/16/2025	17165	Sweeney Plumbing, Inc.	Toilet repair men's room - 701	\$ 558.00
1/16/2025	17166	Systems Design	EMS billing and postage - 12/24	\$ 1,700.50
1/16/2025	17167	TDS	8224 60 007 0119276 - 703 Cable	\$ 160.61
1/16/2025	17167	TDS	8224 60 003 0017578 - Cable Elm	\$ 60.50
1/16/2025	17168	Terminix	Pest control services - Elm Street	\$ 96.00
1/16/2025	17169	Tewalt & Sons, Inc.	snow plowing - Elm 12/16/24	\$ 220.00
1/16/2025	17170	The Center	Drug screen - new vol Russell	\$ 48.00
1/16/2025	17171	Treasure Valley Coffee	water and cooler rental	\$ 118.85
1/16/2025	17172	Tyler Wallace	Res. Vol. Mileage & Food Reimb. - December 2024	\$ 400.00
1/16/2025	17173	Unitek EMT	Hill EMT Registration	\$ 3,840.00
1/16/2025	17174	VERATHON	GS Spectrum QC, Hyperangle S3, BOX-10 (0270-1083)	\$ 440.00
1/16/2025	17174	VERATHON	Shipping and Handling	\$ 120.00
1/16/2025	17174	VERATHON	GlideScope Go 2 Monitor Kit (0270-1107)	\$ 6,000.00
1/16/2025	17174	VERATHON	GlideScope Go 2 Small Carrying Case (0800-0684)	\$ 144.00
1/16/2025	17174	VERATHON	GlideRite SU Stylet (Lg) Pk/10 (0270-1005)	\$ 124.00
1/16/2025	17175	WCP Solutions	Disinfectant supplies	\$ 131.77
1/16/2025	17175	WCP Solutions	car and truck wash	\$ 152.80
1/16/2025	17175	WCP Solutions	Scott white folding towels	\$ 141.07
1/16/2025	17176	Wilson-Heirgood & Associates,	Installment Pmt Life Insurance Pol#PRCO92824OR10091	\$ 192.00
1/16/2025	17176	Wilson-Heirgood & Associates,	Installment Pmt Life Insurance Pol#PRCO92824OR10091	\$ 528.00
1/16/2025	17176	Wilson-Heirgood & Associates,	Installment Pmt Life Insurance Pol#PRCO92824OR10091	\$ 1,983.00
1/16/2025	17177	Wire Works LLC	Radio and Comms Wiring for New 710	\$ 14,404.76
1/30/2025	17178	Ahava Health	Medical Physical - Carmony	\$ 1,508.00
1/30/2025	17179	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 40093980	\$ 130.07
1/30/2025	17180	C & K Market	Crushed ice	\$ 44.85
1/30/2025	17180	C & K Market	Crushed Ice & Ice cream	\$ 43.88
1/30/2025	17180	C & K Market	Ice and Cat Litter	\$ 49.88
1/30/2025	17180	C & K Market	Crushed Ice for wildland bev coolers	\$ 35.88
1/30/2025	17180	C & K Market	Hams/Turkeys for Comm. Christmas Dinner	\$ 876.16
1/30/2025	17180	C & K Market	Crushed Ice	\$ 59.80
1/30/2025	17181	CEC, INC	electric - Elm Street	\$ 2,029.06
1/30/2025	17181	CEC, INC	electric - buffalo	\$ 165.19
1/30/2025	17182	Consolidated Towing, Inc.	Towing 2019 Ford F450 Amb Hwy20w/Tumalo	\$ 666.00
1/30/2025	17183	Deschutes County 911 Service D	Annual Radio Service Agreement	\$ 6,852.00
1/30/2025	17184	Ed Staub & Sons Petroleum	Propane - Elm (256 gals)	\$ 509.44
1/30/2025	17184	Ed Staub & Sons Petroleum	Fuel	\$ 1,173.97
1/30/2025	17185	Enerspect Medical Solutions, LLC	CPR MANIKIN Supplies for Fire Corps	\$ 31.38
1/30/2025	17186	HRA VEBA Trust	YAS27 VEBA Contributions - Prorated A. Linker	\$ 754.00
1/30/2025	17187	LIFE-ASSIST	Vacuum splints	\$ 63.22
1/30/2025	17188	Mission Linen Supply, Inc.	mats/rugs	\$ 64.83
1/30/2025	17189	Pacific Northwest Fire & Life Safety LLC	Service call - 701 panel	\$ 267.50

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1/30/2025	17190	Ranch Country Outhouses	Portable toilet service and rental	\$ 85.00
1/30/2025	17191	SDIS	Admin Health Insurance	\$ 4,259.66
1/30/2025	17191	SDIS	Operations Health Insurance	\$ 18,970.33
1/30/2025	17191	SDIS	Lord Health Insurance	\$ 2,451.73
1/30/2025	17191	SDIS	Orthodontia Pass Through	\$ 111.25
1/30/2025	17192	SeaWestern, Inc.	Quarterly air sample and CO monitor calibration	\$ 295.00
1/30/2025	17193	Sisters Coffee Company	coffee - 12 lbs Sisters Blend	\$ 147.00
1/30/2025	17194	Sisters-Camp Sherman F&A Assn.	Pass through donations (general & Christmas)	\$ 10,747.64
1/30/2025	17195	Sweeney Plumbing, Inc.	Service Call: W/C in bay area leaking at base	\$ 145.00
1/30/2025	17196	TDS	8224 60 007 0119276 - 703 Cable	\$ 160.70
1/30/2025	17196	TDS	8224 60 003 0017578 - Cable Elm	\$ 121.00
1/30/2025	17197	Terminix	Pest control services - Camp Sherman	\$ 89.00
1/30/2025	17198	Treasure Valley Coffee	water & cooler rental	\$ 159.55
1/30/2025	17199	Umpqua Bank	Bond Principal Payment	\$ 215,000.00
1/30/2025	17199	Umpqua Bank	Bond Interest Payment	\$ 6,216.59
1/30/2025	17200	Wakefield and Associates	Collections for accts paid directly	\$ 37.50
1/30/2025	17201	WCP Solutions	Facility supplies misc.	\$ 327.01
1/27/2025	700048	US Bank - Visa	salad spinner for crew kitchen	\$ 14.99
1/27/2025	700048	US Bank - Visa	knob for 775 radiant heater	\$ 5.44
1/27/2025	700048	US Bank - Visa	CAR BATTERY CHARGER (TAHOE)	\$ 195.99
1/27/2025	700048	US Bank - Visa	EMS SOFT STRETCHERS	\$ 144.54
1/27/2025	700048	US Bank - Visa	ACTIVE911 SUBSCRIPTION RENEWAL	\$ 1,047.70
1/27/2025	700048	US Bank - Visa	Small N95 mask	\$ 46.50
1/27/2025	700048	US Bank - Visa	screen protectors for glide scope	\$ 31.06
1/27/2025	700048	US Bank - Visa	parts for 731 airhorn repair	\$ 77.83
1/27/2025	700048	US Bank - Visa	Meals & snacks for Palisades Conflagration: Craig, Duda, Maxson	\$ 444.70
1/27/2025	700048	US Bank - Visa	Lodging for Palisades Conflagration: Craig, Duda, Maxson	\$ 471.22
1/27/2025	700048	US Bank - Visa	Oil for 745	\$ 27.99
1/27/2025	700048	US Bank - Visa	Starlink internet service - Camp Sherman	\$ 140.00
1/27/2025	700048	US Bank - Visa	AHA Heartsaver Instructor book	\$ 151.20
1/27/2025	700048	US Bank - Visa	AHA Instructor Essentials online	\$ 72.00
1/27/2025	700048	US Bank - Visa	Valve Seal kits for 743	\$ 216.19
1/27/2025	700048	US Bank - Visa	Valve Seal kit for 733	\$ 161.19
1/27/2025	700048	US Bank - Visa	Bulbs and ballasts for Station 701 repairs	\$ 602.43
1/27/2025	700048	US Bank - Visa	Wrench for ISU propane tank	\$ 13.79
1/27/2025	700048	US Bank - Visa	Propane for ISU	\$ 18.54
1/27/2025	700048	US Bank - Visa	714 staff vehicle charger	\$ 10.99
1/27/2025	700048	US Bank - Visa	F&LS Division planning lunches - Puller/Lord	\$ 120.36
1/27/2025	700048	US Bank - Visa	Fuel for 714	\$ 42.73
1/27/2025	700048	US Bank - Visa	Fire Corps smoke detectors	\$ 465.65
1/27/2025	700048	US Bank - Visa	Entenman-Rovin Badge for BC/TO	\$ 118.00
1/27/2025	700048	US Bank - Visa	Entenman-Rovin Lifesaving awards & bars	\$ 1,275.90
1/27/2025	700048	US Bank - Visa	Office supplies	\$ 183.76
1/27/2025	700048	US Bank - Visa	TC iphone car mount and web cam	\$ 74.47
1/27/2025	700048	US Bank - Visa	Costco water	\$ 223.72
1/27/2025	700048	US Bank - Visa	Wallace school book subscription	\$ 12.94
1/27/2025	700048	US Bank - Visa	City of Sisters permit for Easter event	\$ 200.00
1/27/2025	700048	US Bank - Visa	Meredith collar brass	\$ 74.82
1/27/2025	700048	US Bank - Visa	Adobe licenses (2 mos) multiple users	\$ 453.81
1/27/2025	700048	US Bank - Visa	SDAO conference fees Prior	\$ 230.00
1/27/2025	700048	US Bank - Visa	SDAO conference fees Miller	\$ 140.00
1/27/2025	700048	US Bank - Visa	Canva Pro subscription	\$ 14.99

Report Criteria:

Include transaction count

Journal Code. Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
01/31/2025	1	Ambulance Receivables to Actual	1-00-0-1120	Ambulance Receivables	10,824.61	
01/31/2025	2	Ambulance Receivables to Actual	1-00-0-1160	Allowance for Uncollectible Am	.00	5,412.31-
01/31/2025	3	Ambulance Receivables to Actual	1-01-0-41100	Ambulance Revenue	.00	5,412.30-
01/31/2025	4	Reclass radio & comms for new 710	1-00-0-1070	LGIP Acct #4374	14,404.76	
01/31/2025	5	Reclass radio & comms for new 710	4-00-0-1070	Equipment Fund	.00	14,404.76-
01/31/2025	6	Reclass BK radio for amb remount	1-00-0-1070	LGIP Acct #4374	3,823.34	
01/31/2025	7	Reclass BK radio for amb remount	4-00-0-1070	Equipment Fund	.00	3,823.34-
Total JOURNAL ENTRIES (JE):					<u>29,052.71</u>	<u>29,052.71-</u>

References: 7 Transactions: 7

Grand Totals:	<u>29,052.71</u>	<u>29,052.71-</u>
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Report Criteria:

Include transaction count

Journal Code. Journal code = "JE"



## Ambulance Receivable as of January 31, 2025

	<u>SystDes</u>
Beginning Ambulance Receivable	<b>313,633.13</b>
Payments received	50,030.25
Adjustments	116,195.14
New Charges	177,050.00
<b>ENDING Ambulance Receivable</b>	<b>324,457.74</b>

**Total # of Transports** **76**

### Adjustments

Medicare/Medicaid	87,789.19
Collection	22,381.00
Bankruptcy/Other Writeoff	821.29
FireMed	5,203.66
<b>Total Adjustments</b>	<b>116,195.14</b>

### Outstanding Accounts By Age

CURRENT	186,324.28
31 to 60 days	49,357.08
61 to 90 days	17,570.85
91 to 120 days	21,264.22
OVER 120 days	49,941.31
<b>Total Outstanding as of 01/31/2025</b>	<b>324,457.74</b>

## Engine Response Billing as of January 31, 2025

<b>Beginning Engine Response Rec</b>	<b>8,508.25</b>	
<b>Payments received</b>	<b>250.00</b>	
<b>Adjustments</b>	<b>-</b>	
<b>New Charges</b>	<b>1,036.25</b>	
<b>ENDING Engine Response Rec</b>	<b>9,294.50</b>	
Total # Billed in 2020/21		12
Total # Billed in 2021/22		3
Total # Billed in 2022/23		20
Total # Billed in 2023/24		12
<b>Total # Billed in 2024/25</b>	<b>10</b>	
Total Billed 2020/21		\$ 2,700.00
Total Billed 2021/22		\$ 1,275.00
Total Billed 2022/23		\$ 3,420.00
Total Billed 2023/24		\$ 2,431.25
<b>Total Billed in 2024/25 \$</b>	<b>3,166.25</b>	
Total Received 2020/21		\$ 2,550.00
Total Received 2021/22		\$ 250.00
Total Received 2022/23		\$ 1,777.50
Total Received 2023/24		\$ 2,331.25
<b>Total Received 2024/25 \$</b>	<b>1,571.75</b>	
2020/21 % Collected		94%
2021/22 % Collected		20%
2022/23 % Collected		52%
2023/24 % Collected		96%
<b>2024/25 % Collected to Date</b>	<b>50%</b>	

## Fire Chief's Report

2<sup>nd</sup> half January – 1<sup>st</sup> half February

### 1. Fire Activity:

- Our type 3 engine with Deputy Chief Tim Craig, Captain Ben Duda, and Volunteer Firefighter Brian Maxson returned from the Palisades fire in CA. Lessons learned from this fire were presented at City Hall to all local stakeholders (2/4/25).

### 2. Noteworthy Operational Events:

- Scott Carmony declined the offer for the Training Officer position and Cody Meredith was promoted to that position. Official start date was Feb 3<sup>rd</sup>.
- Internal promotion for the Shift Commander position is open for any internal candidate who's interested and qualified. 3 potential candidates.
- Discussions moving forward for staffing model. We are currently down to 2 qualified RV's, with one of them, Brayden Klosterman ending his RV time in June.
- We brought Will Oliver on as a temporary employee, filling the vacant position on B-shift due to the vacancy of Alexis Gregory.
- We are bringing on Riley Addison as a RV, tentatively starting sometime in February or the beginning of March.

### 3. Community Service Events/Meetings

- I attended the following meetings.
  - Department Mtns, Mon Morn Mtns, Staff Mtn 1/22, Officers Mtn 2/4, Safety Committee Mtn 1/21, Board Mtn 1/21.
  - Vision Implementation Mtn 1/21
  - Fire Defense Board Mtn 1/21
  - Rotary Mtn 1/21
  - Mtn with Mayor Letz 1/23
  - NW Training Mtn 1/28
  - Braun NW ambulance Pre-build Mtn 1/31
  - Before You Burn Mtn 2/3
  - Community Wildfire Mtn 2/4
  - Sisters Leadership Lunch 2/4
  - OFCA Board zoom 2/6
  - SDAO Conference 2/6-2/9

### 4. Special Projects Update:

- Ambulance remount
  - Captain Ast and myself delivered the ambulance to Braun NW on Jan 30<sup>th</sup> with pre-build meeting on the 31<sup>st</sup>. We're very optimistic that the project will be done in 90 days.
- Type 6 remounts
  - We received word that the chassis' will be here by the end of this month. Chief Craig is getting in touch with Proline to schedule the remounts and we are

working with Div of Forestry to possibly do the lighting swap over. Radios will be scheduled with Deschutes 911.

- Generator replacement
  - Roger from Solera emailed with a couple final questions and once those are answered, they will move forward with assisting us in getting the RFP out to potential bidders.

#### 5. Volunteer Status:

- Fire Association is working on the following:
  - Scholarship committee is moving forward with review of applicants. The group is made up of Association Treasurer, a member from career staff, volunteer ops member, Fire Corps member and Assoc. President.
  - Strategic Planning for the association: Committee has formed and we have set a date to contract with Jan McGowan to guide the committee through the process. Date will be Feb 26<sup>th</sup>.
- Fire Corps:
  - Coordination with SPRD has been made and the Bike Safety event has been set for June 7<sup>th</sup>, along with their Kid Fest.
  - The Easter Egg Hunt is organized for Easter Sunday in the Creekside Park with Monica Matthews as the event lead. This is the 50<sup>th</sup> year for our attending "Rabbit"
  - Review of the Christmas Dinner took place with notes made by Angela to add to our events file. This will help for future events, regarding planning and execution.
- Volunteer Ops Group:
  - Volunteer Structural Fire Academy is set to begin on April 21<sup>st</sup> and will last 11 weeks.
  - New volunteers are a current priority, and we will likely be advertising in the Nugget soon in preparation for the upcoming academy.

#### 6. Other:

Due to the vehicle accident involving Alexis Gregory, we are down another Resident Volunteer. We now have 2 qualified RV's on shift and we brought on Will Oliver as a temporary employee to fill the current vacancy, meeting our minimum staffing level. A huge thank you to him for stepping up to fill in for us in our time of need.

The love and support of everyone for Alexis has been amazing. It is currently unknown if, or when she will be able to return to work with us, but we will continue to support her during her time of healing.

Please be safe out there when driving and walking on the snow and ice.

Chief Prior



## Fire & Life Safety Division Report

February 2025

(statistics included are from the prior month)

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

- ISU Events / Responses
  - 0
- CPR Training
  - 21
- Community AED
  - One in process for Shubui Spa
- Blood Pressure Screenings
  - 13
- Wildfire Home Safety Assessments
  - 8
- Home Safety Assessments
  - 0
- Smoke Alarm Installations
  - 3
- Fire Station Tours
  - 0
- Special Events
  - 0
- Address Signs
  - 3
- Child Safety Seats
  - 0

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

- Big Ponderoo 6/2025
- Easter Egg Hunt 4/2025
- Glory Daze Car Show 9/2025
- Lucky Leprechaun Running Event 3/2025

- Sisters Country Event 5/2025
- Sisters Kiwanis Hawaiian Luau 8/2025
- Three Sisters Skyline 9/2025
- Trunk or Treat 10/2025

**New Construction Plan Review:**

- 220 W. Cascade Ave
- 273 E Adams St.
- 732 W. View Loop
- 67705 Three Creeks Rd.
- 690 Three Peaks Dr.

**Alarm / Sprinkler Final:**

- 25745 SW Suttle Sherman Rd. - Black Butte School
- 170 N. Woodson St. – Sunset Meadows

**Commercial Business Inspections:**

- 520 E. Cascade Ave Re-Inspection
- 104 E. Adams St.
- 411 E. Hood Ave.
- 610 Arrowleaf Trail Re-Inspection
- 220 S. Ash St. Suite 103 Re-Inspection
- 220 S. Ash St. Suite 101 Re-Inspection
- 220 S. Ash St. Suite 106 Re-Inspection
- 503 N. Sisters Park Dr.
- 220 S. Ash St. Re-Inspection
- 183 E. Hood Ave Suite 100
- 183 E. Hood Ave. Suite 200
- 183 E. Hood Ave. Suite 300
- 220 S. Ash St. Suite 104 Re-Inspection
- 592 N Sisters Park Ct. Suite F Re-Inspection
- 304 W. Adams Ave. Suite A
- 304 W. Adams Ave. Suite B
- 304 W. Adams Ave. Suite C
- 392 E. Main Ave. Re-Inspection

- 601 N. Larch St.
- 275 W. Lundgren Mill Dr.
- 370 E. Cascade Ave. Re-Inspection
- 392 E. Main Ave. Suite 4 Re-Inspection
- 392 E. Main Ave, Suite 1 Re-Inspection
- 511 W. Cascade Ave.
- 220 S. Ash St. Suite 203 Re-Inspection
- 220 S. Ash St. Suite 201 Re-Inspection

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

- Information request - 12
- Land Use request review
  - 69050 McKenzie Ranch Rd.
  - 69095 McKenzie Ranch Rd.
  - 69055 McKenzie Ranch Rd.
  - 70290 Mustang Dr.
- Addressing review - 2
- Knox-box lockups - 3
- Business License Review
  - 141 W. Main Ave., A Touch of Faith LLC
  - 183 E. Main Ave. Suite 100, Grace Pulver Photography
  - 220 S. Ash St., Three Creeks Office Building
  - 272 S. Cedar St. – Cedar Studios
  - 304 W. Adams Ave. Suite C, Mellness LLC
  - 382 E. Hood Ave. Anchors and Inc.
  - 503 N. Sisters Park Ct., Sisters Car Connection
  - 69315 Deer Ridge Rd., Stagecoach Adventures
  - 511 W. Cascade Ave., Left Coast Lodge
  - 16925 Green Drake Ct.

**Fire Investigations:**

- 0

**Outside Training & Events Attended:**

- FlowMSP Training
- Tech Tuesday Training – Codes and Standards Update

### **Meetings Attended:**

- Sisters Country Wildfire Mitigation Meeting
- City of Sisters Defensible Space Workshop with City Councilors
- Staff Meeting
- Project Wildfire Meeting
- Board Meeting
- Jefferson County Board of Directors Meeting
- Interview regarding Wildfire Adaptation in Deschutes County
- Deschutes County Community Development Meeting
- Deschutes County IT Meeting
- CRS/FF EMT Lord attended City UGB Meeting -

### **Noteworthy Information**

- Annexation for 17010 Wilt Road into the Fire District goes before the Deschutes County Commissioners on Feb. 19<sup>th</sup>, 2025.
- The Fire & Life Safety Division conducted a 2-day planning session for the 2025/2026 Budget year.
- Shifts performed a building walk-through of a new commercial building located at 858 N. Pine St.
- Jefferson County has renewed its commitment to use Title 3 dollars towards Firewise / home hardening projects in Camp Sherman. This will reimburse three homeowners with \$600.