



## SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

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### REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, THURSDAY, JUNE 8, 2017, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.

**ATTENDANCE:** Board members: D. Grant, D. Graham, A. Kriek, R. Cairns and D. Sorenson

**ALSO PRESENT:** Fire Chief M. Greisen, D/C J. Pricher, D/C J. Marks and J. Salisbury

**CALL TO ORDER:** President Grant called the board meeting to order at 7:01 p.m. and opened the Budget Hearing.

**BUDGET HEARING:** No public was present. President Grant closed the Budget Hearing.

**AUDIENCE PARTICIPATION** – With no audience, there was no participation.

**CONSENT:** President Grant opened discussion on the consent agenda items. A motion made by Mr. Graham to approve the consent agenda as presented. The motion was seconded by Mr. Kriek. Mr. Sorenson asked about a stolen check. Ms. Salisbury explained that it had been stolen from the volunteer's car. A replacement check was issued, along with a stop payment order on the original check. Mr. Kriek asked about the Fred Meyer gift cards. Chief Greisen explained that those were for the volunteers. Ms. Salisbury said that the District received a 2% discount for ordering \$2,000 worth of gift cards. The board discussed the Amazon purchases. Mr. Grant recommended that the District obtain an Amazon store credit card in order to get a 5% discount on all purchases.

Mr. Sorenson asked about the property taxes, noting that the District had received about 99%. Ms. Salisbury said that the District would receive taxes in June that will push collections to 100%.

Motion to approve the consent agenda carried unanimously.

**CHIEF REPORTS:** Alarm Report – The board discussed the report, noting that there were 16 fewer calls for May 2017 than in May 2016. Chief Greisen pointed out the two additional reports – volunteer activity and a training report. He discussed the call response discrepancies between a physical count and the ERS report and said that changes were being made to

assure full and accurate tracking of volunteer activity. The board found this information very interesting. Mr. Sorenson said an annual summary report would make it clear to the public how hard our volunteers work on their behalf.

Chief attended the Oregon Fire Chiefs Conference. Baker City's leadership asked Chief Greisen about the IGA with Columbia River. Baker City provides ambulance for all 1600 square miles of Baker County, but only Baker City residents pay for it. An informally organized group met at every free opportunity during the conference and worked on a solution. Chief Greisen and George Dunkel were part of this. The group determined that if each fire district went for a 5 year levy, they could hire more than the 3 or 4 people that Baker City can afford right now.

Local Emergency Planning Committee (LEPC) conference – Chief Greisen was able to present our Transportation by Rail plan to everyone.

ISO Review: The goals were to get Chapman and Deer Island back on. We did not expect to get Holbrook since there is only one volunteer there, but we might since the vehicles still move. We will know in 6 or 7 months when their report is issued. The evaluator appreciated the music that Chief Pricher added to the vehicle videos. The meeting went very well – Chief Smythe had completed all the paperwork so the evaluator did not have many questions. We had thought we were supposed to test all hydrants annually or biannually, but now know that we only have to test 9 designated hydrants every 5 years. We will now test as required and send in the information. We automatically receive 4.6 out of 5.5 extra credit points due to the state fire rules and regulations.

Mr. Graham asked about ISO review of alternate water supplies. Chief said that we updated their map. Some have drafting pipes. Chapman's is broken, but we still have Rainbow Lake. Columbia River has some, especially in the Rainier area. We would like to get Chapman's drafting pipe back up. If there is an adequate water source within 4.5 miles, houses receive better ISO ratings.

Mr. Sorenson asked about the 100 hours admin staff time shown in the Fire Marshal's report. Chief Pricher said that was Ms. Booth. Cascade Tissue recently tested the in-building emergency responder radio system that is required for buildings over 50,000 square feet or bad radio reception. The system cost \$74,000. They will have to have another one for the additional warehouse space. The system has a 12 hour battery backup. Chief Pricher said that we can require this system of both new and existing buildings. Chief Greisen said that Fred Meyer and Otto Peterson Elementary both have poor radio

reception. There are portable systems that emergency responders can bring to the site, but these have significant limitations.

Mr. Grant asked about marine response cooperation with the Columbia County Sheriff. Chief Pricher said we need to be able to respond more quickly to St. Helens calls. We hope to utilize their personal watercraft so our swift water rescuers can get there and stabilize people until the fireboat can get there. Chief Marks said that our fireboat went to Kalama and it took about 30 minutes and a quarter tank of gas, including a quick stop in St. Helens to get a radio.

EMS: Chief Coombs and Chief Marks have been working hard to get everyone re-certified.

Grants: Chief Pricher have not yet heard about the Assistance for Firefighters grant that we applied for to pay for SCBAs.

Miscellaneous: Mr. Sorenson asked about payments made for storage. Chief Greisen said the City may want us to remove our shipping container at the sewer treatment plant that we use for storage. It holds sandbags and emergency supplies. Storage units are very expensive. Chief Greisen said we could ask the City to let us install two painted pavement strips in the back field and re-locate the shipping container there. Mr. Kriek asked about installing a pole barn. Chief Greisen said we would have to get information from the City for a structure in this zone.

**OLD BUSINESS:** Committee Reports & Other Items.

- A. Awards & Incentives Committee – The next meeting is June 28 at 6 pm to discuss the Length of Service Awards Plan. It is scheduled for one hour but is expected to run about two hours.
- B. Management Team Committee – Met before the meeting and discussed progress with the IGA. Chief will schedule a meeting with CRFR board after the new directors are installed.
- C. Planning Committee – no meeting.

**NEW BUSINESS**

- A. Budget Resolutions. Mr. Grant read the budget resolutions aloud. Mr. Graham moved and Mr. Kriek seconded approval. Mr. Kriek clarified that the total tax rate is \$2.35 per \$1000 assessed value, and Chief Greisen said this is \$.63 less than both CRFR and Clatskanie Fire.

The motion carried unanimously.

- B. Appropriation Transfer Resolution. Mr. Sorenson moved and Mr. Kriek seconded approval of the motion. There was no discussion.

The motion carried unanimously.



D. Elections Canvass Report. Mr. Sorenson moved and Mr. Cairns seconded approval of the report. The purpose of this is for the board to certify that the elected candidates are qualified to hold office. This includes living in the District, owning land, meeting minimum residency time requirements, being an elector, etc.

The motion carried unanimously.

E. 2017-18 Fire Chief Contract. Mr. Graham moved and Mr. Sorenson seconded approval of the contract. Mr. Cairns confirmed that \$9,882 was the monthly salary amount. The Spotlight recently reported pay, but their amounts included both salary and all benefits. Chief Greisen said it was the same 3% raise to be received by all staff.

The motion carried unanimously.

The board requested that the Fire Chief evaluation form be emailed out for completion prior to the July meeting. Chief Greisen will include both the goals that were set and his assessments of progress.

**AUDIENCE:** No audience.

**GOOD OF THE ORDER:** Chief Greisen informed the board that a staff member has been called up for one week's military duty in June. The board expressed appreciation for the thank you notes.

**ADJOURNMENT:** Mr. Graham moved to close the meeting, Mr. Kriek seconded, and the motion passed unanimously. President Grant adjourned the meeting at 8:00 p.m.

Signed this 13<sup>th</sup> day of July, 2017.



David Grant, President



David Graham, Secretary/Treasurer

# **AGENDA**

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, July 13, 2017, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER
- II. OATHS OF OFFICE – Directors Graham and Kriek
- III. ORGANIZATIONAL MEETING (per Board Policy 2.18)
  - A. Select President, Vice President, and Secretary/Treasurer of Board
  - B. Organizational Consent Agenda
    - 1. Newspaper of record
    - 2. Regular Board meeting date, time and place
    - 3. Official legal counsel
    - 4. Employee evaluation date
    - 5. Current contract list
  - C. Annual ethics disclosure
- IV. CONSENT AGENDA
  - A. Minutes from June 8, 2017 meeting
  - B. Bills to be approved July 13, 2017
  - C. Budget vs. Actual a/o June 30, 2017
  - D. Financial Hardship Quarterly Report
- V. CHIEFS' REPORTS
  - A. Safety Meeting Minutes
  - B. Fire Chief Report
  - C. Training Chief Report
  - D. Operations Chief Report
  - E. EMS Chief Report
  - F. Safety/Resource Chief Report
- VI. OLD BUSINESS
  - A. Awards & Incentives Committee – report on Length of Service Award Plan
  - B. Management Team Committee
  - C. Planning Committee
  - D. Fire Chief Evaluation
- VII. NEW BUSINESS
  - A. Committee appointments by President
  - B. Amazon Prime Store Card
- VIII. AUDIENCE PARTICIPATION
- IX. GOOD OF THE ORDER
- X. ADJOURNMENT

# **Chief Greisen's Agenda Review**

## **7/13/2017**

### **ORGANIZATIONAL MEETING**

Board Policy 2.18 states that the Board will complete the following at their July Board meeting at the beginning of each fiscal year.

**Selection of President, Vice President and Secretary/Treasurer of the Board.** The Vice President will open the floor for nominations for the above positions. The term of the office will be for fiscal year 2017/18. The job descriptions are listed in the Board Policies. Any Board member may make a motion to nominate another Board member for any position. A Board member must also make a motion to close nominations for each position. Sometimes the motions are put together. For example: *"I make a motion to nominate John Smith for President of the Board and close nominations."*

### **Organizational Consent Agenda – Current Status**

**Official Newspaper** – The Chronicle in St. Helens

**Regular Board meeting date, time & place** – 7:00 p.m. on the second Thursday of every month in the Scappoose Fire Station Board Room unless rescheduled by the Board.

**Legal counsel** – Speer, Hoyt LLC

**Employee evaluation month** – March

**Contract list** – in Dropbox

A motion is required to approve the consent agenda.  
*"Motion to approve the consent agenda."*

**Annual Ethics Disclosure** – While not in Policy 2.18, the Board approved this item for the organizational meeting agenda in 2009. Identify existing or possible conflicts of interest, including related party transactions between Board member(s) and the District.

**REGULAR CONSENT AGENDA** – A motion is required to approve the consent agenda. *"Motion to approve the consent agenda."*

### **CHIEFS' REPORTS**

**Safety Meeting** –

**Fire Chief Report** – In Dropbox

**Training Report** – In Dropbox

**Operations Report** – In Dropbox

**EMS Chief Report** – In Dropbox

**Safety/Resource Chief Report** - – In Dropbox

**OLD BUSINESS**

**Awards & Incentives Committee** – Length of Svc Awards Plan (LOSAP) in Dropbox

**Management Team Committee** –

**Planning Committee** –

**NEW BUSINESS** –

**Committee appointments by President** – The new President for the fiscal year appoints Board members to the three committees. This can be completed at the August meeting so the President can have time to organize committees. Chief Greisen sits on all committees and appoints the officers to the Planning Committee. The Volunteer Association appoints the volunteer members to the Awards & Incentives Committee.

**Amazon Prime Store Card** – in Dropbox

**Good of the Order** – thank you

# **Contracts**

**AER Fitness Agreement**-repair/maint. Fitness equipment-renew annually-6/2012  
**Audit Engagement Letter** with Dennis Conner- Effective through June 2017 audit  
**C-Comm Data License Agreement** - County Commissioners & Chief July 2008  
**Columbia Co. & UASI IGA** for grants – re-signed 5/30/12  
**Columbia County Emergency Planning** (Homeland Security) IGA as amended and restated.  
Thru June 30, 2016.  
*Community Alert Network (CAN) – agreed & paid, but no official contract signed*  
**CRFR & Columbia Hearing Agreement** for hearing tests – 5/3/2012  
**CRFR IGA to use Lee Broadbent Training Center** for no cost-signed May 2008  
**Dave Maller IT Agreement** for Tech Support – signed 6/1/12 until price increase.  
**DPSST Accreditation Agreement** – 3/2014  
**Emergency Reporting Records Mgmt Contract** – approved 8/13, signed 9/13  
**Emergency Reporting Service Agreement**– signed 9/2013  
**FIRE-GIS-1 IGA** for Mapping signed May 2007  
**FireMed** Contract dated February 2003; revised 2008 & reciprocal agreement  
**Google Apps for Government Agreement** – signed 8/11/11  
**Holbrook Station-West Mult Soil/Water Conservation Agreement**- 6/2012  
**Incident Management Team (IMT) Agreement** – approved by Board 2/11/10  
**National Testing Network** - signed 8/3/16  
**OHSU Contract for Medical Resource** – Expires 12/31/2015  
**ORCPP** – Oregon cooperative purchasing agreement; expires 8/2017  
**Pacific Office Automation** - signed 4/15/16 for 1 yr term - autorenews annually  
**Physician Advisor Contract** with Dean Sasek MD valid until 8/1/15 while renegotiating  
**Physio Control Maintenance Agreement** for 12-lead defibrillators 9/11 - 8/16.  
**Port of St. Helens MOU** for working together on grants. Signed 7/14/11  
**SDAO Rate Lock Agreement** – 1/1/16 -12/31/2017  
**State of Oregon** \$500/yr to protect lands not protected by ODF. 12/2014  
**TriTech Annual Technical Support Agreement** for EMS billing base  
**Trizetto Provider Solutions** for EMS billing 12/10/16  
**UASI IGA Grant** for Homeland Security Grants thru Portland Region signed Nov 2005.  
Amended 11/2010

## **C-COMM Agreements**

IGA for out-of-District call answering & dispatch services; fee of \$125/year dated 1/1995

IGA for out-of-District call answering & dispatch services (adding Holbrook area); fee based on 9/1993 valuation



### **Employment Related Contracts**

Contracts with Post Employment Health Plan & Deferred Comp providers.  
Fire Chief employment contract valid through 6/30/2018  
Union Contract with IAFF Local 1660 dated 7/1/2016 through 6/30/2019  
Civil Service IGA updated 12/2002; Aug 2011; 2013  
Occup. Safety, Health & Wellness (OSH&W) signed 6/9/15, updated 5/10/17  
Employee Assistance Program Contract with Standard Insurance(ongoing)

### **Mutual Aid Agreements**

**Columbia County Ambulance Service Area 2 Agreement**, 5-year contract. Expires 12/31/15  
**American Medical Response NW (AMR) Mutual Assistance** 2015 until terminated  
**Multnomah County (Ambulance) Services Contract**. Effective until terminated  
**Columbia County Fire Mutual Aid Agreement** – Board approved 2/11/10  
**IGA for Fire Chiefs between SRFD & CRFR** - 7/1/16 - 6/30/18  
**IGA between Scappoose RFPD and Multnomah County** for Emergency Medical Services  
Contract #20858 (agreement for ambulance to operate within Multnomah County) dated  
12/1997. Amended 10/07  
**Amendment #1 to Contract #20858 Multnomah County Services Contract for HIPPA** dated  
4/2003  
**Mutual Aid-Automatic Response Agreement** between Scappoose RFPD and Tualatin Valley  
Fire & Rescue - Dated 6/1995  
**Mutual Aid Agreement with Tualatin Valley Fire & Rescue** for the purpose of securing to  
each the benefits of assistance in medical emergencies dated 6/1996  
**Mutual Aid – Clark County Fire & Rescue** Aug 2015 – Aug 2025  
**Maritime Fire & Safety Assoc. First Responder** signed 5/1996 (clean rivers)  
**Maritime Fire & Safety Assoc.** (emergency response on waterways). 2/2011  
**Joint Columbia Co. Duty Officer** - re-signed May 2015; effective until terminated  
**ODF Agreement for loan of Federal Excess Personal Property (FEPP)** signed 12/2014  
**Mutual Aid IGA with Columbia County Fire Agencies** – furnish emergency equipment &  
personnel for fires & other disasters; signed 4/1998 Agreement with Washington County  
**Multnomah County with Columbia County** – 2013  
**Oregon Dept. of Forestry** (includes medical) -revised 4/1998  
**Agreement Cowlitz County** - July 2011  
**Agreement Clatsop County** – Oct 2010  
**Scappoose Fire & Sauvie Island FPD** – July 1995

### **Contract for Emergency Medical Training**

EMT/Paramedic Training – Contract promises services to District & repayment  
of remaining tuition balance after service credits  
☐ Volunteer Austin Zimbrick

## **Fire Protection Contracts**

Anicker, Becky	25041 NW Dixie Mountain Road
Archer, Jeremiah & Molly	29445 Pisgah Home Road
Bahnsen, Donald & Joanne	25938 NW Dixie Mountain Road
Beisley, Ken	28330 Otto Miller Road
Benson, Robert	29911 Pisgah Home Road
Copeland, James	18143 NW St. Helens Road
Dudley, Peggy	26097 NW Dixie Mountain Road
Lacy, Bill	18141 NW St. Helens Road
Martwick, Jean & Ken Teter	26355 NW Dixie Mountain Road
Meyers, Tim & Donna	18145 NW St. Helens Road
Moss, Frank & Elizabeth	17910 NW Chestnut Lane
Novak, Ken & Cheryl	29756 Grouse Lane
Ruppelt, Michelle & Christian	18147 NW St. Helens Road
Stanton, Robert & Maryann	30311 Holaday Road
Wiley, Matthew & Julane	29971 Pisgah Home Road

\*Note that contracts representing a single event such as a purchase agreement, burn-to-learn, cooperative grants, and projects completed in one year are not included in this list.

CONTRACTS\List for Policy.

## Scappoose Rural Fire District

## Itemized Account Activity

June 9 through July 13, 2017

Date	Source Name	Memo	Paid Amount
<b>1..GENERAL FUND EXPENDITURES</b>			
1...			
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>			
<b>550 Insurance</b>			
6/22/2017	Booth, Shelly	reimb uninsured medical	208.33
6/22/2017	Liebig, Paul	reimb uninsured medical	208.33
6/22/2017	Salisbury, Janine	reimb uninsured medical	208.33
6/22/2017	Nationwide Retirement So...	Emplryr contributions	450.00
6/29/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	1,900.00
6/29/2017	Special Districts Insuranc...	July 2017 health ins premium	18,017.35
6/29/2017	DuBois, Brian	reimb uninsured medical ex...	649.20
6/30/2017	Paychex - tax	ER Work Benefit	59.20
6/30/2017	Paychex Payroll	flex spend health ins	13,630.06
7/13/2017	Special Districts Insuranc...	Aug 2017 health ins premium	16,740.34
7/13/2017	Standard Insurance	July/Aug Life & LTD Insurance	1,100.92
7/13/2017	Special Districts Insuranc...	2017-18 Workers Comp Ins	34,140.68
Total 550 Insurance			87,312.74
<b>560 Personnel Salaries</b>			
6/12/2017	P.E.R.S.	Employee 6% IAP plus unit ...	7,857.51
6/19/2017	American General	Insurance Premium	59.85
6/22/2017	Nationwide Retirement So...	Employee contributions	1,727.00
6/22/2017	SBG-VAA	Security Benefit plan 61204...	60.00
6/22/2017	Principal Financial Group	Life Ins policy 4809832 - An...	52.24
6/29/2017	Voya-State of Oregon Plan	Oregon Savings and Growth...	11,931.48
6/30/2017	Paychex - tax	Employee Taxes Withheld	40,066.69
6/30/2017	Paychex Payroll	FLSA	1,568.89
6/30/2017	Paychex Payroll	telephone	300.00
6/30/2017	Paychex Payroll	longevity	421.00
6/30/2017	Paychex Payroll	FF incentives	1,190.00
6/30/2017	Paychex Payroll	Deferred comp	2,375.00
6/30/2017	Paychex Payroll	all staff OT	19,084.19
6/30/2017	Paychex Payroll	Balance GF net pay	42,823.95
6/30/2017	Paychex Payroll	Shiftdf	154.44
7/12/2017	P.E.R.S.	Employee 6% IAP plus unit ...	7,951.42
7/13/2017	Standard Insurance	July STD PR deductions	393.88
7/13/2017	Pacific Athletic Club	Employee PR deduction	10.00
7/13/2017	S.H.C.F.C.U.	10 shift PR deductions	350.00
7/13/2017	S.H.C.F.C.U.	Marks & Pricher \$30 PR ded...	60.00
7/13/2017	Tualatin Valley Fire Fight...	2017 union dues from PR de...	1,353.92
7/13/2017	COSTCO Wholesale	10 PR deductions (Greisen, ...	600.00
7/13/2017	American Heritage Life In...	Case # 84457 PR Deduc: R ...	217.44
7/13/2017	Transamerica Life Ins. Co.	Employee Life #42462353 - ...	123.23

2:02 PM  
**07/12/17**  
 Cash Basis

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 June 9 through July 13, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
Total 560 Personnel Salaries			140,732.13
<b>570 SocSec/Medicare(FICA)</b>			
6/30/2017	Paychex - tax	Emplyr FICA (incl grant staf...	11,442.38
Total 570 SocSec/Medicare(FICA)			11,442.38
<b>580 Volunteer Services</b>			
6/9/2017	DocuMart Printing & Copy...	300 tri-fold volunteer brochu...	199.21
6/22/2017	Bernier, Kyle	May volunteer mileage	64.20
7/13/2017	Bernier, Kyle	June volunteer mileage	64.20
7/13/2017	Meres, Angie	47.6 miles @ IRS \$0.535	25.47
7/13/2017	Engraving Emporium, Inc.	7 engraved plates for Plaqu...	42.00
Total 580 Volunteer Services			395.08
<b>590 Personnel Benefits</b>			
6/12/2017	P.E.R.S.	Employer PERS	22,702.26
7/12/2017	P.E.R.S.	Employer PERS	22,968.70
7/13/2017	Oregon Occupational Me...	physicals for Dietz,Gandara,...	849.00
7/13/2017	Meres, Angie	June Fitness membership	29.95
7/13/2017	Pacific Athletic Club	Aug 2017 dues; Marks & sal...	80.00
7/13/2017	Oregon Occupational Me...	physicals for Heuer & Ahlers	224.00
Total 590 Personnel Benefits			46,853.91
Total 1.1 GENERAL FUND PERSONNEL SVCS			286,736.24
<b>1.2 GENERAL FUND MATERIAL &amp; SVC</b>			
<b>670 Contract Services</b>			
6/22/2017	Columbia River Fire & Re...	June pmt for 50% volunteer ...	3,920.00
6/22/2017	Scappoose Storage	July storage unit rent	97.00
6/29/2017	Columbia 911 Communic...	2016-17 911 dispatch Holbr...	1,047.22
6/29/2017	Columbia 911 Communic...	2016-17 communications se...	125.00
7/13/2017	Ritchie, Christopher	physician adviser services	691.67
Total 670 Contract Services			5,880.89
<b>680 Communications Maintenance</b>			
6/15/2017	Amazon	3 magnetic mic clips	104.85
6/22/2017	Wolfe Communications	15 Pagers - Unication GI VH...	5,445.00
6/22/2017	Wolfe Communications	G1 Programmer	59.95
6/22/2017	Wolfe Communications	50% of UPS insured shipping	44.06
Total 680 Communications Maintenance			5,653.86
<b>720 Public Education</b>			
6/29/2017	Booth, Shelly	Carlton per diem for BiMart	26.00

07/12/17

Cash Basis

## Scappoose Rural Fire District

## Itemized Account Activity

June 9 through July 13, 2017

Date	Source Name	Memo	Paid Amount
6/29/2017	Rainier Sign Company	2 cutouts for fair (Fireman & ...	1,660.00
Total 720 Public Education			1,686.00
<b>740 Uniforms</b>			
6/22/2017	Nichols, Levi	reimb blk Ben Davis workpa...	34.99
6/22/2017	Engraving Emporium, Inc.	48 tags less 6 returned	118.00
6/22/2017	Northwest Apparel	Tshirts-3 L/S tall; 9 S/S tall; ...	217.00
6/22/2017	Scappoose Outfitters	5" x 1" C. Sallee nameplate	5.00
6/22/2017	Scappoose Outfitters	sew 2 sleeve patches	6.00
6/29/2017	Curtis	PO 1163 - 4 511 job shirts f...	211.00
7/13/2017	Scappoose Outfitters	sew 2 sleeve patches	15.00
7/13/2017	Alterations by Heather LLC	sewing patches, embroidery ...	141.00
7/13/2017	Engraving Emporium, Inc.	6 passport tags B. Booth	18.00
7/13/2017	Harringtons	pants for Brown, Wortham &...	104.97
7/13/2017	Northwest Apparel	2 names - Laney & Anderson	4.00
7/13/2017	Curtis	PO 1164 - 2 pr FF pants; An...	210.64
Total 740 Uniforms			1,085.60
<b>750 Maintenance on Equipment</b>			
6/18/2017	Amazon	3 Ram cradleholders & 1 dbl...	83.82
6/19/2017	Amazon	Mic Clips & LED bulbs	104.85
6/20/2017	Amazon	1 Ram single socket arm	9.99
6/22/2017	Sunset Auto Parts	WD40 spray	15.84
6/22/2017	Wilcox & Flegel	300.1 gal bio diesel	551.25
6/22/2017	Wilcox & Flegel	286.6 gal unleaded	741.49
6/23/2017	Amazon	4 pkgs LED tubes - 72 total	674.30
6/29/2017	Ace Hardware	1..GENERAL FUND EXPEN...	98.56
6/29/2017	Ace Hardware	6 U-posts lt duty 5 ft	41.94
6/29/2017	Cascade Fire Equipment	2 Foam Flo vehicle mounts	770.00
6/29/2017	Cascade Fire Equipment	3 Wye Strainer kits	133.80
6/29/2017	Cascade Fire Equipment	shipping	21.14
6/29/2017	Cascade Fire Equipment	PO 1158-foam flo - permanent	398.02
6/29/2017	Columbia River Fire & Re...	'96 Ford F700 water level ga...	629.50
6/29/2017	Superior Tire Service	8 tires BFG DR444 11R-22....	2,862.40
7/13/2017	Boatyard at Rocky Pointe ...	41.1 gals diesel @ \$2.499/gal	102.78
7/13/2017	Les Schwab Tires	wheel spin balance on WT 4...	256.00
7/13/2017	Columbia Feed & Supply	20" bar & sharpen 3 chainsa...	68.95
7/13/2017	Ace Hardware	lube triflow 6 oz spray	17.98
7/13/2017	Wilcox & Flegel	494.4 gal bio diesel	880.08
7/13/2017	Wilcox & Flegel	295.6 gal unleaded	764.78
Total 750 Maintenance on Equipment			9,227.47
<b>760 Administration</b>			
6/10/2017	Amazon	TI BA II Plus Financial Calc...	22.99

07/12/17

Cash Basis

## Scappoose Rural Fire District

## Itemized Account Activity

June 9 through July 13, 2017

Date	Source Name	Memo	Paid Amount
6/12/2017	US Bank	Service Charge	34.95
6/14/2017	Hump's Restaurant	lunch meeting - Clatskanie F...	26.28
6/14/2017	Amazon	receipt book	16.42
6/14/2017	Schneider Electric	2 APC Replacemt Battery C...	95.02
6/14/2017	COSTCO Wholesale	April VISA charges	30.03
6/22/2017	Columbia County Elections	May 2017 election costs	1,457.08
6/22/2017	Country Media Inc.	CH17-0688 board mtg notice	69.96
6/22/2017	Pizza Vendor	June safety mtg food	86.95
6/22/2017	Aquent LLC	logo design & artwork assist...	12.50
6/22/2017	REI	conflag food kits	122.58
6/26/2017	Fred Meyer	conflag food kits	92.87
6/27/2017	BiMart	food boxes for conflag kits	18.75
6/27/2017	REI	conflag food kits	230.42
6/29/2017	ArchiveSocial	Economy 199 backup pkg fo...	2,388.00
6/29/2017	LaValla, Barry L	refund EMS overpayment	115.44
6/29/2017	Booth, Shelly	class snacks - Fred Meyer	15.46
6/29/2017	Booth, Shelly	postage & insurance for pac...	83.90
6/29/2017	Booth, Shelly	snacks for Awards & Incenti...	20.26
6/30/2017	Paychex Invoice	Regular PR svcs + year-end	154.85
7/13/2017	O.F.S.O.A.	2017-18 dues - Booth	40.00
7/13/2017	O.F.S.O.A.	2017-18 dues - Salisbury	40.00
7/13/2017	O.F.S.O.A.	2017-18 dues - Engstrom	40.00
7/13/2017	Birtchet, Hubert	ems overpmt refund	113.46
7/13/2017	Multnomah County	May 2017 election expense	193.97
7/13/2017	COSTCO Wholesale	District membership	60.00
7/13/2017	Salisbury, Janine	reimb PowerPDF Standard ...	49.59
7/13/2017	Engraving Emporium, Inc.	Nameplate for Jeff Klobes-B...	9.75
7/13/2017	Oregon Fire Chiefs Assoc.	17-18 dues: Greisen;Pricher...	255.00
Total 760 Administration			5,896.48

**765 Information Technology**

6/14/2017	Dell Marketing L.P.	video cards for computers	194.97
6/22/2017	CenturyLink	Scappoose Station landlines	37.96
6/22/2017	Pacific Office Automation,...	monthly copy kit - maint & s...	36.00
6/22/2017	TriZetto Provider Solution...	EMS billing software	101.55
6/22/2017	Verizon Wireless	wireless phones	410.12
6/22/2017	AT&T Mobility	May wireless charge	333.61
6/22/2017	TriTech Emergency Medi...	TriTech.com billing base	3,357.36
6/22/2017	CallBack Staffing Solution...	scheduling software	153.60
6/29/2017	City of Portland	800 MHz access	108.03
7/13/2017	EMS Technology Solution...	Operative IQ Inventory, ass...	270.00
7/13/2017	CallBack Staffing Solution...	scheduling software	450.84
7/13/2017	Verizon Wireless	wireless phones	410.14
7/13/2017	City of Portland	800 MHz access	108.03



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## Scappoose Rural Fire District

## Itemized Account Activity

June 9 through July 13, 2017

Date	Source Name	Memo	Paid Amount
7/13/2017	Maller, Dave	contract work	675.00
7/13/2017	Maller, Dave	video card installs & monitor...	195.00
7/13/2017	PEAK Internet	Chapman&Scappoose inter...	76.88
7/13/2017	TriZetto Provider Solution...	EMS billing software	101.26
7/13/2017	Pacific Office Automation,...	monthly copy kit - maint & s...	36.00
Total 765 Information Technology			7,056.35
<b>770 Operating Materials/Suppli</b>			
6/15/2017	Amazon	24 rolls Kleenex Kitchen Pa...	49.99
6/15/2017	Amazon	1 cs WypAll Wipers	84.57
6/16/2017	Amazon	Nilodor urinal screens	23.84
6/16/2017	Amazon	Dial hand soap	46.81
6/20/2017	Amazon	1 cs manual dishwashing liq...	59.00
6/29/2017	Northwest Safety Clean	5 gal. turnout cleaner	183.86
Total 770 Operating Materials/Suppli			448.07
<b>775 Emerg. Operating Supplies</b>			
6/12/2017	Amazon	Pyramex Fortress Safety Ey...	6.30
6/14/2017	DHS Equipment	2 Partner K950 starter pulleys	55.63
6/22/2017	Mallory Safety and Supply...	24 leather Kevlar wildland gl...	156.00
6/22/2017	Mallory Safety and Supply...	48 latex Atlas work gloves	96.00
6/29/2017	SeaWestern Fire Apparatus	TSI annual calibration of res...	908.10
6/29/2017	SeaWestern Fire Apparatus	refurbish 2 SCBAs	682.50
6/29/2017	SeaWestern Fire Apparatus	MSA Big Ones Wipes	38.89
Total 775 Emerg. Operating Supplies			1,943.42
<b>780 Building &amp; Grounds Maint.</b>			
6/12/2017	Amazon	wall-mount bracket for dual ...	69.99
6/12/2017	Home Depot	10 doorknob wall stops	72.00
6/14/2017	Amazon	2 ergonomic keyboards for o...	344.38
6/15/2017	Amazon	Bioluz LED PAR30 bulb	10.49
6/15/2017	Amazon	Hyperikon T8 LED light tube...	113.95
6/19/2017	Amazon	LED Light tubes & bulbs	244.18
6/20/2017	Amazon	1 12-pk Hyperikon 6000K	113.95
6/21/2017	Amazon	6 Belkin surge protectors	98.22
6/22/2017	FinishLine Graphics	Building Information Sign	40.00
6/22/2017	Harris WorkSystems	3 ergonomic office chairs-go...	1,817.53
6/29/2017	Ace Hardware	outdoor cleaning supplies	88.94
6/29/2017	Paramount Pest Control I...	6 mice trapped interior-also ...	65.00
7/10/2017	Ace Hardware	connector with rebate & refu...	5.00
7/10/2017	Ace Hardware	connector with rebate & refu...	1.00
7/13/2017	Ace Hardware	connector with rebate & refu...	23.99
7/13/2017	Ace Hardware	wht stool step	12.99
7/13/2017	Ace Hardware	velcro w"x4' industrl blk	12.99

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Cash Basis

## Scappoose Rural Fire District

## Itemized Account Activity

June 9 through July 13, 2017

Date	Source Name	Memo	Paid Amount
7/13/2017	Ace Hardware	primer;cement pvc;adaptr;co...	12.54
7/13/2017	Airwave, LLC	HID Proxpro reader with key...	275.00
7/13/2017	Airwave, LLC	Labor to install reader	75.00
Total 780 Building & Grounds Maint.			3,497.14
<b>790 Training</b>			
6/14/2017	Best Western	Marks' meals-OVFFA confer...	57.50
6/17/2017	Best Western	Marks' hotel - OVFFA confer...	362.31
6/22/2017	Ferrellgas	propane - acct#49463906	386.29
6/22/2017	O.V.F.A.	3 day conference - Josh Mar...	343.00
6/22/2017	Wilson, Anthony	222 miles - training mileage ...	118.77
6/22/2017	CES - OR	Paramedic tuition: Zimbrick, ...	790.00
7/13/2017	Across the Street Producti...	11 Blue Card renewals	1,100.00
7/13/2017	S.H.C.F.C.U.	2 interns @ \$30 each	60.00
Total 790 Training			3,217.87
<b>810 Utilities</b>			
6/22/2017	Comcast	internet for Scappoose	127.85
6/22/2017	N.W. Natural Gas	May natural gas	19.42
6/29/2017	CRPUD	boathouse	22.90
6/29/2017	CRPUD	main station	880.34
6/29/2017	City of Scappoose	water & sewer	282.43
6/29/2017	CenturyLink	Scappoose Station landlines	418.35
7/13/2017	Waste Management of Or...	Garbage/Recycling	123.73
7/13/2017	Comcast	internet for Scappoose	127.85
7/13/2017	P.G.E.	Electrical for Holbrook Station	107.66
7/13/2017	W.O.E.C.	Avg monthly electric for Cha...	432.00
7/13/2017	N.W. Natural Gas	June natural gas	40.89
Total 810 Utilities			2,583.42
<b>870 EMS Operations</b>			
6/22/2017	Bound Tree Corp.	PO 10193-20 boxes atropine	305.80
6/22/2017	Bound Tree Corp.	PO 10190-2 boxes C3 keta...	343.93
6/22/2017	Bound Tree Corp.	PO 10197-4 boxes C4 mida...	179.11
6/22/2017	Bound Tree Corp.	PO 10197-medical supplies	1,275.01
6/22/2017	Airgas - USA, LLC	medical oxygen	293.02
6/22/2017	Airgas - USA, LLC	medical oxygen	113.65
6/22/2017	Bound Tree Corp.	PO 10197-medical supplies	319.89
6/22/2017	Bound Tree Corp.	PO 10195-dextrose	271.80
6/29/2017	Bound Tree Corp.	PO 10197-6 bxs amideate	119.94
6/29/2017	Bound Tree Corp.	PO 10197- 4 nasophar airw...	11.44
7/13/2017	Environmental Complianc...	3 biohazard containers	100.00
7/13/2017	Oregon Health & Science...	EMS Services Apr-June, 2017	500.00
7/13/2017	CLIA Laboratory Program	fee for period 1/1/17 - 12/31/...	150.00

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Cash Basis

## Scappoose Rural Fire District

## Itemized Account Activity

June 9 through July 13, 2017

Date	Source Name	Memo	Paid Amount
7/13/2017	Airgas - USA, LLC	cylinder rental	188.33
7/13/2017	Bound Tree Corp.	medical supplies	3,493.39
7/13/2017	Bound Tree Corp.	PO 10198 - medical supplies	862.25
Total 870 EMS Operations			8,527.56
<b>880 FireMed</b>			
6/22/2017	Life Flight Memberships	final membership for 16-17 c...	60.00
7/13/2017	U.S. Postal Service	1,400 forever stamps	686.00
Total 880 FireMed			746.00
Total 1.2 GENERAL FUND MATERIAL & SVC			57,450.13
<b>1.3 GENERAL FUND CAPITL OUTLAY</b>			
<b>910 CO Equipment</b>			
6/29/2017	Columbia River Fire & Re...	'08 F150 upgrades to comm...	849.60
6/29/2017	Columbia River Fire & Re...	shipping	354.78
Total 910 CO Equipment			1,204.38
Total 1.3 GENERAL FUND CAPITL OUTLAY			1,204.38
Total 1...			345,390.75
Total 1..GENERAL FUND EXPENDITURES			345,390.75
<b>2. GRANT FUND EXPENSE</b>			
<b>2.1 Personnel Salaries</b>			
6/12/2017	P.E.R.S.	Grant Fund Employee 6%	972.31
6/29/2017	Oregon Dept. of Justice	PR deduction	854.40
6/30/2017	Paychex - tax	Grant Employee Taxes Withh...	152.01
6/30/2017	Paychex Payroll	Balance Grant net pay(no OT)	3,268.82
6/30/2017	Paychex Payroll	Grant deferred comp	0.00
7/12/2017	P.E.R.S.	Grant Fund Employee 6%	848.85
7/13/2017	Standard Insurance	Grant staff STD insurance	56.13
7/13/2017	S.H.C.F.C.U.	2 shift PR deduction	70.00
7/13/2017	Tualatin Valley Fire Fight...	2017 union dues from PR de...	228.97
Total 2.1 Personnel Salaries			6,451.49
<b>2.2 Personnel Benefits</b>			
6/12/2017	P.E.R.S.	Grant Fund Employer PERS	1,853.86
6/29/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	200.00
6/30/2017	Paychex - tax	Grant ER Work Benefit	0.00
6/30/2017	Paychex - tax	Grant Emplry FICA (excl gra...	0.00
6/30/2017	Paychex Payroll	grant flex spend pay	0.00

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Scappoose Rural Fire District  
Itemized Account Activity  
June 9 through July 13, 2017

Date	Source Name	Memo	Paid Amount
7/12/2017	P.E.R.S.	Grant Fund Employer PERS	1,618.46
7/13/2017	Special Districts Insuranc...	Aug 2017 health ins premium	1,277.01
7/13/2017	Standard Insurance	Grant staff life & LTD insura...	97.46
Total 2.2 Personnel Benefits			5,046.79
Total 2. GRANT FUND EXPENSE			11,498.28
<b>3. PROPERTY FUND CAPITAL OUTLAY</b>			
<b>Fire Apparatus &amp; Equipment</b>			
6/14/2017	Best Buy	JVC In-Dash Media Receiver	113.97
6/14/2017	All American Truck & SUV...	balance of truck canopy	1,760.00
6/29/2017	Columbia River Fire & Re...	'08 F150 upgrades to comm...	6,647.98
Total Fire Apparatus & Equipment			8,521.95
Total 3. PROPERTY FUND CAPITAL OUTLAY			8,521.95
<b>TOTAL</b>			<b>365,410.98</b>

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Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July 2016 through June 2017

	Jul '16 - ...	Budget	\$ Over ...	% o...
<b>Income</b>				
<b>1. GENERAL FUND REVENUES</b>				
Begin Available Cash on Hand	1,407,493	1,296,940	110,553	109%
EMS Receipts	666,932	600,000	66,932	111%
FireMed	35,270	30,850	4,420	114%
Gas Royalties	6,951	6,500	451	107%
Grant Awards	11,250	16,250	-5,000	69%
Interest Earned on Investments	15,062	6,500	8,562	232%
Miscellaneous Revenue				
CRF&R IGA	85,557			
Miscellaneous Revenue - Other	22,582	165,000	-142,418	14%
Total Miscellaneous Revenue	108,139	165,000	-56,861	66%
Taxes - Current	2,236,690	2,205,100	31,590	101%
Taxes - Prior Years	92,320	105,000	-12,680	88%
<b>Total 1. GENERAL FUND REVENUES</b>	<b>4,580,106</b>	<b>4,432,140</b>	<b>147,966</b>	<b>103%</b>
<b>2. GRANT FUND REVENUE</b>				
Begin Available Cash on Hand	-31,135			
Grant Award	219,270	216,780	2,490	101%
Interfund Loan from General	28,645			
<b>Total 2. GRANT FUND REVENUE</b>	<b>216,780</b>	<b>216,780</b>	<b>0</b>	<b>100%</b>
<b>3. PROPERTY FUND REVENUES</b>				
Begin Available Cash On Hand	317,338	319,823	-2,485	99%
Grant Income	10,000			
Interest Earned on Investments	3,747	1,000	2,747	375%
Transfers In	118,080	118,080	0	100%
<b>Total 3. PROPERTY FUND REVENUES</b>	<b>449,165</b>	<b>438,903</b>	<b>10,262</b>	<b>102%</b>
<b>4. PERSONNEL SVCS FUND REVEN</b>				
Begin Available Cash On Hand	203,367	210,000	-6,633	97%
Interest Earned on Investments	2,147	800	1,347	268%
<b>Total 4. PERSONNEL SVCS FUND REVEN</b>	<b>205,514</b>	<b>210,800</b>	<b>-5,286</b>	<b>97%</b>
<b>Total Income</b>	<b>5,451,566</b>	<b>5,298,623</b>	<b>152,943</b>	<b>103%</b>
<b>Expense</b>				
<b>1..GENERAL FUND EXPENDITURES</b>				
<b>1...</b>				
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>				
550 Insurance	399,967	424,583	-24,616	94%
560 Personnel Salaries	1,469,615	1,687,819	-218,204	87%
570 SocSec/Medicare(FICA)	120,260	129,118	-8,858	93%
580 Volunteer Services	25,762	38,000	-12,238	68%
590 Personnel Benefits	287,600	395,040	-107,440	73%
<b>Total 1.1 GENERAL FUND PERSONNE...</b>	<b>2,303,204</b>	<b>2,674,560</b>	<b>-371,356</b>	<b>86%</b>
<b>1.2 GENERAL FUND MATERIAL &amp; SVC</b>				
670 Contract Services	53,420	55,000	-1,580	97%
680 Communications Maintenance	11,193	14,000	-2,807	80%
720 Public Education	2,486	7,500	-5,015	33%
730 Property & Liability Insur.	43,825	52,000	-8,175	84%
740 Uniforms	15,899	20,000	-4,101	79%
750 Maintenance on Equipment	108,784	110,000	-1,216	99%
760 Administration	45,184	52,000	-6,816	87%
765 Information Technology	49,326	42,200	7,126	117%

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Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July 2016 through June 2017

	Jul '16 - ...	Budget	\$ Over ...	% o...
770 Operating Materials/Suppli	3,263	5,000	-1,737	65%
775 Emerg. Operating Supplies	56,750	65,000	-8,250	87%
780 Building & Grounds Maint.	25,254	90,000	-64,746	28%
790 Training	66,168	90,000	-23,832	74%
810 Utilities	31,120	37,800	-6,680	82%
870 EMS Operations	58,877	70,000	-11,123	84%
880 FireMed	15,378	18,500	-3,122	83%
Total 1.2 GENERAL FUND MATERIAL ...	586,925	729,000	-142,075	81%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	41,646	60,500	-18,854	69%
Total 1.3 GENERAL FUND CAPITL OUT...	41,646	60,500	-18,854	69%
Total 1...	2,931,775	3,464,060	-532,285	85%
1.4 GENERAL FUND TRANSFER OUT				
Interfund Loan to Grant Fund	28,645			
Transfers to Property Fund	118,080	118,080	0	100%
Total 1.4 GENERAL FUND TRANSFER OUT	146,725	118,080	28,645	124%
1.5 GENERAL FUND CONTINGENCY	0	200,000	-200,000	0%
1.6 GENERAL RESERVED FOR FUTURE	0	650,000	-650,000	0%
Total 1..GENERAL FUND EXPENDITURES	3,078,500	4,432,140	-1,353,640	69%
2. GRANT FUND EXPENSE				
2.1 Personnel Salaries	144,377	130,784	13,593	110%
2.2 Personnel Benefits	72,404	85,996	-13,592	84%
Total 2. GRANT FUND EXPENSE	216,780	216,780	0	100%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	0	170,000	-170,000	0%
Fire Apparatus & Equipment	32,033	228,903	-196,870	14%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 3. PROPERTY FUND CAPITAL OUTLAY	32,033	438,903	-406,870	7%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	0	209,800	-209,800	0%
Reserved for Future Expenses	0	1,000	-1,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	0	210,800	-210,800	0%
Total Expense	3,327,314	5,298,623	-1,971,309	63%
Net Income	2,124,252	0	2,124,252	100%



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Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July 2017 through June 2018

	Jul '17 - ...	Budget	\$ Over ...	% o...
<b>Income</b>				
<b>1. GENERAL FUND REVENUES</b>				
Begin Available Cash on Hand	1,480,562	1,345,989	134,573	110%
EMS Receipts	26,665	610,000	-583,335	4%
FireMed	0	35,500	-35,500	0%
Gas Royalties	0	1,500	-1,500	0%
Interest Earned on Investments	0	10,000	-10,000	0%
Miscellaneous Revenue	20	115,200	-115,180	0%
Taxes - Current	0	2,680,080	-2,680,080	0%
Taxes - Prior Years	23,518	90,000	-66,482	26%
Transfer from Grant Fund	0	28,651	-28,651	0%
<b>Total 1. GENERAL FUND REVENUES</b>	<b>1,530,765</b>	<b>4,916,920</b>	<b>-3,386,155</b>	<b>31%</b>
<b>2. GRANT FUND REVENUE</b>				
Grant Award	0	112,944	-112,944	0%
<b>Total 2. GRANT FUND REVENUE</b>	<b>0</b>	<b>112,944</b>	<b>-112,944</b>	<b>0%</b>
<b>3. PROPERTY FUND REVENUES</b>				
Begin Available Cash On Hand	417,132	421,184	-4,052	99%
Interest Earned on Investments	0	2,500	-2,500	0%
Transfers In	0	1,000	-1,000	0%
<b>Total 3. PROPERTY FUND REVENUES</b>	<b>417,132</b>	<b>424,684</b>	<b>-7,552</b>	<b>98%</b>
<b>4. PERSONNEL SVCS FUND REVEN</b>				
Begin Available Cash On Hand	226,558	205,106	21,452	110%
Interest Earned on Investments	0	1,800	-1,800	0%
<b>Total 4. PERSONNEL SVCS FUND REVEN</b>	<b>226,558</b>	<b>206,906</b>	<b>19,652</b>	<b>109%</b>
<b>Total Income</b>	<b>2,174,455</b>	<b>5,661,454</b>	<b>-3,486,999</b>	<b>38%</b>
<b>Expense</b>				
<b>1..GENERAL FUND EXPENDITURES</b>				
<b>1...</b>				
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>				
550 Insurance	51,982	535,200	-483,218	10%
560 Personnel Salaries	11,060	1,916,619	-1,905,559	1%
570 SocSec/Medicare(FICA)	0	149,680	-149,680	0%
580 Volunteer Services	132	38,000	-37,868	0%
590 Personnel Benefits	24,152	465,000	-440,848	5%
<b>Total 1.1 GENERAL FUND PERSONNE...</b>	<b>87,325</b>	<b>3,104,499</b>	<b>-3,017,174</b>	<b>3%</b>
<b>1.2 GENERAL FUND MATERIAL &amp; SVC</b>				
670 Contract Services	692	111,350	-110,658	1%
680 Communications Maintenance	0	54,000	-54,000	0%
720 Public Education	0	7,500	-7,500	0%
730 Property & Liability Insur.	0	53,200	-53,200	0%
740 Uniforms	494	20,000	-19,506	2%
750 Maintenance on Equipment	2,085	110,000	-107,915	2%
760 Administration	802	54,000	-53,198	1%
765 Information Technology	2,323	59,900	-57,577	4%
770 Operating Materials/Suppli	0	5,000	-5,000	0%
775 Emerg. Operating Supplies	0	65,000	-65,000	0%
780 Building & Grounds Maint.	419	125,731	-125,312	0%
790 Training	1,160	90,000	-88,840	1%
810 Utilities	832	39,800	-38,968	2%
870 EMS Operations	5,294	70,000	-64,706	8%
880 FireMed	686	18,500	-17,814	4%

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Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July 2017 through June 2018

	Jul '17 - ...	Budget	\$ Over ...	% o...
Total 1.2 GENERAL FUND MATERIAL ...	14,785	883,981	-869,196	2%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	0	77,440	-77,440	0%
Total 1.3 GENERAL FUND CAPITL OUT...	0	77,440	-77,440	0%
Total 1...	102,111	4,065,920	-3,963,809	3%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Personnel Services	0	1,000	-1,000	0%
Total 1.4 GENERAL FUND TRANSFER OUT	0	1,000	-1,000	0%
1.5 GENERAL FUND CONTINGENCY	0	200,000	-200,000	0%
1.6 GENERAL RESERVED FOR FUTURE	0	650,000	-650,000	0%
Total 1..GENERAL FUND EXPENDITURES	102,111	4,916,920	-4,814,809	2%
2. GRANT FUND EXPENSE				
2.1 GRANT FUND PERSONNEL SVCS				
1. Personnel Salaries	1,204	60,691	-59,487	2%
2. Personnel Benefits	2,993	23,602	-20,609	13%
Total 2.1 GRANT FUND PERSONNEL SVCS	4,197	84,293	-80,096	5%
2.2 Debt Svc to General Fund	0	28,651	-28,651	0%
Total 2. GRANT FUND EXPENSE	4,197	112,944	-108,747	4%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	0	232,000	-232,000	0%
Fire Apparatus & Equipment	0	152,684	-152,684	0%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 3. PROPERTY FUND CAPITAL OUTLAY	0	424,684	-424,684	0%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	0	201,906	-201,906	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	0	206,906	-206,906	0%
Total Expense	106,307	5,661,454	-5,555,147	2%
Net Income	<u>2,068,147</u>	<u>0</u>	<u>2,068,147</u>	<u>100%</u>

## Credit Detail

### QUARTERLY FINANCIAL HARDSHIPS

<u>Call No</u>	<u>Patient #</u>	<u>Patient Name</u>	<u>Call Date</u>	<u>Current Payor</u>	<u>Code</u>	<u>Description</u>	<u>#</u>	<u>Rec. Date</u>	<u>Recpt. #</u>	<u>Amount</u>
2016-1868	8865	PUGH, CHARLENE	12/06/2016	PRIVATE (SELF F18		FINANCIAL HARDS		04/25/2017		350.00
Total Credits For This Call										350.00
Totals For All										
Number of Calls		1	Number Of Credits		1	Total Credits		350.00		

## **Fire Chief Report**

### **June 2017**

All Chief officers were able to attend a ½ day program at the Dyno Nobel facility. It was very productive as we were able to learn what their personnel are capability of doing during emergencies, chemicals and products used along with a walking tour of the facility. I spent most of the month at CRFR administrative office investigation personnel issues and grievance

#### **Meetings & Drills**

06/2 SVFA special mtg.	06/5 Local 3215 mtg.
06/7 Col. Co. Transportation safety mtg.	06/8 SRFD Board mtg.
06/9 LEPC By-Law workshop	06/12 Col Co Fire Defense Board
mtg.	
06/13 CRFR Board mtg.	06/14 St Helens building inspector
mtg.	
06/14 Veterans Flag Day ceremony	06/15 OMIC fire alarm and pump test
06/17 Kiwanis Parade	06/19 Civil Service mtg.
06/21 Medic first aid class for Scap police	06/26 Observe probationary test 6
mouth and final	
06/26 CRFR mtg. 2 board member	06/27 Port of St Helen fire & building
code	
06/27 Grievance hearing	06/28 Staff mtg.
06/28 SRFD awards & incentive mtg.	06/29 Chief officer Dyno Nobel
06/29 Retirement BBQ Don Sallee Scapp	06/30 Probationary retest

## June 2017 Training Report

06/02 Rope Rescue Training  
Cook dinner and breakfast for Vol Recruit Academy for Wild land training

06/06 – 07 Vacation

06/07 Evening Drill

06/08 June Board and Budget meeting in Scappoose

06/09 Scappoose Probationary F/F sixth month test  
Meet with Cal-Portland about possible house donation

06/10 Teach Driver Class

06/13 LCRTOA Meeting  
Canopy install on new vehicle

06/14 Morning Drill

06/14-17 OVFA Conference

06/19 OEDI Board Meeting  
Civil Service Meeting  
Case Reviews

06/20 Morning and Afternoon Career Day presentations at Grant Watts

06/21 Morning and Evening Drills (Live fire at LBTC)

06/26 CRFR Probationary Testing at LBTC

06/27 USG tour

06/28 Morning and Evening Drills (More Live Fire at LBTC)

06/29 Tour at Dyno Nobel

06/30 CRFR Probationary testing

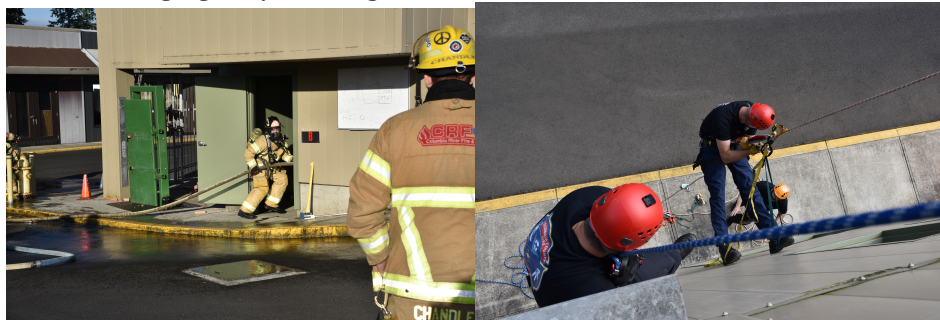
Other projects include LCRTOA by laws work.

Working on updating Fire Studio 6 for more officer development.

Getting new vehicle set up.

Setting schedule for Fall volunteer recruit academy.

Coordinating agency training calendars.



## **CRFR/SRFD Operations Chief**

### **Monthly Report – June 2017**

#### **June:**

- **June 1-10 Vacation**
- **June 11-19 FMLA**
- **Civil Service Commission Meeting**
- **Fire Defense Board Meeting**
- **Wednesday Night Live Fire Evolutions (Tower)**
- **CRFR Board Meeting**
- **Ccom/CAD meeting: Number Changes/Response Cards**
- **Firefighter 6 and 12 month testing**
- **Administration Luncheon**
- **ISO updated information – Trojan Water System and Training Hours**

#### **Operation Chief 1 Year project/goal: June 30 2016 through July 1, 2017**

- |   |                   |
|---|-------------------|
| 1) Response Cards/CAD   | Completed         |
| 2) Station and Equipment Numbering  | Pending           |
| 3) Apparatus In Service – Fire Engine, Ambulance<br>and Type VI Brush Engines (E471, E471Z, BR4741, BR4744, BR75,<br>BR4723, M471Z) | Completed         |
| 4) ISO Grading for 2017 – CRFR and SRFD   | Completed         |
| 5) High Plains Software Replacement   | Pending           |
| 6) 3 <sup>rd</sup> Service/Ambulance Only Personnel   | Pending           |
| 7) Union Contract Negotiations  | Pending/Completed |
| 8) Maps and Response Group Updates/Changes  | Completed         |

The above completed includes EMS, TRAINING, and Fire Marshal Division Chief Officers participating or assisting. It also includes line staff, volunteers, and administrative personnel working to complete these items. These project/goals were established 1 year ago as necessary items to be completed prior to July 2017.



## The PENDING Items:

- Station Numbering/Apparatus – pending, awaiting the new CAD vendor: Tri-tech before full implementation.
- High Plains Software Replacement – Image Trend has emerged as the potential replacement for both organization(s) to replace our current software. Pending: Fire Board Approval, Training and full implementation will be necessary prior to January 2018.
- 3<sup>rd</sup> Service/Ambulance Only Personnel: In order to alleviate the increase workload by our citizens the budget has been approved to hire Ambulance only personnel early in the 2017/18 budget. This is a work in progress with Operations, Training and EMS Chiefs working on the program. Full implementation is expected in the Fall 2017.
- Union Contract – Tentative agreement for labor negotiations between Local 3215 and CRFR has been completed. It now goes to the Local members for a vote. Goal – Vote completed prior to the June 30 deadline.

**EMS Office Activity**  
**June 2017**

6/1 Community paramedic operational planning meeting  
6/1 Occupational physical  
6/2 Ride-along from CareOregon  
6/2-8 Duty Officer  
6/4 Met with Chemeketa program director and intern  
6/5 Ride-along from CareOregon  
6/6 Met with Braun NW representative  
6/7 Employment Law workshop  
6/8 Met with Lt. Barbouletos  
6/8 Volunteer drill  
6/9 Reviewed patient care reports  
6/10 Metro Advanced Wildfire School  
6/12 Joint EMS Meeting  
6/13 Completed reports  
6/14 Single role EMS development  
6/15 Tour BraunNW  
6/15 Met with CareOregon  
6/19-23 Vacation  
6/26 Riskshare Meeting  
6/26 Medical Reserve Corps meeting  
6/28 Law enforcement/CC Mental Health meeting  
6/28 Staff meeting  
6/29 Published a Special Notice  
6/30 Evaluated 6 month probationary firefighter skills test  
6/30 Conference call with CareOregon and ImageTrend

## **Division Chief O'Connor Monthly Report June 2017**

- **Grants:**

1. AFG and SAFER grants are being awarded. We have not received any notifications which means we are still in the running but also that we have not been awarded. Grants will be awarded thru September 30, 2017
2. HSGP is still pending for \$23,000 towards gas detection equipment.

- 1) **Meetings:** Meeting w/Rainier volunteer 6/2; Fire Mobile User Group meeting (CAD) 6/6 & 6/20 at Tigard (Fiber Connection is finally in place at CCOM); CRFR Board meeting 6/13; Scappoose Safety Meeting 6/14; CRFR Safety meeting 6/29; Admin meeting 6/28; Tour Dyno Nobel 6/29
- 2) **Facilities:** Follow up with Terminix for mouse infestation at Fairgrounds station; Order and pick up building materials to replace/repair rotten siding on storage shed at Fairgrounds station; Order and receive materials for Fairgrounds station dorm upgrade; Order and receive new recliners for St. Helens Station; Order and receive new office chairs for Rainier and St. Helens station; Haul old furniture and station junk to dump from Rainier, St. Helens and LBTC; Coordinate new copier demos for Admin; Punch code door locks installed on all man doors at LBTC with codes for all CRFR district changed to match; Hired Sharp Plumbing to clear drains at Fairgrounds station. Current drain plumbing consists of 2" galvanized pipe embedded in concrete slab. This will be a continuous maintenance problem as the system ages. A pressure system was installed to help facilitate improved drainage in the plumbing at the station; LED lighting has been installed at the Rainier Station in the bays, a significant improvement over what was there. Ken Neil was instrumental in making this project come together and did a great job from start to finish; Lt Brody is coordinating water testing at CRFR stations to check for lead; Capt Gorsuch is following up with HVAC duct cleaning at the stations; Capt Cole is coordinating the remodel of the entry/office area at Rainier station for a more modern appearance; Mowed grass at Holbrook station, cleaned up & removed various old cans of paint and hazardous household waste. FF Dietz was very helpful with this project.
- 3) **PIO:** Continued updates of social media pages with current information (shared duty w/Motherway); Completed call log reports for local media on Mondays (alternating Mondays w/Motherway), internal copies of reports sent to all staff that includes individual unit number of responses for the week; numerous media inquiries over the past month regarding emergency incidents within CRF&R district.
- 4) **I/T:** Ordered new training laptop for LBTC; Ordered new Ipads for engines/medics in anticipation of new RMS and CAD 2017/2018, Jeff Lockhart continues to be a tremendous asset in helping keep our apple software and hardware working effectively.
- 5) **Misc:** Continued Coordination of firefighter pre-physicals for CRF&R and Scappoose FF's that are due, list is getting shorter (Scappoose - 9; CRF&R - 20); Duty officer 6/9 - 6/15;

## **Volunteer Coordinator Motherway Report June 2017**

### **May:**

- Helped plan/coordinate Cheryl Engstrom's 30<sup>th</sup> Anniversary party with Scappoose Fire District (flowers, cake, balloons, lunch) – June 1<sup>st</sup>
- June 2<sup>nd</sup> – met with Ashley Murray regarding her EMS Only status
- June 3<sup>rd</sup> and 4<sup>th</sup> – Cook dinner/breakfast for the wildland academy overnight
- June 5<sup>th</sup> – Met Zartman to pickup his gear. He resigned due to work and familial obligations.
- June 13<sup>th</sup> – LCRTOA training officers meeting/take minutes
- June 13<sup>th</sup> thru 16<sup>th</sup> – OVFA Conference, drove down, met with recruitment network, taught a recruitment & retention class, had a recruitment meeting and staffed a vendor booth at the conference.
- June 17<sup>th</sup> – Annual Kiwanis Parade – helped to coordinate participation via volunteers/Chief/staffing
- June 20<sup>th</sup> – Career Expo at Grant Watts Elementary in Scappoose – went and did a public education day with Scappoose Fire.
- Created a post academy survey for new recruits with Chief Marks
- Working on a website project with Chief Pricher
- Working with Chief Marks to pull together multiple calendars and combining them so staff can view from one location and have a more collective review of training, events, etc. (Work in progress, however a ton of work has already been done and posted to both Scappoose and CRFR's websites)
- Attend weekly drill in Scappoose and @ LBTC (9:30am & 7pm)
- Working with RS Media on continued photo board projects for CRFR (this will be an ongoing project)
- Multiple meetings with several volunteers throughout the month re: basic conversation, ideas/etc.
- Weekly Facebook posts
- Scappoose Fire, Tuesday and Wednesday's
- Meet with recruits from both agencies on a weekly basis to check in on their needs, how things are going, what more we can do to assist them and keep them engaged.
- Various reimbursement requests throughout the month, assisted with paperwork and delivery to admin for payment
- Assist at the St. Helens Station with picking up supplies as needed, answering the door to the community when staff is out on calls, work with the community in every capacity to answer questions and help where needed.
- Birthday cards sent for June birthday's in Scappoose
- Website maintenance and updates for Scappoose

### **Continuous volunteer program work:**

- Continued involvement in the Oregon Fire Recruitment Network
- Constant communication via email, Facebook groups, active911 to ask for help, send out upcoming dates to remember/etc. for volunteers.
- Social Media/PIO, keeping the community up to date
- Writing and posting press releases and weekly media reports
- Assist Chief Officers - run errands, send emails on behalf/etc.

- Assist with FF PPE gear collection/turning items in to the uniforms dept.
- Ongoing firefighter recruitment & retention – deadline to apply for current academy is July 31<sup>st</sup>.

<b>JUNE 2017 INCIDENT RESPONSE</b>	<b>CHART TOTAL</b>	<b>ERS TOTAL</b>	<b>VARIANCE</b>
K. Bernier	1	1	-
C. Blank	7	7	-
L. Brooks	0		-
T. Brown	0		-
R. Carlton	0	1	(1)
KC Cates	6	4	2
R Conklin	0		-
B. Cox	13	10	3
C. Cox	9	5	4
J. Davis	9	9	-
R. Edwardsen	1	1	-
E. Freimuth	0		-
M. Gift	9	7	2
C. Greenup	16	10	6
L. Harmon-Gross	1	1	-
M. Herbst	5	5	-
S. Hulsopple	9	8	1
T. Kirk	9	8	1
T. Klippel	2	2	-
M. Laney	4	4	-
K. Lawrenson	3	2	1
R. Maruska	10	5	5
A. Meres	13	7	6
S. Nehl	9	7	2
L. Nichols	0		-
H. Oberbarnscheidt	25	20	5
C. Sallee	5	3	2
J. Sallee	0		-
M. Schoof	17	13	4
S. Stewart	1	1	-
D. Trump	1	1	-
S. Whalen	0		-



## Chief Greisen's Goals 2016/17

- Improve working relations through the Intergovernmental Agreement with Columbia River Fire and Rescue. Unknown how it will be measured. This was where the time was spent. Working with the Division Chiefs to integrate programs and jobs. Working together with multiple groups on Board, officers, budgets, and staff, volunteer, county, state and other meetings for the two organizations.
- Completion of the District Master Plan. Did not complete
- Work with the City of Scappoose on revising their Emergency Operations Plan which affects SRFD. Did not complete
- Completion of Floating Structure Codes for Scappoose Fire District and Columbia County. I submitted the floating code to the county and they feel that they should have completed the review by August-September Adoption of Oregon Fire Code along with specialty codes pertaining to the Scappoose Fire District. These codes will need to be adopted by the State, Columbia County, City of Scappoose and Scappoose Fire District. The fire code adoptions was really done by Chief Pricher and was not completed by me.

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**4. 12 Month Special Financing Offer: No interest if paid in full within 12 months. Interest will be charged to your account from the purchase date if the promotional balance is not paid in full within 12 months. Minimum monthly payments required.** Offer is subject to credit approval. For Amazon.com orders, applies to orders of \$599 or more (based on subtotal, which excludes shipping and handling and tax) made on an Amazon.com Store Card account. For Pay With Amazon orders at eligible merchants, applies to orders of \$599 or more (based on total order, which includes shipping and handling, tax, less any discounts) made on an Amazon.com Store Card account. Subscribe and Save orders are not eligible for special financing. Items sold on Amazon.com by third party sellers qualify for this offer. No interest will be assessed on the promotional purchase if you pay the following (the "promotional balance") in full within 12 months: (1) the promotional purchase amount, and (2) any optional debt cancellation charges related to the promotional purchase. If you do not, interest will be assessed on the promotional balance from the date of the purchase. Regular account terms apply to non-promotional purchases and, after this promotion ends, to your promotional purchases. For new accounts: Standard variable purchase APR is 26.74%. Minimum interest charge is \$1.50. The APR is accurate as of 4/1/17 and will vary with the market based on the Prime Rate (as defined in your credit card agreement). Existing cardholders should see their credit card agreement for their applicable terms.

**5. 24 Month Special Financing Offer: No interest if paid in full within 24 months. Interest will be charged to your account from the purchase date if the promotional balance is not paid in full within 24 months. Minimum monthly payments required.** Offer is subject to credit approval. Applies to any order total that includes an advertised eligible product sold by Amazon.com made on an Amazon.com Store Card account or an Amazon Prime Store Card account ("Qualifying Purchase"). Any purchase of products sold on Amazon.com by third-party sellers do not count as a Qualifying Purchase but may receive the benefit of this offer if on the same order as a Qualifying Purchase. No interest will be assessed on the promotional purchase if you pay the following (the "promotional balance") in full within 24 months: (1) the promotional purchase amount, and (2) any optional debt cancellation charges related to the promotional purchase. If you do not, interest will be assessed on the promotional balance from the date of the purchase. Depending on purchase amount, promotion length, and payment allocation, the required minimum monthly payments may or may not pay off purchase by end of promotional period. Regular account terms apply to non-promotional purchases and, after this promotion ends, to your promotional purchases. For new accounts: Standard variable purchase APR is 26.74%. Minimum interest charge is \$1.50. The APR is accurate as of 4/1/17 and will vary with the market based on the Prime Rate (as defined in your credit card agreement). Existing cardholders should see their credit card agreement for their applicable terms.

**6. Equal Pay Offer: 0% APR until paid in full.** Equal monthly payments required. Offer is subject to credit approval. Applies to a qualifying purchase (and all other items on the order) at Amazon.com made during the promotional period with an Amazon.com Store Card or an Amazon Prime Store Card. 1-Click orders will default to the available Equal Pay offer with the longest promotion length, unless the 5% back benefit is available and 5% back is your default option. Equal Pay offers cannot be combined with any Promotional Financing offer or the 5% back benefit. Subscribe and Save orders are not eligible for Equal Pay offers. No interest will be charged on the promotional purchase balance (which includes taxes, shipping charges and any optional debt cancellation charges) and equal monthly payments are required equal to the total initial promotional purchase (including taxes and shipping charges) divided by the number of months in the promotional period until promotional is paid in full. Optional debt cancellation charges will not be included in the calculation of the equal monthly payment, but may require you to make payments for additional months. The equal monthly payment may be higher than the minimum payment that would be required if the purchase was a non-promotional purchase. Regular account terms apply to non-promotional purchases. The equal monthly payment calculated for this promotion will not be increased, but may be included in the \$25 or \$35 minimum amount otherwise due on your account or will be added to your minimum payment for other balances on your account. For new accounts: Variable purchase APR is 26.74%. Minimum interest charge is \$1.50. APR is accurate as of 4/1/17 and will vary with the market based on the Prime Rate (as defined in your credit card agreement). Existing cardholders should see their credit card agreement for their applicable terms. A monthly payment, if shown in advertising, should allow you to pay off this qualifying purchase (excluding taxes, shipping charges, or optional debt cancellation charges) within the promotional period if: (1) this purchase is and will be the only balance on the account during the promotional period (this means that you do not incur any additional fees or charges on your account and no other items are purchased with this order), (2) you make the payment by the due date each month, and (3) the purchase is subject to the advertised financing offer. Taxes, shipping charges and any additional items purchased on this order will require you to make a higher monthly payment than shown. The monthly payment calculated for this promotion will be added to your minimum payment for other balances on your account and will not apply if you do not select the advertised financing offer.

**7. No Annual Fee:** As of 4/1/17 variable purchase APR is 26.74%. Minimum interest charge is \$1.50.

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Our youngest son, Adam, started having seizures when he was five months old. Since his first one in March, your team has been to our house four times. Each time we called, the team responded quickly and with a calm confidence that was reassuring and comforting. The work you all do is so important and we wanted to make sure that you know how much we appreciate you. Adam is only eight months old right now, so big brother David (2 yrs) is signing on his behalf. Thank you so much for all that you do!

Best,  
Lindsey, AT, David & Adam Burmeister