GRANT COUNTY FIRE DISTRICT 7
OFFICE ADMINISTRATOR REPORT

Completed the levy certification process, including:

  - Two resolutions related to the General Fund budget.
  - One resolution related to the EMS budget.
- Worked on reconciling October financial activity in Springbrook to ensure accurate financial records and reporting.
- Billed CPWI for:
  - Hotel accommodations.
  - Per diem expenses.
  - Registration fees for the Washington Prevention Summit.
- Participated in several online meetings and training sessions to support ongoing professional development and district operations.
- Delegated the accumulation and verification of points totals to FF Even.
  - FF Even continues to do an excellent job managing this responsibility and has demonstrated reliability and attention to detail.
- Continued work on budget preparation, levy documentation, financial reconciliation, and routine administrative duties in support of district operations and year-end requirements.

CASH BALANCE:

GENERAL: $ 320,447.78
RESERVE: $ 36,384.80
EMS: $ 6,712.06
DEPOSITS: $ 330,377.61

EMS BILLING:

Total billed **$ 30,662.40**
Total payments received **$ 21,669.63**
YTD Payments **$ 171,970.60**

COST RECOVERY:

CPWI Reimbursement **$ 3,697.65 prevention summit**
FEMA Reimbursement **$**