

WILLIAMS RURAL FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING AGENDA

Tuesday, April 8 2025

Place and Time: District Headquarters, 211 E. Fork Road, Williams OR, at 10:00 AM

Dial In: 2532158782; Passcode: 8467644

Join Zoom Meeting

<https://us06web.zoom.us/j/82392468534?pwd=ViHITChDFZrxSfHyKIY6NHqvOka5lr.1>

Meeting ID: 823 9246 8534

Passcode: 871998

1. Call to Order, Pledge, and Roll Call of Members
2. Announcements
3. Approval of Prior Board Meeting Minutes – previously distributed electronically
 - March 11, 2025, Regular Meeting Minutes
4. Reports
 - Fire Chief’s Report (Given by Interim Fire Chief and Captain Nicco Holt)
 - Training Report
 - Operations Report
 - District Fire Marshal Report / Safety Committee Report
 - Community Relations Coordinator Report
 - WFA Report
5. Unfinished Business
 - 5 Year Plan Update
 - *Modular Home Update*
 - Chief Hiring Update
 - Showers

Tabled Unfinished Business
- The Museum Building Update (Tabled)
6. New Business
 - Internal Controls/Safe Deposit box
 - Oskar Captain status promotion
7. Clerk Treasurers Report – Financial Reports and Invoices -
8. Announcement of the next regular scheduled board meeting – May 13, 2025 at 10:00am
9. Public Input – two minutes at end of meeting
10. Public Questions – can be submitted in writing to PO Box 81, Williams, Oregon 97544
11. Motion to adjourn

Posted in accordance with ORS 192.640 - Heather Glass, Board Chair, Williams Rural Fire Protection District
Board of Directors

WILLIAMS RURAL FIRE PROTECTION DISTRICT
Regular Board Meeting Minutes
April 8, 2025

Call to Order: 10:04am

Roll Call:

Board Members Present

Position 1 – Heather Glass

Position 2 – Brian Barton

Position 3 – Claudia Pratt

Position 4 – Bill Ertel

Position 5 – David Applegate

Williams Staff Present

Interim Chief & Captain Nicco Holt Lieutenant Oskar Sundell

Fire Marshall Jon Scaroni

Firefighter Devin Brennan

Firefighter- Charles HooperLee

Ash Martell – Community Relations Coordinator

Public Presence:

Tallie Jackson- Applegate Fire

Zoom Attendees:

Illinois Valley Fire Chief, John Holmes

Announcements:

Bill announced he has a special Rotary guest from Williams and invited everyone to attend his rotary on Wednesday.

Discussion about having a workshop for evaluation before next meeting.

Approval of Prior Board Meeting Minutes:

- A motion was made by Brian Barton to approve the March 11, 2025 Regular Board Meeting Minutes as presented. The motion was seconded by David Applegate. (5:05 min)

Discussion:

none.

- ✦ Heather Glass – Aye
- ✦ Brian Barton – Aye
- ✦ Claudia Pratt – Aye
- ✦ Bill Ertel – Aye
- ✦ David Applegate – Aye

- The motion was approved 5 ayes
-

Chief’s Report (Given by Interim Chief Nicco Holt):

The report was given out electronically to the Board for review before the meeting. Board Members asked questions and received input on the topics of the report.

Operations Report – Lt. Sundell:

Lt. Sundell’s report was provided electronically to the Board for review before the meeting.

District Fire Marshal Report:

The report was given out electronically to the Board for review before the meeting.

Community Relations Coordinator Report:

The report was given out electronically to the Board for review before the meeting.

Firefighter Input

The award ceremony was a big success and found some improvements for next year.

Unfinished Business:

Five Year Plan:

- A motion was made by Heather Glass to approve the 5 year strategic plan. The motion was seconded by David Applegate. (29:00min)
-

Discussion:

Claudia had some issues with printing the 5 year plan and formatting. Nicco is going to check into it. The 5 year plan should be looked at every year and updated accordingly.

- ✚ Heather Glass – Aye
- ✚ Brian Barton – Aye
- ✚ Claudia Pratt – Aye
- ✚ Bill Ertel – Aye
- ✚ David Applegate – Aye

- The motion was approved 5 ayes.

Mobile Home:

The porch was rebuilt and painted. Everything looks well done.

Showers:

Still in the process of getting bids.

New Business:

Safe Deposit box was discussed. The discussion was around moving titles and deeds to the safe that is now located in the fire house. It was decided to leave as it is in the safe deposit box. Heather agreed to get copies of historical items for the station.

- A motion was made by Bill Ertel to ratify promotion of Oskar Sundell to Captain on March 15, 2025. The motion was seconded by Heather Glass. (44:20 min)

Discussion:

There was discussion about whether this is something the board should approve.

- ✚ Heather Glass – Aye
- ✚ Brian Barton – Aye
- ✚ Claudia Pratt – No
- ✚ Bill Ertel – Aye
- ✚ David Applegate – Aye

- The motion was approved 4 ayes, and 1 No.

Treasurer's Report:

Clerk/Treasurer reports for July 2024 were reviewed by the board members. Any questions about revenue and expenses for the previous month's expenses previously distributed electronically were discussed. Items of review in the financial reports included spending on district credit cards, payroll, regular monthly bills, employee benefits package, station maintenance/repairs items, donations, grants, and reimbursements.

Each of the reports reviewed included:

- District credit cards
- The Umpqua Bank Account
- Profit and Loss Statements
- LGIP Account
- Modular and RV Report
- OSFM Upstaffing Report

Discussion: There were inquiries about transactions, reports, and discussions. Interim Chief and Captain Holt were able to provide answers.

Chief hiring process-

We received an email from Jack Lowe has pulled out of the chief hiring process. We have options that have been provided. It was decided to come back for a special meeting to discuss so everyone has time to review the options.

Public Input:

Nicco talked about there is now a list from Karen Rogers to help replace/supplement Jo's list.

Bill thanked everyone for their hard work and that he is appreciative of the station running well.

- Motion to adjourn the meeting was made by Brian Barton and seconded by Heather Glass. Unanimously approved.

Meeting Adjourned: 11:21am

Respectfully,

Heather Glass, Board Chairperson

WRFPD Chief/Training/Admin Report March 2025

❖ Chief Activities

- Meetings
 - B.O.D. x2
 - Williams Firefighter Association (WFA)
 - Rogue Valley Fire Chief's Association (RVFCA)
 - Rogue Interagency Training Association (RITA)
 - JoCo Prehospital Care Committee
 - JoCo Dispatch Technical Advisory Committee
- Regular activities that are worth noting and/or take time out of the day
 - Monthly report alarm data and report preparation
 - Financial discussions and acknowledgements
 - Discussions with staff and volunteers on various topics
 - Alarm responses and reports
 - District coverage while others are at meetings or trainings
 - Complete Certifications of Fire Protection for property developments
 - Duty Officer coverage
 - 11 weekdays & 4 weekend days
- Awards banquet planning and attendance
- Budget planning and preparation (Budget Meeting April 23 at 6PM)
- Support blood drive planning

❖ Administrative Activities

- Provided general administrative support to staff and volunteers.
- Worked directly with Tallie on multiple financial and administrative details.
- Coordinated check signing and getting payments in the mail.
- Processed incoming mail
- Processed HR paperwork for new recruits
- Set-up Zoom and camera system for board meetings
- Reviewed and updated personnel time records in preparation for payroll

❖ Training Officer Activities

- Prepare and lead training drills
- Interact with new applicants and recruits in various stages of the onboarding process
- Prepare for DPSST Accreditation Review

WRFPD Chief/Training/Admin Report March 2025

- We had a successful re-accreditation meeting on April 2
- DPSST documentation
- Training records and task books
- Hosted the March RITA meeting
- Support members completing NREMT renewals
- Weekly Training Drills
 - Extrication Equipment
 - Rescue Tool Jenga and airbag lifting exercise
 - Medical
 - Medical procedure and protocol review
 - Medical Skills
 - Airway adjuncts and cardiac arrest management
 - Water supply bags
 - Bag locations and use
- Other Training
 - Josephine County EMS Webinar
 - Additional medical skills for NREMT renewals
 - CPR Instructor renewal
 - Multiple EMS-related online and webinar trainings
- ❖ District Alarm Activity
 - 29 Alarms
 - 11 EMS
 - Including one non-injury MVC
 - 4 Fire calls
 - Including 3 flue fires & one confined cooking fire
 - 1 Explosion heard – no fire
 - 1 Power line down
 - 1 Tree down
 - 6 Service calls
 - 2 Authorized controlled burning
 - 3 Cancelled/No emergency found

WRFPD OPERATIONS REPORT MARCH 2025

- Red door Construction have been out to start with bids for the back stairs.
- EVT Jeff Loogman has identified a few more issues with the fleet. To be repaired in the coming weeks.
- MAKO tech from L.N. Curtis came out and did yearly service and testing. No issues found.
- SCBA and Mask fit testing scheduled for Tuesday 4/15 or 4/22
- Holmatro yearly service booked for 4/29
- Mikes Mobile mechanic will come out and look at the station generator on 4/9
- A production flaw at Staber Inc. has delayed the delivery of the replacement/upgrade parts for the PPE dryer.
- 3rd meeting for the AGA/Resilience Hubs took place on Thursday at the Grange. Local stakeholders, Joco emergency manager, Joco emergency communications coordinator met to discuss various topics regarding planning for large scale emergencies. At this time we are identifying assets and resources already in the valley and who's got what. I am pretty excited about getting this going, as it has been on my mind for a long time. There might be opportunities to improve or bolster our radio comms with the help of the county and potentially other grants or opportunities thru the Resilience Hubs.
- Joco Operations Supervisors meeting 3/27. Discussion was centered around Wildland command, cross county responses and the upcoming Asante MCI drill.
- The green Forest service box will be traded to EVT Jeff Loogman in exchange for mechanical services to the value of \$500. We got everything we needed out of it, and it's just sitting and getting rained on.
- I met with the watermaster to address the changing directional flow of the east fork of Williams Creek. This winter and springs abundant precipitation have altered the flow of the creek some. I have concerns about loosing our intake when the water level goes down. I have asked the watermaster to find out what I can and can not do, as far as any work in the waterway. He is convening with other Oregon watermasters to discuss this exact issue and will let me know what they find. Hopefully, we can move some rock around the intake, and that will be enough.
- ALS supplies replaced.
- All other duties and tasks.

Oskar Sundell, Captain 04/03/2025

Fire Marshal's Report for March 2025
Williams RFPD
Jon Scaroni
April 4, 2025

Property Assessments: There were five property assessments completed in the Williams Fire District. Two of them led to chipper jobs.

Business Inspections: One business inspection with state fire marshall, Sam Lashley – Williams Head Start.

Fire Investigations: Zero fire investigations. There were no fires.

Meetings Attended: I attended the Co-op meeting on March 27th. We nailed down the dates for the Smokey in the Classroom program. Williams Elementary School will be having their Smokey program on April 10th. Also on April 19th I attended the IAAI meeting and was nominated as board chair along with Sam Lashley.

Classes Attended: None.

Chipper Program: In March, we completed seven chipper jobs. There will be multiple jobs scheduled for April.

Safety Officer Report: No accidents to report.

Jon Scaroni
WRFPD District Fire Marshall

Monthly Report for March 2025

Written by Ash Martell on April 4 for the April 2025 Regular Board Meeting
Community Relations Coordinator/Wildfire Resiliency Coordinator/Assist. to the Chief

Community Relations Coordinator

Red Cross Blood Drive – April 1, 2025

- Planning emails
- PR campaign – social media (weekly)/ print/ emails / physical signage
- Set up / tear down coordination with Firefighters and Red Cross
- Follow up emails with Red Cross
- Pre-planning for next event

Fireside Newsletter Spring 2025

- Coordination with Applegate and Chief to implement overall design
- Design pages specific to WRFPD
- Track printing and mailing with Applegate

Ongoing duties:

- Attend regular Board meeting
- Attend Support Team meeting
- Attend Staff meetings
- Create Monthly Report for the Board for these positions
- Monitoring the info@WRFPD.org email (updated email password)
- Update pump house info sign

Wildfire Reduction/Resiliency Coordinator

Ongoing duties:

- Program flyers / Evacuation maps: printing / posting and sharing to media
- Attend A Greater Applegate Forest and Fire monthly working group meeting
- Resiliency Hub: Meeting #2 with community partners for ongoing discussion of key assets / needs and implementation of a community-wide plan

Assistant to the Chief

2025 Awards Banquet:

- Attend planning sessions with WFA members, Support Team and Staff
- Co-Design awards with FF Brennan / Order awards thru vendor
- Manage invites/RSVP emails
- Research/Negotiate/Hire venue for event with FF Brennan – meetings with venue staff
- Design program for event / print
- Coordinate photographer with FF Scaroni / create list of needed photos / setup photo area
- Gather photos and create slideshow for event
- Day of Event Coordination: volunteer coordination, set up / clean up, monitor all aspects of event flow
- Follow up with all entities regarding success of event and needs for next year

Coffee with the Chief – Wednesday, April 30, 5:30pm

- Decide on a date and time and focus for next event
 - “Fire Season Refresher” – providing our community an opportunity to discuss preparations for a safe and happy fire season. (land prep / pile burning / evacuation orders / fire danger level signage etc.)

Ongoing projects and duties:

- Personnel Birthday Recognition program tracking/updating/implementation
- CRC/WRRC/AC file and email organization and maintenance

Support Team Update:

President: Ash Martell / Vice President: Scotty Keaser / Secretary/Treasurer: Karen Rogers

- Planning is underway for the upcoming Yard Sale on June 6-8
- Beginning discussion of July 4th event

Regular monthly meeting on the 2nd Tuesday of each month, 6pm – April 14th

Williams Fire Rescue
Board of Directors Agenda Item Explanatory Statement

Date: April 8, 2025

To: Board of Directors

From: Bill Ertel

Agenda Subject: Oskar Sundell

Overview of Agenda Subject: Oskar Sundell was promoted to Captain on March 15th.

Agenda Subject Would like to have the promotion documented for permanent record.

Recommendation: Make promotion of Oskar official in the records.

Williams Fire Rescue
Board of Directors Agenda Item Explanatory Statement

Date: April 8, 2025

To: Board of Directors

From: Bill Ertel

Agenda Subject: Internal controls addendum

Overview of Agenda Subject: We currently have board paperwork and deeds and titles to equipment in the safe deposit box in Grants Pass. Would the board like to make an addendum to the internal controls to state the deeds and titles be moved to a safe in the office. This would keep board business separate from deeds and titles for the department.

Agenda Subject Brief Background: We currently have deeds and titles along with chief hiring process paperwork in a safe deposit box. Two board members (David and Bill) have access to the safe deposit box from the bank.

Recommendation: Keep the status quo of the documents in a safe deposit box rather than separating the items. If it isn't broken why fix it.

1. Umpqua Bank Safe Deposit Box Items
2. 1936 Truck Sale
3. 1969 Water Tender Check for \$4k
4. 1965 8762 T<
5. Bill of Sale for 1936
6. Wildland Engine
7. Title 2006 Dodge 8750
8. Car 8751
9. Transaction Van
10. Map of property 1964
11. Map of same
12. Property 1982
13. Warranty Deed 1968
14. Deed 1964
15. Lot Line 1990
16. Newspaper 1964 AD – Fitzpatrick needs protection
17. 1990 lot line adjustment
18. Minor land partition
19. Assessment
20. Copy of 1990
21. Map of 40 homes
22. Deed
23. Deed
24. Old Copy
25. List of Williams Statistic
26. 20 foot easement
27. Land partition
28. Newspaper Holebrook
29. Newspaper
30. State of Oregon corp 1971
31. Special elect notice for fire district
32. Sale of deed
33. Vehicle lease – engine purchase
34. Warranty deed
35. 3 sets of bylaws – take to ?
36. Sale Deed
37. Appraisal date
38. Copy of Deed

WILLIAMS R F P D
Disbursement Voucher

Mar 25	Type	Date	Name	Memo	Account	Paid Amount
	Credit Card Charge	03/01/2025	Secretary of State	Annual Audit Filing Fee	0400 Dues & Fees	300.00
	Credit Card Charge	03/01/2025	Amazon.com	Awards	4000 - Associated Personnel Costs	203.16
	Credit Card Charge	03/01/2025	SupplyCache.com	Incident Response Handbooks	0900 Fire Equipment/Supplies	222.82
	Credit Card Charge	03/01/2025	ChallengeCoinsLTD	Challenge Coins	Personnel Services	566.00
	Check	03/01/2025		Service Charge	0400 Dues & Fees	0.10
	Credit Card Charge	03/03/2025	The Public Safety Store	Light	8751 Chief - 2012 Durango	121.22
	Credit Card Charge	03/03/2025	Amazon.com	Coffee Pot	Kitchen	39.32
	Check	03/04/2025	QuickBooks Payroll Service	Fee for 2 direct deposit(s) at \$1.75 ea	6560 - Payroll Expenses	3.50
	Paycheck	03/05/2025		Direct Deposit	OSFM Firefighter	3,256.93
	Paycheck	03/05/2025		Direct Deposit	Insurance Benefits	-205.00
	Paycheck	03/05/2025		Direct Deposit	Payroll Liabilities	426.25
	Paycheck	03/05/2025		Direct Deposit	OSFM Fire Prevention Officer	3,163.33
	Paycheck	03/05/2025		Direct Deposit	OSFM Fire Prevention Officer	26.54
	Paycheck	03/05/2025		Direct Deposit	Payroll Liabilities	323.79
	Paycheck	03/05/2025		Direct Deposit	5100 - Fire Chief	2,832.50
	Paycheck	03/05/2025		Direct Deposit	5600 - Training Officer	2,832.50
	Paycheck	03/05/2025		Direct Deposit	5500 - Duty Officer	850.00
	Paycheck	03/05/2025		Direct Deposit	Insurance Benefits	-992.00
	Paycheck	03/05/2025		Direct Deposit	Payroll Liabilities	561.58
	Paycheck	03/05/2025		Direct Deposit	5400 - Lieutenant of Operations	3,861.87
	Paycheck	03/05/2025		Direct Deposit	5500 - Duty Officer	1,150.00
	Paycheck	03/05/2025		Direct Deposit	Insurance Benefits	-205.00
	Paycheck	03/05/2025		Direct Deposit	Payroll Liabilities	667.03
	Paycheck	03/05/2025		Direct Deposit	4300 - Seasonal Hires-Misc Work	22.50
	Paycheck	03/05/2025		Direct Deposit	CWRR Personnel	42.50
	Paycheck	03/05/2025		Direct Deposit	Payroll Liabilities	7.27
	Bill	03/05/2025	Williams Country Store	Assistance to Fire Chief	4300 - Seasonal Hires-Misc Work	480.00
	Bill	03/05/2025	Starlink	Community Relations Coordinator	OSFM Capacity Grant Administrat	250.00
	Bill	03/05/2025	uAttend Time Clock	Community Relations Coordinator	OSFM CWRR Grant Administration	250.00
	Bill	03/05/2025	Williams Country Store	Monthly Board of Director Associate	4000 - Associated Personnel Costs	45.00
	Bill	03/05/2025		Chipper Fuel	Gas	18.26
	Credit Card Charge	03/06/2025	Chipper Fuel	Internet Expense	Internet Expense	120.00
	Credit Card Charge	03/07/2025	Flashlight	4000 - Associated Personnel Costs	4000 - Associated Personnel Costs	27.00
	Credit Card Charge	03/10/2025	Flashlight	Gas	Gas	11.26
	Credit Card Charge	03/10/2025	Jacket, Sweatshirt	0900 Fire Equipment/Supplies	0900 Fire Equipment/Supplies	128.90
	Bill	03/10/2025	US Cellular	2300 Uniforms	2300 Uniforms	266.35
	Bill	03/10/2025	US Cellular	Department Cell Phone	Vehicle	210.48
	Bill	03/11/2025	Williams Fire Department Support Gr	Board Members Heather Glass, Bill E	4000 - Associated Personnel Costs	74.37
	Bill	03/11/2025	Oregon Fire Dist. Directors Assoc.	Annual Membership	0400 Dues & Fees	180.00
	Bill	03/11/2025	Rogue Valley Fire Chiefs Assoc.	Annual Membership	0400 Dues & Fees	625.00
	Bill	03/11/2025	Oregon Volunteer Firefighters Associ	Annual Membership	0400 Dues & Fees	50.00
	Bill	03/11/2025		Annual Membership	0400 Dues & Fees	135.00

WILLIAMS R F P D
Disbursement Voucher

Type	Date	Name	Memo	Account	Paid Amount
Bill	03/11/2025		SDAO Conference	2400 Travel Expenses	563.53
Bill	03/11/2025		SDAO Conference	1800 Training	330.00
Check	03/11/2025		Fire Chief Interview	2400 Travel Expenses	1,217.36
Bill	03/11/2025	Special Districts Insurance Services		Insurance Benefits	6,572.00
Bill	03/11/2025	Bio-Med	Background	4000 - Associated Personnel Costs	36.00
Bill	03/11/2025	Cascade Fire Equipment	Gear Bags	0900 Fire Equipment/Supplies	1,000.00
Bill	03/11/2025	US Postal Service	Annual Renewal	Post Office Box	84.00
Bill	03/11/2025	City of Grants Pass		Dispatch	330.08
Bill	03/11/2025	Carson	360 Gal.	Diesel	1,196.68
Credit Card Charge	03/12/2025	Apllegate Valley Fire District	February Administration	1450 - Professional Fees/Consultants	1,599.29
Credit Card Charge	03/12/2025	Sierra Springs - Mt. Shasta Spring We	Water	Kitchen	86.25
Credit Card Charge	03/12/2025	Zoom Video Communications		0400 Dues & Fees	25.99
Credit Card Charge	03/14/2025	Safety Vests and More	Safety Vests	0900 Fire Equipment/Supplies	90.70
Credit Card Charge	03/18/2025	Instalnk		Ink	13.99
Credit Card Charge	03/20/2025	Williams Country Store	Chipper	1200 Fuel	32.75
Bill	03/20/2025	Ziply Fiber		Telephone Expense	224.38
Bill	03/20/2025	Ziply Fiber		Special Circuit	250.37
Credit Card Charge	03/22/2025	Instalnk		Ink	27.99
Credit Card Charge	03/26/2025	Williams Country Store	Chipper	1200 Fuel	28.26
Credit Card Charge	03/26/2025	Amazon.com	Paper Towels	Kitchen	6.92
Credit Card Charge	03/27/2025	Hidden Valley Market		Kitchen	48.92
Mar 25					<u>36,715.79</u>

WILLIAMS RURAL FIRE PROTECTION DISTRICT
211 EAST FORK RD
WILLIAMS, OR 97544

BALANCE SHEET
March 31, 2025

	ACCT.#	2/28/2025	DEPOSITS	WITHDRAWS	3/31/2025	
UMPQUA BANK		45,281.71	1,978.62	34,015.80	13,244.53	
GENERAL POOL ACCOUNT		621,876.48	8,931.67	0.10	630,808.05	
TOTAL CHECKING/SAVINGS		667,158.19	10,910.29	34,015.90	644,052.58	
TOTAL ASSETS						644,052.58
LIABILITIES						
CREDIT CARDS PAYABLE					2,994.65	
PAYROLL WITHHOLDING					2147.22	
PAYROLL LIABILITES					-3,676.08	
TOTAL LIABILITIES					1,465.79	
EQUITY						
GENERAL FUND					587,341.31	
CAPITAL PROJECTS FUND					210,245.00	
Net Income					-154,999.52	
TOTAL EQUITY					642,586.79	
TOTAL LIABILITIES & EQUITY						644,052.58

STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
March 31, 2025
75% OF THE BUDGET YEAR IS OVER
79% OF THE BUDGETED REVENUE HAS BEEN RECEIVED
43% OF THE BUDGET HAS BEEN SPENT

RESOURCES	Account Number	Annual Budget	Current Month	Year To Date	% of Budget	Remaining Balance
Current Tax		396,300.00	3,687.13	230,678.58	58.21	165,621.42
Prior Year Tax		0.00	298.52	4,080.86	4080.86	-4,080.86
Local Option Current Tax		0.00	2,271.25	142,097.40	142097.40	-142,097.40
Local Option Prior Year Tax		0.00	183.81	2,498.25	2498.25	-2,498.25
Total Taxes		396,300.00	6,440.71	379,355.09	95.72	16,944.91
Beginning Fund Balance		778,600.00		787,107.00	101.09	-8,507.00
Interest Earned		10,000.00	2,491.19	14,725.19	147.25	-4,725.19
Donations		0.00	0.00	6,760.00	6,760.00	-6,760.00
Grants		100,000.00	0.00	1,420.22	1.42	98,579.78
Mobile Home Rental		16,800.00	1,400.00	12,600.00	75.00	4,200.00
Mobile Power		1,600.00	278.39	1,464.37	91.52	135.63
RV Space Rental		3,600.00	300.00	2,400.00	66.67	1,200.00
Total Other Resources		126,800.00	4,469.58	36,969.78	29.16	82,923.22
TOTAL RESOURCES		523,100.00	10,910.29	416,324.87	79.59	99,868.13

WILLIAMS RURAL FIRE PROTECTION DISTRICT
211 EAST FORK RD
WILLIAMS, OR 97544
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
March 31, 2025

GENERAL FUND

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
PERSONNEL SERVICES						
Fire Chief		80,000.00	2,832.50	25,492.50	31.87	54,507.50
HR Manager		45,000.00	0.00	14,500.00	32.22	30,500.00
OSFM Grant Administrator		18,500.00	250.00	6,850.00	37.03	11,650.00
Community Relations - Admin Aid		18,000.00	0.00	0.00	0.00	18,000.00
Training Officer		53,000.00	2,832.50	25,492.50	48.10	27,507.50
Operations Officer		47,000.00	3,861.87	34,638.96	73.70	12,361.04
Duty Officer Stipend		26,000.00	2,000.00	19,500.00	75.00	6,500.00
OSFM Fire Marshal		40,000.00	3,189.87	29,043.96	72.61	10,956.04
OSFM Firefighter		40,000.00	3,256.93	29,726.02	74.32	10,273.98
CWRR Chipper Personnel		36,000.00	292.50	33,237.45	92.33	2,762.55
OSFM Upstaffing		31,500.00	0.00	38,902.40	123.50	-7,402.40
Seasonal Hires		18,000.00	502.50	4,342.50	24.13	13,657.50
Volunteer Nominal Qtr Points		12,000.00	0.00	8,501.46	70.85	3,498.54
Insurance Package		85,000.00	5,170.00	47,915.00	56.37	37,085.00
Payroll Liabilities		65,000.00	1,989.42	26,706.90	41.09	38,293.10
Workers's Compensation		21,000.00	0.00	7,162.56	34.11	13,837.44
Accidental Death & Desmberment		4,000.00	0.00	520.00	13.00	3,480.00
Bonus Pay		10,000.00	0.00	8,889.43	88.89	1,110.57
Conflag/Deployment/Associated Personnel		15,000.00	1,057.16	8,648.40	57.66	6,351.60
TOTAL PERSONNEL SERVICES		665,000.00	27,235.25	370,070.04	55.65	294,929.96

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
MATERIAL & SERVICES						
Apparatus Maintenance		30,000.00	121.22	14,472.56	48.24	15,527.44
Building Maintenance		8,000.00	0.00	8,322.62	104.03	-322.62
Communications		10,000.00	654.82	6,345.53	63.46	3,654.47
Dues & Fees		6,000.00	1,220.09	4,577.08	76.28	1,422.92
Elections		2,000.00	0.00	0.00	0.00	2,000.00
EMS Supplies		3,000.00	0.00	872.49	29.08	2,127.51
Fire Equipment/Supplies		45,000.00	1,442.42	26,163.68	58.14	18,836.32
Fire Prevention		16,000.00	0.00	120.00	0.75	15,880.00
Fuel		20,000.00	1,287.21	12,861.43	64.31	7,138.57
Liability Insurance		25,000.00	0.00	26,926.00	107.70	-1,926.00
Legal & Accounting		17,000.00	0.00	14,750.00	86.76	2,250.00
Consulting Fees		24,000.00	1,599.29	19,557.72	81.49	4,442.28
Miscellaneous		10,000.00	181.41	4,115.16	41.15	5,884.84
Office Supplies		6,000.00	41.98	1,631.18	27.19	515.22
Personal Protective Equipment		24,000.00	0.00	0.00	0.00	24,000.00
Small Equipment Maintenance		7,000.00	0.00	0.00	0.00	7,000.00
Training		38,000.00	330.00	6,107.47	16.07	31,892.53
Travel		2,000.00	1,780.89	1,987.72	99.39	12.28
Uniforms		2,000.00	266.35	3,184.89	159.24	-1,184.89
Utilities		18,000.00	554.86	13,564.76	75.36	4,435.24
TOTAL MATERIALS & SERVICES		313,000.00	9,480.54	165,560.29	52.89	147,439.71

WILLIAMS RURAL FIRE PROTECTION DISTRICT
211 EAST FORK RD
WILLIAMS, OR 97544
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
March 31, 2025

GENERAL FUND

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
CAPITAL OUTLAY						
Apparatus & Equipment		75,000.00	0.00	0.00	0.00	75,000.00
Building Improvements		30,000.00	0.00	41,635.28	1.00	-11,635.28
Capital Outlay - Other		20,000.00	0.00	2,099.00	0.00	17,901.00
TOTAL CAPITAL OUTLAY		125,000.00	0.00	43,734.28	34.99	81,265.72
Contingency		83,900.00	0.00	20,000.00	23.84	63,900.00
Unappropriated Ending Balance		140,000.00	0.00	0.00	0.00	140,000.00
TOTAL REQUIREMENTS		1,326,900.00	36,715.79	579,364.61	43.66	727,535.39
TOTAL RESOURCES			10,910.29	416,324.87		
TOTAL REQUIREMENTS			-36,715.79	-579,364.61		
ENDING FUND BALANCE			-25,805.50	-163,039.74		
Beginning Fund Balance		787,107.00	6/30/2024			
Excess Rev/Exp		-163,039.74				
Ending Fund Balance		624,067.26				