

WILLIAMS RURAL FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING AGENDA

Tuesday, September 9, 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/84747608776?pwd=Uyn0NQ7HpeGD0PyoBF6FeaPkdI7dpv.1>

Meeting ID: 847 4760 8776

Passcode: 624916

1. Call to Order and Roll Call of Members
2. Announcements
3. Approval of Prior Board Meeting Minutes – previously distributed electronically
  - August 12, 2025 Special and Executive Board Meeting Minutes
  - August 12, 2025 Regular Board Meeting Minutes
  - AI version August 12, 2025 Regular Board Meeting
4. Reports
  - Fire Chief’s Report
  - Training Report
  - Operations Report
  - District Fire Marshal Report / Safety Committee Report (Nothing to Report)
  - Community Relations Coordinator Report
  - WFA Report
  - Chair Report
    - a. Vector training
5. Unfinished Business
  - Employment Reviews
  - Applegate Collaboration
  -

*Tabled Unfinished Business*  
*- The Museum Building Update (Tabled)*  
*- Modular Home Update (Tabled)*  
*- Showers (Tabled)*
6. New Business
  - Grant report
  - Internal Controls
7. Clerk Treasurers Report – Financial Reports and Invoices -
8. Announcement of the next regular scheduled board meeting – October 14, 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

- ❖ Employment of Personnel - ORS 192.660(2)(a). To consider the employment of a public officer, employee, staff member or individual agent.
- ❖ Discipline of Public Officers and Employees - ORS 192.660(2)(b). To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
- ❖ Consultation with Labor Negotiator – ORS 192.660(2)(d). To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- ❖ Real Property Transactions - ORS 192.660(2)(e). To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- ❖ Exempt Records - ORS 192.660(2)(f). To consider information or records that are exempt by law from public inspection.
- ❖ Trade or Commerce - ORS 192.660(2)(g). To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
- ❖ Litigation/Consultation with Legal Counsel - ORS 192.660(2)(h). To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
- ❖ Performance Evaluations - ORS 192.660(2)(i). To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
- ❖ Labor Negotiations - ORS 192.660(3). Labor negotiations shall be conducted in open meetings unless both sides of the negotiators request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.
- ❖ Media Attendance – ORS 192.660(4). Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations but the governing body may require that specified information be undisclosed.

**WILLIAMS RURAL FIRE PROTECTION DISTRICT**  
**Special and Executive Board Meeting Minutes**  
**Fire Chief Employment Review**  
**August 12, 2025**

Called to order: 9:00am

**Roll Call:**

**Board Members Present**

Position 1 – Heather Glass

Position 2 – Brian Barton

Position 3 – Jim Krois

Position 4 – Bill Ertel

Position 5 – David Applegate

**Williams Staff Present**

Fire Chief- Nicco Holt

**Closed special session at 9:01am to enter into Executive.**

**Entered into Executive Session per Performance Evaluations - ORS 192.660(2)(i). opened at 9:01am**

Review of Fire Chief Position was given.

**Executive board meeting closed 9:25am**

**Special Session opened back up at 9:25am**

**Discussion: It was discussed how the process worked and what went well and what could be improved for the future.**

Meeting adjourned at 9:32am

**WILLIAMS RURAL FIRE PROTECTION DISTRICT**  
**Regular Board Meeting Minutes**  
**August 12, 2025**

Call to Order: 10:00am

**Roll Call:**

**Board Members Present**

- Position 1 – Heather Glass
- Position 2 – Brian Barton
- Position 3 – Jim Krios
- Position 4 – Bill Ertel
- Position 5 – David Applegate

**Williams Staff Present**

- Fire Chief – Nicco Holt
- Fire Marshall- Jon Scaroni
- Lieutenant- Oskar Sundell
- Community Coordinator- Ash Martell
- FF- Devin Brennan

**Public Presence:**

- Applegate Finance- Tallie Jackson
- Applegate FF – Ethan Coates
- Applegate Fire Chief- Chris Wolfard
- Applegate Deputy- Dave Blakley
- Support Group -Allison Cleveland
- Support Group- Karen Rogers
- Community- Claudia Pratt

**Zoom Attendees:**

- IV Fire Chief- John Holmes

**Announcements:**

Tallie asked if we would like to get together with Evans Valley for a meetings law training. All were agreeable. Bill bought up Pacific Power presentation they have been having to inform the public.

### **Approval of Prior Board Meeting Minutes:**

- A motion was made by Bill Ertel to approve July 8, 2025 meeting minutes. The motion was seconded by Brian Barton. (6:03min)

#### **Discussion:**

none

- ✚ Heather Glass – Aye
- ✚ Brian Barton – Aye
- ✚ Jim Krois – 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. 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. Members asked questions and received input on the topics of the report

### **District Fire Marshal Report:**

The report was given out at the meeting for review. Members asked questions and received input on the topics of the report.

### **Community Relations Coordinator Report:**

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

**Chair’s Report**

none

**Firefighter Input**

none

**Unfinished Business:**

Evaluations: We did our first evaluation, and it went well.

Bank Signatures- Need one more board member to sign and it will be complete.

Applegate Collaboration:

- A motion was made by Heather Glass to approve proposal for Applegate collaboration IGA for admin assist. The motion was seconded by Bill Ertel. (20min)

**Discussion:**

Bill said it was a great document and likes the proposal.

✚ Heather Glass – aye

✚ Brian Barton – Aye

✚ Jim Krois – Aye

✚ Bill Ertel – Aye

✚ David Applegate – Aye

- The motion was approved 5 ayes,
- 

**New Business:**

Proposal from Support group (Karen and Allison) about cleaning up and making a works space was made and discussed.

**Treasurer’s Report:**

Treasurer reports 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.

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Discussion: There were inquiries about transactions, reports, and discussions. Nicco and Tallie were able to provide answers. It was discussed to show the income of the two rentals and expenses.

**Public/Volunteer Input:**

Claudia is asking about posting of board packet timing.

Meeting Adjourned: 10:49am

Respectfully,

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Heather Glass, Board Chairperson

# August 12 Regular Board Meeting

## Quick recap

The meeting began with introductions and discussion of upcoming training opportunities, followed by updates on recent fire activity and community engagement initiatives. The board approved several administrative matters including a shared assistant position and bank signature authorization changes, while also reviewing the status of a new ham radio installation and building maintenance needs. Financial updates were provided, including fund balances and revenue projections, along with information about the next meeting schedule and organizational changes.

## Next steps

- Brian Barton to address the repair of the landing on the stairs in the museum building before the rainy season.
- Heather Glass and David Applegate to visit the safety deposit box to retrieve historical documents, including potential support team articles of incorporation and vehicle documentation for the old number one vehicle.
- Ash to continue coordinating the ham radio program and provide updates on progress.
- Chief Wolford to proceed with the Applegate-Williams administrative assistant IGA and begin the hiring process, aiming for November 1st start date.
- Tally to continue working on the audit submission, gathering the remaining 10% of required documents.
- Support Team to elect a new president at next month's meeting.
- Allison to coordinate the Community Conversation with the Chief event on August 25th featuring IVART .
- 

## Summary

### Training and Wildfire Center Update

The meeting began with introductions, including new hires and staff members, and Williams outlined upcoming training opportunities with Tom Davidson from Evans Valley on September 26th and October 3rd. The group discussed a recent presentation at Pacific Power's new Wildfire Center, which demonstrated their ability to monitor fires across six states and potentially arrange a future tour for interested board members. The conversation ended with the approval of prior board meeting minutes and a brief review of the tax report.

### Fire Updates and Community Engagement

The team discussed recent fire activity in their district, with Williams providing details about the Grizzly Complex fires, which started with 72 fires and reduced to around 30, with the largest fires being 150 acres. They reviewed helicopter landing zones, with the primary location being identified near Cedar Flat, and noted that the chipping program has been suspended for the summer season. The team also discussed an upcoming community conversation about radio communications on August 25th, featuring a presentation by Ivar and a mobile radio hub demonstration, and shared positive feedback about a recent library visit where they read to children as part of a summer reading program.

## **Shared Admin Assistant Proposal Approved**

The board approved a proposal for a shared administrative assistant position between the two fire districts, with Applegate handling hiring, training, and supervision. The agreement includes a 120-day cancellation clause and will be reviewed by legal counsel, with costs split between the districts. The board also discussed bank signature authorization changes due to Claudia's departure, with Bill and Brian as the primary signatories.

## **Ham Radio Installation and Safety**

The board was informed that a ham radio has been professionally installed in the upstairs of the old station and is operational. Williams discussed potential needs for the building, including installing a fire extinguisher, smoke alarm, and checking the gas water heater. The Illinois Valley Amateur Radio Club will present on their work and grant applications at a community conversation on October 25th from 5:30 to 6:30 PM. Williams also mentioned purchasing \$5 radios and the club's mobile command center with various radio equipment.

## **Stairs and Ham Radio Room**

Williams discussed the need to address the stairs' condition before the rainy season, as it was overlooked last year. He is in the process of determining the best course of action, whether a full construction project or temporary plywood, and has spoken with the Chief about it. Williams expressed support for the ham radio program but does not believe the room in question should be dedicated to specific uses like meetings or classrooms due to its incompatibility with ADA standards and its current use for storage. He mentioned that the room is occasionally used for training and will be needed for radio training in the future.

## **Ham Radio System Installation Project**

The group discussed the installation of a ham radio system in Williams, which was initiated through the resiliency hub and funded by a \$500 grant. Williams explained that the radio has already established connections with repeaters in California and could be valuable for emergency communications. The conversation touched on potential future improvements, such as backup power and climate control for the building housing the radio, as well as the possibility of replacing the building altogether with grant funding. The group also considered the involvement of Josephine County Emergency Communication and the potential for ham radio operators to assist in emergencies.

## **Financial Review and Budget Planning**

The board reviewed financial matters, including a \$555,000 total fund balance with \$130,100 expected to carry over to the next budget year, and discussed anticipated revenue of \$402,000 to \$400,000 for the fiscal year. Tally reported that 90% of audit documents had been submitted, with a few remaining items to be gathered. The board was informed that the next regularly scheduled meeting would be held on September 9th at 10 AM, and that the public agenda would be posted 48 hours in advance of the meeting. Additionally, it was noted that a new president would be elected for the support team next month, and there was discussion about locating registration and ownership papers for an old vehicle.

## **WRFPD Chief/Training/Admin Report August 2025**

### ❖ Chief Activities

- Meetings
  - B.O.D meeting
  - WRFPD/Applegate Joint Board Meeting
  - Staff Meeting
  - Rogue Valley Fire Chief's Association
  - Rogue Interagency Training Association (RITA)
  - A couple meetings with Applegate personnel re: cooperation efforts
- 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
  - Duty Officer coverage - 11 weekdays & 4 weekend days
- Conversation-with-the-Chief
- Attended one-day class on Public Budget Law
- Attended Oregon Child Passenger Safety Regional Conference
  - Completed requirements for Child Passenger Safety Technician renewal
- Work with weekend upstaffing crews on various projects and training
- Complete required agency information updates for transition from NFIRS to NERIS
- Water Tender demonstration at Williams Community Church VBS
  - (Kids + Hot Day + Water)
- Work out details for transition to two shifts for district coverage.

### ❖ 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 applicants
- Set-up Zoom and camera system for board meetings
- Reviewed and updated personnel time records in preparation for payroll

## **WRFPD Chief/Training/Admin Report August 2025**

### ❖ Training Officer Activities

- Prepare and lead training drills
- Interact with new applicants and recruits in various stages of the onboarding process
- DPSST documentation
- Training records and task books
- Weekly Training Drills
  - EMS - Poisoning
    - GMR Webinar and discuss EMS protocols
  - Firefighter I – Air Monitoring
    - Use of our 4-gas air monitor
  - Documentation
    - Alarm report requirements and completion
  - Firefighter Safety
    - Structural Fire Watchouts and other safety considerations
- Other Training
  - FF-I Scene Lighting, Horizontal Ventilation, Tool Hoisting, Ladders, Air Monitoring
  - Structure Fire Table-top Scenario
  - EMS – Heat Illness, Snakebites

### ❖ District Alarm Activity

- 35 Alarms
  - 17 EMS
    - Including 2 Motor Vehicle Crashes
  - 3 Fire calls
    - Including 2 Vehicle Fires and 1 Illegal Burn
  - 1 Power Line Down
  - 10 Service calls
  - 1 Mutual Aid Move-up
  - 3 Cancelled/No emergency found

## **WRFPD Operations Report August 2025**

- 8763 has bad indicator switch. New one ordered and received. Turns out, it's the wrong part. Sent back to factory, waiting for confirmation that they sent the new one. Will be installed by us. (Devin and Jon)
- 8741 had a small crack in windshield that grew dramatically. NOVUS glass contacted, they are unable to come out until October, so instead we took it out of service, drove it to town and had it fixed.
- Repairs on 8766 completed. (Thanks Jon)
- Old PPE, SCBA's and other gear moved from watershed council room out to the training house. Further organizing of the new HAM room in the near future. I need to free up more space for storage.
- Sanitizing of gym equipment and floor.
- Issue with the 4 gas monitor identified. Tech contacted, appointment set. Tech did not show on the agreed upon time. I have reached out and have not heard anything back. I will keep reaching out and get it resolved.
- We have a radio in 8763 that needs attention. The radio was old when it was installed. I expected to have to change it out soon anyways. We got a few years out of one I found on a shelf, but it has now reached end of service.
- Station air cleaner system taken apart and cleaned.
- Driver side tire on 8711 had a flat after a scene up a miserable and rough driveway. Engine taken out of service, Les Schwab contacted and came out and did a field swap on it. 8711 was out of service for about 3 hours. No interruption to emergency services.
- Jeff Loogman unable to do pump testing this month. I'm waiting to nail down a date early next month.
- 500' of hose recoupled by CFI.
- Joco Operations supervisors meeting 8/28. All agencies reporting more or less, normal ops. We are in a holding pattern, awaiting the end of fire season.
- Chief and FF Brennan painted a back up guiding stripe in bay 7, looks great. More to come.
- We have worked together with FF Ben Brian, who is also employee of Herb Farm to make sure we the right connections for the aboveground 40,000 gallon water tank on Herb Farm property. Hopefully we can set up a training day soon at Herb Farm, so our crewmembers are familiar with the system if disaster strikes.
- All other duties and tasks.

**Fire Marshal's Report for August 2025**  
**Williams RFPD**  
**Jon Scaroni**  
**Sept. 4, 2025**

**Property Assessments:** There was one property assessment completed in the Williams Fire District which led to the trailer being out for three different loads.

**Business Inspections:** Zero business inspections.

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

**Meetings Attended:** I attended the IAAI meeting on August 20th. We discussed the September state meeting, which I am not attending due to costs.

**Classes Attended:** None.

**Chipper Program:** The chipper hasn't been out due to fire season. We do have one hopeful applying for the chipper program right now pending his background check.

**Safety Officer Report:** No accidents to report.

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Jon Scaroni  
WRFPD District Fire Marshall

## **Monthly Report for August 2025**

Written by Ash Martell for the September 9, 2025 Regular Board Meeting  
Community Relations Coordinator

### Community Conversation – Aug. 25, 2025

- Discussion with Chief regarding topic - Radio Communications
- Contacting and coordinating with Guests - IVARC and Joe Stadola
- Creation of event flyer; printing/distribution to local businesses/community gathering locations
- Posting of event flyer on social media; District Facebook page and 8(+) local groups
- Putting event info on pump house sign
- Communication with the Support Team for assistance at the event
- Setup for the event/attend event/cleanup after event
- Followup with guests regarding future events

### Be 2 Weeks Ready Training - Aug. 21, 2025

Attended the Program Coordinator Training Webinar through OEM

- Will be following up with State Coordinator to obtain toolkit(s) and begin implementation of the program with our community.

### Ongoing duties:

- Attend regular Board meeting / create a monthly report for the Board
- Attend Support Team meeting
- Monitoring the [info@WRFPD.org](mailto:info@WRFPD.org) email
- Update pump house info sign
- Ongoing monitoring of community Facebook pages
- Personnel Birthday Recognition program
- CRC files and email organization and maintenance
  - Setup Chromebook for CRC position
- Ordering/receiving staff badges etc.
- Ordering/organization of promotional materials from OSFM and other organizations
- First Monday Williams Farmers Market - take promotional materials and interact with community members as CRC to promote events and Fire Safety Awareness
- Planning for upcoming events: 911 Memorial Walk / Fire Prevention Month / Awards Banquet / Community Conversations / and other district and community events

### Liaison to WRFPD Support Team

- Attend Farmers Market with the Team
- Attend monthly Support Team meeting

WRFPD GRANT ADMINISTRATION

AS OF: 8/23

GRANT NAME	DESCRIPTION SOURCE	DATE BOARD APPROVED	STATUS	DOLLAR VALUE
4 YEAR SAFER GRANT	HOMELAND SECURITY EQUIPMENT AND TRAINING OFFICER	UNK	GRA NTED 2020 IN 3D OF 4 UR	2023 = 80,000
SHOWERS	DOD MODULAR BLDH	7-12-2022	APPROVED SHORT FUNDS – NEED 5K MORE	10,000
RADIOS	HLS - 20 M151 A2 COMPATIBLE UNITS	1-1-20223	PENDING	80,000
CHIPPER	OR FIRE MARSHAL X14B17	2-1-2023	In progress	35,000
TRAILER	OR FIRE MARSHALT22AADX	pending		20,000
STAFF	OR FIRE MSL 2 pt operators	pending		100,000

WILLIAMS R F P D  
Disbursement Voucher

Aug 25	Type	Date	Name	Memo	Account	Paid Amount
	Credit Card Charge	08/01/2025	Southern Oregon Sanitation		Garbage Expense	71.05
	Credit Card Charge	08/01/2025	Jaco	Tire Gauge	0100 Apparatus Maintenance	57.76
	Credit Card Charge	08/01/2025	American Trade Mark Co.	Apparatus Passports	0900 Fire Equipment/Supplies	179.06
	Credit Card Charge	08/01/2025	Amazon.com	Toilet Paper	Kitchen	49.87
	Credit Card Credit	08/01/2025	Amazon.com	Amazon Prime	0400 Dues & Fees	-171.64
	Bill	08/01/2025	Ziplay Fiber		Telephone Expense	247.81
	Bill	08/01/2025	Ziplay Fiber		Special Circuit	90.47
	Check	08/01/2025		Service Charge	0400 Dues & Fees	0.05
	Credit Card Charge	08/02/2025	Amazon.com	Paper Towels	Kitchen	7.52
	Paycheck	08/05/2025		Direct Deposit	OSFM Firefighter	4,685.97
	Paycheck	08/05/2025		Direct Deposit	Insurance Benefits	-232.00
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	623.96
	Paycheck	08/05/2025		Direct Deposit	OSFM Fire Prevention Officer	3,734.82
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	382.84
	Paycheck	08/05/2025		Direct Deposit	5100 · Fire Chief	2,832.50
	Paycheck	08/05/2025		Direct Deposit	5600 · Training Officer	2,832.50
	Paycheck	08/05/2025		Direct Deposit	OSFM Seasonal Grant	1,012.15
	Paycheck	08/05/2025		Direct Deposit	5500 · Duty Officer	1,190.00
	Paycheck	08/05/2025		Direct Deposit	Insurance Benefits	-1,243.00
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	673.87
	Paycheck	08/05/2025		Direct Deposit	5400 · Lieutenant of Operations	4,052.58
	Paycheck	08/05/2025		Direct Deposit	OSFM Seasonal Grant	946.89
	Paycheck	08/05/2025		Direct Deposit	5500 · Duty Officer	1,190.00
	Paycheck	08/05/2025		Direct Deposit	Insurance Benefits	-232.00
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	814.85
	Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	160.40
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	16.12
	Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	64.16
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	7.17
	Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	753.88
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	84.25
	Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	497.24
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	55.57
	Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	160.40
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	17.92
	Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	16.04
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	1.79
	Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	417.04
	Paycheck	08/05/2025		Direct Deposit	OSFM Seasonal Grant	607.75
	Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	114.49
	Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	433.08
	Paycheck	08/05/2025		Direct Deposit	OSFM Seasonal Grant	420.75

WILLIAMS RFPD  
Disbursement Voucher

Type	Date	Name	Memo	Account	Paid Amount
Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	95.39
Paycheck	08/05/2025		Direct Deposit	4300 · Seasonal Hires-Misc Work	238.00
Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	48.12
Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	28.76
Paycheck	08/05/2025		Direct Deposit	4100 · Volunteer Compensation	449.12
Paycheck	08/05/2025		Direct Deposit	OSFM Seasonal Grant	510.00
Paycheck	08/05/2025		Direct Deposit	Payroll Liabilities	107.15
Check	08/06/2025	QuickBooks Payroll Service	Fee for 1 direct deposit(s) at \$1.75 eac	6560 · Payroll Expenses	1.75
Credit Card Charge	08/06/2025	uAttend Time Clock		4000 · Deployment	27.00
Credit Card Charge	08/06/2025	Starlink		Internet Expense	120.00
Bill	08/07/2025	Century Link		Special Circuit	51.18
Bill	08/07/2025			Community Relations - Admin Aid	980.00
Bill	08/07/2025	General Fire Apparatus, Inc.	Hose Tray	8742 · 8742 - Tactical Tender	113.63
Bill	08/07/2025	Caldera Technical Services LLC	Air Compressor	8741 · Tender	1,286.54
Bill	08/07/2025	Fields Home Imprvmnt Cntr	Couplers, Dremel	0200 Building Maintenance	32.97
Bill	08/07/2025	Cascade Fire Equipment	Boots, Gloves	1600 Personal Prtctve Equipmnt	858.00
Bill	08/07/2025	US Cellular		Department Cell Phone	187.36
Bill	08/07/2025	US Cellular		Vehicle	74.37
Bill	08/07/2025	Special Districts Insurance Services		Insurance Benefits	6,832.00
Bill	08/07/2025	SAIF		Workman's Compensation	3,116.83
Credit Card Charge	08/11/2025	Interstate Batteries	Batteries	0100 Apparatus Maintenance	558.39
Credit Card Charge	08/12/2025	Zoom Video Communications		0400 Dues & Fees	26.99
Credit Card Charge	08/17/2025	InstaInk		Ink	15.99
Credit Card Charge	08/20/2025	U-Line	Batteries	0900 Fire Equipment/Supplies	46.50
Credit Card Charge	08/21/2025	eBay	Control Module	8750 · Staff Vehicle	101.14
Bill	08/22/2025	Williams Fire Department Support Gr	Board Members Heather Glass, Bill E	4000 · Deployment	225.00
Bill	08/22/2025	Pacific Power	Line 2	Electricity Expense	12.10
Bill	08/22/2025	Pacific Power	Line6	Electricity Expense	69.87
Bill	08/22/2025	Pacific Power	Line 7	Electricity Expense	361.97
Bill	08/22/2025	Pacific Power	Line 11	Electricity Expense	354.54
Bill	08/22/2025	Pacific Power	Line 12	Electricity Expense	39.92
Bill	08/22/2025	City of Grants Pass		Dispatch	395.25
Bill	08/22/2025	Bio-Med	Background, Drug Screen	2500 · Associated Personnel Expenses	23.00
Bill	08/22/2025	Les Schwab Tires	Tires	8711 · Rescue	1,244.34
Bill	08/22/2025	Brian Barton	SDAO Training	2400 Travel Expenses	106.62
Bill	08/22/2025	Novus Windshield Repair	Windshield	8741 · Tender	515.00
Bill	08/22/2025	Nicebadge	Name Tag	2300 Uniforms	9.50
Bill	08/22/2025	Fields Home Imprvmnt Cntr	Spray Paint	0200 Building Maintenance	25.77
Credit Card Charge	08/22/2025	InstaInk		Ink	31.99
Credit Card Charge	08/25/2025	Staples	Office Supplies	1500 Office Supplies	56.96
Credit Card Charge	08/27/2025	Sierra Springs - Mt. Shasta Spring Water		Kitchen	157.06
					47,162.00

Aug 25

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

**BALANCE SHEET  
August 31, 2025**

	ACCT.#	7/31/2025	DEPOSITS	WITHDRAWS	8/31/2025	
UMPQUA BANK		50,407.27	53,246.09	53,113.89	50,539.47	
GENERAL POOL ACCOUNT		468,021.61	4,120.02	50,000.05	422,141.58	
<b>TOTAL CHECKING/SAVINGS</b>		<b>518,428.88</b>	<b>57,366.11</b>	<b>103,113.94</b>	<b>472,681.05</b>	
<b>TOTAL ASSETS</b>						<b>472,681.05</b>
<b>LIABILITIES</b>						
CREDIT CARDS PAYABLE					2,875.60	
PAYROLL WITHHOLDING					3463.05	
PAYROLL LIABILITES					-3,676.08	
<b>TOTAL LIABILITIES</b>					<b>2,662.57</b>	
<b>EQUITY</b>						
GENERAL FUND					354,494.25	
CAPITAL PROJECTS FUND					210,245.00	
Net Income					-48,972.94	
<b>TOTAL EQUITY</b>					<b>515,766.31</b>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>						<b>518,428.88</b>

**STATEMENT OF REVENUE AND EXPENDITURES  
BUDGET VERSUS ACTUAL COMPARISON  
1% OF THE BUDGETED REVENUE HAS BEEN RECEIVED  
5% OF THE BUDGET HAS BEEN SPENT  
August 31, 2025**

RESOURCES	Account Number	Annual Budget	Current Month	Year To Date	% of Budget	Remaining Balance
Current Tax		246,000.00	0.00	0.00	0.00	246,000.00
Prior Year Tax		4,500.00	2,138.15	3,450.15	3450.15	1,049.85
Local Option Current Tax		152,000.00	0.00	0.00	0.00	152,000.00
Local Option Prior Year Tax		2,500.00	1,316.65	2,123.48	2123.48	376.52
<b>Total Taxes</b>		<b>405,000.00</b>	<b>3,454.80</b>	<b>5,573.63</b>	<b>1.38</b>	<b>399,426.37</b>
Beginning Fund Balance		470,000.00		<b>554,284.94</b>	117.93	-84,284.94
Interest Earned		10,000.00	1,825.34	3,826.77	38.27	6,173.23
Donations		2,000.00	0.00	0.00	0.00	2,000.00
Grants		155,000.00	0.00	0.00	0.00	155,000.00
Mobile Home Rental		16,800.00	0.00	2,800.00	16.67	14,000.00
Mobile Power		0.00	0.00	410.85	410.85	-410.85
RV Space Rental		3,600.00	0.00	0.00	0.00	3,600.00
<b>Total Other Resources</b>		<b>657,400.00</b>	<b>1,825.34</b>	<b>7,037.62</b>	<b>1.07</b>	<b>92,477.44</b>
<b>TOTAL RESOURCES</b>		<b>1,062,400.00</b>	<b>5,280.14</b>	<b>12,611.25</b>	<b>1.19</b>	<b>491,903.81</b>

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

**GENERAL FUND**

	<b>Account Number</b>	<b>Annual Budget</b>	<b>Current Month</b>	<b>Year To Date</b>	<b>% Of Budget</b>	<b>Remaining Balance</b>
<b>PERSONNEL SERVICES</b>						
Fire Chief		80,000.00	2,832.50	5,665.00	7.08	74,335.00
Office Administrator		35,000.00	0.00	0.00	0.00	35,000.00
Community Relations - Admin Aid		18,000.00	980.00	1,960.00	10.89	16,040.00
Training Officer		53,000.00	2,832.50	5,665.00	10.69	47,335.00
Operations Officer		50,000.00	4,052.58	8,105.16	16.21	41,894.84
Duty Officer Stipend		26,000.00	2,380.00	4,570.00	17.58	21,430.00
OSFM Fire Marshal		42,500.00	3,734.82	7,574.01	17.82	34,925.99
OSFM Firefighter		42,500.00	4,685.97	8,100.00	19.06	34,400.00
CWRR Chipper Personnel		25,000.00	0.00	459.00	1.84	24,541.00
OSFM Upstaffing		35,000.00	3,497.54	5,098.51	14.57	29,901.49
Seasonal Hires		10,000.00	238.00	238.00	2.38	9,762.00
Volunteer Nominal Qtr Points		12,000.00	2,999.48	2,999.48	25.00	9,000.52
Insurance Package		80,000.00	5,125.00	10,396.00	13.00	69,604.00
Payroll Liabilities		30,000.00	3,024.13	5,376.46	17.92	24,623.54
Workers' Compensation		13,000.00	3,116.83	18,953.02	145.79	-5,953.02
Accidental Death & Dismemberment		4,000.00	0.00	0.00	0.00	4,000.00
Bonus Pay		10,000.00	0.00	0.00	0.00	10,000.00
Conflag/Deployment		5,000.00	0.00	0.00	0.00	5,000.00
<b>TOTAL PERSONNEL SERVICES</b>		<b>571,000.00</b>	<b>39,499.35</b>	<b>85,159.64</b>	<b>14.91</b>	<b>485,840.36</b>

	<b>Account Number</b>	<b>Annual Budget</b>	<b>Current Month</b>	<b>Year To Date</b>	<b>% Of Budget</b>	<b>Remaining Balance</b>
<b>MATERIAL &amp; SERVICES</b>						
Apparatus Maintenance		25,000.00	3,876.80	4,636.47	18.55	20,363.53
Building Maintenance		10,000.00	58.74	922.89	9.23	9,077.11
Communications		10,000.00	611.27	1,130.87	11.31	8,869.13
Dues & Fees		6,000.00	-144.60	61.44	1.02	5,938.56
Elections		1,300.00	0.00	702.11	54.01	597.89
EMS Supplies		3,000.00	0.00	370.41	12.35	2,629.59
Fire Equipment/Supplies		10,000.00	225.56	225.56	2.26	9,774.44
Fire Prevention		15,000.00	0.00	0.00	0.00	15,000.00
Fuel		20,000.00	0.00	1,736.63	8.68	18,263.37
Liability Insurance		30,000.00	0.00	628.00	2.09	29,372.00
Legal & Accounting		16,000.00	0.00	0.00	0.00	16,000.00
Consulting Fees		18,000.00	0.00	970.83	5.39	17,029.17
Miscellaneous		7,000.00	214.45	773.51	11.05	6,226.49
Office Supplies		4,000.00	104.94	223.59	5.59	515.22
Personal Protective Equipment		24,000.00	858.00	928.94	3.87	23,071.06
Small Equipment Maintenance		5,000.00	0.00	385.00	7.70	4,615.00
Training		10,000.00	0.00	340.00	3.40	9,660.00
Travel		2,000.00	106.62	106.62	5.33	1,893.38
Uniforms		2,000.00	9.50	9.50	0.48	1,990.50
Utilities		20,000.00	1,464.62	3,287.84	16.44	16,712.16
Associated Personnel Cost		10,000.00	275.00	577.00	5.77	9,423.00
Fees Contracting Work		33,000.00	0.00	0.00	0.00	33,000.00
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>281,300.00</b>	<b>7,360.90</b>	<b>18,017.21</b>	<b>6.40</b>	<b>263,282.79</b>

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

**GENERAL FUND**

	<b>Account Number</b>	<b>Annual Budget</b>	<b>Current Month</b>	<b>Year To Date</b>	<b>% Of Budget</b>	<b>Remaining Balance</b>
<b>CAPITAL OUTLAY</b>						
Apparatus & Equipment		10,000.00	0.00	0.00	0.00	10,000.00
Building Improvements		40,000.00	0.00	0.00	0.00	40,000.00
District Building Improvements			0.00	0.00		
Mobile Improvement			0.00	0.00		
Capital Outlay - Other		10,000.00	0.00	0.00	0.00	10,000.00
<b>TOTAL CAPITAL OUTLAY</b>		<b>60,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60,000.00</b>
Contingency		20,000.00	0.00	0.00	0.00	20,000.00
Unappropriated Ending Balance		130,100.00	0.00	0.00	0.00	130,100.00
<b>TOTAL REQUIREMENTS</b>		<b>1,062,400.00</b>	<b>47,160.25</b>	<b>103,176.85</b>	<b>9.71</b>	<b>959,223.15</b>
<b>TOTAL RESOURCES</b>			<b>5,280.14</b>	<b>12,611.25</b>		
<b>TOTAL REQUIREMENTS</b>			<b>-47,160.25</b>	<b>-103,176.85</b>		
<b>ENDING FUND BALANCE</b>			<b>-41,880.11</b>	<b>-90,565.60</b>		
<b>Beginning Fund Balance</b>		<b>554,284.94</b>	<b>6/30/2025</b>			
<b>Excess Rev/Exp</b>		<b>-90,565.60</b>				
<b>Ending Fund Balance</b>		<b>463,719.34</b>				

