

AGENDA

APPLEGATE FIRE DISTRICT

BOARD OF DIRECTORS MEETING

May 20, 2026 – 4pm

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530

You can join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/avfd9>

You can also dial in using your phone.

United States (Toll Free): 1 866 899 4679

United States: +1 (571) 317-3116

Access Code: 922-157-053

- **CALL TO ORDER**

- **ROLL CALL**

- **RECESS BOARD MEETING TO ENTER INTO BUDGET MEETING – RECONVENE FOLLOWING BUDGET MEETING**

- **SPEAKERS AND GUESTS**

- **REVIEW THE MINUTES FROM PREVIOUS MEETINGS**
 - April 15, 2026 Regular Board Meeting

- **FISCAL REPORT**
 - Disbursement Voucher
 - Financial Reports

- **FIRE CHIEF’S REPORT**
 - Deputy Chief Report
 - Maintenance Officer Report

- **OLD BUSINESS**
 - Emergency Resource Protection Program
 - Strategic Plan
 - Policy 4.25 – Prevention & Fuels Coordinator Job Description – 2nd reading
 - Fire Chief Annual Performance Review

- **NEW BUSINESS**
 - Resolution 2025/2026-06 – Transfer from Contingency
 - Apparatus Coloring/Imaging
 - HB53 Potential Replacement

- Chief Staffing Levels

- **ANNOUNCEMENTS**
 - Firefighter Picnic July 11th
 - Fire & Vine September 12th

- **ITEMS TO BE ON THE NEXT AGENDA**

- **ADJOURNMENT**

**APPLEGATE VALLEY RFPD #9
BOARD OF DIRECTORS MEETING MINUTES
April 15, 2026**

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530



1.0 CALL TO ORDER

Board Meeting called to order by Rob Underwood.
TIME: 4:01 PM

2.0 ROLL CALL

PRESENT: President Rob Underwood, Vice President Julie Barry, Secretary/Treasurer Mike Blaschka, Director Jeff Hoxsey, Director Larry Hunt

ABSENT:

OTHER STAFF & INVITED SPEAKERS: Chris Wolfard (*Fire Chief*), Dave Blakely (*Deputy Chief*), Tallie Jackson (*Admin Chief*), Rachael Couch (*Admin Asst.*)

3.0 BUDGET COMMITTEE MEETING

The Board meeting was recessed at 4:02 pm to enter into the Budget Committee meeting. The Board meeting reconvened at 5:03 pm

4.0 SPEAKERS AND GUEST

none

5.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

The minutes of the March 18, 2026 Board meeting were reviewed and approved as written.

→ **MOTION:** Rob Underwood moved to approve the March 18, 2026 Board minutes as written. Mike Blaschka seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

6.0 FISCAL REPORT

Disbursement Voucher:

ECSS is paying the power bill at Station 54.

→ **MOTION:** Rob Underwood moved to approve the March 2026 expenditures as presented in the amount \$218,168.76. Larry Hunt seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

The Financial Report review:

Rob inquired about the internal control process.

- **MOTION:** Rob Underwood moved to accept the February 2026 financials as presented. Julie Barry seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

7.0 FIRE CHIEF'S REPORT

Chief Wolfard highlighted that the Fire & Vine event will be used to raise money for wildland PPE and line packs.

One of the remote control masticators has arrived.

The Ford Rangers are delayed.

Deputy Chief Report

Chief Blakely submitted the documents to Department of Revenue for the annexation. 58 properties were submitted, 19 were denied and 39 were approved. Applegate had 10 students graduate from the Firefighter 1 academy. Chief Blakely went over last month's incident stats.

Maintenance Officer Report

Chief Turnbull is working on completing the build of the water tender.

8.0 OLD BUSINESS

Emergency Resource Protection Program

Since the newsletter has been issued, Chief has only heard a little feedback on the draft ordinances.

Strategic Plan

Chief Wolfard has been submitting data for the regional study.

Policy to Advocate with Legislators - 2nd Reading

The 2nd reading of the policy to advocate with legislators was presented.

- **MOTION:** Rob Underwood moved to approve the 2nd reading of Policy to Advocate with Legislators as presented. Larry Hunt seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

Executive Service Differential Discussion

Rob Underwood presented a wage adjustment of \$1250/month for Chief Wolfard, \$1000/month for Chief Blakely and a assigned staff vehicle for Chief Jackson. This is for the duration of the Williams IGA.

MOTION: Rob Underwood moved to approve the presented wage adjustment for Chief Wolfard, Chief Blakely and a staff vehicle for Chief Jackson effective April 1, 2026. Jeff Hoxsey seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Hoxsey, Hunt

ABSTAIN Blaschka

9.0 NEW BUSINESS

Policy 4.25 – Prevention & Fuel Coordinator Job Description – 1st Reading

Chief Wolfard presented a Prevention & Fuels Coordinator job description. This position will coordinate fuels work, conduct assessments and manage the fuels programs. The District will contact the union and see if they want to incorporate this position in the union. The Board agreed it will be ok to start the hiring process.

MOTION: Rob Underwood moved to approve the 1st reading of Policy 4.25. Larry Hunt seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

10.0 ANNOUNCEMENT

- Pancake Breakfast April 25th
- Firefighter Picnic July 11th
- Fire & Vine September 12th

11.0 ITEMS TO BE ON NEXT AGENDA

Fire Chief annual performance review

12.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 6:01 pm.

The next scheduled regular Board meeting will be held Wednesday May 20th @ 4 pm. Training Building 1095 Upper Applegate Rd.

Minutes Submitted by Tallie Jackson
Administration Chief

Approved By:

DRAFT MINUTES

Board Secretary / Treasurer

Date

**Applegate Valley Fire District
Disbursement Voucher**

| Date | Name | Memo | Account | Paid Amount |
|-------------|-------------|----------------|------------------------------------|--------------------|
| Apr 26 | | | | |
| 04/03/2026 | | Direct Deposit | 100501 · FIRE CHIEF | 4,673.76 |
| 04/17/2026 | | Direct Deposit | 100501 · FIRE CHIEF | 4,673.76 |
| 04/03/2026 | | Direct Deposit | 100502 · OPERATIONS CHIEF | 3,775.59 |
| 04/17/2026 | | Direct Deposit | 100502 · OPERATIONS CHIEF | 3,775.59 |
| 04/03/2026 | | Direct Deposit | 100503 · LOGISTICS CHIEF | 3,236.04 |
| 04/17/2026 | | Direct Deposit | 100503 · LOGISTICS CHIEF | 3,236.04 |
| 04/03/2026 | | Direct Deposit | 100504 · ADMIN CHIEF | 3,236.04 |
| 04/17/2026 | | Direct Deposit | 100504 · ADMIN CHIEF | 3,236.04 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 1,692.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 432.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 432.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 1,296.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 432.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 864.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 432.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 864.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 1,296.00 |
| 04/03/2026 | | Direct Deposit | 100505 · SEASONAL FIREFIGHTER | 414.00 |
| 04/03/2026 | | Direct Deposit | 100506 · SHIFT SUPERVISOR #1 | 2,340.39 |
| 04/17/2026 | | Direct Deposit | 100506 · SHIFT SUPERVISOR #1 | 2,340.39 |
| 04/17/2026 | | Direct Deposit | 100507 · FLSA OT SHIFT SUP #2 | 295.96 |
| 04/03/2026 | | Direct Deposit | 100507 · SHIFT SUPERVISOR #2 | 2,340.39 |
| 04/17/2026 | | Direct Deposit | 100507 · SHIFT SUPERVISOR #2 | 2,340.39 |
| 04/17/2026 | | Direct Deposit | 100508 · FLSA OT SHIFT SUP #3 | 346.92 |
| 04/03/2026 | | Direct Deposit | 100508 · SHIFT SUPERVISOR #3 | 2,744.04 |
| 04/17/2026 | | Direct Deposit | 100508 · SHIFT SUPERVISOR #3 | 2,744.04 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 80.00 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 40.00 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 40.00 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 40.00 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 40.00 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 200.00 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 80.00 |

Applegate Valley Fire District Disbursement Voucher

| <u>Date</u> | <u>Name</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|-------------|---------------------------------|-------------------------------------|---------------------------------------|--------------------|
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 40.00 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 160.00 |
| 04/17/2026 | | Direct Deposit | 100509 · EXTRA STAFF/SHIFT COVERAG | 120.00 |
| 04/03/2026 | | Direct Deposit | 100510 · Fuels Reduction Specialist | 660.00 |
| 04/17/2026 | | Direct Deposit | 100510 · Fuels Reduction Specialist | 1,520.00 |
| 04/03/2026 | HRA VEBA | Direct Deposit | 100511 · HRA VEBA | 1,500.75 |
| 04/17/2026 | HRA VEBA | Direct Deposit | 100511 · HRA VEBA | 1,500.75 |
| 04/08/2026 | SPECIAL DISTRICTS INSURANCE SER | Medical Insurance | 100512 · MEDICAL INSURANCE | 6,312.50 |
| 04/03/2026 | PERS | Account# 2664 | 100513 · PERS | 10,103.01 |
| 04/17/2026 | PERS | Account# 2664 | 100513 · PERS | 8,633.02 |
| 04/03/2026 | | Direct Deposit | 100514 · Vehicle Stipend | 550.00 |
| 04/17/2026 | | Direct Deposit | 100514 · Vehicle Stipend | 550.00 |
| 04/08/2026 | OREGON DEPT. OF REVENUE | WBF 2026Qtr1 | 100515 · WORKERS COMP | 177.55 |
| 04/22/2026 | MES Service Company | 1/4 Zip | 100517 · UNIFORM ALLOWANCE | 81.93 |
| 04/03/2026 | | Direct Deposit | 100518 · COVERAGE OVERTIME | 95.10 |
| 04/03/2026 | | Direct Deposit | 100518 · COVERAGE OVERTIME | 273.06 |
| 04/17/2026 | | Direct Deposit | 100518 · COVERAGE OVERTIME | 1,505.75 |
| 04/17/2026 | | Direct Deposit | 100518 · COVERAGE OVERTIME | 206.05 |
| 04/17/2026 | | Direct Deposit | 100518 · COVERAGE OVERTIME | 631.72 |
| 04/03/2026 | | Direct Deposit | 100518 · COVERAGE OVERTIME | 88.17 |
| 04/17/2026 | | Direct Deposit | 100518 · COVERAGE OVERTIME | 337.99 |
| 04/17/2026 | | Direct Deposit | 100518 · COVERAGE OVERTIME | 121.36 |
| 04/03/2026 | VARIOUS EMPLOYEES | Direct Deposit | 100520 · FICA | 901.12 |
| 04/17/2026 | VARIOUS EMPLOYEES | Direct Deposit | 100520 · FICA | 900.90 |
| 04/03/2026 | VARIOUS EMPLOYEES | Direct Deposit | 100520 · MEDICARE | 594.37 |
| 04/17/2026 | VARIOUS EMPLOYEES | Direct Deposit | 100520 · MEDICARE | 620.47 |
| 04/03/2026 | OREGON SAVINGS GROWTH PLAN | Direct Deposit | 100522 · OREGON SAVINGS GROWTH PI | 553.56 |
| 04/17/2026 | OREGON SAVINGS GROWTH PLAN | Direct Deposit | 100522 · OREGON SAVINGS GROWTH PI | 589.66 |
| 04/03/2026 | | Direct Deposit | 100531 · Shift Firefighter | 2,169.54 |
| 04/17/2026 | | Direct Deposit | 100531 · Shift Firefighter | 2,443.94 |
| 04/03/2026 | | Direct Deposit | 100531 · Shift Firefighter | 2,169.54 |
| 04/17/2026 | | Direct Deposit | 100531 · Shift Firefighter | 2,169.54 |
| 04/08/2026 | JACKSON COUNTY FIRE DISTRICT #3 | Recruitment & Retention Coordinator | 100533 · Recruitment & Retent. Coord. | 6,375.00 |
| 04/03/2026 | | Direct Deposit | 100534 · EMS Grant Apprentice | 1,883.08 |

**Applegate Valley Fire District
Disbursement Voucher**

| <u>Date</u> | <u>Name</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|-------------|--------------------------------|-----------------------|------------------------------------|--------------------|
| 04/03/2026 | | Direct Deposit | 100534 · EMS Grant Apprentice | 1,883.08 |
| 04/03/2026 | | Direct Deposit | 100534 · EMS Grant Apprentice | 1,883.08 |
| 04/17/2026 | | Direct Deposit | 100534 · EMS Grant Apprentice | 2,121.08 |
| 04/17/2026 | | Direct Deposit | 100534 · EMS Grant Apprentice | 1,883.08 |
| 04/17/2026 | | Direct Deposit | 100534 · EMS Grant Apprentice | 2,121.08 |
| 04/03/2026 | | Direct Deposit | 100536 · Administrative Assistant | 1,115.20 |
| 04/17/2026 | | Direct Deposit | 100536 · Administrative Assistant | 1,115.20 |
| 04/22/2026 | Crystal Fresh Bottled Water | Water | 100602 · MISC. SUPPLIES | 180.50 |
| 04/01/2026 | BLACKBIRD | | 100602 · MISC. SUPPLIES | 4.96 |
| 04/19/2026 | Fire Department Coffee | Coffee | 100602 · MISC. SUPPLIES | 125.98 |
| 04/08/2026 | BOUND TREE MEDICAL | Medical Supplies | 100603 · MEDICAL SUPPLIES | 602.10 |
| 04/08/2026 | INDUSTRIAL SOURCE | Oxygen | 100603 · MEDICAL SUPPLIES | 145.50 |
| 04/01/2026 | AMAZON | Binding Supplies | 100604 · OFFICE SUPPLIES | 33.06 |
| 04/22/2026 | OFFICE DEPOT | Office Supplies | 100604 · OFFICE SUPPLIES | 48.86 |
| 04/29/2026 | AMAZON | Portfolio Organizer | 100604 · OFFICE SUPPLIES | 33.99 |
| 04/29/2026 | AMAZON | Laptop Briefcase | 100604 · OFFICE SUPPLIES | 57.59 |
| 04/09/2026 | STAMPS | Stamps | 100605 · POSTAGE & FREIGHT | 50.00 |
| 04/02/2026 | STAMPS | Stamps | 100605 · POSTAGE & FREIGHT | 20.99 |
| 04/06/2026 | AppRiver | Microsoft 365 | 100606 · DUES & SUBSCRIPTIONS | 219.60 |
| 04/17/2026 | QUICKBOOKS PAYROLL SERVICE | Payroll Monthly Fee | 100606 · DUES & SUBSCRIPTIONS | 64.50 |
| 04/21/2026 | Gotomeeting.com | Teleconference | 100606 · DUES & SUBSCRIPTIONS | 5.00 |
| 04/28/2026 | Canva | Yearly Subscription | 100606 · DUES & SUBSCRIPTIONS | 149.90 |
| 04/15/2026 | Open AI | ChatGPT | 100606 · DUES & SUBSCRIPTIONS | 40.00 |
| 04/03/2026 | Mailchimp | Email Program | 100606 · DUES & SUBSCRIPTIONS | 13.00 |
| 04/08/2026 | ROGUE DISPOSAL & RECYCLING INC | Sta. 53 | 100607 · LAUNDRY, CLEANING & TRASI | 301.29 |
| 04/21/2026 | AMAZON | Cleaning Supplies | 100607 · LAUNDRY, CLEANING & TRASI | 228.51 |
| 04/06/2026 | SECRETARY OF STATE | Annual Report Fee | 100608 · ADMINISTRATIVE EXPENSE | 50.00 |
| 04/22/2026 | WOLFARD, CHRIS | SB454 Committee | 100608 · ADMINISTRATIVE EXPENSE | 44.00 |
| 04/13/2026 | HARRY & DAVID | Dispatch Appreciation | 100608 · ADMINISTRATIVE EXPENSE | 143.98 |
| 04/30/2026 | BANK CHARGES | Service Charge | 100608 · ADMINISTRATIVE EXPENSE | 0.15 |
| 04/10/2026 | WALGREENS | Wipes | 100610 · INSTRUCTION & TRAINING | 9.99 |
| 04/10/2026 | LOWE'S | Wood | 100610 · INSTRUCTION & TRAINING | 37.60 |
| 04/11/2026 | PUCK'S DONUTS | Live Fire Training | 100610 · INSTRUCTION & TRAINING | 71.85 |
| 04/13/2026 | OFSOA | Spring Workshop | 100610 · INSTRUCTION & TRAINING | 75.00 |

Applegate Valley Fire District Disbursement Voucher

| <u>Date</u> | <u>Name</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|-------------|--|-------------------------|--|--------------------|
| 04/09/2026 | GRANGE CO-OP | Straw | 100610 · INSTRUCTION & TRAINING | 29.00 |
| 04/22/2026 | OFSOA | Spring Workshop | 100610 · INSTRUCTION & TRAINING | 75.00 |
| 04/03/2026 | Couch, Rachael | Direct Deposit | 100610 · PERDIEM | 47.00 |
| 04/22/2026 | Local Government Law Group P.C. | | 100617 · District Attorney | 6,198.50 |
| 04/22/2026 | Green Top PDR | GIS | 100617 · PROFESSIONAL FEES | 902.50 |
| 04/22/2026 | COURIER PUBLISHING COMPANY | Budget Committee Notice | 100618 · ELECTIONS & LEGAL PUB. | 119.70 |
| 04/08/2026 | Longbow Computers and Data Analysis LLC | Laptop | 100622 · Office Equipment/Furnishings | 999.99 |
| 04/02/2026 | THUNDERBIRD MARKET | Easter | 100623 · Volunteer Recruitment & Retent. | 37.94 |
| 04/08/2026 | Tango Tango | Annual Subscription | 100628 · Information Technology | 2,995.00 |
| 04/08/2026 | Longbow Computers and Data Analysis LLC | IT Support | 100628 · Information Technology | 437.50 |
| 04/15/2026 | First Due | Incident Command | 100628 · Information Technology | 200.00 |
| 04/06/2026 | Coaxsher | Wildland Packs | 100636 · FIRE EQUIPMENT | 253.80 |
| 04/07/2026 | Sign Dude | Helmet Stickers | 100636 · FIRE EQUIPMENT | 48.58 |
| 04/08/2026 | AMAZON | Water Bottles | 100636 · FIRE EQUIPMENT | 485.64 |
| 04/22/2026 | CASCADE FIRE EQUIPMENT CO | Boots | 100637 · PERSONAL PROTECTIVE EQUIP | 470.00 |
| 04/08/2026 | Carson | 182 Gal HQ | 100644 · DIESEL | 1,041.17 |
| 04/22/2026 | Carson | 130 Gal Sta.51 | 100644 · DIESEL | 772.05 |
| 04/08/2026 | Carson | 106 Gal HQ | 100644 · GAS | 544.97 |
| 04/02/2026 | RUCH HARDWARE | Propane | 100644 · PROPANE | 49.50 |
| 04/08/2026 | NAPA AUTO PARTS | Lawnmower Battery | 100647 · GROUNDS MAINTENANCE | 59.14 |
| 04/09/2026 | AMAZON | Weed Eater Line, Head | 100647 · GROUNDS MAINTENANCE | 60.02 |
| 04/15/2026 | Appliance and Mower Center | Lawnmower Repair | 100647 · GROUNDS MAINTENANCE | 20.00 |
| 04/07/2026 | AMAZON | Weed Spray | 100647 · GROUNDS MAINTENANCE | 157.99 |
| 04/25/2026 | AMAZON | Handicap Signs | 100647 · GROUNDS MAINTENANCE | 97.98 |
| 04/10/2026 | AMAZON | Lawnmower Deck Repair | 100647 · GROUNDS MAINTENANCE | 122.95 |
| 04/08/2026 | AMAZON | Insecticide | 100647 · GROUNDS MAINTENANCE | 26.45 |
| 04/08/2026 | Integrity Heating & Cooling Services LLC | A/C Unit | 100648 · BLDG REPAIR & MAINTENANC | 9,150.00 |
| 04/13/2026 | Sherwin-Williams | Paint | 100648 · BLDG REPAIR & MAINTENANC | 564.54 |
| 04/03/2026 | | Direct Deposit | 100649 · TELEPHONE / INTERNET | 42.50 |
| 04/03/2026 | | Direct Deposit | 100649 · TELEPHONE / INTERNET | 42.50 |
| 04/08/2026 | CHARTER COMMUNICATIONS | HQ, ST 5, ST2 | 100649 · TELEPHONE / INTERNET | 256.83 |
| 04/17/2026 | | Direct Deposit | 100649 · TELEPHONE / INTERNET | 42.50 |
| 04/17/2026 | | Direct Deposit | 100649 · TELEPHONE / INTERNET | 42.50 |
| 04/22/2026 | Ziply Fiber | | 100649 · TELEPHONE / INTERNET | 38.01 |

**Applegate Valley Fire District
Disbursement Voucher**

| <u>Date</u> | <u>Name</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|-------------|---------------------------|---|------------------------------------|--------------------------|
| 04/22/2026 | AT&T Mobility | Cell Phones, Tablets | 100649 · TELEPHONE / INTERNET | 701.88 |
| 04/27/2026 | Hulu | Sta.51 | 100649 · TELEPHONE / INTERNET | 89.99 |
| 04/22/2026 | Pomp's Tire Service, Inc | Flat Repair | 100660 · 2002 F450 Crew | 52.00 |
| 04/08/2026 | Gordon Truck Centers Inc. | Stud Taperlo, Gaskets | 100660 · 2005 FREIGHTLINER | 184.61 |
| 04/08/2026 | NAPA AUTO PARTS | Oil, Filters | 100660 · 2018 Dodge | 63.91 |
| 04/08/2026 | NAPA AUTO PARTS | Filter | 100660 · 2018 Dodge | 30.88 |
| 04/14/2026 | AMAZON | Transfer Case Lubricant | 100660 · 2020 Brush Eng | 114.44 |
| 04/22/2026 | Pomp's Tire Service, Inc | Tires | 100660 · Tender | 1,657.83 |
| 04/01/2026 | AMAZON | Pressure Valve, Fittings | 100660 · Tender | 82.15 |
| 04/01/2026 | GRAINGER | Ball Valve, Coupling | 100660 · Tender | 87.65 |
| 04/22/2026 | AMAZON | Light Bar, Rocker Switch Wiring, Electric | 100660 · Tender | 216.01 |
| 04/09/2026 | OREGON CAL. SUPPLY | Fittings | 100660 · Tender | 54.75 |
| 04/09/2026 | SIRENNET.COM | Light Bar, Lights | 100660 · Tender | 1,998.60 |
| 04/15/2026 | AMAZON | Drum Lifter | 100660 · TOOLS | 85.49 |
| 04/08/2026 | NAPA AUTO PARTS | Filter | 100660 · 2018 Dodge | 30.88 |
| 04/08/2026 | L N CURTIS & SONS | Flow Testing | 100661 · Equipment Testing & Cert. | 3,538.00 |
| 04/08/2026 | L N CURTIS & SONS | Mako Service | 100661 · Equipment Testing & Cert. | 2,042.00 |
| 04/02/2026 | AMAZON | Start Assembly | 100683 · Fuels Equipment & Repair | 19.79 |
| 04/30/2026 | ACE HARDWARE | Gloves | 100684 · Fuels PPE | 12.99 |
| | | | | <u>162,924.11</u> |

Apr 26

Applegate Valley Fire District

Balance Sheet

| | Apr 30, 26 | Mar 31, 26 | \$ Change |
|---|---------------------|---------------------|--------------------|
| ASSETS | | | |
| Current Assets | | | |
| Checking/Savings | | | |
| 100103 · CASH WITH TREASURER | | | |
| 103.1 · GOVERNMENT POOL | 1,821,517.31 | 1,964,778.36 | -143,261.05 |
| 103.2 · CAPITAL PROJECTS FUND | 576,691.90 | 574,802.14 | 1,889.76 |
| 103.5 · ROGUE CREDIT UNION | 51,247.93 | 99,466.61 | -48,218.68 |
| Total 100103 · CASH WITH TREASURER | 2,449,457.14 | 2,639,047.11 | -189,589.97 |
| Total Checking/Savings | 2,449,457.14 | 2,639,047.11 | -189,589.97 |
| Other Current Assets | | | |
| 100105 · PETTY CASH | 239.88 | 239.88 | |
| Total Other Current Assets | 239.88 | 239.88 | |
| Total Current Assets | 2,449,697.02 | 2,639,286.99 | -189,589.97 |
| TOTAL ASSETS | 2,449,697.02 | 2,639,286.99 | -189,589.97 |
| LIABILITIES & EQUITY | | | |
| Liabilities | | | |
| Current Liabilities | | | |
| Credit Cards | | | |
| 100261 · AVFD Master Card | 6,183.85 | 17,822.58 | -11,638.73 |
| 100262 · Rogue Credit Card | | 213.97 | -213.97 |
| 100263 · Costco Card | 101.95 | 210.93 | -108.98 |
| Total Credit Cards | 6,285.80 | 18,247.48 | -11,961.68 |
| Other Current Liabilities | | | |
| 100315 · PAYROLL WITHHOLDING | | | |
| 315.0 · PERS 6% PAYABLE | -912.32 | -748.97 | -163.35 |
| Total 100315 · PAYROLL WITHHOLDING | -912.32 | -748.97 | -163.35 |
| 2102 · Payroll Liabilities | -1,623.63 | -303.29 | -1,320.34 |
| 2111 · Direct Deposit Liabilities | -33,382.66 | | -33,382.66 |
| Total Other Current Liabilities | -35,918.61 | -1,052.26 | -34,866.35 |
| Total Current Liabilities | -29,632.81 | 17,195.22 | -46,828.03 |
| Total Liabilities | -29,632.81 | 17,195.22 | -46,828.03 |
| Equity | | | |
| 3000 · FUND BAL - GENERAL FUND | 2,067,922.00 | 2,067,922.00 | |
| 3002 · FUND BAL -CAPITAL PROJECTS FU... | 529,840.00 | 529,840.00 | |
| 3900 · RETAINED EARNINGS | -111,109.15 | -111,109.15 | |
| Net Income | -7,323.02 | 135,438.92 | -142,761.94 |
| Total Equity | 2,479,329.83 | 2,622,091.77 | -142,761.94 |
| TOTAL LIABILITIES & EQUITY | 2,449,697.02 | 2,639,286.99 | -189,589.97 |

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT #9
1095 UPPER APPLEGATE ROAD
JACKSONVILLE, OR 97530

BALANCE SHEET
April 30, 2026

| | ACCT.# | 3/31/2026 | DEPOSITS | WITHDRAWS | 4/30/2026 | |
|---------------------------------------|----------|--------------|------------|------------|--------------|---------------------|
| GENERAL POOL ACCOUNT | 100103.1 | 1,964,778.36 | 16,739.10 | 160,000.15 | 1,821,517.31 | |
| CAPITAL PROJECTS ACCOUNT | 100103.2 | 574,802.14 | 1,889.76 | 0.00 | 576,691.90 | |
| ROGUE CREDIT UNION | 100103.4 | 99,466.61 | 161,547.97 | 209,766.65 | 51,247.93 | |
| PETTY CASH | 100105 | 239.88 | 0.00 | 0.00 | 239.88 | |
| TOTAL CHECKING/SAVINGS | | 2,639,286.99 | 180,176.83 | 369,766.80 | 2,449,697.02 | |
| TOTAL ASSETS | | | | | | 2,449,697.02 |
| LIABILITIES | | | | | | |
| CREDIT CARDS PAYABLE | 100260 | | | | 6,285.80 | |
| PAYROLL WITHHOLDING | 100315 | | | | -912.32 | |
| PAYROLL LIABILITIES | | | | | -35,006.29 | |
| TOTAL LIABILITIES | | | | | -29,632.81 | |
| EQUITY | | | | | | |
| GENERAL FUND | | | | | 1,956,812.85 | |
| CAPITAL PROJECTS FUND | | | | | 529,840.00 | |
| Net Income | | | | | -7,323.02 | |
| TOTAL EQUITY | | | | | 2,479,329.83 | |
| TOTAL LIABILITIES & EQUITY | | | | | | 2,449,697.02 |

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
43% OF THE BUDGET YEAR IS OVER
63% OF THE BUDGETED REVENUE HAS BEEN RECEIVED
43% OF THE BUDGET HAS BEEN SPENT
April 30, 2026

| | Account | Annual | Current | Year To | % of | Remaining |
|------------------------------|----------|---------------------|------------------|---------------------|--------------|---------------------|
| RESOURCES | Number | Budget | Month | Date | Budget | Balance |
| Current Tax Jackson Co. | 100401 | 1,818,703.00 | 6,957.65 | 1,772,060.35 | 97.44 | 46,642.65 |
| Delinquent Tax Jackson Co. | 100402 | 43,250.00 | 1,420.02 | 39,862.56 | 92.17 | 3,387.44 |
| Current Tax Josephine Co. | 100405 | 251,297.00 | 1,721.66 | 243,094.15 | 96.74 | 8,202.85 |
| Delinquent Tax Josephine Co. | 100406 | 8,750.00 | 363.94 | 9,498.33 | 108.55 | -748.33 |
| Total Taxes | | 2,122,000.00 | 10,463.27 | 2,064,515.39 | 97.29 | 57,484.61 |
| Net Working Capital | | 1,800,000.00 | | 1,888,207.03 | 104.90 | -88,207.03 |
| Fire Suppression Fees | 100421 | 35,000.00 | 0.00 | 90,052.65 | 257.29 | -55,052.65 |
| Response Billing | 100422 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer from Capital | 100440 | 81,400.00 | 0.00 | 0.00 | 0.00 | 81,400.00 |
| Donations | 100441 | 10,000.00 | 0.00 | 29,055.00 | 290.55 | -19,055.00 |
| Grants | 100445.1 | 916,905.00 | 0.00 | 242,743.65 | 26.47 | 674,161.35 |
| Fuels Grants | 100447 | 678,000.00 | 0.00 | 0.00 | 0.00 | 678,000.00 |
| Interest Earned | 100450 | 60,000.00 | 6,279.14 | 56,572.94 | 94.29 | 3,427.06 |
| Misc. Income | 100471 | 10,000.00 | 0.00 | 28,448.32 | 284.48 | -18,448.32 |
| Rents | 100471.2 | 15,000.00 | 1,530.00 | 6,798.52 | 45.32 | 8,201.48 |
| Intergovernmental Revenue | 100473 | 21,000.00 | 0.00 | 5,884.43 | 28.02 | 15,115.57 |
| Sale of Assets | 100484 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Other Resources | | 1,827,305.00 | 7,809.14 | 459,555.51 | 25.15 | 1,279,542.46 |
| TOTAL RESOURCES | | 3,949,305.00 | 18,272.41 | 2,524,070.90 | 63.91 | 1,337,027.07 |

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2026

GENERAL FUND

| | Account Number | Annual Budget | Current Month | Year To Date | % Of Budget | Remaining Balance |
|---------------------------------|---------------------------|--------------------------|--------------------------|-------------------------|------------------------|------------------------------|
| Fire Chief | 100501 | 121,600.00 | 9,347.52 | 98,148.96 | 80.71 | 23,451.04 |
| Operations Chief | 100502 | 98,300.00 | 7,551.18 | 79,287.39 | 80.66 | 19,012.61 |
| Logistics Chief | 100503 | 83,500.00 | 6,472.08 | 67,277.30 | 80.57 | 16,222.70 |
| Administration Chief | 100504 | 84,300.00 | 6,472.08 | 67,956.84 | 80.61 | 16,343.16 |
| Seasonal Firefighters | 100505 | 145,000.00 | 8,154.00 | 132,565.50 | 91.42 | 12,434.50 |
| Shift Personnel #1 | 100506 | 67,000.00 | 4,680.78 | 47,646.83 | 71.11 | 19,353.17 |
| Shift Personnel #2 | 100507 | 76,000.00 | 4,976.74 | 64,643.41 | 85.06 | 11,356.59 |
| Shift Personnel #3 | 100508 | 75,000.00 | 5,835.00 | 59,805.48 | 79.74 | 15,194.52 |
| Volunteer Shift Coverage | 100509 | 15,000.00 | 840.00 | 6,872.00 | 45.81 | 8,128.00 |
| Fuels Reduction Specialist | 100510 | 45,000.00 | 2,180.00 | 16,443.00 | 36.54 | 28,557.00 |
| HRA VEBA | 100511 | 56,100.00 | 3,001.50 | 42,688.00 | 76.09 | 13,412.00 |
| Medical Insurance | 100512 | 341,000.00 | 6,312.50 | 251,305.75 | 73.70 | 89,694.25 |
| PERS | 100513 | 350,000.00 | 18,736.03 | 267,943.89 | 76.56 | 82,056.11 |
| Vehicle Stipend | 100514 | 13,200.00 | 1,100.00 | 11,000.00 | 83.33 | 2,200.00 |
| Workers Comp. Insurance | 100515 | 67,000.00 | 177.55 | 66,844.93 | 99.77 | 155.07 |
| Unemployment | 100516 | 8,000.00 | 0.00 | 242.87 | 3.04 | 7,757.13 |
| Uniform Allowance | 100517 | 23,000.00 | 81.93 | 26,295.55 | 114.33 | -3,295.55 |
| Coverage Overtime | 100518.1 | 40,000.00 | 3,259.20 | 36,847.86 | 92.12 | 3,152.14 |
| Reimbursable Overtime | 100518.2 | 30,000.00 | 0.00 | 29,607.36 | 98.69 | 392.64 |
| Payroll Taxes (FICA & Medicare) | 100520 | 50,000.00 | 3,016.86 | 31,598.15 | 63.20 | 18,401.85 |
| Oregon Growth Plan | 100521.1 | 21,000.00 | 1,143.22 | 17,788.37 | 84.71 | 3,211.63 |
| Length of Service | 100525 | 8,500.00 | 0.00 | 8,500.00 | 100.00 | 0.00 |
| Benefit Sell Back | 100528 | 14,650.00 | 0.00 | 14,624.99 | 99.83 | 25.01 |
| OSFM Firefighters | 100531 | 124,000.00 | 8,952.56 | 97,599.15 | 78.71 | 26,400.85 |
| OSFM Fire Marshal | 100532 | 76,500.00 | 0.00 | 40,728.03 | 53.24 | 35,771.97 |
| Recruitment & Retention Coord. | 100533 | 26,000.00 | 6,375.00 | 19,125.00 | 73.56 | 6,875.00 |
| EMS Grant Apprentice | 100534 | 200,000.00 | 11,774.48 | 167,422.92 | 83.71 | 32,577.08 |
| Duty Officer | 100535 | 35,000.00 | 0.00 | 20,015.51 | 57.19 | 14,984.49 |
| Administrative Assistant | 100536 | 21,000.00 | 2,230.40 | 10,873.20 | 51.78 | 10,126.80 |
| Medical Physicals | 100599 | 5,000.00 | 0.00 | 2,622.00 | 52.44 | 2,378.00 |
| TOTAL PERSONNEL SERVICES | | 2,320,650.00 | 122,670.61 | 1,804,320.24 | 77.75 | 516,329.76 |

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2026

GENERAL FUND

| | Account Number | Annual Budget | Current Month | Year To Date | % Of Budget | Remaining Balance |
|---------------------------------------|---------------------------|--------------------------|--------------------------|-------------------------|------------------------|------------------------------|
| MATERIAL & SERVICES | | | | | | |
| Technical Rescue Equipment | 100600 | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| Radio Equipment & Maint. | 100601 | 51,500.00 | 0.00 | 51,504.86 | 100.01 | -4.86 |
| Miscellaneous Supplies | 100602 | 8,000.00 | 311.44 | 4,202.06 | 52.53 | 3,797.94 |
| Medical Supplies | 100603 | 15,000.00 | 747.60 | 6,665.97 | 44.44 | 8,334.03 |
| Office Supplies | 100604 | 3,500.00 | 173.50 | 2,155.76 | 61.59 | 1,344.24 |
| Postage & Freight | 100605 | 2,000.00 | 70.99 | 565.98 | 28.30 | 1,434.02 |
| Dues & Subscriptions | 100606 | 7,500.00 | 492.00 | 11,229.43 | 149.73 | -3,729.43 |
| Laundry, Cleaning & Trash | 100607 | 13,500.00 | 529.80 | 7,121.72 | 52.75 | 6,378.28 |
| Administrative Expenses | 100608 | 20,000.00 | 238.13 | 15,662.88 | 78.31 | 4,337.12 |
| Fire Prevention | 100609 | 5,000.00 | 0.00 | 1,601.66 | 32.03 | 3,398.34 |
| Instruction & Training | 100610 | 28,875.00 | 345.44 | 15,571.79 | 53.93 | 13,303.21 |
| Volunteer Programs | 100611 | 10,000.00 | 0.00 | 2,831.78 | 28.32 | 7,168.22 |
| Reimbursable Fire Expenses | 100612 | 5,000.00 | 0.00 | 327.78 | 6.56 | 4,672.22 |
| EMT Physician Advisor | 100613 | 2,000.00 | 0.00 | 1,875.00 | 93.75 | 125.00 |
| Dispatch Service - ECSO | 100615 | 60,000.00 | 0.00 | 55,227.09 | 92.05 | 4,772.91 |
| Professional Fees | 100617 | 39,000.00 | 902.50 | 44,735.34 | 114.71 | -5,735.34 |
| Board Attorney | 100617 | | 0.00 | 0.00 | | |
| District Attorney | 100617 | | 6,198.50 | 25,555.34 | | |
| Elections & Legal Publication | 100618 | 2,500.00 | 119.70 | 797.49 | 31.90 | 1,702.51 |
| District Insurance- General | 100619 | 60,000.00 | 0.00 | 58,480.66 | 97.47 | 1,519.34 |
| Health and Wellness | 100621 | 16,500.00 | 0.00 | 14,368.00 | 87.08 | 2,132.00 |
| Office Equipment/Furnishings | 100622 | 15,000.00 | 999.99 | 13,895.82 | 92.64 | 1,104.18 |
| Vol. Recruitment & Retention | 100623 | 5,000.00 | 37.94 | 1,230.70 | 24.61 | 3,769.30 |
| Board Training | 100627 | 5,000.00 | 0.00 | 1,827.52 | 36.55 | 3,172.48 |
| Information Technology | 100628 | 35,000.00 | 3,632.50 | 22,893.12 | 65.41 | 12,106.88 |
| Fire Equipment | 100636 | 25,000.00 | 788.02 | 26,881.77 | 107.53 | -1,881.77 |
| PPE | 100637 | 63,155.00 | 470.00 | 38,788.56 | 61.42 | 24,366.44 |
| Vehicle Gas & Oil | 100644 | 50,000.00 | 2,407.69 | 39,464.96 | 78.93 | 10,535.04 |
| Electricity | 100645 | 38,000.00 | 0.00 | 25,073.21 | 65.98 | 12,926.79 |
| Draft Site Const. & Repair | 100646 | 5,000.00 | 0.00 | 1,436.56 | 28.73 | 3,563.44 |
| Grounds Maintenance | 100647 | 15,000.00 | 544.53 | 7,890.25 | 52.60 | 7,109.75 |
| Building Repair & Maint. | 100648 | 60,000.00 | 9,714.54 | 52,867.29 | 88.11 | 7,132.71 |
| Telephone | 100649 | 25,000.00 | 1,256.71 | 21,458.69 | 85.83 | 3,541.31 |
| Equipment Rental | 100651 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| Equipment Repair & Maint. | 100660 | 110,000.00 | 4,659.20 | 111,399.45 | 101.27 | -1,399.45 |
| Equipment Testing & Certification | 100661 | 20,000.00 | 5,580.00 | 16,141.04 | 80.71 | 3,858.96 |
| Imaging & Signage | 100662 | 15,000.00 | 0.00 | 12,905.00 | 86.03 | 2,095.00 |
| College/Student Program | 100670 | 35,000.00 | 0.00 | 19,250.00 | 55.00 | 15,750.00 |
| Fuels Equipment & Repair | 100683 | 5,000.00 | 19.79 | 11,487.48 | 229.75 | -6,487.48 |
| Fuels PPE | 100684 | 3,000.00 | 12.99 | 82.96 | 2.77 | 2,917.04 |
| Fuels Grants | 100685 | 350,000.00 | 0.00 | 0.00 | 0.00 | 350,000.00 |
| Grant Expenditures | 100690 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL MATERIALS & SERVICES | | 1,232,530.00 | 40,253.50 | 719,899.63 | 58.41 | 512,630.37 |

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2026

GENERAL FUND

| | Account Number | Annual Budget | Current Month | Year To Date | % Of Budget | Remaining Balance |
|-----------------------------------|----------------|---------------------|--------------------|----------------------|--------------|---------------------|
| CAPITAL OUTLAY | | | | | | |
| Station Construction Projects | 100711 | 600,000.00 | 0.00 | 0.00 | 0.00 | 600,000.00 |
| New Fire Equipment | 100736 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| Equipment Acquisition | 100738 | 75,000.00 | 0.00 | 15,000.00 | 20.00 | 60,000.00 |
| Training & Medical Equipment | 100739 | 15,000.00 | 0.00 | 12,518.11 | 83.45 | 2,481.89 |
| Capital Grant Expenditures | 100740 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fuels Capital Equipment | 100741 | 328,000.00 | 0.00 | 0.00 | 0.00 | 328,000.00 |
| TOTAL CAPITAL OUTLAY | | 1,023,000.00 | 0.00 | 27,518.11 | 2.69 | 995,481.89 |
| | | | | | | |
| Contingency | 100795 | 201,400.00 | 0.00 | 128,150.00 | 63.63 | 73,250.00 |
| Transfers to Capital Projects Fun | 100805 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Unappropriated Ending Balance | | 1,100,000.00 | 0.00 | 0.00 | 0.00 | 1,100,000.00 |
| TOTAL REQUIREMENTS | | 5,877,580.00 | 162,924.11 | 2,551,737.98 | 43.41 | 3,197,692.02 |
| | | | | | | |
| TOTAL RESOURCES | | | 18,272.41 | 2,524,070.90 | | |
| TOTAL REQUIREMENTS | | | -162,924.11 | -2,551,737.98 | | |
| ENDING FUND BALANCE | | | -144,651.70 | -27,667.08 | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Beginning Fund Balance | | 1,930,340.00 | 6/30/2025 | | | |
| Excess Rev/Exp | | -27,667.08 | | | | |
| Ending Fund Balance | | 1,902,672.92 | | | | |

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2026

CAPITAL PROJECTS FUND

| | Account Number | ANNUAL BUDGET | CURRENT MONTH | YEAR-TO DATE | %-OF BUDGET | REMAINING BALANCE |
|--|-------------------|-------------------|------------------|------------------|----------------|----------------------|
| RESOURCES | | | | | | |
| NET WORKING CAPITAL | | 554,000.00 | | | | |
| TRANSFER FROM GENERAL | 240441 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| INTEREST | 200450 | 20,000.00 | 1,889.76 | 20,379.12 | 101.90 | -379.12 |
| TOTAL RESOURCES | | 20,000.00 | 1,889.76 | 20,379.12 | 101.90 | -379.12 |
| REQUIREMENTS | | | | | | |
| PROJECT PURCHASE | 240760 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TRANSFER TO GENERAL | 100440 | 81,400.00 | 0.00 | 0.00 | 0.00 | 81,400.00 |
| BANK SERVICE CHARGE | 200201 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL REQUIREMENTS | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL RESOURCES | | 20,000.00 | 1,889.76 | 20,379.12 | | |
| TOTAL REQUIREMENTS | | 0.00 | 0.00 | 0.00 | | |
| RESERVE FOR FUTURE EXPENDITURES | | 20,000.00 | 1,889.76 | 20,379.12 | | |
| Beginning Fund Balance | 3002 | 556,311.43 | 6/30/2025 | | | |
| RESERVED FOR FUTURE EXP | | 20,379.12 | | | | |
| Ending Fund Balance | | 576,690.55 | | | | |



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Fire Chief's Report

April 2026

- 2026 Fire & Vine Fundraiser
 - Saturday September 12th, 2026 at Red Lily
 - Ticketing System Up and Running
 - Posting in the June 2026 Applegater
- Pancake Breakfast 4/25
- Community Wildfire Protection Plan
 - Participated in 2 meetings
 - 4/27 Applegate Community Church
 - 4/29 Applegate Fire District
- Williams Fire District Shared Services
 - Work Sessions 4/14 & 4/28
 - Year 1 Priorities & Long Term Priorities
 - Board Meeting 4/14
 - Neighborhood Fireside Chat 4/30 at Plaisance Ranch
- PIER Grant
 - Station 51 Project
 - Environmental Review
 - RFP for Project Management Posted
 - Pre-Proposal Meeting 5/20/26
 - Fuels Project
 - Environmental Review
 - Masticators
- Title 2 Grants
 - Williams x 1
 - Applegate x 2
- Levy Best Practices Document
- Senate Bill 454 Committee
- 2 x New Staff Vehicles (Ford Rangers)
- Chief's Vehicle



APPLEGATE FIRE DISTRICT
1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530
PHONE: 541.899.1050 FAX: 541.899.9314

Deputy Chief's Report

April 2026

Monthly Statistics

- 57 Incidents; increase of 18.75% over same period in 2025
- 4 Overlapping Incidents, 7.02% of total incidents (8 total incidents)
- 8 Mutual/Auto Aid Incidents (Given & Received); 14.04% of total incidents
- Average scene time of 1:15 (all incidents/all units)

Notable Events

- Participated in the implementation of Fire ProQA with ECSO (rulemaking, standard questions, and rules).
- Hosted live fire training with Williams, Rural Metro, and Applegate focusing on forcible entry, hoseline management, and fire control tactics; 29 members attended.
- Participated in the second meeting for contract negotiations with IAFF Local 3564.
- Met with staff members of Williams to learn and understand current workflow and their operational opportunities and challenges.
- Conducted 20 interviews of potential candidates for 9 Seasonal Firefighter positions.

Summary of Activities

- Continued support of Tuesday Night Training (TNT) with apparatus and personnel.
- Instructor for the NFPA Fire Officer 2 course hosted by the Rogue Interagency Training Association (RITA).
- Participated in an informational study session to discuss and explore the replacement of our CAD system at ECSO.
- Met with leadership of Evans Valley Fire District #6 to explore a joint recruitment process for Company Officers.
- Presented to local stakeholders how Applegate Fire District is using First Due and how agencies can leverage the technology to increase effectiveness and efficiency.
- Facilitating initial recruit training for one new volunteer firefighter.

PROUDLY SERVING
The Applegate Valley

POSITION SUMMARY

The Prevention & Fuels Coordinator provides coordination and implementation of the District's wildfire fuels reduction and Community Risk Reduction (CRR) programs. This position assists in the planning, management, service delivery, instruction and coordination of personnel, equipment, and resources to accomplish the fuels reduction efforts of the District. This includes defensible space, vegetation management, contractor coordination, and public outreach.

This position also supports the District's fire and life safety initiatives, conducting fire and life safety code enforcement inspections and construction plan reviews. Responsible for developing and presenting fire safety education programs and participates in public outreach. May occasionally perform firefighting and/or other emergency scene activities. All work is performed in accordance with District guidelines and policies.

SUPERVISION RECEIVED

The Prevention & Fuels Coordinator functions within the normal chain of command under the direct supervision of either the Fire Chief or their designee. If licensed as an Emergency Medical Technician (EMT), this position is accountable to the District's designated physician supervisor when performing the duties of an EMT.

SUPERVISION EXERCISED

The Prevention & Fuels Coordinator supervises and directs the activities of assigned Fuels Reduction Specialists, seasonal personnel, contractors, and equipment operators. Supervision is exercised in accordance with District policies, regulations, and guidelines. The highest licensed EMT directs patient care in emergency situations.

PRINCIPAL DUTIES & RESPONSIBILITIES

The following list describes a majority of the principal duties and responsibilities of this position.

- Creates and supervises activities toward reducing fire risk around homes including along access and egress routes, creating defensible space fire areas, promotes fire prevention and wildfire home hardening practices.
- Conducts and supervises home wildfire risk assessments and writes prescriptive work plans for property owners.
- Functions as the first line supervisor for assigned personnel and contractors. Enforces District rules, regulations, and procedures and provides input for performance appraisals. Coaches assigned personnel and contributes to skill development and mental and physical readiness of assigned resources.
- Completes and maintains reports, work records and necessary personnel forms. Establishes and maintains cooperative relationships with partner agencies, landowners, and regulatory agencies.
- Conducts limited complexity low and moderate hazard fire/life safety inspections.
- Follows up on engine company referrals and citizen complaints.
- Develops, implements, and participates in public relations and education programs, conducts presentations for various public groups.
- Maintains program data, reporting, and grant documentation within the District's records management software.
- Coordinates with partner agencies and community organizations on fire prevention and community development and fire prevention issues.

PRINCIPAL DUTIES & RESPONSIBILITIES CONTINUED

- Provides input on site plans related to fire access, water supply, and defensible space.
- Ensures compliance with safety standards, policies, and regulations.
- Participates in structural and wildland firefighting consistent with training and certifications.
- Attend training sessions, professional seminars, and other related career development opportunities related to the professional aspects of the position, which includes Emergency Medical Technician.
- Attend regularly scheduled monthly meetings, such as but not limited to staff and operations meetings.

KNOWLEDGE

- District rules, regulations, procedures, and other regulations related to fire protection.
- Basic principles of fire inspection, investigation, and public education.
- Emergency medical scene control and management consistent with qualifications.
- Basic supervision and disciplinary skills.
- District computer systems and records management systems.

SKILLS AND ABILITIES

- Ability to manage projects, prioritize work, and operate independently.
- Drive and operate a variety of District vehicles and equipment.
- Read and understand written material and technical instructions.
- Follow oral and written directions.
- Meet and interact effectively with people of all ages and backgrounds.
- Lead and direct others; conduct performance appraisals.
- Function as a member of a team; maintain effective discipline and morale.
- Type and use computer systems and programs; prepare reports, forms, and records.
- Work in close harmony with other District personnel.

VALUES AND GUIDING PRINCIPLES

All members of the District are required to demonstrate positive values to be an effective member of the organization. Members must be able to demonstrate the following:

Honesty and Integrity: Demonstrates fairness; is straightforward, sincere, truthful, ethical, and trustworthy.

Teamwork: Demonstrates a helpful and respectful demeanor with colleagues and subordinates; receptive to the sharing of differing ideas and opinions.

Professionalism: Displays confidence in self and encourages others; is open, loyal, trustworthy, and patient; holds a high degree of personal accountability and takes pride in work; committed to quality, growth, and learning.

Health and Safety: Displays and maintains physical and mental well-being and watches out for all members' safety.

WORK ENVIRONMENT

Work involves indoor and outdoor activities in a general station and office environment, residential settings, and occasional emergency scene exposure. Noise exposure and hot/cold environments will need to be tolerated within the functions of this position as well as driving in inclement weather. Work will occur in various locations throughout the District and often in uneven terrain. The work schedule is 40 hours per week; some evening and weekend work may be required as well as attendance at meetings and field and classroom training.

PHYSICAL AND MENTAL JOB REQUIREMENTS

To perform the job successfully, an individual must be able to perform each of the Principal Duties and Responsibilities satisfactorily. This position involves extended periods of sitting, standing, walking, crouching, bending, stooping, twisting, turning, climbing and balancing, regular limb extension, pinching and grasping, moving, lifting and carrying objects that will require exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly, as well as keyboard typing, talking and listening both in person and over the phone, and driving/operating a wide array of motorized vehicles and equipment in all conditions. The sensory requirements for this position include vision, hearing, and touch. The individual in this position must frequently exercise using good judgment and be able to work with minimal supervision. This position requires the use of proper personal protective equipment.

Reasonable accommodations may be made to enable individuals with disabilities to perform the principal duties and responsibilities. This position requires the physical and mental capabilities to read information printed on paper and displayed on computer monitors, hear, speak, and communicate verbally using the English language, cognitive thinking and mathematical calculation capabilities, manual dexterity to manipulate maintenance equipment, and specialty lift and transport vehicles. The person must promote safe working practices and support an environment of mental and physical well-being.

MINIMUM QUALIFICATIONS

All certifications and/or licenses must be valid

- Graduation from high school or GED equivalent
- Oregon driver's license
- NIMS IS-100, IS-200, IS-700, IS-800
- NWCG Firefighter Type 2
- AHA CPR/BLS for Healthcare Providers (within 6 months of hire)
- Department of Oregon State Fire Marshal Life Safety Inspector I (within 12 months of hire)
- NFPA Fire and Life Safety Educator I (within 12 months of hire)

DESIRABLE QUALIFICATIONS

- NWCG Firefighter Type 1, Crew Boss (CRWB), or Engine Boss (ENGB)
- NFPA Firefighter I or Firefighter II
- NFPA Driver, Wildland, Mobile Water, or Pumper Operator
- Licensed as an Oregon Emergency Medical Responder or higher
- NFPA Fire Inspector I, II, or III
- NFPA Fire and Life Safety Educator II or III

4.25 Prevention & Fuels Coordinator

Effective: TBD

DISCLAIMER

This job description has been designed to indicate the general nature and level of work performed by members within this classification, which may change as business needs arise. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of members assigned to the job.

CLASSIFICATION AND BARGAINING STATUS

FLSA STATUS: Non-Exempt

BARGAINING UNIT: No

PERS Job Type: Police & Fire

DRAFT

