

WILLIAMS RURAL FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING AGENDA

Tuesday, April 14, 2026

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

Dial In: 253-205-0468; Meeting ID: 892 0140 1417; Passcode: 863039

Join Zoom Meeting

<https://us06web.zoom.us/j/89201401417?pwd=HRsaHgoyD8NMpgFHfH8tiQKH8XRPIE.1>

1. Call to Order, Pledge, and Roll Call of Members
2. Announcements
3. Approval of Prior Board Meeting Minutes – previously distributed electronically
 - March 10, 2026 Regular Board Meeting Minutes
4. Reports
 - Fire Chief's Report
 - Training Report
 - Operations Report
 - District Fire Marshal Report / Safety Committee Report
 - Community Relations Coordinator Report
 - WFA Report
 - Chair Report
5. Unfinished Business
 - Applegate Collaboration
 - Board Goals
 - Museum Building/Bldg 7/8

Tabled Unfinished Business
- *Modular Home Update (Tabled)*
- *Showers (Tabled)*
6. New Business
 - Scheduling Budget Meeting
7. Clerk Treasurers Report – Financial Reports and Invoices
8. Announcement of the next regular scheduled board meeting – May 12, 2026 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

DRAFT MINUTES

WILLIAMS RURAL FIRE PROTECTION DISTRICT Regular Board Meeting Minutes March 10, 2026

1. CALL TO ORDER, PLEDGE, AND ROLL CALL

- Call to Order: 10:03am

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

Board Members Absent

None

Williams Staff Present

Interim Fire Chief – Nicco Holt

Fire Marshall – Jon Scaroni

Captain – Oskar Sundell

Community Coordinator – Ash Martell

WFA Firefighter – Devin Brennan

Public Presence & Invited Speakers:

Administrative Assistant – Rachael Couch

AFD Fire Chief – Chris Wolfard

Community member – Claudia Pratt

Zoom Attendees:

John Holmes, IV Fire Chief

Jasmine Williams, Williams Volunteer

Allison Cleveland, Community member

2. ANNOUNCEMENTS

- Upcoming Events:

- **Red Cross Blood Drive will be March 31st, 2026.**
- **WRFPD Awards Banquet to be held on March 15th, 2026 at Pacifica.**

DRAFT MINUTES

- Trainings coming up in Klamath Falls through SDAO

3. APPROVAL OF PRIOR BOARD MEETING MINUTES

- Previously distributed electronically:
 - February 10th, 2026, Regular Board Meeting Minutes
- Discussion: Allison's name is spelled correctly.
- **A motion was made by Brian Barton to approve February 10th, 2026, minutes as presented. The motion was seconded by David Applegate. (10:06am)**
- **Motion carries as follows:** The motion was approved with 5 ayes.
 - **AYES:** Heather Glass, Brian Barton, Jim Krois, Bill Ertel, David Applegate
 - **NAYS:**

4. REPORTS

- **Fire Chief's Report – Interim Fire Chief Nicco Holt**
 - Chief Holt's report was given out electronically to the Board for review before the meeting.
 - Discussion:
 - Staff and volunteer discussion
 - Banquet at 5:30pm, awards at 6, doors open at 5pm
 - Time clock is working
 - Training attendance: variable by week
 - Board Member Bill Ertel asks about fire calls. Structure fire last month.
 - Call volume: seems aligned with annual call volume expected.
 - Calls that are not through dispatch can be entered by staff periodically
- **Operations Report – Captain Oskar Sundell**
 - Captain Oskar Sundell's report was provided electronically to the Board for review before the meeting.
 - Discussion:
 - Heavy Duty Commercial washer and dryer – future standards: need to move to an extractor to remove carcinogens from gear.
 - New RAM Air dryer is about \$6,000

DRAFT MINUTES

- Extractor is about \$25,000-\$35,000
 - Exploring funding sources such as grant funding
 - Ash to bring to Support Team
 - AFD has Dexter brand extractor, and gave positive review
 - VFA grant supplies discussion: Wildland PPE, radio batteries and dash radio for Oskar's Truck
 - Old Station building discussion:
 - Potential solution would be to keep part of building with less damage – bay 7 & 8 side
 - High priority repair: soil around Bay 7 & 8 is causing wood rot, and repair gutters to prevent further damage.
 - Bay 5 & 6 side appear too damaged to warrant saving upon exam
 - Potential solution to move gym to separate location or new building
 - Bill Ertel shares a potential grant opportunity to look into: community grant that Chief Wolfard is familiar with
 - This project is not specifically called out in the strategic plan.
- **District Fire Marshal Report / Safety Committee Report - Jon Scaroni**
- Fire Marshall Jon Scaroni's report was provided electronically to the Board for review before the meeting.
 - Discussion:
 - No chipper jobs completed in February, Chipper team started in March
 - 3rd year of the chipper program – community values this project
 - Team Rubicon meeting yesterday – potential future projects
- **Community Relations Coordinator Report – Ash Martell**
- Ash Martell's report was given out electronically to the Board for review before the meeting.
 - Discussion:
 - Williams Awards Ceremony details shared
 - Resiliency Hub next meeting focus is scheduling a drill with radios
 - AGA All Things Fire Fair, 60 community wood-cleaning kits from Alliance for Green Heat given out to the community. Chief Wolfard shared how incredible Ash did at speaking and managing the event.
 - Community Outreach:
 - Church Newsletter
 - Grange Marquee
 - Consider additional direct mailers

DRAFT MINUTES

- **WFA Report / Firefighter Input – Devin Brennan**

- o Discussion:
 - No updates

- **Chair’s Report – Williams Rural Fire Protection District Support Team**

- o Discussion: none

5. UNFINISHED BUSINESS

- Applegate Collaboration

- o Discussion: Rachael Couch is in admin role for Administrative IGA

- Board Goals

- o Discussion: Tabled until next meeting.

6. TABLED UNFINISHED BUSINESS

- Modular Home Update: Not discussed

- o Note: Modular Home is now vacant: to now be used for showers and training for the District. To maintain on ‘Tabled Unfinished Business’ for future Modular Home Updates.
- o Chief Holt shared it can now be used for general district purposes. Need furniture if we are going to use the space for dormitories and day use for staff and volunteers.

- Showers: not discussed

- o Note: To use Modular Home Showers currently. Leaving on the ‘Tabled Unfinished Business’ for future project to have showers added in the actual station.

- Museum Building: not discussed.

7. NEW BUSINESS

- IGA – Executive Services

DRAFT MINUTES

- Discussion:
 - i. Minimal notes from council added to IGA document.
 - ii. Spending Authority: Chief Wolfard’s authority at AFD. President Glass shares historic internal spending controls: Williams board member signs all checks and gets 2 signatures on all checks over \$2,500.
 - iii. Discussion of keeping current Williams policy for spending authority and review in 6 months.
 - iv. Section 9 – Dispute Resolution correction
 - 1. Change Read by President Glass: “Any disputes arising under this agreement shall first be addressed through good faith discussion between board chair and fire chief”.
 - v. Date to change to reflect: April 1st, 2026 on document. As a clarification of the statement of ‘on full execution of the agreement’.
- **A motion was made by Brian Barton to have Board President Heather glass update and sign to adopt the Executive Services IGA as presented with the following changes: Section 9 Dispute Resolution change and Document Agreement Date change to April 1st 2026. The motion was seconded by Bill Ertel. (11:17am)**
- **Motion carries as follows:** The motion was approved with 5 ayes.
 - **AYS:** Heather Glass, Brian Barton, Jim Krois, Bill Ertel, David Applegate
 - **NAYS:**

8. CLERK TREASURER’S REPORT

- Administrative Assistant Rachael Couch, provided treasurer reports that were reviewed by the board members.
 - Discussion:
 - Disbursement Vouchers - presented
 - Financial Statements -
 - Discussion of tax resource collections.
 - Grant Tracker Draft –
 - Rachael Couch shares updates to tracker with totals for amounts exhausted on each grant

DRAFT MINUTES

9. NEXT MEETING ANNOUNCED

- **Announcement of the next regular scheduled board meeting – April 14th, 2026, at 10:00am. Location: Williams Rural Fire Protection District Board Room: 211 East Fork Rd.**

10. PUBLIC INPUT

- Two minutes per person granted.
- Community member Questions and Comments:
- Public Questions - can be submitted in writing to P.O. Box 81, Williams, OR 97544

11. MOTION TO ADJOURN

- **A motion was made by Heather Glass to adjourn. The motion was seconded by Jim Krois. (11:29am)**
 - o Discussion: none
- **Motion carries as follows:** The motion was approved with 5 ayes.
 - o **AYES:** Heather Glass, Brian Barton, Jim Krois, Bill Ertel, David Applegate
 - o **NAYS:**

Meeting Adjourned: 11:29am

Minutes Submitted by Rachael Couch

Administrative Assistant

WRFPD Chief/Training/Admin Report March 2026

❖ Chief Activities

- Meetings
 - Board meeting
 - Rogue Interagency Training Association (RITA)
 - Josephine County Technology 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
 - Duty Officer coverage - 10 weekdays & 5 weekend days
- Awards banquet preparation and event
- Prep for Wildfire Staffing grant
 - Rachael submitted grant application on March 11
- Work on forms for Jackson County Regionalization Study
- Attend wood stove tools giveaway event

❖ Administrative Activities

- Worked with Rachael on accounts payable.
- Review expenditures and coordinate check signing.
- Processed incoming mail
- Reviewed and updated personnel time records in preparation for payroll

WRFPD Chief/Training/Admin Report March 2026

❖ Training Officer Activities

- Prepare and lead training drills
- DPSST documentation
- Training records and task books
- Weekly Training Drills
 - Structure Fire Skills
 - Fire extinguishers and Class A stacked material fires
 - Firefighter Safety
 - Limited visibility SCBA and self-rescue
 - Structure Fire Practice
 - Initial fire attack, transitional fire attack
 - Structural Evolution
 - Initial attack, Mayday practice
- Other Training
 - Apparatus driving
 - Wildland pump operation
 - EMS webinar

❖ District Alarm Activity

- 23 Alarms
 - 3 Vegetation Fires
 - 1 Motor Vehicle Crash
 - 11 EMS Calls
 - 4 Public Service
 - 4 No Emergency
 - Cancellations, Non-Hostile Smoke, Good Intent, Malfunctioning Alarm, etc.

WRFPD OPERATIONS REPORT MARCH 2026

- Transmission leak fixed on 8701.
- New BK mobile radio for 8765 received and will be installed on 5/3. The radio is also the last piece to be ordered of the VFA grant.
- Mobile home showers in use.
- Issue with the ladder rack on 8701. Connections checked and working again.
- Tractor to be serviced on either 5/3 or 6/3.
- As Applegate F&R have received new radios, Chief's Wolfard and Blakely, offered some of their old radios, chargers and extra equipment to us. We now have 7 more radios of the same make and model as our current radios. Thank you, Chief's and Applegate F&R! Now they need to be programmed so they mirror our current frequency list.
- Oil changes on staff cars done in-house.
- Issue with BP cuff and airline with our Lifepak 15 monitor. Sourced a new one from AMR, now fixed and working.
- Expired medications exchanged for non-expired ones with AMR.
- Two recent structure fires within 3 days of each other, has made our need for a replacement for the dryer and our washer very apparent. The priority would a drying system and an extractor/washer being second. The dry time when hanging our gear in the bays exceed 2 days on our inner liner. The staff have 2 sets and can be in service right as we get back to the station, the volunteer crew does not have 2 sets and may have to wait or piece together an extra set when the tones drop. Not ideal for a robust response. There might a grant opportunity thru RAM air dryer. They assist FD's with obtaining grants for the purchase of dryers and washers. More to come in the next month.
- Moser completed the paving project. They had some equipment failures that delayed completion by a few days but they got it done in spite of lots of challenges. Marvin with Moser, talked me thru the issues that they faced and how they were solved. We are pleased with the work and have no major issues to report. Drainage seems to be adequate with some minor pooling in some spots but overall good.
- Fire Wood bank car port frame installed and up. Roofing still needs to be put on.
- Some of the VFA grant equipment received.
- Chief, Brian, Devin and myself, did a walk thru of the old station buildings to assess what needs done. Bay 8-7, the brown building that was painted a few

years back, is in pretty good shape. Biggest issue would be all kinds of rot on the siding of the building, there are actual holes for critters to get in to the walls. Roof is tight with no leaks. Foundation also good. With some work, it would be a functional space for years to come. The original station (blue building) is in worse shape. Stucco on both North and South ends have chunks falling off and water getting in to the walls. It is also leaking in to the gym walls from second story, most likely, it has mold in the walls as well. Previous but recent “modifications” to the trusses has rendered the walls weaker than before. Overall, we all agreed that the best course of action would be to simply get rid of the blue building and build something new. Smaller repairs on the brown building would suffice and prolong service life of that structure. We will move on with figuring out what we want for replacement, footprint and funding opportunities. We will report to the board as we make progress.

- All other duties and tasks.

Fire Marshal's Report for March 2026
Williams RFPD
Jon Scaroni
April 9th, 2026

Property Assessments: There were 2 property assessments this month.

Business Inspections: I inspected Williams Headstart this month.

Fire Investigations: No fire investigation this month.

Meetings Attended: I attended the Team rubicon Mar. 9th, I attended the IAAI on Mar. 18th through zoom and the Co-op on Mar. 26th.

Classes Attended: none

Chipper Program: 10 chipper jobs, Trailer has been out 3 times.

Safety Officer Report: No accidents to report.

Jon Scaroni
WRFPD District Fire Marshall

Community Relations Coordinator

Monthly Report for March 2026

Written by Ash Martell for the April 2026 Regular Board Meeting

2026 Awards Banquet – Sunday, March 15

- Planning meetings with Chief, WFA, Support Team etc.
- Coordination of Caterer
- Coordination of Venue
- Setup of Venue
- Cleanup of Venue
- Followup with Venue payment/deposit refund

Blood Drive March 31

- Coordination with Red Cross and District
- PR for event
- Results: 16 Units/2 Power Red Units/48 potential lives saved

Ongoing Community Relations Coordinator duties:

- Attend regular Board meeting / create a monthly report for the Board
- Attend Support Team meeting and coordinate with them with regards to upcoming events.
- Monitoring the info@WRFPD.org email
- Update pump house info sign
- Ongoing monitoring of community Facebook pages
- Personnel Birthday Recognition program tracking/updating/implementation
- CRC file and email organization and maintenance
- Program flyers / Evacuation maps: printing / posting and sharing to media
- Attend AGA's Forest and Fire Working Group monthly meeting
- Attend Williams Resiliency Hub meetings/events
- Williams Wood Bank project support with the WFA
- Ongoing updating of awards and photos in the Conference room
- Planning for Coffee with the Chief in April

WILLIAMS FIRE DISTRICT

FIRST YEAR PRIORITIES (FY 2026/2027)

EXECUTIVE LEADERSHIP TRANSITION YEAR

PURPOSE

This document establishes a focused set of priorities for 2026, recognizing the transition in executive leadership under the shared services model and the need to align workload with organizational capacity. The goal is to ensure successful execution of critical initiatives while building a strong foundation for future progress. This includes building upon the strong trust and longstanding support the Williams community has consistently shown for its fire district, which will be essential to the success of the upcoming levy.

PRIORITY 1 – LEVY RENEWAL & FINANCIAL STABILITY (CRITICAL)

Objective: Successfully place the District's temporary tax levy on the November ballot and ensure it is approved by voters by building on the strong and longstanding support the Williams community has consistently shown for its fire district.

- Recognize and build upon the Williams community's strong history of support
- Develop a clear and defensible financial plan
- Establish transparent, consistent levy messaging
- Conduct targeted community outreach and engagement
- Coordinate ballot strategy, compliance, and Board alignment

Outcome: Sustainable funding secured to maintain service levels and organizational stability.

PRIORITY 2 – ORGANIZATIONAL ASSESSMENT & TRANSITION

Objective: Develop a clear and accurate understanding of the District's current condition by leveraging the regional capabilities study and conducting targeted internal review where needed.

- Utilize the regional capabilities study as the primary assessment framework
- Identify District-specific gaps and risks not captured regionally
- Validate key operational, financial, and administrative assumptions
- Develop a concise internal summary to guide decision-making
- Align internal efforts with regional analysis to avoid duplication

Outcome: A clear, efficient, and actionable understanding of the District's current state, aligned with regional analysis.

PRIORITY 3 – CULTURE, MORALE & TEAM STABILITY

Objective: Strengthen internal culture, trust, and communication.

- Maintain visible leadership presence and direct communication with personnel
- Reinforce expectations, accountability, and consistency
- Address morale concerns and organizational friction points
- Support retention of personnel
- Establish a positive, professional work environment

Outcome: Improved morale, trust, and workforce stability.

PRIORITY 4 – SERVICE DELIVERY STABILIZATION

Objective: Ensure consistent and reliable emergency response during the transition period.

- Align staffing with available funding and operational needs
- Maintain apparatus readiness and deployment effectiveness
- Support movement toward reliable 24-hour coverage
- Address immediate service delivery gaps
- Monitor response performance and adjust as needed

Outcome: Reliable and consistent emergency response capability.

PRIORITY 5 – GOVERNANCE & ADMINISTRATIVE FOUNDATION

Objective: Establish strong administrative systems and clear governance alignment.

- Implement consistent reporting to the Board
- Clarify roles and expectations between Board and Fire Chief
- Ensure compliance with Oregon budget law and public meeting requirements
- Begin prioritized policy review
- Improve administrative systems and documentation practices

Outcome: Clear governance structure and improved organizational support systems.

IMPLEMENTATION PHILOSOPHY

- Focus on execution over volume
- Prioritize high-impact outcomes
- Sequence work based on capacity and timing
- Maintain alignment with long-term priorities
- Recognize that 2026 is an executive leadership transition year requiring deliberate focus

WILLIAMS FIRE DISTRICT

LONG TERM PRIORITIES (3-5 YEAR DIRECTION)

PURPOSE

This document establishes the long-term priorities that will guide the Williams Fire District over the next three to five years. These priorities reflect the goals identified in prior planning discussions and are organized to provide clear direction while allowing for phased implementation through annual priority setting.

FINANCIAL STABILITY & FUNDING

- Maintain stable and predictable revenue streams, including voter-approved funding
- Continue strong financial reporting, transparency, and accountability practices
- Maintain compliance with internal controls, audits, and required filings
- Pursue and manage grant funding as a core revenue source
- Align expenditures with long-term operational needs and service expectations

STAFFING & SERVICE DELIVERY

- Maintain and improve emergency response performance and coverage
- Support sustainable 24-hour staffing and deployment models
- Strengthen recruitment and retention of career, volunteer, and student personnel
- Conduct periodic evaluation of staffing levels, compensation, and workforce needs
- Plan for seasonal staffing and fire season upstaffing

FACILITIES & INFRASTRUCTURE

- Maintain and improve existing facilities
- Plan for repair, replacement, and modernization of buildings
- Address deferred maintenance needs
- Improve access, parking, and site functionality
- Align facility planning with long-term operational needs

VEHICLES & EQUIPMENT

- Maintain fleet and equipment readiness
- Conduct periodic evaluation of apparatus and equipment needs
- Plan for long-term replacement and capital improvements
- Ensure equipment supports operational effectiveness and safety
- Align fleet planning with service delivery expectations

GOVERNANCE, POLICY & TRANSPARENCY

- Maintain consistent public meetings and compliance with legal requirements
- Ensure transparency through timely communication and public information
- Maintain and update policies and procedures as needed
- Strengthen coordination and communication between Board and Fire Chief
- Support ongoing training and development for Board members

COMMUNITY ENGAGEMENT & PUBLIC TRUST

- Maintain consistent and transparent communication with the community
- Build on the community's strong history of supporting the fire district
- Encourage community involvement in District activities and initiatives
- Support outreach efforts that strengthen public understanding of services
- Maintain visibility through community events and communication platforms

ORGANIZATIONAL CULTURE & DEVELOPMENT

- Promote a positive and professional work environment
- Support career development and advancement opportunities for personnel
- Identify and develop future leaders within the organization
- Encourage ongoing training and professional development
- Learn from other agencies and incorporate best practices

ALIGNMENT WITH PRIOR PLANNING DOCUMENTS

These Long Term Priorities are intended to fully encompass and organize the goals identified in prior draft planning documents. Specific initiatives, tasks, and action items are incorporated within these broader categories and will be implemented over time through annual priority setting and operational planning.

WRFPD 2026-2027 GOALS
DRAFT

Goals are presented based on history, strat plan and current environment

CATEGORIES: SIX CATEGORIES

- CAPACITY, RESOURCES STAFF AND SUPPORT
- RESPONSE
- FACILITIES
- VEHICLES AND EQUIPMENT
- FINANCIAL
- GOVERNANCE

Page | 1

CAPACITY RESOURCES AND SUPPORT:

- Retain Staff
- Volunteers – Increase volunteer base. Establish formal recruiting and retention programs
- Support Student program initiative
- Review of compensation and staffing requirements.
- Plan for fire season upstaffing

RESPONSE

- 911 CALLS – 5 minutes from call (and adequate responders)
- Public assistance – 4 hours
- Support Chief in 24 hour coverage

FACILITIES AND GROUNDS

- Update/replace old buildings
- Main Building – maintain
- Driveway – Parking
- Prioritize deferred maintenance

VEHICLES and EQUIPMENT

- Vehicle and Equipment overview
- It is not anticipated the need to replace any vehicles or equipment during this period

FINANCIAL – STEWARDSHIP

- Budget – completed and approve 2026-2027 Budget

4/10/2026 8:42:46 PM

- Monthly financial Reports – publish monthly reports in current format. Continue to measure and monitor results to plan
- Internal control Program – continue following internal control document
- Complete annual CPA review and file reports with Secretary of State
- Grants – continue aggressive search and qualification for personnel, equipment and facilities (half of revenue is grants) continue monthly grant report status.
- Accountability – Ensure tax revenue and grants revenue are not misused and match the size and scope of mission obligations

GOVERNANCE – ACCOUNTABILITY – TRANSPARANCY

- Monthly Meetings: conduct monthly public meetings and post agendas and minutes.
- Annual budget Process
- WEB SITE and FACEBOOK– Keep current for public information
- Community Meetings (coffee with Chief)
- Maintain updating policies and procedures as required.
- Professional Development
 - Staff – encourage and fund career development. Individual Staff Development – Identify staff member potential for advanced positions and career development, FIRE CHIEF to coordinate with board for short range and long-range plans and opportunities.
 - Board – encourage board members to attend training.
 - Board – Fire Chief- Board Communications – Continue to consult and coordinate with the board on matters of staff, facilities and fleet in size and scope, both short and long range
 - Gain community involvement in board meetings and events at board level.
 - Learn from success and failures of other agencies. Try and attend meetings and events of other agencies.

WILLIAMS R F P D
Disbursement Voucher

Type	Date	Name	Memo	Account	Paid Amount
Mar 26					
Bill	03/02/2026	Postmaster	Postage for Firewise Spring 2026 newsle	Postage and Delivery Charges	2,308.37
Bill	03/02/2026	Williams Fire Department Su	Board Members Heather Glass, Bill Ert	2500 · Associated Personnel Expenses	225.00
Bill	03/02/2026	Casa Amiga	Awards Banquet Catering	2500 · Associated Personnel Expenses	1,500.00
Credit Card Cha	03/02/2026	Amazon.com	paper towels	Kitchen	7.52
Check	03/02/2026		Service Charge	0400 Dues & Fees	0.05
Paycheck	03/05/2026		Direct Deposit	OSFM Firefighter	4,257.06
Paycheck	03/05/2026		Direct Deposit	Insurance Benefits	-232.00
Paycheck	03/05/2026		Direct Deposit	Payroll Liabilites	408.47
Paycheck	03/05/2026		Direct Deposit	5100 · Fire Chief	2,832.50
Paycheck	03/05/2026		Direct Deposit	5600 · Training Officer	2,832.50
Paycheck	03/05/2026		Direct Deposit	5500 · Duty Officer	1,000.00
Paycheck	03/05/2026		Direct Deposit	Insurance Benefits	-1,243.00
Paycheck	03/05/2026		Direct Deposit	Payroll Liabilites	544.90
Paycheck	03/05/2026		Direct Deposit	Community Relations - Admin Aid	616.25
Paycheck	03/05/2026		Direct Deposit	Payroll Liabilites	62.66
Paycheck	03/05/2026		Direct Deposit	OSFM Fire Prevention Officer	3,421.79
Paycheck	03/05/2026		Direct Deposit	Payroll Liabilites	347.36
Paycheck	03/05/2026		Direct Deposit	5400 · Lieutenant of Operations	4,052.58
Paycheck	03/05/2026		Direct Deposit	5500 · Duty Officer	1,000.00
Paycheck	03/05/2026		Direct Deposit	Insurance Benefits	-232.00
Paycheck	03/05/2026		Direct Deposit	Payroll Liabilites	484.47
Credit Card Cha	03/06/2026	Starlink	Starlink internet	Internet Expense	125.00
Credit Card Cha	03/06/2026	uAttend Time Clock	timeclock	2500 · Associated Personnel Expenses	45.00
Bill	03/10/2026	Williams Country Store	coffee, creamer, dishwasher pods	Kitchen	179.50
Bill	03/10/2026	Daily Courier	Daily Courier newspaper subscription: 1	1100 Miscellaneous	250.00
Bill	03/10/2026	Special Districts Insurance S	Health & Dental Monthly Premium Mar	Insurance Benefits	6,832.00
Bill	03/10/2026	eDispatches	eDispatch annual renewal	Dispatch	1,164.00
Bill	03/10/2026	Pacific Power	Item 2	Electricity Expense	11.81
Bill	03/10/2026	Pacific Power	Item 6	Electricity Expense	40.46
Bill	03/10/2026	Pacific Power	Item 7	Electricity Expense	486.51
Bill	03/10/2026	Pacific Power	Item 11	Electricity Expense	233.27
Bill	03/10/2026	Pacific Power	Item 12	Electricity Expense	242.39
Bill	03/10/2026	Nicebadge	Awards for 2025 Awards ceremony	2500 · Associated Personnel Expenses	264.78
Bill	03/10/2026	49er Communications, Inc	8765 vehicle dash mount communication	0900 Fire Equipment/Supplies	4,133.90
Bill	03/10/2026	Century Link	Special Circuit	Special Circuit	49.98
Bill	03/10/2026	Fields Home Imprvmnt Cntr	Flue Fire Kit	0900 Fire Equipment/Supplies	64.97

WILLIAMS R F P D
Disbursement Voucher

Type	Date	Name	Memo	Account	Paid Amount
Bill	03/10/2026	Fields Home Imprvmnt Cntr	tools - drill bit set	0200 Building Maintenance	28.99
Bill	03/10/2026	Fields Home Imprvmnt Cntr	fire equipment: chains, flue kit pieces, c	0900 Fire Equipment/Supplies	125.74
Bill	03/10/2026	Fields Home Imprvmnt Cntr	cleaning detergent, key	0200 Building Maintenance	19.48
Bill	03/10/2026	Carson	BioDiesel, 350.50 units	Diesel	1,236.51
Bill	03/10/2026	Carson	87 Reg Gas, 359.90 units	Gas	1,214.24
Bill	03/10/2026	Carson Propane	propane, applied outstanding credit amo	Propane	1,366.77
Bill	03/10/2026	Rogue Valley Fire Preventior	2026 Annual dues RVFP Co-op	0400 Dues & Fees	100.00
Bill	03/10/2026	Longbow Computer and Data	Windows Pro, Microsoft Office for Cor	Office Equipment	349.98
Bill	03/10/2026	Longbow Computer and Data	New Admin folder creation, setup of coi	1450 · Professional Fees/Consultants	375.00
Bill	03/10/2026	US Postal Service	annual post office box service fee	Post Office Box	88.00
Bill	03/10/2026	City of Grants Pass	dispatch service	Dispatch	395.25
Bill	03/10/2026	Nicebadge	perpetual plaque plates	2500 · Associated Personnel Expenses	14.00
Deposit	03/10/2026	Ash Martell	RV Space Rent: Jan 2026	RV Space	-300.00
Deposit	03/10/2026	Ash Martell	RV Space Rent: Feb 2026	RV Space	-300.00
Credit Card Cha	03/10/2026	Southern Oregon Sanitation	trash services	Garbage Expense	71.05
Credit Card Cha	03/12/2026	Zoom Video Communication	Zoom workplace monthly	0400 Dues & Fees	26.99
Credit Card Cha	03/13/2026	Sierra Springs - Mt. Shasta S	water delivery	Kitchen	67.49
Credit Card Cha	03/16/2026	Amazon.com	PPE: EMS Pants	1600 Personal Prtctve Equipmnt	173.98
Credit Card Cha	03/19/2026	Albertsons	RITA meeting snacks	1800 Training	42.52
Credit Card Cha	03/19/2026	InstaInk	printer ink	Ink	47.98
Check	03/20/2026	Columbia Bank	Service Charge	Service Charges	30.00
Credit Card Cha	03/23/2026	Williams Country Store	Chipper fuel - OSFM CWRR	Gas	151.12
Credit Card Cha	03/24/2026	O'Reilly Auto Parts	Switch/parts repair	8763 · 8763 Type 3 Wildland Engine	28.46
Credit Card Cha	03/25/2026	Amazon.com	PPE: ear plugs: OSFM CWRR	1600 Personal Prtctve Equipmnt	19.00
Credit Card Cha	03/25/2026	Amazon.com	PPE - gloves, boot maintenance - leathe	1600 Personal Prtctve Equipmnt	200.14
Credit Card Cha	03/25/2026	Amazon.com	Fire equipment - adapter	Fire Equipment	60.36
Credit Card Cha	03/27/2026	Williams General Store	Vinegar for herbicide	Grounds Maintenance	6.00
Credit Card Cha	03/27/2026	Amazon.com	mobile house supplies & cleaing: washc	1100 Miscellaneous	150.75
Credit Card Cha	03/31/2026	Amazon.com	EMS Supplies	0600 EMS Supplies	108.24
					44,216.09

Mar 26

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

**BALANCE SHEET
March 31, 2026**

	ACCT.#	2/28/2026	DEPOSITS	WITHDRAWS	3/31/2026	
COLUMBIA BANK		13,940.72	50,600.26	44,681.42	19,859.56	
GENERAL POOL ACCOUNT		548,731.05	13,529.23	50,000.05	512,260.23	
TOTAL CHECKING/SAVINGS		644,340.88	64,129.49	94,681.47	532,119.79	
TOTAL ASSETS						532,119.79
LIABILITIES						
CREDIT CARDS PAYABLE					1,576.03	
DIRECT DEPOSIT LIABILITIES					-3161.76	
PAYROLL LIABILITES					3,079.79	
TOTAL LIABILITIES					1,494.06	
EQUITY						
GENERAL FUND					353,931.71	
CAPITAL PROJECTS FUND					210,245.00	
Net Income					-33,370.00	
TOTAL EQUITY					530,806.71	
TOTAL LIABILITIES & EQUITY						532,300.77

**STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
75% OF THE BUDGET YEAR IS OVER
47% OF THE BUDGETED REVENUE HAS BEEN RECEIVED
48% OF THE BUDGET HAS BEEN SPENT
March 31, 2026**

RESOURCES	Account Number	Annual Budget	Current Month	Year To Date	% of Budget	Remaining Balance
Current Tax		246,000.00	6,671.70	240,743.25	97.86	5,256.75
Prior Year Tax		4,500.00	611.94	9,348.57	207.75	-4,848.57
Local Option Current Tax		152,000.00	4,109.75	150,566.65	99.06	1,433.35
Local Option Prior Year Tax		2,500.00	376.97	5,755.37	230.21	-3,255.37
Total Taxes		405,000.00	11,770.36	406,413.84	100.35	-1,413.84
Beginning Fund Balance		470,000.00		554,284.94	117.93	-84,284.94
Interest Earned		10,000.00	1,759.13	16,789.16	167.89	-6,789.16
Donations		2,000.00	0.00	6,852.75	342.64	-4,852.75
Grants		155,000.00	0.00	60,932.00	39.31	94,068.00
Mobile Home Rental		16,800.00	0.00	9,800.00	58.33	7,000.00
Mobile Power		0.00	0.00	1,274.03	1,274.03	-1,274.03
RV Space Rental		3,600.00	0.00	1,800.00	50.00	1,800.00
Total Other Resources		657,400.00	1,759.13	97,447.94	14.82	3,867.12
TOTAL RESOURCES		1,062,400.00	13,529.49	503,861.78	47.43	2,453.28

WILLIAMS RURAL FIRE PROTECTION DISTRICT
211 EAST FORK RD
WILLIAMS, OR 97544
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
March 31, 2026

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
Office Administrator		35,000.00	0.00	0.00	0.00	35,000.00
Community Relations - Admin Aid		18,000.00	616.25	8,502.73	47.24	9,497.27
Training Officer		53,000.00	2,832.50	25,492.50	48.10	27,507.50
Operations Officer		50,000.00	4,052.58	36,473.22	72.95	13,526.78
Duty Officer Stipend		26,000.00	2,000.00	19,760.00	76.00	6,240.00
OSFM Fire Marshal		42,500.00	3,421.79	31,421.90	73.93	11,078.10
OSFM Firefighter		42,500.00	4,257.06	31,278.40	73.60	11,221.60
CWRR Chipper Personnel		25,000.00	0.00	913.75	3.66	24,086.25
OSFM Upstaffing		35,000.00	0.00	32,313.74	92.32	2,686.26
Seasonal Hires		10,000.00	0.00	2,140.72	21.41	7,859.28
Volunteer Nominal Qtr Points		12,000.00	0.00	8,951.66	74.60	3,048.34
Insurance Package		80,000.00	5,125.00	75,504.00	94.38	4,496.00
Payroll Liabilities		30,000.00	1,847.86	20,858.70	69.53	9,141.30
Workers' Compensation		13,000.00	0.00	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	9,358.65	93.59	641.35
Conflag/Deployment		5,000.00	0.00	450.00	9.00	4,550.00
TOTAL PERSONNEL SERVICES		571,000.00	26,985.54	347,865.49	60.92	223,134.51
MATERIAL & SERVICES						
Apparatus Maintenance		25,000.00	28.46	13,041.13	52.16	11,958.87
Building Maintenance		10,000.00	-545.53	2,057.31	20.57	7,942.69
Communications		10,000.00	1,609.23	6,638.85	66.39	3,361.15
Dues & Fees		6,000.00	215.04	6,764.91	112.75	-764.91
Elections		1,300.00	0.00	702.11	54.01	597.89
EMS Supplies		3,000.00	108.24	2,362.02	78.73	637.98
Fire Equipment/Supplies		10,000.00	4,324.61	12,593.94	125.94	-2,593.94
Fire Prevention		15,000.00	0.00	242.23	1.61	14,757.77
Fuel		20,000.00	3,968.64	10,022.03	50.11	9,977.97
Liability Insurance		30,000.00	0.00	628.00	2.09	29,372.00
Legal & Accounting		16,000.00	0.00	16,750.00	104.69	-750.00
Consulting Fees		18,000.00	375.00	11,904.89	66.14	6,095.11
Miscellaneous		7,000.00	655.26	4,027.60	57.54	2,972.40
Office Supplies		4,000.00	47.98	1,116.60	27.92	515.22
Personal Protective Equipment		24,000.00	393.12	1,322.06	5.51	22,677.94
Small Equipment Maintenance		5,000.00	0.00	1,601.84	32.04	3,398.16
Training		10,000.00	42.52	2,618.71	26.19	7,381.29
Travel		2,000.00	0.00	1,108.20	55.41	891.80
Uniforms		2,000.00	0.00	806.63	40.33	1,193.37
Utilities		20,000.00	1,210.49	12,324.69	61.62	7,675.31
Associated Personnel Cost		10,000.00	2,048.78	4,794.44	47.94	5,205.56
Fuels Contracting Work		33,000.00	0.00	0.00	0.00	33,000.00
Grant Expenditures		20,932.00	0.00	15,724.08	75.12	5,207.92
TOTAL MATERIALS & SERVICES		302,232.00	14,481.84	113,428.19	37.53	188,803.81

WILLIAMS RURAL FIRE PROTECTION DISTRICT
211 EAST FORK RD
WILLIAMS, OR 97544
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
March 31, 2026

GENERAL FUND

	Account	Annual	Current	Year To	% Of	Remaining
	Number	Budget	Month	Date	Budget	Balance
CAPITAL OUTLAY						
Apparatus & Equipment		10,000.00	410.34	5,878.66	0.00	4,121.34
Building Improvements		40,000.00	0.00	2,786.00	6.97	37,214.00
District Building Improvements			0.00	0.00	0.00	0.00
Mobile Improvement			0.00	0.00	0.00	0.00
Capital Outlay - Other		10,000.00	0.00	49,295.00	492.95	-39,295.00
TOTAL CAPITAL OUTLAY		60,000.00	410.34	57,959.66	96.60	2,040.34
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
TOTAL REQUIREMENTS		1,083,332.00	41,877.72	519,253.34	47.93	564,078.66
TOTAL RESOURCES			13,529.49	503,861.78		
TOTAL REQUIREMENTS			-41,877.72	-519,253.34		
ENDING FUND BALANCE			-28,348.23	-15,391.56		
Beginning Fund Balance		567,177.00	6/30/2025			
Excess Rev/Exp		-15,391.56				
Ending Fund Balance		551,785.44				

Grant Tracker for Williams Rural Fire Protection District

DRAFT

Fiscal Year 2025-2026 Grant Tracker: Midterm Check-in, 03/31/2026

Grant Name	Grant Provider	Description	Grant Submission	Match/In-Kind	Submission	Status	Award Date	Amount	Performance Period	Funds Exhausted	Funds Remaining	Multi-yr	% Remaining
CWRR - Community Risk Reduction	Oregon State Fire Marshal	Chipping Program: Defensible Space - 2 years, 2 positions	Winter 2023	N/A	1/30/2023	Awarded - In Progress	5/1/2023	\$119,000.00	5/30/2023-5/31/2026	\$75,004.24	\$43,995.76	Yes	37%
CWRR - Community Risk Reduction	Oregon State Fire Marshal	Newsletter - 3 years	Winter 2023	N/A	1/30/2023	Awarded - In Progress	5/1/2023	\$30,000.00	2024, 2025, 2026 Newsletters	\$32,711.37	-\$2,711.37	Yes	-9%
CWRR - Community Risk Reduction	Oregon State Fire Marshal	Masticator/Trailer/ Dump Trailer	Winter 2023	N/A	1/30/2023	Awarded - Exhausted / Completed	5/1/2023	\$48,500.00	2023-2024	\$49,313.38	-\$813.38	Yes	-2%
Chipper Grant	Oregon State Fire Marshal	Large Chipper	Winter 2023	N/A	1/15/2023	Awarded - Exhausted / Completed	1/15/2023	\$50,000.00	2023-2024	\$50,000.00	\$0.00	Yes	0%
Capacity Grant	Oregon State Fire Marshal	Firefighter, Fire Marshal Positions: Personnel -3.5 years - 2 F/T positions (extended to 12/31/2026)	Fall 2022	N/A	11/30/2022	Awarded - In Progress	5/4/2023	\$537,955.00	7/1/2023-12/31/2026	\$334,019.64	\$203,935.36	Yes	38%
2026 Fuels Reduction Grant: Ready, Set, Go!	International Association of Fire Chiefs	Fuels Reduction at SCA Resiliency Hub	Spring 2026	SCA 10% Match	2/27/2026	Submitted - Awaiting Response	TBD	\$15,000.00	04/01/2026-07/01/2026	\$0.00	TBD	No	TBD
2025 OSFM Upstaffing	Oregon State Fire Marshal	Wildfire Season Staffing	Spring 2025	N/A	3/17/2025	Awarded - Exhausted / Completed	4/16/2025	\$35,000.00	6/1/2025-10/31/2025	\$35,000.00	\$0.00	No	0%
2026 OSFM Upstaffing Grant	Oregon State Fire Marshal	Wildfire Season Staffing	Decision to be made 04/20/2026	N/A	3/11/2026	Submitted - Awaiting Response	TBD	\$35,000.00	06/01/2026-10/31/2026	\$0.00	\$0.00	No	TBD
2026 Spring Open Call Grant	Roundhouse Foundation	Williams Student Program	3/11/2026	\$19,500.00 In Kind	3/11/2026	Submitted - Awaiting Response	TBD	\$30,000.00	07/01/2026-06/30/2028	\$0.00	\$0.00	Yes	TBD
VFC Grant - 2025 Volunteer Fire Capacity Grant	Oregon Department of Forestry	Fire Equipment, PPE, Training	Spring 2025	\$9,930.00 by District	4/25/2025	Awarded - In Progress	6/24/2025	\$9,930.00	09/01/2025-09/30/2026	\$6,267.75	\$3,662.25	Yes	37%
VFC Grant - 2026 Volunteer Fire Capacity Grant	Oregon Department of Forestry	Fire Equipment, PPE, Training	Spring 2026	TBD	4/17/2026	Application in Progress	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Community Woodbank Grant	Alliance For Green Heat	Wood Bank	Fall 2025	N/A	9/16/2025	Awarded - In Progress	9/30/2025	\$20,932.00	2025-2026	\$15,727.09	\$5,204.91	Yes	25%
Paving Project - Frank Ault	Josephine County Foundation	Moser Paving Project	Spring 2025	\$10,000 by District	7/1/2025	Awarded - In Progress	10/1/2025	\$50,000.00	2025-2026	\$49,295.00	\$705.00	No	1%

TOTAL: \$981,317.00

EXHAUSTED: \$647,338.47
REMAINING: \$253,978.53

Status Key

Waiting for Grant Opening
Application - In Progress
Submitted - Awaiting Response
Awarded - Pending Fund Disbursement
Awarded - In Progress
Awarded - Exhausted / Completed
Not Awarded