

**Illinois Valley Fire District**  
Board of Director - Regular Meeting Agenda  
This meeting may be recorded

March 10, 2025

1. Call meeting to order (silence phones)
2. Flag Salute (remove hats)
3. Roll Call
4. Review of February 10, 2024 minutes
5. Staff Reports
  - Fire Chief Holmes
  - Asst. Chief Ismaili
  - Div. Chief Gavlik
6. New Business
  - Annexations:
    - Beverly Glenn, representative for the Gregory Liles Estate, of 37265 Redwood Hwy., would like to annex 20.04 acres for a total of 25.04 acres.
    - Beverly Glenn, representative for the Gregory Liles Estate, of \*Redwood Hwy., Map 41-09-11 TL 202 would like to annex 14.79 acres for a total of 14.79 acres.
  - Resolution:
    - 25-02 Cost Recovery Update
    - 25-03 Banking Authority
  - Teresa Stover - Hydrant Grant Administrator
  - Ethan Lane – City of Cave Junction Liaison
  - 2025 Election information included in pkt. Positions 1, 2 & 3 are up re-election.
  - Reminder: Board Elections – paperwork included in pkt.
7. Old Business:
8. Comments
  - Public Comment *(This is the time set for public comment. The Board of Directors will listen and consider all comments for future agenda items. In accordance with HB2560, Public Participation in Electronic Meetings, Facebook Live viewers are invited to submit comments or questions via Facebook and they will be addressed at this time. No voting or action will be taken by the Board of Directors today.)*
  - Board Comment
9. Next scheduled BOD Meeting is April 14, 2025 at 4:00 pm. at Admin Bldg.
10. Adjournment

*(The meeting location is accessible to persons with disabilities. Comments and/or Concerns must be submitted in writing. The Board reserves the right to hold an executive session at this meeting under the authority of ORS 192.660.)*

*Please turn off all Cell phones during this Business Meeting - Thank you*

**Illinois Valley Fire District Administration Office - 681 Caves Hwy. - Cave Junction - OR 97523**



# Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523

phone: 541-592-2225 • fax: 541-592-6122

www.ivfire.com

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## Illinois Valley Fire District Board of Directors Meeting Minutes March 10, 2025

President Bouchard called the meeting to order at 4:00pm and Director Lamb led the flag salute.

**PRESENT:** Chief Holmes, Asst. Chief Ismaili, Div. Chief Gavlik, Div. Chief Paul, Paula LeMasters, Lt. Pfeiffer, FF Vetter, FF Meyer **VOLUNTEER:** FF Tuurri **GUESTS:** Pearline Gavlik, Ken Gavlik, Ethan Lane, Teresa Stover

**ROLL CALL:** Directors Tyler, Binker, Bouchard, Lamb, and Johnson were present.

**REVIEW OF PREVIOUS MEETING MINUTES:** Motion made by Director Binker to accept the February 10, 2025 minutes as presented; and seconded by Director Tyler. All in favor, motion passed unanimously.

### STAFF REPORTS

#### CHIEF HOLMES:

##### New Items:

- I am currently working with the Resilience Team on placing two Connex boxes with community supplies. We are in the early planning phase and have met in person for station 2 and 3. There is a lot more to this grant, and I am attempting to guarantee funding for this project (electrical and such), according to the grant requirements and also working with OREM to complete this as fast as we can.
- The Office of Resilience and Emergency Management has asked me to assist in grant reviews for the State of Oregon.
- I have applied to serve on the Oregon State Fire Marshal's Evaluation Advisory Committee for the Community Wildfire Risk Reduction Programs and the Wildfire Staffing and Response Program.
- A resolution is included in the packet for discussion and possible approval to assign Division Chief Paul banking authority for online bill pay. This will allow her to process time-sensitive payments more efficiently, reducing costs associated with stamps, envelopes, and potential late fees. Please refer to the resolution for further details.
- SB5550 is the OSFM Up-staffing Grant is currently going through the legislative process. Hoping it will pass so that we can staff Station 2.
- Sen. Merkley's office will be at Rogue Community College on Sunday, March 16 at 4pm to present a flag that has flown over the Capitol – to represent our district's deployment to the California fires in early 2025.
- Tested four individuals for our open Logistics supervisor position. The next step in the process will be interviews with Asst. Chief Ismaili and Chief Holmes.

##### Fire Defense Board Items:

- OSFM State FDBC Meeting May 5<sup>th</sup> (followed by the OFCA Fire Chief Conference the 7<sup>th</sup>-9<sup>th</sup>).

##### OSFM – Red Team:

- I have been selected to move into a new position as a Resource Unit Leader within the Planning branch of the Red Team. If needed, I can be used as a Division Group Supervisor if the need arises.
- IMT Training in Sun River next month

##### Training:

- Weekly IVFD Trainings
- AMR Monthly Continuing Education – BLS Transports Review

**New Meetings Attended:**

- I was invited by Williams Fire District Board of Directors to attend the Law Enforcement Advisory Committee meeting, and the Fire Chief's in the room explained the working relationship we all have with the Sheriff and his Deputies.
- I also attended the meet and greet with the new Williams Fire District Fire Chief Applicant.
- I attended the 2025 RITA Firefighter Graduation in Applegate. Great turnout and we had 4 graduates.

**Ongoing and Informative Meetings Attended:**

- Attended the Rogue Valley Fire Chiefs Association meeting (In-person).
- Attended Josephine County Board of Directors meetings (online).
- Attended Oregon Fire Chief Association monthly meeting (online).
- Attended Williams Fire District Board of Directors meeting (online).
- Attended Cave Junction City Council meeting (In-person).
- Attended the Rogue Valley Fire Prevention Co-Op (Online).
- Attended the Cave Junction Chamber of Commerce (Online).
- Attended IAAI meeting with Assistant Chief Ismaili (online).
- Attended Safe House Alliance BOD meeting with Director Johnson (online).
- Attended Hydrant Grant meetings with Assistant Chief Ismaili, Division Chief Paul and Teresa Stover (In-person and online).
- Attended the IVFD CERT meeting (In-person)
- Attended the IVFROG Monthly meeting with Assistant Chief Ismaili (In-Person).

**ASST. CHIEF ISMAILI:**

- For the month of February, we had a total of 108 calls: 11 good intent/no incident calls; 7 service/public assist calls, 17 hazardous condition calls, 1 false alarm, 45 medical calls, 5 illegal open burn/smoke investigation calls, 1 small vehicle fire, 2 large vehicle fires, 1 structure fire, 1 tree into a residence (with a person trapped inside), 14 motor vehicle accidents with no civilian fatalities and no firefighter injuries. Assisted on 3 calls with our mutual aid partners.
- Installed 4 smoke alarms, and replaced batteries in 7 smoke alarms in valley residences.
- Completed 12 fire and life safety inspections.
- Station 5: The permitting is still in process.
- Attended the IVFROG, SOFCO, IAAI, RVFPC and JoCo Operations meetings, as well as our hydrant grant meetings.

**DIV. CHIEF GAVLIK:**

- The training building has been working out great. Dealing with rain water entering the building.
- Possible live fire burn training in the Selma area. Details still being worked out.
- Working with shift crews to build training props. Denver Drill prop was the latest completed.
- Training for this month will cover Capnography & SPO2, Forcible Entry, Extrication Tools & Equipment, and Firefighter Mayday.

**ADMINISTRATOR PAUL:** no report, financials provided.

**NEW BUSINESS:**

- There are two annexation requests:
  - Beverly Glenn/Gregory Liles Estate, 37265 Redwood Hwy., O'Brien – 20.04 acres for a total of 25.04 acres
  - Beverly Glenn/Gregory Liles Estate, Redwood Hwy., Map 41-09-11 TL202 O'Brien – 14.79 acres

Motion made by Director Johnson to approve the annexation requests, seconded by Director Lamb. All in favor, motion passed unanimously.

- Resolution 25-02 – Cost Recovery Update – Updated costs and fees for the 2025 calendar year.

Motion to approve Resolution 25-02 to update the cost recovery fee policy made by Director Johnson, seconded by Director Lamb. All in favor, motion passed.

- Resolution 25-03 – Banking Authority – The board received a report by Chief Holmes and Div. Chief Paul on the need to clarify banking authority to include Div. Chief Paul so that electronic payments can be made.

Motion made by Director Johnson to approve the banking authority, seconded by Director Binker. All in favor, motion passed unanimously.

- Teresa Stover, Hydrant Grant Administrator provided a written report with an update to the project.
  - An addendum was signed today to update the scope to include water and sewer services for the City of Cave Junction, which will be billed to the City. Also included an adjustment of the warranty/bond requirements.
  - Design engineering is on track. The 100% design submittal is scheduled for March 24, 2025
  - The traffic control plan is being submitted to ODOT for review
  - The bid documents are under review, along with the draft contract, and expected to go out to bid by April 8, 2025 and will be out for a month
  - The construction phase is estimated at 45 days and should be completed in summer 2025
  - Third disbursement request submitted for design/engineering and grant administration.
- Ethan Lane – City of Cave Junction: Thank you for assisting on the tree falling on the residence earlier this month. It was an employee of Grocery Outlet and their child. The City Council meeting was cancelled for tonight and will be rescheduled for next Monday, March 17, 2025. On April 17 at 9am a foreclosure auction will take place for the Junction Inn. The minimum bid is estimated to be approx. \$580,000.
- Board Elections this year in the May election. Positions 1 (Tyler), Position 2 (Bouchard), and Position 3 (Binker) are up for re-election and must file paperwork by March 20, 2025 to be on the May ballot.

**OLD BUSINESS: (none)**

**PUBLIC COMMENT: (none)**

**BOARD COMMENT:**

- Director Johnson thanked all of our crews that continue their service to IVFD and the community. Their service and sacrifice are much appreciated.
- Director Bouchard apologized for his absence at the board meeting last month.

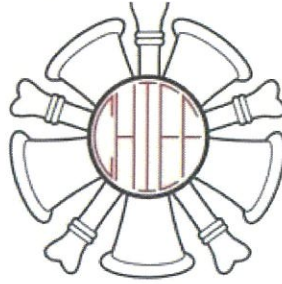
The next regularly scheduled BOD meeting will be Monday, April 14, 2025 at 4pm at the Administration building, 681 Caves Hwy., Cave Junction, OR. This meeting adjourned at 4:32pm.

Respectfully submitted,



Director Cheryl Johnson  
Board Secretary





## Fire Chief Report

Date: 03.10.2025

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### New Items:

- I am currently working with the Resilience Team on placing two Connex boxes with community supplies. We are in the early planning phase and have met in person for station 2 and 3. There is a lot more to this grant, and I am attempting to guarantee funding for this project (electrical and such), according to the grant requirements and also working with OREM to complete this as fast as we can.
- A resolution is included in the packet for discussion and possible approval to assign Division Chief Paul banking authority for online bill pay. This will allow her to process time-sensitive payments more efficiently, reducing costs associated with stamps, envelopes, and potential late fees. Please refer to the resolution for further details.
- The Office of Resilience and Emergency Management has asked me to assist in grant reviews for the State of Oregon.
- I have applied to serve on the Oregon State Fire Marshal's Evaluation Advisory Committee for the Community Wildfire Risk Reduction Programs and the Wildfire Staffing and Response Program.

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### Fire Defense Board Items:

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### OSFM – Red Team:

- I have been selected to move into a new position as a Resource Unit Leader within the Planning branch of the Red Team. If needed, I can be used as a Division Group Supervisor if the need arises.
- IMT Training in Sun River next month

### **Training:**

- Weekly IVFD Trainings
  - AMR Monthly Continuing Education – BLS Transports Review
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### **New Meetings Attended:**

- I was invited by Williams Fire District Board of Directors to attend the Law Enforcement Advisory Committee meeting, and the Fire Chief's in the room explained the working relationship we all have with the Sheriff and his Deputies.
  - I also attended the meet and greet with the new Williams Fire District Fire Chief Applicant.
  - I attended the 2025 RITA Firefighter Graduation in Applegate. Great turnout and we had 4 graduates.
- 

### **Ongoing and Informative Meetings Attended:**

- Attended the **Rogue Valley Fire Chiefs Association meeting (In-person)**.
- Attended **Josephine County Board of Directors meetings** (online).
- Attended **Oregon Fire Chief Association monthly meeting** (online).
- Attended **Williams Fire District Board of Directors meeting** (online).
- Attended **Cave Junction City Council meeting (In-person)**.
- Attended the **Rogue Valley Fire Prevention Co-Op** (Online).
- Attended the **Cave Junction Chamber of Commerce** (Online).
- Attended **IAAI meeting** with Assistant Chief Ismaili (online).
- Attended **Safehouse Alliance BOD meeting with Director Johnson** (online).
- Attended **Hydrant Grant meetings** with Assistant Chief Ismaili, Division Chief Paul and Teresa Stover (In-person and online).
- Attended the **IVFD CERT meeting (In-person)**
- Attended the **IVFROG Monthly meeting** with Assistant Chief Ismaili (**In-Person**).

# *Illinois Valley Fire Protection District*

## *Board of Directors Meeting Operations/Prevention Notes 03/10/2025*

The shift schedules are attached.

For February, we ran a total of 108 calls.

We had 11 Good intent calls. These calls are no incidents found, canceled en-route, smoke investigation, or legal open burns.

We had 7 Service Calls. These calls are public assists, lift assists, water leaks, stand-by, etc.

We had 17 Hazardous condition calls. These are powerline problems, Downed trees, fuel leaks, gas leaks, etc.

We had 1 false alarm call.

We had 45 Medical Calls.

We had 5 Illegal Open Burns/Calls. There were multiple warnings and 1 citation issued.

We had 1 Small Vehicle Fire. The fire on Rockydale Rd was undetermined. This fire was possibly caused by electrical arcing near the battery.

We had 2 Large Vehicle Fires. The fire on Pinewood Way was undetermined. This was possibly caused by a transient warming fire. The fire on Thompson Creek Rd. was undetermined. This was an abandoned vehicle. This fire was possibly intentionally set.

We had 1 Structure Fire. The fire on White Schoolhouse was accidental. The fire was caused by a vehicle fire. The vehicle fire was caused by smoking materials.

We had a tree that fell into power lines and a structure, and a civilian was trapped inside. Units on scene extricated the patient and AMR transported her to the hospital

We had 14 Motor Vehicle Accidents with **NO** civilian fatalities and **NO** firefighter injuries.

We assisted our partners with 3 mutual aid calls.

We installed 4 smoke alarms and replaced 7 smoke alarm batteries in Valley residences.

We completed 12 fire and life safety inspections.

Station 5 is still in the permitting process.

I attended the IVFROG, SOFCO, IAAI, RVFPC, and Josephine County Operations meetings.

I've also been attending our hydrant grant meetings and Teresa Stover will have an update for you.

Do you have any questions?



As for a maintenance report,

8911 Out of service. It is being torn down at station four. We have purchased a rebuilt engine and are waiting for its arrival.

8931, 8954, 8901, 8902, 8903, 8904, 8905, & 8906 I received their annual service and a safety inspection.

8931 had siren repair and wipers replaced.

8951 had batteries replaced.

8903 had wheel hubs and seals serviced.

8961 had batteries replaced under warranty.

8901 had snow chains purchased for it and placed on the apparatus.

Air trailer had repairs made and put back in operation.

8954 received new tires.

The new 8976 had the new logos installed.

The new 8976 had the new batteries installed.

8904 starter was replaced.

The fire district's extinguishers underwent annual maintenance and testing.

Station six's driveway was repaired.

Station one's septic system was serviced and repaired.

Station one's air compressor was finally replaced.

Coat hooks were installed in district bathrooms.

Apparatus fleet numbers are being installed but not completed yet.

And a whole lot more... 😊

[illegible]



Scheduling / First Due

SUN	MON	TUE	WED	THU	FRI	SAT
Vacancy	Vacancy	Vacancy	Vacancy	Vacancy	Vacancy	Vacancy
Volunteer PM... 0 / 1	Volunteer PM... 0 / 1	Volunteer PM... 1 / 1 Jarrett, Safran VOL FF SHIFT ALL CALL	Vacancy	Volunteer PM... 1 / 1 Brownan, Harlan ALL CALL VOL FF SHIFT	Volunteer PM... 0 / 1	Volunteer PM... 0 / 1
Vacancy	Vacancy	Volunteer PM... VOL FF SHIFT	Volunteer PM... 1 / 1 Dunlap, Elizabeth ALL CALL VOL FF SHIFT		Vacancy	Vacancy
23	24	25	26	27	28	29
Duty Crew 3 / 2	Duty Crew 3 / 2	Duty Crew 3 / 2	Duty Crew 3 / 2	Duty Crew 3 / 2	Duty Crew 3 / 2	Duty Crew 3 / 2
8954, Assistant Chief DO	8954, Assistant Chief DO	8951, Fire Chief DO	8951, Fire Chief DO	8951, Fire Chief DO	8951, Fire Chief DO	8951, Fire Chief DO
Pfeiffer, Brian DC ALL CALL SHIFT	Pfeiffer, Brian DC ALL CALL SHIFT	LeMasters, Collin DC ALL CALL SHIFT	LeMasters, Collin DC ALL CALL SHIFT	Go, Garrett DC ALL CALL SHIFT	Go, Garrett DC ALL CALL SHIFT	Pfeiffer, Brian DC ALL CALL SHIFT
Marler, Daniel DC ALL CALL SHIFT	Marler, Daniel DC ALL CALL SHIFT	Roncilio-Meyer, Solomon DC ALL CALL SHIFT	Roncilio-Meyer, Solomon DC ALL CALL SHIFT	Vetter, Jennifer DC ALL CALL SHIFT	Vetter, Jennifer DC ALL CALL SHIFT	Marler, Daniel DC ALL CALL SHIFT
Volunteer AM... 1 / 2	Volunteer AM... 0 / 2	Volunteer AM... 3 / 2	Volunteer AM... 0 / 2	Volunteer AM... 2 / 2	Volunteer AM... 0 / 2	Volunteer AM... 0 / 2
Norton, Paul ALL CALL VOL FF SHIFT	Vacancy	Tuuri, Olivia ALL CALL VOL FF SHIFT	Vacancy	Gavlik, Josiah ALL CALL VOL FF SHIFT	Vacancy	Vacancy
Vacancy	Vacancy	Harrison, William ALL CALL VOL FF SHIFT	Vacancy	Brown, Blake ALL CALL VOL FF SHIFT	Vacancy	Vacancy
Vacancy	Vacancy	Demuth, Daniel ALL CALL VOL FF SHIFT	Vacancy	Vacancy	Vacancy	Vacancy
Volunteer PM... 0 / 1	Volunteer PM... 0 / 1	Volunteer PM... 1 / 1	Volunteer PM... 0 / 1	Volunteer PM... 0 / 1	Volunteer PM... 0 / 1	Volunteer PM... 0 / 1
Vacancy	Vacancy	Jarrett, Safran ALL CALL VOL FF SHIFT	Vacancy	Vacancy	Vacancy	Vacancy
30	Mar 31					
Duty Crew 3 / 2	Duty Crew 3 / 2					
8951, Fire Chief DO	8952, Div Chief DO					
Pfeiffer, Brian DC ALL CALL SHIFT	LeMasters, Collin DC ALL CALL SHIFT					
Marler, Daniel DC ALL CALL SHIFT	Roncilio-Meyer, Solomon DC ALL CALL SHIFT					
Volunteer AM... 0 / 2	Volunteer AM... 0 / 2					
Vacancy	Vacancy					
Vacancy	Vacancy					





SUN	MON	TUE	WED	THU	FRI	SAT
Vacancy						
Volunteer PM...	Vacancy					
	Volunteer PM...					
Vacancy	Vacancy					



## *Illinois Valley Rural Fire Protection District*

### **Division Chief / Training Report**

*March 10, 2025*



**ILLINOIS VALLEY  
FIRE  
DISTRICT**

The training building has been working out great for a number of our weekly training drills and has given our firefighters the ability to train on the challenges associated with multiple stories which they haven't been able to do in the past. However, when it rains hard, there is still water coming into the building. I am trying to figure out the best way to keep that from happening.

We have a building offered up to us for a possible live fire burn training in the Selma area. We still need to inspect the building and location to determine if the building will work for our needs. If it does, it will be a great opportunity to provide our newest firefighters with some good live fire training opportunities.

The shift crews and I have been busy working on building training props to add to our training cadre. Our last prop built was the Denver Drill prop for practicing how to rescue a down firefighter within a limited space. Each of these props allows our firefighters the ability to set up different situations and train during their shifts or help volunteer firefighters improve their skills during a weekend.

Training for this month will cover areas of Capnography & SPO2, Forcible Entry, Extrication Tools & Equipment, and Firefighter Mayday.

Respectfully Submitted by Jeff Gavlik, Division Chief



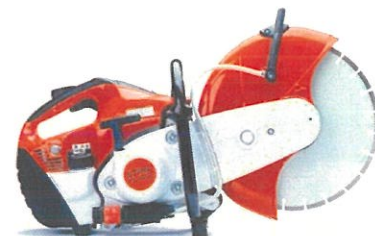
# March Schedule 2025



Date	Training	Location	Instructor
3/4/2025	Association Meeting	Admin	President
	Capnography & SPO2	Admin	Gavlik
3/11/2025	Forcible Entry	Sta. 1	Marler
3/18/2025	Extrication Tools & Equipment	Sta. 1	Pfeiffer
3/25/2025	Firefighter Mayday	Sta. 1	LeMasters

## Note:

“**Capnography & SPO2**” will be our monthly medical continuing education for recertification; “**Forcible Entry**” will be for practicing effective force techniques through a door; “**Extrication Tools & Equipment**” will be for getting familiar with how to operate the hydraulic and power tools that we carry; “**Firefighter Mayday**” will be for practicing calling a mayday and responding to that mayday with a RIT team response.



**Illinois Valley RFPD**  
**Profit & Loss Budget vs. Actual**  
July 2024 through February 2025

	Jul '24 - Feb 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
4010-00 · Current Taxes	1,458,603.92	1,551,950.00	-93,346.08	93.99%
4020-00 · Prior Taxes	25,757.27	18,000.00	7,757.27	143.1%
4030-00 · Other Tax Offsets	4,749.43			
4630-00 · INTEREST INCOME				
Total 4630-00 · INTEREST INCOME	71,021.82	20,000.00	51,021.82	355.11%
4710-00 · Miscellaneous				
Total 4710-00 · Miscellaneous	178,176.46	1,738,023.76	-1,559,847.30	10.25%
4712-00 · Explorers Savings	5,061.21			
4850-00 · Proceeds, Sale of Fixed Assets	67,390.00	111,500.00	-44,110.00	60.44%
<b>Total Income</b>	<b>1,810,760.11</b>	<b>3,439,473.76</b>	<b>-1,628,713.65</b>	<b>52.65%</b>
<b>Gross Profit</b>	<b>1,810,760.11</b>	<b>3,439,473.76</b>	<b>-1,628,713.65</b>	<b>52.65%</b>
Expense				
Fix it	0.00			
5000-00 · Personal Services				
Total 5000-00 · Personal Services	1,266,567.99	1,996,457.66	-729,889.67	63.44%
6000-02 · Materials & Services				
Total 6000-02 · Materials & Services	333,628.11	661,900.00	-328,271.89	50.41%
7000-03 · Capital Outlay				
Total 7000-03 · Capital Outlay	95,821.75	1,880,404.10	-1,784,582.35	5.1%
8000-04 · Debt Service/Lease Purchase Agr				
Total 8000-04 · Debt Service/Lease Purchase	41,281.88	47,084.00	-5,802.12	87.68%
<b>Total Expense</b>	<b>1,737,299.73</b>	<b>4,585,845.76</b>	<b>-2,848,546.03</b>	<b>37.88%</b>
<b>Net Ordinary Income</b>	<b>73,460.38</b>	<b>-1,146,372.00</b>	<b>1,219,832.38</b>	<b>-6.41%</b>
<b>Other Income/Expense</b>				
Other Income				
<b>BOND INDEBTEDNESS</b>				
4632-03 · Unseg Int	22.24			
Total BOND INDEBTEDNESS	22.24			
4040-00 · Levy Funds				
4040-50 · Levy Funds (2022)- current year	394,407.34	414,953.00	-20,545.66	95.05%
4040-60 · Levy Funds (2022)-Prior Year	6,752.16			
Total 4040-00 · Levy Funds	401,159.50	414,953.00	-13,793.50	96.68%
9000-10 · Bond Taxes - Prior	1,715.56			
Total Other Income	402,897.30	414,953.00	-12,055.70	97.1%
<b>Net Other Income</b>	<b>402,897.30</b>	<b>414,953.00</b>	<b>-12,055.70</b>	<b>97.1%</b>
	<b>476,357.68</b>	<b>-731,419.00</b>	<b>1,207,776.68</b>	<b>-65.13%</b>





## Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523  
phone: 541-592-2225 • fax: 541-592-6122  
[www.ivfire.com](http://www.ivfire.com)

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February 24, 2025

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Beverly C Glenn Personal Representative of the will and estate for Gregory Ellis Liles of Medford, owner of the property at 37265 Redwood Hwy, Map 41-09-11 TL 200, would like to annex 20.04 acres of their property into the Fire District for a total of 25.04.

They will provide adequate driveway access or a signed non-compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

Kamron Ismaili  
Fire Marshal  
Illinois Valley Fire District

THIS MAP WAS PREPARED FOR  
ASSESSMENT PURPOSE ONLY

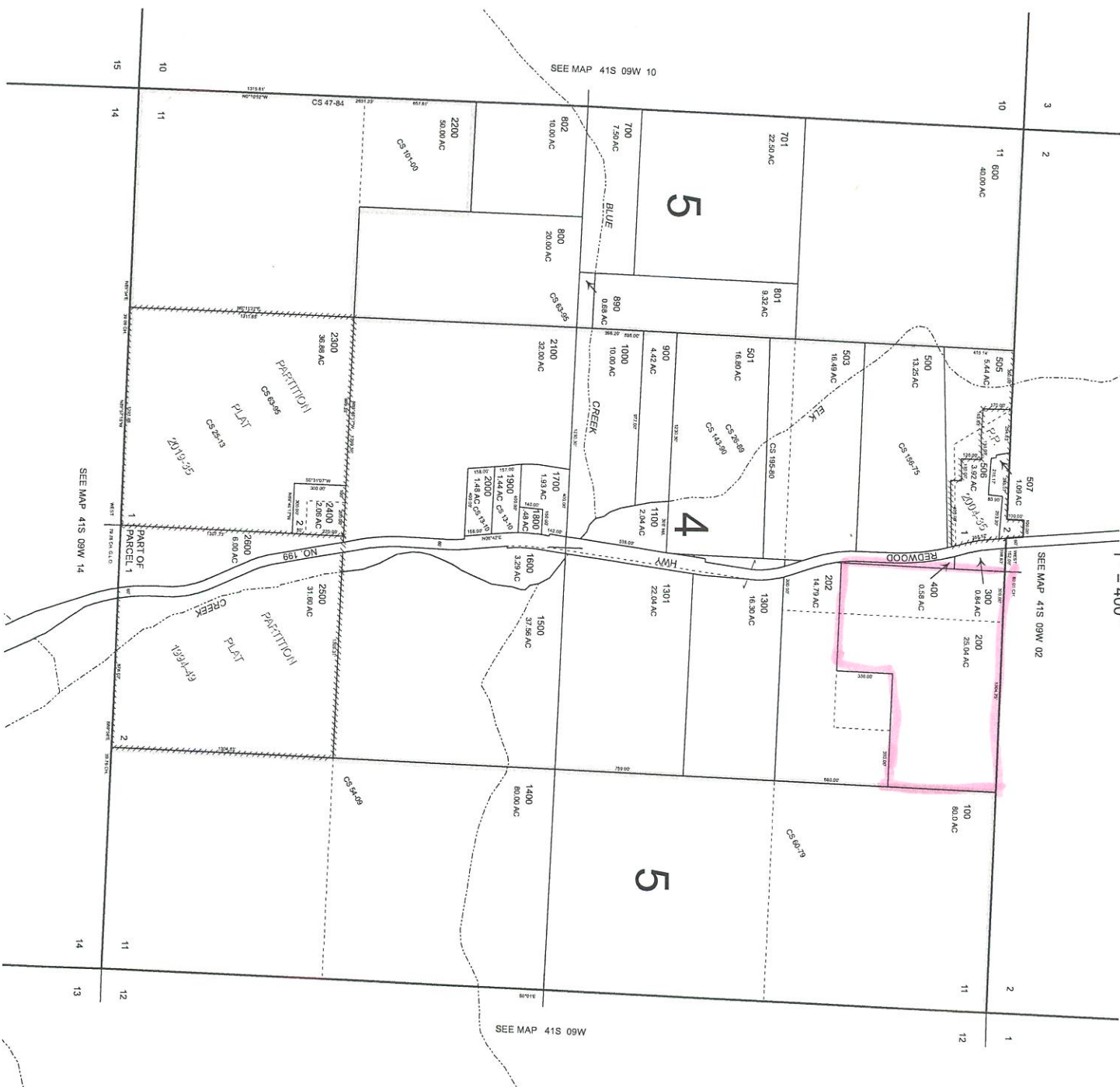
SECTION 11 T.41S. R.9W. W.M.  
JOSEPHINE COUNTY

1" = 400'



CANCELLED:  
201  
280  
350  
1200  
502

41 09 11



41 09 11



# Illinois Valley Fire District

681 Caves Highway  
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phone: 541-592-2225 • fax: 541-592-6122  
www.ivfire.com

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February 24, 2025

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Beverly C Glenn Personal Representative of the will and estate for Gregory Ellis Liles of Medford, owner of the property at \*Redwood Hwy, Map 41-09-11 TL 202, would like to annex 14.79 acres of their property into the Fire District for a total of 14.79.

They will provide adequate driveway access or a signed non-compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

Kamron Ismaili  
Fire Marshal  
Illinois Valley Fire District

1" = 400'

41 09 11





**BEFORE THE BOARD OF DIRECTORS  
STATE OF OREGON, COUNTY OF JOSEPHINE  
ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT**

**RESOLUTION 25-02**

**RESOLUTION FOR THE CHANGING OF COST RECOVERY FEES  
LINE ITEMS FOR THE FISCAL YEAR 2024-2025;**

**Whereas**, the Board of Directors (hereinafter referred to as "the Board") of Illinois Valley Rural Fire Protection District (hereinafter referred to as "the District") being aware of the need to develop adequate policies and regulations that enable the District to recover costs for services provided by District personnel; and

**Whereas**, Oregon Revised Statutes authorize local governments and other public bodies to charge private parties the reasonable estimate of the actual cost of providing services; and

**Whereas**, the Board has established Ordinance 03-01 and 10-01 that allows the District to collect fees related to providing services; and

**Whereas**, Resolution 23-09 needed to be revised; and

**Whereas**, the District can use service cost recovery as a financial disincentive to discourage individuals and business owners from unnecessary impact on District resources; and

**Whereas**, the District desires to establish a published system of regulations, including fees and charges, to recover the District's reasonable estimate of the actual cost, including labor and material, repairs and depreciation of capital assets, and other overhead;

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Directors the Illinois Valley Rural Fire Protection District;

**Section 1**, that the fees and charges imposed herein are not taxes subject to property tax limitations of Article XI, Section 11(b) of the Oregon Constitution; and be it further

**Section 2**, that the Board hereby adopts the fees, and charges specified in the Fee Schedule attached hereto; and be it further

**Section 3**, that such fees shall not be imposed as a penalty, but shall be calculated to recover the reasonable estimate of the actual cost to the District; and be it further

**Section 4**, that the Board will review these fees and charges every other year and may at any time amend the Resolution or the Fee Schedule as future circumstances may require; and be it further

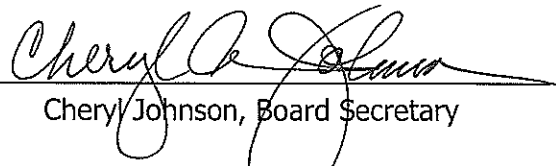
**Section 5**, that the Fire Chief is authorized to apply the rules and fees consistent with the District policy on cost recovery fees and this Resolution; and be it further

**Section 6**, that all former Resolutions/ordinances or parts thereof conflicting or inconsistent with the provisions of this Resolution as amended and adopted herein are hereby repealed; and be it further

**Section 7**, that if any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution. The Illinois Valley Rural Fire Protection District hereby declares that it would have passed this Resolution, and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsection, sentences, clauses and phrases be declared invalid.

**ADOPTED** and **Attested** by the Board of Directors of the Illinois Valley Rural Fire Protection District on this 10<sup>th</sup> day of March, 2025.

x   
Richard Bouchard, Board President

x   
Cheryl Johnson, Board Secretary

# ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT

## RESOLUTION 25-02

*(Revision of Resolution 23-09)*

### Cost Recovery Fees

#### FEE SCHEDULE

Fees for service shall be limited to cost recovery. Methods of calculating the cost of services shall be identified and generally based upon the average cost or specific cost of providing the service. Cost calculations will include direct costs (apparatus, personnel, and any miscellaneous supplies and services) and indirect costs (administrative costs and overhead).

The Office of the State Fire Marshal has established a standardized schedule of costs associated for apparatus and response (OAR 837-130). This model will be used, when applicable, to guide the establishment of costs associated with apparatus usage.

#### Apparatus Costs

Rescue .....	\$ 150.00	per hour
Fire Engine Type I.....	\$ 100.00	per hour
Fire Engine Type II.....	\$ 80.00	per hour
Fire Engine Type III.....	\$ 75.00	per hour
Fire Engine Type VI.....	\$ 50.00	per hour
Water Tender .....	\$ 80.00	per hour
Air Trailer .....	\$ 100.00	per hour
Mass Casualty Trailer .....	\$ 100.00	per hour
ALS Support Vehicle .....	\$ 45.00	per hour
Support Vehicle .....	\$ 45.00	per hour
Command Vehicle .....	\$ 45.00	per hour
Staff Vehicle .....	\$45.00	per hour
ATV .....	\$45.00	per hour

#### Personnel Costs

Command Staff Personnel .....	\$ 95.00 - \$ 135.00	per hour
Shift Engineer / Lieutenant .....	\$ 40.00	per hour
Shift FF/Operator .....	\$ 35.00 - \$40.00	per hour
Inspection Personnel .....	\$ 40.00 - \$95.00	per hour
Administrative Personnel .....	\$ 65.00 - \$95.00	per hour
Volunteer Officer Personnel .....	\$ 22.75	per hour
Volunteer Operator Personnel .....	\$ 21.50	per hour
Volunteer Personnel .....	\$ 19.05	per hour

Note: There will be a one-hour minimum charge at the above rates for all incidents billed. For each portion of an hour thereafter, will be charged in hourly increments - (hours will not be prorated).

### **Miscellaneous Supplies and Services**

Miscellaneous and disposable supplies used will be billed on specific usage and/or cost of replacement.  
Cost of outside vendors or services used shall be billed without markup.  
Emergent / non-emergent costs associated with a governmental subdivision shall be billed.  
Other expenses directly related to the service delivery shall be billed.

Landing Zone Setup..... \$ 250.00  
Suppression..... \$ 500.00

### **Administrative Costs and Overhead**

Invoice billing fees as follows:

Dispatch Fees ..... \$ 50.00  
Processed invoice..... \$ 50.00  
Report Gathering..... \$ 25.00  
Operational Administrative Fee ..... \$ 375.00 includes dispatch fees, fuel used on-scene, restoration time for all on-scene apparatus as well as reimbursement for the purchase, maintenance and replacement of equipment and training needed for MVA or specialty rescue responses.  
Failure to pay invoice ..... 30% added to balance due and sent to collections

Administration fees as follows:

Overhead, legal, administrative, or fiscal work ..... \$ TBD

### **Automatic Monitored Fire Responses**

Nuisance automatic fire alarm responses will be charged per calendar year as follows:

First, second, and third False Alarm..... \$ 0.00  
Fourth and fifth False Alarm ..... \$ 50.00  
Sixth and seventh False Alarm ..... \$ 100.00  
Each False Alarm after the seventh ..... \$ 150.00

### **Non-Emergent Medical Responses**

Lift Assist / Non-Transport responses will be charged per calendar year as follows:

First, second, third and fourth responses ..... \$ 0.00  
Each Lift Assist / Non-Transport after the fourth ..... \$ 150.00

### **Fire Code Enforcement Fees**

Fire code inspections will be billed as follows:

Initial Inspection ..... \$ 0.00 Per Violation  
1st Non-Compliance re-inspection ..... \$ 0.00 Per Violation  
2nd Non-Compliance re-inspection ..... \$ 50.00 Per Violation  
3rd Non-Compliance re-inspection..... \$ 100.00 Per Violation



4th Non-Compliance re-inspection and up ..... \$ 150.00 Per Violation  
 After hours requested inspection ..... \$ 50.00  
 Warrant Fees..... \$ TBD

Special Events Inspections Fee will be as follows:

Each event ..... \$ 50.00

Fireworks permit fees will be as follows:

Indoor Booth or Outdoor Tent..... \$ 50.00  
 Firework Display - Event..... \$ 50.00

**Open Burning**

Burn permit ..... \$ 0.00  
 Development permit ..... \$ 50.00  
 Burning violation ..... \$ 0.00 - \$ 250.00 per violation  
 Burning violation 2nd Non-Compliance and up ..... \$ 250.00 per violation and/or suppression cost  
 Burning violation resulting in an uncontrolled or  
 Escaped fire ..... \$ 250.00 per violation and/or suppression cost

**Transportation Route Response**

Transportation route responses will be billed on a per hour basis of the rate above for the commitment of apparatus, personnel, supplies and services. In addition, standardized administrative costs and overhead will be added to each invoice.

**Response to Inadequately Protected or Unprotected Areas**

Responses to unprotected areas will be billed on a per hour basis of the rate above for the commitment of apparatus, personnel, supplies and services; standardized administrative costs and overhead will be added to each invoice. Additionally, responses may be billed at three times the cost of the services per ORS 478.702 (4) (b).

**Incident or Event Standby**

Standbys will be billed on a per hour basis of the rate above for the commitment of apparatus, personnel, supplies and services. In addition, standardized administrative costs and overhead will be added to each invoice.

**Public Record Request**

Requests requiring less than one-quarter of an hour to complete (including labor) will be as follows:

District residents, patients, victims..... \$ 0.00 (Basic incident report)  
 B & W Incident report (up to 7 pages) ..... \$15.00  
 Additional Pages  
 Photocopying per B & W page ..... \$ 0.25

Photocopying per color page ..... \$ 1.25  
 CD Creation ..... \$ 5.00  
 Photos Copied (only those that are public record)  
 (reproduction of ALL photos is PROHIBITED without prior written photographer consent)  
 US Mail ..... \$ 5.00

Requests requiring more than one-quarter of an hour to complete will include:

Staff time (actual wage costs including benefits and overhead).  
 Archiving retrieval/restoration cost.  
 Disposable supplies, postal expenses, and other actual costs associated with the request.

### **Training Class Fees**

A fee may be charged to outside agencies or the public attending District trainings and classes. The Fire Chief will determine the fee based upon cost analysis for each specific class. Class costs may include depreciation of props as a portion of the fee. If outside agencies request instructor(s), fees if applicable, will be based upon a signed contract for service.

### **Facilities Use Fees**

The District allows the use of the facilities on a first come, first serve basis when the proposed use does not interfere with District activities. The District reserves the right to refuse service to any person/ group.

- A. Admin Conference Room.....\$30.00/hr.
- B. Training Center .....\$15.00/hr. per Zone
  - 1. Charges are based on the needed area(s) and/ or usage of the Training Center
- C. Cleaning Fee .....\$150.00
- D. Damaged District property ..... Repair or Replacement cost
- E. Substantial use of consumable materials ..... Replacement cost
- F. Live Fire Burn Prop (includes props and consumables) Fee .....\$100.00/ per day
  - 1. Facilitator/Instructor: .....\$90/hr. per person

### **Special Considerations:**

- 1. Requests for live fire facilitators/instructors will require two (2) facilitators/instructors on each burn day (The Fire Chief reserves the right to negotiate these fees).
- 2. Propane is not included in the Facility and/ or Training Center fee schedule and will be billed based on actual use at market rate.

The Fire Chief may determine fee waiver, fee reduction or additional fees based upon each use.

BEFORE THE BOARD OF DIRECTORS  
STATE OF OREGON, COUNTY OF JOSEPHINE  
ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT

**RESOLUTION NO. 25-03**

**RESOLUTION GRANTING SIGNING AND AUTHORITY TO CONDUCT  
BUSINESS**

**WHEREAS**, the Illinois Valley Rural Fire Protection District maintain checking accounts at both First Community Credit Union and Wells Fargo to pay operating expenses and clear debts;

**WHEREAS**, it has become necessary to clarify banking authority;

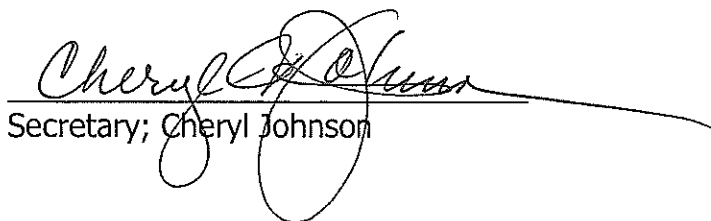
**WHEREAS**, the Illinois Valley Rural Fire Protection District desires to grant signing and authority to certain persons described hereunder;

**NOW, THEREFORE**, Be it resolved that the Board of Directors of the Illinois Valley Rural Fire District, being duly authorized, agree to grant signing and authority to only **current** Illinois Valley Fire District Directors and **current** Administrator to include: Jerry Lamb, Richard Bouchard, Cheryl Johnson, Michelle Binker, Herbert Tyler and Jamie Paul.

Please remove any/all past Directors authority.

**ADOPTED** by the Board of Directors of the Illinois Valley Rural Fire Protection District on this 10<sup>th</sup> day of March, 2025

  
President; Richard Bouchard

  
Secretary; Cheryl Johnson

## APPROVED TRANSACTIONS

*Two Board Members  
must sign below*

[illegible]

Signature of approving Board Member (1)

*Date*

Signature of approving Board Member (2)

Date \_\_\_\_\_

**TO:** Illinois Valley Fire District Board of Directors and staff  
**FROM:** Teresa Stover, contract project administrator for water and sewer lines extension  
**SUBJECT: Hydrant Project Status Report**  
**DATE:** March 5, 2025

The IVFD water and sewer lines expansion will install approximately 1,700 lineal feet each of water and sewer lines from existing City of Cave Junction main lines on Old Stage Road to the Illinois Valley Fire District Station 1 at 681 Caves Highway (see attached drawing). Four fire hydrants will be installed along the water line; three on Caves Highway and one on the fire station back lot.

IVFD is managing the design, engineering, and construction of the project. Upon completion, IVFD will hand off operation and maintenance of the lines to the City of Cave Junction. The project is funded by an Oregon Lottery direct legislative award, as administered by Business Oregon. The Business Oregon deadline to complete the project is March 2027.

- **Agreements**

- Under review is an addendum to the agreement between IVFD and the City of Cave Junction, executed on July 31, 2024. This agreement indicates the terms and conditions under which the City will accept ownership of the water and sewer extension project. The addendum updates the scope of the project to include water and sewer services for the City of Cave Junction, which will be billed separately to the City. The addendum also adjusts the warranty/bond requirements.

- **Design engineering**

- Civil West Engineering reviewed with the IVFD team the 60 percent design engineering drawings on February 12
- Civil West Engineering reviewed with the IVFD team the 90 percent drawings and technical specifications on March 3.
- The 100 percent design submittal is scheduled for March 24.

- **Permits and regulatory approvals**

- The traffic control plan is being submitted for ODOT review this week.

- **Procurement**

- Bid documents are under development, as is the draft contract. The project is scheduled to go out to bid by April 8.

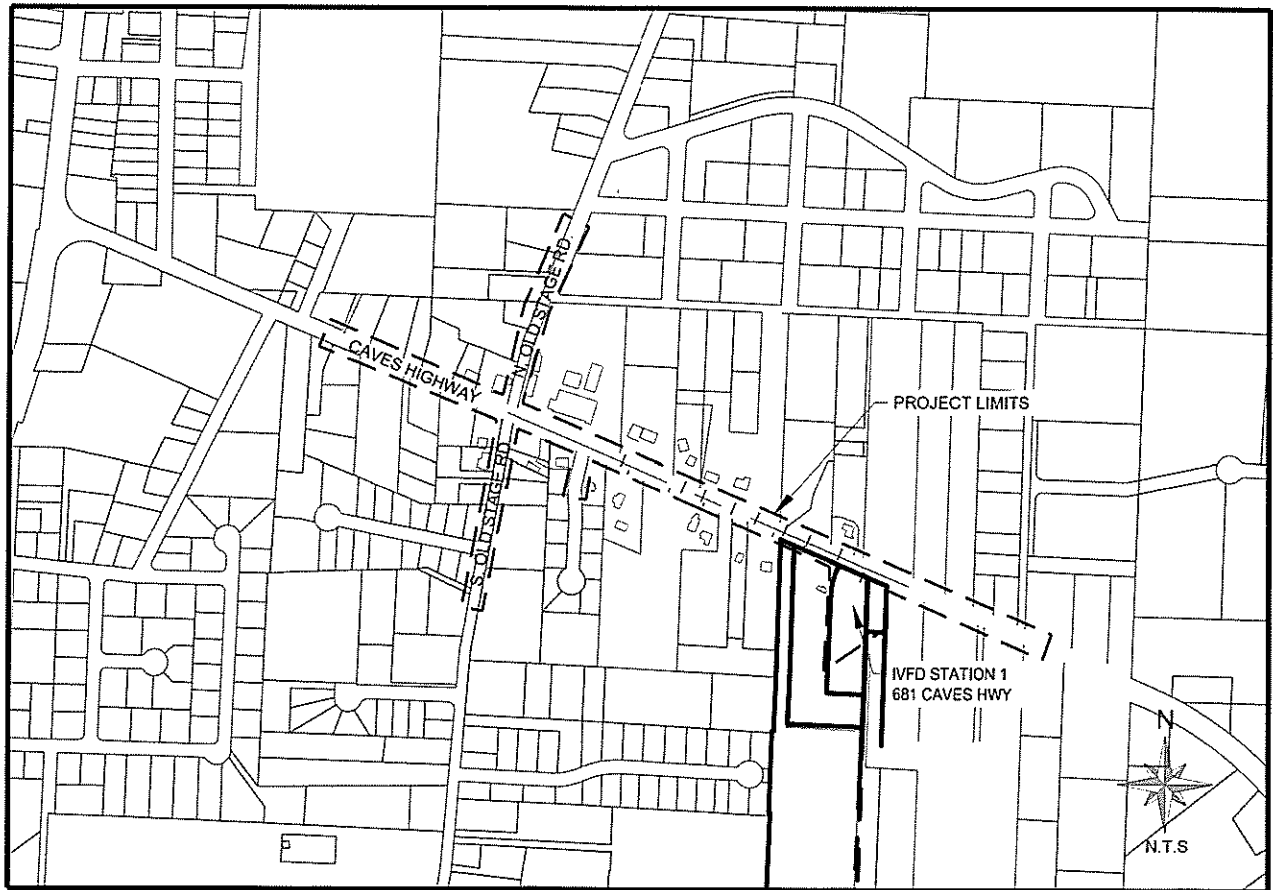
- **Construction**

- The construction phase is estimated to take 45 days. Although this is subject to change, this phase is projected to finish in summer 2025.

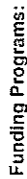
- **Finance**

- Submitted the third disbursement request (attached) for engineering and grant administration.





PROJECT VICINITY MAP



Direct Legislative Passthrough

Request Number: 3

Final Draw? ☐ Yes ☒ No

1/1/2025

Total

E-Mail Address






Date:

OBDD Disbursement Request			Amendment Number 1
Recipient:	Illinois Valley Fire District		Project Number: C2024039 7232-01
Project Name:	Extension of Water and Sewer Lines		Request Number: 3
Funding Programs:	Direct Legislative Passthrough		
Project Goals (Report for Every Cash Draw)			
Proposed Work Plan	Estimated Completion Date	Results Achieved	
1. Execute IGA with Cave Junction	Jul 31 2024	After negotiations and several drafts, the IGA was executed on July 31.	
2. Procure Engineer	Dec 31 2024	The Engineering RFP was issued in Sep. Two proposals were opened Oct 8. Contract executed Dec 29.	
3. Final Design Complete, including OHA/DEQ approval of plans	Mar 31 2024	Design kickoff meeting held Jan 16. Topographical survey completed. Plans 30 percent complete. 60% design review happening Feb 13.	
4. Construction Complete	Aug 31 2025		
5. Project Closeout	Oct 31 2025		
6.			
7.			
8.			
9.			
10.			

## Jamie Paul

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**From:** Jamie Paul  
**Sent:** Wednesday, January 22, 2025 3:23 PM  
**To:** Herbert "Skip" Tyler; Richard Bouchard (brotherbouchard@gmail.com); 'Michelle Binker'; Cheryl Johnson (cajohnson614@gmail.com); Jerry Lamb (jlamb@cavenet.com)  
**Cc:** John Holmes (johnholmes@ivfire.com)  
**Subject:** Election Reminder

Good afternoon Board of Directors,

This is just a quick reminder that Positions 1, 2, & 3 are coming up for re-election in May. Candidate filing is from February 8, 2025 - March 20, 2025.

Pos. #1: Tyler  
Pos. #2 Bouchard  
Pos. #3: Binker

The filing forms are at the following link:

[https://www.josephinecounty.gov/government/county\\_clerk\\_recorder/election\\_voter\\_registration/election\\_filing\\_in  
formation\\_forms.php](https://www.josephinecounty.gov/government/county_clerk_recorder/election_voter_registration/election_filing_information_forms.php)

Method 1: Declaration SEL 190 & \$10.00 Or

Method 2: Prospective Petition

- Step 1 File SEL 190 & SEL 121 (Before collecting any signatures)
- Step 2 Upon authorization, collect the required number of signatures: The lesser of either 25 signatures or 10% of the total number of active registered voters in the district.
- Step 3 File SEL 338 along with SEL 121 containing the valid signatures of registered voters of the district. \*To withdraw candidacy, file SEL 150 no later the 61st day prior to the May Election \*Forms become public record upon filing

Please get ahold of Josephine County Elections if you have any questions.

Hope to see you all after the election!

Jamie Paul  
Administrator Illinois Valley Fire District  
681 Caves Hwy., Cave Junction, OR  
541-592-3159

Please call (541) 474-5243 or send an email to [clerk@jospheinecounty.gov](mailto:clerk@jospheinecounty.gov) for additional information.

*\*File forms in person at Josephine County Elections, 500 NW 6th St, RM 170, Grants Pass (unless otherwise noted).*

District	Age	Requirements	Positions	Board Members (A)=Appointed	Next Election (2)=2 Year Term	Filing	Filing Period	Voters' Pamphlet	Campaign Finance
Applegate RFPD  <i>*Applegate RFPD candidates file with Jackson County Elections.</i>	18	Registered voter or property owner within the district.	Director, Pos. 1 Director, Pos. 2 Director, Pos. 3 Director, Pos. 4 Director, Pos. 5	Julie Barry Jeff Hoxsey Mike Blaschka Rob Underwood Doug Stewart	2027 2027 2025 2025 2025	<b>Method 1:</b> Declaration <b>SEL 190 &amp; \$10.00</b>  Or  <b>Method 2:</b> Prospective Petition  Step 1 <b>File SEL 190 &amp; SEL 121</b> (before collecting any signatures)  Step 2 Upon authorization, collect the required number of signatures: The lesser of either 25 signatures or 10% of the total number of active registered voters in the district.  Step 3 File <b>SEL 338</b> along with <b>SEL 121</b> containing the valid signatures of registered voters of the district.	<b>Period Begins:</b> 101 <sup>st</sup> day prior to the May Election  <b>Period Ends:</b> 61 <sup>st</sup> day prior to the May Election	<i>*Applegate RFPD and Three Rivers School District races appear on both the Josephine and Jackson County ballots. If you wish to have your information printed in the Jackson County Voters' Pamphlet, you will need to file the appropriate forms and fee with Jackson County Elections.</i>  <b>Form: Candidate Statement Fee: \$25</b> <b>Filing Period Begins:</b> Upon filing for candidacy <b>Filing Period Ends:</b> 57 <sup>th</sup> day prior to the May Election	View the "Candidate Quick Guide" on Campaign Finance Reporting in Oregon online at <a href="https://sos.oregon.gov/elections/Documents/candidatequickguide.pdf">https://sos.oregon.gov/elections/Documents/candidatequickguide.pdf</a>
Illinois Valley RFPD	18	Registered voter or property owner within the district	Director, Pos. 1 Director, Pos. 2 Director, Pos. 3 Director, Pos. 4 Director, Pos. 5	David Darnell Richard Bouchard Michelle Binker Jerry Lamb Cheryl Johnson	2025 2025 2025 2025 2027				
Williams RFPD	18	Registered voter or property owner within the district	Director, Pos. 1 Director, Pos. 2 Director, Pos. 3 Director, Pos. 4 Director, Pos. 5	Heather Glass Brian Barton Claudia Pratt Bill Ertel David Applegate	2027 2027 2025 2025 2025				
Wolf Creek RFPD	18	Registered voter or property owner within the district.	Director, Pos. 1 Director, Pos. 2 Director, Pos. 3 Director, Pos. 4 Director, Pos. 5	Mark Moen Robert Stumbo Dale Bloom Tom Barber Dave Clark	2025 2027 2025 2025 2027				
Grants Pass School District #7 <a href="#">Oregon School Boards Association's Guide for Board Candidates</a>	18	Registered voter that has lived within the district for 1 year prior to the election. Must give up employment with the district to serve on board.  <i>*Board members are elected at-large and may live anywhere within the district.</i>	Director, Pos. 1 Director, Pos. 2 Director, Pos. 3 Director, Pos. 4 Director, Pos. 5 Director, Pos. 6 Director, Pos. 7	Dustin Smith Chad Dybdahl Gary Richardson Debbie Brownell Cassie Wilkins Nathan Seable Joseph (Joe) Schmidt	2027 2027 2025 2025 2025 2027 2025				
Three Rivers School District <a href="#">Oregon School Boards Association's Guide for Board Candidates</a>	18	Registered voter that has lived within the district for 1 year prior to the election. Must give up employment with the district to serve on board.  <i>* Board members are elected at-large but must live within the zone they are filing for.</i>	Director, Zone 1 Director, Zone 2 Director, Zone 3 Director, Zone 4 Director, Zone 5	Jenn Searle Patrick J. Kelly Rich Halsted Nancy L. Reese Jennifer Johnston	2025 2027 2025 2027 2025	<i>*To withdraw candidacy, file <b>SEL 150</b> no later than the 61<sup>st</sup> day prior to the May Election</i>  <i>*Forms become public record upon filing</i>		<i>*Forms become public record on the 4<sup>th</sup> business day after the filing deadline</i>	



**Election:** May Special (3<sup>rd</sup> Tuesday in May of Odd Numbered Years)  
**Full Term:** 4 Years  
**Unexpired Term Due to Vacancy:** 2 Years

Please call (541) 474-5243 or send an email to [clerk@jospehinecounty.gov](mailto:clerk@jospehinecounty.gov) for additional information.

*\*File forms in person at Josephine County Elections, 500 NW 6th St, RM 170, Grants Pass (unless otherwise noted).*

District	Age	Requirements	Positions	Board Members (A)=Appointed	Next Election (2)=2 Year Term	Filing	Filing Period	Voters' Pamphlet	Campaign Finance
Rogue Community College <a href="#">Oregon School Boards Association's Guide for Board Candidates</a>	18	Registered voter that has lived within the district for 1 year prior to the election. Must give up employment with the district to serve on board.  * Board members are elected by zone and must live within the zone they are filing for.	Member, Zone 1 (Josephine) Member, Zone 2 (Josephine) Member, Zone 3 (Jackson) Member, Zone 4 (Jackson) Member, Zone 5 (Jackson) Member, Zone 6 (Jackson) Member, Zone 7 (Jackson)	Indra Nicholas Pat Fahey Vacant Jonathan Bilden Gary Plano Roger W. Stokes Maria Ramos Underwood	2027 2025 2027 2025 2025	<b>Method 1:</b> Declaration <b>SEL 190 &amp; \$10.00</b> Or <b>Method 2:</b> Prospective Petition  Step 1 File <b>SEL 190 &amp; SEL 121</b> (Before collecting any signatures)  Step 2 Upon authorization, collect the required number of signatures: The lesser of either 25 signatures or 10% of the total number of active registered voters in the district.  Step 3 File <b>SEL 338</b> along with <b>SEL 121</b> containing the valid signatures of the registered voters of the district.  *To withdraw candidacy, file <b>SEL 150</b> no later than the 61 <sup>st</sup> day prior to the May Election  *Forms become public record upon filing	<b>Period Begins:</b> 101 <sup>st</sup> day prior to the May Election  <b>Period Ends:</b> 61 <sup>st</sup> day prior to the May Election	<b>*RCC zones 3-7 races only appear on the Jackson County ballot. Candidate Statements for these races shall be filed with Jackson County Elections.</b>  <b>*Southern Oregon ESD zones 1-2 races only appear on the Josephine County ballot. Candidate Statements for these races shall be filed with Josephine County Elections.</b>  Form: <b>Candidate Statement</b> Fee: \$25 <b>Filing Period Begins:</b> Upon filing for candidacy <b>Filing Period Ends:</b> 57 <sup>th</sup> day prior to the May Election  <b>*Forms become public record on the 4<sup>th</sup> business day after the filing deadline</b>	View the "Candidate Quick Guide" on Campaign Finance Reporting in Oregon online at <a href="http://sos.oregon.gov/elections/Documents/candidatequickguide.pdf">http://sos.oregon.gov/elections/Documents/candidatequickguide.pdf</a>
Southern Oregon Education Service District <a href="#">Oregon School Boards Association's Guide for Board Candidates</a>  <b>*Southern Oregon ESD candidates file with Jackson County Elections.</b>	18	Registered voter that has lived within the district for 1 year prior to the election. Must give up employment with the district to serve on board.  * Board members are elected by zone and must live within the zone they are filing for.	Director, Zone 1 (Josephine) Director, Zone 2 (Josephine) Director, Zone 3 (Klamath) Director, Zone 4 (Klamath) Director, Zone 5 (Jackson) Director, Zone 6 (Jackson) Director, Zone 7 (Jackson) Director, Zone 8 (Jackson) Director, Zone 9 (Jackson)	Mary Middleton Justin Wright	2025 2025				
Merlin Park District	18	Registered voter within the district.	Member, Pos. 1 Member, Pos. 2 Member, Pos. 3 Member, Pos. 4 Member, Pos. 5	Lynne Hart Lynda Spangler Steve Liebenberg Vacant Janice K Slusser	2025 2025 2027 2025 2025				
Kerby Water District	18	Registered voter within the district.	Commissioner, Pos. 1 Commissioner, Pos. 2 Commissioner, Pos. 3 Commissioner, Pos. 4 Commissioner, Pos. 5	Geraldine McLean Jeff Heier Lincoln Morikone John Plute Rose Richter	2025 2025 2025 2027 2027				
Josephine Community Library District	18	Registered voter within the district.	Member, Pos. 1 Member, Pos. 2 Member, Pos. 3 Member, Pos. 4 Member, Pos. 5	Rachele Selvig Laurel Samson Pat Fahey Gina Marie Agosta Tina Gotchall	2025 2025 2027 2027 2027				

# Candidate Filing District

**SEL 190**rev 02/25  
ORS 255.235

This form must be filed with county elections official. All information must be completed or the form will be rejected.

**2025 District Election Filing Dates****Candidate Filing** February 8, 2025 to March 20, 2025**Withdrawal Date** March 20, 2025

This filing is an

☐ Original☐ Amendment**Office Information**

Filing for Office of:

District, Position or County:

**Filing Information**☐ Filing with the required \$10.00 fee☐ Prospective Petition**Candidate Information****Name of Candidate**

First

MI

Last

**How you would like your name to appear on the ballot****Candidate Residence/Route Address**

Street Address

City

State

Zip

**Candidate Mailing Address and Contact Information** Do not use an address that has been exempt from disclosure.

Street Address or PO Box

City

State

Zip

Work Phone

Home Phone

Cell Phone

Email Address

Web Site, if applicable

**Race and Ethnicity** *Optional***Occupation (present employment)** If no relevant experience, None or NA must be entered.**Occupational Background (previous employment)** If no relevant experience, None or NA must be entered.

**Educational Background (schools attended)** If no relevant experience, None or NA must be entered.

Complete name of School	Last Grade completed	Diploma/Degree/Certificate	Course of Study

Educational Background (other) Attach a separate sheet if necessary.

**Prior Governmental Experience (elected or appointed)** If no relevant experience, None or NA must be entered.**Campaign Finance Information**

A candidate must file a Statement of Organization not later than three business days of first receiving a contribution or making an expenditure and no later than the deadline for filing a nominating petition, declaration of candidacy, or certificate of nomination, whichever occurs first, unless they meet the criteria for an exemption. To meet the criteria, the candidate must serve as their own treasurer, not have an existing candidate committee, and not expect to spend or receive more than \$1,500 during the entire calendar year (including in-kind contributions and personal funds).

If you have an existing candidate committee you must amend the statement of organization not later than 10 days after a change in information. This includes changes to the election you are active in and the office you are running for.

See the Campaign Finance Manual for the procedural and legal requirements of establishing and maintaining a candidate committee.

**Residence Address Exemption**

To exempt your residence address from public disclosure, complete form [SEL 180 – Residence Address Exemption Request](#). The request for a Residence Address Exemption MUST include a publicly disclosable mailing address. See the Candidates Manual for further information.

☐ I don't want my residence address to be disclosed. I will be filing a separate [SEL 180 – Residence Address Exemption Request](#).

**Candidate Attestation**

By signing this document, I hereby state that:

- I will qualify for said office if elected;
- All information provided by me on this form is true to the best of my knowledge

**Warning**

Supplying false information on this form may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. (ORS 260.715). A person may only file for one lucrative office at the same election. Unless the person has withdrawn from the first filing, **all** filings are invalid. (ORS 249.013 and ORS 249.170)


Candidate's Signature

Date Signed

Candidate Signature Sheet | Nonpartisan

☐ SOME Circulators    ☐ No Circulators    for this petition are being paid.

This is a candidate nominating petition. Signers of this page must be active registered voters in the county listed.


 Signatures must be verified by the appropriate county elections official before the petition can be filed with the filing officer.

Petition ID \_\_\_\_\_

County \_\_\_\_\_

Candidate Information	
Name	Office
Election	District or Position Number (include city if applicable)

To the Elections Official/Filing Officer, We the undersigned voters, request the candidate's name be placed on the ballot at the election listed above for nomination to the office indicated.

 Signers must initial any changes the circulator makes to their printed name, residence address or date they signed the petition.

Signature	Date Signed	mm/dd/yy	Print Name	Residence or Mailing Address	street, city, zip code
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**Circulator Certification** This certification must be completed by the circulator and additional signatures should not be collected on this sheet once the certification has been signed and dated! I hereby certify that I witnessed the signing of the signature sheet by each individual whose signature appears on the signature sheet, and I believe each person is a voter qualified to sign the petition (ORS 249.061). I also hereby certify that compensation I received, if any, was not based on the number of signatures obtained for this petition.

Circulator Signature	Date Signed	mm/dd/yy	Sheet Number
			Completed by
			Candidate
Printed Name of Circulator	Circulator's Address		
	street, city, zip code		