

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

April 14, 2025

1. Call meeting to order (silence phones)
2. Flag Salute (remove hats)
3. Roll Call
4. Review of March 10, 2025 minutes
5. Staff Reports
 - Fire Chief Holmes
 - Asst. Chief Ismaili
 - Div. Chief Gavlik
6. New Business
 - Annexations:
 - 1st Elec. Ave. LLC of 2335 Holland Loop Rd; 5.76 acres for a total of 10.76 acres.
 - 1st Elec. Ave. LLC of 2275 Holland Loop Rd; 12.71 acres for a total of 17.71 acres.
 - 1st Elec. Ave. LLC of 2313 Holland Loop Rd; 5.81 acres for a total of 10.81 acres.
 - Stanley & Roberta Richards 2018 trust of 8245 Caves Hwy; Map 39-07-22 TL 100 – 21.04 acres for a total of 26.04 acres.
 - Stanley & Roberta Richards 2018 trust of 8245 Caves Hwy; Map 39-07-23 TL 600 – 22.07 acres for a total of 27.07 acres.
 - RRA Holdings Inc, Osok Kwon Mor Investment LLC of 500 Martin Rd; 91 acres for a total of 96 acres.
 - Teresa Stover - Hydrant Grant Administrator
 - Ethan Lane – City of Cave Junction Liaison
 - Reminder: Budget Committee mtg. 4/21/2025 @ 3:00 p.m.
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 May 12, 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

Illinois Valley Fire District Board of Directors Meeting Minutes April 14, 2025

A moment of silence was observed for IVFD Photographer Dale Sandburg, Capt. Gerry Bjornstad (Ret.), and former board member Bob Butler.

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

PRESENT: Chief Holmes, Asst. Chief Ismaili, Div. Chief Gavlik, Div. Chief Paul, Lt. Goo, FF Vetter

VOLUNTEER: FF Schellenberg

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

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

STAFF REPORTS

CHIEF HOLMES:

New Items:

- With the recent passing of two of our own, Dale Sandberg and Gerry Bjornstad, I have reached out to the Oregon Fire Chiefs Association (OFCA) Honor Guard to request their assistance with memorial services for these esteemed gentlemen. Tentative dates have been proposed—April 26th for Dale Sandberg and May 3rd for Gerry Bjornstad—and are currently under review by the Honor Guard to confirm their availability and support.
- The Illinois Valley Fire District was honored to receive an American Flag—one of only 36 flown over the State Capitol—in recognition of our deployment to the Palisades Fire in California. Assistant Chief Ismaili and I were privileged to represent the district and spend time with Senator Merkley during this meaningful event.
- 8911 was inspected by FEPP. Even though it was in pieces at the time of the inspection, we still had no issues presented.
- Was volunteered for the JoCo EMS Advisory Committee for the next year, as the president.
- OSFM Wildland Upstaffing Grants was awarded again this year. We will use it to staff Sta. 2.
- Additional grant of \$12,734.25 funding awarded for the two Type 1 packages for the Resilience Conex boxes.

Fire Defense Board Items:

- Nothing to Report
- Mike Cook (from Chiloquin) will be moving to the area and participating on the FDB.

OSFM – Red Team:

- I recently attended Incident Management Training with OSFM, which was well attended and provided excellent training. It's noteworthy that OSFM now has three full teams for the first time in a long time. During the latest hiring process, 25 new individuals were brought on to fill open positions.

Training:

- Spoke with the National Fire Academy, and my classes in June are still planning to be in session, unless funding falls through.
- Weekly IVFD Trainings
- AMR Monthly Continuing Education – Stroke Protocol
- AMR “Guilty” Criminal Charges Against EMS Providers: What does it mean?

New Meetings Attended:

- I attended the Legislative Night in Salem with Chief Wolfard from Applegate Fire District. We may contact with our Senator Noah Robinson. Unfortunately, the other Senators were in session the night of the event. I will be following up with Senator Robinson soon for a sit-down discussion.
- Attended the Josephine County 911 Agency Board of Directors Meeting (In-person)

Ongoing and Informative Meetings Attended:

- Attended the Quarterly Pre-Hospital Care Committee meeting (In-person)
- Attended Josephine County Commissioners meetings (online).
- Attended Oregon Fire Chief Association monthly 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 (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)

ASST. CHIEF ISMAILI:

- For the month of March, we had a total of 112 calls: 9 good intent/no incident calls; 20 service/public assist calls, 3 hazardous condition calls, 2 false alarms, 53 medical calls, 5 illegal open burn/smoke investigation calls, 3 small vehicle fires, 2 flue fires, 2 structure fires, 9 motor vehicle accidents with no civilian fatalities and no firefighter injuries. Assisted on 4 calls with our mutual aid partners.
- Installed 3 smoke alarms in valley residences.
- Completed 2 fire and life safety inspections.
- Fireworks applications were approved for 4 applicants to sell fireworks.
- Chipper program served 12 valley residents in March.
- Station 5: The permitting is still in process.
- Attended the IVFROG, IAAI, RVFPC, WL Command TAG, RV and JoCo Operations meetings, as well as our hydrant grant meetings.
- Maintenance report for rigs and stations was included and reviewed.

DIV. CHIEF GAVLIK:

- The training building has been working out great. Working on ways to deal with rain water entering the building, as well as pinholes in the roof. Welding has resumed with work on the railings as the weather permits.
- Possible live fire burn training in the Selma area. Details still being worked out due to potential costs.
- Five firefighters to attend a Firefighter II class next month, with possibility of rope rescue technician class.
- Explorers helped out a Soup for the Souls fundraiser, which was well attended.
- Training for this month will cover EMS Cultural & Ethnicity Challenges, Fire Attack, DPSST Vehicle Fire prop, Water Supply, and annual Physical Agility.

ADMINISTRATOR PAUL: no report, financials provided.

NEW BUSINESS:

- There are six annexation requests:
 - 1st Elec. Ave. LLC of 2335 Holland Loop Rd; 5.76 acres for a total of 10.76 acres.
 - 1st Elec. Ave. LLC of 2275 Holland Loop Rd; 12.71 acres for a total of 17.71 acres.
 - 1st Elec. Ave. LLC of 2313 Holland Loop Rd; 5.81 acres for a total of 10.81 acres.
 - Stanley & Roberta Richards 2018 trust of 8245 Caves Hwy; Map 39-07-22 TL 100- 21.04 acres for a total of 26.04 acres.
 - Stanley & Roberta Richards 2018 trust of 8245 Caves Hwy; Map 39-07-23 TL 600- 22.07 acres for a total of 27.07 acres.
 - RRA Holdings Inc, Osok Kwon Mor Investment LLC of 500 Martin Rd; 91 acres for a total of 96 acres.

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

- Teresa Stover, Hydrant Grant Administrator provided a written report with an update to the project.
 - Civil West Engineering submitted the 100% design submittal on March 18, 2025 – to include engineering drawings, technical specs, invitation to bid, and preliminary contract. Suggested changes were submitted by IVFD, package was revised and returned to IVFD for final review and approval.
 - IVFD and Business Oregon are reviewing the revised bid documents
 - Traffic control plan was approved by ODOT
 - DEQ has reviewed the sewer plans and DEQ changes have been incorporated
 - The construction phase is estimated at 45 days and should be completed in summer 2025
 - Addendum to the IVFD/City of Cave Junction agreement to include updated scope of project and adjusts warranty/bond requirements was executed 3/10/25
 - Fourth disbursement request submitted for engineering and grant administration.
- Ethan Lane – City of Cave Junction: Nothing to report, City Council meeting this evening.
- Reminder for the 2025-2026 Budget Committee meeting on Monday, April 21, 2025 at 3pm

OLD BUSINESS: (none)

PUBLIC COMMENT: (none)

BOARD COMMENT:

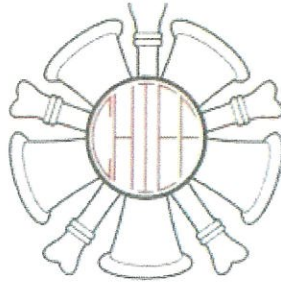
- Director Johnson thanked the Explorers that attended Soup for the Souls. Their help was much appreciated.

The next regularly scheduled BOD meeting will be Monday, May 12, 2025 at 4pm at the Administration building, 681 Caves Hwy., Cave Junction, OR. This meeting adjourned at 4:26pm.

Respectfully submitted,



Director Cheryl Johnson
Board Secretary



Fire Chief Report

Date: 04.14.2025

New Items:

- With the recent passing of two of our own, Dale Sandberg and Gerry Bjornstad, I have reached out to the Oregon Fire Chiefs Association (OFCA) Honor Guard to request their assistance with memorial services for these esteemed gentlemen. Tentative dates have been proposed—April 26th for Dale Sandberg and May 3rd for Gerry Bjornstad—and are currently under review by the Honor Guard to confirm their availability and support.
- The Illinois Valley Fire District was honored to receive an American Flag—one of only 36 flown over the State Capitol—in recognition of our deployment to the Palisades Fire in California. Assistant Chief Ismaili and I were privileged to represent the district and spend time with Senator Merkley during this meaningful event.
- 8911 was inspected by FEPP. Even though it was in pieces at the time of the inspection, we still had no issues presented.

Fire Defense Board Items:

- Nothing to Report

OSFM – Red Team:

- I recently attended Incident Management Training with OSFM, which was well attended and provided excellent training. It's noteworthy that OSFM now has three full teams for the first time in a long time. During the latest hiring process, 25 new individuals were brought on to fill open positions.

Training:

- Spoke with the National Fire Academy, and my classes in June are still planning to be in session, unless funding falls through.
 - Weekly IVFD Trainings
 - AMR Monthly Continuing Education – Stroke Protocol
 - AMR “Guilty” Criminal Charges Against EMS Providers: What does it mean?
-

New Meetings Attended:

- I attended the Legislative Night in Salem with Chief Wolfard from Applegate Fire District. We may contact with our Senator Noah Robinson. Unfortunately, the other Senators were in session the night of the event. I will be following up with Senator Robinson soon for a sit-down discussion.
 - Attended the Josephine County 911 Agency Board of Directors Meeting (In-person)
-

Ongoing and Informative Meetings Attended:

- Attended the **Quarterly Pre-Hospital Care Committee meeting (In-person)**
- Attended **Josephine County Commissioners meetings (online)**.
- Attended **Oregon Fire Chief Association monthly 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 (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)**

Illinois Valley Fire Protection District

Board of Directors Meeting Operations/Prevention Notes 04/14/2025

The shift schedules are attached.

For March, we ran a total of 112 calls.

We had 9 Good intent calls. These calls are no incidents found, canceled en-route, smoke investigation, or legal open burns.

We had 20 Service Calls. These calls are public assists, lift assists, water leaks, stand-by, etc.

We had 3 Hazardous condition calls. These are powerline problems, Downed trees, fuel leaks, gas leaks, etc.

We had 2 false alarm calls.

We had 53 Medical Calls.

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

We had 3 Small Vehicle Fires. The fire on RWD Hwy near Sauers Flat was undetermined. This was an engine compartment fire. The fire on Norman Rd was undetermined. The fire on Lake Shore was undetermined. This was an engine compartment fire.

We had 2 Flue Fires. The fires on Kerby Mainline and Takilma Rd were unintentional and contained to the flue.

We had 2 Structure Fires. The fire on Kerby Ave was unintentional. The cause was an electrical short. The fire on Aries Ln was unintentional. The cause of the fire was a heat lamp.

We had 9 Motor Vehicle Accidents with **NO** civilian fatalities and **NO** firefighter injuries.

We assisted our partners with 4 mutual aid calls.

We installed 3 smoke alarms in Valley residences.

We completed 2 fire and life safety inspections.

Four fireworks permit applications were submitted and approved.

The chipper program has served 12 more residents and the Illinois Valley.

Station 5 is still in the permitting process.

I attended the IVFROG, IAAI, RVFPC, WL Command TAG (Tactical Advisory Group), RV Operations 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?

7 Days 2 Days 1 Day

Today

< April 2025 >

Boards: All Assignments 4 items

SUN

MON

TUE

WED

THU

FRI

SAT

Duty Officer

Gavlik, Jeff DO
CHIEFS ALL CALL
SHIFT STAFF

Duty Officer

Gavlik, Jeff DO
CHIEFS ALL CALL
SHIFT STAFF

Duty Officer

Gavlik, Jeff DO
CHIEFS ALL CALL
SHIFT STAFF

Duty Officer

Gavlik, Jeff DO
CHIEFS ALL CALL
SHIFT STAFF

Duty Officer

Gavlik, Jeff DO
CHIEFS ALL CALL
SHIFT STAFF

Duty Crew

Vetter, Jennifer OK
ALL CALL

Duty Crew

Go, Garrett OK
ALL CALL

Duty Crew

Go, Garrett OK
ALL CALL

Duty Crew

Marler, Daniel OK
ALL CALL

Duty Crew

Marler, Daniel OK
ALL CALL

Roncalio-Meyer,
Solomon OK
ALL CALL

Vetter, Jennifer OK
ALL CALL

Vetter, Jennifer OK
ALL CALL

Position not filled OK

Position 07:00 -
not filled 19:00 OK

Volunteer AM...

OK ALL CALL

Volunteer AM...

Volunteer AM...

Volunteer AM...

Browman, Harlan OK
ALL CALL VOL H

Vetter, Jennifer OK
19:00 - 06:00
ALL CALL

Harrison, William OK
ALL CALL VOL FF
SHIFT

Vacancy

Vacancy

Position not filled

Position 06:00 -
not filled 07:00 OK

Tuun, Olivia OK
ALL CALL VOL FF
SHIFT

Vacancy

Vacancy

Position not filled

Volunteer AM...

Position not filled

Vacancy

Vacancy

Volunteer PM...

Tuun, Olivia OK
ALL CALL VOL FF
SHIFT

Volunteer PM...

Vacancy

Vacancy

Vacancy

Volunteer PM...

Position not filled

Volunteer PM...

SUN	MON	TUE	WED	THU	FRI	SAT
						Vacancy
Duty Officer	Duty Officer	Duty Officer	Duty Officer	Duty Officer	Duty Officer	Duty Officer
Gavlik, Jeff DO CHIEFS ALL CALL SHIFT STAFF TEST	Ismaili, Kamron DO CHIEFS ALL CALL SHIFT STAFF TEST	Ismaili, Kamron DO CHIEFS ALL CALL SHIFT STAFF TEST	Ismaili, Kamron DO CHIEFS ALL CALL SHIFT STAFF TEST	Ismaili, Kamron DO CHIEFS ALL CALL SHIFT STAFF TEST	Ismaili, Kamron DO CHIEFS ALL CALL SHIFT STAFF TEST	Ismaili, Kamron DO CHIEFS ALL CALL SHIFT STAFF TEST
Duty Crew	Duty Crew	Duty Crew	Duty Crew	Duty Crew	Duty Crew	Duty Crew
LeMasters, Collin OK ALL CALL	LeMasters, Collin OK ALL CALL	Goo, Garrett OK ALL CALL	Goo, Garrett OK ALL CALL	Pfeiffer, Brian OK ALL CALL	Pfeiffer, Brian OK ALL CALL	LeMasters, Collin OK ALL CALL
Roncalio-Meyer, Solomon OK ALL CALL	Roncalio-Meyer, Solomon OK ALL CALL	Vetter, Jennifer OK ALL CALL	Vetter, Jennifer OK ALL CALL	Marler, Daniel OK ALL CALL	Marler, Daniel OK ALL CALL	Roncalio-Meyer, Solomon OK ALL CALL
Volunteer AM...	Volunteer AM...	Volunteer AM...	Volunteer AM...	Volunteer AM...	Volunteer AM...	Volunteer AM...
Pfeiffer, Diamond	Vacancy	Harrison, William ALL CALL VOL FF SHIFT	Norton, Paul ALL CALL VOL FF SHIFT	Vacancy	Brown, Blake ALL CALL VOL FF SHIFT	Vacancy
Position not filled	Vacancy	Dunlap, Elizabeth ALL CALL VOL FF SHIFT	Dunlap, Elizabeth ALL CALL VOL FF SHIFT	Vacancy	Mavry, Brian ALL CALL SHIFT	Mavry, Brian ALL CALL SHIFT
Position not filled	Vacancy	Touri, Olivia ALL CALL VOL FF SHIFT	Vacancy	Volunteer PM...	Vacancy	Vacancy
Volunteer PM...	Volunteer PM...	Volunteer PM...	Volunteer PM...	Volunteer PM...	Volunteer PM...	Volunteer PM...
Vacancy	Vacancy	Dunlap, Elizabeth ALL CALL VOL FF SHIFT	jarrett, Safran ALL CALL VOL FF SHIFT	Vacancy	Mavry, Brian ALL CALL SHIFT	Gavlik, Joseph ALL CALL VOL FF SHIFT
						Mavry, Brian ALL CALL SHIFT
Duty Officer	Duty Officer	Duty Officer	Duty Officer	Duty Officer	Duty Officer	Duty Officer
Ismaili, Kamron DO CHIEFS ALL CALL SHIFT STAFF TEST	Holmes, John DO CHIEFS ALL CALL SHIFT STAFF	Holmes, John DO CHIEFS ALL CALL SHIFT STAFF	Holmes, John DO CHIEFS ALL CALL SHIFT STAFF	Holmes, John DO CHIEFS ALL CALL SHIFT STAFF	Holmes, John DO CHIEFS ALL CALL SHIFT STAFF	Holmes, John DO CHIEFS ALL CALL SHIFT STAFF
Duty Crew	Duty Crew	Duty Crew	Duty Crew	Duty Crew	Duty Crew	Duty Crew
LeMasters, Collin OK ALL CALL	Goo, Garrett OK ALL CALL	Goo, Garrett OK ALL CALL	Pfeiffer, Brian OK ALL CALL	Pfeiffer, Brian OK ALL CALL	LeMasters, Collin OK ALL CALL	LeMasters, Collin OK ALL CALL

[illegible]

As for a maintenance report,

8911 Is back in service with a new engine and assigned to Station 1

8931 Beeper Repaired

8952 Headlight repair

8974 Fuel cap replaced

8901 Replaced Oil Sensor and Wiring, Replaced Water Sensor

8902 Repaired Dash Light Dimmer Switch

8951 Hose off of radiator, with small leak. Fixed

Station 2's Generator heater was replaced.

And a whole lot more... 😊



Illinois Valley Rural Fire Protection District

Division Chief / Training Report

April 14, 2025

**ILLINOIS VALLEY
FIRE
DISTRICT**

I am currently getting some quotes for a system to keep the water out of the building during the heavy rains and working on patching up the pinholes in the roof area. Also, as soon as the weather breaks, the welder will be back to continue working on the railings.

The building offered up for a live fire training will work but it will need a lot of prep work and materials to safely perform the training. I am working on an associated cost of those materials to make a final decision on a go or no go.

We will be sending five firefighters to a Firefighter II class coming up next month, and we may have an opportunity to send some people to a rope rescue technician class next month as well. I am waiting to find out the cost and location to decide.

The Explorers had a good time helping out at the Soup for the Soul fundraiser, which was very well attended.

Training for this month will cover areas of EMS Cultural & Ethnicity Challenges, Fire Attack, DPSST Vehicle Fire Prop, Water Supply, and our annual Physical Agility.

Respectfully Submitted by Jeff Gavlik, Division Chief



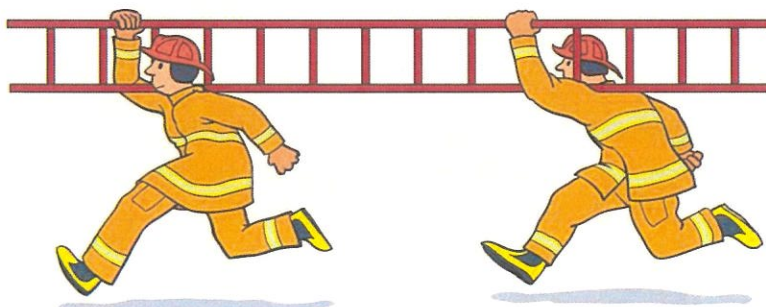
April Schedule 2025



Date	Training	Location	Instructor
4/1/2025	Association Meeting	Admin	President
	Domestic Violence EMS Cultural & Ethnicity Challenges	Admin	Johnson Gavlik
4/8/2025	Fire Attack	Sta. 1	Goo
4/15/2025	DPSST Vehicle Fire Prop	Sta. 1	Cooper
4/22/2025	Water Supply	Sta. 1	Pfeiffer
4/29/2025	Physical Agility	Sta. 1	Gavlik

Note:

“**Domestic Violence**” will be a presentation from the Safe House Alliance; “**EMS Cultural & Ethnicity Challenges**” will be our monthly medical continuing education for recertification; “**Fire Attack**” will be for practicing performing an initial fire attack on a first, second, and third floor; “**DPSST Vehicle Fire Prop**” will be for practicing techniques for attacking a simulated vehicle fire; “**Water Supply**” will be for performing water supply operations with the use of porta-tanks; “**Annual Physical Agility**” Will be our annually required agility testing for all firefighting personnel.



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

	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010-00 · Current Taxes	1,482,200.36	1,551,950.00	-69,749.64	95.51%
4020-00 · Prior Taxes	27,651.98	18,000.00	9,651.98	153.62%
4030-00 · Other Tax Offsets	4,863.60			
4630-00 · INTEREST INCOME				
Total 4630-00 · INTEREST INCOME	81,536.01	20,000.00	61,536.01	407.68%
4710-00 · Miscellaneous				
Total 4710-00 · Miscellaneous	208,413.93	1,738,023.76	-1,529,609.83	11.99%
4712-00 · Explorers Savings	5,734.40			
4850-00 · Proceeds, Sale of Fixed Assets	67,390.00	111,500.00	-44,110.00	60.44%
Total Income	1,877,790.28	3,439,473.76	-1,561,683.48	54.6%
<i>\$1,541,090.00 of grant funds have not yet been received/spent</i>				
Gross Profit	1,877,790.28	3,439,473.76	-1,561,683.48	54.6%
Expense				
5000-00 · Personal Services				
Total 5000-00 · Personal Services	1,380,544.20	1,996,457.66	-615,913.46	69.15%
6000-02 · Materials & Services				
Total 6000-02 · Materials & Services	357,085.43	661,900.00	-304,814.57	53.95%
7000-03 · Capital Outlay				
Total 7000-03 · Capital Outlay	143,997.89	1,880,404.10	-1,736,406.21	7.66%
8000-04 · Debt Service/Lease Purchase Agr				
Total 8000-04 · Debt Service/Lease Purchase Agr	41,281.88	47,084.00	-5,802.12	87.68%
Total Expense	1,922,909.40	4,585,845.76	-2,662,936.36	41.93%
Net Ordinary Income	-45,119.12	-1,146,372.00	1,101,252.88	3.94%
Other Income/Expense				
Other Income				
BOND INDEBTEDNESS				
4632-03 · Unseg Int	22.24			
Total BOND INDEBTEDNESS	22.24			
4040-00 · Levy Funds				
4040-50 · Levy Funds (2022)- current year	400,716.40	414,953.00	-14,236.60	96.57%
4040-60 · Levy Funds (2022)-Prior Year	7,258.25			
Total 4040-00 · Levy Funds	407,974.65	414,953.00	-6,978.35	98.32%
9000-10 · Bond Taxes - Prior	1,801.73			
Total Other Income	409,798.62	414,953.00	-5,154.38	98.76%
Net Other Income	409,798.62	414,953.00	-5,154.38	98.76%
	364,679.50	-731,419.00	1,096,098.50	-49.86%



Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.ivfire.com

3/10/2025

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

1st Electric Avenue LLC of 2728 W Main # 172, Medford, OR 97501, owner of the property at 2335 Holland Loop Rd, Map 39-08-26 TL 1000, would like to annex 5.76 acres of their property into the Fire District for a total of 10.76 acres.

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.

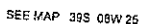
See map attached.

Respectfully,

Kamron Ismaili
Assistant Chief
Illinois Valley Fire District

1" = 400'

CANCELLED
101
102
190
201
703



39 08 26



Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.ivfire.com

3/11/2025

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

1st Electric Avenue LLC of 2728 W Main # 172, Medford, OR 97501, owner of the property at 2275 Holland Loop Rd, Map 39-08-26 TL 1001, would like to annex 12.71 acres of their property into the Fire District for a total of 17.71 acres.

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.

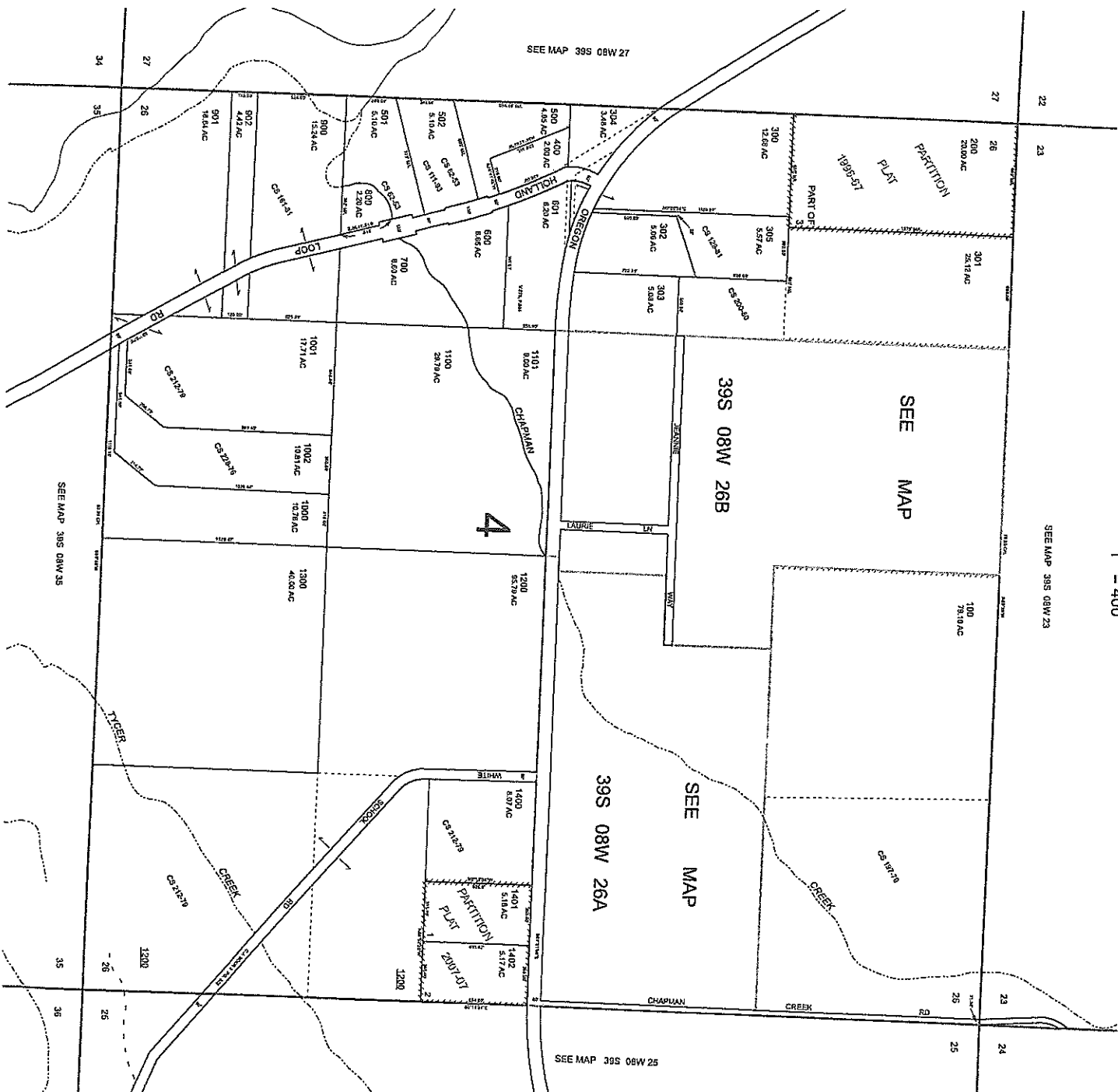
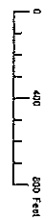
It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

Kamron Ismaili
Assistant Chief
Illinois Valley Fire District

39 08 26



CANCELLED;
101
102
190
201
103



Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.ivfire.com

3/11/2025

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

1st Electric Avenue LLC of 2728 W Main # 172, Medford, OR 97501, owner of the property at 2313 Holland Loop Rd, Map 39-08-26 TL 1002, would like to annex 5.81 acres of their property into the Fire District for a total of 10.81 acres.

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.

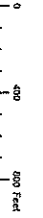
It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

Kamron Ismaili
Assistant Chief
Illinois Valley Fire District

THIS MAP WAS PREPARED FOR
ASSESSMENT PURPOSE ONLY

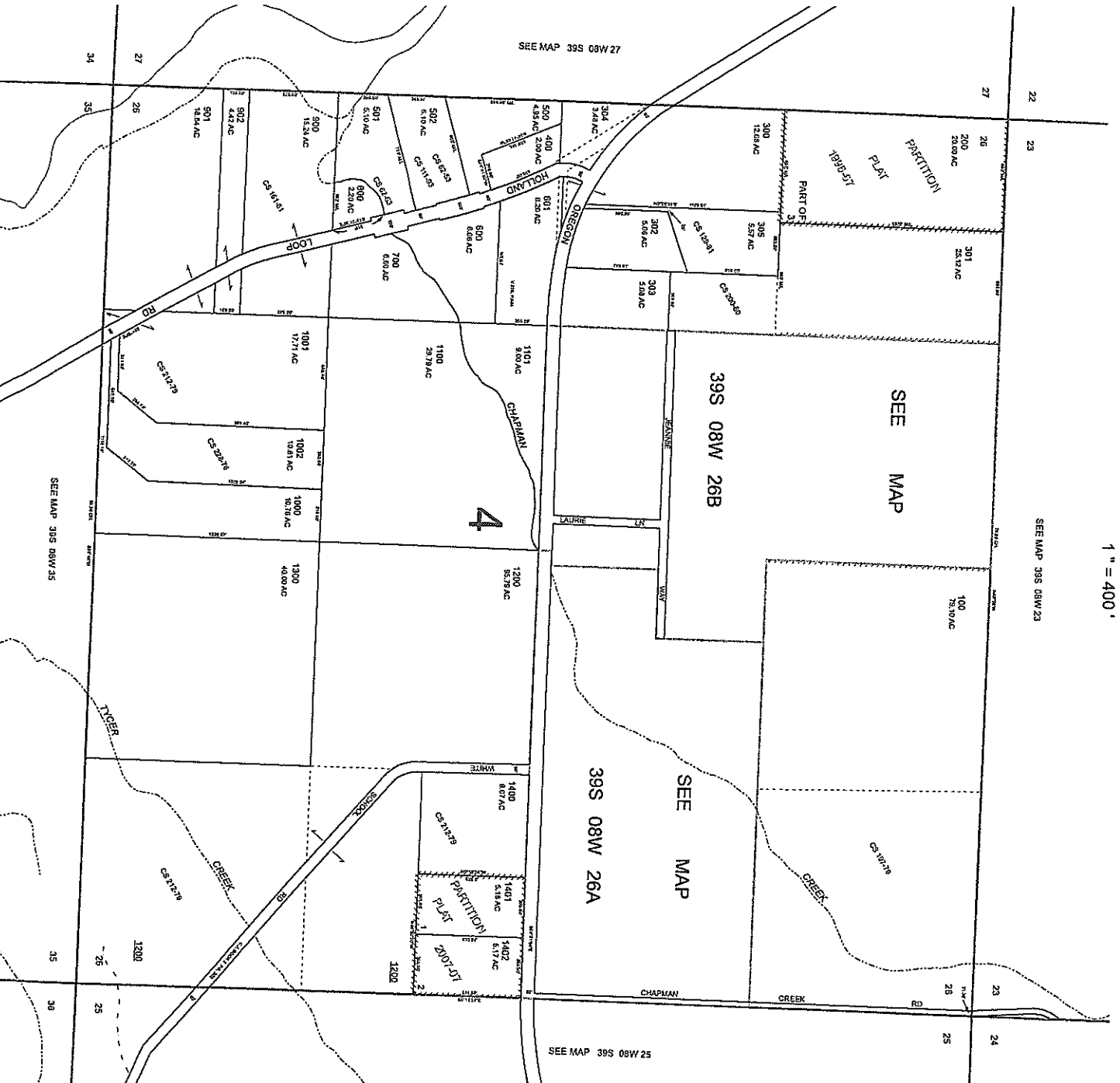


SECTION 26 T.39S, R.8W, W.M.
JOSEPHINE COUNTY
1" = 400'

39 08 26

SEE MAP 39S 08W 23

CANCELLED:
101
102
190
201
103



39 08 26



Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523

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

www.ivfire.com

3/18/2025

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Richards 2018 Trust, Stanley & Roberta of 55 Oakvue Rd, Pleasant Hill, CA 94523, owner of the property at 8245 Caves Hwy, Map 39-07-22 TL 100, would like to annex 21.04 acres of their property into the Fire District for a total of 26.04 acres.

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.

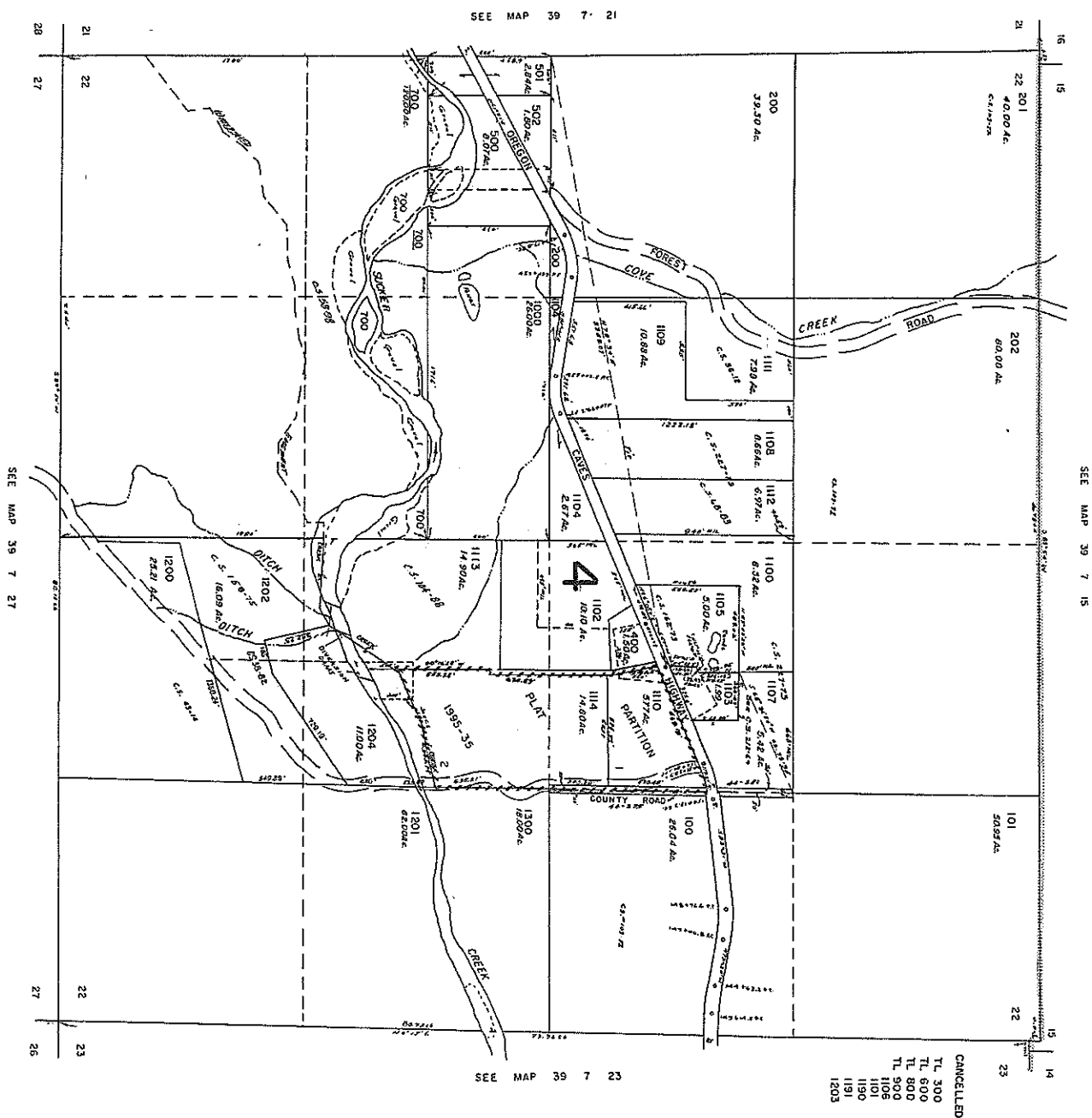
It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

Kamron Ismaili
Assistant Chief
Illinois Valley Fire District

This map was prepared for assessment purposes only.





Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.ivfire.com

3/18/2025

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Richards 2018 Trust, Stanley & Roberta of 55 Oakvue Rd, Pleasant Hill, CA 94523, owner of the property at 8245 Caves Hwy, Map 39-07-23 TL 600, would like to annex 22.07 acres of their property into the Fire District for a total of 27.07 acres.

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.

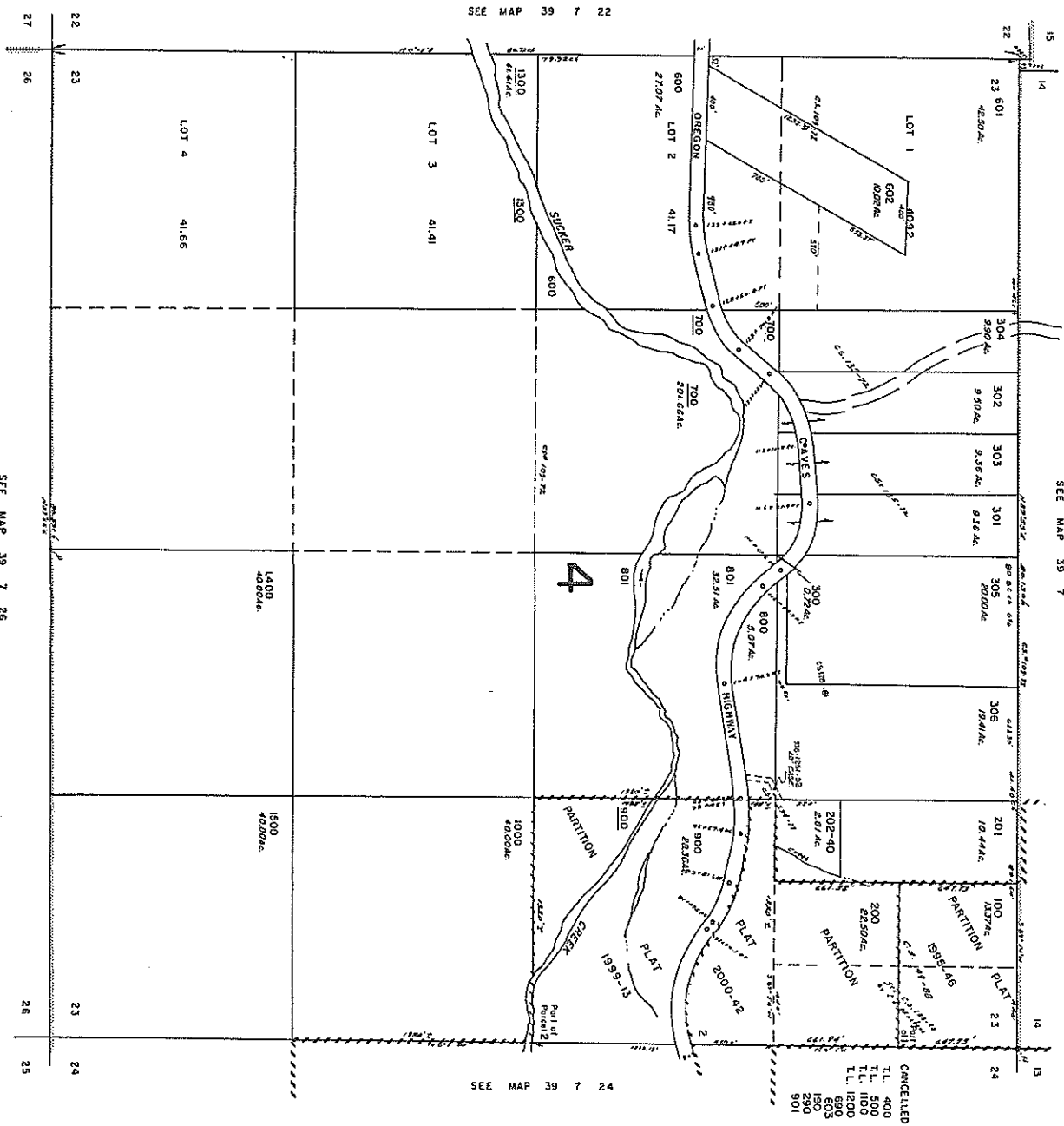
It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

Kamron Ismaili
Assistant Chief
Illinois Valley Fire District

This map was printed for
assessment purposes only.





Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.ivfire.com

4/3/2025

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

RRA Holdings Inc, Osok Kwon Mor Investment LLC of 304 S Jones Blvd # 274, Las Vegas, NV 89107, owner of the property at 500 Martin Rd, Map 39-08-27 TL 1000, would like to annex 91 acres of their property into the Fire District for a total of 96 acres.

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
Assistant Chief
Illinois Valley Fire District

This map was prepared for
essential purposes only.

SEE MAP 39 @ 22 CC

SEE MAP 39 B 22 C

SEE MAP 39 @ 22

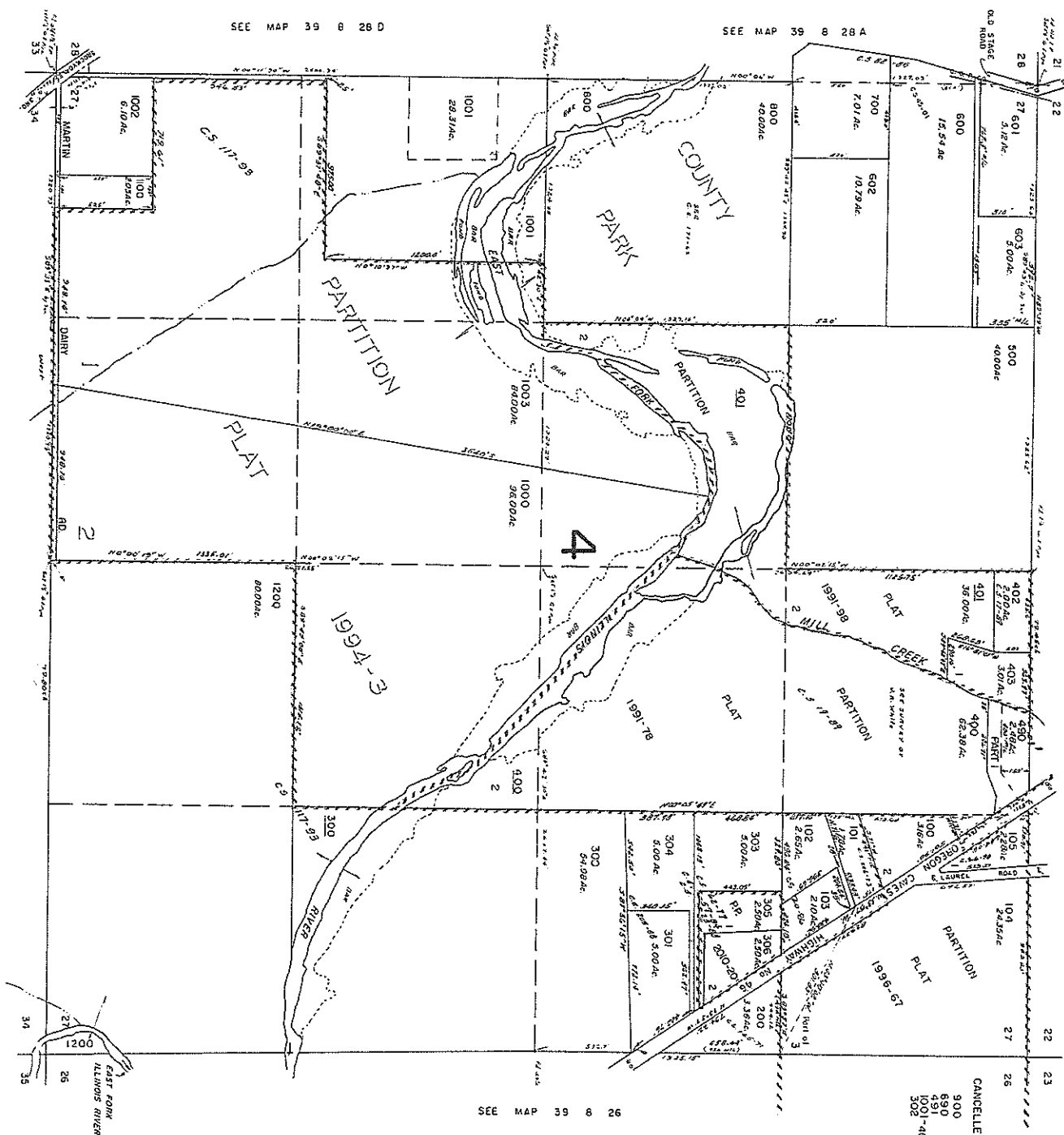
CANCELLED TL

900
690
491
1001-40
302

SEE MAP 39 8 28 A

SEE MAP 39 @ 28 D

SEE MAP 39 8 26



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: April 7, 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.

- **Design engineering**

- Civil West Engineering met with the IVFD team on March 18 to present the 100 percent design bid package. The package includes the engineering drawings, technical specifications, invitation to bid, and preliminary contract.
- The IVFD team reviewed the bid package and sent changes to Civil West for revision. The revised bid package is now back to the IVFD team for final review and approval.

- **Procurement**

- The IVFD team and Business Oregon are reviewing the revised bid documents. The preliminary contract between the City of Cave Junction and the contractor will be sent to the city for review and refinement. After the bid documents are finalized, the bid publication schedule will be established.

- **Permits and regulatory approvals**

- The traffic control plan was approved by ODOT.
- Civil West submitted engineering plans, along with the capacity study and land use compatibility statement, to the Department of Environmental Quality (DEQ) for its plan review for the sewer system. The review is complete, and the DEQ changes have been incorporated into the plans.

- **Construction**

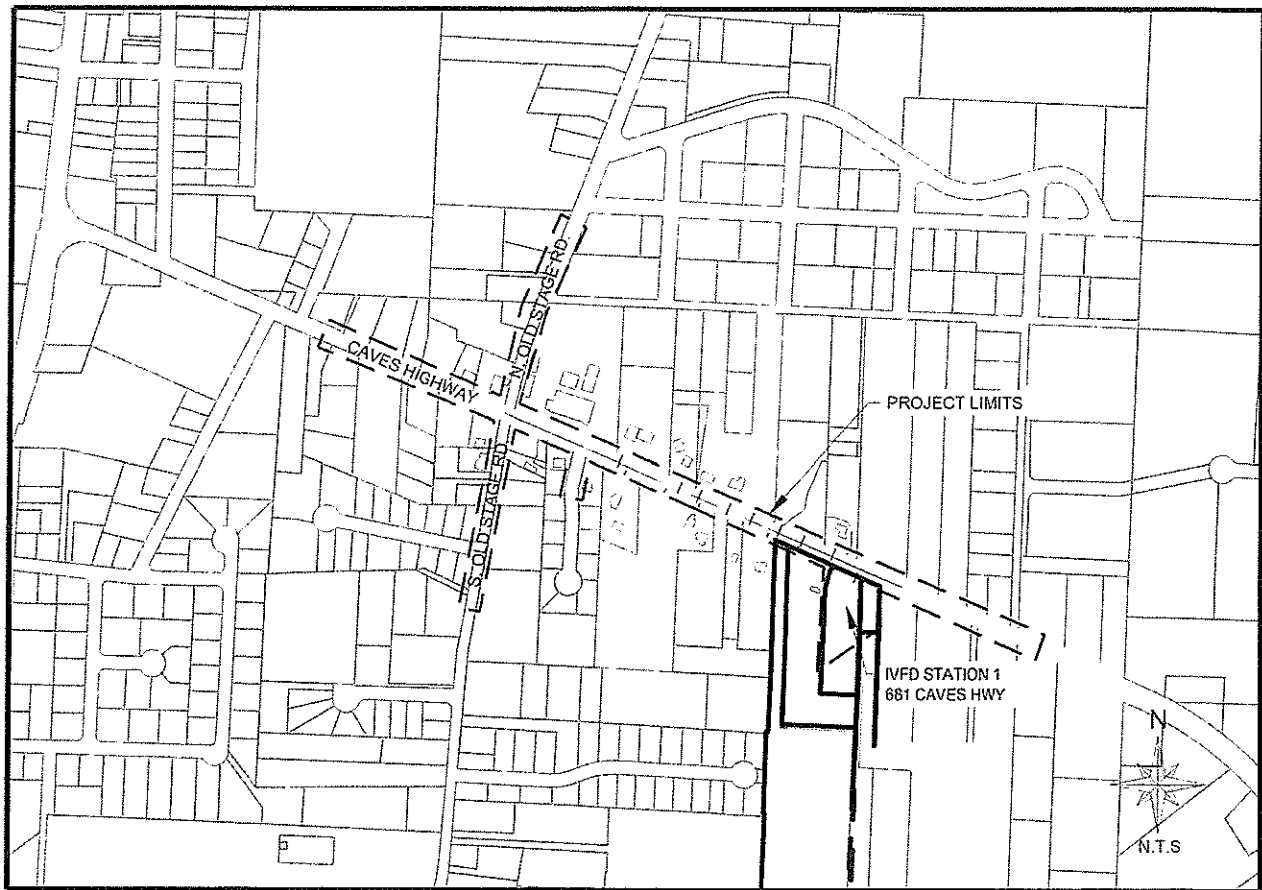
- The construction phase is estimated to take 45 days. Although this is subject to change, this phase is projected to finish in summer 2025.

- **Agreements**

- The addendum to the agreement between IVFD and the City of Cave Junction was executed on March 10, 2024. 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.

- **Finance**

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



PROJECT VICINITY MAP

Amendment Number 1

Illinois Valley Fire District

Extension of Water and Sewer Lines

Direct Legislative Passthrough

2/28/2025

☐ Yes ☒ No

Project Number:	C2024039
Portfolio Loan No.:	7232-01

2

☐ Yes ☒ No

OBDD Funds (Enter Whole Dollars Only)					Other / Matching Funds (Enter Whole Dollars Only)				All Funds
(A) Activity	(B) Approved Budget	(C) Prior Disbursements	(D) Current Request	(E) = [B-C-D] Balance	(F) Approved Budget	(G) Prior Expenditures	(H) Current Expenditure	(I) = [(F-G-H)] Balance	(J) = [(C+D+G+H)] Disbursed & Expended
Design/Engineering	\$138,000	\$18,030	\$26,734	\$93,236					\$44,764
Construction	739,698			739,698					
Construction Contingency	68,802			68,802					
Legal Fees	4,000	811		3,189					811
Permitting and Regulatory Fees	10,000			10,000					
Grant Administration	24,000	9,678	1,260	13,062					10,938
Total	\$984,500	\$28,519	\$27,994	\$927,987					\$56,513

Certification: We certify that the data are correct and that the amount requested is not in excess of current needs.

Authorized Signature & Title

Assistant Chief

Date 6/2025

Authorized Signature & Title

Authorized Signature & Title

Administrator

Date 6/2025

Jamie Paul

541-592-2225

Project Contact for Payment Notification

Phone Number _____

lamiepaul@ivire.com

E-Mail Address

Amendment Number:

For OBDD Use Only: I have reviewed this request and approve payment to the above mentioned recipient in the amount(s) listed below

Dollar Amount

Funding Type

Funding Program

Loan / Grant / Forgivable

(If more than one source of funds)

Contract Administrator Signature

Date _____

Manager Signature _____

Date: _____

OBDD Disbursement Request			Amendment Number 1
Recipient: Illinois Valley Fire District Project Name: Extension of Water and Sewer Lines Funding Programs: Direct Legislative Passthrough		Project Number: C2024039 7232-01 Request Number: 4	
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 OH/AD/ED approval of plans	Mar 31 2024	Design kickoff meeting held Jan 16. Topographical survey completed. Plans 30 percent complete. 60% design review completed Feb 13. 90% design submittal Feb 28.	
4. Construction Complete	Aug 31 2025		
5. Project Closeout	Oct 31 2025		
6.			
7.			
8.			
9.			
10.			