REDMOND FIRE & RESCUE
341 NW DOGWOOD AVENUE
BOARD MEETING AGENDA
October 15, 2025 @ 9:30 a.m.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **AGENDA CHANGES**
5. **PACKET DOCUMENTS FOR INFORMATION ONLY**
   a. September 2025 Operations Report
   b. September 2025 Financial Report
   c. September 2025 Ambulance Billing Report
   d. September 2025 Fire & Life Safety Report
   e. Citizen Correspondence
6. **CONSENT AGENDA**
   a. Meeting Minutes – September 17, 2025
7. **PUBLIC COMMENTS**
8. **PUBLIC PRESENTATION**
9. **REPORTS**
10. **ACTION ITEMS**
11. **FIRE CHIEF REPORT**
12. **EXECUTIVE SESSION**
    Per ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions
13. **NEW BUSINESS**
14. **OLD BUSINESS**
    a. Civil Service Committee Vacancy – Dick Knorr
15. **BOARD MEMBER COMMENTS**
16. **BOARD PRESIDENT COMMENTS**
17. **ADJOURN**

Members of the public who wish to attend the meeting virtually may do so by joining from your computer, tablet or smartphone at https://global.gotomeeting.com/join/797053381. Or you can dial in using your phone to 1(408) 650-3123 at the designated time and enter the access code 797-053-381.

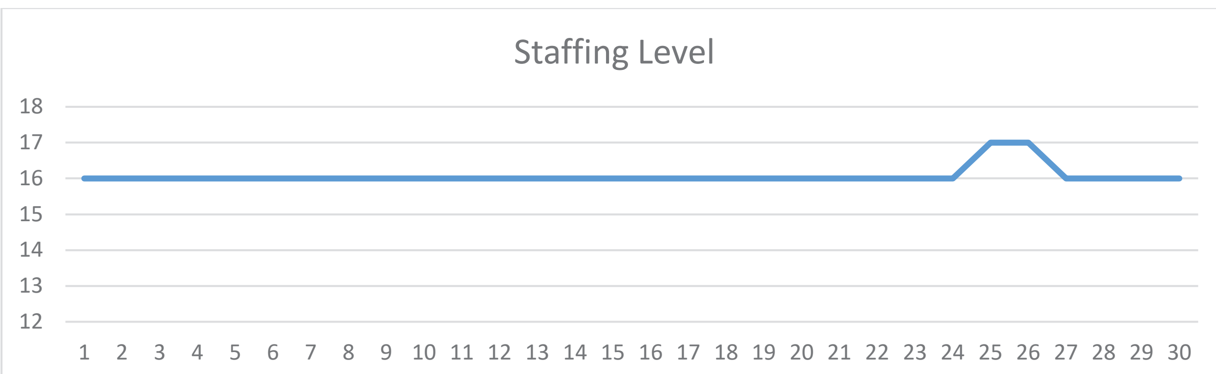
Anyone needing accommodation to participate in the meeting must notify Diane Cox at least 48 hours in advance of the meeting at 541-504-5020 or diane.cox@rdmfire.org. Redmond Fire & Rescue does not discriminate on the basis of disability status in the admission or access to treatment, employment or in its programs or activities.

Redmond Fire & Rescue

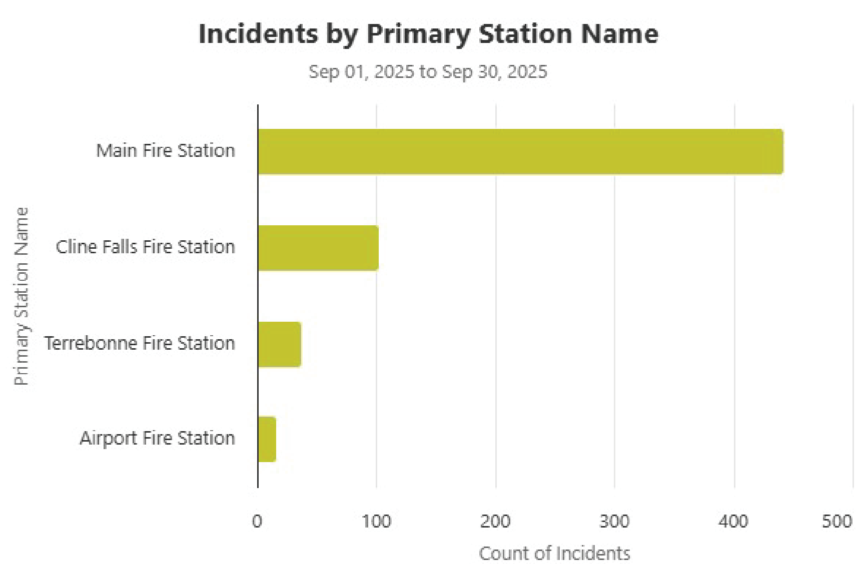
OCTOBER 2025 OPERATIONS REPORT (SEPTEMBER 2025 INCIDENTS)

Total Calls for Service-608 (Average 20.26/Day) (*+160 Calls over this time in 2024*)

Station / Apparatus Closure: No Station Closures

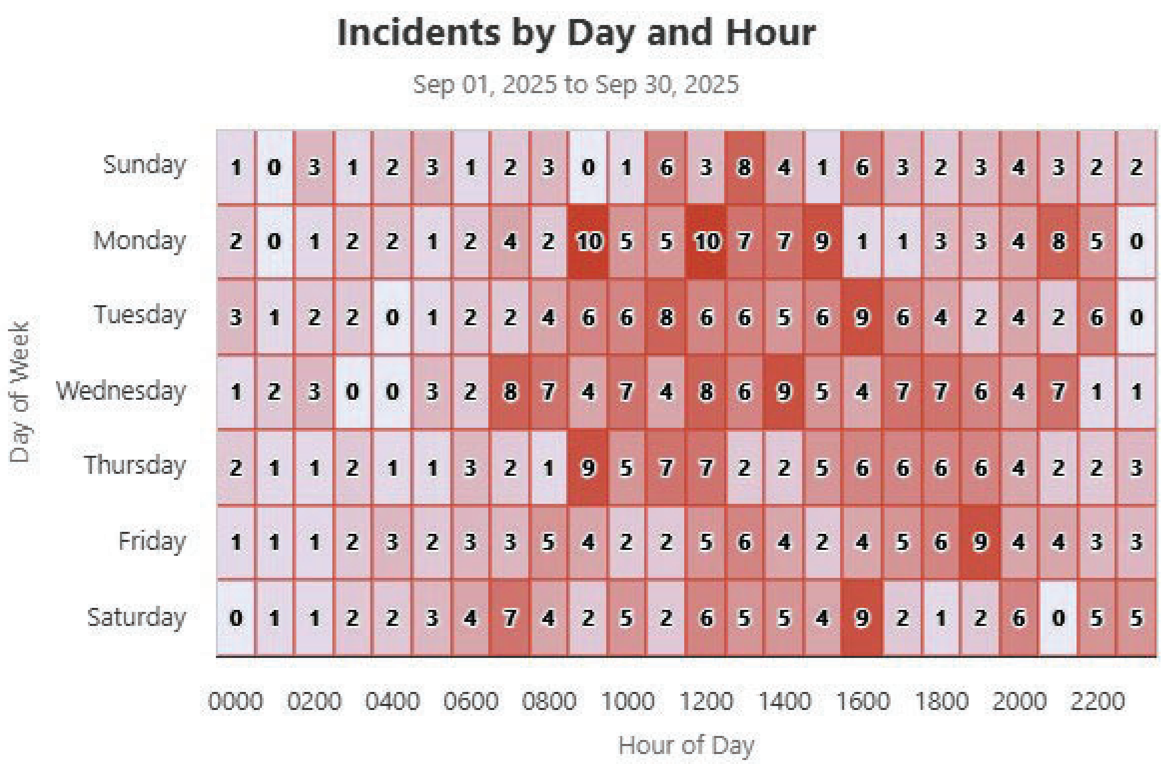


***Staffing levels do not include those in training or covering special events.*



Redmond Fire & Rescue

OCTOBER 2025 OPERATIONS REPORT (SEPTEMBER 2025 INCIDENTS)



Mutual/Auto Aid:

- Given: 10
- Received: 7

Transfers: 60 (2/day)

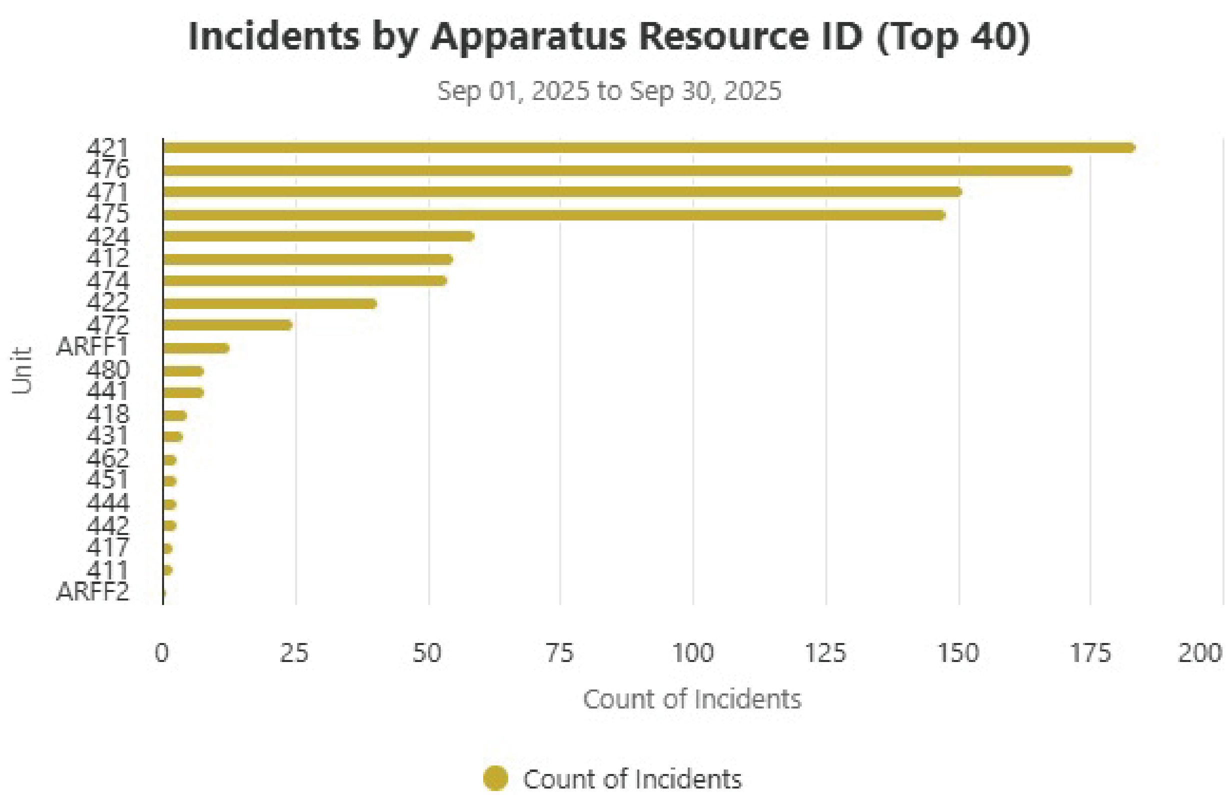
Building Fires: 3

Redmond Fire & Rescue

OCTOBER 2025 OPERATIONS REPORT (SEPTEMBER 2025 INCIDENTS)

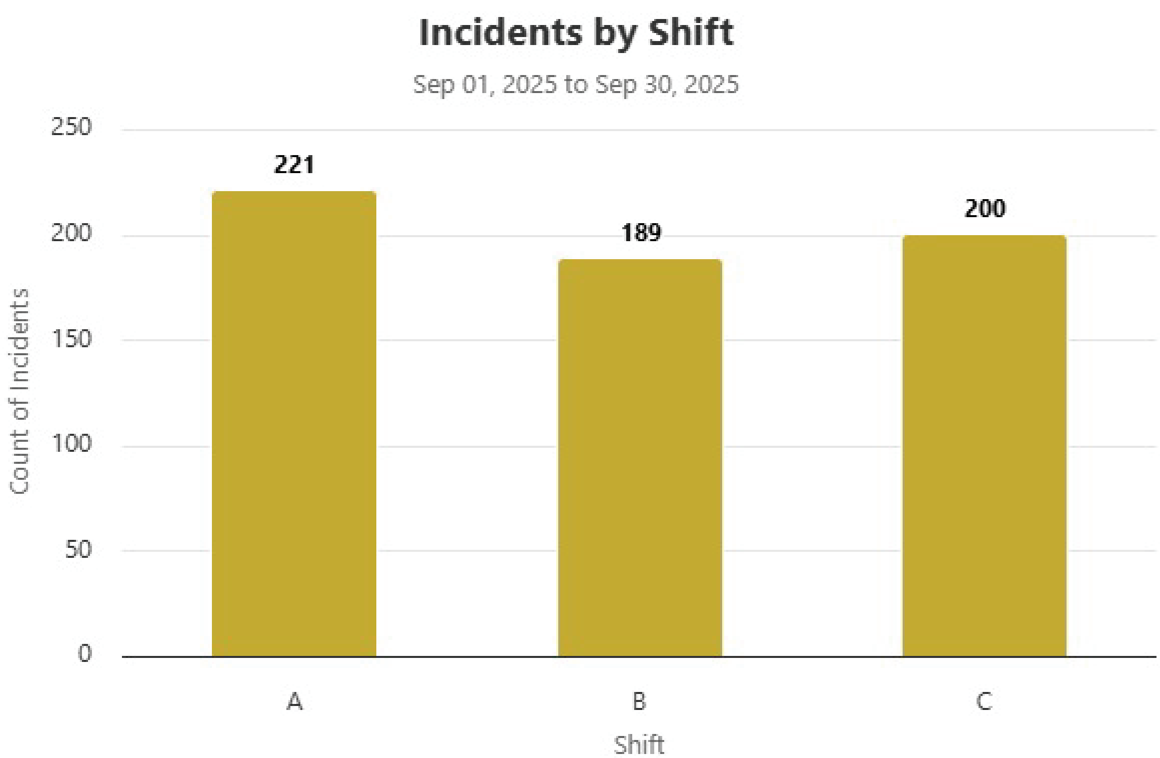
Responses to Undeveloped Areas: 8

- EMS Responses: 1
- Passenger Vehicle Fires: 0
- RV/Tent Fire: 3
- Brush Fires: 0
- Unauthorized Burning: 1
- Other: 3



Redmond Fire & Rescue

OCTOBER 2025 OPERATIONS REPORT (SEPTEMBER 2025 INCIDENTS)



Monthly Emergency Response Times (Average)
- Dispatched to Enroute: 1min 38 Seconds
- Dispatched to Scene: 8min 33 Seconds

Fire Apparatus—Both engines are in service. The engine approved for purchase in March 2025 has been ordered and will have a projected delivery of March 2028.

Ambulance—None on order.

REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
SEPTEMBER 30, 2025
25% OF TOTAL BUDGET

25%	**2025/26 Budget**	**2025/26 YTD**	***% of Budget***	**Prior Year Actual**
General Fund				
Revenues				
Property Tax - Permanent Rate	9,718,000	16,120	*0.2%*	17,216
Property Tax - Levy	4,045,000	5,654	*0.1%*	2,579
Ambulance Revenue	3,447,400	844,767	*24.5%*	869,141
Fire Med Membership	20,000	9,375	*46.9%*	9,217
Contractual Services (Airport)	884,887	221,587	*25.0%*	204,200
Conflagration	25,000	-	*0.0%*	-
GEMT	525,000	-	*0.0%*	-
Grants	-	13,208	*0.0%*	-
Assessed Fees	20,500	12,695	*61.9%*	5,378
Interest	300,000	89,809	*29.9%*	84,411
Other	72,300	51,081	*70.7%*	85,991
Total YTD Revenue	**19,058,087**	**1,264,296**	***6.6%***	**1,278,133**
Expenditures				
Administration				
Personnel (includes OT)	1,137,396	253,592	*22.3%*	262,384
Materials & Services	447,396	89,888	*20.1%*	67,030
Total Administration	**1,584,792**	**343,480**	***21.7%***	**329,414**
Fire & Rescue Operations				
Personnel (includes OT)	12,499,141	3,017,304	*24.1%*	2,736,534
Overtime - Suppression	*790,000*	*188,372*	*23.8%*	*268,619*
Overtime - Conflagration	*25,000*	*2,360*	*9.4%*	-
Materials & Services	451,255	62,070	*13.8%*	66,463
Total Fire & Rescue Ops	**12,950,396**	**3,079,375**	***23.8%***	**2,802,997**
Fire & Rescue Training				
Personnel (includes OT)	241,085	63,550	*26.4%*	53,625
Materials & Services	149,115	32,530	*21.8%*	18,745
Total Fire & Rescue Training	**390,200**	**96,080**	***24.6%***	**72,370**
EMS Operations				
Personnel (includes OT)	1,154,562	290,829	*25.2%*	262,673
Overtime - EMS	*246,523*	*37,351*	*15.2%*	*48,924*
Materials & Services	542,550	77,334	*14.3%*	85,553
Total EMS	**1,697,112**	**368,163**	***21.7%***	**348,226**
Fire & Life Safety				
Personnel (includes OT)	408,541	106,077	*26.0%*	90,821
Materials & Services	31,900	5,077	*15.9%*	4,447
Total Fire & Life Safety	**440,441**	**111,154**	***25.2%***	**95,268**
Facilities, Vehicles & Equipment	**1,114,888**	**281,417**	***25.2%***	**216,177**
Debt Service	**774,500**	**106,152**	***13.7%***	**106,152**
Transfers Out - To Capital Projects	**1,646,086**	**-**	***0.0%***	**-**
Total YTD Expenditures	**20,598,415**	**4,385,820**	***21.3%***	**3,970,604**
Net Revenue Over Expenditures	**(1,540,328)**	**(3,121,524)**	**-**	**(2,692,471)**
Beginning Fund Balance	**8,093,587**	**-**	***0.0%***	**7,170,052**

REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
SEPTEMBER 30, 2025
25% OF TOTAL BUDGET

25%	2025/26 Budget	2025/26 YTD Actual	*% of Budget*	Prior Year Actual
Capital Projects Fund				
Revenues				
Bond/Note Sale	-	-	*0.0%*	-
Grants	1,500,000	-	*0.0%*	-
Sale of Property	-	-	*0.0%*	-
Other	-	-	*0.0%*	-
Transfers In - From General Fund	1,646,086	-	*0.0%*	-
Total YTD Revenue	**3,146,086**	**-**	***0.0%***	**-**
Expenditures				
Capital Outlay	2,875,000	333,305	*11.6%*	6,789
Total YTD Expenditures	**2,875,000**	**333,305**	***11.6%***	**6,789**
Net Revenue Over Expenditures	**271,086**	**(333,305)**	***-***	**(6,789)**
Beginning Fund Balance	**1,728,914**	**-**	***0.0%***	**1,176,827**

MERRC Fund				
Revenues				
MERRC Fee	30,000	-	*0.0%*	-
Total YTD Revenue	**30,000**	**-**	***0.0%***	**-**
Expenditures				
Capital Outlay	110,000	90,650	*82.4%*	-
Total YTD Expenditures	**110,000**	**90,650**	***82.4%***	**-**
Net Revenue Over Expenditures	**(80,000)**	**(90,650)**	***-***	**-**
Beginning Fund Balance	**187,084**	**116,776**	***62.4%***	**75,512**

REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
SEPTEMBER 30, 2025
25% OF TOTAL BUDGET

Personnel Costs - September

	Salary	OT	Medical	PERS
2025	$ 595,195	$ 87,280	$ 121,105	$ 238,231
2024	$ 551,880	$ 113,176	$ 102,001	$ 200,348

Cash Balances - September

	Total Cash	
	2025	2024
LGIP (4.60%/5.30%)	5,982,081	5,112,117
FIB - General	266,598	305,617
FIB - Donation	42,053	11,221
Total	**$ 6,290,732**	**$ 5,428,955**

By Fund		
Fund	2025	2024
General	4,374,734	4,142,786
Capital Projects	1,728,914	1,222,231
MERRC	187,084	63,938
	$ 6,290,732	**$ 5,428,955**

Board Required Signature Checks - September

Payee	Amount	Description
Central Oregon Intergovernmental Council	21,575.00	Contribution to Regional Emergency Services Training Center
City of Redmond	32,948.92	Vehicle Maintenance (Sept)
City of Redmond	35,825.41	Vehicle Maintenance (Oct) & Training Center Lease
Honeywell International Inc.	12,927.72	Fire Alerting System
HRA VEBA Trust	21,791.46	VEBA Contributions
Life-Assist, Inc.	10,264.61	Medical Supplies
SDIS	128,663.01	Medical insurance premiums

Redmond Fire & Rescue

Ambulance Billing Report September 2025

HealthEMS RevNet

September Charges			(Net)	$ 344,197.19
September Payments				$ 257,646.79
September Write-Offs				$ 33,870.37
	Collections	$ 9,481.81	(19 claims)	
	FireMed	$ 897.27	(5 claims)	

YTD Accounts Receivable (9/30/2025) $ 452,704.28

Billed through 9/25/2025 as of 9/30/2025

FireMed Statistics

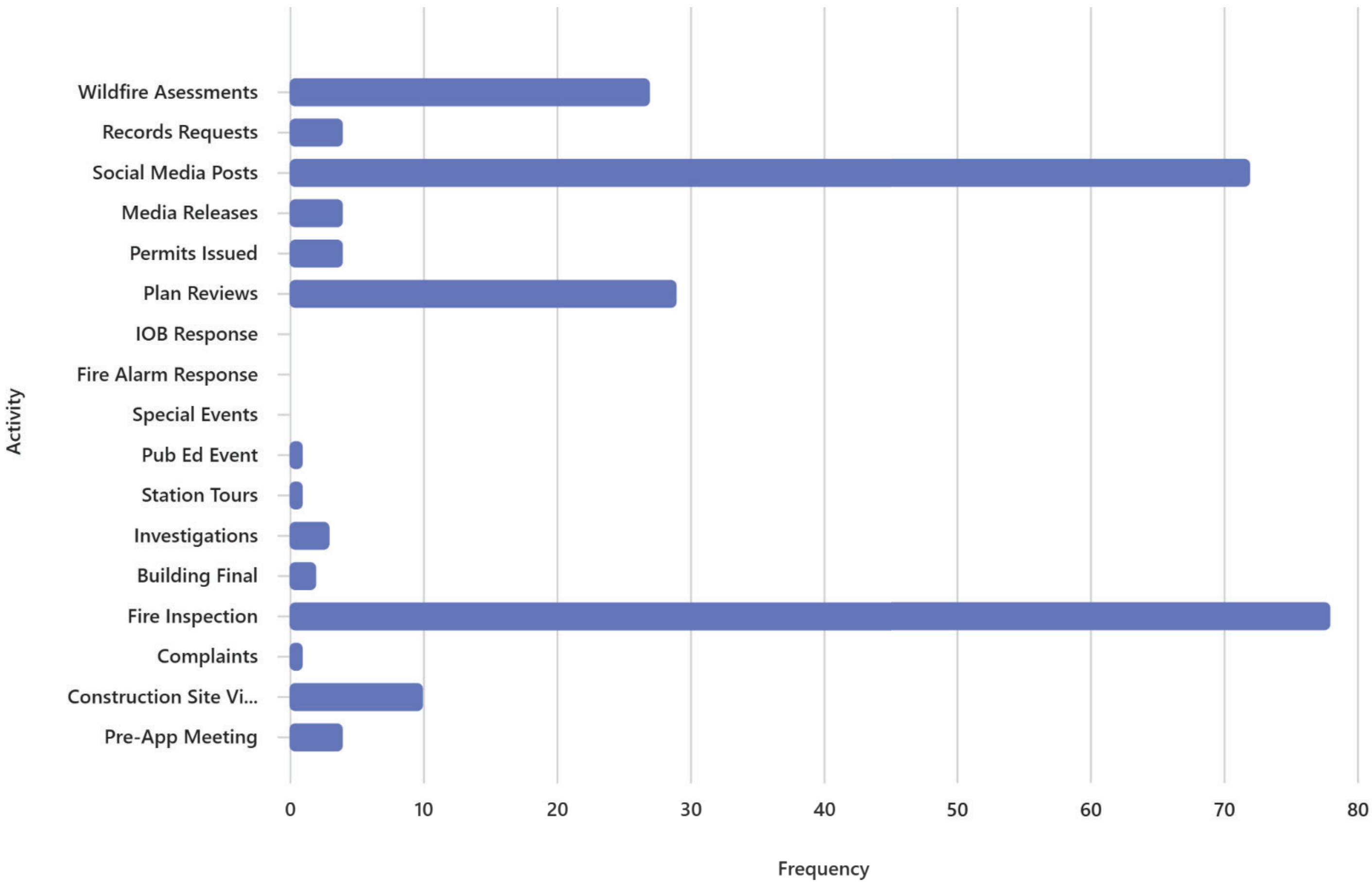
	July	YTD
FireMed Member Payments	$ 3,900.00	$ 9,350.00
Donations	$ -	$ -
Patient Account Write-Offs	$ (5,534.60)	$ (9,239.00)
Life Flight Management Fee	$ 950.00	$ (2,287.51)
FireMed Revenue	$ (684.60)	$ (2,176.51)

YTD is fiscal year July 1, 2025 - June 30, 2026

Redmond Fire & Rescue

Fire & Life Safety Division Report

September 2025



Plan Reviews-29

Fire Inspections-78

Permits Issued-4

Social Media Posts-72

Defensible Space Assessments-27

Notable Projects

- 121 West Light Industrial Park
- Adventure Medics-SW 1st St
- Horizon Pointe-333 lot subdivision-SW Helmholtz Way
- Little Texas-68 Lot Townhome Subdivision SW Helmholtz Way

- **Total Fees Invoiced in August:**

  $4,165.00 Plan review, permits and fines

Dear Firefighters,

We live in Cascade View Estates behind the home that burned on SW 37th Ct. On August 12, 2025 what we witnessed on that day was pure excellence. Even with temperatures edging toward 100° outside, you brave men and women, weighed down with heavy gear and equipment, fought tirelessly not only to extinguish the fire but to save our neighborhood.

We are so proud to live in a community filled with dedicated and excellent public servants as you showed us on that day. Thank you for saving our home and our neighborhood and thank you for the countless hours you train to protect us.

We appreciate you so much.

Sincerely,

Mike and Susan Steele

THANK YOU

Dear Tom Mooney,

Thank you for lending your time, expertise, and energy to the 46th Annual Oregon Training Seminar. Your presentation not only enriched our program but also inspired attendees with valuable insights they can carry into their daily work.

We are deeply appreciative of your willingness to share your knowledge and contribute to the advancement of the fire investigation profession. The success of our Seminar would not have been possible without dedicated presenters like you.

With gratitude,

Oregon IAAI Board of Directors

REDMOND FIRE & RESCUE
BOARD MEETING MINUTES
September 17, 2025

BOARD PRESENT: President Jessica Meyer, Vice President John Blanton, Secretary/Treasurer Earl Fisher, Member Gary Ollerenshaw, and Member Dick Knorr.

STAFF PRESENT: Fire Chief Ryan Herrera, Deputy Chief Dustin Miller, Captain Kevin Broadsword, EMS Captain Luke Jerome, Engineer Annie Duvivier, and Confidential Administrative Specialist Jessica Jackson.

STAFF ABSENT: Human Resources Manager Diane Cox and Fire Marshal Tom Mooney.

PUBLIC PRESENT: None

CALL TO ORDER: President Meyer called the meeting to order at 9:30 am.

ROLL CALL: All present.

AGENDA CHANGES: None

PACKET DOCUMENTS FOR INFORMATION:
Member Blanton called attention to the Fire & Life Safety report noting that there is a three-story building coming in as a new project. He commented that higher buildings are coming into the district and we will need better equipment to serve them. He asked if the District has considered looking into an SDC for the taller structures, this led to a general discussion on incoming buildings and funding for necessary apparatus.

CONSENT AGENDA:
1. Meeting Minutes – August 20, 2025

Board Member Knorr made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Blanton and approved by unanimous vote.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION: None

REPORTS: None

ACTION ITEMS:
1. RFQ for Seismic Rehabilitation Grant
   Chief Herrera briefly walked through the request process to seek an engineering firm to complete the rehabilitation work on Station 4. Staff is recommending that the board provide the fire chief with the authority to enter into an agreement with IMEG to complete the work.

Board Member Knorr made a motion to allow the Fire Chief to enter into an agreement with WRK Engineers, now IMEG, to design and oversee the seismic retrofit of Fire Station 404. The motion was seconded by Board Member Fisher.

The Board had a discussion seeking clarification from Staff following the motion.

Member Ollerenshaw asked when the work would start, Chief Herrera gave brief outline of time parameters noting the project is slated to be completed by 9/30/26. Chief Herrera also explained the scope of work under the grant versus our internal rehab plans.

Member Blanton asked if there will be a lead person from RFR to be the project overseer. Chief Herrera and Chief Miller will be the main contacts right now; they are open to considering appointing others from the organization to help them oversee the project.

Member Meyer inquired if the District has worked with WRK before. Chief Herrea explained that they did the seismic assessment, and the industry standard is that when a firm puts that much effort into a project, other firms don't submit a proposal they let the initial firm complete the project.

Member Blanton asked if WRK agrees with us having another scope of work along with their project. Chief Herrera confirmed that they are on board with this, they cannot exceed the amount of the grant, so our scope is separate.

Member Meyer asked when the money from the grant is accessible to WRK. Chief Herrera stated his understanding is they have access from the beginning. He will check to make sure we are not fronting the money and then seeking reimbursement. Member Meyer then asked if he could keep the board updated on the progress of the design and building.

A vote was called and the motion passed unanimously.

2. Annexations
   Chief Herrera presented the board with two resolutions, 2025-20 and 2025-21, representing requests from citizens to annex into the district. A brief discussion on the locations of the properties was held.

Board Member Ollerenshaw made a motion to approve Resolution No. 2025-20, annexation for last name Mole to come into the fire district. The motion was seconded by Member Fisher and approved by unanimous vote.

Board Member Fisher made a motion to approve Resolution No. 2025-21 authorizing the amendment of the Redmond Fire & Rescue Fire District Boundaries. The motion was seconded by Member Blanton and approved by unanimous vote.

FIRE CHIEF COMMENTS:
Chief Herrera gave the Board a report on the following topics:

1. Recognition
   a. Thanked the staff and community who came out for the Kienzle blood drive. Thirty-six out of thirty-seven spots were filled and due to the success, we are holding another drive here at 401 on December 8th.
   b. Redmond Fire & Rescue is now a certified Peds Ready organization. Chief Herrera acknowledged EMS Captain Jerome for all the work he has done along with the team that helped him get the kits out and training completed with the crews. A press release was sent out, and some great news articles came out of that.
   c. Thanked everyone for their work on the upcoming Community Day. This year we are hoping to have an extrication scenario for the public to watch.

   The floor was briefly turned over to Captain Jerome to thank the specific people who worked with him on the Peds Ready process. He thanked Matt Lachance, Nate Simonson, Kyler Christiansen, and Jackson Bushnell, along with the instruction team that came in and helped everyone learn. We were able to install and implement everything in two months after being told it would be a several month implementation.

2. Strategic Plan
   Chief Herrera gave a brief update on the last committee meeting and work done during that meeting. The committee is in the process of scheduling another full group meeting.

3. Canal Property
   Working with a ReMax agent to develop a contract with the interested neighbors. Chief is planning to bring the information to the board through an executive session next month.

4. Policy Manual
   The policy review group is making progress. The plan is to put all policies under one umbrella. A brief discussion was held around what happens to the board policies that have been identified as being an administrative policy and if there should be a separate section for the board policies. Per SDAO we will have to have a resolution to dissolve the board policies that are moved and approve the overall manual. The policy committee will bring a recommendation on which policies to keep or move to administration.

   Member Meyer asked the board if they had any thought on the board policies.

   Member Blanton stated that he would like to keep the board policies in a section just for the board so that they don't have to filter through the entire manual to locate them.

   Member Fisher asked if SDOA has a recommendation on whether we should move them or not. Chief Herrera clarified that their only recommendations are on what to do if they are moved.

   Member Knorr expressed his opinion that having a separate section would help keep the board out of areas they don't need to be in.

Member Meyer confirmed with Chief Herrera that the board would only need to sign their policies.

NEW BUSINESS:

1. Monthly Board Reports

   Member Meyer brought the topic of board reports forward; she would like to discuss their presentation since they are currently given in the information only section and in the past, they were openly presented by staff members. Member Fisher asked why the switch was made and Chief Herrera gave a brief history.

   A discussion we held among the board members sharing their opinions. The general consensus was that the board would like staff to be present to ask questions and provide education but not necessarily presenting a report every month. They are just seeking a little more. The idea of a quarterly report from various divisions was discussed. The board directed Chief Herrera to reach out to CFO Burch and see what her availability for attending meetings is. The board also discussed their chain of command and that if there are questions about the reports when they come out, they should forward those to the Chief so that he can obtain answers for them prior to the board meeting.

2. Director Conferences

   Member Meyer brought forward the upcoming conferences. The OFDDA conference starts on 11/20/2025, and the SDAO conference starts on 2/6/26. Both are being held in Seaside this year. A brief discussion on who would like to attend was held. Members will look at their schedules and next month hold a discussion on who is attending the conferences.

OLD BUSINESS:

1. Budget and Civil Service Committee Vacancies

   There have been no new applications received for either committee since the last meeting. A brief discussion on how to solicit applications we held by the board.

   Member Fisher stated that he has looked through Katie Graham's application several times and doesn't see any issues with appointing her.

Member Fisher made a motion to appoint Katie Graham to the Civil Service Commission. The motion was seconded by Member Ollerenshaw.

The Board had a discussion following the motion prior to voting.

Member Knorr shared his opinion that he would like someone to meet with Katie prior to appointment since nobody from the district knows her. Member Meyer asked what past practice has been and Member Fisher confirmed that he was interviewed prior to serving on the Civil Service Commission.

The board appointed a subcommittee consisting of Director Knorr, Chief Herrera, and HR Manager Cox to interview Katie Graham.

A discussion was then held on the timeframes for interview and appointment and if a special meeting would need to be called. The decision was made that the Civil Service Meeting currently scheduled should be continued since they will have a quorum, and then next month the subcommittee can bring a recommendation on appointment following the interview.

Member Fisher withdrew his motion.

BOARD MEMBER COMMENTS:
Member Blanton expressed his appreciation for the great work of everyone everyday.

BOARD PRESIDENT COMMENTS:
President Meyer thanked everyone for all they do.

ADJOURN: Being no further business, Board Member Fisher moved to adjourn. The motion was seconded by Board Member Ollerenshaw and was approved by unanimous vote. The meeting was adjourned at 10:35 am.

Approved:

	October 15, 2025
Gary Ollerenshaw, President	Date
	October 15, 2025
John Blanton, Secretary/Treasurer	Date

Attest:

	October 15, 2025
Jessica Jackson, Confidential Administrative Specialist	Date

ANNOUNCEMENT FOR EXECUTIVE SESSION ON OCTOBER 15, 2025

Oregon Law permits public bodies to meet in executive session to discuss specific matters which are not open to the public. Final actions or decisions on these matters will be made during regular session.

> ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions

Under the provisions of the Oregon Public Meetings Law the proceedings of this executive session are for background information only for media attending and not for publication or broadcast.