



## BOARD OF DIRECTORS MEETING AGENDA

Meeting will be conducted virtually and available for viewing via the District's YouTube channel:

<http://www.youtube.com/c/TualatinValleyFireRescue>

Tuesday, October 21, 2025

### **REGULAR SESSION**

#### I. CALL TO ORDER

#### II. CONSENT AGENDA \*

**The items on the Consent Agenda are considered routine and will all be adopted in one motion unless a Board member or person in the audience requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the Board President will indicate when it will be discussed in the regular agenda.**

A. Approval of Regular Board Meeting Minutes (September 23, 2025)	5
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#### III. RECOGNITION

#### IV. PUBLIC PARTICIPATION

#### V. STAFF PRESENTATION

A. Government & Public Affairs Presentation – Brian Smith & Stefan Myers
B. Annual Comprehensive Financial Report – Andy Smusz & Julie Fahey

#### VI. FINANCE REPORT

A. Finance Report (September 2025) – Valerie Colgrove	15
B. Quarterly Investment Report – Valerie Colgrove	30

#### VII. CORRESPONDENCE

#### VIII. OLD BUSINESS

#### IX. NEW BUSINESS

A. Board Policy Section 5 (Training Division) <i>First Reading</i> – Chief Whyte*	37
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## XI. DIRECTORS' REPORT

## XII. ITEMS NOT LISTED IN THE AGENDA

\* Requires Action

# CALL TO ORDER

# CONSENT AGENDA



## Tualatin Valley Fire & Rescue Board of Directors Meeting Minutes

Tuesday, September 23, 2025

TVF&R Command and Business Operations Center

11945 SW 70<sup>th</sup> Avenue, Tigard OR 97223

Livestream: <http://www.youtube.com/c/TualatinValleyFireRescue>

### ATTENDANCE

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Board Members: Justin Dillingham, Clark Balfour, Randy Lauer, Roy Rogers, Bob Wyffels – in person.

Others present: Valerie Colgrove, Patrick Fale, Chris Hamilton, Corrine Hanning, Alex Haven, Kristen Henderson, Heidi Hicks, Laura Hitt, Victoria Jimenez, Eric Kennedy, Lucy Shipley, Brian Smith, Andy Smusz, Marissa Taylor, Deric Weiss, Joe Wieland, James Whyte – TVF&R; Bob Blackmore – Attorney; Dan Van Calcar – SDRA; Bruce Baldwin – AKS Engineering; Courtney Dausz – Foster Garvey PC (virtual).

### REGULAR SESSION

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**CALL TO ORDER** President Dillingham called the Board meeting to order at 3:01 PM. All board members were present except for Director Wyffels who was excused during roll call later in the meeting at 3:47 PM.

### CONSENT AGENDA

**Director Wyffels moved, seconded by Director Rogers, to approve the consent agenda. The motion passed unanimously.**

### RECOGNITION

Government Finance Officers Association Awards Chief Financial Officer (CFO) Valerie Colgrove and Controller Andy Smusz reported that the District received the "Triple Crown" of Government Finance Officers Association (GFOA) awards for fiscal year starting 2024:

- Distinguished Budget Presentation Award
- Annual Comprehensive Financial Report (ACFR) Award
- Popular Annual Financial Report (PAFR) Award

Praise was given to CFO Colgrove, Controller Smusz, and their teams for excellence and consistent performance. Board acknowledged the complexity and significance of these awards, emphasizing the rigorous standards and annual requalification requirement needed to receive the awards.

### PUBLIC PARTICIPATION

None.

## STAFF PRESENTATION

TVF&R 2022 Bond Update CFO Valerie Colgrove provided a comprehensive update on the General Obligation Bond that was approved by voters in November 2021. The \$122 million bond was issued in three tranches. The first tranche of the bond yielded approximately \$59.4 million after a premium sale. Upon that first sale, the District reasonably expected to expend 85% of those funds over 3 years on capital projects such as the rebuild of Stations 62 (Aloha), 35 (King City), and 20 (Downtown Newberg), the training center administration building, and the purchase of new apparatus. While progress continues, several challenges have impacted timelines and budgets, including high construction bids at Station 62, contractor termination at Station 62 and the training center, and permit delays at Station 35 due to its location on Highway 99 and the involvement of ODOT (Oregon Department of Transportation).

As of August 2025, about 70% of bond proceeds, or \$41.8 million, had been expended or encumbered. Investment returns have exceeded the bond yield (3.9% earned vs. 1.4% paid), triggering IRS arbitrage rules. An estimated \$4.18 million arbitrage rebate is due in March 2027, though the District still expects to retain a minimum of approximately \$3.5 million in net-positive earnings. Strategies under consideration include yield restriction payments, moving funds to lower-yield investments, or potentially continuing to earn higher returns and simply pay the rebate. The Board discussed the investment strategy trade-offs, with some members favoring maximizing yield despite the rebate implications. A dedicated three-person internal team, supported by an external project manager and consultants (Foster Garvey PC and Piper Sandler) are overseeing project execution and compliance with ongoing monitoring and adjustments to stay aligned with IRS regulations.

Board members inquired about arbitrage rebate tax implications, the definitions of “spent” funds, investment approaches, and the rebate timeline. They also discussed permitting challenges, particularly those involving ODOT and strategies to ensure timely and compliant project execution.

## FINANCE REPORT

Finance Report (August 2025) Chief Financial Officer (CFO) Valerie Colgrove reviewed the finance report for the period ending August 31, 2025. Activity of note includes:

- **The General Fund** ending fund balance is approximately \$34 million slightly lower than prior years due to increased expenditures on personnel (+12 FTEs) to support recruit academies aiming for 36 FTE.
- Material and Service expenditures and Personnel Services are within benchmarks.
- All directorates are under their benchmarks, except for the Finance directorate, which is due to the Microsoft licensing renewal and the timing of the WCCCA quarterly payments.
- **Capital Projects Fund 52:** ending fund balance is \$56.2 million with interest income of \$400,000 and expenditures primarily related to Station 62 and 20 projects.

## FINANCE REPORT (continued)

The Board inquired about the District's forecasting and risk analysis for fund balances over a 5–6-year horizon considering economic uncertainties, labor contract renewals, and catastrophic events like the Cascadia earthquake. CFO Colgrove confirmed ongoing updates and assessments to model operational and financial unknowns, including tax revenue forecasts and contract negotiations.

## CORRESPONDENCE

A notable letter from retired Chief Johnson commended the District's wildland fire response near Sisters, Oregon, highlighting the coordinated efforts of fire marshals, Oregon Department of Forestry, and incident management teams.

Discussion was had on plans to invite Chief Ian Yocom (OSFM Incident Management Team) for a future presentation on wildland fire management. The Board discussed the practice of responding to complimentary letters and agreed to send acknowledgments when appropriate.

## OLD BUSINESS

None.

## LOCAL CONTRACT REVIEW BOARD (LCRB)

**Director Lauer moved, seconded by Director Wyffels, to recess from the regular session and reconvened as the Local Contract Review Board. The motion passed unanimously.**

President Dillingham convened the Local Contract Review Board (LCRB) at 3:33 PM

### LCRB Resolution 2025-08 Alternative Contracting Method for Stations 17, 19, 21, 33

Deputy Chief of Administration Laura Hitt requested the Board's approval to exempt four fire stations (17, 19, 21, 33) from the low bid process to use the progressive design build method for remodels and rebuilds. This method emphasizes designing to an established budget to increase efficiency and reduce change orders.

Discussion on site-specific permitting issues was had, including potential negotiations with the City of Sherwood regarding adjacent property for Station 33 expansion. Clarification was provided on how projects would be managed concurrently or linearly (some concurrent projects proposed for Stations 33 and 21; others sequential). Board requested historical data and after-action reports to evaluate project outcomes under alternative contracting methods.

**Director Rogers moved, seconded by Director Balfour, to approve LCRB Resolution 2025-08 authorizing the use of the progressive design-build alternative contracting method for Fire Stations 17, 19, 21 and 33 improvement remodel and expansion projects. The motion passed unanimously.**

LOCAL CONTRACT REVIEW BOARD (LCRB) (continued)

**Director Lauer moved, seconded by Director Balfour, to adjourn the Local Contract Review Board and reconvene in regular session. The motion passed unanimously.**

President Dillingham reconvened the regular sessions at 3:47 PM

NEW BUSINESS

Purchase Manufactured Homes for Temporary Fire Stations Deputy Chief of Administration Laura Hitt requested the Board's approval to purchase two six-person manufactured homes to serve as temporary fire stations during Station 20 rebuild and subsequent Station 21 construction. Each home accommodates six personnel and will be strategically located on lots near respective stations. Homes are designed for reuse and reselling to other departments after the project concludes.

**Director Rogers moved, seconded by Director Lauer, to approve the purchase of two manufactured homes in the amount of \$395,396.00 as recommended. The motion passed unanimously.**

Station 20 Architectural & Engineering Services Contract Change Order CFO Valerie Colgrove informed the Board of recent contract amendments with Soderstrom Architects that exceed 25% of original contract value due to scope changes including two temporary stations, power line burial requirement, and a storm drain relocation. The total amended contract amount now is approximately \$1.68 million of a budgeted \$2.24 million.

Discussions included potential cost implications if variance requests for powerline burial are not approved by the City of Newberg. Clarifications were provided on the seven separate change orders making up the increase.

**No motion was proposed. Information only.**

CHIEF'S REPORT

Capital Projects Update and Expenditure Summary CFO Valerie Colgrove and Deputy Chief of Administration Laura Hitt provided a joint update on four of the District's bond projects. Areas of note included:

- **Station 20 in Newberg:** Land use application under review with design documents nearing 90% completion. Groundwork engineering for temporary stations progressing, land use submitted; temporary station permit work underway.
  - Year to Date: \$125,000
  - Project to Date: \$1.3 million
- **Station 35 in King City:** Land use approvals obtained; awaiting permanent station permits from ODOT; progressing with temporary station improvements.
  - Year to Date: Slightly under \$44,000
- **Station 62 in Aloha:** Permits under county review with early groundwork permits expected soon.

**CHIEF'S REPORT (continued)**

- Year to Date: \$125,000
- Project to Date: \$1.3 million
- **Station 67:** Progressive design build team selected including Howard S. Wright (construction), TCA Architecture Planning, and LSW Architects. First meeting planned for October.
  - Year to Date: Nominal spending but will be ramping up.
- **Training Center Administration Building in Sherwood:** Focus on sourcing classrooms for recruit academies and advancing administrative building design.
  - Year to Date: \$61,000 primarily on project management services.

Station 22 Purchase Chief Weiss informed the Board that the Station 22 property in rural Newberg was acquired for \$1.25 million and took possession on September 5. This property sits on 3.1 acres with house, large shop, and pole barn. Upgrades are required to meet Category 4 fire station standards which will be funded through general fund, not bond proceeds. Anticipating at least 24 months before the station is fully operational. A plan was discussed around signage around the property to promote awareness of the station.

New Hire Announcements Chief Weiss welcomed the following new hires:

- Trisha Schultz was hired for the Procurement & Contracts Administrator position effective August 1, 2025.
- Pablo Mendoza was converted from a temporary employee to a full-time Organizational Health Assistant effective August 16, 2025.

Promotions Announcements Chief Weiss congratulated the following individuals for their recent promotions:

- Chelsea Baertlein was promoted to Fire Inspector effective August 1, 2025.
- Sambath Khieu was promoted to Lieutenant effective August 16, 2025.
- Brent Carr, Justin Powers, Garret Cox, Kristian Adair, Warik Rodriguez, Hunter Hermansen, Jack Suing, and Conor Stewart were promoted to Apparatus Operators effective August 1, 2025

Board Workshop Reminder Chief Weiss informed the Board that the Board Workshop is scheduled for Tuesday, November 18, 2025 at 3:00pm at CBOC.

District Events Chief Weiss provided the following updates:

- 9/11 Events: an overview was presented on the recent 9/11 commemoration events held in cooperation with Beaverton Police and regional partners at Station 67 and West Linn.
- The September Community Events Report was presented.

**DIRECTORS' REPORT**

Director Rogers made suggestions for improvements that can be made to the audit committee by involving board leadership in more detailed financial oversight with auditors.

**DIRECTORS' REPORT (continued)**

CFO Colgrove supported the suggestion with no impact on audit timeline. Director Rogers shared that he had attended an economic outlook presentation by Oregon Business Indicator (OBI) and raised concerns about revenue forecasting due to outward migration and economic shifts in Oregon. He proposed inviting Kevin Barton, the District Attorney, for a brief introductory meeting with the Board to enhance interagency relationships and collaboration. The board agreed to consider this opportunity.

**ITEMS NOT LISTED ON THE AGENDA**

None.

**ADJOURNMENT**

**Director Lauer moved, seconded by Director Rogers, to adjourn the regular meeting. Motion carried unanimously.**

There being no further business to come before the Board, President Dillingham adjourned the meeting at 4:22 p.m.

**APPROVED** on October 21, 2025

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Clark I. Balfour, Secretary/Treasurer

Minutes recorded & prepared by Victoria Jimenez

# RECOGNITION

# PUBLIC PARTICIPATION

# STAFF PRESENTATION

# FINANCE REPORT

**Percent Revenue to Budget by Month**

General Fund

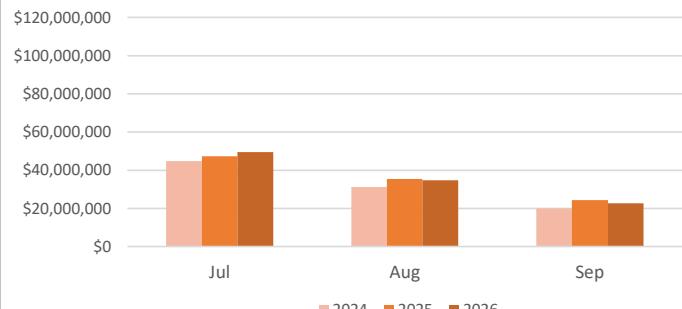
(three year comparison)



**Ending Fund Balance by Month**

General Fund

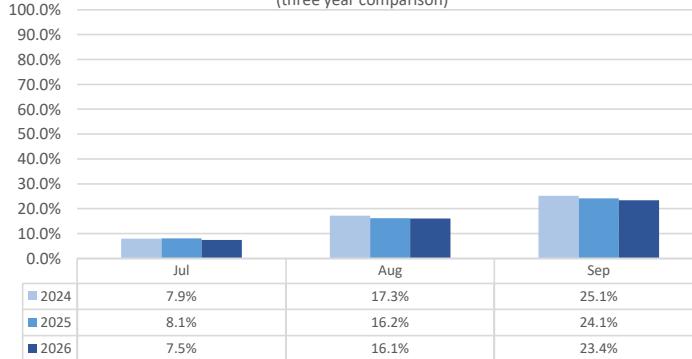
(three year comparison)



**Percent Personnel Services to Budget by Month**

General Fund

(three year comparison)



**Percent Materials and Services to Budget by Month**

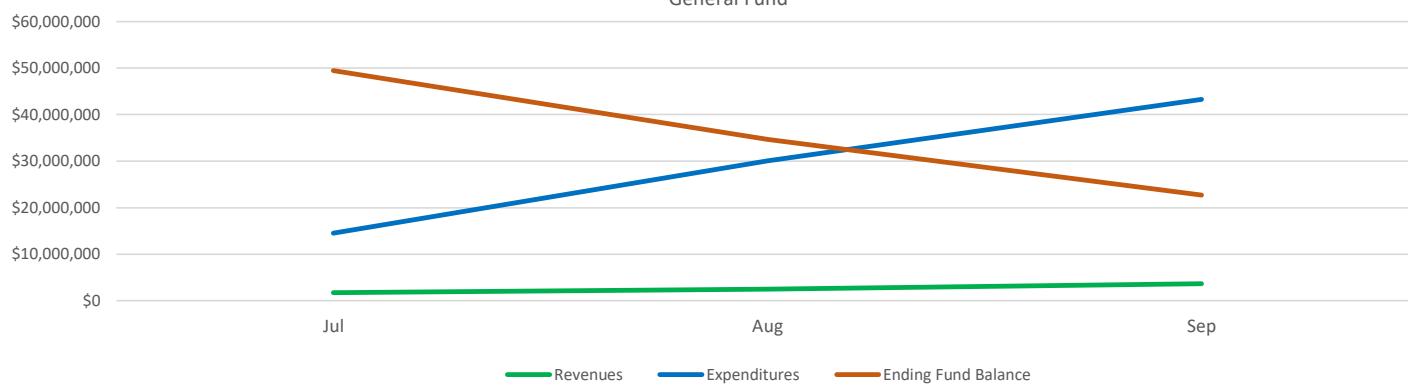
General Fund

(three year comparison)



**2024-25 Revenues, Expenditures and Ending Fund Balance by Month**

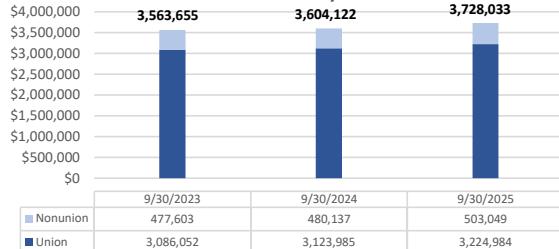
General Fund



**End-of-Month Payroll FTE Count**



**End-of-Month Payroll**





Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

GENERAL  
FUND 10

Benchmark: 25.00%

GENERAL FUND	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>Sources of Funds</b>						
Beginning Fund Balance	\$ 62,854,823	\$ 61,597,574	\$ (1,257,249)	98.00%	\$ 60,434,290	113.24%
Property Tax Current	171,619,422	-	(171,619,422)	0.00%	-	0.00%
Property Tax-Prior Years	1,068,000	216,446	(851,554)	20.27%	269,856	22.49%
Tax In Lieu Of Property Tax	120,000	33,266	(86,734)	27.72%	27,690	23.57%
Forest Revenue	200,000	-	(200,000)	0.00%	-	0.00%
Investment Earnings	2,533,000	616,277	(1,916,723)	24.33%	719,894	37.11%
Charges for Services	4,935,096	2,399,486	(2,535,610)	48.62%	2,364,526	47.03%
Rental Revenue	77,900	35,978	(41,922)	46.19%	27,705	35.56%
Insurance Refunds	500,000	176,108	(323,892)	35.22%	116,187	23.24%
Other Revenue	417,500	155,435	(262,065)	37.23%	212,192	64.93%
Total Revenues	181,470,918	3,632,996	(177,837,921)	2.00%	3,738,050	2.38%
<b>Total Available Resources</b>	<b>\$ 244,325,741</b>	<b>\$ 65,230,570</b>	<b>\$ (179,095,170)</b>	<b>26.70%</b>	<b>\$ 64,172,340</b>	<b>30.47%</b>
<b>Uses of Funds</b>						
Personnel Services	\$ 167,213,268	\$ 39,059,231	\$ 128,154,037	23.36%	\$ 36,026,713	24.10%
Materials & Services	20,893,773	4,205,284	16,688,488	20.13%	3,838,793	21.62%
Capital Outlay Leases	-	-	-	0.00%	-	0.00%
Debt Service	-	-	-	0.00%	-	0.00%
Transfer To Other Funds	4,011,000	2,587	4,008,413	0.06%	3,381	0.17%
Contingency	2,000,000	-	2,000,000	0.00%	-	0.00%
Total Expenditures	194,118,041	43,267,102	150,850,939	22.29%	39,868,887	23.01%
<b>Ending Fund Balance</b>	<b>\$ 50,207,700</b>	<b>\$ 21,963,469</b>	<b>\$ (28,244,231)</b>	<b>43.75%</b>	<b>\$ 24,303,454</b>	<b>65.14%</b>

<sup>(1)</sup> Includes:

	2025-26	2024-25
Newberg Transport:	\$859K	\$797K
Other Medical Transport:	\$141K	\$248K
Conflagration & Deployment Claims:	\$1,333K	\$1,026K

<sup>(2)</sup> Includes \$3M in assigned fund balance for the PERS reserve



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

GENERAL  
FUND 10

Benchmark: 25.00%

GENERAL FUND	2025-26			2024-25	
	Original Budget	Y-T-D Actual	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>Command Directorate</b>					
Personnel Services					
Board of Directors	\$ -	\$ -	0.00%	\$ -	0.00%
Civil Service	324,917	12,771	3.93%	14,986	4.30%
Fire Chief's Office	3,111,996	582,432	18.72%	605,764	20.47%
Total Personnel Services	3,436,913	595,203	17.32%	620,749	18.76%
Materials and Services					
Board of Directors	75,450	8,257	10.94%	8,552	5.64%
Civil Service	97,143	10,422	10.73%	17,705	25.99%
Fire Chief's Office	856,290	103,137	12.04%	112,618	13.54%
Total Materials and Services	1,028,883	121,816	11.84%	138,876	13.21%
<b>Total Command Directorate</b>	<b>\$ 4,465,796</b>	<b>\$ 717,019</b>	<b>16.06%</b>	<b>\$ 759,625</b>	<b>17.42%</b>
<b>Business Directorate</b>					
Personnel Services					
Logistics	\$ 1,642,778	\$ 228,710	13.92%	\$ 269,097	21.20%
Supply	1,511,118	345,887	22.89%	314,446	21.73%
Organizational Health	2,480,934	502,477	20.25%	428,225	9.37%
Occupational Health and Wellness	1,188,551	229,660	19.32%	213,268	19.34%
Business Strategy	1,587,019	309,414	19.50%	269,934	24.08%
Fleet Maintenance	2,345,633	513,655	21.90%	434,458	22.29%
Facilities Maintenance	1,508,582	378,329	<sup>(1)</sup> 25.08%	361,992	24.38%
Total Personnel Services	12,264,615	2,508,132	20.45%	2,291,419	17.71%
Materials and Services					
Logistics	1,820,076	316,118	17.37%	268,586	19.69%
Supply	2,944,962	585,560	19.88%	531,333	21.69%
Organizational Health	651,057	82,008	12.60%	57,072	5.85%
Occupational Health and Wellness	744,636	131,409	17.65%	144,802	20.04%
Business Strategy	111,025	6,029	5.43%	3,235	2.99%
Fleet Maintenance	1,175,572	334,005	<sup>(2)</sup> 28.41%	231,189	20.65%
Facilities Maintenance	1,253,945	284,075	22.65%	216,971	24.97%
Total Materials and Services	8,701,273	1,739,203	19.99%	1,453,187	19.10%
<b>Total Business Directorate</b>	<b>\$ 20,965,888</b>	<b>\$ 4,247,335</b>	<b>20.26%</b>	<b>\$ 3,744,606</b>	<b>18.22%</b>
<b>Finance Directorate</b>					
Personnel Services					
Finance	\$ 2,527,260	\$ 573,843	22.71%	\$ 548,132	23.62%
Information Technology	2,346,066	485,780	20.71%	444,203	23.52%
Communications	603,399	145,256	24.07%	136,942	23.77%
Total Personnel Services	5,476,725	1,204,879	22.00%	1,129,277	23.60%
Materials and Services					
Finance	1,210,260	68,930	5.70%	76,185	6.30%
Information Technology	3,259,014	973,814	<sup>(3)</sup> 29.88%	886,490	34.62%
Communications	3,249,362	767,124	23.61%	709,626	23.59%
Total Materials and Services	7,718,636	1,809,867	23.45%	1,672,301	24.67%
<b>Total Finance Directorate</b>	<b>\$ 13,195,361</b>	<b>\$ 3,014,747</b>	<b>22.85%</b>	<b>\$ 2,801,578</b>	<b>24.23%</b>

<sup>(1)</sup> Slight overage due to overtime.

<sup>(2)</sup> Overage due to timing of repairs and maintenance purchases.

<sup>(3)</sup> Overage due to annual software license renewals due early in fiscal year.



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

GENERAL  
FUND 10

Benchmark: 25.00%

GENERAL FUND	2025-26			2024-25	
	Original Budget	Y-T-D Actual	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>Operations Directorate</b>					
Personnel Services					
Operations Admin	\$ 7,065,047	\$ 1,927,006 <sup>(1)</sup>	27.28%	\$ 2,277,152	43.75%
Relief Pool Personnel	22,334,260	4,381,094	19.62%	3,618,159	23.24%
Stations / Specialty Teams	98,739,917	24,508,882	24.82%	22,762,468	24.56%
Emergency Management	246,650	55,057	22.32%	48,682	21.33%
Incident Management Team	223,378	51,031	22.84%	40,976	19.29%
EMS	2,056,947	488,139	23.73%	412,764	20.51%
Training	3,629,561	692,501	19.08%	607,769	18.09%
Recruits	3,788,422	884,977	23.36%	738,520	16.02%
Volunteers / Chaplains	46,200	551	1.19%	473	0.92%
Total Personnel Services	<b>138,130,382</b>	<b>32,989,237</b>	<b>23.88%</b>	<b>30,506,962</b>	<b>24.62%</b>
Materials and Services					
Operations Admin	142,816	21,186	14.83%	43,502	47.22%
Relief Pool Personnel	575	325 <sup>(2)</sup>	56.52%	380	68.10%
Stations / Specialty Teams	1,741,612	336,312	19.31%	324,690	25.69%
Emergency Management	38,204	20,486 <sup>(3)</sup>	53.62%	17,291	47.59%
Incident Management Team	3,160	-	0.00%	-	0.00%
EMS	435,645	29,516	6.78%	44,650	11.53%
Training	402,165	41,522	10.32%	33,338	10.63%
Recruits	127,828	19,878	15.55%	33,418	27.55%
Volunteers / Chaplains	99,980	13,705	13.71%	21,709	13.88%
Total Materials and Services	<b>2,991,985</b>	<b>482,931</b>	<b>16.14%</b>	<b>518,978</b>	<b>21.84%</b>
<b>Total Operations Directorate</b>	<b>\$ 141,122,367</b>	<b>\$ 33,472,168</b>	<b>23.72%</b>	<b>\$ 31,025,940</b>	<b>24.57%</b>
<b>Strategic Services Directorate</b>					
Personnel Services					
Fire and Life Safety	\$ 4,865,819	\$ 1,152,227	23.68%	\$ 952,530	21.48%
Government Affairs	1,896,730	332,784	17.55%	439,513	22.00%
Community Risk Reduction	735,688	181,471	24.67%	-	0.00%
Media Services	406,396	95,297	23.45%	86,262	22.76%
Total Personnel Services	<b>7,904,633</b>	<b>1,761,779</b>	<b>22.29%</b>	<b>1,478,305</b>	<b>21.70%</b>
Materials and Services					
Fire and Life Safety	90,081	11,352	12.60%	18,015	20.09%
Government Affairs	242,641	13,347	5.50%	24,606	8.67%
Community Risk Reduction	46,954	10,721	22.83%	-	0.00%
Media Services	73,320	16,047	21.89%	12,829	29.29%
Total Materials and Services	<b>452,996</b>	<b>51,467</b>	<b>11.36%</b>	<b>55,451</b>	<b>13.29%</b>
<b>Total Strategic Services Directorate</b>	<b>\$ 8,357,629</b>	<b>\$ 1,813,246</b>	<b>21.70%</b>	<b>\$ 1,533,756</b>	<b>21.22%</b>
<b>District Non-Organizational</b>					
Transfers	\$ 4,011,000	\$ 2,587	0.06%	\$ 3,381	0.17%
Contingency	2,000,000	-	0.00%	-	0.00%
Total	<b>\$ 6,011,000</b>	<b>\$ 2,587</b>	<b>0.04%</b>	<b>\$ 3,381</b>	<b>0.06%</b>

<sup>(1)</sup> Includes \$466k of conflagration deployment costs.

<sup>(2)</sup> Overage due to timing of membership renewal.

<sup>(3)</sup> Overage due to timing of Washington County EMC Partnership annual billing.



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

APPARATUS  
& VEHICLE  
FUND 21

Benchmark: 25.00%

APPARATUS & VEHICLE FUND	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>Sources of Funds</b>						
Beginning Fund Balance	\$ 2,825,000	\$ 2,771,305	\$ (53,695)	98.10%	\$ 4,126,763	105.11%
Investment Earnings	131,000	31,705	(99,295)	24.20%	47,433	47.43%
Insurance Recoveries	-	-	-	0.00%	-	0.00%
Surplus Property	-	-	-	0.00%	-	0.00%
Transfers In	2,000,000	-	(2,000,000)	0.00%	-	0.00%
Total Revenues	2,131,000	31,705	(2,099,295)	1.49%	47,433	5.58%
<b>Total Available Resources</b>	<b>\$ 4,956,000</b>	<b>\$ 2,803,010</b>	<b>\$ (2,152,990)</b>	<b>56.56%</b>	<b>\$ 4,174,196</b>	<b>87.40%</b>
<b>Uses of Funds</b>						
Materials and Services	\$ 126,000	\$ 24,821	\$ 101,179	19.70%	-	0.00%
Capital Outlay	3,325,800	3,884	3,321,916	0.12%	889,604	23.19%
Contingency	500,000	-	500,000	0.00%	-	0.00%
Total Expenditures	3,951,800	28,705	3,923,095	0.73%	889,604	20.51%
<b>Ending Fund Balance</b>	<b>\$ 1,004,200</b>	<b>\$ 2,774,305</b>	<b>\$ 1,770,105</b>	<b>276.27%</b>	<b>\$ 3,284,592</b>	<b>748.03%</b>



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

CAPITAL  
IMPROVEMENTS  
FUND 22

Benchmark: 25.00%

CAPITAL IMPROVEMENTS FUND	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Revised Budget
<b><i>Sources of Funds</i></b>						
Beginning Fund Balance	\$ 4,145,000	\$ 4,543,194	\$ 398,194	109.61%	\$ 5,003,797	91.09%
Investment Earnings	163,000	51,211	(111,789)	31.42%	65,687	52.55%
Insurance Refunds	-	-	-	0.00%	-	-
Surplus Property	-	43,588	43,588	100.00%	17,191	100.00%
Transfers In	1,250,000	-	(1,250,000)	0.00%	-	0.00%
Total Revenues	1,413,000	94,799	(1,318,201)	6.71%	82,878	9.47%
<b>Total Available Resources</b>	<b>\$ 5,558,000</b>	<b>\$ 4,637,993</b>	<b>\$ (920,007)</b>	<b>83.45%</b>	<b>\$ 5,086,675</b>	<b>79.88%</b>
<b><i>Uses of Funds</i></b>						
Materials and Services	\$ 546,740	\$ 89,268	\$ 457,472	16.33%	\$ 96,720	9.66%
Capital Outlay	2,091,684	69,763	2,021,921	3.34%	107,861	7.04%
Contingency	1,000,000	-	1,000,000	0.00%	-	0.00%
Total Expenditures	3,638,424	159,031	3,479,393	4.37%	204,581	5.79%
<b>Ending Fund Balance</b>	<b>\$ 1,919,576</b>	<b>\$ 4,478,962</b>	<b>\$ 2,559,386</b>	<b>233.33%</b>	<b>\$ 4,882,095</b>	<b>172.25%</b>



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

MERRC  
FUND 23

Benchmark: 25.00%

MERRC FUND	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Revised Budget
<b><i>Sources of Funds</i></b>						
Beginning Fund Balance	\$ 3,797,000	\$ 3,852,745	\$ 55,745	101.47%	\$ 3,474,712	108.58%
Charges for Services	250,000	48,118	(201,882)	19.25%	75,320	30.13%
Investment Earnings	118,000	43,611	(74,389)	36.96%	46,012	51.12%
Total Revenues	368,000	91,728	(276,272)	24.93%	121,333	35.69%
<b>Total Available Resources</b>	<b>\$ 4,165,000</b>	<b>\$ 3,944,473</b>	<b>\$ (220,527)</b>	<b>94.71%</b>	<b>\$ 3,596,045</b>	<b>101.58%</b>
<b><i>Uses of Funds</i></b>						
Capital Outlay	\$ 500,000	(28,779)	\$ 528,779	-5.76%	\$ 14,376	3.59%
Contingency	500,000	-	500,000	0.00%	-	0.00%
Total Expenditures	1,000,000	(28,779)	1,028,779	-2.88%	14,376	1.60%
<b>Ending Fund Balance</b>	<b>\$ 3,165,000</b>	<b>\$ 3,973,252</b>	<b>\$ 808,252</b>	<b>125.54%</b>	<b>\$ 3,581,669</b>	<b>135.67%</b>

<sup>(1)</sup> Credit related to returned radios, pending offsetting replacement order



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

GRANTS  
FUND 25

Benchmark: 25.00%

GRANTS FUND	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b><i>Sources of Funds</i></b>						
Beginning Fund Balance	\$ 85,000	\$ 99,879	\$ -	0.00%	\$ 61,721	68.58%
Grants and Donations	494,100	133,291	(360,809)	26.98%	30,490	26.51%
Total Revenues	494,100	133,291	(360,809)	26.98%	30,490	26.51%
<b>Total Available Resources</b>	<b>\$ 579,100</b>	<b>233,170</b>	<b>\$ (345,930)</b>	<b>40.26%</b>	<b>\$ 92,211</b>	<b>44.98%</b>
<b><i>Uses of Funds</i></b>						
Personnel Services	\$ 25,000	\$ 4,228	\$ 20,772	16.91%	\$ -	0.00%
Materials and Services	524,100	171,797 <sup>(1)</sup>	352,303	32.78%	2,173	1.24%
Capital Outlay	30,000	-	30,000	0.00%	-	-
Total Expenditures	579,100	176,025	403,075	30.40%	2,173	1.06%
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ 57,145</b>	<b>\$ 57,145</b>	<b>100.00%</b>	<b>\$ 90,039</b>	<b>100.00%</b>

<sup>(1)</sup> Overage due to timing of quarterly ARM services payment.



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

DEBT SERVICE  
FUND 30

Benchmark: 25.00%

DEBT SERVICE FUND	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b><i>Sources of Funds</i></b>						
Beginning Fund Balance	\$ 400,000	\$ 714,463	\$ 314,463	178.62%	\$ 680,813	226.94%
Property Tax Current	8,446,783	-	(8,446,783)	0.00%	-	0.00%
Property Tax-Prior Years	45,000	14,668	(30,332)	32.60%	18,550	41.22%
Tax In Lieu Of Property Tax	5,000	2,251	(2,749)	45.03%	1,902	54.34%
Investment Earnings	80,000	9,963	(70,037)	12.45%	10,175	13.13%
Total Revenues	8,576,783	26,883	(8,549,900)	0.31%	30,626	0.30%
<b>Total Available Resources</b>	<b>\$ 8,976,783</b>	<b>\$ 741,346</b>	<b>\$ (8,235,437)</b>	<b>8.26%</b>	<b>\$ 711,439</b>	<b>6.86%</b>
<b><i>Uses of Funds</i></b>						
Debt Service Principal	\$ 6,780,000	\$ -	\$ 6,780,000	0.00%	\$ -	0.00%
Debt Service Interest	2,125,358	94,300	2,031,058	4.44%	115,925	4.66%
Total Expenditures	8,905,358	94,300	8,811,058	1.06%	115,925	1.13%
<b>Ending Fund Balance</b>	<b>\$ 71,425</b>	<b>\$ 647,046</b>	<b>\$ 575,621</b>	<b>905.91%</b>	<b>\$ 595,514</b>	<b>513.71%</b>



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

INSURANCE  
FUND 45

Benchmark: 25.00%

INSURANCE FUND	2025-26				204-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b><i>Sources of Funds</i></b>						
Beginning Fund Balance	\$ 600,000	\$ 583,461	\$ (16,539)	97.24%	\$ 584,897	99.98%
Investment Earnings	10,000	6,633	(3,367)	66.33%	7,735	103.13%
Insurance Recoveries	-	-	-	0.00%	2,000	0.00%
Total Revenues	10,000	6,633	(3,367)	66.33%	9,735	129.80%
<b>Total Available Resources</b>	<b>\$ 610,000</b>	<b>\$ 590,094</b>	<b>\$ (19,906)</b>	<b>96.74%</b>	<b>\$ 594,632</b>	<b>100.36%</b>
<b><i>Uses of Funds</i></b>						
Materials & Services	\$ 610,000	\$ 23,370	\$ 586,630	3.83%	\$ 31,398	5.30%
Total Expenditures	610,000	23,370	586,630	3.83%	31,398	5.30%
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ 566,724</b>	<b>\$ 566,724</b>	<b>100.00%</b>	<b>\$ 563,234</b>	<b>100.00%</b>



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

PROP & BLDG  
FUND 51

Benchmark: 25.00%

PROPERTY & BUILDING FUND	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b><i>Sources of Funds</i></b>						
Beginning Fund Balance	\$ 5,175,000	\$ 5,357,435	\$ 182,435	103.53%	\$ 4,660,215	103.56%
Investment Earnings	131,000	60,056	(70,944)	45.84%	60,224	60.22%
Transfers In	750,000	-	(750,000)	0.00%	-	0.00%
Total Revenues	881,000	60,056	(820,944)	6.82%	60,224	10.04%
<b>Total Available Resources</b>	<b>\$ 6,056,000</b>	<b>\$ 5,417,491</b>	<b>\$ (638,509)</b>	<b>89.46%</b>	<b>\$ 4,720,439</b>	<b>92.56%</b>
<b><i>Uses of Funds</i></b>						
Capital Outlay	\$ 2,500,000	\$ 1,286,673	\$ 1,213,327	51.47%	\$ -	0.00%
Contingency	500,000	-	500,000	0.00%	-	0.00%
Total Expenditures	3,000,000	1,286,673	1,713,327	42.89%	-	0.00%
<b>Ending Fund Balance</b>	<b>\$ 3,056,000</b>	<b>\$ 4,130,818</b>	<b>\$ 1,074,818</b>	<b>135.17%</b>	<b>\$ 4,720,439</b>	<b>252.56%</b>

<sup>(1)</sup> Purchase of Station 22 - Newberg Rural.



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

CAPITAL PROJECTS  
FUND 52

Benchmark: 25.00%

	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>CAPITAL PROJECTS FUND</b>						
<b>Sources of Funds</b>						
Beginning Fund Balance	\$ 55,490,350	\$ 56,070,761	\$ 580,411	101.05%	\$ 57,031,437	100.00%
Investment Earnings	1,000,000	593,186	(406,814)	59.32%	738,640	0.00%
Surplus Property	-	12,656	12,656	100.00%	-	0.00%
Miscellaneous Revenue	-	-	-	0.00%	2,500	0.00%
Total Revenues	1,000,000	605,842	(394,158)	60.58%	741,140	0.00%
<b>Total Available Resources</b>	<b>\$ 56,490,350</b>	<b>\$ 56,676,603</b>	<b>\$ 186,253</b>	<b>100.33%</b>	<b>\$ 57,772,577</b>	<b>0.00%</b>
<b>Uses of Funds</b>						
Personnel Services	\$ -	\$ 281	<sup>(1)</sup> (281)	100.00%	\$ 93	0.00%
Materials & Services	505,000	18,135	486,865	3.59%	67,704	0.00%
Capital Outlay	50,807,000	1,032,072	49,774,928	2.03%	394,337	0.00%
Contingency	2,750,000	-	2,750,000	0.00%	-	0.00%
Total Expenditures	54,062,000	1,050,487	53,011,513	1.94%	462,133	0.85%
<b>Ending Fund Balance</b>	<b>\$ 2,428,350</b>	<b>\$ 55,626,116</b>	<b>\$ 53,197,766</b>	<b>2290.70%</b>	<b>\$ 57,310,444</b>	<b>0.00%</b>

<sup>(1)</sup> Budget is in compliance; appropriated at Fund level. Includes costs for Capital Projects Coordinator, Management, and Committees  
2022 Bond Issuance Expenditures Include:

	Project-to-Date
2022 Bond Program General	\$ 337,931
Station 19 Midway	\$ 93,397
Station 20 Newberg	\$ 1,386,215
Station 21 Newberg	\$ 57,103
Station 35 King City	\$ 2,211,755
Station 62 Aloha	\$ 1,324,012
Station 67 Beaverton	\$ 18,994
Training Center	\$ 535,761
Bond Apparatus	\$ 5,781,891



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

PENSION  
FUND 61

Benchmark: 25.00%

	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>PENSION TRUST FUND</b>						
<b>Sources of Funds</b>						
Beginning Fund Balance	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
Transfers In	11,000	2,587	(8,413)	23.51%	3,381	30.74%
Total Revenues	11,000	2,587	(8,413)	23.51%	3,381	30.74%
<b>Total Available Resources</b>	<b>\$ 11,000</b>	<b>\$ 2,587</b>	<b>\$ (8,413)</b>	<b>23.51%</b>	<b>\$ 3,381</b>	<b>30.74%</b>
<b>Uses of Funds</b>						
Personnel Services	\$ 11,000	\$ 2,587	\$ 8,413	23.51%	\$ 2,536	23.05%
Total Expenditures	11,000	2,587	8,413	23.51%	2,536	23.05%
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ 845</b>	<b>100.00%</b>



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

LOSAP  
FUND 63

Benchmark: 25.00%

	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>VOLUNTEER LOSAP FUND</b>						
<b><i>Sources of Funds</i></b>						
Beginning Fund Balance	\$ 441,500	\$ 487,226	\$ 45,726	110.36%	\$ 452,523	106.48%
Interest revenue	-	-	-	0.00%	-	0.00%
Dividend Income	10,000	5,954	(4,046)	59.54%	2,582	25.82%
Gain/(Loss) on Investments	5,000	8,575	3,575	171.49%	24,333	100.00%
Total Revenues	15,000	14,529	(471)	96.86%	26,915	265.17%
<b>Total Available Resources</b>	<b>\$ 456,500</b>	<b>\$ 501,755</b>	<b>\$ 45,255</b>	<b>109.91%</b>	<b>\$ 479,438</b>	<b>110.18%</b>
<b><i>Uses of Funds</i></b>						
Personnel Services	\$ 456,500	\$ 3,075	\$ 453,425	0.67%	\$ 3,075	0.70%
Total Expenditures	456,500	3,075	453,425	0.67%	3,075	0.70%
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ 498,680</b>	<b>\$ 498,680</b>	<b>100.00%</b>	<b>\$ 476,363</b>	<b>100.00%</b>



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended September 30

CUSTODIAL  
FUND 65

Benchmark: 25.00%

CUSTODIAL FUND	2025-26				2024-25	
	Original Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b><i>Sources of Funds</i></b>						
Beginning Fund Balance	\$ 160,000	\$ 167,090	\$ -	104.43%	\$ 163,047	98.37%
Donations	42,000	29,372	(12,628)	69.93%	15,496	44.27%
Total Revenues	42,000	29,372	(12,628)	69.93%	15,496	44.27%
<b>Total Available Resources</b>	<b>\$ 202,000</b>	<b>\$ 196,462</b>	<b>\$ (5,538)</b>	<b>97.26%</b>	<b>\$ 178,543</b>	<b>88.94%</b>
<b><i>Uses of Funds</i></b>						
Materials & Services	\$ 202,000	\$ 10,524	\$ 191,476	5.21%	\$ 14,492	7.22%
Total Expenditures	202,000	10,524	191,476	5.21%	14,492	7.22%
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ 185,939</b>	<b>\$ (185,939)</b>	<b>100.00%</b>	<b>\$ 164,051</b>	<b>100.00%</b>



## Quarterly Investment Report

September 30, 2025

### Market Value Holdings as of 09/30/2025

U.S Treasuries	\$ -
Commercial Paper	\$ -
Managed Money Market	56,496,896
LGIP	44,239,567
Money Market & Checking	4,455,594
<b>Total Value</b>	<b>\$ 105,192,057</b>

### Quarterly Investment Earnings

\*assumes investments held to maturity

U.S Treasuries	\$ -
Commercial Paper	\$ -
Managed Money Market	690,805
LGIP	682,184
Money Market & Checking	105
<b>Total Quarterly Earnings</b>	<b>\$ 1,373,094</b>

Operating Funds	\$ 49,215,273
Capital Projects - Bond Fund	\$ 55,976,784
<b>Total Value</b>	<b>\$ 105,192,057</b>

### Fiscal Year-To-Date Investment Earnings

07/01/2025 - 09/30/2025

U.S Treasuries	\$ -
Commercial Paper	\$ -
Managed Money Market	690,805
LGIP	682,184
Money Market & Checking	105
<b>Total Fiscal Year-To-Date Earnings</b>	<b>\$ 1,373,094</b>

### Benchmark Interest Rates as of 09/30/2025

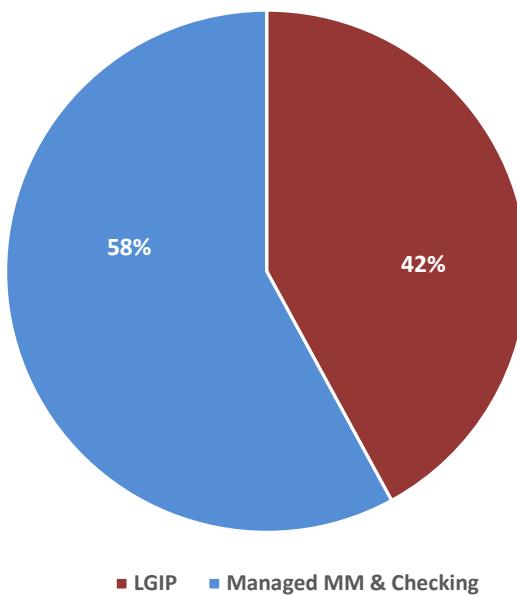
LGIP	4.60%
Managed Money Market	4.01%
2-Year Treasury	3.60%

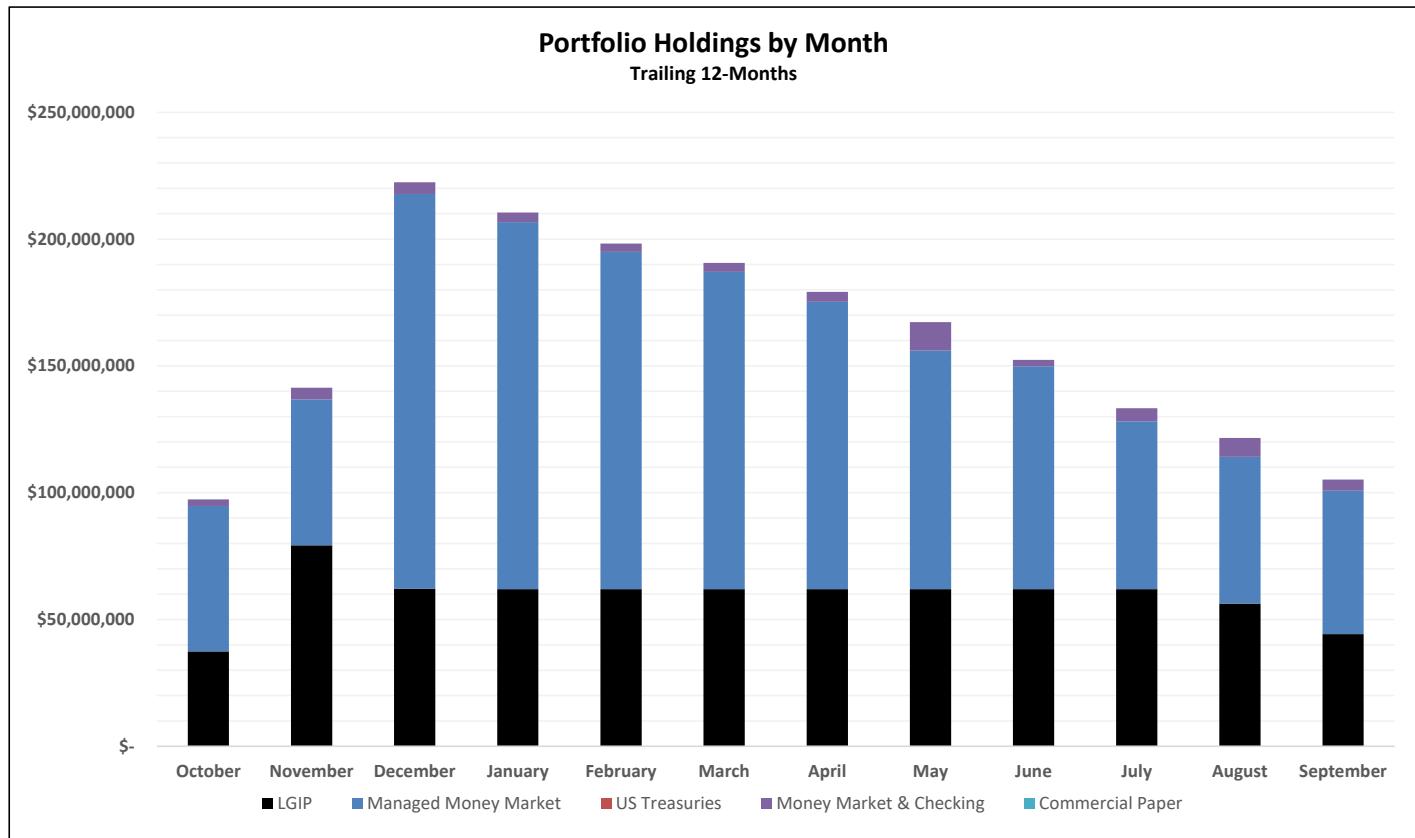
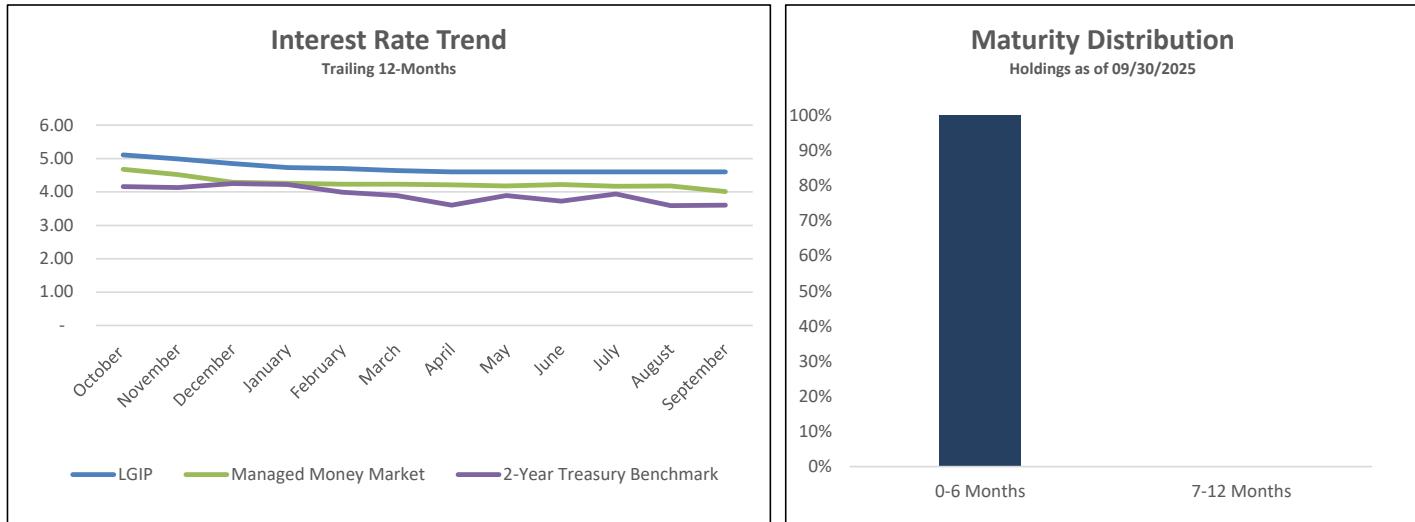
YTD Administrative & Advisory Fees

\$ 1,310

### Total Portfolio Allocation

as of 09/30/2025






  
**TVFIR**  
**Tualatin Valley**  
**Fire & Rescue**  
**Quarterly Investment Report**  
**9/30/25**

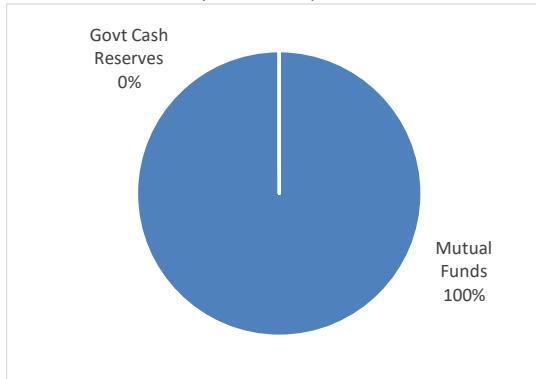
### Pension Funds

#### Quarterly Performance

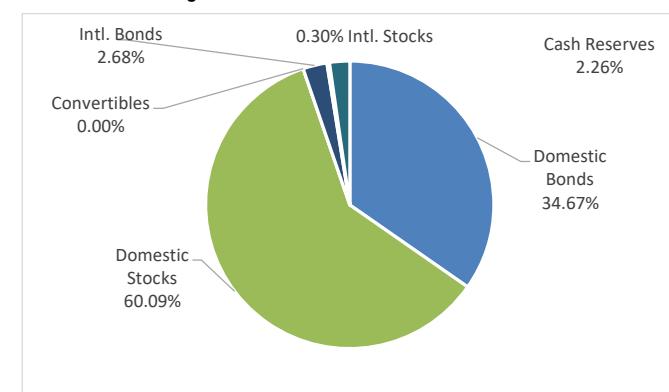
##### Balances (market value):

<i>Securities</i>	
June 30, 2025	\$ 521,015.66
New Investments in Mutual Funds	2,819.73
Cash Dividends	3,134.67
Investment Gain / (Loss)	8,574.68
Distributions	-
September 30, 2025	\$ 535,544.74
<i>Amount Payable to General Fund</i>	(36,864.56)
<b>Total Pension Investments</b>	<b>\$ 498,680.18</b>

#### TVFIR Asset Allocation (market value)



#### Mutual Fund Holdings - VBIAX



Ticker	Description	CUSIP	Shares	Price	Rate	Yield	Par	Net Prem/(Disc)	Amortized Cost	Market Value	Unrealized Gain/(Loss)
VBIAX	Vanguard Balanced Index	921931200	46.00				\$ 2,292.64		\$ 2,292.64	\$ 2,412.59	\$ 119.95
	Domestic Bonds		15.95	52.4500			794.86			836.42	41.56
	Domestic Stocks		27.64	52.4500			1,377.65			1,449.72	72.07
	Convertibles		-	52.4500			-			-	-
	International Bonds		1.23	52.4500			61.44			64.67	3.23
	International Stocks		0.14	52.4500			6.88			7.24	0.36
	Cash Reserves		1.04	52.4500			51.81			54.54	2.73
FDRXX	Cash - Money Market Fund	316067107					533,132.20		-	533,132.20	-
<b>Total LOSAP Securities</b>							\$ 535,424.84		\$ 2,292.64	\$ 535,544.79	\$ 119.95

# CORRESPONDENCE

## Comments of Appreciation

### **Engine 33 LT Fehrenbacher, AO Mooney, FF Newton, FF Lane**

Citizen Corcoran called to thank the crew that responded to Inc# 2025-0119813, a fall call to her home on 10/8.

She said that the responders were very kind, treated her with dignity, and they even made sure she was comfortably settled before they left the scene.

She wants them to know that she is recovering nicely and was able to drive again for the first time on Tuesday.

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# OLD BUSINESS

# NEW BUSINESS

## AGENDA ITEM

### Tualatin Valley Fire & Rescue Tigard, Oregon

SUBJECT: Board Policy Section 5 – Training Division FOR AGENDA OF: October 21, 2025  
APPROVED FOR AGENDA: Fire Chief Deric Weiss  
DEPARTMENT OF ORIGIN: Training

PROCEEDING: First Reading and Discussion DATE SUBMITTED: October 15, 2025

EXHIBITS: Board Policy Section 5 – Training Division CLEARANCES: Fire Chief's Office

#### BUDGET IMPACT

EXPENDITURE REQUIRED: -0-	AMOUNT BUDGETED: -0-	APPROPRIATION REQUIRED: -0-
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#### BACKGROUND:

Consistent with practice, staff, and legal counsel have reviewed Board Policy Section 5 – Training Division and recommends changes to the current policy as reflected in the attached draft.

#### RECOMMENDED ACTION:

Approve first reading of Board Policy Section 5 – Training Division.

#### PROPOSED MOTION:

*“I move to approve the first reading of Board Policy Section 5 – Training Division by title only.”*

# TUALATIN VALLEY FIRE AND RESCUE

## TRAINING DIVISION

### SECTION 5

<u>SECTION</u>		<u>PAGE</u>
5.1	Training Division Functions and Activities .....	2
5.2	Academy Programs .....	3
5.3	Testing and Evaluating Programs .....	4
5.4	Continuing Education Programs .....	5
5.5	Career Development / Promotional Program.....	6
5.6	DELETED 9/26/2017	
5.7	Approval .....	7

The Training Division shall develop and administer education and training programs to ensure personnel are properly trained. To accomplish this, the following programs and activities are authorized and approved by the Fire Chief or the Fire Chief's designee(s):

A. Training Division Functions (Programs)

1. Academy Programs (career and volunteer)
2. Probationary Programs
3. Testing and Evaluation Programs
4. Continuing Education Programs
5. Career Development/Promotional Programs
6. Enterprise Programs

DATE: September 24, 1996

REVISED: October 21, 2025

REVIEWED: October 21, 2025October 24, 2023

The Training Division shall offer academy programs to ensure that a core minimum knowledge and qualification level is achieved prior to filling fire service related positions at Tualatin Valley Fire & Rescue.

DATE: September 24, 1996

REVISED: October 23, 2006

REVIEWED: October 24, 2023October 21, 2025

The Training Division shall develop and administer, on a continuing basis, testing and evaluation programs designed to measure the readiness and preparedness of District functions and services. Functions and services with low proficiency are to be corrected.

DATE: September 24, 1996

REVISED: October 23, 2006

REVIEWED: October 21, 2025October 24, 2023

The Training Division shall develop and implement continuing education programs.

A. Programs could include:

1. On-going in-service training and maintenance programs
2. Classes and/or practical programs to keep personnel aware of new technologies
3. Fire District mandates, local, state, and federal compliance training
4. Use of external resources/programs to support continuing education

DATE: September 24, 1996

REVISED: May 25, 2010

REVIEWED: October 21, 2025October 24, 2023

The Training Division, in cooperation with the Organizational Health department, shall create and maintain a career development program to foster the growth and development of the District and its employees.

DATE: September 24, 1996

REVISED: September 28, 2021

REVIEWED: October 21, 2025October 24, 2023

## SECTION 5.7 POLICY APPROVAL

This is to certify that Training Division, Section 5, policies 5.1 – 5.6, were duly adopted and approved by Board action on:

Justin [J.](#) Dillingham, President of the Board

Clark [I.](#) Balfour, Secretary of the Board

APPROVED: [October 21, 2025](#)[October 24, 2023](#)

# TUALATIN VALLEY FIRE AND RESCUE

## TRAINING DIVISION

### SECTION 5

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REVIEWED: October 21, 2025

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Justin J. Dillingham, President of the Board

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Clark I. Balfour, Secretary of the Board

APPROVED: October 21, 2025

## AGENDA ITEM

### Tualatin Valley Fire & Rescue Tigard, Oregon

SUBJECT:	2026 Board of Directors' Meeting Calendar	FOR AGENDA OF:	October 21, 2025
		APPROVED FOR AGENDA:	Fire Chief Deric Weiss
		DEPARTMENT OF ORIGIN:	Fire Chief's Office
PROCEEDING:	Discussion and Approval	DATE SUBMITTED:	October 15, 2025
EXHIBITS:	2026 Board of Directors' Meeting Calendar	CLEARANCES:	Fire Chief's Office

#### BUDGET IMPACT

EXPENDITURE REQUIRED: -0-	AMOUNT BUDGETED: -0-	APPROPRIATION REQUIRED: -0-
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#### BACKGROUND:

Staff recommends the Board approve the 2026 meeting calendar as presented. The calendar also includes the Budget Committee meeting dates.

#### RECOMMENDED ACTION:

Approve the 2026 Board of Directors' meeting calendar.

#### PROPOSED MOTION:

*"I move to approve the 2026 Board of Directors' meeting calendar as recommended by staff."*

# 2026 Board of Directors' Meetings

## Tualatin Valley Fire & Rescue

January '26						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May '26						
Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August '26						
Su	M	Tu	W	Th	F	Sa
				1		
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October '26						
Su	M	Tu	W	Th	F	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### Board Meetings

January - December

3:00 p.m. Meeting \*

Location: TVF&R Command and Business Center \*

### Budget Committee Workshop and Meeting

March 17, 2026 at 3:00 PM \*

Location: TVF&R Command and Business Center \*

### Budget Committee Meeting

May 5, 2026 at 3:00 PM \*

Location: TVF&R Command and Business Center \*

### Budget Hearing and Board Meeting

June 23, 2026 at 3:00 PM \*

Location: TVF&R Command and Business Center \*

### Board Meeting and Workshop

November 17, 2026 at 3:00 PM \*

Location: TVF&R Command and Business Center \*

\*Unless otherwise noted on Board agenda

## AGENDA ITEM

### Tualatin Valley Fire & Rescue Tigard, Oregon

SUBJECT:	Diversity, Equity & Inclusion Program Development Services: Phases 3 & 4	FOR AGENDA OF:	October 21, 2025
		APPROVED FOR AGENDA:	Fire Chief Deric Weiss
		DEPARTMENT OF ORIGIN:	Fire Chief's Office
PROCEEDING:	Discussion and Approval	DATE SUBMITTED:	October 13, 2025
EXHIBITS:	Phase 3 and Phase 4 Scope of Work Proposals	CLEARANCES:	Fire Chief's Office

#### BUDGET IMPACT

EXPENDITURE REQUIRED: \$178,900	AMOUNT BUDGETED: N/A	APPROPRIATION REQUIRED: N/A
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#### BACKGROUND:

The District's 2023-2028 Strategic Plan includes Strategy 1.F to "Develop, implement, and sustain a Diversity, Equity, and Inclusion Plan that informs practices and policies in all facets of our services, both internally and externally". This work is intended to improve service to our communities and to strengthen a welcoming workplace where personnel feel valued, respected, and included.

Since July 2023, the District has partnered with Future Work Design (FWD), an organizational strategy and design firm, to develop a custom Diversity, Equity, and Inclusion (DEI) program aligned to the Strategic Plan. The program is being delivered in phases; Phase 1 and Phase 2 were completed as of July 2025, establishing the foundation for organization-wide implementation. To continue with the DEI program development and final delivery, staff have worked with FWD to develop Phases 3 and 4.

#### Proposed Next Phases:

Phase 3 (August 2025 – December 2026): Continue the work as identified in previous efforts. Deliver strengthening workplace belonging workshops to personnel, develop a webinar series, continue with advisory and communications support, and create a change management strategy (roadmap) for future work. Cost: \$92,800

Phase 4 (January 2027 – July 2028): Establish an advisory committee, provide an additional round of leadership training, a listening session, and an employee engagement survey. Complete program build-out, hand-off materials, and transition to District-led sustainment. Cost: \$86,100.

#### RECOMMENDED ACTION:

Staff recommends approval of FWD Phase 3 and Phase 4 proposals for continued DEI program development services.

*PROPOSED MOTION:*

*“I move to authorize the Fire Chief or his designee to execute the necessary contract documents with Future Work Design as recommended.”*

# BUILDING ON A CULTURE OF BELONGING

**Statement of Work for Phase 3**

**2025/2026**

**FWD**



## APPROACH + TIMELINE

ACTIVITY	DETAILS	POTENTIAL TIMELINE
<b>COMMUNICATION SUPPORT</b>	<p>Up to 20 hours of communication support per quarter throughout phase 3. That accounts for filming time, written comms, and planning meetings.</p> <p>Expected outputs:</p> <ul style="list-style-type: none"> <li>• Survey rollout</li> <li>• DEI programming updates throughout phase 3</li> <li>• Recruitment video</li> </ul>	Starting August 2025- July 2026
<b>CHANGE MANAGEMENT STRATEGY DEVELOPMENT</b>	<p>With the amount of commitments and recommendations TVF&amp;R has, creating a roadmap of activities, accountabilities and deadlines is not only important to ensure work is moving, but a helpful communication tool for staff. More details on the slide following</p>	Fall 2025
<b>STRENGTHENING WORKPLACE BELONGING WORKSHOP</b>	<p>We are committed to making this workshop happen for the organization. We reduced our billing rate to allow both facilitators in each session to allow all TVF&amp;R staff to participate</p>	Winter 2026/ Summer 2026
<b>WEBINAR SERIES</b>	<p>This includes adapting content, creating materials, and filming time for three webinars that TVF&amp;R can utilize for internal training.</p> <ul style="list-style-type: none"> <li>• 3 90-minute webinars covering more advanced topics</li> </ul>	Spring 2026
<b>ADVISORY HOURS</b>	<p>While we suspect advisory hours for meetings and emergent issues will still be helpful. We recommend slimming this down as the internal capacity to move work forward has grown.</p> <ul style="list-style-type: none"> <li>• 3 hours per month</li> </ul>	Ongoing

# LET'S MAKE THIS HAPPEN!

We look forward to making this partnership a success through strong communication and collaboration. Let's get clear about our mutual expectations so there are no surprises that keep us from reaching our goal.

## WE'LL DELIVER ON THE AGREED SCOPE

The project work will run from [INSERT DATE] to [INSERT DATE]

Our project includes: Communication Support, Change Management Strategy Development, Strengthening Workshop Belonging Workshop, Webinar Series and Advisory Hours.

You'll pay us.

- Fixed Fee Amount of \$92,800
- Please see enclosed payment calendar
- Due at signing: \$22,200
- Payment Terms: Net 30 Days

All travel costs, supplies and general expenses will come out of the project fee

## WE ALL SHOW UP

We'll agree to a schedule and understand the implications of changes to the budget and timeframe. All relevant TVF&R stakeholders will participate fully in workshops, meetings, and assignments. If we host an in-person event, you'll schedule and reserve the space needed for this event and food and drinks to keep the team well-fed and hydrated for our time together. Providing a space that works for every person and every body is critical to our success. Let's work together to ensure that needed accommodations are provided for all stakeholders to participate fully.

## YOU'LL TELL US WHAT YOU REALLY THINK

Immediate and clear feedback on work, process, and deliverables will ensure we are moving in the right direction. Don't be shy!

## IF THINGS CHANGE, WE'LL TALK ABOUT IT

- Budgets and scope can change throughout the life of the project. If something changes on our end, we will give you ample heads up, and we ask that you do the same
- If you need to cancel our work together we will bill you for the time and materials we have already invested.
- Material changes in scope, rush delivery, rework of items already approved or requests for additional revision cycles, services and/or deliverables beyond those listed in a statement of work will need to be agreed by both of us before work begins. We will do this through a mutually acceptable written change order.
- Change order invoices will be billed upon completion.

## YOU ARE RESPONSIBLE FOR YOUR BUSINESS DECISIONS

It is the responsibility of the client to consult legal counsel before making employment or business decisions that are subject to local, state or federal laws.

TUALITAN VALLEY FIRE AND RESCUE

Brian Smith

Signature

Brian Smith

Name

DC GEP

Title

9-10-25

Date

I consent to Future Work Design using our organizational logo on marketing materials

FWD LLC

Katherine Augburger

Signature

Katie Augburger

Name

Founding Partner

Title

September 9, 2025

Date

## COSTS AND PAY CALENDAR

ACTIVITY	BILLING TERMS	TOTAL COST
COMMUNICATION SUPPORT	Four installments of \$4,000	\$16,000
CHANGE MANAGEMENT STRATEGY DEVELOPMENT	50% due on signing (\$5,500) 50% on completion of activities (\$5,500)	\$11,000
STRENGTHENING WORKPLACE BELONGING WORKSHOP	Four installments of \$11,200	\$44,800
WEBINAR SERIES	50% paid in January 2026, 50% paid on completion	\$15,000
ADVISORY HOURS	Four installments of \$1,500	\$6,000
<b>TOTAL PROJECT BUDGET</b>	<b>DUE ON SIGNING: \$22,200</b>	<b>\$92,800</b>

### Proposed Installment Payment Calendar

- First payment due on signing
- Second Payment Billed: October 2025
- Third Payment Billed: January 2026
- Fourth Payment: April 2026

**The goal of Phase 4 is to have a complete hand-off so that TVFR is poised to lead this work without the need for a 3rd party, following this engagement.**

- **Establishing Advisory Committee: \$6,300**

*We will work with the sponsor team in helping to select a group of diverse (both in identity and role) committee members, helping that team define their mission and ensure it is aligned with organizational values, providing guidance as to their role in moving work and utilize the roadmap as a way to help provide additional accountabilities.*

- **2027/2028 Survey: \$9,500**

*By 2027–2028, it will have been over two years since the last employee survey, making this an ideal time to revisit our benchmark data. A new survey will allow us to understand where meaningful progress has been made, where challenges persist, and how perceptions and experiences have evolved. The results will inform an updated Accountability Roadmap to ensure ongoing alignment between organizational goals and employee experience. This pricing accounts for running the survey, tabulating the data and providing trend information against the 2025 benchmark survey.*

- **2028 Listening Sessions: \$32,000**

*As key initiatives mature, 2027–2028 presents a valuable opportunity to revisit listening sessions with Veterans, Women, BIPOC, and LGBTQIA+ employees, as well as open listening forums. These sessions will help capture how experiences and perspectives have shifted over time, surface areas still in need of attention, and reinforce TVFR's commitment to transparency, inclusion, and continuous learning.*

- **Leadership Training and Support (Power/Conflict/Feedback): \$19,500**

*Our learning and survey data consistently highlight that many employees are not having a consistently good experience getting feedback from their manager/supervisor. This is particularly true for women and people of color at TVF&R. To address this, we recommend implementing a three-part training series focused on conflict, power, and feedback across difference. This program will build leaders' confidence and skill in delivering feedback that is both direct and equitable, helping to foster stronger relationships and more inclusive team cultures.*

- **Org Health Focused Training and Support: \$9,800**

*As Organizational Health take on greater leadership in advancing equity and culture initiatives, building high levels of trust and transparency with employees, particularly those from historically marginalized groups, will be essential. We recommend a dedicated strategy session with the Org Health team to reflect on their role in this work, identify areas of opportunity, and leverage existing strengths to most effectively champion and sustain equity-focused initiatives across the organization.*

- **Advisory and Communications Support: \$9,000**

*We recommend offering ongoing advisory and communications support through this next phase, with a focus on capacity-building. The goal is to help TVFR's internal teams take greater ownership and visibility of this work. During this transition year, FWD will play more of a behind-the-scenes advisory role, supporting messaging, alignment, and strategy, while the internal advisory team becomes the primary face of this effort, reinforcing sustainability and internal leadership.*

## AGENDA ITEM

### Tualatin Valley Fire & Rescue Tigard, Oregon

SUBJECT:	Fire Suppression and Extinguisher Services Contract	FOR AGENDA OF:	October 21, 2025
		APPROVED FOR AGENDA:	Fire Chief Deric Weiss
		DEPARTMENT OF ORIGIN:	Logistics
PROCEEDING:	Discussion and Approval	DATE SUBMITTED:	October 13, 2025
EXHIBITS:	Western States Fire Protection Quote Attachments A, B, C.	CLEARANCES:	Fire Chief's Office

#### BUDGET IMPACT

EXPENDITURE REQUIRED: \$150,000.00	AMOUNT BUDGETED: N/A	APPROPRIATION REQUIRED: N/A
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#### BACKGROUND:

Staff conducted a competitive request for quotes (RFQ) to select a contractor to provide routine, non-routine, and emergency inspections, testing, and maintenance of the District's fire sprinkler systems and portable fire extinguishers across District facilities. Seven responses were received from local firms. Submissions were evaluated against published criteria using a weighted scoring methodology considering price (50%) and qualifications (50%).

Western States Fire Protection, a licensed firm with more than forty years of related service as well as experience working with public agencies, received the highest overall evaluation score. On September 16, 2025 staff issued a Notice of Intent to Award a three-year, not-to-exceed \$150,000 contract to Western States Fire Protection, contingent upon Board approval.

#### RECOMMENDED ACTION:

Staff recommends the Fire Chief or designee execute a contract with Western States Fire Protection for fire suppression and fire extinguisher services, for a three-year not to exceed sum of \$150,000.

#### PROPOSED MOTION:

*I move to approve the Fire Chief or designee to enter into a contract with Western States Fire Protection as recommended.*

## ATTACHMENT A: SCOPE OF WORK

### 25-02 Fire Suppression

#### **Codes and Standards (Currently adopted NFPA/Oregon Fire Code):**

If the Contractor becomes aware of any conflict between a code, standard, or recognized practice and any other code or standard, the Contractor must immediately notify the Facilities Manager and provide details of the conflict, including any efforts made to resolve it.

#### **Routine Services:**

The contractor shall provide annual inspection and testing of sprinkler equipment, and fire panels at the following locations unless otherwise indicated.

#### **The suppression systems are at the following facilities located within the Tualatin Valley Fire District:**

<b>Building Name</b>	<b>Building Location</b>	<b>Equipment</b>
Station 17	31370 NW Commercial St. North Plains, OR 97133	Silent Knight/5820XL-Not Sprinkled
Station 19	15200 SW Midway Road Hillsboro, OR 97123	Silent Knight/5820 XL-Not Sprinkled
Station 20*	414 E 2 <sup>nd</sup> Street Newberg, OR 97132	FCI/7100-100% Sprinkled/17 devices-wet pipe system
Station 21	3100 Middlebrook Drive Newberg, OR 97132	Silent Knight/5104B- 100%/16 devices/wet pipe system
Station 33	15440 SW Oregon Street Sherwood, OR 97140	Simplex Grinnell/4005-100%/17 Devices/wet pipe system
Station 34	19365 SW 90 <sup>th</sup> Court Tualatin, OR 97062	Silent Knight/5700-100%/16 devices/wet pipe system
Station 35*	17135 SW Pacific Hwy. Tigard, OR 97224	Silent Knight/5808- Not Sprinkled
Station 39	7080 SW. McEwan Road Lake Oswego, OR 97035	Honeywell/6808-100%/19 devices/wet pipe system
Station 50	12617 SW Walnut Street Tigard, OR 97223	Silent Knight/5808-100%/28 devices/wet pipe/pre action system
Station 51	8935 SW Burnham Street Tigard, OR 97223	Silent Knight/5700-100%/20 devices/wet pipe system/antifreeze
Station 52	29875 SW Kinsman Road Wilsonville, OR 97070	Silent Knight/5700-100%/19 devices/wet pipe system
Station 53	8480 SW Scholls Ferry Road Beaverton, OR 97008	Silent Knight/5700-100%/26 devices/Wet pipe/dry pipe system
Station 54	8995 SW Miley Road, Ste 105 Wilsonville, OR 97070	Extinguishers Only
Station 55	20790 Hidden Springs Road West Linn, OR 97068	Silent Knight/5808-100%/28 devices/wet pipe/dry pipe system
Station 56/SOC	8445 SW Elligsen Road Wilsonville, OR 97070	Silent Knight/5808-100% 29 devices/wet pipe/pre action system
South Shop (Located behind Station 56/SOC)	8455 SW Elligsen Road Wilsonville, OR 97070	No Fire Alarm-100% Sprinkled/13 devices/wet pipe system

Station 57	24242 SW Mountain Road, West Linn, OR 97068	Silent Knight/IFP-100- 100% 12 devices/wet pipe system
Station 58	6050 Failing Street West Linn, OR 97068	Silent Knight/5700- 100%/18 devices/wet pipe/antifreeze system
Station 59	1860 Willamette Falls Drive, West Linn, OR 9706	Silent Knight/5700- 100%/13 devices/wet pipe system
Station 60	8585 NW Johnson Street, Portland, OR 97229	Silent knight/5104- 100%/15 devices/wet pipe system
Station 61	13730 SW Butner Road, Beaverton, OR 97005	Simplex Grinel/4005- 100%/13 devices/wet pipe system
Station 62**	3608 SW 209th Avenue, Aloha , OR 97078	No fire panel/ CO Detectors/Smokes- 100%/13 devices/wet pipe system, hood system
Station 64	3355 NW 185th Avenue, Portland, OR 97229	Silent Knight/5808- 100%/19 devices/wet pipe system
Station 65	3425 SW 103rd Avenue, Beaverton, OR 97005	Silent Knight/5808- 100%/15 devices/wet pipe system
Station 66	13900 SW Brockman Street, Beaverton, OR 97008	Silent Knight/5808- 100%/30 devices/wet/dry system
Station 67	13810 SW Farmington Road, Beaverton, OR 97005	SimplexGrinnell/4005- 100%/18 devices/wet system/dry system
Station 68	13545 NW Evergreen Street, Portland, OR 97229	Silent Knight/5808 100%15 devices/wet pipe system
Station 69	9940 SW 175th Avenue, Aloha, OR 97007	Silent Knight/5808- 100%/18 devices/wet pipe system
Station 70	8299 SW Beaverton Hillsdale Hwy, Portland, OR 97225	Silent Knight/5700- 100%/17 devices/wet pipe system
Station 72 House/Bay	11646 NW Skyline Blvd, Portland, OR 97231	Silent Knight/5800- 100%/26 devices/wet pipe/fire pump
CBOC** System remodel October 2025	11945 SW 70th Avenue, Tigard, OR 97223	Silent Knight/5820XL- 100%/28 devices/wet pipe system
Logistics Service Center	9991 SW Avery St., Tualatin, OR 97062	Silent Knight/6820 100%/26 devices wet pipe/dry pipe/nitrogen
Training Center**	12400 SW Tonquin Road, Sherwood, OR 97140	Silent Knight/SK5208- 100%/19 devices/dry system, hood system

\*all systems are an estimated count

\*\*Scheduled for construction/remodel/rebuild

### **Extinguisher Count**

**The selected vendor will be responsible only for hydrostatic testing and recharging fire extinguishers as needed.**

**Note: Annual inspections and routine maintenance are not included in the scope of this contract and will be handled separately by the District.**

Extinguisher Type	Estimated count throughout the District
2.5-Gal Water Can	90
1A-10B:C (2/12 )	20
2A-40-BC/3A-40-BC (5lb)	180
4A-80-BC/4A-60BC/10 lb. ABC	125
15 lb. Carbon Dioxide-(By Weight)	125
10A-120-BC/20A-120-BC 20lb.	125

\*\*Estimated count of extinguishers throughout the building and apparatus

If during the course of providing services, the contractor identifies system or equipment deficiencies they shall notify TVFR of the deficiency and or recommend /needed repairs.

### **Non-Routine and Emergency Services:**

Contractor shall provide TVFR with authorized non-routine inspections (including 5-year inspections), testing, maintenance (including kitchen hood cleanings), and emergency testing and maintenance services for all fire sprinkler systems and equipment and kitchen hood systems as requested by TVFR at the hourly rates provided plus parts. Emergency callback services shall be provided within four (4) hours of request.

### **Hours and Frequency of Service:**

All inspections, testing, and maintenance will be performed between the business hours of 7:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays.

If any equipment malfunction occurs after a related routine or non-routine service, Contractor shall provide call back service at no additional charge.

If TVFR authorized callback services are required after a related routine or non-routine service, outside regular routine hours, the Contractor will absorb the hours worked at regular hourly rates and will be reimbursed by the TVFR for the difference between the regular hourly rate and the overtime or double time hourly rates provided. Call back services shall be provided within twenty-four (24) hours of request

### **Written Reports:**

A written report, utilizing an electronic reporting system, preferably using ***Building Reports*** software and shall be provided for each inspection and test at each location. Reports are due to the Facilities Manager for TVFR within five (5) working days of test/service

**Attachment B: Contractor Certification**

Legal Name of Contractor: Western States Fire Protection

Mailing Address:  
17500 SW 65th Ave Lake Oswego, OR 97035

The Contractor certifies and agrees:

The prices in this Quote have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Quoter relating to the intention to submit a Quote, or the methods or factors used to calculate the prices.

The Contractor has read and understands the Contractors Responsibilities and the Trade Services Contract including the insurance requirements (identified in Sample Contract).

The Contractor has, or has available, the equipment, personnel, materials, equipment, facilities, and equipment as well as the technical and financial ability necessary to complete and execute all Work in a sound and suitable manner for the use specified and intended.

The Contractor agrees to execute the formal Contract within ten (10) days from date of notice of award.

The Contractor acknowledges that the signer on this Quote is fully authorized to sign on behalf of the firm listed and to fully bind the firm listed to all conditions and provisions thereof.

The Contractor will comply with all requirements of local, state, and national laws, and that no legal requirement has been or will be violated in making or accepting this Quote.

The Contractor is registered with the Construction Contractors Board: License Number 241374.

The Contractor certifies that it has not discriminated and will not discriminate, in violation of ORS 279A.110, against any minority, women or emerging small business enterprise in obtaining any required subcontract.

The Contractor agrees to comply with Oregon tax laws in accordance with ORS 305.385.

Respectfully submitted this 28th day of August, 2025.

Signature: Brittany Noblin   
=DN=Brittany Noblin,OU=Users,OU=Lake Oswego OR,OU=Western States Fire Protection,OU=Western States Fire Protection Companies,OU=Companies,DC=rcsgroupinc,DC=api  
Date: 2020-08-28 09:12:50+0700

Name: Brittany Noblin  
(print)

Title: Inspection Dept. Manager 503-314-3608  
Fax: \_\_\_\_\_

Phone:

Employer Identification Number: 84-0973303

Construction Contractors Board: License Number 241374.

**ATTACHMENT C: CONTRACTOR REFERENCES and QUALIFICATIONS**Name of Contractor: Western States Fire Protection

**The information provided in this form is part of TVF&R's inquiry concerning Contractor responsibility. Please print clearly or type. Submit completed form with your response.**

**DECLARATION:** The Contractor hereby declares that the statements contained herein are true and correct.

<b>Background of Company</b>	
<b>Number of Years in Service:</b>	40 Years
<b>Describe current or past contracts with government agencies:</b>	We have done several inspection projects with government agencies, for example; <ul style="list-style-type: none"><li>- Oregon Department of administrative services - All inspections and service for 11 years.</li><li>- Canby School District - All inspections in service for 6years.</li></ul>
<b>List licensing and certifications:</b>	CCB # 241374 Several of our technicians have NICET II Sprinkler, Fire Alarm. We have Oregon and Washington Backflow certifications as well.
<b>Describe Experience providing and annual fire sprinkler systems inspections, testing and maintenance for commercial property:</b>  Most of what we do is commercial inspections and maintenance. Our typical process is to arrange the appointment with the site/customer, Send a reminder 1-2 weeks prior to the inspection. Our technicians will perform the work and check out with the site. Once inspection is complete, if there are any deficiencies our service department will reach out within 7 business days with a quote.	
<b>Describe a typical service call, including standard call response process and timelines, Expected costs and expenses, Call-out charges, Call-back costs and related expenses:</b>  We have a 24hr emergency line where you will speak with an actual person. For local sites you can expect a call back and some direction on what is next within 2hrs. Our current hourly rate for service is \$200/hr Monday - Friday from 8am-4pm. Overtime is \$300 for After hours on weekdays and Saturdays. Double time is \$400 for Sundays and all Holidays. There is also a truck charge of \$135.	
<b>Number of Employees for the entire Company:</b>	2,189
<b>Number of Staff who support Invoicing and Accounting:</b>	For Portland Office - 7-10

<b>Number of Staff who provide fire sprinkler systems inspecting, testing and maintenance:</b>	14 Inspectors in the field 14 Sprinkler Service Techs in the field 8 Fire Alarm Service Techs in the field
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**Describe experience, qualifications, or certifications of key field personnel:**

We have a range of certifications covering our inspectors. Below is an overview:  
NICET II Fire Alarm - 3  
NICET II Sprinkler - 7  
Oregon Backflow - 9  
Washington Backflow - 2

<b>Describe Company's Approach to:</b>	
<b>Scheduling Routine Maintenance:</b>	We reach out 2-3 months prior to inspection due date and get you locked in for your appointments.
<b>Response to Call Backs</b>	We try to get back to our customers within 24hrs. Some situations make take longer, but general rule of thumb is within 24hrs.
<b>Response to invoicing and accounting issues</b>	Our admin team will reachout if we do not receive payment within 2 months and then follow up regularly from there. If we go into 4 months past due we have to send our customers to our collections team.

**KEY PERSONNEL**

ITEM	Principal Individual	Assigned Project Manager
Name	Brittany Noblin	Susannah Rinke
Title/Position	Inspection Dept. Manager	Account Manager
Years in Industry	7.5	2

SURETY INFORMATION		
Company Name	Holmes Murphy & Associates	
Contact Name	Sandra Engstrum	
Telephone	( 612 ) 349-2479	
Indicate the amount of bonding coverage for the Contractor*:  \$ Bid Bond is typically 5-10% of total bid.	Has Contractors application for surety bond ever been declined?  <input checked="" type="checkbox"/> NO  <input type="checkbox"/> YES (If Yes, please provide details)	During the past 2 years, has Contractor failed to meet the claims of your subcontractors or suppliers?  <input checked="" type="checkbox"/> NO  <input type="checkbox"/> YES (If Yes, please provide details)

**Complete for similar projects contractor has completed (or in progress) in the last five (5) years. Use additional pages if required**

ITEM	REFERENCES Project 1
Description of Work:	All Sprinkler and Fire Pump Inspections and Service work. 27 buildings within Salem, Eugene, Clackamas, Wilsonville, Portland, Hillsboro
Est Contract Amount	\$ 31,676.00 Annually for Inspections
Client Name	DAS - Oregon Department of Administrative Services
Client Contact	MARK ROBERTS
Contact Telephone Or E-mail address	(971)-900-9979 MARK.ROBERTS@DAS.OREGON.GOV

ITEM	REFERENCES Project 2
Description of Work:	<p>Inspections and Service at 10 buildings:</p> <p>Annual Fire Alarm</p> <p>Annual Fire Sprinkler</p> <p>Annual Fire Hydrant</p> <p>Annual Fire Extinguisher</p>
Est Contract Amount	\$ 32,469.00 Annual Cost
Owners Name	Shawna Grant
Owner Contact	Shawna Grant
Contact Telephone Or E-mail address	Shawna Grant - Operations Specialist -503-969-2000 ext 3920 grants@canby.k12.or.us

ITEM	REFERENCES Project 3
Description of Work:	<p>Portland State University - 35 Bldg.          Annual Fire Sprinkler          Annual Fire Pumps          All Services and inspections</p>
Est Contract Amount	\$47,000.00 Annually \$
Owners Name	Cary Morris
Owner Contact	Cary Morris
Contact Telephone Or E-mail address	Cary Morris 503-725-9972 <a href="mailto:carym@pdx.edu">carym@pdx.edu</a>

ITEM	REFERENCES Project 4
Description of Work:	<p>Albertina Kerr - All Buildings (55)</p> <p>Sprinkler</p> <p>Fire Alarm</p> <p>Backflows</p> <p>Extinguishers</p> <p>All Inspections and Service work</p>
Est Contract Amount	\$ 35,000.00
Owners Name	Tricia Jameson-Collins
Owner Contact	Tricia Jameson-Collins
Contact Telephone Or E-mail address	Tricia Jameson-Collins 971-340-6881 <a href="mailto:tricia.jameson-collins@albertinakerr.org">tricia.jameson-collins@albertinakerr.org</a>

## **RELIABILITY**

Has your company ever been declared in breach of any contract for unperformed or defective work?

No  Yes *(If Yes, please provide details)*

Has any employee or agent of your company ever been convicted of a criminal offense arising out of obtaining, attempting to obtain, or performing a public or private contract or subcontract?

No  Yes *(If Yes, please provide details)*

Has any Officer or Partner of your organization ever been an Officer or Partner of another Organization that failed to complete a construction contract? Has any Officer or Partner of your organization ever been an Officer or Partner of another Organization that failed to complete a construction contract?

No  Yes *(If Yes, please provide details)*

Has your firm ever been at any time in the last ten years the debtor in a bankruptcy case?

No  Yes *(If Yes, please provide details)*

## **EQUIPMENT**

Provide a list of pertinent equipment available for the work. Indicate equipment that will need to be purchased or rented to accommodate work under this contract.

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Backflow testing kit and gauges

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Smoke pull and fire alarm testing gear

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Sprinkler testing gear

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All gear and equipment we plan to use is not purchase solely for this job and is the standard testing equipment.

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## ATTACHMENT D: QUOTE FORM

Legal Name of Contractor: Western States Fire Protection

Please provide pricing for the following items:

**Annual fire and life safety inspections including Fire alarm, fire sprinklers, hood systems at each location (as applicable)- Locations may be modified, changed or subtracted as needed.**

<b>LIST FEES FOR Annual Fire and Life Safety Inspections for EACH STATION</b>			
<b>STATION #</b>	<b>FEE QUOTE</b>	<b>STATION #</b>	<b>FEE QUOTE</b>
Station 17	\$716	Station 19	\$716
Station 20*	\$1,432	Station 21	\$1,432
Station 33	\$716	Station 34	\$716
Station 35*	\$716	Station 39	\$1,432
Station 50	1,432	Station 51	\$716
Station 52	\$716	Station 53	\$716
Station 56	\$1,790	Station 55	\$1,074
Station 58	\$1,790	Station 57	\$716
Station 60	\$716	Station 59	\$1,074
Station 62*	\$716	Station 61	\$716
Station 65	\$716	Station 64	\$716
Station 67	\$1,432	Station 66	\$1,074
Station 69	\$716	Station 68	\$1,074
Station 72	\$1,432	CBOC**	\$1,432
Training Center*	\$1,074	Logistics Service Center	\$716
South Shop Garage	\$716		

### **Fee Structure for 5-year inspections**

<b>LIST FEES FOR 5-year Fire Station Inspections for EACH STATION</b>			
<b>STATION #</b>	<b>FEE QUOTE</b>	<b>STATION #</b>	<b>FEE QUOTE</b>
Station 17	No Sprinkler	Station 19	No Sprinkler?
Station 20*	\$1,950	Station 21	\$1,950
Station 33	\$1,950	Station 34	\$1,950
Station 35*	No Sprinkler?	Station 39	\$1,950
Station 50	\$2,750	Station 51	\$2,750
Station 52	\$1,950	Station 53	\$3,200
Station 56	\$2,750	Station 55	\$2,750
Station 58	\$1,950	Station 57	\$1,950
Station 60	\$1,950	Station 59	\$1,950
Station 62*	\$1,950	Station 61	\$1,950
Station 65	\$1,950	Station 64	\$1,950
Station 67	\$2,750	Station 66	\$1,950
Station 69	\$1,950	Station 68	\$1,950
Station 72	\$2,750	CBOC**	\$2,750
Training Center*	\$1,950	Logistics Service Center	\$3,200
South Shop Garage	\$1,950		

<b>List Fees for Recharging and Hydro Pricing for Fire Extinguishers</b>	
<b>Description of Service</b>	<b>Price</b>
2.5 Recharge	N/A
5lb Recharge	N/A
10lb Recharge	N/A
15lb Recharge	N/A
20lb Recharge	N/A
5-year Hydro Test/fill 5lb C02	N/A
5-year Hydro Test/fill 10lb C02	N/A
5-Year Hydro Test/fill 15lb C02	N/A
5-Year Hydro Test/fill 20lb C02	N/A
6-year Internal Servicing Dry Chem/fill 2.5lb ABC	\$64.14
6-year Internal Servicing Dry Chem/fill 5lb ABC	\$81.24
6-year Internal Servicing Dry Chem/fill 10lb ABC	N/A
6-year Internal Servicing Dry Chem/fill 20lb ABC	\$118.95
12- Year Hydro Test & Refill Dry Chem 2.5lb ABC	N/A
12-year Hydro Test & Refill Dry Chem 5lb ABC	\$88.41
12-year Hydro Test & Refill Dry Chem 10lb ABC	\$106.35
12-year Hydro Test & Refill Dry Chem 20lb ABC	\$296.40
Disposal Fee	N/A
Hose Strap	N/A
O-Ring	N/A
ABC Dry Chemical (pr pound)	N/A
Ansul Cyl/Shell Test	N/A

<b>LIST FEES FOR NEW EXTINGUISHER PRICING</b>	
<b>Description</b>	<b>Price</b>
2.5# ABC with Vehicle Bracket	\$95.25
5# ABC with wall hanger	\$101.67
10# ABC with wall hanger	\$106.53
20# ABC with wall hanger	\$195.48
2.5-gallon class K Wet Chemical	\$324.00
6-liter class K wet chemical	\$517.20
2.5 # C02 non-magnetic	N/A
2.5# C02	N/A
5# C02	\$204.42
10# C02	\$296.70
15# C02	\$509.85
20# C02	\$782.79
13# Fast Flow ABC	N/A
30# Fast Flow ABC	N/A
20# Fast Flow ABC	N/A
2.5 Water Extinguisher	N/A
2.5 Gallon Water mist	\$356.00
2.5 Gallon Water mist CHEMICAL (2 in a box)	N/A
6-liter Water mist Non-Magnetic	N/A

\*Location scheduled for remodel or rebuild

\*\* System upgrade

### **Non-Routine and Emergency Rates**

Provide rates in the chart below for authorized non-routine and emergency inspections and repairs, testing, maintenance (including kitchen hood cleanings) and authorized emergency services at various locations throughout the TVFR District. Please indicate the service type or product is per hour, a flat fee or other pricing schedule:

<b>Job/Service Type/Product Item</b>	<b>Regular Rate (Per Hour, Flat or Other)</b>	<b>Over Time Rate (Per Hour, Flat, or Other)</b>	<b>Double Time Rate (Per Hour, Flat or Other)</b>
Minimum Call Out Rate	\$530	\$730	\$930
Trip Charge*	\$130	\$130	\$130
Fuel Surcharge*		Included in trip charge	
Service Labor*			
Estimate*			
Gauges	\$25.14		
FDC Caps	\$13.62		
Head Gauge			
Escutcheon	\$2.13		
Concealed Escutcheon	\$10.38		
Sprinkler Head Replacement			
Standard Hourly Rate- Emergency	\$300 OT \$400 DT		
Standard Hourly Rate- Non-Emergency	\$200		
Material Markup Costs			

\*If Applicable

\*Please note any contract customer discounts, mark up on parts.

TVF&R will not accept additional fees or costs other than those listed above, unless approved in writing.

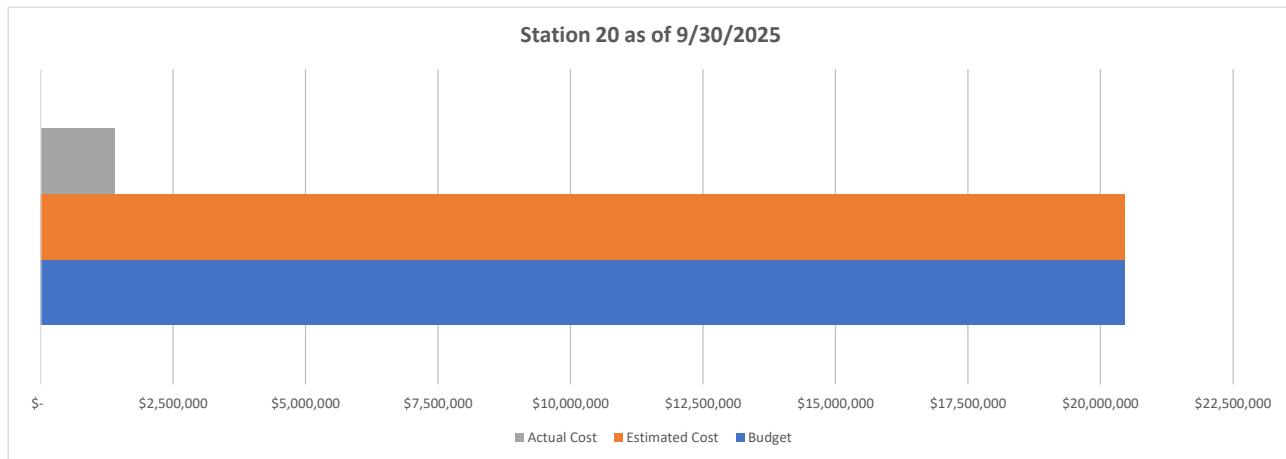
# CHIEF'S REPORT

- A. Capital Projects Update and Capital Projects Expenditure Summary
- B. Board Workshop Reminder – November 18, 2025
- C. Between the Tones Podcast
- D. HAAS Alert
- E. Conflagration Update
- F. District Events
  - Summer BBQ Recap
  - Volunteer Swearing-in
  - OFSOA Conference Recap
  - Newberg Toy & Joy Golf Tournament
  - October Community Events Report



## PROJECT INFORMATION

Project Name	Station 20, Downtown Newberg - BOND
Project Description	Rebuild
Location	Newberg   414 East 2nd Street
Construction Manager	Kirby Nagelhout Construction Co.
Start Date	Fall 2024
Completion Date	Spring 2027



	Estimated Costs	FY2024	FY2025	FY2026	Total Actuals
01 Construction & Land	16,000,000	-	349,246	-	349,246
02 Professional and Tech Services	960,000	3,262	46,491	428	50,181
03 Attorney Fees	-	-	-	667	667
04 Permits and Fees	800,000	-	-	106,537	106,537
05 Architectural Services	1,280,000	-	585,684	102,664	688,349
06 Project Management	480,000	60,361	103,981	26,843	191,185
07 Temporary Quarters	540,000	-	-	50	50
09 Demolition	-	-	-	-	-
Unclassified	-	-	-	-	-
<b>Total Fund 52</b>	<b>20,060,000</b>	<b>63,623</b>	<b>1,085,402</b>	<b>237,190</b>	<b>1,386,215</b>
Other/Start-up costs (Fund 10/22)	400,000	-	-	-	-
<b>TOTAL</b>	<b>\$20,460,000</b>	<b>\$63,623</b>	<b>\$1,085,402</b>	<b>\$237,190</b>	<b>\$1,386,215</b>

Totals may not foot due to rounding.

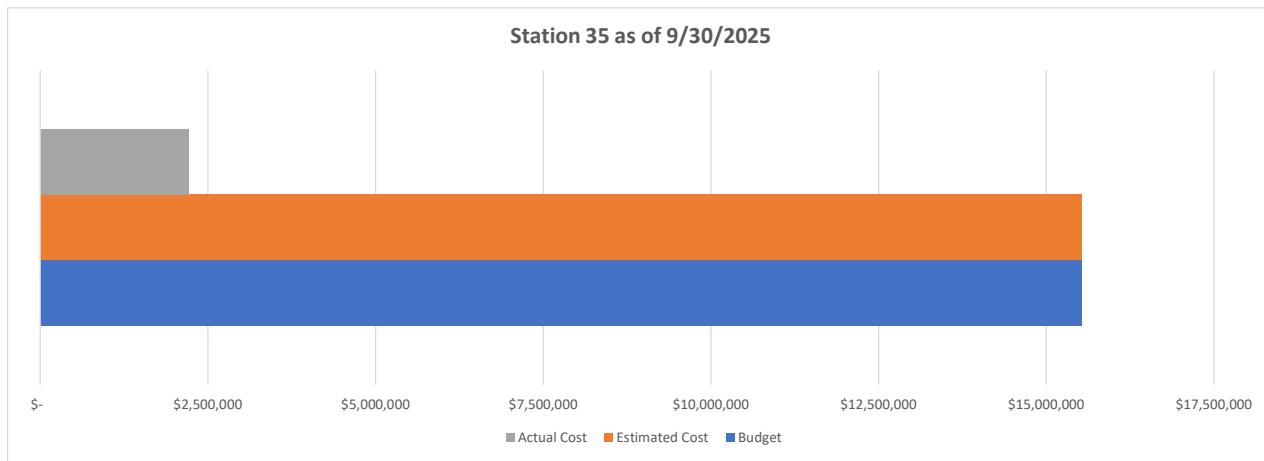


## CAPITAL PROJECTS



### PROJECT INFORMATION

Project Name	Station 35, King City - BOND
Project Description	Rebuild
Location	King City   17135 SW Pacific Highway
Construction Manager	Kirby Nagelhout Construction Co.
Start Date	Summer 2024
Completion Date	Winter 2026



	Estimated Costs	FY2024	FY2025	FY2026	Total Actuals
01 Construction	12,200,000	-	129,863	2,234	132,097
02 Professional and Tech Services	732,000	54,559	264,659	209,564	528,782
03 Attorney Fees	-	-	2,721	-	2,721
04 Permits and Fees	610,000	-	95,125	24,788	119,912
05 Architectural Services	976,000	135,198	580,513	14,860	730,571
06 Project Management	366,000	97,392	133,643	21,474	252,510
07 Temporary Quarters	240,000	-	222,953	222,210	445,162
09 Demolition	-	-	-	-	-
Unclassified	-	-	-	-	-
<b>Total Fund 52</b>	<b>15,124,000</b>	<b>287,149</b>	<b>1,429,478</b>	<b>495,129</b>	<b>2,211,755</b>
Other/Start-up costs (Fund 10/22)	400,000	-	-	-	-
<b>Total</b>	<b>\$15,524,000</b>	<b>\$287,149</b>	<b>\$1,429,478</b>	<b>\$495,129</b>	<b>\$2,211,755</b>

Totals may not foot due to rounding.

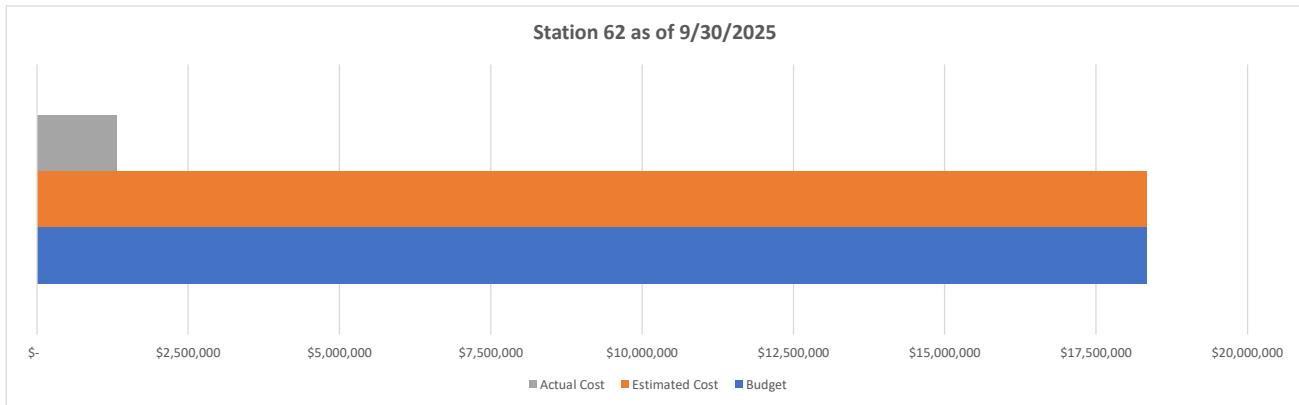


## CAPITAL PROJECTS



### PROJECT INFORMATION

Project Name	Station 62, Aloha - BOND
Project Description	New Station
Location	Aloha   1857 SW 185th Avenue
Construction Manager	P&C Construction
Start Date	Spring 2023
Completion Date	Spring 2027



	Estimated Costs	FY2022	FY2023	FY2024	FY2025	FY2026	Total Actuals
01 Construction	14,700,000	-	-	-	27,156	-	27,156
02 Professional and Tech Services	882,000	44,083	60,860	120,193	-	7,636	232,772
03 Attorney Fees	-	291	4,000	-	389	-	4,679
04 Permits and Fees	735,000	500	34,201	(332) <sup>(1)</sup>	1,938	115,865	152,172
05 Architectural Services	1,176,000	29,794	481,561	70,750	195,296	11,040	788,442
06 Project Management	441,000	-	5,500	30,890	62,346	20,054	118,790
07 Temporary Quarters	-	-	-	-	-	-	-
09 Demolition	-	-	-	-	-	-	-
Unclassified	-	-	-	-	-	-	-
<b>Total Fund 52</b>	<b>17,934,000</b>	<b>74,668</b>	<b>586,122</b>	<b>221,501</b>	<b>287,125</b>	<b>154,595</b>	<b>1,324,012</b>
Other/Start-up costs (Fund 10/22)	400,000	-	-	-	-	-	-
<b>Total</b>	<b>\$18,334,000</b>	<b>\$74,668</b>	<b>\$586,122</b>	<b>\$221,501</b>	<b>\$287,125</b>	<b>\$154,595</b>	<b>\$1,324,012</b>

<sup>(1)</sup> Permit refund received Feb. 2024

Totals may not foot due to rounding.

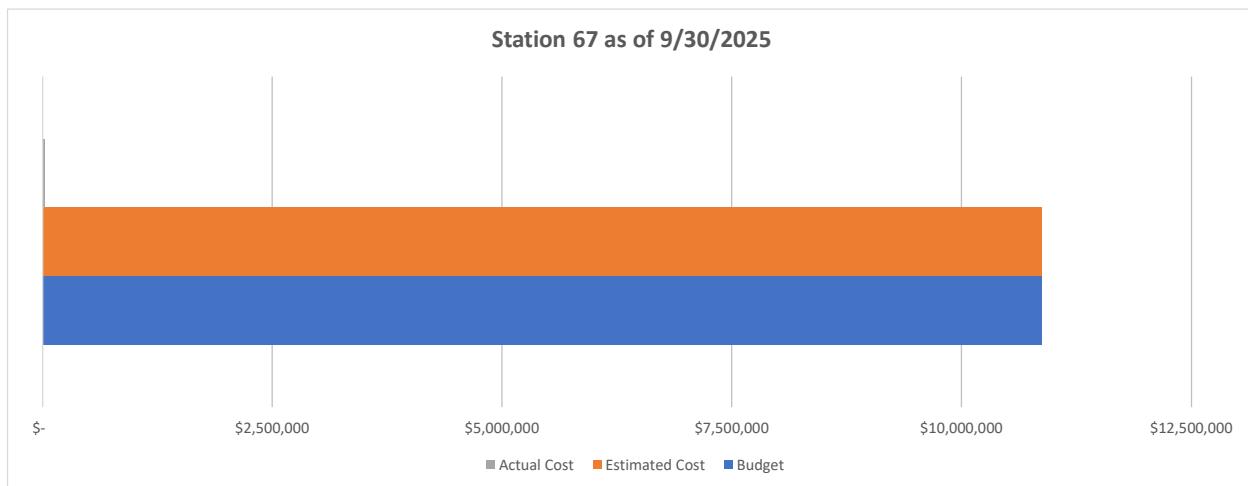


## CAPITAL PROJECTS



### PROJECT INFORMATION

Project Name	Station 67, Beaverton Main - BOND
Project Description	Rebuild
Location	Beaverton   13810 SW Farmington Road
Construction Manager	TBD
Start Date	Spring 2026
Completion Date	Winter 2027



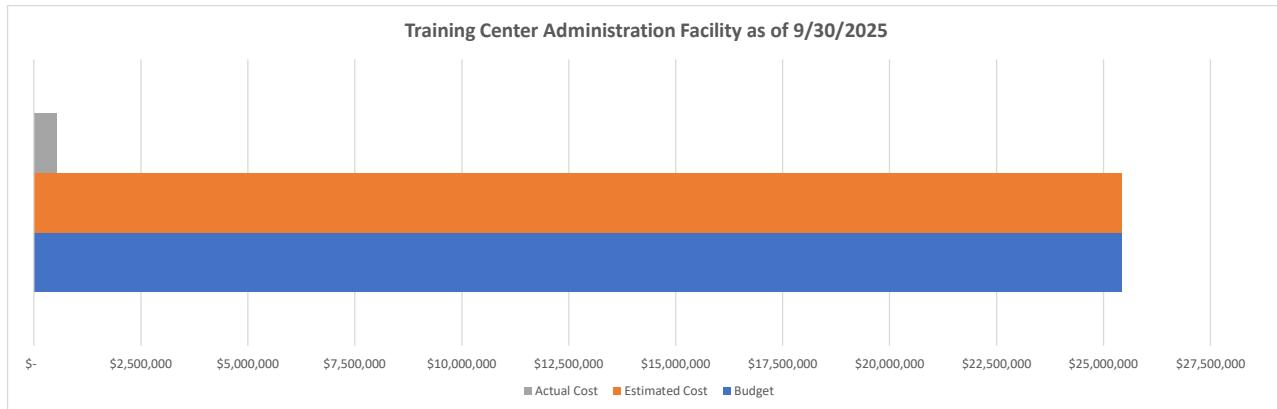
	Estimated Costs	FY2025	FY2026	Total Actuals
01 Construction & Land	8,500,000	-	-	-
02 Professional and Tech Services	510,000	-	-	-
03 Attorney Fees	-	-	-	-
04 Permits and Fees	425,000	-	-	-
05 Architectural Services	680,000	-	-	-
06 Project Management	255,000	10,379	8,615	18,994
07 Temporary Quarters	100,000	-	-	-
09 Demolition	-	-	-	-
Unclassified	-	-	-	-
<b>Total Fund 52</b>	<b>10,470,000</b>	<b>10,379</b>	<b>8,615</b>	<b>18,994</b>
Other/Start-up costs (Fund 10/22)	400,000	-	-	-
<b>TOTAL</b>	<b>\$10,870,000</b>	<b>\$10,379</b>	<b>\$8,615</b>	<b>\$18,994</b>

Totals may not foot due to rounding.



## PROJECT INFORMATION

Project Name	Training Center Administration Facility - BOND
Project Description	Rebuild
Location	Sherwood   12400 SW Tonquin Road
Construction Manager	Perlo Construction
Start Date	Winter 2024
Completion Date	Winter 2027



	Estimated Costs	FY2023	FY2024	FY2025	FY2026	Total Actuals
01 Construction	20,000,000	48,705	-	-	-	48,705
02 Professional and Tech Services	1,200,000	-	78	11,369	1,755	13,202
03 Attorney Fees	-	-	-	2,721	-	2,721
04 Permits and Fees	1,000,000	-	-	578	1,748	2,326
05 Architectural Services	1,600,000	-	8,600	82,700	65,471	156,770
06 Project Management	600,000	-	-	190,287	121,749	312,036
07 Temporary Quarters	500,000	-	-	-	-	-
09 Demolition	-	-	-	-	-	-
Unclassified	-	-	-	-	-	-
Total Fund 52	24,900,000	48,705	8,678	287,656	190,723	535,761
Other/Start-up costs (Fund 10/22)	525,000	-	-	-	-	-
<b>Total</b>	<b>\$25,425,000</b>	<b>\$48,705</b>	<b>\$8,678</b>	<b>\$287,656</b>	<b>\$190,723</b>	<b>\$535,761</b>

Totals may not foot due to rounding.

## Between the Tones Podcast



[Click Here For Audio Clip](#)

## HAAS Alert Media Event



Click Here For: [KOIN News Clip](#)



# Summer BBQ

## 9.16.25





## Volunteer Swearing-in Ceremony

9.13.25



# OFSOA Fall Conference

October 1 - 3, 2025



## October Community Events

Start Time	Title	Estimated People Reached
10/3/2025	52/A School Visit Boones Ferry Primary School	75
10/3/2025	33/A School Visit St. Francis School	150
10/3/2025	20/21A School Visit Mt. View MS	200
10/3/2025	64/A School Visit Westview High School	12
10/3/2025	T21/A Site Visit Newberg High School Football Game	100
10/4/2025	34/B Civic Event Congenital Heart Walk	80
10/4/2025	SET/51 Booth El Tigre	400
10/4/2025	Vols Civic Event Firehouse Subs Truck Touch	50
10/6/2025	53/A School Visit Metzger Elementary	92
10/6/2025	58/A School Visit Bolton Primary	15
10/7/2025	58/B School Visit West Linn Harmony Preschool	16
10/7/2025	CAS/56 HO CPR Meridian Creek MS	66
10/8/2025	61/A School Visit Holy Trinity Catholic School	18
10/8/2025	20/C School Visit Chehalem Valley MS	400
10/8/2025	CAS Booth City of Sherwood Employee Fair	150
10/9/2025	34/A School Visit Growing with Pride Preschool	36
10/9/2025	55/A/SET Civic Event Truck Touch WLPD	150
10/9/2025	34/A CIO Martinazzi Woods	35
10/10/2025	60/B Station Tour Cornell Preschool	15
10/11/2025	SET Booth Beaverton Library	100
10/11/2025	34C/CAS Ready to Respond HO CPR	30
10/11/2025	SET/67 PLACE HOLDER Booth Westbrook HOA	50
10/14/2025	55/C School Visit Trillium Creek Primary School	71
10/14/2025	62/C School Visit Home Sweet Home Preschool and Childcare	24
10/14/2025	60 CPO 1 Meeting	25
10/15/2025	CAS/52 HO CPR/ 6th Grade Wood Middle School	87
10/15/2025	66/A Station Tour Southridge HS	32
10/16/2025	57/B Civic/Neighborhood Boeckman Creek Primary	200
10/16/2025	56/B Site Visit Head Start Family Night	20
10/17/2025	PLACEHOLDER 67/C School Visit German International School Safety Day	380
10/17/2025	58/C School Visit Cadence Academy Trike-a-Thon	20
10/17/2025	T21/C Site Visit Newberg High School Football Game	100
10/18/2025	TVFR/Hillsboro Fire Booth Telemundo Feria de Salud Health Fair	150
10/18/2025	SET/66 PLACE HOLDER Booth/Speaker Sexton Mt. Neighborhood	25
10/18/2025	SET/58A Booth Fall Fest in the Forest	300
10/19/2025	50/B Station Tour Girl Scout Troop 50004	15
10/21/2025	62/A Station Tour Homeschool Group	10
10/22/2025	65/B Civic Event Beaverton Police's Community Academy	20
10/23/2025	Joint CPO	100
10/24/2025	66/A School Visit Hiteon Elementary Trunk or Treat	300
10/24/2025	E20/A Site Visit Newberg High School Football Game	100
10/26/2025	51/C Civic/Community Family Promise of Tualatin Valley	15
10/28/2025	PLACEHOLDER 67/B School Visit Pilgrim Lutheran Christian Church & School	120
10/28/2025	33/B Site Visit The Springs at Sherwood First Responders Breakfast	75
10/28/2025	52/B School Visit Evergreen Child Development Center	40
10/31/2025	65/B PLACE HOLER Civic/Community Prestige Beaverton Hills	100

# DIRECTORS' REPORT

# ITEMS NOT LISTED ON THE AGENDA