



# Umatilla Rural Fire Protection District

## REGULAR MEETING OF THE BOARD OF DIRECTORS

Family Health Associates Umatilla Clinic

1890 7<sup>th</sup> Street, Umatilla, Oregon 97882

541-922-3718

**Wednesday, April 1<sup>st</sup>, 2026 Time: 7:00 p.m.**

Remote Access: Join via Microsoft Teams:

<https://teams.microsoft.com/l/meetup->

[join/19%3ameeting\\_OWVkJBmODItNTEyYi00M2FiLWE4NDAtZjkwNjFmZGRhNTQ5%40thre](https://teams.microsoft.com/join/19%3ameeting_OWVkJBmODItNTEyYi00M2FiLWE4NDAtZjkwNjFmZGRhNTQ5%40thre)

[ad.v2/0?context=%7b%22Tid%22%3a%22be89cc72-4e53-46c7-90cc-](https://teams.microsoft.com/ad.v2/0?context=%7b%22Tid%22%3a%22be89cc72-4e53-46c7-90cc-)

[eb725bf80074%22%2c%22Oid%22%3a%22b0c53448-b558-43dc-aa04-](https://teams.microsoft.com/eb725bf80074%22%2c%22Oid%22%3a%22b0c53448-b558-43dc-aa04-)

[b0cd0b905a4d%22%7d](https://teams.microsoft.com/b0cd0b905a4d%22%7d)

Accessibility Notice: In accordance with the Americans with Disabilities Act (ADA), anyone needing special assistance to participate in this meeting should contact the Fire Chief at (541) 922-3718 at least 48 hours prior to the meeting to request reasonable accommodation.

## AGENDA

### **1.Call to Order**

“This is a public meeting of the Board of Directors of Umatilla Rural Fire Protection District, conducted in accordance with Oregon Public Meetings Law.

This meeting is a meeting **of the Board** for the purpose of conducting District business. While the public is welcome and encouraged to attend, this is not a public forum.

Public comment will only be taken during designated Public Comment periods listed on the agenda. Individuals who are on the agenda for a specific item may speak at the time their item is addressed.

District employees may speak when providing a scheduled report or when recognized by the Chair. Employees are not permitted to engage in discussion from the audience during Board deliberations.

Board discussion will occur between Board members, and all comments shall be directed through the Chair.

We ask that all attendees maintain professionalism and respect so the Board may conduct the District’s business efficiently and in accordance with state law.”

### **2.Pledge of Allegiance**

### **3.Roll Call**

### **4.Approval of Agenda**



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### **5. Executive Session**

### **6. Consent Agenda**

The following items are considered routine and will be approved in one motion unless a Board Member requests separate discussion or action.

**6.1 Approval of Minutes:** Regular Board Meeting – February 4<sup>th</sup>, 2025 and March 4<sup>th</sup>, 2026.

**6.2 Financial Reports:** Bills List, Bank Statements, Credit Card Statements, and Check Register

### **7. Public Comment**

Members of the public may address the Board on items of district business not listed on the agenda (3–5 minutes per speaker, 15 minutes total). The Board Chair may extend or shorten comment time.

### **8. Correspondence**

### **9. Fire Chief's Report**

Administrative and operational updates, training, apparatus, and community engagement.

### **10. Old Business**

**10.1 Facilities Improvement Committee**

**10.2 Policy Committee**

**10.3 Urban Renewal Committee** review of documents from the city and possible action.

**10.4 Union Negotiations Committee**

### **11. New Business**

**11.1 Discussion and possible action** – Resolution # 04012026-A  
Declaring Engine 11 surplus.

**11.2 Discussion and possible action** – Shared admin services with the City of Umatilla under an IGA



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**11.3 Discussion and possible action** Resolution #04012026-B Credit Card user addition and limit adjustment with Banner Bank.

**11.4 Discussion and possible action** regarding discrepancy requiring correction on Sip and Longterm Rural Enterprise Zone \$ that was misallocated to our district.

### **12. Items Not on the Agenda**

Open discussion for brief comments or updates by Board, Staff, or Public. No formal action will be taken regarding items not listed on the agenda (ORS 192.640).

### **13. Agenda Suggestions for Future Meetings**

### **14. Adjournment**

Equal Opportunity Statement: This institution is an equal opportunity provider. Discrimination is prohibited under federal law. Requests for special accommodation to attend or participate in a public meeting can be made by contacting the Umatilla Rural Fire Protection District at (541) 922-3718.



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541-922-3718

### UMATILLA RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS – AGENDA ITEM REPORT

Prepared By: Christopher Baker, Fire Chief

Packet Date: March 30, 2026

Meeting Date: April 1<sup>st</sup>, 2026

#### **AGENDA ITEM 12.1** Resolution # 04012026-A Declaring Engine 11 surplus Agenda Type

#### Discussion and Possible Action

**Executive Summary** This resolution formally declares Engine 11 as surplus property of the Umatilla Rural Fire Protection District. Following a comprehensive evaluation of the District's operational needs, fleet performance, and long-term financial planning, it has been determined that Engine 11 no longer aligns with the District's strategic objectives.

Engine 11 has presented ongoing operational and financial challenges, including high maintenance costs, size and maneuverability limitations, and reduced efficiency in meeting the District's response needs. As the District continues to modernize its fleet and prioritize more versatile, cost-effective apparatus, retaining Engine 11 is no longer in the best interest of the organization.

Declaring Engine 11 as surplus allows the District to proceed with its sale or disposal in accordance with applicable policies and regulations. Proceeds from the sale may be reinvested into fleet replacement, equipment upgrades, or other critical operational needs, directly supporting the District's mission to provide efficient and effective emergency services.

In conjunction with this action, the District is actively pursuing the acquisition of a replacement fire engine that better meets current operational demands. This resolution seeks Board approval to authorize the Fire Chief to identify and procure a suitable replacement apparatus with a total purchase amount not to exceed \$200,000. Additionally, approval is requested for reasonable travel expenses for the Fire Chief and Ryan Campbell (Umatilla County Fire District #1) to conduct in-person inspections and evaluations of potential apparatus prior to purchase.

This action reflects the District's commitment to fiscal responsibility, operational readiness, and long-term sustainability while ensuring due diligence in the acquisition of replacement equipment.



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## REGULAR MEETING OF THE BOARD OF DIRECTORS

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1890 7<sup>th</sup> Street, Umatilla, Oregon 97882

541-922-3718

**AGENDA ITEM 12.2** – Discussion and possible action – Shared admin services with the City of Umatilla under an IGA

### **Agenda Type**

Discussion and Possible Action

**Executive Summary** A proposed contract for administrative services between the Umatilla Rural Fire Protection District and the City of Umatilla. This approach is being considered in lieu of hiring an internal Office Administrator and is intended to provide a higher level of service, reliability, and organizational support to the District.

The District has experienced ongoing difficulty in recruiting and retaining a qualified administrative professional capable of meeting the increasing complexity of financial, compliance, and operational demands. Partnering with the City would ensure access to an experienced and capable administrative team that is already structured, supported, and aligned with public sector best practices.

This agreement would provide several key benefits:

- **Consistency and Reliability:** Administrative functions would be supported by a full team rather than a single individual, ensuring continuity of operations during absences such as illness, vacation, or turnover.
- **Depth of Expertise:** The District would benefit from the collective knowledge and capacity of the City's administrative staff, rather than relying on a single position.
- **Improved Internal Controls:** Separating administrative duties from internal operations strengthens checks and balances, which is especially important for a small agency. This structure supports stronger audit outcomes and overall financial accountability.
- **Proven Performance:** The City has demonstrated consistent success in financial management, including positive audit results and effective revenue tracking, which aligns with the District's current needs for improved systems and oversight.



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541-922-3718

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It is important to note that under this proposed agreement, the City would not have authority over or control of the District's funds. All financial decision-making and authorization would remain with the District, preserving governance and fiscal independence.

The City is currently evaluating this opportunity and working to develop a formal intergovernmental (interlocal) agreement for consideration. It is anticipated that a draft agreement will be presented to the District Board at the May meeting, with a potential implementation timeline of June or July, pending Board approval.

This proposal represents a strategic and practical solution to meet the District's administrative needs, improve operational stability, and strengthen financial and audit practices moving forward.



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**AGENDA ITEM 12.3** –Resolution #04012026-B Credit Card user addition and limit adjustment with Banner Bank

### **Agenda Type**

Discussion and possible action

### **Executive Summary**

This resolution authorizes updates to the Umatilla Rural Fire Protection District's credit card program with [Banner Bank](#) to better align with current operational demands, purchasing needs, and internal controls.

As the District continues to grow and manage increasing operational complexity, timely procurement of goods and services is essential to maintaining readiness and efficiency. The current credit card structure requires adjustment to ensure appropriate access for authorized personnel while maintaining clear spending limits and accountability.

This action includes the addition of Raymond Harris as an authorized credit card user. Establishing access for this role supports day-to-day operational needs and reduces delays in necessary purchases. The proposed limits for this user are a single purchase limit of \$2,500 and a monthly maximum of \$10,000.

Additionally, this resolution updates the Fire Chief's credit card limits to reflect current responsibilities and purchasing authority. The proposed adjustment sets a single purchase limit of \$5,000 and a monthly maximum of \$15,000, ensuring the ability to efficiently manage higher-cost operational and administrative expenses when needed.

These changes are designed to:

- Improve operational efficiency and reduce procurement delays
- Clearly define spending authority and financial boundaries
- Maintain accountability through established limits and oversight
- Support the District's evolving administrative and operational needs

All purchases will continue to follow District policies, including documentation, review, and approval processes to ensure transparency and fiscal responsibility.



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541-922-3718

---

This update reflects a balanced approach to operational flexibility while maintaining strong financial controls and oversight.



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541-922-3718

**AGENDA ITEM 12.4** – regarding discrepancy requiring correction on Sip and Longterm Rural Enterprise Zone \$ that was misallocated to our district. Agenda

### Type

Discussion and Possible Action

### Executive Summary

Following the identification of an incorrect payment from Umatilla County in the amount of \$57,964, funds intended for Umatilla County Fire District #1—the district must determine the most appropriate and accountable method to resolve the discrepancy.

Two options are available:

#### **Option 1: Defer and Allow County Adjustment**

The District retains the funds temporarily, and the County applies a reduction to a future distribution to reconcile the error.

- *Pros:*
  - Simplifies the process administratively
  - Maintains County responsibility for correcting their error
  - Preserves a clear audit trail through County adjustments
- *Cons:*
  - Impacts future revenue and complicates budgeting/forecasting
  - Prolongs resolution of the issue
  - Requires continued tracking and verification of future corrections

#### **Option 2: Direct Reimbursement to UCFD1**

The District issues payment directly to Umatilla County Fire District #1 to immediately correct the error.

- *Pros:*
  - Immediate resolution and clean accounting
  - Eliminates uncertainty in future County payments
  - Demonstrates professionalism and strong interagency partnership



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- *Cons:*

- Requires internal processing and documentation
- Slightly more administrative effort upfront

**Recommendation:**

It is recommended that the District proceed with **direct reimbursement to Umatilla County Fire District #1**. This approach provides immediate resolution, ensures clean financial records, and avoids introducing further complications into future revenue streams. It also reinforces strong working relationships between agencies and demonstrates the District's commitment to transparency and accountability.

This recommendation aligns with best practices in public sector financial management by resolving discrepancies promptly and minimizing ongoing fiscal uncertainty.



# Umatilla Rural Fire Protection District

## MINUTES OF THE BOARD OF DIRECTORS

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Wednesday, February 4<sup>th</sup>, 2026 Time: 7:00 p.m.

## MINUTES

### 1. Call to Order

Chairperson Kyle Sipe called the meeting to order at 1900 hours.

### 2. Pledge of Allegiance

Recited.

### 3. Roll Call

Present: Sipe, Huxel, Holden, Fink, Chief Baker

Absent: Williams

Quorum present.

### 4. Approval of Agenda

Motion: Holden / Huxel – Approved unanimously.

### 5. Consent Agenda

#### 5.1 December 3, 2025 Minutes

#### 5.2 Financial Reports

Motion: Huxel / Holden – Approved unanimously.

### 6. Public Comment

None.



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541-922-3718

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### **7. Correspondence**

None.

### **8. Fire Chief's Report**

Report presented (attached).

### **9. Union Business**

None.

### **10. Old Business**

#### **10.1–10.3 Committees**

No significant updates.

#### **10.4 Job Descriptions Approval**

Motion: Huxel / Holden – Approved (Fink opposed).

#### **10.5 Resolution #01072026-A**

Discussion only; no action taken.

### **11. New Business**

#### **11.1 Policy #1046 – Classification & Step Increase**

Motion: Fink / Huxel – Approved unanimously.

#### **11.2 Back Pay Approval (\$15,481.85)**

Motion: Fink / Holden – Approved unanimously.

#### **11.3 Financial Project Manager Contract**

Motion: Fink / Huxel – Approved (majority vote).



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541-922-3718

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### **11.4 Line of Credit Renewal (Banner Bank)**

Motion: Fink / Huxel – Approved unanimously.

### **11.5 Union Negotiations Committee**

Motion: Fink / Huxel – Approved unanimously.

### **11.6 Regional Fire Authority MOU**

Motion: Fink / Huxel – Approved unanimously.

### **12. Items Not on the Agenda**

General board comments regarding recent events.

### **13. Agenda Suggestions for Future Meetings**

None.

### **14. Adjournment**

Motion: Holden / Fink – Meeting adjourned at 1955 hours.

Approved by the Board on: \_\_\_\_\_

Chairperson: \_\_\_\_\_

Fire Chief: \_\_\_\_\_



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Wednesday, March 4<sup>th</sup>, 2026 Time: 7:00 p.m.

## MINUTES

### 1. Call to Order

*Chairperson Kyle Sipe called the meeting to order at 1900 hours.*

### 2. Pledge of Allegiance

*The Pledge of Allegiance was recited by all in attendance.*

### 3. Roll Call

**Present:** Chairperson Sipe; Board Members Huxel, Holden, Williams, Fire Chief Baker **Absent:** Board Member Fink  
*A quorum was present.*

### 4. Approval of Agenda

**Motion:** Holden / Huxel to approve the agenda.

*Aye: Sipe, Huxel, Holden, Williams*

**Motion carried.**

### 5. Executive Session

*None*

### 6. Consent Agenda

#### 6.1 February 4<sup>th</sup> 2026 Regular Board Meeting Minutes

*Tabled request to be shorter*



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541-922-3718

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### **6.2 Financial Reports (Bills List, Bank Statements, Credit Card Statements, Check Register)**

*Motion: Huxel / Holden to approve the Consent Agenda with the exception of 6.1.*

*Vote:*

- *Aye: Sipe, Huxel, Holden, Williams*  
*Motion carried.*

### **7. Public Comment**

*None*

### **8. Correspondence**

*None*

### **9. Fire Chief's Report**

*Chief Baker presented administrative and operational updates including training, apparatus, and community engagement activities.*

*(Report attached.)*

### **10. Union Business**

*Letter from union regarding entering into negotiations. Union business to be removed from all future agendas.*

### **11. Old Business**

**11.1 Facilities Improvement Committee** *No action*

**11.2 Policy Committee** *No Action*

**11.3 Urban Renewal Committee** *No Action*

### **12. New Business**

**12.1 Discussion and possible action** Engine 11 2018 Pierce Enforcer evaluation, disposition and replacement options.



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*Brief discussion and motion to move forward with disposal and replacement.*

*Motion Holden / Williams item passed unanimously.*

**12.2 Discussion and possible action** on eliminating the roving firefighter position and filling the Battalion Chief Position.

*Discussion occurred and it was determined the roving position would be temporarily suspended until funding is available.*

*Motion by Holden/Williams passed unanimously.*

**12.3 Discussion and possible action** board member training.

*Item tabled until a future meeting.*

**12.4 Discussion and possible action** Discussion and possible action on budget committee candidates and appointments. *Discussion and appointment of one vacant position.*

*Motion Huxel / Williams passed unanimously*

**12.5 Discussion and possible action** Exploring temporary administrative and operational support options for Irrigon Fire Protection District.

*Discussion about providing support to Irrigon Fire District.*

*Motion Huxel / Holden passed unanimously to move forward with possibly providing administrative and training support to Irrigon Fire.*

## 12. Items Not on the Agenda

*Holden advised he would not be at the May Meeting.*

## 13. Agenda Suggestions for Future Meetings



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1890 7<sup>th</sup> Street, Umatilla, Oregon 97882

541-922-3718

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*None*

## 14. Adjournment

*Motion Passed Unanimously @1957 hours*

**Approved by the Board on:** \_\_\_\_\_

**Chairperson:** \_\_\_\_\_

**Fire Chief :** \_\_\_\_\_



# Umatilla Rural Fire Protection District

921 6<sup>th</sup> Street · PO Box 456 · Umatilla, OR 97882

(541) 922 - 3718 · Fax (541) 922 - 3914

## APRIL 2026

### CHIEF'S REPORT TO THE BOARD OF DIRECTORS

**Reporting Period:** MAR 2026    **Date Presented:** APRIL 1, 2026    **Prepared by:** Chief Baker

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## 1. Executive Summary

March was a very busy and difficult month for the District. We continued to respond to emergencies every day while also working through major internal issues that have been building for many years.

I want to be very clear, these problems were not created by me. When I took this job, I was not aware of the level of issues within this organization. If I had known, I likely would have made a different decision. What we are dealing with now is the result of decades of poor systems, lack of oversight, and things simply not being done the right way. That said, I am the one here now, and I am taking responsibility for fixing it.

This has not been easy. It has meant long days, sleepless nights, stress, and at times embarrassment for the agency. My name has been dragged through the mud in the process of bringing these issues forward, but I will not ignore problems just to make things look better on the surface. The citizens we serve deserve better than that.

We are actively working through financial issues, correcting past mistakes, and putting proper systems in place so this does not happen again. This includes working with our financial team, auditors, and outside agencies to clean things up the right way.

I also want to be honest, this has been a heavy lift, and I have carried much of this on my own. I was the one who brought these issues forward. Continued support from the Board is important as we keep moving through this process.

We are not where we need to be yet, but we are moving in the right direction, and we are moving fast.

Every day we are fixing problems, building better systems, and pushing this department forward. This work matters. It matters to our firefighters, this Board, and most importantly, the people we serve

We are also working hard on reorganizing the department, so it is stronger, more accountable, and set up for the future. As part of that reorganization, we completed a very competitive promotional process:

- Raymond Harris has been promoted to Battalion Chief of Training and Safety
- Hunter Eynon has been promoted to Lieutenant of C-Shift

Both promotions take effect April 1, 2026. These are strong leaders who have earned their positions, and this is an important step forward for the District.

## **.2. Incident Activity & Call Volume**

Pending

## **3. Events, Major Incidents, Interagency Coordination**

- Natural Hazard Mitigation Plan (NHMP) coordination, contributing to long-term risk reduction planning and positioning the district for future state and federal funding opportunities.
- Attended planning meetings with US Army Corps of Engineers for planning of prescribed fire and fuels mitigation efforts of the old Village site. Planning is ongoing.

- Strengthened city and regional partnerships through multiple coordination meetings, including a Rock the Locks planning meeting and ongoing collaboration with partner agencies and stakeholders
- Established and maintained weekly coordination meetings with the City of Umatilla Planning Department, ensuring fire district requirements are addressed in new development and construction projects. This is an ongoing weekly meeting.
- Attended and supported the Umatilla Police Department groundbreaking, reinforcing interagency relationships and maintaining a visible leadership presence within the community.
- Actively engaged in Wildfire Season Staffing Grant webinars and coordination efforts, positioning the district to secure critical funding for seasonal staffing and improved wildfire response capability
- Continued organizational stabilization efforts through recruitment, interviews, onboarding of administrative staff, and conducting resident intern testing and interviews for a new intern position starting this summer, strengthening future staffing pipelines
- Conducted and supported training operations, including training at TRCI (Two Rivers Correctional Institution),
- Hands-on joint training with UCFD #1 involving two shifts, and
- CPR Recertification for Umatilla Police Department, enhancing operational readiness and strengthening partnerships.
- Managed a legal/governance-related matter with IRS, Dept of Revenue, PERS, OSHA, SAIF.
- Closed out a Wildhorse Foundation Grant from 2022, again is one more thing that I inherited and was disappointed that this did not get completed years ago as it has affected and will affect future grant opportunities with Wildhorse.

#### **4. Apparatus & Equipment Status**

- Boat 11 returned back from repairs only to go back for repairs as the issues are continuing. This Boat is a 2001 and a replacement plan needs to be developed that is realistic for our district and utilizes state or federal programs to support.
- Engine 11 ongoing issues. Has returned to Freightliner NW for turbo issues. This unit is in the process of being sold to another agency.
- Brush 12 2008 International will be going to UCFD#1 for repairs and compliance inspection prior to Fire Season and address some issues that have been ongoing and deferred due to under utilization in the past however we have a plan to better utilize this apparatus in the 2026 Fire Season.

## **5. Staffing, Injuries & Workforce Availability**

Staffing planning for the Fire Season are being developed and is pending successful award of the OSFM upstaffing grant. The problem we are running into is we are running out of room to house people. We are developing a plan to resolve this.

## **6. Fire Chief Workload**

Total Fire Chief hours worked for February: **264 hours**.

Additional off-duty callback hours: 9 hours.

These hours reflect emergency response, administrative oversight, investigations, interagency coordination, compliance work, and long-term planning responsibilities.

## **7. Grants, Planning & Regional Initiatives**

- Chief Christopher Baker attended the Oregon State Fire Marshal Incident Management Team Conference in preparation for the upcoming fire season.
- The district successfully completed the closeout of the Wildhorse Foundation Grant which was 3-4 years late. Chief Baker, alongside Battalion Chief Raymond Harris, is actively developing and submitting a new Wildhorse grant request to support the purchase of a fit testing machine and a slip-in unit for the District's UTV, which is currently pending delivery.
- The Oregon State Fire Marshal Upstaffing Grant has been submitted, with award notifications anticipated in mid-April. This funding is critical to enhancing seasonal staffing levels.
- The District was contacted by OSFM regarding deficiencies in the 2024 Smoke Detector Grant. Corrective actions are underway, including the return of unused smoke detectors and associated equipment to bring the District back into compliance with grant requirements. This issue reflects inherited administrative challenges that, if left unresolved, could have jeopardized eligibility for future OSFM funding.

## **10. Closing Statement**

The reality of the current condition of the fire district has become clear, and it is not where it needs to be. What matters most moving forward is a commitment to continuous improvement, accountability, and proper planning to ensure these issues are corrected and not repeated.

Stability in leadership is critical. Retention of the Fire Chief must be a top priority for the District. Progress cannot be sustained if leadership is constantly changing. We must work through

challenges together, rather than relying on knee-jerk reactions that lead to administrative leave situations and unbudgeted legal expenses. These approaches are not sustainable and do not move the organization forward.

Communication is essential. Issues need to be addressed at the lowest level possible, with a focus on professionalism, problem-solving, and reducing unnecessary conflict and drama. That is how strong organizations operate.

It is also important to recognize that past practices do not justify continued use if they are not serving the best interests of the district. Many of the standards and systems currently in place do not align with regional, state, or national expectations, and that must change.

We are actively rebuilding the culture of this organization, and while there is still work to do, the progress made over the past 11 months has been significant. The foundation is being set for a stronger, more stable future.

I was hired to lead this organization based on my training and experience, and I remain fully committed to ensuring that this district operates at a level that reflects professionalism, accountability, and pride.



City of Umatilla

**Taxing District Urban Renewal Offsetting Funding Request Form**

Response Deadline: 04/08/2026

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**Taxing District Information**

**Taxing District Name:** UMATILLA RURAL FIRE PROTECTION DISTRICT

**Primary Contact Name:** CHRIS BAKER

**Title:** FIRE CHIEF

**Email:** chris.baker@umatillafire.org

**Phone:** 5309255950

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**1. Proposed Mitigation Projects or Investments**

Please identify specific projects, infrastructure improvements, or investments you are proposing to be funded as mitigation measures to offset impacts of the Urban Renewal Plan on your district.

Comments:

Staffing & Operations funding \$500,000 annually to support 3 full-time firefighter positions and associated operational costs. Each firefighter costs \$1180,000 annually with additional costs for required PPE and Uniforms. This staffing is essential to maintain safe response operations, meet OSHA and NFPA requirements and keep pace with increasing call volume

Ladder truck Acquisition 2.2 Million to provide necessary aerial fire suppression capabilities for commercial, industrial and multi story structures like the apartments that have a large occupancy count

The district lacks this capability which is affecting our insurance rating which in turn causes increase insurance costs to our district citizens and business owners. This is a critical need that needs to be addressed and is getting worse with more and more data centers and construction.

Facility Improvements Future Investment need to address outdated fire station that do not provide adequate sleeping quarters or infrastructure to support 24/7 career staffing these impact firefighter safety and sustainability

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## 2. Intergovernmental Coordination for Mitigation

Please describe opportunities for coordination between your district and the Umatilla Urban Renewal Agency to implement mitigation strategies or funding solutions.

Examples:

- Joint infrastructure projects
- Shared facilities
- Grant partnerships
- Cost-sharing or reimbursement agreements

Comments:

URFPD is committed to working collaboratively with the URA and the City of Umatilla to ensure fire and ems coverage remains adequate as the community continues to grow. Opportunities for coordination include cost sharing or direct mitigation funding agreements to offset increased service demand and reduce revenue as well as joint infrastructure and facility planning to support growth. URFPD is also intersted in grant partnerships and development coordination to ensure fire protection needs are addressed as new projects move forward. URFPD is currently struggling to recruit a qualified PT Office Administrator and would be interested in exploring a shared or contracted position with the city Approx 15-20 hours per week to improve administrative capacity and efficiency. URFPD seeks to partner with URA and the City to develop a long-term plan to expand fire and EMS Services in alignment with growth, ensuring the community is adequately protected now and into the future.

## 3. Governing Body Action (Optional)

If your governing body reviewed this proposal, please provide the following information.

**Date of Governing Body Review:** April 1, 2026

**Action Taken:**

- Approved comments as submitted
- Approved with additional direction
- Other

Explanation:

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**Certification**

I certify that the above comments represent the input of the taxing district listed above.

Name: Christopher Baker

Title: Fire Chief

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# Umatilla Rural Fire Protection District

305 Willamette Street · PO Box 456 · Umatilla, OR 97882

(541) 922 - 3718 · Fax (541) 922 - 3914

## RESOLUTION NO. 04012026-A

### **A RESOLUTION DECLARING ENGINE 11 (2018 PIERCE ENFORCER FIRE ENGINE) AS SURPLUS PROPERTY AND AUTHORIZING DISPOSAL BY THE FIRE CHIEF IN ACCORDANCE WITH OREGON STATE LAW**

**WHEREAS**, the Umatilla Rural Fire Protection District is an Oregon special taxing district organized and operating under ORS Chapter 478, governed by an elected Board of Directors; and

**WHEREAS**, ORS 279A.185, ORS 279B.220, and other applicable provisions of Oregon law authorize local governments and special districts to declare personal property surplus when it is obsolete, no longer suitable for operational needs, or no longer economically practical to retain; and

**WHEREAS**, the District owns a 2018 Pierce Enforcer fire engine, commonly referred to as Engine 11, VIN #: 4P1BAAFF7JA019431; and

**WHEREAS**, Engine 11 has experienced operational, mechanical, and configuration-related challenges including but not limited to maintenance costs, braking system concerns, maneuverability limitations, and overall suitability for the District's mixed urban, rural, and wildland response model; and

**WHEREAS**, continued retention of Engine 11 is no longer aligned with the District's operational needs, long-term fleet strategy, or financial sustainability goals; and

**WHEREAS**, retention of said apparatus no longer serves a valid public or operational purpose and continued possession creates unnecessary financial burden, maintenance costs, and operational limitations; and

**WHEREAS**, the Fire Chief serves as the District's Chief Executive Officer and is responsible for asset management, operational continuity, and compliance with applicable laws;

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE UMATILLA RURAL FIRE PROTECTION DISTRICT:**

#### **Section 1. Declaration of Surplus**

The Board hereby declares Engine 11, a 2018 Pierce Enforcer fire engine, VIN #: 4P1BAAFF7JA019431, to be surplus property of the District.

#### **Section 2. Authorization to Dispose**

The Fire Chief, as Chief Executive Officer, is hereby authorized to dispose of the surplus apparatus in accordance with Oregon law and District policy. Disposal methods may include but are not limited to:

- Sale (public or private, including auction)
- Trade-in
- Transfer



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- Brokerage sale
- Recycling or salvage

## Section 3. Authority to Execute Documents

The Fire Chief is authorized to execute all documents necessary to effectuate disposal of the apparatus, including but not limited to title transfers, bills of sale, auction agreements, and any related documentation.

## Section 4. Compliance and Accounting

All proceeds, if any, from the disposal of Engine 11 shall be deposited in accordance with District financial policy and properly accounted for. Disposal shall be conducted in a manner consistent with applicable laws, audit standards, and best practices.

## Section 5. Effective Date

This Resolution shall take effect immediately upon adoption.

**ADOPTED this \_\_\_\_\_ day of April, 2026.**

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CHAIRPERSON

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VICE CHAIRPERSON

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BOARD MEMBER

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BOARD MEMBER

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BOARD MEMBER



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## RESOLUTION NO. 04012026-B

### A RESOLUTION AUTHORIZING CREDIT CARD USER ADDITION AND LIMIT ADJUSTMENTS WITH BANNER BANK

**WHEREAS**, the Umatilla Rural Fire Protection District (the "District") maintains banking and financial accounts with Banner Bank for the purpose of conducting official District business; and

**WHEREAS**, the District Board of Directors recognizes the operational need to authorize designated personnel to utilize District-issued credit cards for approved purchases in support of District operations; and

**WHEREAS**, the District desires to establish clear spending limits and controls consistent with sound financial management practices, internal controls, and accountability.

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE UMATILLA RURAL FIRE PROTECTION DISTRICT AS FOLLOWS:

**Section 1. Authorization of New Credit Card User** The Board hereby authorizes the addition of the following individual as an approved user on the District's Banner Bank credit card account: Raymond Harris the authorized spending limits for this user shall be:

- Single Purchase Limit: \$2,500
- Monthly Spending Limit: \$10,000

#### Section 2. Adjustment of Existing Credit Card Limits

The Board hereby approves an adjustment to the existing credit card limits for the Fire Chief, Christopher Baker, Fire Chief

The updated authorized spending limits shall be:

- Single Purchase Limit: \$5,000
- Monthly Spending Limit: \$15,000

#### Section 3. Purpose and Controls

- All credit card usage shall be:
- For official District business only
- Subject to District purchasing policies and procedures
- Supported by appropriate documentation and receipts
- Reviewed as part of the District's regular financial oversight processes

**Section 4. Authorization to Implement.** The Fire Chief and/or authorized financial representatives of the District are hereby authorized to execute any documents required by Banner Bank to implement the provisions of this resolution.



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## Section 5. Effective Date

**This resolution shall take effect immediately upon adoption.**

**ADOPTED** this \_\_\_\_\_ day of April, 2026.

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CHAIRPERSON

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VICE CHAIRPERSON

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BOARD MEMBER

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BOARD MEMBER

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BOARD MEMBER