

HOODLAND FIRE DISTRICT #74
BOARD MEETING MINUTES
OCTOBER 14, 2025

Board Members: Nora Gамbee, John Drake, Kirk Peterson, Cliff Fortune, and Terry Niedermeyer. Five voting members in attendance.

Staff and Volunteers: Jim Price; Fire Chief, Brian Henrichs; Division Chief, Scott Kline; Division Chief, and Kelli Ewing

Guests: Nancy Padberg, Dona Rogers, Cathy Bowman (Mackenzie), Jordan Fell (Inline), Alex Cettie (Otak) [Zoom], Bill Judge (Inline) [Zoom].

1. Call to Order: By Nora Gамbee at 7:02 PM
2. Roll Call
3. Pledge of Allegiance: Led by John Drake
4. Person's To Be Heard
 - A. Dona Rogers – Community Garden Concerns
 - i. Dona Rogers presented concerns from the community garden members regarding changes to the garden as part of the larger development project. She explained that the garden members felt excluded from recent discussions and were surprised by the proposed changes.
 - ii. The garden members would like the current garden footprint preserved, including the Celebration Garden.
 - iii. The Community Garden group proposed another request to add a planter, retaining wall, and sidewalk to create a buffer between the garden and the adjacent asphalt.
 - iv. Clarification was provided regarding a misunderstanding of the July 8, 2025, Board Meeting motion, which only amended the draft June 24, 2025, Board Meeting Minutes.
 - v. HFD plans to continue the Community Garden as part of the project and is making efforts to incorporate some of their requests. However, the Celebration Garden will need to be relocated.

B. Nancy Padberg – Senior Center

- i. Reported that she has not yet contacted CERT regarding the Senior Center resource documents but has been actively gathering related information.
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5. Fire Station Project

Out of Order

B. Schematic Design (SD) Review – Mackenzie

- i. The total building square footage, including the USFS portion, is just over 25,000 square feet. The community room will accommodate approximately 75 people seated with tables, or up to 150 without tables.
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- ii. Solar panels are planned for the roof to help reduce energy costs and improve efficiency.
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- iii. The daylighting study has been completed.
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- iv. Reviewed proposed interior finishes throughout the building, including flooring, wall treatments, and countertop materials.
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- v. Reviewed the exterior building footprint and verified adequate clearance for vehicle passage.
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- vi. Reviewed the Inline Cost Breakdown.
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C. Board consensus to proceed to Design Development (DD)

- i. The Board reached consensus to move forward to the Design Development phase.
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- ii. An early site package was discussed, which will involve higher upfront costs but is expected to result in long-term savings by avoiding weather-related delays and enabling work on interior finishes prior to winter. The early site package is anticipated to begin in January 2026, with groundbreaking projected for approximately March 15, 2026.
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A. Project Update – Otak

- i. Bond Sale Update.
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ii. Project Budget Updated on Otak Dashboard.

iii. A recent *Mountain Times* article regarding the Community Garden contained inaccuracies and did not reflect the Hoodland Fire District's perspective. HFD issued a rebuttal to correct the misinformation. The article has since been removed from the newspaper's website, and a clarification is scheduled to be published both online and in print next month. DC Scott Kline also shared this information with the Community Garden members at their October 12, 2025, meeting.

Resume Order

D. Otak – Amendment #4

i. Otak Amendment #4 updates the total contract amount by removing the Geotechnical Services fee and adding replat services required by Clackamas County.

MOTION MADE: By Nora Gambée to approve Otak's Amendment #4.

2ND: By Kirk Peterson

DISCUSSION: None.

VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambée (Aye), Terry Niedermeyer (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye)

6. Approval Of Minutes

A. Board of Directors Meeting Minutes on September 9, 2025

MOTION MADE: By John Drake to approve the Minutes of the Board of Directors Meeting on September 9, 2025

2ND: By Cliff Fortune

DISCUSSION: None.

VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambée (Aye), Terry Niedermeyer (Aye), John Drake (Aye), Cliff Fortune (Aye), and Kirk Peterson (Aye).

7. Communications

A. Board Upcoming Reminders

i. Spooky Alley – Friday, 10/31/2025 ~ 6:30 PM

ii. Regular board Meeting – Tuesday, 11/11/2025 ~ 7:00 PM
(HOLIDAY)

iii. OFDDA Conference – Seaside November 20 – 22, 2025

iv. SDAO Public Meetings Training – Select three dates/times options

a. Board chose to complete the training online through OGEC.

B. Safety Meeting Minutes August 29, 2025

8. Reports

A. Chiefs Report: Fire Chief Jim Price

i. Call Count – 84 calls for the month of September and 715 calls this year. For the month of September, the average turnout time was 1:38 and time to arrival was 11:29.

ii. Next Civil Service meeting is October 16, 2025. Division Chief Brian Henrichs will be going in place of Fire Chief Jim Price.

iii. Highway 26 Wildfire Partnership (CMAT) meeting was 10/8/2025 and the next meeting will be Wednesday November 12, 2025.

iv. HFD Open House was October 11, 2025.

B. Staff Report: DC Brian Henrichs

i. 2025 Training Company - Twenty-one applicants were interviewed for the upcoming Volunteer Academy. Sixteen offers were extended, and fourteen candidates accepted.

ii. Update on the Government Camp apron repaving project. A new lower bid was received from a company already working in the area. Work will be completed this month.

C. Staff Report: DC Scott Kline

i. The Open House was a success, with approximately 75-80 community members attending. Community groups included the Wildfire Partnership and the GMRS Emergency Communication group.

- ii. Conducted a walkthrough of Arrah Wanna Estates for a Firewise evaluation. The Zigzag Village Firewise community status will be re-established.
- iii. Met with a developer planning a new subdivision in Government Camp and another developer exploring construction of a hotel and several cabins in the same area.
- iv. Continuing work on finalizing the contract with Inline, with the goal of presenting the completed contract for Board review at the December Board Meeting.
- v. Finishes and portions of the floor plan for the new fire station were modified following discussions at the recent Union meeting.
- vi. Continuing to work with Clackamas County on the Quit Claim Deed.

9. Finance

A. Financial Memo

- i. A new LGIP account has been established for the bond funds. Debt service funds are expected to begin arriving next month.
- ii. Still awaiting funds from the California Conflagration.
- iii. The U.S. Forest Service has been reimbursing; however, payments may be delayed due to the government shutdown.
- iv. The year-to-date budget report shows overtime expenses running high, primarily due to increased summer staffing.

B. HFD Fire Station Project Costs

- i. Reviewed Project expenses.
- ii. \$34,640 cap on Inline's preconstruction work.

10. Unfinished Business

A. Volunteer Relations Update

- i. The Volunteer Business Association (VBA) is reengaging and is very enthusiastic. A new President and Vice President have been elected and the bylaws are in the process of being updated.

- ii. The VBA is willing to take on management of the Benevolent Fund. Those donated funds would have historically gone the Volunteers Business Association, however a few years ago they were redirected into the Benevolent Fund.

B. Board Liaison Update

- i. CERT is working on recruitment efforts and they have two new interested members.

11. New Business

A. Facilities and Firefighting Equipment Reserve Reimbursement

- i. Reimbursement of funds previously paid from the Facilities and Firefighting Equipment Reserve Account for pre-bond New Fire Station expenses.

MOTION MADE: By John Drake to transfer \$832,814.08 from the LGIP GO Bond Capital Reserve account into the Facilities and Firefighting Equipment Reserve account.

2ND: By Kirk Peterson

DISCUSSION: None.

VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambée (Aye), Terry Niedermeyer (Aye), John Drake (Aye), Cliff Fortune (Aye), and Kirk Peterson (Aye).

B. Draft Policy 536 Official Compensation Package

- i. This policy was recommended by SDAO to ensure compliance with ethics regulations regarding occasional meals for staff, volunteers, and Board members.

MOTION MADE: By Terry Niedermeyer to approve the First Reading of Policy 536 Official Compensation Package

2ND: By John Drake

DISCUSSION: None.

VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambée (Aye), Terry Niedermeyer (Aye), John Drake (Aye), Cliff Fortune (Aye), and Kirk Peterson (Aye).

C. Agenda Suggestions for Next Month's Meeting. None

12. Motion To Pay Bills

MOTION MADE: By Terry Niedermeyer

2ND: By John Drake

DISCUSSION: John Drake declares a potential conflict due to a Conference reimbursement check.

VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambee (Aye), Terry Niedermeyer (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye)

13. Board Member Comments

i. Cliff Fortune – Shared positive feedback about the recent volunteer activity and noted favorable comments regarding the Open House and annual picnic. Discussed the potential sale of the current property and inquired about including bond information in the newspaper and on the District’s website.

ii. John Drake – Thanked Kirk Peterson and Cliff Fortune for organizing an excellent District dinner and announced that he will host the January District dinner.

14. Executive Session. None

15. Other New Business. None

16. Adjournment

MOTION MADE: By John Drake

2ND: By Nora Gambee

ADJOURNMENT: By Nora Gambee at 9:16 PM

Respectfully Submitted,

Kelli Ewing

Kelli Ewing, Office Administrator

Notes Type By: Christi Harris, Administrative Assistant