



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING AGENDA

WEDNESDAY, SEPTEMBER 20, 2017 – 6:00PM
ENUMCLAW CITY HALL COUNCIL CHAMBERS

Fire District Commissioner Meetings are wheelchair accessible. If other accommodations are required, please call the Fire District Office Manager at 360-825-5544 five (5) days preceding the meeting so arrangements can be made.

1. CALL TO ORDER

2. FLAG SALUTE

3. ATTENDANCE

4. AGENDA AMENDMENTS

5. PUBLIC COMMENT

A. *This is an opportunity for the public to address the Board of Commissioners on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. Speakers are asked to stand to have their comments recorded. Speakers should state clearly their name(s) and address for the record. Please limit comments to three minutes per person.*

6. ANNOUNCEMENTS & PRESENTATIONS

A. WFCFA Fall Conference – October 25th-27th

1) Registration, Rooms, & Airfare Booked

7. APPROVAL OF MEETING MINUTES

A. Special Meeting August 9, 2017

1) **Board Action:**

8. REGULAR BUSINESS

A. CORRESPONDENCE

B. FINANCIAL REPORT

1) Approval of Vouchers & Payroll

a) Vouchers

a. General Expense Fund – Vouchers 08017-08027 \$31,342.22; 09001-09036 \$62,984.86.

b. Special Rescue Fund – Vouchers 09001 \$42.39

b) Payroll

a. August Regular-\$178,769.79; August Volunteer Residents-\$1,645.43

b. July Regular- \$173,400.96; July Volunteer Residents-\$1,682.04

c. June Regular- \$173,292.42; June Volunteer Residents- \$2,890.13;
2nd Quarter Volunteers/Commission/Chaplain \$17,888.80

• **Board Action** to approve General Expense Fund Vouchers 08017-08027 for \$31,342.22 and 09001-09036 for \$62,984.86; Special Rescue Fund Voucher 09001 for \$42.39; August regular payroll for \$178,769.79; August volunteer resident's payroll for \$1,645.43.

2) Cash Balances –

a) August 31, 2017

a. Expense – \$936,521.75 (2016-\$329,745.15)

b. Capital Outlay - \$119,795.28(2016 - \$0)

c. Special Rescue – \$13,901.52 (2016- \$29,086.72)

b) September 12, 2017

a. Expense – \$975,761.81

b. Capital Outlay - \$119,795.28

- c. Special Rescue – \$13,901.52
 - 3) Financial Report-Ashley Van Dam
 - 4) Chief's Report-Chief Randy Fehr
- C. RESOLUTIONS
- None

9. MEETINGS

- A. Budget Workshop
 - 1) October 5, 2017 6:00pm Enumclaw Fire Dept Station 41 (HQ)
- B. Next Regular Meeting
 - 1) October 18, 2017 6:00pm Enumclaw Fire Dept Station 41 (HQ)
- C. 2018 Regular Meetings

10. OLD BUSINESS

11. NEW BUSINESS

- A. Professional Service Agreement Amendment-Systems Design

12. PUBLIC COMMENT

- A. *This is an opportunity for the public to address the Board of Commissioners on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. Speakers are asked to stand to have their comments recorded. Speakers should state clearly their name(s) and address for the record. Please limit comments to three minutes per person.*

13. EXECUTIVE/EXEMPT SESSION

14. ADJOURNMENT



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

SPECIAL MEETING AGENDA WEDNESDAY, AUGUST 9, 2017 – 6:00PM ENUMCLAW CITY HALL COUNCIL CHAMBERS

Fire District Commissioner Meetings are wheelchair accessible. If other accommodations are required, please call the Fire District Office Manager at 360-825-5544 five (5) days preceding the meeting so arrangements can be made.

1. CALL TO ORDER

- By Commissioner McCall

2. FLAG SALUTE

- Led by Commissioner Stubblefield

3. ATTENDANCE

- Stan McCall – Commissioner, Angie Stubblefield – Commissioner, Dave Hannity – Commissioner, Amy Trachte – Commissioner, Jim Zoll – Commissioner, Mike Reynolds – Attorney, Randy Fehr – Fire Chief, Ashley Van Dam – District Secretary

4. AGENDA AMENDMENTS

- Add Chief & Office Manager contract reviews to Old Business

5. PUBLIC COMMENT

- A. *This is an opportunity for the public to address the Board of Commissioners on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. Speakers are asked to stand to have their comments recorded. Speakers should state clearly their name(s) and address for the record. Please limit comments to three minutes per person.*

6. ANNOUNCEMENTS & PRESENTATIONS

7. APPROVAL OF MEETING MINUTES

- A. Regular Meeting July 19, 2017

- 1) **Board Action:** Motion made by Commissioner Zoll to approve July 19, 2017 Regular Meeting Minutes, seconded by Commissioner Stubblefield. All in favor.

8. REGULAR BUSINESS

A. CORRESPONDENCE

B. FINANCIAL REPORT

- 1) Approval of Vouchers & Payroll

a) Vouchers

- a. General Expense Fund – 07035-07046 \$21,902.45; 08001-08016 \$27,467.17; Special Rescue Fund – 08001 \$42.39

b) Payroll

- a. July Regular- \$173,400.96 ;July Volunteer Residents-\$1,682.04
- b. June Regular- \$173,292.42; June Volunteer Residents- \$2,890.13; 2nd Quarter Volunteers/Commission/Chaplain \$17,888.80
- c. May Regular-\$173,900.94 ; May Volunteer Residents-\$2,479.73

- **Board Action** to approve General Expense Fund Vouchers 07035-07046 for \$21,902.45 and 08001-08016 for \$27,467.17; Special Rescue Fund Voucher 08001 for \$42.39 made by Commissioner Zoll, seconded by Commissioner Trachte. All in favor.

- 2) Cash Balances –

a) August 1, 2017

- a. Expense – \$1,141,742.46 (2016-\$557,272.17)
- b. Capital Outlay - \$119,684.22 (2016 - \$0)

- c. Special Rescue – \$13,930.60 (2016- \$28,503.97)
 - 3) Financial Report-Ashley Van Dam
 - 4) Chief's Report-Chief Randy Fehr
- C. RESOLUTIONS
- None

9. MEETINGS

- A. Meeting Schedule
 - 1) Enumclaw City Hall Council Chambers Room Availability
- B. Next Regular Meeting
 - 1) September 23, 2017 10:00am Enumclaw Fire Dept Station 41 (HQ)
 - 2) October 18, 2017 6:00pm Enumclaw Fire Dept Station 41 (HQ)

10. OLD BUSINESS

- A. IT Services ILA – Staff Report
 - **Board Action:** Motion made by Commissioner Hannity to make amendments to current IT ILA with PSRFA for added IT services, seconded by Commissioner Zoll. All in favor.
- B. Chief & Office Manager Contracts
 - Commissioner Stubblefield asks that the board considers retroactively giving the Chief a COLA raise for 2017 and would like to review the Chief's current contract.
 - **Board Action:** Motion made by Commissioner McCall to give Chief Fehr a 3% COLA effective August 31st 2017 payroll, seconded by Commissioner Zoll. All in favor.
 - Commissioner Stubblefield discusses the need for an additional administrative staff position to assist Office Manager. Board discusses doing a work analysis to determine what makes most sense.
 - Commissioner Hannity requests a budget workshop be done to study this information.
 - Commissioner Zoll requests to table until recommendation is made for 2018 budget by Chief Fehr and Ashley.
 - Budget workshop tentatively scheduled for October 4, 2017 at 6pm.

11. NEW BUSINESS

- A. Financial Software RFP
 - **Board Action:** Motion made by Commissioner Zoll to authorize a RFP for Financial Software, seconded by Commissioner Trachte. All in favor.

12. PUBLIC COMMENT

- A. *This is an opportunity for the public to address the Board of Commissioners on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. Speakers are asked to stand to have their comments recorded. Speakers should state clearly their name(s) and address for the record. Please limit comments to three minutes per person.*

13. EXECUTIVE/EXEMPT SESSION

14. ADJOURNMENT

- **Board Action:** Motion to adjourn meeting at 7:34pm by Commissioner Hannity, seconded by Commissioner Zoll. All in favor.

Approved by:

Stan McCall, Chairperson

Ashley Van Dam, District Secretary

Voucher Transactions

2017 KCFD#28 GENERAL FUND 100280010

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
Voucher: 08017		Vendor: DIMARTINO BROWN & BROWN OF WA dba DIMARTINO			Approval/Warrant Info:	
8/2017	13989	August 31, 2017	08/31/17	DIS INS Deduction	522.10.29	208.85
8/2017	13989	August 31, 2017	08/31/17	DIS INS Deduction	522.20.29	1,412.07
Subtotal						1,620.92
Voucher: 08018		Vendor: DELTADENTA DELTA DENTAL OF WASHINGTON			Approval/Warrant Info:	
8/2017	13997	SEPTEMBER	08/16/17	DENTAL INSURANCE	522.10.24	290.05
8/2017	13997	SEPTEMBER	08/16/17	DENTAL INSURANCE	522.20.24	2,812.15
Subtotal						3,102.20
Voucher: 08019		Vendor: DEPTLI DEPT OF LABOR & INDUSTRIES			Approval/Warrant Info:	
8/2017	13990	August 31, 2017	08/31/17	L & I ADMN Contribution	522.10.23	13.51
8/2017	13990	August 31, 2017	08/31/17	L & I ADMN Deduction	522.10.23	8.27
8/2017	13990	August 31, 2017	08/31/17	L & I FF Contribution	522.10.23	139.36
8/2017	13990	August 31, 2017	08/31/17	L & I FF Deduction	522.10.23	28.90
8/2017	13990	August 31, 2017	08/31/17	L & I FF Contribution	522.20.23	4,111.02
8/2017	13990	August 31, 2017	08/31/17	L & I FF Deduction	522.20.23	852.60
Subtotal						5,153.66
Voucher: 08020		Vendor: IAFF IAFF #3931			Approval/Warrant Info:	
8/2017	13991	August 31, 2017	08/31/17	UNION DUES Deduction	522.20.29	1,824.00
Subtotal						1,824.00
Voucher: 08021		Vendor: IAFF FIREP IAFF FIRE PAC			Approval/Warrant Info:	
8/2017	13992	August 31, 2017	08/31/17	IAFF FIREP Deduction	522.20.29	134.22
Subtotal						134.22
Voucher: 08022		Vendor: PSE PUGET SOUND ENERGY			Approval/Warrant Info:	
8/2017	13998	JUL STATEMENT	07/31/17	ELECTRIC-ST 42	522.50.47	370.82
8/2017	13999	AUG STATEMENT	08/08/17	ELECTRIC-ST 41	522.50.47	860.35
8/2017	14000	AUG STATEMENT	08/08/17	ELECTRIC-ST 43	522.50.47	35.83
Subtotal						1,267.00
Voucher: 08023		Vendor: SYSTEMSDES SYSTEMS DESIGN WEST			Approval/Warrant Info:	
8/2017	14001	EN0717	08/16/17	TRANSPORT BILLING	522.10.41	1,631.09
8/2017	14002	EN0817	08/16/17	TRANSPORT BILLING	522.10.41	2,118.38
Subtotal						3,749.47

Voucher Transactions

2017 KCFD#28 GENERAL FUND 100280010

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
Voucher: 08024		Vendor: VALLEYCOM VALLEY COMMUNICATIONS CENTER			Approval/Warrant Info:	
8/2017	14003	21397	08/10/17	DISPTACH SERVICES	522.20.42	9,422.49
8/2017	14004	21405	08/10/17	NETMOTION ACCESS	522.20.42	353.20
Subtotal						9,775.69
Voucher: 08025		Vendor: WSCFFFAST WSCFF FAST PAC			Approval/Warrant Info:	
8/2017	13993	August 31, 2017	08/31/17	WSCFF Deduction	522.20.29	185.00
Subtotal						185.00
Voucher: 08026		Vendor: WSCFF WSCFF MEDICAL EMPLOYEE BENEFIT TRUST			Approval/Warrant Info:	
8/2017	13994	August 31, 2017	08/31/17	MERP Deduction	522.10.29	100.00
8/2017	13994	August 31, 2017	08/31/17	MERP Deduction	522.20.29	1,600.00
Subtotal						1,700.00
Voucher: 08027		Vendor: USBANK US BANK			Approval/Warrant Info:	
8/2017	14005	AUGUST	08/07/17	CENTURYLINK-PHONE ST 42	522.10.42	119.90
8/2017	14005	AUGUST	08/07/17	AMAZON-EXTINGUISHER	522.50.35	113.78
8/2017	14005	AUGUST	08/07/17	AMAZON-SCREEN PROTECTORS	522.11.35	81.47
8/2017	14005	AUGUST	08/07/17	DOR-SCREEN PROTECTORS TAX	522.10.44	-6.52
8/2017	14005	AUGUST	08/07/17	AMAZON-SCREEN PROTECTORS	522.20.35	65.18
8/2017	14005	AUGUST	08/07/17	DOR-SCREEN PROTECTORS TAX	522.10.44	-5.22
8/2017	14005	AUGUST	08/07/17	COMCAST-CABLE ST 43	522.50.47	21.33
8/2017	14005	AUGUST	08/07/17	VERIZON-TABLET/MDC DATA	522.20.42	630.30
8/2017	14005	AUGUST	08/07/17	AMAZON-INK PENS	522.10.31	16.80
8/2017	14005	AUGUST	08/07/17	VERIZON-TRN OFFICER CELL	522.45.42	63.33
8/2017	14005	AUGUST	08/07/17	VERIZON-FIRE MARSHAL CELL	522.30.42	42.15
8/2017	14005	AUGUST	08/07/17	VERIZON-DUTY OFFICER CELL	522.20.42	38.33
8/2017	14005	AUGUST	08/07/17	VERIZON-CHIEF CELL	522.10.42	38.33
8/2017	14005	AUGUST	08/07/17	VERIZON-AID CAR CELL	522.20.42	26.16
8/2017	14005	AUGUST	08/07/17	AMAZON-VISITOR SIGN	522.50.35	15.49
8/2017	14005	AUGUST	08/07/17	WSP-VOL BACKGROUND CHECKS	522.25.41	36.00
8/2017	14005	AUGUST	08/07/17	AMAZON-LABEL TAPE	522.10.31	45.11
8/2017	14005	AUGUST	08/07/17	AMAZON-EAR PLUGS	522.50.31	81.21
8/2017	14005	AUGUST	08/07/17	DOR-BUSINESS LICENSE	522.10.492	75.85
8/2017	14005	AUGUST	08/07/17	OFFICE DEPOT-MIS SUPPLIES	522.10.31	76.14

Voucher Transactions

2017 KCFD#28 GENERAL FUND 100280010

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
8/2017	14005	AUGUST	08/07/17	SKYNET-INTERNET	522.10.42	48.49
8/2017	14005	AUGUST	08/07/17	COMCAST-CABLE ST 41	522.50.47	20.99
8/2017	14005	AUGUST	08/07/17	DIRECTTV-CABLE ST 42	522.50.47	75.99
8/2017	14005	AUGUST	08/07/17	AMAZON-BOOT ZIPPER	522.20.27	31.26
8/2017	14005	AUGUST	08/07/17	AMAZON-CASE & COVER	522.20.35	64.63
8/2017	14005	AUGUST	08/07/17	LOWES-CEILING TILE	522.50.31	309.76
8/2017	14005	AUGUST	08/07/17	QFC-REHAB SUPPLIES	522.20.31	44.85
8/2017	14005	AUGUST	08/07/17	CRYSTAL CLEANERS-UNIFORMS	522.20.495	48.92
8/2017	14005	AUGUST	08/07/17	CASCADE TRN-CPR CARDS	522.41.31	43.48
8/2017	14005	AUGUST	08/07/17	CASCADE TRN-TRAINING DVDS	522.41.35	317.13
8/2017	14005	AUGUST	08/07/17	TIRGER MEDICAL-FR3 BATT	522.41.35	269.78
8/2017	14005	AUGUST	08/07/17	DOR-FR3 TRAIN BATTERY TAX	522.10.44	-20.34
Subtotal						2,830.06
Total						31,342.22

Voucher Transactions

2017 KCFD#28 GENERAL FUND 100280010

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
Voucher: 09001		Vendor: ACROSS ACROSS THE STREET PRODCUTIONS			Approval/Warrant Info:	
9/2017	14016	12-5241	08/03/17	BLUE CARD TRAINING	522.45.491	1,000.00
Subtotal						1,000.00
Voucher: 09002		Vendor: ATTORNEY ATTORNEY MICHAEL J REYNOLDS			Approval/Warrant Info:	
9/2017	14014	4978	09/01/17	LEGAL SERVICES	522.11.41	780.00
Subtotal						780.00
Voucher: 09003		Vendor: CITYOFENUM CITY OF ENUMCLAW			Approval/Warrant Info:	
9/2017	14026	05114	09/13/17	IT SERVICES	522.10.42	9,500.00
9/2017	14027	AUGUST	08/31/17	WATER-ST 43	522.50.47	32.57
9/2017	14028	AUGUST	08/31/17	GAS & WATER-ST 41	522.50.47	485.22
Subtotal						10,017.79
Voucher: 09004		Vendor: COPIERSNW COPIERS NORTHWEST			Approval/Warrant Info:	
9/2017	14022	INV1612018	08/09/17	CANON COPIER SERVICE	522.10.41	37.50
9/2017	14023	INV1613172	08/11/17	SAMSUNG PRINTER MAINT	522.10.41	53.45
9/2017	14024	INV1627607	09/11/17	CANON COPIER SERVICE	522.10.41	28.02
9/2017	14025	INV1626849	08/31/17	CANON COPIER SERVICE	522.10.41	2.00
Subtotal						120.97
Voucher: 09005		Vendor: CREATIVECO CREATIVE CONCEPTS			Approval/Warrant Info:	
9/2017	14019	EFD17-009	09/07/17	CBT	522.45.491	800.00
9/2017	14019	EFD17-009	09/07/17	REPORT REVIEW	522.20.41	240.00
Subtotal						1,040.00
Voucher: 09006		Vendor: CUMBERLAND CUMBERLAND WATER CO-OP			Approval/Warrant Info:	
9/2017	14020	AUGUST	08/15/17	WATER-ST 42	522.50.47	57.44
9/2017	14021	AUGUST	08/15/17	WATER-ST 42 RESIDENTS	522.50.47	59.98
9/2017	14078	SEPTEMBER	09/15/17	WATER-ST 42 RESIDENTS	522.50.47	70.27
9/2017	14079	SEPTEMBER	09/15/17	WATER-ST 42	522.50.47	58.38
Subtotal						246.07
Voucher: 09007		Vendor: CUTTERS CUTTERS SUPPLY INC			Approval/Warrant Info:	
9/2017	14017	5461988	07/18/17	CHAINSAW MAINTENANCE	522.60.48	81.78
9/2017	14018	108275	08/30/17	STIHL CHAPS	522.20.35	108.69
Subtotal						190.47

Voucher Transactions

2017 KCFD#28 GENERAL FUND 100280010

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
Voucher: 09008		Vendor: DAVISDOOR DAVIS DOOR SERVICE INC			Approval/Warrant Info:	
9/2017	14029	217133	08/22/17	RESET OPERATOR BOARD	522.50.48	402.19
Subtotal						402.19
Voucher: 09009		Vendor: EARNOSETHR EAR, NOSE, THROAT & FACIAL			Approval/Warrant Info:	
9/2017	14030	479206	08/28/17	MEDICAL EXAM	522.25.41	200.00
Subtotal						200.00
Voucher: 09010		Vendor: FASTENAL FASTENAL INDUSTRIAL SUPPLY			Approval/Warrant Info:	
9/2017	14031	WAENU69058	09/01/17	PARTS-BRUSH 41	522.60.31	11.66
Subtotal						11.66
Voucher: 09011		Vendor: NAPA Foothills Auto Supply Inc			Approval/Warrant Info:	
9/2017	14055	247107	08/08/17	MISC SUPPLIES	522.60.31	62.76
9/2017	14056	247992	08/14/17	MISC SUPPLIES-FUSES	522.60.31	33.13
9/2017	14057	250787	08/31/17	MISC SUPPLIES-OIL	522.60.31	91.24
Subtotal						187.13
Voucher: 09012		Vendor: GALLS GALLS LLC			Approval/Warrant Info:	
9/2017	14015	008113256	08/18/17	7-POLO SHIRTS	522.20.27	323.39
9/2017	14033	008052966	08/09/17	7-POLO SHIRTS	522.20.27	323.39
Subtotal						646.78
Voucher: 09013		Vendor: GATEWAY GATEWAY TRUE VALUE			Approval/Warrant Info:	
9/2017	14034	115632	08/01/17	GROUND CLEAR-ST 43	522.50.31	23.47
9/2017	14035	115638	08/01/17	BULBS & WEED KILLER-ST 42	522.50.31	79.97
9/2017	14036	115639	08/01/17	WEED KILLER-ST 42	522.50.31	1.96
9/2017	14037	115726	08/05/17	BROOM-ST 41	522.60.35	10.75
9/2017	14038	115915	08/11/17	LEAK SEALER & SHRUB CARE	522.60.31	22.48
9/2017	14039	115924	08/11/17	LAV FAUCET	522.60.31	49.94
9/2017	14040	115925	08/12/17	PROPANE TANK	522.60.31	19.56
9/2017	14041	116109	08/20/17	NUTS & BOLTS	522.60.31	14.11
9/2017	14042	116373	08/31/17	KEYS	522.50.31	28.16
Subtotal						250.40
Voucher: 09014		Vendor: GENERALFIR GENERAL FIRE APPARATUS INC			Approval/Warrant Info:	
9/2017	14032	789	08/10/17	FIRE HOSE	522.60.35	3,500.14

Voucher Transactions

2017 KCFD#28 GENERAL FUND 100280010

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
Subtotal						3,500.14
Voucher: 09015		Vendor: JAMESOIL JAMES OIL CO. INC			Approval/Warrant Info:	
9/2017	14043	392020	08/31/17	FUEL	522.20.32	406.82
9/2017	14044	391714	08/16/17	FUEL	522.20.32	646.36
Subtotal						1,053.18
Voucher: 09016		Vendor: KCCHIEFS KING COUNTY FIRE CHIEFS ASSN.			Approval/Warrant Info:	
9/2017	14074	ANNUAL DUES	06/01/17	ANNUAL DUES	522.10.492	200.00
Subtotal						200.00
Voucher: 09017		Vendor: KCRADIO KING COUNTY RADIO COMMUNICATION			Approval/Warrant Info:	
9/2017	14045	12576	08/30/17	800MHZ RADIO SERVICE	522.20.42	1,568.54
9/2017	14046	445372	08/30/17	HEADSET REPAIR	522.60.48	45.28
Subtotal						1,613.82
Voucher: 09018		Vendor: LNCURTIS L.N. CURTIS & SONS			Approval/Warrant Info:	
9/2017	14051	INV123234	08/25/17	BOOTS	522.20.271	2,739.25
Subtotal						2,739.25
Voucher: 09019		Vendor: LEMAY LEMAY MOBILE SHREDDING			Approval/Warrant Info:	
9/2017	14053	1292465	09/18/17	MOBILE SHREDDING	522.10.41	23.44
Subtotal						23.44
Voucher: 09020		Vendor: LEOFF LEOFF HEALTH & WELFARE TRUST			Approval/Warrant Info:	
9/2017	14052	OCTOBER	09/25/17	MEDICAL BENEFITS	522.10.24	2,049.30
9/2017	14052	OCTOBER	09/25/17	MEDICAL BENEFITS	522.20.24	18,723.58
Subtotal						20,772.88
Voucher: 09021		Vendor: LESSCHWAB LES SCHWAB TIRE CENTERS INC			Approval/Warrant Info:	
9/2017	14050	38400325252/376	08/19/17	BRUSH 41-TIRES	522.60.35	1,022.44
Subtotal						1,022.44
Voucher: 09022		Vendor: LIFEASSIST LIFE ASSIST INC			Approval/Warrant Info:	
9/2017	14047	810631	08/02/17	EMS SUPPLIES	522.20.31	607.85
9/2017	14048	813103	08/18/17	EMS SUPPLIES	522.20.31	1,255.91
9/2017	14049	816077	09/06/17	EMS SUPPLIES	522.20.31	94.57
Subtotal						1,958.33

Voucher Transactions

2017 KCFD#28 GENERAL FUND 100280010

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
Voucher: 09023		Vendor: MAILEXPRES MAIL EXPRESS BUSINESS CENTER			Approval/Warrant Info:	
9/2017	14054	AUGUST	08/31/17	POSTAGE	522.10.42	55.94
Subtotal						55.94
Voucher: 09024		Vendor: NWSC NORTHWEST SAFETY CLEAN			Approval/Warrant Info:	
9/2017	14058	17-18180	08/07/17	UNIFORM REPAIRS	522.20.495	41.43
Subtotal						41.43
Voucher: 09025		Vendor: PAULCONWAY PAUL CONWAY SHIELDS			Approval/Warrant Info:	
9/2017	14064	0407892-IN	07/31/17	SHIELD-WILLIAMS	522.25.271	19.50
9/2017	14080	0407892-IN	07/31/17	SHIELD-JOHNSON & GACHEN	522.25.271	23.50
Subtotal						43.00
Voucher: 09026		Vendor: PRAXAIR PRAXAIR DISTRIBUTION INC			Approval/Warrant Info:	
9/2017	14062	78811262	08/31/17	MEDICAL OXYGEN	522.20.31	167.07
9/2017	14063	78811263	08/31/17	CYLINDER RENT	522.20.31	35.23
Subtotal						202.30
Voucher: 09027		Vendor: PSE PUGET SOUND ENERGY			Approval/Warrant Info:	
9/2017	14059	SEP STATEMENT	09/07/17	ELECTRIC-ST 43	522.50.47	42.37
9/2017	14060	SEP STATEMENT	09/07/17	ELECTRIC-ST 41	522.50.47	766.90
9/2017	14061	SEP STATEMENT	09/07/17	ELECTRIC-ST 43	522.50.47	122.76
Subtotal						932.03
Voucher: 09028		Vendor: SEAWESTERN SEAWESTERN			Approval/Warrant Info:	
9/2017	14066	200575	08/14/17	BUNKER GEAR-SUSPENDERS	522.20.271	95.65
9/2017	14067	201013	09/07/17	SCBA FLOW TEST	522.20.41	118.52
Subtotal						214.17
Voucher: 09029		Vendor: SYSTEMSDES SYSTEMS DESIGN WEST			Approval/Warrant Info:	
9/2017	14065	EN0917	09/14/17	TRANSPORT BILLING	522.10.41	1,889.07
Subtotal						1,889.07
Voucher: 09030		Vendor: THESUPPLY THE SUPPLY SOURCE			Approval/Warrant Info:	
9/2017	14068	1702678	08/09/17	JANITORIAL SUPPLIES	522.50.31	408.64
Subtotal						408.64
Voucher: 09031		Vendor: ULLLC UL LLC			Approval/Warrant Info:	
9/2017	14071	72020209139	07/31/17	Q41 AERIAL INSPECTION	522.60.41	1,360.00

Voucher Transactions

2017 KCFD#28 GENERAL FUND 100280010

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
Subtotal						1,360.00
Voucher: 09032		Vendor: VALLEYCOM VALLEY COMMUNICATIONS CENTER			Approval/Warrant Info:	
9/2017	14069	21501	09/10/17	NETMOTION ACCESS	522.20.42	406.18
9/2017	14070	21493	09/10/17	DISPTACH SERVICES	522.20.42	8,280.37
Subtotal						8,686.55
Voucher: 09033		Vendor: WFCA WA FIRE COMMISSIONERS ASSN			Approval/Warrant Info:	
9/2017	14073	CF2017-096	09/11/17	WFCA CONFERENCE	522.11.491	975.00
Subtotal						975.00
Voucher: 09034		Vendor: WASTEMANAG WASTE MANAGEMENT			Approval/Warrant Info:	
9/2017	14076	2315271-1055-6	08/10/17	WASTE SERVICE-ST 42	522.50.47	94.27
9/2017	14077	2315272-1055-4	08/10/17	WASTE SERVICE-ST 43	522.50.47	71.43
Subtotal						165.70
Voucher: 09035		Vendor: WCFIRE WEST COAST FIRE & RESCUE			Approval/Warrant Info:	
9/2017	14075	6620	07/25/17	HOLMATRO PARTS	522.60.35	28.24
Subtotal						28.24
Voucher: 09036		Vendor: WORKSPORTS WORK, SPORTS & OUTDOORS			Approval/Warrant Info:	
9/2017	14072	1721991	08/26/17	BOOT LACES	522.10.27	5.85
Subtotal						5.85
Total						62,984.86

Voucher Transactions

2017 SPECIAL RESCUE FUND 100286030

Period	Tran #	Ref Number	Ref Date	Description	Account(s)	Amount
Voucher: 09001		Vendor: KCRADIO KING COUNTY RADIO COMMUNICATION			Approval/Warrant Info:	
9/2017	14081	12577	08/30/17	800MHZ RADIO SERVICE	522.25.42	42.39
Subtotal						42.39
Total						42.39

BARS Entries for 08/31/2017

09/19/2017

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Disbursement	Description	Vendor	Entry Total
Direct Deposit	Net Pay	DIRECT DEPOSIT FOR PAYROLL	90,703.20
Direct Deposit	Benefits/Taxes	DEPT OF RETIREMENT SYSTEMS	23,530.09
Direct Deposit	Benefits/Taxes	INTERNAL REVENUE SERVICE	25,030.46
Direct Deposit	Benefits/Taxes	JOHN HANCOCK RETIREMENT PLAN	8,234.79
Other	Benefits/Taxes	DIRECT DEPOSIT FOR PAYROLL	19,000.00
Other	Benefits/Taxes	ENUMCLAW FIRE DEPARTMENT	1,653.45
Voucher	Benefits/Taxes	BROWN & BROWN OF WA dba	1,620.92
Voucher	Benefits/Taxes	DEPT OF LABOR & INDUSTRIES	5,153.66
Voucher	Benefits/Taxes	IAFF #3931	1,824.00
Voucher	Benefits/Taxes	IAFF FIRE PAC	134.22
Voucher	Benefits/Taxes	WSCFF FAST PAC	185.00
Voucher	Benefits/Taxes	WSCFF MEDICAL EMPLOYEE BENEFIT	1,700.00
			178,769.79

BARS Entries for 09/08/2017

09/05/2017

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Disbursement	Description	Vendor	Entry Total
Direct Deposit	Net Pay	DIRECT DEPOSIT FOR PAYROLL	1,388.57
Direct Deposit	Benefits/Taxes	INTERNAL REVENUE SERVICE	256.86
			1,645.43

Period: AUG-2017

Fund: 100280010 ENUMCLAW FIRE EXPENSE

Day	Beginning Balance	Receipts	Disbursements	Ending Balance
01	1,092,806.56	4,182.14	6.70	1,096,982.00
02	1,096,982.00	128.15	0.00	1,097,110.15
03	1,097,110.15	10,718.82	0.00	1,107,828.97
04	1,107,828.97	3,964.07	0.00	1,111,793.04
05	1,111,793.04	0.00	0.00	1,111,793.04
06	1,111,793.04	0.00	0.00	1,111,793.04
07	1,111,793.04	183.83	75.12	1,111,901.75
08	1,111,901.75	1,182.25	584.22	1,112,499.78
09	1,112,499.78	6,872.02	28,605.59	1,090,766.21
10	1,090,766.21	1,574.64	1,682.04	1,090,658.81
11	1,090,658.81	4,283.38	0.00	1,094,942.19
12	1,094,942.19	0.00	0.00	1,094,942.19
13	1,094,942.19	0.00	0.00	1,094,942.19
14	1,094,942.19	376.65	0.00	1,095,318.84
15	1,095,318.84	1,401.60	19,000.00	1,077,720.44
16	1,077,720.44	1,918.22	0.00	1,079,638.66
17	1,079,638.66	1,513.42	0.00	1,081,152.08
18	1,081,152.08	7,620.42	0.00	1,088,772.50
19	1,088,772.50	0.00	0.00	1,088,772.50
20	1,088,772.50	0.00	0.00	1,088,772.50
21	1,088,772.50	5,049.13	0.00	1,093,821.63
22	1,093,821.63	181.50	0.00	1,094,003.13
23	1,094,003.13	1,359.14	0.00	1,095,362.27
24	1,095,362.27	2,393.61	0.00	1,097,755.88
25	1,097,755.88	7,071.15	0.00	1,104,827.03
26	1,104,827.03	0.00	0.00	1,104,827.03
27	1,104,827.03	0.00	0.00	1,104,827.03
28	1,104,827.03	1,245.63	28,512.16	1,077,560.50
29	1,077,560.50	508.12	99.30	1,077,969.32
30	1,077,969.32	2,983.85	0.00	1,080,953.17
31	1,080,953.17	5,954.90	150,386.32	936,521.75
Total		72,666.64	228,951.45	

Average Daily Balance: 1,090,210.63

Period: AUG-2017

Fund: 100283010 ENUMCLAW FIRE CAPITAL OUTLAY

Day	Beginning Balance	Receipts	Disbursements	Ending Balance
01	119,684.22	111.06	0.00	119,795.28
02	119,795.28	0.00	0.00	119,795.28
03	119,795.28	0.00	0.00	119,795.28
04	119,795.28	0.00	0.00	119,795.28
05	119,795.28	0.00	0.00	119,795.28
06	119,795.28	0.00	0.00	119,795.28
07	119,795.28	0.00	0.00	119,795.28
08	119,795.28	0.00	0.00	119,795.28
09	119,795.28	0.00	0.00	119,795.28
10	119,795.28	0.00	0.00	119,795.28
11	119,795.28	0.00	0.00	119,795.28
12	119,795.28	0.00	0.00	119,795.28
13	119,795.28	0.00	0.00	119,795.28
14	119,795.28	0.00	0.00	119,795.28
15	119,795.28	0.00	0.00	119,795.28
16	119,795.28	0.00	0.00	119,795.28
17	119,795.28	0.00	0.00	119,795.28
18	119,795.28	0.00	0.00	119,795.28
19	119,795.28	0.00	0.00	119,795.28
20	119,795.28	0.00	0.00	119,795.28
21	119,795.28	0.00	0.00	119,795.28
22	119,795.28	0.00	0.00	119,795.28
23	119,795.28	0.00	0.00	119,795.28
24	119,795.28	0.00	0.00	119,795.28
25	119,795.28	0.00	0.00	119,795.28
26	119,795.28	0.00	0.00	119,795.28
27	119,795.28	0.00	0.00	119,795.28
28	119,795.28	0.00	0.00	119,795.28
29	119,795.28	0.00	0.00	119,795.28
30	119,795.28	0.00	0.00	119,795.28
31	119,795.28	0.00	0.00	119,795.28
Total		111.06	0.00	

Average Daily Balance: 119,795.28

Period: AUG-2017

Fund: 100286030 ENUMCLAW FIRE SPECIAL RESERV

Day	Beginning Balance	Receipts	Disbursements	Ending Balance
01	13,930.60	12.94	0.00	13,943.54
02	13,943.54	0.00	0.00	13,943.54
03	13,943.54	0.00	0.00	13,943.54
04	13,943.54	0.00	0.00	13,943.54
05	13,943.54	0.00	0.00	13,943.54
06	13,943.54	0.00	0.00	13,943.54
07	13,943.54	0.00	0.00	13,943.54
08	13,943.54	0.00	0.00	13,943.54
09	13,943.54	0.00	42.39	13,901.15
10	13,901.15	0.00	0.00	13,901.15
11	13,901.15	0.00	0.00	13,901.15
12	13,901.15	0.00	0.00	13,901.15
13	13,901.15	0.00	0.00	13,901.15
14	13,901.15	0.00	0.00	13,901.15
15	13,901.15	0.00	0.00	13,901.15
16	13,901.15	0.00	0.00	13,901.15
17	13,901.15	0.00	0.00	13,901.15
18	13,901.15	0.00	0.00	13,901.15
19	13,901.15	0.00	0.00	13,901.15
20	13,901.15	0.00	0.00	13,901.15
21	13,901.15	0.00	0.00	13,901.15
22	13,901.15	0.00	0.00	13,901.15
23	13,901.15	0.00	0.00	13,901.15
24	13,901.15	0.00	0.00	13,901.15
25	13,901.15	0.00	0.00	13,901.15
26	13,901.15	0.00	0.00	13,901.15
27	13,901.15	0.00	0.00	13,901.15
28	13,901.15	0.00	0.00	13,901.15
29	13,901.15	0.00	0.00	13,901.15
30	13,901.15	0.00	0.00	13,901.15
31	13,901.15	0.37	0.00	13,901.52
Total		13.31	42.39	

Average Daily Balance: 13,912.10

<-----End of Report----->

Fund	Fund Name	Ending Balance
100280010	ENUMCLAW FIRE EXPENSE	975,761.81
100283010	ENUMCLAW FIRE CAPITAL OUTLAY	119,795.28
100286030	ENUMCLAW FIRE SPECIAL RESCUE RESERV	13,901.52
	Total	1,109,458.61

<-----End of Report----->

September 12, 2017

Enumclaw Fire Department
1330 Wells Street
Enumclaw, WA 98022-2607

Dear Chief Randy Fehr:

This letter is regarding our Professional Services Agreement for next year, set to automatically renew next year.

I am proposing an amendment to the original Professional Services Agreement effective on 1/1/18. Here at Systems Design West, we have grown tremendously thanks to positive referrals from loyal and satisfied clients like you. In addition, we have not increased our rates with our clients for over 7 years because of our ability to realize operational efficiencies. However, due to rising costs of living, we are in need of a price increase in order to stay competitive in our labor market so we can retain the best staff and maintain the excellent quality and customer service you have come to expect from us. For this reason, I propose a rate increase of \$1.00 per transport, resulting in a new price of \$23.00 per transport plus postage.

Given your average volume of transports per month, I estimate a monthly increase of \$75 from your current invoice.

This letter, when signed below, can serve as the 'mutual agreement of both parties' to the proposed amendment. At your earliest convenience, please return a signed copy of this letter to me as an agreement of this amendment. If you have any questions, please give me a call.

On behalf of all of our staff at Systems Design West, I'd like to thank you for your continued support. We have enjoyed partnering with you for many years and look forward to many more!

Thank you in advance for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Braus".

Jennifer Braus
CEO

Approved, Enumclaw Fire Department

By: _____

Date: _____