



# ENUMCLAW FIRE DEPARTMENT

## BOARD OF FIRE COMMISSIONERS

### REGULAR MEETING AGENDA

### WEDNESDAY, NOVEMBER 20, 2019 – 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
7. APPROVAL OF MEETING MINUTES
  - A. Special Meeting October 17, 2019
    - **Board Action:**
      - Expenditure on 10-17-19 Agenda stated Incorrect Amounts:
        - **Correct Amounts:**
          - AP Vouchers # 191002001-19002023 for \$59,652.46
          - Payroll & Benefits for \$263421.88
          - Total: \$323,074.34
8. REGULAR BUSINESS
  - A. CORRESPONDENCE
  - B. FINANCIAL REPORT
    - 1) Approval of Vouchers & Payroll
      - a) **Vouchers**
        - a. General Fund Vouchers 191003001-191103046 for \$79,576.85
      - b) Capital Outlay Fund Voucher 191002001 for \$21074.77
      - c) **Payroll**
        - a. October Payroll- \$258,966.29; October Volunteer Residents- \$8,692.86
        - b. September Regular- \$255,270.06;
        - c. September Volunteers/Commissioners/Chaplains-\$8,151.82
    - **Board Action:** to approve General Fund Vouchers 191003001-191103046 for \$79,576.85; Capital Outlay Fund Voucher 191002001 for \$21,074.77. October Payroll- \$258,966.29; October Volunteer Residents- \$8,692.86
  - 2) **Cash Balances –**
    - a) October 31, 2019
      - a. General Operating Fund – \$3,071,413.10 (2018 - \$2,161,318.59)
      - b. Capital Outlay Fund - \$1,786,427.41 (2018 - \$859,549.67)
    - b) November 14, 2019
      - a. General Operating Fund – \$3,341,348.39
      - b. Capital Outlay Fund - \$1,832,248.39
  - 3) **Financial Report**

4) **Chief's Report**-Chief Randy Fehr

C. RESOLUTIONS

1) Resolution #2019-01; 2020 Property Tax Levy \$4,465,000.00

**9. MEETINGS**

A. Next Regular Meeting

1) Motion to cancel December 18, 2019 meeting and requesting commissioners approval to pay AP vouchers and November payroll.

**10. OLD BUSINESS**

A. Approval of ILA with South King County FD CARES

**11. NEW BUSINESS**

A. Approval of 2020 General Operating Budget in the amount of \$5,445,200.00

B. Approval of 2020 Capital Fund Budget in the amount of \$410,300.00

C. Updated Commissioners Annual Agenda

**12. PUBLIC COMMENT**

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**13. EXECUTIVE/EXEMPT SESSION**

A. Administrative Assistant Contract

**14. GOOD OF THE ORDER**

**15. ADJOURNMENT**



# ENUMCLAW FIRE DEPARTMENT

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 Telephone (360) 825-5544 Fax: (253) 856-6541  
 www.enumclawfire.org – EFD@enumclawfire.org

## EXHIBIT A - EXPENDITURES

**Date:** Wednesday, November 20, 2019

**To:** Board of Commissioners

**From:** Erinn Tinney, Administrative Asst.

**Subject:** Recommendation of Approval of Expenditures

General Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	11/19/2019	2019.11.03	AP	191003001-191103046	\$ 79,576.85
					<u>\$ 79,576.85</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	10/31/2019	Career	Direct Deposit	N/A	\$ 128,025.73
	10/31/2019	2019.10.04	Benefit EFT's	N/A	\$ 124,952.81
	10/31/2019	2019.10.05	Benefit Checks	191005001-191005003	\$ 5,987.75
	11/15/2019	Vol/Chap/Board	Direct Deposit	N/A	\$ 6,990.08
	11/15/2019	2019.09.01	Benefit EFT's	N/A	\$ 1,702.78
					<u>\$ 267,659.15</u>
Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	11/19/2019	2019.11.02	AP	191002001	\$ 21,074.77
					<u>\$ 21,074.77</u>
Interfund Transfer	Date	Batch	Type	Voucher #s	Amount
	11/6/2019		Interfund Transfer		\$ 24,134.51
					<u>\$ 24,134.51</u>
<b>Total General Fund Expenditures</b>					<b>\$ 347,236.00</b>
<b>Total Capital Fund Expenditures</b>					<b>\$ 21,074.77</b>
<b>TOTAL EXPENDITURES</b>					<b><u>\$ 368,310.77</u></b>