



# ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

## REGULAR MEETING AGENDA WEDNESDAY, JANUARY 18, 2023 – 6:00PM ENUMCLAW CITY HALL COUNCIL CHAMBERS

The Board of Commissioners of the Enumclaw Fire Department will hold a Regular Meeting at Enumclaw City Hall Council Chambers with a virtual option via Zoom.

### Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 857 5850 8999

Link to Join: <https://us02web.zoom.us/j/85758508999>

1. CALL TO ORDER
2. FLAG SALUTE
3. ATTENDANCE
4. AGENDA AMENDMENTS
5. PUBLIC COMMENT

A. Email Laura Buckley at [labuckley@enumclawfire.org](mailto:labuckley@enumclawfire.org) by 4:00pm day of meeting if you would like to be scheduled for Public Comment.

1) *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 December 14, 2022

8. REGULAR BUSINESS

A. CORRESPONDENCE

B. FINANCIALS

1) Approval of Expenditures – Exhibit A

a) 2022 General Operating Fund Expenditures - \$681,649.07

b) 2022 Capital Outlay Fund Expenditures – \$1,175.17

c) 2022 Interfund Transfer from General Fund to Capital Outlay Fund - \$175,000

• **Board Action Recommendation:** To approve expenditures from the General Operating Fund for \$681,649.07 and the Capital Outlay Fund for \$1,175.17, and the Interfund Transfer from the General Operating Fund to the Capital Outlay Fund for \$175,000 as presented in Exhibit A.

2) Cash Balances

a) December 31, 2022

a. General Operating Fund – \$3,016,365.81 (2021 - \$2,291,025.61)

b. Capital Outlay Fund - \$5,498,978.45 (2021 - \$5,404,082.91)

b) January 5, 2023

a. General Operating Fund – \$2,885,384.95

b. Capital Outlay Fund - \$5,498,978.45

3) Financial Report – Laura Buckley

C. FIRE CHIEF'S REPORT – Chief Randy Fehr

D. RESOLUTIONS

E. COMMITTEE UPDATES

9. MEETINGS

A. Next Regular Meeting

1) February 8, 2023, at 6:00pm

- a) February meeting scheduled on 2<sup>nd</sup> Wednesday of the month by resolution to accommodate ESD mid-winter break schedule. 2023 ESD mid-winter break schedule February 20-24.
- b) Propose Special Meeting on Wednesday, February 15, 2023 to allow for complete financials.

**10. OLD BUSINESS**

**11. NEW BUSINESS**

- A. King County Fire Commissioners Association Open Position
- B. Annual review of Commission Policies

**12. PUBLIC COMMENT**

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**13. EXECUTIVE/EXEMPT SESSION**

**14. GOOD OF THE ORDER**

**15. ADJOURNMENT**



## ENUMCLAW FIRE DEPARTMENT

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 www.enumclawfire.org – EFD@enumclawfire.org

### EXHIBIT A - EXPENDITURES FROM 12-14-2022 THRU 1-18-2023

**Date:** Wednesday, January 18, 2023

**To:** Board of Commissioners  
**From:** Laura Buckley, Finance & HR Specialist

**Subject:** Recommendation of Approval of Expenditures

General Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	12/28/2022	2022.12.05	Accounts Payable	EFT	\$ 1,430.10
	12/30/2022	2022.12.07	Accounts Payable	221207001-221207013	\$ 16,206.11
	1/3/2023	2023.01.01	Accounts Payable	EFT	\$ 140,800.00
	1/18/2023	2023.01.05	Accounts Payable	230105001-230105038	\$ 105,681.39
					\$ 264,117.60

General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	12/15/2022	Volunteers/Chaplains/Commissioners	Direct Deposit	EFTs	\$ 4,550.44
	12/15/2022	2022.12.04	Deductions & Benefits	EFTs	\$ 878.56
	12/30/2022	Career	Direct Deposit	EFTs	\$ 184,905.89
	12/30/2022	2022.12.06	Deductions & Benefits	EFTs	\$ 194,227.98
	12/30/2022	2022.12.07	Deductions & Benefits	221207014	\$ 244.09
	1/13/2023	Volunteers/Chaplains/Commissioners	Direct Deposit	EFTs	\$ 3,527.96
	1/10/2023	2023.01.02	Deductions & Benefits	EFTs	\$ 28,283.71
	1/13/2023	2023.01.03	Deductions & Benefits	EFT	\$ 692.84
	1/13/2023	2023.01.04	Deductions & Benefits	230104001	\$ 220.00
					\$ 417,531.47

Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	12/28/2022	2022.12.05	Accounts Payable	EFT	\$ 1,175.17
					\$ 1,175.17

Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					\$ -

Interfund Transfer	Date	From	To	Description	Amount
	12/30/2022	General Fund 100280010	Capital Fund 100283010	Capital Funding	\$ 175,000.00
					\$ 175,000.00

<b>Total General Fund Expenditures</b>	\$ 681,649.07
<b>Total Capital Fund Expenditures</b>	\$ 1,175.17
<b>TOTAL EXPENDITURES</b>	<b>\$ 682,824.24</b>