



# ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

## REGULAR MEETING AGENDA WEDNESDAY, APRIL 12, 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: 856 0533 8873

Link to Join: <https://us02web.zoom.us/j/89507288512>

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

A. Email Erinn Tinney at [etinney@enumclawfire.org](mailto:etinney@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. EXECUTIVE/EXEMPT SESSION

A. None

### 7. ANNOUNCEMENTS & PRESENTATIONS

A. None

### 8. APPROVAL OF MEETING MINUTES

A. Regular Meeting March 15, 2023

### 9. REGULAR BUSINESS

A. CORRESPONDENCE

B. FINANCIALS

#### 1) Approval of Expenditures – Exhibit A

a) 2023 General Operating Fund Expenditures - \$569,199.09

b) 2023 Capital Outlay Fund Expenditures – \$47,635.71

- **Board Action Recommendation:** To approve expenditures from the General Operating Fund for \$569,199.09 and the Capital Outlay Fund for \$47,635.71 as presented in Exhibit A.

#### 2) Cash Balances

a) March 30, 2023

a. General Operating Fund – \$2,284,198.40 (2022 - \$1,550,515.64)

b. Capital Outlay Fund - \$5,610,580.30 (2022 - \$5,426,881.67)

b) April 5, 2023

a. General Operating Fund – \$2,032,766.31

b. Capital Outlay Fund - \$5,615,346.56

C. FIRE CHIEF'S REPORT

- 1) Chief Randy Fehr

D. RESOLUTIONS

- 1) Review of Resolution No. 2023-01 – Authorizing Fee Recovery at Care Facilities for adoption, and Resolution No. 15-007 Authorizing Recovery of Costs Incurred Non-Emergent 911 Calls for rescission at the May 17, 2023, Commission Meeting.

E. COMMITTEE UPDATES

**10. MEETINGS**

A. Next Regular Meeting

- 1) May 17, 2023, at 6:00pm

**11. OLD BUSINESS**

A. None

**12. NEW BUSINESS**

A. REVISED Policy 213 – District Credit Card Use

- **Board Action Recommendation:** To adopt revised Policy No. 213 – District Credit Card Use as presented.

B. REVISED Policy 1044 – Travel and Reimbursement

- **Board Action Recommendation:** To adopt revised Policy No. 1044 – Travel and Reimbursement as presented.

**13. PUBLIC COMMENT**

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**14. GOOD OF THE ORDER**

**15. ADJOURNMENT**



## ENUMCLAW FIRE DEPARTMENT

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 www.enumclawfire.org – EFD@enumclawfire.org

### EXHIBIT A - EXPENDITURES FROM 3-16-2023 THRU 4-12-2023

**Date:** Wednesday, April 12, 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
	4/3/2023	2023.04.01	Accounts Payable	EFT	\$ 800.00
	4/12/2023	2023.04.03	Accounts Payable	230403001-230403038	\$ 150,428.55
					<u><u>\$ 151,228.55</u></u>

General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	3/31/2023	2023.03.04	Deductions & Benefits	EFTs	\$ 197,760.02
	3/31/2023	2023.03.05	Deductions & Benefits	230305001	\$ 254.09
	3/31/2023	Career	Direct Deposit	EFTs	\$ 187,134.07
	3/31/2023	2023.03.06	Deductions & Benefits	EFTs	\$ 32,822.36
					<u><u>\$ 417,970.54</u></u>

Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	4/12/2023	2023.04.04	Accounts Payable	230403039	\$ 44,573.00
	4/12/2023	2023.04.02	Accounts Payable	230402001-230402002	\$ 3,062.71
					<u><u>\$ 47,635.71</u></u>

Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u><u>\$ -</u></u>

Interfund Transfer	Date	From	To	Description	Amount
					<u><u>\$ -</u></u>

<b>Total General Fund Expenditures</b>	<b>\$ 569,199.09</b>
<b>Total Capital Fund Expenditures</b>	<b>\$ 47,635.71</b>
<b>TOTAL EXPENDITURES</b>	<b><u><u>\$ 616,834.80</u></u></b>