



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING AGENDA
WEDNESDAY, DECEMBER 13, 2023 – 6:00PM
FIRE ADMINISTRATION OFFICE 2884 GRIFFIN AVE #A, ENUMCLAW

The Board of Commissioners of the Enumclaw Fire Department will hold a Regular Meeting at Enumclaw Fire Department Administration Office with a virtual option via Zoom.

Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 874 5350 8003

Link to Join: <https://us02web.zoom.us/j/87453508003>

1. CALL TO ORDER

2. FLAG SALUTE

3. ATTENDANCE

4. EXECUTIVE/EXEMPT SESSION

A. RCW 42.30.110

1) Enumclaw Firefighters Union Local 3931 CBA

5. ANNOUNCEMENTS & PRESENTATIONS

6. APPROVAL OF MEETING MINUTES

A. Special Meeting November 14, 2023

B. Regular Meeting November 15, 2023

7. REGULAR BUSINESS

A. CORRESPONDENCE

B. FINANCIALS

1) Approval of Expenditures – Exhibit A

a) 2023 General Operating Fund Expenditures - \$819,459.22

b) 2023 Capital Outlay Fund Expenditures – \$48,380.92

- **Board Action Recommendation:** To approve expenditures from the General Operating Fund for \$819,459.22 and the Capital Outlay Fund for \$48,380.92 as presented in Exhibit A.

2) Cash Balances

a) November 30, 2023

a. General Operating Fund – \$5,185,316.68 (2022 - \$3,634,879.28)

b. Capital Outlay Fund - \$5,536,555.41 (2022 - \$5,322,345.41)

b) December 8, 2023

a. General Operating Fund – \$4,906,307.16

b. Capital Outlay Fund - \$5,851,229.57

3) Financial Report – Ashley Winter

C. FIRE CHIEF'S REPORT

1) Deputy Chief Ben Hayman

D. RESOLUTIONS

1) Resolution #2023-09 BLS Transport Rate Increase

2) Resolution #2023-10 Updating Appointed Auditing Officers

E. COMMITTEE UPDATES

1) King County Fire Commissioners Association – Commissioner Jones

2) Finance Committee – Commissioner Zoll and Commissioner Heintzinger

8. MEETINGS

A. Next Regular Meeting

1) January 17, 2024, at 6:00pm

9. OLD BUSINESS

10. NEW BUSINESS

11. PUBLIC COMMENT

A. Email Erinn Tinney at efd@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 clearly state their name(s) and address for the record.

Please limit comments to three minutes per person.

12. GOOD OF THE ORDER

13. ADJOURNMENT



ENUMCLAW FIRE DEPARTMENT

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 www.enumclawfire.org – EFD@enumclawfire.org

EXHIBIT A - EXPENDITURES FROM 11-16-2023 THRU 12-13-2023

Date: Wednesday, December 13, 2023

To: Board of Commissioners
From: Ashley Winter, Finance & HR Director

Subject: Recommendation of Approval of Expenditures

General Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	11/22/2023	2023.11.06	Accounts Payable	231106001-231106002	\$ 92,209.97
	12/1/2023	2023.12.01	Accounts Payable	EFT	\$ 800.00
	12/13/2023	2023.12.03	Accounts Payable	EFT	\$ 4,134.46
	12/13/2023	2023.12.05	Accounts Payable	231205001-231205041	\$ 197,827.73
					<u>\$ 294,972.16</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	11/30/2023	2023.11.07	Deductions & Benefits	EFTs	\$ 190,656.98
	11/30/2023	2023.11.08	Deductions & Benefits	231108001	\$ 254.09
	11/30/2023	2023.11.09	Deductions & Benefits	EFTs	\$ 54,319.70
	11/30/2023	Career	Direct Deposit	EFTs	\$ 279,256.29
					<u>\$524,487.06</u>
Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	12/13/2023	2023.12.04	Accounts Payable	231204001-231204004	\$ 48,380.92
					<u>\$ 48,380.92</u>
Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>
Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>

Total General Fund Expenditures	\$ 819,459.22
Total Capital Fund Expenditures	\$ 48,380.92
TOTAL EXPENDITURES	<u>\$ 867,840.14</u>