



# ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING AGENDA  
WEDNESDAY, FEBRUARY 14, 2024 – 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: 840 8157 8284

Link to Join: <https://us02web.zoom.us/j/84081578284>

1. CALL TO ORDER
2. FLAG SALUTE
3. ATTENDANCE
4. EXECUTIVE/EXEMPT SESSION
5. ANNOUNCEMENTS & PRESENTATIONS
6. APPROVAL OF MEETING MINUTES
  - A. Regular Meeting January 17, 2024
7. REGULAR BUSINESS
  - A. CORRESPONDENCE
  - B. FINANCIALS
    - 1) Approval of Expenditures – Exhibit A
      - a) 2024 General Operating Fund Expenditures - \$552,722.53
      - b) 2024 Capital Outlay Fund Expenditures – \$2,342.85
      - **Board Action Recommendation:** To approve 2024 expenditures from the General Operating Fund for \$552,722.53 and the Capital Outlay Fund for \$2,342.85 as presented in Exhibit A.
    - 2) Cash Balances
      - a) February 11, 2024
        - a. General Operating Fund – \$3,783,381.14
        - b. Capital Outlay Fund - \$5,819,125.44
      - 3) Financial Report – Ashley Winter
    - C. FIRE CHIEF'S REPORT
      - 1) Fire Chief Randy Fehr
      - 2) Deputy Chief Ben Hayman
    - D. RESOLUTIONS
      - 1) Resolution #2024-01 Fee Schedule
    - 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) March 20, 2024, at 6:00pm
  9. OLD BUSINESS
    - A. Board of Commissioners Policy Manual Updates – Ashley Winter
    - B. Contract for Service/Merger/Consolidation Update – Chief Fehr
  10. NEW BUSINESS
  11. PUBLIC COMMENT

A. Email Erinn Tinney at [efd@enumclawfire.org](mailto: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 (3) minutes per person.*

**12. GOOD OF THE ORDER**

**13. ADJOURNMENT**



## ENUMCLAW FIRE DEPARTMENT

1330 Wells Street Enumclaw, WA 98022  
 Telephone (360) 825-5544 Fax: (253) 856-6541  
 www.enumclawfire.org – EFD@enumclawfire.org

### EXHIBIT A - EXPENDITURES FROM 1-18-2024 THRU 2-14-2024

**Date:** Wednesday, February 14, 2024

**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
	2/1/2024	2024.02.01	Accounts Payable	EFT	\$ 800.00
	2/14/2024	2024.02.06	Accounts Payable	240205001-240205039	\$ 78,776.86
					<u>\$ 79,576.86</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	1/31/2024	2024.01.10	Deductions & Benefits	EFTs	\$ 219,956.61
	1/31/2024	2024.01.11	Deductions & Benefits	240111001	\$ 254.09
	1/31/2024	Career	Direct Deposit	EFTs	\$ 229,417.68
	2/9/2024	2024.02.02	Deductions & Benefits	EFT	\$ 8,406.15
	2/9/2024	Career	Direct Deposit	EFT	\$ 15,111.14
					<u>\$473,145.67</u>
Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	2/14/2024	2024.02.04	Accounts Payable	240204001-240204003	\$ 2,342.85
					<u>\$ 2,342.85</u>
Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>
Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>
<b>Total General Fund Expenditures</b>					<b>\$ 552,722.53</b>
<b>Total Capital Fund Expenditures</b>					<b>\$ 2,342.85</b>
<b>TOTAL EXPENDITURES</b>					<b><u>\$ 555,065.38</u></b>