



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

SPECIAL MEETING NOTICE

MONDAY, NOVEMBER 25, 2024 – 6:00PM

FIRE ADMINISTRATION OFFICE 2884 GRIFFIN AVE #A, ENUMCLAW

The Board of Commissioners of the Enumclaw Fire Department will hold a Special Meeting at Enumclaw Fire Department Administration Office with a virtual option via Zoom, on Monday, November 25, 2024, at 6:00 p.m. The purpose of the meeting is to discuss items from the Regular November Meeting that was cancelled on Wednesday, November 20, 2024 due to weather conditions and power outages. The following items of business will be discussed:

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. ANNOUNCEMENTS & PRESENTATIONS

5. APPROVAL OF MEETING MINUTES

A. Regular Meeting October 16, 2024

B. Special Meeting October 23, 2024

6. REGULAR BUSINESS

A. CORRESPONDENCE

B. COMMITTEE UPDATES

1) Finance Committee – Commissioner Heintzinger (Chair) and Commissioner Zoll

C. FINANCIALS

1) Approval of Expenditures – Exhibit A

a) 2024 General Operating Fund Expenditures - \$549,030.20

b) 2024 Capital Outlay Fund Expenditures – \$469.24

- **Board Action Recommendation:** To approve 2024 expenditures from the General Operating Fund for \$549,030.20 and the Capital Outlay Fund for \$469.24 as presented in Exhibit A.

2) Cash Balances

a) November 17, 2024

a. General Operating Fund – \$5,936,858.70

b. Capital Outlay Fund - \$6,437,986.07

3) Financial Report – Laura Taylor

D. FIRE CHIEF'S REPORT

1) Fire Chief Randy Fehr

2) Deputy Chief Ben Hayman

E. RESOLUTIONS

1) Resolution #2024-05 2025 Property Tax Levy

2) Resolution #2024-06 Appointing Additional Auditing Officers

7. MEETINGS

A. Next Regular Meeting

1) December 11, 2024, at 6:00 pm

8. OLD BUSINESS

A. SAO Audit – Laura Taylor

B. Collaborative Service Agreement Authorization – Deputy Chief Ben Hayman

- **Board Action Recommendation:**

- a. To approve the Fire Chief Exit Agreement per the Collaborative Service Agreement
- b. Authorize the Fire Chief to sign a Collaborative Service Agreement with PSF for Executive Services beginning on January 1st, 2025 through December 31st, 2025.

9. NEW BUSINESS

- A. 2025 Budget Public Hearing – Deputy Chief Ben Hayman and Laura Taylor

- **Board Action Recommendation:** Motion to approve the 2025 General Operating Fund Expense Budget in the amount of \$9,211,280

- **Board Action Recommendation:** Motion to approve the 2025 Capital Outlay Fund Expense Budget in the amount of \$4,308,100

- B. Valley Communications 2025 Fee Schedule and Agreement – Fire Chief Randy Fehr

- **Board Action Recommendation:** Motion to authorize Board Chairperson to sign 2025 Valley Communications Fee Schedule.

10. EXECUTIVE/EXEMPT SESSION

- A. None

11. PUBLIC COMMENT

- A. Email Erinn Tinney at efd@enumclawfire.org by 4:00 pm 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