



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING AGENDA WEDNESDAY, MAY 21, 2025 – 6:00PM ENUMCLAW FIRE ADMINISTRATION OFFICE 2884 GRIFFIN AVE #A, ENUMCLAW, WA 98022

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

Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 838 1243 3365

Passcode: 390647

Link to Join: <https://us02web.zoom.us/j/83812433365>

1. CALL MEETING TO ORDER

2. FLAG SALUTE

3. ATTENDANCE

4. AGENDA MODIFICATIONS

5. ANNOUNCEMENTS, PROCLAMATIONS, & PRESENTATIONS

A. Operations Presentation – BC John Bloomer

6. CORRESPONDENCE

7. MEETINGS

A. Next Special Meeting

1) May 28, 2025, at 6:00 pm (Enumclaw City Hall)

B. Next Regular Meeting

2) June 18, 2025, at 6:00 pm

8. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

1) Approval of Meeting Minutes from the April 9, 2025, Regular Meeting

Board Action Recommendation: To approve the minutes from the April 9, 2025, Regular Meeting.

2) Approval of Meeting Minutes from the April 21, 2025, Special Meeting

Board Action Recommendation: To approve the minutes from the April 21, 2025, Special Meeting.

B. APPROVAL OF EXPENDITURES

1) Approval of Expenditures – Exhibit A

- 2025 General Operating Fund Expenditures - \$568,908.84

- 2025 Capital Outlay Fund Expenditures – \$19,603.81

Board Action Recommendation: To approve 2025 expenditures from the General Operating Fund for \$568,908.84 and the Capital Outlay Fund for \$19,603.81 as presented in Exhibit A.

9. FINANCIALS

A. CASH BALANCES

- May 18, 2025

- a. General Operating Fund – \$6,741,658.60

- b. Capital Outlay Fund – \$5,829,243.46

B. FINANCIAL REPORT– Laura Buckley

10. FIRE DEPARTMENT CHIEF REPORT – Deputy Chief Ben Hayman

11. UNFINISHED BUSINESS

- A. Fire Impact Fees – Deputy Chief Ben Hayman

12. COMMITTEE REPORTS

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

13. NEW BUSINESS

- A. Resolution #2024-02 Establishing Financial Management Policies – Exhibit “A”
Board Action Recommendation: To approve amendments to the Financial Management Policies attached as Exhibit “A” and incorporated within Resolution #2024-02 – Establishing Financial Management Policies, as of May 21, 2025.
- B. Resolution #2025-03 2025 Capital Outlay Fund Budget Amendments
Board Action Recommendation: To approve the 2025 Capital Outlay Fund budget amendments in the amount of \$1,117,133.00 as presented in Exhibit “A”.
- C. Resolution #2025-04 Capital Outlay Fund Transfer to Special Revenue Fund
Board Action Recommendation: To approve the transfer of \$2,377,132.55 plus any additional interest earned on this amount after May 1, 2025, from the Capital Outlay Fund to the Special Revenue Fund to separate Impact Fee Special Revenue funds from the Capital Outlay funds.
- D. 2025 Proposed Special Revenue Fund Budget – Laura Buckley
Board Action Recommendation: Motion to approve the 2025 Special Revenue Fund Budget in the amount of \$500,000.
- E. Board of Volunteer Firefighters 2024 Pension Certification Form

14. EXECUTIVE/EXEMPT/CLOSED SESSION

15. PUBLIC COMMENT

- A. Email Erinn Tinney at efd@enumclawfire.org by 4:00pm the day of meeting if you would like to be scheduled for Public Comment.
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.

16. GOOD OF THE ORDER

17. ADJOURNMENT