



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING AGENDA WEDNESDAY, SEPTEMBER 17, 2025 – 6:00 PM 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.

Zoom Information:

Dial: +1 253 215 8782

Meeting ID: 838 1243 3365

Passcode: 390647

Link to Join: <https://us02web.zoom.us/j/83812433365?pwd=uwTSbFYc4LBa8x8fZsRjlOiprX2Wyg.1>

1. CALL MEETING TO ORDER

2. FLAG SALUTE

3. ATTENDANCE

4. AGENDA MODIFICATIONS

5. ANNOUNCEMENTS, PROCLAMATIONS, & PRESENTATIONS

A. Oath of Office – Tony Mills

6. CORRESPONDENCE

7. MEETINGS

A. Next Regular Meeting – 2026 Budget Workshop

1) October 15, 2025, at 6:00 pm

8. PUBLIC COMMENT

A. Email Erinn Tinney at efd@enumclawfire.org by 4:00 pm 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 and clearly state their name and address for the record. Please limit comments to three (3) minutes per person.

9. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

1) Approval of Meeting Minutes from the August 20, 2025, Regular Meeting

Board Action Recommendation: To approve the minutes from the August 20, 2025, Regular Meeting.

B. APPROVAL OF EXPENDITURES

1) Approval of Expenditures – Exhibit A

- 2025 General Operating Fund Expenditures - \$598,629.77

- 2025 Capital Outlay Fund Expenditures - \$7,173.09

Board Action Recommendation: To approve 2025 expenditures from the General Operating Fund for \$598,629.77 and the Capital Outlay Fund for \$7,173.09 as presented in Exhibit A.

10. COMMITTEE REPORTS

A. FINANCE COMMITTEE – Commissioner Heintzinger (Chair) and Commissioner Stubblefield

11. FINANCIALS

1) CASH BALANCES – September 14, 2025

1) General Operating Fund – \$4,935,252.55

2) Capital Outlay Fund – \$3,481,854.04

3) Impact Fee Reserve Fund - \$2,530,570.18

B. FINANCIAL REPORT– Finance/HR Director Buckley

12. FIRE DEPARTMENT CHIEF REPORT – Chief Hayman and Deputy Chief Madill

13. LOCAL 3931 REPORT

14. UNFINISHED BUSINESS

A. Fire Impact Fees & Capital Facilities Plan Update – Chief Hayman

B. Dept. I.T. Services Update – Chief Hayman

C. SAO Audit – Chief Hayman and Finance/HR Director Buckley

1) Results – No Findings, preparing for another successful audit, next scheduled audit 2027.

2) **Board Action Recommendation:** To approve the January 1, 2025 addendum to Deputy Chief Hayman's previous employment contract as presented to formally document the temporary Out-of-Class Pay increase that was previously approved by the Board when the 2025 budget was adopted.

15. NEW BUSINESS

A. Fees for EFD Services: Burn Permits and Patient Transport Balance Billing – Chief Hayman

16. EXECUTIVE/EXEMPT/CLOSED SESSION

17. PUBLIC COMMENT

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18. GOOD OF THE ORDER

A. Fire Chief Evaluation – Commissioner Jones (Chair)

B. Fire Admin Office Hours – Chief Hayman

19. ADJOURNMENT