



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING AGENDA WEDNESDAY, NOVEMBER 19, 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 the 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=uwTSbFYc4LBa8x8fZsRjJOiprX2WYg.1>

1. CALL MEETING TO ORDER

2. FLAG SALUTE

3. ATTENDANCE

4. AGENDA MODIFICATIONS

5. ANNOUNCEMENTS, PROCLAMATIONS, & PRESENTATIONS

6. CORRESPONDENCE

7. MEETINGS

A. Next Regular Meeting

- 1) December 17, 2025, at 6:00 pm

8. PUBLIC COMMENT

- A. Email Erinn Tinney at efd@enumclawfire.org by 4:00 pm the day of the 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 October 15th, 2025, Regular Meeting

Board Action Recommendation: To approve the meeting minutes from the October 15th, 2025, Regular Meeting.

B. APPROVAL OF EXPENDITURES

- 1) Approval of Expenditures – Exhibit A

- 2025 General Operating Fund Expenditures - \$770,959.94

- 2025 Capital Outlay Fund Expenditures - \$44,114.13

Board Action Recommendation: To approve 2025 expenditures from the General Operating Fund for \$770,959.94 and the Capital Outlay Fund for \$44,114.13 as presented in Exhibit A.

10. COMMITTEE REPORTS

- A. FINANCE COMMITTEE – Commissioner Heintzinger (Chair)

11. FIRE DEPARTMENT CHIEF REPORT – Chief Hayman & Deputy Chief Madill

12. FINANCIALS

- A. CASH BALANCES – November 16, 2025

- 1) General Operating Fund – \$6,903,909.50

- 2) Capital Outlay Fund – \$4,921,831.49

- 3) Special Revenue Fund - \$1,619,287.40
- B. FINANCIAL REPORT– Finance/HR Director Buckley
- C. Resolution #2025-11 Additional General Fund Transfer to Capital Outlay Fund
Board Action Recommendation: To adopt Resolution #2025-11 Additional General Fund Transfer to Capital Outlay Fund in the amount of **\$150,000.00.**
- D. Resolution #2025-12 Designate Additional Reserve Fund Balance for Compensated Absence Liabilities
Board Action Recommendation: To adopt Resolution #2025-12 Designate Additional Reserve Fund Balance for Compensated Absence Liabilities in the amount of **\$200,000.00.**
- E. Resolution #2025-13 Designate Additional Reserve Fund Balance for Salary Savings Plan Liabilities
Board Action Recommendation: To adopt Resolution #2025-13 Designate Additional Reserve Fund Balance for Salary Savings Plan Liabilities in the amount of **\$50,000.00.**

13. UNFINISHED BUSINESS

- A. None

14. NEW BUSINESS

- A. 2026 Budget Public Hearing – Chief Hayman and Finance/HR Director Buckley
Board Action Recommendation: Motion to approve the 2026 General Operating Fund Expense Budget in the amount of **\$9,554,112.00.**
Board Action Recommendation: Motion to approve the 2026 Capital Outlay Fund Expense Budget in the amount of **\$238,650.00.**
Board Action Recommendation: Motion to approve the 2026 Special Revenue Fund Expense Budget in the amount of **\$2,000.00.**
- B. Resolution #2025-14 2026 Property Tax Levy
Board Action Recommendation: To adopt Resolution #2025-14 2026 Property Tax Levy in the amount of **\$7,919,243.00.**
- C. Resolution #2025-15 John Hancock Deferred Compensation Plan Restatement
Board Action Recommendation: To adopt Resolution #2025-15 John Hancock Deferred Compensation Plan Restatement.
- D. Policy #1054 Benefits and Compensation for Non-Represented Employees – Chief Hayman
Board Action Recommendation: To approve the updates to Policy #1054 Benefits and Compensation for Non-Represented Employees.

15. LOCAL 3931 REPORT

16. EXECUTIVE/EXEMPT/CLOSED SESSION

- A. The Board will be going into executive session pursuant to RCW 42.30.110(1)(g) to review the performance of an employee.

17. PUBLIC COMMENT

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18. GOOD OF THE ORDER

- A. Chief Hayman

19. ADJOURNMENT