



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING AGENDA WEDNESDAY, DECEMBER 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 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

A. Recognition

- 1) Commissioner Trachte: 2016-2025
- 2) Commissioner Stubblefield: 2013-2025
- 3) Commissioner Zoll: 2016-2025

6. CORRESPONDENCE

7. MEETINGS

A. Next Regular Meeting

- 1) January 21, 2026, 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 November 19, 2025, Regular Meeting

Board Action Recommendation: To approve the meeting minutes from the November 19th, 2025, Regular Meeting.

B. APPROVAL OF EXPENDITURES

- 1) Approval of Expenditures – Exhibit A

- 2025 General Operating Fund Expenditures - \$739,323.13
- 2025 Capital Outlay Fund Expenditures - \$61,737.68

Board Action Recommendation: To approve 2025 expenditures from the General Operating Fund for \$739,323.13 and the Capital Outlay Fund for \$61,737.68 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. RESOLUTIONS – Chief Hayman

- A. Resolution #2025-16 2025 Special Revenue Fund Year-End Impact Fee Allocation and Budget Amendment

Board Action Recommendation: To adopt Resolution #2025-16 2025 Special Revenue Fund Year-End Impact Fee Allocation and Budget Amendment.

13. FINANCIALS

- A. CASH BALANCES – December 14, 2025
- 1) General Operating Fund – \$6,226,837.89
 - 2) Capital Outlay Fund – \$5,310,711.99
 - 3) Special Revenue Fund - \$1,663,826.29
- B. FINANCIAL REPORT– Finance/HR Director Buckley

14. UNFINISHED BUSINESS

- A. None

15. NEW BUSINESS

- A. 2026 Board of Commissioners Meeting Schedule
- B. 2026 EFD Consolidated Fee Schedule – Director Buckley
- C. Valley Communications 2026 Fee Schedule and Agreement– Chief Hayman
- Board Action Recommendation:** Motion to authorize Board Chairperson to sign 2026 Valley Communications Fee Schedule.

16. EXECUTIVE/EXEMPT/CLOSED SESSION

- A. RCW 42.30.110(1)(g) *To evaluate the qualifications of an applicant for public employment.*

17. LOCAL 3931 REPORT

18. PUBLIC COMMENT

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19. GOOD OF THE ORDER

20. ADJOURNMENT