



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING AGENDA WEDNESDAY, JANUARY 21, 2026 – 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: 886 1994 5130

Passcode: 864266

Link to Join: <https://us02web.zoom.us/j/88619945130>

1. CALL MEETING TO ORDER

2. FLAG SALUTE

3. ATTENDANCE

4. AGENDA MODIFICATIONS

5. ANNOUNCEMENTS, PROCLAMATIONS, & PRESENTATIONS

- A. Oath of Office - Commissioner Percival and Commissioner Walthers
- B. Oath of Office – Chief Hayman
- C. 2025 Employee of the Year – FF Joe Dines

6. CORRESPONDENCE

7. MEETINGS

- A. Next Special Meeting
 - 1) February 25, 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 December 17, 2025, Regular Meeting
Board Action Recommendation: To approve the meeting minutes from the December 17th, 2025, Regular Meeting.

B. APPROVAL OF EXPENDITURES

- 1) Approval of Expenditures – Exhibit A
 - 2025 General Operating Fund Expenditures - \$500,557.56
 - 2025 Interfund Transfer from General Fund to Capital Outlay Fund - \$250,000.00
Board Action Recommendation: To approve 2025 expenditures from the General Operating Fund for \$500,557.56 and the Interfund Transfer from General Fund to Capital Outlay Fund for \$250,000.00 as presented in Exhibit A.
 - 2026 General Operating Fund Expenditures - \$268,141.48
 - 2026 Capital Outlay Fund Expenditures - \$1,196.87

- **Board Action Recommendation:** To approve 2026 expenditures from the General Operating Fund for \$268,141.48 and the Capital Outlay Fund for \$1,196.87 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 – January 18, 2026
- 1) General Operating Fund – \$5,429,942.64
 - 2) Capital Outlay Fund – \$5,302,895.45
 - 3) Special Revenue Fund - \$1,609,905.15
- B. FINANCIAL REPORT– Finance/HR Director Buckley

13. UNFINISHED BUSINESS

- A. None

14. NEW BUSINESS

- A. Officers of the Board of Commissioners
- 1) Call for Nominations for Chair and election.
 - 2) Call for Nominations for Vice Chair and election.
- B. Board of Commissioners Finance Committee Members and Positions
- C. Board of Commissioners Policy Manual Review
- D. Proposed Residential Fire Impact Fee Calculation
- 1) Resolution #2026-01 Formula for the Calculation of Fire Impact Fees for Residential Housing Units
 - Public comment regarding proposed Resolution #2026-01
 - **Board Action Recommendation:** Motion to adopt Resolution #2026-01 Formula for the Calculation of Fire Impact Fees for Residential Housing Units
- E. Commissioner Workshop “Great Board Meetings” – Wednesday February 25th, 2026, at 4:00pm
- F. Board for Volunteer Firefighters Refund of Credit Balance
- **Board Action Recommendation:** Motion to authorize Board Chairperson to sign the Board for Volunteer Firefighters refund request.

15. LOCAL 3931 REPORT

16. EXECUTIVE/EXEMPT/CLOSED SESSION

17. PUBLIC COMMENT

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18. GOOD OF THE ORDER

19. ADJOURNMENT