



EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS
Regular Meeting Agenda
May 21, 2024
7:00 p.m.

Meetings are conducted in-person with the option of attending virtually.
Meeting Location: 18421 Veterans Memorial Dr. E, Bonney Lake 98391

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/83161991096?pwd=uqzQ1XJBxmLLHwaZFe3Ob5hnwhlzPJ.1>

Viewers may ask questions at the appropriate time via the chat option available within the application. Statements and or questions may also be emailed to cbyerley@eastpiercefir.org.

1. CALL TO ORDER – 7:00 PM

2. ROLL CALL/PLEDGE OF ALLEGIANCE/WELCOME

- a) Roll Call/ Pledge of Allegiance
- b) Welcome the Public
- c) Honors and Recognition

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- a) Approve Minutes of the April 16th Regular Meeting Pages 3-6
- b) Treasurer’s Report..... Pages 7-8
- c) Approve Finances..... Pages 9-16
- d) Financial Waiver None
- e) Resolution 1050 – Quarterly EMS Write-Offs..... Page 17

5. PRESENTATIONS

- a) None

6. VISITORS Open to Public Comments

Any individual may request that the Board recognize them to give their comments on items not on the agenda. Please identify yourself and state your address for the record before commenting. Comments/Questions should be submitted via chat feature on webinar or emailed to the District Secretary at cbyerley@eastpiercefir.org. Please submit copies of any reports, statements, etc. to the District Secretary for the Board via email or mail. The Board may not have the information at hand to address a subject or take action at this time.

7. BOND-2018:

- a) Update - Herrera Pages 18-23

8. CHIEF’S REPORT

- a) Monthly Chiefs Report..... Pages 24-25
- b) Deputy Chiefs Report..... Pages 26-27
- c) Monthly Injury Report..... Page 28

9. COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

- a) Planning Committee – Notes from 5/3 Meeting..... Page 29
- b) Finance Committee –..... None
- c) HR Committee – Notes from 5/6 Meeting Page 30

10. PUBLIC HEARING FOR SALE OF WINDMILL PROPERTY Page 31
(Board Chair will allow for public comments – 3 minutes maximum)

- a) Chair Opens Public Hearing
- b) Sale of Surplus Property
- c) Public Comments
- d) Chair Closes Public Hearing

11. RESOLUTIONS:

- a) Resolution 1051 – Cancellation of Warrants – Hollon..... Pages 32-33
- b) Resolution 1052 – Transfer of Excess Funds – Hollon Pages 34-35

12. NEW BUSINESS (*Board Chair will allow for public comments via chat or email*)

- a) Station 112 Roof – Parkinson..... Page 36

13. UNFINISHED BUSINESS (*Board Chair will allow for public comments via chat or email*)

- a) Board Vacancy – Parkinson Page 37

14. EXECUTIVE SESSION: Per RCW 42.30.110(1)(h) to evaluate the qualifications of a candidate for appointment to elective office.

15. COMMISSIONER TRAINING/EVENT REQUESTS:

- a) WFOA Annual Conference (Spokane 10/23-10/26) – Byerley None

16. EXECUTIVE SESSION: Per RCW 42.30.110(1)(g) to review the performance of a public employee.

17. COMMISSIONER ACTION/DISCUSSION:

- a) None

18. ADJOURN

2024 EVENTS:

- May 23rd PC Commissioner Meeting (CPFR and Zoom)
- June 27th..... PC Commissioner Meeting (SS911 and Zoom)
- July 25th PC Commissioner Meeting (6:00 pm - BBQ / Potluck)
- August 22nd PC Commissioner Meeting (SS911 and Zoom)
- September 26th PC Commissioner Meeting (TBD and Zoom)
- September 28th..... EPFR Annual Open House
- October 24th NO PC MEETING – STATE CONFERENCE
- November 21st PC Commissioner Meeting (3rd Thursday due to 4th Thursday being Thanksgiving)
- December 5th NO PC MEETING – ANNUAL AWARDS BANQUET

**A REGULAR MEETING OF THE
BOARD OF FIRE COMMISSIONERS OF
EAST PIERCE FIRE & RESCUE**

April 16, 2024

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on April 16, 2024, in-person at Headquarters (18421 Veterans Memorial Dr E, Bonney Lake) and via conference/video call through Zoom. Notice and link to join meeting was posted for public access. Board Chair Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Kevin Garling, Pat McElligott, Randy Kroum, Cynthia Wernet, Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Finance Manager Michelle Hollon, and District Secretary Corina Byerley.

Commissioners Excused: None
Commissioners Unexcused: None

AUDIENCE: Project Manager Phil Herrera, Assistant Chief Bill Sandlian, Greg Reinke, Victor Proulx, and Justin Evans.

HONORS AND RECOGNITIONS:

Chair Napier recognized District Secretary Corina Byerley for 20 years of service and Chief Parkinson for 5 years of service and presented both with years of service challenge coins.

APPROVAL OF AGENDA:

District Secretary Byerley requested to add to the agenda item 4c (Consent Agenda) add payroll vouchers 240403001 – 240403015 in the amount of \$929,360.38 and electronic payroll in the amount of \$ 2,732,199.91. Commissioner Garling moved to approve the agenda as amended. The motion was seconded by Commissioner Egan and carried.

CONSENT AGENDA:

Commissioner McElligott moved to approve the consent agenda (minutes from the March 19th Regular meeting; treasurer's report; current expense vouchers 240401001-240401087 in the amount of \$822,970.46; payroll vouchers 240403001-240403015 in the amount of \$929,360.38; electronic payroll in the amount of \$2,732,199.91; Capital expense vouchers 240402001 - 240402013 in the amount of \$2,003,918.64, and post-meeting payroll transaction in the amount of \$1,654.00). Motion seconded by Commissioner Garling and carried.

GUEST SPEAKER PRESENTATION:

Strategic Planning - BERK: Julia Tesch and Oliver Hirn from BERK Consulting gave a presentation on the purpose and process for updating the District's Strategic Plan. The Board provided input about priority topics to include in the plan including evaluation of the hiring process, making a mix of goals, some aspirational and some attainable, improve community outreach/communication, and developing the youth of the department. No action taken, information only.

VISITOR COMMENTS: None

BOND-2018:

Project Manager: Project Manager Phil Herrera gave an update on the Capital Facilities Plan included in packet.

Station 111: Interior sheetrock and taping continues on the first and second floors. Painting prep underway in the administration wing. Apparatus bay doors have been installed. Finish grade sitework continues. Final grading for the first layer of asphalt underway but delayed by the weather.

Station 112: All comments have been addressed and resubmitted after the first round of CUP reviews were received. The items were not significant and have been addressed. We are awaiting roads to release the traffic impact report of “no impact” so we can be assigned a date to go before the hearing examiner. We are receiving the first round of site and building review comments. There are no significant issues and we have been responding with the corrections. Preparing to go out for bid in May...date TBD.

Station 114: Interior work of insulation and sheetrock is underway. Working with the district’s attorney on the CMU weather barrier issue. Some areas of the exterior siding have been released for installation. CMU is still on hold pending third party inspection report of the seal coating. West apparatus bay concrete ramp as well as curbs and sidewalks installed. ATB in the next week. We reached a resolution with the city over the fire line on the east side of the building. Saving the district 60-70k of an 80-95k change order.

Station 117: All the interior slabs are complete. Wall framing is underway. Erection of the structural steel columns and beams is underway.

Station 118: Fuel tank was delivered, and we are working with the contractor and the city to get it hooked up. Final commissioning report has been completed and will be submitted for final occupancy approval. Still addressing punch list items.

CHIEF’S REPORT:

Monthly Chiefs Report: Reviewed the Chief’s monthly report with the Board. Included in agenda packet. Chief Parkinson’s report included: levy education update; Cardiac arrest survivor visited crews from Station 118; and Joint Facility Study for Station 124 interlocal with the City of Milton is in process.

Monthly Deputy Chiefs Report: Deputy Chief Stabenfeldt gave a brief overview of each division’s accomplishments for the month. DC Stabenfeldt’s report included: Operations-status of four current recruit groups, promotions, Galleri cancer screening blood tests scheduled for May; Logistics-apparatus update including new placing new rescue pumper engine in service at Station 116; EMS- overview of EMS training, highlighted presentation CRP Killion and BHS Haney at national conference, IV Acetaminophen Pilot Program is underway; Fire Prevention/Public Education-spring newsletter, levy postcard, annual awards, classes, inspections and initiation of food truck inspection program.

Monthly Injury Report: Update provided in agenda packet.

COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

Planning Committee– Commissioner Wernet provided an overview of the Committee’s meeting on 3/27 with BERK Consulting to discuss the strategic plan. Notes from meeting included in agenda packet.

HR Committee- Commissioner Egan provided a brief overview of the Committee’s meeting on 4/1. Notes from meeting included in agenda packet.

RESOLUTIONS:

Resolution 1047 -Levy Lid Lift – August Ballot: Chief Parkinson presented to the Board a Resolution 1047 requesting, if the April 2024 levy fails, the placement of a Regular Levy Lid Lift measure on the August 6th, 2024 ballot. This measure will ask the voters to lift the lid on the regular levy to reset the rate to \$1.50 per \$1,000 of assessed valuation in 2025. Commissioner Egan moved to approve Resolution

1047, placing the fire levy lid lift on the August 2024 special election ballot. The motion was seconded by Commissioner Kroum and carried.

Resolution 1048- Transfer of Funds (Project Manager): Finance Manager Hollon presented to the Board Resolution 1048 requesting the transfer of funds in the amount of \$99,390 from the Capital Fund to the General fund to cover the wages and expenditures of the project manager. Commissioner Kroum moved to approve Resolution 1048 to transfer funds from the Capital Fund to the General Fund in the amount of \$99,390. The motion was seconded by Commissioner McElligott and carried.

Resolution 1049- Cancellation of Warrants: Finance Manager Michelle Hollon presented to the Board Resolution 1049 requesting the cancellation of warrants. Rice Fergus Miller was issued a check in the amount of \$1,320.00 for services, check was lost and not cashed. Dave Lindenmuth was issued a check in the amount of \$542.00 for a table for Station 118, check was a duplicate payment but was never distributed or cashed. Total amount requested to be cancelled is \$1,862.00. Commissioner Egan moved to adopt Resolution 1049 cancelling warrant 1729605 and 1716382 in the total amount of \$1,862.00. The motion was seconded by Commissioner Garling and carried.

NEW BUSINESS:

Appoint “For” and “Against” Committees: The district advertised on its website to the public the opening to participate on a “For” or “Against” committee in reference to the ballot measure being placed on the August 6, 2024 special election to lift the lid for Fire request. The district received one request naming three individuals for the “For” committee, Greg Reinke, Christy Ferber, and Kathy Hayden. No requests were received for the “Against” committee. After discussion the following motions were made: Commissioner Kroum moved to approve the appointment of said individuals to the “For” committee in relation to the District’s Ballot measure for the August 6, 2024 election. The motion was seconded by Commissioner McElligott and carried. Commissioner Kroum then moved to approve the appointment of said individual(s) to the “Against” committee in relation to the District’s Ballot measure for the August 6, 2024 election. The motion was seconded by Commissioner McElligott and carried.

Sale of Windmill Property: Chief Parkinson presented to the Board a request to surplus the real property located at 10105 24th St E, Edgewood (parcel number 0420091157) where the Edgewood Nyholm historical windmill is located. The City of Edgewood would like to purchase the property to preserve the historic windmill. The property is no longer of use to the district and it is recommended that the property be sold to the City of Edgewood at the appraised value of \$172,000. Commissioner McElligott moved to surplus the real property located at 10105 24th Street East, Edgewood, WA, parcel number 0420091157 to be sold to the City of Edgewood for \$172,000. The motion was seconded by Commissioner Wernet and carried.

Board Vacancy: Per RCW 42.12.080 the Board nominated candidates to fill the Board vacancy created by the passing of Commissioner Cathey. The following nominations were made:

Commissioner Egan moved to nominate Victor Proulx as a candidate for the vacant Board position. The motion was seconded by Commissioner Garling and carried.

Commissioner Kroum moved to nominate Burl Eddy as a candidate for the vacant Board position. The motion was seconded by Commissioner McElligott and carried.

Commissioner Garling moved to nominate Greg Reinke as a candidate for the vacant Board position. The motion was seconded by Commissioner McElligott and carried.

Commissioner Napier moved to nominate Justin Evans as a candidate for the vacant Board position. The motion was seconded by Commissioner Garling and carried.

The department will advertise for the vacant position on the district's website, social media, and at headquarters. Additional candidates may be nominated by the public until May 3, 2024. Letters of interest and resumes from interested candidates will be accepted from May 3, 2024 through May 10, 2024. The Board will review candidate qualifications and appoint a new commissioner at the May meeting.

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

Lake Chelan Seminar: District Secretary Byerley confirmed Commissioner McElligott will be attending the seminar to be held in Lake Chelan on June 1st. No additional commissioners expressed interest.

WFCA Annual Conference: District Secretary Byerley provided information regarding the WFCA Annual Conference to be held in Spokane October 23-26. Commissioners McElligott and Wernet expressed interest in attending.

EXECUTIVE SESSION: None

COMMISSIONER ACTION/DISCUSSION: None

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 8:30 p.m.

District Secretary Corina Byerley

Chairman Jon Napier/Vice-Chair Ed Egan



EAST PIERCE FIRE & RESCUE

April 2024

for May 21, 2024 Meeting

	Current Month	Year to Date	Budget Resolution 1034	Remaining Amount	Remaining Percent
				8 Months Remaining =	66.67%

General Fund (Current Expense)

Net Cash & Investments 12/31/2023			\$ 12,658,683	Budgeted	
Operating Revenues					
Property Tax - Current	16,352,997	18,292,006	40,405,095	22,113,089	54.7%
Property Tax - Prior Year/Delinquent	61,788	254,786	-	(254,786)	0.0%
Other Taxes	54	335	18,500	18,165	98.2%
Regular EMS Transport	289,853	996,484	2,900,000	1,903,516	65.6%
GEMT Transport	257,717	965,934	2,112,000	1,146,066	54.3%
GEMT Reconciliation	-	-	400,000	400,000	100.0%
Intergovernmental	36,000	67,258	201,375	134,117	66.6%
Tehaleh Mitigation	-	86,800	100,000	13,200	13.2%
Transfers in from Reserves/Capital	99,390	99,390	7,700,565	7,601,175	98.7%
Other Revenue	23,605	603,769	2,001,453	1,397,684	69.8%
Total Operating Revenues	17,121,404	21,366,762	55,838,988	34,472,226	61.7%

Reserved: Advance Travel & Petty Cash (Imprest Accounts) \$15,100 Not Included

	Current Month	Year to Date	Budget Resolution 1034	Remaining Amount	Remaining Percent
Operating Expenses					
Administration <i>(Comm, Fire Chief, Deputy Chief, Finance, HR)</i>	226,367	1,014,783	3,260,984	2,246,201	68.9%
Operations <i>(Fire, Training, Volunteers)</i>	3,038,909	11,016,076	33,360,160	22,344,084	67.0%
EMS	229,621	985,023	3,286,873	2,301,850	70.0%
Prevention <i>(Fire Prevention, Pub Ed)</i>	127,315	380,130	1,401,954	1,021,824	72.9%
Logistics <i>(Logistics, Emerg. Mgmt, IT)</i>	749,611	1,985,303	5,055,431	3,070,128	60.7%
Capital <i>(Project Manager)</i>	26,578	125,968	201,677	75,709	37.5%
Reserve Purchases <i>(Equipt., EMS, Facility)</i>	3,405	164,541	7,498,888	7,334,347	97.8%
Transfers Out	-	-	1,773,021	1,773,021	100.0%
Total Operating Expenses	4,401,806	15,671,825	55,838,988	40,167,163	71.9%
Payroll Clearing Accruals	60,740	44,575			
Operating Expenses Net of Accruals	4,462,546	15,716,400	55,838,988		
Ending Net Cash & Investments			\$ 18,309,045		

Reserve Fund

Net Cash & Investments 12/31/2023			\$ 33,032,937	Budgeted	
Reserve Balances	Other Revenues	Transfer In	Transfer Out	Balance as of 04/30/24	(Short)/Over
General Reserve				3,779,284	(671,700)
Equipment Reserve				13,230,205	N/A
Facilities Reserve				1,159,536	359,536
Employee Compensation Reserve				935,212	135,212
Capital Facilities Phase 2				14,374,455	Balance
Sale of Tax Title Property					
Investment Interest	-				
Current Month Total	149,448	-	-		
Year to Date Total	\$ 594,696	\$ -	\$ -	\$ 33,478,694	



EAST PIERCE FIRE & RESCUE

April 2024

for May 21, 2024 Meeting

Capital (Construction) Fund UTGO Bonds 2022	Current Month	Year to Date	Budget Resolution 1034	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2023			\$ 42,618,324	Budgeted	
Revenues					
Investment Interest	160,335	691,438	2,100,000	1,408,562	0.0%
Total Revenues	160,335	691,438	2,100,000	1,408,562	
Expenses					
Capital Purchases	2,784	22,914	-	-	0.0%
Capital Purchases-Station 111	1,059,423	2,833,191	-	-	0.0%
Capital Purchases-Station 112	47,385	254,437	-	-	0.0%
Capital Purchases-Station 114	627,974	2,210,786	-	-	0.0%
Capital Purchases-Station 117	257,989	1,606,108	-	-	0.0%
Capital Purchases-Station 118	8,364	172,248	-	-	0.0%
Capital Purchases-Station 124	-	-	-	-	0.0%
Transfer Out - GF - Cap Fac Mgr	99,390	99,390	201,677	102,287	0.0%
Total Expenses	2,103,309	7,199,073	201,677	-	0.0%
Ending Net Cash and Investments			\$ 44,516,647		
** Note: \$1,000,000 of Ending Net Cash reserved for IRS for arbitrage true-up **					



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

PAYMENT LISTING

Trans Date	District Ref #	Payee Printed Name	Amount
5/15/24	2137	ADP SCREENING	\$2,895.62
5/15/24	2142	BOUND TREE MEDICAL LLC	\$1,025.96
5/15/24	2136	ABM JANITORIAL SERVICES	\$1,140.71
5/15/24	2139	AMERICAN HEART ASSOCIATION	\$38.80
5/15/24	2145	CASCADE AUTO GLASS	\$45.00
5/15/24	2138	ADVANCE TRAVEL FUND	\$1,647.91
5/15/24	2140	BARNHART MD PS STEPHEN W	\$5,500.00
5/15/24	2141	BERK CONSULTING	\$9,472.29
5/15/24	2144	CARDINAL HEALTH 112, LLC	\$3,749.72
5/15/24	2143	BRAUN NORTHWEST, INC	\$882,035.46
5/15/24	2150	CITY OF BONNEY LAKE-REIMB UTILITIES	\$3,050.23
5/15/24	2157	EMS SURVEY TEAM	\$1,465.56
5/15/24	2159	ENUMCLAW CHRYSLER JEEP DODGE RAM	\$1,580.79
5/15/24	2161	ESO SOLUTIONS	\$4,499.08
5/15/24	2166	GITTS SPRING CO	\$2,044.02
5/15/24	2170	HUGHES FIRE EQUIPMENT, INC.	\$10,077.00
5/15/24	2172	JAMES OIL CO. INC.	\$15,947.55
5/15/24	2173	KBUILT	\$24,026.49
5/15/24	2228	PERFORMANCE VALIDATION INC.	\$158.40
5/15/24	2146	CENTRAL PIERCE FIRE & RESCUE	\$482.24
5/15/24	2147	CENTURYLINK (035B/376B/785B/786B/442B)	\$83.78
5/15/24	2149	CINTAS CORPORATION # 461	\$12,133.75
5/15/24	2151	CITY OF PUYALLUP	\$27,435.00
5/15/24	2155	DAVIS DOOR SERVICE, INC	\$5,867.13
5/15/24	2162	FIDELITY SOLUTIONS	\$664.35
5/15/24	2164	FREIGHTLINER NORTHWEST	\$600.01
5/15/24	2167	HAAS INC.	\$10,715.00
5/15/24	2169	HOLT BLAKE	\$70.00
5/15/24	2171	IIA LIFTING SERVICES INC.	\$1,508.00
5/15/24	2148	CINTAS CORPORATION # 461	\$7,877.62
5/15/24	2152	CODE MECHANICAL INC.	\$19,712.14
5/15/24	2153	COMMERCIAL BRAKE & CLUTCH	\$1,031.28
5/15/24	2154	CREW BOSS	\$4,321.74
5/15/24	2156	DAY WIRELESS SYSTEMS	\$812.46
5/15/24	2158	EMS TECHNOLOGY SOLUTIONS LLC	\$4,095.91
5/15/24	2160	EPFR PETTY CASH CHECKING	\$451.14
5/15/24	2163	FREDS TOWING	\$435.20
5/15/24	2165	GALLS, LLC	\$825.23

5/15/24	2168	HANEY MELISSA	\$619.87
5/15/24	2224	ANDY JOHNSON & CO. INC.	\$208,100.65
5/15/24	2225	JODY MILLER CONSTRUCTION	\$411,578.91
5/15/24	2227	OTTO ROSENAU & ASSOCIATES, INC.	\$7,834.00
5/15/24	2175	KNOX COMPANY	\$3,010.16
5/15/24	2176	KOVACS GABOR	\$750.00
5/15/24	2231	RICE FERGUS MILLER ARCHITECTURE	\$100,725.99
5/15/24	2178	LARSEN SIGN CO	\$11,940.36
5/15/24	2232	ROBERT HALF	\$3,349.50
5/15/24	2181	LINDE GAS & EQUIPMENT INC	\$2,045.55
5/15/24	2182	LUND FAUCETT LLC	\$1,397.50
5/15/24	2226	JONES & ROBERTS CO.	\$986,943.43
5/15/24	2174	KENT D. BRUCE COMPANY	\$419.20
5/15/24	2229	PUGET SOUND ENERGY	\$50,487.68
5/15/24	2230	PUGET SOUND ENERGY	\$851.88
5/15/24	2177	L N CURTIS & SONS	\$4,936.54
5/15/24	2179	LES SCHWAB TIRE CENTERS	\$12,556.59
5/15/24	2233	TERRA ASSOCIATES, INC.	\$1,305.60
5/15/24	2180	LIFE ASSIST	\$58,516.48
5/15/24	2234	WETHERHOLT AND ASSOCIATES INC.	\$12,372.50
5/15/24	2183	MARION WATER CO., INC.	\$114.91
5/15/24	2184	MIKES SHOP	\$3,839.88
5/15/24	2191	PACIFIC OFC AUTOMATION (OR)	\$1,787.46
5/15/24	2193	PC BUDGET & FINANCE DEPT	\$1,325.00
5/15/24	2194	PERFORMANCE SYSTEMS INTEGRATION LLC.	\$3,742.40
5/15/24	2199	RAYBELL PLUMBING	\$570.00
5/15/24	2201	RICE FERGUS MILLER ARCHITECTURE	\$4,070.00
5/15/24	2203	SEATTLE TIMES	\$13,691.53
5/15/24	2210	SUNSET FORD	\$222.26
5/15/24	2211	SYSTEMS DESIGN WEST LLC	\$24,162.31
5/15/24	2214	TREASURY MANAGEMENT SVCS - US BANK	\$110.53
5/15/24	2185	MUNICIPAL EMERGENCY SERVICES	\$426.49
5/15/24	2186	NATIONAL HOSE TESTING SPECIALTIES	\$24,247.20
5/15/24	2188	NORTHWEST SAFETY CLEAN	\$3,419.74
5/15/24	2190	OREILLY	\$242.83
5/15/24	2192	PACIFIC OFFICE AUTOMATION	\$599.12
5/15/24	2197	PUGET SOUND ENERGY	\$5,122.00
5/15/24	2200	REHN AND ASSOCIATES	\$28.00
5/15/24	2204	SEAWESTERN	\$20,408.58
5/15/24	2205	SITECRAFTING, INC.	\$99.00
5/15/24	2207	SNURE SEMINARS	\$160.00

5/15/24	2187	NATIONAL TESTING NETWORK	\$3,445.00
5/15/24	2189	ODP BUSINESS SOLUTIONS LLC	\$38.81
5/15/24	2195	PIERCE COUNTY SEWER	\$95.10
5/15/24	2196	PRAY ALYSSA	\$575.00
5/15/24	2198	QUINN ERIC T	\$400.00
5/15/24	2202	RUCSHNER KIMBERLEE	\$51.59
5/15/24	2206	SNIDER PETROLEUM	\$3,115.92
5/15/24	2209	SUMMIT BACKFLOW SERVICES	\$275.00
5/15/24	2212	TACOMA DIESEL & EQUIPMENT	\$1,017.60
5/15/24	2213	TELEFLEX LLC	\$2,660.00
5/15/24	2208	STERRENBURG TROY	\$505.00
5/15/24	2220	W.F.C.A.	\$450.00
5/15/24	2221	WCIF-Life/Dental/EAP	\$23,510.52
5/15/24	2215	UNDERWATER SPORTS, INC	\$1,983.60
5/15/24	2216	US BANK	\$55,070.60
5/15/24	2217	UW VALLEY MEDICAL CENTER	\$1,002.00
5/15/24	2219	VFIS	\$7,608.00
5/15/24	2222	WEST COAST POWER-VAC LLC	\$3,891.60
5/15/24	2223	WILLIAMS OIL FILTER SERVICE	\$360.17
5/15/24	2218	VALVOLINE LLC	\$753.66
5/16/24	2273	WCIF-Met Life / ID Theft	\$69.75
5/16/24	2274	WSCFF - FASTPAC	\$582.50
5/16/24	2266	DIMARTINO ASSOCIATES (WSCFF)	\$20,996.07
5/16/24	2269	LEOFF HEALTH & WELFARE TRUST	\$412,136.15
5/16/24	2270	TACOMA-PIERCE CO CHAPLAINCY	\$771.50
5/16/24	2272	WCIF-Met Life / Accident	\$133.74
5/16/24	2265	AFLAC	\$485.49
5/16/24	2267	GET PROGRAM	\$524.00
5/16/24	2268	IAFF - FIREPAC	\$770.18
5/16/24	2271	WCIF-Life/Dental/EAP	\$1,240.54
5/16/24	2275	WSCFF-Medical Expense Reimbursement Plan	\$39,305.05
Payment Count: 110			Total Amount: <u>\$3,641,478.34</u>

Payment Count: 110
Payment Total: \$3,641,478.34

CERTIFICATION

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as described herein, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date

INSTRUCTIONS FOR USE:
Submit signed Transmittal To Pierce County Finance Department
FAX: 253-798-6699 EMAIL: pcacctspayable@piercecountywa.gov

PC Finance Department Use Only
Authorization Recieved on _____
Batch Verified by _____

April 2024 Post-Meeting	
General Fund	
Payroll Transactions Revised	
trx# 1746 Decision Point - Spectrum voided	\$ 110,256.59
trx# 1747 DRS/LEOFF II voided	\$ 328,446.55
trx# 1751 FIT Taxes voided	\$ 367,963.05
trx# 1771 Employment Security - LTC voided	\$ 15,254.99
trx# 1800 Decision Point - Spectrum created	\$ 110,939.79
trx# 1801 DRS/LEOFF II created	\$ 328,411.19
trx# 1802 FIT Taxes created	\$ 367,979.36
trx# 1807 Employment Security - LTC created	\$ 15,254.99
net payroll change	\$ 664.15
May 2024	
General Fund	
Total AP	\$1,395,919.83
AP Vouchers	
Special Voucher # 240501001	\$ 15,165.00
Burns Inflatable Jet Boats	
Vouchers # 240502001 - 240502088	\$1,380,754.83
Total Payroll	\$ 3,166,100.08
Payroll Vouchers	
Vouchers # 240504001 - 240504011	\$ 477,014.97
Electronic Payroll	\$ 2,689,085.11
Total Expenditures (AP + Payroll)	\$ 4,562,019.91
Total BIAS Expenditures (111 - 999)	\$ 4,557,132.61
Difference	\$ 4,887.30
sickleave buyback	\$ 4,428.60
utility reimbursement	\$ 458.70
Capital Fund 302	
Total AP	
Capital Fund 302 (UTGO 2022 Bonds)	
Total AP	
Vouchers # 240503001 - 240503011	\$ 1,783,708.54

ACCOUNTS PAYABLE

EAST PIERCE FIRE & RESCUE

Time: 14:35:54 Date: 05/14/2024
Page: 1

As Of: 05/14/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
59364	04/30/2024	05/14/2024	748 BURNS INFLATABLE JET BOATS	15,165.00	2024 EXPEDITION RESCUE 50% DOWN
				Report Total:	15,165.00


CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the District and that I am authorized to authenticate and certify to said claim.

Fire Chief



Date: 5-14-24

Auditing Officer/Finance Manager



Date: 5-14-24



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

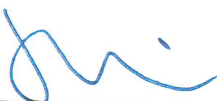

PAYMENT LISTING

<u>Trans Date</u>	<u>District Ref #</u>	<u>Payee Printed Name</u>	<u>Amount</u>
5/14/24	1937	BURNS INFLATABLE JET BOATS	\$15,165.00
Payment Count: 1		Total Amount:	<u>\$15,165.00</u>

Payment Count: 1
Payment Total: \$15,165.00

CERTIFICATION

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as described herein, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

 _____ Authorized District Official Signature	<u>5-14-24</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>5/14/24</u> _____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date

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PC Finance Department Use Only
Authorization Recieved on _____
Batch Verified by _____

EAST PIERCE FIRE & RESCUE

RESOLUTION NO. 1050

A RESOLUTION AUTHORIZING SPECIFIC AMBULANCE TRANSPORT ACCOUNTS TO BE WRITTEN OFF IN THEIR ENTIRETY.

WHEREAS, the Board of Commissioners East Pierce Fire & Rescue did authorize a schedule of fees for the provision of ambulance services, including transport to local hospitals, to be charged within this jurisdiction, by Resolution 323 on October 19, 1999; and

WHEREAS, the Board of Commissioners hereby has determined that it is necessary to write off particular Advanced Life Support (ALS) Transport Accounts.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of East Pierce Fire & Rescue that the following amounts, listed in table below, be written off in their entirety as recommended by the district's ambulance transport billing agency.

January-2024	\$ 35,909.15	EMS Levy Funds/COVID Waiver
February-2024	\$ 34,659.96	EMS Levy Funds/COVID Waiver
March-2024	\$ 104,805.30	EMS Levy Funds/COVID Waiver
Total	\$ 175,374.41	
January-2024	\$ -	Financial Waiver
February-2024	\$ 114.05	Financial Waiver
March-2024	\$ 1,058.80	Financial Waiver
Total	\$ 1,172.85	
TOTAL WRITE-OFFS	\$ 176,547.26	

Adopted at a regular meeting of the Board of Commissioners of East Pierce Fire & Rescue on May 21, 2024, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner

Commissioner Cynthia Wernet

Commissioner Kevin Garling

Commissioner Ed Egan

Commissioner Randy Kroum

Attest: _____
District Secretary



To: **Board of Fire Commissioners**
From: **Phil Herrera, Project Manager**
Subject: **Bond Update – May 2024**

Station 118

- Final occupancy permit items are complete, final inspection on May 23.
- Fuel tank permit in process.
- Still addressing punch list items.

Station 111

- Admin paint underway.
- Siding underway for the entire building.
- Finish grade sitework continues.
- Paved area preparation this week.
- Plaza concrete walls are underway this week through the remainder of the month.
- Gabion walls complete this week.

Station 114

- Sheetrock taping underway.
- Fire line permit issued on Friday.
- Exterior CMU removal underway.

Station 117

- Framing is well underway.
- Water service work begins on May, 28th. This will close 181st for two to three days.

Station 112

- Still awaiting approval of the CUP. The county has another month if they choose to take their time.
- We are still preparing to go out for bid by the end of May. Looking to having the bid close by June 27th.

May 2024, Capital Bond Station Photos.

Station 111

Admin paint underway and siding



Siding





Station 111 Plaza, asphalt grade and Gabion walls.



Station 114

Additional work was required to the weather barrier after moisture was discovered requiring removal of sheetrock. This issue looks to be resolved. Water testing this week before additional siding is installed.



Station 117

West side of the apparatus bay framing. Roof deck underway this week. East side framing started on Thursday last week.



Station 112

Security fencing installed this week.



Items	*Estimate - July 2018	Actual	Forecasted Exp.
Engines (6) and Ladder (1)	5,900,000	6,405,741	Complete
Station 118	15,717,441	11,566,454	20,230
Station 111	21,186,196	16,884,343	9,867,937
Station 114	10,856,061	7,477,677	3,707,323
Station 117	10,096,203	2,889,315	9,701,005
Station 112	13,663,312	1,415,656	11,247,657
Station 124	0	1,380,922	0
Station 116	0	990	0
Project Manager/Admin Asst.	0	1,203,120	183,507
Misc	0	155,388	
Total	77,419,213	49,379,606	34,657,069

Bond Total	80,000,000
Interest YTD	3,381,664
Interest Forecasted	2,200,000
Expenditures to Date	(49,379,606)
Forecasted Expenditures	(34,657,069)
**End Fund Balance	1,544,989

**Arbitrage exposure
not included

* Estimate is based on the capital facilities study update which was completed in 2018. The estimate is not the actual budget for each project. The estimate was used to derive the total financial need for the 2018 bond request. All station projects underwent significant changes in the final design and engineering phase. For example, Station 118 and Station 117 were converted to single story stations. Station 111's building square footage was increased by nearly 5,000 sq. feet, and the project complexity was for more significant than estimated. All building designs were approved by the Board of Fire Commissioners Executive Design Committee, and all equipment purchases and construction contracts were/are approved by the Board of Fire Commissioners.



To: **Board of Fire Commissioners**
From: **Jon Parkinson, Fire Chief**
Subject: **Monthly Chief's Report – May 2024**

Levy

The Fire Levy vote was certified on 5/7/24 with an "approve" vote of 56.12%.

All Hazard Mitigation Plan with Pierce County DEM

East Pierce Fire & Rescue is updating our All-Hazard mitigation plan at the county level in cooperation with Pierce County OEM.

Data Analyst Position

FFPM Joe Worley, who was filling the Data Analyst position, has accepted a promotion to deputy fire marshal. After reviewing our needs, the position has been backfilled with a non-uniformed employee and retitled "Operations Administrator." The job functions are nearly identical but also incorporate more administrative duties. Filling the position this way gives us increased capacity and utility while also realizing a cost reduction of approximately \$60,000 annually. The new operations administrator, Rebecca Burke, starts with us on 5/20 and comes to us from Central Pierce Fire & Rescue.

Contract Negotiations

Two bargaining sessions have occurred to date. Beginning in June, I will update the Board in executive session as bargaining progresses.

WSRB

WSRB was onsite on 5/13 as part of the rating process update, which occurs every 5 years. We will hear more in the next 2-3 months as WSRB finishes its end of the process.

Committee Reminders

Planning Committee: Friday, June 7 @ 10 am

Other activities in the past month

- Pierce County Fire Training Consortium Administrative Board
- PC Fire Chief's Association & PC Fire Chief's Executive Board
- Sumner Rotary
- Bonney Lake Chamber

- Sumner Public Safety Committee
- Bonney Lake Public Safety
- FME Chamber of Commerce



To: **Board of Fire Commissioners**
From: **Kevin Stabenfeldt, Deputy Fire Chief**
Subject: **Monthly Deputy Chief's Report – May 2024**

Operations

- 2023-01 – 4th Quarter of Probation, getting ready to start driver training.
- 23-A1 – 1st Quarter of Probation, working on getting checked off as part of a 2-person medic crew
- 23-B2 – 1st Quarter of Probation, working on getting checked off as part of a 2-person medic crew
- 24-B4 – Currently in EMT school. EMT school ends May 17, Fire Academy starts.
- B/C Rick Goetz retired. Troy Sterrenburg has been promoted to B/C and will be assigned to C-Shift.
- Gabor Kovacs appointed Assistant Team Lead, Hazmat

Logistics

- Upfitting (3) new medic units which will be deployed in the coming weeks.
- Facility maintenance of Station 122 (EPFR boathouse).
- Completed hose, appliance, and ladder testing for the entire fleet (50,000 feet of hose, 200 appliances, multiple ladders).
- Presented FF Daryl Flood with his 35-year service coin.

EMS

- Completed 2nd Quarter EMS OTEP (ACLS & BLS provider training)
- Completed 2nd Quarter Paramedic Airway Refresher Training
- Completed ACLS refresher Instructor Training (6) EPFR employees.
- Our (9) EPFR medic units now have the Operative IQ RFID system installed. (We're shifting to automated inventory and asset tracking. This will be a phased approach starting with medical assets and adding equipment, supplies, and potentially narcotics in the future.
- Completed 2nd Quarter Peer Support Team Training (Topics: Peer Support Team Pro-Active Check-Ins & WA State Suicide Prevention Plan).

Fire Prevention/Public Education/PIO

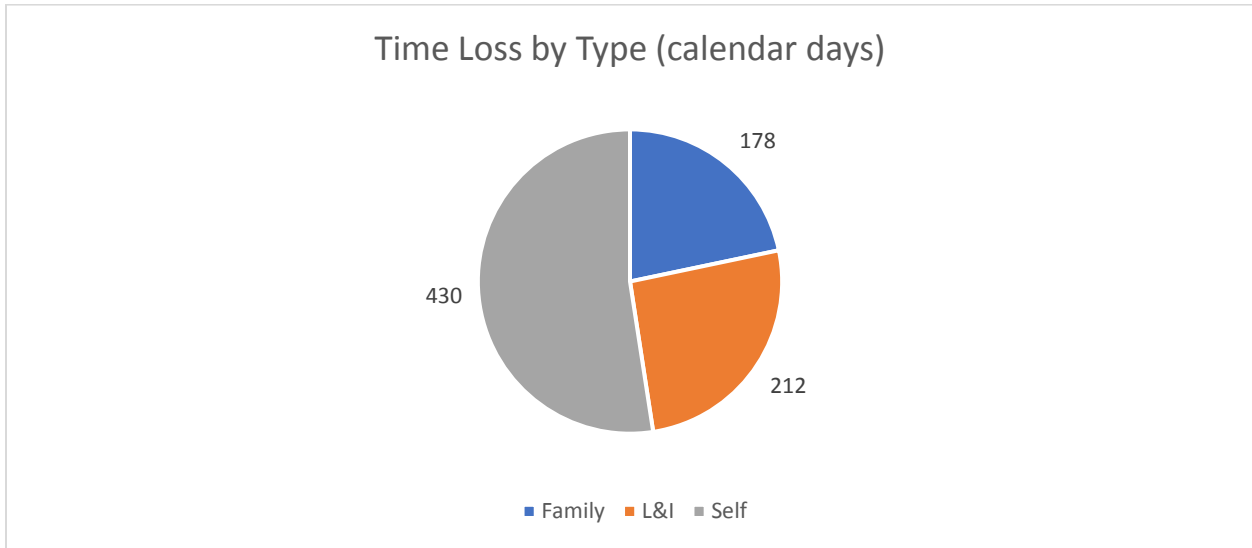
- 77 Business Inspections
- 34 Smoke Alarms Installed
- 6 Car Seat Inspections
- Fire Extinguisher Training for 30 staff members at businesses in Edgewood
- 4 Station Tours and off-site visits
- Mt. Rainier PIO Workgroup
- Wildfire Ready Group planning meeting
- Annual Scout night – 170 registered scouts rotated through stations with PCDEM and SS911.

Other activities in the past month

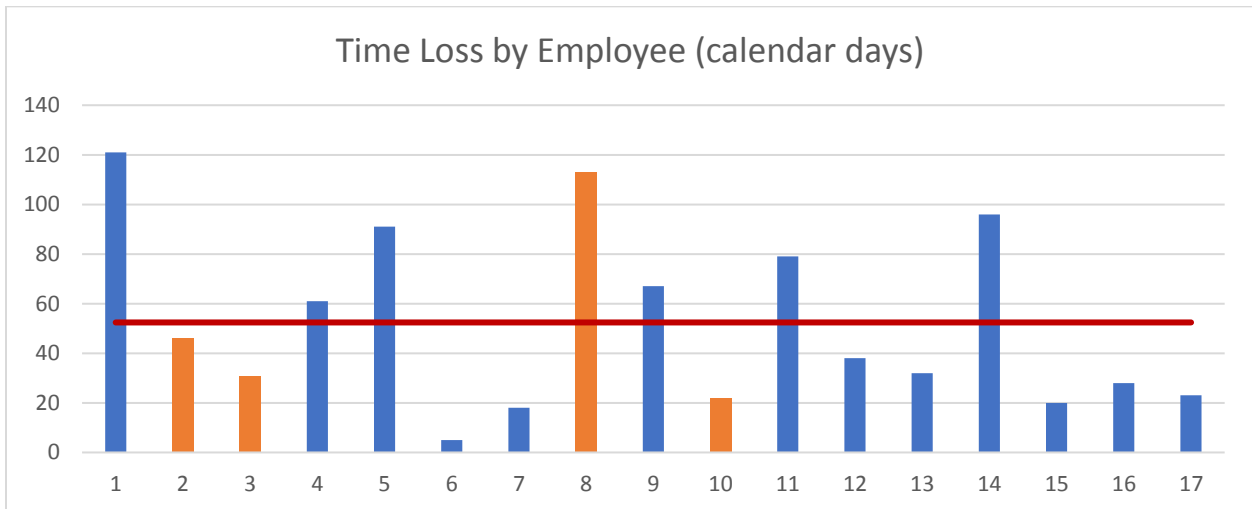
- PCFTC OAT Meetings
- Strategic Planning meetings with BERK
- Evaluation of new personnel management program with HRM Lynch
- Awards and Recognition Ceremony on April 27th
- Offsite meeting with Command Staff on April 29th
- Planning Committee meeting on May 3rd
- AWC Labor Relations Conference in Yakima May 8-10
- WSRB onsite on May 14th

Injury – Medical Leave Report – April 2024

- To date, a total of 17 employees have experienced extended leave (greater than three consecutive shifts); this includes both L&I and Non-L&I leave.
 - The average time loss of these employees is estimated at 52.41 calendar days



- To date, there are 4 L&I claims for time-loss (seen below in orange).





Planning Committee Meeting Notes

May 3, 2024 @ 1000 hrs.

C. Wernet (Chair), R. Kroum, J. Napier

Staff: Chief Parkinson, DC Stabenfeldt, AC Sandlian, AC Moore, AC Poe, AC Gilbert

Guests: BERK

1. Strategic Plan
 - a. BERK consultants provided a summary of input from the Board of Commissioners on April 16th and from the Staff Advisory Committee on April 24th.
 - b. Began updating the Vision and Mission with brainstorming and discussion.
 - c. Provided feedback on draft Values generated by the Staff Strategic Advisory Committee.
 - d. BERK will consolidate all inputs and propose a draft of Vis/Mis/Val for Planning Committee to work on at next meeting, June 7th.
 - e. At the June meeting the Planning Committee will also develop high-level direction for the Staff Advisory Committee to use in developing strategies during July and August.
2. Station 112 Roof
 - a. We have previously discussed roof issues at the existing facility and have chosen to make as many repairs as possible since a new Station 112 is under construction. However, now a new roof is needed in order to keep this existing facility safe and functional for a time. A new roof will cost approximately \$65k (not budgeted).
 - b. Planning Committee has requested that Chief Parkinson provide context and discuss this recommendation for at the next Board meeting.
3. Station Construction Update
 - a. A change-order of approximately \$100K will result from correction of significant utility routing conflicts discovered in the last few months.
 - b. The concrete masonry unit removal task is now scheduled for next week in order to mitigate and correctly reapply the vapor barrier.
4. Phase 2 Projects
 - a. Facility Grading - No Update
 - b. Vehicle maintenance - Facility No Update
 - c. Milton Fire Station - Scope reviewed by Milton. Awaiting City Approval.
5. Windmill Property- Sale in process with the Board
6. RFM Fee Increase Request - Additional information has been provided by Rice Fergus Miller for a fee increase, however, the planning committee was not able to review at this meeting.
7. April Fire Levy - Proposition 1 has been certified Approved at the time of the Planning Committee Meeting.

Next Meeting:

- Friday, June 7th @ 1000

“WHERE COMPASSION AND ACTION MEET.”



HR Committee Meeting Minutes

May 6, 2024 @ 1000 hrs.

E. Egan (Chair), R. Kroum, P. McElligott

Staff: Chief Parkinson

1. Call to Order – 1005 hrs.

2. Fire Chief Annual Evaluation.

- a. Performance review discussion by committee, annual expectations and feedback provided to the Chief.
- b. HR committee recommends to the Board to grant the Chief a merit increase based on performance as described in the memorandum of understanding.

3. Adjourn – 1101 hrs.

Next Meeting:

- TBD



Board Meeting Agenda Item Summary

Meeting Date:	May 21, 2024
Title:	Windmill Property – Public Hearing

Recommendation from Staff:	Approve
Recommendation from Committee:	Approve
Recommended Action/Motion:	<i>Move to authorize the Fire Chief to execute and sign the purchase and sale agreement for the real property located at 10105 24th Street East, Edgewood, WA, parcel number 0420091157 to be sold to the City of Edgewood for \$172,000.</i>
Presenter:	Chief Parkinson
Attachments:	N/A

Summary:
<p>At the April 16, 2024 regular Board meeting, the Board surplused the real property located at 10105 24th St E, Edgewood (parcel number 0420091157), where the Edgewood Nyholm historical windmill is located, to be sold to the City of Edgewood at the appraised value of \$172,000. After hearing from the public, staff recommends moving forward with the sale of the property.</p> <p>Legal tax description:</p> <p>Section 09 Township 20 Range 04 Quarter 14 PARCEL B OF ROS FOR BLA 2021-07-20-500 A PARCEL OF LD LY WITHIN SE OF NE BEING MORE PARTICULARLY DESC AS FOLL COM AT SE COR OF NE OF SEC TH N 01 DEG 44 MIN 15 SEC E 328.38 FT TH N 88 DEG 29 MIN 55 SEC W 48.5 FT TO POB TH CONT N 88 DEG 29 MIN 55 SEC W 116.5 FT TH S 01 DEG 44 MIN 15 SEC W 133.49 FT TH S 88 DEG 32 MIN 18 SEC E 116.5 FT TH N 01 DEG 44 MIN 15 SEC E 133.41 FT TO POB EASE OF REC OUT OF 04-20-09-1-052 SEG 2022-0093 09/13/21 JP</p>

Fiscal Impact:	N/A
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Board Meeting Agenda Item Summary

Meeting Date:	May 21, 2024
Title:	Resolution 1051 Cancel of Warrants

Recommendation from Staff:	Approve cancelling of warrant
Recommendation from Committee:	
Recommended Action/Motion:	<i>I move to adopt Resolution 1051 cancelling warrant 1733445 in the total amount of \$7,877.62.</i>
Presenter:	Finance Manager M. Hollon
Attachments:	Resolution

Summary:
<p>Cintas was issued a check in the amount of \$7,877.62 for uniform rental and janitorial supplies, check was lost and not cashed. Total amount requested to be cancelled is \$7,877.62. Per RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by the governing body.</p>

Fiscal Impact:	N/A
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EAST PIERCE FIRE & RESCUE

**RESOLUTION #1051
(A resolution to cancel one warrant)**

WHEREAS, East Pierce Fire & Rescue incurred expenses in the total amount of \$7,877.62 for personnel and services; and

WHEREAS, warrant #1733445 issued on March 13, 2024 in the amount of \$7,877.62 payable to Cintas for uniform rental and janitorial supplies, check is considered lost and never cashed; and

WHEREAS, RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by the governing body;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of East Pierce Fire & Rescue that the Pierce County Department of Budget & Finance be authorized and instructed to cancel warrant #1733445 and transfer all records of such warrants so as to leave the funds as if such warrants had never been drawn.

ADOPTED at a regular meeting of the Board of Commissioners on May 21, 2024, the following commissioners being present and voting:

Chair

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

District Secretary



Board Meeting Agenda Item Summary

Meeting Date:	May 21, 2024
Title:	Resolution 1052 Transfer of funds from the General to Reserve fund

Recommendation from Staff:	Approve transfer of excess funds to the Reserve Fund
Recommendation from Committee:	
Recommended Action/Motion:	<i>I move to approve Resolution 1052 to transfer funds from the General Fund to the Reserve Fund in the amount of \$2,071,581.</i>
Presenter:	Finance Manager M. Hollon
Attachments:	Resolution 1052

Summary:
Excess funds above the budgeted beginning fund balance for the 2024 Budget year are \$2,071,581, a transfer in the amount of \$2,071,581 is requested by resolution to be transferred from the General Fund to the Reserve Fund. Transfer fund will be applied in the Reserve Fund as follows: \$671,700 General Reserve (this transfer will bring this line item to 2024 budget goal) \$1,399,881 Capital Facilities Phase 2 Reserve

Fiscal Impact:	Reduce the General Fund and Increase the Reserve Fund
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EAST PIERCE FIRE AND RESCUE

RESOLUTION NO. 1052

A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS

WHEREAS, the Board wishes to transfer funds in the amount of \$2,071,581 from the General Fund to the Reserve Fund as the excess of funds to the budgeted beginning fund balance for the 2024 Budget; and

NOW THEREFORE IT IS HEREBY RESOLVED by the Board of Commissioners of East Pierce Fire and Rescue that Pierce County Budget and Finance is directed to transfer these funds May 22, 2024 as follows:

General Fund (686-022)	Transfer Out	\$2,071,581
Reserve Fund (690-022)	Transfer In	\$2,071,581

PASSED AND APPROVED this 21st day of May, 2024, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner Cynthia Wernet

Commissioner Kevin Garling

Commissioner Ed Egan

Commissioner Randy Kroum

ATTEST:

District Secretary



Board Meeting Agenda Item Summary

Meeting Date:	May 21, 2024
Title:	Station 112 Roof Replacement

Recommendation from Staff:	Approve
Recommendation from Committee:	Reviewed – Planning Committee
Recommended Action/Motion:	<i>Move to authorize replacement of the Station 112 roof with funding to come from the Facility Maintenance Reserve.</i>
Presenter:	Chief Parkinson
Attachments:	None

Summary:
<p>Staff has previously discussed issues with the roof of Station 112 with the Planning Committee. Due to the construction of the new Station 112, the direction from the committee was to make minor repairs in the hopes that said repairs would sustain us through mid-2025. Numerous patches/fixes/repairs have been made to the roof of the station, but we have reached a point where those repairs are failing and the ability to continue “repairing repairs” is not advised.</p> <p>Staff recommends the roof be replaced now. The most recent estimate, put the expenditure between \$60k - \$65k. This is not budgeted in 2024.</p> <p>The rationale for a new roof is based on the likelihood of needing to rehome the Station 116 crew during the remodel or new construction of the facility at some point in the future. The new Station 112 will not accommodate both stations personnel, leaving a temporary station as the only option. The cost of a temporary facility would be far greater than the ongoing maintenance of the existing Station 112.</p>

Fiscal Impact:	\$65,000 estimate
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Board Meeting Agenda Item Summary

Meeting Date:	May 21, 2024
Title:	Commissioner Vacancy – Review of Qualifications and Appointment

Information:
<p>At tonight’s meeting, the board will review the qualifications of the candidates to fill the commissioner vacancy which will run through certification of the November 2025 general election. In addition to the four candidates the Board nominated at the April 16, 2024 meeting, two additional candidates have been nominated by the public.</p> <ul style="list-style-type: none">• Mark Creley• Byrl Eddy• Justin Evans• Victor Proulx• Greg Reinke• William Wolf <p>The Board has been provided with a letter of interest, resume, and letters of recommendation (if submitted) for each candidate for review.</p> <p>Each candidate will have 3-5 minutes to speak to the Board.</p> <p>The Board can then call an executive session to discuss the qualifications of the candidates. (RCW42.30.110(1)(h) to evaluate the qualifications of a candidate for appointment to elective office)</p> <p>The Board will then nominate a person to fill the vacant position. The nominee must receive a supermajority vote to be appointed. The appointment must occur at an open meeting.</p> <p>Next steps:</p> <p>The Board Secretary will swear in the newly appointed commissioner at the June 18, 2024 regular meeting.</p>

Fiscal Impact:	N/A
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