

***EAST PIERCE FIRE AND RESCUE
BOARD OF COMMISSIONERS
REGULAR MEETING VIA WEBINAR***

April 20, 2021

You are invited to a RingCentral webinar.
When: Apr 20, 2021 07:00 PM tz.US/Pacific
Topic: April 2021 Board of Fire Commissioners Meeting

Register in advance for this webinar:

https://webinar.ringcentral.com/webinar/register/WN_84GKR2paSDuLkNSzuLO_qA

After registering, you will receive a confirmation email containing information about joining the webinar. 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 mhollon@eastpiercefir.org

1. **CALL TO ORDER – 7:00 PM**
2. **ROLL CALL/PLEDGE OF ALLEGIANCE/WELCOME**
 - Roll Call/ Pledge of Allegiance
 - Welcome the Public
 - Honors and Recognitions: 2020 Employee Recognition Awards
 - EMS Provider: Jeff Berry
 - Career Officer: Shawn Wagner
 - Career Firefighter: Bryan Mueller
 - Fitness: Andrew Craig
 - Mike Roberts Goodwill: Rex Orcutt
 - Volunteer Responder: Tim Balding
 - Ken Thawsh Inspirational: Tim Balding
 - Support Staff: Bryon Chinn
 - Chiefs Company: Dan Curtis, Corey Snope, Jeff Lachowitz and Tim Balding
 - Guest Speaker: Berk Introduction
3. **APPROVAL OF AGENDA**
4. **CONSENT AGENDA**
 - a) Approve Minutes of the March 16th Regular Meeting
 - b) Treasurer's Report
 - c) Approve Finances
 - d) Financial Waiver for transport account 132313453 in the amount of \$587.70
 - e) Financial Waiver for transport account 132325329 in the amount of \$569.00

March 2021 Post-Meeting	
General Fund	
AP Voucher Voided	
Voucher # 210204001	\$ 2,500.00
Washington State Fair Association	
Warrant never rec'd, cancelled March 09	
Replaced with new voucher # 210301001	
Loss/replacement noted for March meeting but this is to note that the cash was restored for the voided warrant	
Transfer Out to Reserve Fund	
Resolution 938	\$ 3,780,541.00
Carryover 2020	
Reserve Fund	
Transfer In from General Fund	
Resolution 938	\$ 3,780,541.00
Carryover 2020	
Capital Fund	
Voucher Addition	
AP Voucher #210305001	\$ 51,380.02
Lake Tapps Construction	
April 2021	
General Fund	
Total AP	\$ 633,431.63
AP Vouchers	
Vouchers # 210401001 - 210401086	\$ 633,431.63
Total Payroll	\$ 2,625,920.24
Payroll Vouchers	
Vouchers # 210403001 - 210403015	\$ 638,877.18
Electronic Payroll	\$ 1,987,043.06
Electronic Payroll Adjustments #2	
Total Expenditures (AP + Payroll Above)	\$ 3,259,351.87
Total BIAS Expenditures (111 - 999)	
	\$ 3,259,351.87
Capital Fund	
Total AP	\$ -
AP Vouchers	
Vouchers # 210402001 - 210402008	\$ 990,855.77

5. 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 mhollon@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.

6. RESOLUTIONS:

Resolution 940 – Regular Lid Lift – Backer
 Resolution 941 – EMS Renewal – Backer
 Resolution 942 – Cancel of Warrant - Hollon

7. NEW BUSINESS (Board Chair will allow for public comments via chat or email)- NONE

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

a) City of Sumner Interlocal Agreement - Backer

9. BOND-2018:

a) Update - Herrera

10. COMMISSIONER TRAINING/EVENT REQUESTS:

11. **COMMISSIONER CONFERENCE/COMMITTEE REPORTS:**
 - a) Chelan Seminar – Cancelled
 - b) Fall Conference
 - c) HR Committee Report on Commissioner Applicants and Volunteer Program - Egan
12. **CHIEF’S REPORT**
 - a) Monthly Chiefs Report
 - b) Monthly Stats-No report this month
 - c) Divisional Updates
13. **COMMISSIONER ACTION/DISCUSSION:**
14. **EXECUTIVE SESSION:** Per RCW 42.30.110(1)(h) To evaluate the qualifications of a candidate for appointment to elective office.
15. **ADJOURN**

EVENTS:

Apr. 22nd	PC Commissioner Meeting	Virtual
May 27th	PC Commissioner Meeting	
Jun. 24th	PC Commissioner Meeting	
Jul. 22nd	PC Commissioner Meeting	Picnic –
Aug. 26th	PC Commissioner Meeting	
Sept. 23rd	PC Commissioner Meeting	
Oct. 28th	No PC Commissioner Meeting	State Conference
Nov. 18th	PC Commissioner Meeting	
Dec. 2nd	Comm/Chiefs Annual Banquet	

**A REGULAR MEETING OF THE
BOARD OF COMMISSIONER OF
EAST PIERCE FIRE AND RESCUE**

March 16, 2021

A regular meeting of the Board of Commissioners of East Pierce Fire and Rescue was held on March 16, 2021 via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chairman Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Mike Cathey, Kevin Garling, Pat McElligott, Randy Kroum, Ed Egan, Ex-Officio Kathy Hayden, Fire Chief Backer, Deputy Chief Parkinson and District Secretary Michelle Hollon.

Chairman Napier welcomed those participating in the meeting via conference/video call.

Audience:

Honors and Recognitions: None

Elections: New elections were conducted due to Commissioner Mitchell's resignation.

Board Chair for 2021:

Commissioner McElligott moved to nominate Jon Napier as Board Chair for the remaining months of 2021. The motion was seconded by Commissioner Kroum. No other nominations were received for Board Chair, motion carried.

Vice Chair for 2021:

Commissioner McElligott nominated Ed Egan as Vice-Chair for the remaining months of 2021. The motion was seconded by Commissioner Cathey. No other nominations were received for Vice Chair, motion carried.

Board Committee Re-Assignments for 2020-2021:

Finance: Jon Napier, Chair, Kevin Garling, Pat McElligott

Human Resources: Ed Egan, Chair, Pat McElligott, Randy Kroum

Planning: Mike Cathey, Chair, Kevin Garling, Randy Kroum

Approval of Agenda:

Commissioner Egan moved to approve the agenda as presented. The motion was seconded by Commissioner Garling and carried.

Consent Agenda. Motion: Commissioner Egan moved to approve the Consent Agenda (minutes of the February 16th Regular meeting; Treasurer's Report; post-meeting voucher 210204001 in amount of \$2,500.00; electronic payroll adjustment in the amount of \$4414.02; current expense vouchers 210303001-210303080 in the amount of \$421,724.04; payroll vouchers 210302001-210302012 in the amount of \$376,469.79; electronic payroll in the amount of \$1,969,457.73; Electronic Payroll Adjustment in the amount of \$1654.21; Capital expense vouchers 210304001-210304005 in the amount of \$231,042.15). Motion seconded by Commissioner Garling and carried.

VISITOR COMMENTS: None

RESOLUTIONS:

Resolution 937 – 2021 Budget Amendment: Deputy Chief Parkinson presented to the Board a request to amend the 2021 budget. The amendment would increase revenue by \$60,635 due to increase of tax

revenue after certified numbers were given to the District by the County. The amendment also included an increase in expenditures in the amount of \$7,282 and an increase in the budgeted transfers to reserves in the amount of \$53,383. Upon discussion the following motion was made: Commissioner McElligott moved to adopt Resolution 937, amending the 2021 Budget as presented. The motion was seconded by Commissioner Cathey and carried.

Resolution 938 – Transfer of Funds: As part of the 2021 Budget Amendment, the transfer of the carryover amount is requested by resolution and brought before the Board to approve in the amount of \$3,780,541 to be transferred from the General Fund to the Reserve Fund. Commissioner Kroum moved to adopt Resolution 9389 to transfer funds from the General Fund to the Reserve Fund in the amount of \$3,780,541. The motion was seconded by Commissioner Cathey and carried.

Resolution 939 – Fee Schedule: Resolution 883 adopted August 20, 2019 established a one-fee schedule for ease and transparency to both the public and employees. New rates were established by WAC 246-08-400 effective 2021. Commissioner Garling moved to adopt Resolution 939 “East Pierce Fire & Rescue Fee Schedule” amending and superseding Resolution 883. The motion was seconded by Commissioner McElligott and carried.

NEW BUSINESS:

Volunteer Program: Chief Backer presented to the Board to close the Volunteer Firefighter Program, January 21, 2022 and provide a respectful exit strategy for our current volunteers. The volunteer program has been a highly respected program as it is part of the history that started many fire departments. The District values volunteers and the time they dedicate to their community, thank you to all. Unfortunately, it has become very difficult to increase or maintain the number of volunteers in our department as many have either retired, got hired as Career personnel or did not succeed through the initial training process. After reviewing costs to maintain the program, staff recommended to cease the volunteer program after the end of the year. Staff will work with predominantly volunteer departments to assist with placement within those departments for the volunteers that wish to continue serving.

Noel Fitzgerald, current volunteer of East Pierce & Fire Rescue addressed the Board to speak on behalf of the Volunteers. Mr. Fitzgerald would like better communication and kept informed on the program status. He would like a review of the public’s view on this and shared his emotional thoughts of the success stories of the program. He stated, “no one asked the volunteers on their view and what makes them valuable”. Mr. Fitzgerald shared some of his ideas of volunteers doing special assignments such as decon at scenes, BLS Transport Service, Wildland firefighting, Special Teams. He would like the Board to reconsider moving the closing date to March 31, 2022.

After discussion the Board will refer the item to the HR Committee for further review and discussion and will provide a report to the Board at the next regular meeting. Commissioner McElligott moved to table item 8a to the April Meeting. The motion was seconded by Commissioner Cathey and carried.

Financial Assistance Program: Battalion Chief Dyson presented to the Board a request to approve an automatic annual update and renewal of East Pierce Fire & Rescue’s Financial Assistance Program worksheet to reflect federal poverty guidelines. Commissioner Kroum moved to authorize EMS Division staff to annually update the East Pierce Fire & Rescue Financial Assistance Program worksheet to reflect Federal Poverty Guidelines which are changed each year. The motion was seconded by Commissioner Garling and carried.

UNFINISHED BUSINESS:

Update on Levy Ballot Measures: Chief Backer discussed the ballot measures for the Regular Levy Lid Lift and the EMS Levy renewal for the August ballot. The Regular Levy rate is currently at 1.36 per \$1,000 per assessed value, the proposed lid lift will set the levy to 1.50 per \$1,000 of assessed value the first year and the ability to take up to a 6% increase the following four years. The EMS Levy rate is currently at \$0.45 per \$1,000 of assessed value, the renewal will set the levy rate back to \$0.50 per \$1,000 of assessed value. It is estimated that the approval of both measures will generate \$5.7 million in additional revenue if the district’s assessed value increases by six percent (6%), which would fund the

addition of staffing at Station 124 in Milton and Station 117 in Tehaleh. Resolutions will be presented to the Board at the regular Commissioner Meeting in April.

BOND-2018:

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

Station 118: Building permit-waiting for it to be released. Anticipating going out to Bid in April. Crews will be moving to Station 124 on April 8th.

Station 111: Waiting for design permit, finished site work permit will be submitted once design permit received. Building permit will be submitted in April.

Station 112: Right of Entry surveyor to survey property and appraisal for negotiations.

Station 114: Working on design, one level station. Last tenant will be moving out March 31.

Station 124: Remodel going well, it is in finish work phase, should be completed by next week. Temporary garage project will start next week and will take 2 to 3 days.

COMMISSIONER TRAINING/EVENT REQUESTS:

COMMISSIONER CONFERENCE REPORTS/COMMITTEE REPORTS:

Planning Committee – Discussed the pros and cons of the Training Center proposal and the anticipated costs of approximately of 2 million. The Committee is in support of the project. A formal presentation will be brought before the Board at the April Meeting.

CHIEF’S REPORT

Monthly Chiefs Report: Reviewed the Chief’s monthly report with the Board. Included in agenda packet.

Monthly Stats: Call volume and fire incidents that occurred in the month were reviewed.

Divisional Reports: None

COMMISSIONER ACTION/DISCUSSION:

Board Vacancy: The vacant position was advertised, and the District received 6 resumes and letter of interest. The HR Committee will be reviewing applicants on March 26 at 9:00 am. A recommendation will be presented to the Board at the Regular meeting in April.

Applicants:

Victor Proulx

Ron Scholz

Cynthia Wernet

Jim Haley

Jerry Hendershot

Brandon Hood

EXECUTIVE SESSION: None

ADJOURN

There being no further business to come before the Board, Commissioner Egan moved to adjourn the meeting. The motion was seconded by Commissioner Garling. Meeting was adjourned at 8:48 P.M.

District Secretary Michelle Hollon

Chairman Jon Napier



EAST PIERCE FIRE & RESCUE

March 2021

for April 20, 2021 Meeting



Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
			10 Months Remaining = 76.9%	

General Fund (Current Expense)

Net Cash & Investments 12/31/2020		\$ 12,382,116			
Revenues					
Property Tax - Current	1,582,183	2,131,426	34,259,337	32,127,911	93.8%
Property Tax - Prior Year/Delinquent	52,411	191,678	-	(191,678)	0.0%
Other Taxes	-	731	18,000	17,269	95.9%
Grants & Intergovernmental	127,390	384,382	160,000	(224,382)	-140.2%
Transport	442,430	1,233,833	5,800,000	4,566,167	78.7%
Plan Review Fees	-	18,550	108,000	89,450	82.8%
Inspection Fees	-	3,393	-	(3,393)	0.0%
Other Charges for Services	24,266	24,573	44,450	19,877	44.7%
Investment Interest	400	2,397	48,000	45,603	95.0%
Miscellaneous	15,060	43,367	165,500	122,133	73.8%
Insurance Recovery	4,527	40,618	-	(40,618)	0.0%
Transfers In	-	-	619,425	619,425	100.0%
Total Revenues	2,248,667	4,074,947	41,222,712	37,147,765	90.1%

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

Expenses by Function

Commissioners	3,426	15,834	72,450	56,616	78.1%
Administration	93,404	274,960	1,408,243	1,133,283	80.5%
Finance-Elections, Leases, Transfers	3,819,902	3,927,712	7,391,418	3,463,706	46.9%
Emergency Mgt/IT/Volunteers	99,555	327,165	1,226,932	899,767	73.3%
Prevention	100,657	338,655	1,475,822	1,137,168	77.1%
Logistics	317,432	767,328	3,393,621	2,626,293	77.4%
Training	144,214	317,864	2,284,366	1,966,502	86.1%
Fire Operations	1,893,409	6,041,178	25,156,216	19,115,038	76.0%
EMS Operations	133,744	418,183	1,976,335	1,558,152	78.8%
Capital	(44,654)	70,784	619,425	548,641	88.6%
Total Expenses	6,561,091	12,499,662	45,004,828	32,505,166	72.2%
Payroll Clearing Accruals	16,973	(140)			
Expenses Net of Accruals	6,544,118	12,499,802			
Ending Net Cash and Investments		3,957,260	8,600,000		

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

Note: The Ending Net Cash & Investments in the "Year to Date" column uses the Calculated Beg. Net Cash & Investments

Expenses by Type	Current Month	Year to Date	Year to Date % of Total	Budget Amount	Budget % of Total
Salaries & Wages	1,757,221	5,360,737	24.9%	21,508,977	47.8%
Overtime	131,147	294,783	11.8%	2,502,921	5.6%
Benefits & Uniforms	496,972	1,920,146	23.8%	8,059,762	17.9%
Subtotal-Payroll & Benefits	2,385,341	7,575,666	23.6%	32,071,660	71.3%
Supplies	217,403	424,440	23.6%	1,800,990	4.0%
Services	244,965	704,507	17.7%	3,989,385	8.9%
Capital	(67,159)	2,958	0.5%	619,425	1.4%
Transfers Out	3,780,541	3,792,091	58.1%	6,523,368	14.5%
Total Expenses	6,561,091	12,499,662		45,004,828	100.0%
Payroll Clearing Accruals	16,973	(140)			
Expenses Net of Accruals	6,544,118	12,499,802			



EAST PIERCE FIRE & RESCUE

March 2021

for April 20, 2021 Meeting



	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
				10 Months Remaining =	76.9%
Reserve Fund					
Net Cash & Investments 12/31/2020			\$ 17,105,467		
Revenues					
Sale of Tax Title Property	-	4	-	(4)	0.0%
Investment Interest	1,606	5,295	36,000	30,705	85.3%
Transfer In Carryover	3,780,541	3,780,541	3,780,541	-	0.0%
Transfer In Newland/Tehaleh 112/117	-	11,550	100,000	88,450	88.5%
Transfer In GEMT IGT Return	-	-	600,000	600,000	100.0%
Transfer In Capital Facilities	-	-	2,042,827	2,042,827	100.0%
Total Revenues	3,782,147	3,797,390	6,559,368	2,761,978	42.1%
Expenses					
Transfers Out	-	-	619,425	619,425	100.0%
Total Expenses	-	-	619,425	619,425	0.0%
Ending Net Cash and Investments	\$ 20,902,857	\$ 23,045,410			

	3/31/2021	Policy Goal	(Short)/Over
Reserve Balances			
General Reserve	3,055,399	3,070,000	(14,601)
Equipment Reserve	6,465,529	6,480,000	(14,471)
Facilities Reserve	1,014,411	1,000,000	14,411
Employee Compensation Reserve	800,080	800,000	80
Capital Facilities Phase 2	4,149,163	Balance	
Station 118 Capital Reserve	485,909	Balance	
Station 112/117 Reserve	395,730	Balance	
EMS Equipment Reserve	4,536,635	Balance	
Total	\$ 20,902,857		

Bond Fund (UTGO 2018)	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2020			\$ 320,068		
Property Tax - Bond Levy - Current	92,021	124,413	2,008,000	1,873,180	93.8%
Property Tax - Bond Levy - Prior/Del.	2,745	10,407	-	-	0.0%
Total Revenues	94,767	134,820	2,008,000	1,873,180	93.3%
Expenses					
Debt Pmt - Principal - UTGO (2018)	-	-	290,000	290,000	100.0%
Debt Pmt - Debt Svc - UTGO (2018)	-	-	1,622,150	1,622,150	100.0%
Total Expenses	-	-	1,912,150	1,912,150	100.00%
Ending Net Cash and Investments	\$ 454,888	\$ 415,918	\$ 1,912,150		



EAST PIERCE FIRE & RESCUE

March 2021

for April 20, 2021 Meeting



Capital (Construction) Fund	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2020			\$ 34,713,168		
Investment Interest	3,127	10,565	84,000	73,435	87.4%
Total Revenues	3,127	10,565	84,000	73,435	87.4%
Expenses					
Capital Purchases	282,422	2,049,628	17,600	(2,032,028)	-11545.6%
Transfer Out - GF -Cap Fac Mgr	-	-	175,397	175,397	100.0%
Total Expenses	282,422	2,049,628	192,997	(1,856,631)	-962.0%
Ending Net Cash and Investments		\$ 32,674,105	\$ 34,604,171		5.6%



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

PAYMENT LISTING

Trans Date	District Ref #	Payee Printed Name	Amount
4/14/21	1350	HERC RENTALS INC.	\$1,373.69
4/14/21	1352	L N CURTIS & SONS	\$16,848.14
4/14/21	1349	FABRIC STRUCTURES USA	\$9,200.00
4/14/21	1351	HUGHES FIRE EQUIPMENT, INC.	\$773,196.00
4/14/21	1354	PIERCE COUNTY SEWER	\$22.28
4/14/21	1264	ACROSS THE STREET PRODUCTIONS	\$4,500.00
4/14/21	1265	ACTION BUSINESS FURNITURE INC	\$5,574.30
4/14/21	1266	ADVANCE TRAVEL FUND	\$471.00
4/14/21	1270	BERK CONSULTING	\$9,065.00
4/14/21	1275	CENTURYLINK (035B/376B/785B/786B/442B)	\$86.28
4/14/21	1278	CINTAS CORPORATION # 461	\$8,670.65
4/14/21	1353	LAKE TAPPS CONSTRUCTION LTD	\$32,633.99
4/14/21	1355	RICE FERGUS MILLER ARCHITECTURE	\$136,830.67
4/14/21	1356	US DIGITAL DESIGNS INC	\$20,751.00
4/14/21	1263	ABM JANITORIAL SERVICES	\$1,046.52
4/14/21	1267	AIR EXCHANGE, INC.	\$778.84
4/14/21	1268	AMERICAN HEART ASSOCIATION	\$10,886.40
4/14/21	1269	BARNHART MD PS STEPHEN W	\$4,725.00
4/14/21	1271	BIG LEAF NETWORKS	\$7,336.72
4/14/21	1272	BOUND TREE MEDICAL LLC	\$10,787.78
4/14/21	1273	CARDINAL HEALTH 112, LLC	\$1,477.88
4/14/21	1274	CASCADE HEALTHCARE SERVICES LLC	\$1,655.90
4/14/21	1276	CHIPMAN JAMES	\$650.20
4/14/21	1277	CHS	\$730.50
4/14/21	1280	CORNWELL TOOLS	\$5,928.00
4/14/21	1281	CRAIG ANDY	\$500.00
4/14/21	1282	DAVIS DOOR SERVICE, INC	\$1,784.88
4/14/21	1286	GALLS, LLC - DBA BLUMENTHAL	\$1,598.65
4/14/21	1287	GENES TOWING, INC.	\$480.81
4/14/21	1292	HUGHES FIRE EQUIPMENT, INC.	\$36,426.96
4/14/21	1293	JAMES OIL CO. INC.	\$11,962.12
4/14/21	1279	CITY OF PUYALLUP	\$25,732.50
4/14/21	1283	DIVE RESCUE INTERNATIONAL INC	\$563.99
4/14/21	1284	FREDS TOWING	\$978.30
4/14/21	1285	FREIGHTLINER NORTHWEST	\$667.71
4/14/21	1288	GITTS SPRING CO	\$680.13
4/14/21	1289	HANSEN CONNOR	\$654.70
4/14/21	1290	HOON BRYAN	\$250.00

4/14/21	1291	HP INC	\$19,897.70
4/14/21	1294	KENT D. BRUCE COMPANY	\$91.60
4/14/21	1295	KUIPER CARL	\$602.59
4/14/21	1296	L N CURTIS & SONS	\$15,814.12
4/14/21	1297	LAWSON ELECTRIC	\$3,157.35
4/14/21	1298	LES SCHWAB TIRE CENTERS	\$651.41
4/14/21	1300	LIFE ASSIST	\$10,560.84
4/14/21	1301	MADSEN ELECTRIC	\$682.70
4/14/21	1304	MOBILE MINI	\$1,176.76
4/14/21	1305	MOUNTAIN MIST	\$735.74
4/14/21	1307	NEOGOV	\$17,037.77
4/14/21	1309	OFFICE DEPOT/ACCT #28664540	\$109.81
4/14/21	1310	PACIFIC OFC AUTOMATION (OR)	\$105.13
4/14/21	1299	LEVEL ONE SECURITY INC	\$163.95
4/14/21	1302	MAGELLAN HEALTHPLAN	\$642.18
4/14/21	1303	MCCLATCHY COMPANY LLC	\$154.79
4/14/21	1306	MUNICIPAL EMERGENCY SERVICES	\$24,263.11
4/14/21	1308	NORTHWEST BUS SALES	\$67,994.90
4/14/21	1317	PUGET SOUND ENERGY	\$8,166.89
4/14/21	1319	QUADIENT	\$447.38
4/14/21	1320	QUINN AND QUINN PS	\$974.00
4/14/21	1322	REBOUND	\$1,850.80
4/14/21	1326	SCHEMERHORN AUBREY	\$750.00
4/14/21	1311	PACIFIC OFFICE AUTOMATION	\$368.12
4/14/21	1312	PACIFIC OFFICE AUTOMATION	\$169.25
4/14/21	1313	PC BUDGET & FINANCE DEPT	\$13,178.75
4/14/21	1314	PIERCE COUNTY SEWER	\$40.40
4/14/21	1315	PLATT ELECTRIC SUPPLY	\$122.96
4/14/21	1316	PRAXAIR DISTRIBUTION, INC.-170	\$870.53
4/14/21	1318	PUYALLUP/SUMNER CHAMBER OF COMMERCE	\$395.00
4/14/21	1321	RAINIER VALLEY BACKFLOW LLC	\$50.00
4/14/21	1323	RICE FERGUS MILLER ARCHITECTURE	\$3,928.68
4/14/21	1324	RWC GROUP	\$4,120.63
4/14/21	1325	S & S METAL FABRICATION	\$1,344.44
4/14/21	1327	SEAWESTERN	\$10,271.23
4/14/21	1330	SNIDER PETROLEUM	\$3,082.32
4/14/21	1332	SPELICK MARA	\$350.00
4/14/21	1339	TREASURY MANAGEMENT SVCS - US BANK	\$123.67
4/14/21	1328	SITECRAFTING, INC.	\$55.00
4/14/21	1329	SMITH DALTON	\$674.45
4/14/21	1331	SOUTH SOUND 911	\$136,120.00

4/14/21	1333	STERRENBURG TROY	\$62.45
4/14/21	1334	STRYKER SALES CORP.	\$134.77
4/14/21	1335	SUNSET FORD	\$3,793.87
4/14/21	1336	SYSTEMS DESIGN WEST LLC	\$18,659.90
4/14/21	1337	TACOMA SPEEDOMETER	\$137.38
4/14/21	1338	TOWN OF SOUTH PRAIRIE	\$6,195.96
4/14/21	1341	UW VALLEY MEDICAL CENTER	\$3,000.00
4/14/21	1343	WA STATE DEPT OF HEALTH	\$190.00
4/14/21	1344	WA STATE DEPT OF REVENUE (USE TAX)	\$1,311.61
4/14/21	1345	WASHINGTON AUDIOLOGY SERVICES INC	\$8,907.40
4/14/21	1346	WCIF	\$18,301.59
4/14/21	1340	US BANK	\$62,530.28
4/14/21	1342	VAN MAREN NICK	\$1,176.67
4/14/21	1347	WEAVER HANNAH	\$500.00
4/14/21	1348	ZOLL DATA SYSTEMS, INC.	\$581.08

Payment Count: 94

Total Amount: \$1,624,287.40

Payment Count: 94
Payment Total: \$1,624,287.40

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.

B Backer 4.15.21
Authorized District Official Signature Date Authorized District Official Signature Date

Nichelle Helton 4-15-21
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: PCACCOUNTSPAYABLE@co.pierce.wa.us

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



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22



PAYMENT LISTING

Trans Date	District Ref #	Payee Printed Name	Amount
4/15/21	1559	AFLAC	\$1,024.47
4/15/21	1560	DIMARTINO ASSOCIATES (WSCFF)	\$18,400.38
4/15/21	1562	EMPLOYMENT SECURITY-PFML	\$26,948.29
4/15/21	1563	GET PROGRAM	\$1,024.00
4/15/21	1565	LABOR & INDUSTRIES	\$221,975.24
4/15/21	1561	EMPLOYMENT SECURITY DEPT.	\$19,157.23
4/15/21	1564	IAFF - FIREPAC	\$786.26
4/15/21	1567	TACOMA-PIERCE CO CHAPLAINCY	\$511.50
4/15/21	1568	WCIF	\$858.89
4/15/21	1569	WSCFF - FASTPAC	\$478.34
4/15/21	1570	WSCFF-Medical Expense Reimbursement Plan	\$26,234.85
4/15/21	1566	LEOFF HEALTH & WELFARE TRUST	\$319,104.87
4/15/21	1361	BABCOCK DOUGLAS B	\$1,953.82
4/15/21	1464	NEVILL MARK A	\$363.78
4/15/21	1365	BELLACK KEVIN J	\$55.26
Payment Count: 15		Total Amount:	<u>\$638,877.18</u>

Payment Count: 15
Payment Total: \$638,877.18

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>4/15/21</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>4/15/21</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

INSTRUCTIONS FOR USE:
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FAX: 253-798-6699 EMAIL: PCACCOUNTSPAYABLE@co.pierce.wa.us

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



Board Meeting Agenda Item Summary

- **Agenda Date:** April 20, 2021
- **Item Title:** Approve Financial Assistance Program Waiver for Account 132325329
- **Presenter:** Consent Agenda

1. Recommended Action by Board:

Recommend that Board make a motion to approve inclusion of Account 132325329 into the EPFR Financial Assistance Program.

- Based upon this patient’s individual / family income level, it is recommended that 50% of the patient’s ambulance bill balance be waived.

2. Summary:

The Board approved implementation of a Financial Assistance Program for ambulance transport fees for patients with limited financial means. Modeled after similar programs used by local hospitals and other fire districts, the EPFR program utilizes a worksheet to take into account the patient’s income and family size to reduce, or in some cases, completely waive ambulance transport charges.

Circumstances surrounding this incident:

Based on patient’s income, patient qualifies for a 50% reduction of balance remaining on transport bill.

Total Amount of Patient’s Ambulance bill:	\$ 1,138.00
Amount covered by private / government insurance programs:	\$ (.00)
Patient’ remaining balance (obligation) for this ambulance bill:	\$ 1,138.00

Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Bill
5	\$ 62,081 - \$ 77,600	50%

Recommendation based upon Financial Assistance Program formula:

- Recommend Board authorize 50% reduction of patient’s outstanding balance due.

As always, Systems Design, our billing service, will work out a payment plan with the patient if required.

3. Policies/ Alternatives Considered: None. See Above

4. Fiscal Impact:

There is minimal financial impact on EPFR. The department averages less than a dozen Financial Assistance Program requests per year, or approximately ½ of 1% of the district’s transports.



Board Meeting Agenda Item Summary

- **Agenda Date:** April 20, 2021
- **Item Title:** Approve Financial Assistance Program Waiver for Account 132313453
- **Presenter:** Consent Agenda

1. Recommended Action by Board:

Recommend that Board make a motion to approve inclusion of Account 132313453 into the EPFR Financial Assistance Program.

- Based upon this patient’s individual / family income level, it is recommended that 50% of the patient’s ambulance bill balance be waived.

2. Summary:

The Board approved implementation of a Financial Assistance Program for ambulance transport fees for patients with limited financial means. Modeled after similar programs used by local hospitals and other fire districts, the EPFR program utilizes a worksheet to take into account the patient’s income and family size to reduce, or in some cases, completely waive ambulance transport charges.

Circumstances surrounding this incident:

Based on patient’s income, patient qualifies for a 50% reduction of balance remaining on transport bill.

Total Amount of Patient’s Ambulance bill:	\$ 1,175.40
Amount covered by private / government insurance programs:	\$ (.00)
Patient’ remaining balance (obligation) for this ambulance bill:	\$ 1,175.40

Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Bill
1	\$25,761 - \$32,200	50%

Recommendation based upon Financial Assistance Program formula:

- Recommend Board authorize 50% reduction of patient’s outstanding balance due.

As always, Systems Design, our billing service, will work out a payment plan with the patient if required.

3. Policies/ Alternatives Considered: None. See Above

4. Fiscal Impact:

There is minimal financial impact on EPFR. The department averages less than a dozen Financial Assistance Program requests per year, or approximately ½ of 1% of the district’s transports.



Board Meeting Agenda Item Summary

Agenda Date: April 20, 2021

Item Title: Re-Authorize the Regular Levy Collection Rate – Resolution 940

Presenter: Chief Bud Backer

1. Recommended Action by Board:

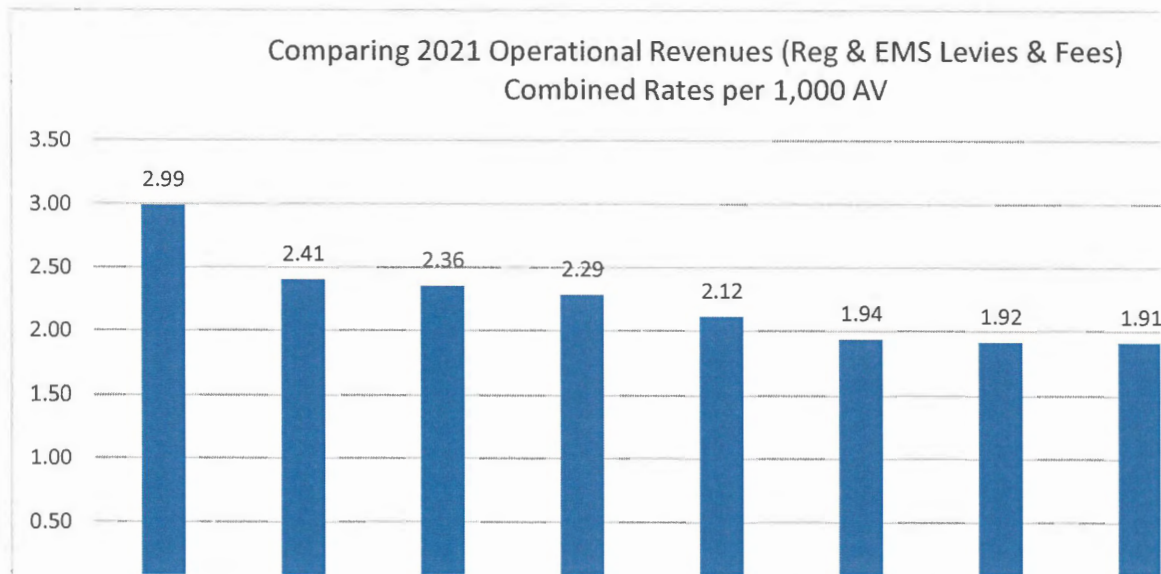
Move to approve Resolution 940 placing a measure on the August 3rd, 2021 ballot, reauthorizing the Regular Levy collection rate of \$1.50 per 1,000 dollars of assessed value, with the ability to collect up to a six percent (6%) increase per year for the succeeding three years.

2. Summary:

This is not a new tax, but a request to reset (or lift the lid) the collection rate to the previously authorized statutory limit. The current Regular Levy has eroded to a collection rate of \$1.36 per \$1,000 of assessed value. The levy had previously been authorized by the voters in 2017 for collection at the maximum allowable rate of \$1.50 per \$1,000 of assessed value. The 2017 levy included the ability to collect up to six percent (6%) increase the three succeeding years after the initial year at the \$1.50 rate. In years two and three of the levy, the department collected the six percent above the previous year. In year four, the department only collected a two percent increase over the previous year.

To take part in the August 3 election, the district must submit an approved resolution and other documentation to the county elections office by May 14, 2021. The elections schedule is listed in Appendix A (section 5) of this document.

The district funds daily operations through the collection of the Regular Levy and the EMS Levy. EPFR continues to be the most cost effect fire district in Pierce County when comparing collection rates.



Resulting increase in collections will allow for the hiring of additional firefighters to add staffing in Tehaleh and Milton. Tehaleh being a rapidly growing area which will soon have an increasing call volume with expanding population and the opening of a large senior housing facility.

Milton, while only being 2% of our geographic area, accounts for 10% of the districts call volume due to three large senior housing facilities.

Based on the 2021 Assessed Value of the fire district, the change in collection rate from \$1.36 per \$1,000 to the statutory limit of \$1.50 per \$1,000 would result in an increase to a \$450,000 home of:

	1.36 rate	1.50 rate	Annual Increase
\$450,000 Home	\$612.00	\$675.00	\$63.00

It should be noted that the resulting increase will most likely be higher if property values are increased by the county assessor. If the \$450,000 home increased by 6% in value, the resulting increase would be \$103.50 annually, or \$8.63 monthly.

The district wide assessed value for the regular levy in 2021 is \$18,868,722,839

2021 collection rates and values are shown in the following table:

	2021 Collection Rate	2021 amount collected
EMS	\$0.4537	\$8,586,176.52
Regular (Fire)	\$1.36062	\$25,673,161.67

3. Policies/ Alternatives Considered:

4. **Fiscal Impact:**

The following table shows the Regular Levy amount collected at the current rate and the full rate for the 2021 assessed value in column 2. Column 4 estimates collection rates in 2022 if assessed values increase at a six percent average rate throughout the district.

	2021 Comparison		2022 Assumed 6% increase in AV
Levy Rate 1.36/1,000 (actual budget)	\$25,673,161.67	1% limit >	\$25,929,893.28 (assumes a 1% increase if lid not lifted)
Levy Rate 1.50/1,000 (if the rate was at the limit)	\$28,303,084.26		\$30,001,269.32
Difference	\$ 2,629,922.59		\$ 4,071,376.04

5. **Appendix A**

2021 Submittal Deadlines

Election Date	Feb. 9, 2021	Apr. 27, 2021	Aug. 3, 2021	Nov. 2, 2021
Jurisdiction's Responsibility and Deadlines				
1. Resolution				
2. Resolution Cover Sheet				
3. Explanatory Statement	Dec. 11, 2020	Feb. 26, 2021	May 14, 2021	Aug. 3, 2021
4. For and Against Committee Appointment Form				
Committee's Responsibility and Deadlines				
For and Against Statements <i>(Written by the committees for or against the measure and emailed by this date.)</i>	Dec. 15, 2020	Mar. 2, 2021	May 18, 2021	Aug. 5, 2021
Rebuttal Statements <i>(Written by the committees for or against the measure and emailed by this date.)</i>	Dec. 17, 2020	Mar. 4, 2021	May 20, 2021	Aug. 9, 2021

**EAST PIERCE FIRE and RESCUE
PIERCE COUNTY, WASHINGTON**

RESOLUTION NO. 940

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF EAST PIERCE FIRE AND RESCUE PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE DISTRICT AT AN ELECTION TO BE HELD THEREIN ON AUGUST 3, 2021, A PROPOSITION WHICH WOULD RE-AUTHORIZE THE FIRE DISTRICT LEVY RATE OF \$1.50 PER \$1,000 OF ASSESSED VALUATION FOR A ONE YEAR PERIOD, AND THEN WOULD ALLOW SPECIFIC INCREASES FOR EACH OF THREE CONSECUTIVE SUCCESSIVE YEARS, IN PROPERTY TAXES COLLECTED BY THE FIRE DISTRICT APPLICABLE TO ALL TAXABLE PROPERTY LOCATED IN THE DISTRICT, IN EXCESS OF THE LIMITATIONS IMPOSED BY CHAPTER 84.55 OF THE REVISED CODE OF WASHINGTON AND PROVIDING THAT THE LEVY DOLLAR AMOUNT IN THE FOURTH YEAR SHALL SERVE AS THE BASE FOR COMPUTING THE LIMITATIONS ON FUTURE YEARS' LEVIES.

WHEREAS, in the judgment of the Board of Fire Commissioners (the "Board") of East Pierce Fire and Rescue (the "District"), it is essential for the protection of the public health, safety, life, and property of the citizens and residents of the District that minimum service levels of fire and emergency medical services be maintained; and

WHEREAS, a regular property tax rate of \$1.50 per \$1,000 of assessed valuation, applicable to all taxable property located in the district, has been previously authorized and may be lawfully levied within the limits prescribed by RCW 84.55 as amended, which limits annual property tax increases to 1% over and above the previous year's tax revenues; and

WHEREAS, RCW 84.55.050 authorizes the 1% limit on annual increases to be exceeded with voter approval, commonly referred to as a "lid lift" election, and

WHEREAS, a 1% limitation would restrict the District from levying up to its full authorized levy rate of \$1.50 per \$1,000 of assessed valuation, necessitating a reduction in the level of services in the District, through longer response times, inadequate resources dispatched to alarms, increased reliance on mutual aid, reducing special services such as hazardous materials and rescue teams, and similar cutbacks; and

WHEREAS, the electorate should be given the opportunity to decide whether the service levels should be reduced or instead, whether the authorized rate of up to \$1.50 per \$1,000 should be levied and maintained, waiving the 1% limit of RCW 84.55, commonly referred to as "lifting the lid"; and

WHEREAS, current statutes authorize multi-year lid lifts for up to six years, with the dollar amount in the final year being used as a base for computing the limitations on future years' levies (sometimes referred to as a "permanent" lid lift), but East Pierce is only requesting a four year lid lift;

NOW THEREFORE BE IT HEREBY RESOLVED, FOUND, DETERMINED AND ORDERED, AS FOLLOWS:

Section 1. A regular property tax rate of \$1.50 per \$1,000 of assessed valuation, applicable to all taxable property located in the district, has been **previously duly authorized**, and is necessary and appropriate to levy, notwithstanding the 1% annual increase limitation of RCW 84.55.010 et seq., as amended. RCW 84.55 places a 1% limitation on the increase of tax revenue collected by the District annually. Such 1% limitation on the increase would cause a loss of revenue to the District of approximately \$4,071,376 in 2022 and compounding in subsequent years. Such a loss would necessitate reduction in services as enumerated in the fourth recital above, and restrict the ability of the District to provide for the growing demand for service. This resolution and the resultant election would give the voters the opportunity to choose to continue service pursuant to the previously authorized levy rate adopted pursuant to RCW 52.16.160 (the “third fifty cents”), waiving the 1% limit of RCW 84.55 (commonly referred to as a “lid lift”).

Section 2. The proposal set forth below, if authorized by the qualified electors of the District, will allow a continued levy rate of \$1.50 per \$1,000 of assessed valuation for a one (1) year period, coupled with specified increases in property taxes collected in each of the three consecutive successive years thereafter. There shall be submitted to the qualified electors of the District, for their ratification or rejection, at an election on August 3, 2021, a proposition to exceed the 1% limitation (and “lift the lid”) of RCW 84.55.010 et seq. and levy the full authorized rate of \$1.50 per \$1,000 of assessed valuation for a one (1) year period, coupled with specified increases in property taxes collected in each of the three consecutive successive years thereafter, subject to statutory and constitutional limits, which are otherwise applicable; **provided further** that the dollar amount of the levy in the fourth year shall be used as the base for computing the limitations on future years' levies. The limit factor applied in years two through four (2023, 2024 and 2025), which shall not be exceeded, shall be up to 6%, as contrasted to the 1% lid pursuant to RCW 84.55.010.

Section 3. The Board hereby requests the Manager of Records and Elections of Pierce County, Washington, as ex officio County Supervisor of Elections, to call and conduct such special election to be held within the District on August 3, 2021 in conjunction with the primary election, and to submit to the qualified electors of the District the proposition in substantially the following form:

PROPOSITION NO. 2

EAST PIERCE FIRE AND RESCUE

AUTHORIZING INCREASE IN FIRE PROTECTION PROPERTY TAX LEVY RATE
OF UP TO \$1.50 PER \$1,000 OF ASSESSED VALUATION
FOR A FOUR YEAR PERIOD (2022-2025)

The Board of Fire Commissioners of East Pierce Fire and Rescue adopted Resolution No. 940, concerning a proposition to exceed the limitation on

increasing property taxes. This proposition would authorize the District to restore the previous voter-authorized rate of \$1.50 per \$1,000 of assessed valuation in 2022, and allow annual increases of up to 6% for the succeeding three years. The 2025 levy dollar amount would be used for computing limitations for subsequent levies, as authorized in Resolution No. 940.

INSTRUCTIONS TO VOTERS:

Should this proposition be:

APPROVED

REJECTED

Section 4. A notice of special election shall be published at least once, which publication shall take place not more than ten (10) days nor less than three (3) days prior to the date of said election. Said publication shall be in a newspaper of general circulation within the District.

Section 5. Approval of the proposition described in Section 3 above shall be construed and interpreted as qualified elector approval of a tax increase in compliance with RCW 84.55 as amended.

Section 6. The Secretary to the Board is hereby directed to deliver a certified copy of this resolution to the Manager of Records and Elections of Pierce County, Washington, as ex officio County Supervisor of Elections for the District, by May 14, 2021.

Section 7. With respect to this election, the District shall participate in the publication of information in the Local Voters' Pamphlet, including but not limited to an explanatory statement reviewed and approved by the District's attorney, a Statement For, and a Statement Against, pursuant to Chapter 29A.32 of the Revised Code of Washington.

Section 8. This resolution shall take effect immediately upon adoption.

ADOPTED AND APPROVED by the Board of Fire Commissioners of East Pierce Fire and Rescue on April 20, 2021.

EAST PIERCE FIRE AND RESCUE

Attest:

District Secretary

Approved as to form:

Joseph F. Quinn, WSB #6810
Attorney for District

Chairman

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Resolution _____



Board Meeting Agenda Item Summary

Agenda Date: April 20, 2021

Item Title: EMS Levy Renewal – Resolution 941

Presenter: Chief Bud Backer

1. Recommended Action by Board:

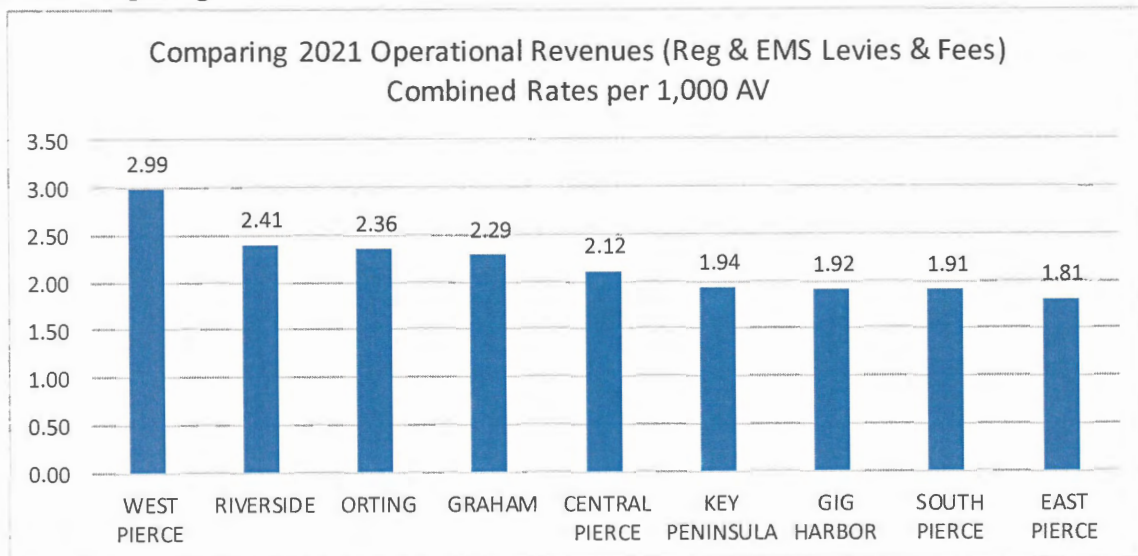
Move to approve Resolution 941 placing the renewal of the EMS Levy on the August 3rd, 2021 ballot for collection at the statutory limit of 50 cents per 1,000 dollars of assessed value.

2. Summary:

The current EMS Levy expires at the end of 2021. To continue collecting an EMS Levy, the district must seek authorization from the voters. If the EMS Levy is not renewed, the district will lose 25% of its tax revenue.

The district funds daily operations through the collection of the Regular and EMS Levies. The EMS Levy funds the provision of Advanced Life Support, or Paramedic level, emergency medical care. It also provides for no out of pocket expenses for citizens of the district when transported district medic units.

The following graph illustrates how EPFR compares to other fire districts in Pierce County. The figures include all taxes and fees used to fund operational needs, such as M&O levies and Benefit Charges. EPFR continues to be the most cost effect fire district in Pierce County when comparing collection rates.



The collection rate in 2021 for the EMS Levy is \$0.4537 per \$1,000 of assessed value. If approved for collection in 2022 at the statutory limit of \$0.50 per \$1,000, the resulting affect based on 2021 values would be an annual increase of \$22.50 for a \$450,000 home (or \$1.87 per month.)

	0.45 rate	0.50 rate	Annual Increase
\$450,000 Home EMS Levy	\$202.50	\$225.00	\$22.50

It should be noted that the resulting increase will most likely be higher if property values are increased by the county assessor. If the \$450,000 home increased by 6% in value, the resulting increase would be \$36.00 annually or \$3.00 monthly.

In addition to seeking renewal of the EMS Levy, staff recommends lifting the lid on the Regular Levy as well, to reduce the number of times the district approaches the voters. The regular levy will be discussed more in the agenda summary specific to that levy.

In 2021 the EMS levy provided \$8,586,176.52 of the districts total \$34,259,338.17 of tax revenues.

	2021 Collection Rate	2021 amount collected
EMS	\$0.4537	\$8,586,176.52
Regular (Fire)	\$1.36062	\$25,673,161.67

When both levies are collected at their statutory limits, the EMS Levy accounts for 25% of the district's tax revenues.

The district wide assessed value for the EMS Levy is \$18,924,788,460
2021 Elections schedule is shown in Appendix A.

3. Policies/ Alternatives Considered:

4. Fiscal Impact:

Renewing the EMS levy at the statutory limit will provide an estimated \$10,325,138 in revenue in 2022, an increase of \$1,443,964.36 not including new construction. New Construction is estimated to add an additional \$295,000 to what is shown in the table below for 2022.

	2021 Comparison	Assumed 6% increase in 2022 AV
Levy Rate 0.45/1,000	\$8,586,176.52	Uncollectable if not renewed
Levy Rate 0.50/1,000	\$9,462,394.23	\$10,030,137.88
Difference	\$ 876,217.71	Revenue increase of \$1,443.964 over 2021

If the EMS Levy is not approved, this would result in a \$10,325,138 shortfall including new construction. (New construction would not be collectable without the levy being renewed.)

5. Appendix A

2021 Submittal Deadlines

Election Date	Feb. 9, 2021	Apr. 27, 2021	Aug. 3, 2021	Nov. 2, 2021
Jurisdiction's Responsibility and Deadlines				
1. Resolution				
2. Resolution Cover Sheet				
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Rebuttal Statements <i>(Written by the committees for or against the measure and emailed by this date.)</i>	Dec. 17, 2020	Mar. 4, 2021	May 20, 2021	Aug. 9, 2021

EAST PIERCE FIRE & RESCUE

Resolution # 941

A RESOLUTION OF THE BOARD OF EAST PIERCE FIRE & RESCUE PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE DISTRICT AT THE AUGUST 2021 PRIMARY ELECTION OF A PROPOSITION AUTHORIZING THE DISTRICT TO CONTINUE TO LEVY TAXES FOR TEN CONSECUTIVE YEARS, AS AUTHORIZED IN RCW 84.52.069(2), TO PROVIDE FUNDS FOR EMERGENCY MEDICAL SERVICES, SAID LEVY TO BE SET AT A RATE OF UP TO \$0.50 PER \$1000 ASSESSED VALUATION, TO BE COLLECTED FOR TEN YEARS COMMENCING IN 2022; SETTING FORTH THE BALLOT TITLE; AND DIRECTING THAT THE PIERCE COUNTY AUDITOR BE PROVIDED A CERTIFIED COPY OF THIS RESOLUTION.

WHEREAS, in RCW 84.52.069, the Washington State Legislature authorized fire districts to impose a property tax of up to \$.50 per One Thousand Dollars of assessed valuation to provide emergency medical care and emergency medical services in each year for ten consecutive years; and

WHEREAS, the voters of the East Pierce Fire & Rescue approved in 2009 a six-year EMS levy, which was renewed in 2015 for six more years; and

WHEREAS, the Board of East Pierce Fire & Rescue desires to ask the voters to provide a “subsequent approval” as set forth in RCW 84.52.069 (2), by a majority vote of the electorate, of the EMS levy at the same maximum rate for an additional ten consecutive (10) years; and

WHEREAS, East Pierce Fire & Rescue provides basic and advanced life support emergency medical services that includes paramedic response; and

WHEREAS, assuring a constant source of funds to provide such emergency medical care and services will ensure continuous provision of emergency medical care and services and thus be in the best interest of the public health, safety, and general welfare; and

WHEREAS, the level of funding needed to adequately provide emergency medical care and services to the citizens residing within the East Pierce Fire & Rescue response area for each year during the period commencing in 2022 and ending in 2031 cannot be precisely determined due to changing economic needs and demands;

NOW THEREFORE BE IT RESOLVED that the Pierce County Auditor is hereby requested to include in the primary election in the manner provided by law to be held on August 3, 2021, in conjunction with the primary election to be held on the same day, for the purpose of submitting to the qualified electors of the taxing district, a proposition to authorize an EMS property tax levy at the rate of up to \$0.50 per One Thousand Dollars

of assessed valuation, for collection in 2022, and to be collected in each of the years 2022-2031, the dollar amount of said subsequent levies to be determined by the amount of funds needed to adequately provide for emergency medical care and services, as limited by applicable statutes, and not to exceed \$0.50 per One Thousand Dollars of assessed valuation, the proceeds thereof to be used to pay for the costs of providing advanced life support medical care and emergency medical services, including related personnel costs, training such personnel, and related equipment, supplies, and vehicles needed for the provision of emergency medical care and services.

Proposition No. 1

East Pierce Fire & Rescue
Emergency Medical Services Regular Property Tax Levy

Will East Pierce Fire & Rescue be authorized to impose regular property tax levies of \$0.50 per thousand dollars of assessed valuation for each of ten (10) years?

Yes.....

No.....

FURTHER RESOLVED that the District Secretary shall provide the Pierce County Auditor with a certified copy of this resolution upon its adoption.

ADOPTED IN OPEN SESSION, this 20th day of April 2021.

EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS

Chairman

Board Member

Vice-Chair

Board Member

Board Member

Board Member

Board Member

ATTEST:

Board Secretary

APPROVED AS TO FORM:

Joseph F. Quinn, District Attorney



Board Meeting Agenda Item Summary

Agenda Date: April 20, 2021
Item Title: Resolution 942-Cancel of Warrants
Presenter: Michelle Hollon

- 1. Recommended Action by Board:** *I move to adopt Resolution 942 cancelling warrant 1584650 in the total amount of \$1,223.00 payable to Six Robblees.*
- 2. Summary:** Six Robblees was issued a check in the amount of \$1,223.00 for services but was a duplication of payment as logistics also paid by p-card, the check was returned to the District. Total amount requested to be cancelled is \$1,223.00. Per RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by the governing body.
- 3. Policies/ Alternatives Considered:**
- 4. Fiscal Impact:**

EAST PIERCE FIRE AND RESCUE

RESOLUTION #942

(A resolution to cancel one warrant)

WHEREAS, East Pierce Fire and Rescue incurred expenses in the total amount of \$1,223.00 for services; and

WHEREAS, warrant #1584650 issued on March 10, 2021 in the amount of \$1,223.00 payable to Six Robblees was a duplication of payment and the check was returned to the district; 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 and Rescue that the Pierce County Department of Budget & Finance be authorized and instructed to cancel warrant #1584650 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 April 20, 2021, the following commissioners being present and voting:

Chair

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

District Secretary



Board Meeting Agenda Item Summary

Agenda Date: April 20, 2021

Item Title: City of Sumner Inter-Local Agreement

Presenter: Chief Bud Backer

1. Recommended Action by Board:

Move to approve the Inter-Local Agreement (ILA) with the City of Sumner, replacing the previous agreement from 2009.

2. Summary:

We have had many discussions with the City of Sumner (city) over the last two years regarding the provision of fire prevention activities related to new construction. After some time, it became obvious that fee increases needed to offset the fire districts cost, were not desirable to the city. The city determined that they could provide the service at a reduced rated.

The City of Bonney Lake has also made the same decision. Both cities intend to begin the provision of this service on July 1, 2021.

During the process of removing those activities from the 2009 ILA other items were also removed as they were determined to no longer be valid (apparatus ownership, supporting local events, promoting specific construction projects.)

The wording of this ILA allows for updates via Letters of Agreement between the City Administrator and the Fire Chief. This would allow for provision of additional services such as annual life safety inspections.

The recommended ILA has been approved by the attorney for the fire district.

The Sumner City Council will have reviewed and possibility approved this ILA at their meeting on Monday, April 19th.

3. Policies/ Alternatives Considered:

Staff is reviewing a reorganization of the Fire Prevention Division to conduct annual fire safety inspections and update/create preplans for emergency response.

4. Fiscal Impact:

Annual reduction in revenues for conducting new construction fire prevention: \$80,000

Reduced annual fire prevention budget by not filling one vacant position: \$180,000

Estimated annual savings to the district: \$100,000

**INTERLOCAL AGREEMENT BETWEEN THE
CITY OF SUMNER
AND
EAST PIERCE FIRE AND RESCUE
(FORMERLY PCFPD NO. 22)**

THIS INTERLOCAL AGREEMENT is entered into by and between the CITY OF SUMNER, a Washington State municipal corporation (hereinafter referred to as "the City") and EAST PIERCE FIRE and RESCUE, a Washington State municipal corporation (hereinafter referred to as "The District")(collectively referred to herein as the "Parties"), and in conformity with the Interlocal Cooperation Act, Chapter 39.34 RCW.

WHEREAS, the City petitioned to annex into the District and an annexation election before the voters of the District and the City was ratified by the voters on April 22, 2008; and

WHEREAS, the Parties entered into an Interlocal Agreement in 2009 to address post annexation issues regarding the on-going relationship between the two organizations, capital equipment and facilities ownership and standards for communication; and

WHEREAS, the Parties agree that it is necessary to replace the 2009 Interlocal Agreement with this updated agreement; and

NOW THEREFORE, in consideration of the foregoing recitals, and the mutual promises and covenants contained herein, is the Parties hereby agree as follows:

I. GENERAL PROVISIONS

A. Term

This agreement shall have a term of fifteen (15) years after the effective date hereof, provided that this agreement shall be automatically renewed from year to year unless terminated or modified in accordance with the provisions hereof. The Parties may review the terms of this agreement at least sixty (60) days before the end of each year during the Term to determine if changes need to be made.

B. Termination

Either Party may terminate this agreement during the term of this agreement, or any renewal term, with or without cause, by providing 90 days written notice to the other Party. Section III, below, shall strictly survive termination, and any conveyance or sale of the buildings and equipment after the effective date of termination shall be pursuant to the terms of that section.

C. Additional Agreements

The City Administrator and the District Fire Chief may periodically execute additional agreements to implement the terms of this Interlocal Agreement consistent with the spirit and purpose of collaborative inter-governmental efficiency and sharing of resources.

II. EFFECTIVE DATE

This agreement shall become effective on July 1, 2021 after being adopted by both parties and remain in effect until renewed or terminated pursuant to the provisions herein.

III. BUILDINGS AND EQUIPMENT

A. Fire Station Building and Property

The City transferred title to the real property commonly known as 800 Harrison St., Sumner, consisting of a fire station building and the underlying property (the "Property"), at no cost to the District for as long as the District uses it for the provision of fire and medical services to the City. The conveyance deed through which the City transferred title to the Property to the District includes a reversionary clause providing that if the Property is no longer being used by the District to deliver fire and medical services to the City, the land and building will automatically revert back to the City at no cost, and EPFR agrees to execute any and all documents necessary to effectuate this reversion. While the Property is being used for the provision of fire and medical services to the City, the District has the sole responsibility to maintain and operate the building and grounds in good working order, which shall mean at a minimum keeping the property and building (1) insured and (2) free from structural damage, encumbrances or liens.

In 2020, the City transferred to the District, by intergovernmental disposition, parcel no. 0420243182, commonly known as the Station Lane Parking Lot, for the purchase price of Two Hundred One Thousand, Seven Hundred Fifty Dollars and 00/100 (\$201,750.00)(the "Parking Lot Property"). The Parking Lot Property became part of the overall property that shall revert back to the City at such time as the District ceases to use the property and building for the provision of fire and medical services to the City, except that the City shall pay to the District the agreed value of the Parking Lot Property at the time of any future reversion. "Agreed Value" for the purposes of this agreement, shall mean \$213,439.00 for a period of ten (10) years expiring September 1, 2030, after which date the agreed value shall mean the fair market value of the Parking Lot Property as determined by a certified appraiser who shall be mutually agreed-upon by the Parties. EPFR agrees to execute any and all documents necessary to effectuate this conveyance.

B. Kenworth Fire Engine

The City of Sumner Kenworth Fire Engine (Serial No. 331135581, license plate 2386MX) shall remain the property of the City who shall be responsible for housing and maintaining it, and shall have complete discretion about whether, or how, to retain ownership. The Parties will coordinate use of the Engine for community events.

C. Other Apparatus

The District has titles to, and shall continue to own and maintain, the following vehicles:

- Simon Aerial Ladder Truck #4S7AW4298XCO29453

- Pierce Dash Fire Engine #4P1CDO1H27A006870

The City retains no financial or property interest in the above listed vehicles. Any future decisions regarding the use or surplus of the vehicles is the sole discretion of the district.

All other apparatus listed in the now-replaced 2009 Interlocal Agreement between the Parties have already been surplus by the District and City.

IV. SUCCESSORS AND ASSIGNS

The City shall allow the assignment or succession of this Agreement without approval of the Sumner City Council so long as any successor or assignee provides the City with the same level of services provided by the District, and on the same terms and conditions outlined herein.

V. DISPUTE RESOLUTION

This Agreement shall allow for either party to reopen specific contract provisions for re-negotiation by giving the other party ninety (90) days written notice. The written notice shall specify the provision to be negotiated and the requested change. If the parties cannot come to resolution through staff-to-staff negotiations, then the Parties may engage in alternative dispute resolution processes in the following order: (1) first through mediation with a mediator mutually chosen by the Parties, or if the Parties shall be unable to agree, through the mediation services of JAMS; (2) the dispute shall be referred to and arbitrator mutually chose by the Parties, who shall render a binding decision subject to RCW 7.04A.

VI. MISCELLANEOUS PROVISIONS

A. No Waivers

This Agreement does not create any agency or similar relationship among the Parties. No Party shall have authority to waive any applicable privilege or doctrine on behalf of any other Party; nor shall any waiver of an applicable privilege or doctrine by the conduct of any Party be construed to apply to any other Party.

B. Modification

This Agreement may be modified only with the written consent of both Parties.

C. Governing Law

This Agreement is entered into under the laws of the State of Washington. If it becomes necessary to interpret any of the Agreement's terms, it is the intent of the Parties that the laws of the State of Washington shall apply.

D. Binding Effect

This Agreement is binding upon and inures to the benefit of the Parties and their respective heirs, legatees, representatives, attorneys, successors, transferees, and assigns.

E. Severability

If any provision of this Agreement is deemed by law to be void, invalid or inoperative for any reason, that provision will be deemed modified to the extent necessary to make it valid and operative or, if it cannot be so modified, then such provision will be deemed severed from this Agreement, with the remaining Agreement continuing in full force and effect as if the Agreement had been signed with the void, invalid or inoperative provision eliminated.

F. Entire Agreement/Counterparts

This Agreement contains the entire agreement between the Parties as to its subject matter. There are no third-party beneficiaries to this Agreement. This Agreement may be signed in any number of multiple counterparts, through original and/or facsimile signature, each of which will be considered to be a duplicate original, and will be considered to be one and the same instrument.

G. Pre-existing Pension and Medical Obligations

The City shall retain responsibility for any and all costs and liabilities related to pre-LEOFF and LEOFF I retirees including, the pension and medical costs of all pre-LEOFF and the medical costs of all LEOFF I retirees. Any trust revenues will remain property of the City.

H. District Consultation

The City shall consult with the District when planning City-hosted events, and while reviewing and approving applications for Special Event permits that may affect emergency operations. This consultation shall be at no cost to the City or Special Event Applicant.

The District will provide operational subject matter expertise for building permit plan review on an as needed basis, as requested by the City. The purpose of this is to allow the District to provide input on operational preferences that are not specifically outlined in the International Fire Code or International Building Code. This consultation shall be at no cost to the City or Permit Applicant.

I. Impact Fees

If, at any point during the term of this agreement, the District adopts Fire Impact Fees, prior to their implementation, the Parties agree to meet and agree to terms regarding how the fees will be adopted and collected.

CITY OF SUMNER

William L. Pugh, Mayor

Jason Wilson, City Administrator

Approved as to form

Andrea Marquez, City Attorney

Attest:

Michelle Converse, City Clerk Date

EAST PIERCE FIRE & RESCUE

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest:

District Secretary Date

Approved as to Form:

District Attorney



Subject: **HR Committee Report – April 2021**

Meeting Date: March 26, 2021 @ 0900 (Station 111)

Attendees: Ed Egan (Chair), Pat McElligott, Randy Kroum, Chief Backer, Deputy Chief Parkinson

Agenda:

- **Volunteer Program**

The committee discussed the history of the program and the organizational changes which have occurred over the last decade. The committee stressed the significance of the role volunteers have played in the organization from emergency response to public relations. The committee recommends no action to terminate the program currently. It is recommended that a 12-month evaluation occur with a report-out at the April 2022 Board of Fire Commissioners meeting by the Fire Chief.

- **Commissioner Vacancy**

To be discussed in Executive Session with action occurring in public session



To: **Board of Fire Commissioners**
From: **Deputy Chief Jon Parkinson**
Subject: **Monthly Chief's Report – April 2021**

COVID-19

As you are all aware, Pierce County was rolled back to Phase 2 based on the direction of the Governor. While this has no significant impact on East Pierce Fire & Rescue, this does impact local businesses as well as defer opportunities for in-person Board meetings until further in the year.

The good news is that employee infections and quarantines have become very rare over the last 4-6 weeks due to the availability of vaccines. To date, approximately 2/3's of the workforce has received one of more doses of the Pfizer, Moderna, or Johnson & Johnson vaccine. We do still have one "long-hauler" employee, though we do expect to see him return to full duty very soon.

On April 8th East Pierce Fire hosted a large vaccine event in Sumner which served nearly 800 citizens. We expect events like this to continue for many months to come. We also had one employee deploy to Yakima as part of an incident management team to set up the FEMA vaccine site. We were told that initially this was the largest vaccine site in the country, which caught the attention of the national news.

Awards

Earlier this month, East Pierce received the "Community Player of the Year" award from the Chamber Collective. This was due to our work in the community during COVID-19 and the Sumner Grade fire. The award is on display at Station 111.

Collective Bargaining Agreements

We have received a request to bargain from Local 3520. At this point, we are still gathering data from other departments as well as discussing timelines and goals with the Local. An update will be provided to the Board in the May meeting.

Agreements / Contracts Executed since last Board meeting

As part of the 2021 budget, the Board approved the purchase of a 14-passenger bus to replace our current unit. The District solicited bids, and four were received (with one being disqualified due to not meeting requirements) with Northwest Bus Sales in Federal Way being awarded the bid at a price of \$67,218.41. Northwest Bus Sales was the lowest bid, and this comes in well under the budgeted amount of \$100,000. There is still some additional expense remaining in this project related to upfitting which will occur once we receive the unit. When the project is finalized, a resolution will be presented to the Board regarding the transfer of funds from the equipment reserve to the operating budget.

New Firefighters

Class 2021-01 graduated from the Bates Fire Academy on 4/13 and will now begin the onsite post academy process. Numerous recruits received awards, and we expect to see them deployed to shift in mid-June.

We have also begun the recruitment for the fall class of firefighter-paramedics. These personnel will start in late August once the selection process wraps up.

Bond Update

Facilities: Project Manager Herrera will provide an update

Apparatus: Second set of engines are nearing completion. We will be sending members to Appleton the first week of May to do final inspections.

Ladder training is progressing smoothly, and we expect the unit will be in-service by the end of June (if not sooner).

Training Center Proposal

As discussed in the March meeting, the Planning Committee has received a briefing on the project and was supportive of moving the request forward to the full Board. We are still waiting on more information from RFM and expect to present to the Board in May. As noted in March, we don't want this project to delay any of the station projects, which means the training center planning takes a back burner at times due to workload capacity.

Leadership Transition

The deputy chief selection process is moving along as planned. We received 14 applications from across the United States and at least one international candidate. Seven applicants were invited to a virtual screening process which occurred on 4/15. We expect to narrow down the group a little further prior to the next step which will be onsite interviews on 4/29.

Strategic Planning

Progress continues on the strategic plan. An all-employee survey has been circulated throughout the organization, a community survey will begin later this week, and stakeholders (cities, school districts, etc.) have been engaged to gather feedback.

Cities/Town.

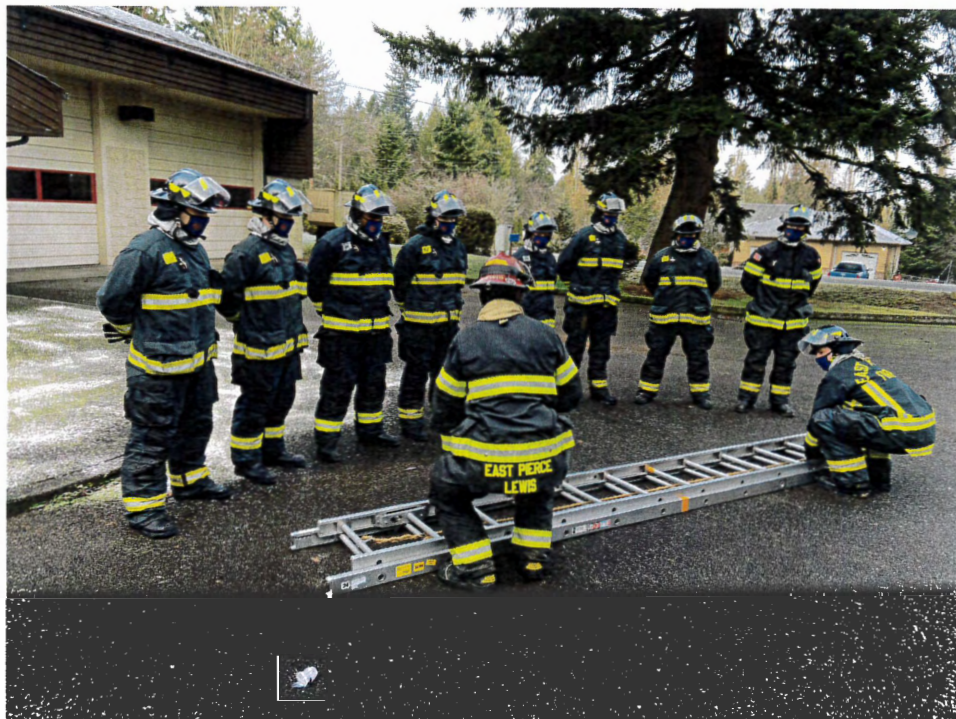
3/17 City of Sumner Public Safety Committee

4/13 City of Bonney Lake Public Safety

Other Organizations

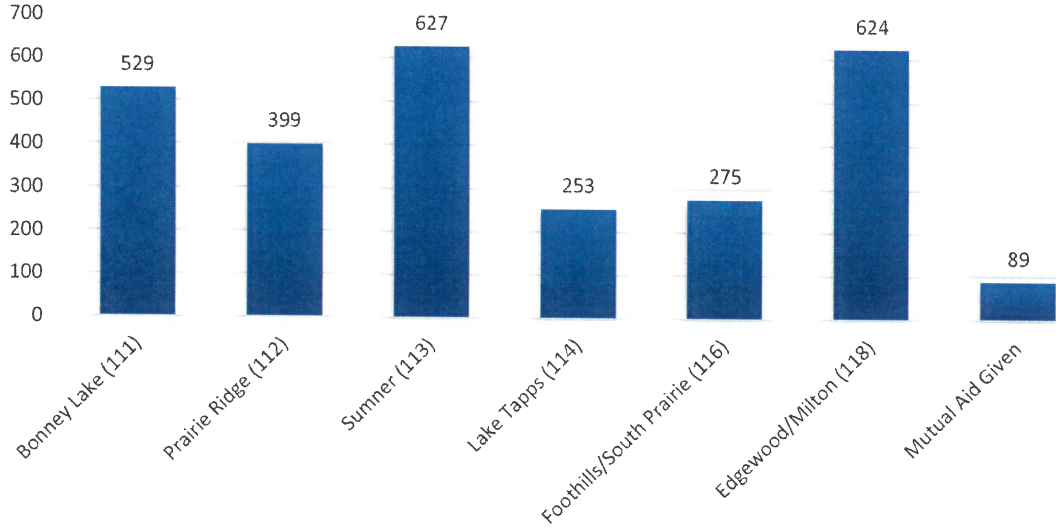
Sumner Rotary via Zoom

East Pierce Fire & Rescue Monthly Chief's Report



March 2021

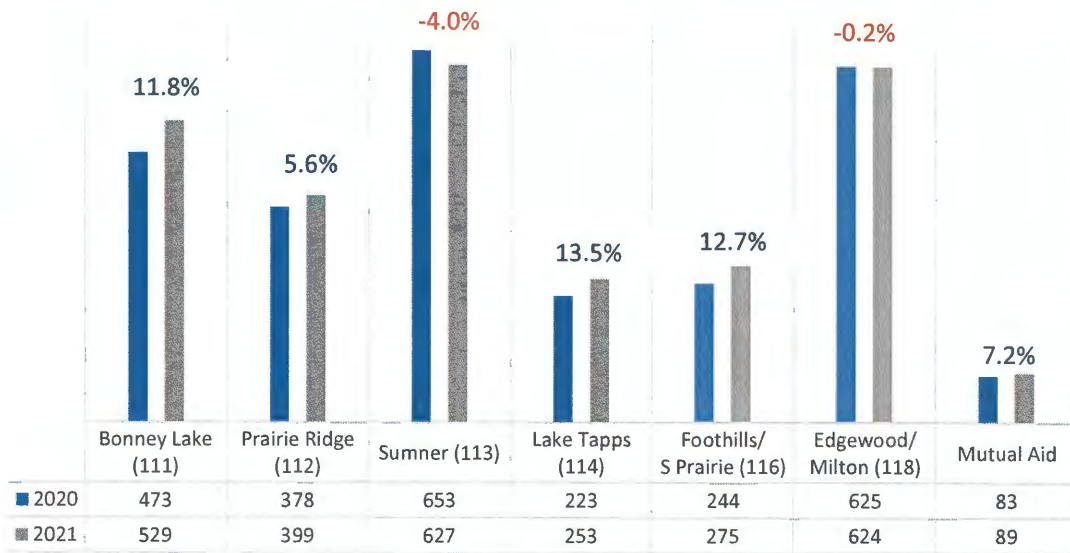
Incidents by response area - YTD Total = 2796 incidents

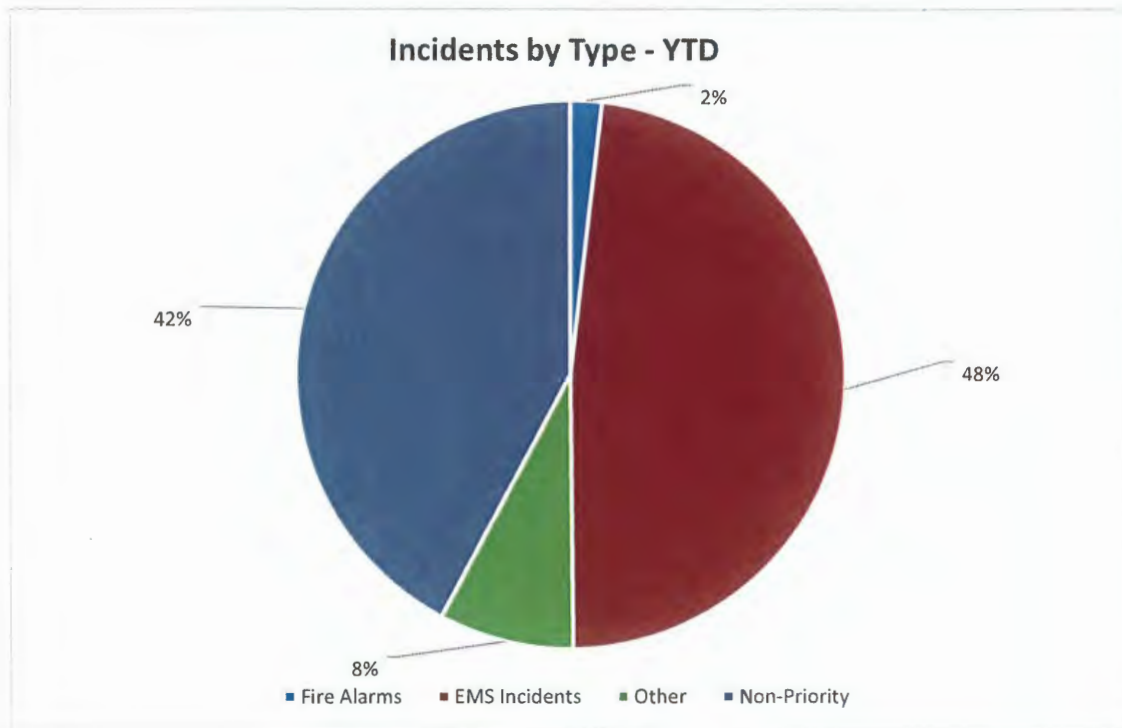
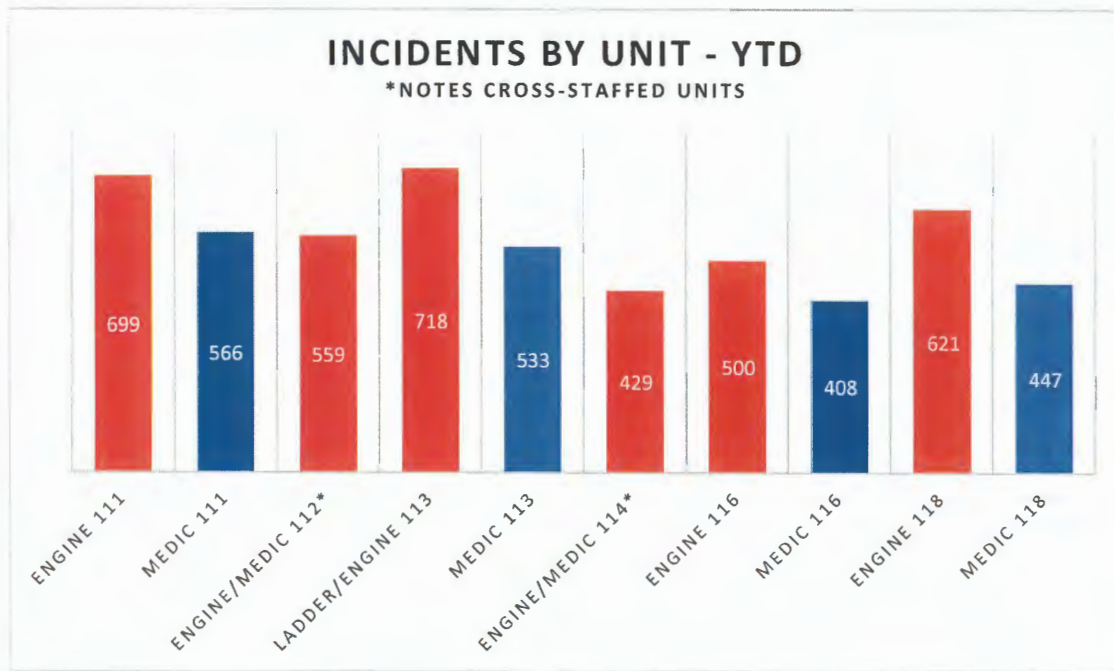


Total Incidents - 5 Year Trend



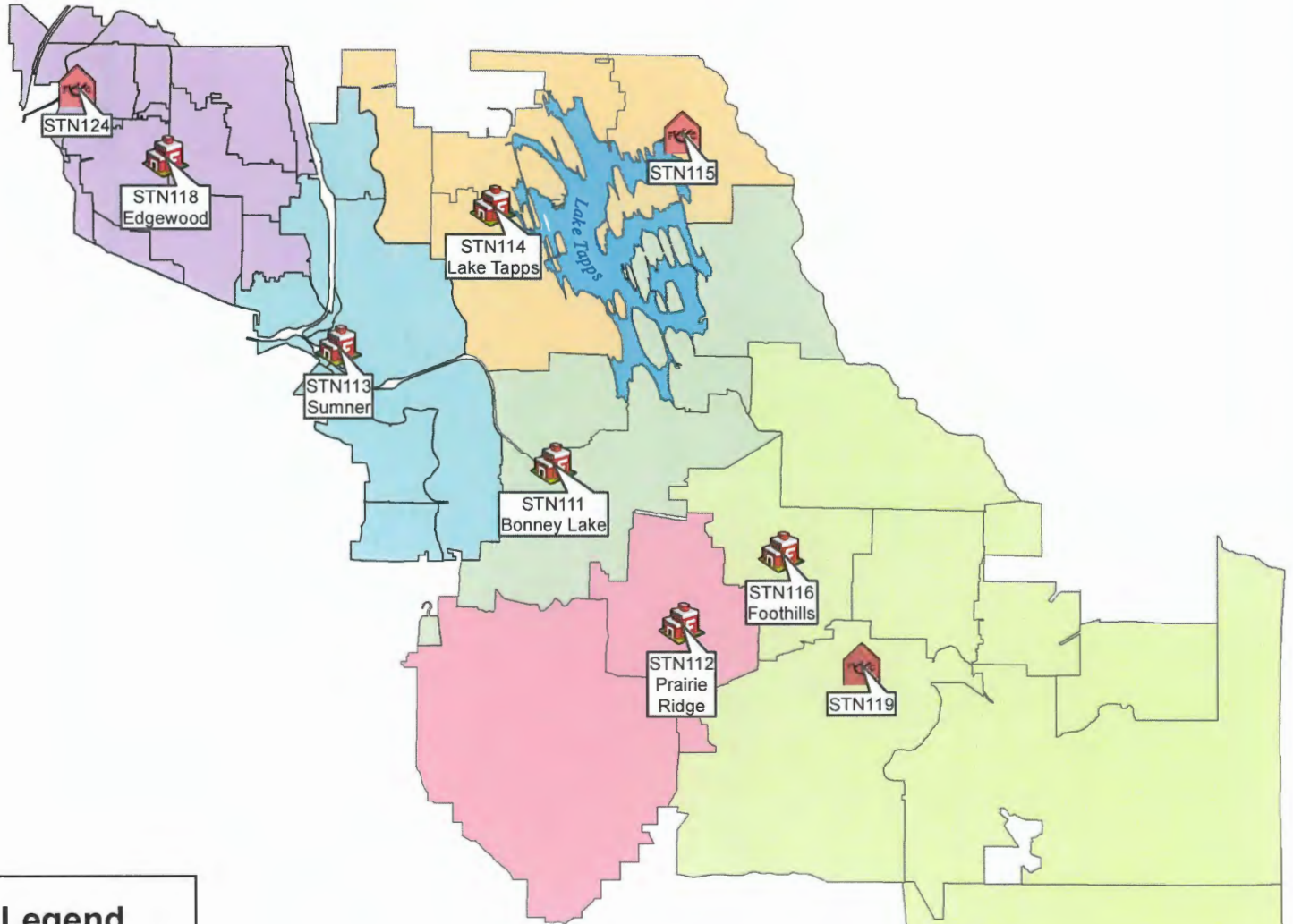
INCIDENT INCREASE/DECREASE FROM 2020 - YTD AVERAGE = 4.4%







2019 East Pierce Fire & Rescue First Due Area



Legend

Stations









Full Time



Volunteer

First Due

-  111
-  112
-  113
-  114 / 115
-  116 / 119
-  118 / 124

Mutual Aid Given (*Units arrived to scene*)
3/1/2021 to 3/31/2021

AGENCY	CASE NO	CALL TYPE	TRANSPORTS
Central Pierce Fire & Rescue			
	1938	OB	YES
	1963	CVA	YES
	2073	MVA	NO
	2210	MVA	NO
	2476	SOB	YES
	2770	MVA	NO
Orting Fire Dept.			
	1936	MVA	NO
	1937	INJ	YES
	2068	CHEST	YES
	2301	SOB	NO
VRFA			
	2288	MEDICAL ALARM	NO
Total Calls			10
Total Transports by East Pierce			5

Mutual Aid Received (*Units arrived to scene*)
3/1/2021 to 3/31/2021

AGENCY	CASE NO	CALL TYPE	TRANSPORTS
Central Pierce Fire & Rescue			
	1904	COMMERCIAL FIRE	NO
	1989	SOB	YES
	2074	RESIDENTIAL FIRE	NO
	2092	HEADACHE	NO
	2098	SOB	YES
	2228	RESIDENTIAL FIRE	NO
	2399	DIABETIC	NO
	2625	MVA	YES
Buckley Fire Dept.			
	1960	MVA	NO
	2062	CHEST	YES
	2083	CHEST	YES
	2182	SICK	YES
	2231	MVA	NO
	2373	SOB	YES
Orting Fire Dept.			
	2099	FALL	YES
	2231	MVA	NO
	2442	SOB	YES
	2649	CHEST	YES
	2782	UNCONSCIOUS	YES
South King Fire			
	1953	PSYCHIATRIC	NO
	2228	RESIDENTIAL FIRE	NO
VRFA			
	1999	MVA	NO
	2229	HEADACHE	NO
	2626	COMMERCIAL FIRE ALARM	NO
	2637	HEADACHE	NO
Total Calls			25
Total Transports by other agencies			11

Tehaleh Incidents for MARCH 2021

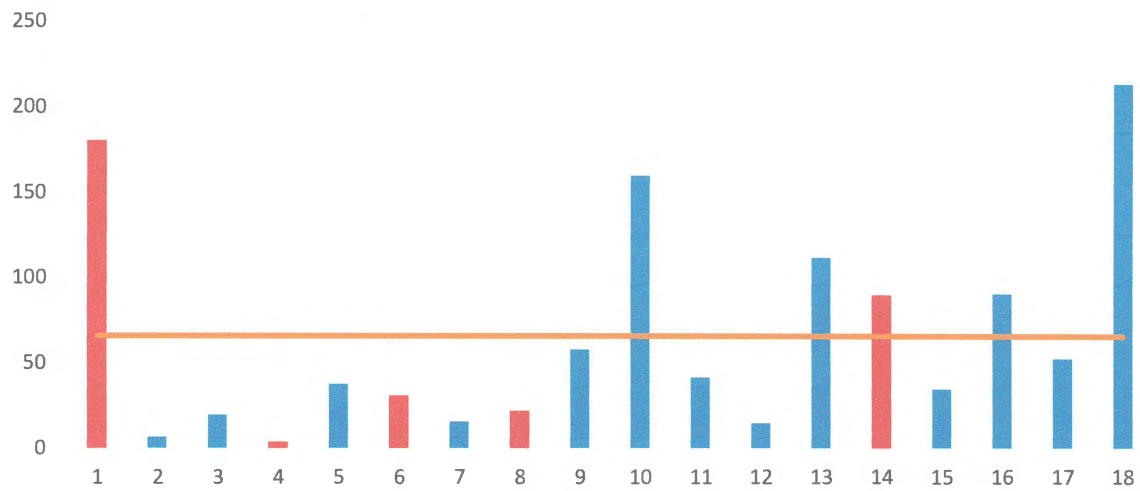
Date	Incident Number	Type of Call	1st arriving unit	Number of Incidents	Response time
03/01/21	1866	EMS	E112	1	0:13:56
03/02/21	1905	EMS	M112	1	0:10:24
03/04/21	1958	EMS	L113	1	0:10:05
03/04/21	1962	HAZMAT	E116	1	0:14:47
03/05/21	1981	EMS	E112	1	0:11:17
03/07/21	2048	EMS	M112	1	0:08:39
03/07/21	2059	EMS	M111	1	0:14:35
03/07/21	2064	EMS	M112	1	0:09:08
03/08/21	2087	EMS	M112	1	0:12:10
03/08/21	2114	EMS	E112	1	0:07:19
03/12/21	2238	EMS	M112	1	0:08:33
03/13/21	2262	EMS	M112	1	0:11:20
03/14/21	2292	EMS	M112	1	0:10:26
03/16/21	2342	GOOD INTENT	M112	1	0:10:58
03/16/21	2353	EMS	M112	1	0:08:57
03/18/21	2419	SERVICE CALL	E112	1	0:36:09
03/20/21	2458	EMS	E112	1	0:09:33
03/20/21	2469	EMS	M112	1	0:08:04
03/21/21	2487	EMS	M112	1	0:08:30
03/24/21	2567	EMS	E112	1	0:11:41
03/28/21	2693	GOOD INTENT	E112	1	0:16:30
03/30/21	2776	EMS	M112	1	0:09:48
03/30/21	2785	EMS	E112	1	0:10:21
Total number of incidents and avg. response time				23	0:11:53

*runcard 122

Injury – Medical Leave Report (April 2021)

- In 2021, a total of 18 employees have experienced extended leave (greater than 3 consecutive shifts); this includes both L&I and Non-L&I leave.
 - The average time loss of these employees is estimated at 66 calendar days
- Five L&I claims for time-loss injuries have occurred in 2021 (seen below in red).
 - Two of these claims qualify for the Stay-at-Work program through L&I

Time Loss by Employee (calendar days)



Time Loss by Type (calendar days)

