



EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS
Regular Meeting Agenda
July 15, 2025
7:00 p.m.

Meetings are conducted in-person with the option of attending virtually.
Meeting Location: 8601 Main St. E, Bonney Lake 98391

Please click the link below to join the webinar:
<https://us06web.zoom.us/j/81947415938>

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
 - i) None

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- a) Approve Minutes of the June 17th Regular Meeting..... Pages 3-5
- b) Treasurer’s Report..... Pages 6-7
- c) Approve Finances..... Pages 8-12
- d) Resolution 1090 – Transfer of funds (Capital to General - Project Manager) Page 13
- e) Financial Waiver
 - i) None

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.

- a) Local 3520 – President Hobi

7. BOND-2018:

- a) Update - Herrera Pages 14-16

8. CHIEF’S REPORT

- a) Monthly Chiefs Report..... Pages 17-39
- b) Deputy Chiefs Reports Pages 40-42
- c) Q2 Strategic Plan - Stabenfeldt Pages 43-44

- d) Q2 Standard of Cover - Gilbert Pages 45-50
- e) Q2 Financial Assessment - Hollon Pages 51-53
- f) Monthly Injury Report..... Page 54

9. COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

- a) Planning Committee – Notes from 7/11 meeting - Wernet None
- b) Finance Committee – None
- c) HR Committee – None

10. RESOLUTIONS:

- a) Resolution 1091 – Transfer of Funds (Reserve to General) - Hollon..... Pages 55-57

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

- a) WRSD Property Lease – Stabenfeldt Pages 58-82
- b) Data Analytic Software – Gilbert Page 83
- c) Station 124 Project Authorization – Parkinson Page 84

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

- a) None

13. COMMISSIONER TRAINING/EVENT REQUESTS:

- a) WFCA Annual Conference (October 22-24 @ Tulalip) None

14. EXECUTIVE SESSION: None

15. COMMISSIONER ACTION/DISCUSSION:

- a) None

16. ADJOURN

2025 EVENTS:

- July 24th PC Commissioner Meeting (Annual Picnic)
- August 28th PC Commissioner Meeting (SS911 and Zoom)
- September 13th 10am-1pm Station 114 Grand Opening
- September 25th PC Commissioner Meeting (TBD and Zoom)
- September 27th EPFR Annual Open House
- October 23rd NO PC MEETING – STATE CONFERENCE
- November 20th PC Commissioner Meeting (3rd Thursday due to 4th Thursday being Thanksgiving)
- December 5th NO PC MEETING

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

June 17, 2025

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on June 17, 2025, in-person at Headquarters (8601 Main St E, Bonney Lake) and via conference/video call through Zoom. Notice and link to join meeting was posted for public access. Chair 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, Justin Evans, Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Deputy Chief Matt Gilbert, and District Secretary Corina Byerley.

Commissioners Excused: None

Commissioners Unexcused: None

Note: Technical difficulties caused Zoom to be disconnected and reconnected throughout the meeting. Both video and sound were offline for the majority of the meeting. The meeting continued in-person.

AUDIENCE: Finance Director Michelle Hollon (virtual), Project Manager Phil Herrera, Taylor Hobi

HONORS AND RECOGNITIONS: None

OATH OF OFFICE: None

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

Commissioner Egan moved to approve the consent agenda (minutes from the May 20th Regular meeting; treasurer's report; current expense vouchers 250601001 - 250601078 in the amount of \$1,094,448.69; payroll vouchers 250603001 - 250603010 in the amount of \$468,552.00 and electronic payroll in the amount of \$2,964,136.55; Capital expense vouchers 250602001 - 250602015 in the amount of \$648,305.01; and post-meeting electronic payroll adjustment in the amount of \$11,313.21). Motion seconded by Commissioner Evans and carried.

GUEST SPEAKER PRESENTATION: None

VISITOR COMMENTS:

Local 3520: President Hobi gave a brief overview of some upcoming events.

BOND-2018:

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

Station 111: Contractor still onsite finishing minor punch list and troubleshooting items. Public plaza nearly complete, temporary pavers have been installed until permanent pavers arrive.

Station 112: Underground storm water system installation is underway. Underground utilities and water underway. Underground plumbing is complete. Forms for the foundation footing have begun.

Station 114: Final permit corrections completed, final inspections this week. Interior furnishings are underway. Move-in and operations with crews on June 17th.

Station 117: Final inspections of all minor disciplines are underway this week and next. Interior punch list items and touch-up continue. Station furnishing to begin next week. Target operation by June 24th.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: Station 124 land purchase update, Station 124 construction project process, Constitutional Auditor training conducted on June 9th; 4 Platoon discussion with L3520 tabled until next CBA negotiations; Data Analytics software evaluation for recommendation, WRSD Training Center lease likely ready for July Board meeting, Logistics Warehouse permits approved, and construction is underway; and the Planning Committee meeting has been moved to July 11th.

Monthly Deputy Chiefs Reports: Included in agenda packet. Deputy Chief Stabenfeldt reported: Logistics-Team traveled to Florida to inspect the new tender, tender now in Tacoma being upfitted; Team traveled to Wisconsin to begin engine preconstruction process to be received later this year; Logistics has been working hard with Phil to prepare Stations 114 and 117; Health and Safety-evaluation process of wellness providers; also updating legacy processes for Essential Personnel; and the Communications Manager has been working on the summer newsletter. Deputy Chief Gilbert reported: Station 114-appreciation for IT and crews that also participated in getting moved in to the station; recruit class bell ringing ceremony on June 27th at 3pm; and JROTC advisory committee had final meeting of the school year, committee grateful of EPFR support.

Monthly Injury Report: Update provided in agenda packet.

COMMISSIONER CONFERENCE/COMMITTEE REPORTS: None

RESOLUTIONS:

Resolution 1089 – Transfer of Excess Funds (General to Reserve): Chief Parkinson presented to the Board Resolution 1089 requesting to the transfer of excess funds above the budgeted beginning fund balance for the 2025 Budget year from the General fund to the Reserve fund in the amount of \$1,558,190. Transfer funds will be applied in the Reserve Fund as follows: \$1,558,190 Capital Facilities Phase 2 Reserve. Commissioner McElligott moved to approve Resolution 1089 to transfer funds from the General Fund to the Reserve Fund in the amount of \$1,558,190. The motion was seconded by Commissioner Kroum and carried.

NEW BUSINESS:

Deputy Chief Gilbert Evaluation: Commissioner McElligott moved to approve the Memorandum of Understanding as presented as modification to Deputy Fire Chief Matt Gilbert's current agreement and authorize the Chair to sign on behalf of the Board of Commissioners. The motion was seconded by Commissioner Egan and carried.

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

WFCA Annual Conference (October 22-24 at Tulalip): District Secretary Corina Byerley provided the Board with information regarding the conference. Commissioners McElligott, Kroum, Garling, and Egan expressed interest in attending.

EXECUTIVE SESSION: Chair Napier cancelled the executive session

COMMISSIONER ACTION/DISCUSSION: None

ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 7:38 p.m.

District Secretary Corina Byerley

Chairman Jon Napier/Vice-Chair Ed Egan

DRAFT



EAST PIERCE FIRE & RESCUE

June 2025

for July 15, 2025 Meeting

Current Month	Year to Date	Amended Budget Res 1078	Remaining Amount	Remaining Percent
			6 Months Remaining =	50.00%

General Fund (Current Expense)

Net Cash & Investments 12/31/2024 \$ 12,666,526 Budgeted

Operating Revenues					
Property Tax - Current	213,925	30,253,944	56,280,791	26,026,847	46.2%
Property Tax - Prior Year/Delinquent	15,237	281,735	-	(281,735)	0.0%
Other Taxes	-	18,983	18,500	(483)	-2.6%
Regular EMS Transport	303,714	1,702,270	2,900,000	1,197,730	41.3%
GEMT Transport	324,325	1,904,060	3,200,000	1,295,940	40.5%
GEMT Reconciliation	-	-	400,000	400,000	100.0%
Intergovernmental	77,144	651,086	238,122	(412,964)	-173.4%
Tehaleh Mitigation	-	47,600	100,000	52,400	52.4%
Transfers in from Reserves/Capital	-	165,812	7,177,860	7,012,048	97.7%
Other Revenue	399,992	1,321,801	2,085,657	763,856	36.6%
Total Operating Revenues	1,334,337	36,347,291	72,400,930	36,053,639	49.8%

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

Operating Expenses	Current Month	Year to Date	Amended Budget Res 1078	Remaining Amount	Remaining Percent
Administration (Comm, Fire Chief, Deputy Chief, Finance, HR)	286,490	1,660,437	3,840,463	2,180,026	56.8%
Operations (Fire, Training, Volunteers)	2,865,527	18,821,482	38,142,500	19,321,018	50.7%
EMS	242,040	1,519,874	3,426,677	1,906,803	55.6%
Prevention (Fire Prevention, Pub Ed)	120,358	730,606	1,529,621	799,015	52.2%
Logistics (Logistics, Emerg. Mgmt, IT)	337,746	2,593,669	5,885,625	3,291,956	55.9%
Capital (Project Manager)	36,021	315,642	461,952	146,310	31.7%
Reserve Purchases (Equipmt., EMS, Facility)	1,327,680	2,084,290	6,715,908	4,631,618	69.0%
Transfers Out	1,558,190	1,565,352	1,827,412	262,060	14.3%
Total Operating Expenses	6,774,053	29,291,352	61,830,158	32,538,806	52.6%
Payroll Clearing Accruals	(39,118)	(23,942)			
Operating Expenses Net of Accruals	6,734,935	29,267,410	61,830,158		
Ending Net Cash & Investments			\$ 19,722,465		

Reserve Fund

Net Cash & Investments 12/31/2024 \$ 35,666,500 Budgeted

Reserve Balances	Other Revenues	Transfer In	Transfer Out	Balance as of 06/30/25
Equipment Reserve				15,715,344
Facilities Reserve				2,606,310
Capital Facilities Phase 2		1,558,190		21,816,898
Sale of Tax Title Property				
Investment Interest	140,266			
Current Month Total	140,266	1,558,190	-	
Year to Date Total	\$ 834,291	\$ 1,558,190		\$ 40,138,552



EAST PIERCE FIRE & RESCUE

June 2025

for July 15, 2025 Meeting

Capital (Construction) Fund UTGO Bonds 2022		Current Month	Year to Date	Amended Budget Res 1078	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2024				\$ 19,366,953	Budgeted	
Revenues						
Investment Interest		39,534	333,948	-	(333,948)	0.0%
Total Revenues		39,534	333,948	-	(333,948)	
Expenses						
Capital Purchases		-	2,582,274	-	-	0.0%
Capital Purchases-Station 111		106,480	2,150,697	-	-	0.0%
Capital Purchases-Station 112		363,382	645,461	-	-	0.0%
Capital Purchases-Station 114		2,688	745,929	-	-	0.0%
Capital Purchases-Station 117		175,755	2,386,066	-	-	0.0%
Capital Purchases-Station 118		-	2,412	-	-	0.0%
Transfer Out - GF - Cap Fac Mgr		-	165,812	461,952	296,140	0.0%
Total Expenses		648,305	8,678,650	461,952	-	0.0%
Ending Net Cash and Investments				\$ 11,022,251		
** 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
7/10/25	3099	ANDY JOHNSON & CO. INC.	\$13,154.59
7/10/25	3098	AIR EXCHANGE, INC.	\$45,422.80
7/10/25	3101	DAVIS DOOR SERVICE, INC	\$4,107.00
7/10/25	3102	DORSE AND COMPANY INC.	\$717.00
7/10/25	3105	JODY MILLER CONSTRUCTION	\$61,461.45
7/10/25	3106	JONES & ROBERTS CO.	\$707,280.03
7/10/25	3108	PERFORMANCE SYSTEMS INTEGRATION LLC	\$3,081.50
7/10/25	3112	TERRA ASSOCIATES, INC.	\$354.65
7/10/25	3014	BIG MOUNTAIN ELECTRIC, INC.	\$1,095.00
7/10/25	3017	CASCADE TRAINING/HEALTHCARE SERVICES LLC	\$564.74
7/10/25	3018	CDW GOVERNMENT	\$28,885.01
7/10/25	3019	CINTAS CORPORATION # 461	\$11,577.79
7/10/25	3100	COMPLETE OFFICE FURNITURE	\$54,218.96
7/10/25	3103	FIT FOR LIFE	\$6,450.33
7/10/25	3104	GEAR GRID	\$1,863.00
7/10/25	3107	JONES & ROBERTS CO.	\$110,318.18
7/10/25	3110	RIGHT SYSTEMS, INC.	\$10,550.33
7/10/25	3012	AMAZING LANDSCAPE SERVICES	\$5,914.05
7/10/25	3013	BARNHART MD PS STEPHEN W	\$7,000.00
7/10/25	3109	RICE FERGUS MILLER ARCHITECTURE	\$31,980.19
7/10/25	3111	SEAWESTERN	\$12,312.54
7/10/25	3011	ALERT-ALL CORP	\$2,068.32
7/10/25	3015	BLAYLOCK MICHAEL	\$1,722.03
7/10/25	3016	CARDINAL HEALTH 112, LLC	\$2,044.76
7/10/25	3024	CRYSTAL SPRINGS	\$967.13
7/10/25	3025	DEPT OF NATURAL RESOURCES	\$10,119.11
7/10/25	3027	EPFR PETTY CASH CHECKING	\$230.00
7/10/25	3020	CITY OF MILTON	\$11,469.36
7/10/25	3021	CODE MECHANICAL INC.	\$2,999.49
7/10/25	3022	COMPLETE OFFICE FURNITURE	\$13,142.14
7/10/25	3026	EMS TECHNOLOGY SOLUTIONS LLC	\$1,945.80
7/10/25	3029	FREEMAN JASON	\$1,942.17
7/10/25	3023	CREW BOSS	\$1,041.35
7/10/25	3028	FIDELITY SOLUTIONS	\$9,832.65
7/10/25	3030	FREIGHTLINER NORTHWEST	\$2,326.51
7/10/25	3031	FUGATE FORD	\$12,524.95
7/10/25	3032	GBS	\$4,340.00
7/10/25	3033	GIOVE BRYCEN	\$427.00

7/10/25	3037	IMS ALLIANCE	\$340.80
7/10/25	3039	JAMES OIL CO. INC.	\$21,418.28
7/10/25	3040	KALILIKANE BRANDON	\$1,400.86
7/10/25	3041	KUIPER CARL	\$208.00
7/10/25	3043	LARSEN SIGN CO	\$5,225.36
7/10/25	3044	LES SCHWAB TIRE CENTERS	\$90.87
7/10/25	3045	LIFE ASSIST	\$71,168.11
7/10/25	3034	HOBİ TAYLOR	\$643.24
7/10/25	3050	MES SERVICE COMPANY LLC	\$10,774.08
7/10/25	3052	MISTRAS GROUP INC.	\$2,750.00
7/10/25	3061	POCKET NURSE	\$497.33
7/10/25	3062	POE WILL	\$1,389.60
7/10/25	3064	PUGET SOUND ENERGY	\$8,884.92
7/10/25	3065	QUINN ERIC T	\$450.00
7/10/25	3066	RAINIER CLEANING SOLUTIONS	\$1,575.00
7/10/25	3035	HONEYWELL INTL	\$33,306.86
7/10/25	3036	HUGHES FIRE EQUIPMENT, INC.	\$5,456.44
7/10/25	3038	INTTERRA LLC	\$20,187.36
7/10/25	3042	LACHOWITZER JEFF	\$350.00
7/10/25	3049	LYNCH SCOT	\$144.54
7/10/25	3051	MIKES SHOP	\$2,593.21
7/10/25	3053	ODP BUSINESS SOLUTIONS LLC	\$46.26
7/10/25	3054	OREILLY	\$592.71
7/10/25	3046	LINDE GAS & EQUIPMENT INC	\$3,720.73
7/10/25	3047	LION GROUP INC	\$370.00
7/10/25	3048	LN CURTIS & SONS	\$21,380.90
7/10/25	3058	PAPE MACHINERY	\$2,172.36
7/10/25	3059	PETERSON KELSEY	\$431.20
7/10/25	3060	PIERCE COUNTY SEWER	\$78.37
7/10/25	3076	SIRENNET	\$2,246.75
7/10/25	3077	SITECRAFTING, INC.	\$1,875.00
7/10/25	3078	SNIDER PETROLEUM	\$340.59
7/10/25	3087	TOWN OF SOUTH PRAIRIE	\$15,243.94
7/10/25	3055	PACIFIC FITNESS PRODUCTS	\$3,017.82
7/10/25	3056	PACIFIC OFC AUTOMATION (CA)	\$2,340.31
7/10/25	3057	PACIFIC OFFICE AUTOMATION	\$925.73
7/10/25	3063	PUGET SOUND ENERGY	\$119.36
7/10/25	3069	RIGHT SYSTEMS, INC.	\$10,342.24
7/10/25	3070	RUCSHNER KIMBERLEE	\$831.28
7/10/25	3071	RYAN CRAIG	\$1,163.85
7/10/25	3072	SASQUATCH CAR WASH	\$500.21

7/10/25	3074	SEATTLE TIMES	\$15,387.30
7/10/25	3075	SEAWESTERN	\$9,038.24
7/10/25	3067	REHN AND ASSOCIATES	\$28.00
7/10/25	3068	RICE FERGUS MILLER ARCHITECTURE	\$27,214.63
7/10/25	3073	SEATTLE AUTOMOTIVE DISTRIBUTING	\$1,400.05
7/10/25	3081	SPRINGBROOK HOLDING CO LLC	\$1,125.00
7/10/25	3082	STRYKER SALES LLC	\$1,944.72
7/10/25	3085	SYNTHESIS PLLC	\$616.25
7/10/25	3088	TREASURY MANAGEMENT SVCS - US BANK	\$87.60
7/10/25	3092	VALVOLINE LLC	\$323.85
7/10/25	3095	W.W. WILLIAMS CO INC SEATTLE	\$1,018.49
7/10/25	3079	SNOPE COREY	\$431.20
7/10/25	3080	SOUTH SOUND 911	\$139,312.50
7/10/25	3083	SUMMIT LAW GROUP PLLC	\$722.50
7/10/25	3084	SUNSET FORD	\$178.10
7/10/25	3086	SYSTEMS DESIGN WEST LLC	\$15,295.68
7/10/25	3089	TRUTH FITNESS PROJECT LLC	\$1,281.15
7/10/25	3093	VFIS	\$296.00
7/10/25	3090	US BANK	\$99,739.08
7/10/25	3091	UW VALLEY MEDICAL CENTER	\$6,108.75
7/10/25	3094	VIRTUOUS CLEAN NW, LLC	\$3,000.00
7/10/25	3096	WCIF-Life/Dental/EAP	\$24,762.08
7/10/25	3097	WEST COAST MECHANICAL SOLUTIONS	\$12.00

Payment Count: 102

Total Amount: \$1,803,369.55

Payment Count: 102
Payment Total: \$1,803,369.55

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 _____

June 2025 Post-Meeting	
General Fund	
Payroll Addition	
trx # 2985 Burke, Rebecca	\$ 336.50
trx # 2986 DRS/PERS2	\$ 56.46
trx # 2387 FIT Taxes	\$ 10.58
July 2025	
General Fund	
Total AP	\$ 740,097.00
AP Vouchers	
Vouchers # 250701001 - 250701087	\$ 740,097.00
Total Payroll	\$ -
Payroll Vouchers	
Vouchers # 25070x001 - 25070x0xx	\$ -
Electronic Payroll	\$ -
Total Expenditures	\$ 740,097.00
Total SBK Expenditures (111 - 999) *AP Only*	\$ 737,636.34
Difference	\$ 2,460.66
sickleave buyback	\$ 2,096.04
utility reimbursement	\$ 364.62
Capital Fund 302 (UTGO 2022 Bonds)	
Total AP	
AP Vouchers	
Vouchers # 250702001 - 250702015	\$ 1,063,272.55

EAST PIERCE FIRE & RESCUE

RESOLUTION NO. 1090

A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS

WHEREAS, the Board wishes to transfer funds in amount of \$149,831 from the Capital Fund to the General Fund as approved expenses associated with the 2018 UTGO Bond for personnel cost for the Project Manager and accrued charges for services and equipment; and

WHEREAS, funds will be transferred to the General Fund based on wages, benefits, and purchase card charges for the Project Manager from April 2025 to June 2025; and

NOW THEREFORE IT IS HEREBY RESOLVED by the Board of Commissioners of East Pierce Fire & Rescue that Pierce County Budget and Finance is directed to transfer these funds July 16, 2025, as follows:

Capital Fund (687-022)	Transfer Out	\$ 149,831
General Fund (686-022)	Transfer In	\$ 149,831

PASSED AND APPROVED this 15th day of June 2025, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner Ed Egan

Commissioner Cynthia Wernet

Commissioner Kevin Garling

Commissioner Justin Evans

Commissioner Randy Kroum

ATTEST:

District Secretary Corina Byerley



To: **Board of Fire Commissioners**
From: **Phil Herrera, Project Manager**
Subject: **Bond Update June 2025**

Station 111

- Minor items and troubleshooting are ongoing.

Station 112

- Underground storm water system installation completing this week.
- Underground utilities and water in progress.
- Foundation footings are complete, foundation wall forms underway.
- Project is moving along at a good pace.

Station 114

- Station 114 was operational on June 17th.
- The crews have been gracious as minor problems arise.
- The GC is working through punch list items.

Station 117

- Station 117 opened for operations on June 30th.
- We are working through minor punch list items.
- Logistics and crews were instrumental in getting the finishing touches completed for the move-in.
- The crews have been gracious as minor problems arise. The general contractor has been responsive to remedy the issues promptly.

June 2025 Station progress photos

Station 112



Station 117



Items	*Estimate - July 2018	Actual	Forecasted Exp.
Engines (6) and Ladder (1)	5,900,000	6,405,741	Complete
Station 118	15,717,441	11,633,243	25,000
Station 111	21,186,196	25,510,635	366,520
Station 114	10,856,061	10,702,842	713,312
Station 117	10,096,203	11,293,600	168,245
Station 112	13,663,312	2,229,012	7,836,618
Station 124	0	1,380,922	650,000
Station 116	0	990	0
Project Manager/Admin Asst.	0	1,616,865	296,140
Misc (LP45+Ladder)	0	3,911,953	0
Total	77,419,213	74,685,805	10,055,835

Bond Total	80,000,000
Interest YTD	6,532,020
Interest Forecasted	290,000
Expenditures to Date	(74,685,805)
Forecasted Expenditures	(10,055,835)
End Fund Balance	2,080,380

**** 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 – July 2025**

4th of July

Deputy Chief Gilbert will provide a brief overview of the 4th, but one thing worth noting is the impact of the staffing improvements we have made over the last few years and the addition of two additional stations into the deployment model. The ability to handle a busy day like the 4th was historically a significant challenge. While the day is still extremely busy, our ability to serve the community and balance the incident volume is greatly improved from where we were in the past.

EMS Survey

Attached to this report is the most recent EMS customer survey report. There is a lot of data shown in the report, but I will point you to page 21 of the report, which shows how we benchmark against other organizations nationwide. In the rolling year, we are ranked #1, which is a testament to our incredible employees and EMS division.

Station 113 – Repairs Needed

Based on employee reports and issues uncovered during the station repainting project, we conducted mold testing throughout the station. The test uncovered several areas of concern, including areas of carpet padding, carpet, subflooring, and HVAC ductwork. While the issues found are not emergent, they do require immediate attention. We will be proceeding with repairs, which will likely significantly impact the logistics budget by the end of the year. We are currently getting bids for repairs, and any overages will be presented to the board at the end of the year as part of the budget amendment.

Phase 2 Projects:

- **Station 124 Station Construction Project**

You will see there is a request under "new business" to authorize funding so we can advance the Station 124 project. The request is authorizing funding to move us through design and permitting.

- **WRSD Training Center Lease**

You will see there is a request under "new business" to authorize the fire chief to sign the contract with WRSD once approved by the school district.

Phase 2 Projects (cont.):

- **Logistics Warehouse**

Tenant improvements are near completion, and the project remains on track for us to occupy the building in early August.

Out of the office

I will be out of the office on vacation the week of July 21st.

Other activities in the past month

- Sumner Rotary
- Sumner Public Safety Committee
- Bonney Lake Public Safety
- Milton Public Safety
- PC Fire Chiefs & Executive Board

East Pierce Fire & Rescue

Bonney Lake, WA

Client 4202



1515 Center Street

Lansing, MI 48096

(517) 318-3800

support@EMSSurveyTeam.com

www.EMSSurveyTeam.com

Patient Experience Report

June 01, 2025 to June 30, 2025

Your Score

96.64

Your Patients in this Report

131

Number of National Database Patients in this Report

4333

Total EMS Organizations

248



Executive Summary

Your overall score for the period selected is **96.64**, a difference of **+0.36**, compared to your score from the previous year, **96.28**.

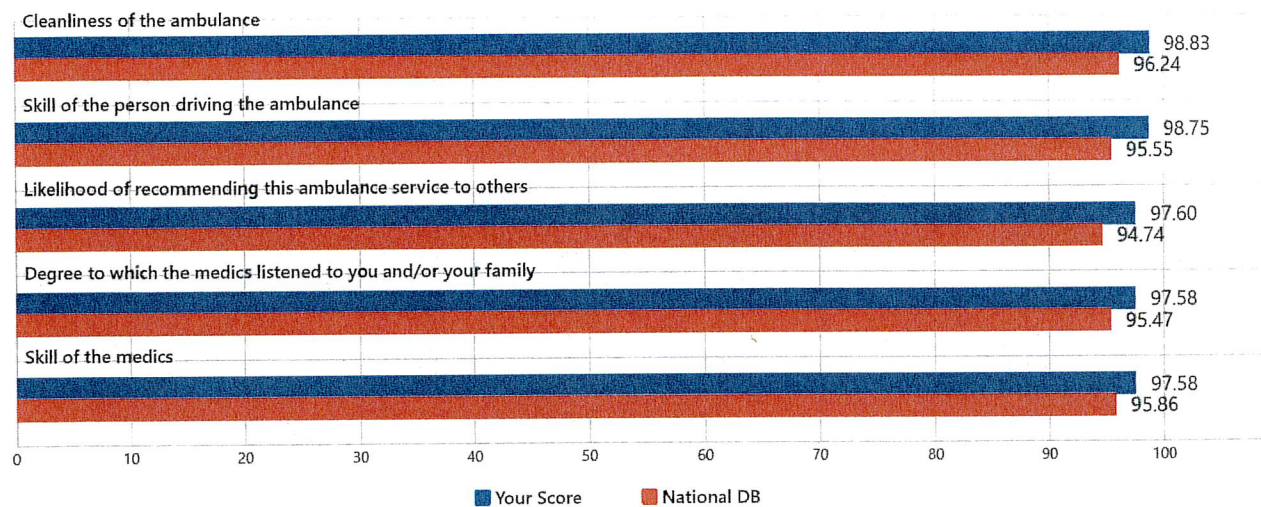
Your overall Top Box score, which represents the percentage of the highest possible rating Very Good, is **90%**.

In addition, your rolling **12-** month score of **96.35** is a difference of **+2.28** from the national database score of **94.07**.

When compared to all organizations in the national database, your score of **96.35** is ranked **1st**.

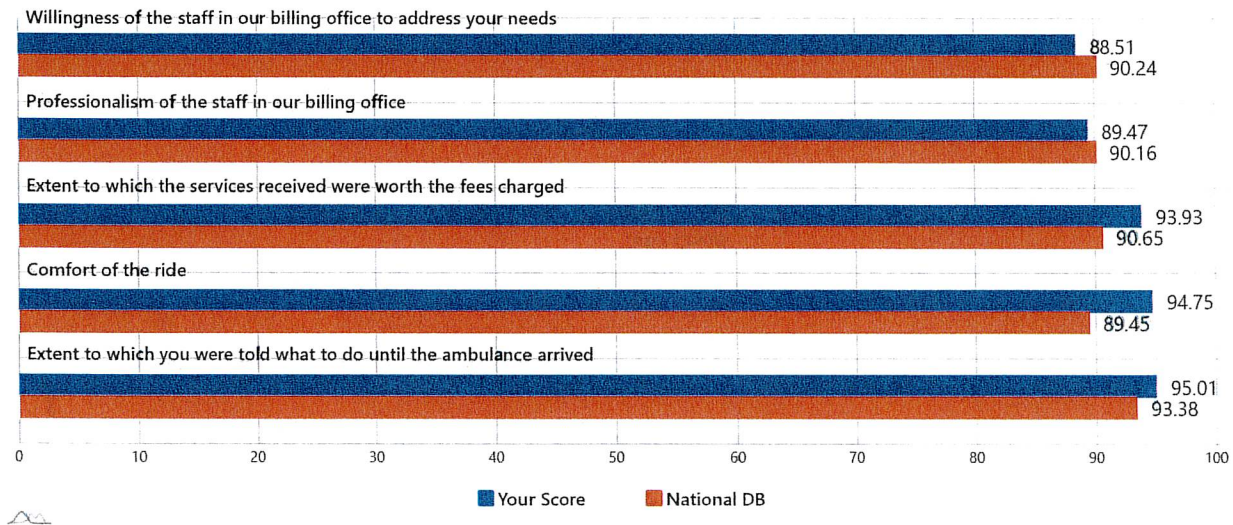
Highest and Lowest Scores

5 Highest Scores





5 Lowest Scores

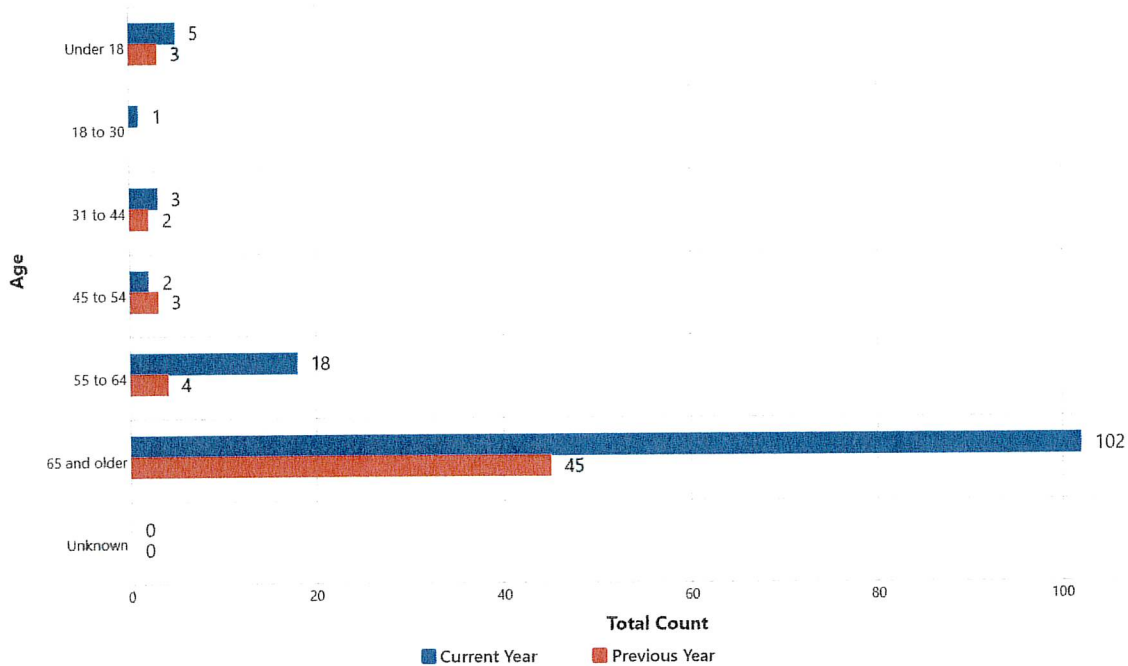




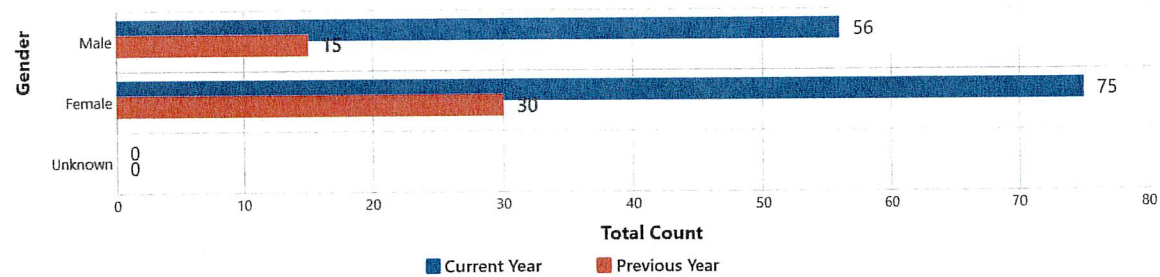
Demographics

This report provides basic information about the patient's age and gender.

Age



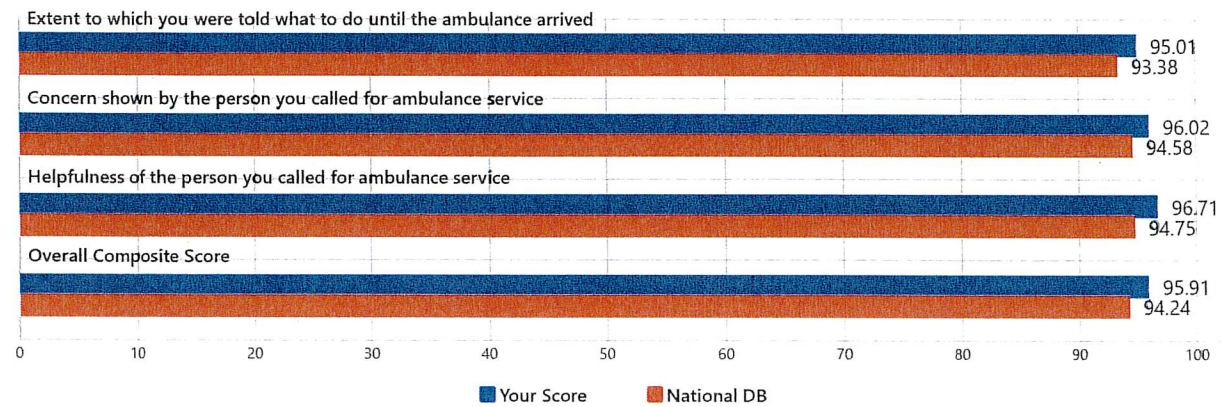
Gender





Dispatch Composite

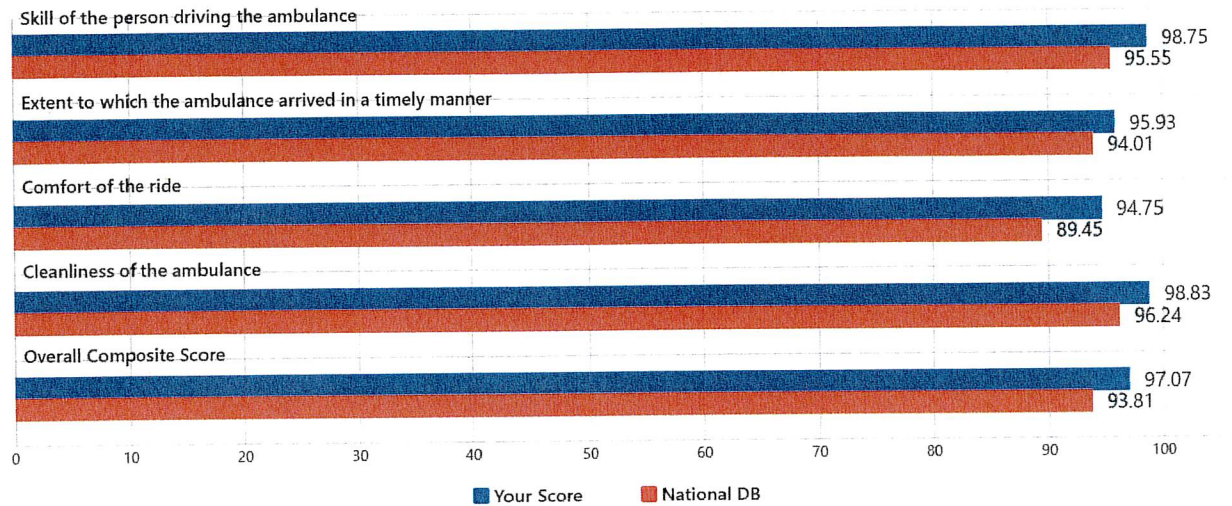
This report shows mean scores for each Dispatch survey item and the overall composite score. The first column shows your organization score with the national database score below it.





Ambulance Composite

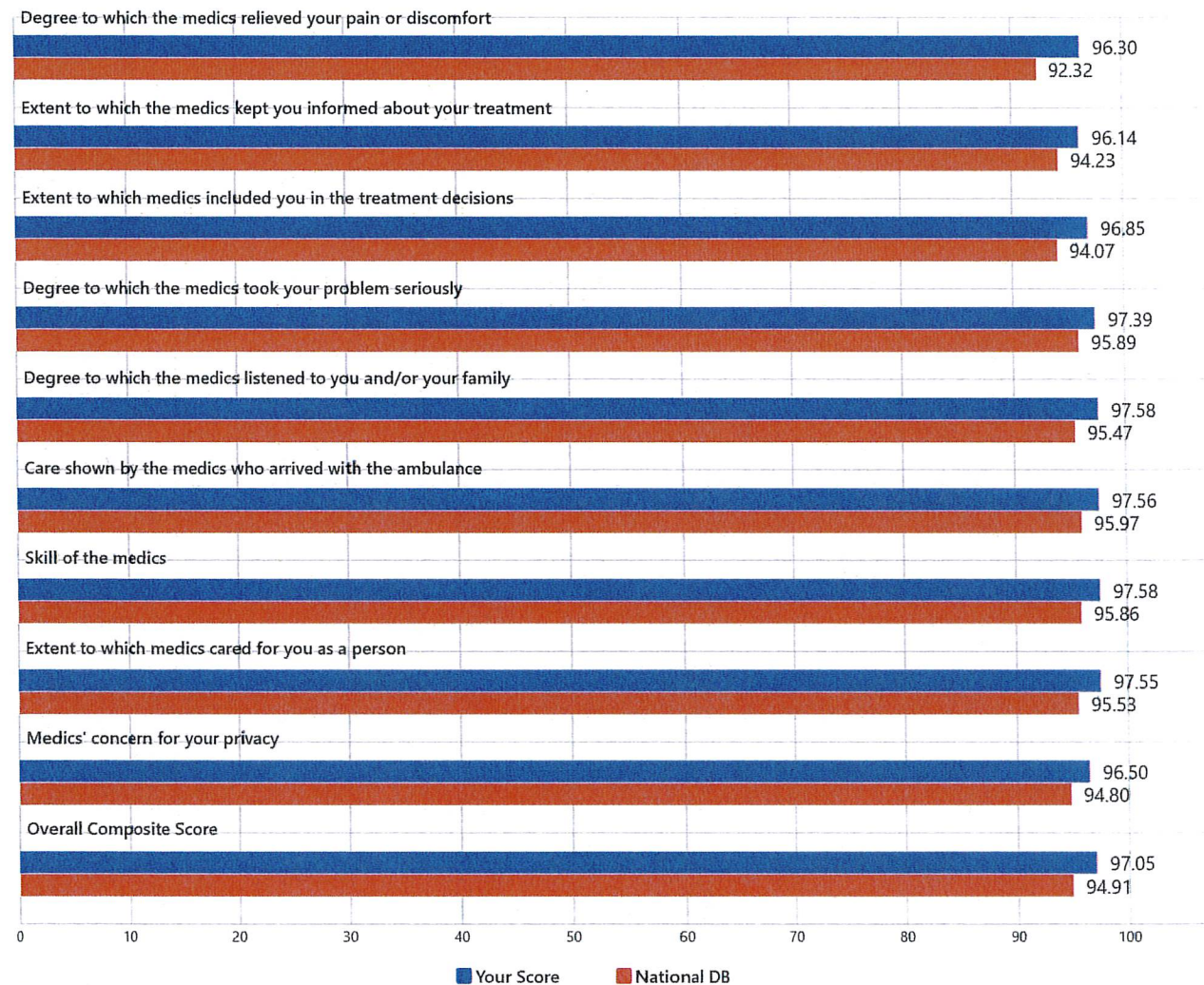
This report shows mean scores for each Ambulance survey item and the overall composite score. The first column shows your organization score with the national database score below it.





Medic Composite

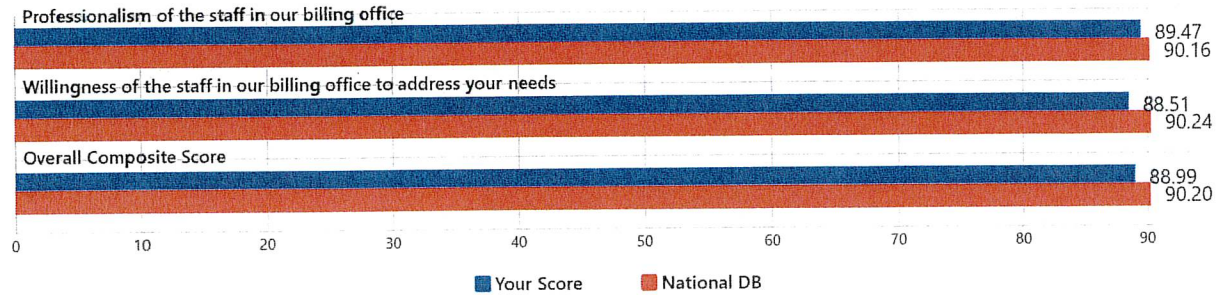
This report shows mean scores for each Medic survey item and the overall composite score. The first column shows your organization score with the national database score below it.





Billing Office Staff Composite

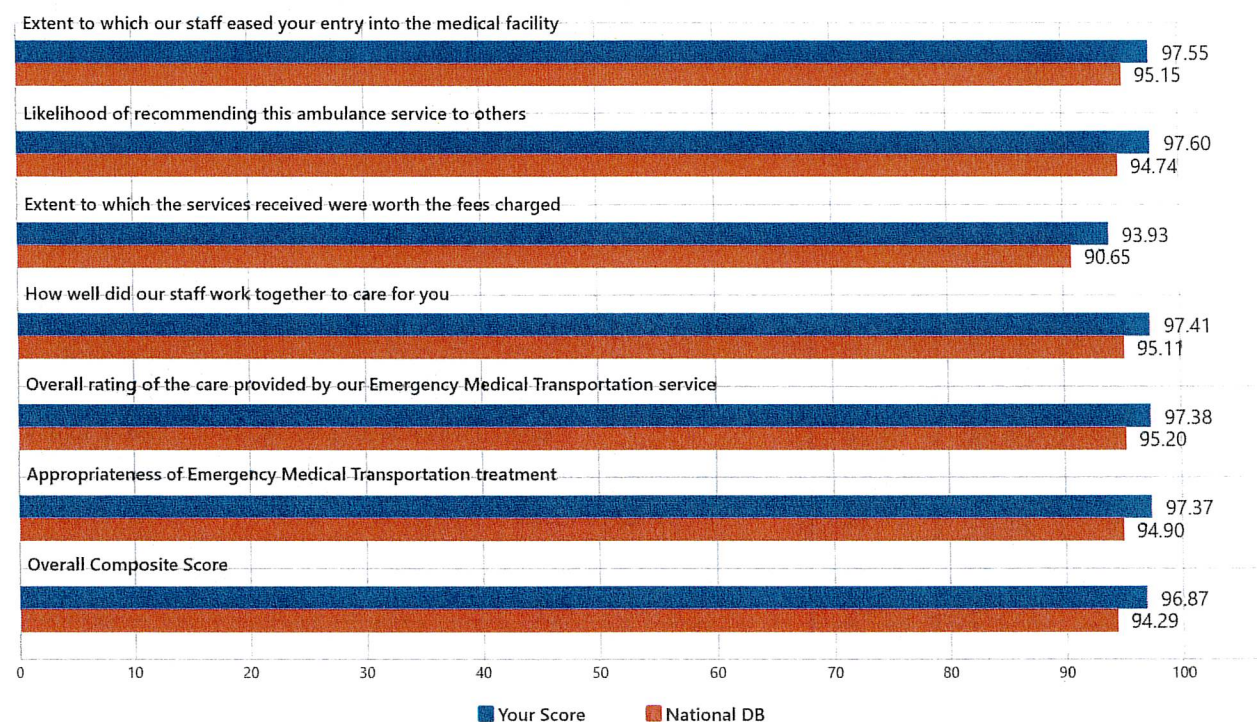
This report shows mean scores for each Billing Office Staff survey item and the overall composite score. The first column shows your organization score with the national database score below it.





Overall Experience Composite

This report shows mean scores for each Overall Experience survey item and the overall composite score. The first column shows your organization score with the national database score below it.





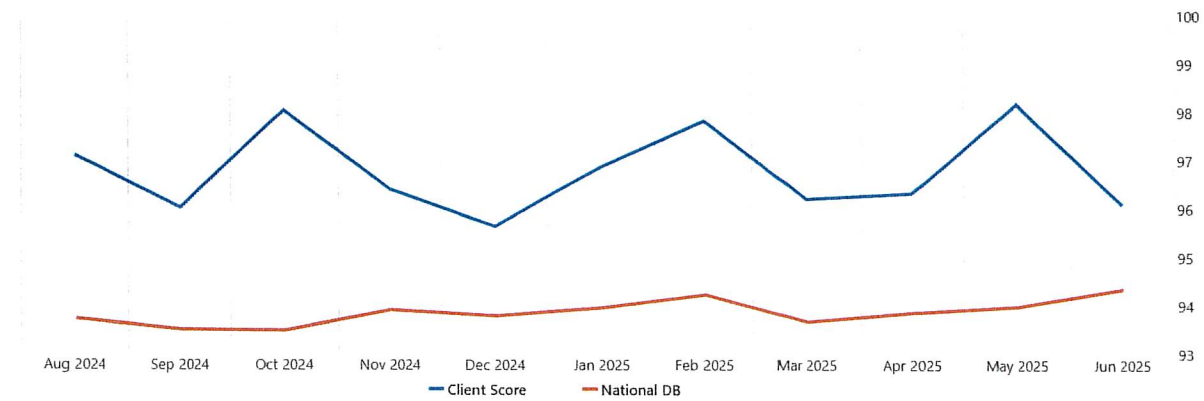
Greatest Increase and Decrease in Scores by Question

Increases	Current	Previous	(+/-)	National DB
Comfort of the ride	94.75	91.18	+3.57	89.45
Extent to which medics included you in the treatment decisions (if applicable)	96.85	94.15	+2.70	94.12
Skill of the person driving the ambulance	98.75	96.94	+1.81	95.56
Extent to which our staff eased your entry into the medical facility	97.55	95.74	+1.80	95.13
Degree to which the medics relieved your pain or discomfort	96.30	94.90	+1.41	92.39
Extent to which the medics kept you informed about your treatment	96.14	94.91	+1.23	94.32
How well did our staff work together to care for you	97.41	96.35	+1.06	95.12
Cleanliness of the ambulance	98.83	98.00	+0.83	96.26
Helpfulness of the person you called for ambulance service	96.71	96.23	+0.48	94.82
Likelihood of recommending this ambulance service to others	97.60	97.22	+0.37	94.88

Decreases	Current	Previous	(+/-)	National DB
Willingness of the staff in our billing office to address your needs	88.51	95.83	-7.32	90.24
Professionalism of the staff in our billing office	89.47	96.15	-6.68	90.21
Extent to which the services received were worth the fees charged	93.93	95.54	-1.61	90.60
Care shown by the medics who arrived with the ambulance	97.56	98.18	-0.62	96.00
Skill of the medics	97.58	98.15	-0.57	95.89
Appropriateness of Emergency Medical Transportation treatment	97.37	97.87	-0.51	94.92
Extent to which you were told what to do until the ambulance arrived	95.01	95.10	-0.09	93.38
Extent to which medics cared for you as a person	97.55	97.60	-0.05	95.57
Overall rating of the care provided by our Emergency Medical Transportation service	97.38	97.40	-0.01	95.23



Monthly Overall Score Trend





Monthly Breakdown

This report provides individual item scores by month, your overall organization monthly score, and the number of survey respondents.

	Jun 2025
Helpfulness of the person you called for ambulance service	96.71
Concern shown by the person you called for ambulance service	96.02
Extent to which you were told what to do until the ambulance arrived	95.01
Extent to which the ambulance arrived in a timely manner	95.93
Cleanliness of the ambulance	98.83
Comfort of the ride	94.75
Skill of the person driving the ambulance	98.75
Care shown by the medics who arrived with the ambulance	97.56
Degree to which the medics took your problem seriously	97.39
Degree to which the medics listened to you and/or your family	97.58
Skill of the medics	97.58
Extent to which the medics kept you informed about your treatment	96.14
Extent to which medics included you in the treatment decisions (if applicable)	96.85
Degree to which the medics relieved your pain or discomfort	96.30
Medics' concern for your privacy	96.50
Extent to which medics cared for you as a person	97.55



	Jun 2025
Professionalism of the staff in our billing office	89.47
Willingness of the staff in our billing office to address your needs	88.51
How well did our staff work together to care for you	97.41
Extent to which our staff eased your entry into the medical facility	97.55
Appropriateness of Emergency Medical Transportation treatment	97.37
Extent to which the services received were worth the fees charged	93.93
Overall rating of the care provided by our Emergency Medical Transportation service	97.38
Likelihood of recommending this ambulance service to others	97.60
Respondents	131
Overall Score	96.64



Top Box Comparisons

The Top Box Analysis displays the number of responses for the entire survey by question and rating. The Top Box itself shows the percentage of "Very Good" responses, the highest rating, for each question. Next to the company rating is the entire EMS DB rating for those same questions.

	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	National DB % Very Good
Overall Company Total	10	16	32	194	2321	90%	76%

	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	National DB % Very Good
Ambulance	0	2	7	31	390	90%	77%
Skill of the person driving the ambulance	0	0	1	3	96	96%	81%
Extent to which the ambulance arrived in a timely manner	0	1	4	9	109	89%	78%
Cleanliness of the ambulance	0	0	0	5	102	95%	83%
Comfort of the ride	0	1	2	14	83	83%	67%

	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	National DB % Very Good
Overall Experience	3	3	8	37	562	91%	79%
Likelihood of recommending this ambulance service to others	0	1	1	5	97	93%	82%
Overall rating of the care provided by our Emergency Medical Transportation service	0	2	1	3	99	94%	82%
Extent to which our staff eased your entry into the medical facility	0	0	2	6	94	92%	81%
How well did our staff work together to care for you	0	0	2	8	106	91%	81%
Extent to which the services received were worth the fees charged	2	0	2	8	70	85%	71%
Appropriateness of Emergency Medical Transportation treatment	1	0	0	7	96	92%	81%

	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	National DB % Very Good
Dispatch	4	0	4	35	317	88%	78%
Extent to which you were told what to do until the ambulance arrived	1	0	3	14	102	85%	76%
Helpfulness of the person you called for ambulance service	2	0	0	8	111	92%	80%



	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	National DB % Very Good
Concern shown by the person you called for ambulance service	1	0	1	13	104	87%	79%



	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	National DB % Very Good
Medic	3	9	8	74	1001	91%	82%
Extent to which medics included you in the treatment decisions (if applicable)	0	1	2	8	108	91%	80%
Extent to which the medics kept you informed about your treatment	0	2	0	13	108	88%	80%
Medics' concern for your privacy	1	0	0	13	107	88%	81%
Skill of the medics	0	1	1	7	115	93%	84%
Degree to which the medics took your problem seriously	1	1	0	6	116	94%	85%
Degree to which the medics relieved your pain or discomfort	0	1	3	8	103	90%	75%
Care shown by the medics who arrived with the ambulance	0	1	1	7	114	93%	85%
Extent to which medics cared for you as a person	1	1	0	5	115	94%	85%
Degree to which the medics listened to you and/or your family	0	1	1	7	115	93%	84%

	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	National DB % Very Good
Billing Office Staff	0	2	5	17	51	68%	66%
Professionalism of the staff in our billing office	0	1	2	9	26	68%	66%
Willingness of the staff in our billing office to address your needs	0	1	3	8	25	68%	66%



Question Analysis

This report shows your current score for the time period selected compared to the corresponding previous time period and the change between the two periods. The national DB score is included for reference.

Overall Experience Composite

	Current	Previous	+/-	National DB
Extent to which our staff eased your entry into the medical facility	97.55	+1.81	95.74	95.15
Likelihood of recommending this ambulance service to others	97.60	+0.38	97.22	94.74
Extent to which the services received were worth the fees charged	93.93	-1.61	95.54	90.65
How well did our staff work together to care for you	97.41	+1.06	96.35	95.11
Overall rating of the care provided by our Emergency Medical Transportation service	97.38	-0.02	97.40	95.20
Appropriateness of Emergency Medical Transportation treatment	97.37	-0.50	97.87	94.90
Overall Composite Score	96.87	+0.18	96.69	94.29

Ambulance Composite

	Current	Previous	+/-	National DB
Skill of the person driving the ambulance	98.75	+1.81	96.94	95.55
Extent to which the ambulance arrived in a timely manner	95.93	+0.02	95.91	94.01
Comfort of the ride	94.75	+3.57	91.18	89.45
Cleanliness of the ambulance	98.83	+0.83	98.00	96.24
Overall Composite Score	97.07	+1.56	95.51	93.81

Dispatch Composite

	Current	Previous	+/-	National DB
Extent to which you were told what to do until the ambulance arrived	95.01	-0.09	95.10	93.38
Concern shown by the person you called for ambulance service	96.02	+0.27	95.75	94.58
Helpfulness of the person you called for ambulance service	96.71	+0.48	96.23	94.75
Overall Composite Score	95.91	+0.22	95.69	94.24

Medic Composite

	Current	Previous	+/-	National DB
Degree to which the medics relieved your pain or discomfort	96.30	+1.40	94.90	92.32
Extent to which the medics kept you informed about your treatment	96.14	+1.23	94.91	94.23
Extent to which medics included you in the treatment decisions (if applicable)	96.85	+2.70	94.15	94.07
Degree to which the medics took your problem seriously	97.39	+0.12	97.27	95.89
Degree to which the medics listened to you and/or your family	97.58	+0.36	97.22	95.47
Care shown by the medics who arrived with the ambulance	97.56	-0.62	98.18	95.97



	Current	Previous	+/-	National DB
Skill of the medics	97.58	-0.57	98.15	95.86
Extent to which medics cared for you as a person	97.55	-0.05	97.60	95.53
Medics' concern for your privacy	96.50	+0.35	96.15	94.80
Overall Composite Score	97.05	+0.55	96.50	94.91

Billing Office Staff Composite

	Current	Previous	+/-	National DB
Professionalism of the staff in our billing office	89.47	-6.68	96.15	90.16
Willingness of the staff in our billing office to address your needs	88.51	-7.32	95.83	90.24
Overall Composite Score	88.99	-7.00	95.99	90.20



Cumulative Comparisons

This section lists a synopsis of the information about your individual questions and overall scores over the dataset's lifetime. The first column shows your score, and the second details the National DB score.

Ambulance	Your Score	National DB
Cleanliness of the ambulance	98.42	95.68
Skill of the person driving the ambulance	98.26	94.97
Comfort of the ride	93.52	88.65
Extent to which the ambulance arrived in a timely manner	94.44	93.32

Medic	Your Score	National DB
Extent to which medics included you in the treatment decisions (if applicable)	95.79	93.44
Extent to which the medics kept you informed about your treatment	94.84	93.57
Care shown by the medics who arrived with the ambulance	96.59	95.42
Medics' concern for your privacy	95.34	94.18
Degree to which the medics took your problem seriously	96.36	95.29
Skill of the medics	96.67	95.37
Extent to which medics cared for you as a person	96.56	94.93
Degree to which the medics relieved your pain or discomfort	95.00	91.60
Degree to which the medics listened to you and/or your family	96.63	94.89

Billing Office Staff	Your Score	National DB
Willingness of the staff in our billing office to address your needs	87.12	89.79
Professionalism of the staff in our billing office	88.24	89.67

Dispatch	Your Score	National DB
Helpfulness of the person you called for ambulance service	95.48	94.05
Extent to which you were told what to do until the ambulance arrived	93.83	92.64
Concern shown by the person you called for ambulance service	94.90	93.97

Overall Experience	Your Score	National DB
How well did our staff work together to care for you	96.43	94.51
Extent to which our staff eased your entry into the medical facility	96.79	94.62
Likelihood of recommending this ambulance service to others	96.79	94.02
Extent to which the services received were worth the fees charged	92.68	89.79
Appropriateness of Emergency Medical Transportation treatment	96.58	94.41
Overall rating of the care provided by our Emergency Medical Transportation service	96.47	94.62



Benchmark Comparison By Question

	Your Score	Washington
Helpfulness of the person you called for ambulance service	96.71	97.18
Concern shown by the person you called for ambulance service	96.02	96.34
Extent to which you were told what to do until the ambulance arrived	95.01	95.89
Extent to which the ambulance arrived in a timely manner	95.93	96.45
Cleanliness of the ambulance	98.83	98.54
Comfort of the ride	94.75	94.84
Skill of the person driving the ambulance	98.75	99.01
Care shown by the medics who arrived with the ambulance	97.56	98.01
Degree to which the medics took your problem seriously	97.39	97.87
Degree to which the medics listened to you and/or your family	97.58	98.02
Skill of the medics	97.58	97.87
Extent to which the medics kept you informed about your treatment	96.14	96.45
Extent to which medics included you in the treatment decisions (if applicable)	96.85	97.04
Degree to which the medics relieved your pain or discomfort	96.30	96.21
Medics' concern for your privacy	96.50	97.02
Extent to which medics cared for you as a person	97.55	97.82
Professionalism of the staff in our billing office	89.47	89.67
Willingness of the staff in our billing office to address your needs	88.51	89.44
How well did our staff work together to care for you	97.41	97.68
Extent to which our staff eased your entry into the medical facility	97.55	98.06
Appropriateness of Emergency Medical Transportation treatment	97.37	97.56
Extent to which the services received were worth the fees charged	93.93	94.66
Overall rating of the care provided by our Emergency Medical Transportation service	97.38	97.63
Likelihood of recommending this ambulance service to others	97.60	97.46
Overall Score	96.19	96.53



Benchmark Comparison

This section of the report is based off your overall score for the YTD 12-month time period, compared to other benchmark compare groups. An aggregate rolling score is needed to provide stability to the overall score ranking for more meaningful comparisons to other benchmark groups. Each month, the last month in the 12 month period is dropped and the newest month is added. An organization must have a minimum of 100 surveys to be eligible for ranking.

	Your Company	National DB
Number of organizations in compare group		248
Minimum score	38.23	1.00
Maximum score	100.00	100.00
Mean score	96.35	94.07
Your Percentile		100th
Your rank		1

Minimum Score - This is the lowest score in the benchmark group.

Maximum Score - This is the highest score in the benchmark group.

Mean Score - This is where your mean score ranks against others in the compare group.

Your Percentile - This is the percentage of scores that fall below your mean score.

Your Rank - This is where your mean score ranks against others in the compare group.



To: **Board of Fire Commissioners**
From: **Kevin Stabenfeldt, Deputy Fire Chief**
Subject: **Monthly Deputy Chief's Report – July 2025**

Logistics

- Supported the upfitting and opening of Stations 114 and 117.
- The tender has been delivered and upfitting has been completed.
- Currently working on upfitting the reserve ladder truck.

Health and Safety

- Fire Marshals
 - (69) fire/life-safety inspections
 - (16) re-inspections
 - (119) pre-fire plans
 - (4) plan reviews (Milton)
- Community Outreach
 - (21) community outreach classes/events/services
- Crisis Intervention Coordinator
 - Completed (6) station visits
 - (6) Chaplain responses
- Misc.
 - Wellness Committee Meeting
 - Attended the Liberty Ridge Elementary Celebration Night
 - Rhubarb Days engine display
 - CRR Orientation for post academy class
 - Multiple Fireworks Stand Inspections
 - Coordinated Cardiac Arrest Survivor visit with the responding crews

Communications

- Created Essential Personnel training video
- Documented key moments across the district to include:
 - Opening of 114 and 117
 - Cardiac Arrest Survivor meeting with the responding crews
 - Post academy bell ringing ceremony
- Produced a multi part 4th of July awareness campaign
- Launched a monthly community events campaign
 - Designed and published a social media graphics series to centralize district events. The new format makes it easier for residents to stay informed and engage with the district each month. Examples include:
 - Safe Sitter Training

- Blood Drives
- Aging & Elder Care Series
- Community Appearances
- Board Meetings
- Engaged with Tehaleh Community Partners (marketing team and CoHere)

Other activities in the past month

- Complete the district wide implementation of Essential Personnel
- Q2 Awards Committee Meeting
- RK25 Badge Pinning Ceremony
- Continued work with WRSD on training site proposal
- Planning Committee Meeting
- Leadership 1 with lateral hires
- Station 117 Grand Opening Planning



To: **Board of Fire Commissioners**
From: **Matt Gilbert, Deputy Fire Chief**
Subject: **Monthly Deputy Chief's Report – July 2025**

Operations

- E114 relocated to the new Station 114 on June 17th.
- Station 117 opened June 30th.
- Evaluating new software for data analytics – Peregrine
- 4th of July Report – 80 responses from 0800 – 0800.

EMS

- Applied & approved for Department of Emergency Grant \$2,800 to send 5 EPFR employees to joint LE/FD/Emergency Management Scenes of violence drill on July 24th (Active Shooter scenarios & drill) .
- Started Lateral EMS Post Academy for new hires with completion date planned for July 29th.
- EMS/MIH has completed session # 2 of six-part series on July 15th for Advanced Aging & Care planning.
- Second month in a row EPFR has been ranked #1 for EMS customer service satisfaction Survey out of 248 Agencies. As of June, we are ranked #1 for 12 month rolling score.
- Completed Battalion Chief of EMS process. Congrats to Shawn Wagner making list & will start transition training this month to replace Battalion Chief Brad Dyson Later this year (TBD). Congrats to Lt/MSO Andrew House on new assignment A-shift MSO.

Training

- New lateral class of 5 started July 7, 2025. They will participate in a 5 week in house academy before being assigned to shift.
- Recruit Class RK25 received station assignments June 27, 2025.

Other activities in the past month

- Pierce County Fire Ops meeting.
- Edgewood street renaming
- Station 111 Grand Opening
- Attended RK 25 Bell Ringing Ceremony

Strategic Plan Update

2nd Quarter 2025

Goal 1

Cultivate a thriving workplace for our team.

•Support team health and wellness.

•Cultivate an inclusive, supportive, and accountable culture with high morale.

•Strengthen training and succession planning.

Q1 2025: Conducted Lifescan wellness exams. Scheduled Galleri cancer screening tests for May 2025. Added a Crisis Intervention Coordinator to assist with monitoring and maintaining the wellbeing of our personnel. Transitioned the oversight of the Peer Support and Wellness/Fitness Committees under the Health and Safety Division. Initiated First Arriving digital dashboards that will be distributed to district facilities in May 2025 to more efficiently communicate critical information to staff. Initiated Essential Personnel to better focus on talent management, safety and wellness, and guidance for our members.

Q2 2025: Health and Safety is evaluating alternative options for wellness exams, specifically alternatives that offer multiple diagnostic capabilities. We have initiated an Accident Review Board (ARB) that is responsible for reviewing vehicle accidents involving district vehicles through a Just Culture Lens. We will be utilizing virtual/video based pre screens for our entry level hiring process. This will be a more efficient process that will allow us to evaluate a larger group of candidates. We have completed the implementation of the First Arriving Dashboards which will allow for more efficient communication throughout the district. We have initiated the Phase 1 rollout of Essential Personnel which will replace several of our legacy processes as it relates to performance feedback, employee information, organizational charts, and accident and injury reporting. Career pathways have been developed for several positions and are accessible via Essential Personnel.

Goal 2

Continuously refine our service delivery.

•Support effective and efficient fire and EMS service delivery.

•Leverage data and planning to enhance community response.

Q1 2025: Joint EMT training and fire academy with West Pierce Fire and Rescue. Collaboration with Buckley FD for fire training (live fire training, pump academy, wildland training). Initiated standing meetings with SS911 to work on service delivery strategies and improvements. Supported SS911's efforts to add an additional CAD Administrator and Data Analyst to better support operational needs and decision making. Attended Legislative Day 2025 to advocate fire service improvements. OPS Admin Specialist Burke will be attending several data collection and analysis training's throughout 2025. Working on adjusting the "send point" for unit dispatch which is expected to result in a substantial reduction in 911 call processing times.

Q2 2025: The joint recruit academy with West Pierce Fire was successful. Planning is underway for the 2026 recruit academy. DC Gilbert continues to work with SS911 to improve and update operational deployment strategies to include the efforts related to "send point" notifications. We have identified a new POC at PC Planning to collaborate with regarding community planning. Station 117 has been placed in service which will assist with response times within the Tehaleh Community and surrounding areas.

Strategic Plan Update

2nd Quarter 2025

Goal 3

Engage our Community.

•Cultivate strong relationships with the community we serve.

•Strengthen our Community Risk Reduction program.

Q1 2025: Added Communication Manager who will focus on community engagement via social media and other communication mediums. AC Sandlian to attend the Community Risk Reduction Leadership Conference hosted by the IAFC which is geared towards the training needs of Chief Officers seeking to create, execute, and evaluate measurably successful CRR platforms and programs.

Q2 2025: The EMS Division has initiated regular communication with each of our main assisted living facilities within the district. These collaborative meetings have allowed the opportunity to address needs and concerns when appropriate. We have engaged with the Tehaleh CoHere group to explore collaboration within the Tehaleh Community. Work is underway to develop a virtual monthly newsletter and social graphics to help build EPF&R community event awareness. We are collaborating with community partners to launch the Sumner/Bonney Lake Community Toy Drive. A kiosk has been placed in the lobby area of HQ allowing community members to access Community Connect and sign up for district sponsored classes (CPR, First Aid, etc.).

Goal 4

Be a highly efficient and sustainable organization.

•Ensure our financial sustainability.

•Ensure our facilities meet employee and community needs.

•Support an effective administrative support team.

•Establish and refine our organizational processes and policies for efficiency and effectiveness.

Q1 2025: Evaluated lease vs. purchase option in relation to both a training and logistical support facilities. At the direction of the board, staff initiated a contract to purchase a new ladder truck utilizing the pre pay option in order to reduce the overall cost. Initiated Phase 2 Capital Facilities objectives to include Station 124, the lease of a logistics warehouse, and training center exploration. Stations 111, 112, 114, 117, 118, and 124 will all be LEED Certified and have several design features that improve the health and wellbeing of our members. Initiated standing meetings to address needed policy changes. The initiation of Essential Personnel has provided an opportunity to evaluate legacy processes utilized by HR, Admin, OPS, Training, and Health and Safety.

Q2 2025: The EMS Division was able to secure two grants totaling \$17,800 allowing for the purchase of needed training equipment and to support members attending an off site training event. Work is currently underway on several Phase 2 Capital Projects. Additional land has been purchased for the building site for Station 124. TI is nearing completion for the logistical facility. We anticipate relocating to the new facility in August. A lease agreement for a training site will be presented to the WRSD and EPF&R Boards in July/August for consideration. Staff is currently evaluating admin. staffing needs which will be presented as part of the 2026 budget. Essential Personnel has been implemented replacing several legacy processes and allowing for electronic routing of documents and forms. Finance has transitioned to paperless timecards. Staff has begun to utilize programs such as Tango and Canva to create training materials such as videos and end user guides. Staff (DCs and Executive Admin. Assistant) are meeting twice per month to review policies.

Standard of Cover
2nd Quarter 2025 Update

Improvement Goal 1
Establish and Adopt Service Level Benchmark (Goal) Objectives in alignment with EPFR's Mission, Vision, Core Values and Guiding Principles
EPFR should establish and adopt Performance Benchmarks in alignment with its Mission, Vision, Core Values and Guiding Principles. This goal reinforces EPFR's commitment to providing a consistently high level of service to community members in all areas of the District, regardless of the type of emergency. To achieve this, should establish and measure EPFR performance against benchmark objectives.
Complete: Benchmarks reviewed with Planning Committee in February and March. Board to take action in March 2023. The benchmarks will be reviewed by the Board annually (at a minimum).
Improvement Goal 2
Adopt a plan to maintain and improve response capabilities
This goal supports performance benchmarks by objectively and regularly measuring EPFR's performance. The following are recommended as EPFR's fire and life safety response performance goals for the District's urban and rural zones. These are not levels of service that must be achieved immediately but, instead, are targets for continued excellence. As one benchmark is achieved, or new technology and resources become available, then set a progressively higher benchmark.
Complete: Benchmarks reviewed with Planning Committee in February and March. Board to take action in March 2023. As part of the Board action, the 2022 EPFR performance was also provided for review. EPFR performance will be reviewed continuously by staff and by the Board annually (at a minimum).

Improvement Goal 2a
Improve Turnout Time
<p>The single biggest performance time improvement the EPFR can make is to reduce turnout time. This is the time interval between when the crew is alerted of a call by South Sound 911 and when the crew begins responding. There are two primary causes of increased turnout time. One is station design where the apparatus is a distance away from the crew quarters. Large fire stations or those with multiple floors by their design, make it difficult to quickly exit the station. The second cause is behavioral mindsets where crews may move at a deliberate pace to get to the apparatus based on a perception of a lower acuity call. It is interesting to note the crew's turnout speed when they know the call is a structure fire with smoke showing and multiple calls versus a lower priority EMS call to a senior care facility the crew responds to frequently.</p>
<p>In Progress: Beginning 1/1/23 EPFR kicked off an initiative to reduce turnout times. This is being pushed at all levels of the organization. Performance reports are pushed to all personnel weekly for awareness. Q2 2023: Staff is testing data transfer delays which may exist in the SS911 & USDD systems. Testing has been completed at St. 111. Next, we will be assessing all stations to ensure no alerting delays are occurring. Q3 2023: Station evaluations (dispatch alerting) is complete. Staff was not able to identify any major issues/delays in the alerting system. We continue to produce and distribute reports on a weekly basis. Q4 2023: Continued emphasis on reducing turnout time. We will conduct an internal analysis at years end to evaluate our success. Q1 2024: Continued emphasis on reducing turnout time. We continue to provide uniformed members with YTD turnout times on a regular basis and have engaged in a dialogue with BCs on how to address challenges. Q2 2024: District emphasis on the importance of turnout time continues. We continue to see improvements in this area. Q3 2024: We are currently in the process of evaluating our response data that is provided by Intterra so we can better understand any potential challenges. Crew continue to make efforts on reducing turnout times. Q4 2024: The data provided to crews has been broken into smaller increments to make it more digestible for a Company Officer. In addition, we are evaluating the ability to display real time feedback in stations to make it easier for a Company Officer to draw a correlation between turn out times and individual responses. Q1 2025: The operations group, BC's and A/C Operations, has been working with Company Officers to determine what information the crews need to evaluate performance on an appropriate timeline. The goal is to get closer to real time feedback so a Company Officer has the ability to better diagnose the impacts of crew behavior on turn out times. In addition, the first version of First Arriving is being evaluated. The intent is to have close to real time feedback displayed for individual crews. Q2 2025 Work continues to provide close to real time feedback. There was a setback in the communication link between the CAD data and First Arriving. In the meantime, the Operations administrator has made time to produce specific reports to support company officers.</p>

Improvement Goal 2b

Continue Reducing Call Processing Time

Call Processing has generally been improving except for the final three quarters of the study period, roughly consistent with the implementation of Priority Dispatch™ in the South Sound 911 dispatch center. In collaboration with South Sound 911, establish call processing benchmarks in alignment with NFPA 1221: Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems including calls answered and call processing performance objectives. The current baseline performance is higher than NFPA 1221. In reviewing Standards of Cover and other documentation from fire agencies in Pierce County who utilize South Sound 911, turnout time reduction has been highlighted in those reports. To the credit of EPFR, all Pierce County Fire agencies, and South Sound 911, improvements are to be commended. Leaders of South Sound 911 have also been an important stakeholder and their continued collaboration is encouraging. In addition to collaborating with South Sound 911, EPFR should continue its partnership with all Pierce County fire agencies for regional shared solutions. NFPA 1221 (2016 edition) specifies call processing performance objectives:

*90 percent of emergency alarm processing shall be completed in 64 seconds, and 95 percent of alarm processing shall be completed in 106 seconds.

*Emergency alarm processing for the following call types shall be completed within 90 seconds

90 percent of the time and within 120 seconds 99 percent of the time:

It is recommended that units be dispatched to priority 0 and 1 calls prior to the completion of emergency medical dispatch (EMD) questioning and instructions. Once EMD is completed, units can be downgraded in their response if the call is not emergent. The goal would be to get units altered and initiate response as soon as safely possible.

In Progress: This has been adopted as a goal of the Pierce County Fire Chiefs Association for 2023. Chief Parkinson is assigned as the lead for this initiative to interface with SS911. The first step is gathering the data points in the call processing sequence for assessment (which is underway). Q2 2023: Data collection continues with SS911. Q4: Regional Fire Chiefs continue to meet with representation from SS911 to evaluate areas of improvement. Q1 2024: Regional Fire Chiefs are engaged in discussions with SS911 on how to improve call processing times. Q2 2024: Regional Fire Chiefs have identified this as a collective priority for 2024. Q3 2024: SS911 is in the process of hiring a data-analyst. We are hopeful that the data produced by this new position will more accurately highlight opportunities for improvement (call processing, etc.). Q4 2024: The Pierce County Operations Chiefs have begun a project that will allow Fire Comm to dispatch a call earlier in the call taking process. This has the potential to reduce the time between when a call is received and when crews are dispatched by between one and two minutes depending on the call type. Implementation of this new process is likely to extend into quarter 2 and 3 of 2025. Q1 2025: The project to trigger earlier dispatch of crews is well underway. It has been through the Operations Committee and is in the hands of the CAD team at SS911. We have a tentative go live date of April 15. Q2 2025: On April 15 SS911 went live with the new dispatch point. Preliminary data suggests that overall time from call received to first unit on scene has been reduced by about 40 seconds. The Pierce County Ops Group continues to fine tune this process as time goes on.

Improvement Goal 2c
Adopt Workload and Deployment Trigger Points to assess the need for additional Resource Staffing and Station Locations
<p>As growth occurs in EPFR, particularly in the Tehaleh planned community, the EPFR should adopt a formal review process to assess the need to additional resources or fire station locations. Objective standards based upon adopted service level benchmark policies should be utilized. Three objective criteria should be prioritized:</p> <ol style="list-style-type: none"> 1) Establish benchmarks for Unit Hour Utilization. 2) Establish travel time benchmarks to urban, suburban, and rural areas. 3) Establish unit reliability benchmarks.
Complete: See Goal #1 & Goal 2 notes.
Improvement Goal 2d
Implement a Risk-based Response to Target Hazards
<p>It is recommended that EPFR use a risk assessment methodology and dispatch protocols to customize response to these locations. EPFR already objectively identifies target hazards and maintains a database of approximately 500 target hazards. Target hazards would be those with high life hazard, a significant impact either from economic loss, job loss or environmental impacts. Any target hazard incident that could harm the District and community for many years should be considered for an enhanced initial response. Sending an enhanced response to the first alarm places additional resources on-scene faster, allowing for more critical tasks to be accomplished sooner, bringing the incident under control and stopping the loss faster. Target hazards that exceed five miles of road coverage and are at the furthest edges of the road network should be prioritized.</p>
<p>In Progress: A complete overhaul of response packages, ESZ's, and station orders is underway. This project will trigger a review of target hazard deployment. This project will likely complete at the end of Q3 2023. Q2 2023: Work continues internally. This project is also being worked on with a number of Pierce Co. fire departments. Q3 2023: Evaluation of station orders and response packages is nearing completion. We continue to evaluate options to address target hazards within the district. Q4: Regional work continues to evaluate ESZs and response packages. ESZ has been created for Snag Island in order to create a response package that will allow for additional water tenders/fireboat due to water supply issues in the area. Tender modifiers are being added for rural ESZs to ensure tender response in areas that have limited water supply. Q1 2024: We continue to collaborate with regional partners on updating run cards (ESZs, station orders, response packages). Future action includes dialogue with SS911 on how to best implement the changes which will require significant work on their part. Q2 2024: PC OPS Chiefs have been working collectively with SS911 on the impacts of the Priority Dispatch system and how to best utilize the system collectively. AC Gilbert is engaged with neighboring agencies as well as SS911 on how to best implement recommended operational changes. AC Sandlian will be furthering our regional efforts to utilize FDSU for pre fire plan information sharing amongst our partner agencies. Q3 2024: We are currently in the final stages of our WSRB rerate process. This will take into consideration the work that we have done to implement our fire and life safety inspection program which includes many of our identified target hazards. AC Sandlian is in the final stages of presenting a plan to the PC Fire Chiefs that would allow for the sharing of pre fire information amongst responders regardless of agency. Q4 2025: A new ESZ was created that isolates the areas of the fire district that are accessed via the Fairfax Bridge. This will allow us to create specific response packages that take into account the limited capacity of the bridge. AC Sandlian presented the regional contract for FDSU and the contract is currently under consideration by the PC Fire Chiefs. Q1 2025 The regional plan to impliment FDSU has hit a setback with several departments decideing to back out fo the original plan. We will continue to utilize FDSU and it's ability to provide responders with current and accurate data regarding our hazards. Q2 2025: On June 30 Station 117 came online adding one additional Engine to daily staffing. As a part of the work to bring this station online the station orders for 22 of our ESZ's were updated to ensure that the closest unit is requested to respond regardelss of department.</p>

Improvement Goal 3
Enhance Utility of Strategic Decision Data
<p>It is recommended that EPFR's senior command staff continue to enhance their demonstrated commitment to data-driven decision making, specifically regarding integration of key information sources; timely access to reliable, relevant growth planning information; and collaborative data initiatives with regional partners.</p>
<p>In Progress: We continue to attend training on this subject with the goal of improving our capacity in making data informed decisions. We are also collaborating with neighboring jurisdictions to explore other technologies available for data analysis and decision making (Dark Horse Analytics). Data Analyst Worley will be attending a two part series sponsored by the IAFC focusing on analysis driven decision making (FIRE DAWG-Fire Data Analysis Working Group). The group will meet during FRI in August and again at the Technology Summit International in December. Q3 2023: Agencies from Pierce County will be meeting with Intterra and Darkhorse this fall. Q4: Data Analyst Worely attended the TSI conference hosted by the IAFC (December). ILA completed with CPFR to utilize Darkhorse Analytics. 2024 Q1: Data/Analyst Worely attended the FIRE DAWG (Fire Data Analysis Working Group) pre conference class at the 2023 Technology Summit International this past December. EPFR also hosted an ESO Insights Workshop on February 29th which provided education on how to utilize their new data analytics module. This course was attended by several regional partners. Q2 2024: Joe Worley has transitioned to the Prevention Division. We have welcomed Rebecca Burke as our Operations Administrator who will now be responsible for providing response data as needed. Rebecca has already demonstrated a high level of competency in this role. We are considering this improvement goal complete.</p>
Improvement Goal 3a
Enhance Integration of Key Information Systems
<p>The data systems that underly much of the work presented in this study are robust, highly capable and contain high quality data. However, access to some of this data, most notably that held by South Sound 911, is not under EPFR's control, but must be mediated through requests to external parties with separate policies, priorities, and workloads. This can result in delays, obstacles to obtaining necessary data, and the need to perform various mitigation procedures to address issues in data. It is recommended that EPFR's command staff negotiate data sharing arrangements with key data providers (South Sound 911, WSRB, ... others?) that allow (a) EPFR to be in control of its own data and retrieval/manipulation procedures, (b) multiple data related data streams (e.g., CAD and RMS) to be integrated and (c) EPFR to maintain a consistent, ongoing historical archive.</p>
<p>In Progress: See improvement Goal 3 (above). Part of the regional discussion involves "piggy-backing" onto work which is already underway by Central Pierce F&R to create a data warehouse as a single hub for all data feeds. Q2 2023: Work continues to expand our data analytics footprint by partnering with several other agencies. Q3 2023: See above. We continue to work with neighboring agencies and vendors in order to better understand and utilize data. Q4: ILA completed with CPFR (Darkhorse Analytics). 2024 Q2: We continue to utilize both Intterra and Darkhorse to analyze data, evaluate deployment options, and create operational reports. We will continue to evaluate both programs moving forward. We are considering this goal complete.</p>

Improvement Goal 3b
Ensure Timely Access to Relevant, Reliable Growth Intelligence
<p>Timely access to accurate intelligence on coming development and other changes that will affect service demand will continue to be critical to the planning processes described in this study and prescribed in Goal 2c. EPFR command staff should build and continually reinforce strong relationships with experts in the Pierce County Planning organization. The success of the future workload modeling portion of this study was due in large part to the assistance of Senior Planner Jessica Gwilt, who has since departed the Pierce County Planning organization. EPFR command staff should cultivate a similar relationship with Ms. Gwilt's successor (when appointed) and should confer quarterly with this expert to identify (a) changes in development pipeline since the last update, (b) noted differences between plans and actual development, (c) updated growth projections for population, employment, etc., by land use class, and (d) digital materials suitable for automated analysis that embody this information. Data derived from this ongoing relationship should be continually analyzed by methods analogous to those used in this study, to evaluate upcoming needs for deployment changes.</p>
<p>Not started: As we move through 2023, we will foster new and ongoing relationships in all cities and Pierce County to ensure we are aware of long term growth impacts related to the district. Q3 2023: We will continue to look for opportunities to form and strengthen relationships at the county. Q4: Staff continues to look for opportunities to access relevant and reliable growth intelligence. 2024 Q1: Jessica Gwilt has left her position with Pierce County Planning. EPFR will look to build a relationship with her successor. Q2 2024: We anticipate exploring a renewed relationship with PC Planning as part of the division of responsibilities between the DC of Administration and DC of Operations. Q3 2024: We continue to look for opportunities to engage with the county regarding planning and growth. We have had the opportunity to meet with various builders and developers to gain and understanding of their efforts and determine the impact on our services. Q4 2024: We made contact with the Planning and Public Works division of Pierce County. They are working on determining a point of contact for EPFR. Q1 2025: We have a good contact with Pierce County Planning and Public Works. During our intial meetings they were able to provide us with forecasting information that we can use to compare against district plans ensuring that our plans align with future growth models. This person will be a valuable asset as specific questions arise in the future.</p>
Improvement Goal 3c
Explore Collaborative Data Initiatives
<p>Organizations thrive through collaboration. EPFR is fortunate to have strong regional partners with unique capabilities, and strong inter-agency cooperation, specifically including the development of localized expertise consortia. EPFR should pursue this initiative specifically with regard to data, to allow shared access to key resources (e.g., South Sound 911 data), and collaborative planning efforts as appropriate.</p>
<p>In Progress: See notes in Goal 3 and 3a(above). Q3 2023: East Pierce has strengthened relationships with agencies throughout Pierce County specific to data and analytics. Operations personnel and data-analysts meet on a monthly basis to address collective challenges and opportunities. Q4: Staff attended collaborative meetings with regional partners and vendor reps to explore opportunities to expand collaborative efforts relating to data and analytics. 2024 Q1: EPFR will continue to strengthen regional relationships and explore collaborative data efforts with regional partners in 2024. Q2 2024: We continue to work with regional partners on exploring collective data initiatives. AC Sandlian is working with regional partners on the implementation of FDSU. Q3 2024: As noted earlier, SS911 is in the process of adding a data-analyst to their team. We will look to build a relationship with that position and utilize that resource as needed. Collaborative efforts regarding FDSU continue. Q4 2024 EPFR is currently involved in the selection process for the new Data Analyst position at SS911. Conversations are under way with SS911 supervisors on how we will be able to leverage this new position to streamline data collection. Q1 2025: SS911 did hire a data analyst however, that person never actually showed up to start putting SS911 back in the hiring process. Since then they have hired another Data Analyst who is starting in April. There is ongoing discusion as to how this person will integrate directly with our Operations Administrator to refine data flow. Q2 2025: SS911 hired a replacement analyst. In the short time he has been there he was able to create a reliable report regarding unit reliability. This has historically been a difficult metric to track. We continue to explore how exactly this person will be utilized.</p>

Financial Assessment

2nd Quarter 2025

Recommendation 1

Identify all key finance related tasks and create a procedural manual for each task.

Identify key finance related tasks and create procedures manual for each task by documenting how each task is performed. This will ensure the tasks are standardized and performed the same each time, reduce the risks of errors and fraud risks, retain knowledge within the Organization, and ensure proper processes are followed to adhere to federal and state regulations and other contract terms.

In progress: This task includes multiple personnel and will be an ongoing project. As processes are currently changing, this task was put on hold.

Recommendation 2

Implement a Grant Management System

Implement a grant management system for recording and tracking grants to ensure completeness of grant information and supporting documents for compliance purpose.

Task assigned to Corina Byerley, District Secretary

Recommendation 3

Checklists

Create a financial close and review checklist to ensure the close is complete and to document the review process. Digitize documents by moving to an electric record keeping system to reduce the risks of paper-based records being lost, mishandled, or damaged.

Complete: The District researched the process of converting records to electronic record keeping and is now making those changes. Permanent records were relocated to the State Archives.

Recommendation 4

Time Entry

Shorten the length of time allowed for time entry to be opened in the time entry system to reduce the risks of incorrect financial reporting and fraudulent time entries. All changes made after submission of timecards in the time entry system must be reviewed and approved by the payroll administrator.

Complete: The District kept its current program and is currently locking down the time keeping system daily which prevents any changes except by Administrators. This is the internal control of approved time.

Recommendation 5

Annual Time Entry Training

Provide annual time entry training to all users of the time entry system.

In progress: Currently there is powerpoint presentations available in the training program, giving step by step instructions on how to enter time into Crewsense. The Ops Administrator and myself will be working on a training plan in fall of 2025.

Recommendation 6

Reconcile Crewsense and Springbrook

Reconcile time entry between Crewsense (the time entry system) and Springbrook (the accounting software) on a monthly or quarterly basis to ensure the two systems agree with each other.

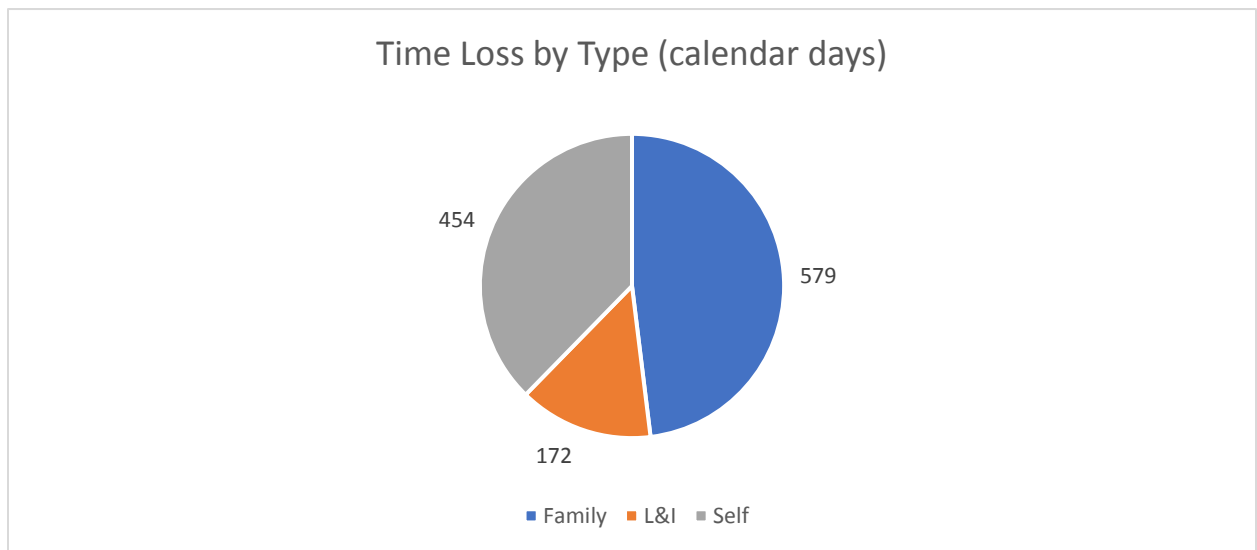
Complete: This is done on annual basis.

Recommendation 7
Update Policies
Recommended to keep policies updated on new procedures or changes to practices.
Complete: Policies have been updated.

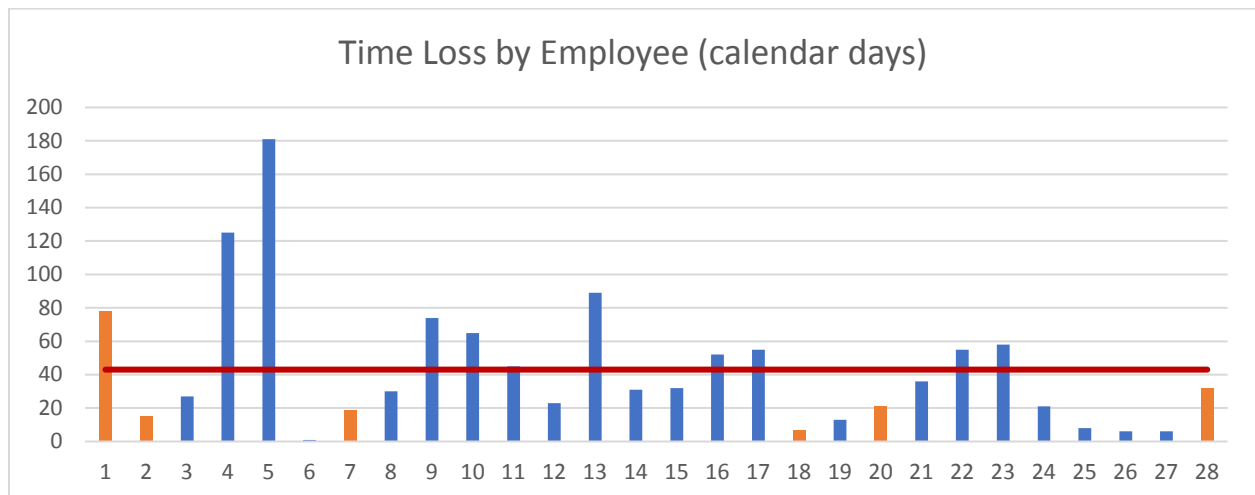
Goal 1
Electronic Payroll
Current process for processing of payroll is manual entry for all timecards into the payroll system done by one person. Electronic payroll will speed up the process by eliminating the manual entry process and reduce the margin of errors.
Complete: The District is staying with it current program, Crewsense. Finance is exporting timecards electronically from Crewsense into a file, reviews and then Payroll imports the file into Springbrook (the districts payroll system) for processing. Any changes to payroll must go through Finance Director for approval.

Injury – Medical Leave Report – June 2025

- As of June, a total of 28 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 43.04 calendar days



- 6 L&I claims resulting in time-loss (seen below in orange).





Board Meeting Agenda Item Summary

Meeting Date:	July 15, 2025
Title:	Resolution 1091 Transfer of funds from the Reserve to General Fund

Recommendation from Staff:	
Recommendation from Committee:	
Recommended Action/Motion:	<i>I move to approve Resolution 1091 to transfer funds from the Reserve Fund to the General Fund in the amount of \$1,093,959.</i>
Presenter:	Finance Manager M. Hollon
Attachments:	Resolution 1091 and Detail Spreadsheet

Summary:
<p>This transfer is to be transferred to the General Fund to cover the expenditures for Capital Purchases approved by the Board for FY2025.</p> <p>Equipment Reserve 281,037.00</p> <p>Facilities Reserve 123,279</p> <p>Phase 2 689,643</p>

Fiscal Impact:	
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EAST PIERCE FIRE & RESCUE

RESOLUTION NO. 1091

A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS

WHEREAS, the Board wishes to transfer funds in the amount of \$1,093,959 from the Reserve Fund to the General Fund for the expenditures of Capital Purchases accruing in the FY2025 Budget; and

NOW THEREFORE IT IS HEREBY RESOLVED by the Board of Commissioners of East Pierce Fire & Rescue that Pierce County Budget and Finance is directed to transfer these funds July 16, 2025 as follows:

Transfer based on above request to transfer between funds will be:

Reserve Fund (690-022)	Transfer Out	\$1,093,959
General Fund (686-022)	Transfer In	\$1,093,959

PASSED AND APPROVED this 15th day of July 2025, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner Justin Evans

Commissioner Cynthia Wernet

Commissioner Kevin Garling

Commissioner Ed Egan

Commissioner Randy Kroum

ATTEST:

District Secretary Corina Byerley

Capital Purchases for 2024

Purchases included in Transfer 12/2024	Budgeted	Transferred	Completion
New Engines (2) 2022	\$ 2,198,144		Carry Over
New Engines (2) 2023	\$ 2,312,704		Carry Over
SCBA Compressors 2024	\$ 108,900		Carry Over
New Station 124	\$ 37,500	2648	Carry Over
Re-roofing of Station 112	\$ 123,279		Carry Over
New Stock Tender	\$ 724,000		Carry Over
Totals	\$ 5,504,527	\$ 2,648	

Capital Purchases for 2025

Purchases included in Transfer	Budgeted	Transferred	Completion	Expenditures 2025	Total Expenditures	Over/Under Budget
Staff Vehicles-2025	\$ 150,000	150,000.00	Complete	\$ 150,000	\$ 150,000	
Extrication Equipment	\$ 45,000	42,968.00	Complete	42,967.18	42,967.18	\$ 2,032.82
New Station 124	\$ 37,500	689643.00	Land Purchase Complete	689,642.90	692,290.90	
SCBA Compressor 117	\$ 108,900	88069.00	Complete	88,068.31	88,068.31	\$ 20,831.69
Re-roof 112	\$ 127,000	123279.00	Complete	123,278.67	123,278.67	\$ 3,721.33
Totals	\$ 468,400	\$ 1,093,959				



Meeting Date:	July 15, 2025
Title:	White River School District Property Lease

Recommendation from Staff:	<i>Approve</i>
Recommendation from Committee:	Awaiting Planning Committee Review on 7/11/25
Recommended Action/Motion:	<i>Move to authorize the Fire Chief to enter into a 120-month lease agreement with White River School District for 5.3 acres of land for the purposes of creating a training site.</i>
Presenter:	Stabenfeldt
Attachments:	Contract

Summary:
<p>Currently, East Pierce Fire & Rescue does not have a fixed fire training facility. In order to conduct required or ad hoc training, the district relies on the use of facilities owned and operated by neighboring jurisdictions. This is often times difficult to schedule and requires crews to travel outside of the fire district to conduct basic training evolutions.</p> <p>Over the past several months, we have been working with White River School District to evaluate a possible lease for property adjacent to Station 116 for the purposes of establishing a fixed fire training facility to support the operational and training needs.</p> <p>The proposed lease agreement includes 5.3 acres and an existing storage building. The intent of the fire district would be to utilize the property to construct a training building allowing for simulated fire attack, search and rescue, forcible entry, and ground ladder training, as examples. Additional training props and improvements are also being considered for the site.</p> <p>The proposed lease is a 120-month lease with an option for two (2) five-year renewals. The base rent for the property is \$4,300.69/month with an annual increase of the lesser of 2% or CPI (Seattle-Tacoma-Bellevue).</p>

Fiscal Impact:	The expense will be included in the operating budget in 2026.
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LEASE AGREEMENT
PURSUANT TO RCW CHAPTER 39.33

Property adjacent to Station 116 at or near East Entwhistle Road and 234th Avenue E, Bonney Lake, WA
98391

THIS LEASE AGREEMENT (the "Lease") is entered into and effective as of this 1st day of _____
2025 between White River School District, a political subdivision of the State of Washington ("Landlord"),
and East Pierce Fire & Rescue, a Washington State Municipal Corporation (Tenant"), who shall hereinafter
be referred to collectively as the "Parties" or singularly as a "party."

RECITALS

WHEREAS, the Tenant has the need for certain training facilities, consisting of real property, to be used
for specialized training; and

WHEREAS, the Tenant needs to protect multiple response trailers and vehicles from the weather in a
shelter with easy access for emergency response and training; and

WHEREAS, the Tenant agrees to provide improvements at no cost or obligation to the Landlord, with said
improvements to be removed at expiration of the Lease or to remain on the Premises for an agreed-upon
amount; and

WHEREAS, the Parties recognize the importance of the Tenant providing in-kind services to Landlord in
furtherance of public safety and that such in-kind services if provided shall offset rent otherwise due; and

WHEREAS, the Tenant recognizes its obligation to hold harmless the Landlord from any liabilities arising
from the use of the Premises; and

WHEREAS, both Parties hereto are possessed of statutory authority to enter into this Lease.

THEREFORE, the Parties agree as follows:

1. LEASE SUMMARY.

a. **Leased Premises.** The leased real estate i) consists of an agreed area of 230,868 square feet and is
located on the land legally described on attached Exhibit A and outlined on the site plan attached as Exhibit
B (the "Premises"); ii); and iii) is commonly known as East Entwhistle Road and 234th Avenue E, Bonney
Lake, WA 98391 and comprises a portion of Pierce County Parcel No. 0519013047. The Premises contain
the following elements previously located thereon by Tenant:

- i. A refurbished storage/office/classroom building, which may be subject to Tenant improvements
to enhance security and support a "dirty classroom";
- ii. Training Building (hereinafter "Building");

iii. Auto Extrication Area;

iv. Paving Area;

v. Entryways and circulation areas necessary for functional access to the Premises;

vi. Storm drainage and buffer areas in compliance with zoning code requirements.

b. Lease Commencement Date. The term of this Lease shall be for a period of one hundred twenty (120) months (the "Initial Term") and shall commence upon execution by both parties. Neither party assumes responsibility for the permitting decisions of Pierce County. Landlord and Tenant agree to negotiate a separate agreement pertaining to use of the premises presently in use by Tenant in the event that permits are not secured for full use of the Premises stated herein.

c. Lease Termination Date. The term of this Lease shall terminate at midnight on April 30, 2035 or such earlier or later date as provided in Section 3 (the "Termination Date"), unless extended by Tenant pursuant to the provisions of Section 3 herein.

d. Base Rent. The base monthly rent shall be \$4,300.69 US Dollars monthly, and shall commence upon the earlier of (i) the date Tenant has received all necessary permits from Pierce County that enable Tenant to use the Premises for Tenant's intended purposes as set forth herein, or (ii) January 1, 2026, and shall continue thereafter during the full initial term of this Lease and any renewal thereof (referred hereto as the "Base Rent"). Rent shall be payable at Landlord's address shown in Section 1 (h) below, or such other place designated in writing by Landlord. The Base Rent may increase each year by the lesser of 2% or the amount of increase in CPI-W in the Seattle-Tacoma-Bellevue area measured from June of the previous Lease year. If the option or options to renew provided for herein are exercised the parties agree that rent shall be recalculated to the then current fair market value using generally accepted appraisal practices, effective as of the first day of each renewal term.

e. Security Deposit. No security deposit is required.

f. Permitted Use. The Premises shall be used only for Tenant's training and storage purposes and for no other purpose without the prior written consent of Landlord (the "Permitted Use").

g. Reduction Rent for In-Kind Services. The Parties agree that the above rent amounts include offsets for the In-Kind Services provided by Tenant to Landlord as set forth in Exhibit C hereto.

h. Notice and Payment Addresses:

Landlord:

Tenant:

i. Leasehold Excise Tax

Because both parties hereto are municipal corporations exempt from property taxes, this Lease is not subject to the Leasehold Excise Tax established under RCW 82.29A.

2. PREMISES.

a. **Lease of Premises.** Landlord leases to Tenant, and Tenant leases from Landlord, the Premises upon the terms specified in this Lease.

b. **Acceptance of Premises.** Except as specified elsewhere in this Lease, Landlord makes no representations or warranties to Tenant regarding the Premises, including the physical or structural condition of the Premises or the condition of all mechanical, electrical, and other systems on the Premises. Tenant shall be responsible for performing any work necessary to bring the Premises into a condition satisfactory to Tenant. By signing this Lease, Tenant acknowledges that it has had an adequate opportunity to investigate the Premises; acknowledges responsibility for making any corrections, alterations, and repairs to the Premises and acknowledges that the time needed to complete any such items shall not delay the Commencement Date.

c. **Tenant Improvements.** All tenant improvements to be completed by Tenant as set forth in Exhibit E hereto (the "Tenant's Work"), shall be the Tenant's responsibility for design, payment, and performance of all such work. Tenant shall be deemed to have accepted the Premises in their then condition. At the conclusion of the Lease, Tenant shall return the Premises to its use prior to the Lease or shall remove any Tenant Improvements.

3. TERM. The term of this Lease shall commence on the Commencement Date specified in Section 1.

a. **Early Possession.** Tenant currently occupies a portion of the Premises. Such occupancy shall not advance the Commencement Date or the Termination Date set forth in Section 1, but otherwise all terms and conditions of this Lease shall nevertheless apply during the period of early occupancy before the Commencement Date.

b. **Delayed Possession.** Tenant's obligations under this Lease arise regardless of Tenant delaying occupation of the entire Premises.

c. **Early Termination (Recapture).** Landlord may terminate this Lease and recapture the Premises prior to the termination date if the Premises become necessary for school purposes in Landlord's reasonable discretion. Such termination shall be preceded by not less than five (5) years prior written notice to Landlord to Tenant. No earlier than one (1) year prior to the effective date of any early termination under this Section, the Parties shall enter into a written agreement identifying and assigning compensation, if any, for those Tenant improvements to the Premises that are set forth in any Exhibit to this Lease. If the Landlord terminates this Lease for any reason other than early termination under this Section, the Parties shall negotiate in good faith to determine fair compensation to Tenant for any improvements to the Premises remaining in place at the time of termination. If Tenant terminates this Lease prior to the Termination Date Landlord shall not be obligated to compensate Tenant for the cost or value of any Tenant Improvements that Tenant has constructed on the Premises. For purposes of this subsection, "reasonable discretion" shall mean a documented determination by the Landlord's governing body, following a public meeting, that the Premises are necessary for a specifically identified and funded capital facilities project included in the District's most recent adopted capital facilities plan or long-range facilities planning

document. Such determination must be supported by written findings describing the need for the site and the reasons why alternative sites owned or available to the District are not reasonably feasible.

d. Option for Extensions. Tenant shall have the right to extend this Lease for two (2) five-year Renewal Terms, provided that Tenant give Landlord one year's written notice of an intent to exercise the right to renewal prior to the commencement of the applicable Renewal Term. By way of example only, if Tenant wishes to renew the Lease for an additional Renewal Term, Tenant must provide Landlord written notice of its intent no later than May 1, 2034.

4. RENT.

a. Payment of Rent. Tenant shall pay Landlord without notice, demand, deduction or offset, in lawful money of the United States, the monthly Base Rent stated in Section 1 in advance on or before the first day of each month during the Lease term beginning on the Commencement Date and shall also pay any other additional payments due to Landlord ("Additional Rent"), including assessments when required under this Lease. Payments for any partial month at the beginning or end of the Lease shall be prorated. All payments due to Landlord under this Lease, including late fees and interest, shall also constitute Additional Rent, and upon failure of Tenant to pay any such costs, charges or expenses, Landlord shall have the same rights and remedies as otherwise provided in this Lease for the failure of Tenant to pay rent.

b. Late Charges; Default Interest. If any sums payable by Tenant to Landlord under this Lease are not received within five (5) business days after their due date, Tenant shall pay Landlord an amount equal to the greater of \$100 or five percent (5%) of the delinquent amount for the cost of collecting and handling such late payment in addition to the amount due and as Additional Rent. All delinquent sums payable by Tenant to Landlord and not paid within five (5) business days after their due date shall, at Landlord's option, bear interest at the rate of fifteen percent (15%) per annum, or the highest rate of interest allowable by law, whichever is less (the "Default Rate"). Interest on all delinquent amounts shall be calculated from the original due date to the date of payment.

c. Less Than Full Payment. Landlord's acceptance of less than the full amount of any payment due from Tenant shall not be deemed an accord and satisfaction or compromise of such payment unless Landlord specifically consents in writing to payment of such lesser sum as an accord and satisfaction or compromise of the amount which Landlord claims. Any portion that remains to be paid by Tenant shall be subject to the late charges and default interest provisions of this Section 4.

5. SECURITY DEPOSIT. No security deposit is required under this Lease

6. USES. The Premises shall be used only for the Permitted Use specified in Section 1 above, and for no other business or purpose without the prior written consent of Landlord. No act shall be done on or around the Premises that is unlawful or that will increase the existing rate of insurance on the Premises, the Building, or the Property, or cause the cancellation of any insurance on the Premises, the Building, or the Property. Tenant shall not commit or allow to be committed any waste upon the Premises, or any public or private nuisance. Tenant shall not do or permit anything to be done on the Premises, the Building, or the Property which will obstruct or interfere with the rights of other tenants or occupants of the Property,

or their employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees or to injure or annoy such persons.

7. COMPLIANCE WITH LAWS. Tenant shall not cause or permit the Premises to be used in any way which violates any law, ordinance, or governmental regulation or order. Landlord represents to Tenant that, as of the Commencement Date, to Landlord's knowledge, but without duty of investigation, and with the exception of any Tenant's Work, the Premises comply with all applicable laws, rules, regulations, or orders, including without limitation, the Americans With Disabilities Act, if applicable, and Landlord shall be responsible to promptly cure at its sole cost any noncompliance which existed on the Commencement Date. Tenant shall be responsible for complying with all laws applicable to the Premises because of the Permitted Use, and Tenant shall be responsible for making any changes or alterations as may be required by law, rule, regulation, or order for Tenant's Permitted Use at its sole cost and expense.

8. TAXES. Tenant shall within 60 days of notice from Landlord reimburse to Landlord the amount of all assessments levied against the Property that are attributable to Premises, calculated based on relative square footage of land. Tenant shall pay all taxes, assessments, liens and license fees levied, assessed or imposed by any authority having the direct or indirect power to tax or assess any such liens, related to or required by Tenant's use of the Premises as well as all Taxes on Tenant's personal property located on the Premises.

9. COMMON AREAS. There are no common areas associated with the Premises.

10. ALTERATIONS. Tenant may make alterations, additions, or improvements to the Premises, including any Tenant Work identified on attached Exhibit F (the "Alterations"), only with the prior written consent of Landlord, which, with respect to Alterations not affecting the structural components of the Premises or utility systems therein, shall not be unreasonably withheld, conditioned, or delayed. Landlord shall have thirty (30) days in which to respond to Tenant's request for any Alterations so long as such request includes the name of Tenant's contractors and reasonably detailed plans and specifications therefor.

Tenant shall perform all work at Tenant's expense and in compliance with all applicable laws and shall complete all Alterations in accordance with plans and specifications approved by Landlord, using contractors approved by Landlord, and in a manner so as not to unreasonably interfere with other tenants. Tenant shall pay, when due, or furnish a bond for payment all claims for labor or materials furnished to or for Tenant at or for use in the Premises, which claims are or may be secured by any mechanics or materialmen's liens against the Premises or the Property or any interest therein. Tenant shall remove all Alterations at the end of the Lease term unless Landlord conditioned its consent to such removal upon Tenant leaving a specified Alteration at the Premises, in which case Tenant shall not remove such Alteration, and it shall become Landlord's property. Tenant shall immediately repair any damage to the Premises caused by removal of Alterations. Tenant may recover the reasonable cost of Alterations remaining on the Premises upon written request of the Landlord, upon termination of the Lease.

11. REPAIRS AND MAINTENANCE; SURRENDER. Tenant shall, at its sole expense, maintain the entire Premises in good condition and promptly make all repairs and replacements necessary to keep the

Premises safe and in good condition, the parties acknowledging that this agreement is a ground lease and as such Landlord has no repair or maintenance obligations of any kind. If Tenant fails to perform Tenant's obligations under this Section, Landlord may at Landlord's option enter upon the Premises after ten (10) days' prior notice to Tenant and put the same in good order, condition and repair and the cost thereof together with interest thereon at the default rate set forth in Section 4 shall be due and payable as additional rent to Landlord together with Tenant's next installment of Base Rent. Upon expiration of the Lease term, whether by lapse of time or otherwise, Tenant shall promptly and peacefully surrender the Premises, together with all keys, to Landlord in as good condition as when received by Tenant from Landlord or as thereafter improved, reasonable wear and tear and insured casualty excepted.

12. ACCESS AND RIGHT OF ENTRY. After twenty-four (24) hours' notice from Landlord (except in cases of emergency, when no notice shall be required), Tenant shall permit Landlord and its agents, employees, and contractors to enter the Premises at all reasonable times to make repairs, inspections, alterations or improvements, provided that Landlord shall use reasonable efforts to minimize interference with Tenant's use and enjoyment of the Premises. This Section shall not impose any repair or other obligation upon Landlord not expressly stated elsewhere in this Lease. After reasonable notice to Tenant, Landlord shall have the right to enter the Premises for the purpose of (a) showing the Premises to prospective purchasers or lenders at any time, and to prospective tenants within one hundred eighty (180) days prior to the expiration or sooner termination of the Lease term; and (b) posting "for lease" signs within one hundred eighty (180) days prior to the expiration or sooner termination of the Lease term.

15. SIGNAGE. Tenant shall obtain Landlord's written consent as to size, location, materials, method of attachment, and appearance, before installing any signs upon the Premises. Tenant shall design, permit, manufacture, and install any approved signage at Tenant's sole expense and in compliance with all applicable laws.

Tenant shall not damage or deface the Premises in installing or removing signage and shall repair any injury or damage to the Premises caused by such installation or removal.

15. DESTRUCTION OR CONDEMNATION.

a. **Damage and Repair.** Damage to the Premises or improvements thereon shall not relieve Tenant of the obligation to pay Rent except as provided below. If as a result of fire or other casualty the improvements on the Premises are rendered 50% unoccupiable then Tenant may, within 6 months of the date of fire or casualty, elect to terminate this Lease by sending written notice of such election to Landlord. Tenant shall be obligated to remove improvements as otherwise required under this Lease.

b. **Condemnation.** If the Premises, the portion of the Building or the Property necessary for Tenant's occupancy, or 50% or more of the rentable area of the Property are made untenable by eminent domain, or conveyed under a threat of condemnation, this Lease shall terminate at the option of either Landlord or Tenant as of the earlier of the date title vests in the condemning authority or the condemning authority first has possession of the Premises or the portion of the Property taken by the condemning authority. All Rents and other payments shall be paid to that date.

If the condemning authority takes a portion of the Premises or of the Building or the Property necessary for Tenant's occupancy that does not render them untenable, then this Lease shall continue in full force and effect and the Rent shall be equitably reduced based on the proportion by which the floor area of any structures is reduced.

The reduction in Rent shall be effective on the earlier of the date the condemning authority first has possession of such portion or title vests in the condemning authority. The Premises or the portion of the Building or the Property necessary for Tenant's occupancy shall not be deemed untenable if twenty-five percent (25%) or less of each of those areas are condemned. Landlord shall be entitled to the entire award from the condemning authority attributable to the value of the Premises or the Building or the Property and Tenant shall make no claim for the value of its leasehold. Tenant shall be permitted to make a separate claim against the condemning authority for moving expenses if Tenant may terminate the Lease under this Section, provided that in no event shall Tenant's claim reduce Landlord's award.

16. INSURANCE.

a. **Tenant's Liability Insurance.** During the Lease term, Tenant shall pay for and maintain commercial general liability insurance with broad form property damage and contractual liability endorsements. This policy shall name Landlord, its property manager (if any), and other parties designated by Landlord as additional insureds using an endorsement form acceptable to Landlord, and shall insure Tenant's activities and those of Tenant's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees with respect to the Premises against loss, damage or liability for personal injury or bodily injury (including death) or loss or damage to property with a combined single limit of not less than \$2,000,000, and a deductible of not more than \$10,000. Tenant's insurance will be primary and noncontributory with any liability insurance carried by Landlord. Landlord may also require Tenant to obtain and maintain business income coverage for at least six (6) months, business auto liability coverage, and, if applicable to Tenant's Permitted Use, liquor liability insurance and/or warehouseman's coverage. If the Term of this Lease is extended, at each extension the amount and type of coverage required herein shall be updated to then current industry standard coverages.

b. **Tenant's Property Insurance.** During the Lease term, Tenant shall pay for and maintain special form clauses of loss coverage property insurance (with coverage for earthquake if required by Landlord's lender and, if the Premises are situated in a flood plain, flood damage) for all of Tenant's personal property, fixtures, and equipment in the amount of their full replacement value, with a deductible of not more than \$10,000.

c. **Miscellaneous.** Tenant's insurance required under this Section shall be with companies rated A-NII or better in Best's Insurance Guide, and which are admitted in the State in which the Premises are located. No insurance policy shall be cancelled or reduced in coverage and each such policy shall provide that it is not subject to cancellation or a reduction in coverage except after thirty (30) days prior written notice to Landlord. Tenant shall deliver to Landlord upon commencement of the Lease and from time to time thereafter, copies of the insurance policies or evidence of insurance and copies of endorsements required by this Section. In no event shall the limits of such policies be considered as limiting the liability of Tenant

under this Lease. If Tenant fails to acquire or maintain any insurance or provide any policy or evidence of insurance required by this Section, and such failure continues for three (3) days after notice from Landlord, Landlord may, but shall not be required to, obtain such insurance for Landlord's benefit and Tenant shall reimburse Landlord for the costs of such insurance upon demand. Such amounts shall be Additional Rent payable by Tenant hereunder and in the event of non-payment thereof, Landlord shall have the same rights and remedies with respect to such non-payment as it has with respect to any other non-payment of Rent hereunder.

d. Landlord's Insurance. Landlord shall not be required to carry any insurance under this Lease.

e. Waiver of Subrogation. Landlord and Tenant hereby release each other and any other tenant, their agents, or employees, from responsibility for, and waive their entire claim of recovery for any loss or damage arising from any cause covered by property insurance required to be carried or otherwise carried by each of them. Each party shall provide notice to the property insurance carrier or carriers of this mutual waiver of subrogation and shall cause its respective property insurance carriers to waive all rights of subrogation against the other. This waiver shall not apply to the extent of the deductible amounts to any such property policies or to the extent of liabilities exceeding the limits of such policies.

17. INDEMNIFICATION.

a. Indemnification by Tenant. Tenant shall defend, indemnify, and hold Landlord and its property manager (if any) harmless against all liabilities, damages, costs, and expenses, including attorneys' fees, for personal injury, bodily injury (including death) or property damage arising from any negligent or wrongful act or omission of Tenant or Tenant's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees on or around the Premises, or arising from any breach of this Lease by Tenant. Tenant shall use legal counsel reasonably acceptable to Landlord in defense of any action within Tenant's defense obligation.

b. Indemnification by Landlord. Landlord shall defend, indemnify and hold Tenant harmless against all liabilities, damages, costs, and expenses, including attorneys' fees, for personal injury, bodily injury (including death) or property damage arising from any negligent or wrongful act or omission of Landlord or Landlord's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees on or around the Premises, or arising from any breach of this Lease by Landlord. Landlord shall use legal counsel reasonably acceptable to Tenant in defense of any action within Landlord's defense obligation. Neither party shall be deemed to be an agent of the other during the performance of this lease.

c. Waiver of Immunity. Landlord and Tenant each specifically and expressly waive any immunity that each may be granted under the Washington State Industrial Insurance Act, Title 51 RCW. Neither party's indemnity obligations under this Lease shall be limited by any limitation on the amount or type of damages, compensation, or benefits payable to or for any third party under the Worker Compensation Acts, Disability Benefit Acts or other employee benefit acts.

d. Exemption of Landlord from Liability. Except to the extent of claims arising out of Landlord's gross negligence or intentional misconduct, Landlord shall not be liable for injury to Tenant's business or assets or any loss of income therefrom or for damage to any property of Tenant or of its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, or any other person in or about the Premises.

e. Survival. The provisions of this Section 17 shall survive expiration or termination of this Lease.

18. ASSIGNMENT AND SUBLETTING. Tenant shall not assign, sublet, mortgage, encumber or otherwise transfer any interest in this Lease (collectively referred to as a "Transfer") or any part of the Premises, without first obtaining Landlord's written consent, which consent may be withheld in Landlord's sole discretion. No Transfer shall relieve Tenant of any liability under this Lease notwithstanding Landlord's consent to such Transfer. Consent to any Transfer shall not operate as a waiver of the necessity for Landlord's consent to any subsequent Transfer. A "Transfer" shall not include a merger or consolidation by Tenant with another public agency.

As a condition to Landlord's approval, if given, any potential assignee or sublessee otherwise approved by Landlord shall assume all obligations of Tenant under this Lease and shall be jointly and severally liable with Tenant and any guarantor, if required, for the payment of Rent and performance of all terms of this Lease. In connection with any Transfer, Tenant shall provide Landlord with copies of all assignments, subleases and assumption agreement or documents.

19. LIENS. Tenant shall not subject the Landlord's assets to any liens or claims of lien. Tenant shall keep the Premises free from any liens created by or through Tenant shall indemnify and hold Landlord harmless from liability for any such liens including, without limitation, liens arising from any Alterations. If a lien is filed against the Premises by any person claiming by, through or under Tenant, Tenant shall, within ten (10) days after Landlord's demand, at Tenant's expense, either remove the lien or furnish to Landlord a bond in form and amount and issued by a surety satisfactory to Landlord, indemnifying Landlord and the Premises against all liabilities, costs, and expenses, including attorneys' fees, which Landlord could reasonably incur as a result of such lien.

20. DEFAULT. The following occurrences shall each constitute a default by Tenant (an "Event of Default"):

a. Failure to Pay. Failure by Tenant to pay any sum, including Rent, due under this Lease following five (5) days' notice from Landlord of the failure to pay.

b. Vacation/Abandonment. Vacation by Tenant of the Premises (defined as an absence for at least one hundred eighty (180) consecutive days without prior notice to Landlord), or abandonment by Tenant of the Premises (defined as an absence of one hundred eighty (180) days or more while Tenant is in breach of some other term of this Lease). Tenant's vacation or abandonment of the Premises shall not be subject to any notice or right to cure.

c. **Insolvency.** Tenant's insolvency or bankruptcy (whether voluntary or involuntary); or appointment of a receiver, assignee or other liquidating officer for Tenant's business; provided, however, that in the event of any involuntary bankruptcy or other insolvency proceeding, the existence of such proceeding shall constitute an Event of Default only if such proceeding is not dismissed or vacated within sixty (60) days after its institution or commencement.

d. **Levy or Execution.** The taking of Tenant's interest in this Lease or the Premises, or any part thereof, by execution or other process of law directed against Tenant, or attachment of Tenant's interest in this Lease by any creditor of Tenant, if such attachment is not discharged within fifteen (15) days after being levied.

e. **Other Non-Monetary Defaults.** The breach by Tenant of any agreement, term or covenant of this Lease other than one requiring the payment of money and not otherwise enumerated in this Section or elsewhere in this Lease, which breach continues for a period of thirty (30) days after notice by Landlord to Tenant of the breach.

f. **Failure to Take Possession.** Failure by Tenant to take possession of the Premises on the Commencement Date or failure by Tenant to commence any Tenant Improvement in a timely fashion.

Landlord shall not be in default unless Landlord fails to perform obligations required of Landlord within a reasonable time, but in no event less than thirty (30) days after notice by Tenant to Landlord. If Landlord fails to cure any such default within the allotted time, Tenant's sole remedy shall be to seek actual money damages (but not consequential or punitive damages) for loss arising from Landlord's failure to discharge its obligations under this Lease.

Nothing herein contained shall relieve Landlord from its duty to perform of any of its obligations to the standard prescribed in this Lease. Any notice periods granted herein shall be deemed to run concurrently with and not in addition to any default notice periods required by law.

21. REMEDIES. Landlord shall have the following remedies upon an Event of Default. Landlord's rights and remedies under this Lease shall be cumulative, and none shall exclude any other right or remedy allowed by law.

a. **Termination of Lease.** Landlord may terminate Tenant's interest under the Lease, as in the case in section 3.c, but no act by Landlord other than notice of termination from Landlord to Tenant shall terminate this Lease. The Lease shall terminate on the date specified in the notice of termination. Upon termination of this Lease, Tenant will remain liable to Landlord for damages in an amount equal to the Rent and other sums that would have been owing by Tenant under this Lease for the balance of the Lease term, less the net proceeds, if any, of any reletting of the Premises by Landlord subsequent to the termination, after deducting all of Landlord's Reletting Expenses (as defined below). Landlord shall be entitled to either collect damages from Tenant monthly on the days on which rent or other amounts would have been payable under the Lease, or alternatively, Landlord may accelerate Tenant's obligations under the Lease and recover from Tenant: (i) unpaid rent which had been earned at the time of termination; (ii) the amount by which the unpaid rent which would have been earned after termination until the time of award exceeds

the amount of rent loss that Tenant proves could reasonably have been avoided; (iii) the amount by which the unpaid rent for the balance of the term of the Lease after the time of award exceeds the amount of rent loss that Tenant proves could reasonably be avoided (discounting such amount by the discount rate of the Federal Reserve Bank of San Francisco at the time of the award, plus 1 %); and (iv) any other amount necessary to compensate Landlord for all the detriment proximately caused by Tenant's failure to perform its obligations under the Lease, or which in the ordinary course would be likely to result from the Event of Default, including without limitation Reletting Expenses described below.

b. Re-Entry and Reletting. Landlord may continue this Lease in full force and effect, and without demand or notice, re-enter and take possession of the Premises or any part thereof, expel the Tenant from the Premises and anyone claiming through or under the Tenant, and remove the personal property of either, acknowledging a duty to mitigate damages pertaining to said expulsion or removal. Landlord may relet the Premises, or any part of them, in Landlord's or Tenant's name for the account of Tenant, for such period of time and at such other terms and conditions as Landlord, in its discretion, may determine. Landlord may collect and receive the rents for the Premises. To the fullest extent permitted by law, the proceeds of any reletting shall be applied: first, to pay Landlord all Reletting Expenses (defined below); second, to pay any indebtedness of Tenant to Landlord other than rent; third, to the rent due and unpaid hereunder; and fourth, the residue, if any, shall be held by Landlord and applied in payment of other or future obligations of Tenant to Landlord as the same may become due and payable, and Tenant shall not be entitled to receive any portion of such revenue. Re-entry or taking possession of the Premises by Landlord under this Section shall not be construed as an election on Landlord's part to terminate this Lease unless a notice of termination is given to Tenant. Landlord reserves the right following any re-entry or reletting, or both, under this Section to exercise its right to terminate the Lease. Tenant will pay Landlord the Rent and other sums which would be payable under this Lease if repossession had not occurred, less the net proceeds, if any, after reletting the Premises and after deducting Landlord's Reletting Expenses. "Reletting Expenses" is defined to include all expenses incurred by Landlord in connection with reletting the Premises, including without limitation, all repossession costs, brokerage commissions and costs for securing new tenants, attorneys' fees, remodeling and repair costs, costs for removing persons or property, costs for storing Tenant's property and equipment, and costs of tenant improvements and rent concessions granted by Landlord to any new Tenant, prorated over the life of the new lease.

c. Waiver of Redemption Rights. Tenant, for itself, and on behalf of any and all persons claiming through or under Tenant, including creditors of all kinds, hereby waives and surrenders all rights and privileges which they may have under any present or future law, to redeem the Premises or to have a continuance of this Lease for the Lease term, or any extension thereof.

d. Nonpayment of Additional Rent. All costs which Tenant is obligated to pay to Landlord pursuant to this Lease shall in the event of nonpayment be treated as if they were payments of Rent, and Landlord shall have the same rights it has with respect to nonpayment of Rent.

e. Failure to Remove Property. If Tenant fails to remove any of its property from the Premises at Landlord's request following an uncured Event of Default, Landlord may, at its option, remove and store

the property at Tenant's expense and risk. If Tenant does not pay the storage cost within five (5) days of Landlord's request, Landlord may, at its option, have any or all of such property sold at public or private sale (and Landlord may become a purchaser at such sale), in such manner as Landlord deems proper, without notice to Tenant. Landlord shall apply the proceeds of such sale: (i) to the expense of such sale, including reasonable attorneys' fees actually incurred; (ii) to the payment of the costs or charges for storing such property; (iii) to the payment of any other sums of money which may then be or thereafter become due Landlord from Tenant under any of the terms hereof; and (iv) the balance, if any, to Tenant. Nothing in this Section shall limit Landlord's right to sell Tenant's personal property as permitted by law or to foreclose Landlord's lien for unpaid rent.

22. MORTGAGE SUBORDINATION AND ATTORNMENT. N/A

23. NON-WAIVER. Landlord's waiver of any breach of any provision contained in this Lease shall not be deemed to be a waiver of the same provision for subsequent acts of Tenant. The acceptance by Landlord of Rent or other amounts due by Tenant hereunder shall not be deemed to be a waiver of any previous breach by Tenant.

24. HOLDOVER. If Tenant shall, without the written consent of Landlord, remain in possession of the Premises and fail to return them to Landlord after the expiration or termination of this Lease, the tenancy shall be a holdover tenancy and shall be on a month-to-month basis, which may be terminated according to Washington law. During such tenancy, Tenant agrees to pay to Landlord 150% of the rate of rental last payable under this Lease, unless a different rate is agreed upon by Landlord. All other terms of the Lease shall remain in effect. Tenant acknowledges and agrees that this Section does not grant any right to Tenant to holdover, and that Tenant may also be liable to Landlord for any and all damages or expenses which Landlord may have to incur as a result of Tenant's holdover. The aforementioned increase in the rental rate shall not commence until 30 days after Tenant holds over.

25. NOTICES. All notices under this Lease shall be in writing and effective (i) when delivered in person or via overnight courier to the other party, (ii) three (3) days after being sent by registered or certified mail to the other party at the address set forth in Section 1; or (iii) upon confirmed transmission by facsimile or email to the other party at the facsimile numbers set forth in Section 1. The addresses for notices and payment of rent set forth in Section 1 may be modified by either party only by written notice delivered in conformance with this Section.

26. COSTS AND ATTORNEYS' FEES. If Tenant or Landlord engage the services of an attorney to collect monies due or to bring any action for any relief against the other, declaratory or otherwise, arising out of this Lease, including any suit by Landlord for the recovery of Rent or other payments, or possession of the Premises, the losing party shall pay the prevailing party a reasonable sum for attorneys' fees in such action, whether in mediation or arbitration, at trial, on appeal, or in any bankruptcy proceeding.

27. ESTOPPEL CERTIFICATES. N/A

28. TRANSFER OF LANDLORD'S INTEREST. This Lease shall not be assignable by Landlord without the consent of Tenant, which shall not be unreasonably condition or delayed. In the event of any transfer or transfers of Landlord's interest in the Premises, other than a transfer for collateral purposes only, upon the assumption of this Lease by the transferee, Landlord shall be automatically relieved of obligations and liabilities accruing from and after the date of such transfer, including any liability for any retained security deposit or prepaid rent, for which the transferee shall be liable, and Tenant shall attorn to the transferee, although the transferee must expressly assuming all obligations of this Lease prior to such assignment.

29. LANDLORD'S LIABILITY. Anything in this Lease to the contrary notwithstanding, covenants, undertakings and agreements herein made on the part of Landlord are made and intended not as personal covenants, undertakings, and agreements for the purpose of binding Landlord personally or the assets of Landlord but are made and intended for the purpose of binding only the Landlord's interest in the Premises, as the same may from time to time be encumbered. In no event shall Landlord or its partners, shareholders, or members, as the case may be, ever be personally liable hereunder.

30. RIGHT TO PERFORM. If Tenant shall fail to timely pay any sum or perform any other act on its part to be performed hereunder, Landlord may make any such payment or perform any such other act on Tenant's behalf. Tenant shall, within ten (10) days of demand, reimburse Landlord for its expenses incurred in making such payment or performance. Landlord shall (in addition to any other right or remedy of Landlord provided by law) have the same rights and remedies in the event of the nonpayment of sums due under this Section as in the case of default by Tenant in the payment of Rent.

31. HAZARDOUS MATERIALS. As used herein, the term "Hazardous Material" means any hazardous, dangerous, toxic, or harmful substance, material or waste including biomedical waste which is or becomes regulated by any local governmental authority, the State of Washington or the United States Government, due to its potential harm to the health, safety or welfare of humans or the environment. Landlord represents and warrants to Tenant that, to Landlord's knowledge without duty of investigation, there is no Hazardous Material on, in, or under the Premises as of the Commencement Date except as may otherwise have been disclosed to Tenant in writing before the execution of this Lease. If there is any Hazardous Material on, in, or under the Premises as of the Commencement Date which has been or thereafter becomes unlawfully released through no fault of Tenant, then Landlord shall indemnify, defend and hold Tenant harmless from any and all claims, judgments, damages, penalties, fines, costs, liabilities or losses including without limitation sums paid in settlement of claims, attorneys' fees, consultant fees and expert fees, incurred or suffered by Tenant either during or after the Lease term as the result of such contamination.

Tenant shall not cause or permit any Hazardous Material to be brought upon, kept, or used in or about, or disposed of on the Premises or the Property by Tenant, its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, except with Landlord's prior consent and then only upon strict compliance with all applicable federal, state and local laws, regulations, codes and ordinances. If Tenant breaches the obligations stated in the preceding sentence, then Tenant shall indemnify, defend and hold Landlord harmless from any and all claims, judgments, damages,

penalties, fines, costs, liabilities or losses including, without limitation, diminution in the value of the Premises or the Property; damages for the loss or restriction on use of rentable or usable space or of any amenity of the Premises or the Property, or elsewhere; damages arising from any adverse impact on marketing of space at the Premises or the Property; and sums paid in settlement of claims, attorneys' fees, consultant fees and expert fees incurred or suffered by Landlord either during or after the Lease term. These indemnifications by Landlord and Tenant include, without limitation, costs incurred in connection with any investigation of site conditions or any clean-up, remedial, removal or restoration work, whether or not required by any federal, state or local governmental agency or political subdivision, because of Hazardous Material present in the Premises, or in soil or ground water on or under the Premises. Tenant shall immediately notify Landlord of any inquiry, investigation or notice that Tenant may receive from any third party regarding the actual or suspected presence of Hazardous Material on the Premises. Without limiting the foregoing, if the presence of any Hazardous Material brought upon, kept or used in or about the Premises or the Property by Tenant, its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, results in any unlawful release of any Hazardous Materials on the Premises or the Property, Tenant shall promptly take all actions, at its sole expense, as are necessary to return the Premises or the Property to the condition existing prior to the release of any such Hazardous Material; provided that Landlord's approval of such actions shall first be obtained, which approval may be withheld at Landlord's sole discretion. The provisions of this Section 32 shall survive expiration or termination of this Lease.

Tenant shall not be liable for Hazardous Materials determined to exist on the Premises prior to Tenant's use of the Premises.

32. QUIET ENJOYMENT. So long as Tenant pays the Rent and performs all of its obligations in this Lease, Tenant's possession of the Premises will not be disturbed by Landlord or anyone claiming by, through or under Landlord subject to Section 13 above.

33. MERGER. The voluntary or other surrender of this Lease by Tenant, or a mutual cancellation thereof, shall not work a merger and shall, at the option of Landlord, terminate all or any existing subtenancies or may, at the option of Landlord, operate as an assignment to Landlord of any or all of such subtenancies.

35. GENERAL.

a. **Heirs and Assigns.** This Lease shall apply to and be binding upon Landlord and Tenant and their respective heirs, executors, administrators, successors, and assigns.

b. **Brokers' Fees.** Tenant represents and warrants to Landlord that it has not engaged any broker, finder or other person who would be entitled to any commission or fees for the negotiation, execution or delivery of this Lease and shall indemnify and hold harmless Landlord against any loss, cost, liability or expense incurred by Landlord as a result of any claim asserted by any such broker, finder or other person on the basis of any arrangements or agreements made or alleged to have been made by or on behalf of Tenant. Landlord represents and warrants to Tenant that except for Landlord's Broker, if any, described and disclosed in Section 37 of this Lease, it has not engaged any broker, finder or other person who would be

entitled to any commission or fees for the negotiation, execution or delivery of this Lease and shall indemnify and hold harmless Tenant against any loss, cost, liability or expense incurred by Tenant as a result of any claim asserted by any such broker, finder or other person on the basis of any arrangements or agreements made or alleged to have been made by or on behalf of Landlord.

c. **Entire Agreement.** This Lease contains all of the covenants and agreements between Landlord and Tenant relating to the Premises. No prior or contemporaneous agreements or understandings pertaining to the Lease shall be valid or of any force or effect and the covenants and agreements of this Lease shall not be altered, modified, or amended except in writing, signed by Landlord and Tenant.

d. **Severability.** Any provision of this Lease which shall prove to be invalid, void or illegal shall in no way affect, impair or invalidate any other provision of this Lease.

e. **Force Majeure.** Time periods for either party's performance under any provisions of this Lease (excluding payment of Rent) shall be extended for periods of time during which the party's performance is prevented due to circumstances beyond such party's control, including without limitation, fires, floods, earthquakes, lockouts, strikes, embargoes, governmental regulations, acts of God, public enemy, war or other strife.

f. **Governing Law.** This Lease shall be governed by and construed in accordance with the laws of the State of Washington.

g. **Memorandum of Lease.** Neither this Lease nor any memorandum or "short form" thereof shall be recorded without Landlord's prior consent.

h. **Submission of Lease Form Not an Offer.** One party's submission of this Lease to the other for review shall not constitute an offer to lease the Premises. This Lease shall not become effective and binding upon Landlord and Tenant until it has been fully signed by both of them.

i. **No Light, Air or View Easement.** Tenant has not been granted an easement or other right for light, air or view to or from the Premises. Any diminution or shutting off of light, air or view by any structure which may be erected on or adjacent to the Building shall in no way effect this Lease or the obligations of Tenant hereunder or impose any liability on Landlord.

j. **Authority of Parties.** Each party signing this Lease represents and warrants to the other that it has the authority to enter into this Lease, that the execution and delivery of this Lease has been duly authorized, and that upon such execution and delivery, this Lease shall be binding upon and enforceable against the party on signing.

k. **Time.** "Day" as used herein means a calendar day and "business day" means any day on which commercial banks are generally open for business in the state where the Premises are situated. Any period of time which would otherwise end on a non-business day shall be extended to the next following business day. Time is of the essence of this Lease.

36. EXHIBITS AND RIDERS. The following exhibits and riders are made a part of this Lease, and the terms thereof shall control over any inconsistent provision in the sections of this Lease:

Exhibit A: Floor Plan Outline of the Premises

Exhibit B: Legal Description of the Property

Exhibit C: In-Kind Services

Exhibit D: Landlord's Work

Exhibit E: Tenant's Work

Exhibit F: Alterations

37. AGENCY DISCLOSURE. At the signing of this Lease, neither party is represented by a broker. Any agreement with any broker shall be set forth in a separate writing, pursuant to RCW 18.86.080 or any recodification thereof. This Lease shall not be construed to provide for compensation to any broker.

38. WARRANTIES. LANDLORD HAS MADE NO REPRESENTATIONS OR WARRANTIES CONCERNING THE PREMISES; THE MEANING OF THE TERMS AND CONDITIONS OF THIS LEASE; LANDLORD'S OR TENANT'S FINANCIAL STANDING; ZONING OR COMPLIANCE OF THE PREMISES WITH APPLICABLE LAWS; SERVICE OR CAPACITY OF UTILITIES; OPERATING COSTS; OR HAZARDOUS MATERIALS, ALTHOUGH LANDLORD MUST REPORT TO TENANT OF ALL KNOWN OR REASONABLY DISCOVERABLE DEFECTS OF THE PREMISES. LANDLORD AND TENANT ARE EACH ADVISED TO SEEK INDEPENDENT LEGAL ADVICE ON THESE AND OTHER MATTERS ARISING UNDER THIS LEASE.

IN WITNESS WHEREOF this Lease has been executed the date and year first above written.

FOR LANDLORD:

FOR TENANT:

Its: Superintendent

Its: Fire Chief

APPROVED AS TO FORM

APPROVED AS TO FORM:

Landlord's Attorney

Tenant's Attorney

STATE OF WASHINGTON)
) ss.
County of Pierce)

This record was acknowledged before me on this ____ day of July, 2025, by SCOTT HARRISON as SUPERINTENDANT of White River School District No. 416.

For recording in the state of Washington,
the Notarial Seal must be fully legible
and cannot intrude into document margins.
Please affix seal in the space provided.

[Print Name] _____
 NOTARY PUBLIC in and for the State of
 Washington, residing at _____
 My appointment expires: _____

$$\begin{bmatrix} 1 \\ 1 \\ 1 \\ 1 \\ 1 \end{bmatrix}$$

STATE OF WASHINGTON)
County of Pierce) ss.
)

This record was acknowledged before me on this _____ day of July, 2025, by
as _____ of East Pierce Fire and Rescue.

For recording in the state of Washington,
the Notarial Seal must be fully legible
and cannot intrude into document margins.
Please affix seal in the space provided.

[Print Name] _____
 NOTARY PUBLIC in and for the State of
 Washington, residing at _____
 My appointment expires: _____

[]
[]
[]
[]
[]

FEDERAL WAY OFFICE

33810 Weyerhaeuser Way South, Suite 130 • Federal Way, WA 98001
253.205.8700 • info@mackaysposito.com

**EXHIBIT A
LEGAL DESCRIPTION
LEASE BOUNDARY LEGAL DESCRIPTION**

THAT PORTION OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 1,
TOWNSHIP 19 NORTH, RANGE 5 EAST OF THE WILLAMETTE MERIDIAN, IN PIERCE COUNTY,
WASHINGTON, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF NORTHEAST QUARTER OF THE SOUTHWEST
QUARTER OF SAID SECTION 1;

THENCE NORTH 89° 16' 24" EAST, ALONG THE NORTH LINE THEREOF FOR A DISTANCE OF 208.00
FEET;

THENCE SOUTH 03° 25' 11" WEST FOR A DISTANCE OF 30.08 FEET TO A POINT ON THE SOUTH RIGHT-
OF-WAY LINE OF ENTWHISTLE ROAD EAST AND THE **TRUE POINT OF BEGINNING**;

THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE, NORTH 89° 16' 24" EAST FOR A DISTANCE OF
526.92 FEET;

THENCE DEPARTING SAID RIGHT-OF-WAY LINE, SOUTH 01° 55' 59" WEST FOR A DISTANCE OF 444.29
FEET;

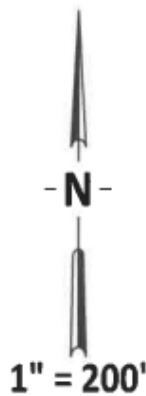
THENCE NORTH 88° 27' 09" WEST FOR A DISTANCE OF 537.25 FEET;

THENCE NORTH 03° 25' 11" EAST FOR A DISTANCE OF 423.66 FEET, **TO THE TRUE POINT OF
BEGINNING.**

CONTAINING 5.3 ACRES, MORE OR LESS.



EXHIBIT B
SKETCH TO ACCOMPANY LEGAL DESCRIPTION
FOR LEASE AREA
PIERCE COUNTY, WASHINGTON



MacKay Sposito

ENERGY PUBLIC WORKS LAND DEVELOPMENT

www.mackaysposito.com

33810 WEYERHAEUSER WAY SOUTH, SUITE 130
 FEDERAL WAY, WA 98001
 PHONE: (253) 205-8700

PAGE1 OF1

LEASE

J:\PROPOSALS\RICE_FERGUS MILLER\XX-XXX EPFR STATION 116 SURVEY\STA 116.DWG

Lease: EPFR and WRSD

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EXHIBIT C

IN-KIND SERVICES

Estimated Annual Value of Services Provided

Medic Unit

- **Rate for Daily Single Shift:** \$400.00 (Per EPF, 2 staff, 4 hours each)
- **Football Games:** 5 games (Regular games only; no playoff)
- **Total Estimated Value:** \$2,000.00

First Aid/CPR Classes

- **Rate per Person:** \$50.00
- **Allowable per Month:** 3 participants (Use most slots each month)
- **Number of Months:** 12
- **Total Estimated Value:** \$1,800.00

Total Annual Estimated Value of Services Received: \$3,800.00

Total Annual Estimated Value of Services Received (\$3,800) is applied against Rent as an offset:

Rental Calculation		
No. Square Feet in One Acre	43,560	
No. of Acres Used	5.3	1 current; 4 additional
\$.02/sf per month (annual)	\$ 55,408.32	
\$.03/sf per month (annual)	\$ 83,112.48	
Annual rental amount (\$.02/sf)	\$ 55,408.32	
Less services received	\$ (3,800.00)	
Balance	\$ 51,608.32	
Per month	\$ 4,300.69	

Lease: EPFR and WRSD

EXHIBIT D

LANDLORD's WORK

NONE.

DRAFT

EXHIBIT E
TENANT's WORK

DRAFT

EXHIBIT F
ALTERATIONS

DRAFT

DRAFT



Meeting Date:	July 15, 2025
Title:	Data Analytic Software

Recommendation from Staff:	<i>Approve</i>
Recommendation from Committee:	None
Recommended Action/Motion:	<i>Move to authorize the Fire Chief to enter into a 3-year contract with Peregrine Data Analytics.</i>
Presenter:	Gilbert
Attachments:	None

Summary:
<p>As discussed with the Board at the workshop in April, we have struggled to find a reliable data analytics software vendor for producing EPFR response statistics. Most recently, we have utilized a combination of Innterra (\$22,000 per year) and Dark Horse (\$15,000 per year) to produce statistics. Innterra has been both challenging to work with and limited in its capabilities. Dark Horse was accessed by EPFR via ILA with Central Pierce Fire. Due to this business relationship, EPFR had no control over the functionality of Dark Horse. As an example, the program was effectively shut down for 9 months by CPFR due to their organizational priorities. This led to EPFR stepping away from the ILA in 2025 and looking into other vendors.</p> <p>It is our recommendation that EPFR enter into a 3-year agreement with Peregrine Data Analytics. The annual cost for the software is \$52,000 per year, which is \$15,000 more than we currently pay for data analytics. This will allow us to cancel our contract with Innterra in early 2026.</p>

Fiscal Impact:	This is currently an unbudgeted expense and will require a budget amendment at the end of 2025. The expense is \$52,000 per year with a 3% annual inflator.
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Meeting Date:	July 15, 2025
Title:	Station 124 – Project Authorization

Recommendation from Staff:	<i>Approve</i>
Recommendation from Committee:	Awaiting Planning Committee Review on 7/11
Recommended Action/Motion:	<i>Move to authorize up to \$1.1 million to advance the Station 124 project through design and permitting. Funding will come from the bond fund first and then from the Phase 2 Reserve if needed.</i>
Presenter:	Parkinson
Attachments:	None

Summary:
<p>With the recent acquisition of additional property in Milton for the new Station 124, we are ready to proceed with the design and permitting process. Since there is currently no authorized budget for this project, we are requesting up to \$1.1M (based on 114 and 112 expenditures), which is the projected funding needed to get the project to a point where it can go out to bid. Once out to bid, the Board would then approve the construction project and any remaining funding needed.</p>

Fiscal Impact:	\$1.1M from Bond and/or Phase 2 Reserve
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