



**EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS**  
**Regular Meeting Agenda**  
**June 16, 2026**  
**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/86214110959>

Viewers may ask questions at the appropriate time via the chat or using the “raise hand” option available within the application. Statements and or questions may also be emailed to [cbyerley@eastpiercefirer.org](mailto:cbyerley@eastpiercefirer.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 May 19<sup>th</sup> Regular Meeting..... Pages 3-5
- b) Treasurer’s Report..... Pages 6-7
- c) Approve Finances..... Pages 8-14
- d) Resolution 1118 -Cancellation of Warrant..... Page 15
- e) Resolution 1119 -Transfer from Capital to GL (Project Manager)..... Page 16

**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. For citizens that are present in the audience, please sign in if you would like to address the Board and you will be given 3 minutes to present during Public Comment. Citizens attending virtually that wish to address the Board during Public Comment use the “raise hand” feature on the webinar, please identify yourself and state your address for the record before commenting. Statements or comments for the record may be submitted to [cbyerley@eastpiercefirer.org](mailto:cbyerley@eastpiercefirer.org) by 4:00pm meeting day. 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 17-20

**8. CHIEF’S REPORT**

- a) Monthly Chiefs Report..... Pages 21-22
- b) Deputy Chiefs Reports ..... Pages 23-26
  - i) Deputy Chief Stabenfeldt

- ii) Deputy Chief Gilbert
- c) Monthly Injury Report..... Page 27

**9. COMMISSIONER CONFERENCE/COMMITTEE REPORTS:**

- a) Planning Committee – Notes from 6/5 Meeting - Kroum..... Page 28
- b) Finance Committee – Notes from the 5/1 Meeting - Napier ..... Page 29
- c) HR Committee – None ..... None

**10. RESOLUTIONS:**

- a) Resolution 1120 – Transfer from Reserve to GL (1st transfer for capital projects) – Hollon... Pages 30-32
- b) Resolution 1121 – Transfer from General to Capital (Xfinity Refund) – Hollon ..... Pages 33-34
- c) Resolution 1122 – FEMA Public Assistance Grant – Byerley..... Pages 35-36

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

- a) Station 114 Build Acceptance - Hollon..... Page 37
- b) Station 117 Build Acceptance - Hollon..... Page 38
- c) Deputy Chief Evaluation - Parkinson..... Page 39
  - i) Deputy Chief MOU

**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 (Spokane October 21-24)..... None

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

**15. COMMISSIONER ACTION/DISCUSSION:**

**16. ADJOURN**

**2026 EVENTS:**

- June 25<sup>th</sup>.....PC Commissioner Meeting
- July 23<sup>rd</sup> ..... PC Commissioner Annual Picnic (Orting Park)
- August 27<sup>th</sup> .....PC Commissioner Meeting (SS911)
- September 24<sup>th</sup> .....PC Commissioner Meeting
- **October 3<sup>rd</sup> ..... EPFR Annual Open House**
- *October 21-24*..... *WFCA Annual Conference (Spokane)*
- November 19<sup>th</sup> .....PC Commissioner Meeting (SS911)
- December 24<sup>th</sup> .....NO PC Commissioner Meeting

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

**May 19, 2026**

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on May 19, 2026, 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, Justin Evans, and Pete Connell. Fire Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Deputy Chief Matt Gilbert, and District Secretary Corina Byerley were also present.

Commissioners Excused: None  
Commissioners Unexcused: None

**AUDIENCE:** Project Manager Phil Herrera, Assistant Chief Jeff Berry, Assistant Chief Will Poe, Finance Director Michelle Hollon, Mike McGinnis, Taylor Mack, Taylor Hobi (virtual), Brycen Giove, Shawn Wagner and family, Doug Mullins and family, Troy Davidson and family, Bryan Hoon and family, James Parke, James Chipman, and Paul Dorn.

**HONORS AND RECOGNITIONS:** None

**OATH OF OFFICE:**

Chief Parkinson administered promotional oaths of office to Battalion Chief Shawn Wagner, Captain Troy Davidson, Lt. Doug Mullins, and Lt. Bryan Hoon.

**BREAK:** Chair Napier called for a 10-minute break at 7:10pm. The meeting resumed at 7:20pm.

**APPROVAL OF AGENDA:**

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

**CONSENT AGENDA:**

Commissioner McElligott moved to approve the consent agenda (minutes from the April 21<sup>st</sup> Special meeting; minutes from the April 21<sup>st</sup> Regular meeting; treasurer's report; current expense vouchers 260501001 - 250501077 in the amount of \$1,695,670.13; payroll vouchers 260503001 - 260503008 in the amount of \$31,896.43; electronic payroll in the amount of \$4,055,434.98; Capital expense vouchers 260502001 - 250502011 in the amount of \$579,908.11; post-meeting payroll adjustment in the amount of (\$2,239.89); and Resolution 1114 – cancellation of warrants in the amount of \$13,072.73). Motion was seconded by Commissioner Egan and carried.

**GUEST SPEAKER PRESENTATION:** None

**VISITOR COMMENTS:**

**Local 3520:** Treasurer Brycen Giove gave a brief overview of some union events/involvement including five members attended an educational seminar sponsored by the WA State Firefighters; and Local 3520 is hosting a golf tournament fundraiser at the Auburn Golf Course on August 23<sup>rd</sup>.

**BOND-2018:**

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

**Station 111:** Structural engineering for the fuel island roof is still in progress.

**Station 112:** Interior finishes including cabinetry and paint are complete. Exterior curbs and gutters are complete. Asphalt is coming soon. Frontage work on 120<sup>th</sup> is underway. Expected to occupy the station in mid to late July.

**Station 114:** Still have a couple warranty items to complete in the one-year timeframe. Working on final closeout documents with general contractor.

**Station 117:** Warranty items are almost complete. Fuel station tanks are set, electrical is in, and tanks are being cleaned.

**Station 118:** Fuel station tanks are set and have been cleaned. Expected to be in service in 2-3 weeks.

#### **CHIEF'S REPORT:**

**Monthly Chiefs Report:** Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: Chief Parkinson, DC Gilbert, and Honor Guard members attended the NFA for memorial honoring Deputy Chief Mack; the WA State memorial honoring DC Mack is June 14<sup>th</sup>, and the IAFF Fallen Firefighters memorial is in September; the district hosted a GEAR UP event to help potential applicants navigate the hiring process, HR and DC Gilbert executed the event, over 100 potential candidates attended the event; the district is nearing the end of bond funding, funds for the new Station 124 and the training center will start coming out of the Phase 2 reserves; and Chief requested two committee meetings, Finance on June 1<sup>st</sup> and Planning on June 5<sup>th</sup>.

**Monthly Deputy Chiefs Reports:** Included in agenda packet. Deputy Chief Stabenfeldt reported: Logistics sent three personnel to Pierce for inspection of two fire engines, Engines are now in Tacoma awaiting final inspection next week, two medic units are awaiting licensing to be placed in service; Health and Safety – delivering characterization program in elementary schools, and FF Parke recently moved to Deputy Fire Marshal; Communications – Communications Manager McRoberts attended a government social media conference as well as a lahar exercise with DC Stabenfeldt and the Deputy Fire Marshals. DC Gilbert reported: Assistant Chiefs Berry and Poe created the first joint video and newsletter to relay information to line staff, this will be a regular publication; the editor for Fire Engineering Magazine stopped by headquarters and provided two tickets to the FDIC conference, the tickets were raffled to line personnel, BC McGinnis and Lt. Giove won the tickets and will be attending the conference.

**Monthly Injury Report:** Update provided in agenda packet.

#### **COMMISSIONER CONFERENCE/COMMITTEE REPORTS:**

**HR Committee:** Commissioner McElligott gave a brief overview of the meeting and thanked Commissioner Kroum for his work on Chief's evaluation.

#### **RESOLUTIONS:**

**Resolution 1115 – Transfer from General to Reserve:** Finance Director Hollon presented to the board a request to approve Resolution 1115, the transfer funds from the general fund to the reserve fund in the amount of \$12,237,640. Excess funds above the budgeted beginning fund balance for the 2026 Budget year are \$11,724,294 will be applied to the Capital Facilities Phase 2 Reserve. GEMT reconciliation in the amount of \$513,346 will be applied to the Equipment Reserve. Commissioner Evans moved to approve Resolution 1115 to transfer from the General fund to the Reserve fund in the amount of \$12,237,640. The motion was seconded by Commissioner Kroum and carried.

**Resolution 1116 – Surplus Apparatus:** Deputy Chief Stabenfeldt presented to the board a request to approve Resolution 1116, the surplus two medic units and two fire engines listed in Exhibit A. The two medic units, asset numbers 424 and 426, and to engines, asset numbers 209 and 210, requiring more maintenance, are no longer reliable, and are no longer of use to the district. The district recently took

possession of replacement apparatus. Commissioner McElligott moved to approve Resolution 1116 to authorize the surplus of the apparatus listed in Exhibit A, and to dispose of, donate, or sell at the discretion of the Fire Chief. The motion was seconded by Commissioner Kroum and carried.

**Resolution 1117 – Surplus EMS Equipment:** Assistant Chief Berry presented to the board a request to approve Resolution 1117, the surplus two Stryker Power Loads and two Power Pro XT Gurneys as listed on Appendix A. The Power Loads and Power Pro XT Gurneys are installed on the surplus medic units and no longer of use to the district due to old technology and will be traded for credit towards the purchase of new Stryker Power Loads and Power Pro 2 Gurneys. Commissioner Egan moved to approve Resolution 1117 the surplus of two Stryker Power Loads and two Power Pro XT Gurneys to be traded in for credit towards the purchase of new power loads and gurneys. The motion was seconded by Commissioner Garling and carried.

**NEW BUSINESS:**

**Fire Chief Evaluation:** The Board discussed this topic in the executive session noted below.

**UNFINISHED BUSINESS:** None

**COMMISSIONER TRAINING/EVENT REQUESTS:**

**WFCA Annual Conference (Spokane October 21-24):** District Secretary Byerley provided the dates and location of the WFCA Annual Conference and requested any commissioner interested in attending let her know so the appropriate number of hotel rooms can be reserved.

**EXECUTIVE SESSION:** Chair Napier called for an executive session per RCW 42.30.110(1)(g) to review the performance of a public employee at 7:46 p.m. for 15 minutes.

Meeting was reconvened at 8:01 p.m.

Upon reconvening Commissioner McElligott moved to approve the MOU for the Fire Chief and authorize the Board Chair to sign the MOU. The motion was seconded by Commissioner Connell and carried.

**COMMISSIONER ACTION/DISCUSSION:**

**PCFCA Dues Committee Update:** Commissioner Egan reported the dues for the PCFCA will not be raised; however, when a district is absorbed into another district, the absorbing district will continue to pay dues for that district for one year. Also, the bylaws will be reviewed.

**ADJOURN**

There being no further business to come before the Board, the meeting was adjourned at 8:12 p.m.

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District Secretary Corina Byerley

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Chairman Jon Napier/Vice-Chair Ed Egan



# EAST PIERCE FIRE & RESCUE

**May 2026**

**for June 16, 2026 Meeting**

Current Month	Year to Date	Budget Res 1096	Remaining Amount	Remaining Percent
			<b>7 Months Remaining =</b>	<b>58.33%</b>

**General Fund (Current Expense)**

**Net Cash & Investments 12/31/2025** **\$ 20,371,814** Budgeted

Operating Revenues					
	Current Month	Year to Date	Budget Res 1096	Remaining Amount	Remaining Percent
Property Tax - Current	4,552,610	30,927,341	58,623,370	27,696,029	47.2%
Property Tax - Prior Year/Delinquent	45,275	372,216	-	(372,216)	0.0%
Other Taxes	-	464	18,500	18,036	97.5%
Regular EMS Transport	295,660	1,664,276	2,900,000	1,235,724	42.6%
GEMT Transport	228,436	1,580,007	3,200,000	1,619,994	50.6%
GEMT Reconciliation	-	-	400,000	400,000	100.0%
Intergovernmental	35,742	44,974	238,122	193,148	81.1%
Tehaleh Mitigation	-	14,000	100,000	86,000	86.0%
Transfers in from Reserves/Capital	-	169,486	9,718,226	9,548,740	98.3%
Other Revenue	80,022	1,117,102	939,200	(177,902)	-18.9%
<b>Total Operating Revenues</b>	<b>5,237,745</b>	<b>35,889,867</b>	<b>76,137,417</b>	<b>40,247,551</b>	<b>52.9%</b>

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

	Current Month	Year to Date	Budget Res 1096	Remaining Amount	Remaining Percent
Operating Expenses					
<b>Administration</b> <i>(Comm, Fire Chief, Deputy Chief, Finance, HR)</i>	297,751	1,754,075	4,512,970	2,758,895	61.1%
<b>Operations</b> <i>(Fire, Training, Volunteers)</i>	3,812,317	18,123,712	42,804,263	24,680,551	57.7%
<b>EMS</b>	242,604	1,333,929	3,642,725	2,308,796	63.4%
<b>Prevention</b> <i>(Fire Prevention, Pub Ed)</i>	175,007	739,591	1,652,315	912,724	55.2%
<b>Logistics</b> <i>(Logistics, Emerg. Mgmt, IT)</i>	374,794	2,563,070	6,245,273	3,682,203	59.0%
<b>Capital</b> <i>(Project Manager)</i>	56,231	169,610	452,548	282,938	62.5%
<b>Reserve Purchases</b> <i>(Equipt., EMS, Facility)</i>	1,241,188	2,879,048	9,265,678	6,386,630	68.9%
<b>Transfers Out</b>	12,237,640	12,245,640	1,883,494	(10,362,146)	-550.2%
<b>Total Operating Expenses</b>	<b>18,437,532</b>	<b>39,808,675</b>	<b>70,459,265</b>	<b>30,650,590</b>	<b>43.5%</b>
Payroll Clearing Accruals	(2,000)	2,777			
<b>Operating Expenses Net of Accruals</b>	<b>18,435,532</b>	<b>39,811,452</b>	<b>70,459,265</b>		
<b>Ending Net Cash &amp; Investments</b>			<b>\$ 26,049,965</b>		

**Reserve Fund**

**Net Cash & Investments 12/31/2025** **\$ 40,697,103** Budgeted

	Other Revenues	Transfer In	Transfer Out	Balance as of 05/31/26
<b>Reserve Balances</b>				
Equipment Reserve		513,346		16,251,418
Facilities Reserve				2,857,189
Capital Facilities Phase 2		11,724,294		33,606,525
Sale of Tax Title Property				
Investment Interest	138,809			
<b>Current Month Total</b>	<b>138,809</b>	<b>11,724,294</b>	<b>-</b>	
<b>Year to Date Total</b>	<b>\$ 630,679</b>	<b>\$ 12,237,640</b>	<b>\$ -</b>	<b>\$ 52,715,132</b>



# EAST PIERCE FIRE & RESCUE

**May 2026**

**for June 16, 2026 Meeting**

Capital (Construction) Fund UTGO Bonds 2022	Current Month	Year to Date	Budget Res 1096	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2025			\$ 6,347,533	Budgeted	
			\$ 5,247,764	Actual	
<b>Revenues</b>					
Investment Interest	2,682	39,487	-	(39,487)	0.0%
Transfer In - Vendor Refund	-	8,000		-	0.0%
<b>Total Revenues</b>	<b>2,682</b>	<b>47,487</b>	<b>-</b>	<b>(39,487)</b>	
<b>Expenses</b>					
Capital Purchases	-	-	-	-	0.0%
Capital Purchases-Station 111	3,986	215,763	-	-	0.0%
Capital Purchases-Station 112	560,764	3,809,471	-	-	0.0%
Capital Purchases-Station 114	4,138	18,270	-	-	0.0%
Capital Purchases-Station 117	11,020	28,860	-	-	0.0%
Capital Purchases-Station 118	-	2,195	-	-	0.0%
Capital Purchases-New Station 124	-	517,842	-	-	
Transfers Out - GF & RF	-	169,486	452,548	283,062	0.0%
<b>Total Expenses</b>	<b>579,908</b>	<b>4,761,887</b>	<b>452,548</b>	<b>-</b>	<b>0.0%</b>
<b>Ending Net Cash and Investments</b>			<b>\$ 533,364</b>		
<b>** Note: \$1,000,000 of Ending Net Cash reserved for IRS for arbitrage true-up **</b>					



Finance Department  
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

**PAYMENT LISTING**

Trans Date	District Ref #	Payee Printed Name	Amount
6/10/26	2921	NATIONAL CONSTRUCTION RENTALS	\$177.39
6/10/26	2922	PERFORMANCE VALIDATION INC.	\$6,213.00
6/10/26	2832	1ST DUE BACKFLOWS LLC	\$3,430.00
6/10/26	2833	ACME RCL, LLC	\$29,287.66
6/10/26	2915	ANDERSON DORCYNE	\$1,156.00
6/10/26	2917	DNC CONSTRUCTION	\$1,200.00
6/10/26	2918	JONES & ROBERTS CO.	\$241,724.43
6/10/26	2920	MASTER MEDICAL EQUIPMENT	\$3,140.07
6/10/26	2923	RICE FERGUS MILLER ARCHITECTURE	\$115,372.38
6/10/26	2916	COMPLETE OFFICE FURNITURE	\$3,023.83
6/10/26	2919	KBUILT	\$28,295.90
6/10/26	2924	RICE FERGUS MILLER ARCHITECTURE	\$44,372.46
6/10/26	2841	BLUE RIDGE GIS CONSULTING LLC	\$540.00
6/10/26	2845	CINTAS CORPORATION # 461	\$8,636.41
6/10/26	2846	CITY OF BONNEY LAKE WA	\$1,463.77
6/10/26	2848	CUMMINS NORTHWEST	\$963.18
6/10/26	2849	DAVIS DOOR SERVICE, INC	\$3,160.88
6/10/26	2851	FIFE MILTON EDGEWOOD CHAMBER	\$500.00
6/10/26	2855	FUEL PERFORMANCE NUTRITION	\$1,099.00
6/10/26	2834	ADP SCREENING	\$52.23
6/10/26	2835	ADVANCE TRAVEL FUND	\$3,178.00
6/10/26	2843	CARDINAL HEALTH 112, LLC	\$2,865.49
6/10/26	2844	CENTURYLINK	\$92.13
6/10/26	2847	CODE MECHANICAL INC.	\$11,409.43
6/10/26	2850	FIDELITY SOLUTIONS	\$1,322.14
6/10/26	2856	FUGATE FORD	\$300.84
6/10/26	2860	HEALTHCARE ACTUARIES	\$6,500.00
6/10/26	2862	JAMES OIL CO. INC.	\$28,668.79
6/10/26	2868	LARSEN SIGN CO	\$8,136.40
6/10/26	2836	AMAZING LANDSCAPE SERVICES	\$7,480.64
6/10/26	2837	AMERICAN 3B SCIENTIFIC, LP	\$571.54
6/10/26	2838	AMERICAN RED CROSS TRAINING SERVICES	\$1,280.00
6/10/26	2839	ART GAMBLIN MOTORS	\$1,312.09
6/10/26	2840	BARNHART MD PS STEPHEN W	\$7,950.00
6/10/26	2842	CANON FINANCIAL SERVICES INC	\$95.76
6/10/26	2852	FREDS TOWING	\$817.50
6/10/26	2853	FREEMAN JASON	\$1,000.00
6/10/26	2854	FREIGHTLINER NORTHWEST	\$8,097.70

6/10/26	2861	HUGHES FIRE EQUIPMENT, INC.	\$4,242.69
6/10/26	2857	GALLS, LLC	\$2,157.52
6/10/26	2858	GIOVE BRYCEN	\$1,216.42
6/10/26	2859	GITTS SPRING CO	\$4,373.21
6/10/26	2863	KBUILT	\$9,745.25
6/10/26	2864	KILLION JENNIFER	\$746.83
6/10/26	2865	KIMBALL MIDWEST	\$1,272.39
6/10/26	2866	KNOX COMPANY	\$3,010.16
6/10/26	2867	LACHOWITZER JEFF	\$349.00
6/10/26	2869	LES SCHWAB TIRE CENTERS	\$864.60
6/10/26	2823	AFLAC	\$215.15
6/10/26	2870	LIFE ASSIST	\$32,537.45
6/10/26	2871	LINDE GAS & EQUIPMENT INC	\$1,531.56
6/10/26	2877	MERIDIAN CENTER ELECTRIC	\$43.75
6/10/26	2878	MES SERVICE COMPANY LLC	\$6,570.81
6/10/26	2879	MIKES SHOP	\$3,959.14
6/10/26	2889	PIERCE COUNTY SEWER	\$121.95
6/10/26	2890	PRIMO BRANDS	\$1,512.45
6/10/26	2892	PUGET SOUND ENERGY	\$22,299.63
6/10/26	2896	RICE FERGUS MILLER ARCHITECTURE	\$7,488.03
6/10/26	2900	SMALL & SONS OIL DISTRIBUTOR CO.	\$7,820.03
6/10/26	2824	GET PROGRAM	\$46.00
6/10/26	2872	LION GROUP INC	\$274.75
6/10/26	2873	LN CURTIS & SONS	\$10,699.68
6/10/26	2826	TACOMA-PIERCE CO CHAPLAINCY	\$946.50
6/10/26	2827	WCIF-Met Life / Accident	\$45.30
6/10/26	2875	MCKENZIE CAITLYN	\$495.15
6/10/26	2828	WCIF-Met Life / ID Theft	\$83.70
6/10/26	2876	MCROBERTS SAMANTHA	\$129.67
6/10/26	2830	WSCFF - FASTPAC	\$783.50
6/10/26	2880	MOBILE HEALTH RESOURCES	\$1,486.80
6/10/26	2825	IAFF - FIREPAC	\$951.50
6/10/26	2874	MARION WATER CO., INC.	\$129.91
6/10/26	2829	WCIF	\$28,160.98
6/10/26	2881	NEOGOV	\$18,785.49
6/10/26	2882	ODP BUSINESS SOLUTIONS LLC	\$408.65
6/10/26	2883	OREILLY	\$123.37
6/10/26	2884	PACIFIC OFC AUTOMATION (CA)	\$1,736.66
6/10/26	2885	PACIFIC OFFICE AUTOMATION	\$926.61
6/10/26	2887	PETERSON KELSEY	\$400.00
6/10/26	2888	PETTY CASH CUSTODIAN	\$17.85

6/10/26	2886	PERFORMANCE SYSTEMS INTEGRATION	\$4,067.33
6/10/26	2893	QUADIENT LEASING USA, INC.	\$401.30
6/10/26	2897	S&S TIRE SERVICE INC	\$9,660.38
6/10/26	2898	SASQUATCH CAR WASH	\$260.53
6/10/26	2899	SEATTLE AUTOMOTIVE DISTRIBUTING	\$691.55
6/10/26	2901	SNIDER PETROLEUM	\$632.15
6/10/26	2903	SUTHERLAND DINA	\$756.33
6/10/26	2906	TREASURY MANAGEMENT SVCS - US BANK	\$98.95
6/10/26	2910	VIRTUOUS CLEAN NW, LLC	\$3,000.00
6/10/26	2913	WCIF	\$355.52
6/10/26	2891	PUGET SOUND ENERGY	\$69,952.21
6/10/26	2894	QUINN ERIC T	\$625.00
6/10/26	2895	RICE FERGUS MILLER ARCHITECTURE	\$37,375.22
6/10/26	2904	SYSTEMS DESIGN WEST LLC	\$14,487.98
6/10/26	2905	SYSTEMS FOR PUBLIC SAFETY, INC.	\$1,033.57
6/10/26	2909	US BANK	\$146,602.42
6/10/26	2914	WHITE RIVER SCHOOL DISTRICT	\$4,300.69
6/10/26	2902	SUMMIT LAW GROUP PLLC	\$924.00
6/10/26	2907	UNITED RENTALS (NORTH AMERICA), INC.	\$2,750.40
6/10/26	2908	UNITED SAFETY & SURVIVABILITY CORP	\$1,226.41
6/10/26	2911	WA STATE AUDITORS OFFICE	\$1,128.80
6/10/26	2912	WASHINGTON AUDIOLOGY SERVICES INC	\$6,661.50

Payment Count: 101

Total Amount: \$1,070,589.37

DRAFT

Payment Count: 101  
Payment Total: \$1,070,589.37

**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

DRAFT

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

PC Finance Department Use Only  
Authorization Recieved on \_\_\_\_\_  
Batch Verified by \_\_\_\_\_



Finance Department  
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

**PAYMENT LISTING**

<u>Trans Date</u>	<u>District Ref #</u>	<u>Payee Printed Name</u>	<u>Amount</u>
5/18/26	2492	LABOR & INDUSTRIES	\$444,623.08
Payment Count: 1		Total Amount:	\$444,623.08

Payment Count: 1  
Payment Total: \$444,623.08

**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.

_____	_____	<i>Michelle Halton</i>	<i>5/19/26</i>
Authorized District Official Signature	Date	Authorized District Official Signature	Date
_____	_____	<i>[Signature]</i>	<i>5/19/26</i>
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:  
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Authorization Recieved on \_\_\_\_\_  
Batch Verified by \_\_\_\_\_

<b>May 2026 Post-Meeting</b>	
<b>General Fund</b>	
Payroll Revision	net change
trx # 1593 - Voucher 260401007 - voided - Labor & Industries	\$ -
trx # 2492 - Voucher 260504001 - created - Labor & Industries	
no change in value - original warrant voided, replacement requested	
<b>June 2026</b>	
<b>General Fund</b>	
Total AP	\$ 594,681.28
AP Vouchers	
Vouchers # 260603001 - 250603083	\$ 594,681.28
Total Payroll	\$ 4,096,878.25
Payroll Vouchers	
Vouchers # 260601001 - 250601008	\$ 31,232.63
Electronic Payroll	\$ 4,065,645.62
Total Expenditures	\$ 4,691,559.53
Total SBK Expenditures	\$ 4,686,147.01
Difference	\$ 5,412.52
sickleave buybacks	\$ 4,626.00
utility reimbursement	\$ 437.52
<b>Capital Fund 302 (UTGO 2022 Bonds)</b>	
<b>Total AP</b>	
AP Vouchers	
Vouchers # 260604001 - 250604010	\$ 444,675.46

**EAST PIERCE FIRE & RESCUE**

**RESOLUTION #1118**  
**(A resolution to cancel warrants)**

**WHEREAS**, East Pierce Fire & Rescue incurred expenses in the total amount of \$444,972.08 for personnel and services; and

**WHEREAS**, warrant #1831129 issued on February 12, 2026 in the amount of \$349.00 payable to Jeff Lachowitz for training reimbursement per contract. The warrant was lost in the mail, the warrant was never cashed; and

**WHEREAS**, warrant #1838863 issued on April 15, 2026 in the amount of \$444,623.08 payable to Labor & Industries for Quarterly taxes. The agency stated they never received the warrant but found the warrant after the District cancelled with Pierce County. Warrant was processed but denied by bank due to cancellation; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of East Pierce Fire & Rescue that the Pierce County Department of Budget & Finance be authorized and instructed to cancel warrant #1831129 and #1838863 and transfer all records of such warrant so as to leave the funds as if such warrant had never been drawn.

**ADOPTED** at a regular meeting of the Board of Commissioners on June 16, 2026, the following commissioners being present and voting:

\_\_\_\_\_  
Chair Jon Napier

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Randy Kroum

\_\_\_\_\_  
Commissioner Kevin Garling

\_\_\_\_\_  
Commissioner Pete Connell

\_\_\_\_\_  
Commissioner Justin Evans

ATTEST:

\_\_\_\_\_  
District Secretary Corina Byerley

**EAST PIERCE FIRE & RESCUE**

**RESOLUTION NO. 1119**

**A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS**

**WHEREAS**, the Board wishes to transfer funds in amount of \$119,004.25 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 2026 to June 2026; 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 June 17, 2026, as follows:

Capital Fund (687-022)	Transfer Out	\$ 119,004.25
General Fund (686-022)	Transfer In	\$ 119,004.25

**PASSED AND APPROVED** this 16<sup>th</sup> day of June 2026, the following commissioners being present and voting:

\_\_\_\_\_  
Chair Jon Napier

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Pete Connell

\_\_\_\_\_  
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 May 2026**

### **Station 111**

- Fuel island engineering continuing.

### **Station 112**

- Interior finishes continue.
- Equipment start-up underway this week.
- Landscaping is underway.
- Right-of-way curbs and sidewalks will be completed this week.
- 120<sup>th</sup> street improvements will be completed this week.
- Asphalt paving this week, June 17<sup>th</sup>.

### **Station 114**

- Closeout document review corrections are underway.

### **Station 117**

- Fueling system installation is complete. Final electrical connection and inspection this week
- One warranty items completed this week

### **Station 118**

- Fueling system installation is complete. Final electrical connection and inspection this week.

# May 2026 Station Progress Photos

## Station 112



PSE power installation. This was a significant installation that required shutting down the power to the entire neighborhood to the north as PSE completely reconfigured the power feeds off this power pole. The photo below shows all the utilities that needed to be managed, these were all within 5 feet of the pole.



Right-of-way concrete work underway. Sidewalks, curbs for ADA ramps at 207<sup>th</sup>.



Right-of-way concrete at the front ramp.



Items	*Estimate - July 2018	Actual	Forecasted Exp.
Engines (6) and Ladder (1)	5,900,000	6,405,741	Complete
Station 118	15,717,441	11,709,767	8,000
Station 111	21,186,196	26,563,224	80,599
Station 114	10,856,061	11,337,239	354,475
Station 117	10,096,203	12,220,675	10,242
Station 112	13,663,312	9,797,578	1,941,401
Station 124	0	2,929,375	0
Station 116	0	990	0
Project Manager/Admin Asst.	0	2,166,769	(58,977)
Misc (LP45+Ladder)	0	3,917,083	0
Total	77,419,213	87,048,442	2,335,739

<b>Current Arbitrage amount through 7/2025 is \$1.733M. Arbitrage payments are due at the end of Phase 1 projects and will likely be paid from Phase 2 Reserves.</b>	Bond Total	80,000,000
	Interest/Refunds YTD	6,991,511
	Interest Forecasted	8,000
	Expenditures to Date	(87,048,442)
	Forecasted Expenditures	(2,335,739)
	<b>**End Fund Balance**</b>	<b>(2,384,669)</b>

Thru June 2026

\* 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 – June 2026**

### **2027 Budget**

We have begun the process of developing the 2027 budget. Finance Director Hollon is currently working with division heads to develop their budgets for review. The finance committee will conduct its first review in late September/early October, prior to the first Board review at the October regular meeting of the fire commissioners.

### **AC Sandlian Retirement**

Assistant Chief Bill Sandlian will be retiring at the end of June after a long career with Edgewood Fire and East Pierce Fire. His replacement (Doug Mullins) will be taking over the Health and Safety division later this month. Congratulations to both Bill and Doug.

### **2023/24 Accountability Audit**

We continue to work with the auditor's office to close out the 2023-2024 accountability audit. We are conducting a final review of the auditors' documentation, along with a legal review by Eric Quinn. I expect the exit conference to be scheduled in late June/early July. All commissioners are welcome to attend.

### **Policy Platform Change**

For the past 5 years, we have used Lexipol as our policy platform for creating, editing, and distributing policies. Lexipol implemented a major overhaul of its platform in 2026, which, unfortunately, has made the software largely unusable. We have worked with Lexipol for several months to see if there was a "fix" to their challenges, but that doesn't appear likely. As such, we are making a mid-year change to a new vendor (Power DMS). We will begin the transition to the new platform over the next few months.

### **Other activities in the past month**

- Sumner Rotary
- Sumner Public Safety Committee
- Bonney Lake Public Safety
- Milton Public Safety
- FME Chamber
- Bonney Lake Chamber Collective

- PC Fire Chiefs & Executive Board
- SS911 Board Meeting



To: **Board of Fire Commissioners**  
From: **Kevin Stabenfeldt, Deputy Fire Chief**  
Subject: **Monthly Deputy Chief's Report-June 2026**

### **Logistics**

- The Logistics Team placed two new medic units in service on June 1<sup>st</sup>. These units were deployed to Station 112 serving the Ridge and Tehaleh Communities, and Station 113 serving the Sumner Community.
- The new Engine 117, that will serve the Tehaleh Community, has arrived at the Logistics Center for upfitting.
- Mechanics Mika Wright and Kyle Toner recently completed EVT testing that was offered at Central Pierce. Mechanic Toner is also completing ASE testing with a plan to complete that process by year's end.
- Security upgrades have been completed at Station 115.

### **Health and Safety**

- DFM Parke and DFM Labriola attended the NAFI SLC Fire Investigation Program
- DFM Parke, DFM Labriola, and FF/PM Hall attended WSAFM Fire Inspector Basic (ICC Fire Inspector I)
- Three members of our Characterization Team (Sutherland, Holt, FF/PM Landefeld) attended the Texas LAFS Conference
- CIC Lance Schinkal officiated the memorial service for Volunteer Chief Ralph Keck (Edgewood FD).
- We welcomed Chaplain Mary Neff to our Chaplain Team. Chaplain Neff graduated from the TPCC Chaplain Academy on May 7<sup>th</sup>.
- Congratulations to Doug Mullins on his upcoming promotion to Assistant Chief of Health and Safety.
- Congratulations to DFM Joe Worley on his upcoming retirement on June 30<sup>th</sup>.

### **Communications**

- Officially completed the Headquarters Photo Project, assisting with the selection, restoration, enlargement, and installation of historical department photographs for display throughout the new headquarters facility. This included digitizing and enhancing legacy images to support large-format printing.
- Attended Pierce County EOC 101 and WebEOC training to strengthen understanding of Emergency Operations Center functions, regional incident coordination, and information-sharing processes. Training included EOC organization and responsibilities, operational procedures during activations, and hands-on instruction using WebEOC for situational awareness, resource requests, and incident documentation.

- Captured photo and video content supporting recruitment, public education, and operational storytelling efforts throughout the district, including:
  - RK26: Live Fire Training in North Bend, Car prop training, multi-company operations, vehicle extrication training
  - Regional Wildland Training Day in Tehaleh, including multi-agency wildland exercises and Red Card training
  - School Characterization Performance Program
  - Personnel Milestone Coins
  - East Pierce Chaplain Program

**Other activities in the past month**

- PDI at Hughes Fire for Engine 112 and Engine 117
- Attended the memorial for Ralph Keck (Edgewood FD)
- Labor/Management Meetings
- Sumner Police Chief Brad Moericke retirement celebration
- FEMA Disaster Recovery Meeting
- FDSU Quarterly Review
- Finance Committee
- Planning Committee
- Meeting with Peer Support Team
- AFG Grant Prep





To: **Board of Fire Commissioners**  
From: **Matt Gilbert, Deputy Fire Chief**  
Subject: **Monthly Deputy Chief's Report – June 2026**

### **Operations**

- Transition of Peregrine data to NERIS is completed. Working to refine maps used within Peregrine.
- Hosted an ESZ change meeting with SS911 to develop a workflow for future changes.

### **EMS**

- Implemented major county protocol revisions effective June 1 after training all field crews
- Initiated EMT training on i-gel airway use in preparation for future endorsement.
- Delivered nine OTEP training events.
- Deployed a second LUCAS mechanical CPR device to Battalion Chief 111.
- SureSight Video Laryngoscopy Rollout completed to Engines
- Developed a Strategic Plan for Whole Blood Program Implementation at EPFR.
- Completed preventative maintenance and software upgrades on LifePak35 monitors department wide

### **Training**

- Red Knights 24 Class completed their Probation on May 21, 2026
- Red Knights 26
  - Academy completed Live Fire in North Bend.
  - Completed their FFI and FF2 IFSAC Testing
  - Completed Red Card class
  - Graduation scheduled for June 18, 2026
- Completed Annual Wildland Refresher
- Conducted one additional Live Fire Training session for line crews

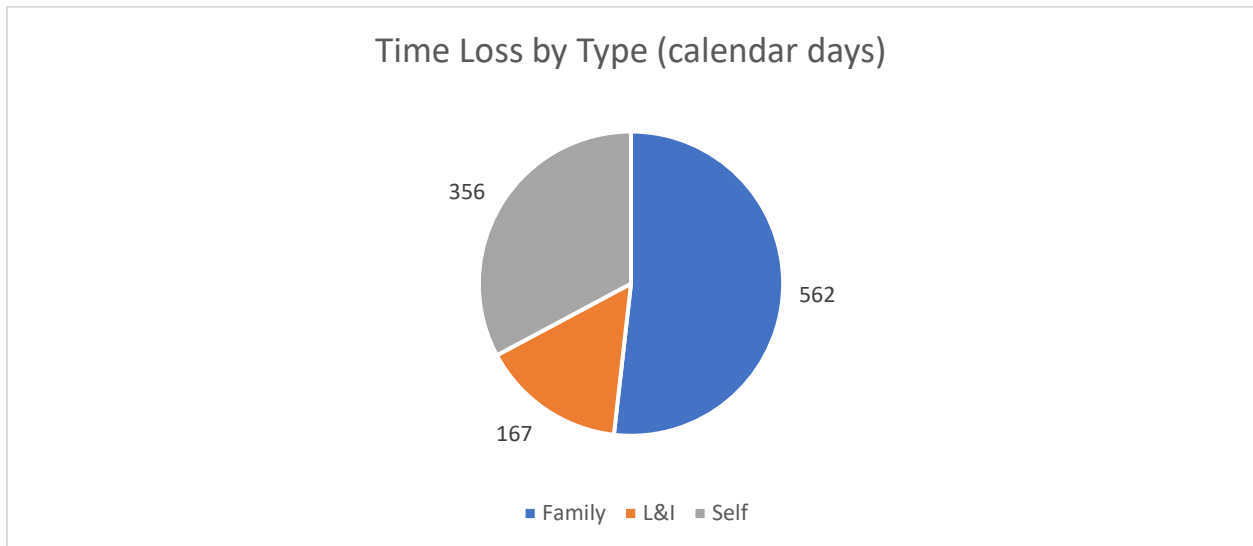
### **Other activities in the past month**

- Final SBLSD JROTC PAC meeting for the current school year.
- PNW Sports Institute Leadership Cohort presentation.
- SS911 Operations Group
- DC Mack Memorial Ribbon
- DC Mack Washington State Fallen Firefighters Memorial
- Company Officer Chief Interviews

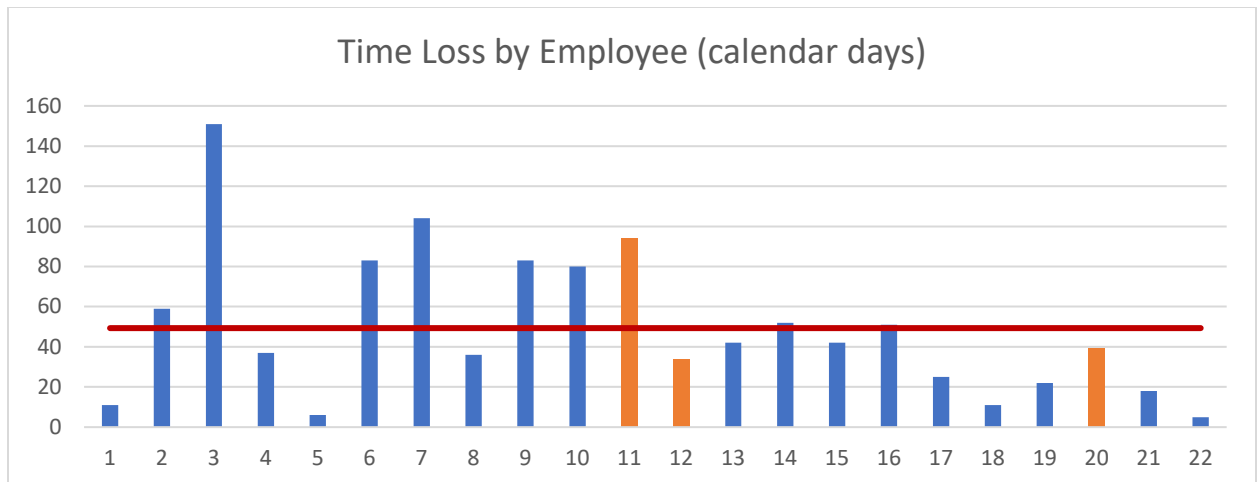
## Injury – Medical Leave Report – May 2026

As of **May**, a total of **22** 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 **49.32** calendar days. Total is **1085** days.



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



## **Planning Committee**

June 5, 2026 @ 1000 hrs.

Commissioners: Kroum, Egan, Evans

Staff: Chief Parkinson, DC Stabenfeldt, PM Herrera

### **1. Call to Order**

### **2. Phase 1 Project Review**

Project Manager Herrera discussed outstanding items on Stations 118, 111, 114, and 117. The largest items still being worked on are the fuel depots at Station 118 and Station 117, along with the permitting process for a fuel depot at Station 111. Final acceptance of Stations 114 and 117 is expected at the June 2026 Board of Fire Commissioners meeting.

The committee also discussed what to do with the old Station 112 once we move into the new Station 112. Staff has asked our realtor (Peter Folkin) to conduct a market analysis to determine the open-market value. There is no timeline or need to make a decision immediately on this topic.

### **3. Phase 2 Project Review**

DC Stabenfeldt reviewed the status of both the Station 124 and Station 116 Training Center projects. Both projects remain on track to be out to bid in late 2026. The committee also reviewed the training tower schematics for both projects.

### **4. Bond (Capital Fund) Status**

Chief Parkinson communicated that, as the bond fund is completely expended in June or July, we will shift to periodic transfers from Phase 2 reserves to the operating fund. These transfers will be included in the Board packet, as they require Board action.

### **5. Adjourn**

## **Finance Committee**

June 1, 2026 @ 1000 hrs.

Commissioners: Napier, Garling (McElligott excused)

Staff: Chief Parkinson, DC Stabenfeldt, DC Gilbert

### **1. Call to Order**

### **2. City of Buckley – RFP for Fire & EMS services**

The committee met to discuss the City of Buckley's request for a proposal for Fire & EMS services (via contract, annexation, etc.).

Staff presented the background of the Buckley Fire Department (BFD) over the last 1-2 years, as well as the financial impacts the City is experiencing as it has begun hiring career firefighters. The committee also reviewed the incident/call volume that Buckley Fire is currently handling. Given the current call volume of EPFR units and Buckley Fire, there is no way to absorb Buckley Fire responses without adding an additional medic unit and an engine company to the response model. The committee discussed options to partner with Buckley Fire, given the long-term needs of EPFR and the associated benefits of some form of operational consolidation with BFD and EPFR.

Staff discussed the challenges the City of Buckley will face in raising additional funding (via a tax increase) and that there is no intent by the City to go to voters until the fall of 2027.

The City continues to evaluate several options and expects to decide which path to pursue this fall. Should the City choose to continue discussions with EPFR, we will resume planning in more detail this fall, but given the timing of the City going to the ballot, there would be no formal action occurring until late 2027.

### **3. Adjourn**



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 16, 2026
<b>Title:</b>	Resolution 1120 Transfer of funds from the Reserve to General Fund

<b>Recommendation from Staff:</b>	
<b>Recommendation from Committee:</b>	
<b>Recommended Action/Motion:</b>	<i>I move to approve Resolution 1120 to transfer funds from the Reserve Fund to the General Fund in the amount of \$1,199,319.</i>
<b>Presenter:</b>	Finance Director M. Hollon
<b>Attachments:</b>	Resolution 1120 and Detail Spreadsheet

<b>Summary:</b>
This transfer is to be transferred to the General Fund to cover the expenditures for Capital Purchases approved by the Board for FY2026. Equipment Reserve \$741,424 Facilities Reserve \$107,895 Phase 2 \$350,000

<b>Fiscal Impact:</b>	
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**EAST PIERCE FIRE & RESCUE**

**RESOLUTION NO. 1120**

**A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS**

**WHEREAS**, the Board wishes to transfer funds in the amount of \$1,199,319 from the Reserve Fund to the General Fund for the expenditures of Capital Purchases accruing in the FY2026 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 June 17, 2026 as follows:

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

Reserve Fund (690-022)	Transfer Out	\$1,199,319
General Fund (686-022)	Transfer In	\$1,199,319

**PASSED AND APPROVED** this 16<sup>th</sup> day of June 2026, the following commissioners being present and voting:

\_\_\_\_\_  
Chair Jon Napier

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
Commissioner Justin Evans

\_\_\_\_\_  
Commissioner Pete Connell

\_\_\_\_\_  
Commissioner Kevin Garling

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Randy Kroum

ATTEST:

\_\_\_\_\_  
District Secretary Corina Byerley

**Capital Purchases for 2025**

Purchases included in Transfer 12/2025	Budgeted	Transferred	Completion
New Engines (2) 2022	\$ 2,198,144	\$896,929	Carry Over
New Engines (2) 2023	\$ 2,312,704		Carry Over
Medic Units (2025)	\$741,424	\$ 167,821	Carry over
Training Center 116	\$ 525,000	\$37,850	Carry Over
New Station 124	\$ 1,100,000		Carry Over
<b>Totals</b>	<b>\$ 6,877,272</b>	<b>\$ 1,102,600</b>	

**Capital Purchases for 2026**

Purchases included in Transfer	Original Budget	Available	Transferred	Completion	2026 Expenditures	Total Expenditures	Over/Under Budget
New Medic Units -2025	\$ 741,424	\$ -	741,424.00	Complete	573,603.00	741,424.00	6254.96 Re-allocated to General Fund
HVAC - Station 113	\$ 144,000	\$ 36,105.10	107,895.00	Complete	107,894.90	107,894.90	\$ 36,105.00
Station 114 Settlement-Jody Miller			350,000	Complete	350,000.00	350,000.00	
<b>Totals</b>	<b>\$ 885,424</b>		<b>\$ 1,199,319</b>				



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 16, 2026
<b>Title:</b>	Resolution 1121 Transfer of funds from the General Fund to Capital Fund

<b>Recommendation from Staff:</b>	
<b>Recommendation from Committee:</b>	
<b>Recommended Action/Motion:</b>	<i>I move to approve Resolution 1121 to transfer funds from the General Fund to the Capital Fund in the amount of \$30,315.76.</i>
<b>Presenter:</b>	Finance Director M. Hollon
<b>Attachments:</b>	Resolution 1121

<b>Summary:</b>
Refund from Xfinity, project is estimated and paid up front. A refund was issued due to the expenditure being less than estimated. Refund was in the amount of \$30,315.76.  Project: Station 112

<b>Fiscal Impact:</b>	
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**EAST PIERCE FIRE & RESCUE**

**RESOLUTION NO. 1121**

**A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS**

**WHEREAS**, the Board wishes to transfer funds in amount of \$30,315.76 from the General Fund to the Capital Fund due to a capital projects refund from Xfinity; and

**WHEREAS**, charges from Xfinity were an estimate for an underground install, actual costs were much lower, Xfinity issued a refund check in the amount of \$30,315.76. Funds were originally charged to the Capital Fund and the refund must be applied back to the Capital Fund; 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 June 17, 2026, as follows:

General Fund (686-022)	Transfer Out	\$30,315.76
Capital Fund (687-022)	Transfer In	\$30,315.76

**PASSED AND APPROVED** this 16<sup>th</sup> day of June 2026, the following commissioners being present and voting:

\_\_\_\_\_  
Chair Jon Napier

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
Commissioner Justin Evans

\_\_\_\_\_  
Commissioner Pete Connell

\_\_\_\_\_  
Commissioner Kevin Garling

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Randy Kroum

ATTEST:

\_\_\_\_\_  
District Secretary



<b>Meeting Date:</b>	June 16, 2026
<b>Title:</b>	Resolution 1122 – FEMA Public Assistance Grant

<b>Recommendation from Staff:</b>	<i>Approve</i>
<b>Recommendation from Committee:</b>	N/A
<b>Recommended Action/Motion:</b>	<i>Move to approve Resolution 1122 designating the authorized representatives, Deputy Chief Stabenfeldt and Corina Byerley to apply and receive federal and/or state funds on behalf of East Pierce Fire &amp; Rescue.</i>
<b>Presenter:</b>	Byerley
<b>Attachments:</b>	Resolution 1122

<b>Summary:</b>
<p>One of the requirements to receive funding from FEMA for public assistance during a national disaster is to have a resolution on file from the governing body designating the authorized representatives for East Pierce Fire &amp; Rescue to apply for and receive funding.</p>

<b>Fiscal Impact:</b>	None
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**Designation of Applicant's Agent  
Resolution**

Be it resolved by \_\_\_\_\_ of \_\_\_\_\_  
(Governing Body) (Public Agency)

\_\_\_\_\_, \_\_\_\_\_ is hereby designated the authorized  
(Name of New Agent) (Title)

representative and \_\_\_\_\_, \_\_\_\_\_ is designated  
(Name of Alternate) (Title)

the alternate for and in behalf of \_\_\_\_\_, a public  
(Public Agency Name)

agency established under the laws of the state of Washington.

The purpose of this designation as the authorized representative is to obtain federal and/or state emergency or disaster assistance funds. These representatives are authorized on behalf of the \_\_\_\_\_ to execute all contracts, certify completion of projects, request payments, and prepare all required documentation for funding requirements.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Signature) (Title) (Signature) (Title)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Signature) (Title) (Signature) (Title)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Signature) (Title) (Signature) (Title)

**Certification**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of \_\_\_\_\_,  
(Name) (Title) (Public Agency)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by  
the \_\_\_\_\_ of \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
(Governing Body) (Public Agency)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Official Position)

\_\_\_\_\_  
(Signature)



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 16, 2026
<b>Title:</b>	Acceptance of Station 114 Build

<b>Recommendation from Staff:</b>	<b>Project is complete, approve to accept</b>
<b>Recommendation from Committee:</b>	
<b>Recommended Action/Motion:</b>	<i>I move to accept the completion of the Station 114 Build.</i>
<b>Presenter:</b>	Finance Director M. Hollon
<b>Attachments:</b>	

<b>Summary:</b>
<p>The project has been signed off for substantial completion by the Project Manager, Contractor and Architect. All state reporting requirements are completed. A 5% retainage of the total was kept until releases are received by L&amp;I, ESD and Dept. of Revenue per RCW60.28.051. This action will release these funds to the contractor.</p>

<b>Fiscal Impact:</b>	
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## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 16, 2026
<b>Title:</b>	Acceptance of Station 117 Build

<b>Recommendation from Staff:</b>	<b>Project is complete, approve to accept</b>
<b>Recommendation from Committee:</b>	
<b>Recommended Action/Motion:</b>	<i>I move to accept the completion of the Station 117 Build.</i>
<b>Presenter:</b>	Finance Director M. Hollon
<b>Attachments:</b>	

<b>Summary:</b>
<p>The project has been signed off for substantial completion by the Project Manager, Contractor and Architect. All state reporting requirements are completed. A 5% Retainage Bond of the total was accepted and approved until releases are received by L&amp;I, ESD and Dept. of Revenue per RCW60.28.051. This action will release the Retainage Bond.</p>

<b>Fiscal Impact:</b>	
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# Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 16, 2026
<b>Title:</b>	Deputy Chief MOU

<b>Recommendation from Staff:</b>	<b>Approve</b>
<b>Recommendation from Committee:</b>	None
<b>Recommended Action/Motion:</b>	<i>Move to authorize the Board Chair to sign the MOU with Deputy Chief Matt Gilbert.</i>
<b>Presenter:</b>	Parkinson
<b>Attachments:</b>	MOU provided at the meeting

<b>Summary:</b>
<p>I have completed the annual evaluation process for DC Gilbert.</p> <p>DC Gilbert has performed above expectations in his role over the last 12 months. He has been critical in key projects over the last year, including labor relations, strategic planning, operations planning (SS911 dispatch send point), and the Peregrine data analytics software deployment. Matt is also in the process of completing his CFO designation.</p> <p>I recommend that DC Gilbert be granted 5% merit pay (per the attached MOU) for his performance over the last 12 months.</p>

<b>Summary:</b> Accounted for in the 2026 Operating Budget
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