



GIG HARBOR FIRE & MEDIC ONE

Board of Fire Commissioners Meeting Agenda

Date: June 9, 2026

Time: 5:00 p.m.

1. Call to Order/Pledge of Allegiance
2. Approval of the Agenda
3. Commissioner Absence
4. Communications
5. Approve minutes from **May 26, 2026**, Commissioner meeting.
6. Accounts Payable & Payroll Approvals

Accounts Payable (Checks)	
Check #'s 3726 – 3770	\$669,011.45
ACCOUNTS PAYABLE TOTALS	\$669,011.45

Payroll (Checks & ACH Transfers)	
Check #'s 3771 – 3783	\$745,290.18
ACH Payroll Transfer (Drafts)	\$302,849.81
ACH Payroll Transfer	\$648,138.91
PAYROLL TOTALS	\$1,696,278.90

GRAND TOTAL CHECKS & ACH TRANSFERS	\$2,365,290.35
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7. Local 3390 Reports
 8. Chiefs Reports
 9. Standing Committee Reports
 10. Financial Report – Krystal Hackmeister
 11. Chairman's Report
 12. 2022 Bond Update

13. **OLD BUSINESS**

14. **NEW BUSINESS**

- | | |
|--|---------------------|
| a. Capital Plan Presentation | Krystal Hackmeister |
| b. Revised Personal Services Contract for DC Tom Wescott | FC Doan |
| c. Personal Services Contract for FC Dennis Doan | FC Doan |

15. Open Public Comment (state your name for the record, you will have 3 minutes)

16. **GOOD OF THE ORDER**

17. **SPECIAL INTERESTS/UPCOMING EVENTS**

Adjourn Meeting. Next regular meeting: **Tuesday, June 23, 2026, at 5:00 PM**



GIG HARBOR FIRE & MEDIC ONE

Board of Fire Commissioners Meeting Minutes

Date: May 26, 2026

Chairman Entze called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Present: Commissioners Entze, Urvina, Nelson, Hayden, and Fleming; Fire Chief D. Doan (virtually); Deputy Chiefs P. Oldenburg, N. Langlow, J. Johnson; Division Chief S. Peterson and T. Wescott, IS Manager T. Wagenmann, Technology & Communications Specialist M. Herzog, Finance Director Krystal Hackmeister (virtually), and EA L. Medved.

APPROVAL OF THE AGENDA

Commissioners Nelson and Urvina moved and seconded approval of the agenda. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

COMMISSIONER ABSENCE

COMMUNICATIONS

MINUTES AND VOUCHERS

Commissioners Urvina and Fleming moved and seconded approval of May 12, 2026, meeting minutes. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

Commissioners Nelson and Fleming moved and seconded approval of payable checks #3650 – 3666, 3677 – 3725 and payroll checks #3667 – 3676 and ACH payroll transfers, as outlined in the agenda for a total consideration of \$2,085,958.49. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

FC Langlow reported:

- Currently in full planning mode for Gig Fest scheduled June 6-7.
- PM Brian Sacco worked his final shift with us and is returning to the East Coast to be closer to family. He joined us as a lateral from East Pierce in 2022. We thank him for his service and fully support his decision to return home.
- DC Wescott and DC Phillips coordinated the Mock Crash last Friday, with Commissioner Urvina in attendance. Crews did an outstanding job, and the event was well attended by seniors from all three high schools.

- WSRB provided feedback on the potential impact of adding a Quint ladder, noting that both ratings would improve from the high 3 range to the low 3 range. While this would not change the overall rating classification, it reflects meaningful progress. Staff will meet with WSRB to identify further strategies for improving ratings.

STANDING COMMITTEE REPORTS

Executive session scheduled for today to provide the Board with an update on the mediation process.

CHAIRMAN'S REPORT

FINANCIAL REPORT

- The March 2026 report was reviewed; operating expenditures are on trend.
- Most apparatus deliveries are anticipated by the close of this quarter, with final spending expected to wrap up by the end of Q2 or the beginning of Q3.

2022 CAPITAL BOND PROJECTS UPDATE

DC Johnson reported:

- Training Campus:
 - We are close to wrapping everything up. Fireblast work will be completed next week, and overall cleanup is underway.
- Station 51:
 - Concrete was poured last week, and four columns are now in place to support the app bay doors.
 - Electrical and plumbing work is underway this week, followed by steel work for the apparatus bays and living quarters. The project will take a few weeks to complete.
- Station 58:
 - Septic system changeover is happening tomorrow.

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

GOOD OF THE ORDER

Training campus dedication is scheduled at 3 p.m. on June 24th.

SPECIAL INTERESTS/UPCOMING EVENTS

The State Fire Commissioner Conference will be held next month in Lake Chelan, at the same time as Gig Fest.

EXECUTIVE SESSION

At 5:12 p.m., Chairman Entze announced a 45-minute Executive Session, pursuant to RCW 42.30.140(4)(b) to discuss collective bargaining. No action will be taken. Will call back to order at 5:57 p.m.

Chairman Entze reconvened the meeting at 5:57 p.m. No action taken.

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 5:57 p.m. The next regular meeting will be June 9, 2026, at 5:00 p.m.

Chairman/Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary

Checks/Bank Drafts 5/23/26 - 6/10/26

ACCOUNTS PAYABLE:					Dollar Amount			TOTAL
Bank Drafts:	DFT0001698	through	DFT0001708	6/10/26 Payroll	\$	302,849.81	\$	302,849.81
							\$	-
TOTAL BANK DRAFTS:					\$	302,849.81	\$	302,849.81
Check Numbers:	3726	through	3768	General	\$	116,630.32	\$	116,630.32
	3769	through	3770	Capital	\$	552,381.13	\$	552,381.13
	3771	through	3771	Payroll	\$	248,090.99	\$	248,090.99
	3772	through	3783	6/10/26 Payroll	\$	497,199.19	\$	497,199.19
TOTAL CHECKS:					\$	1,414,301.63	\$	1,414,301.63

ACCOUNTS PAYABLE TOTAL:							\$	1,717,151.44
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ACH Payroll Transfer :				6/10/26 Payroll	\$	648,138.91	\$	648,138.91
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GRAND TOTAL:	\$	2,365,290.35
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** ALL CHECKS WERE PRINTED BY PCFD5 **
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Pierce County Fire Protection District No.5

Check Report

By Check Number

Date Range: 05/23/2026 - 06/10/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll-Payroll						
73	DECISION POINT	06/10/2026	Bank Draft	0.00	46,570.45	DFT0001698
73	DECISION POINT	06/10/2026	Bank Draft	0.00	34,995.52	DFT0001699
73	DECISION POINT	06/10/2026	Bank Draft	0.00	39,287.66	DFT0001700
73	DECISION POINT	06/10/2026	Bank Draft	0.00	4,375.05	DFT0001701
283	DSHS - DIV OF CHILD SUPPORT	06/10/2026	Bank Draft	0.00	439.50	DFT0001702
303	FIDELITY INVESTMENTS	06/10/2026	Bank Draft	0.00	4,968.08	DFT0001703
303	FIDELITY INVESTMENTS	06/10/2026	Bank Draft	0.00	500.00	DFT0001704
303	FIDELITY INVESTMENTS	06/10/2026	Bank Draft	0.00	4,325.00	DFT0001705
14	Internal Revenue Service - EFTPS	06/10/2026	Bank Draft	0.00	29,674.68	DFT0001706
14	Internal Revenue Service - EFTPS	06/10/2026	Bank Draft	0.00	490.18	DFT0001707
14	Internal Revenue Service - EFTPS	06/10/2026	Bank Draft	0.00	137,223.69	DFT0001708

Bank Code Payroll Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	11	0.00	302,849.81
EFT's	0	0	0.00	0.00
	11	11	0.00	302,849.81

Check Report

Date Range: 05/23/2026 - 06/10/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Pooled Cash-Pooled Cash						
1995	ABBOTT LABORATORIES INC	05/28/2026	Regular	0.00	3,851.73	3726
VEN00236	Aetna Inc	05/28/2026	Regular	0.00	1,219.32	3727
836	CARDINAL HEALTH 112 LLC	05/28/2026	Regular	0.00	697.59	3728
3120	CENTRAL WELDING SUPPLY	05/28/2026	Regular	0.00	484.19	3729
3312	CUSTOM PRINTS NW LLC	05/28/2026	Regular	0.00	155.49	3730
368	DOAN, DENNIS	05/28/2026	Regular	0.00	416.15	3731
2256	FERNO WASHINGTON INC	05/28/2026	Regular	0.00	10,093.06	3732
44	FIDELITY SOLUTIONS	05/28/2026	Regular	0.00	1,102.62	3733
VEN00207	Fireshield Inc	05/28/2026	Regular	0.00	11,480.65	3734
52	GIG HARBOR CITY OF	05/28/2026	Regular	0.00	1,122.02	3735
561	HUMANA INSURANCE CO	05/28/2026	Regular	0.00	359.69	3736
22	IMS ALLIANCE	05/28/2026	Regular	0.00	22.85	3737
212	LAWSON PRODUCTS	05/28/2026	Regular	0.00	119.02	3738
528	LIFE ASSIST INC	05/28/2026	Regular	0.00	3,613.50	3739
VEN00107	Momentum Telecom Inc	05/28/2026	Regular	0.00	870.50	3740
1433	NORTH, GEOFF	05/28/2026	Regular	0.00	41.76	3741
VEN00235	Optum	05/28/2026	Regular	0.00	306.22	3742
2982	PREMERA BLUE CROSS	05/28/2026	Regular	0.00	726.00	3743
VEN00171	Premera Provider Refunds	05/28/2026	Regular	0.00	126.35	3744
2480	PUBLIC SAFETY TESTING	05/28/2026	Regular	0.00	1,191.00	3745
395	QUEST DIAGNOSTICS	05/28/2026	Regular	0.00	4,067.05	3746
514	RIPPL, DONALD J	05/28/2026	Regular	0.00	23.00	3747
VEN00173	Summit Law Group, PLLC	05/28/2026	Regular	0.00	6,273.97	3748
600	SYSTEMS DESIGN WEST LLC	05/28/2026	Regular	0.00	8,284.62	3749
1945	UNIFIED OFFICE SERVICES	05/28/2026	Regular	0.00	1,160.56	3750
3115	UNITED HEALTHCARE	05/28/2026	Regular	0.00	110.00	3751
2973	VERIZON WIRELESS - DALLAS	05/28/2026	Regular	0.00	188.74	3752
3004	WILCOX & FLEGEL	05/28/2026	Regular	0.00	12,527.97	3753
3213	ZOLL MEDICAL CORPORATION	05/28/2026	Regular	0.00	629.36	3754
3005	CINTAS CORP	05/29/2026	Regular	4.83	256.31	3755
3005	CINTAS CORP	05/29/2026	Regular	24.55	1,302.19	3756
2478	COMCAST	05/29/2026	Regular	0.00	10.56	3757
8	CURTIS LN & SONS	05/29/2026	Regular	0.00	1,546.91	3758
261	DOBBS PETERBILT - TACOMA 1	05/29/2026	Regular	0.00	544.92	3759
299	INTTERRA LLC	05/29/2026	Regular	0.00	34,020.00	3760
212	LAWSON PRODUCTS	05/29/2026	Regular	0.00	228.61	3761
VEN00231	Medico	05/29/2026	Regular	0.00	523.14	3762
612	S&S METAL FABRICATION	05/29/2026	Regular	0.00	496.80	3763
1957	TITUS WILL FORD	05/29/2026	Regular	0.00	711.77	3764
VEN00234	USAA	05/29/2026	Regular	0.00	974.70	3765
1474	WASHINGTON WATER SERVICE - 1	05/29/2026	Regular	0.00	55.79	3766
1820	WESTBAY AUTO PARTS	05/29/2026	Regular	0.00	27.66	3767
VEN00005	WrapJax LLC	05/29/2026	Regular	0.00	4,665.98	3768
601	IP ACCESS INTERNATIONAL LLC	05/29/2026	Regular	0.00	24,395.14	3769
1624	RICE FERGUS MILLER	05/29/2026	Regular	0.00	527,985.99	3770
3037	Gig Harbor Firefighters Union Health and Welfa	06/02/2026	Regular	0.00	248,090.99	3771
3290	BHT BUSINESS SERVICES INDUSTRY	06/05/2026	Regular	0.00	14,353.75	3772
333	COLUMBIA BANK	06/05/2026	Regular	0.00	25,697.60	3773
107	DEPT LABOR & INDUSTRIES	06/05/2026	Regular	0.00	50,382.27	3774
67	EMPLOYMENT SECURITY DEPT - PFMLA	06/05/2026	Regular	0.00	11,441.43	3775
388	GIG HARBOR PENINSULA FF ASSOCIATION	06/05/2026	Regular	0.00	420.00	3776
3037	Gig Harbor Firefighters Union Health and Welfa	06/05/2026	Regular	0.00	248,083.58	3777
3268	THE HARTFORD	06/05/2026	Regular	0.00	8,179.29	3778
315	TRUSTMARK VOLUNTARY BENEFITS	06/05/2026	Regular	0.00	5,004.39	3779
515	WA CARES FUND - LTC	06/05/2026	Regular	0.00	1,910.95	3780
526	WA State Treasurer Dept of Retirement System	06/05/2026	Regular	0.00	113,460.46	3781
525	WASHINGTON PER SYSTEM EMP	06/05/2026	Regular	0.00	10,852.97	3782

Check Report**Date Range: 05/23/2026 - 06/10/2026****Vendor Number****Vendor Name****Payment Date****Payment Type****Discount Amount****Payment Amount****Number**

980

WASHINGTON STATE TREASURER

06/05/2026

Regular

0.00

7,412.50

3783

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	111	58	29.38	1,414,301.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	111	58	29.38	1,414,301.63

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	111	58	29.38	1,414,301.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	11	0.00	302,849.81
EFT's	0	0	0.00	0.00
	122	69	29.38	1,717,151.44

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	5/2026	669,011.45
999	Pooled Cash	6/2026	1,048,139.99
			1,717,151.44

Authorization Signatures

Pierce County Fire District 5

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the district, and that I am authorized to authenticate and certify to said claim.

Chair

Commissioner

Commissioner

Commissioner

Commissioner

District Secretary



Pierce County Fire Protection District No.5
Monthly Financial Dashboard Report
April-2026 April 30, 2026 Unaudited

OPERATING REVENUES	Budget	April	YTD	% of Budget	Highlights:
Taxes	42,072,359	16,462,307	19,733,900	47%	April Property Taxes Received
Intergovernmental	1,510,941	125,173	452,688	30%	
Charges for Service	2,760,000	123,706	986,253	36%	
Other/Non-Revenue	346,700	34,045	142,428	41%	
Total Revenues:	46,690,000	16,745,232	21,315,269	46%	

OPERATING EXPENSES:	Budget	April	YTD	% of Budget	Highlights:
Salaries	26,494,588	2,023,156	8,206,283	31%	Planned Capital & Debt Payments
Benefits	7,551,823	602,201	2,462,507	33%	
Supplies	2,183,533	146,585	399,229	18%	
Services	4,940,247	353,051	1,123,331	23%	
Transfers/Other Decreases	5,519,809	-	110,361	2%	
Total Expenses:	46,690,000	3,124,993	12,301,710	26%	

EXPENSES BY DIVISION:	Budget	April	YTD	% of Budget	Highlights:
Legislative	361,722	25,603	83,588	23%	Planned Reimbursement to Capital Fund Planned Transfers to other Funds
Finance & Admin	4,918,829	300,071	1,336,235	27%	
Operations	28,703,960	2,197,880	8,810,758	31%	
Logistics	5,223,417	401,333	1,311,592	25%	
Health & Safety	1,922,282	171,676	525,945	27%	
Capital/Bond	39,981	28,430	123,231	308%	
Transfers	5,519,809	-	110,361	2%	
Total Expenses:	46,690,000	3,124,993	12,301,710	26%	

CAPITAL FUND (BOND):	Budget	April	YTD	% of Budget	Highlights:
Project Management	514,231	-	3,500	1%	Nearing completion Q2/Q3
Training Campus	4,572,180	1,192,194	2,267,774	50%	
Station 51	10,508,426	747,187	1,820,574	17%	
Station 59	950,000	-	-	0%	
Station 58	950,000	-	1,244	0%	
Total Bond Projects:	17,494,837	1,939,381	4,093,091	23%	

CAPITAL FUND (NON-BOND)	Budget	April	YTD	% of Budget	Highlights:
Capital (Multi-location)	340,000	-	-	0%	A/E and permits underway Asset Arrivals expected in Q2/Q3
Station 50	100,000	-	15,816	16%	
Station 56	150,000	-	-	0%	
Station 52	150,000	-	-	0%	
Station 55	1,685,000	26,390	78,685	5%	
Fleet Replacement	2,714,497	-	31,792	1%	
Equipment Replacement	910,000	23,974	44,044	5%	
Total Capital Projects:	6,049,497	50,364	170,337	1%	

ENDING CASH:	12/31/2024	12/31/2025	4/30/2026	Highlights:
General Expense	19,280,485	12,635,251	21,781,521	Reserve Policy & Commitments *Restricted use for eligible projects *Restricted for debt service payments
Reserve Fund	9,052,001	7,980,817	8,078,575	
Capital Fund	41,823,903	44,743,293	42,901,471	
Debt Fund (GO BOND)	77,763	83,339	2,095,740	
Total:	70,234,151	65,442,700	74,857,308	



CAPITAL ASSET REPLACEMENT PLAN

Board of Fire Commissioners · Informational Presentation · 2025

Protecting Community Assets · Ensuring Operational Readiness · Planning for the Future

152

Assets Managed

Fleet, Equipment & Facilities

50 Years

Plan Horizon

Through 2075

2025

Capital Fund Est.

Reserve established

AGENDA

Today's Briefing

01

What is a Capital Asset Plan?

Why it matters and what it covers

04

Why a Steady Capital Plan Matters

Pay-as-you-go vs. predictable annual contributions

07

Planned Replacements 2026–2029

Asset-level detail by year — fleet, equipment & facilities

02

What We Manage

152 assets across Fleet, Equipment & Facilities

05

How the Capital Reserve Was Created

Specific transfers, Board resolutions, and structure

08

Reserve Fund Forecast

Annual contributions & reserve trajectory to \$0

03

How Our Funds Work Together

Six funds continuously interacting through the year

06

15-Year Investment Overview

Spending profile 2026–2041 by levy cycle

09

Key Takeaways

Summary — informational only, no action required

WHAT IS A CAPITAL ASSET PLAN?

Planning today to fund tomorrow's critical needs

DEFINITION

A Capital Asset Replacement Plan is a long-range financial roadmap that identifies every major asset the district owns — fire engines, medic units, equipment, and buildings — forecasts when each will need replacement, and ensures funding is set aside well in advance.

Rather than reacting to equipment failures or scrambling for emergency funds, a capital plan allows the district to:

- ✓ Predict costs years ahead
- ✓ Smooth budget impacts over time
- ✓ Maintain service readiness



Fleet & Vehicles

Engines, medics, tenders, response vehicles — the backbone of emergency response



Equipment

Medical devices, IT systems, communications, safety gear



Facilities

Fire stations, training areas, and support infrastructure

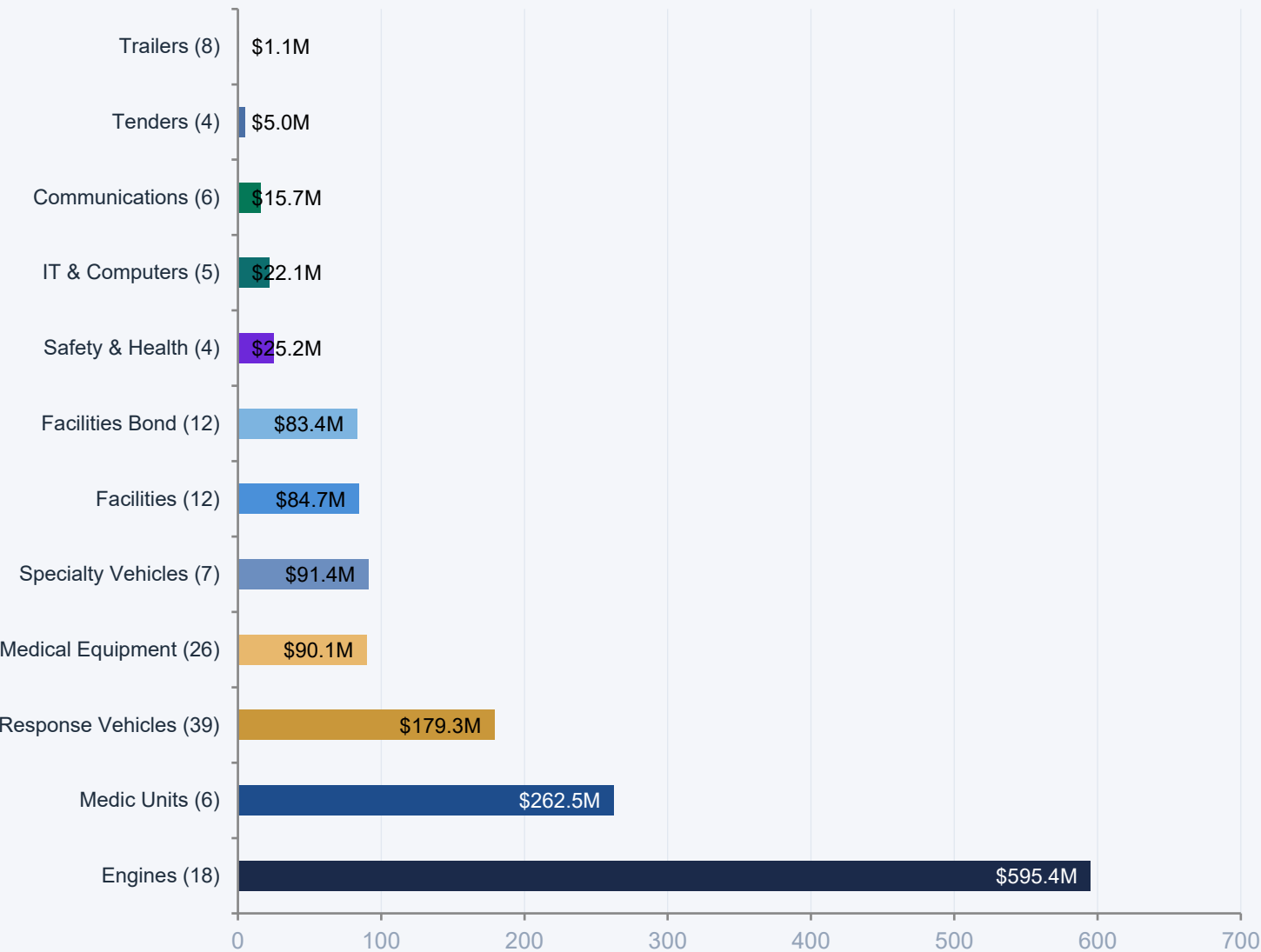


Long-Range Funding

50-year horizon with inflation-adjusted cost modeling

WHAT WE MANAGE

152 assets across all categories — 50-year total replacement value: \$1.46 billion



152

Total Assets

in plan

\$1.46B

50-Year Replacement

inflation-adjusted

50 Yrs

Planning Horizon

through 2075

Note: Engines represent the largest single asset category by cost. Facilities Bond reflects voter-approved bond for station construction. Figures are inflation-adjusted.

HOW OUR FUNDS WORK TOGETHER

Six funds, continuously interacting through the year

REVENUE FLOWS IN (property tax levies, EMS revenue, grants, interest)

GENERAL FUND

Day-to-day operations: payroll, services, supplies. Source for transfers into reserves and capital funds.



RESERVE FUND (16.67% floor)

Must hold at least 16.67% of the annual budget. When the budget grows, this minimum grows with it.

CAPITAL REPLACEMENT RESERVE

Umbrella fund for scheduled long-term asset replacement

FACILITIES

REPLACEMENT

Stations & infrastructure

FLEET

REPLACEMENT

Engines, ambulances, vehicles

EQUIPMENT

REPLACEMENT

Gear, tools, technology

WHY A STEADY CAPITAL PLAN MATTERS

Predictable saving today prevents painful spikes tomorrow

Two Ways to Pay for Big Assets

OPTION A — PAY AS YOU GO

Wait until something must be replaced

Creates large, unpredictable cost spikes. Forces service cuts, borrowing, or emergency levies when assets fail.

OPTION B — STEADY ANNUAL CONTRIBUTION ✓ THE PATH WE CHOSE

Set aside a predictable amount every year

Costs become known and budget-able. Avoids spikes. Protects the community's service level and the District's credit.

This is the path the District has chosen.

HOW OUR PLAN WORKS

Every dollar has a job

Predictable contribution

\$4.42 million is set aside each year for asset replacement.

Funds are committed

Capital replacement reserves are designated for one-time asset replacement purchases accumulated over time.

Reserve reaches \$0 in 2041

Contributions are sized to sustain the reserve through the current levy cycles. Closing the longer-term gap is the work of ongoing planning.

HOW THE CAPITAL RESERVE FUND WAS CREATED

Years of financial discipline turned into a dedicated fund to protect equipment and facilities

1

2018 – 2024

Various capital resolutions

Through a series of formal Board resolutions, capital reserves were set aside annually — \$500K to \$1.8M per year — accumulating inside the Reserve Fund (002).

2

2025

Seeding the new dedicated fund

\$10.1M from the General Fund and \$3.3M from the Reserve Fund (002) created the standalone Capital Replacement Reserve (305). Sub-funds added for Facilities, Fleet, and Equipment.

3

2026+

Ongoing annual contributions

The General Fund contributes annually to maintain and grow the reserve. Contributions are sized to the long-term capital replacement plan.

\$10.1M

General Fund transfer

to seed the reserve in 2025

\$3.3M

Reserve Fund (002) transfer

to seed the reserve in 2025

\$13.4M

Capital Reserve (305)

opening balance, 2026

\$2.36M

2026 Capital Contribution

first annual contribution

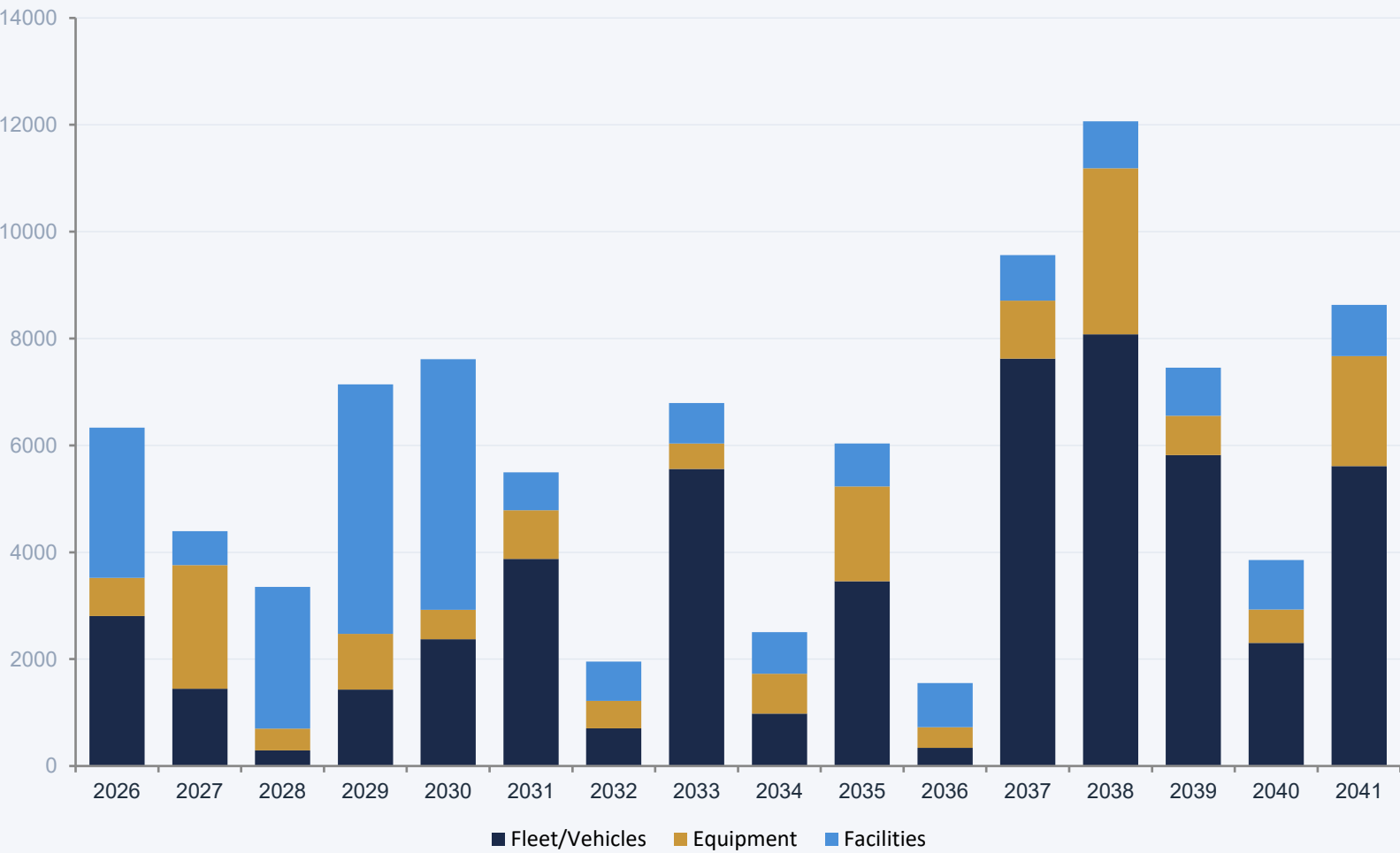
\$4.42M

Annual contribution

2027–2041 (smoothed)

15-YEAR INVESTMENT OVERVIEW

Planned spending 2026–2041 by category (Facilities Bond excluded from reserve)



\$000s (excluding Facilities Bond)

2026–2029 · Near-Term

Fleet \$6.0M

Equipment \$4.9M

Facilities \$13.3M

Total: \$42.4M* *Incl. \$17.4M Bond (2026)

2030–2035 · Mid-Term

Fleet \$16.9M

Equipment \$5.0M

Facilities \$8.5M

Total: \$30.4M Infrastructure refresh

2036–2041 · Long-Term

Fleet \$29.8M

Equipment \$8.0M

Facilities \$5.3M

Total: \$43.1M Major fleet replacement

PLANNED CAPITAL REPLACEMENTS — 2026

Costs budgeted separately — not drawn from Capital Reserve

Engines	
Rosenbauer Type 1 (E32–E36, ×5) *	\$880,427
Rosenbauer Type 3 (E37)	\$540,186
Rosenbauer Type 3 (E38)	\$631,010
Tenders	
H&W Kenworth T800 (T13)	\$577,270
Response Vehicles	
Response Vehicle (U25-2)	\$100,000
Tahoe (U26-1)	\$80,000
IT / Computers	
Network Cabling	\$50,000
Communications	
Portable Radios	\$660,000

Facilities	
Baseline Investments	\$615,000
Station 52 — Improvements	\$250,000
Station 55 — Improvements	\$1,700,000
Station 56 — Improvements	\$250,000
Facilities (Bond)	
Project Management	\$414,231
Station 51 — Construction	\$10,508,426
Station 58 — Construction	\$950,000
Station 59 — Construction	\$950,000
Training Campus	\$4,572,180

TOTAL (non-Bond): \$6.33M

Total incl. Bond: \$23.73M

Bond-funded items shown for completeness — not drawn from Capital Reserve. * Rosenbauer Type 1 balance only — \$5,124,763 prepaid in 2023.

PLANNED CAPITAL REPLACEMENTS — 2027

Reserve-funded draw: \$4,395,029

MEDIC UNITS	
LifeLine Medic Unit (A23)	\$416,961
LifeLine Medic Unit (A24)	\$416,961
LifeLine Medic Unit (A25)	\$416,961
RESPONSE VEHICLES	
Ford Transit Connect (U53)	\$95,076
Ford F150 (U54)	\$98,562
MEDICAL EQUIPMENT	
Stryker Power-PRO Cot (A23)	\$90,000
Stryker Power-PRO Cot (A24)	\$90,000
Stryker Power-PRO Cot (A25)	\$90,000
ZOLL Ventilators	\$160,769
iSTAT Analyzers	\$92,367
IT / COMPUTERS	
Getac Tablets (×10)	\$72,100
Badge Readers	\$51,500
Network Cabling	\$51,500

COMMUNICATIONS	
Mobile Radios	\$745,184
Portable Radios	\$706,171
Minitors — Backup Alerting (×6)	\$34,816
SAFETY & HEALTH	
Bunker Gear (PPE)	\$132,651
FACILITIES	
Baseline Investments	\$633,450
FACILITIES (BOND)	
Project Management	\$417,150
Station 50 — Construction	\$250,000
Station 51 — Construction	\$6,441,546
Station 53 — Construction	\$300,000
Station 57 — Construction	\$300,000
Station 58 — Construction	\$10,000,000
Station 59 — Construction	\$10,000,000

TOTAL (non-Bond): \$4.40M

Total incl. Bond: \$32.10M

PLANNED CAPITAL REPLACEMENTS — 2028

Reserve-funded draw: \$3,353,146

RESPONSE VEHICLES	
Ford F150 (U56)	\$98,465
Ford Interceptor (U57)	\$96,785
Ford Interceptor (U58)	\$96,785
MEDICAL EQUIPMENT	
Stryker Spare Cot	\$93,000
IT / COMPUTERS	
Getac Tablets (×10)	\$74,263
Badge Readers	\$53,045
Network Cabling	\$53,045

SAFETY & HEALTH	
Bunker Gear (PPE)	\$135,304
FACILITIES	
Baseline Investments	\$652,454
Station 54 — Improvements	\$2,000,000
FACILITIES (BOND)	
Project Management	\$429,665
Station 58 — Construction	\$3,808,914
Station 59 — Construction	\$5,020,398

PLANNED CAPITAL REPLACEMENTS — 2029

Reserve-funded draw: \$7,143,910

MEDIC UNITS	
Lifeline (A26)	\$528,771
TENDERS	
H&W Kenworth T800 (T14)	\$693,031
RESPONSE VEHICLES	
Ford F350 w/ Utility Box (U59)	\$116,908
Ford F250 (U60)	\$92,022
MEDICAL EQUIPMENT	
Stryker Power-PRO Cot (A26)	\$95,526
ZOLL X Series (qty 6)	\$365,439
AED Plus (qty 22)	\$60,361
AED Pro (qty 16)	\$80,125

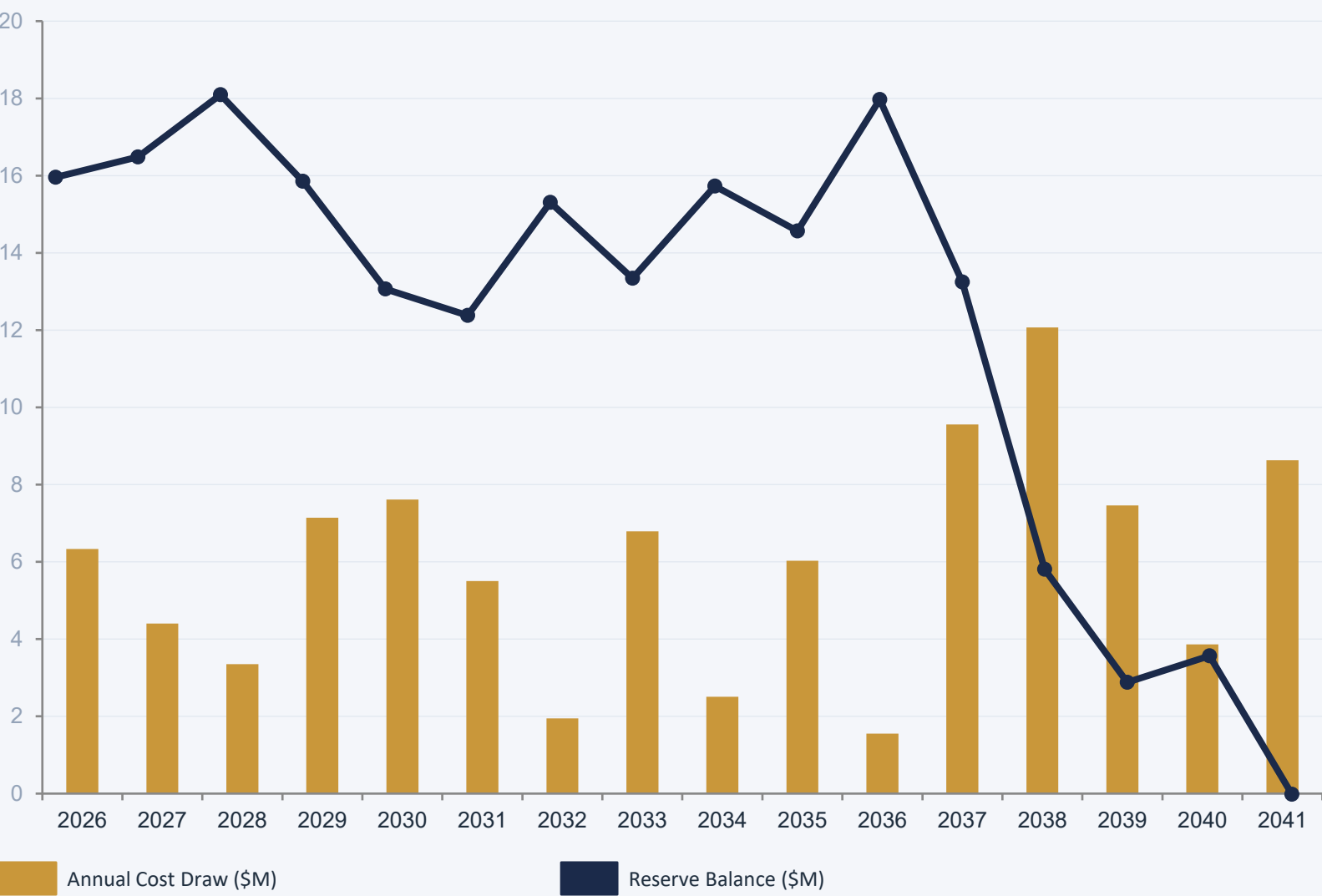
IT / COMPUTERS	
Getac Tablets (×10)	\$76,491
Infrastructure	\$115,927
Badge Readers	\$54,636
Network Cabling	\$54,636
SAFETY & HEALTH	
Bunker Gear (PPE)	\$138,010
FACILITIES	
Baseline Investments	\$672,027
Station 52 — Improvements	\$4,000,000
FACILITIES (BOND)	
Project Management	\$442,554

TOTAL (non-Bond): \$7.14M

Total incl. Bond: \$7.59M

RESERVE FUND FORECAST 2026–2041

Annual contribution of \$4.42M fully expends the reserve by 2041 — aligned with current levy period planning cycle



KEY INSIGHTS

💰 \$13.4M opening reserve balance (Jan 2026)

📅 2026: costs budgeted separately; \$2.36M contribution starts building the reserve

📊 \$4.42M annual contribution locked in 2027–2041

⚠️ High-cost years: 2026, 2037, 2038 — reserve absorbs spikes

🎯 Reserve reaches \$0 in 2041 — aligned with current levy period planning cycle

KEY TAKEAWAYS

For the Board of Fire Commissioners

01 We Have a Plan

A comprehensive 50-year capital asset replacement plan covering all district assets is in place, with inflation-adjusted costs and replacement schedules for every item.

02 The Reserve Fund is Established

In 2025, the Board approved creating a dedicated Capital Replacement Reserve, opening 2026 with \$13.4M funded via transfers from the General Fund (\$10.1M) and Reserve Fund (\$3.3M).

03 Contributions are the Key

Annual contributions of \$4.42M (2027–2041) plus interest on the replacement reserve fund the replacement schedule. Contributions are sized to sustain the reserve through the current levy cycles — reaching \$0 in 2041.

04 The District is Protected

With this plan, the district replaces assets on schedule without emergency levies, borrowing, or service disruption. Continued annual contributions ensure the plan stays on track.

This is an informational presentation. No board action is required.



GIG HARBOR FIRE & MEDIC ONE

10222 Bujacich Road NW | Gig Harbor, WA 98332
(253) 851-3111 | www.gigharborfire.org

June 9, 2026

Members of the Board,

Included in your agenda packet for consideration is a revised personal services contract for Deputy Chief Tom Wescott.

Deputy Chief Wescott's original contract was executed on March 2, 2026. Following that signing, it was brought to my attention that a discrepancy existed in the base salary — specifically, the cost-of-living adjustment (COLA) had not been applied as required. The revised contract enclosed in your packet reflects the corrected base salary incorporating the appropriate COLA.

We sincerely apologize for the oversight and respectfully request the Board's review and approval of the revised contract at your earliest convenience. Deputy Chief Wescott officially assumed his role on June 1, 2026, and timely action to rectify this matter is greatly appreciated.

Respectfully,

Dennis Doan
Fire Chief

PIERCE COUNTY FIRE PROTECTION DISTRICT NO. 5

Employment Agreement for Exempt Personnel

This Employment Agreement is made by and between Pierce County Fire Protection District No. 5, hereinafter referred to as "the District" and, Thomas Wescott, hereinafter referred to as "the Employee," both of whom agree and understand as follows:

WHEREAS, the District wishes to employ the services of, Thomas Wescott, as Deputy Chief, for the District; and

WHEREAS, the District and the Employee desire to provide certain terms and conditions of employment, salary and benefits, procedures and requirements regarding the employment of the Employee by the District; and

WHEREAS, the Employee wishes to accept employment in that capacity under the terms and conditions recited herein;

NOW THEREFORE, the District and the Employee agree as follows:

1. DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Employee shall be in accordance with Washington State statutes and case law, resolutions of the District, and such policies or standard operating procedures that shall be adopted from time to time by the Board of Fire Commissioners of the District, hereinafter referred to as "the Board." The duties and responsibilities of the Employee are outlined in the job description.

2. TERM OF AGREEMENT

This agreement is effective from June 1, 2026, through December 31, 2027. During the last year of the agreement, the parties may discuss renewal of the employment agreement, for a three-year term, or any other term upon which the parties may agree. The agreement may be renewed upon and subject to satisfactory performance evaluations conducted on a regularly scheduled basis, to be performed at least annually. **See Section 6 below.**

2.1 Employee is required to serve a probationary period of twelve (12) months of continuous service commencing from the effective date of this agreement. During this period, Employee may be terminated or disciplined at the sole discretion of the District for any reason, with or without cause.

3. NON-RENEWAL

In the event the District does not intend to renew this Agreement or any renewals thereof, the District will provide the Employee with written notice ninety (90) days prior to the expiration of the term. The Employee will have no property rights to a renewal of this Agreement. The decision of whether to renew the Agreement will be at the sole discretion of the District and may

be made for any reason with or without cause. Upon termination due to non-renewal, the Employee will receive accrued vacation and sick leave as outlined in Section 8 and Section 9.

4. DISABILITY

- 4.1 Employee shall enroll in the District sponsored Long-term Disability plan, at their own expense, when required by the plan. Applicable Employee premiums will be paid in the form of payroll deductions.
- 4.2 Other disability plans offered to and selected by the Employee will require the Employee to make payment directly to the vendor, as the selected plan may require.

5. SALARY & LONGEVITY

The 2026 base salary shall be \$18,747.70 per month/\$224,972.40 annually. If the current job description is expanded to include additional accountabilities, the District will consider reopening wage negotiations for a possible increase in salary.

- 5.1 Calendar Year 2027 will include an annual COLA equal to 100% CPI-U (2% min to 6% maximum, Seattle-Tacoma-Bellevue, June-June). COLA will be applied to annual base salary.
- 5.2 Longevity: The District longevity pay plan provides an additional 2% of gross salary for employees with 5-9 years of service and an additional 2% of gross salary for employees with 10-14 years of service and an additional 2% for 15-19 years of service and an additional 4% for 20 years of service to Pierce County Fire District No. 5.
- 5.3 Employee will be responsible for applicable local, state and federal taxes (to include L&I premiums), paid via payroll deduction. The District will cost share the premiums for Paid Family/Medical Leave, in the same manner as is provided for employees covered by the Local 3390 Collective Bargaining Agreement.

6. PERFORMANCE EVALUATION

The District shall review and evaluate the performance of the Employee at least once annually. A review and evaluation of performance shall be in accordance with criteria developed by the District and shall define goals and performance objectives for the Employee as necessary for proper performance of the Employee's duties.

7. HOURS OF WORK

It is recognized that the Employee is required by the job description to devote a great deal of time outside normal office hours to the business of the District. The Employee shall be considered a supervisory, executive or administrative employee who is qualified for an exemption from the overtime provisions of the federal Fair Labor Standards Act. As such, the Employee has no standard workweek and must accomplish all tasks within the time or hours deemed appropriate by the Employee. Because of the excess hours worked, over and

beyond a standard workweek, the Employee's pay shall not be reduced, for absences of less than one day, even if all earned leaves are exhausted.

8. VACATION

8.1 Employee shall accrue vacation to be credited monthly, rounded to the tenth decimal as follows:

- Employee will accrue vacation at the years 15-19 rate.

Vacation Earned Monthly	
Years 1-4	20.3 hours
Years 5-9 (increase at 49 th month)	21.9 hours
Years 10-14 (increase at 109 th month)	23.6 hours
Years 15-19 (increase at 169 th month)	25.3 hours

8.2 The maximum accrual of vacation shall be the Employee's annual accrual (fixed total based on years of service) multiplied by four (4). Vacation time accumulated more than the above maximum, if unused, shall be forfeited.

8.3 The District will also offer a buyout of up to a maximum of one (1) year accrued vacation, not to exceed three (3) times during the Employee's tenure to be paid at the regular hourly rate as taxable income. The Employee must retain a minimum of two (2) weeks' vacation to be taken in a twelve (12) month period.

8.4 Upon separation, for any reason, Employee will receive payment, at their regular hourly base pay rate, for accrued vacation leave, prorated to the date of separation.

9. SICK LEAVE

9.1 Employee shall be granted a starting sick leave balance of 160 hours and shall thereafter accrue sick leave at the rate of 16 hours for each full month of service. Maximum sick leave accrual shall be 1040 hours. No sick leave shall accrue during leaves of absence without pay or layoffs.

9.2 Upon accrual of 1,040 hours, the Employee will continue to accrue excess sick leave to a maximum of 96 hours. When the excess equals 96 hours, the District will pay out the excess hours at 35% of its value based upon the Employee's regular hourly base pay rate, into the Employee's HRA account.

9.3 Upon separation, non-renewal, retirement or resignation, accrued sick leave, except in the case of termination for cause and termination without cause, will be paid out as cash, at 35% of its value based upon the Employee's regular hourly base pay rate. To be eligible to receive this sick leave payment, the Employee must have completed five (5) years of employment with the District or have reached retirement eligibility.

- 9.4 Employee will forfeit accrued sick leave upon termination for cause. For termination without cause the Employee's accrued sick leave balance will be paid out at 50% of its value, based upon the Employee's regular hourly base pay rate.
- 9.5 In the event of a line of duty death, accrued sick leave will be paid by the District at 100% of its value based upon the Employee's regular hourly base pay rate.

10. AUTOMOBILE & CELL-PHONE

- 10.1 The Employee shall be assigned a District owned automobile to effectively perform their assigned duties. Usage of this vehicle will be governed by District policy. The District shall be responsible for paying for any insurance with respect to such vehicle, and for the purchase, operation, maintenance, repair and replacement of said vehicle. Such vehicles are not intended for personal use. Reasonable use of a personal nature shall be permitted to preserve the Employee's ability to respond to alarms when required. Employees using personal vehicles for District business are eligible for mileage reimbursement as per District policy.
- 10.2 The Employee is expected to carry a District issued cell phone to effectively perform the duties of this position. The Employee may use the District cell phone for reasonable personal use.

11. DEFERRED COMPENSATION

The Employee may participate in a District sponsored Deferred Compensation plan. The District shall match equal participation of the employee, up to 8.5% of gross earnings, per pay period.

Gross earnings are defined as base salary, longevity and education. The District match contribution will be calculated on gross earnings, as defined, on a per pay period basis, and deposited into the applicable deferred compensation plan, as per plan requirements.

12. RETIREMENT PARTICIPATION

The District agrees to contribute the Employer portion of the State of Washington LEOFF II retirement plan, and the Employee agrees to contribute the Employee portion to the same plan for their own benefit.

Upon retirement and reaching 50 years of age, the Employee will receive the Retiree Medical Program Benefits, as defined in Resolution 2024-02. The 15 years of service criteria will be waived, if at least age 55 upon retirement.

13. MEDICAL/DENTAL INSURANCE COVERAGE

Medical, Dental and Vision insurance coverage shall be provided upon hire, according to plan guidelines, and the District agrees to pay 100% of the monthly premiums for the Employee and their dependents. The Employee may opt out of all insurance coverage and receive the District's premium cost as taxable wages, not reported to the Department of Retirement

Systems, with reasonable written notice. The Employee may choose to opt back into the District plan and stop receiving the District's premium cost as wages during open enrollment. The minimum District contribution to the Employee's Health Reimbursement Arrangement (HRA) account shall be \$535 per month.

14. PROFESSIONAL DEVELOPMENT

The District hereby agrees to budget for and to pay the reasonable travel and other expenses of Employee for professional development of the Employee. The District also agrees to budget and to pay for the reasonable travel and other expenses of Employee for short courses, conferences and seminars that are necessary and desirable for professional development and for the good of the District. All such travel and other expenses shall be subject to the prior written approval of the Board or Fire Chief, or their designee.

15. HOLIDAYS

New Year's Day	Veteran's Day
Martin Luther King Jr. Day	Thanksgiving Day
President's Day	Day after Thanksgiving
Memorial Day	Christmas Eve
Juneteenth	Christmas Day
Independence Day	Four (4) Floating days (Prorated during
Labor Day	Employee's first year of employment)

15.1 PAY FOR HOLIDAYS.

Employees may request pay at the regular hourly rate of pay in lieu of time off for floating holidays. The cumulative pay requested may not exceed thirty-two (32) hours annually. Floating Holiday hours shall be used or cashed out during the year in which they are earned and will not carry over to the next calendar year.

16. BEREAVEMENT LEAVE

In the event of an imminent death or death of an immediate family member, Employee shall be granted up to five (5) days of bereavement leave. Additional time may be considered under Emergency Leave. Said bereavement leave shall be time off with pay. Immediate family shall be defined as the Employee's spouse or registered domestic partner, children, including biological, adopted, foster children, stepchildren, or children for whom you stand in loco parentis, parents, including biological, adoptive, or foster parents or anyone who stood in loco parentis to the Employee, siblings, grandparents, grandchildren and parents-in-law of the Employee, Employee's spouse or registered domestic partner.

17. EMERGENCY LEAVE

In the event of a family emergency that requires the presence of the Employee, the Employee may be granted reasonable time off. If the emergency is of a medical nature, time off shall be charged to accrued sick leave. If the emergency is non-medical in nature, time off shall be charged to other accrued leave.

18. CLOTHING ALLOWANCE

The District agrees to provide the Employee one Class A fire district uniform for use at special Fire District occasions that may occur. Uniforms will be provided on a fair wear and tear basis.

19. EDUCATIONAL INCENTIVES

Employees with an associate degree will receive an educational incentive equal to 2% of their base monthly wage. A bachelor's degree will receive an additional 2% incentive. Master's degree or Executive Fire Officer, through the National Fire Academy, will receive an additional 2% incentive. Center for the Public Safety Excellence (CPSE) Chief Fire Officer (CFO) credential will receive an additional 1% incentive.

Employees are eligible for a reimbursement of 50% of the cost for classes and materials for enrollment in, and successful completion of, studies at an accredited school or university. The class must be applicable to the field in which the Employee works and have prior approval of the Fire Chief.

20. PHYSICAL FITNESS

Each full-time employee may be allowed three (3) hours per workweek, in one (1) hour increments, for physical fitness. Physical fitness hours shall not interfere significantly with the routine or the effectiveness of the District. Time for physical fitness will be scheduled during the workday at a time that is mutually agreed upon between the employee and the District.

21. DEPLOYMENTS

When a Full Time-FLSA Exempt employee participates in deployment work (IMT's, single resources, etc.) outside of their normal duty hours, any additional compensation will be paid to the employee according to the contract with the requesting agency (FEMA, USFS, WA DNR, EMAC, etc). This practice is outlined in the Washington State Fire Services Resource Mobilization Plan V 12.3 Appendix J.

22. PROFESSIONAL AND CIVIC CLUB MEMBERSHIPS

The District recognizes the desirability of representation in and before professional, local, civic and other organizations, and upon approval of the Board, Employee is authorized to become a member of a reasonable number of professional, civic clubs and other such organizations for which the District shall pay all membership related expenses.

23. VOLUNTARY AND INVOLUNTARY REDUCTION IN GRADE

Employee may request, in writing, their desire for a voluntary reduction in grade to any previously held position, equivalent rank, or position with reduced responsibilities, for which they are qualified, and as may be available. Any reduction in grade will be for a minimal

commitment of one year, unless otherwise agreed. Employees forced into an involuntary reduction in grade may maintain their current respective wages until such time that the base pay matches the current salary. A reduction in grade will not displace other members from permanently assigned positions. The District must be able to release the Employee from the present position and have the desired position available.

24. GRIEVANCE PROCEDURES

The purpose of this procedure is to provide an orderly method of resolving all disputes involving interpretation of this agreement, and any other work-related problems. A determined effort shall be made to settle any differences at the lowest possible level in the grievance procedure, and there shall be no suspension of work or interference with the operation of the District as a result of the filing of a grievance. An Employee's failure to use the procedure in a timely manner shall constitute a full and complete waiver of the grievance. The District's failure to comply with time limits shall not constitute a waiver of the Employee's grievance, but shall also not constitute an admission that the grievance is valid. Any time limits stipulated herein may be extended for stated periods of time by the parties by mutual agreement in writing. The parties may also waive any step(s) to expedite the matter.

Step One. The Employee shall include the following in any written grievance: (1) statement of grievance and relevant facts; (2) specific provisions of the agreement violated, if any; (3) remedy sought. Any grievance shall be filed in writing with the District Secretary or in the absence of the Secretary, with any member of the Board within 14 calendar days after the occurrence complained of. The Board shall conduct a hearing within 14 calendar days of receipt by the Secretary or Board member. Within 14 calendar days following the hearing, the decision of the Board shall be transmitted in writing to the Employee.

Step Two. If the grievance is not satisfactorily resolved at step one, the Employee may within 14 calendar days thereafter request that the matter be submitted to an arbitrator. The parties agree to select an arbitrator through the auspices of the Public Employment Relations Commission or the American Arbitration Association. Any arbitrator so selected shall have no power to render a decision that would add to, subtract from, or alter, change or modify the terms of this agreement. The arbitrator's power shall be limited to interpretation and application of this agreement. Any decision of the arbitrator shall be binding upon both parties. Each party shall bear one-half the cost of arbitration. If an arbitrator orders additional compensation or back pay for the aggrieved Employee, such compensation shall not extend back to a date more than 60 days before the filing of the grievance.

25. DISCIPLINE AND SUSPENSION

Generally, the District will follow concepts of progressive discipline and agrees that all discipline shall only be for just cause. Discipline, in the appropriate cases may include oral reprimand, written reprimand, suspension for up to 30 days without pay, and/or termination. If continued presence on the job by the Employee would be dangerous or present a safety or security risk to the District, the District has the option to immediately suspend the Employee with or without pay. Suspension with pay may be granted to the Employee during an active investigation.

26. TERMINATION FOR CAUSE

The District will have the right to immediately terminate the Employee's services and this agreement for cause as defined below. If terminated for cause, all compensation and benefits described herein shall cease as of the termination date. "Cause" for discipline or termination includes but is not limited to:

- Incompetency, inefficiency or inattention to or dereliction of duty.
- Dishonesty, intemperance, immoral conduct, insubordination, discourteous treatment of the public or other District employees, or any other act of omission or commission tending to injure the public service; or any other willful failure on the part of the Employee to maintain proper conduct.
- Mental or physical unfitness for the position which the Employee holds.
- Dishonest, disgraceful, immoral or prejudicial conduct.
- Use of alcoholic beverages or controlled substances to such extent that such use interferes with the efficiency or mental or physical fitness of the Employee, or which precludes the Employee from properly performing the functions and duties of the position.
- Conviction of a felony, or a misdemeanor involving moral turpitude.
- Any other act or failure to act which in the judgement of the Fire Chief and is sufficient to show the Employee to be unsuitable and unfit for the position.

Any termination of this Agreement for cause will be subject to the District's disciplinary policies and procedures and the Employee will receive accrued vacation and sick leave as outlined in Section 8 and 9.

27. TERMINATION WITHOUT CAUSE

The District may terminate employment under this agreement without cause and without advance notice, provided that the District shall pay the Employee a severance amount, in a single lump sum payment, equivalent to the value of six (6) months base salary, and any vacation and sick leave entitlements as outlined in Section 8 and 9. The severance amount will be paid during the District's normal payroll cycle within thirty (30) days following the date of termination.

28. RETIREMENT/RESIGNATION

Employee may voluntarily retire or resign their position with a minimum of (30) days advance written notice, unless such notice is waived in writing by the Fire Chief. Upon separation, Employee will receive payment for accrued vacation and sick leave as outlined in Section 8 and 9, including accrued or remaining floating holidays.

29. GENERAL PROVISIONS

- a. Survival. To the extent required by the circumstances, any rights of the parties created by this agreement may survive termination of employment hereunder.

- b. Notices. Any notice required or permitted to be given under this agreement shall be sufficient, if in writing and delivered personally or sent by registered or certified mail to the Employee at his/her residence, or to the District at its principal office.
- c. Complete Agreement. This agreement contains the entire agreement between the parties hereto relating to the subject matter hereof, and no modifications of this agreement shall be valid unless made in writing and signed by the parties hereto. Addendums authorized by the District may periodically update this contract to ensure continuity with like exempt contracts. These addendums will outline modifications to compensation or benefits extended to exempt personnel and become a permanent part of this agreement at the time of Board and Employee approval.
- d. Severability. Any provisions hereof which are prohibited by law or are unenforceable shall be inoperative and all the remaining provisions of this agreement shall, nevertheless, continue in effect.
- e. Employee's Death. In the event of the Employee's death, all wages and benefits due the Employee shall be handled in accordance with the probate laws of the State of Washington.
- f. Governing Law. This agreement shall be governed by and construed in accordance with the laws of the State of Washington.

IN WITNESS WHEREOF, this agreement was approved on _____ (date) at a regular meeting of the Pierce County Fire Protection District No. 5, Board of Fire Commissioners.

SIGNATURES

Chairman

Commissioner

Commissioner

Commissioner

Commissioner

District Secretary

Employee



GIG HARBOR FIRE & MEDIC ONE

10222 Bujacich Road NW | Gig Harbor, WA 98332
(253) 851-3111 | www.gigharborfire.org

June 9, 2026

Members of the Board,

It is one of the great honors of my career to serve as Fire Chief of Gig Harbor Fire & Medic One. This organization, this Board, our employees, and this community mean a great deal to me.

My current agreement provides that, in its final year, the parties may discuss renewal for a three-year term, or any other term we agree upon. In keeping with that provision, I respectfully submit the attached proposal for the Board's consideration.

I have chosen to present it in an open meeting rather than in executive session, for the sake of transparency and to invite public input. My contract is available for anyone to review, and I want the community, the Commissioners, our firefighters, the union, and our staff to see exactly what I am asking for and why. How the Board proceeds from here is its prerogative.

The packet includes this letter, the proposed agreement, the Fire Chief Comp sheet, and the 2025 average salary report by rank that the Commissioners requested; I have also added the Deputy Chief and Fire Chief positions for context.

My contract is separate from the firefighters' collective bargaining agreement. Our firefighters have collective bargaining rights and a formal process through PERC to resolve their labor agreement, and I support and respect that process. I am an exempt, at-will employee under a personal services contract, with no guarantee of employment beyond 2026. What I bring to this request is my work, my performance, and my record as Fire Chief. I want to stay, and I hope that record is deserving of another contract.

This proposal is built on the Fire Chief comparison sheet in this packet, which our HR Director, Janelle Gunder, prepared. It shows my salary is at or near the top of comparable agencies, so I am not requesting a market adjustment. This follows how the District has long handled compensation, for bargaining-unit employees and personal services contracts alike: when someone is at or near the top of the comparable group, the base wage is not reduced, and future increases are generally limited to a cost-of-living adjustment until the market catches up. I believe that same approach is fair here.

My proposal is straightforward:

- A three-year agreement, January 1, 2027 through December 31, 2029.
- No base salary adjustment.
- An annual cost-of-living adjustment (COLA) for 2027, 2028, and 2029.
- A reduction of the CPI-U COLA range from 2%–6% to a more modest 2%–4%.
- Removal of the provision guaranteeing that the Fire Chief's salary would remain at least 10% above the highest-paid Deputy Chief.
- A correction to my vacation accrual so that it matches the Deputy Chiefs' personal services contracts.

These changes provide stability for both the District and me, and I believe they are fair, reasonable, and consistent with how we treat our other employees.

I also want to be clear about my longer-term thinking. I am not announcing my retirement, and nothing here should be read as a formal notice. But I recognize that my time in the fire service is moving toward its conclusion, and I hope to serve long enough to finish the work this Board, our members, and our community have invested in.

My goal for my remaining years is simple: Finish What We Started. I want us to complete the Training Facility and Stations 51, 58, and 59; to see the new water tender, five Type I engines, two Type III engines, and new medic units placed into service; to recruit a strong successor for Chief Oldenburg; and to continue succession planning so that the entire Command Staff is prepared to lead this organization when my time as Fire Chief comes to an end.

I am proud of what we have accomplished together, and I believe important work remains ahead. I respectfully submit this proposal for the Board's consideration and welcome any questions.

Respectfully,



Dennis Doan
Fire Chief

2026 Fire Chief Comparison Information (as of 6/01/26)

2025-2026 PSC

Description	Doan-FC	S. Kitsap	C. Kitsap	Valley Reg	North County	Marysville	Avg w/out Doan
Monthly Salary	\$22,472.71	\$19,416.13	\$22,081.89	\$22,648.00	\$19,740.17	\$17,485.41	\$20,274.32
Annual Salary	\$269,672.52	\$232,993.56	\$264,982.64	\$271,776.00	\$236,882.00	\$209,824.90	\$243,291.82
CPI-U	2-6%	0-4%	0-4%	N/A	market study	N/A	
Longevity	2% 5-9 yrs 2% add'l 10-14 yrs 2% add'l 15-19 yrs 4% add'l 20 yrs	According to BC contract 5% 15 yrs 6% 20 yrs 7% 25 yrs	N/A	8% 20 yrs 10% 25 yrs	N/A	2% 6 yrs 3% 9 yrs 4% 15 yrs 6% 20 yrs	
Education	2% AA 2% add'l BA 2% add'l MS 1% add'l CPSECFO	N/A	N/A	N/A	N/A	\$200 - AA \$300 - BA	
DCP Match	8.50%	6%	\$0	IRS max 50<	5%	4%	

***2025/2026 Doan contract states base salary will be 110% higher than highest paid DC, inclusive of base salary, longevity & education incentives.**

2025 Average Wages

Uniformed & Command

Fiscal Year: 2025
Report Date: May 14, 2026

UNIFORMED POSITIONS — COLLECTIVE BARGAINING AGREEMENT (CBA)

Position	Base salary	Longevity	Specialty	Education	Overtime	Monthly total	Annual total
Firefighter ¹	\$9,784.31	\$89.89	\$35.34	\$252.06	\$849.30	\$11,010.89	\$132,130.70
Driver Op	\$10,461.69	\$499.65	\$127.87	\$162.21	\$1,409.56	\$12,660.99	\$151,931.84
Paramedic	\$11,058.97	\$398.39	\$110.76	\$226.32	\$1,604.69	\$13,399.13	\$160,789.62
Lieutenant	\$11,500.23	\$773.43	\$240.06	\$180.52	\$2,812.41	\$15,506.65	\$186,079.85
Battalion Chief	\$13,517.45	\$1,350.66	\$124.14	\$198.63	\$5,261.39	\$20,452.27	\$245,427.22
Division Chief	\$13,506.58	\$1,013.00	\$496.56	\$198.63	\$1,937.30	\$17,152.06	\$205,824.76
Average — CBA positions	\$11,638.21	\$687.50	\$189.12	\$203.06	\$2,312.44	\$15,030.33	\$180,364.00

COMMAND POSITIONS — PERSONAL SERVICE CONTRACTS

Position	Base salary	Longevity	Specialty	Education	Overtime	Monthly total	Annual total
Deputy Chief	\$18,254.82	\$1,243.16	\$593.28	\$638.92	N/A	\$20,730.18	\$248,762.13
Fire Chief	\$21,881.90	\$0.00	\$0.00	\$1,531.74	N/A	\$23,413.64	\$280,963.68

All figures represent averages for calendar year 2025. Monthly and annual totals include all applicable compensation components (base salary, longevity, specialty, and education incentive). Overtime is included for CBA positions only; command positions under personal service contracts are not eligible for overtime (shown as N/A). Figures do not include cashouts, severance, or reimbursed wages. ¹ Firefighter base wage reflects an average below contractual maximum due to a high number of new hires compensated at 70–90% of base pay during 2025.

PIERCE COUNTY FIRE PROTECTION DISTRICT NO. 5

Employment Agreement for Exempt Personnel

This Employment Agreement is made by and between Pierce County Fire Protection District No. 5, hereinafter referred to as “the District,” and **Dennis Doan**, hereinafter referred to as “the Employee,” both of whom agree and understand as follows:

WHEREAS, the District wishes to employ the services of Dennis Doan as Fire Chief of the District; and

WHEREAS, the District and the Employee desire to provide certain terms and conditions of employment, salary and benefits, procedures and requirements regarding the employment of the Employee by the District; and

WHEREAS, the Employee wishes to accept employment in that capacity under the terms and conditions recited herein;

NOW, THEREFORE, the District and the Employee agree as follows:

1. DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Employee shall be in accordance with Washington State statutes and case law, resolutions of the District, and such policies or standard operating procedures that shall be adopted from time to time by the Board of Fire Commissioners of the District, hereinafter referred to as “the Board”. The duties and responsibilities of the Employee are clearly outlined in the job description, as approved by the Board.

2. TERM OF AGREEMENT

Employee shall be employed in such capacity at the District for a period effective January 1, 2027 through December 31, 2029. During the last year of the agreement, the parties may discuss renewal of the employment agreement, for a three-year term, or any other term upon which the parties may agree. The agreement is renewable upon, and subject to, satisfactory performance evaluations conducted by the Board on a regularly scheduled basis, to be performed at least annually. **See Section 5 below.**

Addendums authorized by the District may periodically update this contract to ensure continuity with Fire Chief Contracts. These addendums will outline modifications to compensation or benefits extended to exempt personnel and become a permanent part of this agreement at the time of Board approval. **See Section 24.2 below**

3. DISABILITY

3.1 The base wage of the Employee will be inclusive of the current premium amount of the mutually agreed long-term disability plan. The District agrees to pay the Employee’s premiums in the form of a monthly payroll deduction from the Employee’s salary so long as the Employee chooses the District sponsored plan.

3.2 Other plans chosen by the Employee will require that the Employee make payment directly as the chosen plan may require.

4. SALARY & LONGEVITY

The 2026 base salary shall be at least \$22,472.71 per month / \$269,672.52 annually. ~~Additionally, in 2025 and 2026, the monthly salary, inclusive of base salary, longevity and all education incentives, shall be at least 110% of the highest paid District Deputy/Assistant Chief's monthly salary, inclusive of base salary, longevity and education incentives. Any calculated pay increase, to reach 110%, shall be added to the base salary, and that new total shall become the new base salary. Future calculations may not reduce the base salary. If the current job description is expanded to include additional accountabilities, the District will consider reopening wage negotiations for a possible increase in salary.~~

- 4.1 Calendar years ~~2027-2029~~ shall include an annual COLA equal to 100% CPI-U (2% min to 4% maximum ~~2% min to 6% maximum~~ Seattle June-June).
- 4.2 Longevity: The District longevity pay plan provides an additional 2% of gross salary for employees with 5-9 years of service and an additional 2% of gross salary for employees with 10-14 years of service and an additional 2% for 15-19 years of service and an additional 4% for 20 years of service to Pierce County Fire District #5.
- 4.3 The Employee portion of the Washington State Labor and Industries Insurance (L&I) will be paid in full by the Employee via a salary/payroll deduction.

5. PERFORMANCE EVALUATION

The District shall review and evaluate the performance of the Employee at least once annually. A review and evaluation of performance shall be in accordance with criteria developed by the Board and shall define goals and performance objectives for the Employee as necessary for proper performance of the Employee's duties.

6. HOURS OF WORK

It is recognized that the Employee is required by the job description to devote a great deal of time outside normal office hours to the business of the District. The Employee shall be considered a supervisory, executive or administrative Employee who is qualified for an exemption from the overtime provisions of the federal Fair Labor Standards Act. As such, the Employee has no standard workweek and must accomplish all tasks within the time or hours deemed appropriate by the Employee. Because of the excess hours worked, over and beyond a standard workweek, the Employee's pay shall not be reduced below their monthly salary, even if all earned leaves are exhausted, for absences of less than one day.

7. VACATION

- 7.1 VACATION ACCRUAL. Employee shall accrue vacation to be credited monthly, rounded to the tenth decimal, as follows:

- Employee will accrue vacation at the years 15-19 rate.

Completed Years of Service	Vacation Earned Monthly
Years 1-4	20.3 hours
Years 5-9 (increase at 49 th month)	21.9 hours
Years 10-14 (increase at 109 th months)	23.6 hours
Years 15+ (increase at 169 th month)	25.3 hours

7.2 VACATION CAP

The maximum accrual of vacation shall be as follows:

The employee's annual accrual (fixed total based on years of service) multiplied by four (4). Vacation time accumulated in excess of the above maximum, if unused, shall be forfeited by the Employee.

The District will also offer a buyout of up to a maximum of one (1) year accrued vacation, not to exceed three (3) times during the Employee's tenure and to be paid at the regular hourly rate as taxable income. The employee must retain a minimum of two weeks' vacation to be taken in a twelve-month period.

8. SICK LEAVE

8.1 The Employee shall commence employment with a sick leave bank of 160 hours on the first day of employment. The Employee shall be granted sick leave, which shall accrue at the rate of 16 hours for each full month of service. Maximum sick leave accrual shall be 1040 hours. No sick leave shall accrue during leaves of absence without pay or layoffs.

8.2 Upon accrual of 1,040 hours, the employee will continue to accrue excess sick leave to a maximum of 96 hours. When the excess equals 96 hours, the District will buy-back the excess hours at 35% of its value based upon the employee's regular hourly rate.

8.3 Upon separation, unused sick leave will be purchased by the District at 35% of its value based upon the Employee's regular hourly rate. To be eligible to receive this sick leave purchase, the Employee must have completed five (5) years of Employment with the District (or have reached retirement eligibility). Said purchase shall be cashed out. Employees who voluntarily resign their position prior to retirement eligibility shall receive no such payment.

8.4 In the event of a line of duty death, 100% of accrued sick leave will be cashed out by payment into a mutually agreed upon medical expense account or cash, i.e., dollar for dollar.

9. AUTOMOBILE & CELL-PHONE

The Employee shall be assigned a District-owned automobile to effectively perform their assigned duties. Usage of this vehicle will be governed by District policy. The District shall be responsible for paying for any insurance with respect to such vehicle, and for the purchase, operation, maintenance, repair and replacement of said vehicle. Such vehicles are not intended for personal use. Reasonable use of a personal nature shall be permitted in order to preserve the Employee's ability to respond to alarms when required. Additionally, the employee may seek mileage reimbursement any time the employee uses their personal vehicle for District business, with prior approval from the Board Chair.

The Employee is expected to carry a District-issued cell phone in order to effectively perform the duties of this position. The employee may use the District cell phone for reasonable personal use.

10. DEFERRED COMPENSATION

The Employee will be offered the opportunity to defer compensation to an annuity plan through any District sponsored plan as outlined below. The District shall contribute up to 8.5% of gross annual income for a calendar year, matching the equal participation of the Employee.

11. RETIREMENT PARTICIPATION

The District agrees to contribute the Employer portion of the State of Washington LEOFF II retirement plan, and the Employee agrees to contribute the Employee portion to the same plan for their own benefit.

Upon retirement, Employee will receive the Retiree Medical Program benefit, as defined in Resolution 2024-02.

12. MEDICAL/DENTAL INSURANCE COVERAGE

Medical, Dental, and Vision insurance shall be provided by a mutually agreed to plan. The District agrees to pay the Employee/Dependent's premiums at 100%. The Employee may opt out of all insurance coverage and receive the District's premium cost as taxable wages, not reported to the Department of Retirement Systems, with reasonable written notice. The Employee may choose to opt back into the District plan and stop receiving the District's premium cost as wages during open enrollment. The minimum District contribution to the Employee's HRA account shall be \$535 per month.

13. PROFESSIONAL DEVELOPMENT

The District hereby agrees to budget for and to pay the reasonable travel and other expenses of Employee for professional development of the Employee. The District also agrees to budget and to pay for the reasonable travel and other expenses of Employee for short courses, conferences and seminars that are necessary and desirable for professional development and for the good of the District. All such travel and other expenses shall be subject to the prior written approval of the Board.

14. HOLIDAYS

New Year's Day	Veteran's Day
Martin Luther King's Day	Thanksgiving Day
Presidents Day	Day following Thanksgiving Day
Memorial Day	Christmas Eve
Juneteenth	Christmas Day
4th of July	Four (4) floating holidays (Prorated during Employee's first year
Labor Day	of employment).

14.1 PAY FOR HOLIDAYS

Employees may request pay at the regular hourly rate of pay in lieu of time off for floating holidays. The cumulative pay requested may not exceed thirty-two (32) hours annually. Floating Holiday hours shall be used or cashed out during the year in which they are earned and will not carry over to the next calendar year.

15. BEREAVEMENT LEAVE

In the event of an imminent death or death of an immediate family member, Employee shall be granted up to five (5) days of bereavement leave. Additional time may be considered under Emergency Leave. Said bereavement leave shall be time off with pay. Immediate family shall be defined as the Employee's spouse, son, daughter, father, mother, grandfather, grandmother, grandchildren, brother, or sister of the Employee and the Employee's spouse or registered domestic partner as defined and provided for in Chapter 156 of the Laws of 2007 of the State of Washington.

16. EMERGENCY LEAVE

In the event of a family emergency that requires the presence of the Employee, the Employee may be granted reasonable time off. If the emergency is of a medical nature, time off shall be charged to accrued sick leave. If the emergency is non-medical in nature, time off shall be charged to other accrued leave.

17. CLOTHING ALLOWANCE

The District agrees to provide the Employee one (1) Class A fire district uniform for use at special Fire District occasions that may occur. Uniforms will be provided on a fair wear and tear basis.

18. EDUCATIONAL INCENTIVES

Employees with an Associate's degree will receive an educational incentive equal to 2% of their base monthly wage.

Bachelor's or higher will receive an additional 2% incentive.

Master's Degree or Executive Fire Officer through the National Fire Academy will receive an additional 2% incentive.

Center for the Public Safety Excellence (CPSE) Chief Fire Officer (CFO) credential will receive an additional 1% incentive.

Employees are eligible for a reimbursement of 50% of the cost for classes and materials for enrollment in, and successful completion of studies at an accredited school or university. The class must be applicable to the field in which the Employee works and have prior approval of the Chairman of the Board.

19. PHYSICAL FITNESS

Each full-time employee may be allowed three (3) hours per workweek, in one (1) hour increments, for physical fitness. Physical fitness hours shall not interfere significantly with the routine or the effectiveness of the District. Time for physical fitness will be scheduled during the workday at a time that is mutually agreed upon between the employee and the District.

20. DEPLOYMENTS

When a Full Time-FLSA Exempt employee participates in deployment work (IMT's, single resources, etc.) outside of their normal duty hours, any additional compensation will be paid to the employee according to the contract with the requesting agency (FEMA, USFS, WA DNR, EMAC, etc.). This practice is outlined in the Washington State Fire Services Resource Mobilization Plan V 12.3 Appendix J.

21. PROFESSIONAL AND CIVIC CLUB MEMBERSHIPS

The District recognizes the desirability of representation in and before professional, local, civic and other organizations, and upon approval of the Board, Employee is authorized to become a member of a reasonable number of professional, civic clubs and other such organizations for which the District shall pay all membership related expenses.

22. GRIEVANCE PROCEDURES

The purpose of this procedure is to provide an orderly method of resolving all disputes involving interpretation of this agreement, and any other work-related problems. A determined effort shall be made to settle any differences at the lowest possible level in the grievance procedure, and there shall be

no suspension of work or interference with the operation of the District as a result of the filing of a grievance. An Employee's failure to use the procedure in a timely manner shall constitute a full and complete waiver of the grievance. The District's failure to comply with time limits shall not constitute a waiver of the Employee's grievance, but shall also not constitute an admission that the grievance is valid. Any time limits stipulated herein may be extended for stated periods of time by the parties by mutual agreement in writing. The parties may also waive any step(s) in an effort to expedite the matter.

Step One. The Employee shall include the following in any written grievance: (1) statement of grievance and relevant facts; (2) specific provisions of the agreement violated, if any; (3) remedy sought. Any grievance shall be filed in writing with any member of the Board within 14 calendar days after the occurrence complained of. The Board shall conduct a hearing within 14 calendar days of receipt by the Board member. Within 14 calendar days following the hearing, the decision of the Board shall be transmitted in writing to the Employee.

Step Two. If the grievance is not satisfactorily resolved at step one, the Employee may within 14 calendar days thereafter request that the matter be submitted to an arbitrator. The parties agree to select an arbitrator through the auspices of the Public Employment Relations Commission or the American Arbitration Association. Any arbitrator so selected shall have no power to render a decision that would add to, subtract from, or alter, change or modify the terms of this agreement. The arbitrator's power shall be limited to interpretation and application of this agreement. Any decision of the arbitrator shall be binding upon both parties. Each party shall bear one-half the cost of arbitration. In the event that an arbitrator orders additional compensation or back pay for the aggrieved Employee, such compensation shall not extend back to a date more than 60 days before the filing of the grievance.

23. DISCIPLINE AND DISCHARGE

Generally, the District will follow concepts of progressive discipline and agrees that all discipline shall be only for just cause. Discipline, in the appropriate cases may include oral reprimand, written reprimand, suspension for up to 30 days without pay, and discharge.

23.1 PROCEDURES-DISCIPLINE FOR CAUSE

In the event that any formal charges are filed with the Board, or by any Board member, the District has the option of suspending the Employee with pay and benefits, if a majority of the Board agrees that continued presence on the job by the Employee would be dangerous to any other Employee, or present a safety or security risk to the District. Such suspension with pay shall only be during the course of any investigation. A just cause determination may be made by the immediate supervisor if the preferred discipline is only oral or written reprimand. However, before any suspension or discharge may be decided, the Employee must be afforded the opportunity for a hearing in which they have the opportunity to respond to any formal charges. Prior to any such hearing, the Employee shall have been given written notice setting forth any such charges at least 14 days prior to such hearing. At such a hearing, the Employee is entitled to be represented by counsel and to call witnesses on their behalf, and to confront the witnesses against them. At the conclusion of the hearing, a determination by a majority vote of the Board is sufficient to sustain a finding of just cause to support suspension or discharge, which determination shall be the final determination of the District. In the event that the Employee is terminated for just cause, including but not limited to conviction of a felony, the District shall have no obligation to pay severance pay.

23.2 TERMINATION WITHOUT CAUSE

If the District, due to reorganization, layoff, downsizing, or similar reasons decides to layoff the Employee, just cause is not needed. The District may in such circumstances terminate the Employee's employment with six (6) months' written notice. In the event that the Employee is not demoted and is terminated the following will apply:

- The Employee will be paid a severance package comprised of six months of salary and benefits, and
 - The Employee's accrued sick leave balance will be cashed out at 50% of the Employee's regular hourly rate, and
 - Items 23.2.1 and 23.2.2 will only be paid if the Employee is terminated without cause.

23.3 RESIGNATION

In the event that the Employee voluntarily resigns their position with the District, Employee shall give the District at least thirty (30) days written notice, unless the parties otherwise agree.

23.4 FINAL PAYMENT

In the event that the Employee is terminated under this section, or they voluntarily resign their position, the Employee is entitled to be paid in a lump sum for all accrued vacation, accrued sick leave and floating holidays.

24. GENERAL PROVISIONS

- 24.1 Notices. Any notice required or permitted to be given under this agreement shall be sufficient, if in writing and delivered personally or sent by registered or certified mail to the Employee at his/her residence, or to the District at its principal office.
- 24.2 Complete Agreement. This Agreement contains the entire agreement between the parties hereto relating to the subject matter hereof, and no modifications of this agreement shall be valid unless made in writing and signed by the parties hereto. Addendums authorized by the District may periodically update this contract to ensure continuity with like exempt contracts. These addendums will outline modifications to compensation or benefits extended to exempt personnel and become a permanent part of this agreement at the time of Board approval.
- 24.3 Non-Waiver and Severability. Any provisions hereof which are prohibited by law or are unenforceable shall be inoperative and all of the remaining provisions of this agreement shall, nevertheless, continue in effect. The failure of either party to insist upon strict performance of any provision of this agreement shall not impact that party's right to insist upon strict performance at a later time.
- 24.4 Employee's Death. In the event of the Employee's death, all wages and benefits due the Employee shall be administered in accordance with the probate laws of the State of Washington.
- 24.5 Governing Law and Venue. This agreement shall be governed by and construed in accordance with the laws of the State of Washington. Except as provided for under Section 21 of this agreement, the venue for any action arising out of this agreement shall be Pierce County Superior Court.

IN WITNESS WHEREOF, the Board of Commissioners for Pierce County Fire Protection District No. 5 have caused this agreement to be signed and executed on its behalf by the Board of Commissioners.

District:

Chairman

Dennis Doan

Commissioner

Commissioner

Commissioner

Commissioner

District Secretary