



Gig Harbor Fire & Medic One

AGENDA
Commissioners' Meeting
July 22, 2025
5:00 P.M.

1. Call to Order/Pledge of Allegiance
2. Approval of the Agenda
3. Introduction – CJ Martin, Public Educator
4. Commissioner Absence
5. Communications
6. Approve minutes from **July 8, 2025**, Commissioner meeting.
7. Accounts Payable & Payroll Approvals

Accounts Payable (Checks)	
Check #'s 1950 – 2026	\$331,880.70
ACCOUNTS PAYABLE TOTALS	\$331,880.70

Payroll (Checks & ACH Transfers)	
Check #'s 1937 – 1949	\$504,052.60
ACH Payroll Transfer (Drafts)	\$281,180.87
ACH Payroll Transfer	\$632,508.54
PAYROLL TOTALS	\$1,417,742.01

GRAND TOTAL CHECKS & ACH TRANSFERS	\$1,749,622.71
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8. Local 3390 Reports
9. Chiefs Reports
10. Standing Committee Reports
11. Financial Report – Krystal Hackmeister
12. Chairman's Report
13. 2022 Bond Update



Gig Harbor Fire & Medic One

14. **OLD BUSINESS**

- a. Commissioner Vacancy – Finalized Timeline

15. **NEW BUSINESS**

- a. Presentation of Resolution 2025-01 Post-Retirement Medical Program
- b. Disclosure of Potential Conflict of Interest

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

17. **GOOD OF THE ORDER**

18. **SPECIAL INTERESTS/UPCOMING EVENTS**

19. **RECEPTION** – Please join us immediately following the meeting to thank Commissioner Wilsie for his service to the District.

Adjourn Meeting. Next regular meeting: **Tuesday, August 12, 2025, at 5:00 PM**



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

July 8, 2025

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

Present: Commissioners Entze, Sutich, Nelson, Wilsie and Urvina (virtually); Fire Chief D. Doan; Deputy Chief's N. Langlow, P. Oldenburg, and S. Booth, Division Chief S. Peterson, IS Manager T. Wagenmann, Technology & Communications Specialist M. Herzog, Finance Director K. Hackmeister, Executive Assistant L. Medved, HR Manager J. Gunder (virtually), and Local 3390 (virtually).

APPROVAL OF THE AGENDA

Commissioners Sutich and Wilsie 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 Sutich and Nelson moved and seconded approval of the June 24, 2025, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Wilsie moved and seconded a motion to approve accounts payable checks #1882 – 1935 and payroll checks 1871 – 1881 & 1936, for a total consideration of \$2,162,775.00. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

DC Langlow reported:

- Two rounds of panel interview have been conducted for lateral candidates. Three conditional job offers have been made, with more expected after the retirement notification deadline on August 1. Lateral candidates are currently in the pre-screening process.
- Entry-level firefighters are progressing well. Their last day at TFD is on July 25; they will return to GHFMO for a two-week internal academy immediately following. Graduation ceremony is scheduled for August 8 from 3:30PM-5:00PM.
- No significant events in the district over the 4th of July holiday. Responded to 37 calls for service and two residential fires in Key Peninsula, one resulting in a fatality. Staffed Station 53 and 25 on duty, including a 6th engine company for peak hours from noon-midnight.

DC Booth reported:

- Received 150+ applications for the Administrative Assistant role. Completed 8 interviews and we are very excited to move forward with reference checks and skills testing for two candidates, with a third on deck. Expect to make a job offer by end of month.

FC Doan reported:

- Traveling to Coeur d'Alene this week to attend BC John Morrison and BC Frank Harwood's funerals on Thursday and Friday.

STANDING COMMITTEE REPORTS

FINANCIAL REPORT

CHAIRMAN'S REPORT

2022 CAPITAL BOND PROJECTS UPDATE

FC Doan reported:

- **Stations 53/57:** Closing out paperwork.
- **Training Campus:** Things are progressing well.
- **Station 50:** Closing out paperwork.
- **Station 51:** Continue to face parking challenges and delays going to bid. The city indicated a possible reduction to 42 total parking spaces, which would lower EV spots from 18 to 15. While supportive of EVs, concerns remain about infrastructure (e.g., electrical panels, generators), public fund use, and overall cost. Working to balance taxpayer responsibilities with city relations.
 - Questions raised about the original cost and ongoing maintenance per EV stall and can we explore a leasing/partnership model with a company like Tesla for managing EV charging?

OLD BUSINESS

NEW BUSINESS

- Commissioner Wilsie's resignation from the board will create a vacancy on August 1. Commissioner Nelson shared relevant documents from the previous vacancy process, which will be reviewed and discussed at the next meeting on July 22.

PUBLIC COMMENT

GOOD OF THE ORDER

- The Policy and Procedure Subcommittee will meet briefly at the end of this meeting and will present their proposals at the next meeting.

SPECIAL INTERESTS/UPCOMING EVENTS

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 5:27 p.m.

The next regular meeting will be Tuesday, July 22, at 5:00 p.m.

Chairman/Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary

DRAFT

Checks/Bank Drafts Issued 7/10/25-7/18/25
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ACCOUNTS PAYABLE:

	Dollar Amount	TOTAL
Bank Drafts: DFT0001152 through DFT0001166 Payroll	\$ 281,180.87	\$ 281,180.87
Check Numbers: 1937 through 1949 Payroll	\$ 504,052.60	\$ 504,052.60
1950 through 2026 General	\$ 331,880.70	\$ 331,880.70
TOTAL CHECKS	\$ 835,933.30	\$ 835,933.30

ACCOUNTS PAYABLE TOTAL:	\$	1,117,114.17
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ACH Payroll Transfer -	\$ 632,508.54	\$ 632,508.54
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	GRAND TOTAL:	\$ 1,749,622.71
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** ALL CHECKS WERE PRINTED BY PCFD5 **

CHECK APPROVAL:

July 10, 2025
APPROVED BY Krystal Hackmeister

PAYROLL:

Dollar Amount

TOTAL

Check Nos:	1937	through	1949	\$	504,052.60	\$	504,052.60
	(Benefit & L&I Monthly Payment)						
	ACH Payroll Transfer Amount:			\$	632,508.54	\$	632,508.54
	Decision Point ACH Payroll Transfer Amount:			\$	122,413.18	\$	122,413.18
	Div of Child Support ACH Payroll Transfer Amount:			\$	439.50	\$	439.50
	Fidelity ACH Payroll Transfer Amount:			\$	8,945.00	\$	8,945.00
	941 ACH Payroll Transfer Amount:			\$	149,383.19	\$	149,383.19

GRAND TOTAL ACCOUNTS PAYABLE & PAYROLL: \$ 1,417,742.01



Pierce County Fire Protection District No.5

Check Report

By Check Number

Date Range: 07/10/2025 - 07/18/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll-Payroll						
73	DECISION POINT	07/10/2025	Bank Draft	0.00	3,652.50	DFT0001152
73	DECISION POINT	07/10/2025	Bank Draft	0.00	30,720.89	DFT0001153
73	DECISION POINT	07/10/2025	Bank Draft	0.00	4,419.57	DFT0001154
73	DECISION POINT	07/10/2025	Bank Draft	0.00	37,471.26	DFT0001155
73	DECISION POINT	07/10/2025	Bank Draft	0.00	1,047.82	DFT0001156
73	DECISION POINT	07/10/2025	Bank Draft	0.00	39,971.96	DFT0001157
73	DECISION POINT	07/10/2025	Bank Draft	0.00	5,129.18	DFT0001158
283	DSHS - DIV OF CHILD SUPPORT	07/10/2025	Bank Draft	0.00	439.50	DFT0001159
303	FIDELITY INVESTMENTS	07/10/2025	Bank Draft	0.00	4,445.00	DFT0001160
303	FIDELITY INVESTMENTS	07/10/2025	Bank Draft	0.00	500.00	DFT0001161
303	FIDELITY INVESTMENTS	07/10/2025	Bank Draft	0.00	3,100.00	DFT0001162
303	FIDELITY INVESTMENTS	07/10/2025	Bank Draft	0.00	900.00	DFT0001163
14	Internal Revenue Service - EFTPS	07/10/2025	Bank Draft	0.00	28,850.50	DFT0001164
14	Internal Revenue Service - EFTPS	07/10/2025	Bank Draft	0.00	778.46	DFT0001165
14	Internal Revenue Service - EFTPS	07/10/2025	Bank Draft	0.00	119,754.23	DFT0001166

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	15	15	0.00	281,180.87
EFT's	0	0	0.00	0.00
	15	15	0.00	281,180.87

Check Report

Date Range: 07/10/2025 - 07/18/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Pooled Cash-Pooled Cash						
3290	BHT BUSINESS SERVICES INDUSTRY	07/10/2025	Regular	0.00	12,718.87	1937
333	COLUMBIA BANK	07/10/2025	Regular	0.00	25,550.42	1938
107	DEPT LABOR & INDUSTRIES	07/10/2025	Regular	0.00	52,892.17	1939
67	EMPLOYMENT SECURITY DEPT - PFMLA	07/10/2025	Regular	0.00	9,034.50	1940
388	GIG HARBOR PENINSULA FF ASSOCIATION	07/10/2025	Regular	0.00	370.00	1941
3037	LOCAL 3390 GHFUHW TRUST	07/10/2025	Regular	0.00	244,737.00	1942
VEN00085	MICHAEL G. MALAIER, TRUSTEE	07/10/2025	Regular	0.00	100.07	1943
3268	THE HARTFORD	07/10/2025	Regular	0.00	7,823.32	1944
315	TRUSTMARK VOLUNTARY BENEFITS	07/10/2025	Regular	0.00	5,696.87	1945
515	WA CARES FUND - LTC	07/10/2025	Regular	0.00	1,750.02	1946
525	WASHINGTON PER SYSTEM EMP	07/10/2025	Regular	0.00	14,282.33	1947
980	WASHINGTON STATE TREASURER	07/10/2025	Regular	0.00	8,212.50	1948
526	Washington State Treasurer	07/10/2025	Regular	0.00	120,884.53	1949
436	ACTION BUSINESS FURNITURE INC	07/11/2025	Regular	0.00	163.65	1950
557	AT&T MOBILITY	07/11/2025	Regular	0.00	6,235.33	1951
VEN00098	Benjamin Constance PLLC	07/11/2025	Regular	0.00	3,600.00	1952
425	BLUECOSMO	07/11/2025	Regular	0.00	387.58	1953
379	BOUND TREE MEDICAL LLC	07/11/2025	Regular	0.00	149.82	1954
700	BRAUN NORTHWEST INC	07/11/2025	Regular	0.00	252.28	1955
VEN00055	Brighthorizon Lawn Care	07/11/2025	Regular	0.00	6,161.70	1956
365	CAPITOL DUCT CLEANING	07/11/2025	Regular	0.00	26,068.32	1957
836	CARDINAL HEALTH 112 LLC	07/11/2025	Regular	0.00	262.36	1958
3120	CENTRAL WELDING SUPPLY	07/11/2025	Regular	0.00	690.83	1959
1239	CENTURYLINK	07/11/2025	Regular	0.00	961.97	1960
3005	CINTAS CORP	07/11/2025	Regular	0.00	1,872.35	1961
3005	CINTAS CORP	07/11/2025	Regular	0.00	990.99	1962
37	CLAIBORNE, LARRY	07/11/2025	Regular	0.00	272.70	1963
2478	COMCAST	07/11/2025	Regular	0.00	3,424.58	1964
2478	COMCAST	07/11/2025	Regular	0.00	1,077.46	1965
2332	COPELAND, ROBERT	07/11/2025	Regular	0.00	185.00	1966
3228	CRYSTAL CLEAN LLC	07/11/2025	Regular	0.00	6,259.23	1967
8	CURTIS LN & SONS	07/11/2025	Regular	0.00	5,531.30	1968
3312	CUSTOM PRINTS NW LLC	07/11/2025	Regular	0.00	3,483.47	1969
474	DM RECYCLING	07/11/2025	Regular	0.00	288.54	1970
186	DRUG FREE BUSINESS	07/11/2025	Regular	0.00	10.00	1971
341	ERIC T QUINN PS	07/11/2025	Regular	0.00	500.00	1972
44	FIDELITY SOLUTIONS	07/11/2025	Regular	0.00	29,098.05	1973
50	FOX ISLAND MUTUAL WATER	07/11/2025	Regular	0.00	135.00	1974
52	GIG HARBOR CITY OF	07/11/2025	Regular	0.00	1,233.63	1975
376	GOODMAN, CHRIS	07/11/2025	Regular	0.00	185.00	1976
2230	GOODYEAR TIRE & RUBBER CO	07/11/2025	Regular	0.00	622.71	1977
VEN00101	Grail Inc	07/11/2025	Regular	0.00	649.00	1978
2788	GRAY LUMBER CO	07/11/2025	Regular	0.00	1,805.51	1979
3125	HARBOR AUDIOLOGY	07/11/2025	Regular	0.00	380.00	1980
VEN00070	Highway Products Inc.	07/11/2025	Regular	0.00	13,502.83	1981
561	HUMANA INSURANCE CO	07/11/2025	Regular	0.00	110.10	1982
2661	INDUSTRIAL SCIENTIFIC CORP	07/11/2025	Regular	0.00	1,904.48	1983
576	INSIGHT PUBLIC SECTOR	07/11/2025	Regular	0.00	6,136.00	1984
VEN00114	Jeremy Eggum	07/11/2025	Regular	0.00	578.34	1985
3225	KELLEY CREATE - LEASE PYMTS	07/11/2025	Regular	0.00	1,898.62	1986
53	LABORATORY CORP OF AMERICA	07/11/2025	Regular	0.00	47.20	1987
18	LAKEWOOD APPLIANCE LLC	07/11/2025	Regular	0.00	2,415.40	1988
212	LAWSON PRODUCTS	07/11/2025	Regular	0.00	119.98	1989
1269	LES SCHWAB TIRE CENTER	07/11/2025	Regular	0.00	97.07	1990
528	LIFE ASSIST INC	07/11/2025	Regular	0.00	1,612.20	1991
529	MACDONALD MILLER FACILITY SOLUTIONS LLC	07/11/2025	Regular	0.00	630.22	1992
VEN00107	Momentum Telecom Inc	07/11/2025	Regular	0.00	797.79	1993
1359	MURREYS DISPOSAL CO INC	07/11/2025	Regular	0.00	2,730.64	1994
534	PCRCO LLC	07/11/2025	Regular	0.00	86.25	1995
520	PERFORMANCE SYSTEMS INTEGRATION LLC	07/11/2025	Regular	0.00	4,747.76	1996

Check Report

Date Range: 07/10/2025 - 07/18/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
572	PITNEY BOWES INC	07/11/2025	Regular	0.00	98.68	1997
2692	PRINTING SERVICES	07/11/2025	Regular	0.00	264.60	1998
395	QUEST DIAGNOSTICS	07/11/2025	Regular	0.00	5,228.46	1999
3108	RAINIER LIGHTING & ELECTRICAL	07/11/2025	Regular	0.00	1,595.35	2000
612	S&S METAL FABRICATION	07/11/2025	Regular	0.00	3,474.45	2001
99	SEAWESTERN INC	07/11/2025	Regular	0.00	1,086.53	2002
2389	SPEEDY GLASS	07/11/2025	Regular	0.00	70.92	2003
80	SPRAGUE PEST SOLUTIONS	07/11/2025	Regular	0.00	216.02	2004
VEN00028	Stryker Medical	07/11/2025	Regular	0.00	39,258.89	2005
137	SUNBELT RENTALS INC	07/11/2025	Regular	0.00	1,049.01	2006
600	SYSTEMS DESIGN WEST LLC	07/11/2025	Regular	0.00	7,891.58	2007
30	TACOMA PIERCE COUNTY CHAMBER	07/11/2025	Regular	0.00	125.00	2008
82	TACOMA SCREW PRODUCTS INC	07/11/2025	Regular	0.00	589.22	2009
VEN00091	The HON Company LLC	07/11/2025	Regular	0.00	2,381.32	2010
2929	TK ELEVATOR CORPORATION	07/11/2025	Regular	0.00	2,942.41	2011
171	ULINE	07/11/2025	Regular	0.00	16,122.49	2012
1945	UNIFIED OFFICE SERVICES	07/11/2025	Regular	0.00	360.14	2013
85	WASHINGTON FIRE CHIEFS	07/11/2025	Regular	0.00	937.50	2014
1474	WASHINGTON WATER SERVICE - 1	07/11/2025	Regular	0.00	220.87	2015
438	WEST COAST FIRE TRAINING	07/11/2025	Regular	0.00	6,550.00	2016
1820	WESTBAY AUTO PARTS	07/11/2025	Regular	0.00	533.51	2017
3004	WILCOX & FLEGEL	07/11/2025	Regular	0.00	7,630.88	2018
VEN00098	Benjamin Constance PLLC	07/18/2025	Regular	0.00	3,850.00	2019
2637	CARR, ANTHONY	07/18/2025	Regular	0.00	460.00	2020
3120	CENTRAL WELDING SUPPLY	07/18/2025	Regular	0.00	122.42	2021
863	DEPARTMENT OF HEALTH	07/18/2025	Regular	0.00	448.43	2022
233	EMS CONNECT	07/18/2025	Regular	0.00	780.00	2023
22	IMS ALLIANCE	07/18/2025	Regular	0.00	269.60	2024
2480	PUBLIC SAFETY TESTING	07/18/2025	Regular	0.00	1,146.00	2025
3179	SOUTH SOUND 911	07/18/2025	Regular	0.00	85,823.18	2026

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	187	90	0.00	835,933.30
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
	187	90	0.00	835,933.30

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	187	90	0.00	835,933.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	15	15	0.00	281,180.87
EFT's	0	0	0.00	0.00
	202	105	0.00	1,117,114.17

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2025	1,117,114.17
			1,117,114.17

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
Jan-2025 January 31, 2025 Unaudited

OPERATING REVENUES	Budget	January	YTD	% of Budget	Highlights:
Taxes	40,986,414	60,595	60,595	0.15%	Expected
Intergovernmental	1,212,766	95,299	95,299	7.86%	Expected
Charges for Service	2,482,000	365,043	365,043	14.71%	Expected
Other/Non-Revenue	1,175,000	29,787	29,787	2.54%	Planned Reimbursements
Transfers	830,000	-	-	0.00%	Planned Reimbursements
Total Revenues:	46,686,180	550,725	550,725	1.18%	Expected

OPERATING EXPENSES:	Budget	January	YTD	% of Budget	Highlights:
Salaries	25,145,087	2,204,314	2,204,314	8.8%	Expected
Benefits	7,534,952	599,684	599,684	8.0%	Expected
Supplies	2,214,703	96,112	96,112	4.3%	Expected
Services	4,893,635	336,163	336,163	6.9%	Expected
Capital Improvements	5,694,050	39,476	39,476	0.7%	Expected, Fleet/Insurance Expense
Debt Service	-	-	-	0.0%	N/A
Transfers	1,203,753	-	-	0.0%	Planned Reserve & Debt Payments
Total Expenses:	46,686,180	3,275,749	3,275,749	7.0%	Expected

EXPENSES BY DIVISION:	Budget	January	YTD	% of Budget	Highlights:
Legislative	372,219	24,237	24,237	6.5%	Expected
Finance & Admin	4,546,920	288,343	288,343	6.3%	Expected
Operations	27,569,861	2,338,607	2,338,607	8.5%	Expected
Logistics	11,108,863	486,116	486,116	4.4%	Expected, Fleet/Insurance Expense
Health & Safety	1,884,564	110,647	110,647	5.9%	Expected
Capital/Bond	-	27,799	27,799	0.0%	Expected
Transfers	1,203,753	-	-	0.0%	Planned Reserve & Debt Payments
Total Expenses:	46,686,180	3,275,749	3,275,749	7.0%	Expected

CAPITAL FUND (BOND):	Budget	January	YTD	% of Budget	Highlights:
Project Management	1,643,416	-	-	0.0%	Expected
Training Campus	13,528,637	-	-	0.0%	Expected, Project late start in 2024
Station 57	2,643	624	624	23.6%	Expected, YE project completion in 2025
Station 53	2,643	13,037	13,037	493.3%	Expected, YE project completion in 2025
Station 51	7,863,623	111	111	0.0%	Expected
Station 59	817,970	-	-	0.0%	Expected
Logistics Facility	185,185	-	-	0.0%	Expected
Station 58	382,609	-	-	0.0%	Expected
Total Capital Projects:	24,426,726	13,773	13,773	0.1%	Expected

ENDING CASH:	12/31/2023	12/31/2024	1/31/2025	Highlights:
General Expense	14,634,628	19,579,870	16,971,917	
Reserve Fund	8,591,088	9,052,001	9,086,102	Reserve Policy & Commitments
Capital Fund*	45,368,751	41,823,903	41,813,971	*Restricted use for eligible projects
Debt Fund (GO BOND)	1,694,489	77,763	82,922	*Restricted for debt service payments
PCSORT*	54,825	-	-	*Restricted, Consortium dissolved in 2023.
Total:	70,343,782	70,533,536	67,954,912	



Pierce County Fire Protection District No.5
 Monthly Financial Dashboard Report
 Feb-2025 February 28, 2025 Unaudited

OPERATING REVENUES	Budget	February	YTD	% of Budget	Highlights:
Taxes	40,986,414	875,277	935,872	2.28%	Expected
Intergovernmental	1,212,766	153,655	248,954	20.53%	Expected
Charges for Service	2,482,000	698,896	1,063,940	42.87%	Expected
Other/Non-Revenue	1,175,000	179,933	209,720	17.85%	Planned Reimbursements
Transfers	830,000	-	-	0.00%	Planned Reimbursements
Total Revenues:	46,686,180	1,907,761	2,458,485	5.27%	Expected

OPERATING EXPENSES:	Budget	February	YTD	% of Budget	Highlights:
Salaries	25,145,087	1,960,549	4,164,863	16.6%	Expected
Benefits	7,534,952	615,541	1,215,225	16.1%	Expected
Supplies	2,214,703	112,110	208,223	9.4%	Expected
Services	4,893,635	171,910	508,075	10.4%	Expected
Capital Improvements	5,694,050	126,413	165,889	2.9%	Expected
Debt Service	-	-	-	0.0%	N/A
Transfers	1,203,753	-	-	0.0%	Planned Reserve & Debt Payments
Total Expenses:	46,686,180	2,986,523	6,262,274	13.4%	Expected

EXPENSES BY DIVISION:	Budget	February	YTD	% of Budget	Highlights:
Legislative	372,219	18,313	42,550	11.4%	Expected
Finance & Admin	4,546,920	236,230	524,576	11.5%	Expected
Operations	27,569,861	2,089,984	4,428,591	16.1%	Expected
Logistics	11,108,863	466,736	952,853	8.6%	Expected
Health & Safety	1,884,564	147,461	258,108	13.7%	Expected
Capital/Bond	-	27,799	55,597	0.0%	Expected
Transfers	1,203,753	-	-	0.0%	Planned Reserve & Debt Payments
Total Expenses:	46,686,180	2,986,523	6,262,274	13.4%	Expected

CAPITAL FUND (BOND):	Budget	February	YTD	% of Budget	Highlights:
Project Management	1,643,416	-	-	0.0%	Expected
Training Campus	13,528,637	1,704,874	1,704,874	12.6%	Expected - Project late start in 2024
Station 57	2,643	28,146	28,770	1088.6%	Expected - YE project completion in 2025
Station 53	2,643	9,479	22,516	851.9%	Expected - YE project completion in 2025
Station 51	7,863,623	134,624	134,735	1.7%	Expected
Station 59	817,970	-	-	0.0%	Expected
Logistics Facility	185,185	-	-	0.0%	Expected
Station 58	382,609	-	-	0.0%	Expected
Total Capital Projects:	24,426,726	1,877,124	1,890,896	7.7%	Expected

ENDING CASH:	12/31/2023	12/31/2024	2/28/2025	Highlights:
General Expense	14,634,628	19,579,870	15,920,371	
Reserve Fund	8,591,088	9,052,001	9,116,885	Reserve Policy & Commitments
Capital Fund*	45,368,751	41,823,903	40,069,173	*Restricted use for eligible projects
Debt Fund (GO BOND)*	1,694,489	77,763	173,254	*Restricted for debt service payments
PCSORT*	54,825	-	-	*Restricted, Consortium dissolved in 2023.
Total:	70,343,782	70,533,536	65,279,683	



Pierce County Fire Protection District No.5
Monthly Financial Dashboard Report
Mar-2025 March 31, 2025 Unaudited

OPERATING REVENUES	Budget	March	YTD	% of Budget	Highlights:
Taxes	40,986,414	2,121,031	3,056,903	7.46%	Expected
Intergovernmental	1,212,766	119,166	368,120	30.35%	Expected
Charges for Service	2,482,000	745,852	1,809,711	72.91%	Expected
Other/Non-Revenue	1,175,000	49,711	259,431	22.08%	Planned Reimbursements
Transfers	830,000	-	-	0.00%	Planned Reimbursements
Total Revenues:	46,686,180	3,035,760	5,494,165	11.77%	Expected

OPERATING EXPENSES:	Budget	March	YTD	% of Budget	Highlights:
Salaries	25,145,087	1,947,568	6,112,431	24.3%	Expected
Benefits	7,534,952	588,534	1,803,759	23.9%	Expected
Supplies	2,214,703	136,578	344,801	15.6%	Expected
Services	4,893,635	397,920	905,995	18.5%	Expected
Capital Improvements	5,694,050	606,084	771,972	13.6%	Expected
Debt Service	-	-	-	0.0%	N/A
Transfers	1,203,753	-	-	0.0%	Planned Reserve & Debt Payments
Total Expenses:	46,686,180	3,676,683	9,938,957	21.3%	Expected

EXPENSES BY DIVISION:	Budget	March	YTD	% of Budget	Highlights:
Legislative	372,219	18,751	61,301	16.5%	Expected
Finance & Admin	4,546,920	404,187	928,762	20.4%	Expected
Operations	27,569,861	2,081,293	6,509,884	23.6%	Expected
Logistics	11,108,863	999,818	1,952,670	17.6%	Expected
Health & Safety	1,884,564	107,557	365,665	19.4%	Expected
Capital/Bond	-	65,078	120,675	0.0%	Planned Reimbursement to Capital Fund
Transfers	1,203,753	-	-	0.0%	Planned Reserve & Debt Payments
Total Expenses:	46,686,180	3,676,683	9,938,957	21.3%	Expected

CAPITAL FUND (BOND):	Budget	March	YTD	% of Budget	Highlights:
Project Management	1,643,416	2,898	2,898	0.2%	Expected
Training Campus	13,528,637	1,067,621	2,772,495	20.5%	Expected, Project late start in 2024
Station 57	2,643	2,179	30,949	1171.0%	Expected, YE project completion in 2025
Station 53	2,643	5,509	28,025	1060.3%	Expected, YE project completion in 2025
Station 51	7,863,623	76,592	211,327	2.7%	Expected
Station 59	817,970	-	-	0.0%	Expected
Logistics Facility	185,185	-	-	0.0%	Expected
Station 58	382,609	209,822	-	0.0%	Expected
Total Capital Projects:	24,426,726	1,364,621	3,045,695	12.5%	Expected

ENDING CASH:	12/31/2023	12/31/2024	3/31/2025	Highlights:
General Expense	14,634,628	19,579,870	15,355,270	
Reserve Fund	8,591,088	9,052,001	9,150,897	Reserve Policy & Commitments
Capital Fund*	45,368,751	41,823,903	38,831,295	*Restricted use for eligible projects
Debt Fund (GO BOND)	1,694,489	77,763	389,024	*Restricted for debt service payments
PCSORT*	54,825	-	-	*Restricted, Consortium dissolved in 2023.
Total:	70,343,782	70,533,536	63,726,485	



Gig Harbor Fire & Medic One

July 17, 2025

Subject: Disclosure of Potential Conflict of Interest

Commissioners,

I am writing to inform you of a personal matter in the interest of full transparency and to avoid any perception of a conflict of interest.

On July 7, 2025, my son, Dustin Doan, began employment with SeaWestern, a fire equipment and supply company. SeaWestern is a vendor that Gig Harbor Fire & Medic One does business with. Dustin's role with the company is as a sales representative for Northern Colorado and Southern Wyoming. His assigned territory does not include Washington State, and he will not be involved in any business transactions or interactions with Gig Harbor Fire & Medic One.

Additionally, I want to clarify that I am not involved in purchasing decisions for the District. All procurement is managed through established District procedures and overseen by designated staff members in accordance with our policies and applicable regulations.

While I do not anticipate any conflict arising from Dustin's employment with SeaWestern, I felt it was important to disclose this information to maintain transparency and uphold the highest standards of ethical conduct. Please feel free to contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads "Dennis Doan".

Dennis Doan
Fire Chief

Gig Harbor Fire & Medic One
ddoan@gigharborfire.org
(253) 851-3111



Gig Harbor Fire & Medic One

RESOLUTION ~~2024-02~~ 2025-01
~~February 27, 2024~~ July 22, 2025

RESOLUTION by the Board of Fire Commissioners of Pierce County Fire Protection District No. 5 establishing a Retiree Medical Program for LEOFF II, PERS II, and PERS III employees.

WHEREAS, the Pierce County Fire Protection District No. 5 Board of Fire Commissioners recognizes that medical plan expenses have increased substantially and this expense has affected the ability of LEOFF II, PERS II, and PERS III employees to retire before Medicare eligibility; and

WHEREAS, continuing to keep personnel employed in mentally and physically stressful environments for this extended length of service is contrary to the District's long-held belief of the need to maintain a healthy workforce; and

WHEREAS, the District has determined that replacing employees at retirement age with new employees would provide a cost savings for the District that can be shared with retirees:

NOW, THEREFORE BE IT HEREBY RESOLVED, by the Board of Fire Commissioners of Pierce County Fire Protection No. 5 that it is in the best interest of the District and its employees to establish a Retiree Medical Program for LEOFF II, PERS II, and PERS III employees within the following parameters:

- Employees must meet the following criteria to qualify for the Retiree Medical Benefits Program:
 - The employee must be a LEOFF II, PERS II, or PERS III employee of PCFD #5.
 - The employee must have completed a minimum of 15 years of service with PCFD #5.
 - LEOFF II employees must be at least 50 years of age on the date of retirement.
 - The PERS II or PERS III employee must be at least 55 years of age on the date of retirement.
- Employees wishing to retire must notify the District by August 1st of the previous year and they must then retire between ~~April~~ January 1st and June 30th of the following year. If an employee gives notice of retirement to the District and then does not retire, this retiree medical benefit will be forfeited forever, unless deemed to be mutually beneficial or due to an unforeseen circumstance, which will be considered on a case-by-case basis by the Board of Fire Commissioners.
 - Exceptions to the timeframes for notification and retirement will also be considered on a case-by-case basis and, if deemed to be mutually beneficial to the employee and to the District, may be approved by the Board of Fire Commissioners.
- The Fire Chief is directed to establish, through fire district policy, a specific application process and any necessary reporting requirements to properly monitor this Retiree Medical Program.
- Each employee who qualifies for the Retiree Medical Program shall receive \$527 per month as a contribution to the employee's Health Reimbursement Account (HRA).

- An employee will continue to receive benefits under the Retiree Medical Program until one of the following occurs:
 - The employee has received the benefit for twelve (12) years.
 - The employee becomes eligible for Medicare, except that Employees who retire at the age of 65 or older, and meet all other eligibility requirements, will be eligible to receive the Retiree Medical Program HRA contribution for a period of 6 months after becoming eligible for Medicare.
 - The employee voluntarily withdraws from the program.
- The Retiree Medical Program will be evaluated periodically. A three-year review period is recommended.
- Should the Board of Fire Commissioners elect to cancel the Retiree Medical Program after it is implemented and in effect, all employees who are receiving a Health Reimbursement Account (HRA) contribution from the program will continue under the conditions set forth by the resolution in effect at the time of their retirement until they are no longer eligible to participate in the Retiree Medical Program.
- Benefit and Program changes made in this resolution only apply to members retiring after adoption of this resolution. Members who retired during previous versions of the Retiree Medical Program continue to receive the program benefits under the Resolution and Program rules in effect on the date of their retirement.

Approved at a regular meeting of the Board of Fire Commissioners, Pierce County Fire District No. 5, this ~~27th~~-~~22nd~~ day of ~~February, 2024~~ July 2025.

Formatted: Superscript

PIERCE COUNTY FIRE PROTECTION
DISTRICT NO. 5

Chairman

Commissioner

Commissioner

Commissioner

Commissioner

Attest:

District Secretary

DRAFT

