



Gig Harbor Fire & Medic One

AGENDA
Commissioners' Meeting
January 13, 2026
5:00 P.M.

1. Call to Order/Pledge of Allegiance
2. Oath of Office – Phil Hayden & Joe Urvina
3. 2026 Board Officer Nominations – Chair and Vice Chair
4. Approval of the Agenda
5. Commissioner Absence
6. Communications
7. Approve minutes from **December 9, 2025**, Commissioner meeting.
8. Accounts Payable & Payroll Approvals

Accounts Payable (Checks)	
Check #'s <ul style="list-style-type: none"> • 2808 – 2819 • 2887 – 2896 • 2947 – 2958 	\$1,330,087.88
ACCOUNTS PAYABLE TOTALS	\$1,330,087.88

Payroll (Checks & ACH Transfers)	
Check #'s <ul style="list-style-type: none"> • 2820 – 2886 • 2897 – 2946 • 2959 – 2980 	\$2,242,941.98
ACH Payroll Transfer (Drafts)	\$889,907.71
ACH Payroll Transfer	\$2,006,836.82
PAYROLL TOTALS	\$5,139,686.51

GRAND TOTAL CHECKS & ACH TRANSFERS	\$6,469,774.39
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9. Local 3390 Reports
10. Chiefs Reports



Gig Harbor Fire & Medic One

11. Standing Committee Reports
12. Financial Report – Krystal Hackmeister
13. Chairman's Report
14. 2022 Bond Update
15. **OLD BUSINESS**
16. **NEW BUSINESS**
 - a. Resolution 2026-01 Public Records Index
 - b. 2026 Board Committee Assignments
17. Open Public Comment (*state your name for the record, you will have 3 minutes*)
18. **GOOD OF THE ORDER**
19. **SPECIAL INTERESTS/UPCOMING EVENTS**
20. **EXECUTIVE SESSION**
 - c. Pursuant to RCW 42.30.140(4)(b) to discuss collective bargaining.

Adjourn Meeting. Next regular meeting: **Tuesday, January 27, 2026, at 5:00 PM**



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

December 9, 2025

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

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

Commissioners received holiday greeting cards from Councilmember Robyn Denson and PenMet Parks Director Ally Bujacich and Board President Laurel Kingsbury.

MINUTES AND VOUCHERS

Commissioners Urvina and Nelson moved and seconded approval of November 18, 2025, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Urvina moved and seconded a motion to approve accounts payable checks #2702 – 2807, and payroll checks #2692 – 270, and ACH payroll transfers, as outlined in the agenda for a total consideration of \$3,662,622.86. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

DC Langlow reported:

- Santa Runs took place last week with great success. Special thanks to Ryan Watson and the Santa Command team for organizing the event, and to all staff who volunteered their time.
- A total of 3,091 lbs. of food and 448 lbs. of toys were donated to the local food bank.
- Travis and Melissa launched a live Santa Tracker, allowing residents to see real-time updates as Santa approached their neighborhoods. Tracker averaged around 1,500 viewers per route and totaled nearly 3,200 views. This was a meaningful enhancement for our community.

DC Booth reported:

- Karen Simmonds, our new AA, started yesterday.
- Kudos to CJ Martin, DC Corrigan, and DC Wescott for partnering with UL and Xplorlabs to introduce a fire forensics training model at Goodman Middle School. The program aligns with STEM curriculum standards and contributes to national-level fire research efforts. Plans are underway to expand the initiative to additional local schools.

FC Doan reported:

- Attended the PC FC Association meeting. Leslie is currently working on master ILA agreements, which were shared with the Fire Chiefs for their review and decision on retention or dissolution.
- Met with newly elected Commissioner Hayden last week. Scheduling is underway with Deputy Chiefs and IT.
- Participated in the District 7 meeting hosted by Ryan Mello, alongside other Gig Harbor leaders, to discuss community direction and county collaboration. Impressed by Executive Mello's accessibility.
- Served on a local leadership panel with area leaders, offering insights and guidance to emerging city leaders.
- Attended the Central Pierce Board Meeting in honor of Graham FC Espinoza's retirement.
- Upcoming engagements include Public Affairs Forum, meeting with Mayor Barber, and SS911 Board of Directors meeting.
- State audit will begin soon.
- Going on vacation over the holidays, returning for the first board meeting on January 13th. This meeting will include board elections, committee assignments and swearing in.

STANDING COMMITTEE REPORTS

- Negotiations are ongoing and the next meeting is on December 16th.
- Policy and procedure subcommittee reviewed the paid and part-time sick leave policy, with a resolution to be presented later in the agenda.

FINANCIAL REPORT

- Krystal Hackmeister reviewed the financial reports for October 2025.

CHAIRMAN'S REPORT

- Noted this is the final meeting of the year and thanked board members for their support and service to the community; recognized Commissioner Sutich for 17 years of dedicated service.
- Commended command staff for their exceptional performance through both positive and challenging moments.
- Thanked all personnel for their continued commitment, highlighting community-focused efforts such as the Santa Tracker and other outreach beyond core duties.

2022 CAPITAL BOND PROJECTS UPDATE

DC Johnson reported:

- Support Building:
 - HVAC installation begins this week, preparing to clear the apparatus bay for polishing and sealing.
 - Preparing for elevator inspection and commissioning, generator set up.
 - Propane tanks connected last week.
 - Standing invitation for Commissioners to tour the campus.
- Training Tower:
 - Third floor was poured, walls will get smaller on higher floors, which will speed up construction.
 - Exterior stairs work ongoing.

OLD BUSINESS

A. Station 51

- Following a more than two-month delay caused by a protest and appeal, Jones and Roberts, the

- lowest bidder, has withdrawn their appeal.
- The District is requesting to award the bid to the second-lowest bidder at \$14,229,250 to Pease Construction.
- Commissioner Nelson clarified that the award is going to Pease due to a court ruling preventing award to the lowest bidder.
- Commissioner Fleming requested clarification on HVAC changes related to delays; DC Johnson confirmed the equipment is still available and the project will move forward quickly to allow for procurement.
- Next steps: Issue the Notice of Award to Pease, execute the contract, and coordinate between their mechanical contractor and our mechanical engineer to order the equipment.

NEW BUSINESS

- A. Resolution 2025-08 Close accounts at Columbia Bank and Bank of America and Commissioners Nelson and Urvina moved and seconded approval of Resolution 2025-08. With no further discussion, the **MOTIONS CARRIED** by unanimous roll call vote.
- B. Resolution 2025-09 2025 Budget Amendment
Commissioners Nelson and Fleming moved and seconded approval of Resolution 2025-09. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- C. Resolution 2025-10 Updated Temporary and/or Part-Time Employee Paid Sick Leave Policy
Commissioners Fleming and Urvina moved and seconded approval of Resolution 2025-10. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- D. Proposed Cancellation of the December 23rd Board Meeting
Commissioners Urvina and Fleming moved and seconded a motion to cancel the Board meeting on December 23rd, 2025. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

PUBLIC COMMENT

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

- Day Staff are hosting a holiday party and potluck on December 18th starting at 1PM.

EXECUTIVE SESSION

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 5:37PM. The next regular meeting will be Tuesday, January 13, at 5:00 p.m.

Chairman/Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary

DRAFT

Checks/Bank Drafts Issued 12/06/25 - 1/9/26
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ACCOUNTS PAYABLE:

						Dollar Amount		TOTAL
Bank Drafts:	DFT0001504	through	DFT0001518	12/10/25 PR	\$	319,508.82	\$	319,508.82
	DFT0001519	through	DFT0001533	12/25/25 PR	\$	281,449.15	\$	281,449.15
	DFT0001536	through	DFT0001546	1/10/26 PR	\$	288,949.74	\$	288,949.74
	TOTAL BANK DRAFTS:				\$	889,907.71	\$	889,907.71
Check Numbers:	2808	through	2819	12/10/25 PR	\$	527,892.54	\$	527,892.54
	2820	through	2820	Capital	\$	8,112.45	\$	8,112.45
	2821	through	2859	General	\$	139,703.44	\$	139,703.44
	2860	through	2860	Capital	\$	1,629.58	\$	1,629.58
	2861	through	2885	General	\$	195,846.86	\$	195,846.86
	2886	through	2886	Capital	\$	739,655.30	\$	739,655.30
	2887	through	2896	12/25/25 PR	\$	294,873.98	\$	294,873.98
	2897	through	2945	General	\$	319,953.07	\$	319,953.07
	2946	through	2946	Capital	\$	107,272.80	\$	107,272.80
	2947	through	2958	1/10/26 PR	\$	507,321.36	\$	507,321.36
	2959	through	2976	General	\$	47,281.50	\$	47,281.50
	2977	through	2980	Capital	\$	683,486.98	\$	683,486.98
	TOTAL CHECKS:				\$	3,573,029.86	\$	3,573,029.86

ACCOUNTS PAYABLE TOTAL:	\$	4,462,937.57
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ACH Payroll Transfer :	12/10/25 PR	\$	728,231.83	\$	728,231.83
	12/25/25 PR	\$	643,412.55	\$	643,412.55
	1/10/26 PR	\$	635,192.44	\$	635,192.44

	GRAND TOTAL:	\$	6,469,774.39
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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: 12/06/2025 - 01/09/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll-Payroll						
73	DECISION POINT	12/10/2025	Bank Draft	0.00	3,537.50	DFT0001504
73	DECISION POINT	12/10/2025	Bank Draft	0.00	32,886.06	DFT0001505
73	DECISION POINT	12/10/2025	Bank Draft	0.00	4,419.57	DFT0001506
73	DECISION POINT	12/10/2025	Bank Draft	0.00	39,680.02	DFT0001507
73	DECISION POINT	12/10/2025	Bank Draft	0.00	1,047.82	DFT0001508
73	DECISION POINT	12/10/2025	Bank Draft	0.00	39,853.51	DFT0001509
73	DECISION POINT	12/10/2025	Bank Draft	0.00	4,781.93	DFT0001510
283	DSHS - DIV OF CHILD SUPPORT	12/10/2025	Bank Draft	0.00	439.50	DFT0001511
303	FIDELITY INVESTMENTS	12/10/2025	Bank Draft	0.00	5,270.00	DFT0001512
303	FIDELITY INVESTMENTS	12/10/2025	Bank Draft	0.00	500.00	DFT0001513
303	FIDELITY INVESTMENTS	12/10/2025	Bank Draft	0.00	3,487.50	DFT0001514
303	FIDELITY INVESTMENTS	12/10/2025	Bank Draft	0.00	1,225.00	DFT0001515
14	Internal Revenue Service - EFTPS	12/10/2025	Bank Draft	0.00	34,233.20	DFT0001516
14	Internal Revenue Service - EFTPS	12/10/2025	Bank Draft	0.00	234.60	DFT0001517
14	Internal Revenue Service - EFTPS	12/10/2025	Bank Draft	0.00	147,912.61	DFT0001518
73	DECISION POINT	12/24/2025	Bank Draft	0.00	3,875.00	DFT0001519
73	DECISION POINT	12/24/2025	Bank Draft	0.00	35,236.06	DFT0001520
73	DECISION POINT	12/24/2025	Bank Draft	0.00	4,419.57	DFT0001521
73	DECISION POINT	12/24/2025	Bank Draft	0.00	39,680.02	DFT0001522
73	DECISION POINT	12/24/2025	Bank Draft	0.00	1,047.82	DFT0001523
73	DECISION POINT	12/24/2025	Bank Draft	0.00	39,803.51	DFT0001524
73	DECISION POINT	12/24/2025	Bank Draft	0.00	4,781.91	DFT0001525
283	DSHS - DIV OF CHILD SUPPORT	12/24/2025	Bank Draft	0.00	439.50	DFT0001526
303	FIDELITY INVESTMENTS	12/24/2025	Bank Draft	0.00	5,270.00	DFT0001527
303	FIDELITY INVESTMENTS	12/24/2025	Bank Draft	0.00	500.00	DFT0001528
303	FIDELITY INVESTMENTS	12/24/2025	Bank Draft	0.00	3,487.50	DFT0001529
303	FIDELITY INVESTMENTS	12/24/2025	Bank Draft	0.00	1,225.00	DFT0001530
14	Internal Revenue Service - EFTPS	12/24/2025	Bank Draft	0.00	29,132.97	DFT0001531
14	Internal Revenue Service - EFTPS	12/24/2025	Bank Draft	0.00	543.14	DFT0001532
14	Internal Revenue Service - EFTPS	12/24/2025	Bank Draft	0.00	112,007.15	DFT0001533
73	DECISION POINT	01/09/2026	Bank Draft	0.00	49,034.91	DFT0001536
73	DECISION POINT	01/09/2026	Bank Draft	0.00	35,299.18	DFT0001537
73	DECISION POINT	01/09/2026	Bank Draft	0.00	40,677.63	DFT0001538
73	DECISION POINT	01/09/2026	Bank Draft	0.00	4,646.20	DFT0001539
283	DSHS - DIV OF CHILD SUPPORT	01/09/2026	Bank Draft	0.00	439.50	DFT0001540
303	FIDELITY INVESTMENTS	01/09/2026	Bank Draft	0.00	5,468.08	DFT0001541
303	FIDELITY INVESTMENTS	01/09/2026	Bank Draft	0.00	500.00	DFT0001542
303	FIDELITY INVESTMENTS	01/09/2026	Bank Draft	0.00	4,712.50	DFT0001543
14	Internal Revenue Service - EFTPS	01/09/2026	Bank Draft	0.00	28,939.84	DFT0001544
14	Internal Revenue Service - EFTPS	01/09/2026	Bank Draft	0.00	284.84	DFT0001545

Check Report

Date Range: 12/06/2025 - 01/09/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
14	Internal Revenue Service - EFTPS	01/09/2026	Bank Draft	0.00	118,947.06	DFT0001546

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	41	41	0.00	889,907.71
EFT's	0	0	0.00	0.00
	41	41	0.00	889,907.71

Check Report

Date Range: 12/06/2025 - 01/09/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Pooled Cash-Pooled Cash						
3290	BHT BUSINESS SERVICES INDUSTRY	12/08/2025	Regular	0.00	14,353.75	2808
333	COLUMBIA BANK	12/08/2025	Regular	0.00	26,919.41	2809
107	DEPT LABOR & INDUSTRIES	12/08/2025	Regular	0.00	55,486.07	2810
67	EMPLOYMENT SECURITY DEPT - PFMLA	12/08/2025	Regular	0.00	7,265.68	2811
388	GIG HARBOR PENINSULA FF ASSOCIATION	12/08/2025	Regular	0.00	370.00	2812
3037	LOCAL 3390 GHFUHW TRUST	12/08/2025	Regular	0.00	256,737.96	2813
3268	THE HARTFORD	12/08/2025	Regular	0.00	8,179.44	2814
315	TRUSTMARK VOLUNTARY BENEFITS	12/08/2025	Regular	0.00	5,646.85	2815
515	WA CARES FUND - LTC	12/08/2025	Regular	0.00	2,182.59	2816
526	WA State Treasurer Dept of Retirement System	12/08/2025	Regular	0.00	132,212.84	2817
525	WASHINGTON PER SYSTEM EMP	12/08/2025	Regular	0.00	11,112.95	2818
980	WASHINGTON STATE TREASURER	12/08/2025	Regular	0.00	7,425.00	2819
VEN00040	Pease Construction	12/11/2025	Regular	0.00	8,112.45	2820
436	ACTION BUSINESS FURNITURE INC	12/12/2025	Regular	0.00	361.78	2821
3255	ACURA SYSTEMS INTERNATIONAL INC	12/12/2025	Regular	0.00	3,972.68	2822
557	AT&T MOBILITY	12/12/2025	Regular	0.00	5,401.98	2823
VEN00055	Brightorizon Lawn Care	12/12/2025	Regular	0.00	6,161.70	2824
2059	CBS REPORTING INC	12/12/2025	Regular	0.00	88.36	2825
3120	CENTRAL WELDING SUPPLY	12/12/2025	Regular	0.00	398.16	2826
1239	CENTURYLINK	12/12/2025	Regular	0.00	984.11	2827
3005	CINTAS CORP	12/12/2025	Regular	0.00	250.66	2828
3005	CINTAS CORP	12/12/2025	Regular	0.00	922.33	2829
37	CLAIBORNE, LARRY	12/12/2025	Regular	0.00	272.70	2830
2332	COPELAND, ROBERT	12/12/2025	Regular	0.00	185.00	2831
3228	CRYSTAL CLEAN LLC	12/12/2025	Regular	0.00	4,529.44	2832
274	CUMMINS SALES AND SERVICE	12/12/2025	Regular	0.00	908.04	2833
8	CURTIS LN & SONS	12/12/2025	Regular	0.00	5,920.39	2834
3131	DON SMALL & SONS OIL	12/12/2025	Regular	0.00	902.32	2835
3219	EMS TECHNOLOGY SOLUTIONS	12/12/2025	Regular	0.00	275.66	2836
2660	FIRE SERVICE REPAIR LLC	12/12/2025	Regular	0.00	115.33	2837
542	GALLS LLC	12/12/2025	Regular	0.00	2,087.19	2838
376	GOODMAN, CHRIS	12/12/2025	Regular	0.00	185.00	2839
578	HUMAN RESOURCES TIME MANAGMENT LLC	12/12/2025	Regular	0.00	1,850.00	2840
212	LAWSON PRODUCTS	12/12/2025	Regular	0.00	83.97	2841
297	LEGACY TELECOMMUNICATIONS	12/12/2025	Regular	0.00	389.16	2842
VEN00107	Momentum Telecom Inc	12/12/2025	Regular	0.00	822.70	2843
1359	MURREYS DISPOSAL CO INC	12/12/2025	Regular	0.00	1,001.49	2844
1227	PIERCE CO BUDGET & FINANCE	12/12/2025	Regular	0.00	240.00	2845
2692	PRINTING SERVICES	12/12/2025	Regular	0.00	108.10	2846
99	SEAWESTERN INC	12/12/2025	Regular	0.00	81,110.74	2847
193	SNURE LAW OFFICE PSC	12/12/2025	Regular	0.00	432.00	2848
80	SPRAGUE PEST SOLUTIONS	12/12/2025	Regular	0.00	216.02	2849
VEN00092	Tacoma Dodge Chrysler Jeep Ram	12/12/2025	Regular	0.00	238.13	2850
1957	TITUS WILL FORD	12/12/2025	Regular	0.00	1,101.03	2851
43	TRA-MINW PS	12/12/2025	Regular	0.00	130.00	2852
3168	TURNER, ROBERT	12/12/2025	Regular	0.00	475.00	2853
VEN00056	U.S. Fire Equipment	12/12/2025	Regular	0.00	6,338.03	2854
171	ULINE	12/12/2025	Regular	0.00	8,040.07	2855
1945	UNIFIED OFFICE SERVICES	12/12/2025	Regular	0.00	200.98	2856
1820	WESTBAY AUTO PARTS	12/12/2025	Regular	0.00	554.91	2857
2088	WHELEN ENGINEERING CO INC	12/12/2025	Regular	0.00	467.64	2858
VEN00005	WrapJax LLC	12/12/2025	Regular	0.00	1,980.64	2859
1624	RICE FERGUS MILLER	12/12/2025	Regular	0.00	1,629.58	2860
2701	49ER COMMUNICATIONS	12/18/2025	Regular	0.00	3,712.95	2861
VEN00165	American Red Cross	12/18/2025	Regular	0.00	3,320.00	2862
9	AP TRITON CONSULTING	12/18/2025	Regular	0.00	22,165.51	2863
VEN00007	BlueAlly Technology Solutions LLC	12/18/2025	Regular	0.00	5,432.03	2864
425	BLUECOSMO	12/18/2025	Regular	0.00	382.52	2865
836	CARDINAL HEALTH 112 LLC	12/18/2025	Regular	0.00	477.37	2866
3120	CENTRAL WELDING SUPPLY	12/18/2025	Regular	0.00	307.07	2867

Check Report

Date Range: 12/06/2025 - 01/09/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3005	CINTAS CORP	12/18/2025	Regular	0.00	510.20	2868
3005	CINTAS CORP	12/18/2025	Regular	0.00	1,287.52	2869
2478	COMCAST	12/18/2025	Regular	0.00	109.44	2870
261	DOBBS PETERBILT - TACOMA 1	12/18/2025	Regular	0.00	1,894.33	2871
44	FIDELITY SOLUTIONS	12/18/2025	Regular	0.00	3,301.33	2872
2962	FOURNIER INS SOLUTIONS	12/18/2025	Regular	0.00	106,898.88	2873
248	INTERSTATE BATTERIES OF OLYMPIA	12/18/2025	Regular	0.00	766.82	2874
587	LEVEL 3 COMMUNICATIONS LLC	12/18/2025	Regular	0.00	2,162.09	2875
528	LIFE ASSIST INC	12/18/2025	Regular	0.00	10,177.70	2876
19	PENINSULA LIGHT CO - ELECTRIC	12/18/2025	Regular	0.00	9,351.51	2877
2058	PITNEY BOWES RESERVE ACCT	12/18/2025	Regular	0.00	2,500.00	2878
612	S&S METAL FABRICATION	12/18/2025	Regular	0.00	4,798.05	2879
80	SPRAGUE PEST SOLUTIONS	12/18/2025	Regular	0.00	432.04	2880
278	STATE AUDITORS OFFICE	12/18/2025	Regular	0.00	278.20	2881
302	STERICYCLE INC	12/18/2025	Regular	0.00	151.46	2882
600	SYSTEMS DESIGN WEST LLC	12/18/2025	Regular	0.00	7,215.30	2883
610	VERATHON INC	12/18/2025	Regular	0.00	6,375.74	2884
2973	VERIZON WIRELESS - DALLAS	12/18/2025	Regular	0.00	1,838.80	2885
VEN00040	Pease Construction	12/18/2025	Regular	0.00	739,655.30	2886
1925	AFLAC	12/18/2025	Regular	0.00	1,829.62	2887
107	DEPT LABOR & INDUSTRIES	12/18/2025	Regular	0.00	55,550.59	2888
67	EMPLOYMENT SECURITY DEPT - PFMLA	12/18/2025	Regular	0.00	5,417.90	2889
3176	Gig Harbor Firefighters Union Health & Welfare	12/18/2025	Regular	0.00	99,044.56	2890
388	GIG HARBOR PENINSULA FF ASSOCIATION	12/18/2025	Regular	0.00	370.00	2891
2307	VISION SERVICE PLAN - AT	12/18/2025	Regular	0.00	115.46	2892
515	WA CARES FUND - LTC	12/18/2025	Regular	0.00	1,844.68	2893
526	WA State Treasurer Dept of Retirement System	12/18/2025	Regular	0.00	112,671.38	2894
525	WASHINGTON PER SYSTEM EMP	12/18/2025	Regular	0.00	10,604.79	2895
980	WASHINGTON STATE TREASURER	12/18/2025	Regular	0.00	7,425.00	2896
2468	BALLEWS HITCH TRUCK & RV	12/30/2025	Regular	0.00	800.78	2897
2314	BCBS OF ARIZONA	12/30/2025	Regular	0.00	378.40	2898
2603	CANOPY WORLD INC	12/30/2025	Regular	0.00	4,736.16	2899
836	CARDINAL HEALTH 112 LLC	12/30/2025	Regular	0.00	258.06	2900
3120	CENTRAL WELDING SUPPLY	12/30/2025	Regular	0.00	379.06	2901
3005	CINTAS CORP	12/30/2025	Regular	0.00	259.54	2902
3005	CINTAS CORP	12/30/2025	Regular	0.00	1,613.97	2903
261	DOBBS PETERBILT - TACOMA 1	12/30/2025	Regular	0.00	6,667.18	2904
44	FIDELITY SOLUTIONS	12/30/2025	Regular	0.00	2,068.84	2905
542	GALLS LLC	12/30/2025	Regular	0.00	2,893.41	2906
505	GENES TOWING	12/30/2025	Regular	0.00	629.06	2907
248	INTERSTATE BATTERIES OF OLYMPIA	12/30/2025	Regular	0.00	267.24	2908
212	LAWSON PRODUCTS	12/30/2025	Regular	0.00	701.05	2909
VEN00182	Mioivision Technologies US LLC	12/30/2025	Regular	0.00	309.50	2910
19	PENINSULA LIGHT CO - ELECTRIC	12/30/2025	Regular	0.00	113.56	2911
1227	PIERCE CO BUDGET & FINANCE	12/30/2025	Regular	0.00	100.00	2912
420	POMPS TIRE SERVICE INC	12/30/2025	Regular	0.00	2,455.89	2913
2982	PREMERA BLUE CROSS	12/30/2025	Regular	0.00	606.00	2914
98	PRENTICE PERFECT CLEANING LLC	12/30/2025	Regular	0.00	5,600.00	2915
1087	PUGET SOUND ENERGY	12/30/2025	Regular	0.00	1,599.98	2916
99	SEAWESTERN INC	12/30/2025	Regular	0.00	92,403.77	2917
2972	STURM MEDIA & COMMUNICATIONS	12/30/2025	Regular	0.00	900.00	2918
VEN00173	Summit Law Group, PLLC	12/30/2025	Regular	0.00	8,109.10	2919
1957	TITUS WILL FORD	12/30/2025	Regular	0.00	218.00	2920
564	TYLER TECHNOLOGIES INC	12/30/2025	Regular	0.00	6,679.50	2921
171	ULINE	12/30/2025	Regular	0.00	4,562.57	2922
3115	UNITED HEALTHCARE	12/30/2025	Regular	0.00	110.00	2923
203	US BANK	12/30/2025	Regular	0.00	60,877.63	2924
203	US BANK	12/30/2025	Regular	0.00	37,153.68	2925
532	US BANK - INSTANT CARD	12/30/2025	Regular	0.00	2,266.68	2926
610	VERATHON INC	12/30/2025	Regular	0.00	866.96	2927
1474	WASHINGTON WATER SERVICE - 1	12/30/2025	Regular	0.00	89.88	2928

Check Report

Date Range: 12/06/2025 - 01/09/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1820	WESTBAY AUTO PARTS	12/30/2025	Regular	0.00	91.73	2929
2332	COPELAND, ROBERT	12/30/2025	Regular	0.00	30.00	2930
376	GOODMAN, CHRIS	12/30/2025	Regular	0.00	400.71	2931
561	HUMANA INSURANCE CO	12/30/2025	Regular	0.00	108.60	2932
353	JOHN A CAMPBELL MD PC	12/30/2025	Regular	0.00	7,306.00	2933
VEN00183	Oriana Noel Cozzolino	12/30/2025	Regular	0.00	850.00	2934
70	PIERCE COUNTY BUDGET & FINANCE	12/30/2025	Regular	0.00	27,619.47	2935
2480	PUBLIC SAFETY TESTING	12/30/2025	Regular	0.00	1,191.00	2936
VEN00029	Auto Glass Plus	12/30/2025	Regular	0.00	680.43	2937
3120	CENTRAL WELDING SUPPLY	12/30/2025	Regular	0.00	314.15	2938
3005	CINTAS CORP	12/30/2025	Regular	0.00	258.42	2939
2478	COMCAST	12/30/2025	Regular	0.00	3,323.36	2940
2478	COMCAST	12/30/2025	Regular	0.00	10.56	2941
VEN00106	Ingersoll Rand Industrial US Inc	12/30/2025	Regular	0.00	12,485.41	2942
VEN00107	Momentum Telecom Inc	12/30/2025	Regular	0.00	822.70	2943
3118	PACIFIC POWERSHIFTS	12/30/2025	Regular	0.00	11,739.48	2944
3004	WILCOX & FLEGEL	12/30/2025	Regular	0.00	6,045.60	2945
1624	RICE FERGUS MILLER	12/30/2025	Regular	0.00	107,272.80	2946
3290	BHT BUSINESS SERVICES INDUSTRY	01/06/2026	Regular	0.00	14,353.75	2947
333	COLUMBIA BANK	01/06/2026	Regular	0.00	27,066.59	2948
107	DEPT LABOR & INDUSTRIES	01/06/2026	Regular	0.00	51,963.50	2949
67	EMPLOYMENT SECURITY DEPT - PFMLA	01/06/2026	Regular	0.00	11,150.68	2950
388	GIG HARBOR PENINSULA FF ASSOCIATION	01/06/2026	Regular	0.00	440.00	2951
3037	LOCAL 3390 GHFUHW TRUST	01/06/2026	Regular	0.00	254,374.96	2952
3268	THE HARTFORD	01/06/2026	Regular	0.00	8,207.12	2953
315	TRUSTMARK VOLUNTARY BENEFITS	01/06/2026	Regular	0.00	5,646.85	2954
515	WA CARES FUND - LTC	01/06/2026	Regular	0.00	1,953.35	2955
526	WA State Treasurer Dept of Retirement System	01/06/2026	Regular	0.00	114,066.44	2956
525	WASHINGTON PER SYSTEM EMP	01/06/2026	Regular	0.00	10,673.12	2957
980	WASHINGTON STATE TREASURER	01/06/2026	Regular	0.00	7,425.00	2958
2868	AMERICAN EXPRESS	01/09/2026	Regular	0.00	225.00	2959
836	CARDINAL HEALTH 112 LLC	01/09/2026	Regular	0.00	2,388.77	2960
3120	CENTRAL WELDING SUPPLY	01/09/2026	Regular	0.00	345.42	2961
VEN00032	CHS Purdy Propane	01/09/2026	Regular	0.00	676.78	2962
3228	CRYSTAL CLEAN LLC	01/09/2026	Regular	0.00	6,850.54	2963
8	CURTIS LN & SONS	01/09/2026	Regular	0.00	2,624.41	2964
VEN00184	Deborah Martin	01/09/2026	Regular	0.00	106.97	2965
107	DEPT LABOR & INDUSTRIES	01/09/2026	Regular	0.00	4.52	2966
3131	DON SMALL & SONS OIL	01/09/2026	Regular	0.00	1,454.48	2967
574	FIFTH ASSET INC	01/09/2026	Regular	0.00	16,056.10	2968
542	GALLS LLC	01/09/2026	Regular	0.00	585.07	2969
2283	HUGHES FIRE EQUIPMENT INC	01/09/2026	Regular	0.00	4,324.26	2970
212	LAWSON PRODUCTS	01/09/2026	Regular	0.00	1,651.92	2971
520	PERFORMANCE SYSTEMS INTEGRATION LLC	01/09/2026	Regular	0.00	1,008.74	2972
395	QUEST DIAGNOSTICS	01/09/2026	Regular	0.00	3,484.29	2973
515	WA CARES FUND - LTC	01/09/2026	Regular	0.00	0.43	2974
85	WASHINGTON FIRE CHIEFS	01/09/2026	Regular	0.00	5,093.80	2975
91	WFCA - WA FIRE COMM ASSN	01/09/2026	Regular	0.00	400.00	2976
VEN00032	CHS Purdy Propane	01/09/2026	Regular	0.00	3,673.40	2977
341	ERIC T QUINN PS	01/09/2026	Regular	0.00	1,400.00	2978
18	LAKEWOOD APPLIANCE LLC	01/09/2026	Regular	0.00	8,404.90	2979

Check Report

Date Range: 12/06/2025 - 01/09/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN00040	Pease Construction	01/09/2026	Regular	0.00	670,008.68	2980

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	352	173	0.00	3,573,029.86
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
	352	173	0.00	3,573,029.86

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	352	173	0.00	3,573,029.86
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	41	41	0.00	889,907.71
EFT's	0	0	0.00	0.00
	393	214	0.00	4,462,937.57

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	12/2025	2,935,897.99
999	Pooled Cash	1/2026	1,527,039.58
			4,462,937.57

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
November-2025 November 30, 2025 Unaudited

OPERATING REVENUES	Budget	November	YTD	% of Budget	Highlights:
Taxes	40,986,414	2,261,638	40,663,190	99%	Expected
Intergovernmental	1,212,766	199,522	1,144,619	94%	Expected
Charges for Service	2,482,000	184,426	3,613,010	146%	Expected, Prior year reimbursements
Other/Non-Revenue	1,175,000	56,066	1,477,302	126%	Reimbursements, Insurance Recovery
Transfers	830,000	-	484,187	58%	Planned Reimbursements
Total Revenues:	46,686,180	2,701,652	47,382,308	101%	Expected

OPERATING EXPENSES:	Budget	November	YTD	% of Budget	Highlights:
Salaries	25,145,087	2,352,679	22,644,326	90%	Expected
Benefits	7,534,952	622,502	6,714,254	89%	Expected
Supplies	2,214,703	122,007	1,370,180	62%	Expected
Services	4,893,635	216,845	2,970,483	61%	Expected
Capital & Improvements	5,694,050	30,848	2,202,879	39%	Expected, Capital items delayed
Debt Service	-	-	-	0%	N/A
Transfers	1,203,753	435,896	1,333,971	111%	Planned Reserve & Debt Payments
Total Expenses:	46,686,180	3,780,777	37,236,093	80%	Expected

EXPENSES BY DIVISION:	Budget	November	YTD	% of Budget	Highlights:
Legislative	372,219	18,106	259,971	70%	Expected
Finance & Admin	4,546,920	324,363	3,186,432	70%	Expected
Operations	27,569,861	2,495,730	24,747,349	90%	Expected
Logistics	11,108,863	345,812	6,343,018	57%	Expected
Health & Safety	1,884,564	133,167	1,337,649	71%	Expected
Capital/Bond	-	27,702	27,702	0%	Planned Reimbursement to Capital Fund
Transfers	1,203,753	435,896	1,333,971	111%	Planned Reserve & Debt Payments
Total Expenses:	46,686,180	3,780,777	37,236,093	80%	Expected

CAPITAL FUND (BOND):	Budget	November	YTD	% of Budget	Highlights:
Project Management	443,416	6,305	317,978	72%	Expected
Training Campus	13,528,637	1,781,607	11,181,489	83%	Expected, Project late start in 2024
Station 57	2,643	-	239,514	9062%	Expected, YE project completion in 2025
Station 53	2,643	-	220,524	8344%	Expected, YE project completion in 2025
Station 51	7,863,623	28,476	851,371	11%	Expected, Project Delays
Station 59	817,970	-	-	0%	Expected
Logistics Facility	185,185	-	-	0%	Expected
Station 58	382,609	-	-	0%	Expected
Station 50	1,200,000	1,630	852,384	71%	Expected, Closeout in progress
Total Capital Projects:	24,426,726	1,818,017	13,663,260	56%	Expected

ENDING CASH:	12/31/2023	12/31/2024	11/30/2025	Highlights:
General Expense	14,634,628	19,579,541	29,646,331	Reserve Policy & Commitments *Restricted use for eligible projects *Restricted for debt service payments *Restricted, Consortium dissolved in 2023.
Reserve Fund	8,591,088	9,052,001	9,924,525	
Capital Fund*	45,368,751	41,823,903	29,336,311	
Debt Fund (GO BOND)	1,694,489	77,763	3,736,159	
PCSORT*	54,825	-	-	
Total:	70,343,782	70,533,207	72,643,326	



Gig Harbor Fire & Medic One

RESOLUTION 2026-01
January 13, 2026

A RESOLUTION DETERMINING THAT MAINTENANCE OF A PUBLIC RECORDS INDEX WOULD BE UNDULY BURDENSOME PURSUANT TO RCW 42.56.070(4)

WHEREAS, Gig Harbor Fire & Medic One (“District”) is a local agency subject to the Washington Public Records Act, chapter 42.56 RCW; and

WHEREAS, RCW 42.56.070(4) addresses the circumstances under which a local agency is not required to maintain a public records index when doing so would be unduly burdensome or would interfere with agency operations, provided the agency issues and publishes a formal order specifying the reasons and extent of the burden; and

WHEREAS, the District is a limited-staff emergency services agency whose primary mission is the provision of fire suppression, emergency medical services, and life-safety functions to the community; and

WHEREAS, District staff has completed the Public Records Index Analysis Worksheet attached hereto as Exhibit A documenting the volume of records and staff time that would likely be required to create and maintain a public record index; and

WHEREAS, the District maintains records across numerous operational, administrative, medical, personnel, training, financial, and incident-response systems, many of which contain confidential or exempt information requiring individualized review and redaction prior to disclosure; and

WHEREAS, as documented in Exhibit A, the creation, maintenance, continuous updating, and publication of a comprehensive public records index would require significant and ongoing diversion of staff time, specialized expertise, and administrative resources, and would substantially interfere with the District’s essential emergency response, administrative, and statutory obligations; and

WHEREAS, the District has adopted and published a comprehensive Public Records Procedure that establishes a clear, accessible, and legally compliant process for requesting, reviewing, and disclosing public records in accordance with chapter 42.56 RCW, including timelines, exemptions, redactions, and requester assistance; and

WHEREAS, the District provides public access to records through its designated Public Records Officer and established request process, which serves as a practical and efficient alternative to maintaining a formal public records index; and

WHEREAS, the District does not maintain a public records index for internal operational use beyond routine recordkeeping systems necessary to conduct agency business; and

WHEREAS, the District maintains records within various operational, administrative, and recordkeeping systems necessary to conduct agency business; however, the District does **not** maintain a consolidated public records index as contemplated by RCW 42.56.070(3), either for internal operational use or for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Gig Harbor Fire & Medic One as follows:

1. Determination of Undue Burden

The Board hereby finds and determines that maintaining a public records index as contemplated by RCW 42.56.070(4) would be unduly burdensome and would interfere with District operations due to staffing limitations, resource constraints, and the operational demands associated with providing essential emergency services.

2. Extent of Burden

The Board further finds that the burden would be ongoing and substantial, requiring continuous staff diversion from essential duties to create, update, review, and manage an index encompassing a broad and continually evolving universe of District records, many of which contain confidential information or are exempt from disclosure and require individualized review and redaction.

3. Alternative Access

In lieu of maintaining a public records index, the District shall continue to provide full and prompt access to public records through its adopted Public Records Procedure and designated Public Records Officer, consistent with chapter 42.56 RCW.

4. Indexes Maintained for Agency Use

The District does not maintain a public records index for internal agency use; therefore, there are no such indexes to make available for inspection under RCW 42.56.070(4)(b).

5. Publication

This Resolution shall be published and made available to the public in conjunction with the District's Public Records materials and shall remain in effect unless modified or repealed by the Board.

Adopted at a regular meeting of the Board of Fire Commissioners, Pierce County Fire District No. 5, this 13 day of January, 2026, by a majority of the members.

PIERCE COUNTY FIRE DISTRICT NO. 5

Chairman

Commissioner

Commissioner

Commissioner

Commissioner

Attest:

District Secretary



Gig Harbor Fire & Medic One

Public Record Index Analysis Worksheet

In order to determine whether it would be unduly burdensome to create an index of Gig Harbor Fire & Medic One (District) records in accordance with the requirements in RCW 42.56.070(3), District staff has conducted a review of the volume of District records that staff believes would fall under each category of records identified by the statute.

(a) Final opinions, including concurring and dissenting opinions, as well as orders, made in the adjudication of cases;

Not Applicable.

(b) Those statements of policy and interpretations of policy, statute, and the Constitution which have been adopted by the agency;

See Exhibit A

(c) Administrative staff manuals and instructions to staff that affect a member of the public;

See Exhibit A.

(d) Planning policies and goals, and interim and final planning decisions;

See Exhibit A.

(e) Factual staff reports and studies, factual consultant's reports and studies, scientific reports and studies, and any other factual information derived from tests, studies, reports, or surveys, whether conducted by public employees or others; and

See Exhibit A.

(f) Correspondence, and materials referred to therein, by and with the agency relating to any regulatory, supervisory, or enforcement responsibilities of the agency, whereby the agency determines, or opines upon, or is asked to determine or opine upon, the rights of the state, the public, a subdivision of state government, or of any private party.

See Exhibit A

Exhibit A

The District maintains extensive records relating to the operation of Gig Harbor Fire & Medic One's emergency response and fire prevention activities, as well as interactions with its taxpayers and residents. The District regularly engages with the public through emergency medical services, fire suppression, fire prevention, and fire code enforcement activities. The District generates and maintains a substantial volume of records related to these activities on an ongoing basis.

These records are maintained in a variety of formats, databases, and physical and electronic locations across multiple departments and stations. The District maintains records at all ten (10) stations, each of which are equipped with District-issued computers and mobile devices.

Because the District continually generates and maintains records as part of its daily operations, the records inventory and index would need to be maintained on an ongoing basis to accurately reflect newly created records, changes to existing records, and evolving record-keeping practices.

District staff has compiled below a general summary of the types of records that would likely fall under the statutory categories identified in RCW 42.56.070(3).

The records identified below and additional records that may fall under the statutory categories contain over 5.36 million electronic files consisting of over 2030.51 GB of data and over 270 cubic feet of physical records (estimated to include over 108,000 separate records based on 2000 pieces of paper per cubic foot of storage). The sheer volume of records would require substantial staff time to review and index. Staff estimates that it would take a full-time employee many years (averaging review and indexing of 200 individual records per work day) to complete an index consistent with the statutory requirements.

Identified Record Types:

1. Board meeting minutes from 1973 through present day.
2. Board meeting agendas from 1973 through present day.
3. Board resolutions and District policies from 1958 through the present day.
4. Fire reports from 2015 through the present day.
5. EMS reports dating from 2015 through the present day.
6. Accounting records and reports from 2019 through the present day.
7. Requests for public information from 2019 through the present day.

8. Burn permits dating back to 2019 through the present day.
9. Fire inspection records dating back to 2019 through the present day.
10. Public education information and waivers dating back to 2019 to present day.
11. Contracts dating back to 2010 to present day.