SNOHOMISH REGIONAL FIRE & RESCUE

COMMISSIONER BOARD MEETING

SEPTEMBER 10, 2026

5:30 PM

SRFR STATION 31 TRAINING ROOM

VIA ZOOM

SNOHOMISH REGIONAL FIRE & RESCUE

WASHINGTON

AGENDA

SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS MEETING AGENDA
SNOHOMISH REGIONAL FIRE & RESCUE
SRFR Station 31 Training Room / Via Zoom
163 Village Court, Monroe, WA 98272
September 10, 2026, 1730 hours

CALL TO ORDER

PUBLIC COMMENT

UNION COMMENT

DISTRICT HIGHLIGHTS
Proclamation: Patriot Day – 9/11 Remembrance
Proclamation: Suicide Prevention Awareness Month
Proclamation: IT Professionals Day 9/15
Water Rescue Team Recognition
Strategies 360 Presentation

CHIEF'S REPORT

COMMISSIONER REPORTS

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Schaub	7/20/26	9/21/26	No
Finance Committee	Steinruck	8/27/26	9/24/26	No
Sno911	Lundquist	8/20/26	9/17/26	No
Sno-Isle Commissioners	Fay	9/3/26	10/1/26	Yes
Leadership Meeting	Schaub	6/4/26	9/17/26	No
Policy Committee	Schaub	8/13/26	10/8/26	No
Community Advisory Committee	TBD	6/10/26	11/5/26	No
Labor Management	Steinruck	9/8/26	10/5/26	Yes
Intergovernmental Committee	Elmore	9/10/26	10/8/26	Yes
Lake Stevens City Council	Steinruck	9/8/26	9/22/26	Yes
Monroe City Council	TBD	9/8/26	9/22/26	Yes

COMMITTEE MEETING MINUTES

SNOHOMISH REGIONAL FIRE & RESCUE

<u>CONSENT AGENDA</u>
Approval of Vouchers
Benefits Vouchers: 26-2262 to 26-2277; ($903,068.06)
AP Vouchers: 26-2278 to 26-2371; ($435,412.33)

Approval of Payroll
August 31, 2026 Payroll ($1,870,018.89)

Approval of Minutes
Approve Regular Board Meeting Minutes August 27, 2026

<u>OLD BUSINESS</u>
Discussion

Action

<u>NEW BUSINESS</u>
Discussion
Appointment of Community Advisory Committee Chair

Draft Policies
- Policy 213 Petty Cash Management
- Policy 216 District Finances: Internal Controls
- Policy 224 Credit Card and Fuel Card Usage
- Policy 225 Comprehensive Financial Management Policy
- Policy 227 Debt Management

Action

<u>GOOD OF THE ORDER</u>

<u>ATTENDANCE CHECK</u>
Regular Commissioner Meeting Thursday, September 24, 2026, at 1730 - Station 31 Training Room/Zoom

<u>EXECUTIVE SESSION</u>
RCW 42.30.110(1)(g): To Review the Performance of a Public Employee

<u>ADJOURNMENT</u>

DISTRICT HIGHLIGHTS

CHIEF'S REPORT

CLICK HERE FOR THE AUGUST 2026 CHIEF'S REPORT.

SNOHOMISH REGIONAL FIRE & RESCUE

COMMISSIONER REPORTS

COMMITTEE MEETING MINUTES

CONSENT AGENDA

Snohomish Regional Fire and Rescue
Claims Voucher Summary

09/03/2026

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: ____________________

Signatures:

________________________________ ______________________________ ________________________________

________________________________ ______________________________ ________________________________

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Voucher	Payee/Claimant	1099 Default	Amount
26-2262	AFLAC		486.38
26-2263	DEPARTMENT OF RETIREMENT SYSTEMS		594,525.65
26-2264	FIRE 7 FOUNDATION		772.00
26-2265	FIREPAC		1,172.18
26-2266	GENERAL TEAMSTERS UNION LOCAL 38		2,678.00
26-2267	HRA VEBA TRUST		61,125.00
26-2268	IAFF LOCAL 2781		40,662.04
26-2269	IAFF LOCAL 2781 PAC		1,255.00
26-2270	IAFF LOCAL 2781 RFA		1,150.00
26-2271	IAFF MERP		34,350.00
26-2272	MATRIX TRUST COMPANY		24,255.59
26-2273	TD AMERITRADE INSTITUTIONAL		388.50
26-2274	VOYA INSTITUTIONAL TRUST CO		137,876.51
26-2275	WASHINGTON STATE SUPPORT REGISTRY		504.00
26-2276	WASHINGTON STATE SUPPORT REGISTRY		772.50
26-2277	WSCFF FASTPAC		1,094.71

Page Total	903,068.06
Cumulative Total	903,068.06

Docket of Claims Register

Snohomish Regional Fire & Rescue, WA

APPKT02260 - 9.10.2026 Board Meeting AL

By Docket/Claim Number

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
1533	A.W. REHN & ASSOCIATES	26-2278					28.00
	INV-00213950	COBRA Rights Notice Letter (Retirement) (x1)	Invoice	08/31/2026	COBRA Rights Notice Letter (Retirement) (x1)	001-502-522-10-41-01	28.00
1999	ALL-AMERICAN LEADERSHIP, LLC	26-2279					17,400.00
	20589	Fire Leadership Academy Reg x6	Invoice	09/03/2026	Online Leadership Development - Mor	001-506-522-45-49-02	17,400.00
2106	AMAZON CAPITAL SERVICES, INC	26-2280					3,624.51
	111Y-M3RK-HP61	L82 Shelving	Invoice	09/03/2026	L82 Shelving	001-504-522-20-35-00	120.99
	116P-N7X6-XRY3	St83 Fitness Equipment	Invoice	09/05/2026	St83 Fitness Equipment	303-510-594-20-64-00	221.13
	13V9-34NL-6TH7	Single Wall Storage Bracket	Invoice	08/30/2026	Single Wall Storage Bracket	303-510-594-20-64-00	26.96
	1467-RGPY-GNTC	24" Disposable Bouffant Caps Hair Net	Invoice	08/26/2026	24" Disposable Bouffant Caps Hair Net	001-515-522-30-31-01	33.96
	14GN-QDPC-1VM6	Black Truss Wood Screws	Invoice	08/29/2026	Black Truss Wood Screws	001-507-522-50-31-00	10.67
	16WT-JFDV-4473	Window Locks for PubEd	Invoice	09/04/2026	Window Locks for PubEd	001-515-522-30-31-01	197.20
	16XY-HQFH-4F7M	Child Locks for Fridge	Invoice	09/02/2026	Child Locks for Fridge	001-513-522-10-35-00	20.78
	17HJ-6KHW-G164	Welder Adapter Cord	Invoice	07/31/2026	Welder Adapter Cord	001-507-522-50-35-00	24.27
	17XG-YF71-KMQW	Shop Parts	Invoice	08/17/2026	Shop Parts	050-511-522-60-34-01	249.17
	19DX-HRCV-X649	Shop Parts	Invoice	08/17/2026	Shop Parts	050-511-522-60-34-01	112.56
	19G1-C1T6-LJQR	Polymake Filament 1.75mm Black 1kg	Invoice	08/24/2026	Polymake Filament 1.75mm Black 1kg	001-509-522-30-31-01	48.06
	1DKY-QLYQ-L1G7	BK Radio Clamshell x2	Invoice	08/31/2026	BK Radio Clamshell x2	001-514-522-20-35-01	40.76
	1DVR-FK36-Y1YY	Black Double Braided Anchor Line	Invoice	09/03/2026	Black Double Braided Anchor Line	001-514-522-20-31-09	211.49
	1F3W-MRV3-TMNK	Shop Parts	Invoice	08/23/2026	Shop Parts	050-511-522-60-34-01	34.42
	1G9J-DL9Q-1764	Admin Dumpster Signs	Invoice	08/29/2026	Admin Dumpster Signs	001-507-522-50-48-00	17.25
	1H94-6NK4-VQYQ	Polymaker Filament 1.75mm Black 1K(	Invoice	08/31/2026	Polymaker Filament 1.75mm Black 1K(	001-509-522-30-31-01	78.40
	1HFX-69DH-GW6P	Starlink Mini Hard Case	Invoice	08/25/2026	Starlink Mini Hard Case	001-504-522-20-31-01	456.15
	1LDD-JWJK-MRHM	Broom ST31	Invoice	09/02/2026	Broom ST31	001-507-522-50-31-00	25.88
	1m69-FCRQ-WJWR	Stainless Steel Push Bar Panic Exit Devi	Invoice	08/24/2026	Stainless Steel Push Bar Panic Exit Devi	001-507-522-50-48-00	172.63
	1M9-DQJV-3VX6	LED Red Flood Light Bulbs	Invoice	08/26/2026	LED Red Flood Light Bulbs	001-507-522-50-48-00	34.94
	1MJ1-6RVF-D1QH	ASA Filament Bundle 2kg Black	Invoice	08/25/2026	ASA Filament Bundle 2kg Black	001-509-522-20-35-00	51.78
	1NRV-1PCL-14FL	US Guided Vascular Puncture Training	Invoice	08/29/2026	US Guided Vascular Puncture Training	001-509-522-20-35-00	127.00
	1NRV-1PCL-K343	Laptop Charger,Tape Measure,USB-C, I	Invoice	08/30/2026	Laptop Charger,Tape Measure,USB-C, I	001-507-522-50-31-00	123.54
	1P1R-3NMW-QPJR	Dewalt 20v Stapler	Invoice	08/31/2026	Dewalt 20v Stapler	001-506-522-45-35-00	327.11
	1Q3L-4CCn-VJ7N	US Guided IV Trainer	Invoice	08/31/2026	US Guided IV Trainer	001-509-522-20-35-00	392.72
	1RPG-RFMT-KG6Y	FF Wedge	Invoice	08/30/2026	FF Wedge	001-506-522-45-35-00	43.76
	1RYL-14KW-JGP4	18" Square Side Table	Invoice	08/26/2026	18" Square Side Table	001-507-522-50-31-00	70.12
	1TYN-JK6G-NT47	18v Cordless Orbit Sander	Invoice	08/31/2026	18v Cordless Orbit Sander	001-507-522-50-35-00	59.33
	1VHX-RHRJ-GN7R	GE Countertop Microwve Oven	Invoice	08/25/2026	GE Countertop Microwve Oven	001-507-522-50-35-00	247.09
	1VPF-QRYH-V77P	Buddy Camera for 3D Printer	Invoice	09/03/2026	Buddy Camera for 3D Printer	001-509-522-20-35-00	75.52
	IWDD-NYXQ-14QW	3" Diameter Carper Repair Kit	Credit Memo	09/06/2026	3" Diameter Carper Repair Kit	001-507-522-50-35-00	-31.13

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
0036	ANDGAR MECHANICAL LLC	26-2281					2,451.77
	21682	Serv Call ST82 No Cooling	Invoice	08/26/2026	Serv Call ST82 No Cooling	001-507-522-50-48-00	1,349.86
	21683	Admin Serv Call - Condensate Overflov	Invoice	08/26/2026	Admin Serv Call - Condensate Overflov	001-507-522-50-48-00	359.56
	21684	St81 Serv Call - Condensate noise	Invoice	08/26/2026	St81 Serv Call - Condensate noise	001-507-522-50-48-00	742.35
1881	APPLIANCE MECHANIC	26-2282					345.28
	29963	St33 Service Call - Weak Spark on Burn	Invoice	09/04/2026	St33 Service Call - Weak Spark on Burn	001-507-522-50-48-00	345.28
1523	AT&T MOBILITY LLC	26-2283					4,656.18
	287332399606X08272026	District Cell Phones (New)	Invoice	08/19/2026	District Cell Phones - Shop	050-511-522-60-42-00	241.70
					District Cell Phones (New)	001-513-522-10-42-00	4,414.48
0058	BICKFORD MOTORS, INC.	26-2284					4,364.75
	1321637	Shop Parts	Invoice	07/13/2026	Shop Parts	050-511-522-60-34-01	784.87
	1322484	Shop Parts	Invoice	07/22/2026	Shop Parts	050-511-522-60-34-01	160.34
	1322823	Shop Parts	Invoice	07/28/2026	Shop Parts	050-511-522-60-34-01	110.57
	1324115	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	690.93
	1324599	Shop Parts	Invoice	08/25/2026	Shop Parts	050-511-522-60-34-01	616.08
	1324966	Shop Parts	Invoice	08/25/2026	Shop Parts	050-511-522-60-34-01	300.17
	1325054	Shop Parts	Invoice	08/26/2026	Shop Parts	050-511-522-60-34-01	138.35
	1325055	Shop Parts	Invoice	08/26/2026	Shop Parts	050-511-522-60-34-01	119.22
	1325084	Shop Parts	Invoice	08/26/2026	Shop Parts	050-511-522-60-34-01	1,444.22
0065	BOUND TREE MEDICAL, LLC	26-2285					2,308.02
	86326074	Medications & Medical Supplies	Invoice	08/21/2026	Medications & Medical Supplies	001-509-522-30-31-01	1,348.03
	86329886	Medications	Invoice	08/25/2026	Medications	001-509-522-30-31-01	959.99
1746	BRANDON HUBER	26-2286					610.00
	INV16160	OKC Water Rescue Conf 2026 Per Dien	Invoice	08/31/2026	OKC Water Rescue Conf 2026 Per Dien	001-506-522-45-43-00	610.00
2528	CALLAWAY AUTO GLASS, INC.	26-2287					54.70
	14529	Shop Parts	Invoice	07/31/2026	Shop Parts	050-511-522-60-34-01	54.70
0096	CENTRAL WELDING SUPPLY	26-2288					741.53
	0002782832	Oxygen Cylinder Exchange/Re-Fill (x2)	Invoice	08/24/2026	Oxygen Cylinder Exchange/Re-Fill (x2)	001-509-522-20-45-00	77.17
	0002784452	Oxygen Cylinder Exchange/Re-Fill (x4	Invoice	08/26/2026	Oxygen Cylinder Exchange/Re-Fill (x4)	001-509-522-20-45-00	96.76
	0002786622	Oxygen Cylinder Exchange/Re-Fill (x4)	Invoice	08/28/2026	Oxygen Cylinder Exchange/Re-Fill (x4)	001-509-522-20-45-00	96.85
	0002791820	Oxygen Cylinder Rental (Inventory)	Invoice	08/31/2026	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	226.50
	0002792996	Oxygen Cylinder Rental (Inventory)	Invoice	08/31/2026	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	21.35
	0002792997	Oxygen Cylinder Rental (Inventory)	Invoice	08/31/2026	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	32.97
	02782833	Oxygen Cylinder Exchange/Re-Fill (x14	Invoice	08/24/2026	Oxygen Cylinder Exchange/Re-Fill (x14	001-509-522-20-45-00	189.93
0099	CHAMPION BOLT & SUPPLY INC	26-2289					697.41
	819734	Shop Supplies	Invoice	08/19/2026	Shop Supplies	050-511-522-60-31-05	375.10
	820340	Shop Supplies	Invoice	08/31/2026	Shop Supplies	050-511-522-60-31-05	322.31
0101	CHINOOK LUMBER	26-2290					8,188.36
	2232237	Douglas Fir Lumber , Saw Blades for St	Invoice	09/02/2026	Douglas Fir Lumber , Saw Blades for St	001-506-522-45-31-03	8,188.36

Docket of Claims Register **APPKT02260 - 9.10.2026 Board Meeting AL**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
0531	CHRISTENSEN, INC	26-2291					382.25
	0873500-IN	Shop Parts	Invoice	08/05/2026	Shop Parts	050-511-522-60-34-01	382.25
0112	CLEARFLY COMMUNICATIONS	26-2292					777.95
	INV846193	Phone/Fax Services - Admin Bldg, ST 3	Invoice	09/01/2026	Phone/Fax Services - Admin Bldg, ST 3	001-513-522-50-42-01	777.95
0113	CLEARVIEW HARDWARE & FEED	26-2293					14.52
	333865	ST71 Propane Refill	Invoice	08/30/2026	ST71 Propane Refill	001-504-522-20-31-01	14.52
0126	COMCAST BUSINESS	26-2294					330.48
	ST31-SEPOCT26	Internet Services - ST 31	Invoice	08/27/2026	Internet Services - ST 31	001-513-522-50-42-01	330.48
0127	COMDATA INC.	26-2295					2,594.75
	20446350	Apparatus Fuel	Invoice	09/01/2026	Apparatus Fuel	001-504-522-20-32-00	1,297.37
						001-509-522-20-32-00	1,297.38
0459	CONWAY SHIELDS	26-2296					436.45
	0557076	4-2PP - 4' Passport Shields w/ 2 Panels	Invoice	08/05/2026	4-2PP - 4' Passport Shields w/ 2 Panels	001-504-522-20-31-10	436.45
0134	COSTCO MEMBERSHIP	26-2297					195.00
	OCT2026	Executive Business Membership Annual Renewal	Invoice	08/01/2026	Executive Business Membership Annual Renewal	001-502-522-10-49-01	195.00
0138	CRESSY DOOR COMPANY, INC	26-2298					4,317.72
	220800	Bay Door Service (Repairs) - ST31	Invoice	08/25/2026	Bay Door Service (Repairs) - ST31	001-507-522-50-48-00	4,317.72
0139	CROSS VALLEY WATER DISTRICT	26-2299					2,132.40
	3285382	Water - ST 71	Invoice	08/31/2026	Water - ST 71	001-507-522-50-47-02	2,132.40
0139	CROSS VALLEY WATER DISTRICT	26-2300					409.68
	3285383	Water - ST 74/Logistics Bldg	Invoice	08/31/2026	Water - ST 74/Logistics Bldg	001-507-522-50-47-02	409.68
0139	CROSS VALLEY WATER DISTRICT	26-2301					1,491.95
	3285384	Water - ST 33	Invoice	08/31/2026	Water - ST 33	001-507-522-50-47-02	1,491.95
2484	CURALINC HEALTHCARE	26-2302					1,440.40
	111280	Employee Assistance Program Monthly	Invoice	09/01/2026	Employee Assistance Program Monthly	001-510-522-20-20-15	720.20
	111282	Employee Assistance Program Monthly	Invoice	09/01/2026	Employee Assistance Program Monthly	001-510-522-20-20-15	720.20
1695	CURTIS GREINER	26-2303					444.27
	INV16161	OKC Swiftwater Course/ Higgins & Langley Per Diem	Invoice	09/01/2026	OKC Swiftwater Course/ Higgins & Langley Per Diem	001-505-522-45-43-00	444.27
0164	DRUG FREE BUSINESS	26-2304					100.00
	477341	Annual Membership Dues	Invoice	08/31/2026	Annual Membership Dues	050-511-522-60-41-06	100.00
2655	DYNAMIC WELLNESS COUNSELIN	26-2305					6,000.00
	AUG26	Monthly Mental Health Services - Augu	Invoice	08/31/2026	Monthly Mental Health Services - Augu	001-510-522-20-41-07	6,000.00
2486	EASTSIDE INTEGRATIVE MEDICIN	26-2306					9,011.00
	725K26378	Annual Physical - Hazmat/Audiology/F	Invoice	09/01/2026	Annual Physical - Hazmat/Audiology/F	001-510-522-20-41-06	9,011.00
1875	ELECTRONIC BUSINESS MACHINE	26-2307					89.99
	AR339779	Copier Machine Usage - Admin Bldg (T	Invoice	08/26/2026	Copier Machine Usage - Admin Bldg (T	001-502-522-10-31-00	28.72
	AR340244	Copier Machine Usage - ST 32, 72, 73,	Invoice	08/31/2026	Copier Machine Usage - ST 32, 72, 73,	001-502-522-10-31-00	61.27

Docket of Claims Register **APPKT02260 - 9.10.2026 Board Meeting AL**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
0192	ESRI INC.	26-2308					4,910.79
	900319167	ArcGIS Software Licenses Annual Subscription (x4)	Invoice	08/27/2026	ArcGIS Software Licenses Annual Subscription (x4)	001-516-522-30-49-04	4,910.79
1642	EVERGREEN POWER SYSTEMS, IN	26-2309					474.36
	40219	St33 Phone System troubleshoot	Invoice	09/04/2026	St33 Phone System troubleshoot	001-507-522-50-48-00	474.36
2511	FASTFIELD, INC.	26-2310					1,026.61
	9ED55C6-0091	Mobile Forms Software Monthly Subscription (46 Users)	Invoice	09/07/2026	Mobile Forms Software Monthly Subscription (46 Users)	001-516-522-30-49-04	1,026.61
0226	GALLS, LLC	26-2311					5,204.43
	036076968	1/4 Zip Turtleneck Sweatshirt	Invoice	08/25/2026	1/4 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	109.88
	0360796967	Nomex Vertix Navy Cargo Pants	Invoice	08/25/2026	Nomex Vertix Navy Cargo Pant	001-504-522-20-31-07	217.51
	036082630	Duty Boots	Invoice	08/25/2026	Duty Boots	001-504-522-20-31-07	320.82
	036103422	W/P Job Shirt 2.0	Invoice	08/27/2026	W/P Job Shirt 2.0	001-504-522-20-31-07	123.28
	036103423	W/P Job Shirt 2.0	Invoice	08/27/2026	W/P Job Shirt 2.0	001-504-522-20-31-07	246.34
	036115978	Class A Alterations	Invoice	08/28/2026	Class A uniform Alterations & Insignia Updates	001-504-522-20-31-07	81.40
	036115985	Class A Alterations	Invoice	08/28/2026	Class A uniform Alterations & Insignia Updates	001-504-522-20-31-07	950.49
	036115997	Shorline Jacket	Invoice	08/28/2026	Shorline Jacket	001-504-522-20-31-07	162.38
	036116033	Industrial Pants	Invoice	08/28/2026	Industrial Pants	001-504-522-20-31-07	170.51
	036116039	Blank Embroiderable Patch (BLANK)	Invoice	08/28/2026	Blank Embroiderable Patch (BLANK)	001-504-522-20-31-07	8.28
	036135717	Shorline Jacket	Invoice	08/31/2026	Shorline Jacket	001-504-522-20-31-07	164.16
	036135817	Nomex Vertix Navy Cargo Pants + Duty Boots	Invoice	08/31/2026	Nomex Vertix Navy Cargo Pant + Duty Boots	001-504-522-20-31-07	599.52
	036135825	Station Wear Pants	Invoice	08/31/2026	Station Wear Pants	001-504-522-20-31-07	148.35
	036150015	Puget Sound FD Poly Serge RND Top	Invoice	08/31/2026	Puget Sound FD Poly Serge RND Top	001-504-522-20-31-07	108.31
	036150364	SRFR Custom badge	Invoice	09/02/2026	SRFR Custom badge	001-504-522-20-31-07	158.49
	036156463	Station Wear Pants	Invoice	09/01/2026	Station Wear Pants	001-504-522-20-31-07	131.16
	036165647	Blank Embroiderable Patch (BLANK)	Invoice	09/02/2026	Blank Embroiderable Patch (BLANK)	001-504-522-20-31-07	8.28
	036178854	Shorline Jacket	Invoice	09/03/2026	Shorline Jacket	001-504-522-20-31-07	177.13
	036178856	Blank Embroiderable Patch (BLANK) x1	Invoice	09/03/2026	Blank Embroiderable Patch (BLANK) x1	001-504-522-20-31-07	82.00
	036178861	Duty Boots	Invoice	09/03/2026	Duty Boots	001-504-522-20-31-07	144.00
	036178890	W/P Job Shirt 2.0	Invoice	09/03/2026	W/P Job Shirt 2.0	001-504-522-20-31-07	123.28
	036178906	L/S Chief Shirt	Invoice	09/03/2026	Chief Long-Sleeve Uniform Shirt (Nom	001-504-522-20-31-07	178.77
	036178917	Blank Embroiderable Patch (BLANK) x2	Invoice	09/03/2026	Blank Embroiderable Patch (BLANK) x2	001-504-522-20-31-07	102.50
	036178941	Duty Boots	Invoice	09/03/2026	Duty Boots	001-504-522-20-31-07	385.65
	036202666	Rush LBD Lima , Rush 2.0 Backpack	Invoice	09/08/2026	Rush LBD Lima , Rush 2.0 Backpack	001-504-522-20-31-07	301.94
2641	GEARGRID, LLC	26-2312					872.00
	0028012-IN	GRP Hose Winder	Invoice	08/24/2026	GRP Hose Winder	001-504-522-20-31-01	872.00
2302	GME SUPPLY COMPANY	26-2313					7,810.87
	8010596	Tech rescue PPE gear	Invoice	08/31/2026	Rescue Tech PPE and gear	001-514-522-20-31-11	94.95
	8011583	Tech rescue PPE gear	Invoice	09/01/2026	Rescue Tech PPE and gear	001-514-522-20-31-11	6,803.09
	8013584	Tech rescue PPE gear	Invoice	09/02/2026	Rescue Tech PPE and gear	001-514-522-20-31-11	912.83
1893	GOVERNMENT FINANCE OFFICEI	26-2314					500.00
	300218983-2026	'26' GFOA Annual Membership Renew	Invoice	08/28/2026	'26' GFOA Annual Membership Renew	001-503-522-10-49-01	500.00

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
0238	GRAINGER	26-2315					1,880.58
	9055009121	Station Operating Supplies	Invoice	08/24/2026	Station Operating Supplies	001-507-522-50-31-00	423.95
	9055009139	Station Operating Supplies	Invoice	08/24/2026	Station Operating Supplies	001-507-522-50-31-00	795.36
	9055009147	Station Operating Supplies	Invoice	08/24/2026	Station Operating Supplies	001-507-522-50-31-00	201.15
	9055553953	Station Operating Supplies	Invoice	08/24/2026	Station Operating Supplies	001-507-522-50-31-00	249.17
	9055553961	Station Operating Supplies	Invoice	08/24/2026	Station Operating Supplies	001-507-522-50-31-00	141.96
	9061684610	Station Operating Supplies	Invoice	08/28/2026	Station Operating Supplies	001-507-522-50-31-00	68.99
2593	HAMILTON MEDICAL, INC.	26-2316					4,803.32
	23544026	FF Masks x6, T1 Circuit Valve B/20 x2	Invoice	08/26/2026	FF Masks x6, T1 Circuit Valve B/20 x2	303-509-594-20-64-20	4,803.32
0260	HUGHES FIRE EQUIPMENT, INC	26-2317					397.01
	647618	Shop Parts	Invoice	08/19/2026	Shop Parts	050-511-522-60-34-01	397.01
0276	IRON MOUNTAIN INC	26-2318					1,015.39
	INV-2112068	OffSite Server Data Storage Services (A	Invoice	08/31/2026	OffSite Server Data Storage Services (N	001-513-522-10-41-04	1,015.39
0277	ISOUTSOURCE	26-2319					12,603.07
	403941	IT Services	Invoice	08/31/2026	IT Services	001-513-522-10-41-04	12,310.86
	403942	IT Services	Invoice	08/31/2026	IT Services	001-513-522-10-41-04	292.21
0280	JAMAL BECKHAM	26-2320					980.00
	INV16163	Aqward Patches fpr Water Rescue Tear	Invoice	09/02/2026	Aqward Patches fpr Water Rescue Tear	001-514-522-20-31-09	570.00
	INV16165	OKC Swiftwater Course/ Higgins & Langley Per Diem	Invoice	08/31/2026	OKC Swiftwater Course/ Higgins & Langley Per Diem	001-506-522-45-43-00	410.00
0288	JEFF SCHAUB	26-2321					135.00
	INV16159	WFCA Chelan Per Diem Reimb 2026	Invoice	06/06/2026	WFCA Chelan Per Diem Reimb 2026	001-506-522-45-43-00	135.00
1843	JOSEPH VIRNIG	26-2322					348.43
	INV16166	Wildland Boots Reimburse	Invoice	08/26/2026	Wildland Boots Reimburse	001-504-522-20-31-07	348.43
0313	KENT D. BRUCE CO., LLC	26-2323					3,571.32
	20786	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	2,925.87
	20794	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	129.09
	20795	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	129.09
	20796	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	129.09
	20797	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	129.09
	20798	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	129.09
0349	L.N. CURTIS & SONS	26-2324					19,371.47
	CM54562	HURST eDRAULIC Equipment Parts - L7	Credit Memo	08/13/2026	HURST eDRAULIC Equipment Parts - L7	001-504-522-20-48-02	-2,023.45
	INV1104444	Gas 58L x4 , 34L Calibration Gas Cylinder x8	Invoice	08/27/2026	Gas 58L x4 , 34L Calibration Gas Cylinder x8	001-504-522-20-48-01	8,753.28
	INV1105660	Hurst Service eDraulic	Invoice	08/31/2026	Hurst Service eDraulic	001-504-522-20-48-01	12,191.32
	INV1105665	Hurst Tool Repair	Invoice	08/26/2026	Hurst Tool Repair	001-504-522-20-48-01	450.32
1879	LAKE STEVENS SEWER DISTRICT	26-2325					685.51
	ST81-SEP2026	Sewer - ST 81 (Account 6681.01)	Invoice	08/21/2026	Sewer - ST 81	001-507-522-50-47-02	685.51
1879	LAKE STEVENS SEWER DISTRICT	26-2326					397.44
	ST82-SEP2026	Sewer - ST 82 (Account 3655.01)	Invoice	09/08/2026	Sewer - ST 82	001-507-522-50-47-02	397.44

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
0343	LIFE-ASSIST INC	26-2327					5,188.94
	2189903	Medical Supplies	Invoice	08/24/2026	Medical Supplies	001-509-522-30-31-01	337.92
	2192685	Medical Supplies	Invoice	08/27/2026	Medical Supplies	001-509-522-30-31-01	3,730.02
	2193228	Medications	Invoice	08/31/2026	Medications	001-509-522-30-31-01	714.00
	2193230	Medications	Invoice	08/28/2026	Medications	001-509-522-30-31-01	200.00
	2193506	Medications	Invoice	08/31/2026	Medications	001-509-522-30-31-01	207.00
2469	LION GROUP INC.	26-2328					28,895.20
	300058839	Bunker Gear Cleaning, Repairs & Alterations	Invoice	08/27/2026	Bunker Gear Cleaning, Repairs & Alterations	001-504-522-20-48-11	17,581.84
	300058853	Bunker Gear Cleaning, Repairs & Alterations	Invoice	08/27/2026	Bunker Gear Cleaning, Repairs & Alterations	001-504-522-20-48-11	11,022.54
	300059050	Bunker Gear Cleaning, Repairs & Alterations	Invoice	08/31/2026	Bunker Gear Cleaning, Repairs & Alterations	001-504-522-20-48-11	290.82
2608	MES-SEAWESTERN, INC	26-2329					10,225.70
	IN2576195	Turnout Bunker Gear: Coat x2 & Pants	Invoice	08/27/2026	Turnout Bunker Gear: Coat x2 & Pants	303-504-594-20-64-04	9,337.58
	IN2581008	SCBA Eval , Batter Sensor, AA Battery, Battery Boa	Invoice	09/02/2026	SCBA Eval , Batter Sensor, AA Battery, Batt Board	001-504-522-20-48-12	888.12
2659	MITCHELL WURM	26-2330					410.00
	INV16164	OKC Swiftwater Course/ Higgins & Langley Per Diem	Invoice	08/31/2026	OKC Swiftwater Course/ Higgins & Langley Per Diem	001-505-522-45-43-00	410.00

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0380	MONROE PARTS HOUSE INC - NA	26-2331					7,247.62
	087382	Shop Parts	Invoice	08/03/2026	Shop Parts	050-511-522-60-34-01	676.43
	087397	Shop Parts	Invoice	08/03/2026	Shop Parts	050-511-522-60-34-01	86.77
	087432	Shop Parts	Invoice	08/03/2026	Shop Parts	050-511-522-60-34-01	11.31
	087440	Shop Parts	Invoice	08/03/2026	Shop Parts	050-511-522-60-34-01	2.68
	087499	Shop Parts	Invoice	08/03/2026	Shop Parts	050-511-522-60-34-01	479.62
	087520	Shop Parts	Invoice	08/04/2026	Shop Parts	050-511-522-60-34-01	278.96
	087521	Shop Parts	Invoice	08/04/2026	Shop Parts	050-511-522-60-34-01	379.85
	087525	Shop Parts	Invoice	08/04/2026	Shop Parts	050-511-522-60-34-01	79.26
	087597	Shop Parts	Invoice	08/04/2026	Shop Parts	050-511-522-60-34-01	96.30
	087599	Shop Parts	Invoice	08/04/2026	Shop Parts	050-511-522-60-34-01	200.66
	087610	Shop Parts	Invoice	08/04/2026	Shop Parts	050-511-522-60-34-01	16.56
	087624	Shop Parts	Invoice	08/04/2026	Shop Parts	050-511-522-60-34-01	188.93
	087639	Shop Parts	Credit Memo	08/04/2026	Shop Parts	050-511-522-60-34-01	-200.66
	087748	Shop Parts	Invoice	08/05/2026	Shop Parts	050-511-522-60-34-01	61.48
	087758	Shop Parts	Invoice	08/05/2026	Shop Parts	050-511-522-60-34-01	158.98
	087865	Shop Parts	Credit Memo	08/05/2026	Shop Parts	050-511-522-60-34-01	-29.54
	087881	Shop Parts	Invoice	08/06/2026	Shop Parts	050-511-522-60-34-01	72.53
	087891	Shop Parts	Invoice	08/06/2026	Shop Parts	050-511-522-60-34-01	74.42
	087892	Shop Parts	Invoice	08/06/2026	Shop Parts	050-511-522-60-34-01	8.75
	087900	Shop Supplies	Invoice	08/06/2026	Shop Supplies	050-511-522-60-31-05	45.88
	087924	Shop Parts	Credit Memo	08/06/2026	Shop Parts	050-511-522-60-34-01	-108.65
	087925	Shop Parts	Credit Memo	08/06/2026	Shop Parts	050-511-522-60-34-01	-81.05
	087959	Shop Parts	Invoice	08/06/2026	Shop Parts	050-511-522-60-34-01	5.12
	088010	Shop Parts	Invoice	08/06/2026	Shop Parts	050-511-522-60-34-01	12.34
	088021	Shop Parts	Invoice	08/06/2026	Shop Parts	050-511-522-60-34-01	92.06
	088029	Shop Parts	Credit Memo	08/06/2026	Shop Parts	050-511-522-60-34-01	-19.69
	088031	Shop Parts	Invoice	08/06/2026	Shop Parts	050-511-522-60-34-01	101.88
	088091	Shop Parts	Invoice	08/07/2026	Shop Parts	050-511-522-60-34-01	30.51
	088505	Shop Parts	Invoice	08/10/2026	Shop Parts	050-511-522-60-34-01	46.40
	088544	Shop Parts	Invoice	08/10/2026	Shop Parts	050-511-522-60-34-01	29.64
	088564	Shop Parts	Invoice	08/11/2026	Shop Parts	050-511-522-60-34-01	20.52
	088573	Shop Parts	Invoice	08/11/2026	Shop Parts	050-511-522-60-34-01	64.31
	088656	Shop Parts	Credit Memo	08/11/2026	Shop Parts	050-511-522-60-34-01	-117.62
	088728	Shop Parts	Invoice	08/12/2026	Shop Parts	050-511-522-60-34-01	9.81
	088733	Shop Parts	Invoice	08/12/2026	Shop Parts	050-511-522-60-34-01	94.39
	088754	Shop Parts	Invoice	08/12/2026	Shop Parts	050-511-522-60-34-01	21.64
	088777	Shop Parts	Invoice	08/12/2026	Shop Parts	050-511-522-60-34-01	8.73
	088784	Shop Parts	Invoice	08/12/2026	Shop Parts	050-511-522-60-34-01	32.01
	088818	Shop Parts	Invoice	08/12/2026	Shop Parts	050-511-522-60-34-01	75.30
	088878	Shop Parts	Invoice	08/12/2026	Shop Parts	050-511-522-60-34-01	71.92
	088911	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	14.86
	088922	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	51.94

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
	088924	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	78.69
	088931	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	100.56
	088976	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	16.56
	088987	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	296.80
	088988	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	143.88
	089058	Shop Parts	Credit Memo	08/13/2026	Shop Parts	050-511-522-60-34-01	-143.88
	089059	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	218.36
	089142	Shop Parts	Invoice	08/14/2026	Shop Parts	050-511-522-60-34-01	45.94
	089450	Shop Parts	Invoice	08/17/2026	Shop Parts	050-511-522-60-34-01	32.29
	089476	Shop Parts	Credit Memo	08/17/2026	Shop Parts	050-511-522-60-34-01	-30.51
	089479	Shop Parts	Invoice	08/17/2026	Shop Parts	050-511-522-60-34-01	27.54
	089480	Shop Parts	Invoice	08/17/2026	Shop Parts	050-511-522-60-34-01	28.53
	089699	Shop Parts	Invoice	08/18/2026	Shop Parts	050-511-522-60-34-01	53.86
	089752	Shop Parts	Invoice	08/18/2026	Shop Parts	050-511-522-60-34-01	1,203.97
	089787	Shop Parts	Credit Memo	08/18/2026	Shop Parts	050-511-522-60-34-01	-177.23
	089813	Shop Parts	Invoice	08/19/2026	Shop Parts	050-511-522-60-34-01	69.28
	089955	Shop Parts	Invoice	08/19/2026	Shop Parts	050-511-522-60-34-01	170.23
	089957	Shop Parts	Invoice	08/19/2026	Shop Parts	050-511-522-60-34-01	537.07
	089983	Shop Parts	Invoice	08/20/2026	Shop Parts	050-511-522-60-34-01	25.16
	089993	Shop Parts	Invoice	08/20/2026	Shop Parts	050-511-522-60-34-01	91.35
	090063	Shop Parts	Credit Memo	08/20/2026	Shop Parts	050-511-522-60-34-01	-10.94
	090218	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	101.73
	090247	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	146.81
	090261	Shop Parts	Credit Memo	08/21/2026	Shop Parts	050-511-522-60-34-01	-347.24
	090675	Shop Parts	Invoice	08/25/2026	Shop Parts	050-511-522-60-34-01	20.14
	090739	Shop Parts	Invoice	08/25/2026	Shop Parts	050-511-522-60-34-01	53.86
	090764	Shop Parts	Invoice	08/25/2026	Shop Parts	050-511-522-60-34-01	25.14
	090796	Shop Parts	Invoice	09/26/2026	Shop Parts	050-511-522-60-34-01	65.48
	090811	Shop Parts	Invoice	08/26/2026	Shop Parts	050-511-522-60-34-01	104.12
	090824	Shop Parts	Invoice	08/26/2026	Shop Parts	050-511-522-60-34-01	310.89
	090867	Shop Parts	Invoice	08/26/2026	Shop Parts	050-511-522-60-34-01	17.07
	090956	Shop Small Tools & Equipment	Invoice	09/27/2026	Shop Small Tools & Equipment	050-511-522-60-35-00	235.20
	090968	Shop Parts	Invoice	08/27/2026	Shop Parts	050-511-522-60-34-01	6.75
	090989	Shop Parts	Invoice	08/27/2026	Shop Parts	050-511-522-60-34-01	57.08
	091039	Shop Parts	Invoice	08/27/2026	Shop Parts	050-511-522-60-34-01	61.78
	091063	Shop Parts	Invoice	08/27/2026	Shop Parts	050-511-522-60-34-01	8.74
	091071	Shop Parts	Invoice	08/27/2026	Shop Parts	050-511-522-60-34-01	10.22
	091122	Shop Parts	Invoice	08/28/2026	Shop Parts	050-511-522-60-34-01	37.19
	091225	Shop Parts	Invoice	08/28/2026	Shop Parts	050-511-522-60-34-01	512.86
	091230	Shop Parts	Invoice	08/28/2026	Shop Parts	050-511-522-60-34-01	135.83
	091241	Shop Parts	Invoice	08/28/2026	Shop Parts	050-511-522-60-34-01	49.97
	091540	Shop Supplies	Invoice	08/31/2026	Shop Supplies	050-511-522-60-31-05	12.02
	091544	Shop Parts	Invoice	08/31/2026	Shop Parts	050-511-522-60-34-01	17.07

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	091599	Shop Parts	Credit Memo	08/31/2026	Shop Parts	050-511-522-60-34-01	-318.14
2068	MONROE VISION CLINIC, INC.	26-2332					450.00
	905723	Rx Safety Glasses - Aamold	Invoice	08/26/2026	Rx Safety Glasses - Aamold	001-509-522-20-35-00	450.00
2252	ODP BUSINESS SOLUTIONS, LLC	26-2333					638.09
	475738694001	2 Pocket Folders , HP Toner	Invoice	08/17/2026	2 Pocket Folders , HP Toner	001-502-522-10-31-00	196.00
	475754978001	File Folders	Invoice	08/18/2026	File Folders	001-502-522-10-31-00	36.17
	475754981001	Toner	Invoice	08/18/2026	Toner	001-502-522-10-31-00	318.41
	479586640001	Thermal Laminate Puches, Scotch Tape	Invoice	08/18/2026	Thermal Laminate Puches, Scotch Tape	001-502-522-10-31-00	87.51
0185	OPERATIVE IQ	26-2334					4,499.43
	INV7388	Operative IQ License/Maintenance Fees	Invoice	09/01/2026	Facility Management License Fee (Logistics)	001-513-522-10-49-04	776.88
					Fleet Mgmnt Licenses/Sandbox Mainte	001-513-522-10-49-04	1,132.95
					Operative IQ Inventory/Asset Mngmnt License Fee	001-513-522-10-49-04	2,481.70
					RFID Data Service License Fee	001-513-522-10-49-04	107.90
1627	PATRICK GJERDE	26-2335					1,611.03
	INV16157	Water Team Award Ribbon Reimburse	Invoice	09/01/2026	Water Team Award Ribbon Reimburse	001-502-522-10-49-07	342.00
	INV16162	OKC Swiftwater Course/ Higgins & Langley Per Diem	Invoice	09/01/2026	OKC Swiftwater Course/ Higgins & Langley Per Diem	001-505-522-45-43-00	1,269.03
2448	PRINT WEST, INC.	26-2336					15,468.01
	269494	(Falls 2026) Newsletter Postage	Invoice	08/31/2026	(Falls 2026) Newsletter Postage	001-515-522-30-42-01	15,468.01
0483	PUGET SOUND ENERGY	26-2337					140.18
	ST71-JULAUG26	Natural Gas - ST 71 (220031644036)	Invoice	08/17/2026	Natural Gas - ST 71 (220031644036)	001-507-522-50-47-03	140.18
0484	PURCELL TIRE & SERVICE CENTER	26-2338					1,921.71
	24286091	Shop Parts	Invoice	08/26/2026	Shop Parts	050-511-522-60-34-01	1,675.89
	24286147	Shop Parts	Invoice	08/27/2026	Shop Parts	050-511-522-60-34-01	245.82
1937	RAIRDON'S OF MONROE	26-2339					64.63
	29749	Shop Parts	Invoice	08/25/2026	Shop Parts	050-511-522-60-34-01	64.63
2654	RANDSTAD US, LLC	26-2340					1,857.65
	R38077948	August Services - Daisy Buss	Invoice	08/30/2026	August Services - Daisy Buss	001-509-522-20-41-02	1,857.65
2345	RESCH PRINTING	26-2341					824.25
	1482	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	16.37
	1483	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	803.52
	1485	Shop Parts	Invoice	08/24/2026	Shop Parts	050-511-522-60-34-01	4.36
0513	ROSE CITY LABEL	26-2342					941.52
	167599	SRFR Sticker Badges	Invoice	08/28/2026	SRFR Sticker Badges	001-515-522-30-31-01	941.52
2431	RWC GROUP	26-2343					121.95
	XA115018007;01	Shop Parts	Invoice	08/14/2026	Shop Parts	050-511-522-60-34-01	121.95
0517	S & P DESIGN INC	26-2344					52.94
	15520	SRFR PES Uniform - Stout	Invoice	08/26/2026	SRFR PES Uniform - Stout	001-504-522-20-31-07	52.94

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0544	SILVER LAKE WATER & SEWER DI	26-2345					229.08
	ST77FM-AUG26	Water (Fire Meter) - ST 77	Invoice	08/31/2026	Water (Fire Meter) - ST 77	001-507-522-50-47-02	229.08
0544	SILVER LAKE WATER & SEWER DI	26-2346					165.48
	ST77-AUG26	Water & Sewer - ST 77	Invoice	08/31/2026	Water & Sewer - ST 77	001-507-522-50-47-02	165.48
1905	SNOHOMISH CO-OP INC	26-2347					780.35
	A1047224	40 Bales of Hay - Live Fire Training	Invoice	09/02/2026	40 Bales of Hay - Live Fire Training	001-506-522-45-31-03	780.35
1547	SNOHOMISH COUNTY 911	26-2348					102,148.57
	9689	Monthly Dispatch Services (Assessmen	Invoice	09/01/2026	Monthly Dispatch Services (Assessmer	001-504-528-00-41-00	18,428.79
						001-509-528-00-41-00	73,715.17
					Nurse Navigator - Monthly Dues	001-509-528-00-41-00	4,516.19
	9710	Monthly EPCR	Invoice	09/01/2026	Monthly Electronic Patient Care Reportin	001-509-528-00-41-00	1,223.92
	9723	Managed Laptop Leases (Monthly)	Invoice	09/01/2026	Managed Laptop Leases (Monthly)	303-504-591-22-70-00	1,715.17
						303-509-591-22-70-00	2,549.33
0565	SNOHOMISH COUNTY PUD	26-2349					1,282.15
	123170763	Electricity - ST 71	Invoice	08/26/2026	Electricity - ST 71	001-507-522-50-47-01	1,282.15
0565	SNOHOMISH COUNTY PUD	26-2350					144.65
	10660264	Electricity - ST 74/Logistics Bldg	Invoice	08/21/2026	Electricity - ST 74/Logistics Bldg	001-507-522-50-47-01	144.65
0565	SNOHOMISH COUNTY PUD	26-2351					247.26
	106692171	Electricity - ST 32	Invoice	08/25/2026	Electricity - ST 32	001-507-522-50-47-01	247.26
0565	SNOHOMISH COUNTY PUD	26-2352					838.72
	109993172	Electricity - ST 33	Invoice	08/24/2026	Electricity - ST 33	001-507-522-50-47-01	838.72
1536	SNOHOMISH REGIONAL FIRE & R	26-2353					1,467.21
	EXCISETAX-AUG26	Sales & Use Tax - August 2026	Invoice	08/31/2026	Sales & Use Tax - August 2026	001-504-522-20-48-02	43.85
					Sales & Use Tax - August 2026	001-505-522-30-31-00	3.38
					Sales & Use Tax - August 2026	001-515-522-30-41-00	940.00
					Sales & Use Tax - August 2026	301-509-594-22-64-03	479.98
0567	SNURE LAW OFFICE, PSC	26-2354					2,592.00
	10241	Monthly Attorney Services (August)	Invoice	09/01/2026	Monthly Attorney Services (August)	001-512-522-10-41-03	2,592.00
2057	SPRAGUE PEST SOLUTIONS	26-2355					999.31
	6305051	Monthly Pest Control Services - Admin	Invoice	08/24/2026	Monthly Pest Control Services - Admin	001-507-522-50-41-00	132.14
	6305055	Monthly Pest Control Services - ST 83	Invoice	08/25/2026	Monthly Pest Control Services - ST 83	001-507-522-50-41-00	132.02
	6305060	Monthly Pest Control Services - ST 33	Invoice	08/29/2026	Monthly Pest Control Services - ST 33	001-507-522-50-41-00	158.47
	6305061	Monthly Pest Control Services - ST 32	Invoice	08/29/2026	Monthly Pest Control Services - ST 32	001-507-522-50-41-00	132.14
	6305062	Monthly Pest Control Services - ST 31	Invoice	08/24/2026	Monthly Pest Control Services - ST 31	001-507-522-50-41-00	132.14
	6342107	Monthly Pest Control Services - ST 73	Invoice	09/01/2026	Monthly Pest Control Services - ST 73	001-507-522-50-41-00	141.23
	6342108	Pest Control Perimeter Services (Trianı	Invoice	09/01/2026	Pest Control Perimeter Services (Trianı	001-507-522-50-41-00	171.17
2379	SRFR - PETTY CASH	26-2356					10,817.92
	2116	City of Monroe Grading Permit ST32	Invoice	08/26/2026	City of Monroe Grading Permit ST32	300-507-594-50-62-00	2,797.30
	2117	City of Monroe Civil Permit ST32	Invoice	08/26/2026	City of Monroe Civil Permit ST32	300-507-594-50-62-00	8,020.62

Docket of Claims Register — **APPKT02260 - 9.10.2026 Board Meeting AL**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
0580	STATE OF WA DEPARTMENT OF I	26-2357					1,467.21
	EXCISETAX-AUG26	Sales & Use Tax - MONTH 2026 (600-3	Invoice	08/31/2026	Sales & Use Tax - MONTH 2025 (600-3	630-512-589-00-00-00	1,467.21
2184	STERICYCLE, INC.	26-2358					294.51
	8015312343	Biohazardous/Medical Waste Disposal	Invoice	08/31/2026	Biohazardous/Medical Waste Disposal	001-509-522-20-41-06	294.51
2634	STRATEGIES 360	26-2359					18,714.00
	INV34905	Levy Communication & Digital Outreach Services	Invoice	08/15/2026	Levy Communication & Digital Outreach Services	001-502-522-10-41-01	18,714.00
2415	SUPERIOR SEPTIC SERVICE, LLC	26-2360					1,749.32
	30669148	Septic Tank Maint. (Pumped Septic Tank) - ST72	Invoice	08/25/2026	Septic Tank Maint. (Pumped Septic Tank) - ST72	001-507-522-50-48-00	874.66
	30691420	Septic Tank Maint. (Pumped Septic Tank) - ST72	Invoice	09/04/2026	Septic Tank Maint. (Pumped Septic Tank) - ST72	001-507-522-50-48-00	874.66
1624	TK ELEVATOR CORPORATION	26-2361					4,711.89
	10007889986	ST33 ADA Phone Install	Invoice	08/28/2026	ST33 ADA Phone Install	001-507-522-50-48-00	3,760.70
	3009747854	Elevator Maintenance (Sep/Oct/Nov) -	Invoice	09/01/2026	Elevator Maintenance - Admin Bldg	001-507-522-50-48-00	951.19
2517	TOTAL LANDSCAPE CORPORATIC	26-2362					6,956.19
	12713	Landscape Maintenance (All Stations) - Sep 2026	Invoice	08/31/2026	Landscape Maintenance (All Stations) - Sep 2026	001-507-522-50-41-00	6,132.71
	12733	Irrigation Serv. Call St33	Invoice	09/02/2026	Irrigation Serv. Call St33	001-507-522-50-41-00	823.48
0610	TRUE NORTH EMERGENCY EQUII	26-2363					1,977.93
	A26675	Shop Parts	Invoice	08/07/2026	Shop Parts	050-511-522-60-34-01	658.76
	A26863	Shop Parts	Invoice	08/26/2026	Shop Parts	050-511-522-60-34-01	1,319.17
1663	UNDERWATER SPORTS, INC.	26-2364					93.91
	335639	Freedom Elite Diving Mask	Invoice	08/19/2026	Freedom Elite Diving Mask	001-514-522-20-31-09	93.91
0622	UNITED PARCEL SERVICE	26-2365					96.12
	000042W7X8326	Freight Charges (Shop)	Invoice	08/08/2026	Freight Charges (Shop)	050-511-522-60-34-01	72.88
	000042W7X8356	Freight Charges (Shop)	Invoice	08/29/2026	Freight Charges (Shop)	050-511-522-60-34-01	23.24
0631	VERATHON MEDICAL	26-2366					8,154.65
	81474614	Medical Supplies	Invoice	08/27/2026	Medical Supplies	001-509-522-30-31-01	8,154.65
0633	VERIZON WIRELESS SERVICES LL(	26-2367					5,507.58
	6151127155	District Cell Phones	Invoice	08/15/2026	District Cell Phones - Fire	001-513-522-10-42-00	5,467.57
					District Cell Phones - Shop	050-511-522-60-42-00	40.01
0040	VESTIS	26-2368					219.38
	6560818983	Shop Supplies/Uniform Rental/Laundr	Invoice	08/27/2026	Shop Supplies/Uniform Rental/Laundr	050-511-522-60-41-04	92.85
	6560818984	Maintenance Services (Supplies) - ST3:	Invoice	08/27/2026	Maintenance Services (Supplies) – ST.	001-507-522-50-48-00	27.62
	6560821808	Shop Supplies/Uniform Rental/Laundr	Invoice	09/03/2026	Shop Supplies/Uniform Rental/Laundr	050-511-522-60-41-04	98.91
0639	WASHINGTON FIRE COMMISSIOI	26-2369					474.59
	200002887	2026 Annual Conference Reg - Park	Invoice	08/24/2026	2026 Annual Conference Reg - Park	001-506-522-45-49-02	474.59
2129	WEX BANK	26-2370					39,762.47
	115033366	Apparatus Fuel	Invoice	09/03/2026	Apparatus Fuel - EMS/Suppression	001-504-522-20-32-00	19,881.23
						001-509-522-20-32-00	19,881.24

Docket of Claims Register

APPKT02260 - 9.10.2026 Board Meeting AL

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
0665	WHELEN ENGINEERING COMPAN	26-2371					334.11
	944847	Shop Parts	Invoice	08/13/2026	Shop Parts	050-511-522-60-34-01	96.49
	949630	Shop Parts	Invoice	08/21/2026	Shop Parts	050-511-522-60-34-01	237.62

Total Claims: 94 **Total Payment Amount: 435,412.33**

Snohomish Regional Fire and Rescue
Claims Voucher Summary

09/08/2026

Fund: Shop - Expense #050

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: ____________________

Signatures:

________________________________ ______________________________ ________________________________

________________________________ ______________________________ ________________________________

____

Voucher	Payee/Claimant	1099 Default	Amount
26-2278	A.W. REHN & ASSOCIATES		28.00
26-2279	ALL-AMERICAN LEADERSHIP, LLC		17,400.00
26-2280	AMAZON CAPITAL SERVICES, INC		3,624.51
26-2281	ANDGAR MECHANICAL LLC		2,451.77
26-2282	APPLIANCE MECHANIC		345.28
26-2283	AT&T MOBILITY LLC		4,656.18
26-2284	BICKFORD MOTORS, INC.		4,364.75
26-2285	BOUND TREE MEDICAL, LLC		2,308.02
26-2286	BRANDON HUBER		610.00
26-2287	CALLAWAY AUTO GLASS, INC.		54.70
26-2288	CENTRAL WELDING SUPPLY		741.53
26-2289	CHAMPION BOLT & SUPPLY INC		697.41
26-2290	CHINOOK LUMBER		8,188.36
26-2291	CHRISTENSEN, INC		382.25
26-2292	CLEARFLY COMMUNICATIONS		777.95
26-2293	CLEARVIEW HARDWARE & FEED		14.52
26-2294	COMCAST BUSINESS		330.48
26-2295	COMDATA INC.		2,594.75
26-2296	CONWAY SHIELDS		436.45
26-2297	COSTCO MEMBERSHIP		195.00
26-2298	CRESSY DOOR COMPANY, INC		4,317.72
26-2299	CROSS VALLEY WATER DISTRICT		2,132.40
26-2300	CROSS VALLEY WATER DISTRICT		409.68
26-2301	CROSS VALLEY WATER DISTRICT		1,491.95
26-2302	CURALINC HEALTHCARE		1,440.40
26-2303	CURTIS GREINER		444.27
26-2304	DRUG FREE BUSINESS		100.00
26-2305	DYNAMIC WELLNESS COUNSELING PLLC		6,000.00
26-2306	EASTSIDE INTEGRATIVE MEDICINE		9,011.00
26-2307	ELECTRONIC BUSINESS MACHINES		89.99
26-2308	ESRI INC.		4,910.79
		Page Total	80,550.11
		Cumulative Total	80,550.11

Snohomish Regional Fire and Rescue
Claims Voucher Summary

09/08/2026

Fund: Shop - Expense #050

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: ____________________

Signatures:

_________________________ _________________________ _________________________

_________________________ _________________________ _________________________

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Voucher	Payee/Claimant	1099 Default	Amount
26-2309	EVERGREEN POWER SYSTEMS, INC		474.36
26-2310	FASTFIELD, INC.		1,026.61
26-2311	GALLS, LLC		5,204.43
26-2312	GEARGRID, LLC		872.00
26-2313	GME SUPPLY COMPANY		7,810.87
26-2314	GOVERNMENT FINANCE OFFICERS ASSOCIATION		500.00
26-2315	GRAINGER		1,880.58
26-2316	HAMILTON MEDICAL, INC.		4,803.32
26-2317	HUGHES FIRE EQUIPMENT, INC		397.01
26-2318	IRON MOUNTAIN INC		1,015.39
26-2319	ISOUTSOURCE		12,603.07
26-2320	JAMAL BECKHAM		980.00
26-2321	JEFF SCHAUB		135.00
26-2322	JOSEPH VIRNIG		348.43
26-2323	KENT D. BRUCE CO., LLC		3,571.32
26-2324	L.N. CURTIS & SONS		19,371.47
26-2325	LAKE STEVENS SEWER DISTRICT		685.51
26-2326	LAKE STEVENS SEWER DISTRICT		397.44
26-2327	LIFE-ASSIST INC		5,188.94
26-2328	LION GROUP INC.		28,895.20
26-2329	MES-SEAWESTERN, INC		10,225.70
26-2330	MITCHELL WURM		410.00
26-2331	MONROE PARTS HOUSE INC - NAPA		7,247.62
26-2332	MONROE VISION CLINIC, INC.		450.00
26-2333	ODP BUSINESS SOLUTIONS, LLC		638.09
26-2334	OPERATIVE IQ		4,499.43
26-2335	PATRICK GJERDE		1,611.03
26-2336	PRINT WEST, INC.		15,468.01
26-2337	PUGET SOUND ENERGY		140.18
26-2338	PURCELL TIRE & SERVICE CENTER		1,921.71
26-2339	RAIRDON'S OF MONROE		64.63
		Page Total	138,837.35
		Cumulative Total	219,387.46

Snohomish Regional Fire and Rescue
Claims Voucher Summary

09/08/2026

Fund: Shop - Expense #050

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: ____________________

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
26-2340	RANDSTAD US, LLC		1,857.65
26-2341	RESCH PRINTING		824.25
26-2342	ROSE CITY LABEL		941.52
26-2343	RWC GROUP		121.95
26-2344	S & P DESIGN INC		52.94
26-2345	SILVER LAKE WATER & SEWER DISTRICT		229.08
26-2346	SILVER LAKE WATER & SEWER DISTRICT		165.48
26-2347	SNOHOMISH CO-OP INC		780.35
26-2348	SNOHOMISH COUNTY 911		102,148.57
26-2349	SNOHOMISH COUNTY PUD		1,282.15
26-2350	SNOHOMISH COUNTY PUD		144.65
26-2351	SNOHOMISH COUNTY PUD		247.26
26-2352	SNOHOMISH COUNTY PUD		838.72
26-2353	SNOHOMISH REGIONAL FIRE & RESCUE		1,467.21
26-2354	SNURE LAW OFFICE, PSC		2,592.00
26-2355	SPRAGUE PEST SOLUTIONS		999.31
26-2356	SRFR - PETTY CASH		10,817.92
26-2357	STATE OF WA DEPARTMENT OF REVENUE		1,467.21
26-2358	STERICYCLE, INC.		294.51
26-2359	STRATEGIES 360		18,714.00
26-2360	SUPERIOR SEPTIC SERVICE, LLC		1,749.32
26-2361	TK ELEVATOR CORPORATION		4,711.89
26-2362	TOTAL LANDSCAPE CORPORATION		6,956.19
26-2363	TRUE NORTH EMERGENCY EQUIPMENT		1,977.93
26-2364	UNDERWATER SPORTS, INC.		93.91
26-2365	UNITED PARCEL SERVICE		96.12
26-2366	VERATHON MEDICAL		8,154.65
26-2367	VERIZON WIRELESS SERVICES LLC		5,507.58
26-2368	VESTIS		219.38
26-2369	WASHINGTON FIRE COMMISSIONERS ASSOCIATION		474.59
26-2370	WEX BANK		39,762.47

Page Total	215,690.76
Cumulative Total	435,078.22

09/08/2026

Snohomish Regional Fire and Rescue
Claims Voucher Summary

Fund: Shop - Expense #050

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: ____________________

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
26-2371	WHELEN ENGINEERING COMPANY		334.11

Page Total	334.11
Cumulative Total	435,412.33

Payroll Summary and Authorization Form for the:

8/31/2026 Payroll

I, the undersigned, do hereby certify that the foregoing payroll is, just, true and correct, that the persons whose names appear theron actually performed labor as stated on the dates shown, that the amounts are actually due, and that the salary warrants and related benefit warrants shall be issued.

District Name: **Snohomish Regional Fire & Rescue**

Direct Deposits: $1,425,605.41
Paper Checks: $0.00
Taxes: $444,413.48
Allowed in the sum of: **$1,870,018.89**

Reviewed by: Melissa Jenkins
District Administrative Coordinator

Prepared by: Erick Ramirez
Payroll Specialist

Approved by Commissioners:

Davin Alsin	**Jeff Schaub**
Rick Edwards	**Jim Steinruck**
Troy Elmore	**Roy Waugh**
Randy Fay	

SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS MEETING MINUTES
SNOHOMISH REGIONAL FIRE & RESCUE
SRFR Station 31 Training Room / Via Zoom
163 Village Court, Monroe, WA 98272
August 27, 2026, 1730 hours

CALL TO ORDER
Chairman Steinruck called the meeting to order at 1730 hours. In attendance were Commissioner Alsin, Commissioner Edwards, Commissioner Elmore, Vice Chairman Fay, Commissioner Schaub, and Chairman Steinruck. Additionally Commissioner Waugh and District Secretary Snure were excused absences.

PUBLIC COMMENT
N/A

UNION COMMENT
Corey Odgers introduced himself as the new Vice President for Firefighters Local 2781 and Ray Sayah has moved into the President role. He commented that they look forward to continuing a great relationship with the District. They remain focused on good relations inside the department and outside the department. Things are going well.

DISTRICT HIGHLIGHTS
N/A

CHIEF'S REPORT
Assistant Chief Messer highlighted the Lake Stevens Battle of the Badges last weekend and SRFR took the win. He also confirmed that everyone is back home safe from their wildland deployments.

Upcoming events include the Evergreen State Fair which is about to open and the Fair Days Parade is on Saturday. Additionally our Fire Prevention Week Open House is scheduled for Saturday, October 3.

COMMISSIONER REPORTS

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Schaub	7/20/26	9/21/26	No
Finance Committee	Steinruck	8/27/26	9/24/26	Yes
Sno911	Lundquist	8/20/26	9/17/26	Yes
Sno-Isle Commissioners	Fay	7/2/26	9/3/26	No
Leadership Meeting	Schaub	6/4/26	9/17/26	No
Policy Committee	Schaub	8/13/26	10/8/26	No

SNOHOMISH REGIONAL FIRE & RESCUE

Community Advisory Committee	TBD	6/10/26	11/5/26	No
Labor Management	Steinruck	8/3/26	9/8/26	No
Intergovernmental Committee	Elmore	8/13/26	9/10/26	No
Lake Stevens City Council	Steinruck	8/25/26	9/8/26	Yes
Monroe City Council	TBD	8/25/26	9/8/26	Yes

Finance Committee – Chairman Steinruck commented that they reviewed the 2026 Second Quarter Report and they discussed updating the emergency reserve fund.

Sno911 – Assistant Chief Lundquist commented there was a unanimous passing of the 2027 Budget, and the board unanimously approved their agreement with the dispatching union. They also concluded with a ceremony for a new piece of art located within the Sno911 building. It is an entire wall dedicated to those who have been lost during their service, and it is beautifully done.

Lake Stevens City Council – Chairman Steinruck commented the discussion focused on sidewalks and traffic calming devices, as well as updating a policy on the Mill.

Sno-Isle Commissioners – Vice Chairman Fay commented that the executive board discussed EMS licensure, and he requested more information on the topic.

COMMITTEE MEETING MINUTES
Policy Committee – August 13, 2026

CONSENT AGENDA
Approval of Vouchers
Benefits Vouchers: 26-2159 to 26-2169; ($868,879.50)
AP Vouchers: 26-2170 to 26-2260; ($704,736.73)
AP Vouchers: DTF01493; ($23.69)
AP Vouchers: 26-2261; ($194,490.91)

Approval of Payroll
August 15, 2026 Payroll ($1,857,535.71)

Approval of Minutes
Approve Regular Board Meeting Minutes August 13, 2026

Approval of Second Quarter Finance Report

Motion to approve the Consent Agenda as submitted.
Motion by Commissioner Alsin and 2nd by Commissioner Elmore.
On Vote 6/0.

SNOHOMISH REGIONAL FIRE & RESCUE

<u>OLD BUSINESS</u>
Discussion
N/A

Action
N/A

<u>NEW BUSINESS</u>
Discussion
N/A

Action
N/A

<u>GOOD OF THE ORDER</u>
Vice Chairman Fay thanked everyone for their good work on the EMS Levy Lid Lift.

Chairman Steinruck thanked everyone for their great teamwork with the EMS Levy Lid Lift.

<u>ATTENDANCE CHECK</u>
Regular Commissioner Meeting Thursday, September 10, 2026, at 1730 - Station 31 Training Room/Zoom

<u>EXECUTIVE SESSION</u>
RCW 42.30.110(1)(g): To Review the Performance of a Public Employee

Chairman Steinruck called for an executive session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee. Executive session will begin at 1750 hours, for 20 minutes, until 1810 hours, and with no expected action to follow. Chairman Steinruck resumed the regular Board of Commissioners Meeting at 1810 hours, and there was no action. Meeting moved to adjournment.

<u>ADJOURNMENT</u>

Motion to adjourn the meeting at 1811 hours.
Motion by Commissioner Schaub and 2nd by Commissioner Edwards.
On Vote 6/0.

SNOHOMISH REGIONAL FIRE & RESCUE

____
Commissioner Davin Alsin

____
Commissioner Jeff Schaub

____
Commissioner Rick Edwards

____
Chairman Jim Steinruck

____
Commissioner Troy Elmore

____
Commissioner Roy Waugh

____
Vice Chairman Randy Fay

OLD BUSINESS

DISCUSSION

OLD BUSINESS

ACTION

NEW BUSINESS

DISCUSSION

Request for Action by the Board (R.A.B)

The purpose of the RAB is to provide a standardized format for presenting initiatives requiring action by the Board of Fire Commissioners. The RAB serves as a guide and checklist intended to provide the detailed, relevant, information needed to help the Board take action on projects, programs, and other initiatives.

Initiative Name:	Draft Policy Approval #POL 26-03
Executive member responsible for guiding the initiative:	DC McConnell
Type of Action:	☑ Motion ☐ Resolution
Initiative Description: • **Brief Description** • **Goal of Initiative** • **Initiative Results (deliverables)** • **Connection to Strategic Plan** • **Supporting Documentation (attach)** ○ **Scope of work** ○ **Contract(s)** ○ **Project proposal(s)** ○ **Presentation(s)** • **If Financial: Reason RAB must be approved outside of the annual budget process**	The agency is working through adoption of updated policies developed in the Lexipol format. The policy approval process includes division head review, staff policy committee review, labor review, senior staff review, commission policy committee review, and final board adoption. This is an ongoing process requiring monthly review and approval. Draft Policies • Policy 213 Petty Cash Management • Policy 216 District Finances: Internal Controls • Policy 224 Credit Card and Fuel Card Usage • Policy 225 Comprehensive Financial Management Policy • Policy 227 Debt Management
Financial Impact:	Expense: ☐ Increase ☐ Decrease ☑ N/A Revenue: ☐ Increase ☐ Decrease ☑ N/A Total amount of initiative (attach amount breakdown if applicable): $ Initial amount: $ Long-term annual amount(s): $ Currently Budgeted: ☐ Yes ☐ No Amount: $ Budget Amendment Needed: ☐ Yes ☐ No Amount: $ • If yes: Fund(s)/line item(s) to be amended:
Risk Assessment:	Risk if approved: N/A Risk if not approved: Increased liability due to outdated policies that do not match current agency practices or meet organizational needs.

Legal Review:	☑ Initiative conforms with District policy/procedure number (attach): ☑ Initiatives that require legal review (contracts, other initiatives): • Contracts • Has been reviewed and approved by legal • Includes all costs • Includes term • Includes 'do not exceed' language ☐ N/A

Presented to, and Approved by, Senior Staff	☑ Yes ☐ No

Commissioner Sub-Committee Approval	Initiative presented to commissioner sub-committee: ☑ Yes ☐ No Approved by commissioner sub-committee: ☑ Yes ☐ No N/A: ☐

For Fire Chief Approval:	☑ RAB document complete ☑ Supporting documentation attached ☐ Information sent to Fire Chief, Senior Staff, and Board Support *Fire Chief will approve and distribute by email to the Board of Commissioners – RAB executive/senior staff will be cc'd on the email distribution* *Fire Chief will coordinate with Senior Staff for RAB introduction*

RAB Executive: Confirmed email sent to Board by Fire Chief	☐ Yes ☐ No

Board of Fire Commissioners	RAB initiatives go through the following process: 1. Senior Staff approval to move forward to a committee/board 2. Initiatives are introduced to the appropriate committee for review 3. Initiatives are introduced at an initial Commissioner Meeting as a Discussion Item o The Senior Staff member assigned to develop the initiative presents initiative to the Board (maximum time for presentation is ten minutes) 4. At a second Commissioner Meeting, initiatives may be assigned as an action item for approval

Execution:	**It is the responsibility of the RAB Executive to execute implementation, processing, and tracking.**

Petty Cash Management

213.1 PURPOSE AND SCOPE
This policy provides for the establishment and administration of a district petty cash fund.

213.2 POLICY
The District will establish, administer, and maintain the petty cash fund according to this policy.

213.2.1 DEFINITIONS
Custodian - The individual designated by the Administrator as having custody of and responsibility for maintaining the petty cash fund.

Petty cash fund - A checking account established to make purchases when payment through the regular voucher process is not practical.

213.3 RESPONSIBILITIES

213.3.1 ADMINISTRATOR RESPONSIBILITIES
The Administrator or the authorized designee is responsible for establishing and maintaining protocols for the operation of a petty cash fund. The protocols should include but are not limited to:

(a) Designation of a petty cash custodian.

(b) Initial and replenishment fund amounts. The petty cash fund should be reconciled to the amount established by District Resolution.

(c) A requirement that the petty cash fund is reconciled by the Administrator's authorized designee, who is not the same person as the petty cash custodian.

(d) Ensure the petty cash checks are secured.

213.3.2 CUSTODIAN RESPONSIBILITIES
The custodian's responsibilities should include but are not limited to:

(a) Maintaining the petty cash fund according to this policy and the Petty Cash Procedure.

(b) Requesting replenishment funds through the voucher process for approval at regular Board meetings to bring the account to the authorized balance.

(c) Receiving funds for replenishment only from funds approved and allocated from District accounts.

(d) Maintaining the petty cash ledger according to the Petty Cash Procedure.

(e) When an alternate custodian will be handling the petty cash account, the custodian shall account for all petty cash checks and replenishments before transferring petty cash responsibilities to the alternate custodian.

District Finances: Internal Controls

216.1 PURPOSE

This policy establishes the framework for the efficient and professional management of Snohomish Regional Fire & Rescue's finances, ensuring compliance with all applicable laws and utilizing cash-basis accounting practices.

216.2 REFERENCES

- RCW Chapter 52.16 - Fire Protection District Finances
- RCW 43.09.200 - Local Government Accounting
- WA State Auditors BARS GAAP Manual

216.2.1 DEFINITIONS

BARS - Budgeting, Accounting, and Reporting System

GAAP - Generally Accepted Accounting Principles

216.3 POLICY

It is the policy of Snohomish Regional Fire & Rescue to:

- Manage all funds collected and disbursed in its operation efficiently and professionally.
- Conduct all expenditure and revenue activities in accordance with applicable laws and cash-basis accounting principles.
- Ensure accurate and timely reporting of all financial activities.

216.4 RESPONSIBILITIES

The Fire Chief shall be responsible for the administration of the fire district finances. Primary responsibility, authority, and accountability for the expenditure of District funds from operating budget line items (according to the current adopted budget), the receipting of the District's revenues, and the management of its assets may be vested in the designated custodians by the Fire Chief.

216.4.1 FIRE CHIEF RESPONSIBILITIES

Each year, the Fire Chief or designee(s) shall make written assignment of all operating line items in the new budget to the appropriate custodians. This will be done during budget preparations and will be adopted in the final budget document. The Fire Chief:

- Has overall responsibility for the administration of the fire district finances.
- Approves procedures for:
    - Purchase and procurement of supplies, goods, and services.

    - Cash receipting.
    - Management of District assets, including:
        - Establishing capital asset thresholds.
        - Tracking capital assets and small, attractive assets.
    - Assignment of operating line items in the new budget to custodians.
    - Providing the Board with a complete written account of the District finances at least quarterly or as requested.
- Ensures adequate internal controls are in place over the District's assets including but not limited to cash receipting, expenditures, capital assets, small and attractive assets, and inventory.

216.4.2 CUSTODIAN RESPONSIBILITIES

Custodians shall have full authority and charge over the operating line items assigned to him/her. All purchases from custodian's line items shall be made with his/her knowledge.

- May be vested with primary responsibility, authority, and accountability for:
    - Expenditure of District funds from assigned operating budget line items.
    - Receipting of District revenues.
    - Management of assigned assets.
- Have full authority and charge over their assigned operating line items.
- Ensure all purchases comply with established procedures and include necessary information.
- The custodians shall comply with all schedules and requirements of all purchasing procedures.
- He/she shall ensure that all forms, requests, bids, quotes, invoices, and orders are complete, correct, and contain all needed information.

216.5 TRAINING

The Fire Chief or designee shall provide training to all staff on financial policies and procedures, including custodians and other personnel responsible for financial activities.

Credit Card and Fuel Card Usage

224.1 PURPOSE
The purpose of this policy is to establish guidelines for the issuance and proper use of agency#issued credit cards and fuel cards to support authorized operations, improve efficiency in procurement, and protect public resources by ensuring accountability, transparency, and fiscal responsibility in accordance with applicable Washington state laws and agency financial procedures.

224.2 REFERENCES
Procedure 224 Credit Card and Fuel Card Usage

Procedure 216 District Finances

Procedure 212 Procurement

Procedure 220 Meals, Lodging, Travel and Incidentals

224.3 POLICY
It is the policy of Snohomish Regional Fire and Rescue that credit and fuel cards shall be used solely for authorized agency business and all cardholders are responsible for proper documentation, prudent use, and compliance with applicable laws and agency procedures.

The Fire Chief or designee shall be responsible to develop procedures to ensure the following:

- Authorized usage to facilitate operational and organizational needs
- Expenditure activities in accordance with applicable laws and District policies and procedures
- Accurate and timely activity reporting and reconciliation

Comprehensive Financial Management Policy

225.1 PURPOSE AND SCOPE

This Comprehensive Financial Management Policy provides a framework for responsible fiscal management of Snohomish Regional Fire and Rescue (SRFR). It applies to all financial activities and is intended to ensure financial integrity, transparency, and sustainability in alignment with the State of Washington Budgeting, Accounting, and Reporting System (BARS) Manual, the Government Finance Officers Association (GFOA) best practices and Washington State law.

225.2 REFERENCES

Policy 212 Procurement

Policy 213 Petty Cash Management

Policy 216 District Finances: Internal Controls

Policy 217 Federal Grants - FEMA - AFG Equipment

Policy 220 Meals, Lodging, Travel and Incidentals

Policy 221 Small Works Roster Contracting

Policy 222 Federal Grants - FEMA - SAFER

Policy 223 State and Local Grants

Policy 224 Credit Card and Fuel Card Usage

Policy 226 Reserve Funding

Policy 227 Debt Management

225.3 RESPONSIBILITIES

The Fire Chief shall be responsible for the administration of the fire district finances in accordance with the Board of Fire Commissioner's adopted budget.

Fire Chief Responsibilities:

- Overall responsibility for the administration of fire district finances
- Approves procedures for procurement, cash receipting, asset management, and other financial activities
- Approves the assignment/designation of custodian line item authority
- Ensures adequate internal controls are in place

Custodian Responsibilities:

- Authority and responsibility for assigned budget line items
- Ensure purchases comply with established procedures

- Compliance with budget schedules
- Ensure all forms, requests, bids, quotes, invoices, orders, etc., are complete, correct, and contain all needed information.

225.4 ACCOUNTING AND INTERNAL CONTROLS

SRFR will maintain an accounting and financial reporting system that follows governmental accounting professional standards, using the cash-basis of accounting as prescribed by the Washington State Auditors Office (SAO).

Internal controls shall be designed, implemented, and monitored to safeguard assets and resources, to reduce the risk of fraud, and to ensure the integrity of the accounting system, financial data, and reporting. All funds are included in the District's accounting system.

225.5 REVENUE AND RESERVE FUNDING

SRFR is committed to maintaining a stable, predictable, and diversified revenue structure that supports both the immediate and long-term needs of the fire district. Primary revenue sources include regular and EMS voter-approved levies, transport revenues, and contracts for services. We proactively seek grants and state/federal funding where aligned with our mission but do not rely on these for core operations.

SRFR will continue to engage in transparent and proactive funding campaigns to sustain public support. Our philosophy emphasizes community education to build trust in voter-supported funding. We prioritize sustainable funding mechanisms over temporary or one-time revenues, and support modest, incremental levy and funding adjustments rather than large, infrequent increases.

- Diversification and Stability
  - The District shall strive to maintain a diversified and stable revenue base to protect against short-term fluctuations in any single revenue source. The District will monitor reliance on property taxes, grants, and fees to avoid overdependence on volatile revenue sources.
- One-Time vs. Recurring Revenue
  - One-time revenues (e.g., asset sales, grants, settlements) should not be used to fund ongoing operations. They should be used for non-recurring expenses such as capital expenditures or debt reduction.
- Fees and Charges for Services
  - Where appropriate, the District shall charge fees to recover the cost of services that provide a direct benefit to the user. Fees shall be reviewed periodically and adjusted to reflect inflation, service costs, and market comparisons.
- Revenue Forecasting
  - Revenues will be estimated conservatively and based on historical trends, economic indicators, and regulatory considerations.
- Reserve Funding

- SRFR maintains reserves to ensure financial stability, operational continuity, and emergency readiness. Reserve levels are established through Board policy and updated based on financial forecasting. Use of reserves requires Board authorization and must be accompanied by a replenishment plan. Reserves will not be used for recurring operational costs unless part of a planned drawdown with sustainable backfill and will be used as outlined in the District's Reserve Funding Policy.

225.6 EXPENSE AND DEBT

Expenses will be managed with discipline, transparency, and alignment with strategic goals. Core expenses include personnel, training, health and safety, fuel, maintenance, apparatus, equipment, and technology. These are funded first to ensure service continuity and safety.

SRFR differentiates between core (mission-critical) and discretionary expenses, with discretionary funding subject to a more rigorous review process. The goal is to achieve efficiency without compromising performance. Cost-containment strategies include cooperative purchasing, energy efficiency upgrades, and periodic service-level evaluations.

SRFR is committed to long-term cost planning, recognizing that reactive budgeting can lead to service disruptions or inefficiencies. Compensation is evaluated alongside regional comparables and aligned for workforce sustainability.

- Expenditures
  - Expenditures shall be prioritized based on service mandates, operational efficiency, and alignment with strategic goals. All expenditures and reporting shall be consistent with applicable laws and be carried out using cash-basis accounting principles and shall adhere to the District's policies and procedures.
- Personnel Costs
  - Personnel costs, including salaries and benefits, shall be reviewed periodically. Staffing levels shall align with service needs and long-term financial forecasts. All employment positions required for budgeted operations and support services shall be included on a schedule of budgeted positions. The schedule of budgeted positions shall be included with the budget package presented for consideration of adoption by the Board. Staffing levels may, at times, temporarily exceed the number of Board authorized positions to ensure continuity of operations during transitional periods, such as when personnel are onboarded prior to the retirement of incumbent personnel.
- Cost Controls
  - All divisions are expected to manage expenditures responsibly and within approved budgets. A system of internal controls shall be maintained to prevent unauthorized spending.
- Debt
  - Debt will be used strategically and sparingly to finance long-term capital improvements consistent with the District's Debt Management Policy and shall

be approved by the Board of Fire Commissioners. SRFR does not use debt to cover potential operational shortfalls or temporary cash flow issues. All debt decisions will be guided by a debt management policy that includes limits on debt-to-revenue and ensuring that SRFR maintains fiscal flexibility. SRFR distinguishes between voter-approved general obligation debt for major infrastructure and non-voted debt for specific, limited-scope needs.

225.7 BUDGET PROCESS / OPERATING BUDGET

Funding allocation will be guided by district-wide priorities, risk reduction strategies, and data-driven assessments of service needs. Our approach ensures resources are distributed based on community risk, call volume, geographic coverage, and station capacity.

We use a formal prioritization process in budget development, where funding requests are evaluated based on alignment with strategic goals, legal mandates, public safety impact, and cost-benefit analysis.

- Balanced Budget Requirement
    - The District shall adopt a balanced budget annually, where estimated revenues plus available fund balances equal or exceed appropriations.
- Budget Calendar
    - The annual budget process shall follow a defined timeline to ensure adequate time for review, public input, and adoption by the Board of Fire Commissioners in accordance with RCW 52.16.030.
- Budget Structure
    - Budgets shall be developed for all funds. The General Fund budget will detail operations and services. Special revenue, capital, and debt service funds will be budgeted separately as needed.
- Forecasting and Long-Range Planning
    - A multi-year financial forecast (minimum 7-10 years) shall be prepared annually to support long-term planning and sustainability. The forecasts used in budget development shall use conservative assumptions for revenues and expenditures that are based on credible and reasonable sources. Revenues and funding sources should be included in the forecast only where receipt in the upcoming period is reasonably certain. Speculative sources of funding should not be included in the forecast. The forecast shall be updated annually in connection with the annual budget.
- Performance Measurement
    - The budget, as outlined in the budget letter, shall reflect the measurable objectives and performance indicators set forth in the Strategic Plan to support progress toward strategic goals.
- Budget Adoption and Amendments

- Budgets shall be adopted at the fund level, excluding custodial and fiduciary funds. The Fire Chief, or designee, has the authority to move appropriations within a fund, but changes to any budget at the fund level requires Board approval. Budget amendments require approval by the Board of Fire Commissioners.

- Budget monitoring of actual expenditures to budgeted values is the responsibility of division heads. Variances that are determined to be likely to result in any division exceeding its respective budget before year end should be reported through the chain of command to the Fire Chief. Divisions should make a reasonable effort to identify and report any such variances as early as possible.

225.8 CAPITAL PLANNING

Our capital philosophy emphasizes proactive planning and lifecycle-based investments in stations, apparatus, and equipment. We maintain a 10-year Capital Facilities and Equipment Repair and Maintenance Plan that is updated annually to reflect current conditions, forecasted growth, and emerging needs. Ongoing maintenance and operating costs associated with capital facilities, apparatus, and equipment, new and existing, shall be included in the annual budget and the financial forecast.

We prioritize capital projects that:

- Improve service reliability
- Replace aging infrastructure
- Reduce maintenance costs
- Support community growth and resilience

Capital investments consider lifecycle cost, operational impact, funding source viability, and community needs.

A system shall be developed to ensure compliance with the policy and procedures for the District's Capital and Small and Attractive Assets.

- Capital Improvement Plan (CIP)
    - The District shall maintain a rolling 5-year CIP, consistent with the District's Strategic Plan, that identifies capital needs, project costs, funding sources, and implementation schedules.
- Asset Lifecycle Management
    - Capital planning shall account for the full lifecycle of assets, including acquisition, operation, maintenance, replacement, and surplus. Assets should be budgeted for replacement in the budgetary year if the replacement is determined to be necessary, irrespective of when the asset is scheduled for replacement. If an annual budget does not fully fund a representative portion of future replacements, current year replacements, or a future funding shortfall is identified, then staff should develop a plan for full funding.

- Project Prioritization
    - Capital projects shall be prioritized based on criteria such as safety, regulatory compliance, operational efficiency, and service delivery impact.
- Funding Sources
    - Capital projects may be funded through inter-fund transfers, grants, reserves, debt issuance, or other appropriate means. One-time revenues may be used for non-recurring capital expenditures.

225.9 INVESTMENTS

Responsible investing supports SRFR's mission by ensuring the safety and availability of public funds, while earning a reasonable return in compliance with state laws and the District's fiduciary duty.

Investments shall be managed with the primary objectives of safety, liquidity, and yield, in that order. All investments must comply with RCW 39.59 and RCW 43.250.

Investments shall be limited to those authorized by Washington State law, including U.S. Treasury securities, State Investment Pool (LGIP), Snohomish County Investment Pool (SCIP), and other allowable instruments.

Investment activity shall be monitored by the Chief Financial Officer and internal controls shall ensure compliance and security of funds. Investment revenues shall be included in the Annual Financial Report.

225.10 GRANT MANAGEMENT

SRFR pursues grants that align with our mission, strategic goals, and staffing capacity to manage grant compliance. Grants are used to:

- Pilot new programs
- Supplement equipment purchases
- Fund temporary or transitional staffing
- Enhance community risk reduction

We evaluate the long-term sustainability of grant-funded positions and programs before acceptance. Programs requiring ongoing support after grant expiration must be pre-approved for budget inclusion or have clear performance-based continuation criteria.

Grant oversight includes a review process and periodic reporting to leadership and the Board.

- Grant Evaluation
    - Before applying for a grant, staff shall evaluate the financial and operational implications, including matching requirements and ongoing financial, administrative and other obligations.
- Grant Administration

- All grants shall be managed in accordance with federal, state, and local requirements. Staff shall ensure timely reporting, reimbursement, and compliance with requirements and applicable District policies and procedures.

- Sustainability Considerations
    - Grants that create ongoing service or staffing costs will require a long-term funding plan to sustain the programs beyond the grant period.

225.11 RISK MANAGEMENT

SRFR is committed to multi-year financial forecasting that incorporates growth trends, inflation, labor agreements, pension obligations, and capital replacement needs. The financial forecasts cover 7–10 years and are reviewed annually.

Identified key financial risks, including:

- Potential for declining assessed property values
- Rising personnel costs and benefits
- Equipment and facility aging
- Changing service demand

To mitigate these risks:

- Monitor assessed valuation trends
- Negotiate sustainable labor agreements
- Maintain strategic reserves
- Integrate scenario planning into budget development

Sustainability is a shared responsibility across leadership, staff, and community stakeholders.

- Financial Risk Mitigation
    - The District will annually identify and assess financial risks, including economic downturns, service demands, inflation, natural disasters, and legislative changes.
- Reserve for Contingencies
    - The District shall maintain a reserve funding as established in the Reserve Funding Policies.
- Insurance and Legal Compliance
    - The District shall maintain adequate insurance coverage and legal compliance to mitigate financial losses from liability, property damage, or employee claims. Funding for the implementation of risk mitigation strategies shall be included in the adopted budget.
- Emergency Response Planning

- Financial planning shall incorporate scenarios for emergency response, including immediate funding access, procurement flexibility, and interagency coordination.

225.12 POLICY REVIEW AND UPDATES

These funding philosophies, policy reviews and updates will serve as a foundation for policy development, budget planning, and operational decision-making. Implementation will occur through integration into:

- Annual budget processes
- Strategic planning efforts
- Capital project development
- Board financial policies

This policy shall be reviewed at least every three years or upon significant changes in law, fiscal conditions, or organizational priorities. Updates shall be approved by the Board of Fire Commissioners.

Debt Management

227.1 PURPOSE AND SCOPE

This policy provides guidelines for the issuance, management, and repayment of debt to ensure the fire district:

- Maintains strong financial health and creditworthiness.
- Complies with Washington State laws and regulations.
- Meets capital and infrastructure needs effectively.
- Ensures transparency and accountability to taxpayers.

227.2 REFERENCES

Policy 225 Comprehensive Financial Management

RCW Title 52

RCW Title 39.46

Municipal Securities Rulemaking Board (MSRB) disclosures

Tax-Exempt Bond IRS compliance regulations

227.3 PERMITTED DEBT, ISSUANCE, AND GUIDELINES

The fire district may consider as permitted debt, including but not limited to:

- General Obligation Bonds (GO Bonds) – backed by property taxes.
- Revenue Bonds – paid from specific revenue sources (e.g., EMS fees).
- Lease-Purchase Agreements / Certificates of Participation – for apparatus and facilities.
- Short-Term Debt (e.g., Tax Anticipation Notes) – for cash flow timing.
- LOCAL Program - Office of the State Treasurer bond to municipalities from the State for equipment and real estate.

Debt Issuance Guidelines

- Issuance must be for capital expenditures and must align with a Capital Improvement Plan (CIP) and strategic goals.
- Limit debt service payments to a sustainable portion of the operating budget (e.g., no more than 10–15%).
- Target credit rating of AA- or higher.
- Consult with a bond underwriter for issuance of District bonded debt.

Debt Structuring Guidelines

- Debt service terms should not exceed asset life.
- Use fixed-rate debt unless variable rate can be clearly justified and managed.
- Level or declining debt service structure is preferred to balloon payments.
- Comply with RCW Title 52 (Fire Protection Districts) and RCW Chapter 39.46 (Public Securities).
- Adhere to constitutional debt limits:
    - Without voter approval: up to 0.375% of assessed property value.
    - With voter approval: up to 1.0% (or 1.5% for fire districts providing EMS).
- Work with bond counsel to ensure legal compliance before any bonded debt issuance.

Key Performance Metrics

Debt Service as % of Operating Budget	$\leq$ 15%
Voted Debt Capacity Used	$\leq$ 75%
Bond Rating (if rated)	AA- or higher
Timely Payments	100%

227.4 MONITORING, COMPLIANCE AND REVIEW

Debt Management & Monitoring

- Maintain a Debt Service Fund and track obligations.
    - Voted and non-voted debt payments shall be tracked in separate funds.
- Ensure timely payment of principal and interest.
- Review debt capacity and affordability metrics prior to debt issuance.

Post-Issuance Compliance

- File continuing disclosures with the Municipal Securities Rulemaking Board (MSRB).
- Comply with IRS regulations for tax-exempt bonds.
- Track use of proceeds to ensure project alignment.
- Avoid arbitrage violations and spend the funding within the allowable timeline.

Transparency and Public Communication

- Provide clear communication to the Board of Fire Commissioners on debt plans during public hearings.
- Publish debt-related information in the annual budget and financial reports.
- Engage with the public before any voter-approved bond measure.

Coordination with Financial Advisors

- Engage qualified financial advisors and bond counsel.

Debt Management

- Use advisors to evaluate market conditions, structure deals, and review financial impact.

Policy Review

- Review and update the policy every 3 years or following significant legal or financial changes.

NEW BUSINESS

ACTION

EXECUTIVE SESSION