



CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA

Date: January 24, 2022

Place: Virtual (Visit www.centralpiercefirerescue.org for instructions to join the webinar.)

Time: 5:00 p.m.

Citizens wishing to address the Board during Public Comment, use the "raise hand" feature on the webinar. You will be asked to identify yourself and state your address for the record. You will have three minutes to address the Board. Statements or comments for the record may be submitted to dporter@centralpiercefirerescue.org by 4:00pm the day of the meeting.)

1. Call to Order

A. Roll Call

2. Approval of Agenda

A. Pg 1 /Agenda

3. Public Comment - (for items not specifically listed on the Agenda)

4. Consent Agenda (Single Motion)

A. Excused Absences:

B. Pg 3 /Minutes: Regular Board Meeting of January 10, 2022

C. Pg 6 /Approval of:

Accounts Payable Warrants Numbered 56943 to 56968 totaling	\$	224,758.09
Accounts Payable Warrants Numbered 56969 to 56995 totaling	\$	145,222.93
Accounts Payable Warrants Numbered 56648 to 56648 totaling	\$	(114.00)
Accounts Payable Warrants Numbered 56743 to 56743 totaling	\$	(935.00)
Accounts Payable Warrants Numbered 56919 to 56919 totaling	\$	(10,399.94)
GRAND TOTAL	\$	358,532.08

Pg 21 /For Informational Purposes Only - The following electronic payments totaling \$267,219.98 are included in Warrants noted above:

- Accounts Payable EFT numbered 12162 to 12202 -\$191,390.34 (Included in A/P Warrant 56948)
- Accounts Payable EFT numbered 12203 to 12233 -\$75,829.64 (Included in A/P Warrant 56972)

5. Unfinished Business (Second Reading and Final Action)

6. New Business (First Reading)



CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA

7. Considerations and Requests

- A. **Pg 38** /Station 66 Land Purchase – DC Karns
- B. **Pg 61** /Board Policy No. 330 Credit Card Usage – FD Robacker

8. Staff, Local, Firefighter's Association and Fire Chief Reports

- A. **Pg 75** /IT/ITD Scott-Ralston
- B. **Pg 76** /Logistics/AC Stueve
- C. **Pg 77** /Prevention & Education/AC Overby
- D. **Pg 78** /Health & Safety/AC McKenzie
- E. **Pg 79** /DC Administration/DC Karns
- F. **Pg 80** /Fire Chief/Chief Morrow

9. Correspondence

10. Commissioner Comments

11. Adjournment

**CENTRAL PIERCE FIRE & RESCUE
BOARD OF COMMISSIONERS
January 10, 2022**

Chair Holm called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order by Zoom webinar. Present were Chair Holm, Commissioners Stringfellow, Coleman, Willis and Mitchell, Chief Morrow, Deputy Chiefs Karns and Stueve, FD Robacker, HRD Washo, Assistant Chiefs Juarez, Kent, Bouchard, and Executive Assistant Porter, recorder. Ex-Officio/Mayor Door joined the meeting at 5:03 p.m.

APPROVAL OF AGENDA

Commissioner Stringfellow moved and Commissioner Mitchell seconded to approve the agenda. **MOTION CARRIED.**

OATH OF OFFICE

District Secretary Tanya Robacker administered the Oath of Office to Commissioner Dale T. Mitchell.

ELECT 2022 CHAIR AND VICE CHAIR

Commissioner Mitchell moved and Commissioner Willis seconded to appoint Commissioner Holm as 2022 Board Chair. **MOTION CARRIED.** Commissioner Willis moved and Commissioner Holm seconded to appoint Commissioner Stringfellow as 2022 Board Vice Chair. **MOTION CARRIED.**

PUBLIC COMMENT (FOR ITEMS NOT SPECIFICALLY ON THE AGENDA)

No public comment.

CONSENT AGENDA (SINGLE MOTION)

- A. Excused Absences:
- B. Minutes: Regular Board Meeting of December 27, 2021
- C. Approval of:

Accounts Payable Warrants Numbered 56914 to 56923 totaling	\$	4,098,644.50
Accounts Payable Warrants Numbered 56924 to 56938 totaling	\$	85,888.53
Net Payroll Warrants Numbered 107601 to 107605 totaling	\$	18,848.28
Accounts Payable Warrants Numbered 56939 to 56942 totaling	\$	798,666.98
GRAND TOTAL	\$	5,002,048.29

Commissioner Stringfellow moved and Commissioner Mitchell seconded to approve the Consent Agenda with warrants totaling \$5,002,048.29. **MOTION CARRIED.**

UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)

No unfinished business.

NEW BUSINESS (FIRST READING – FOR DISCUSSION AND REVIEW ONLY)

No new business.

CONSIDERATIONS AND REQUESTS

- A. Board Meeting Options

Chief Morrow - Many of our partners are working in some capacity to return to in-person meetings. Discussion followed and general consensus was to return to in-person meetings with virtual attendance option. Chief Morrow will explore options for the Board to consider for returning to in-person meetings as early as March. Commissioner Stringfellow moved and Commissioner Mitchell seconded to give Chief Morrow 60 days to research Board meeting options and report to the Board at first March meeting. **MOTION CARRIED.**

STAFF, LOCAL, FIREFIGHTERS' ASSOCIATION AND FIRE CHIEF REPORTS (For Information Only)

The following divisions provided a written report in the packet:

- A. Finance/FD Robacker - Revenue and expenses are on track. Reminder that December report will be presented in February based on when county closes out their books. Important bill in legislature that would allow District to be our own treasurer.
- B. Human Resources/HRD Washo – HR Division has been busy with recruitments.
- C. Training/AC Juarez - Will bring 2021 Training Division stats to the next meeting. Chair Holm commended staff on moving forward with both academies this year.
- D. Field Operations/AC Kent - Reported on manual staffing process with Telestaff down. 2022 focus will be on operational policy updates. Established KPIs for battalion chiefs and it has been a success.
- E. EMS/AC Bouchard - Working on MCI updates with partners on protocols and training. Reports submitted to the Pediatric Out of Hospital Cardiac Arrest (POHCA) program will be reviewed to evaluate and improve upon. Proud of work EMS Captain and Lieutenants have accomplished.
- F. DC Operations/DC Stueve – Consultant to work on strategic assessment of PCHIT and PSORT has been identified. Recent COVID exposures did not constitute workplace infection.

Chief Morrow - Everyone has come together over the staffing program issues. Staff is working on available option. District is under investigation with state health division over accommodations issued. Believes we are in a solid position and are in the process of responding. Taking steps to update COVID relief for employees. Puyallup Armory concerns were shared on MOU requirements of memorial process and archaeological dig. Staff is looking for other opportunities as Plan B. Will be looking to consolidate policies into a manageable number of policies. Taking steps with staff to celebrate 25 years of CPFR.

CORRESPONDENCE

No correspondence.

COMMISSIONER COMMENTS

Ex-Officio/Mayor Door – Requested copy of Armory MOU. Last evening as Mayor. Committee assignments will be appointed by new mayor.

DRAFT – Not Official Until Approved

Commissioner Coleman - Welcomed Commissioner Mitchell and wished him good luck.

Commissioner Mitchell – Thank you to everyone on allowing him to join the Board. Pleased to be a part of it and looking forward to becoming more informed.

Commissioner Stringfellow – One of the strongest advocates for a station at Armory location but is upset and concerned after reading the MOU. Already in design stage and soil testing. A lot of taxpayer money has been spent towards this project.

Commissioner Willis - Agreed with Commissioner Stringfellow. Have fully functioning station at current location and there may be a time we need to walk away. Congratulations to Training Division. Policies need to be streamlined and more to the point.

Commissioner Holm - Concurs with other Commissioners on Armory. DC Karns spoke with realtor who is concerned about what may come from archaeological study. Chief Morrow clarified that Staff is in no way responsible for this and explained the lack of communication. Property is still a viable option. Chief Morrow needs more time to evaluate the MOU. FD Robacker noted that through November, we have expended \$137,657 on the project.

EXECUTIVE SESSION

At 6:02 p.m., Commissioner Stringfellow moved and Commissioner Willis seconded to move into Executive Session for 10 minutes under RCW 42.30.140 – collective bargaining update until 6:12 p.m. **MOTION CARRIED.**

At 6:12 p.m., Commissioner Stringfellow moved and Commissioner Mitchell seconded to return to Regular Session. **MOTION CARRIED.** No action was taken during Executive Session.

ADJOURNMENT

There being no further business, Commissioner Stringfellow moved and Commissioner Mitchell seconded to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 6:14 p.m.

MATTHEW HOLM
CHAIR OF THE BOARD

TANYA ROBACKER
DISTRICT SECRETARY

DIANNE PORTER
RECORDER

Central Pierce Fire & Rescue

Fund 686 & 687 Dept 006

Key Bank

Account No. XXXXXXXX0522

Warrant Approval

In accordance with RCW 42.24 the following warrants have been authenticated and certified by the District's Auditing Officer, that the claims are a just, due, and paid obligation against Central Pierce Fire & Rescue and are being presented to the Board of Fire Commissioners for Board approval.

<u>Issue Date</u>	<u>Warrant Numbers</u>	<u>Amount</u>
01/06/2022	AP00056943 -AP00056968	\$224,758.09
01/13/2022	AP00056969 -AP00056995	\$145,222.93
10/07/2021	AP00056648 -AP00056648	(\$114.00)
11/04/2021	AP00056743 -AP00056743	(\$935.00)
12/28/2021	AP00056919 -AP00056919	(\$10,399.94)
Total		\$358,532.08

Dustin Morrow
Fire Chief

Matt Holm
Chair

Steve Stringfellow
Commissioner

Rich Coleman
Commissioner

Bob Willis
Commissioner

Dale Mitchell
Commissioner

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00056943	APPRIVER	APPRIVER	01/06/22	31.45	MW	IS	
AP CHK 00056944	ASSOWASH	Assoc of Washington Cities	01/06/22	1,131.00	MW	IS	
AP CHK 00056945	BIGJOHNS	Big John's Trophies Inc	01/06/22	33.09	MW	IS	
AP CHK 00056946	BUTL12200	BRANDON BUTLER	01/06/22	92.32	MW	IS	
AP CHK 00056947	BROOLUMB	Brookdale Lumber Inc	01/06/22	13.66	MW	IS	
AP CHK 00056948	CPFR	Central Pierce Fire & Rescu	01/06/22	191,717.93	MW	IS	
AP CHK 00056949	CONNBUSI	Connell's Business System	01/06/22	177.76	MW	IS	
AP CHK 00056950	CRAIQUAL	CRAIG'S QUALITY TOOLS	01/06/22	1,985.52	MW	IS	
AP CHK 00056951	FRUIMUTU	Fruitland Mutual Water Comp	01/06/22	501.36	MW	IS	
AP CHK 00056952	GALLS	Galls Incorporated	01/06/22	5,343.97	MW	IS	
AP CHK 00056953	GENETOWI	Gene's Towing Inc	01/06/22	990.00	MW	IS	
AP CHK 00056954	GENSCO	GENSCO	01/06/22	85.99	MW	IS	
AP CHK 00056955	ICMA	ICMA Retirement Corporation	01/06/22	11,039.83	MW	IS	
AP CHK 00056956	LIGHUNIF	LIGHTHOUSE UNIFORMS	01/06/22	767.97	MW	IS	
AP CHK 00056957	OREIAUTO	O'REILLY AUTO PARTS	01/06/22	77.31	MW	IS	
AP CHK 00056958	PCREFUSE	Pierce County Refuse	01/06/22	99.10	MW	IS	
AP CHK 00056959	PRINSOLU	PRINT SOLUTIONS INC	01/06/22	258.50	MW	IS	
AP CHK 00056960	SSTIREPU	S&S TIRE SERVICE INC	01/06/22	2,942.43	MW	IS	
AP CHK 00056961	SHERWILL	SHERWIN-WILLIAMS	01/06/22	243.73	MW	IS	
AP CHK 00056962	SIXROBBL	Six Robblees Inc	01/06/22	255.88	MW	IS	
AP CHK 00056963	SNURSEMI	SNURE LAW OFFICE PSC	01/06/22	250.00	MW	IS	
AP CHK 00056964	UNDELAB	Underwriters Lab Inc	01/06/22	350.00	MW	IS	
AP CHK 00056965	UNITPARC	United Parcel Service	01/06/22	14.29	MW	IS	
AP CHK 00056966	VANCAUTO	VC DETAILING OF SOUTH HILL	01/06/22	330.00	MW	IS	
AP CHK 00056967	WFCA	WA Fire Commissioners Assoc	01/06/22	6,000.00	MW	IS	
AP CHK 00056968	WAPRO	WASHINGTON ASSOC OF PUBLIC	01/06/22	25.00	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
S U B T O T A L S:									
Total Void Machine Written				0.00	Number of Checks Processed:		0		
Total Void Hand Written				0.00	Number of Checks Processed:		0		
Total Machine Written				224,758.09	Number of Checks Processed:		26		
Total Hand Written				0.00	Number of Checks Processed:		0		
Total Reversals				0.00	Number of Checks Processed:		0		
Total Cancelled				0.00	Number of Checks Processed:		0		
Total EFTs				0.00	Number of EFTs Processed:		0		
Total EPAYs				0.00	Number of EPAYs Processed:		0		
S U B T O T A L				224,758.09					

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 01/06/2022

End Date: 01/06/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
APPRIVER (APPRIVER)					
	1822354	12/01/2021	31.45	CP-SECURE EMAIL FOR JACKIE WOO	0012102215 54813
TOTAL FOR CHECK AP 00056943:			31.45		
ASSOC OF WASHINGTON CITIES (ASSOWASH)					
	94232	01/01/2022	500.00	AWC Membership	0012032213 54901
	94232	01/01/2022	631.00	Drug & Alcohol Consortium	0012032213 54911
TOTAL FOR CHECK AP 00056944:			1,131.00		
BIG JOHN'S TROPHIES INC (BIGJOHNS)					
	147984	12/10/2021	33.09	COMMISH, NAME PLATES	0012002210 53501
TOTAL FOR CHECK AP 00056945:			33.09		
BRANDON BUTLER (BUTL12200)					
	010522	12/23/2021	31.91	LOWES/2112712/FITTINGS	0012042254 53146
	010522	12/23/2021	9.33	ACE/373608/PLUMBING SUPPLIES	0012042254 53146
	010522	12/23/2021	14.81	MCLENDONS/ELECTRICAL SUPPLIES	0012042254 53146
	AW11897	12/20/2021	36.27	MCLEDONS HDWR/64 DUCT CONNECT	0012042254 53146
TOTAL FOR CHECK AP 00056946:			92.32		
BROOKDALE LUMBER INC (BROOLUMB)					
	432769	12/21/2021	13.66	PROPANE 61	0016012250 53141
TOTAL FOR CHECK AP 00056947:			13.66		
CONNELL'S BUSINESS SYSTEM (CONNBUSI)					
	57940	12/20/2021	177.76	IT CPFR 73 PRINTER MAINT	0012102215 54811
TOTAL FOR CHECK AP 00056949:			177.76		
CRAIG'S QUALITY TOOLS (CRAIQUAL)					
	12232184083	01/01/2022	1,985.52	BATTERY TESTER	0016502265 53501
TOTAL FOR CHECK AP 00056950:			1,985.52		
FRUITLAND MUTUAL WATER COMPANY (FRUIMUTU)					
	72-211130	11/30/2021	501.36	#41122 NEW72 WATER CHG	0017022250 54711
TOTAL FOR CHECK AP 00056951:			501.36		
GALLS INCORPORATED (GALLS)					
	018755639	07/07/2021	20.32	REPLACE BELT / CREDIT 01875496	0012042254 52011
	019975990	12/13/2021	132.00	2022 wntr academy SHIRTS	0012352240 52011
	019990310	12/14/2021	1,689.48	NOMEX PANTS	0012352240 52011
	020011735	12/16/2021	281.58	PANTS DEMOTT 38-34.5	0012042254 52011
	020023394	12/17/2021	264.00	2022 wntr academy SHIRTS	0012352240 52011
	020023394	12/17/2021	2,956.59	NOMEX PANTS	0012352240 52011
TOTAL FOR CHECK AP 00056952:			5,343.97		
GENE'S TOWING INC (GENETOWI)					
	498431	01/01/2022	990.00	E18-7 WINCH SERVICE/SNO/ICE	0016502265 54191
TOTAL FOR CHECK AP 00056953:			990.00		
GENSCO (GENSCO)					
	853491525	12/21/2021	85.99	61 furnace filters	0016012250 53141
TOTAL FOR CHECK AP 00056954:			85.99		
ICMA RETIREMENT CORPORATION 30 (ICMA)					
	1451/2101012	12/28/2021	500.00	DECEMBER PAYROLL	001 23171

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 01/06/2022

End Date: 01/06/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	1452/2101012	12/28/2021	123.00	DECEMBER PAYROLL	001	23171
	1455/2101012	12/28/2021	1,336.00	DECEMBER PAYROLL	001	23171
	1455/2101012	12/28/2021	342.60	DECEMBER PAYROLL	101	23171
	2451/2101012	12/28/2021	325.40	DECEMBER PAYROLL	101	23171
	2451/2101012	12/28/2021	2,825.00	DECEMBER PAYROLL	001	23171
	2804/2101012	12/28/2021	656.91	DECEMBER PAYROLL	001	23173
	2804/2101012	12/28/2021	353.09	DECEMBER PAYROLL	101	23173
	2808/2101012	12/28/2021	2,397.47	DECEMBER PAYROLL	001	23173
	2809/2101012	12/28/2021	271.28	DECEMBER PAYROLL	001	23173
	2809/2101012	12/28/2021	564.18	DECEMBER PAYROLL	101	23173
	2813/2101012	12/28/2021	58.58	DECEMBER PAYROLL	101	23173
	2813/2101012	12/28/2021	962.89	DECEMBER PAYROLL	001	23173
	2815/2101012	12/28/2021	323.43	DECEMBER PAYROLL	001	23173
	2815/2101012	12/28/2021	0.00	DECEMBER PAYROLL	101	23173
TOTAL FOR CHECK AP 00056955:			11,039.83			
LIGHTHOUSE UNIFORMS (LIGHUNIF)						
	A303816	12/23/2021	767.97	MORROW CLASS A UNIFORM	0012042254	52011
TOTAL FOR CHECK AP 00056956:			767.97			
O'REILLY AUTO PARTS (OREIAUTO)						
	3702109599	12/29/2021	77.31	652, WINTER WIPER BLADES	0016502265	53143
TOTAL FOR CHECK AP 00056957:			77.31			
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	010621	01/06/2021	207.58	SIMA07140 DRS ADJ 12-2021	001	23154
	010621	01/06/2021	120.01	SIMA07140 DRS ADJ 12-2021	001	23154
	010622	01/06/2022	190,393.79	01/06/2022 AP EFTS	001	21110
	010622	01/06/2022	453.70	01/06/2022 AP EFTS	015	21110
	010622	01/06/2022	542.85	01/06/2022 AP EFTS	101	21110
TOTAL FOR CHECK AP 00056948:			191,717.93			
PIERCE COUNTY REFUSE (PCREFUSE)						
	14820105	12/01/2021	99.10	#2180556556002 STN62 REC	0016022250	54741
TOTAL FOR CHECK AP 00056958:			99.10			
PRINT SOLUTIONS, INC (PRINSOLU)						
	102975	12/23/2021	258.50	SCBA REPAIR TAGS	0012502210	53147
TOTAL FOR CHECK AP 00056959:			258.50			
S&S TIRE (SSTIREPU)						
	1125781	12/30/2021	202.20	UV19-1, OIL CHANGE AND SERVICE	0016502265	54820
	1125790	12/30/2021	263.60	660, OIL CHANGE AND SERVICE	0016502265	54820
	1125859	12/23/2021	231.93	M15-2 WINTER TIRE CHANGE INV11	0016502265	54820
	1125863	12/23/2021	231.93	M17-1 WINTER TIRE	0016502265	54820
	1125886	12/23/2021	231.93	M15-1 WINTER TIRE CHANGE	0016502265	54820
	1125938	12/24/2021	131.28	M19-5 WINTER TIRE CHANGE	0016502265	54820
	1126002	12/23/2021	231.93	M17-2 WINTER TIRE CHANGE	0016502265	54820
	1126003	12/27/2021	131.28	M19-6 WINTER TIRE CHANGE	0016502265	54820
	1126010	12/23/2021	166.29	652 WINTER TIRE CHANGE	0016502265	54820
	1126651	12/30/2021	47.59	M10-2, FLAT TIRE REPAIR	0016502265	54820

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 01/06/2022

End Date: 01/06/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1126720	12/30/2021	458.19	TIRE CHAINS (3 SETS)	0016502265 53143
	1126748	12/30/2021	614.28	E18-7, TIRE REPAIR @ STATION	0016502265 54820
TOTAL FOR CHECK AP 00056960:			2,942.43		
SHERWIN WILLIAMS (SHERWILL)					
	13392	12/23/2021	243.73	TC 5 GAL PAIL SG PAINT	0016172250 53141
TOTAL FOR CHECK AP 00056961:			243.73		
SIX ROBBLEES INC (SIXROBBL)					
	2769154	12/13/2021	255.88	WHEEL STUDS (10)	0016502265 53143
TOTAL FOR CHECK AP 00056962:			255.88		
SNURE SEMINARS (SNURSEMI)					
	076	10/20/2021	250.00	2021 LAW UPDATE WEBINAR-OCT20	0012002210 54921
TOTAL FOR CHECK AP 00056963:			250.00		
UNDERWRITERS LAB INC (UNDELAB)					
	72020449368	12/23/2021	350.00	L21-2 AERIAL INSPECTION	0016502265 54820
TOTAL FOR CHECK AP 00056964:			350.00		
UNITED PARCEL SERVICE (UNITPARC)					
	5Y5731491	12/04/2021	14.29	FREIGHT TO SHIP EGO BLOWER FOR	0012042254 54221
TOTAL FOR CHECK AP 00056965:			14.29		
VANCOUR'S AUTO DETAILING (VANCAUTO)					
	104688	12/06/2021	330.00	E21-1, PROTECTIVE DOOR FILM	0153009422 56401
TOTAL FOR CHECK AP 00056966:			330.00		
WA FIRE COMMISSIONERS ASSOC (WFCA)					
	300000689	01/04/2022	6,000.00	2022 ANNUAL MEMBERSHIP	0011001100 54901
TOTAL FOR CHECK AP 00056967:			6,000.00		
WASHINGTON ASSOC OF PUBLIC REC (WAPRO)					
	4212	12/30/2021	25.00	2022 WAPRO MENGE	1013402680 54901
TOTAL FOR CHECK AP 00056968:			25.00		
REPORT TOTAL:			224,758.09		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00056969	LAMB04260	AARON LAMB	01/13/22	3,520.00	MW	IS	
AP CHK 00056970	INTETELE	ALLSTREAM BUSINESS US INC	01/13/22	1,163.08	MW	IS	
AP CHK 00056971	JOHN07230	BRICE JOHNSTON	01/13/22	1,739.60	MW	IS	
AP CHK 00056972	CPFR	Central Pierce Fire & Rescu	01/13/22	75,829.64	MW	IS	
AP CHK 00056973	QWEST	Century Link	01/13/22	174.01	MW	IS	
AP CHK 00056974	COMCAST	COMCAST	01/13/22	409.83	MW	IS	
AP CHK 00056975	BRAG02260	DAVID BRAGG	01/13/22	1,473.00	MW	IS	
AP CHK 00056976	ELMHMUTU	Elmhurst Mutual Power & Lig	01/13/22	291.50	MW	IS	
AP CHK 00056977	FIRGMUTU	Firgrove Mutual Water Compa	01/13/22	148.90	MW	IS	
AP CHK 00056978	FRUIMUTU	Fruitland Mutual Water Comp	01/13/22	513.41	MW	IS	
AP CHK 00056979	GALLS	Galls Incorporated	01/13/22	181.50	MW	IS	
AP CHK 00056980	GENSCO	GENSCO	01/13/22	100.46	MW	IS	
AP CHK 00056981	KCFINANC	KING CO FINANCE & BUSN OPER	01/13/22	725.62	MW	IS	
AP CHK 00056982	MCLEHARD	McLendon Hardware	01/13/22	35.30	MW	IS	
AP CHK 00056983	PARKLIGH	Parkland Light & Water Co.	01/13/22	2,534.14	MW	IS	
AP CHK 00056984	PCREFUSE	Pierce County Refuse	01/13/22	328.70	MW	IS	
AP CHK 00056985	PCSEWER	Pierce County Sewer	01/13/22	869.20	MW	IS	
AP CHK 00056986	PSENERGY	Puget Sound Energy	01/13/22	8,164.29	MW	IS	
AP CHK 00056987	SSTIREPU	S&S TIRE SERVICE INC	01/13/22	3,233.51	MW	IS	
AP CHK 00056988	SNURSEMI	SNURE LAW OFFICE PSC	01/13/22	2,750.00	MW	IS	
AP CHK 00056989	SPANWATE	Spanaway Water Co	01/13/22	381.05	MW	IS	
AP CHK 00056990	TACOCOMM	Tacoma Community College	01/13/22	5,805.66	MW	IS	
AP CHK 00056991	UNITPARC	United Parcel Service	01/13/22	64.55	MW	IS	
AP CHK 00056992	USFIREEQ	US Fire and Equipment	01/13/22	270.49	MW	IS	
AP CHK 00056993	VANCAUTO	VC DETAILING OF SOUTH HILL	01/13/22	660.00	MW	IS	
AP CHK 00056994	VERIWIRE	Verizon Wireless	01/13/22	33,696.82	MW	IS	
AP CHK 00056995	WASHWATE	WASHINGTON WATER SERVICE CO	01/13/22	158.67	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To	Note
=====									
S U B T O T A L S:									
		Total Void Machine Written		0.00		Number of Checks Processed:		0	
		Total Void Hand Written		0.00		Number of Checks Processed:		0	
		Total Machine Written		145,222.93		Number of Checks Processed:		27	
		Total Hand Written		0.00		Number of Checks Processed:		0	
		Total Reversals		0.00		Number of Checks Processed:		0	
		Total Cancelled		0.00		Number of Checks Processed:		0	
		Total EFTs		0.00		Number of EFTs Processed:		0	
		Total EPAYs		0.00		Number of EPAYs Processed:		0	
		S U B T O T A L		145,222.93					

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 01/13/2022
End Date: 01/13/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
AARON LAMB (LAMB04260)					
	121721	12/17/2021	3,520.00	05/01/21-10/31/21 TUITION RMB	0012002210 54925
TOTAL FOR CHECK AP 00056969:			3,520.00		
BRICE JOHNSTON (JOHN07230)					
	122321	12/23/2021	1,739.60	10/27/21-11/24/21 TUITION RMB	0012002210 54925
TOTAL FOR CHECK AP 00056971:			1,739.60		
COMCAST (COMCAST)					
	121421	12/14/2021	409.83	DEC GRAHAM COMM CONNECT	0012152215 54202
TOTAL FOR CHECK AP 00056974:			409.83		
DAVID BRAGG (BRAG02260)					
	122321	12/23/2021	1,473.00	10/25/21-12/17/21 TUITION RMB	0012002210 54925
TOTAL FOR CHECK AP 00056975:			1,473.00		
ELMHURST MUTUAL POWER & LIGHT (ELMHUTU)					
	62-211215	12/15/2021	291.50	#5147 STN62 ELECTRICITY	0016022250 54731
TOTAL FOR CHECK AP 00056976:			291.50		
FIRGROVE MUTUAL WATER COMPANY (FIRGMUTU)					
	69SP-211231	12/31/2021	74.45	#008511000 STN69 WATER CHG	0016092250 54711
	69SP-211231	12/31/2021	74.45	#008511000 SHOP WATER CHG	0016502265 54711
TOTAL FOR CHECK AP 00056977:			148.90		
FRUITLAND MUTUAL WATER COMPANY (FRUIMUTU)					
	66-211231	12/31/2021	166.21	#42720 STN66 WATER CHG	0016062250 54711
	72-211231	12/31/2021	271.74	#41122 N72 WATER CHG	0017022250 54711
	N72I-211231	12/31/2021	75.46	#41130 N72 IRRIGATION	0017022250 54711
TOTAL FOR CHECK AP 00056978:			513.41		
GALLS INCORPORATED (GALLS)					
	020145466	01/06/2022	181.50	5:11 BOOT SIZE 11D	0012352240 52011
TOTAL FOR CHECK AP 00056979:			181.50		
GENSCO (GENSCO)					
	853577137	01/10/2022	51.06	FILTERS 2X16X24	0016062250 53141
	853577137	01/10/2022	49.40	FILTERS 2X20X24	0016062250 53141
TOTAL FOR CHECK AP 00056980:			100.46		
INTEGRA TELECOM (INTETELE)					
	17928850	12/08/2021	542.92	#637153 DEC SVC CHG	0012102215 54202
	17939071	12/11/2021	620.16	#727925 DEC SVC CHARGES	0012102215 54202
TOTAL FOR CHECK AP 00056970:			1,163.08		
KING CO FINANCE & BUSN OPERATI (KCFINANC)					
	12312021	12/01/2021	725.62	REIM CK 15509843	001 36990
TOTAL FOR CHECK AP 00056981:			725.62		
MCLENDON HARDWARE (MCLEHARD)					
	04252021	04/25/2021	(48.93)	CREDIT INV H667685 P004639	0012302240 53141
	A24257	10/18/2021	21.30	1/2x4 galv pipe	0012352240 53141
	A24257	10/18/2021	2.98	1/2 galv cap	0012352240 53141
	A987895	01/13/2022	59.95	ACADEMY BLACK IRON PIPE	0016172250 53501
TOTAL FOR CHECK AP 00056982:			35.30		

Central Pierce Fire and Rescue
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Start Date: 01/13/2022

End Date: 01/13/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
PARKLAND LIGHT & WATER CO. (PARKLIGH)					
	61E-211227	12/27/2021	1,760.06	#1408 STN61 ELECTRIC CHG	0016012250 54731
	61L-211231	12/27/2021	75.78	#40956 STN61 TRAFF LIGHT	0016012250 54731
	61W-211227	12/27/2021	49.48	#1409 STN61 WATER CHGS	0016012250 54711
	61W-211231A	12/31/2021	111.15	#1407 STN61 WATER CHGS	0016012250 54711
	62-211229	12/29/2021	148.83	#6751 STN62 WATER CHG	0016022250 54711
	65-211229	12/29/2021	224.64	#32512 STN65 WATER CHG	0016052250 54711
	65I-211229	12/29/2021	99.00	#35355 STB65 IRRIGATION	0016052250 54711
	65S-211229	12/29/2021	65.20	#44386 STN65 SPRINKLERS	0016052250 54711
	TOTAL FOR CHECK AP 00056983:		2,534.14		
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	011322	01/13/2022	68,031.65	01/13/2022 AP EFTS	001 21110
	011322	01/13/2022	7,797.99	01/13/2022 AP EFTS	101 21110
	TOTAL FOR CHECK AP 00056972:		75,829.64		
PIERCE COUNTY REFUSE (PCREFUSE)					
	14820233	12/01/2021	139.29	#21801047792001 63 GARB	0016032250 54741
	14820261	12/01/2021	48.00	#21801047792002 STN63 REC	0016032250 54741
	14821434	12/01/2021	24.00	#218035275002 STN64 REC	0016042250 54741
	14821436	12/01/2021	45.41	#218035314002 STN68 REC	0016082250 54741
	14821493	12/01/2021	72.00	#218035292004 NOV RECYCLING	0016002250 54741
	TOTAL FOR CHECK AP 00056984:		328.70		
PIERCE COUNTY SEWER (PCSEWER)					
	60-211231	12/31/2021	140.14	#1812114 STN60 SEWER CHG	0016002250 54721
	61-211231	12/31/2021	158.47	#85900 DEC STN61 SEWER	0016012250 54721
	62-211231	12/31/2021	21.04	#233439 STN62 SEWER CHG	0016022250 54721
	63-211231	12/31/2021	76.01	#1778561 STN63 SEWER CHG	0016032250 54721
	65-211231	12/31/2021	85.17	#1236121 STN65 DEC SEWER CHG	0016052250 54721
	67TC-211231	12/31/2021	79.24	#462454 DEC STN67 SEWER	0016072250 54721
	67TC-211231	12/31/2021	79.23	#462454 DEC TC SEWER CHG	0016172250 54721
	68-211231	12/31/2021	103.50	#1061119 STN68 SEWER CHG	0016082250 54721
	69SP-211231	12/31/2021	63.20	#535508 STN69 DEC SEWER	0016092250 54721
	69SP-211231	12/31/2021	63.20	#535508 DEC SHOP SEWER	0016502265 54721
	TOTAL FOR CHECK AP 00056985:		869.20		
PUGET SOUND ENERGY (PSENERGY)					
	69-211219	12/19/2021	1,686.12	#200012220444 STN69 ELECTR	0016092250 54731
	71-211221	12/21/2021	687.18	#200018917720 STN71 NAT GAS	0017012250 54701
	71-211221	12/21/2021	902.94	#200018917720 STN71 ELECTR	0017012250 54731
	72-211216	12/16/2021	453.22	#220024114682 STN72 NAT GAS	0017022250 54701
	72-211216	12/16/2021	827.80	#220024114682 STN72 ELECTR	0017022250 54731
	72-211216	12/16/2021	3,106.54	#220019632912 STN72 ELECTRIC	0017022250 54731
	72-211217	12/17/2021	176.27	#200004724288 STN72 NAT GAS	0017022250 54701
	72-211217	12/17/2021	324.22	#200004724288 STN72 ELECTRIC	0017022250 54731
	TOTAL FOR CHECK AP 00056986:		8,164.29		
QWEST COMMUNICATIONS COMPANY LL (QWEST)					
	122621	12/26/2021	174.01	#253Z260451282B DEC SVC	0012102215 54202

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 01/13/2022
End Date: 01/13/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
TOTAL FOR CHECK AP 00056973:			174.01		
S&S TIRE (SSTIREPU)					
	1126788	01/06/2022	3,233.51	CHAIN STOCK ORDER	0016502265 53143
TOTAL FOR CHECK AP 00056987:			3,233.51		
SNURE SEMINARS (SNURSEMI)					
	123121	12/31/2021	2,750.00	DEC LEGAL FEES	0012002210 54151
TOTAL FOR CHECK AP 00056988:			2,750.00		
SPANAWAY WATER CO (SPANWATE)					
	60-211214	12/14/2021	379.05	#37540 STN60 WATER CHG	0016002250 54711
	60T-211214	12/14/2021	2.00	#82930 60TWR WATER CHG	0016402250 54711
TOTAL FOR CHECK AP 00056989:			381.05		
TACOMA COMMUNITY COLLEGE (TACOCOMM)					
	WA220TPC1150	11/08/2021	1,935.22	FALL 2021 TUITION SOELLING	1013402680 54925
	WA220TPC1151	11/08/2021	1,935.22	FALL 2021 TUITION BACA	1013402680 54925
	WA220TPC1152	11/08/2021	1,935.22	FALL 2021 TUITION BRIZENDINE	1013402680 54925
TOTAL FOR CHECK AP 00056990:			5,805.66		
UNITED PARCEL SERVICE (UNITPARC)					
	5Y5731501	12/11/2021	12.17	FRT TO SHIP TORQUES WRENCHES	0012502210 53147
	5Y5731511	12/18/2021	52.38	FREIGHT TO SHIP POSI CHECK	0012502210 53147
TOTAL FOR CHECK AP 00056991:			64.55		
US FIRE AND EQUIPMENT (USFIREEQ)					
	14524	01/12/2022	270.49	M19-1 KENOX KS-100 (8115) SIRE	0016502265 53143
TOTAL FOR CHECK AP 00056992:			270.49		
VANCAUR'S AUTO DETAILING (VANCAUTO)					
	104687	12/06/2021	660.00	E21-3, PROTECTIVE DOOR FILM	0153009422 56401
TOTAL FOR CHECK AP 00056993:			660.00		
VERIZON WIRELESS (VERIWIRE)					
	9893369493	11/21/2021	4,784.87	CP-CELL REPLACEMENT EQUI	0012102215 53501
	9893369493	11/21/2021	671.41	#74200269700001 NOV SVC	0012102215 54202
	9893369495	11/21/2021	6,049.84	CP-CELL REPLACEMENT EQUI	0012102215 53501
	9893369495	11/21/2021	717.46	#74200269700004 NOV SVC	0012102215 54202
	9893369496	11/21/2021	5,389.86	CP-CELL PHONE REPLACEMENT	0012102215 53501
	9893369496	11/21/2021	561.09	#74200269700005 NOV SVC	0012102215 54202
	9893369497	11/21/2021	6,544.83	CP-CELL PHONE REPLACEMENT PROJ	0012102215 53501
	9893369497	11/21/2021	537.89	#74200269700006 NOV SVC	0012102215 54202
	9893369498	11/21/2021	1,924.95	CP-CELLPHONE REPLACEMENT HARDW0012102215	53501
	9893369498	11/21/2021	481.81	#74200269700010 NOV SVC	0012102215 54202
	9895607457	12/21/2021	604.33	#74200269700001 DEC SVC CHG	0012102215 54202
	9895607458	12/21/2021	3,113.09	#74200269700002 DEC SVC CHG	0012102215 54202
	9895607459	12/21/2021	686.75	#74200269700004 DEC SVC CHG	0012102215 54202
	9895607460	12/21/2021	600.36	#74200269700005 DEC SVC CHG	0012102215 54202
	9895607461	12/21/2021	556.69	#74200269700006 DEC SVC CHG	0012102215 54202
	9895607462	12/21/2021	461.83	#74200269700010 DEC SVC CHG	0012102215 54202
	9896149760	12/28/2021	9.76	#94207692900001 DEC SVC	0012102215 54202
TOTAL FOR CHECK AP 00056994:			33,696.82		

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 01/13/2022

End Date: 01/13/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
WASHINGTON WATER SERVICE (WASHWATE)					
	64-211214	12/14/2021	158.67	#9532658329 STN64 WATER	0016042250 54711
TOTAL FOR CHECK AP 00056995:			158.67		
REPORT TOTAL:			145,222.93		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00056648	OLSO01170	DANIEL OLSON	10/07/21	114.00	MW	RV	Reversed

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	114.00	Number of Checks Processed:	1
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

G R A N D T O T A L 114.00

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00056743	CHMESITK	CHMELIK SITKIN & DAVIS	11/04/21	935.00	MW	RV	Reversed

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	935.00	Number of Checks Processed:	1
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

GRAND TOTAL 935.00

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP CHK 00056919	ICMA	ICMA Retirement Corpor	12/28/21	10,399.94	MW	RV		Reversed

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	10,399.94	Number of Checks Processed:	1
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

G R A N D T O T A L 10,399.94

Central Pierce Fire & Rescue

Fund 686 & 687 Dept 006

Key Bank

Account No. XXXXXXXX0522

Electronic Payment Details

In accordance with RCW 42.24 the electronic payments detailed in the attachments have been authenticated and certified by the District's Auditing Officer, that the claims are a just, due, and paid obligation against Central Pierce Fire & Rescue. This is presented to the Board of Fire Commissioners for Board informational purposes only. Board authorization occurred with the approval of warrants noted below. Warrants issued transfer funds to the bank account in which the electronic payments are drawn.

<u>Issue Date</u>	<u>EFT Numbers</u>	<u>EFT Transfer Warrant</u>	<u>Amount</u>
01/06/2022	<u>EP00012162 -EP00012202</u>	AP00056948	<u>\$191,390.34</u>
01/13/2022	<u>EP00012203 -EP00012233</u>	AP00056972	<u>\$75,829.64</u>
Total			<u>\$267,219.98</u>
Dustin Morrow Fire Chief	<hr/>		
Matt Holm Chair	<hr/>		
Steve Stringfellow Commissioner	<hr/>		
Rich Coleman Commissioner	<hr/>		
Bob Willis Commissioner	<hr/>		
Dale Mitchell Commissioner	<hr/>		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00012162	ADVAPRO	ADVANCED PRO FITNESS REPAIR	01/06/22	148.50	MW	CX	
AP EFT 00012163	AMAZON	AMAZON CAPITAL SERVICES	01/06/22	2,331.86	MW	CX	
AP EFT 00012164	AMERSAFE	AMERI SAFE INC	01/06/22	147.18	MW	CX	
AP EFT 00012165	BATTEPLUS	Batteries Plus #245	01/06/22	23.67	MW	CX	
AP EFT 00012166	BOUNTREE	Bound Tree Medical LLC	01/06/22	312.00	MW	CX	
AP EFT 00012167	CASCAFIRE	CASCADE FIRE & SAFETY	01/06/22	404.74	MW	CX	
AP EFT 00012168	CASCFIRE	Cascade Fire Equipment Comp	01/06/22	2,409.79	MW	CX	
AP EFT 00012169	CATCENVI	CATCHALL ENVIRONMENTAL	01/06/22	482.46	MW	CX	
AP EFT 00012170	CPFREFT	Central Pierce Fire & Rescu	01/06/22	3,191.94	MW	CX	
AP EFT 00012171	CHRIINC	CHRISTENSEN INC	01/06/22	10,727.68	MW	CX	
AP EFT 00012172	CHUCKALS	Chuckals Inc	01/06/22	479.71	MW	CX	
AP EFT 00012173	CITYTREA	CITY OF TACOMA	01/06/22	949.43	MW	CX	
AP EFT 00012174	CPFRFLEX	CPFR HRA/FSA/S125 Account	01/06/22	13,200.00	MW	CX	
AP EFT 00012175	DRMONIT	D&R MONITORING NETWORKS LLC	01/06/22	35.20	MW	CX	
AP EFT 00012176	FLEETPRI	FleetPride Inc	01/06/22	604.66	MW	CX	
AP EFT 00012177	GRAIPART	Grainger Parts	01/06/22	298.19	MW	CX	
AP EFT 00012178	HONEANAL	HONEYWELL ANALYTICS INC	01/06/22	1,280.90	MW	CX	
AP EFT 00012179	HUGHFIRE	HUGHES FIRE EQUIPMENT INC	01/06/22	606.87	MW	CX	
AP EFT 00012180	IMSALLI	JUSTICE FAMILY ENTERPRISES	01/06/22	112.59	MW	CX	
AP EFT 00012181	LNCURTIS	L.N. Curtis and Sons	01/06/22	6,106.76	MW	CX	
AP EFT 00012182	LIFEASSI	Life-Assist Inc	01/06/22	41,032.77	MW	CX	
AP EFT 00012183	MALLCOMP	Mallory Safety and Supply L	01/06/22	864.22	MW	CX	
AP EFT 00012184	MESNORT	MES NORTHWEST	01/06/22	1,274.78	MW	CX	
AP EFT 00012185	MOUNMIST	Mountain Mist Water	01/06/22	93.05	MW	CX	
AP EFT 00012186	MULTWORK	MULTICARE CENTERS OF	01/06/22	3,441.65	MW	CX	
AP EFT 00012187	NWSAFECL	NW SAFETY CLEAN	01/06/22	112.04	MW	CX	
AP EFT 00012188	OCCHEALT	OCCUPATIONAL HEALTH DYNAMIC	01/06/22	1,056.02	MW	CX	
AP EFT 00012189	PLATELEC	Platt Electric Supply	01/06/22	315.24	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00012190	ROBBPREC	ROBB PRECISION TOOL	01/06/22	111.50	MW	CX	
AP EFT 00012191	SEAWESTE	Sea-Western Inc	01/06/22	79,285.36	MW	CX	
AP EFT 00012192	STANPART	Standard Parts Corp	01/06/22	216.04	MW	CX	
AP EFT 00012193	STAPINC	STAPLES INC.	01/06/22	1,604.65	MW	CX	
AP EFT 00012194	STRYMEDI	STRYKER SALES CORPORATION	01/06/22	695.23	MW	CX	
AP EFT 00012195	UNIFIRST	UNIFIRST CORPORATION	01/06/22	283.41	MW	CX	
AP EFT 00012196	USBANKBU	US Bank Business Card	01/06/22	3,615.89	MW	CX	
AP EFT 00012197	WRIGBROS	WRIGHT BROTHERS INVESTMENTS	01/06/22	1,545.30	MW	CX	
AP EFT 00012198	ZOLLMEDI	ZOLL Medical Corp	01/06/22	2,959.11	MW	CX	
AP EFT 00012199	MENG01150	Denise Menge	01/06/22	208.90	MW	CX	
AP EFT 00012200	FHGGRAPH	FHG GRAPHICS & DESIGN	01/06/22	5,367.50	MW	CX	
AP EFT 00012201	HARRJANI	HARRINGTON JANITORIAL	01/06/22	3,400.00	MW	CX	
AP EFT 00012202	PACIPOWE	YACULTA COMPANIES INC	01/06/22	53.55	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	191,390.34	Number of EFTs Processed:	41
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 191,390.34

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 01/06/2022

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
ADVANCED PRO FITNESS REPAIR IN (ADVAPRO)					
	11222103T	11/22/2021	148.50	STN73 SEMI-ANNUAL PM SVC	0012502210 54811
TOTAL FOR CHECK AP 00012162:			148.50		
AMAZON CAPITAL SERVICES (AMAZON)					
	13HDNN7LHRT	12/23/2021	70.09	TARP, SOFT (EACH)	0012052218 53198
	13HDNN7LHRT	12/23/2021	26.34	E69 CHANNELLOCK 430X 10-inch	0016092250 53501
	13RG4WL6PL9H	12/24/2021	15.39	DFM POKER CHIPS GiftExpress	0014002230 53501
	14GP7967YGDN	12/08/2021	(48.13)	CREDIT / INV 1JG9LQ33TGLK	0014002230 53101
	16XQFHK6RPL	12/13/2021	42.48	TRI-FLOW LUBE SPRAY (EACH)	0012052218 53198
	16XQFHK6RPL	12/13/2021	31.88	Deionized Water 1 Gallon	0013202260 53141
	19FMJM6PCMD	12/24/2021	20.89	64 spatula set	0016042250 53501
	19FMJM6PCMD	12/24/2021	46.26	64 workout mat	0016042250 53501
	19FMJM6PCMD	12/24/2021	15.39	64 knife sharpener	0016042250 53501
	19FMJM6PCMD	12/24/2021	18.67	64 grill brush	0016042250 53501
	19FMJM6PCMD	12/24/2021	198.39	64 pot & pan set	0016042250 53501
	19FMJM6PCMD	12/24/2021	98.97	64 BATH TOWEL	0016042250 53501
	ID7TNLPK94G	12/12/2021	71.55	academy FOLDERS Universal 1020	0012352240 53101
	ID7TNLPK94G	12/12/2021	9.89	TC SIGNS Fire Extinguisher Sig	0016172250 53141
	IDX1QH7N1DG	01/03/2022	100.07	SHOP BLADES Diablo DS0908CF10	0016502265 53141
	1HPJD4JDWH7F	12/22/2021	78.05	60A MORROW PLANNER FranklinCov	0012002210 53101
	1HPJD4JDWH7F	12/22/2021	56.05	60A MORROW PLANNER	0012002210 53101
	1HPJD4JDWH7F	12/22/2021	(8.43)	PROMOTION / FRANKLIN COVEY	0012002210 53101
	1JDQR1M6WD4	12/12/2021	15.36	60A MARKER EXPO 1944658 2-in-1	0012002210 53101
	1JDQR1M6WD4	12/12/2021	20.39	60A LABEL Avery EcoFriendly Fi	0012302240 53101
	1JDQR1M6WD4	12/12/2021	14.19	60A CARDS AVERY Printable Tent	0012302240 53101
	1JDQR1M6WD4	12/12/2021	15.39	60 MITT Big Red House	0016002250 53501
	1JDQR1M6WD4	12/12/2021	11.50	60A MAGNETS 24 Tuxedo Black	1013402680 53101
	1JDQR1M6WD4	12/12/2021	10.99	60A HOLDER 1 Pack Magnetic Dry	1013402680 53501
	1PJH36V1RNL	12/24/2021	104.50	SWITCH AND BREAKER FOR STN	0012042254 53146
	1QLJDIY3FCYC	12/21/2021	37.40	64 BAKING SHEET SET	0016042250 53501
	1QLJDIY3FCYC	12/21/2021	29.91	PYREX BAKEWARE SET	0016042250 53501
	1QLJDIY3FCYC	12/21/2021	82.49	67 screw driver set	0016072250 53501
	1QTFGFYLNFFJ	12/18/2021	25.07	60a KARNs SHARPENER JARLINK	0012002210 53101
	1TYRMWLGLKW	12/20/2021	9.61	E21-1 PLUG PIPE DÉCOR 1/2 in.	0153009422 56401
	1TYRMWLGLKW	12/20/2021	12.09	E21-1 ZIP TIE GTSE 14" Black	0153009422 56401
	1TYRMWLGLKW	12/20/2021	7.69	E21-1 BRUSH PHYEX Kitchen Scru	0153009422 56401
	1TYRMWLGLKW	12/20/2021	6.57	E21-1 AWL General Tools Scratc	0153009422 56401
	1W1391LQJH77	12/16/2021	395.90	LOG Q-ZIPS	0012042254 52011
	1WFJ736YNTL9	12/29/2021	25.29	66L HAT PAUL Minus33 Merino Wo	0012042254 52014
	1WFJ736YNTL9	12/29/2021	27.07	68 BITS DEWALT Screwdriver Bit	0016082250 53501
	1WFJ736YNTL9	12/29/2021	105.93	68 IMPACT DRIVER DEWALT 20V Ma	0016082250 53501
	1WFJ736YNTL9	12/29/2021	328.90	68 BLOWER EGO Power+ LB6504 65	0016082250 53501
	1WTQ17JYFQG	12/21/2021	386.10	ACADEMY CRATES Sterilite 16939	0012352240 53101
	1YNMN96VKG	12/15/2021	(197.28)	CREDIT RETURN/INV 1JG9LQ33TGLK	1013402680 53501
	1YWTTCCVMN7	01/01/2022	13.00	E21-1 IRWIN VISE-GRIP Original	0153009422 56401
TOTAL FOR CHECK AP 00012163:			2,331.86		

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AMERI SAFE INC (AMERSAFE)					
	58878	12/29/2021	136.18	EXT RECHARGE	0012042254 54191
	58878	12/29/2021	5.50	EXT ANNUAL SERVCIE	0012042254 54191
	58878	12/29/2021	5.50	EXT REPAIR	0012042254 54191
TOTAL FOR CHECK AP 00012164:			147.18		
BATTERIES PLUS #245 (BATTEPLUS)					
	P46904381	12/14/2021	23.67	63 6pk cr123 lith bat	0012042254 53141
TOTAL FOR CHECK AP 00012165:			23.67		
BOUND TREE PARR LLC (BOUNTREE)					
	84343576	01/01/2022	312.00	IV CATHETER 14GAx1.25" PROTECT	0012052218 53198
TOTAL FOR CHECK AP 00012166:			312.00		
CASCADE FIRE & SAFETY (CASCAFIRE)					
	141602	11/10/2021	202.37	L21-1 PIKE POLES (2)	0153009422 56401
	141602	11/10/2021	202.37	L21-2 PIKE POLE (2)	0153009422 56401
TOTAL FOR CHECK AP 00012167:			404.74		
CASCADE FIRE EQUIPMENT CORP (CASCFIRE)					
	120870	12/16/2021	2,376.00	academy GLOVES PPE	0012352240 52010
	120870	12/16/2021	33.79	FREIGHT / GLOVES	0012352240 52010
TOTAL FOR CHECK AP 00012168:			2,409.79		
CATCHALL ENVIRONMENTAL (CATCENVI)					
	182341	12/01/2021	160.67	STN60 STORMWATER MAINT	0016002250 54712
	182341	12/01/2021	160.67	STN65 STORMWATER MAINT	0016052250 54712
	182341	12/01/2021	161.12	STN68 STORMWATER MAINT	0016082250 54712
TOTAL FOR CHECK AP 00012169:			482.46		
CHRISTENSEN INC (CHRIINC)					
	0256229IN	12/09/2021	1,402.69	#0256229 DEC9 STN61 FUEL	0012042254 53201
	0256236IN	12/09/2021	1,167.79	#0256236 DEC9 STN64 FUEL	0012042254 53201
	0256895IN	12/13/2021	1,326.08	#0256895 DEC13 STN66 FUEL	0012042254 53201
	0258613IN	12/16/2021	1,491.41	#0258613 DEC16 STN60 FUEL	0012042254 53201
	0258616IN	12/16/2021	1,386.90	#0258616 DEC16 STN61 FUEL	0012042254 53201
	0258618IN	12/16/2021	507.89	#0258618 DEC16 STN64 FUEL	0012042254 53201
	0258619IN	12/16/2021	687.29	#0258619 DEC16 STN66 FUEL	0012042254 53201
	0258622IN	12/16/2021	354.41	#0258622 DEC16 STN67 FUEL	0012042254 53201
	0258624IN	12/16/2021	923.85	#0258624 DEC16 STN69 FUEL	0012042254 53201
	0258626IN	12/16/2021	1,479.37	#0258626 DEC16 STN71 FUEL	0012042254 53201
TOTAL FOR CHECK AP 00012171:			10,727.68		
CHUCKALS INC (CHUCKALS)					
	10699170	01/01/2022	263.67	PAPER, 8.5"x11" WHITE (REAM)	0012052218 53198
	10699170	01/01/2022	194.17	LINER, 40x46 (1.25MIL) (BOX)	0012052218 53198
	10699170	01/01/2022	21.87	MARKER, SHARPIE PERMANENT, FIN	0012052218 53198
TOTAL FOR CHECK AP 00012172:			479.71		
CITY TREASURER (CITYTREA)					
	63-211228A	12/28/2021	342.60	#101079231 STN63 WATER CHG	0016032250 54711
	63-211228W	12/28/2021	85.27	#101079232 STN63 WATER CHG	0016032250 54711
	63L-211228	12/28/2021	34.13	#100227813 STN63 LIGHT	0016032250 54731

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	67T-211209	12/09/2021	135.66	#100560648 67TWR ELECTR	0016472250 54731
	68-211223	12/23/2021	351.77	#100364328 STN68 WATER CHG	0016082250 54711
	TOTAL FOR CHECK AP 00012173:		949.43		
	CPFR HRA/FSA/S125 ACCOUNT (CPFRFLEX)				
	010322	01/03/2022	13,200.00	2022 FSA FRONTLOAD	0012002210 52003
	TOTAL FOR CHECK AP 00012174:		13,200.00		
	D&R MONITORING NETWORKS (DRMONIT)				
	1826	01/01/2022	35.20	JAN ALARM MONITORING 2022	0016032250 54191
	TOTAL FOR CHECK AP 00012175:		35.20		
	DENISE MENGE (MENG01150)				
	122221	12/22/2021	208.90	Q4 UNIF TAILORING,NAME TAGS	0012042254 54191
	TOTAL FOR CHECK AP 00012199:		208.90		
	FHG GRAPHICS & DESIGN (FHGGGRAPH)				
	000447	12/22/2021	330.00	log q-zip embroidery	0012042254 52011
	000448	12/22/2021	52.25	grey t-shirt CHAPLIAN	0012042254 52014
	000449	12/22/2021	919.60	TEE SHIRT SCREENING	0012042254 52014
	000450	12/22/2021	49.50	RHONE EMBROIDERY	0012042254 52011
	000451	12/22/2021	1,221.00	job shirt embroidery	0012042254 52011
	000451	12/22/2021	33.00	commish shirt embroidery	0012042254 52011
	000452	12/22/2021	385.00	BLUE SHIORTS	0012042254 52014
	000452	12/22/2021	577.50	BLUE SWEATSHIRTS CREW	0012042254 52014
	000452	12/22/2021	385.00	BLUE SWEATPANTS	0012042254 52014
	000453	12/22/2021	1,122.00	screen printing	0012042254 52014
	000453	12/22/2021	(20.85)	DISCOUNT	0012042254 52014
	000458	01/05/2022	313.50	GRAY TEE SHIRTS	0012042254 52014
	TOTAL FOR CHECK AP 00012200:		5,367.50		
	FLEETPRIDE INC (FLEETPRI)				
	88728950	01/03/2022	604.66	MOTO-MIRROR STOCK	0016502265 53143
	TOTAL FOR CHECK AP 00012176:		604.66		
	GRAINGER PARTS (GRAIPART)				
	9157685331	12/21/2021	298.19	PPE RUBBER BOOTS 11	0012502210 52010
	TOTAL FOR CHECK AP 00012177:		298.19		
	HARRINGTON JANITORIAL (HARRJANI)				
	123121	12/31/2021	2,500.00	STN60 SEMI ANNUAL DEEP CLEAN D	0016002250 54191
	123121	12/31/2021	900.00	STN62 SCRUB/WAX FLOORS DEC13	0016022250 54191
	TOTAL FOR CHECK AP 00012201:		3,400.00		
	HONEYWELL ANALYTICS INC (HONEANAL)				
	5258516463	12/15/2021	1,280.90	CALIBRATION OR POSI-CHECK MACH	0012502210 53147
	TOTAL FOR CHECK AP 00012178:		1,280.90		
	HUGHES FIRE EQUIPMENT INC (HUGHFIRE)				
	572038	12/28/2021	606.87	PROX SWITCHES W/RELAY	0016502265 53143
	TOTAL FOR CHECK AP 00012179:		606.87		
	IMS ALLIANCE (IMSALLI)				
	213322	12/14/2021	33.00	white tags	0012502210 52010

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	213322	12/14/2021	65.84	3ea. helmet shields	0012502210	52010
	213322	12/14/2021	13.75	frt	0012502210	52010
TOTAL FOR CHECK AP 00012180:			112.59			
L.N. CURTIS AND SONS (LNCURTIS)						
	INV553395	12/20/2021	2,605.75	HURST DC POWER PACKS (4)	0016502265	53143
	INV553748	12/21/2021	132.00	X-4 LT BARS - 3/4" RHODIU	0012042254	52011
	INV553748	12/21/2021	5.05	TRANSPORTATION / BARS	0012042254	52011
	INV553748	12/21/2021	1,694.00	2022 wntr acdy BADGES	0012352240	52011
	INV553748	12/21/2021	5.05	TRANSPORTATION / BADGES	0012352240	52011
	INV553966	12/21/2021	1,069.20	GLOBE PPE BOOTS	0012502210	52010
	INV553966	12/21/2021	23.90	TRANSPORTATION / BOOTS	0012502210	52010
	INV554325	12/22/2021	70.83	ZICO LADDER PARTS NEW STOCK	0016502265	53143
	INV555385	12/28/2021	500.98	SO 22-796V02 PARA VSK Controll	0013302685	53501
TOTAL FOR CHECK AP 00012181:			6,106.76			
LIFE-ASSIST INC (LIFEASSI)						
	1149921	11/10/2021	70.55	REPLACE CADDY/CRED 1161360	1013402680	53501
	1158040	12/09/2021	113.87	BA10006 ChitoSAM 100 Hemostati	0013002220	53501
	1158040	12/09/2021	70.20	OK610 Suction-Easy Manual	0013002220	53501
	1158040	12/09/2021	94.12	OM9800 Pocket BVM Bag Mask	0013002220	53501
	1158040	12/09/2021	135.86	IO700 SAM IO Driver	0013002220	53501
	1158040	12/09/2021	20.50	IO1742 SAM IO Adapter	0013002220	53501
	1158040	12/09/2021	76.07	BS8210 Blizzard Light Hypother	0013002220	53501
	1158040	12/09/2021	82.50	HT2222A Ready-Heat II Blanket	0013002220	53501
	1158040	12/09/2021	6.27	BS10 Emergency/Survival Blanke	0013002220	53501
	1158040	12/09/2021	45.34	SS9200-ORG SAM SPLINT, Standar	0013002220	53501
	1158040	12/09/2021	170.78	PO9590-BLK NONIN ONYX Vantage	0013002220	53501
	1158451	12/13/2021	991.10	FILTERLINE SET, ADULT/PEDI (EA	0012052218	53198
	1159211	12/14/2021	30.80	TACT_BLAST BANDAGE, BLAST	0013002220	53501
	1159399	12/14/2021	17.60	PADS, ABDOMINAL 8"x10" (EACH)	0012052218	53198
	1159399	12/14/2021	40.70	BANDAGE, KERLEX 4.5" (EACH)	0012052218	53198
	1159399	12/14/2021	29.57	BANDAGE, CONFORMING 2" STRETCH	0012052218	53198
	1159399	12/14/2021	25.34	BANDAGE, CONFORMING 4" STRETCH	0012052218	53198
	1159399	12/14/2021	152.46	BLANKET, PATIENT (EACH)	0012052218	53198
	1159399	12/14/2021	1,675.30	MEGAMOVER TRANSPORT UNIT (EA)	0012052218	53198
	1159399	12/14/2021	121.00	LANCET (EACH)	0012052218	53198
	1159399	12/14/2021	712.80	IV CATHETER, 20Gx1.25", PROTE	0012052218	53198
	1159399	12/14/2021	15.58	HYDROGEN PEROXIDE 3%, 16OZ BOT	0012052218	53198
	1159399	12/14/2021	1,049.95	02 MAX BITRAC ED DISPOSABLE CP	0012052218	53198
	1159399	12/14/2021	3.19	SUCTION CATHETER, 14FR (EACH)	0012052218	53198
	1159399	12/14/2021	227.59	TOURNIQUET, COMBAT APPLICATION	0012052218	53198
	1159399	12/14/2021	409.20	EMESIS BAG, WHOOK BIOHOOP (12	0012052218	53198
	1159405	12/14/2021	18.40	ENDO TUBE, UNCUFFED, 5.5MM (EA	0012052218	53198
	1159405	12/14/2021	19.20	ENDO TUBE, CUFFED, 6.0MM (EACH	0012052218	53198
	1159405	12/14/2021	229.60	KING VISION CHANNELED LARYNGOS	0012052218	53198
	1159405	12/14/2021	247.60	ADENOCARD 6MG/2ML ANSYR SYRING	0012052218	53198
	1159405	12/14/2021	10.50	SYRINGE, 20CC, LUER LOCK (EACH	0012052218	53198

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	1159405	12/14/2021	39.00	NASAL CANNULA, NON-FLARED, ADUL	0012052218 53198
	1159405	12/14/2021	59.76	SODIUM CHLORIDE, 500ML BOTTLE	0012052218 53198
	1159405	12/14/2021	56.79	SODIUM CHLORIDE, INJECTION, 25	0012052218 53198
	1159734	12/15/2021	94.65	SODIUM CHLORIDE, INJECTION, 25	0012052218 53198
	1159734	12/15/2021	842.00	EPINEPHRINE 1:10,000 1MG 10ML	0012052218 53198
	1159815	12/15/2021	881.10	SHOP GLOVES CASE	0016502265 53141
	1160053	12/16/2021	68.24	STETHOSCOPE, SPRAGUE, 22" (EAC	0012352240 53501
	1160242	12/17/2021	27.72	a NAR_30-0003 GAUZE, S-ROLLED	0013002220 53501
	1160336	12/17/2021	400.80	ATROPINE 1MG 10ML SYRINGE	0012052218 53198
	1160553	12/17/2021	19.03	IV START KIT W/ PREP	1013402680 53141
	1161119	12/21/2021	1,905.85	GLOVES, NITRILE, MEDIUM (BOX)	0012052218 53198
	1161119	12/21/2021	3,278.88	GLOVES, NITRILE, X-LARGE (BOX)	0012052218 53198
	1161324	12/21/2021	12,760.00	PPE LEVEL 3 GOWN	0012502210 52010
	1161360	12/21/2021	(70.55)	CREDIT RETURN	1013402680 53501
	1162041	01/01/2022	320.25	CALCIUM CHLORIDE 1GM, 10ML SYR	0012052218 53198
	1162041	01/01/2022	1,934.00	GLUCAGEN 1MG VIAL WITH DILUTEN	0012052218 53198
	1162041	01/01/2022	77.00	LIDOCAINE JELLY 2% 5ML SYRINGE	0012052218 53198
	1162041	01/01/2022	48.56	ALBUTEROL, 0.083% 2.5MG/3ML - S	0012052218 53198
	1162041	01/01/2022	81.00	IV CATHETER, 22GAx1", PROTECTI	0012052218 53198
	1162041	01/01/2022	648.00	IV CATHETER, 20GAx1.25", PROTE	0012052218 53198
	1162041	01/01/2022	7.00	SYRINGE, 3CC, LUER LOCK (EACH)	0012052218 53198
	1162041	01/01/2022	14.00	SYRINGE, 5CC, LUER LOCK (EACH)	0012052218 53198
	1162041	01/01/2022	4.10	BUTTERFLY INFUSION SET 23GA x	0012052218 53198
	1162041	01/01/2022	33.75	IV ADMIN SET, 60 DROP (EACH)	0012052218 53198
	1162041	01/01/2022	772.00	IV ADMIN SET, 10 DROP (EACH)	0012052218 53198
	1162091	01/01/2022	316.80	I-gel #3	0012052218 53198
	1162091	01/01/2022	633.60	I-GEL/KING AIRWAY, 4 ADULT (EA	0012052218 53198
	1162091	01/01/2022	316.80	I-GEL/KING AIRWAY, 5 ADULT (EA	0012052218 53198
	1162091	01/01/2022	21.45	DRESSING, MULTI-TRAUMA 12"x30"	0012052218 53198
	1162091	01/01/2022	40.70	BANDAGE, KERLEX 4.5" (EACH)	0012052218 53198
	1162091	01/01/2022	52.80	GAUZE SPONGE, 2"x2" STERILE (B	0012052218 53198
	1162091	01/01/2022	46.20	GAUZE SPONGE, 4"x4" STERILE (B	0012052218 53198
	1162091	01/01/2022	36.96	COLD PACK (EACH)	0012052218 53198
	1162091	01/01/2022	128.70	EKG PAPER, LIFE-PAK LP12 & LP1	0012052218 53198
	1162091	01/01/2022	1,518.00	ELECTRODES, BLUE SENSOR, ADULT	0012052218 53198
	1162091	01/01/2022	242.00	IV DRESSING, VENI-GARD, ADULT	0012052218 53198
	1162091	01/01/2022	897.60	EXTENSION SET REMOVE CLAVE 7"	0012052218 53198
	1162091	01/01/2022	178.20	MASK, NRB (NON-REBREATHER), A	0012052218 53198
	1162091	01/01/2022	84.94	BVM (BAG VALVE MASK), PEDI/TOD	0012052218 53198
	1162091	01/01/2022	1,074.70	SMART CAPNOLINE, ADULT/INTERME	0012052218 53198
	1162166	01/01/2022	83.16	HOT PACK (EACH)	0012052218 53198
	1162576	01/01/2022	102.75	MAGNESIUM SULFATE 5GM 10ML VIA	0012052218 53198
	1163273	01/01/2022	72.50	IV CATHETER, 22GAx1", PROTECTI	0012052218 53198
	1163273	01/01/2022	542.50	SOLU-MEDROL 125MG 2ML SINGLE D	0012052218 53198
	1163273	01/01/2022	105.00	IV CATHETER, 24GAx.75", PROTEC	0012052218 53198
	1163344	01/01/2022	13.31	ENDO TUBE, UNCUFFED, 5.0MM (EA	0012052218 53198
	1163344	01/01/2022	1,675.30	MEGAMOVER TRANSPORT UNIT (EA)	0012052218 53198

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	1163344	01/01/2022	1,184.70	ELECTRODE, PHYSIO QUICK-COMBO,	0012052218 53198
	1163344	01/01/2022	8.58	MAGIL FORCEP, PEDI (EACH)	0012052218 53198
	1163344	01/01/2022	68.53	VENTILATION CIRCUIT VALVE W/TU	0012052218 53198
	1163344	01/01/2022	80.54	V-VAC STARTER KIT (EACH)	0012052218 53198
	1163344	01/01/2022	82.15	V-VAC SUCTION CARTRIDGE (EACH)	0012052218 53198
	1163344	01/01/2022	4.55	BULB SYRINGE, 2OZ (EACH)	0012052218 53198
	1163439	12/29/2021	203.28	BLANKET, PATIENT (EACH)	0012052218 53198
TOTAL FOR CHECK AP 00012182:			41,032.77		
MALLORY COMPANY (MALLCOMP)					
	5254473	01/01/2022	864.22	H&S PPE MSAIN-10217165	0012502210 52010
TOTAL FOR CHECK AP 00012183:			864.22		
MES NORTHWEST (MESNORT)					
	IN1655942	12/15/2021	474.44	PPE BOOT PRO Series Model 5006	0012502210 52010
	IN1655948	12/15/2021	800.34	FLARES, ORION 20 MIN FUSE (EA)	0012052218 53198
TOTAL FOR CHECK AP 00012184:			1,274.78		
MOUNTAIN MIST WATER (MOUNMIST)					
	004496042	12/21/2021	93.05	WATER, 5 GALLON BOTTLE (EACH)	0012052218 53198
TOTAL FOR CHECK AP 00012185:			93.05		
MULTICARE HEALTH WORKS (MULTWORK)					
	150659	12/01/2021	3,441.65	Entry Level FF Physicals Graue	0012352240 54171
TOTAL FOR CHECK AP 00012186:			3,441.65		
NW SAFETY CLEAN (NWSAFEC)					
	2131565	01/01/2022	112.04	32085 CS C&R PPE	0012502210 54814
TOTAL FOR CHECK AP 00012187:			112.04		
OCCUPATIONAL HEALTH DYNAMICS (OCHEALT)					
	79250	12/14/2021	1,056.02	H&S CALIBRATION QUANTIFIT MACH	0012502210 53147
TOTAL FOR CHECK AP 00012188:			1,056.02		
PACIFIC POWER PRODUCTS (PACIPOWE)					
	655063000	12/29/2021	53.55	COOLANT FILTER KIT A4722030355	0016502265 53143
TOTAL FOR CHECK AP 00012202:			53.55		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	010622	12/31/2021	3,180.79	NOV 2021 DEPT OF REV EXCISE	0012002210 54961
	94053	12/08/2021	11.15	SCBA CALIBRATION TORQUE WRENCH	0012502210 53147
TOTAL FOR CHECK AP 00012170:			3,191.94		
PLATT ELECTRIC (PLATELEC)					
	0Z19224	12/25/2021	189.15	ELECT PLUGS (6) STOCK	0016502265 53143
	0Z37780	12/25/2021	126.09	5266-C MALE PLUG (4)	0016502265 53143
TOTAL FOR CHECK AP 00012189:			315.24		
ROBB PRECISION TOOL (ROBBPREC)					
	94053	12/08/2021	111.50	SCBA CALIBRATION TORQUE WRENCH	0012502210 53147
TOTAL FOR CHECK AP 00012190:			111.50		
SEA-WESTERN INC (SEAWESTE)					
	INV13870	12/15/2021	79,082.08	BUNKER GEAR 2021 SUMMER ACADEM	0012352240 52010
	INV13870	12/15/2021	203.28	SHIPPING / BUNKER GEAR	0012352240 52010

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TOTAL FOR CHECK AP 00012191:			79,285.36		
STANDARD PARTS CORP (STANPART)					
	080787	12/03/2021	(158.40)	BATTERY CORE CREDITS	0016502265 53143
	081085	12/06/2021	137.39	STN61 DEF STOCK	0012042254 53201
	081530	12/08/2021	137.39	STN60 DEF STOCK	0012042254 53201
	083111	12/16/2021	(276.82)	BATTERY AND CORE RETURN	0016502265 53143
	084129	12/22/2021	206.09	STN60 DEF STOCK	0012042254 53201
	084982	12/29/2021	170.39	STA. 72 DEF FLUID	0012042254 53201
TOTAL FOR CHECK AP 00012192:			216.04		
STAPLES, INC. (STAPINC)					
	3494250230	12/01/2021	93.39	2022 ACADEMY Great Papers®	0012352240 53101
	3494866154	12/10/2021	196.32	SHOP TONER	0016502265 53141
	3494866154	12/10/2021	93.46	SHOP TONER	0016502265 53141
	3494866154	12/10/2021	196.56	SHOP TONER	0016502265 53141
	3494866154	12/10/2021	193.83	SHOP TONER	0016502265 53141
	3495377094	12/17/2021	47.59	ACADEMY NOTEBOOK TRU RED™	0012352240 53101
	3495377094	12/17/2021	75.02	ACADEMY Zipper Polyester Pouch	0012352240 53101
	3495643962	12/21/2021	84.96	65 TONER Brother TN-225 Cyan H	0016052250 53141
	3495643962	12/21/2021	82.80	65 TONER Brother TN-221 Black	0016052250 53141
	3495643962	12/21/2021	84.94	65 TONER Brother TN-225 Yellow	0016052250 53141
	3495643962	12/21/2021	85.69	65 TONER Brother TN-225 Magent	0016052250 53141
	3495801015	12/24/2021	82.80	69 TONER Brother TN-221 Black	0016092250 53141
	3496013535	12/28/2021	93.46	72 toner Brother TN-436 Black	0017022250 53141
	3496780971	01/04/2022	193.83	72 TONER Brother TN-436 Cyan E	0017022250 53141
TOTAL FOR CHECK AP 00012193:			1,604.65		
STRYKER MEDICAL (STRYMEDI)					
	3626458M	12/28/2021	695.23	EXTENSION SPRINGS (3)	0016502265 53143
TOTAL FOR CHECK AP 00012194:			695.23		
UNIFIRST CORPORATION (UNIFIRST)					
	3301815412	12/29/2021	166.37	DEC 29 SHOP UNIFORMS/RUGS	0016502265 54931
	3301817624	01/05/2022	117.04	JAN 05 SHOP UNIFORMS/RUGS	0016502265 54931
TOTAL FOR CHECK AP 00012195:			283.41		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.211228.2	12/31/2021	20.00	MAHINDRA FUEL	0012042254 53201
	PC.200.211228.3	12/31/2021	60.15	ZOOM ADMIN 12/26-1/25	0012002210 54902
	PC.230.211228.4	12/31/2021	38.98	POKER SCHEDULE POSTER FOR DC	0012302240 53101
	PC.230.211228.4	12/31/2021	550.00	2022-3165 WOHRLE FIRE PLAN REV	0014002230 54921
	PC.230.211228.4	12/31/2021	165.00	2022-3166 GOUGH ACLS	1013402680 54921
	PC.230.220128.1	12/31/2021	1,137.32	ZOOM ANNUAL SUBSCRIPTION	0012302240 54902
	PC.650.211228.2	12/31/2021	19.99	BRAUN TRIP RESERVATION COSTS	0012042254 54311
	PC.650.211228.2	12/31/2021	19.99	BRAUN TRIP RESERVATION CHARGE	0012042254 54311
	PC.650.211228.2	12/31/2021	411.33	GUENTHNER BRAUN TRIP LODGING	0012042254 54311
	PC.650.211228.2	12/31/2021	132.29	RESECK BRAUN TRIP RESERVATION	0012042254 54311
	PC.650.211228.2	12/31/2021	27.48	SHOP PHONE CASE/HOOKS	0016502265 53101
	PC.650.211228.2	12/31/2021	(27.48)	SHOP PHONE CASE REFUND	0016502265 53101

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	PC.650.211228.2	12/31/2021	414.39	SHOP MAT ROLLS (2)	0016502265 53141
	PC.650.211228.2	12/31/2021	197.34	WIPER ARMS ASSY	0016502265 53143
	PC.650.211228.2	12/31/2021	20.42	FUEL CAP, STOCK	0016502265 53143
	PC.650.211228.2	12/31/2021	(24.94)	RADIATOR CAP RETURN CREDIT	0016502265 53143
	PC.650.211228.2	12/31/2021	24.94	RADIATOR CAP STANT	0016502265 53143
	PC.650.211228.2	12/31/2021	161.91	SHOP DEFIB CABINET	0016502265 53501
	PC.650.211228.2	12/31/2021	37.39	WELDING GOGGLES	0016502265 53501
	PC.650.211228.2	12/31/2021	173.57	REGULATOR SHOP TOOL	0016502265 53501
	PC.650.211228.2	12/31/2021	55.82	DOC HOLDER, SHOP PHONE SUPPLI	0016502265 53501
TOTAL FOR CHECK AP 00012196:			3,615.89		
WRIGHT BROTHERS INVESTMENTS, I (WRIGBROS)					
	13379	11/17/2021	1,545.30	ABSORBANT (BAG)	0012052218 53198
TOTAL FOR CHECK AP 00012197:			1,545.30		
ZOLL MEDICAL CORP (ZOLLMEDI)					
	3418721	12/16/2021	533.61	AUTOPULSE BAG M67	1013402680 53501
	3424434	01/01/2022	2,425.50	LIFEBAND, ZOLL (EACH)	0012052218 53198
TOTAL FOR CHECK AP 00012198:			2,959.11		
REPORT TOTAL:			191,390.34		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00012203	JACK04070	ADAM JACKSON	01/13/22	2,234.80	MW	CX	
AP EFT 00012204	KUZA10160	CORY KUZARO	01/13/22	5,684.53	MW	CX	
AP EFT 00012205	FOURINSU	FOURNIER INSURANCE SOLUTION	01/13/22	9,480.81	MW	CX	
AP EFT 00012206	MCKI02200	JACOB MCKINNON	01/13/22	405.00	MW	CX	
AP EFT 00012207	KOVA04030	LOGAN KOVASH	01/13/22	1,855.00	MW	CX	
AP EFT 00012208	PSINSTRU	Puget Sound Instrument Co	01/13/22	495.00	MW	CX	
AP EFT 00012209	BERD11180	SCOTT BERDAN	01/13/22	693.90	MW	CX	
AP EFT 00012210	RHON02100	SHELLEY RHONE	01/13/22	120.00	MW	CX	
AP EFT 00012211	WISE07120	Tracy Wiseman	01/13/22	15.06	MW	CX	
AP EFT 00012212	ADVAPRO	ADVANCED PRO FITNESS REPAIR	01/13/22	1,631.07	MW	CX	
AP EFT 00012213	AIRGAS	Airgas Nor Pac Inc	01/13/22	472.59	MW	CX	
AP EFT 00012214	AMAZON	AMAZON CAPITAL SERVICES	01/13/22	30.79	MW	CX	
AP EFT 00012215	AMERSAFE	AMERI SAFE INC	01/13/22	34.04	MW	CX	
AP EFT 00012216	CHUCKALS	Chuckals Inc	01/13/22	131.08	MW	CX	
AP EFT 00012217	CRITCORP	CRITERIA CORP.	01/13/22	1,969.20	MW	CX	
AP EFT 00012218	DELULLC	DELUX LLC	01/13/22	2,887.50	MW	CX	
AP EFT 00012219	FOREPROM	FOREMOST PROMOTIONS	01/13/22	1,160.62	MW	CX	
AP EFT 00012220	VALLFREI	FREIGHTLINER NORTHWEST	01/13/22	2,364.48	MW	CX	
AP EFT 00012221	GENUAUTO	GENUINE AUTO GLASS OF PUYAL	01/13/22	378.39	MW	CX	
AP EFT 00012222	HUGHFIRE	HUGHES FIRE EQUIPMENT INC	01/13/22	1,955.41	MW	CX	
AP EFT 00012223	KRONOS	KRONOS INCORPORATED	01/13/22	134.40	MW	CX	
AP EFT 00012224	LNCURTIS	L.N. Curtis and Sons	01/13/22	413.21	MW	CX	
AP EFT 00012225	LIFEASSI	Life-Assist Inc	01/13/22	143.45	MW	CX	
AP EFT 00012226	RWCGROUP	RWC International Ltd	01/13/22	213.00	MW	CX	
AP EFT 00012227	SEAWESTE	Sea-Western Inc	01/13/22	1,657.81	MW	CX	
AP EFT 00012228	STANPART	Standard Parts Corp	01/13/22	578.02	MW	CX	
AP EFT 00012229	STRYMEDI	STRYKER SALES CORPORATION	01/13/22	32.44	MW	CX	
AP EFT 00012230	TACOSCRE	Tacoma Screw Products Inc	01/13/22	278.49	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00012231	TARGSAFE	TARGETSOLUTIONS LEARNING LL	01/13/22	37,073.44	MW	CX	
AP EFT 00012232	UNIFIRST	UNIFIRST CORPORATION	01/13/22	173.31	MW	CX	
AP EFT 00012233	USBANKBU	US Bank Business Card	01/13/22	1,132.80	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	75,829.64	Number of EFTs Processed:	31
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 75,829.64

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ADAM JACKSON (JACK04070)					
	121721	12/17/2021	2,234.80	09/09/21-11/03/21 TUITION RMB	0012002210 54925
TOTAL FOR CHECK AP 00012203:			2,234.80		
ADVANCED PRO FITNESS REPAIR IN (ADVAPRO)					
	11222101T	11/22/2021	148.50	STN71 SEMI-ANNUAL PM SVC	0012502210 54811
	11222104T	11/22/2021	148.50	STN72 SEMI-ANNUAL PM SVC	0012502210 54811
	11222105T	11/22/2021	148.50	STN66 SEMI-ANNUAL PM SVC	0012502210 54811
	11222106T	11/22/2021	147.69	STN69 SEMI-ANNUAL PM SVC	0012502210 54811
	11222107T	11/22/2021	148.50	STN68 SEMI-ANNUAL PM SVC	0012502210 54811
	11222108T	11/22/2021	148.50	STN67 SEMI-ANNUAL PM SVC	0012502210 54811
	11222109T	11/22/2021	148.50	STN63 SEMI-ANNUAL PM SVC	0012502210 54811
	11232101T	11/23/2021	147.69	STN64 SEMI-ANNUAL PM SVC	0012502210 54811
	11232102T	11/23/2021	147.69	STN60 SEMI-ANNUAL PM SVC	0012502210 54811
	11232103T	11/23/2021	148.50	STN65 SEMI-ANNUAL PM SVC	0012502210 54811
	11232104T	11/23/2021	148.50	STN61 SEMI-ANNUAL PM SVC	0012502210 54811
TOTAL FOR CHECK AP 00012212:			1,631.07		
AIRGAS NOR PAC INC (AIRGAS)					
	9120243703	12/31/2021	41.42	MEDICAL O2/DEC 2021 ST61	1013402680 53141
	9120482784	12/31/2021	41.97	MEDICAL O2/ DEC 2021 ST67	1013402680 53141
	9120482875	12/31/2021	74.71	MEDICAL O2/DEC 2021 ST60	1013402680 53141
	9120534634	12/31/2021	57.99	MEDICAL O2/DEC 2021 ST72	1013402680 53141
	9120722211	12/31/2021	57.99	MEDICAL O2/DEC 2021 ST63	1013402680 53141
	9120722212	12/31/2021	57.99	MEDICAL O2/DEC 2021 ST65	1013402680 53141
	9120959499	12/31/2021	57.68	MEDICAL O2/DEC 2021 ST60	1013402680 53141
	9120959500	12/31/2021	41.42	MEDICAL O2/DEC 2021 ST67	1013402680 53141
	9121002779	12/31/2021	41.42	MEDICAL O2/DEC 2021 ST72	1013402680 53141
TOTAL FOR CHECK AP 00012213:			472.59		
AMAZON CAPITAL SERVICES (AMAZON)					
	1V7Y3H6QTGF	01/09/2022	30.79	63 FRY PAN MICHELANGELO	0016032250 53501
TOTAL FOR CHECK AP 00012214:			30.79		
AMERI SAFE INC (AMERSAFE)					
	58985	01/10/2022	34.04	EXT RECHARGE 20LB	0012042254 54191
TOTAL FOR CHECK AP 00012215:			34.04		
CHUCKALS INC (CHUCKALS)					
	10699171	01/06/2022	8.98	PENS, PATIENT, BOX/12 (EACH)	0012052218 53198
	10699171	01/06/2022	61.05	PEN, BALLPOINT, BLACK (BX/12)	0012052218 53198
	10699171	01/06/2022	61.05	PEN, BALLPOINT, BLUE (BX/12)	0012052218 53198
TOTAL FOR CHECK AP 00012216:			131.08		
COMFORT DAVIS & BLANGY INC (FOURINSU)					
	3183	11/08/2021	1,266.08	L21-1/L21-2 VEH INSURANCE	0012002210 54611
	3183	11/08/2021	4,009.24	L21-1 / L21-2 INSURANCE ADD	1013402680 54611
	3248	12/23/2021	714.68	SC21-1 VEH INSURANCE ADD-ON	0012002210 54611
	3248	12/23/2021	2,263.12	SC21-1 INSURANCE ADD ON	1013402680 54611
	3300	01/04/2022	294.65	SC22-1 /SC22-2 INSURANCE COVE	0012002210 54611
	3300	01/04/2022	933.04	SC22-1/SC22-2 INSURANCE	1013402680 54611

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TOTAL FOR CHECK AP 00012205:			9,480.81		
CORY KUZARO (KUZA10160)					
	122321	12/23/2021	5,684.53	08/23/21-12/12/21 TUITION RMB	0012002210 54925
TOTAL FOR CHECK AP 00012204:			5,684.53		
CRITERIA CORP. (CRITCORP)					
	40699	12/16/2021	1,969.20	Clerical Testing Platform	0012032213 54191
TOTAL FOR CHECK AP 00012217:			1,969.20		
DELUX LLC (DELULLC)					
	1290	12/06/2021	962.50	EASY ASSIST STRAP (EACH)	0012052218 53198
	1292	01/05/2022	1,925.00	EASY ASSIST STRAP (EACH)	0012052218 53198
TOTAL FOR CHECK AP 00012218:			2,887.50		
FOREMOST PROMOTIONS (FOREPROM)					
	542695	12/15/2021	1,160.62	P&E FIRE HELMETS	0014002230 53103
TOTAL FOR CHECK AP 00012219:			1,160.62		
GENUINE AUTO GLASS OF PUYALLUP (GENUAUTO)					
	259963	12/15/2021	378.39	BC17-2 ROCK CHIP REPAIR	0016502265 54820
TOTAL FOR CHECK AP 00012221:			378.39		
HUGHES FIRE EQUIPMENT INC (HUGHFIRE)					
	572391	01/07/2022	787.83	ALUM SHELF RAILS	0016502265 53143
	572428	01/10/2022	52.95	PROX ACTUATOR STOCK	0016502265 53143
	572513	01/12/2022	1,114.63	E04-1, PRIMER PUMP	0016502265 53143
TOTAL FOR CHECK AP 00012222:			1,955.41		
JACOB MCKINNON (MCKI02200)					
	122321	12/23/2021	405.00	10/09/21-12/11/21 TUITION RMB	0012002210 54925
TOTAL FOR CHECK AP 00012206:			405.00		
KRONOS INCORPORATED (KRONOS)					
	11856443	12/23/2021	134.40	Kronos Service, Support an Con	0013002220 54191
TOTAL FOR CHECK AP 00012223:			134.40		
L.N. CURTIS AND SONS (LNCURTIS)					
	INV555456	12/28/2021	275.00	HURST SPREADER REPAIR	0016502265 54820
	INV558353	01/07/2022	125.37	EXTRICATION GLOVES	0012502210 52010
	INV558353	01/07/2022	12.84	TRANSPORTATION / GLOVES	0012502210 52010
TOTAL FOR CHECK AP 00012224:			413.21		
LIFE-ASSIST INC (LIFEASSI)					
	1161594	12/22/2021	143.45	GLOVES, NITRILE, MEDIUM (BOX)	0012052218 53198
TOTAL FOR CHECK AP 00012225:			143.45		
LOGAN KOVASH (KOVA04030)					
	122321	12/23/2021	1,855.00	09/27/21-12/17/21 TUITION RMB	0012002210 54925
TOTAL FOR CHECK AP 00012207:			1,855.00		
PUGET SOUND INSTRUMENT CO (PSINSTRU)					
	474036	12/21/2021	495.00	ANTENNAS (6) STOCK	0012402880 54811
TOTAL FOR CHECK AP 00012208:			495.00		
RWC GROUP (RWCGROUP)					
	XA10303329501	01/07/2022	213.00	BRAKE CALIPERS (2) STOCK	0016502265 53143

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TOTAL FOR CHECK AP 00012226:			213.00		
SCOTT BERDAN (BERD11180)					
	011122	01/11/2022	693.90	ICMA LOAN OVERPAYMENT REFUND	001 23173
TOTAL FOR CHECK AP 00012209:			693.90		
SEA-WESTERN INC (SEAWESTE)					
	INV14035	01/05/2022	1,657.81	HAIX DUTY BOOTS	0012042254 52011
TOTAL FOR CHECK AP 00012227:			1,657.81		
SHELLEY RHONE (RHON02100)					
	3563178	01/11/2022	120.00	2022 RN LICENSE RENEWAL/RHONE	1013402680 54922
TOTAL FOR CHECK AP 00012210:			120.00		
STANDARD PARTS CORP (STANPART)					
	086174	01/06/2022	153.56	DEF SHOP STOCK	0012042254 53201
	086174	01/06/2022	30.14	BULBS, SHOP SUPPLY	0016502265 53141
	086174	01/06/2022	177.98	OIL FILTER, DEF, BELT STOCK	0016502265 53143
	086174	01/06/2022	207.68	OIL DMEQT 15W40 AMSOIL	0016502265 53181
	086256	01/07/2022	(57.32)	OIL FILTERS RETURN CREDIT	0016502265 53143
	086269	01/07/2022	65.98	M19-4 STRUTS, DS STAIRLIFT	0016502265 53143
TOTAL FOR CHECK AP 00012228:			578.02		
STRYKER MEDICAL (STRYMEDI)					
	3602426M	12/03/2021	32.44	EXTENSION SPRING, MAGNET MOVER	0016502265 53143
TOTAL FOR CHECK AP 00012229:			32.44		
TACOMA SCREW PRODUCTS INC (TACOSCRE)					
	10005539300	12/20/2021	78.96	RIVET NUTS, ASSORTED	0016502265 53141
	10006447000	12/16/2021	199.53	CABLE TIES, DRILL BITS ETC	0016502265 53141
TOTAL FOR CHECK AP 00012230:			278.49		
TARGETSAFETY.COM (TARGSAFE)					
	INV38414	01/01/2022	30,629.78	VECTOR SOLUTIONS SUBSCRIPTION	0012302240 54902
	INV38415	01/01/2022	6,443.66	EVALS PLUS SUBSCRIPTION	0012302240 54902
TOTAL FOR CHECK AP 00012231:			37,073.44		
TRACY WISEMAN (WISE07120)					
	010722A	01/07/2022	15.06	MILEAGE ENG TO VFL	0012042254 54331
TOTAL FOR CHECK AP 00012211:			15.06		
UNIFIRST CORPORATION (UNIFIRST)					
	3301819859	01/12/2022	173.31	JAN12 SHOP UNIFORMS/RUGS/ADD'L	0016502265 54931
TOTAL FOR CHECK AP 00012232:			173.31		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.211228.3	12/31/2021	27.49	LOGISTICS TOOL , DOOR LOCK BAT	0012042254 53142
	PC.000.211228.3	12/31/2021	123.61	STN 64 BUNKER DRYER PARTS	0012042254 53142
	PC.000.211228.3	12/31/2021	76.93	STN 64 VENT PIPE AND DRAIN	0012042254 53146
	PC.000.211228.3	12/31/2021	93.49	LOGISTICS TOOL , DOOR LOCK BAT	0012042254 53501
	PC.000.220128.1	01/13/2022	45.39	STN 64 WIRING PARTS FOR BUNKER	0012042254 53146
	PC.000.220128.1	01/13/2022	60.61	Fuel for Staff Vehicle #617	0012042254 53201
	PC.200.211228.4	12/31/2021	39.49	LEADERSHIP MTG W/CHIEF	0012002210 53171
	PC.200.211228.4	12/31/2021	19.66	Monthly Charge for Stamps.com	0012002210 54221

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	PC.203.220128.1	12/31/2021	125.00	Support Specialist Advertising	0012032213 54111
	PC.400.211028.3	12/31/2021	9.99	OCT/2021 Monthly apple	0014002230 54902
	PC.400.211128.3	12/31/2021	22.29	FB AD FOR NEW WEBPAGE	0014002230 54111
	PC.400.211128.3	12/31/2021	9.99	NOV/2021 Monthly apple	0014002230 54902
	PC.400.211228.1	12/31/2021	226.91	Santa WSF lights	0014002230 53141
	PC.650.220128.1	12/31/2021	60.49	KNEE PADS - MECH MITCH	0016502265 53501
	PC.650.220128.1	12/31/2021	191.46	AUCKLAND ASE CERT FEES	0016502265 54922
TOTAL FOR CHECK AP 00012233:			1,132.80		
VALLEY FREIGHTLINER INC (VALLFRED)					
	PC30148143603	12/23/2021	77.39	FILTER CRANKCASE STOCK	0016502265 53143
	PC30148488601	12/08/2021	99.22	GEAR RING (CORRECT ONE)	0016502265 53143
	PC30148509901	12/08/2021	(61.75)	BOLT QUICK ALIGN RETURN CREDIT	0016502265 53143
	PC30148534101	12/09/2021	(653.82)	MANIFOLD SWITCH RETURNED INCOR	0016502265 53143
	PC30148645901	12/13/2021	(207.57)	GEAR RING RETURN CREDIT	0016502265 53143
	PC30148686801	12/14/2021	300.14	E18-4 UJOINT + STOCK	0016502265 53143
	PC30148687401	12/15/2021	820.31	E18-3, VALVE COVER	0016502265 53143
	PC30148720301	12/15/2021	(790.63)	M13-1 TURBOCHARGER CORE CREDIT	0016502265 53143
	PC30148918201	12/31/2021	54.68	M15-1 BRAKE CABLE	0016502265 53143
	PC30148918203	01/03/2022	21.68	CABLE CONTROL BRAKE, STOCK	0016502265 53143
	PC30148928401	12/23/2021	69.20	BRAKE CARTRIDGE KIT	0016502265 53143
	PC30148928402	01/03/2022	2.95	SEAL, DUCT AIR STOCK	0016502265 53143
	PC30148928403	01/05/2022	77.39	FILTER CRANKCASE STOCK	0016502265 53143
	PC30148945201	12/23/2021	17.45	M19-2 RADIATOR CAP	0016502265 53143
	PC30148945202	01/03/2022	34.89	SURGE TANK CAP STOCK	0016502265 53143
	PC30149187801	01/05/2022	122.75	E04-1 EGR PRESSURE DIFFERENTIA	0016502265 53143
	PC30149197901	01/07/2022	186.35	E18-8 THERMOSTAT	0016502265 53143
	PC30149215801	01/06/2022	822.34	SENSOR ASSY, MANIFOLD SWITCH,	0016502265 53143
	PC30149248501	01/11/2022	959.37	M17-3 4949PGH OVERNIGHT	0016502265 53143
	PC30149303701	01/10/2022	412.14	E06-1, ENGINE OIL COOLER ASSY	0016502265 53143
TOTAL FOR CHECK AP 00012220:			2,364.48		
REPORT TOTAL:			75,829.64		



Board Meeting Agenda Item Summary

Agenda Date: January 24, 2022

Item Title: Station 66 Land Purchase

Attachments: Purchase & Sales Agreement

Submitted by: Deputy Chief Karns

RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☒ Motion to approve
- ☐ For information only
- ☐ Other: _____

SUMMARY:

Staff has been working with Kidder Mathews to secure a parcel for the future replacement of Station 66. Kidder Mathews has negotiated a Purchase and Sales Agreement on 2.39 acres that is ideally located for the new Station 66.

Staff is seeking to formally enter into the Purchase and Sales Agreement with the sellers, conduct the feasibility assessment, and pending any other contingencies, move towards closing when available.

Staff recommends the Board move to approve the purchase as outlined in the Purchase and Sales Agreement and authorize the Fire Chief or his designee to sign and execute all required documents.

FINANCIAL IMPACT: \$662,500.00



**Kidder
Mathews**

Kidder Mathews
1201 Pacific Ave, Ste. 1400
Tacoma, WA 98402
Phone: 253-722-1400
Fax: 253-722-1409

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COMMERCIAL & INVESTMENT REAL ESTATE PURCHASE & SALE AGREEMENT

This has been prepared for submission to your attorney for review and approval prior to signing. No representation is made by licensee as to its sufficiency or tax consequences

SPECIFIC TERMS

Reference Date: January 12, 2022

Offer Expiration Date: February 4, 2022 5:00pm (the third day after Reference Date, if not completed)

- PROPERTY:** The Property is legally described on Exhibit A. Address: Approximately 2.39 acres composed of all of parcels 1, 2, 5 and 6, together with a portion of parcel 7, as shown on the attached parcel map and identified on the attached legal descriptions. - _____
Area of Puyallup, Pierce County, Washington. Tax Parcel No(s): See Attached Survey. Parcels being purchased include All of Parcels B, C, F, G, AND PART OF PARCEL H TO BE IDENTIFIED AND LEGALLY DEFINED THROUGH A BOUNDARY LINE ADJUSTMENT, WHICH WILL BE COMPLETED BY THE BUYER AT THEIR COSTS PRIOR TO CLOSING.
Included Personal Property: ☒ None; ☐ If on and used in connection with the Property, per Section 25 (None, if not completed).
- BUYER(S):** Central Pierce Fire and Rescue
a(n) _____
- SELLER(S):** Kelly D. Hall, Karen E. Campbell, and Alan L. Hall
a(n) _____
- PURCHASE PRICE:** \$ 662,500.00 Six Hundred Sixty-Two Thousand Five Hundred and no/100 Dollars
Payable as: ☒ Cash; ☐ Financing (attach CBA Form PS_FIN); ☐ Other: _____
- EARNEST MONEY:** \$ 20,000.00 Twenty Thousand and no/100 Dollars; Held by: ☐ Selling Firm; ☒ Closing Agent
Form of Earnest Money: ☐ Wire/Electronic Transfer; ☒ Check; ☐ Note (attach CBA Form PS_EMN); ☐ Other: _____
Earnest Money Due Date: ☒ Five (5) days after Mutual Acceptance; ☐ _____ days after the Feasibility Contingency Date; or ☐ _____
- FEASIBILITY CONTINGENCY DATE:** ☒ Ninety (90); ☐ _____ (30 days after Mutual Acceptance if not completed.)
- CLOSING DATE:** ☐ _____; ☒ Twenty (20) days after Waiver of Feasibility Contingency and Completion and Pierce County approval of Boundary Line Adjustment
- CLOSING AGENT:** Chicago Title and Escrow (Tacoma Office)
- TITLE INSURANCE COMPANY:** Chicago Title

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
Buyer _____ Date _____ Seller _____ Date _____



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Mathews**

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**COMMERCIAL & INVESTMENT REAL ESTATE
PURCHASE & SALE AGREEMENT
(CONTINUED)**

10. **DEED:** ☒ Statutory Warranty Deed; or ☐ Bargain and Sale Deed.
11. **POSSESSION:** ☒ on closing; ☐ Other: _____ (on closing if not completed).
12. **SELLER CITIZENSHIP (FIRPTA):** Seller ☐ is; ☒ is not a foreign person for purposes of U.S. income taxation.
13. **BUYER'S DEFAULT:** (check only one) ☒ Forfeiture of Earnest Money; ☐ Seller's Election of Remedies.
14. **SELLER'S DEFAULT:** (check only one) ☒ Recover Earnest Money or Specific Enforcement; ☐ Buyer's Election of Remedies.
15. **UNPAID UTILITIES:** Buyer and Seller ☒ Do Not Waive (attach CBA Form UA); ☐ Waive
16. **AGENCY DISCLOSURE:** Selling Broker represents: ☒ Buyer; ☐ Seller; ☐ both parties; ☐ neither party
Listing Broker represents: ☒ Seller; ☐ both parties
17. **EXHIBITS AND ADDENDA.** The following Exhibits and Addenda are made a part of this Agreement:
- | | |
|--|--|
| <input type="checkbox"/> Earnest Money Promissory Note, CBA Form EMN | <input type="checkbox"/> Back-Up Addendum, CBA Form BU-A |
| <input type="checkbox"/> Blank Promissory Note, LPB Form No. 28A | <input checked="" type="checkbox"/> Vacant Land Addendum, CBA Form VLA |
| <input type="checkbox"/> Blank Short Form Deed of Trust, LPB Form No. 20 | <input type="checkbox"/> Financing Addendum, CBA Form PS_FIN |
| <input type="checkbox"/> Blank Deed of Trust Rider, CBA Form DTR | <input type="checkbox"/> Tenant Estoppel Certificate, CBA Form PS_TEC |
| <input type="checkbox"/> Utility Charges Addendum, CBA Form UA | <input type="checkbox"/> Defeasance Addendum, CBA Form PS_D |
| <input type="checkbox"/> FIRPTA Certification, CBA Form 22E | <input type="checkbox"/> Lead-Based Paint Disclosure, CBA Form LP-LS |
| <input type="checkbox"/> Assignment and Assumption, CBA Form PS-AS | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Addendum/Amendment, CBA Form PSA | <input type="checkbox"/> Other: _____ |

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
Buyer _____ Date _____ Seller _____ Date _____

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**COMMERCIAL & INVESTMENT REAL ESTATE
PURCHASE & SALE AGREEMENT
(CONTINUED)**

18. IDENTIFICATION OF THE PARTIES. The following is the contact information for the parties involved in this Agreement:

Buyer(s):

Contact: Russ Karns and Paul Stueve

Address: _____

Business Phone: _____

Cell Phone: 253-377-5602 and 253-307-2935

Fax: _____

Email: RKarns@centralpiercefir.org and pstueve@cp-fr.org

Selling Firm

Name: Kidder Mathews

Assumed Name: _____

Selling Broker: Jerome O'Leary

Selling Broker DOL License No.: _____

Firm Address: 1201 Pacific Avenue, Suite 1400, Tacoma, WA 98402

Firm Phone: 253.722.1400

Broker Phone: 253.779.9292

Firm Email: _____

Broker Email: jerome.oleary@kidder.com

Fax: _____

CBA Office No.: _____

Selling Firm DOL License No.: _____

Copy of Notices to Buyer to :

Name: _____

Company: _____

Seller(s):

Contact: Kelly D. Hall, Karen E. Campbell, and Alan L. Hall

Address: 15402 91st Ave Ct E, Puyallup, WA. 98375; 12013 Clearlake S. Rd. E, Eatonville, WA. 98328; and 15504 91st Ave Ct E, Puyallup, WA. 98375

Business Phone: 253-298-7085, 253-970-2604, and 253-677- 2812

Cell Phone: _____

Fax: _____

Email: kellyhall1948@gmail.com, campbellprecast@comcast.net, alhall1951@gmail.com

Listing Firm

Name: Keller Williams

Assumed Name: _____

Listing Broker: Chad Goelzer & Hayley Goelzer

Listing Broker DOL License No.: 112130 &103333

Firm Address: 33434 8th Avenue South, Suite #103, Federal Way, WA 98003

Firm Phone: 253-835-4500

Broker Phone: 206-679-7620 and 253-376-6347

Firm Email: Hayleygoelzer@kw.com and chadgoelzer@kw.com

Broker Email: _____

Fax: _____

CBA Office No.: _____

Listing Firm DOL License No.: _____

Copy of Notices to Seller to :

Name: _____

Company: _____

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
Buyer _____ Date _____ Seller _____ Date _____



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Mathews**

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**COMMERCIAL & INVESTMENT REAL ESTATE
PURCHASE & SALE AGREEMENT
(CONTINUED)**

Address: _____
Business Phone: _____
Fax: _____
Cell Phone: _____
Email: _____

Address: _____
Business Phone: _____
Fax: _____
Cell Phone: _____
Email: _____

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
Buyer _____ Date _____ Seller _____ Date _____

**COMMERCIAL & INVESTMENT REAL ESTATE
PURCHASE & SALE AGREEMENT
(CONTINUED)**

GENERAL TERMS

- 19. Purchase and Sale.** Buyer agrees to buy and Seller agrees to sell the commercial real estate identified in Section 1 as the Property and all improvements thereon. Unless expressly provided otherwise in this Agreement or its Addenda, the Property shall include (i) all of Seller's rights, title and interest in the Property, (ii) all easements and rights appurtenant to the Property, (iii) all buildings, fixtures, and improvements on the Property, (iv) all unexpired leases and subleases; and (v) all included personal property.
- 20. Acceptance; Counteroffers.** If this offer is not timely accepted, it shall lapse and the earnest money shall be refunded to Buyer. If either party makes a future counteroffer, the other party shall have until 5:00 p.m. on the _____ day (if not filled in, the second day) following receipt to accept the counteroffer, unless sooner withdrawn. If the counteroffer is not timely accepted or countered, this Agreement shall lapse and the earnest money shall be refunded to Buyer. No acceptance, offer or counteroffer from Buyer is effective until a signed copy is received by Seller, the Listing Broker or the licensed office of the Listing Broker. No acceptance, offer or counteroffer from Seller is effective until a signed copy is received by Buyer, the Selling Broker or the licensed office of the Selling Broker. "Mutual Acceptance" shall occur when the last counteroffer is signed by the offeree, and the fully-signed counteroffer has been received by the offeror, his or her broker, or the licensed office of the broker. If any party is not represented by a broker, then notices must be delivered to that party and shall be effective when received by that party.
- 21. Earnest Money.** Selling Broker and Selling Firm are authorized to transfer Earnest Money to Closing Agent as necessary. Selling Firm shall deposit any check to be held by Selling Firm within 3 days after receipt or Mutual Acceptance, whichever occurs later. If the Earnest Money is to be held by Selling Firm and is over \$10,000, it shall be deposited to: ☐ the Selling Firm's pooled trust account (with interest paid to the State Treasurer); or ☒ a separate interest bearing trust account in Selling Firm's name, provided that Buyer completes an IRS Form W-9 (if not completed, separate interest bearing trust account). The interest, if any, shall be credited at closing to Buyer. If this sale fails to close, whoever is entitled to the Earnest Money is entitled to interest. Unless otherwise provided in this Agreement, the Earnest Money shall be applicable to the Purchase Price.
- 22. Title Insurance.**
- a. **Title Report.** Seller authorizes Buyer, its Lender, Listing Broker, Selling Broker or Closing Agent, at Seller's expense, to apply for and deliver to Buyer a standard coverage owner's policy of title insurance from the Title Insurance Company. Buyer shall have the discretion to apply for an extended coverage owner's policy of title insurance and any endorsements, provided that Buyer shall pay the increased costs associated with an extended policy including the excess premium over that charged for a standard coverage policy, the cost of any endorsements requested by Buyer, and the cost of any survey required by the title insurer. If Seller previously received a preliminary commitment from a title insurer that Buyer declines to use, Buyer shall pay any cancellation fee owing to the original title insurer. Otherwise, the party applying for title insurance shall pay any title cancellation fee, in the event such a fee is assessed.
- b. **Permitted Exceptions.** Buyer shall notify Seller of any objectionable matters in the title report or any supplemental report within the earlier of: (a) _____ days (20 days if not completed) after receipt of the preliminary commitment for title insurance; or (b) the Feasibility Contingency Date. This Agreement shall terminate and Buyer shall receive a refund of the earnest money, less any costs advanced or committed for Buyer, unless within five (5) days of Buyer's notice of such objections Seller shall give notice, in writing,

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
Buyer _____ Date _____ Seller _____ Date _____



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**COMMERCIAL & INVESTMENT REAL ESTATE
 PURCHASE & SALE AGREEMENT
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of its intent to remove all objectionable provisions before Closing. If Seller fails to give timely notice that it will clear all disapproved objections, this Agreement shall automatically terminate and Buyer shall receive a refund of the earnest money, less any costs advanced or committed for Buyer, unless Buyer notifies Seller within three (3) days that Buyer waives any objections which Seller does not agree to remove. If any new title matters are disclosed in a supplemental title report, then the preceding termination, objection and waiver provisions shall apply to the new title matters except that Buyer's notice of objections must be delivered within three (3) days of receipt of the supplemental report by Buyer and Seller's response or Buyer's waiver must be delivered within two (2) days of Buyer's notice of objections. The Closing Date shall be extended to the extent necessary to permit time for these notices. Buyer shall not be required to object to any mortgage or deed of trust liens, or the statutory lien for real property taxes, and the same shall not be deemed to be Permitted Exceptions; provided, however, that the lien securing any financing which Buyer has agreed to assume shall be a Permitted Exception. Except for the foregoing, those provisions not objected to or for which Buyer waived its objections shall be referred to collectively as the "Permitted Exceptions." Seller shall reasonably cooperate with Buyer and the title company to clear objectionable title matters and shall provide an affidavit containing the information and reasonable covenants requested by the title company. The title policy shall contain no exceptions other than the General Exclusions and Exceptions common to such form of policy and the Permitted Exceptions.

- c. **Title Policy.** At Closing, Buyer shall receive an ALTA Form 2006 Owner's Policy of Title Insurance with standard or extended coverage (as specified by Buyer) dated as of the Closing Date in the amount of the Purchase Price, insuring that fee simple title to the Property is vested in Buyer, subject only to the Permitted Exceptions ("Title Policy"), provided that Buyer acknowledges that obtaining extended coverage may be conditioned on the Title Company's receipt of a satisfactory survey paid for by Buyer. If Buyer elects extended coverage, then Seller shall execute and deliver to the Title Company on or before Closing the such affidavits and other documents as the Title Company reasonably and customarily requires to issue extended coverage.

23. Feasibility Contingency. Buyer's obligations under this Agreement are conditioned upon Buyer's satisfaction, in Buyer's sole discretion, concerning all aspects of the Property, including its physical condition; the presence of or absence of any hazardous substances; the contracts and leases affecting the Property; the potential financial performance of the Property; the availability of government permits and approvals; and the feasibility of the Property for Buyer's intended purpose. This Agreement shall terminate and Buyer shall receive a refund of the earnest money unless Buyer gives notice that the Feasibility Contingency is satisfied to Seller before 5:00pm on the Feasibility Contingency Date. If such notice is timely given, the feasibility contingency shall be deemed to be satisfied and Buyer shall be deemed to have accepted and waived any objection regarding any aspects of the Property as they exist on the Feasibility Contingency Date.

- a. **Books, Records, Leases, Agreements.** Within ten (10) days (3 days if not filled in) Seller shall deliver to Buyer or post in an online database maintained by Seller or Listing Broker, to which Buyer has been given unlimited access, true, correct and complete copies of all documents in Seller's possession or control relating to the ownership, operation, renovation or development of the Property, excluding appraisals or other statements of value, and including the following: statements for real estate taxes, assessments, and utilities for the last three years and year to date; property management agreements and any other agreements with professionals or consultants; leases or other agreements relating to occupancy of all or a portion of the Property and a suite-by-suite schedule of tenants, rents, prepaid rents, deposits and fees; plans, specifications, permits, applications, drawings, surveys, and studies; maintenance records, accounting records and audit reports for the last three years and year to date; any existing environmental reports; any existing surveys; any existing inspection reports; and "Vendor Contracts" which shall include

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____



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**COMMERCIAL & INVESTMENT REAL ESTATE
 PURCHASE & SALE AGREEMENT
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maintenance or service contracts, and installments purchase contracts or leases of personal property or fixtures used in connection with the Property. Buyer shall determine by the Feasibility Contingency Date: (i) whether Seller will agree to terminate any objectionable Vendor Contracts; and (ii) whether Seller will agree to pay any damages or penalties resulting from the termination of objectionable Vendor Contracts. Buyer's waiver of the Feasibility Contingency shall be deemed Buyer's acceptance of all Vendor Contracts which Seller has not agreed in writing to terminate. Buyer shall be solely responsible for obtaining any required consents to such assumption and the payment of any assumption fees. Seller shall cooperate with Buyer's efforts to receive any such consents but shall not be required to incur any out-of-pocket expenses or liability in doing so. Any information provided or to be provided by Seller with respect to the Property is solely for Buyer's convenience and Seller has not made any independent investigation or verification of such information (other than that the documents are true, correct, and complete, as stated above) and makes no representations as to the accuracy or completeness of such information, except to the extent expressly provided otherwise in this Agreement. Seller shall transfer the Vendor Contracts as provided in Section 25.

- b. **Access.** Seller shall permit Buyer and its agents, at Buyer's sole expense and risk, to enter the Property at reasonable times subject to the rights of and after legal notice to tenants, to conduct inspections concerning the Property, including without limitation, the structural condition of improvements, hazardous materials, pest infestation, soils conditions, sensitive areas, wetlands, or other matters affecting the feasibility of the Property for Buyer's intended use. Buyer shall schedule any entry onto the Property with Seller in advance and shall comply with Seller's reasonable requirements including those relating to security, confidentiality, and disruption of Seller's tenants. Buyer shall not perform any invasive testing including environmental inspections beyond a phase I assessment or contact the tenants or property management personnel without obtaining Seller's prior written consent, which shall not be unreasonably withheld, conditioned or delayed. Buyer shall restore the Property and all improvements to substantially the same condition they were in prior to inspection. Buyer shall be solely responsible for all costs of its inspections and feasibility analysis and has no authority to bind the Property for purposes of statutory liens. Buyer agrees to indemnify and defend Seller from all liens, costs, claims, and expenses, including attorneys' and experts' fees, arising from or relating to entry onto or inspection of the Property by Buyer and its agents, which obligation shall survive closing. Buyer may continue to enter the Property in accordance with the terms and conditions set forth in this Section 23 after removal or satisfaction of the Feasibility Contingency only for the purpose of leasing or to satisfy conditions of financing.
- c. ☐ (check if applicable) **Access Insurance.** Notwithstanding anything in this Section 23 to the contrary, prior to entering the Property and while conducting any inspections pursuant to subsection (b) above, Buyer shall, at no cost or expense to Seller: (a) procure and maintain commercial general liability (occurrence) insurance in an amount no less than \$2,000,000 on commercially reasonable terms adequate to insure against all liability arising out of any entry onto or inspections of the Property that lists Seller and Tenant as additional insureds; and (b) deliver to Seller prior to entry upon the Property certificates of insurance for Buyer and any applicable agents or representatives evidencing such required insurance.
- d. Buyer ~~waives~~ **DOES NOT WAIVE**, to the fullest extent permissible by law, the right to receive a seller disclosure statement (e.g. "Form 17") if required by RCW 64.06 and its right to rescind this Agreement pursuant thereto. However, if Seller would otherwise be required to provide Buyer with a Form 17, and if the answer to any of the questions in the section of the Form 17 entitled "Environmental" would be "yes," then Buyer does not waive the receipt of the "Environmental" section of the Form 17 which shall be provided by Seller.

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____

**COMMERCIAL & INVESTMENT REAL ESTATE
 PURCHASE & SALE AGREEMENT
 (CONTINUED)**

24. Conveyance. Title shall be conveyed subject only to the Permitted Exceptions. If this Agreement is for conveyance of Seller's vendee's interest in a Real Estate Contract, the deed shall include a contract vendee's assignment sufficient to convey after-acquired title. At Closing, Seller and Buyer shall execute and deliver to Closing Agent CBA Form PS-AS Assignment and Assumption Agreement transferring all leases and Vendor Contracts assumed by Buyer pursuant to Section 25(b) and all intangible property transferred pursuant to Section 25(b).

25. Personal Property.

- a. If this sale includes the personal property located on and used in connection with the Property, Seller will itemize such personal property in an Exhibit to be attached to this Agreement within ten (10) days of Mutual Acceptance. The value assigned to any personal property shall be ☒ \$ 0.00 (if not completed, the County-assessed value if available, and if not available, the fair market value determined by an appraiser selected by the Listing Broker and Selling Broker). Seller warrants title to, but not the condition of, the personal property and shall convey it by bill of sale.
- b. In addition to the leases and Vendor Contracts assumed by Buyer pursuant to Section 24 above, this sale includes all right, title and interest of Seller to the following intangible property now or hereafter existing with respect to the Property including without limitation: all rights-of-way, rights of ingress or egress or other interests in, on, or to, any land, highway, street, road, or avenue, open or proposed, in, on, or across, in front of, abutting or adjoining the Property; all rights to utilities serving the Property; all drawings, plans, specifications and other architectural or engineering work product; all governmental permits, certificates, licenses, authorizations and approvals; all rights, claims, causes of action, and warranties under contracts with contractors, engineers, architects, consultants or other parties associated with the Property; all utility, security and other deposits and reserve accounts made as security for the fulfillment of any of Seller's obligations; any name of or telephone numbers for the Property and related trademarks, service marks or trade dress; and guaranties, warranties or other assurances of performance received.

26. Seller's Underlying Financing. Unless Buyer is assuming Seller's underlying financing, Seller shall be responsible for confirming the existing underlying financing is not subject to any "lock out" or similar covenant which would prevent the lender's lien from being released at closing. In addition, Seller shall provide Buyer notice prior to the Feasibility Contingency Date if Seller is required to substitute securities for the Property as collateral for the underlying financing (known as "defeasance"). If Seller provides this notice of defeasance to Buyer, then the parties shall close the transaction in accordance with the process described in CBA Form PS_D or any different process identified in Seller's defeasance notice to Buyer.

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____



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**COMMERCIAL & INVESTMENT REAL ESTATE
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 (CONTINUED)**

- 27. Closing of Sale.** Buyer and Seller shall deposit with Closing Agent by 12:00 p.m. on the scheduled Closing Date all instruments and monies required to complete the purchase in accordance with this Agreement. Upon receipt of such instruments and monies, Closing Agent shall cause the deed to be recorded and shall pay to Seller, in immediately available funds, the Purchase Price less any costs or other amounts to be paid by Seller at Closing. "Closing" shall be deemed to have occurred when the deed is recorded and the sale proceeds are available to Seller. Time is of the essence in the performance of this Agreement. Sale proceeds shall be considered available to Seller, even if they cannot be disbursed to Seller until the next business day after Closing. Notwithstanding the foregoing, if Seller informed Buyer before the Feasibility Contingency Date that Seller's underlying financing requires that it be defeased and may not be paid off, then Closing shall be conducted in accordance with the three (3)-day closing process described in CBA Form PS_D. This Agreement is intended to constitute escrow instructions to Closing Agent. Buyer and Seller will provide any supplemental instructions requested by Closing Agent provided the same are consistent with this Agreement.
- 28. Closing Costs and Prorations.** Seller shall deliver an updated rent roll to Closing Agent not later than two (2) days before the scheduled Closing Date in the form required by Section 23(a) and any other information reasonably requested by Closing Agent to allow Closing Agent to prepare a settlement statement for Closing. Seller certifies that the information contained in the rent roll is correct as of the date submitted. Seller shall pay the premium for the owner's standard coverage title policy. Buyer shall pay the excess premium attributable to any extended coverage or endorsements requested by Buyer, and the cost of any survey required in connection with the same. Seller and Buyer shall each pay one-half of the escrow fees. Any real estate excise taxes shall be paid by the party who bears primary responsibility for payment under the applicable statute or code. Real and personal property taxes and assessments payable in the year of closing; collected rents on any existing tenancies; expenses already incurred by Seller that relate to services to be provided to the Property after the Closing Date; interest; utilities; and other operating expenses shall be pro-rated as of Closing. Seller will be charged and credited for the amounts of all of the pro-rated items relating to the period up to and including 11:59 pm Pacific Time on the day preceding the Closing Date, and Buyer will be charged and credited for all of the pro-rated items relating to the period on and after the Closing Date. If tenants pay any of the foregoing expenses directly, then Closing Agent shall only pro rate those expenses paid by Seller. Buyer shall pay to Seller at Closing an additional sum equal to any utility deposits or mortgage reserves for assumed financing for which Buyer receives the benefit after Closing. Buyer shall pay all costs of financing including the premium for the lender's title policy. If the Property was taxed under a deferred classification prior to Closing, then Seller shall pay all taxes, interest, penalties, deferred taxes or similar items which result from removal of the Property from the deferred classification. At Closing, all refundable deposits on tenancies shall be credited to Buyer or delivered to Buyer for deposit in a trust account if required by state or local law. Buyer shall pay any sales or use tax applicable to the transfer of personal property included in the sale.

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____



**Kidder
Mathews**

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**COMMERCIAL & INVESTMENT REAL ESTATE
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- 29. Post-Closing Adjustments, Collections, and Payments.** After Closing, Buyer and Seller shall reconcile the actual amount of revenues or liabilities upon receipt or payment thereof to the extent those items were prorated or credited at Closing based upon estimates. Any bills or invoices received by Buyer after Closing which relate to services rendered or goods delivered to the Seller or the Property prior to Closing shall be paid by Seller upon presentation of such bill or invoice. At Buyer's option, Buyer may pay such bill or invoice and be reimbursed the amount paid plus interest at the rate of 12% per annum beginning fifteen (15) days from the date of Buyer's written demand to Seller for reimbursement until such reimbursement is made. Notwithstanding the foregoing, if tenants pay certain expenses based on estimates subject to a post-closing reconciliation to the actual amount of those expenses, then Buyer shall be entitled to any surplus and shall be liable for any credit resulting from the reconciliation. Rents collected from each tenant after Closing shall be applied first to rentals due most recently from such tenant for the period after closing, and the balance shall be applied for the benefit of Seller for delinquent rentals owed for a period prior to closing. The amounts applied for the benefit of Seller shall be turned over by Buyer to Seller promptly after receipt. Seller shall be entitled to pursue any lawful methods of collection of delinquent rents but shall have no right to evict tenants after Closing. Any adjustment shall be made, if any, within 180 days of the Closing Date, and if a party fails to request an adjustment by notice delivered to the other party within the applicable period set forth above (such notice to specify in reasonable detail the items within the Closing Statement that such party desires to adjust and the reasons for such adjustment), then the allocations and prorations at Closing shall be binding and conclusive against such party.
- 30. Operations Prior to Closing.** Prior to Closing, Seller shall continue to operate the Property in the ordinary course of its business and maintain the Property in the same or better condition than as existing on the date of Mutual Acceptance but shall not be required to repair material damage from casualty except as otherwise provided in this Agreement. After the Feasibility Contingency Date, Seller shall not enter into or modify existing rental agreements or leases (except that Seller may enter into, modify, extend, renew or terminate residential rental agreements or residential leases for periods of 12 months or less in the ordinary course of its business), service contracts, or other agreements affecting the Property which have terms extending beyond Closing without obtaining Buyer's consent, which shall not be withheld unreasonably.
- 31. Possession.** Buyer shall accept possession subject to all tenancies disclosed to Buyer before the Feasibility Contingency Date.

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____

**COMMERCIAL & INVESTMENT REAL ESTATE
PURCHASE & SALE AGREEMENT
(CONTINUED)**

32. Seller's Representations. Except as disclosed to or known by Buyer prior to the satisfaction or waiver of the Feasibility Contingency, including in the books, records and documents made available to Buyer, or in the title report or any supplemental report or documents referenced therein, Seller represents to Buyer that, to the best of Seller's actual knowledge, each of the following is true as of the date hereof: (a) Seller is authorized to enter into the Agreement, to sell the Property, and to perform its obligations under the Agreement, and no further consent, waiver, approval or authorization is required from any person or entity to execute and perform under this Agreement; (b) The books, records, leases, agreements and other items delivered to Buyer pursuant to this Agreement comprise all material documents in Seller's possession or control regarding the operation and condition of the Property, are true, accurate and complete to the best of Seller's knowledge, and no other contracts or agreements exist that will be binding on Buyer after Closing; (c) Seller has not received any written notices that the Property or any business conducted thereon violate any applicable laws, regulations, codes and ordinances; (d) Seller has all certificates of occupancy, permits, and other governmental consents necessary to own and operate the Property for its current use; (e) There is no pending or threatened litigation which would adversely affect the Property or Buyer's ownership thereof after Closing; (f) There is no pending or threatened condemnation or similar proceedings affecting the Property, and the Property is not within the boundaries of any planned or authorized local improvement district; (g) Seller has paid (except to the extent prorated at Closing) all local, state and federal taxes (other than real and personal property taxes and assessments described in Section 28 above) attributable to the period prior to closing which, if not paid, could constitute a lien on Property (including any personal property), or for which Buyer may be held liable after Closing; (h) Seller is not aware of any concealed material defects in the Property except as disclosed to Buyer before the Feasibility Contingency Date; (i) There are no Hazardous Substances (as defined below) currently located in, on, or under the Property in a manner or quantity that presently violates any Environmental Law (as defined below); there are no underground storage tanks located on the Property; and there is no pending or threatened investigation or remedial action by any governmental agency regarding the release of Hazardous Substances or the violation of Environmental Law at the Property; (j) Seller has not granted any options nor obligated itself in any matter whatsoever to sell the Property or any portion thereof to any party other than Buyer; and (k) Neither Seller nor any of its respective partners, members, shareholders or other equity owners, is a person or entity with whom U.S. persons or entities are restricted from doing business under regulations of the Office of Foreign Asset Control ("OFAC") of the Department of the Treasury (including those named on OFAC's Specially Designated and Blocked Persons List) or under any statute or executive order; and (l) the individual signing this Agreement on behalf of Seller represents and warrants to Buyer that he or she has the authority to act on behalf of and bind Seller. As used herein, the term "Hazardous Substances" shall mean any substance or material now or hereafter defined or regulated as a hazardous substance, hazardous waste, toxic substance, pollutant, or contaminant under any federal, state, or local law, regulation, or ordinance governing any substance that could cause actual or suspected harm to human health or the environment ("Environmental Law"). The term "Hazardous Substances" specifically includes, but is not limited to, petroleum, petroleum by-products, and asbestos.

If prior to Closing Seller or Buyer discovers any information which would cause any of the representations above to be false if the representations were deemed made as of the date of such discovery, then the party discovering the information shall promptly notify the other party in writing and Buyer, as its sole remedy, may elect to terminate this Agreement by giving Seller notice of such termination within five (5) days after Buyer first received actual notice (with the Closing Date extended to accommodate such five (5) day period), and in such event, the Earnest Money Deposit shall be returned to Buyer. Buyer shall give notice of termination within five (5) days of discovering or receiving written notice of the new information. Nothing in this paragraph shall prevent Buyer from pursuing its remedies against Seller if Seller had actual knowledge of the newly discovered information such that a representation provided for above was false.

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
Buyer _____ Date _____ Seller _____ Date _____



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- 33. As-Is.** Except for the express representations and warranties in this Agreement, (a) Seller makes no representations or warranties regarding the Property; (b) Seller hereby disclaims, and Buyer hereby waives, any and all representations or warranties of any kind, express or implied, concerning the Property or any portion thereof, as to its condition, value, compliance with laws, status of permits or approvals, existence or absence of hazardous material on site, suitability for Buyer's intended use, occupancy rate or any other matter of similar or dissimilar nature relating in any way to the Property, including the warranties of fitness for a particular purpose, tenantability, habitability and use; (c) Buyer takes the Property "AS IS" and with all faults; and (d) Buyer represents and warrants to Seller that Buyer has sufficient experience and expertise such that it is reasonable for Buyer to rely on its own pre-closing inspections and investigations.
- 34. Buyer's Representations.** Buyer represents that Buyer is authorized to enter into the Agreement; to buy the Property; to perform its obligations under the Agreement; and that neither the execution and delivery of this Agreement nor the consummation of the transaction contemplated hereby will: (a) conflict with or result in a breach of any law, regulation, writ, injunction or decree of any court or governmental instrumentality applicable to Buyer; or (b) constitute a breach of any agreement to which Buyer is a party or by which Buyer is bound. The individual signing this Agreement on behalf of Buyer represents that he or she has the authority to act on behalf of and bind Buyer.
- 35. Claims.** Any claim or cause of action with respect to a breach of the representations and warranties set forth herein shall survive for a period of nine (9) months from the Closing Date, at which time such representations and warranties (and any cause of action resulting from a breach thereof not then in litigation, including indemnification claims) shall terminate. Notwithstanding anything to the contrary in this Agreement: (a) Buyer shall not make a claim against Seller for damages for breach or default of any representation or warranty, unless the amount of such claim is reasonably anticipated to exceed \$25,000; and (b) under no circumstances shall Seller be liable to Buyer on account of any breach of any representation or warranty in the aggregate in excess of the amount equal to \$250,000, except in the event of Seller's fraud or intentional misrepresentation with respect to any representation or warranty regarding the environmental condition of the Property, in which case Buyer's damages shall be unlimited.
- 36. Condemnation and Casualty.** Seller bears all risk of loss until Closing, and thereafter Buyer bears all risk of loss. Buyer may terminate this Agreement and obtain a refund of the earnest money if improvements on the Property are materially damaged or if condemnation proceedings are commenced against all or a portion of the Property before Closing, to be exercised by notice to Seller within ten (10) days after Seller's notice to Buyer of the occurrence of the damage or condemnation proceedings. Damage will be considered material if the cost of repair exceeds the lesser of \$100,000 or five percent (5%) of the Purchase Price. Alternatively, Buyer may elect to proceed with closing, in which case, at Closing, Seller shall not be obligated to repair any damage, and shall assign to Buyer all claims and right to proceeds under any property insurance policy and shall credit to Buyer at Closing the amount of any deductible provided for in the policy.
- 37. FIRPTA Tax Withholding at Closing.** Closing Agent is instructed to prepare a certification (CBA or NWMLS Form 22E, or equivalent) that Seller is not a "foreign person" within the meaning of the Foreign Investment in Real Property Tax Act, and Seller shall sign it on or before Closing. If Seller is a foreign person, and this transaction is not otherwise exempt from FIRPTA, Closing Agent is instructed to withhold and pay the required amount to the Internal Revenue Service.

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____

**COMMERCIAL & INVESTMENT REAL ESTATE
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 (CONTINUED)**

- 38. Notices.** Unless otherwise specified, any notice required or permitted in, or related to, this Agreement (including revocations of offers and counteroffers) must be in writing. Notices to Seller must be signed by at least one Buyer and must be delivered to Seller and Listing Broker with a courtesy copy to any other party identified as a recipient of notices in Section 18. A notice to Seller shall be deemed delivered only when received by Seller and Listing Broker, or the licensed office of Listing Broker. Notices to Buyer must be signed by at least one Seller and must be delivered to Buyer, with a copy to Selling Broker and with a courtesy copy to any other party identified as a recipient of notices in Section 18. A notice to Buyer shall be deemed delivered only when received by Buyer and Selling Broker, or the licensed office of Selling Broker. Selling Broker and Listing Broker otherwise have no responsibility to advise parties of receipt of a notice beyond either phoning the represented party or causing a copy of the notice to be delivered to the party's address provided in this Agreement. Buyer and Seller shall keep Selling Broker and Listing Broker advised of their whereabouts in order to receive prompt notification of receipt of a notice. If any party is not represented by a licensee, then notices must be delivered to and shall be effective when received by that party at the address, fax number, or email indicated in Section 18. Facsimile transmission of any notice or document shall constitute delivery. E-mail transmission of any notice or document (or a direct link to such notice or document) shall constitute delivery when: (i) the e-mail is sent to both Selling Broker and Selling Firm or both Listing Broker and Listing Firm at the e-mail addresses specified on page two of this Agreement; or (ii) Selling Broker or Listing Broker provide written acknowledgment of receipt of the e-mail (an automatic e-mail reply does not constitute written acknowledgment). At the request of either party, or the Closing Agent, the parties will confirm facsimile or e-mail transmitted signatures by signing an original document.
- 39. Computation of Time.** Unless otherwise specified in this Agreement, any period of time in this Agreement shall mean Pacific Time and shall begin the day after the event starting the period and shall expire at 5:00 p.m. of the last calendar day of the specified period of time, unless the last day is a Saturday, Sunday or legal holiday as defined in RCW 1.16.050, in which case the specified period of time shall expire on the next day that is not a Saturday, Sunday or legal holiday. Any specified period of five (5) days or less shall not include Saturdays, Sundays or legal holidays. Notwithstanding the foregoing, references to specific dates or times or number of hours shall mean those dates, times or number of hours; provided, however, that if the Closing Date falls on a Saturday, Sunday, or legal holiday as defined in RCW 1.16.050, or a date when the county recording office is closed, then the Closing Date shall be the next regular business day. If the parties agree upon and attach a legal description after this Agreement is signed by the offeree and delivered to the offeror, then for the purposes of computing time, mutual acceptance shall be deemed to be on the date of delivery of an accepted offer or counteroffer to the offeror, rather than on the date the legal description is attached.
- 40. Assignment.** Buyer's rights and obligations under this Agreement are not assignable without the prior written consent of Seller, which shall not be withheld unreasonably; provided, however, Buyer may assign this Agreement without the consent of Seller, but with notice to Seller, to any entity under common control and ownership of Buyer, provided no such assignment shall relieve Buyer of its obligations hereunder. If the words "and/or assigns" or similar words are used to identify Buyer in Section 2, then this Agreement may be assigned with notice to Seller but without need for Seller's consent. The party identified as the initial Buyer shall remain responsible for those obligations of Buyer stated in this Agreement notwithstanding any assignment and, if this Agreement provides for Seller to finance a portion of the purchase price, then the party identified as the initial Buyer shall guarantee payment of Seller financing.
- 41. Default and Attorneys' Fees.**
- a. **Buyer's default.** In the event Buyer fails, without legal excuse, to complete the purchase of the Property, then the applicable provision as identified in Section 13 shall apply:

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____



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- i. **Forfeiture of Earnest Money.** Seller may terminate this Agreement and keep that portion of the earnest money that does not exceed five percent (5%) of the Purchase Price as liquidated damages as the sole and exclusive remedy available to Seller for such failure.
 - ii. **Seller's Election of Remedies.** Seller may, at its option, (a) terminate this Agreement and keep that portion of the earnest money that does not exceed five percent (5%) of the Purchase Price as liquidated damages as the sole and exclusive remedy available to Seller for such failure, (b) bring suit against Buyer for Seller's actual damages, (c) bring suit to specifically enforce this Agreement and recover any incidental damages, or (d) pursue any other rights or remedies available at law or equity.
- b. **Seller's default.** In the event Seller fails, without legal excuse, to complete the sale of the Property, then the applicable provision as identified in Section 14 shall apply:
- i. **Recover Earnest Money or Specific Enforcement.** As Buyer's sole remedy, Buyer may either (a) terminate this Agreement and recover all earnest money or fees paid by Buyer whether or not the same are identified as refundable or applicable to the purchase price; or (b) bring suit to specifically enforce this Agreement and recover incidental damages, provided, however, Buyer must file suit within sixty (60) days from the Closing Date or from the date Seller has provided notice to Buyer that Seller will not proceed with closing, whichever is earlier.
 - ii. **Buyer's Election of Remedies.** Buyer may, at its option, (a) bring suit against Seller for Buyer's actual damages, (b) bring suit to specifically enforce this Agreement and recover any incidental damages, or (c) pursue any other rights or remedies available at law or equity.
- c. Neither Buyer nor Seller may recover consequential damages such as lost profits. If Buyer or Seller institutes suit against the other concerning this Agreement, the prevailing party is entitled to reasonable attorneys' fees and costs. In the event of trial, the amount of the attorneys' fees shall be fixed by the court. The venue of any suit shall be the county in which the Property is located, and this Agreement shall be governed by the laws of the State of Washington without regard to its principles of conflicts of laws.

42. Miscellaneous Provisions.

- a. **Complete Agreement.** This Agreement and any addenda and exhibits thereto state the entire understanding of Buyer and Seller regarding the sale of the Property. There are no verbal or other written agreements which modify or affect the Agreement, and no modification of this Agreement shall be effective unless agreed in writing and signed by the parties.
- b. **Counterpart Signatures.** This Agreement may be signed in counterpart, each signed counterpart shall be deemed an original, and all counterparts together shall constitute one and the same agreement.
- c. **Electronic Delivery and Signatures.** Electronic delivery of documents (e.g., transmission by facsimile or email) including signed offers or counteroffers and notices shall be legally sufficient to bind the party the same as delivery of an original. At the request of either party, or the Closing Agent, the parties will replace electronically delivered offers or counteroffers with original documents. The parties acknowledge that a signature in electronic form has the same legal effect as a handwritten signature.
- d. **Section 1031 Like-Kind Exchange.** If either Buyer or Seller intends for this transaction to be a part of a

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____



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Section 1031 like-kind exchange, then the other party agrees to cooperate in the completion of the like-kind exchange so long as the cooperating party incurs no additional liability in doing so, and so long as any expenses (including attorneys' fees and costs) incurred by the cooperating party that are related only to the exchange are paid or reimbursed to the cooperating party at or prior to Closing. Notwithstanding this provision, no party shall be obligated to extend closing as part of its agreement to facilitate completion of a like-kind exchanged. In addition, notwithstanding Section 40 above, any party completing a Section 1031 like-kind exchange may assign this Agreement to its qualified intermediary or any entity set up for the purposes of completing a reverse exchange.

- 43. Information Transfer.** In the event this Agreement is terminated, Buyer agrees to deliver to Seller within ten (10) days of Seller's written request copies of all materials received from Seller and any non-privileged plans, studies, reports, inspections, appraisals, surveys, drawings, permits, applications or other development work product relating to the Property in Buyer's possession or control as of the date this Agreement is terminated.
- 44. Confidentiality.** Until and unless closing has been consummated, Buyer and Seller shall follow reasonable measures to prevent unnecessary disclosure of information obtained in connection with the negotiation and performance of this Agreement. Neither party shall use or knowingly permit the use of any such information in any manner detrimental to the other party.
- 45. Agency Disclosure.** Selling Firm, Selling Firm's Designated Broker, Selling Broker's Branch Manager (if any) and Selling Broker's Managing Broker (if any) represent the same party that Selling Broker represents. Listing Firm, Listing Firm's Designated Broker, Listing Broker's Branch Manager (if any), and Listing Broker's Managing Broker (if any) represent the same party that the Listing Broker represents. If Selling Broker and Listing Broker are different persons affiliated with the same Firm, then both Buyer and Seller confirm their consent to the Brokers' Designated Broker, Branch Manager (if any), and Managing Broker (if any) representing both parties as a dual agent. If Selling Broker and Listing Broker are the same person representing both parties, then both Buyer and Seller confirm their consent to that person and his/her Designated Broker, Branch Manager (if any), and Managing Broker (if any) representing both parties as dual agents. All parties acknowledge receipt of the pamphlet entitled "The Law of Real Estate Agency."

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____



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46. Seller's Acceptance and Brokerage Agreement. Seller agrees to sell the Property on the terms and conditions herein, and further agrees to pay a commission in a total amount computed in accordance with the listing or commission agreement. If there is no written listing or commission agreement, Seller agrees to pay a commission of 6 % of the sales price or \$ _____. The commission shall be apportioned between Listing Firm and Selling Firm as specified in the listing or any co-brokerage agreement. If there is no listing or written co-brokerage agreement, then Listing Firm shall pay to Selling Firm a commission of 2.5 % of the sales price or \$ AND ONE PERCENT (1%) of the sales price to Joseph Romero of John L. Scott, Inc. . Seller assigns to Listing Firm and Selling Firm a portion of the sales proceeds equal to the commission. If the earnest money is retained as liquidated damages, any costs advanced or committed by Listing Firm or Selling Firm for Buyer or Seller shall be reimbursed or paid therefrom, and the balance shall be paid one-half to Seller and one-half to Listing Firm and Selling Firm according to the listing agreement and any co-brokerage agreement. Seller and Buyer hereby consent to Listing Firm and Selling Firm receiving compensation from more than one party and irrevocably instruct the Closing Agent to disburse the commission(s) directly to the Firm(s). In any action by Listing Firm or Selling Firm to enforce this Section, the prevailing party is entitled to reasonable attorneys' fees and expenses. Neither Listing Firm nor Selling Firm are receiving compensation from more than one party to this transaction unless disclosed on an attached addendum, in which case Buyer and Seller consent to such compensation. The Property described in attached Exhibit A is commercial real estate. Notwithstanding Section 44 above, the pages containing this Section, the parties' signatures and an attachment describing the Property may be recorded.

Listing Broker and Selling Broker Disclosure. EXCEPT AS OTHERWISE DISCLOSED IN WRITING TO BUYER OR SELLER, THE SELLING BROKER, LISTING BROKER, AND FIRMS HAVE NOT MADE ANY REPRESENTATIONS OR WARRANTIES OR CONDUCTED ANY INDEPENDENT INVESTIGATION CONCERNING THE LEGAL EFFECT OF THIS AGREEMENT, BUYER'S OR SELLER'S FINANCIAL STRENGTH, BOOKS, RECORDS, REPORTS, STUDIES, OR OPERATING STATEMENTS; THE CONDITION OF THE PROPERTY OR ITS IMPROVEMENTS; THE FITNESS OF THE PROPERTY FOR BUYER'S INTENDED USE; OR OTHER MATTERS RELATING TO THE PROPERTY, INCLUDING WITHOUT LIMITATION, THE PROPERTY'S ZONING, BOUNDARIES, AREA, COMPLIANCE WITH APPLICABLE LAWS (INCLUDING LAWS REGARDING ACCESSIBILITY FOR DISABLED PERSONS), OR HAZARDOUS OR TOXIC MATERIALS INCLUDING MOLD OR OTHER ALLERGENS. SELLER AND BUYER ARE EACH ADVISED TO ENGAGE QUALIFIED EXPERTS TO ASSIST WITH THESE DUE DILIGENCE AND FEASIBILITY MATTERS, AND ARE FURTHER ADVISED TO SEEK INDEPENDENT LEGAL AND TAX ADVICE RELATED TO THIS AGREEMENT.

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
 Buyer _____ Date _____ Seller _____ Date _____



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IN WITNESS WHEREOF, the parties have signed this Agreement intending to be bound.

Buyer Central Pierce Fire and Rescue
Printed name and type of entity

Buyer _____
Printed name and type of entity

Buyer _____
Signature and title

Buyer _____
Signature and title

Date signed _____

Date signed _____

Seller Kelly D. Hall
Printed name and type of entity

Seller Karen E. Campbell
Printed name and type of entity

Seller _____
Signature and title

Seller _____
Signature and title

Date signed _____

Date signed _____

SELLER Alan L. Hall
PRINTED NAME AND TYPE OF ENTITY

SELLER

SIGNATURE AND TITLE
DATE SIGNED _____

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
Buyer _____ Date _____ Seller _____ Date _____



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EXHIBIT A *
[Legal Description]



PARCELS BEING PURCHASED INCLUDE PARCELS B, C, F, G, AND PART OF PARCEL H, AS SHOWN ON THE ATTACHED SURVEY. LEGAL DESCRIPTIONS ARE SHOWN ON PAGE 2 OF THE SURVEY.

A NEW LEGAL DESCRIPTION FOR THE PORTION OF PARCEL "H" WILL BE WRITTEN BY THE ENGINEER COMPLETING THE BOUNDARY LINE ADJUSTMENT AND INCLUDED IN THE AGREEMENT, PRIOR TO CLOSING

INITIALS: Buyer _____ Date _____ Seller _____ Date _____
Buyer _____ Date _____ Seller _____ Date _____



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* To ensure accuracy in the legal description, consider substituting the legal description contained in the preliminary commitment for title insurance or a copy of the Property's last vesting deed for this page. Do not neglect to label the substitution "Exhibit A." You should avoid transcribing the legal description because any error in transcription may render the legal description inaccurate and this Agreement unenforceable.

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Form: PSA
 Addendum/Amendment to PSA
 Rev. 7/2020
 Page 1 of 1

**ADDENDUM/AMENDMENT #1 TO
 PURCHASE AND SALE AGREEMENT**

CBA Text Disclaimer: Text deleted by licensee indicated by strike.
 New text inserted by licensee indicated by small capital letters.

The following is part of the Purchase and Sale Agreement with Reference Date January 12, 2022 (the "Agreement") between Central Pierce Fire and Rescue ("Buyer") and Kelly D. Hall, Karen E. Campbell, and Alan L. Hall ("Seller") regarding the sale of the property located at NEAR 92ND AVENUE EAST AND AND 152ND STREET E - _____, Puyallup, WA _____ (the "Property").

IT IS AGREED BETWEEN THE BUYER AND SELLER AS FOLLOWS:

Earnest Money – Upon expiration or waiver of the Feasibility Contingency, the Earnest Money will become Non-Refundable, except in the event the required Boundary Line Adjustment is not completed and approved by Pierce County.

Feasibility Contingency and Boundary Line Adjustment - The goal of the Seller is for the balance of the property NOT being purchased to be developable immediately following completion of the Boundary Line Adjustment (BLA). During the Feasibility Contingency Period, the Buyer complete a preliminary design of the BLA, and will investigate the timing required for its approval together with identifying any impacts Pierce County may impose on the balance of the property NOT being purchased. This information will be provided to the Seller for their review and approval during the Feasibility Contingency Period. The Seller will have Five (5) days to review and respond, following receipt of the information. If the Seller determines the proposed design and impacts are not acceptable, they may terminate the agreement and all Earnest Money will be immediately refunded to the Buyer.

Boundary Line Adjustment (BLA) – Following waiver of the Feasibility Contingency, the Buyer will complete all necessary survey, designs and submittals necessary for a BLA to modify the current property lines and parcel configuration. This configuration will be as mutually agreed to between the Buyer and Seller. The design and submittal fees will be paid by the Buyer. The Seller will grant an additional one hundred and twenty (120) day period following waiver of the Feasibility Contingency for design, submittal and approval of the BLA by Pierce County.

Utility Extension – The Buyer is not purchasing the .62 acre parcel labeled Lot 1 as shown on the attached aerial parcel map. The Buyer agrees to stub utilities (sanitary sewer, water, power) to the property line of this parcel, at the Buyer's cost, at the time of their development of the portion of the property being purchased. The Seller will grant the Buyer and their contractors access to the site as needed. Location of the utility stub outs to be mutually agreed upon by Buyer and Seller, so as to function well for future development of the parcel, but not cause unreasonable costs to the Buyer.

Hall Family Dedication & Recognition – As part of the development of the planned Fire Station on this property, the Buyer, Central Pierce Fire, agrees to dedicate and recognize The Hall Family in a permanent way.

ALL OTHER TERMS AND CONDITIONS of the Agreement remain unchanged.

INITIALS: Buyer _____ Date _____ Seller _____ Date _____

Buyer _____ Date _____ Seller _____ Date _____

RECORD OF SURVEY

A PORTION OF
THE NE 1/4 OF THE SW 1/4 OF
SEC. 21 . TWP. 19 N . RGE 4 E.W.M.

ORIGINAL PARCEL LEGAL DESCRIPTION

[illegible]

SURVEY NOTES

- BY ORDER OF THE BOARD OF DIRECTORS, THE UNDERSIGNED, SECRETARY OF THE BOARD, HEREBY CERTIFIES THAT THE INFORMATION SET FORTH IN THE ABOVE-ENTITLED REPORT WAS PREPARED BY THE UNDERSIGNED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SECURITIES ACT OF 1933, AS AMENDED, AND THE SECURITIES ACT OF 1934, AS AMENDED, AND THE RULES AND REGULATIONS THEREUNDER, AND THAT THE INFORMATION SET FORTH IN THE ABOVE-ENTITLED REPORT IS TRUE AND CORRECT TO THE BEST OF HIS KNOWLEDGE AND BELIEF.
- SIGNED: _____
 TITLE: _____
 DATE: _____
- 7-1-2017

☐ CALC'D POSITION
☒ MAC NAIL PLACED THIS SURVEY
☐ HUB PLACED THIS SURVEY

SCALE: 1"=60'

SHEET 1 OF 2

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME
OR UNDER MY DIRECTION IN COMPLIANCE WITH THE
REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE
SENSE OF WELL.

[Signature]

DATE: 1/1/10

JOY SHAW - PLS 20047

SURVEYOR'S CERTIFICATE

TRUE POINT
SURVEYING

RECORDS OF SURVEY

FOR
RECORD OF SURVEY

KELLY HALL
15402 81ST AVE GT E
PUYALLUP WA, 98375

DRAWN	RS	SCALE	1" = 80'
CHECKED	RS	APPROVED	RS

FILED FOR RECORD THIS 11TH DAY OF January 2018, AT THE REQUEST OF KELLY HALL
AUDITION'S FILE NO: 2018 0111 5002-
12:53 p.m.
Dym-Pai Julie Anderson
COUNTY

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME
OR UNDER MY DIRECTION IN CONFORMANCE WITH THE
REQUIREMENTS OF SURVEY RECORDING ACT AT THE
REQUEST OF WILLIAMS

[Signature]

JOY SHAW - PLS 20647

DATE *1/1/10*

**TRUE POINT
SURVEYING**
PO BOX 731803, PUYALLUP, WA 98373
PHONE: 253-360-6538, 253-370-3291

RECORD OF SURVEY
A PORTION OF
THE NE 1/4 OF THE SW 1/4 OF
SEC. 21 . TWP. 19 N . RGE 4 E.W.M.

THIS LEGAL DESCRIPTION
TO BE MODIFIED THOUGH
THE REQUIRED BOUNDARY
LINE ADJUSTMENT

[illegible][illegible][illegible]

AXCEL I
COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST
CORNER OF SECTION 21, TOWNSHIP 19 NORTH, RANGE 4 EAST OF THE WILMINGTON MERIDIAN;
THENCE SOUTH 89°23'37" EAST ALONG THE NORTH LINE OF SAO QUARTER SECTION ONE A DISTANCE
OF 603.94 FEET; THENCE SOUTH 00°25'10" WEST, A DISTANCE OF 437.77 FEET TO POINT OF BEGINNING;
THENCE SOUTH 89°23'37" EAST, A DISTANCE OF 269.85 FEET;
THENCE SOUTH 00°25'10" WEST, A DISTANCE OF 24.32 FEET;
THENCE NORTH 33°07'20" EAST, A DISTANCE OF 144.44 FEET;
THENCE NORTH 89°23'37" EAST, A DISTANCE OF 144.44 FEET;
THENCE NORTH 00°25'10" WEST, A DISTANCE OF 24.32 FEET;
THENCE NORTH 33°07'20" EAST, A DISTANCE OF 144.44 FEET;

[illegible]

MARCEL J
THE NORTHWEST CORNER OF THE SOUTHWEST
QUARTER OF SECTION 10, TOWNSHIP 19 NORTH, RANGE 4 EAST OF THE WILLAMETTE MERIDIAN,
SENCE SOUTH 89°55'17" EAST ALONG THE NORTH LINE OF SAID QUARTER SECTION LINE A DISTANCE
OF 176.77 FEET TO THE EAST LINE OF THE WEST 1/2 OF
SECTION SOUTH 25°25'10" WEST, FORTY-FOUR HUNDRED AND SEVEN FEET TO THE SOUTH
WAVE LINE OF LINDSEY STREET EAST
A DISTANCE CONTINUE SOUTH 00°25'20" WEST, A DISTANCE OF 148.00 FEET TO THE POINT OF BEGINNING;
SENCE SOUTH 89°55'17" WEST, A DISTANCE OF 176.77 FEET
SENCE SOUTH 00°25'10" WEST, A DISTANCE OF 424.00 FEET,
TO THE EAST LINE OF THE WEST 1/2 OF SECTION SOUTH
EAST OF SAID QUARTER SECTION LINE A DISTANCE OF 452.50 FEET TO THE POINT OF BEGINNING.

[illegible]

SHEET 2 OF 2

SHEET 2 OF 2

FOR:	RECORD OF SURVEY	
	KELLY MALL	
	13402 91ST AVE CT E	
	POYALLUP WA, 98375	
	RS	SCALE 1" = 60'
	RS	APPROVED: RS
	JAN. 2018	JOB NO. 4921-151
	CHECKED:	
	DATE:	
	DRAWN BY:	

TRUE POINT
SURVEYING
PO BOX 731909, PUYALLUP, WA 98373
PHONE: 253-380-6538, 253-370-1701

DATE	2018 01 11 5:02
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Board Meeting Agenda Item Summary

Agenda Date: January 24, 2022

Item Title: Finance Staff Report

Attachments: Policy 330 Update and Credit Card User Agreement

Submitted by: Tanya Robacker

RECOMMENDED ACTION BY THE BOARD:

☐ First reading

☐ Second reading

☒ Motion to approve

☐ For information only

☐ Other: _____

SUMMARY:

Motion: To approve Board Policy 330 Credit Card Usage as revised.

Requesting the Board to approve Policy 330 Credit Card Usage as revised.

1. Revisions include:

- a. Changes to accommodate the electronic reconciliation process.
- b. Added card limits as required by RCW 43.09.2855
- c. Added Distribution section as required by RCW 43.09.2855
- d. References updated to per diem rates through the IRS.



CENTRAL PIERCE FIRE & RESCUE

POLICY AND PROCEDURE 330

SUBJECT: Credit Card Usage

EFFECTIVE DATE: January 1, ~~2009~~2022

OWNER: Finance Director

REAUTHORIZATION YEAR: 2025

FORMS AND ATTACHMENTS:

Attachment ~~330.A-Credit~~330.A Credit Card User Agreement

INTENT:

Implement district policy for the issuance, use, and control of District issued credit cards

1.0 DEFINITIONS

2.0 POLICIES

- 2.1 **ISSUANCE:** Central Pierce Fire & Rescue will issue credit cards to personnel in the following positions: Fire Chief, Deputy Chief, Assistant Chiefs, Battalion Chiefs, ~~Chief Financial Officer~~Finance Director, Human Resources ~~Manager~~ Director, IT Director, Deputy Fire Marshals, Training Captain(s), EMS Administrator Captain(s), Executive Assistant(s), Purchasing Manager, ~~IS Manager, Deputy Fire Marshals, IT technician(s), Senior Accountant,~~ Procurement Coordinator, Ops Analyst(s), HR Analyst(s), CGRO, Central Stores Main Runner, and others as assigned by the Fire Chief. ~~Training Captain.~~
- 2.2 **DISTRIBUTION:** Credit cards will be obtained and distributed through the Finance office
- 2.3 **LIMITS:** In general, credit card limits shall not exceed:
Chiefs - up to \$5k.
Support specialists - up to \$8k (Training and Shop only).
Support specialist – up to \$2k (Front desk)
Purchasing Manager – up to \$10k.
Finance Director – up to \$10k.
However, on a case by case basis, credit cards may have temporary increase with the approval of the Finance Director or the Fire Chief.

3.0 PROCEDURES

- 3.1 **USE:** Usage will be closely monitored by the Finance Division and shall be used in compliance with the following:

- 3.1.1 Travel: Credit cards may be used by District personnel who are in travel status on official District business for meals, lodging, airfare, parking, taxi, car rental, and fuel in accordance with the amounts allowed per the travel policy (see Advanced Travel Policy #306). -Use of the District credit card is for exceptions only; all attempts must be made to receive funds prior to departure through the Advanced Travel process. -Official District business includes but is not limited to travel for Puget Sound Strike Team or State mobilizations and prospective employee background investigations.
- 3.1.1.1 Use of the credit card for meals shall be restricted to the per diem amount ~~specified~~ referenced by District Resolution ~~01-0420-08~~, utilizing Internal Revenue Service (IRS) Publication 1542. Any charges that exceed the per diem amount are to be reimbursed to the District when the District Expense Claim Form (with charge slips attached) is submitted. The receipt must include the name of the business in which the purchase was made, an itemization of the meals purchased, the date, and total amount charged. Receipts that do not contain the required information will need to have an explanation attached stating why the required information is missing and a list of the missing information, to the best of the credit card user's knowledge. Name(s) of others who partook of meals, or otherwise incurred expenses (i.e. retreat meals, etc.) must be listed on the District Expense Claim Form. State whether they were District personnel. If they are not, state who they were and what connection they had with District business.
- 3.1.1.2 Tips for meals are not in addition to the per diem amount, but must also be included within that amount or they are not reimbursable.
- 3.1.1.3 Alcohol may not be purchased with the credit card.
- 3.1.1.4 Cards may not be used for cash advances, entertainment, or hotel/motel amenities.
- 3.1.2 Registration or Enrollment/Texts and Training Materials: Credit cards may be used for conference registration related to official District business, **only** after approval on the Outside Class Request Form. Payment via credit card will only be approved if vendor will not accept a check as payment.
- 3.1.3 Purchases: Credit cards may be used for the purchase of goods or supplies if vendors are unable to comply with normal District purchasing procedures (see Purchasing Policies ~~#327~~ and #353).
- 3.1.3.1 The credit card is not to be used as a means to bypass the normal District purchasing procedures.
- 3.1.3.2 Cards may not be used for personal purchases.
- 3.1.3.3 Cards may not be used for cash advances.
- 3.1.3.4 Cards may not be used to purchase services (i.e. consultant fees, temporary help, equipment, etc.) Cards may be used to secure lodging, airfare, and rental cars for District personnel who are in travel status on official District business when the use of

Advanced Travel funds is not possible. Cards may be used for emergent vehicle repair services in the event that District-provided vehicle maintenance and/or service cannot reasonably be performed and it is necessary to ensure the safety of District personnel and/or property. Refer to the definition of emergency purchases in section ~~14~~ [1.7](#) of ~~the~~ purchasing policy [#353](#) for clarification.

3.1.3.5 Cards may not be used to pay other invoices or statements.

3.1.3.6 Cards may be used to purchase food related items during the course of official district business which include but is not limited to the following:

3.1.3.6.1 During extended emergency responses it is appropriate to purchase rehabilitation supplies (i.e. food, hydrating drinks, etc.) in order to maintain energy levels and/or ensure the safety of District personnel [and Mutual Aid personnel](#).

3.1.3.6.2 In the event that meetings, classes or other District business are held over a mealtime hour and time does not allow for offsite food acquisition, it is appropriate to furnish food in order to accomplish set forth business.

3.1.3.6.3 During testing processes for new hires and/or promotions when it is the best interest of the District to keep assessors on-site and available so candidates may go through their testing processes in a timely manner.

3.2 **USER RESPONSIBILITY:** Responsibility of the user/carrier of the card is as described below.

3.2.1 Employees will sign a Credit Card User Agreement for all cards issued in their name.

3.2.2 The card holder shall be the sole user and retain possession of the card at all times and be responsible for all charges made while it is in his/her possession.

3.2.3 [User shall reconcile the transaction in the accounting software \(currently OneSolution\) which includes attaching the receipt, providing the description of the item purchased, and assigning the cost to a budget line item.](#)

[3.2.4 The user shall reconcile the transaction in the accounting software within seven \(7\) business days following the purchase transaction being uploaded and available for reconciliation in the accounting software. If the transaction remains undocumented for 60 days after the upload, the purchasing card will be revoked. The user shall submit a fully itemized District Expense Claim Form to the Financial Analyst within seven \(7\) business days following the purchase or completion of travel. If the District Expense Claim Form is turned in later than seven \(7\) business days, an explanation as to why it was turned in late will need to be attached.](#)

~~3.2.4~~ The user shall repay any improper charges or undocumented charges at

- the time such events occur. ~~the District Expense Claim Form is submitted.~~ Any ~~such~~ charges not paid at this time will be withheld from the individual's next paycheck and their supervisor will be notified of the claim.
- 3.2.5 The user must obtain authorization for anything not clearly described above as allowable. Failure to do so may cause user to be financially responsible for the charge.
 - 3.2.6 Lost or stolen cards must be reported to the ~~Chief Financial Officer~~ Finance Director immediately.
 - 3.2.7 District credit cards will be returned in the event the employment relationship is terminated.
 - 3.2.8 Abuse of the District issued credit card could result in the credit card being confiscated.
- 3.3 DOCUMENTATION REQUIREMENTS: Employees authorized to use District credit cards are responsible for providing all necessary documentation required to process payment on a timely basis. ~~A District Expense Claim Form~~ Reconciliation through the software will be completed and the necessary documentation ~~is provided~~ as follows:
- 3.3.1 ~~Attach the The District Expense Claim Form with all~~ supporting documentation in accounting software ~~will be filled out and turned in to the Financial Analyst~~ within seven (7) business days following ~~at the purchase or completion of travel.~~ If later than seven (7) days, an explanation as to why it is late will need to be attached.
 - 3.3.2 Appropriate supporting documentation includes but is not limited to delivery confirmations, receipts and/or packing slips.
 - 3.3.3 Employees will document Internet purchases by printing out the purchase confirmation page from the vendor's website.
 - 3.3.4 Employees will document phone purchases by signing a copy of the page the item was ordered from (i.e. catalog page, brochure, flyer, etc.)
 - 3.3.5 ~~The names(s) of others who traveled, partook of meals, or otherwise incurred expenses (i.e. retreat meals, etc.) must be listed on the form.~~ State whether others who traveled, partook of meals, or otherwise incurred expenses ~~they~~ were District personnel. If they are not, state who they were and what connection they had with District business.
 - 3.3.6 Attach original receipts to the software ~~District Expense Claim Form~~. The receipt must include the name of the business in which the purchase was made, an itemization of the goods or supplies purchased, date, and total amount charged. If receipt does not contain the required information, an explanation as to why the information is missing will need to be attached.
 - 3.3.7 Include the General Ledger account code in which the purchase is to be charged on the form.
 - ~~3.3.8 All District Expense Claim Forms must be approved and signed by employee's supervisor, Fire Chief, or Chief Financial Officer. This is to ensure appropriate internal control and segregation of duties.~~
- 3.4 CONTROL: The elected Board of Commissioners, or their designee, will review expenditures in conjunction with the normal warrant review and approval. The

Fire Chief or ~~Chief Financial Officer~~[Finance Director](#) must approve any exceptions to this policy in advance.

4.0 REFERENCE

- 4.1 RCW 43.09.2855
- 4.2 Budgeting & Accounting Reporting System (BARS)
- 4.3 Washington State Auditor's Office
- 4.4 CPFR Resolution # 06-09.
- 4.5 Advanced Travel Policy #306
- 4.6 Purchasing Policy #327
- 4.7 District Expense/Credit Card/Petty Cash Claim Form



CENTRAL PIERCE FIRE & RESCUE

POLICY AND PROCEDURE 330

SUBJECT: Credit Card Usage

EFFECTIVE DATE: January 1, 2022

OWNER: Finance Director

REAUTHORIZATION YEAR: 2025

FORMS AND ATTACHMENTS:

Attachment 330.A Credit Card User Agreement

INTENT:

Implement district policy for the issuance, use, and control of District issued credit cards

1.0 DEFINITIONS

2.0 POLICIES

- 2.1 **ISSUANCE:** Central Pierce Fire & Rescue will issue credit cards to personnel in the following positions: Fire Chief, Deputy Chiefs, Assistant Chiefs, Battalion Chiefs, Finance Director, Human Resource Director, IT Director, Deputy Fire Marshals, Training Captain(s), EMS Captain(s), Executive Assistant(s), Purchasing Manager, IT technician(s), Senior Accountant, Procurement Coordinator, Ops Analyst(s), HR Analyst(s), CGRO, Central Stores Main Runner, and others as assigned by the Fire Chief..
- 2.2 **DISTRIBUTION:** Credit cards will be obtained and distributed through the Finance office
- 2.3 **LIMITS:** In general, credit card limits shall not exceed:
Chiefs - up to \$5k.
Support specialists - up to \$8k (Training and Shop only).
Support specialist – up to \$2k (Front desk)
Purchasing Manager – up to \$10k.
Finance Director – up to \$10k.
However, on a case by case basis, credit cards may have temporary increase with the approval of the Finance Director or the Fire Chief.

3.0 PROCEDURES

- 3.1 **USE:** Usage will be closely monitored by the Finance Division and shall be used in compliance with the following:
- 3.1.1 **Travel:** Credit cards may be used by District personnel who are in travel status on official District business for meals, lodging, airfare, parking, taxi,

car rental, and fuel in accordance with the amounts allowed per the travel policy (see Advanced Travel Policy #306). Use of the District credit card is for exceptions only; all attempts must be made to receive funds prior to departure through the Advanced Travel process. Official District business includes but is not limited to travel for Puget Sound Strike Team or State mobilizations and prospective employee background investigations.

3.1.1.1 Use of the credit card for meals shall be restricted to the per diem amount referenced by District Resolution 20-08, utilizing Internal Revenue Service (IRS) Publication 1542. Any charges that exceed the per diem amount are to be reimbursed to the District when the District Expense Claim Form (with charge slips attached) is submitted. The receipt must include the name of the business in which the purchase was made, an itemization of the meals purchased, the date, and total amount charged. Receipts that do not contain the required information will need to have an explanation attached stating why the required information is missing and a list of the missing information, to the best of the credit card user's knowledge. Name(s) of others who partook of meals, or otherwise incurred expenses (i.e. retreat meals, etc.) must be listed on the District Expense Claim Form. State whether they were District personnel. If they are not, state who they were and what connection they had with District business.

3.1.1.2 Tips for meals are not in addition to the per diem amount, but must also be included within that amount or they are not reimbursable.

3.1.1.3 Alcohol may not be purchased with the credit card.

3.1.1.4 Cards may not be used for cash advances, entertainment, or hotel/motel amenities.

3.1.2 Registration or Enrollment/Texts and Training Materials: Credit cards may be used for conference registration related to official District business, **only** after approval on the Outside Class Request Form. Payment via credit card will only be approved if vendor will not accept a check as payment.

3.1.3 Purchases: Credit cards may be used for the purchase of goods or supplies if vendors are unable to comply with normal District purchasing procedures (see Purchasing Policies #327 and #353).

3.1.3.1 The credit card is not to be used as a means to bypass the normal District purchasing procedures.

3.1.3.2 Cards may not be used for personal purchases.

3.1.3.3 Cards may not be used for cash advances.

3.1.3.4 Cards may not be used to purchase services (i.e. consultant fees, temporary help, equipment, etc.) Cards may be used to secure lodging, airfare, and rental cars for District personnel who are in travel status on official District business when the use of Advanced Travel funds is not possible. Cards may be used for emergent vehicle repair services in the event that District-

provided vehicle maintenance and/or service cannot reasonably be performed and it is necessary to ensure the safety of District personnel and/or property. Refer to the definition of emergency purchases in section 1.7 of purchasing policy #353 for clarification.

3.1.3.5 Cards may not be used to pay other invoices or statements.

3.1.3.6 Cards may be used to purchase food related items during the course of official district business which include but is not limited to the following:

3.1.3.6.1 During extended emergency responses it is appropriate to purchase rehabilitation supplies (i.e. food, hydrating drinks, etc.) in order to maintain energy levels and/or ensure the safety of District personnel and Mutual Aid personnel.

3.1.3.6.2 In the event that meetings, classes or other District business are held over a mealtime hour and time does not allow for offsite food acquisition, it is appropriate to furnish food in order to accomplish set forth business.

3.1.3.6.3 During testing processes for new hires and/or promotions when it is the best interest of the District to keep assessors on-site and available so candidates may go through their testing processes in a timely manner.

3.2 USER RESPONSIBILITY: Responsibility of the user/carrier of the card is as described below.

3.2.1 Employees will sign a Credit Card User Agreement for all cards issued in their name.

3.2.2 The card holder shall be the sole user and retain possession of the card at all times and be responsible for all charges made while it is in his/her possession.

3.2.3 User shall reconcile the transaction in the accounting software (currently OneSolution) which includes attaching the receipt, providing the description of the item purchased, and assigning the cost to a budget line item.

3.2.4 The user shall reconcile the transaction in the accounting software within seven (7) business days following the purchase transaction being uploaded and available for reconciliation in the accounting software. If the transaction remains undocumented for 60 days after the upload, the purchasing card will be revoked. The user shall repay any improper charges or undocumented charges at the time such events occur. Any charges not paid at this time will be withheld from the individual's next paycheck and their supervisor will be notified of the claim.

3.2.5 The user must obtain authorization for anything not clearly described above as allowable. Failure to do so may cause user to be financially responsible for the charge.

3.2.6 Lost or stolen cards must be reported to the Finance Director immediately.

- 3.2.7 District credit cards will be returned in the event the employment relationship is terminated.
- 3.2.8 Abuse of the District issued credit card could result in the credit card being confiscated.
- 3.3 **DOCUMENTATION REQUIREMENTS:** Employees authorized to use District credit cards are responsible for providing all necessary documentation required to process payment on a timely basis. Reconciliation through the software will be completed and the necessary documentation provided as follows:
 - 3.3.1 Attach the supporting documentation in accounting software within seven (7) business days following a purchase. If later than seven (7) days, an explanation as to why it is late will need to be attached.
 - 3.3.2 Appropriate supporting documentation includes but is not limited to delivery confirmations, receipts and/or packing slips.
 - 3.3.3 Employees will document Internet purchases by printing out the purchase confirmation page from the vendor's website.
 - 3.3.4 Employees will document phone purchases by signing a copy of the page the item was ordered from (i.e. catalog page, brochure, flyer, etc.)
 - 3.3.5 State whether others who traveled, partook of meals, or otherwise incurred expenses were District personnel. If they are not, state who they were and what connection they had with District business.
 - 3.3.6 Attach original receipts to the software. The receipt must include the name of the business in which the purchase was made, an itemization of the goods or supplies purchased, date, and total amount charged. If receipt does not contain the required information, an explanation as to why the information is missing will need to be attached.
 - 3.3.7 Include the General Ledger account code in which the purchase is to be charged on the form.
- 3.4 **CONTROL:** The elected Board of Commissioners, or their designee, will review expenditures in conjunction with the normal warrant review and approval. The Fire Chief or Finance Director must approve any exceptions to this policy in advance.

4.0 REFERENCE

- 4.1 RCW 43.09.2855
- 4.2 Budgeting & Accounting Reporting System (BARS)
- 4.3 Washington State Auditor's Office
- 4.4 CPFR Resolution # 06-09.
- 4.5 Advanced Travel Policy #306
- 4.6 Purchasing Policy #327
- 4.7 District Expense/Credit Card/Petty Cash Claim Form



CENTRAL PIERCE FIRE & RESCUE ATTACHMENT

TITLE: Credit Card User Agreement
ATTACHMENT NUMBER: 330.A

I, _____, as an employee of Central Pierce Fire & Rescue (CPFR), accept personal responsibility for the safeguard and proper use of CPFRs credit card # _____, which has been assigned to me for use in the performance of my job, in accordance with the terms outlined below.

I will only use CPFRs credit card for the following purposes:

1. **Travel:** Credit cards may be used by District personnel who are in travel status on official District business for meals, lodging, airfare, parking, taxi, car rental, and fuel in accordance with the amounts allowed per the travel policy (see Advanced Travel Policy #306). Use of the District credit card is for exceptions only; all attempts must be made to receive funds prior to departure through the Advanced Travel process. Official District business includes but is not limited to travel for Puget Sound Strike Team or State mobilizations and prospective employee background investigations.
 - Use of the credit card for meals shall be restricted to the per diem amount [referenced by District Resolution 20-08, utilizing Internal Revenue Service \(IRS\) Publication 1542, specified by District Resolution 01-04](#). Any charges that exceed the per diem amount are to be reimbursed to the District when the District Expense Claim Form (with charge slips attached) is submitted. The receipt must include the name of the business in which the purchase was made, an itemization of the meals purchased, the date, and total amount charged. Receipts that do not contain the required information will need to have an explanation attached stating why the required information is missing and a list of the missing information, to the best of the credit card user's knowledge. Name(s) of others who partook of meals, or otherwise incurred expenses (i.e. retreat meals, etc.) must be listed on the District Expense Claim Form. State whether they were District personnel. If they are not, state who they were and what connection they had with District business.
 - Tips for meals are not in addition to the per diem amount, but must also be included within that amount or they are not reimbursable.
 - Alcohol may not be purchased with the credit card.
 - Cards may not be used for cash advances, entertainment, or hotel/motel amenities.
2. **Registration or Enrollment/Texts and Training Materials:** Credit cards may be used for conference registration related to official District business, **only** after approval on the Outside Class Request Form. [Payment via credit card will only be approved if vendor will not accept a check as payment.](#)
3. **Purchases:** Credit cards may be used for the purchase of goods or supplies if vendors are unable to comply with normal District purchasing procedures (see Purchasing Policy #327 & [#353](#)).
 - The credit card is not to be used as a means to bypass the normal District purchasing procedures.
 - Cards may not be used for personal purchases.
 - Cards may not be used for cash advances.
 - Cards may not be used to purchase services (i.e. consultant fees, temporary help, etc.) Cards may be used to secure lodging, airfare, and rental cars for District personnel who are in travel status on official District business when the use of Advanced Travel funds is not possible. Cards may be used for emergent vehicle repair services in the event that District-provided vehicle maintenance and/or service cannot reasonably be performed and it is necessary to ensure the safety of District personnel and/or property. Refer to the definition of emergency purchases in section ~~44-1.7~~ of the purchasing policy [#353](#) for clarification.
 - Cards may not be used to pay other invoices or statements.



CENTRAL PIERCE FIRE & RESCUE ATTACHMENT

TITLE: Credit Card User Agreement
ATTACHMENT NUMBER: 330.A

I will not use CPFRs credit card for any inappropriate purpose. Inappropriate purposes consist of the following:

1. Using the credit card as a means to bypass the normal District purchasing procedures.
2. Using the credit card for personal purchases.
3. Using the credit card for cash advances.
4. Using the credit card to pay other invoices or statements.

I will provide all necessary documentation as follows to Finance within the time specified:

Complete a District Business Expense Claim Form will be completed and the necessary documentation is as follows:

1. The card user shall reconcile the transaction in the accounting software (currently OneSolution) which includes attaching the receipt, providing the description of the item purchased, and assigning the cost to a budget line item.
- ~~4.2.~~ The user shall reconcile the transaction in the accounting software within seven (7) business days following the purchase transaction being uploaded and available for reconciliation in the accounting software. The District Expense Claim Form with all supporting documentation will be filled out and turned in to the Senior Accountant within seven (7) business days following the purchase or completion of travel. If later than seven (7) days, an explanation as to why it is late will need to be attached.
- ~~2.3.~~ Appropriate supporting documentation includes but is not limited to delivery confirmations, receipts and/or packing slips.
- ~~3.4.~~ Employees will document Internet purchases by printing out the purchase confirmation page from the vendor's website.
- ~~4.5.~~ Employees will document phone purchases by signing a copy of the page the item was ordered from (i.e. catalog page, brochure, flyer, etc.)
- ~~5.6.~~ The names(s) of others who traveled, partook of meals, or otherwise incurred expenses (i.e. retreat meals, etc.) must be listed on the form. State whether others who traveled, partook of meals, or otherwise incurred expenses they were District personnel. If they are not, state who they were and what connection they had with District business.
- ~~6.7.~~ Attach original receipts to the District Expense Claim Form software reconciliation. The receipt must include the name of the business in which the purchase was made, an itemization of the goods or supplies purchased, date, and total amount charged. If receipt does not contain the required information, an explanation as to why the information is missing will need to be attached.
- ~~7.8.~~ Include the General Ledger account code in which the purchase is to be charged on the form.
- ~~8.9.~~ All District Expense Claim Forms credit card expenses must be approved and signed by employee's supervisor, Fire Chief or the reviewed by Finance Director prior to claims being processed. This is to ensure appropriate internal control and segregation of duties.

I understand the Fire Chief or Finance Director will disallow my use of District credit cards for violation or misuse of a District credit card and/or Credit Card Usage policy.

I understand that I will be held personally responsible for any inappropriate charges I incur with the District credit card, and payment for any such inappropriate charges is hereby authorized to be withheld from my paycheck.

Employee Signature _____ Date _____

Finance Director Signature _____



CENTRAL PIERCE FIRE & RESCUE ATTACHMENT

TITLE: Credit Card User Agreement
ATTACHMENT NUMBER: 330.A

I, _____, as an employee of Central Pierce Fire & Rescue (CPFR), accept personal responsibility for the safeguard and proper use of CPFRs credit card # _____, which has been assigned to me for use in the performance of my job, in accordance with the terms outlined below.

I will only use CPFRs credit card for the following purposes:

1. **Travel:** Credit cards may be used by District personnel who are in travel status on official District business for meals, lodging, airfare, parking, taxi, car rental, and fuel in accordance with the amounts allowed per the travel policy (see Advanced Travel Policy #306). Use of the District credit card is for exceptions only; all attempts must be made to receive funds prior to departure through the Advanced Travel process. Official District business includes but is not limited to travel for Puget Sound Strike Team or State mobilizations and prospective employee background investigations.
 - Use of the credit card for meals shall be restricted to the per diem amount referenced by District Resolution 20-08, utilizing Internal Revenue Service (IRS) Publication 1542. . Any charges that exceed the per diem amount are to be reimbursed to the District when the District Expense Claim Form (with charge slips attached) is submitted. The receipt must include the name of the business in which the purchase was made, an itemization of the meals purchased, the date, and total amount charged. Receipts that do not contain the required information will need to have an explanation attached stating why the required information is missing and a list of the missing information, to the best of the credit card user's knowledge. Name(s) of others who partook of meals, or otherwise incurred expenses (i.e. retreat meals, etc.) must be listed on the District Expense Claim Form. State whether they were District personnel. If they are not, state who they were and what connection they had with District business.
 - Tips for meals are not in addition to the per diem amount, but must also be included within that amount or they are not reimbursable.
 - Alcohol may not be purchased with the credit card.
 - Cards may not be used for cash advances, entertainment, or hotel/motel amenities.
2. **Registration or Enrollment/Texts and Training Materials:** Credit cards may be used for conference registration related to official District business, **only** after approval on the Outside Class Request Form. Payment via credit card will only be approved if vendor will not accept a check as payment.
3. **Purchases:** Credit cards may be used for the purchase of goods or supplies if vendors are unable to comply with normal District purchasing procedures (see Purchasing Policy #327 & #353).
 - The credit card is not to be used as a means to bypass the normal District purchasing procedures.
 - Cards may not be used for personal purchases.
 - Cards may not be used for cash advances.
 - Cards may not be used to purchase services (i.e. consultant fees, temporary help, etc.) Cards may be used to secure lodging, airfare, and rental cars for District personnel who are in travel status on official District business when the use of Advanced Travel funds is not possible. Cards may be used for emergent vehicle repair services in the event that District-provided vehicle maintenance and/or service cannot reasonably be performed and it is necessary to ensure the safety of District personnel and/or property. Refer to the definition of emergency purchases in section 1.7 of purchasing policy #353 for clarification.
 - Cards may not be used to pay other invoices or statements.



CENTRAL PIERCE FIRE & RESCUE ATTACHMENT

TITLE: Credit Card User Agreement
ATTACHMENT NUMBER: 330.A

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1. Using the credit card as a means to bypass the normal District purchasing procedures.
2. Using the credit card for personal purchases.
3. Using the credit card for cash advances.
4. Using the credit card to pay other invoices or statements.

I will provide all necessary documentation as follows to Finance within the time specified:

Complete a District Business Expense Claim Form will be completed and the necessary documentation is as follows:

1. The card user shall reconcile the transaction in the accounting software (currently OneSolution) which includes attaching the receipt, providing the description of the item purchased, and assigning the cost to a budget line item.
2. The user shall reconcile the transaction in the accounting software within seven (7) business days following the purchase transaction being uploaded and available for reconciliation in the accounting software.
3. Appropriate supporting documentation includes but is not limited to delivery confirmations, receipts and/or packing slips.
4. Employees will document Internet purchases by printing out the purchase confirmation page from the vendor's website.
5. Employees will document phone purchases by signing a copy of the page the item was ordered from (i.e. catalog page, brochure, flyer, etc.)
6. State whether others who traveled, partook of meals, or otherwise incurred expenses were District personnel. If they are not, state who they were and what connection they had with District business.
7. Attach original receipts to the software reconciliation. The receipt must include the name of the business in which the purchase was made, an itemization of the goods or supplies purchased, date, and total amount charged. If receipt does not contain the required information, an explanation as to why the information is missing will need to be attached.
8. Include the General Ledger account code in which the purchase is to be charged on the form.
9. All credit card expenses must be reviewed by Finance prior to claims being processed. This is to ensure appropriate internal control and segregation of duties.

I understand the Fire Chief or Finance Director will disallow my use of District credit cards for violation or misuse of a District credit card and/or Credit Card Usage policy.

I understand that I will be held personally responsible for any inappropriate charges I incur with the District credit card, and payment for any such inappropriate charges is hereby authorized to be withheld from my paycheck.

Employee Signature _____ Date _____

Finance Director Signature _____



Board Meeting Agenda Item Summary

Agenda Date: January 24th, 2022

Item Title: Information Technology Division Report

Attachments: N/A

Submitted by: I.T. Director Scott-Ralston

RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: _____

SUMMARY:

1. IT Key Performance Indicators

- a. Resolved 247 Consortium-Wide Trouble Tickets and Requests
- b. Resolved 302 Consortium-Wide Helpdesk Calls
- c. 27 On-Station Support Visits
- d. Tier 1 Application Availability: 100.00%
- e. Network Availability: 100.00%
- f. 892 Active User Accounts

2. Projects Completed

- a. Virtual Private Network (VPN) deployment
- b. Server Storage Upgrade
- c. Graham ESO Launch

3. Major Projects Underway

- a. Continued UcaaS implementation (Mitel Phones)
- b. Planning for the Consortium-wide O365 - Exchange Upgrade
- c. Redundant Data Center
- d. Redundant Network Circuits
- e. Identify Network and Application Monitoring/Security software
- f. Continued Network Administrator and System Administrator position placement



Board Meeting Agenda Item Summary

Agenda Date: January 24th, 2022

Item Title: Logistics Update

Attachments:

Submitted by: AC Stueve

RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: _____

SUMMARY:

- Apparatus – E68(E21-3) was placed in service on January 12, 2022. Next up is E63(E21-2) with an expected in service roll out the week of January 24th.
- Apparatus – KME has given us a midpoint inspection dates of early March with a Final inspection of the two pumpers @ the end of March.
- Facilities – We expect to place an RFP out for the roof renovation & repair of Station 65 at the end of this month. The award of low responsible Bidder will be brought forth at the February 28th BOC meeting. Optimistically, we'll see construction/repair begin in late spring. Concept is engineered and overlaid purlin panel system that will only increase rise in overall roof by 3". And, keep water out.
- In December, Central Pierce experienced a "loss" of edraulic extrication tools from E619, deployed from Station 61. It is with great news that Central Pierce was able to recover the "lost" tools with the assistance of Rick Rainwater, Hurst/Jaws of Life NW Regional Sales Manager and PCSO, Deputy Kevin Pressel.

FINANCIAL IMPACT:



Board Meeting Agenda Item Summary

Agenda Date: Jan 24th, 2022

Item Title: Prevention and Education

Attachments: None

Submitted by: Guy Overby

RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: _____

SUMMARY:

1-Excited to announce our new Fire Educator, Courtney Thompson, started work this last Tuesday. Courtney comes to us from Arizona and has an extensive background in education. I am confident she is going to do great job for Central Pierce. She will be focused on Community Risk Reduction, social media presence and helping with public relations. I want to personally thank the BOC for approving the funding for this very important position.

2-As you may have heard DFM Levings will be on extended sick leave due to his cancer returning. We do not expect him returning to the office anytime soon. DFM Berdan continues to operate in his place.

3-The Great Escape is being presented to our districts 5th graders again this year after being canceled in 2021. There are still challenges and many schools will only allow small groups of students to gather at once. This has led to them requesting multiple presentations at the same school. We are doing the best we can with the resources we have available.



Board Meeting Agenda Item Summary

Agenda Date: 01/24/22

Item Title: Health & Safety Div. Report

Attachments:

Submitted by: AC McKenzie

RECOMMENDED ACTION BY THE BOARD:

☐ First reading

☐ Second reading

☐ Motion to approve

☒ For information only

☐ Other: _____

SUMMARY:

1. Pierce County & State continue to see higher infection currently
2. First Qtr. FIIRE Program Completed.
 - a. Objectives APP update ongoing, Safety Committee
Committee risk management training class 1 of 2 completed
CPFR Vulnerability Assessment Through Fallen Firefighter Foundation
Completed
3. 2nd QTR Objectives
Safety Improvement plan
Review VAP
Upgrade CPFR APP
4. **OSHA injury to report 1 Musculoskeletal Injury**

Date of Incident	Location	Days Away	Days with Job Restrictions	Description	OSHA Classification
12/2/2021	Shop	0	25	After replacing heavy frame to suspension brackets with a lot of bending and stooping up inside frame rails, experienced low back pain radiating down left leg to foot. Placed on light duty.	Injury

FINANCIAL IMPACT: N/A



Board Meeting Agenda Item Summary

Agenda Date: January 24, 2022

Item Title: DC Admin

Attachments:

Submitted by: Russ Karns, Deputy Chief

RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: _____

SUMMARY:

Reviewing preemployment backgrounds, suitability exams and oral boards for multiple positions.

We've had multiple meetings on multiple projects. Stations 66 land eval and purchase, 73 new conditions and terms, 61 suitability and possible 73 options.

Station 72 dirt mediation took place on the 19th of January and I'll provide a verbal update to progress on that subject.



Board Meeting Agenda Item Summary

Agenda Date: January 24, 2022

Item Title: Fire Chief's Report

Attachments: None

Submitted by: Chief Morrow

RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: _____

SUMMARY:

August Ballot Measures

Staff continues to work with Lund Faucett on our efforts towards the August Ballot Measures. We now have a solid work plan that informs our actions month to month through the election.

Armory Property

Staff has met with the parties that are signature to the MOA. There has been some miscommunication through the process. Staff now understands that the MOA will have little impact to Central Pierce developing the site. The MOA also provides the opportunity for the District to develop the "Memorial Plaza" in the fashion desired by the Commissioners.

Policy Revamp

The Fire Chief's Office is developing the necessary communications and process to revamp the entire "policy book" for the District. The intent of this revamp is to get the number of policies/guidelines down to a manageable number that will allow for the legal, appropriate, and manageable administration of the organization. It is expected that this process will initiate in February and carry on through 2022.

Staffing Software

Staff continues to work towards implementing Vector Scheduling to replace TeleStaff. The software is part of the Vector Solutions suite of capabilities and may allow for greater operational efficiencies in the future. The costs for Vector Scheduling would be neutral, as the District would end its contract with TeleStaff, freeing up those funds.

FINANCIAL IMPACT: None