



## JOINT BOARD MEETING AGENDA

CENTRAL PIERCE FIRE & RESCUE  
GRAHAM FIRE & RESCUE  
ORTING VALLEY FIRE & RESCUE

**Date:** September 22, 2025  
**Place:** In-Person / South Hill Business & Technology Center/ Central Pierce Fire & Rescue  
• 1015 39<sup>th</sup> Avenue SE, STE 120 – Puyallup, WA 98374  
Virtual / (Visit [www.centralpiercefirerescue.org](http://www.centralpiercefirerescue.org) for instructions to join webinar)  
• **Webinar ID:** 815 4923 8623  
• **Passcode:** 586333  
**Time:** 6:00 p.m.

*For citizens that are present in the audience, please sign in if you would like to address the Board and you will be given 3 minutes to present during Public Comment. Citizens attending virtually that wish to address the Board during Public Comment use the "raise hand" feature on the webinar. Statements or comments for the record may be submitted to [emcinnis@centralpiercefirerescue.org](mailto:emcinnis@centralpiercefirerescue.org) by 4:00pm meeting day.*

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### 1. CALL TO ORDER

A. Roll Call – District Secretary

### 2. PLEDGE OF ALLEGIANCE

### 3. APPROVAL OF AGENDA

A. **Pg. 1:** Agenda

### 4. PUBLIC COMMENT (For items not specifically listed on the Agenda.)

### 5. JOINT BOARD CONSENT AGENDA

A. **Pg. 4:** Minutes: Joint Board Meeting of September 8, 2025

### 6. CONSENT AGENDA: Central Pierce Fire & Rescue (Single Motion)

A. **Pg. 8:** Approval of:

Accounts Payable Warrants Numbered 62797 to 62853	\$	853,686.08
Accounts Payable Warrant Reversal Numbered 62826	\$	(96,219.62)
<b>GRAND TOTAL</b>	<b>\$</b>	<b>757,466.46</b>

**Pg. 27:** For Informational Purposes Only - The following electronic payments totaling \$375,542.61 (AP Warrant Numbers 62797, 62800, 62826).



## JOINT BOARD MEETING AGENDA

CENTRAL PIERCE FIRE & RESCUE  
GRAHAM FIRE & RESCUE  
ORTING VALLEY FIRE & RESCUE

### 7. UNFINISHED BUSINESS

- A. **Pg. 51:** BOD 3.27 Purchasing Policy – Director Robacker
  - **Presented to:** *Joint Board*
- B. **Pg. 59:** BOD 3.03 Board Policy Manual Update – Chief Morrow
  - **Presented to:** *Joint Board*
- C. **Pg. 62:** BOD 4.48 Public Access to Fire Stations & District Facilities – DC VanKeulen
  - **Presented to:** *Joint Board*

### 8. NEW BUSINESS

- A. **Pg. 67:** CPFR Resolution 25-05 Enduris Membership Authorization – Director Roberts
  - **Presented to:** *Central Pierce Fire & Rescue*

### 9. CONSIDERATIONS & REQUESTS

- A. **Pg. 80:** Shop Lease with Option to Purchase – DC Berdan
  - **Presented to:** *Joint Board*

### 10. STAFF, LOCAL, FIREFIGHTER'S ASSOCIATION and FIRE CHIEF REPORTS

- A. **Pg. 155:** Finance Directorate – Director Robacker
- B. **Pg. 172:** Business Services Directorate – DC Berdan
- C. **Pg. 173:** Executive Services Directorate – Director Roberts
- D. **Pg. 177:** Fire Chief's Report – Chief Morrow
- E. Local 726 Report

### 11. CORRESPONDENCE

- A. **Pg. 178:** Employee Recognition Letter – Wiseman
- B. **Pg. 179:** Employee Recognition Letter – Stedman



## JOINT BOARD MEETING AGENDA

CENTRAL PIERCE FIRE & RESCUE  
GRAHAM FIRE & RESCUE  
ORTING VALLEY FIRE & RESCUE

### 12. EXECUTIVE SESSION

- A. RCW 42.30.140(4)(a) To review the proposals made in negotiations of a collective bargaining agreement.

### 13. COMMISSIONER COMMENTS

### 14. ADJOURNMENT

**REGULAR JOINT MEETING MINUTES  
CPFR, GFR, AND OVFR JOINT BOARD MEETING  
September 8, 2025**

Chair Homan called the Regular Meeting of the Board of Commissioners to order at the Fire District Administrative & Operations Center – 1015 39<sup>th</sup> Ave SE Suite #120, Puyallup, WA 98374, at 6:00 p.m. Present were: Chair Holm, Vice Chair Stringfellow, Commissioners Berdan, Mitchell, and Willis, Chair Homan, Commissioners McAfee and Samuelsen, Chair Bellerive, Vice Chair Palombi, Commissioner Buttz, Ex-Officio Door, Chief Morrow, Director Robacker, Director Roberts, Deputy Director Kemp, and SS McInnis, Recorder. Vice Chair Barstow joined at 6:25 p.m. Commissioner Gorder joined at 6:30 p.m.

**1. ROLL CALL – DISTRICT SECRETARY**

A. Excused Absences: Commissioners Dannat and Commissioner Estes

**2. PLEDGE OF ALLEGIANCE**

Chair Homan led the Pledge of Allegiance.

**3. APPROVAL OF AGENDA**

Commissioner Mitchell moved and Commissioner Buttz seconded to approve the agenda as presented. **MOTION CARRIED.**

**4. PUBLIC COMMENT (FOR ITEMS SPECIFICALLY ON THE AGENDA)**

None.

**5. JOINT BOARD CONSENT AGENDA**

A. Joint Board Meeting Minutes of August 25, 2025

Commissioner Samuelsen moved, and Chair Bellerive seconded to approve the Minutes of August 25, 2025, as presented. **MOTION CARRIED.**

**6. CONSENT AGENDA: CENTRAL PIERCE FIRE & RESCUE (Single Motion)**

A. Approval of:

Accounts Payable Warrants Numbered 62738 to 62796 totaling:	\$	12,156,504.17
Net Payroll Warrants Numbered 108445 to 108453		16,285.44
<b>GRAND TOTAL</b>	<b>\$</b>	<b>12,172,789.61</b>

Chair Holm moved and Commissioner Mitchell seconded to approve the Consent Agenda for Central Pierce Fire & Rescue. **MOTION CARRIED.**

**7. CONSENT AGENDA: ORTING VALLEY FIRE & RESCUE (Single Motion)**

A. Approval of:

Expense to GO Bond Transfer Request:	\$	200.00
<b>GRAND TOTAL</b>	<b>\$</b>	<b>200.00</b>

Chair Bellerive moved and Commissioner Buttz seconded to approve the Consent Agenda for Orting Valley Fire & Rescue. **MOTION CARRIED.**

**8. CONSENT AGENDA: GRAHAM FIRE & RESECUE** (Single Motion)

A. Approval of:

Accounts Payable Warrants Numbered 36555 to 36560 totaling:	\$	8,322.40
Net Payroll Warrant Numbered 100995 totaling:	\$	16,794.37
<b>GRAND TOTAL</b>	<b>\$</b>	<b>25,116.77</b>

Commissioner Samuelsen moved, and Commissioner McAfee seconded to approve the Consent Agenda for Graham Fire & Rescue. **MOTION CARRIED.**

**9. UNFINISHED BUSINESS**

A. BOD 4.47 Apparatus Flag Policy

Chief Morrow presented Board Policy 4.47 – Apparatus Flag Policy. Minor revisions were made following the first reading. Commissioner Samuelsen moved, and Commissioner Buttz seconded, to approve the policy as amended to include “all flags.” Commissioner Willis opposed. **MOTION CARRIED.**

**10. NEW BUSINESS**

A. BOD 3.27 Purchasing Policy

Director Robacker presented Board Policy 3.27 – Purchasing Policy. The policy has been updated from the previous version, and any Board feedback received over the next two weeks will be considered.

B. BOD 3.03 Board Policy Manual Update

Chair Homan presented Board Policy 3.03 – Board Policy Manual. Several changes were made to the previous version, and feedback received over the next two weeks will be considered.

C. BOD 4.48 Public Access to Fire Stations and Facilities

DC VanKeulen presented Board Policy 4.48 – Public Access to Fire Stations and Facilities. All Board feedback over the next two weeks will be considered.

D. Graham Fire & Rescue Resolution #1011

Director Roberts presented Graham Fire & Rescue Resolution #1011.

Vice Chair Barstow moved, and Commissioner McAfee seconded to waive the second reading of Graham Fire & Rescue Resolution #1011. **MOTION CARRIED.**

Commissioner McAfee moved and Commissioner Samuelsen seconded to approve Graham Fire & Rescue Resolution #1011 transferring \$8,230,000 to CPFR from GFR and appropriating \$230,000 in General Fund Div 300. **MOTION CARRIED.**

**11. CONSIDERATIONS & REQUESTS**

None

**12. STAFF, LOCAL, FIREFIGHTER'S ASSOCIATION and FIRE CHIEF REPORTS**

A. Emergency Services Directorate/Deputy Chief Rosenlund:  
DC Rosenlund reviewed the Emergency Services Directorate Report.

B. Performance Directorate/Deputy Chief Jackson:  
DC Jackson reviewed the Performance Directorate Report.

C. Human Resources Directorate/HR Director Washo:  
Director Washo reviewed the Human Resources Directorate Report.

D. Fire Chief's Report/Chief Morrow:  
Chief Morrow reviewed the Fire Chief's Report.

**13. CORRESPONDENCE**

A. Employee Recognition Letter – Espino  
Chair Homan noted it was great to see the positive letters recognizing our people and the excellent work being done.

**14. EXECUTIVE SESSION**

At 7:11 p.m., Commissioner Samuelsen moved and Commissioner Buttz seconded to move into Executive Session under RCW 42.30.140(4)(a) To review the proposals made in negotiations of a collective bargaining agreement for 25 minutes. **MOTION CARRIED.**

At 7:36 p.m., Chair Homan extended the meeting for 5 minutes.

At 7:41 p.m., Chair Homan extended the meeting for 3 minutes.

At 7:44 p.m., Chair Homan extended the meeting for 2 minutes.

At 7:46 p.m., Commissioner Samuelsen moved and Chair Holm seconded to return to Regular Session. **MOTION CARRIED.**

**15. COMMISSIONER COMMENTS**

**Commissioner Willis** – Commissioner Willis shared his perspective on the display of flags on apparatus.

**Commissioner Mitchell** – Commissioner Mitchell stated he is happy to be here and is hopeful and available to help as needed.

**Vice Chair Stringfellow** – Commissioner Stringfellow noted issues with the iPads but otherwise expressed that he is very happy.

**Commissioner Berdan** – Commissioner Berdan stated he is happy to be here.

**Chair Bellerive** – Chair Bellerive also raised concerns with the iPads.

**Commissioner Buttz** – Commissioner Buttz echoed previous comments, apologized for missing a few meetings, and expressed that she is glad to be present this evening

**Vice Chair Barstow** – Vice Chair Barstow expressed appreciation for everyone’s input and stated he looks forward to the next meeting.

**Commissioner McAfee** – Commissioner McAfee expressed appreciation for the work being done, thanked Chair Homan for his input on Board Policy 3.03 – Board Policy Manual, and also thanked staff.

**Commissioner Samuelsen** – Commissioner Samuelsen commended DC Berdan for his outstanding people skills.

**Chair Homan** – Chair Homan reminded the Board that as we enter the budget cycle, there will be special budget meetings. He encouraged everyone to remain respectful, maintain a positive attitude, and work toward the best resolution for the organization, noting that these will not be easy conversations.

**16. ADJOURNMENT**

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

The meeting adjourned at 8:00 P.M.

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Matthew Holm  
Chair of the Board, CPFR

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Tanya Robacker  
District Secretary, CPFR

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Robert L. Homan  
Chair of the Board, GFR

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Sandi Roberts  
District Secretary, GFR

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Jason Bellerive  
Chair of the Board, OVFR

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Kim Kemp  
District Secretary, OVFR

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Erika McInnis  
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>
09/04/2025 - 09/11/2025	AP00062797 - AP00062853	\$853,686.08
09/11/2025 - 09/11/2025	AP00062826 - AP00062826	(\$96,219.62)
Total		\$757,466.46

Dustin Morrow  
Fire Chief

Matthew Holm  
Chair

Steve Stringfellow  
Vice Chair

Bob Willis  
Commissioner

Dale Mitchell  
Commissioner

David Berdan  
Commissioner

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00062797	CPFR	Central Pierce Fire & Rescu	09/04/25	2,025.61	MW	IS	
AP CHK 00062798	GARYJOHN	Gary Johnson Floor Covering	09/04/25	50,645.59	MW	IS	

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	52,671.20	Number of Checks Processed:	2
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 52,671.20

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 09/04/2025  
End Date: 09/04/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
GARY JOHNSON FLOOR COVERING (GARYJOHN)						
	CG500325	03/10/2025	(2,409.40)	RETAINAGE	3016069422	56241
	CG500325	03/10/2025	0.00	Capital-Construction Contract	3016069422	56241
	CG500325	03/10/2025	0.00	***PUBLIC WORKS PROJECT***	3016069422	56241
	CG500325	03/10/2025	53,054.99	STATION 66 PHASE 2 COUNTERTOPS	3016069422	56241
	CG500325	03/10/2025	0.00	*RETAINAGE NOW REQUIRED*	3016069422	56241
TOTAL FOR CHECK AP 00062798:			50,645.59			
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	090425	09/04/2025	2,025.61	09/04/25 AP EFTS	301	21110
TOTAL FOR CHECK AP 00062797:			2,025.61			
REPORT TOTAL:			52,671.20			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00062799	BROOLUMB	Brookdale Lumber Inc	09/04/25	52.07	MW	IS	
AP CHK 00062800	CPFR	Central Pierce Fire & Rescu	09/04/25	277,297.38	MW	IS	
AP CHK 00062801	CITYORTI	City of Orting	09/04/25	645.39	MW	IS	
AP CHK 00062802	COMCAST	COMCAST	09/04/25	349.16	MW	IS	
AP CHK 00062803	CONNBUSI	CONNELLS BUSINESS SYSTEMS	09/04/25	199.22	MW	IS	
AP CHK 00062804	DMRECYCL	D M Recycling Co Inc	09/04/25	1,089.16	MW	IS	
AP CHK 00062805	ELMHMUTU	ELMHURST MUTUAL POWER & LIG	09/04/25	726.94	MW	IS	
AP CHK 00062806	FEDESIGN	FEDERAL SIGNAL - EMERG PROD	09/04/25	141.58	MW	IS	
AP CHK 00062807	FIRGMUTU	FIRGROVE MUTUAL INC	09/04/25	192.17	MW	IS	
AP CHK 00062808	HARRJANI	HARRINGTON JANITORIAL	09/04/25	1,025.00	MW	IS	
AP CHK 00062809	HDSUPPINC	HD SUPPLY, INC	09/04/25	453.14	MW	IS	
AP CHK 00062810	LEMAMOBI	LEMAY MOBILE SHREDDING	09/04/25	55.28	MW	IS	
AP CHK 00062811	HOLM03120	Matthew Holm	09/04/25	31.15	MW	IS	
AP CHK 00062812	MULTHEAL	MULTICARE HEALTH SYSTEM	09/04/25	3,950.00	MW	IS	
AP CHK 00062813	MURRDISP	MURREY'S DISPOSAL CO INC	09/04/25	3,153.72	MW	IS	
AP CHK 00062814	SAMU09190	NEIL SAMUELSEN	09/04/25	34.44	MW	IS	
AP CHK 00062815	PARKLIGH	Parkland Light & Water Co.	09/04/25	2,434.39	MW	IS	
AP CHK 00062816	LANDRECO	PIERCE CO RECYCLNG COMPOST	09/04/25	367.96	MW	IS	
AP CHK 00062817	PCREFUSE	Pierce County Refuse	09/04/25	1,816.14	MW	IS	
AP CHK 00062818	PCREFUSE	Pierce County Refuse	09/04/25	1,866.92	MW	IS	
AP CHK 00062819	PCSEWER	Pierce County Sewer	09/04/25	1,028.05	MW	IS	
AP CHK 00062820	PRINSOLU	PRINT SOLUTIONS INC	09/04/25	365.86	MW	IS	
AP CHK 00062821	PAPEKENW	SRJ INVESTMENTS	09/04/25	1,504.63	MW	IS	
AP CHK 00062822	STEPFRIE	STEPHEN FRIEDRICK MD PS	09/04/25	7,000.00	MW	IS	
AP CHK 00062823	WASHWATE	WASHINGTON WATER SERVICE CO	09/04/25	1,167.90	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		306,947.65		Number of Checks Processed:		25
		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		306,947.65				

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/04/2025

**End Date:** 09/04/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
BROOKDALE LUMBER INC (BROOLUMB)					
	452879	09/03/2025	40.99	PROPANE 91	0016912250 53141
	452879	09/03/2025	11.08	PROPANE 73	0017032250 53141
TOTAL FOR CHECK AP 00062799:			52.07		
CITY OF ORTING (CITYORTI)					
	40-250901	09/01/2025	590.52	#26650 ST40 08/2025 WATER	0016702250 54711
	40I-250901	09/01/2025	54.87	#2248 ST40 IRRIGATION 8/2025	0016702250 54711
TOTAL FOR CHECK AP 00062801:			645.39		
COMCAST (COMCAST)					
	43-250828	08/28/2025	349.16	#8498350320253108 ST43 08/2025	0012102215 54202
TOTAL FOR CHECK AP 00062802:			349.16		
CONNELL'S BUSINESS SYSTEM (CONNBUSI)					
	63006	09/02/2025	199.22	ST68 REPLACE PRINTER DRUM UNIT	0016082250 54191
TOTAL FOR CHECK AP 00062803:			199.22		
D M RECYCLING CO INC (DMRECYCL)					
	13115552S111	09/01/2025	131.50	#21116116470 ST69 8/25 RECYCLE	0016092250 54741
	13115552S111	09/01/2025	131.50	#21116116470 SHOP 8/25 RECYCLE	0016502265 54741
	13115782S111	09/01/2025	175.00	#21116157294 ST67 08/25 RCYCLE	0016072250 54741
	13115803S111	09/01/2025	190.43	#21116158282 ST71 8/25 RECYCLE	0017012250 54741
	13116227S111	09/01/2025	167.00	#2111321737931 ST96 8/25 RCYCL	0016962250 54741
	13117220S111	09/01/2025	76.34	#2111321850828 ST72 08/25 RECY	0017022250 54741
	13117521S111	09/01/2025	167.00	#2111321880674 ST66 8/25 RECYL	0016062250 54741
	13117532S111	09/01/2025	50.39	#2111321881803 ST43 8/25 RECY	0016732250 54741
TOTAL FOR CHECK AP 00062804:			1,089.16		
ELMHURST MUTUAL POWER & LIGHT (ELMHMUTU)					
	68-250904	09/04/2025	726.94	#63497 ST68 08/2025 ELECTRIC.	0016082250 54731
TOTAL FOR CHECK AP 00062805:			726.94		
FEDERAL SIGNAL - EMERG PROD (FEDESIGN)					
	9002024	08/12/2025	141.58	PA300 PN 690010 FOR REBUILD/RE	0016502265 54811
TOTAL FOR CHECK AP 00062806:			141.58		
FIRGROVE MUTUAL WATER COMPANY (FIRGMUTU)					
	69SP-250831	08/31/2025	96.08	#008511000 07-8/2025 ST69 WTR	0016092250 54711
	69SP-250831	08/31/2025	96.09	#008511000 7-8/2025 SHOP WATER	0016502265 54711
TOTAL FOR CHECK AP 00062807:			192.17		
HARRINGTON JANITORIAL (HARRJANI)					
	60-250901	09/01/2025	550.00	9/25 JANITORIAL CONTRACT ST60	0016002250 54191
	SP-250901	09/01/2025	350.00	9/25 JANITORIAL CONTRACT SHOP	0016502265 54191
	SP-250901	09/01/2025	125.00	CO-1: ST69 RESTROOMS PER	0016502265 54191
TOTAL FOR CHECK AP 00062808:			1,025.00		
HD SUPPLY, INC (HDSUPPINC)					
	891672842	09/02/2025	453.14	SAFETY - DAWN DISH SOAP	0012502210 53141
TOTAL FOR CHECK AP 00062809:			453.14		
LAND RECOVERY (LANDRECO)					
	43996B190H	08/31/2025	99.65	DUMP FEES FOR LOGISTICS	0012042254 54741

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/04/2025

**End Date:** 09/04/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	43996B190H	08/31/2025	147.57	DUMP FEES FOR LOGISTICS	0012042254 54741
	43996B190H	08/31/2025	120.74	DUMP FEES FOR TRAINING	0012302240 54741
<b>TOTAL FOR CHECK AP 00062816:</b>			367.96		
<b>LEMAY MOBILE SHREDDING (LEMAMOB)</b>					
	4899502S185	09/01/2025	55.28	2185512946001 8/25 SHREDDNG	0012002210 54191
<b>TOTAL FOR CHECK AP 00062810:</b>			55.28		
<b>MATTHEW HOLM (HOLM03120)</b>					
	09032025	09/03/2025	31.15	08/2025 MILEAGE REIMBURSEMENT	0011001100 54331
<b>TOTAL FOR CHECK AP 00062811:</b>			31.15		
<b>MULTICARE HEALTH SYSTEM (MULTHEAL)</b>					
	CINV10021149	08/31/2025	2,840.00	WHOLE BLOOD UNITS	1013402680 53141
	CINV10021149	08/31/2025	798.00	RED CELL UNITS	1013402680 53141
	CINV10021149	08/31/2025	312.00	PLASMA UNITS	1013402680 53141
<b>TOTAL FOR CHECK AP 00062812:</b>			3,950.00		
<b>MURREY'S DISPOSAL (MURRDISP)</b>					
	13119570S111	09/01/2025	7.71	#211111158740 TC 08/25 GARBAGE	0016172250 54741
	13119571S111	09/01/2025	196.20	#211111158760 ST69 08/25 GARB	0016092250 54741
	13119571S111	09/01/2025	196.21	#211111158760 SHOP 08/25 GARB	0016502265 54741
	13120558S111	09/01/2025	216.17	#211111158741 ST67 8/25 GRBAGE	0016072250 54741
	13120681S111	09/01/2025	102.62	SHAPRS AND MED DISPOSAL	1013402680 54742
	13120681S111	09/01/2025	102.62	SHARPS/MED DISPOSAL	1013402680 54742
	13122002S111	09/01/2025	52.68	#2111321825520 ST43 8/25 GARB	0016732250 54741
	13166516S111	09/01/2025	642.53	#211147000358 ST71 9-10/25 GRB	0017012250 54741
	13174761S111	09/01/2025	1,290.73	#2111321850595 S72 9-10/25 GRB	0017022250 54741
	13176584S111	09/01/2025	346.25	2111321887533 AB 7/8 2025 GARB	0017132250 54741
<b>TOTAL FOR CHECK AP 00062813:</b>			3,153.72		
<b>NEIL SAMUELSEN (SAMU09190)</b>					
	09022025	09/02/2025	34.44	08/2025 MILEAGE REIMBURSEMENT	0011001100 54331
<b>TOTAL FOR CHECK AP 00062814:</b>			34.44		
<b>PARKLAND LIGHT &amp; WATER CO. (PARKLIGH)</b>					
	61E-250903	09/03/2025	1,063.55	#1408 ST61 08/2025 ELECTRICITY	0016012250 54731
	61L-250903	09/03/2025	76.95	#40956 ST61 08/2025 LIGHT	0016012250 54731
	61W-250903	09/03/2025	72.92	#1409 ST61 08/2025 WATER	0016012250 54711
	61W-250903A	09/03/2025	127.07	#1407 ST61 08/2025 WATER	0016012250 54711
	62-250828	08/28/2025	184.98	#6751 ST62 07/08 2025 WATER	0016022250 54711
	65-250828	08/28/2025	283.78	#32512 ST65 07/08 2025 WATER	0016052250 54711
	65I-250828	08/28/2025	549.56	35355 ST65 07/08 2025 IRRIG	0016052250 54711
	65S-250828	08/28/2025	75.58	44386 S65 07/08 2025 SPRINKLER	0016052250 54711
<b>TOTAL FOR CHECK AP 00062815:</b>			2,434.39		
<b>PIERCE COUNTY FIRE PROT DIST # (CPFR)</b>					
	090425	09/04/2025	256,363.01	09/04/25 AP EFTS	001 21110
	090425	09/04/2025	20,934.37	09/04/25 AP EFTS	101 21110
<b>TOTAL FOR CHECK AP 00062800:</b>			277,297.38		
<b>PIERCE COUNTY REFUSE (PCREFUSE)</b>					
	20064822S180	08/01/2025	193.98	#218035314001 ST68 7/25 GARB	0016082250 54741

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/04/2025

**End Date:** 09/04/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	20133672S180	09/01/2025	366.87	#218035266001 ST61 8/25 GARB	0016012250 54741
	20133673S180	09/01/2025	151.38	#218035275001 ST64 8/25 GRBAGE	0016042250 54741
	20133677S180	09/01/2025	1.94	#218035314001 LATE FEE	0012012211 54914
	20133677S180	09/01/2025	193.98	#218035314001 ST68 8/25 GARB	0016082250 54741
	20134120S180	09/01/2025	216.99	#2180483001 ST91 8/25 GRBAGE	0016912250 54741
	20136257S180	09/01/2025	91.88	#2180483002 ST91 08/25 RECYCL	0016912250 54741
	20136280S180	09/01/2025	31.96	#218035275002 ST64 8/25 RCYCLE	0016042250 54741
	20136281S180	09/01/2025	31.96	#218035301002 ST66 08/25 GARBG	0016062250 54741
	20136282S180	09/01/2025	63.92	#218035314002 ST68 8/25 RECY	0016082250 54741
	20136310S180	09/01/2025	31.96	#2180342418002 ST93 8/25 RCYCL	0016932250 54741
	20136311S180	09/01/2025	95.88	#218035292004 ST60 8/25 RECY	0016002250 54741
	20136348S180	09/01/2025	171.72	#218035266002 ST61 8/25 RECYCL	0016012250 54741
	20137576S180	09/01/2025	171.72	#2180588899002 ST95 08/25 RECY	0016052250 54741
<b>TOTAL FOR CHECK AP 00062817:</b>			1,816.14		
	20133635S180	09/01/2025	110.31	#2180342418001 ST93 8/25 GRBGE	0016932250 54741
	20133675S180	09/01/2025	272.03	#218035292001 ST60 8/25 GRBAGE	0016002250 54741
	20133676S180	09/01/2025	362.78	#218035301001 ST66 8/25 GARB	0016062250 54741
	20134250S180	09/01/2025	110.31	#2180533151001 ST95 8/25 GRBGE	0016952250 54741
	20134408S180	09/01/2025	202.86	#2180588899001 ST65 08/25 GARB	0016052250 54741
	20134428S180	09/01/2025	199.27	#2180597553 ST94 8/25 GARBGE	0016942250 54741
	20134433S180	09/01/2025	310.42	#2180599096 ST94 8/25 RECYCLE	0016942250 54741
	20135404S180	09/01/2025	110.31	#2180556556002 ST62 8/25 GARBG	0016022250 54741
	20135488S180	09/01/2025	156.67	#21801047792001 ST63 8/25 GRBG	0016032250 54741
	20135509S180	09/01/2025	31.96	#21801047792002 ST63 8/25 RECY	0016032250 54741
<b>TOTAL FOR CHECK AP 00062818:</b>			1,866.92		
<b>TOTAL FOR PIERCE COUNTY</b>			3,683.06		
<b>PIERCE COUNTY SEWER (PCSEWER)</b>					
	60-250901	09/01/2025	161.16	#1812114 ST60 08/2025 SEWER	0016002250 54721
	61-250901	09/01/2025	144.81	#85900 ST61 08/2025 SEWER	0016012250 54721
	62-250901	09/01/2025	41.26	#233439 ST62 08/2025 SEWER	0016022250 54721
	63-250901	09/01/2025	128.47	#1778561 ST63 08/2025 SEWER	0016032250 54721
	65-250901	09/01/2025	96.12	#1236121 ST65 08/2025 SEWER	0016052250 54721
	67TC-250901	09/01/2025	86.02	#462454 ST67 08/2025 SEWER	0016072250 54721
	67TC-250901	09/01/2025	86.02	#462454 ST67 TC 08/2025 SEWER	0016172250 54721
	68-250901	09/01/2025	182.94	#1061119 ST68 08/2025 SEWER	0016082250 54721
	69SP-250901	09/01/2025	50.62	#535508 ST69 08/2025 SEWER	0016092250 54721
	69SP-250901	09/01/2025	50.63	#535508 SHOP 08/2025 SEWER	0016502265 54721
<b>TOTAL FOR CHECK AP 00062819:</b>			1,028.05		
<b>PRINT SOLUTIONS, INC (PRINSOLU)</b>					
	134150	08/30/2025	330.60	OPS WORK BOOK	0013002220 54941
	134215	09/02/2025	35.26	PE BUSINESS CARDS	0014002230 54941
<b>TOTAL FOR CHECK AP 00062820:</b>			365.86		
<b>SRJ INVESTMENTS (PAPEKENW)</b>					
	15617225	09/03/2025	1,504.63	L21-2 -( 2 ) AIR BAGS, 2424ET7	0016502265 53143
<b>TOTAL FOR CHECK AP 00062821:</b>			1,504.63		
<b>STEPHEN FRIEDRICK MD (STEPFRIE)</b>					

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/04/2025

**End Date:** 09/04/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	09012025	09/01/2025	7,000.00	09/2025 EMS PHYSICIAN ADVISOR	1013402680 54144
<b>TOTAL FOR CHECK AP 00062822:</b>			7,000.00		
<b>WASHINGTON WATER SERVICE (WASHWATE)</b>					
	91-250902	09/02/2025	427.79	#7300000184 07/2025 ST91 WATER	0016912250 54711
	96-250826	08/26/2025	419.04	#8300014177 ST96 07/2025 WATER	0016962250 54711
	96I-250826	08/26/2025	321.07	#6000069985 ST96 08/2025 IRRIG	0016962250 54711
<b>TOTAL FOR CHECK AP 00062823:</b>			1,167.90		
<b>REPORT TOTAL:</b>			306,947.65		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00062824	MONT03200	ASHLEY MONTALVO	09/11/25	165.00	MW	IS	
AP CHK 00062825	BROOLUMB	Brookdale Lumber Inc	09/11/25	34.80	MW	IS	
AP CHK 00062826	CPFR	Central Pierce Fire & Rescu	09/11/25	96,219.62	MW	IS	
AP CHK 00062827	CLAYBAIN	Clayton Bain	09/11/25	8,800.00	MW	IS	
AP CHK 00062828	COMCAST	COMCAST	09/11/25	531.90	MW	IS	
AP CHK 00062829	ELMHMUTU	ELMHURST MUTUAL POWER & LIG	09/11/25	292.77	MW	IS	
AP CHK 00062830	ENDUWASH	ENDURIS WASHINGTON	09/11/25	273,662.00	MW	IS	
AP CHK 00062831	CALL12300	ERIC CALLIHAM	09/11/25	141.12	MW	IS	
AP CHK 00062832	MCIN12080	ERIKA MCINNIS	09/11/25	1,738.00	MW	IS	
AP CHK 00062833	HATC10120	JADYN HATCH	09/11/25	1,805.43	MW	IS	
AP CHK 00062834	LEVEL3FIN	LEVEL 3 FINANCING INC	09/11/25	4,359.92	MW	IS	
AP CHK 00062835	LIGHUNIF	LIGHTHOUSE UNIFORMS CO INC	09/11/25	2,045.53	MW	IS	
AP CHK 00062836	MURRDISP	MURREY'S DISPOSAL CO INC	09/11/25	210.88	MW	IS	
AP CHK 00062837	SAMU09190	NEIL SAMUELSEN	09/11/25	234.22	MW	IS	
AP CHK 00062838	ONITNETW	ON IT NETWORKS INC	09/11/25	497.68	MW	IS	
AP CHK 00062839	PATRFIRE	PATRIOT FIRE PROTECTION INC	09/11/25	1,053.51	MW	IS	
AP CHK 00062840	PCBUDGET	PC Budget and Finance	09/11/25	99.00	MW	IS	
AP CHK 00062841	WOHR08050	PETER J. WOHRLE	09/11/25	148.00	MW	IS	
AP CHK 00062842	PCREFUSE	Pierce County Refuse	09/11/25	173.39	MW	IS	
AP CHK 00062843	PREMBLUE	Premera Blue Cross	09/11/25	1,483.50	MW	IS	
AP CHK 00062844	T0753	PREMERA MEDADVANTAGE	09/11/25	138.34	MW	IS	
AP CHK 00062845	PRINSOLU	PRINT SOLUTIONS INC	09/11/25	33.06	MW	IS	
AP CHK 00062846	PSENERGY	Puget Sound Energy	09/11/25	647.78	MW	IS	
AP CHK 00062847	RAINEXCA	RAINIER EXCAVATING INC	09/11/25	1,783.86	MW	IS	
AP CHK 00062848	SNURSEMI	SNURE LAW OFFICE PSC	09/11/25	158.00	MW	IS	
AP CHK 00062849	SUMMWATE	Summit Water Company	09/11/25	446.59	MW	IS	
AP CHK 00062850	TASKFORC	Task Force Tips Inc	09/11/25	100.04	MW	IS	
AP CHK 00062851	WASHWATE	WASHINGTON WATER SERVICE CO	09/11/25	843.67	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		397,847.61		Number of Checks Processed:		28
		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		397,847.61				

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/11/2025

**End Date:** 09/11/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
ASHLEY MONTALVO (MONT03200)						
	9813132574	09/09/2025	165.00	PER DIEM FIRE PREVENTION CONFR	0014002230	54301
TOTAL FOR CHECK AP 00062824:			165.00			
BROOKDALE LUMBER INC (BROOLUMB)						
	452901	09/04/2025	21.85	40 PROPANE	0016702250	53141
	452908	09/05/2025	12.95	93 PROPANE	0016932250	53141
TOTAL FOR CHECK AP 00062825:			34.80			
CLAYTON BAIN (CLAYBAIN)						
	082825	08/28/2025	8,800.00	APR 2025 LEOFF 1 LTC SVCS	0012032213	52009
TOTAL FOR CHECK AP 00062827:			8,800.00			
COMCAST (COMCAST)						
	250060688	09/01/2025	531.90	#900353595 ST94 9/2025 PHONES	0012102215	54202
TOTAL FOR CHECK AP 00062828:			531.90			
ELMHURST MUTUAL POWER & LIGHT (ELMHMUTU)						
	62-250910	09/10/2025	292.77	#5147 ST62 08/2025 ELECTRICITY	0016022250	54731
TOTAL FOR CHECK AP 00062829:			292.77			
ENDURIS WASHINGTON (ENDUWASH)						
	R265931	07/21/2025	52,376.29	GFR AUTO & LIAB INS 09/01/25 -	0012002210	54611
	R265931	07/21/2025	221,285.71	GFR AUTO & LIAB INS 09/01/25 -	1013402680	54611
TOTAL FOR CHECK AP 00062830:			273,662.00			
ERIC CALLIHAM (CALL12300)						
	081125	08/11/2025	141.12	WORK BOOTS REIMBURSEMENT	0012042254	52011
TOTAL FOR CHECK AP 00062831:			141.12			
ERIKA MCINNIS (MCIN12080)						
	082925	08/29/2025	869.00	SUM 2025 TUITION RMB/MATH	0012002210	54925
	082925	08/29/2025	869.00	SUM 2025 TUITION RMB/MICROECON	0012002210	54925
TOTAL FOR CHECK AP 00062832:			1,738.00			
JADYN HATCH (HATC10120)						
	090325	09/03/2025	921.84	SUM 2025 TUITION RMB/AIR	0012002210	54925
	090325	09/03/2025	883.59	SUM 2025 TUITION RMB/MATH	0012002210	54925
TOTAL FOR CHECK AP 00062833:			1,805.43			
LEVEL 3 FINANCING INC (LEVEL3FIN)						
	752218750	09/01/2025	1,418.89	#5VVXB6VHB AOC 08/2025 PHONE	0012102215	54202
	752224762	09/01/2025	2,941.03	#5CZ7GFBGC 72/60/61 08/25 COMM	0012102215	54202
TOTAL FOR CHECK AP 00062834:			4,359.92			
LIGHTHOUSE UNIFORMS (LIGHUNIF)						
	A327845	08/20/2025	495.79	CLASS A CHUKKA SHOES	0012042254	52020
	A327845	08/20/2025	73.17	SHIPPING CLASS A CHUKKA SHOES	0012042254	52020
	A327846	08/20/2025	1,476.57	CLASS A UNIFORM	0012042254	52020
TOTAL FOR CHECK AP 00062835:			2,045.53			
MURREY'S DISPOSAL (MURRDISP)						
	13120729S111	09/01/2025	210.88	#211111159042 ST96 8/25 GRBAGE	0016962250	54741
TOTAL FOR CHECK AP 00062836:			210.88			
NEIL SAMUELSEN (SAMU09190)						

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/11/2025

**End Date:** 09/11/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	9911888618	09/09/2025	131.00	PER DIEM WA FIRE COMMS CONFRNC	0011001100	54301
	9911888618	09/09/2025	103.22	MILEAGE WA FIRE COMMS CONFRNC	0011001100	54331
TOTAL FOR CHECK AP 00062837:			234.22			
ON IT NETWORKS INC (ONITNETW)						
	5354	09/04/2025	497.68	OVFR IT SUPPORT SERVICES	0012102215	54813
TOTAL FOR CHECK AP 00062838:			497.68			
PATRIOT FIRE PROTECTION INC (PATRFIRE)						
	168027	06/27/2025	1,053.51	LINDEN LANE DETECTOR REPLACE	0013002220	54191
TOTAL FOR CHECK AP 00062839:			1,053.51			
PC BUDGET AND FINANCE (PCBUDGET)						
	CI373682	08/29/2025	99.00	AGO LICENSE - PUBLISHER	0012102215	54813
TOTAL FOR CHECK AP 00062840:			99.00			
PETER J. WOHRLE (WOHR08050)						
	9906094879	09/09/2025	148.00	PER DIEM FIREFIGHTERS MEMORIAL	0014002230	54301
TOTAL FOR CHECK AP 00062841:			148.00			
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	091125	09/11/2025	78,062.33	09/11/25 AP EFTS	001	21110
	091125	09/11/2025	11,225.68	09/11/25 AP EFTS	101	21110
	091125	09/11/2025	6,931.61	09/11/25 AP EFTS	301	21110
TOTAL FOR CHECK AP 00062826:			96,219.62			
PIERCE COUNTY REFUSE (PCREFUSE)						
	20134753S180	09/01/2025	1.67	#2180533151002 LATE FEE	0012012211	54914
	20134753S180	09/01/2025	171.72	#2180533151002 ST95 08/25 RECY	0016952250	54741
TOTAL FOR CHECK AP 00062842:			173.39			
PREMERA BLUE CROSS (PREMBLUE)						
	323CPF25005223	09/02/2025	1,483.50	REFUND - PAYMENT MADE IN ERROR	101340	34260
TOTAL FOR CHECK AP 00062843:			1,483.50			
PREMERA MEDADVANTAGE (T0753)						
	323CPF23035030	09/02/2025	138.34	REFUND INS PAYMENT NOT REQUIRD	101340	34260
TOTAL FOR CHECK AP 00062844:			138.34			
PRINT SOLUTIONS, INC (PRINSOLU)						
	134409	09/08/2025	33.06	BUSINESS CARDS	0013002220	54941
TOTAL FOR CHECK AP 00062845:			33.06			
PUGET SOUND ENERGY (PSENERGY)						
	60-250910	09/30/2025	135.19	#220013518166 ST60 08/2025 GAS	0016002250	54701
	63-250908	09/08/2025	129.16	#220012344424 ST63 08/2025 GAS	0016032250	54701
	65-250909	09/09/2025	167.59	#200012556508 ST65 08/2025 GAS	0016052250	54701
	66-250903	09/03/2025	50.56	#200013100744 ST66 08/2025 GAS	0016062250	54701
	67-250908	09/08/2025	111.93	#200005777707 ST67 08/2025 GAS	0016072250	54701
	TC-250908	09/08/2025	53.35	#200014257659 TC 80/2025 GAS	0016172250	54701
TOTAL FOR CHECK AP 00062846:			647.78			
RAINIER EXCAVATING INC (RAINEXCA)						
	10694	07/10/2025	1,783.86	EXCAVATOR FOR PCF25010022	0013002220	54191
TOTAL FOR CHECK AP 00062847:			1,783.86			

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 09/11/2025  
End Date: 09/11/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
SNURE SEMINARS (SNURSEMI)					
	09022025	09/02/2025	108.00	2025 LEGAL SERVICES	0012002210 54151
	20251022	09/03/2025	50.00	SNURELAWS UPDATE ROBACKER 2025	0012012211 54921
TOTAL FOR CHECK AP 00062848:			158.00		
SUMMIT WATER COMPANY (SUMMWATE)					
	67-250910	09/10/2025	227.67	#1312200001 ST67 08/2025 WATER	0016072250 54711
	67T-250910	09/10/2025	218.92	#1312250001 67T 08/2025 WATER	0016472250 54711
TOTAL FOR CHECK AP 00062849:			446.59		
TASK FORCE TIPS, INC (TASKFORC)					
	1438530	09/03/2025	100.04	OVE20-1 - X220 12DP WORM	0016502265 53143
TOTAL FOR CHECK AP 00062850:			100.04		
WASHINGTON WATER SERVICE (WASHWATE)					
	91-250822	08/22/2025	843.67	#7300000184 ST91 08/2025 WATER	0016912250 54711
TOTAL FOR CHECK AP 00062851:			843.67		
REPORT TOTAL:			397,847.61		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP CHK 00062852	CPFR	Central Pierce Fire & Rescu	09/11/25	6,931.61	MW	IS		

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	6,931.61	Number of Checks Processed:	1
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

G R A N D T O T A L 6,931.61

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/11/2025  
**End Date:** 09/11/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	091125R	09/11/2025	6,931.61	09/11/25 AP EFTS	301	21110
TOTAL FOR CHECK AP 00062852:			6,931.61			
REPORT TOTAL:			6,931.61			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP CHK 00062853	CPFR	Central Pierce Fire & Rescu	09/11/25	89,288.01	MW	IS		

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	89,288.01	Number of Checks Processed:	1
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

G R A N D T O T A L 89,288.01

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/11/2025

**End Date:** 09/11/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	091125R	09/11/2025	78,062.33	09/11/25 AP EFTS	001	21110
	091125R	09/11/2025	11,225.68	09/11/25 AP EFTS	101	21110
TOTAL FOR CHECK AP 00062853:			89,288.01			
REPORT TOTAL:			89,288.01			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP CHK 00062826	CPFR	Central Pierce Fire &	09/11/25	96,219.62	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	96,219.62	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 96,219.62



## **Central Pierce Fire & Rescue**

Fund 686 & 687 Dept 006

Key Bank

Account No. XXXXXXXXX0522

### **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>
09/04/2025	<u>EP00020447 - EP00020447</u>	AP00062797	<u>\$2,025.61</u>
09/04/2025	<u>EP00020448 - EP00020504</u>	AP00062800	<u>\$277,270.61</u>
09/11/2025	<u>EP00020505 - EP00020546</u>	AP00062826	<u>\$96,246.39</u>
<b>Total</b>			<b>\$375,542.61</b>
Dustin Morrow Fire Chief	<hr/>		
Matthew Holm Chair	<hr/>		
Steve Stringfellow Vice Chair	<hr/>		
Bob Willis Commissioner	<hr/>		
Dale Mitchell Commissioner	<hr/>		
David Berdan Commissioner	<hr/>		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP EFT 00020447	MARSDESI	MARSHALL DESIGN + MANAGEMEN	09/04/25	2,025.61	MW			

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	2,025.61	Number of EFTs Processed:	1
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 2,025.61

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 09/04/2025  
End Date: 09/04/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>MARSHALL DESIGN + MANAGEMENT L (MARSDESI)</b>					
	1494	09/02/2025	2,025.61	W0-12 PHASE 4: CONSTRUCTION	3016069422 56242
	<b>TOTAL FOR CHECK AP 00020447:</b>		2,025.61		
	<b>REPORT TOTAL:</b>		2,025.61		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00020448	ADVAPRO	ADVANCED PRO FITNESS REPAIR	09/04/25	267.85	MW	CX	
AP EFT 00020449	ALLIDIST	ALLIANCE DISTRIBUTION HOLDI	09/04/25	1,196.45	MW	CX	
AP EFT 00020450	AMAZON	AMAZON CAPITAL SERVICES	09/04/25	6,353.45	MW	CX	
AP EFT 00020451	BLUEGIS	Blue Ridge GIS Consulting L	09/04/25	180.00	MW	CX	
AP EFT 00020452	CASCAUTO	CASCADE AUTO GLASS INC	09/04/25	49.55	MW	CX	
AP EFT 00020453	CASCAFIRE	CASCADE FIRE EQUIPMENT CORP	09/04/25	553.72	MW	CX	
AP EFT 00020454	CPFREFT	Central Pierce Fire & Rescu	09/04/25	1,143.00	MW	CX	
AP EFT 00020455	QWEST	CENTURYLINK COMMUNICATIONS	09/04/25	166.48	MW	CX	
AP EFT 00020456	CHRIINC	CHRISTENSEN INC	09/04/25	8,837.00	MW	CX	
AP EFT 00020457	CITYPUYA	CITY OF PUYALLUP	09/04/25	2,070.55	MW	CX	
AP EFT 00020458	CITYTREA	CITY OF TACOMA	09/04/25	2,465.92	MW	CX	
AP EFT 00020459	KELLGREEN	COLLITA VENTURES LLC	09/04/25	925.68	MW	CX	
AP EFT 00020460	COMMBRAK	Commercial Brake	09/04/25	1,154.68	MW	CX	
AP EFT 00020461	COPINORT	COPIERS NORTHWEST INC	09/04/25	4.11	MW	CX	
AP EFT 00020462	DELULLC	DELUX LLC	09/04/25	2,204.00	MW	CX	
AP EFT 00020463	EMSCONNE	EMSCONNECT LLC	09/04/25	2,510.00	MW	CX	
AP EFT 00020464	FOURINSU	FOURNIER INSURANCE SOLUTION	09/04/25	39.87	MW	CX	
AP EFT 00020465	VALLFREI	FREIGHTLINER NORTHWEST	09/04/25	1,576.60	MW	CX	
AP EFT 00020466	FRUIMUTU	FRUITLAND MUTUAL WATER CO	09/04/25	607.41	MW	CX	
AP EFT 00020467	GRAIPART	Grainger Parts	09/04/25	60.00	MW	CX	
AP EFT 00020468	STRYSALE	HOWMEDICA OSTEONICS CORP	09/04/25	551.00	MW	CX	
AP EFT 00020469	INTEMETA	Interwest Metals Inc	09/04/25	34.68	MW	CX	
AP EFT 00020470	IPACCESS	IP ACCESS INTERNATIONAL LLC	09/04/25	124,459.88	MW	CX	
AP EFT 00020471	KELLCONN	KELLEY CREATE CO	09/04/25	315.78	MW	CX	
AP EFT 00020472	LNCURTIS	L.N. Curtis and Sons	09/04/25	1,795.60	MW	CX	
AP EFT 00020473	ELLEMILL	LEILA MILLER	09/04/25	2,700.00	MW	CX	
AP EFT 00020474	LIFEASSI	Life-Assist Inc	09/04/25	41,441.59	MW	CX	
AP EFT 00020475	LIONTOTA	LION TOTAL CARE INC	09/04/25	46.28	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00020476	LOWECOMP	Lowe's Companies	09/04/25	11,841.30	MW	CX	
AP EFT 00020477	MASHTELE	MASHELL TELECOM INC	09/04/25	42.00	MW	CX	
AP EFT 00020478	MCLOEARD	McLoughlin & Eardley Co	09/04/25	3,203.25	MW	CX	
AP EFT 00020479	NORTAMRE	NORTH AMERICAN RESCUE PRODU	09/04/25	4,508.70	MW	CX	
AP EFT 00020480	NTEGCONS	NTEGRATED CONSULTING LLC	09/04/25	504.27	MW	CX	
AP EFT 00020481	NWCASCAD	NW CASCADE, INC.	09/04/25	348.00	MW	CX	
AP EFT 00020482	OREIAUTO	O'REILLY AUTO PARTS	09/04/25	5.15	MW	CX	
AP EFT 00020483	ONSCENE	ONSCENE SOLUTIONS	09/04/25	103.50	MW	CX	
AP EFT 00020484	PSHARDWA	PUGET SOUND HARDWARE INC	09/04/25	553.64	MW	CX	
AP EFT 00020485	QWESCORP	QWEST CORPORATION	09/04/25	1,159.03	MW	CX	
AP EFT 00020486	SUPERION	RAMUNDSEN SUPERIOR HOLDINGS	09/04/25	1,015.20	MW	CX	
AP EFT 00020487	READREBO	READY REBOUND INC	09/04/25	4,061.25	MW	CX	
AP EFT 00020488	RINGCENT	RINGCENTRAL INC	09/04/25	6,933.12	MW	CX	
AP EFT 00020489	SSTIREPU	S&S TIRE SERVICE INC	09/04/25	41.56	MW	CX	
AP EFT 00020490	SNETCOMM	S-NET COMMUNICATIONS INC	09/04/25	196.16	MW	CX	
AP EFT 00020491	SEAWESTE	Sea-Western Inc	09/04/25	815.04	MW	CX	
AP EFT 00020492	SITECRAFT	SITECRAFTING INC	09/04/25	348.00	MW	CX	
AP EFT 00020493	STANPART	Standard Parts Corp	09/04/25	3,659.52	MW	CX	
AP EFT 00020494	SUMNLAWN	SUMNER LAWN 'N SAW	09/04/25	146.06	MW	CX	
AP EFT 00020495	FIRESTOR	THE FIRE STORE	09/04/25	377.67	MW	CX	
AP EFT 00020496	TRUENORT	TRUE NORTH EMERGENCY EQUIPM	09/04/25	2,237.35	MW	CX	
AP EFT 00020497	KRONOS	UKG Kronos Systems LLC	09/04/25	501.64	MW	CX	
AP EFT 00020498	UNIFIRST	UNIFIRST CORPORATION	09/04/25	265.80	MW	CX	
AP EFT 00020499	USBANKBU	US Bank Business Card	09/04/25	8,605.56	MW	CX	
AP EFT 00020500	VERIWIRE	VERIZON WIRELESS SERVICES L	09/04/25	5,127.46	MW	CX	
AP EFT 00020501	ESTE10290	BRIAN ESTES	09/04/25	63.00	MW	CX	
AP EFT 00020502	GROU5LLC	DARCY DEFREES	09/04/25	7,980.00	MW	CX	
AP EFT 00020503	ROSS01150	Denise Ross	09/04/25	1,916.25	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00020504	LILAOMAH	LILA N OMAHONY	09/04/25	7,000.00	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	277,270.61	Number of EFTs Processed:	57
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B    T O T A L                      277,270.61

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

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**End Date:** 09/04/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
ADVANCED PRO FITNESS REPAIR IN (ADVAPRO)						
	08192501J	08/19/2025	102.70	ST93 SOLE TREADMILL REPAIR	0012552210	54811
	08192502J	08/19/2025	165.15	ST63 TREADMILL CONSOLE REPAIR	0012552210	54811
TOTAL FOR CHECK AP 00020448:			267.85			
ALLIANCE DISTRIBUTION HOLDING (ALLIDIST)						
	6002040125	04/03/2025	0.00	*PUBLIC WORKS*	0012042254	54801
	6002040125	04/03/2025	925.68	ST67 BUNKER WASHER REPAIR	0012042254	54801
	6002043590	04/10/2025	298.92	ST65 BUNKER WASHER REPAIR	0012042254	54801
	6002043590	04/10/2025	0.00	*PUBLIC WORKS*	0012042254	54801
	6002106900	08/26/2025	298.38	ST65 BUNKER WASHER REPAIR	0012042254	54801
	6002106900	08/26/2025	0.00	*PUBLIC WORKS*	0012042254	54801
	6002106901	08/26/2025	924.84	ST67 BUNKER WASHER REPAIR	0012042254	54801
	6002106901	08/26/2025	0.00	*PUBLIC WORKS*	0012042254	54801
	6002106902	08/26/2025	29,465.49	STATION 66 BUNKER WASHER AND P	3016069422	56241
	6002106902	08/26/2025	0.00	PUBLIC WORKS	3016069422	56241
	7001427309	08/26/2025	(298.92)	ST65 BUNKER WASHER REPAIR	0012042254	54801
	7001427309	08/26/2025	0.00	*PUBLIC WORKS*	0012042254	54801
	7001427310	08/26/2025	(925.68)	ST67 BUNKER WASHER REPAIR	0012042254	54801
	7001427310	08/26/2025	0.00	*PUBLIC WORKS*	0012042254	54801
	7001428678	08/26/2025	(29,492.26)	STATION 66 BUNKER WASHER AND P	3016069422	56241
	7001428678	08/26/2025	0.00	PUBLIC WORKS	3016069422	56241
TOTAL FOR CHECK AP 00020449:			1,196.45			
AMAZON CAPITAL SERVICES (AMAZON)						
	116X9TT1HYHG	08/26/2025	35.59	LOG BROTHER LABELLING TAPE	0012042254	53501
	116X9TT1HYHG	08/26/2025	6.60	SHIPPING & HANDLING	0012042254	53501
	116YWH993H	08/26/2025	156.03	ELECTRICAL TESTER LEAD KIT FOR	0016502265	53501
	11DRWGG47717	08/28/2025	176.67	PART BINS, CORRUGATED (MULTI)	0016502265	53141
	11HPQ6LD3W4	08/14/2025	31.24	67 One Touch Kickdown Door Sto	0016072250	53501
	11HPQ6LD74J7	08/14/2025	289.25	CS Brother Genuine TONER	0012052218	53101
	11HPQ6LD74J7	08/14/2025	210.46	CS Brother Genuine TONER	0012052218	53101
	11HPQ6LD74J7	08/14/2025	256.46	CS Brother TONER TN227Y	0012052218	53101
	11HPQ6LD74J7	08/14/2025	200.32	CS Brother TONER TN227	0012052218	53101
	11HPQ6LD74J7	08/14/2025	807.81	CS Brother TONER TN227	0012052218	53101
	11HPQ6LD74J7	08/14/2025	108.37	CS TUBE LIGHT F32T8/841 32W 48	0016012250	53501
	11HPQ6LD74J7	08/14/2025	39.11	73 Stearns Adult Life Vest,	0017032250	53501
	14Q1MRQ1DQ	08/28/2025	119.22	TIGER TOOL LEAF SPRING SOCKETS	0016502265	53501
	14RWCLPJYFG	08/31/2025	46.20	MICROFIBER TOWELS (EACH)	0012052218	53198
	193MDNKN76X	08/26/2025	(16.41)	RETURN COFFEE FILTERS, WRONG S	0016502265	53141
	19L1RFPQP9K4	09/01/2025	33.05	ADMIN LOGITECH CORDED MOUSE	0012002210	53101
	19N63HPQCQP9	08/28/2025	244.79	DLS-75 BATTERY CHARGER	0016502265	53143
	1CCFKH3MCJY	08/27/2025	12.25	LJ-YIWUS BINDER CLIPS W/RUBBER	0016502265	53141
	1CGWQKV1VW	08/16/2025	26.32	RUBBER BANDS, SIZE 16, 1/4 LB	0012052218	53198
	1CGWQKV1VW	08/16/2025	14.50	RUBBER BANDS, SIZE 33, 1/4 LB	0012052218	53198
	1CGWQKV1VW	08/16/2025	71.15	SILICONE SPRAY, 11OZ (EACH)	0012052218	53198
	1CGWQKV1VW	08/16/2025	176.21	FLO-THRU VEHICLE BRUSH, GREEN	0012052218	53198
	1CGWQKV1VW	08/16/2025	50.06	NOTE PAD, JUNIOR SIZE (EACH)	0012052218	53198

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1CGWQKV1VW	08/16/2025	57.30	DUCT TAPE (ROLL)	0012052218 53198
	1CGWQKV1VW	08/16/2025	35.57	LABEL MAKER TAPE, BRT TZ231, B	0012052218 53198
	1CGWQKV1VW	08/16/2025	47.61	MARKER, SHARPIE PERMANENT, FIN	0012052218 53198
	1CGWQKV1VW	08/16/2025	27.18	PENCILS, #2 WOOD (BX/12)	0012052218 53198
	1CGWQKV1VW	08/16/2025	36.23	AEROSOL AIR FRESHENER (EACH)	0012052218 53198
	1CGWQKV1VW	08/16/2025	149.96	NOTE PAD, LETTER SIZE (EACH)	0012052218 53198
	1CGWQKV1VW	08/16/2025	39.74	PEN, BALLPOINT, RED (EACH)	0012052218 53198
	1CGWQKV1VW	08/16/2025	264.39	WL MILITARY TACTICAL BACKPACK	0013352685 53501
	1CPTVD9QWV	07/19/2025	958.41	LOG/YARD ROUNDUP WEED KILLER	0012042254 53141
	1CPTVD9QWV	07/19/2025	69.10	CS CLEAR STRECH FILM WRAP	0012052218 53141
	1CPTVD9QWV	07/19/2025	65.32	HW GYM STORAGE RACK	0012552210 53501
	1CPTVD9QWV	07/19/2025	70.30	SHOP VELCRO ADHESIVE HOOK	0016502265 53141
	1CPTVD9QWV	07/19/2025	381.43	ST73 BROTHER COLOR TONER SET	0017032250 53141
	1G64N7T7FM4N	09/02/2025	50.43	10PK REUSABLE PLASTIC BOTTLES	0012502210 53141
	1G64N7T7FM4N	09/02/2025	47.39	3M ADHESION PRIMER	0016052250 53141
	1KYHTVHXG1	09/02/2025	31.95	ST60 RICE COOKER	0016002250 53501
	1PCDHGVVL9J	08/29/2025	(47.09)	CM FOR RESPIRATORS RETURNED	0016502265 53141
	1XPYCMQJNN	08/29/2025	40.27	OVE25-1 HD DRAWER SLIDES	0013009422 56401
	1Q1DKJ43CHX	08/22/2025	101.88	L520P LOCKING PLUG	0016502265 53141
	1QHYJPLJ1J3	08/23/2025	384.25	AMAZON BUSINESS PRIME MEMBRSH	0012002210 54901
	1RH4N3DJCKD	08/27/2025	69.03	TRIM-LOCK 1/2" BLACK 25'	0016502265 53143
	1RWHLWPY91	08/13/2025	230.30	40 A11N Sports Pro Pickleball	0016702250 53501
	1TGTW6YV91L	08/20/2025	103.23	STATION 68 HANDI CAP SIGNS	0012042254 53142
	1VXMFLTLXM	08/16/2025	(28.64)	DUCT TAPE (ROLL)	0012052218 53198
	1WX7Q7HTC9L	08/27/2025	82.64	LOG PRESSURE WASHER REPAIR KIT	0012042254 53501
	1X6HY4P49PQG	08/31/2025	(9.98)	STIHL PRE-FILTER RETURN CM	0016502265 53143
<b>TOTAL FOR CHECK AP 00020450:</b>			6,353.45		
<b>BLUE RIDGE GIS CONSULTING LLC (BLUEGIS)</b>					
	0030	09/01/2025	180.00	8/2025 GIS CONSULTANT SERVICES	0012002210 54191
<b>TOTAL FOR CHECK AP 00020451:</b>			180.00		
<b>BRIAN ESTES (ESTE10290)</b>					
	090125	09/01/2025	63.00	08/2025 MILEAGE REIMBURSEMENT	0011001100 54331
<b>TOTAL FOR CHECK AP 00020501:</b>			63.00		
<b>CASCADE AUTO GLASS INC (CASCAUTO)</b>					
	3636252	08/26/2025	49.55	E18-2 LEFT W/SHIELD CHIP REPAI	0016502265 54820
<b>TOTAL FOR CHECK AP 00020452:</b>			49.55		
<b>CASCADE FIRE &amp; SAFETY (CASCAFIRE)</b>					
	INVEV11538	08/28/2025	254.38	L21-1 SCBA SEAT CABLE	0016502265 53143
	INVEV11539	09/01/2025	239.24	(1) PN 020060K WASHER RESERVO	0016502265 53143
	INVEV11544	08/27/2025	60.10	HORN BUTTON PN# 008630V005	0016502265 53143
<b>TOTAL FOR CHECK AP 00020453:</b>			553.72		
<b>CHRISTENSEN INC (CHRIINC)</b>					
	0746264IN	08/29/2025	1,879.37	#1003291 ST69 FUEL	0012042254 53201
	0746266IN	08/29/2025	2,384.98	#1003291 ST72 FUEL	0012042254 53201
	0746785IN	08/30/2025	1,832.95	#1003291 ST61 FUEL	0012042254 53201

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	0747304IN	08/31/2025	2,739.70	#1003291 ST71 FUEL	0012042254 53201
<b>TOTAL FOR CHECK AP 00020456:</b>			8,837.00		
<b>CITY OF PUYALLUP (CITYPUYA)</b>					
	41-250830	08/30/2025	41.54	#460195 NEWST41 08/2025 WATER	0016712250 54711
	41-250830	08/30/2025	213.40	#460195 NEWST41 8/25 SEW/STORM	0016712250 54721
	41-250830	08/30/2025	1.27	#460195 NEWST41 08/25 LANDFILL	0016712250 54741
	71-250828	08/28/2025	108.44	#050094 ST71 08/2025 WATER	0017012250 54711
	71-250828	08/28/2025	487.86	#050094 ST71 08/25 SEWER/STORM	0017012250 54721
	71-250828	08/28/2025	14.87	#050094 ST71 08/2025 LANDFILL	0017012250 54741
	71I-250828	08/28/2025	583.11	#050095 ST71 08/25 IRRIG	0017012250 54711
	AB-250830	08/30/2025	41.54	#660630 AB 08/2025 WATER	0017132250 54711
	AB-250830	08/30/2025	49.67	#660630 AB 08/2025 SEWER/STORM	0017132250 54721
	AB-250830	08/30/2025	14.87	#660630 AB 8/2025 LANDFILL FEE	0017132250 54741
	N73-250830	08/30/2025	494.08	#660460 ARMRY 07/2025 SWR/STRM	0017132250 54711
	N73-250830	08/30/2025	19.90	#660460 ARMORY 08/2025 WATER.	0017132250 54721
<b>TOTAL FOR CHECK AP 00020457:</b>			2,070.55		
<b>CITY TREASURER (CITYTREA)</b>					
	61-250901	09/01/2025	772.85	#100983903 ST63 08/2025 ELECTR	0016032250 54731
	63A-250829	08/29/2025	232.22	#101079231 ST63A 8/2025 WATER	0016032250 54711
	63I-250829	08/29/2025	824.02	#101079233 ST63 08/2025 IRRIG	0016032250 54711
	63L-250828	08/28/2025	18.35	#100227813 S63 08/25 TRF LIGHT	0016032250 54731
	64-250901	09/01/2025	466.85	#100560576 ST64 08/25 ELECTRIC	0016042250 54731
	64TMP-250811	08/11/2025	11.05	#101429232 ST64 TEMP ELEC 7/25	0016042250 54731
	64TMP-250903	09/03/2025	3.00	#101429232 LATE FEE	0012012211 54914
	64TMP-250903	09/03/2025	38.45	#101429232 ST64 TEMP ELEC 8/25	0016042250 54731
	93W-250829	08/29/2025	99.13	#101079232 ST63 08/2025 WATER	0016032250 54711
<b>TOTAL FOR CHECK AP 00020458:</b>			2,465.92		
<b>COLLITA VENTURES LLC (KELLGREEN)</b>					
	INV72	09/01/2025	462.84	ANNEX -HORTICULTURE SVC 9/2025	0012002210 54191
	INV73	09/01/2025	462.84	AOC -HORTICULTURE SVC 09/2025	0012002210 54191
<b>TOTAL FOR CHECK AP 00020459:</b>			925.68		
<b>COMFORT DAVIS &amp; BLANGY INC (FOURINSU)</b>					
	7530	09/02/2025	7.63	UTB25-1 INS ADD ON GF .19139	0012002210 54611
	7530	09/02/2025	32.24	UTB25-1 INS ADD ON EMS .80861	1013402680 54611
<b>TOTAL FOR CHECK AP 00020464:</b>			39.87		
<b>COMMERCIAL BRAKE (COMMBRAK)</b>					
	202733	08/20/2025	(36.44)	PN452226 HOSE ASSY RETURN,	0016502265 53143
	203048	08/28/2025	1,171.90	BRAKE PADS, D2 GOVERNOR, AD-9.	0016502265 53143
	203129	08/28/2025	19.22	VENT PLUG, LOCKNUT	0016502265 53143
<b>TOTAL FOR CHECK AP 00020460:</b>			1,154.68		
<b>COPIERS NORTHWEST INC (COPINORT)</b>					
	INV3057480	08/31/2025	4.11	08/2025 ST40 COPIER CHARGES	0012002210 54813
<b>TOTAL FOR CHECK AP 00020461:</b>			4.11		
<b>DARCY DEFREES (GROU5LLC)</b>					
	09042025	09/04/2025	7,980.00	08/2025 TRAINER/NUTRITIONIST	0012552210 54911

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<b>TOTAL FOR CHECK AP 00020502:</b>			7,980.00		
<b>DELUX LLC (DELULLC)</b>					
	1459	08/23/2025	2,204.00	EASY ASSIST STRAP (EACH)	0012052218 53198
<b>TOTAL FOR CHECK AP 00020462:</b>			2,204.00		
<b>DENISE MENGE (ROSS01150)</b>					
	09032025	09/03/2025	1,916.25	PEDIATRIC AIRWAY LID ORGANIZER	1013402680 54191
<b>TOTAL FOR CHECK AP 00020503:</b>			1,916.25		
<b>EMSCONNECT LLC (EMSCONNE)</b>					
	13620	09/01/2025	2,510.00	9/2025 EMS CONNECT	1013402680 54902
<b>TOTAL FOR CHECK AP 00020463:</b>			2,510.00		
<b>FRUITLAND MUTUAL WATER COMPANY (FRUIMUTU)</b>					
	66-250831	08/31/2025	195.72	#42720 ST66 08/2025 WATER	0016062250 54711
	72-250831	08/31/2025	323.37	#41122 ST72 08/2025 WATER	0017022250 54711
	72I-250831	08/31/2025	88.32	#41130 ST72 08/25 IRRIG WATER	0017022250 54711
<b>TOTAL FOR CHECK AP 00020466:</b>			607.41		
<b>GRAINGER PARTS (GRAIPART)</b>					
	9600858691	08/08/2025	60.00	STATION 94 FURNACE FILTERS	0012042254 53141
<b>TOTAL FOR CHECK AP 00020467:</b>			60.00		
<b>HOWMEDICA OSTEONICS CORP (STRYSALE)</b>					
	9210185040	09/02/2025	551.00	CODE-STAT SUBSCRIPTION 25-26	1013402680 54902
<b>TOTAL FOR CHECK AP 00020468:</b>			551.00		
<b>INTERWEST METALS INC (INTEMETA)</b>					
	476554	08/20/2025	34.68	0VE25-1 UPFITTING 3X3 X 1/4 PI	0013009422 56401
<b>TOTAL FOR CHECK AP 00020469:</b>			34.68		
<b>IP ACCESS INTERNATIONAL LLC (IPACCESS)</b>					
	09032505	09/03/2025	124,459.88	CP-DEJERO 2025 RENEWAL	0012102215 54813
<b>TOTAL FOR CHECK AP 00020470:</b>			124,459.88		
<b>KELLEY IMAGING SYSTEMS INC (KELLCONN)</b>					
	IN2070844	09/02/2025	306.55	ST67 COPIER MAINT - BASE RATE	0012002210 54813
	IN2070844	09/02/2025	9.23	ST67 COPIER OVERAGES	0012002210 54813
<b>TOTAL FOR CHECK AP 00020471:</b>			315.78		
<b>KRONOS INCORPORATED (KRONOS)</b>					
	I10010023094P	08/28/2025	501.64	UKG TELESTAFF IVR SERVICE 7/25	0012102215 54813
<b>TOTAL FOR CHECK AP 00020497:</b>			501.64		
<b>L.N. CURTIS AND SONS (LNCURTIS)</b>					
	INV978715	08/13/2025	1,775.32	GLOBE DUTY BOOTS 201050	0012042254 52011
	INV978715	08/13/2025	20.28	TRANSPORTATION / BOOTS	0012042254 52011
<b>TOTAL FOR CHECK AP 00020472:</b>			1,795.60		
<b>LEILA MILLER (ELLEMILL)</b>					
	20	09/01/2025	2,250.00	08/2025 MENTAL HEALTH SERVICES	0012552210 54911
	20	09/01/2025	450.00	DISTRICT YOGA CLASSES 08/2025	0012552210 54911
<b>TOTAL FOR CHECK AP 00020473:</b>			2,700.00		
<b>LIFE-ASSIST INC (LIFEASSI)</b>					
	1628321	08/13/2025	2,484.40	EPINEPHRINE 1:1000 30ML/30MG M	0012052218 53198

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	1628321	08/13/2025	137.86	TXA/TRANEXAMIC ACID 100ML BAG	0012052218	53198
	1628321	08/13/2025	86.00	NEEDLE, HYPODERMIC 18GAx1-1/2"	0012052218	53198
	1628321	08/13/2025	337.92	SODIUM CHLORIDE .09% 100ML BAG	0012052218	53198
	1628356	08/13/2025	1,329.02	PRESSURE INFUSER BAG (EACH)	0012052218	53198
	1628356	08/13/2025	3.86	ORAL AIRWAY, BERMAN, 60MM #1 S	0012052218	53198
	1628356	08/13/2025	109.37	STYLETTE, SLICK, 8FR (PEDIATRI	0012052218	53198
	1628356	08/13/2025	89.92	ENDO TUBE, CUFFED, 7.5MM (EACH	0012052218	53198
	1628356	08/13/2025	5,307.23	ELECTRODES, BLUE SENSOR, ADULT	0012052218	53198
	1628356	08/13/2025	5,524.99	02 MAX BITRAC ED DISPOSABLE CP	0012052218	53198
	1628356	08/13/2025	813.28	SUCTION HANDLE, YANKAUER WO TU	0012052218	53198
	1628356	08/13/2025	271.09	SUCTION TUBING, 3/16" (EACH)	0012052218	53198
	1628356	08/13/2025	2,917.21	BVM (BAG VALVE MASK), ADULT (E	0012052218	53198
	1628356	08/13/2025	5,620.20	SMART CAPNOLINE, ADULT/INTERME	0012052218	53198
	1628356	08/13/2025	77.58	BP UNIT, ADULT STANDARD (EACH)	0012052218	53198
	1628543	08/14/2025	533.37	MASK, NRB ( NON-REBREATHER), A	0012052218	53198
	1631246	08/25/2025	986.92	ADENOCARD 6MG/2ML ANSYR SYRING	0012052218	53198
	1632341	08/27/2025	3,700.27	EMS Rainbow Sensor, Adult, DCI	1013402680	53501
	1632906	08/28/2025	542.71	EMERGENCY CRICOTHYROTOMY KIT (	0012052218	53198
	1632914	08/28/2025	186.15	ONDANSETRON ODT 8MG TABS	0012052218	53198
	1632914	08/28/2025	341.00	NITROSTAT TABLETS, 0.4MG/BTL 1	0012052218	53198
	1632914	08/28/2025	2,713.80	GLUCAGEN 1MG VIAL WITH DILUTEN	0012052218	53198
	1632914	08/28/2025	1,720.00	IV CATHETER, 18GAx1.25", PROTE	0012052218	53198
	1632914	08/28/2025	330.00	IV ADMIN SET, 10 DROP (EACH)	0012052218	53198
	1632914	08/28/2025	4,700.00	EXTENSION SET REMOVE CLAVE 7"	0012052218	53198
	1632914	08/28/2025	227.52	DEXTROSE 25% 10ML SYRINGE	0012052218	53198
	1632914	08/28/2025	349.92	SODIUM CHLORIDE, INJECTION, 25	0012052218	53198
<b>TOTAL FOR CHECK AP 00020474:</b>			41,441.59			
<b>LILA N OMAHONY (LILAOMAH)</b>						
	090125	09/01/2025	7,000.00	09/2025 EMS PHYSICIAN ADVISOR	1013402680	54144
<b>TOTAL FOR CHECK AP 00020504:</b>			7,000.00			
<b>LION TOTAL CARE, INC (LIONTOTA)</b>						
	300046690	08/30/2025	46.28	PPE CLEANING & REPAIR PER CONT	0012042254	54814
<b>TOTAL FOR CHECK AP 00020475:</b>			46.28			
<b>LOWE'S COMPANIES (LOWECOMP)</b>						
	91946	08/28/2025	11,841.30	PE GRANT CO DETECTORS	0018112230	53103
<b>TOTAL FOR CHECK AP 00020476:</b>			11,841.30			
<b>MASHELL TELECOM INC (MASHTELE)</b>						
	92-250901	09/01/2025	42.00	#9064266 ST92 08/2025 PHONES	0012102215	54202
<b>TOTAL FOR CHECK AP 00020477:</b>			42.00			
<b>MCLOUGHLIN &amp; EARDLEY CO (MCLOEARD)</b>						
	0285123	09/02/2025	3,203.25	E03-1 WHELEN LED FLASHERS	0016502265	53143
<b>TOTAL FOR CHECK AP 00020478:</b>			3,203.25			
<b>NORTH AMERICAN RESCUE PRODUCTS (NORTAMRE)</b>						
	IN919206	08/21/2025	4,499.70	EMS LIFEWARMER QUANTUM THERMAL	1013402680	53141
	IN919206	08/21/2025	9.00	SHIPPING - LIFEWARMER	1013402680	53141

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TOTAL FOR CHECK AP 00020479:			4,508.70		
NTEGRATED CONSULTING LLC (NTEGCONS)					
214632	09/01/2025	504.27	STARLINK SATELITE 09/2025	0012102215	54202
TOTAL FOR CHECK AP 00020480:			504.27		
NW CASCADE INC (NWCASCAD)					
0555081007	09/01/2025	116.00	HONEY BUCKET: WEEKLY SVC @ 67	0016172250	54502
0555081008	09/01/2025	232.00	HONEY BUCKET: WEEKLY SVC @ 60	0012302240	54502
TOTAL FOR CHECK AP 00020481:			348.00		
O'REILLY AUTO PARTS (OREIAUTO)					
3702345785	08/27/2025	5.11	UT24-2 TRAILER WIRE CONNECTOR	0016502265	53143
3702345891	08/28/2025	5.15	UT24-2 CONNECTOR 48115	0016502265	53143
3702345893	08/28/2025	(5.11)	CM TO REV INCORRECT TAX	0016502265	53143
TOTAL FOR CHECK AP 00020482:			5.15		
ON SCENE SOLUTIONS (ONSCENE)					
39156	09/04/2025	103.50	73020 LED COMP LIGHTS (2) STOC	0016502265	53143
TOTAL FOR CHECK AP 00020483:			103.50		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
13620	09/01/2025	256.02	9/2025 EMS CONNECT	1013402680	54902
39156	09/04/2025	10.56	73020 LED COMP LIGHTS (2) STOC	0016502265	53143
IN919206	08/21/2025	458.97	EMS LIFEWARMER QUANTUM THERMAIL	0013402680	53141
IN919206	08/21/2025	0.92	SHIPPING - LIFEWARMER	1013402680	53141
PC.000.250825.5	09/04/2025	6.12	STUDIO- ICLOUD STORAGE SUBSCRIP	0012002210	54902
PC.000.250825.5	09/04/2025	121.90	STOCK 02 PARTS FOR MEDIC UNITS	0016502265	53143
PC.000.250825.5	09/04/2025	87.03	OXYGEN PARTS FOR STOCK	0016502265	53143
PC.000.250825.5	09/04/2025	51.69	GE17-2 FRC TANK LEVEL DISPLAY	0016502265	53143
PC.000.250925.1	09/04/2025	0.10	ICLOUD STORAGE	0014002230	54902
PC.204.250825.4	09/04/2025	149.69	CHALLENGE COINS FOR WSF	0014002230	53105
TOTAL FOR CHECK AP 00020454:			1,143.00		
PUGET SOUND HARDWARE INC (PSHARDWA)					
13967	07/10/2025	553.64	REPLACE LOCKS @ 1803-116TH	0012042254	54801
13967	07/10/2025	0.00	*PUBLIC WORKS*	0012042254	54801
TOTAL FOR CHECK AP 00020484:			553.64		
QWEST COMMUNICIONS COMPANY LL (QWEST)					
ARM-250826	08/26/2025	166.48	#334177461 ARMORY 08/2025 PHON	0012102215	54202
TOTAL FOR CHECK AP 00020455:			166.48		
QWEST CORPORATION (QWESCORP)					
250823	08/23/2025	1,159.03	#333630110 08/2025 PHONES	0012102215	54202
TOTAL FOR CHECK AP 00020485:			1,159.03		
READY REBOUND INC (READREBO)					
3755	09/01/2025	4,061.25	2025 CPFR TACTICAL ATHLETE CON	0012552210	54911
TOTAL FOR CHECK AP 00020487:			4,061.25		
RINGCENTRAL INC (RINGCENT)					
50681287	09/01/2025	6,933.12	#23442 CPFR 10/2025 PHONES	0012102215	54202
TOTAL FOR CHECK AP 00020488:			6,933.12		

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S&S TIRE (SSTIREPU)						
	1168612	08/27/2025	41.56	L21-1 FLAT REPAIR	0016502265	54820
TOTAL FOR CHECK AP 00020489:			41.56			
S-NET COMMUNICATIONS INC (SNETCOMM)						
	278868	08/28/2025	196.16	#100264345 ST40 08/2025 CLOUD	0012102215	54202
TOTAL FOR CHECK AP 00020490:			196.16			
SEA-WESTERN INC (SEAWESTE)						
	INV46226	08/31/2025	793.44	LION THOROGOOD RUBBER BOOT 13M	0012042254	52010
	INV46226	08/31/2025	21.60	SHIPPING - LION RUBBER BOOTS	0012042254	52010
TOTAL FOR CHECK AP 00020491:			815.04			
SITECRAFTING INC (SITECRAFT)						
	46558	09/01/2025	348.00	MONTHLY WEBSITE HOSTING/SEARCH	0014002230	54191
TOTAL FOR CHECK AP 00020492:			348.00			
STANDARD PARTS CORP (STANPART)						
	298988	08/15/2025	48.42	(2) CANS MAPP GAS	0016502265	53141
	298988	08/15/2025	258.29	9848 BATTERY	0016502265	53143
	298988	08/15/2025	19.82	BATTERY CORE	0016502265	53143
	300180	08/25/2025	171.62	ST60 DEF (12) STOCK	0012042254	53201
	300494	08/26/2025	12.40	BONDO, MMM 907 (1)	0016502265	53141
	300564	08/27/2025	217.89	STN61 DEF STOCK (10 CASES)	0012042254	53201
	300742	08/28/2025	171.62	STN67 DEF STOCK (12)	0012042254	53201
	300817	08/28/2025	(39.64)	BATTERY CORE CREDITS (2)	0016502265	53143
	300869	08/28/2025	110.06	DOT4 LV BRAKE FLUID	0016502265	53141
	300869	08/28/2025	9.51	FILTER 1348MP (2)	0016502265	53143
	300879	08/28/2025	29.70	TAIL PIPE CLAMPS	0016502265	53143
	300879	08/28/2025	538.92	5W20 AMSOIL	0016502265	53181
	300936	08/29/2025	456.82	MARKER LIGHT 35200Y	0016502265	53143
	301283	09/02/2025	205.78	DEF STOCK STA. 96	0012042254	53201
	301568	09/03/2025	139.60	FILTER 6849	0016502265	53143
	984665	08/31/2025	1,308.71	AC01-1 BATTERIES (6) + CORES	0016502265	53143
TOTAL FOR CHECK AP 00020493:			3,659.52			
SUMNER LAWN 'N SAW (SUMNLAWN)						
	155082	08/12/2025	13.21	CHAIN SHARPENING	0012042254	54811
	155704	08/25/2025	132.85	CUT CHAINS DOWN & SHARPENING	0013002220	54811
TOTAL FOR CHECK AP 00020494:			146.06			
SUPERION LLC (SUPERION)						
	445030	08/28/2025	1,015.20	2025 CONSULTING SVC AS	0012012211	54911
TOTAL FOR CHECK AP 00020486:			1,015.20			
THE FIRE STORE (FIRESTOR)						
	INV734748	08/19/2025	377.67	PAC TOOL HOLDERS (6)	0016502265	53143
TOTAL FOR CHECK AP 00020495:			377.67			
TRUE NORTH EMERGENCY EQUIPMENT (TRUENORT)						
	A23431	08/28/2025	154.92	PN91523971-L (LIGHTED) GAUGES	0016502265	53143
	A23435	08/28/2025	120.42	GE09-1 REC DRYER 712034	0016502265	53143
	A23446	08/29/2025	454.97	GE17-1 AUTO LUBE KIT PN#546-1	0016502265	53143

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	A23470	09/02/2025	1,507.04	GE17-1 INBOARD MECHANICAL SEA	0016502265	53143
TOTAL FOR CHECK AP 00020496:			2,237.35			
UNIFIRST CORPORATION (UNIFIRST)						
	2220239123	08/27/2025	265.80	AUG27 SHOP UNIFORMS/RUGS	0016502265	54931
TOTAL FOR CHECK AP 00020498:			265.80			
US BANK BUSINESS CARD (USBANKBU)						
	PC.000.250825.5	09/04/2025	59.99	STUDIO- ICLOUD STORAGE SUBSCRP	0012002210	54902
	PC.000.250825.5	09/04/2025	30.81	Wire nut	0012042254	53142
	PC.000.250825.5	09/04/2025	40.67	SHOP DOOR STOP	0012042254	53142
	PC.000.250825.5	09/04/2025	24.20	ST67 TRNG TOWER RECPTCLE COVER	0012042254	53146
	PC.000.250825.5	09/04/2025	49.26	PIPE FITTINGS	0012042254	53146
	PC.000.250825.5	09/04/2025	115.49	PIPE FITTINGS	0012042254	53146
	PC.000.250825.5	09/04/2025	56.10	ST 69 AIR COMPRESSOR BELT	0012042254	53146
	PC.000.250825.5	09/04/2025	75.95	ST 41 AIR COMPRESSOR OIL	0012042254	53146
	PC.000.250825.5	09/04/2025	10.51	thread sealant/Teflon tape	0012042254	53146
	PC.000.250825.5	09/04/2025	57.00	UTB24-1 LICENSE/REGISTRATION	0012042254	54912
	PC.000.250825.5	09/04/2025	43.20	STRUCTURE FIRE MEALS	0013002220	53171
	PC.000.250825.5	09/04/2025	167.49	STRUCTURE FIRE MEALS	0013002220	53171
	PC.000.250825.5	09/04/2025	59.80	FAIR SUPPLIES	0014002230	53139
	PC.000.250825.5	09/04/2025	25.33	DRILL BITS FOR FAIR	0014002230	53139
	PC.000.250825.5	09/04/2025	1,558.00	GOVT SOCIAL MEDIA 2026 REG	0014002230	54921
	PC.000.250825.5	09/04/2025	1,195.14	STOCK 02 PARTS FOR MEDIC UNITS	0016502265	53143
	PC.000.250825.5	09/04/2025	853.28	OXYGEN PARTS FOR STOCK	0016502265	53143
	PC.000.250825.5	09/04/2025	258.88	WC24-2 LINKAGE KIT, PN878377T0	0016502265	53143
	PC.000.250825.5	09/04/2025	511.81	GE17-2 FRC TANK LEVEL DISPLAY	0016502265	53143
	PC.000.250925.1	09/04/2025	95.83	STUDIO- CREATIVE CLOUD SUBSCRP	0012002210	54902
	PC.000.250925.1	09/04/2025	38.54	DOOR HANDLE	0012042254	53142
	PC.000.250925.1	09/04/2025	86.32	LETTERING	0012042254	53142
	PC.000.250925.1	09/04/2025	99.05	WATER FILTER	0012042254	53142
	PC.000.250925.1	09/04/2025	31.54	TRIM BOARD	0012042254	53142
	PC.000.250925.1	09/04/2025	170.00	BACKFLOW ASSEMBLY TESTER EXAM	0012042254	54922
	PC.000.250925.1	09/04/2025	79.26	PRIZE BOX PIECES	0014002230	53139
	PC.000.250925.1	09/04/2025	40.75	FAIR FRAME BRACKETS	0014002230	53139
	PC.000.250925.1	09/04/2025	33.05	FAIR PICTURE FRAME	0014002230	53139
	PC.000.250925.1	09/04/2025	(27.54)	FAIR FRAME RETURN	0014002230	53139
	PC.000.250925.1	09/04/2025	0.99	ICLOUD STORAGE	0014002230	54902
	PC.000.250925.1	09/04/2025	118.87	HI HEAT HOSE WRAP, SHOP SUPPLY	0016502265	53141
	PC.000.250925.1	09/04/2025	(98.62)	CM RETURN PADDLE HANDLE	0016502265	53143
	PC.000.250925.1	09/04/2025	723.26	WATER MAIN KEYS, FIRE STOCK	0016502265	53501
	PC.000.250925.1	09/04/2025	332.18	ST69/SHP RESTRICTED AREA SIGNS	0016502265	53501
	PC.204.250825.4	09/04/2025	1,467.50	CHALLENGE COINS FOR WSF	0014002230	53105
	PC.609.250825.2	09/04/2025	221.67	REHAB FOOD	0013002220	53171
TOTAL FOR CHECK AP 00020499:			8,605.56			
VALLEY FREIGHTLINER INC (VALLFRED)						
	PC30181588501	08/26/2025	1,576.60	SENSOR, CARTRIDGE, ROTORS, VAL	0016502265	53143
TOTAL FOR CHECK AP 00020465:			1,576.60			

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<b>VERIZON WIRELESS (VERIWIRE)</b>					
	6121629601	08/21/2025	5,127.46	#74200269700010 08/25 PHONES	0012102215 54202
<b>TOTAL FOR CHECK AP 00020500:</b>			5,127.46		
<b>REPORT TOTAL:</b>			277,270.61		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00000000	CASCAFIRE	CASCADE FIRE EQUIPMENT CORP	09/11/25	0.00	MW	IS	Check ID and Number Already Exis
AP EFT 00020505	ACRACBSB	ACRANET - CBS BRANCH	09/11/25	142.00	MW	CX	
AP EFT 00020506	AIRGAS	Airgas Nor Pac Inc	09/11/25	200.89	MW	CX	
AP EFT 00020507	AMAZON	AMAZON CAPITAL SERVICES	09/11/25	1,645.81	MW	CX	
AP EFT 00020508	ARIHETRA	ARI PHOENIX INC	09/11/25	3,140.06	MW	CX	
AP EFT 00020509	BRISINC	BRISCO INC	09/11/25	3,104.25	MW	CX	
AP EFT 00020510	CPFREFT	Central Pierce Fire & Rescu	09/11/25	55.30	MW	CX	
AP EFT 00020511	QWEST	CENTURYLINK COMMUNICATIONS	09/11/25	230.63	MW	CX	
AP EFT 00020512	CHRIINC	CHRISTENSEN INC	09/11/25	19,028.83	MW	CX	
AP EFT 00020513	CITYTREA	CITY OF TACOMA	09/11/25	43.72	MW	CX	
AP EFT 00020514	ROGUFITN	COULTER VENTURES LLC	09/11/25	3,851.50	MW	CX	
AP EFT 00020515	CUMMNW	CUMMINS INC.	09/11/25	1,849.68	MW	CX	
AP EFT 00020516	DIAMPOLI	DIAMOND POLISHING SYSTEMS I	09/11/25	6,678.05	MW	CX	
AP EFT 00020517	ERICQUIN	ERIC QUINN	09/11/25	500.00	MW	CX	
AP EFT 00020518	VALLFREI	FREIGHTLINER NORTHWEST	09/11/25	1,528.49	MW	CX	
AP EFT 00020519	GRIMCO	GRIMCO INC	09/11/25	170.30	MW	CX	
AP EFT 00020520	HILIELEC	HI-LINE ELECTRIC COMPANY IN	09/11/25	4.68	MW	CX	
AP EFT 00020521	HUGHFIRE	HUGHES FIRE EQUIPMENT INC	09/11/25	1,958.74	MW	CX	
AP EFT 00020522	IMSALLI	JUSTICE FAMILY ENTERPRISES	09/11/25	18.49	MW	CX	
AP EFT 00020523	LNCURTIS	L.N. Curtis and Sons	09/11/25	2,746.35	MW	CX	
AP EFT 00020524	LIFEASSI	Life-Assist Inc	09/11/25	11,797.09	MW	CX	
AP EFT 00020525	LOWECOMP	Lowe's Companies	09/11/25	63.81	MW	CX	
AP EFT 00020526	MICHCUST	MICHAEL'S CUSTOM UPHOLSTERY	09/11/25	162.95	MW	CX	
AP EFT 00020527	NEXTSTEP	NEXT STEP APPAREL	09/11/25	706.66	MW	CX	
AP EFT 00020528	ONSPOFNO	ONSPOT OF NORTH AMERICA INC	09/11/25	47.02	MW	CX	
AP EFT 00020529	PACIOFFI	Pacific Office Automation I	09/11/25	164.61	MW	CX	
AP EFT 00020530	SSTIREPU	S&S TIRE SERVICE INC	09/11/25	3,724.09	MW	CX	
AP EFT 00020531	SEAWESTE	Sea-Western Inc	09/11/25	4,656.51	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00020532	SMARSH	SMARSH INC	09/11/25	2,453.50	MW	CX	
AP EFT 00020533	SQUACORP	SQUARERIGGER INC	09/11/25	6,261.21	MW	CX	
AP EFT 00020534	STANPART	Standard Parts Corp	09/11/25	6.50	MW	CX	
AP EFT 00020535	SUMNLAWN	SUMNER LAWN 'N SAW	09/11/25	643.24	MW	CX	
AP EFT 00020536	TACOCOMM	Tacoma Community College	09/11/25	8,899.10	MW	CX	
AP EFT 00020537	TACOSCRE	Tacoma Screw Products Inc	09/11/25	77.50	MW	CX	
AP EFT 00020538	TRUENORT	TRUE NORTH EMERGENCY EQUIPM	09/11/25	2,336.07	MW	CX	
AP EFT 00020539	UNIFIRST	UNIFIRST CORPORATION	09/11/25	265.80	MW	CX	
AP EFT 00020540	UNITPARC	United Parcel Service	09/11/25	99.36	MW	CX	
AP EFT 00020541	USBANKBU	US Bank Business Card	09/11/25	4,370.60	MW	CX	
AP EFT 00020542	GARYHAUE	Gary Hauenstein	09/11/25	555.00	MW	CX	
AP EFT 00020543	LUEB03310	GLEN LUEBKE	09/11/25	555.00	MW	CX	
AP EFT 00020544	BERD04150	KEVIN BERDAN	09/11/25	171.00	MW	CX	
AP EFT 00020545	RALPFLUE	Ralph Flue	09/11/25	555.00	MW	CX	
AP EFT 00020546	GARD11050	Wayne Garden	09/11/25	777.00	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	96,246.39	Number of EFTs Processed:	43
Total EPAYs	0.00	Number of EPAYs Processed:	0

E X C E P T I O N T O T A L 0.00

S U B T O T A L 96,246.39

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ACRANET CBS BRANCH INC (ACRACBSB)						
	29234	08/31/2025	142.00	BACKGROUND REPORTS	0012032213	54191
TOTAL FOR CHECK AP 00020505:			142.00			
AIRGAS NOR PAC INC (AIRGAS)						
	9164067567	09/02/2025	52.86	MEDICAL O2 ST65 08/2025	1013402680	53141
	9164196694	09/02/2025	73.78	MEDICAL O2 ST60 08/2025	1013402680	53141
	9164239182	09/02/2025	74.25	MEDICAL O2 ST71 8/2025	1013402680	53141
TOTAL FOR CHECK AP 00020506:			200.89			
AMAZON CAPITAL SERVICES (AMAZON)						
	11MPN7LKDYD	09/02/2025	27.74	94,95,96 AIR COMPRESSOR FILTER	0012042254	53142
	137W143FQFN7	08/29/2025	166.37	ST71 EV CHARGER CORDS, BREAKER	0012042254	53146
	14TQ1NQJVG	09/08/2025	(33.93)	RETURN CARDBOARD BINS	0016502265	53143
	167Y3P3Y7DPT	09/02/2025	382.00	ST60 IGNITOR MODULE AND SPARKR	0012042254	53142
	17679MDP9RVD	09/08/2025	35.25	ST73 CRAFTSMAN Stand Ratchet	0017032250	53501
	19X7KYPH14H	09/04/2025	(214.61)	IOTA 55 CHARGER RETURNED	0016502265	53143
	1CW9M1HVVVDJ	09/07/2025	(39.41)	RETURNING BUG TRAPS (2)	0016502265	53141
	1H4XCMCXHPP	09/02/2025	154.22	LOG BLAKLADER WORKWEAR JACKET	0012042254	52011
	1H4XCMCXHPP	09/02/2025	143.20	LOG BLAKLADER WORKWEAR JACKET	0012042254	52011
	1H4XCMCXHPP	09/02/2025	154.22	LOG BLAKLADER WORKWEAR JACKET	0012042254	52011
	1H4XCMCXHPP	09/02/2025	115.38	R61 110OZ 4CYC ENG FUEL	0013302685	53141
	1J3TH6LJCKJ9	09/04/2025	41.86	BAY DOOR REMOTES	0012042254	53141
	1NHVYHK19F9	08/20/2025	171.84	SAFETY - BOAT WASH SPRAYER	0012502210	53501
	1RKFM67M9KR	09/08/2025	8.36	CS USB Short Cords	0012052218	53141
	1RKFM67M9KR	09/08/2025	5.50	PE Latch, Antique Hook Hasp	0014002230	53141
	1RKFM67M9KR	09/08/2025	33.05	64 Sunco 6 Inch LED Recessed	0016042250	53141
	1RKFM67M9KR	09/08/2025	145.46	96 HP 05A Black Toner Cartrid	0016962250	53101
	1RKFM67M9KR	09/08/2025	16.14	72 Panasonic CR123A Lithium	0017022250	53141
	1WHVLGJFJXM	08/29/2025	24.23	ST94 FAUCET BACKFLOW PREVENTER	0012042254	53146
	1XXJJRGG67W	09/08/2025	114.54	60A Ultimate Ears Boom 3 Wire	0012552210	53501
	1XXJJRGG67W	09/08/2025	11.90	64 Feit Electric PAR38 LED Bu	0016042250	53501
	1XXJJRGG67W	09/08/2025	19.82	67 Double Sided Tape Heavy Du	0016072250	53501
	1XXJJRGG67W	09/08/2025	50.57	67 100W LED Rechargeable Work	0016072250	53501
	1XXJJRGG67W	09/08/2025	67.22	40 HP 94A Black Toner Cartrid	0016702250	53101
	1YCXNMP46QX	09/08/2025	44.89	RESPIRATOR MASK	0016502265	53141
TOTAL FOR CHECK AP 00020507:			1,645.81			
ARI HETRA AUTOMOTIVE RESOURCES (ARIHETRA)						
	0093230IN	09/04/2025	3,140.06	ANNUAL PM FOR ARI HETRA MOBILE	0016502265	54811
TOTAL FOR CHECK AP 00020508:			3,140.06			
BRISCO INC (BRISINC)						
	AUG25	09/03/2025	3,104.25	OVFR 08/2025 FUEL CHARGES	0012042254	53201
TOTAL FOR CHECK AP 00020509:			3,104.25			
CHRISTENSEN INC (CHRIINC)						
	0746822IN	09/02/2025	3,524.39	#1003291 ST60 FUEL	0012042254	53201
	0747848IN	09/03/2025	0.00	#1003291 ST64 FUEL	0012042254	53201
	0748716IN	09/04/2025	1,776.70	#1003291 ST67 FUEL	0012042254	53201

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	0749149IN	09/05/2025	1,942.36	#1003291 ST60 FUEL	0012042254 53201
	0749335IN	09/05/2025	3,575.81	#1003291 ST69 FUEL	0012042254 53201
	0750028IN	09/08/2025	1,099.26	#1003291 ST61 FUEL	0012042254 53201
	0750287IN	09/06/2025	2,069.36	#1003291 ST61 FUEL	0012042254 53201
	0750777IN	09/09/2025	5,040.95	#1003291 ST72 FUEL	0012042254 53201
<b>TOTAL FOR CHECK AP 00020512:</b>			19,028.83		
<b>CITY TREASURER (CITYTREA)</b>					
	94L-250911	09/11/2025	43.72	#101402800 ST94 08/2025 ELEC	0016942250 54731
<b>TOTAL FOR CHECK AP 00020513:</b>			43.72		
<b>CUMMINS NORTHWEST LLC (CUMMNW)</b>					
	07250830587	08/25/2025	1,849.68	INSITE PRO ANNUAL SOFTWARE REN	0016502265 54813
<b>TOTAL FOR CHECK AP 00020515:</b>			1,849.68		
<b>DIAMOND POLISHING SYSTEMS INC (DIAMPOLI)</b>					
	95061	09/02/2025	6,995.75	ST66 CONCRETE FLOOR POLISHING	3016069422 56241
	95061	09/02/2025	(317.70)	*PUBLIC WORKS* RETAINAGE	3016069422 56241
<b>TOTAL FOR CHECK AP 00020516:</b>			6,678.05		
<b>ERIC QUINN (ERICQUIN)</b>					
	2161	08/31/2025	500.00	8/2025 CONTRACT LEGAL SERVICES	0012002210 54151
<b>TOTAL FOR CHECK AP 00020517:</b>			500.00		
<b>GARY HAUENSTEIN (GARYHAUE)</b>					
	090425	09/04/2025	555.00	Q3 2025 ME PART B PREMIUMS	0012032213 52009
<b>TOTAL FOR CHECK AP 00020542:</b>			555.00		
<b>GLEN LUEBKE (LUEB03310)</b>					
	090525	09/05/2025	555.00	9/1/25-11/30/25 ME PRT B PREMS	0012032213 52009
<b>TOTAL FOR CHECK AP 00020543:</b>			555.00		
<b>GRIMCO INC (GRIMCO)</b>					
	3449240402	09/04/2025	170.30	WSI ORAJET VINYL 200G-30	0012042254 53141
<b>TOTAL FOR CHECK AP 00020519:</b>			170.30		
<b>HI-LINE ELECTRIC COMPANY INC (HILIELEC)</b>					
	3102710	07/17/2025	248.05	CABLE SEALS, PLUGS, CABLE TIES	0016502265 53141
	3113864	08/05/2025	(243.37)	CM TO CORRECT INV 3102710	0016502265 53141
<b>TOTAL FOR CHECK AP 00020520:</b>			4.68		
<b>HUGHES FIRE EQUIPMENT INC (HUGHFIRE)</b>					
	629122	09/04/2025	678.32	OVE07-1 LEFT FRONT HL BEZEL	0016502265 53143
	629163	09/05/2025	1,280.42	E07-1 (1) A/C EVAPORATOR COND	0016502265 53143
<b>TOTAL FOR CHECK AP 00020521:</b>			1,958.74		
<b>IMS ALLIANCE (IMSALLI)</b>					
	252231	09/04/2025	18.49	PASSPORT TAGS	0012042254 53141
<b>TOTAL FOR CHECK AP 00020522:</b>			18.49		
<b>KEVIN BERDAN (BERD04150)</b>					
	9896485722	09/09/2025	171.00	PER DIEM FIREFIGHTERS MEMORIAL	0012002210 54301
<b>TOTAL FOR CHECK AP 00020544:</b>			171.00		
<b>L.N. CURTIS AND SONS (LNCURTIS)</b>					
	INV986099	09/05/2025	2,726.04	PPE 14" Supreme Pull-On	0012042254 52010

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	INV986099	09/05/2025	20.31	TRANSPORTATION FEE	0012042254 52010
<b>TOTAL FOR CHECK AP 00020523:</b>			2,746.35		
<b>LIFE-ASSIST INC (LIFEASSI)</b>					
	1632797	08/28/2025	142.71	ET TUBE HOLDER, ADULT (EACH)	0012052218 53198
	1632797	08/28/2025	176.87	STYLETTE, SLICK, 10FR (ADULT L	0012052218 53198
	1632797	08/28/2025	70.97	ENDO TUBE, UNCUFFED, 2.5MM (EA	0012052218 53198
	1632797	08/28/2025	17.63	PROVIDINE (PVP) PREP PADS (100	0012052218 53198
	1632797	08/28/2025	15.14	NAIL POLISH REMOVER PADS (BOX)	0012052218 53198
	1632797	08/28/2025	213.04	GERMICIDAL SUPER SANI WIPES -	0012052218 53198
	1632797	08/28/2025	18.51	LUBRICATING JELLY, 3GM (EACH)	0012052218 53198
	1632797	08/28/2025	606.10	LANCET (EACH)	0012052218 53198
	1632797	08/28/2025	40.99	HYDROGEN PEROXIDE 3%, 16OZ BOT	0012052218 53198
	1632797	08/28/2025	88.60	SUDECON DECONTAMINATION WIPES	0012052218 53198
	1632797	08/28/2025	26.46	SUCTION CATHETER, 18FR	0012052218 53198
	1632797	08/28/2025	102.49	NEBULIZER, MISTY MAX (EACH)	0012052218 53198
	1632797	08/28/2025	869.48	FILTERLINE SET, ADULT/PEDI (EA	0012052218 53198
	1632797	08/28/2025	75.66	BACK RAFT PUMP (EACH)	0012052218 53198
	1632797	08/28/2025	800.71	OXYGEN REGULATOR	1013402680 53141
	1632797	08/28/2025	495.35	LIFEPACK 12/15 REUSABLE NIBP C	1013402680 53141
	1632797	08/28/2025	176.03	72 System 5 Multiple Cuff B	1013402680 53141
	1634108	09/03/2025	301.49	NITRO / DEXTROSE 250ML BOTTLE	0012052218 53198
	1634526	09/04/2025	210.53	ALCOHOL PREP PAD, LARGE 200/BX	0012052218 53198
	1634582	09/04/2025	70.97	ENDO TUBE, UNCUFFED, 3.5MM (EA	0012052218 53198
	1634582	09/04/2025	43.20	ENDO TUBE, UNCUFFED, 5.0MM (EA	0012052218 53198
	1634582	09/04/2025	22.48	ENDO TUBE, CUFFED, 6.0MM (EACH	0012052218 53198
	1634582	09/04/2025	44.96	ENDO TUBE, CUFFED 8.0MM (EACH)	0012052218 53198
	1634582	09/04/2025	44.96	ENDO TUBE, CUFFED, 9.0MM (EACH	0012052218 53198
	1634582	09/04/2025	186.06	ADHESIVE BANDAGES, 1"x3", CLOT	0012052218 53198
	1634582	09/04/2025	96.43	BANDAGE, KERLEX 4.5" (EACH)	0012052218 53198
	1634582	09/04/2025	37.47	RING CUTTER, ECONOMY (EACH)	0012052218 53198
	1634582	09/04/2025	15.43	ASPIRIN, CHEWABLE, 81MG	0012052218 53198
	1634582	09/04/2025	134.22	ACETAMINOPHEN ELIXIR 325MG/10.	0012052218 53198
	1634582	09/04/2025	61.71	MASK, NRB (NON-REBREATHER), PE	0012052218 53198
	1634582	09/04/2025	1,983.60	SPO2 ADHESIVE SENSOR, NEO/ADLT	0012052218 53198
	1634582	09/04/2025	353.87	RESTRAINTS, WRIST CUFF (PAIR)	0012052218 53198
	1634582	09/04/2025	270.32	TOURNIQUET, LATEX FREE (ROLL/1	0012052218 53198
	1634582	09/04/2025	653.60	NO CONTACT THERMOMETER	1013402680 53141
	1634687	09/04/2025	562.60	ADENOCARD 12MG/4ML ANSYR SYRIN	0012052218 53198
	1634687	09/04/2025	279.45	ADENOCARD 6MG/2ML ANSYR SYRING	0012052218 53198
	1634687	09/04/2025	2,069.40	NALOXONE 2MG 2ML LUER JET	0012052218 53198
	1634687	09/04/2025	139.50	AMIODARONE 150MG 3ML VIAL	0012052218 53198
	1634687	09/04/2025	86.00	IV CATHETER, 16GAx1.25", PROTE	0012052218 53198
	1634687	09/04/2025	179.10	IV CATHETER, CENTESIS 18GA x 6	0012052218 53198
	1634687	09/04/2025	13.00	SYRINGE, 5CC, LUER LOCK (EACH)	0012052218 53198
<b>TOTAL FOR CHECK AP 00020524:</b>			11,797.09		
<b>LOWE'S COMPANIES (LOWECOMP)</b>					

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	95877	09/09/2025	63.81	LOG SPRAY PAINT AND TAPE	0012042254 53141
<b>TOTAL FOR CHECK AP 00020525:</b>			63.81		
<b>MICHAEL'S CUSTOM UPHOLSTERY (MICHCUST)</b>					
	159639	09/04/2025	162.95	OEV25-1 BIG EASY BAG TO SMALL	0016502265 54820
<b>TOTAL FOR CHECK AP 00020526:</b>			162.95		
<b>NEXT STEP APPAREL (NEXTSTEP)</b>					
	250047	01/23/2025	59.45	BLACK GOLD NAME TAGS	0012042254 52011
	250706	08/12/2025	125.63	3EA. BLUE/WHITE NAME TAGS	0012042254 52011
	250747	08/22/2025	62.81	3 SEW-ON/VELCRO PATCHES	0012042254 52011
	250754	09/05/2025	189.02	BERT SCREEN PRINTING RED TS	0012042254 52014
	250772	09/12/2025	269.75	SCREEN PRINTING GRAY TSHIRTS	0012042254 52014
<b>TOTAL FOR CHECK AP 00020527:</b>			706.66		
<b>ONSPOT OF NORTH AMERICA INC (ONSPOFNO)</b>					
	221140	09/05/2025	47.02	5487-A ARM BUSHING (2)	0016502265 53143
<b>TOTAL FOR CHECK AP 00020528:</b>			47.02		
<b>PACIFIC OFFICE AUTOMATION INC (PACIOFFI)</b>					
	548375	08/29/2025	164.61	ST91 COPIER OVERAGES	0012002210 54813
<b>TOTAL FOR CHECK AP 00020529:</b>			164.61		
<b>PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)</b>					
	221140	09/05/2025	4.80	5487-A ARM BUSHING (2)	0016502265 53143
	PC.000.250825.6	09/11/2025	41.76	STN 67 BAY LIGHT BULBS	0012042254 53146
	PC.000.250925.2	09/11/2025	8.44	STN 72 BALLAST	0012042254 53146
	PC.000.250925.2	09/11/2025	0.30	ICLOUD STORAGE	0014002230 54902
<b>TOTAL FOR CHECK AP 00020510:</b>			55.30		
<b>QWEST COMMUNITIONS COMPANY LL (QWEST)</b>					
	AOC-250828	08/28/2025	230.63	#333714524 08/2025 PHONES	0012102215 54202
<b>TOTAL FOR CHECK AP 00020511:</b>			230.63		
<b>RALPH FLUE (RALPFLUE)</b>					
	090425	09/04/2025	555.00	Q3 2025 ME PART B PREMIUMS	0012032213 52009
<b>TOTAL FOR CHECK AP 00020545:</b>			555.00		
<b>ROGUE FITNESS (ROGUFITN)</b>					
	13613692	09/05/2025	3,851.50	66 ROGUE WOODWAY TREADMILL	0016062250 53501
<b>TOTAL FOR CHECK AP 00020514:</b>			3,851.50		
<b>S&amp;S TIRE (SSTIREPU)</b>					
	1168954	08/27/2025	260.44	SC20-2 NEW TIRE RR, DAMAGED TI	0016502265 54820
	1169158	09/03/2025	27.38	OVU21-1 TIRE REPAIR LEFT REAR	0016502265 54820
	1169159	09/06/2025	27.38	OVU18-1 TIRE REPAIR	0016502265 54820
	1169271	09/06/2025	829.54	OVE20-1 TIRE REPLACEMENT	0016502265 54820
	1169293	09/06/2025	2,579.35	L21-2 #1 DRIVE AXLE TIRES (4)	0016502265 54820
<b>TOTAL FOR CHECK AP 00020530:</b>			3,724.09		
<b>SEA-WESTERN INC (SEAWESTE)</b>					
	INV46075	08/29/2025	4,656.51	NEW HOSE AND NOZZLES FOR OVE25	0013009422 56401
<b>TOTAL FOR CHECK AP 00020531:</b>			4,656.51		
<b>SMARCH INC (SMARSH)</b>					

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	INV293953	08/31/2025	2,453.50	08/2025 TEXT ARCHIVING SERVICE	0012102215	54813
TOTAL FOR CHECK AP 00020532:			2,453.50			
SQUARERIGGER CORPORATION (SQUACORP)						
	00016342	07/23/2025	6,261.21	FLEET SOFTWARE ANNUAL RENEWAL	0016502265	54813
TOTAL FOR CHECK AP 00020533:			6,261.21			
STANDARD PARTS CORP (STANPART)						
	301536	09/03/2025	(1,110.41)	CM RETURNED (5) PN 8143	0016502265	53143
	301627	09/03/2025	(265.74)	BATTERY RETURNED RR 3373621	0016502265	53143
	301646	09/03/2025	174.43	MARKER LIGHT, CLAMPS, FILTER	0016502265	53143
	301690	09/04/2025	198.87	AMSOIL 5W30 GALLONS (2)	0016502265	53181
	302031	09/05/2025	281.54	FILTER #500116M, MARKER LIGHT	0016502265	53143
	302043	09/05/2025	180.45	ST 94 (10) DEF STOCK	0012042254	53201
	302207	09/08/2025	180.45	STN69 DEF (10) BOXES	0012042254	53201
	302262	09/08/2025	400.28	A/C REFRIGERANT 134-A	0016502265	53143
	302323	09/08/2025	(398.15)	OBSOLETE PARTS RETURN CREDIT	0016502265	53143
	302332	09/08/2025	180.45	STN94 DEF STOCK (10 CASES)	0012042254	53201
	302482	09/09/2025	56.70	FUEL FILTER #3788, CABIN FILTE	0016502265	53143
	302483	09/09/2025	127.63	(8) QT 10W30 AMSOIL	0016502265	53181
TOTAL FOR CHECK AP 00020534:			6.50			
SUMNER LAWN 'N SAW (SUMNLAWN)						
	156281	09/08/2025	283.26	REPAIR MS361 CHAIN SAW INV2161	0012042254	54811
	156282	09/08/2025	241.54	REPAIR 026 CHAINSAW INV 216683	0012042254	54811
	156283	09/08/2025	118.44	REPAIR TS410 CUTOFF SAW INV 21	0012042254	54811
TOTAL FOR CHECK AP 00020535:			643.24			
TACOMA COMMUNITY COLLEGE (TACOCOMM)						
	WA220TPC-4084	07/22/2025	1,779.82	SUMMER 2025 TUITION- SILVER-CO	1013402680	54925
	WA220TPC-4085	07/22/2025	1,779.82	SUMMER 2025 TUITION- WEHMHOEFE	1013402680	54925
	WA220TPC-4086	07/22/2025	1,779.82	SUMMER 2025 TUITION- WEIDMAN	1013402680	54925
	WA220TPC-4087	07/22/2025	1,779.82	SUMMER 2025 TUITION- MURPHY	1013402680	54925
	WA220TPC-4088	07/22/2025	1,779.82	SUMMER 2025 TUITION- KUFFLER	1013402680	54925
TOTAL FOR CHECK AP 00020536:			8,899.10			
TACOMA SCREW PRODUCTS INC (TACOSCRE)						
	10034493500CM	12/05/2024	(90.17)	CM TO REV DBL PMT 10034493500	0016502265	53141
	30001171800	09/08/2025	77.58	BRAB FITTINGS, WASHERS, NUTS	0016502265	53141
	30001175500	09/08/2025	90.09	METRI PAK, 3-WAY/NUTS, CLIPS	0016502265	53141
TOTAL FOR CHECK AP 00020537:			77.50			
TRUE NORTH EMERGENCY EQUIPMENT (TRUENORT)						
	A23462	09/02/2025	95.30	GE17-2 FOAM PRO TERMINAL BLOCK	0016502265	53143
	A23502	09/04/2025	1,762.95	GL09-1 BOTTOM ROLLERS, AERIAL	0016502265	53143
	A23549	09/08/2025	477.82	GWT20-1 THROTTLE POSITION SENS	0016502265	53143
TOTAL FOR CHECK AP 00020538:			2,336.07			
UNIFIRST CORPORATION (UNIFIRST)						
	2220241604	09/03/2025	265.80	SEPT03 SHOP UNIFORMS/RUGS	0016502265	54931
TOTAL FOR CHECK AP 00020539:			265.80			
UNITED PARCEL SERVICE (UNITPARC)						

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/11/2025

**End Date:** 09/11/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	00005Y5731355	08/30/2025	22.07	SHIPPING/TITLE DOCS TO CPFR	0012042254	54221
	00005Y5731365	09/06/2025	59.86	GM22-3 KNOX BOX REPAIR KA-2001	0012042254	54221
	00005Y5731365	09/06/2025	12.87	IOTA 55A RETURN PART	0012042254	54221
	00005Y5731365	09/06/2025	4.56	BILLING ADJUSTMENT & AUDIT FEE	0012042254	54221
<b>TOTAL FOR CHECK AP 00020540:</b>			99.36			
<b>US BANK BUSINESS CARD (USBANKBU)</b>						
	PC.000.250825.6	09/11/2025	532.23	STN 94 ICE MAKER	0012042254	53142
	PC.000.250825.6	09/11/2025	409.45	STN 67 BAY LIGHT BULBS	0012042254	53146
	PC.000.250825.6	09/11/2025	23.84	FUEL FOR JET 40	0012042254	53201
	PC.000.250825.6	09/11/2025	31.66	FUEL FOR JET 40	0012042254	53201
	PC.000.250825.6	09/11/2025	32.93	FUEL FOR JET 71	0012042254	53201
	PC.000.250825.6	09/11/2025	38.41	FUEL FOR TOW40	0012042254	53201
	PC.000.250825.6	09/11/2025	63.69	DEP. CHIEF-Z.GIBSON - FUEL	0012042254	53201
	PC.000.250825.6	09/11/2025	36.30	LOGS DRILL BITS & PH BITS	0012042254	53501
	PC.000.250825.6	09/11/2025	149.57	CREW 6 FOOD	0013002220	53171
	PC.000.250825.6	09/11/2025	280.33	STN 66 DOOR SWEEPS	3016069422	56241
	PC.000.250925.2	09/11/2025	209.25	STN 71 CONTROL DAMPER	0012042254	53142
	PC.000.250925.2	09/11/2025	212.60	emt conduit/wire	0012042254	53142
	PC.000.250925.2	09/11/2025	35.21	50a outlet/cover	0012042254	53142
	PC.000.250925.2	09/11/2025	13.22	blank covers/wire nuts	0012042254	53142
	PC.000.250925.2	09/11/2025	8.34	PVC Pipe	0012042254	53142
	PC.000.250925.2	09/11/2025	149.93	flex/wire/fittings	0012042254	53142
	PC.000.250925.2	09/11/2025	9.01	PLUMBING SUPPLIES	0012042254	53142
	PC.000.250925.2	09/11/2025	188.24	Smoke Detector	0012042254	53142
	PC.000.250925.2	09/11/2025	15.31	Bulbs	0012042254	53142
	PC.000.250925.2	09/11/2025	156.91	cord grips/cord connectors	0012042254	53142
	PC.000.250925.2	09/11/2025	87.54	cord grips/locknuts/wire nuts	0012042254	53142
	PC.000.250925.2	09/11/2025	1.73	nut and bolt for bay door	0012042254	53142
	PC.000.250925.2	09/11/2025	47.78	anchors/washers/hangers	0012042254	53142
	PC.000.250925.2	09/11/2025	117.89	ST91 PVC PIPE FITTINGS	0012042254	53146
	PC.000.250925.2	09/11/2025	17.04	ST91 PVC PIPE FITTINGS	0012042254	53146
	PC.000.250925.2	09/11/2025	82.75	STN 72 BALLAST	0012042254	53146
	PC.000.250925.2	09/11/2025	233.20	STN 64 DOORBELL PARTS	0012042254	53146
	PC.000.250925.2	09/11/2025	41.55	BATTERIES FOR ALL STATIONS	0012042254	53146
	PC.000.250925.2	09/11/2025	115.99	PAINTING SUPPLIES	0012042254	53146
	PC.000.250925.2	09/11/2025	21.11	sheet metal/paint	0012042254	53146
	PC.000.250925.2	09/11/2025	214.54	smoke detectors	0012042254	53146
	PC.000.250925.2	09/11/2025	100.36	PVC PIPE FITTINGS	0012042254	53146
	PC.000.250925.2	09/11/2025	55.44	FILL DIRT & BARK	0012042254	53146
	PC.000.250925.2	09/11/2025	29.75	FILL DIRT	0012042254	53146
	PC.000.250925.2	09/11/2025	15.93	PVC FITTINGS	0012042254	53146
	PC.000.250925.2	09/11/2025	63.83	SEPTIC TANK RISER	0012042254	53146
	PC.000.250925.2	09/11/2025	17.92	Men's bathroom door latch.	0012042254	53146
	PC.000.250925.2	09/11/2025	92.66	PAINT	0012042254	53146
	PC.000.250925.2	09/11/2025	38.93	HARDWARE BOLTS AND WASHERS	0012042254	53146
	PC.000.250925.2	09/11/2025	61.04	fluorescent lamps	0012042254	53146

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 09/11/2025

**End Date:** 09/11/2025

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	PC.000.250925.2	09/11/2025	69.62	GU23-7 FUEL	0012042254 53201
	PC.000.250925.2	09/11/2025	2.99	ICLOUD STORAGE	0014002230 54902
	PC.000.250925.2	09/11/2025	50.70	WC24-2 CABLE PN#8M0082528	0016502265 53143
	PC.000.250925.2	09/11/2025	(58.23)	REFUND: PART LOST IN TRANSIT	0016502265 53143
	PC.000.250925.2	09/11/2025	90.00	MARC VAN KEKERIX EVT FEES	0016502265 54922
	PC.200.250925.1	09/11/2025	133.11	STAMPS.COM POSTAGE PURCHASE	0012002210 54221
	PC.203.250925.1	09/11/2025	29.00	One-Time Scribe Work	0012032213 54902
<b>TOTAL FOR CHECK AP 00020541:</b>			4,370.60		
<b>VALLEY FREIGHTLINER INC (VALLFRED)</b>					
	PC30178891604	09/03/2025	96.10	SWITCH, GASKET COVER STOCK	0016502265 53143
	PC30181713601	09/02/2025	223.48	E21-1 PRESSURE SENSOR (1)	0016502265 53143
	PC30181772201	09/03/2025	240.48	FILTERS, OIL CAP	0016502265 53143
	PC30181782001	09/04/2025	75.56	E06-1 FUEL PRESSURE SENSOR	0016502265 53143
	PC30181895501	09/09/2025	462.31	AIR DRIER 5008414, FILTER 2955	0016502265 53143
	PC30181922101	09/09/2025	140.64	GUIDE PIN KIT (2) STOCK	0016502265 53143
	PC30181922102	09/10/2025	289.92	BRAKE PAD KIT (2) STOCK	0016502265 53143
<b>TOTAL FOR CHECK AP 00020518:</b>			1,528.49		
<b>WAYNE GARDEN (GARD11050)</b>					
	090425	09/04/2025	777.00	Q3 2025 ME PART B PREMIUMS	0012032213 52009
<b>TOTAL FOR CHECK AP 00020546:</b>			777.00		
<b>REPORT TOTAL:</b>			96,246.39		



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** Board Policy 3.27 Purchasing Policy

**Attachments:** BOD 3.27 Purchasing Policy

**Submitted by:** Director Robacker

### RECOMMENDED ACTION BY THE BOARD:

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

### SUGGESTED MOTION:

*"I move to approve Board Policy 3.27 Purchasing Policy as presented by staff."*

### SUMMARY:

The capital threshold has been revised in the Code of Federal Regulations (2 CFR Part 200). Board Policy 3.27 Purchasing Policy has been reviewed and modified by Staff to reflect these changes.

#### Summary of changes:

- Removal of references to petty cash.
- Contract requirements for purchase orders.
- Addition of requirement to make all Amazon purchases through Central Stores.
- Addition of \$10,000 capital threshold for public works projects, repairs and maintenance.
- Revised Food language to stress purchasing food as last resort
- Added reference to Policy 3.53 in Emergency
- Changed CPFR references

### FINANCIAL IMPACT:

N/A

CENTRAL PIERCE FIRE & RESCUE  
BOARD POLICY  
NUMBER 3.27

ORIGINATED: July 01, 2006  
APPROVED: June 26, 2023  
EFFECTIVE: July 1, 2025

SUBJECT: PURCHASING POLICY

PURPOSE: This purchasing policy establishes Fire District responsibilities, procedures, and practices to follow to purchase equipment, materials, and services in order to maintain an accountable procurement process.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District ~~m~~Members are familiar with and operate within the parameters of this Board Policy.

POLICY: ~~Central Pierce Fire & Rescue~~The District will provide guidelines for purchasing in order to maintain an accountable procurement process.

PROCEDURE:

I. PURCHASE ORDERS (PO(s))

- A. A properly prepared and approved purchase order is an authorization to incur a District obligation to pay. The purchase order is to be prepared and approved prior to the obligation of District funds.
- B. Purchase orders are required for all District purchases of supplies and services except for the following items:
  1. Utility billings including water, electricity, natural gas, sewer, garbage, propane, fuel for apparatus, medical oxygen, phones, cell phones, pagers, and security monitoring.
  2. Association dues & membership fees.
  3. Publications, periodicals, and subscriptions.
  4. Credit card purchases ~~(requires District Expense Claim Form)~~.
  5. Mileage and other employee reimbursements & claims.
  6. Refunds & District account reimbursements ~~(including petty cash)~~.
  7. Credit memos.
- C. Any purchase order that is estimated to be \$45,000 or more, including cost of items, tax, and shipping, requires approval from the Finance Director or designee. Any purchase order that is estimated to be \$100,000 or more requires the approval of the Fire Chief or designee in addition to the Finance Director or designee.
- D. All contracts require a purchase order. Purchase orders are to be filled out for the entire amount of the contract and will be drawn down until the contract has been exhausted. If the cost of the contract increases, it will be necessary to notify the Fire Chief or his/her designee as well as the Finance Division. Any contract \$100,000 or more that requires a change order will also require Board approval.

1. A contract is required for all services performed on District property, regardless of cost, even when hosted by an outside entity.
2. A contract is required for a partial pre-payment (aka deposit) of supplies and/or services; a deposit is limited to 50% of the total contract.
3. Contracts for services that are considered low risk (such as classroom lecture instruction) may request an individual exemption of the usual \$1,000,000 Commercial General Liability Insurance requirement (request must be submitted in writing to Finance Division prior to purchase order approval).
4. A contract may be provided by the vendor or a contract may be initiated utilizing the District's contract for services template (either option must be reviewed and approved).
5. All contracts require authorization and signature by the Fire Chief; the Fire Chief is the only District staff member authorized to sign contracts obligating the District.

Ø. —

## II. PURCHASE REQUISITIONS

### A. Fill out required fields in ~~Onesolution~~FE Accounting Software:

1. PR – Purchase requisition number field must be manually generated.
2. PO – Purchase order number field must be left blank
  - a. This field will populate after electronic workflow approvals are complete.
3. Sec Cd – Select Division code from drop down.
4. Vendor Name – Vendor name is required; Select from Lookup.
  - a. ~~If Vendor Doesn't yet exist in system~~—Type TBA if vendor needs “to be added”
    - a. Put vendor address in Notes tab, and attach W9 to create vendor
  - b. Type TBD if multiple quotes are being solicited before you can determine the final vendor.
5. Requested By: This field is automated. It will be the person's name who logged in to create the PR.
  - a. Use confirming person field to designate an authorized user different than the person completing the requisition.
6. Date: This field is automated, it is the date the order is initiated. The purchase order must be filled out and approved prior to committing District funds. Therefore, the date of the purchase order must be earlier than the invoice date.
  - a. Only revise date if writing a PO for a future year.
7. Quantity Ordered: Total number of each item being ordered.
8. Description: General description of items or services being ordered.

9. Unit Price: Price per item.
10. Total: This field will automatically calculate and extended price based on unit price and quantity.
11. Tax: Total tax anticipated for the purchase, select use tax codes from list.
12. Shipping: Include Estimated shipping costs, if any.
13. Grand Total: Total of the purchase order including total cost of items or services being ordered, tax, and shipping is automatically calculated. Verify this total to quote when you have a quote.
14. General Ledger Account Coding - Account code the purchase should be charged to. This field is required and assures the purchase is charged to the correct line item in the budget.
15. Attach all backup documents required for purchasing public works, contracts, small works, equipment material and supplies, and professional services, emergent, and sole source purchases.
  - a. Attach bid law and prevailing wage backup to substantiate RCW and policy compliance as outlined in policy 3.53 Procurement Policy
16. Attach quotes and order confirmations as available.
17. Approval – Person completing requisition must approve the order for it to workflow to the next authorized person in the approval process.
  - a. When approvals are complete, the PO will automatically print and attach an electronic copy to the purchase order. Please contact finance if there is a problem with approvals or order attachments.

### III. PURCHASE ORDER DISTRIBUTION

- A. If the vendor requires a copy of the purchase order, it can be found attached to the purchase order screen upon completion of the approval process. The PO will not print until workflow is approved and final.

### IV. INTERLOCAL AGREEMENTS

- A. RCW chapter 39.34 allows cooperative purchasing between public agencies (political subdivisions of the State of Washington).
  1. Bidding by the District is not required when purchases of equipment, materials, or supplies are made under State standard contracts or similar contracts executed by and through other local governments which have complied with state bidding requirements.
  2. The District must have an interlocal agreement with the city, state, or other governmental agency prior to the bid. Each participating agency must have the power to do individually what it agrees to do jointly. All other procurement approval requirements must be maintained.

3. If ~~Central Pierce~~the District is the lead agency, the District will work with the vendor to invoice the other participating agencies directly for their share of the costs. ~~The District-Central Pierce~~ will pay the entire invoice only if the arrangement is pre-approved by the Finance Director.
4. The Finance Division will then generate an invoice to the appropriate agency. Agencies to be invoiced need to be written in the Notes field. The District will make every effort to have the vendor invoice other agencies directly.

#### V. BLANKET/ANNUAL PURCHASE ORDERS

- A. Blanket/annual purchase orders are not required but may be used to save time and allow for better tracking of certain purchases. Blanket/annual purchase orders may be used for items that are purchased on a regular basis from the same vendor. An example would be ~~medical oxygen that is purchased monthly~~screws and bolts for vehicle maintenance.
- B. If blanket/annual purchase orders are used, all regular purchasing requirements must be met, including bidding requirements depending on total purchase order amount, signature requirements, etc. Additionally, the purchase order must specify the items that can be purchased with the blanket/annual PO. Generic descriptions such as 'supplies' will not be acceptable.

#### VI. PURCHASES MADE BY CENTRAL STORES

- A. The intent of having a Central Stores function is to help stream-line the purchasing process and ensure that the District has received the best price available for the goods and/or services needed for District operations. Central Stores will maintain appropriate levels of stock and negotiate prices down whenever possible.
- B. Central Stores is primarily responsible for purchasing the following items (this list of items will be modified as appropriate):
  1. Medical Supplies
  2. EMS related drugs & medications
  3. Office Supplies
  4. Cleaning Supplies
  5. Bottled Water
  6. Bunker gear & personnel supplies
  7. Quarter master supplies
  8. Suppression/Tools
  9. Forms
- C. Central Stores will have authority to purchase any item maintained as a stock item. Division heads will be responsible for approving items requisitioned from Central Stores.

If Central Stores is purchasing a non-stock item, the chief officer or division head responsible for the budgetary line item being charged will need to approve the purchase prior to the purchase being made.

~~C.D.~~ All Amazon purchases shall be made via special order through Central Stores in order to utilize the District's Amazon Business account with access to business pricing, tax-exempt purchasing and free shipping.

## VII. EMERGENCY PURCHASES

- A. For purposes of this policy, an emergency is defined as unforeseen circumstances beyond the control of the District that either: (a) Present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. Poor planning is not an acceptable reason for emergency purchase.
- B. If an emergency exists, the Fire Chief or designee can waive bid requirements to purchase goods, materials, and/or services to stabilize the emergency situation. Purchase Order(s) must be properly documented as an emergency as soon as possible following the event.
- C. At a minimum, it must be clearly marked on the purchase order(s) that the purchase(s) was/were for an emergency, what the emergency was, and the rationale behind the decision to declare an emergency.
- D. A ratification resolution passed by the Board of Fire Commissioners, and all other requirements as outlined in BOD 3.53 Purchasing – Public Works will be attached to the PO.  
~~C.~~

## VIII. SOLE SOURCE PURCHASES

- A. If, after conducting a good faith review of available resources, it is determined that there is only one source for the required equipment, materials, or supplies, a purchase contract may be awarded without complying with established bidding requirements.
- B. If it is necessary to use this method of procurement, the rationale behind the decision must be thoroughly documented and attached to the PO.
- C. Examples of sole source purchases include: Vendor is the original manufacturer and there are no regional distributors, parts or equipment are not interchangeable with similar parts or equipment from another manufacturer, no other equipment is available that will meet the specialized needs of the division or perform the intended function, or detailed justification is available which establishes beyond a doubt that the vendor is the only source to provide the item or service required.
- D. The chief officer or manager responsible for the division budget to be charged must approve the purchase prior to any District funds being committed to the purchase. The chief officer or manager will show that they approved the purchase as a sole source by signing the sole source statement.
- E. The vendor must certify in writing that the District is getting the lowest offered price.

- F. It is expected that this method of purchase will be rarely utilized. Poor planning is not an accepted reason for sole source purchases.
- G. A resolution passed by the Board of Fire Commissioners, and all other requirements as outlined in ~~policy BOD 3.53 Purchasing – Public Works Procurement~~ will be attached to the PO.

#### IX. DISTRICT CREDIT CARD PURCHASES

- A. District credit cards may be used to cover certain travel related expenses and when standard District purchasing procedures cannot be reasonably utilized.
- B. See Credit Card Policy number 3.30 for further information regarding credit card purchases.

#### X. CAPITAL OUTLAY/FIXED ASSET PURCHASES

- A. A fixed asset is a specific piece of real or personal property that meets all of the following characteristics:
  - 1. Unit cost, including tax, shipping, and installation of \$~~105~~,000 or more.
  - 2. Tangible in nature, possesses physical substance.
  - 3. Expected useful life of longer than one year.
- ~~B.~~ There are a few types of assets that are excluded from the definition of a fixed asset no matter what the cost. These are inventory items and spare parts.
- ~~B.C.~~ Public works projects, repairs, maintenance and other costs over the \$10,000 capital threshold should be tracked as capital for cost reporting and depreciation.
- ~~C.D.~~ All fixed assets purchased by the District require a purchase order.
- ~~D.E.~~ All fixed assets must be purchased and disposed of in accordance with ~~Capital Asset-Attractive Asset Policy number 3.05~~ BOD 3.39 Property Management and BOD 3.57 Surplus Property.

#### XI. PURCHASING SMALL & ATTRACTIVE ASSETS/MINOR EQUIPMENT

- A. For purposes of this policy, small & attractive assets/minor equipment are defined as:
  - 1. Not normally consumed in one year.
  - 2. Cost less than \$~~105~~,000.
  - 3. Considered 'attractive' in nature so therefore requires a formal tracking process.
- B. All small & attractive assets/minor equipment must be purchased and disposed of in accordance with ~~BOD 3.39 Property Management and BOD 3.57 Surplus Property~~ Capital Asset-Attractive Asset Policy number 3.05.

#### XII. DIRECT CASH PURCHASES/EMPLOYEE REIMBURSEMENT FOR PURCHASES

- A. The District recognizes that on a ~~rare~~ occasion, or as specified by labor contract, it may be necessary for an employee to personally pay for equipment, materials, or supplies and be reimbursed.

- B. The employee must fill out the SOG 306.B District Business Expense Claim Form ~~District Expense Claim Form~~ and attach the original receipt that includes the vendor name, listing of items purchased, and cost. The employee will be reimbursed via accounts payable.
- C. All SOG 306.B District Business Expense Claim Forms must be approved and signed by employee's supervisor, Fire Chief, or the Finance Director. This is to ensure appropriate internal control and segregation of duties.
- D. Under no circumstances, may an employee pay for a service and be reimbursed unless the service was ~~paid~~ purchased due to an emergency. See section VII ~~'Emergency Purchases'~~ for further information.

### XIII. Food Purchases

- A. It is acceptable to purchase food--related items during the course of official district business which include but are~~is~~ not limited to the following:
  - 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.
  - 2. All efforts will be made to schedule meetings and other events in a manner that allows for offsite food acquisition. In the event that meetings, classes or other district business ~~is~~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. 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.

APPROVED:

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MATTHEW HOLM  
CPFR BOARD CHAIR

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ROBERT HOMAN  
GFR BOARD CHAIR

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JASON BELLERIVE  
OVFR BOARD CHAIR



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** Board Policy 3.03 Board Manual Update

**Attachments:** BOD 3.03 pages 4-5

**Submitted by:** Chief Morrow

### RECOMMENDED ACTION BY THE BOARD:

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

### SUGGESTED MOTION:

*"I move to approve Board Policy 3.03 Board Policy Manual as presented by staff."*

### SUMMARY:

After the First Reading, the Board requested changes to the Board Policy Manual. The requested changes have been made and are reflected in this packet.

The Board Policy Manual is now ready for Second Reading and approval.

Commissioner is an elected representative of the residents of the District's they serve, and is entitled to vote on all matters coming before the ~~Joint Board~~Board. RCW 52.14.010 provides that the Board of Fire Commissioners of the Fire Protection District is the legislative body of the District.

Individual Commissioners do not have authority to manage or direct the affairs of the District. The Fire Chief serves as the Chief Executive Officer of the District and is responsible for managing the day-to-day activities of the District consistent with policy direction received from the Board of Fire Commissioners.

Commissioners are encouraged to become familiar with the District operations and to meet full-time, part-time, and volunteer members during the regular course of business of a Commissioner. However, individual Commissioners working in said capacity shall not supervise, direct or discipline District personnel. In the event a Commissioner shall be dissatisfied with the operation or any action of the District or its personnel, the Commissioner or the ~~Joint Board~~Board as a whole shall bring such dissatisfaction to the attention of the Fire Chief.

### **Duties of the Board of Fire Commissioners**

Each five-member Board of Fire Commissioners is responsible for governing the operations of the District(s). The Board is generally responsible for the following:

- Election of a Chairperson and Vice Chairperson
- Determining levels of service and establishing goals
- Determining the type and level of funding, approval of budgets and tax levies
- Ensuring transparency in decision-making and the District's fiscal affairs
- Establishing policies and approving the purpose and scope of operational guidelines
- Employing and supervising the Fire Chief
- Providing guidance and direction to the District's strategic planning process
- Representing the District to the public

### **Duties of the Board ~~Co-Chair~~Co-Chairss**

The Board shall elect two Co-Chairs from the existing Board at the first regularly scheduled meeting of the year unless modified by a vote of the total Board.

- Open nominations shall be made at the last meeting in December in preparation for voting the first meeting in January the following year.

- The members nominated will be holding the position of Board Co-Chairs the following year, if elected. Nominations must be made and seconded per Roberts rules of order and the nomination must be accepted by the nominee.
- The Board of Fire Commissioners may, by written ballot, vote for two of the nominated members. The two top vote recipients will be declared the Co-Chairs for that term.

**For the vote by written ballot, the District Secretary Shall:**

- Prepare the ballots that clearly identify the names of all accepted nominees, and the date of the vote.
- Have a clear statement on the ballot that the two top vote recipients will be declared the Board Co-chairs for the current year.
- Distribute, and collect the ballots distributed to the commissioners attending in person
- Complete ballots for Commissioners attending remotely based on their direction
- Count all the votes received on all ballots and announce the result of the vote, just to include the top two recipients.
- Retain all ballots in accordance with the District's Document Retention Policies
- The results shall be recorded in the official meeting minutes

Written ballots shall not be secret and will be available and subject to disclosure under the Open Public Meeting Act upon request.

**The Board Co-Chairs shall fulfill the following duties:**

- Preside at designated meetings determined by the Co-Chairs
- When serving as Chair of a meeting, sign any documentation that requires an official signature on behalf of the Board
- Represent the Board either individually or together in deliberations with other Boards, Districts, or agencies unless another member has been appointed by majority of the Board
- Appoint all committees, subject to approval of a majority of the Board; call special meetings and perform all other duties prescribed by law set forth in the Board policies and rules

~~Each Board shall elect a Chairperson and Vice Chairperson at the first regularly scheduled meeting of the year.~~ The term of office for the Board Officers shall be one year from the first regularly scheduled meeting of the year until the first regularly scheduled meeting of the subsequent year. Said positions shall have no term limits.

The Board Chairperson shall fulfill the following duties:

- Preside at all meetings of the Board.
- Sign any documentation that requires an official signature on behalf of the Board.



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** Board Policy 4.48 Public Access to Fire Stations and District Facilities

**Attachments:** BOD 4.48

**Submitted by:** DC VanKeulen

**RECOMMENDED ACTION BY THE BOARD:**

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

**SUGGESTED MOTION:**

*"I move to approve Board Policy 4.48 Public Access to Fire Stations and District Facilities as presented by staff."*

**SUMMARY:**

Board Policy 4.48 Public Access to Fire Stations and District Facilities was presented at the September 8<sup>th</sup> Board Meeting. Language regarding family member access was incorporated and is now presented for the second reading and Board approval.

**FINANCIAL IMPACT:** N/A

CENTRAL PIERCE FIRE & RESCUE  
BOARD POLICY  
NUMBER 4.48

ORIGINATED: 06/02/2025  
APPROVED: 06/02/2025  
EFFECTIVE: 09/11/2025

SUBJECT: PUBLIC ACCESS TO FIRE STATIONS AND DISTRICT FACILITIES

PURPOSE: To establish guidelines for public access to fire stations and facilities operated by the Fire District to ensure the safety of the public, the security of district personnel and assets, and the continuity of emergency operations.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District members are familiar with, and operate, within the parameters of this Board Policy.

POLICY: This policy applies to all members of the public seeking entry to any Fire District station or facility. It also applies to all Fire District personnel, including full-time, part-time, and volunteer staff, who are responsible for enforcing access controls and ensuring public safety during visits.

PROCEDURE:

I. DEFINITIONS:

A. Public Access: Unscheduled entry by individuals not employed by the District, including ~~civilians~~members of the public, guests, or groups not on official business.

B. Authorized Personnel/Groups: Fire District employees, contractors, scheduled station tours and designated visitors with written authorization from the Fire Chief or their designee.

~~B-C.~~Family and Close Friends: Spouses, domestic partners, children, parents, siblings, grandparents, grandchildren, and individuals with close personal ties to a District member, regardless of legal or biological relationship.

~~C-D.~~Apparatus Bay: The area where emergency vehicles and operational equipment are stored and maintained.

~~D-E.~~Lobby: The designated public-facing entry area within a fire station.

~~E.~~Escort: A Fire District employee designated to accompany and supervise visitors.

~~II.~~Ride-a-longs

- ~~F. This policy does not authorize visitors or family/close friends to participate in emergency response activities or ride along on District apparatus. Individuals seeking to observe District operations beyond the scope of a casual station visit must apply under Standard Operating Guideline 4.08 (Observer Program) and comply with its requirements, including approvals, forms, and insurance documentation.~~

## ~~III.~~ II. ACCESS HOURS

- A. Public ~~A~~access to fire stations is allowed Monday through Friday from 0900 to 1700, or 0800 and 2000 for Family and Close Friends.
- B. Public ~~A~~access to other District facilities is allowed Monday through Friday from 0900 to 1630, or 0800 and 2000 for Family and Close Friends, as long as the facility is staffed and has a lobby.
- C. Except for for Family and Close Friends, ~~No~~no Public ~~A~~access is permitted on weekends, holidays, or outside of designated hours without written approval from the Fire Chief or designee.
- D. Except for for Family and Close Friends, Public ~~A~~access visits will be limited to a maximum of 30 minutes.
- E. Except for for Family and Close Friends, Public ~~A~~access visits are limited to one visit per individual or group per calendar quarter.
- F. Family members and close friends of District personnel may visit fire stations between 0800 and 2000 daily, subject to operational needs and security protocols.

## IV. PERMITTED ACCESS AREAS

- A. Visitors are permitted in the public entrance lobby only.
- ~~B.~~ Access to apparatus bays is allowed only when accompanied by an Escort. Access must be for educational or official purposes and not interfere with emergency readiness.
- ~~B.C.~~ Access to the District's fire stations does not authorize visitors or Family and Close Friends to participate in emergency response activities or ride along on District apparatus. Individuals seeking to observe District operations beyond the scope of Public Access must apply under Standard Operating Guideline 4.08 (Observer Program) and comply with its requirements, including approvals, forms, and insurance documentation.

## V. SUPERVISION AND VISITOR LOG

- A. Visitors beyond the public lobby must be accompanied by an Escort ~~escorted~~ at all times.

- B. When requesting access to the apparatus bay, a visitor must complete an entry in the station's Visitor Log ~~must be completed~~. The Log is located online and can be accessed via QR code or through the District's website.

VI. EMERGENCIES AND OPERATIONAL PRIORITIES:

- A. In the event of an emergency call, scheduled or unscheduled training, or any other reason for a crew's unavailability that would leave the public without an Escort, all visitors must immediately vacate the station. Staff shall courteously inform visitors and ensure their prompt exit.

VII. GROUP VISITS AND SCHEDULING:

- A. Authorized Group visits (e.g., schools, scouts, community organizations) must be approved and scheduled by the Division responsible for community outreach coordination.

- B. Station Visits can be requested by accessing the District's website and filling out the EVENT REQUEST form. All requests must be made at least 30 days in advance and are subject to approval based on station availability and staffing.

- ~~B-C.~~ Visitors are expected to follow staff directions, respect privacy of employees, and maintain a safe environment.

- D. Minors must be accompanied and supervised by a responsible adult at all times.

VIII. PROHIBITED ACTIVITIES:

- A. Visitors are not permitted to:
  - 1. Enter living quarters nor administrative offices.
  - 2. Operate, handle, nor climb on apparatus or equipment.
  - 3. Engage in conduct that is illegal, may disrupts operations, or pose a safety risk.
  - ~~3-4.~~ Photographing, filming, or recording is permitted only in in non-public areas, except designated areas and with the prior written approval of the Company OfficerFire Chief or their designee.
  - ~~4-5.~~ As a condition of entry, visitors may not bBringing weapons of any kind onto District property. Prohibited items include but are not limited to: firearms (concealed or open carry), knives, pepper spray, Tasers, explosives, and other hazardous implements.

IX. SIGNAGE AND NOTIFICATION:

- A. All stations must post signage in prominent locations stating:

EMPLOYEES ONLY

This area is restricted to District staff and authorized personnel.

No public access beyond this point.

No weapons of any kind allowed on District property.

X. ACCESSIBILITY:

- A. The District is committed to providing access to services in accordance with the Americans with Disabilities Act (ADA). Visitors requiring reasonable accommodations must contact the Administrative Office (253-538-6400) at least 48 hours in advance of their visit.

XI. EXCEPTIONS AND AMENDMENTS:

- A. Any exceptions to this policy must be submitted in writing AND signed by the Fire Chief or designee prior to implementation.
- B. The on-duty Company Officer may grant case-by-case exceptions to the access areas or length of visits for visitors to accommodate unique circumstances, operational needs, or emergency conditions. Exceptions may not alter the established visiting hours or override prohibited activities and must be recorded in the visitor log.~~Verbal agreements or informal approvals are not valid.~~

XII. ENFORCEMENT

- A. District personnel are responsible for enforcing this policy and ensuring public safety.
- B. Non-compliance by visitors may result in:
1. Immediate removal from District property by Law Enforcement
  2. Restrictions on future visits

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APPROVED:

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MATTHEW HOLM  
CPFR BOARD CHAIR

---

ROBERT HOMAN  
GFR BOARD CHAIR

---

JASON BELLERIVE  
OVFR BOARD CHAIR



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** CPFR Resolution 25-05 Enduris Membership Authorization

**Attachments:** CPFR Resolution 25-05, Enduris Master Agreement

**Submitted by:** Director Roberts

### RECOMMENDED ACTION BY THE BOARD:

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

### TWO SUGGESTED MOTIONS:

*"I move to waive the second reading of CPFR Resolution 25-05 Enduris Membership Authorization."*

*"I move to approve CPFR Resolution 25-05 Enduris Membership Authorization."*

### SUMMARY:

CPFR Resolution 25-05 Enduris Membership Authorization is presented by staff for first reading, consideration to waive the second reading and requesting a motion to approve. This resolution authorizes the District to enter into a Master Agreement with Enduris to provide liability and property insurance for the District. Enduris has been providing insurance for Orting Valley and Graham for several years. They provide insurance for 107 fire districts and more than 490 government entities in the State of Washington.

### FINANCIAL IMPACT:

The renewal quote for an annual policy, pro-rated for a 10/1/25 – 8/31/26 policy period, is \$595,810. At the beginning of 2026, when we combine the policies for GFR and OVFR into the CPFR policy, we will cross a rating threshold that will equate to a further rate reduction, likely a \$75K to \$100K savings with the three policies combined into one, as well as a residual credit back from the GFR and OVFR policies.

## CENTRAL PIERCE FIRE & RESCUE

### RESOLUTION NO. 25-05

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF CENTRAL PIERCE FIRE & RESCUE, PIERCE COUNTY, WASHINGTON, AUTHORIZING MEMBERSHIP WITH ENDURIS FOR THE PURPOSE OF PROVIDING LIABILITY AND PROPERTY INSURANCE FOR THE DISTRICT; APPROVING A MASTER AGREEMENT AND AUTHORIZING EXECUTION THEREOF; AND ACCEPTING A MEMORANDUM OF INSURANCE COVERAGES UNDER SUCH CONTRACT.

**WHEREAS**, Central Pierce Fire & Rescue, Pierce County, Washington, the "District", is authorized, pursuant to Chapters 48.62 and 39.34 RCW, to join with other governmental entities of the State through an interlocal cooperation agreement for the purpose of providing property and liability insurance coverage for the District; and

**WHEREAS**, Central Pierce Fire & Rescue hereby finds and determines that the best, most cost-effective means for securing such insurance is to become a member of Enduris.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Commissioners for Central Pierce Fire & Rescue, that:

Section 1: The form of Master Agreement attached hereto as Appendix A is hereby approved; and the Fire Chief is hereby authorized and directed to execute the Master Agreement on behalf of the District.

Section 2: If any provision of this Resolution or the agreements authorized herein on behalf of the District is declared by any court of competent jurisdiction to be contrary to law, such provision shall be null and void and deemed separable from the remaining provisions to ensure continuous coverage for the District.

**ADOPTED** by the Board of Fire Commissioners of Central Pierce Fire & Rescue, Pierce County, Washington, at a regular meeting held this \_\_\_\_ day of \_\_\_\_\_ 2025, by a majority of the members.

\_\_\_\_\_  
Matthew Holm, Chair

\_\_\_\_\_  
Steve Stringfellow, Vice Chair

\_\_\_\_\_  
Dale Mitchell, Commissioner

\_\_\_\_\_  
Bob Willis, Commissioner

David Berdan, Commissioner

ATTEST:

Tanya Robacker, District Secretary



# INTERGOVERNMENTAL CONTRACT

**MASTER AGREEMENT  
ENDURIS**

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# INTERGOVERNMENTAL CONTRACT

## ENDURIS

This Agreement is made and entered into by the undersigned Entities who, upon execution of this Agreement, will become Members of Enduris.

WHEREAS, the laws of the state of Washington, specifically Chapter 48.62 RCW, permit various local entities to form together into a pool pursuant to the Interlocal Cooperation Act (Chapter 39.34 RCW) for joint self-insuring and/or for the joint purchase of insurance;

NOW, THEREFORE, the undersigned executes this Agreement in consideration for other Entities executing this Agreement for the purpose of joining and establishing a risk pool known as Enduris. The undersigned agrees to abide by the terms and conditions of this Agreement and all actions taken pursuant to this Agreement. In consideration of the mutual covenants of all signatories to this Agreement it is agreed as follows:

**ARTICLE 1. NAME OF ENTITY.** The name of the entity created herewith shall be Enduris.

The signatories hereto, together with future signatories, establish a risk pool as authorized by Chapter 48.62 RCW as a separate legal and administrative entity for the purpose of effectuating this Agreement; which pool shall have a perpetual duration and shall continue until terminated pursuant to the terms and conditions of this Agreement.

**ARTICLE 2. PURPOSE.** The purposes of the Pool are to serve as a risk sharing pool of entities defined in Chapter 48.62 RCW operated and controlled by its members, and to provide stability through financial risk sharing and risk management services responsive to members' needs.

The purpose of this Agreement is to enter into a Intergovernmental Contract to form a local government risk pool, to provide for joint or cooperative action by Members relative to their financial and administrative resources for the purpose of providing risk management services and risk sharing resources to the Members and to the Members' employees, and to defend and protect, in accordance with this Agreement, any Member of the Pool against liability and damage pursuant to the Memorandum of Coverage issued to each Member.

This Agreement shall constitute a contract among those Entities, which shall now or at any time enter into this Agreement and become Members of the Pool.

In no event shall a Member be responsible, jointly or severally, for the liabilities of any other Member.

**ARTICLE 3. DEFINITIONS.** In the interpretation of this Agreement the following definitions shall apply unless the context requires another interpretation:

- |                       |  |
|-----------------------|--|
| 1. Act                | "Act" shall mean such Acts of the state of Washington, pursuant to which this Pool is organized, as the same may be amended from time to time.   |
| 2. Executive Director | "Executive Director" shall mean the individual or entity designated by the Board to supervise the administration of the Pool and to perform such additional duties as shall be delegated by the Board. |
| 3. Agreement          | "Agreement" shall mean this Intergovernmental Contract for   |

Enduris and all counterparts subsequently executed.

- |                           |   |
|---------------------------|---|
| 4. Board                  | "Board" shall mean the Board of Directors of Enduris.   |
| 5. Contribution           | "Contribution" shall mean that amount necessary to provide coverage to a Member for a one (1) year period including those amounts necessary to operate and manage the Pool as determined by the Board or when it becomes necessary to call for an assessment to meet the financial obligations of the Pool. |
| 6. Member                 | "Member" shall mean an Entity participating in Enduris by executing this Agreement.   |
| 7. Memorandum of Coverage | "Memorandum of Coverage" shall mean the coverage document stating coverage parameters including limits, copays, and deductibles.  |
| 8. Pool                   | "Pool" shall mean Enduris, an unincorporated association of all its Members.  |

**ARTICLE 4. MEMBERSHIP.** The membership of the Pool shall consist of Entities who have entered into this Agreement or its counterpart by the governing body duly authorized by law to execute this Agreement, and who have agreed to make their Contributions pursuant to the further provisions hereof. Members agree to the admission of future Members and acknowledge that they shall have no right to object to the addition of such Members provided they are admitted in accordance with the terms hereof. This Agreement shall be automatically renewed unless provisions for withdrawal or termination are applied.

Each Member shall appoint an individual and an alternate to represent the Member with the Pool. That individual shall act as liaison between the Member and the Pool for purposes of relating risk reduction and loss control information, and any other information or instructions concerning the obligations of the Member imposed by this Agreement and the rules and regulations established hereunder. The individual or alternate shall cast, on behalf of the Member, any vote to which the Member is required or permitted to cast.

The obligations of Members of the Pool shall be as follows:

1. To promptly report to the Pool any incident which could result in a claim being made by or against the Member within the Memorandum of Coverage.
2. To cooperate with and institute to the degree possible all loss prevention procedures established by the Board or the Executive Director pursuant to this Agreement.
3. To provide to the Pool such information as needed for rating purposes, including but not limited to a budget legally adopted by the Member, worker hours, emergency runs, value of property and vehicles, and any other information needed by the Pool.
4. To provide representatives of the Pool access to all records, including financial records and/or properties of the Member provided the Pool or the Executive Director determines the information or access is necessary.

5. To cooperate with the Pool's attorneys, claims adjusters, the Executive Director and any employee, officer or subcontractor relating to the purpose and powers of the Pool.
6. To allow attorneys and others employed or contracted by the Pool to represent the Member in investigation, settlement and all levels of litigation arising out of any claims made against the Member within the Memorandum of Coverage furnished by the Pool.
7. To pay all Contributions, deductibles and/or co-payments, and assessments when due according to the invoice due date or required pursuant to this Agreement.

#### **ARTICLE 5. BOARD OF DIRECTORS.**

1. Administration and Management of the Pool. The administration and management of the Pool shall be governed by a Board of seven (7) directors; however, the Pool's Executive Director shall be a nonvoting member of the Board.
2. Directors' Qualifications. Directors shall be either:
  - a. Elected or appointed officials of a Pool Member;
  - b. Employees of a Pool Member; or
  - c. Volunteer of a Pool Member.
3. Eligibility and Vacancies. Should the number of directors become less than seven (7) due to disqualification, death, incompetence, resignation or other cause, the remaining directors shall appoint a person or persons to fill such vacancy or vacancies for the unexpired term(s) thereof so that a Board of seven (7) persons shall be maintained. Any director may resign by sending a notice of resignation to the Chair of the Board.
4. Election and Term of Directors. Directors shall be elected in accordance with the terms of the Bylaws. Directors so elected shall serve for a three (3) year term or until such new directors are elected. Members may nominate candidates for the terms to be filled according to rules to be promulgated by the Board. Each Member shall have one (1) vote which shall be cast either in person or by postal mail or electronic mail. There shall be no prohibition on election to successive terms, and election shall be by a majority of those Members voting.
5. Meetings of the Board of Directors. Meetings of the Board shall be held at least four times per year at such time as it shall prescribe. Any item of Pool business may be considered at such meetings. Special meetings may be called in the manner set forth in the Bylaws of Enduris as promulgated by the Board.
6. Executive Committee. The Executive Committee shall consist of the Chair, Vice-Chair, and the Secretary/Treasurer. The Executive Committee shall inform and direct the Executive Director on Board policy and shall exercise powers for and on behalf of the Board as it deems necessary for the prudent operation and management of the Pool until matters requiring Board action are considered at the next Board meeting.
7. Directors' Reimbursement. The directors shall be entitled to reimbursement of actual expenses incurred in the pursuit of Pool business.
8. Officers. By majority vote, the Board, shall select from the directors a chair, vice-chair, secretary/treasurer as prescribed in the Bylaws.

**ARTICLE 6. POWERS AND DUTIES OF THE BOARD.** The Board shall be permitted and authorized to perform and carry out, or delegate to others to perform and carry out, on behalf of the Pool, each and every act necessary, convenient or desirable to, and for carrying out the purpose of the Pool, including, but not limited to:

1. Govern the Pool, receive Members' Contributions to the Pool, and settle and pay claims and loss adjustment expenses on behalf of its Members.
2. Make and enter into contracts to conduct and operate the business of the Pool, including, but not limited to, the execution of a management services agreement.
3. Employ agents.
4. Incur debts, liabilities and obligations, but no debt, liability or obligation so incurred shall be the debt, liability or obligation of any Member to this Agreement.
5. Sue or be sued in its own name and prosecute and defend claims.
6. Acquire, hold or dispose of personal and real property.
7. Advise Members on loss control guidelines and procedures, and provide them with risk management services, loss control and risk reduction information.
8. Purchase excess, reinsurance, or other coverage and/or enter into such excess risk sharing pools as may be available and deemed desirable for the protection of the Members and/or the Pool itself.
9. Invest Pool funds in securities and investments in a prudent and lawful manner.
10. Promulgate policies and regulations for the general operation of the Pool.
11. Take such action as is necessary to terminate the participation of any Member that fails to comply with the reasonable requirements of the Board.
12. Provide surety and/or fidelity bonds, as may be available, for directors, officers and all persons charged with the custody or investment of Pool monies.
13. Appoint an Executive Director who will provide for the management and operation of any joint self-insurance pool established by the organization.
14. Provide coverage for claims pursuant to the Memorandum of Coverage.
15. Establish deductibles, co-pays and/or limits to any coverage that is provided.
16. Provide an annual report of the operations of the organization to the participating entities, the state risk manager and the state auditor's office.
17. Contract or otherwise provide for risk management and loss control services.
18. Contract or otherwise provide legal counsel for the defense of claims and/or other legal services.

19. Consult with the state risk manager.
20. Possess any other powers and perform all other functions reasonably necessary to carry out the purposes of this Agreement.

**ARTICLE 7. EXECUTIVE DIRECTOR.** The Board may hire an Executive Director and delegate the day-to-day management of the Pool to said Executive Director.

The Board shall receive, at least quarterly, a report from the Executive Director. The nature and details of the report shall be established by the Board and shall be in addition to or supplemented to any reports that the Executive Director shall be required to file with any regulatory authority having jurisdiction over the Pool.

**ARTICLE 8. LIABILITY OF THE BOARD OF DIRECTORS, OFFICERS, EXECUTIVE DIRECTOR, SUBCONTRACTORS OR EMPLOYEES.** The directors and officers of the Pool and the Executive Director, employees and subcontractors of the Pool shall:

1. Use reasonable and ordinary care in the exercise of their duties hereunder.
2. Be afforded all the privileges and immunities that attach generally to governmental officers.
3. Not be liable for, and be held harmless and defended by the Pool, for any act of negligence, any mistake of judgment or any other action, made, taken or omitted in good faith unless the same is the result of a willful act done in bad faith.
4. Not be liable for any loss incurred through investment of funds or failure to invest such funds, unless the same is the result of a willful act done in bad faith.

The Pool may purchase, subject to availability and cost, insurance providing coverage for directors, officers and the Executive Director.

The undersigned agrees that the funds of the Pool shall be used to hold harmless and defend any Pool director, officer, Executive Director or employees for any act or omission taken or omitted in good faith by the Board, the Executive Director, or Pool's employees relating to or arising out of the conduct of Pool business. This obligation shall be considered an expense of the Pool.

No covenant or agreement contained herein shall be deemed to be the covenant or agreement of any member of the Board or the Executive Director nor any of its employees and none of such persons shall be subject to any personal liability or accountability by reason of the acceptance of a position or the undertaking of the performance of any of the responsibilities or obligations or duties contemplated in the carrying out of this Agreement, whether by virtue of any construction, statute or rule of law.

**ARTICLE 9. ESTABLISHMENT OF MEMBER CONTRIBUTIONS AND ASSESSMENTS.** The Board shall set the Contribution of each Member based on that Member's type and scope of coverage, the loss experience of that Member, independent actuarial evaluation and reasonable expenses for operation of the Pool including the establishment and maintenance of reserves. In the event that the annual independent financial audit determines there to be an adverse loss in any given year, and the Board determines that insufficient funds are available from the Net Position of the Pool, a Member may be assessed their pro rata share, based on their Contribution, of such loss if they were a Member of the Pool in such year of loss.

#### **ARTICLE 10. MEMBER'S WITHDRAWAL, CANCELLATION OR TERMINATION.**

1. Members agree to continue membership for a period of not less than one (1) full policy year. At the conclusion of a policy year, a Member who has given sixty days (60) prior written notice to the Pool may withdraw at policy year-end. When any member gives notice to withdraw or intent to withdraw, the Member is not eligible to participate in the next policy coverage period and must wait a minimum of one year before making application to re-join the Enduris program unless authorized by the Executive Director. Upon notification of withdrawing from the Pool, the withdrawing Member equity is forfeited to the remaining Members of the Pool.
2. The Pool may, by an affirmative vote of a two-thirds (2/3) majority of the Board and by providing a Member sixty (60) days prior written notice, cancel that Member's participation in the Pool for failure to implement the loss reduction/risk control policies of the Pool and/or failure to continue to meet the underwriting criteria of the Pool or the excess carrier. Upon Member cancellation from the Pool, the Member's equity is forfeited to the remaining Members of the Pool.
3. In the event a Member withdraws under subparagraph 1 above or is canceled under subparagraph 2 above, it shall thereafter be the responsibility of the Pool to defend, settle and pay claims within the scope and limits set forth in the canceled Member's Memorandum of Coverage through the effective date of withdrawal or cancellation.
4. Any Member failing to make Contributions, deductibles and/or co-payments, and assessments when due as required by this Agreement shall be terminated from the Pool effective on the date the Contribution was due and upon that effective date of termination all coverages and benefits hereunder shall cease. If the Member shall subsequently submit its Contribution, the Executive Director, may at his/her discretion, reinstate such membership. Member receivables more than 30 days past due may be subject to interest.
5. Any Member terminated or withdrawing from the Pool shall be liable pro rata for any assessments levied against Members for any year in which that Member belonged to the Pool as if they were still a Member.
6. If a Member ceases to exist legally, then their obligation to the initial one (1) year commitment ceases. However, the obligation for assessments under subparagraph 4 of this Article shall remain.
7. Organizations that leave Enduris forfeit any and all accumulated assets to the remaining Members of the Pool.

#### **ARTICLE 11. MEMORANDUM OF COVERAGE.**

1. The Pool will make available a Memorandum of Coverage to each Member upon joining the Pool and will make or secure payment on behalf of each Member under established criteria and procedures for the payment of claims as provided in the Member's Memorandum of Coverage.
2. The Pool may obtain excess, reinsurance, or other coverage.
3. In the event that a claim or a series of claims exceed the amount of protection provided by the Member's Memorandum of Coverage, or in the event that a claim or a series of claims should exhaust the self-insured retention and the excess limit, then payment of valid claims shall be the sole and separate obligation of the individual Member or Members against whom the claim was made and perfected by litigation or settlement or otherwise.

4. The Board may make changes in the Memorandum of Coverage, the amount of protection or retention by the Pool upon consideration of the needs and requirements of Members, loss experience, the kind and amounts of reinsurance or other excess coverage available and any such changes shall require a two-thirds (2/3) majority of the Board. Where the Board takes such action notification of material changes will be made to the Members.

**ARTICLE 12. TERMINATION.** The Pool shall terminate at such time as two-thirds (2/3) of the Members vote for such termination. A vote for termination must occur at least ninety (90) days prior to the end of the Pool's fiscal year in which the termination is to take effect. Termination shall take effect on the last day of the applicable fiscal year. After a vote to terminate, the Board shall commence with the orderly liquidation of the Pool's business and shall complete the same as promptly as possible. During such period of liquidation the Pool shall continue to pay claims and losses incurred within the Memorandum of Coverage until all funds of the Pool are exhausted.

After payment of all claims and losses, any remaining funds held by the Pool shall be paid to all Members of the Pool at the time of the vote of termination, pro rata based on Contribution.

No Member shall be responsible for any claim, claims, judgment or judgments against any other Member or Members. However, if upon termination of the Pool the remaining assets of the Pool are insufficient to satisfy indebtedness of the Pool (excluding claims or judgments against the Members), such deficiency shall be made up by assessments against Members of the Pool by a fair and reasonable method established by the Board.

**ARTICLE 13. MISCELLANEOUS PROVISIONS.**

1. The provisions of this Agreement shall be interpreted pursuant to the laws of the state of Washington.
2. This Agreement may be executed in duplicate originals or counterparts now or at any time in the future.
3. No waiver of any breach of this Agreement or any provision herein contained shall be deemed a waiver of any preceding or succeeding breach thereof or of any of the other provisions herein contained. No extension of time for performance of any obligation or act shall be deemed an extension of time for performance of any other obligations or acts.
4. The provisions of this Agreement shall be deemed severable and if any provision or part thereof is held illegal, void or invalid under applicable law, such provision or part may be changed to the extent reasonably necessary to make the provision or part, as so changed, legal, valid or binding. If any provision of this Agreement is held illegal, void, or invalid in its entirety, the remaining provisions of this Agreement shall not in any way be affected or impaired but shall remain binding in accordance with their terms and this Agreement shall be so interpreted.
5. This Agreement and the Memorandum of Coverage contain the complete Agreement between the parties and no representations or oral statements made or heretofore given shall constitute a part of this Agreement.
6. This Agreement may be altered or amended only by amendments duly adopted in accordance with the terms and conditions of this Agreement; provided, however, that the Memorandum of Coverage may be amended from time to time to reflect the exposures of each Member and such changes shall be exempted from the preceding terms of this subparagraph.

7. This Agreement may be amended by the Board with the approval of two-thirds (2/3) of the directors; all Members agree to properly execute and adopt amendments so approved.
8. The Pool shall maintain a fiscal year ending August 31.

**ARTICLE 14. AGENT AND OFFICE.** The agent of the Pool for service of notice shall be Enduris, attention Executive Director. The office of Enduris shall be 1610 S. Technology Boulevard, Suite 100, Spokane, Washington 99224.

**ARTICLE 15. NOTICE.** All notices required to be given under this Agreement shall be in writing and sent certified mail return receipt requested with postage prepaid or electronic mail with verification of receipt. Notices by a Member to the Pool shall be sent to the address in Article 14 to the attention of the Executive Director. Notices to any Member shall be sent to the representative of the Member at the Member's last known address.

If any party to this Agreement desires to change its address, notice of change of address shall be sent to the other party in accordance with the terms and provisions of this Article.

IN WITNESS WHEREOF, this Agreement was executed on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the undersigned duly authorized officer of Enduris indicated below.

Name of Entity \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Title: \_\_\_\_\_

Accepted for Enduris

Authorized Signature Sheryl Brandt

Executive Director on behalf of all other current and future signatories



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** Shop Lease with Option to Purchase

**Attachments:** N/A

**Submitted by:** DC Berdan

### RECOMMENDED ACTION BY THE BOARD:

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

### SUGGESTED MOTION:

*"I move to approve the Lease with Option to Purchase for the buildings located at 17202 110<sup>th</sup> Ave E in Puyallup and reallocate \$19,500 from the Commissioner Contingency to 650 for triple net lease costs for 2025."*

### SUMMARY:

#### Terms

- 5-year, triple net lease. Base rent of \$5,000 with \$1,500 additional per month for taxes, insurance, maintenance and utilities (per building – A & B). Rent escalator of 4% starting Year 3 of the lease.
- Lease commences on October 1, 2025 with occupancy of building A only. Building B will be vacated by the Landlord no later than October 1, 2026.
- Exclusive right to purchase with graduated purchase price matrix:
  - 2027: \$2,600,000
  - 2028: \$2,700,000
  - 2029: \$2,800,000
  - 2030: \$2,900,000
- All lease payments will be credited towards the purchase price. Buyer will pay agent commissions upon purchase.



## Board Meeting Agenda Item Summary

### FINANCIAL IMPACT

Desc:	Monthly	60 Mo	Notes
Bldg A (3600 sf)	\$5,000/mo Start 10/1/25	\$ 254,784	Rented From Month 1 60 months total
Bldg B (3600 sf (less 6 mo)	\$5,000/mo Start 3/1/2026	229,784	Rented From Month 6 54 months total
Triple Net (NNN) Estimated (Bldg B less 6 Mo)	Approx. \$1,500/ Mo/Bldg	171,000	Property Tax, Insurance, Utilities (Bldg B Less 6 mo)
Total Lease Cost with No Purchase Option Exercised		\$ 655,568	Base Rent + NNN

Estimated Purch Details:		Purch Price:	Notes:
Purchase Price (If 2027)*		\$2,600,000	Increases over time
Lease Rent Credit* (Purch 2027)		(219,800)	Estimated Payout 10/31/27-24 mo lease Increases over time
Broker Fees 8% (Lease Only) Paid by Buyer		208,000	4% Buyer / 4% Seller
Net Cash to Purch at 12 mo*:		\$2,588,200	Estimated Purchase at 1 Year

\*Estimated Purchase price and lease credit based on 24 month lease through  
10/31/2027



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**LEASE AGREEMENT**  
(Multi-Tenant - Triple Net (NNN) Lease)

THIS LEASE AGREEMENT (the "Lease") is entered into and effective as of this 29<sup>th</sup> day of September, 20 25  
between Terry A. Brown, a(n) single person, ("Landlord"), and Central Pierce Fire & Rescue, a(n)  
\_\_\_\_\_, ("Tenant"). Landlord and Tenant agree as follows:

**1. LEASE SUMMARY.**

- a. **Leased Premises.** The leased commercial real estate (the "Premises") i) consists of an agreed area of 3,600 rentable square feet and is outlined on the floor plan attached as Exhibit A; ii) is located on the land legally described on attached Exhibit B; and iii) is commonly known as 17202 110th Ave E, Bldg A (TO INCLUDE BUILDING "B" AND ALL THE LAND AREA OF THE PREMISES AS SCHEDULED FOR POSSESSION IN ADDENDUM #1), Puyallup, WA 98374 (suite number and address). The Premises do not include, and Landlord reserves, the exterior walls and roof of the building in which the Premises are located (the "Building"), the land beneath the Building, the pipes and ducts, conduits, wires, fixtures, and equipment above the suspended ceiling; and the structural elements of the Building. The Building, the land upon which it is situated, all other improvements located on such land, and all Common Areas appurtenant to the Building are referred to as the "Property." The Building and all other buildings on the Property as of the date of this Lease contain an agreed total area of 7,200 rentable square feet. SEE ADDENDUM #1 FOR THE TIMING AND EXPANSION RIGHTS OF THE TENANT INTO BUILDING "B"
- b. **Lease Commencement Date.** The term of this Lease shall commence upon (check one):  
☐ Substantial completion of (choose one) ☐ Landlord's Work, or ☐ Tenant's Work as further described in the attached Exhibit C ("Work Letter"), but in no event later than \_\_\_\_\_, 20 \_\_\_\_  
☒ October 1, 20 25  
(the "Commencement Date").
- c. **Lease Termination Date.** The term of this Lease shall terminate at midnight on the last day of the 60th full month following the Commencement Date or such earlier or later date as otherwise provided in this Lease (the "Termination Date"). Tenant shall have no right or option to extend this Lease, unless otherwise set forth in a rider attached to this Lease (e.g., Option to Extend Rider, CBA Form OR).
- d. **Base Rent.** The monthly base rent shall be (check one): ☐ \$ \_\_\_\_\_, or ☒ according to the Rent Rider attached hereto ("Base Rent"). Rent shall be payable by wire transfer or at Landlord's address shown in Section 1(h) below, or such other place designated in writing by Landlord.
- e. **Prepaid Rent.** Upon execution of this Lease, Tenant shall deliver to Landlord the sum of \$ 5,000.00 as prepaid Rent, to be applied to Base Rent due for months 1 through 1 of the Lease.
- f. **Security Deposit.** Upon execution of this Lease, Tenant shall deliver to Landlord the sum of \$ N/A to be held as a security deposit pursuant to Section 5 below. The security deposit shall be in the form of (check one): ☐ cash, check or wire transfer, or ☐ letter of credit according to the Letter of Credit Rider (CBA Form LCR) attached hereto.
- g. **Permitted Use.** The Premises shall be used only for vehicle maintenance, repair, and supplemental storage relating to Tenant operation, subject to applicable zoning and other laws, and for no other purpose without the prior written consent of Landlord (the "Permitted Use").



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## LEASE AGREEMENT

(Multi-Tenant - Triple Net (NNN) Lease)

### h. Notice and Payment Addresses:

Landlord: Terry A. Brown

17202 110th Ave. E. Bldg B

Puyallup, WA 98374

Cell 253-307-7624

Email tbmfg@hotmail.com

Tenant: \_\_\_\_\_

Email: \_\_\_\_\_

- i. **Tenant's Pro Rata Share.** Landlord and Tenant agree that Tenant's "Pro Rata Share" of Triple Net expenses is 50 % for Building A, based on the ratio of the rentable area of the Premises stated in Section 1.a to the rentable area of all buildings on the Property stated in Section 1.a. Tenant's Pro Rata Share of Triple Net expenses shall increase to 100% upon Tenant's occupancy of Building B.

## 2. PREMISES.

- a. **Lease of Premises.** Landlord leases to Tenant, and Tenant leases from Landlord, the Premises upon the terms specified in this Lease.
- b. **Acceptance of Premises.** Except as specified elsewhere in this Lease, Landlord makes no representations or warranties to Tenant regarding the Premises, including the structural condition of the Premises or the condition of all mechanical, electrical, and other systems on the Premises. Except for any tenant improvements to be completed by Landlord as described in the Work Letter attached as Exhibit C ("Landlord's Work"), Tenant shall accept the Premises and its improvements in their respective AS-IS, WHERE-IS condition, and shall further be responsible for performing any work necessary to bring the Premises into a condition satisfactory to Tenant. By signing this Lease, Tenant acknowledges that it has had adequate opportunity to investigate the Premises; acknowledges responsibility for making any corrections, alterations and repairs to the Premises (other than Landlord's Work); and acknowledges that the time needed to complete any such items shall not delay the Commencement Date. **TENANT TO BE GRANTED A FINAL WALK-THROUGH OF EACH BUILDING BEFORE TAKING POSSESSION. SEE EXHIBIT "C" FOR LANDLORD'S WORK TO BE COMPLETED BY LANDLORD, PRIOR TO LEASE COMMENCEMENT. THE TENANT WILL HAVE THE RIGHT TO APPROVE OR REJECT THE CONDITION OF THE SPACE IN THEIR SOLE DISCRETION.**
- c. **Tenant Improvements.** The Work Letter attached as Exhibit C sets forth all Landlord's Work, if any, and all tenant improvements to be completed by Tenant ("Tenant's Work"), if any, that will be performed on the Premises. Responsibility for design, payment and performance of all such work shall be as set forth in the Work Letter.
3. **TERM.** The term of this Lease shall commence on the Commencement Date, and shall end on the Termination Date, subject to any option to extend the term of this Lease set forth in a rider attached hereto (the "Term").
- a. **Early Possession.** Tenant shall have reasonable access to the Premises during the 30 days ((0) days if not filled in) preceding the Commencement Date for the sole purpose of installing Tenant's furniture, telecommunications, fixtures, telephone systems and computer cabling and the performance of Tenant's Work, if any. Such access shall be fully coordinated with Landlord in advance and Tenant shall not



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**LEASE AGREEMENT**

(Multi-Tenant - Triple Net (NNN) Lease)

interfere with Landlord's Work. All of the terms and conditions of this Lease, including Tenant's insurance and indemnification obligations, shall apply during such time, except for payment of Base Rent. If Landlord permits Tenant to possess or occupy the Premises prior to the Commencement Date specified in Section 1, then such early occupancy shall not advance the Commencement Date or the Termination Date set forth in Section 1.

- b. **Delayed Possession.** Landlord shall act diligently to make the Premises available to Tenant; provided, however, neither Landlord nor any agent or employee of Landlord shall be liable for any damage or loss due to Landlord's inability or failure to deliver possession of the Premises to Tenant as provided in this Lease. If possession is delayed, the Commencement Date set forth in Section 1 shall also be delayed. If Landlord does not deliver possession of the Premises to Tenant within 10 days ((60) days if not filled in) after the Commencement Date specified in Section 1 (check one): ☐ Tenant may elect to cancel this Lease by giving written notice to Landlord no later than 10 days ((10) days if not filled in) after such time period ends, or ☒ then all Base Rent and Additional Rent shall be abated for each one (1) day after the Commencement Date during which possession of the Premises has not been delivered to Tenant. If Tenant gives such notice of cancellation, as Tenant's sole and exclusive remedy, the Lease shall be cancelled, all prepaid Rent and security deposits shall be refunded to Tenant, and neither Landlord nor Tenant shall have any further obligations to the other.

Notwithstanding anything in this Section 3(b) to the contrary, to the extent that any portions of the Landlord's Work or Tenant's Work have not been sufficiently completed in time for the Tenant to occupy or take possession of the Premises on the Commencement Date due to the failure of Tenant to fulfill any of its obligations under this Lease ("Tenant Delays"), the Term and Tenant's obligation to pay Base Rent and Additional Rent shall nevertheless commence on the Commencement Date set forth in Section 1, or upon the date that the Commencement Date would have occurred but for the Tenant Delays. The first "Lease Year" shall commence on the Commencement Date and shall end on the date which is twelve (12) months from the end of the month in which the Commencement Date occurs. Each successive Lease Year during the Term shall be twelve (12) months, commencing on the first day following the end of the preceding Lease Year.

**4. RENT.**

- a. **Payment of Rent.** Tenant shall pay Landlord without notice, demand, deduction or offset, in lawful money of the United States, the monthly Base Rent stated in Section 1 in advance on or before the first day of each month during the Term beginning on (check one): ☒ the Commencement Date, or ☐ \_\_\_\_\_ (if no date specified, then on the Commencement Date), and shall also pay any other additional payments, including Operating Costs, due to Landlord ("Additional Rent" and together with Base Rent, "Rent") when required under this Lease. Payments for any partial month during the Term shall be prorated. All payments due to Landlord under this Lease, including late fees and interest, shall also constitute Additional Rent, and upon Tenant's failure to pay any such costs, charges or expenses, Landlord shall have the same rights and remedies as otherwise provided in this Lease for the failure of Tenant to pay Rent.
- b. **Triple Net Lease.** This Lease is what is commonly called a "Net, Net, Net" or "triple-net" Lease, which means that Landlord shall receive all Base Rent free and clear of any and all other impositions, taxes, liens, charges or expenses of any nature whatsoever in connection with the ownership and operation of the Premises. In addition to Base Rent, Tenant shall pay to the parties respectively entitled thereto, or satisfy directly, all Additional Rent and other impositions, insurance premiums, repair and maintenance charges, and any other charges, costs, obligations, liabilities, requirements, and expenses, including without limitation the Operating Costs described in Section 8, which arise with regard to the Premises or may be contemplated under any other provision of the Lease during its term, except for costs and expenses expressly made the obligation of Landlord in this Lease.
- c. **Late Charges; Default Interest.** If any sums payable by Tenant to Landlord under this Lease are not received within five (5) business days after their due date, Tenant shall pay Landlord an amount equal to the greater of \$100 or 5% of the delinquent amount for the cost of collecting and handling such late payment in addition to the amount due and as Additional Rent. All delinquent sums payable by Tenant to Landlord and not paid within five (5) business days after their due date shall, at Landlord's option, bear

**LEASE AGREEMENT**

(Multi-Tenant - Triple Net (NNN) Lease)

interest at the rate of 15% per annum, or the highest rate of interest allowable by law, whichever is less (the "Default Rate"). Interest on all delinquent amounts shall be calculated from the original due date to the date of payment.

- d. **Less Than Full Payment.** Landlord's acceptance of less than the full amount of any payment due from Tenant shall not be deemed an accord and satisfaction or compromise of such payment unless Landlord specifically consents in writing to payment of such lesser sum as an accord and satisfaction or compromise of the amount which Landlord claims. Any portion that remains to be paid by Tenant shall be subject to the late charges and default interest provisions of this Section 4.
5. **SECURITY DEPOSIT.** Upon execution of this Lease, Tenant shall deliver to Landlord the security deposit specified in Section 1 above. Landlord's obligations with respect to the security deposit are those of a debtor and not of a trustee, and Landlord may commingle the security deposit with its other funds. If Tenant defaults in the performance of any covenant or condition of this Lease, Landlord shall have the right, but not the obligation, to use or retain all or any portion of the security deposit for the payment of: (i) Base Rent, Additional Rent, or any other sum as to which Tenant is in default; or (ii) the amount Landlord spends or may become obligated to spend, or to compensate Landlord for any losses incurred by reason of Tenant's default. Tenant acknowledges, however, that the security deposit shall not be considered as a measure of Tenant's damages in case of default by Tenant, and any payment to Landlord from the security deposit shall not be construed as a payment of liquidated damages for Tenant's default. If at any time during the Term of the Lease the security deposit delivered by Tenant becomes insufficient to cover the amounts required under this Section 5, whether or not due to Landlord's application of all or a portion of the security deposit as contemplated by this Section, Tenant shall, within five (5) days after written demand therefor by Landlord, deposit with Landlord an amount sufficient to replenish the security deposit to the amount required in Section 1 above. If Tenant is not in default of any covenant or condition of this Lease at the end of the Term, Landlord shall return any unused portion of the security deposit without interest within 30 days after the surrender of the Premises by Tenant in the condition required by Section 13 of this Lease.
6. **USES.** The Premises shall be used only for the Permitted Use, and for no other business or purpose without the prior written consent of Landlord. Tenant shall not do or permit any act to be done on or around the Premises that violates any law, ordinance, governmental regulation or order or that will increase the existing rate of insurance on the Premises, the Building, or the Property, or cause the cancellation of any insurance on the Premises, the Building, or the Property. Tenant shall not commit or allow to be committed any waste upon the Premises, or any public or private nuisance. Tenant shall not do or permit anything to be done on the Premises, the Building, or the Property which will obstruct or interfere with the rights of other tenants or occupants of the Property, or their employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees or to injure or annoy such persons.
7. **COMPLIANCE WITH LAWS.** Landlord represents to Tenant that, as of the Commencement Date, to Landlord's actual knowledge, but without duty of investigation, and with the exception of any Tenant's Work, the Premises comply with all applicable laws, rules, regulations, and orders. , Tenant shall be responsible for complying with all laws applicable to the Premises as a result of the Permitted Use, and Tenant shall be responsible for making any changes or alterations as may be required by law, rule, regulation, or order for the Permitted Use at its sole cost and expense.
8. **OPERATING COSTS.**
- a. **Definition.** As used herein, "Operating Costs" shall mean all costs of operating, maintaining and repairing the Premises, the Building, and the Property, determined in accordance with generally accepted accounting principles, and including without limitation the following: all taxes and assessments (including, but not limited to, real and personal property taxes and assessments, local improvement district assessments and other special purpose assessments, and taxes on rent or gross receipts); insurance premiums paid by Landlord and (to the extent used) deductibles for insurance applicable to the Property; water, sewer and all other utility charges (other than utilities separately metered and paid directly by Tenant or other tenants); janitorial and all other cleaning services; refuse and trash removal; supplies,



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materials, tools, and equipment used in the operation, repair, and maintenance of the Property; refurbishing and repainting; carpet replacement; to the extent serving areas other than just the Premises, heating, ventilation and air conditioning ("HVAC") service, repair and replacement when necessary; elevator service and repair and replacement of elevators when necessary; pest control; lighting systems, fire detection and security services; landscape maintenance; management (fees and/or personnel costs); parking lot, road, sidewalk and driveway patching, resurfacing and maintenance; snow and ice removal; repair, maintenance, and, where reasonably required, replacement of signage; amortization of capital improvements as Landlord may in the future install to comply with governmental regulations and rules or undertaken in good faith with a reasonable expectation of reducing Operating Costs (the useful life of which shall be a reasonable period of time as determined by Landlord); costs of legal services (except those incurred directly relating to a particular occupant of the Building); and accounting services, labor, supplies, materials and tools. Landlord and Tenant agree that if the Building is not 90% occupied during any calendar year (including the Base Year, if applicable), on a monthly average, then those portions of the Operating Costs that are driven by occupancy rates, as reasonably determined by Landlord, shall be increased to reflect the Operating Costs of the Building as though it were 90% occupied and Tenant's Pro Rata Share of Operating Costs shall be based upon Operating Costs as so adjusted. Operating Costs shall not include: Landlord's income tax or general corporate overhead; depreciation or amortization on the Building or equipment therein; loan or ground lease payments; ; any costs regarding the operation, maintenance and repair of the Premises, the Building, or the Property paid directly by Tenant or other tenants in the Building or otherwise reimbursed to Landlord, or other cost for which another party is required to pay Landlord (except as part of operating cost recoveries under other tenant leases) so that Landlord shall not recover any item of cost more than once. If Tenant is renting a pad separate from any other structures on the Property for which Landlord separately furnishes the services described in this paragraph, then the term "Operating Costs" shall not include those costs of operating, repairing, and maintaining the enclosed mall which can be separately allocated to the tenants of the other structures. Operating Costs which cannot be separately allocated to the tenants of other structures may include but are not limited to: insurance premiums; taxes and assessments; management (fees and/or personnel costs); exterior lighting; parking lot, road, sidewalk and driveway patching, resurfacing and maintenance; snow and ice removal; and costs of legal services and accounting services.

- b. **Type of Payment.** As Additional Rent, Tenant shall pay to Landlord on the first day of each month with payment of Base Rent one-twelfth of Tenant's Pro Rata Share of Operating Costs, which amount is determined in the manner set forth in Section 8(c) below.
- c. **Method of Payment.** Tenant shall pay to Landlord Operating Costs pursuant to the following procedure:
  - i. Landlord shall provide to Tenant, on or before the Commencement Date, a good faith estimate of annual Operating Costs for the calendar year in which the Commencement Date occurs. Landlord shall also provide to Tenant, as soon as possible following the first day of each succeeding calendar year, a good faith estimate of Tenant's annual Pro Rata Share of Operating Costs for the then-current year.
  - ii. Each estimate of Tenant's annual Pro Rata Share of Operating Costs determined by Landlord, as described above, shall be divided into 12 equal monthly installments. Tenant shall pay to Landlord such monthly installment of Operating Costs with each monthly payment of Base Rent. In the event the estimated amount of Tenant's Pro Rata Share of Operating Costs has not yet been determined for any calendar year, Tenant shall pay the monthly installment in the estimated amount determined for the preceding calendar year until the estimate for the current calendar year has been provided to Tenant. When the estimate for the current calendar year is received, Tenant shall then pay any shortfall or receive a credit for any surplus for the preceding months of the current calendar year and shall, thereafter, make the monthly installment payments in accordance with the current estimate.
  - iii. As soon as reasonably possible following the end of each calendar year during the Term, Landlord



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shall provide to Tenant a statement (the "Operating Costs Statement") setting forth the amount of Operating Costs actually incurred and the amount of Tenant's Pro Rata Share of Operating Costs actually payable by Tenant with respect to such calendar year. In the event the amount of Tenant's Pro Rata Share of Operating Costs exceeds the sum of the monthly installments actually paid by Tenant for such calendar year, Tenant shall pay to Landlord the difference within 30 days following receipt of the Operating Costs Statement. In the event the sum of the monthly installments actually paid by Tenant for such calendar year exceeds the amount of Tenant's Pro Rata Share of Operating Costs actually due and owing, the difference shall be applied as a credit to Tenant's future Pro Rata Share of Operating Costs payable by Tenant pursuant to this Section, or if the Term has expired, the excess shall be refunded to Tenant within 30 days after delivery of such Operating Costs Statement.

- iv. Should Tenant dispute any amount shown on the Operating Costs Statement, Tenant may audit Landlord's books and records for the calendar year covered by such Operating Costs Statement upon written notice to Landlord given within 90 days after Tenant's receipt of such Operating Costs Statement. If Tenant fails to provide notice of dispute within such 90-day period, the Operating Costs Statement shall be final and conclusive. Any audit conducted by Tenant shall be completed within 60 days after Tenant's ~~request therefor~~ RECEIPT OF ALL REQUESTED DOCUMENTS RELATED TO TRIPLE NET EXPENSES INCURRED BY LANDLORD DURING THE PRIOR CALENDAR YEAR. If Landlord concurs with the audit results, and (x) if the audit reveals that Tenant's Pro Rata Share of Operating Costs exceeds the sum of the monthly installments actually paid by Tenant for such calendar year, Tenant shall pay to Landlord the difference within 30 days following completion of the audit; or (y) if the audit reveals that the sum of the monthly installments actually paid by Tenant for such calendar year exceeds the amount of Tenant's Pro Rata Share of Operating Costs actually due and owing, the difference shall be applied as a credit to Tenant's future Pro Rata Share of Operating Costs payable by Tenant pursuant to this Section, or if the term has expired, the excess shall be refunded to Tenant within 30 days after completion of the audit. If Landlord does not concur with the results of Tenant's audit, the parties shall within twenty (20) days thereafter agree on a neutral auditor who shall complete an audit within thirty (30) days after selection, and the decision of the neutral auditor shall be binding on the parties. The parties shall share evenly in the costs of any such neutral auditor. Landlord and Tenant shall cooperate as may be reasonably necessary in order to facilitate the timely completion of any audit. Nothing in this Section shall in any manner modify Tenant's obligations to make payments as and when provided under this Lease.

9. **UTILITIES AND SERVICES.** Landlord shall provide the following services for the Premises (7) days per week, (24) hours per day, the cost of which shall be included in the Operating Costs to the extent not separately metered to and exclusively serving the Premises (with the costs of such separately metered services to be directly billed to and paid by Tenant): (check all that apply) ☒ water; ☒ electricity; ☐ sewer; ☐ trash and/or recycling removal; and ☒ HVAC from 24 HOURS PER DAY, SEVEN (7) DAYS PER WEEK \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m. Monday through Friday; \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m. on Saturday; and \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m. on Sunday; ☐ janitorial service in the Premises and Building 5 nights ((5) nights if not filled in) each week, exclusive of holidays. HVAC services will also be provided by Landlord to the Premises during additional hours on reasonable notice to Landlord, at Tenant's sole cost and expense, at an hourly rate reasonably established by Landlord from time to time and payable by Tenant, as and when billed, as Additional Rent. Notwithstanding the foregoing, if Tenant's use of the Premises incurs utility service charges which are above those usual and customary for the Permitted Use, Landlord reserves the right to require Tenant to pay a reasonable additional charge for such usage.

Tenant shall furnish all other utilities (including, but not limited to, telephone, internet, and cable service if available) and other services which Tenant requires with respect to the Premises, and shall pay, at Tenant's sole expense, the cost of all utilities separately metered to the Premises, and of all other utilities and other services which Tenant requires with respect to the Premises, except those to be provided by Landlord and included in Operating Expenses as described above. Landlord shall not be liable for any loss, injury or damage to person or property caused by or resulting from any variation, interruption, or failure of utilities due to any cause whatsoever, and Rent shall not abate as a result thereof.

**LEASE AGREEMENT**  
(Multi-Tenant - Triple Net (NNN) Lease)

10. **TAXES AND ASSESSMENTS.** Tenant shall pay all taxes, assessments, liens and license fees ("Taxes") levied, assessed or imposed by any authority having the direct or indirect power to tax or assess any such liens, related to or required by Tenant's use of the Premises as well as all Taxes on Tenant's personal property located on the Premises. Landlord shall pay all taxes and assessments with respect to the Property, all of which shall be included in Operating Costs and subject to partial reimbursement by Tenant as set forth in Section 8.
11. **COMMON AREAS.**
- a. **Definition.** The term "Common Areas" means all areas, facilities and building systems that are provided and designated from time to time by Landlord for the general non-exclusive use and convenience of Tenant and other tenants of the Property and which are not leased or held for the exclusive use of a particular tenant. To the extent that such areas and facilities exist within the Property, Common Areas include hallways, entryways, stairs, elevators, driveways, walkways, terraces, docks, loading areas, restrooms, trash facilities, parking areas and garages, roadways, pedestrian sidewalks, landscaped areas, security areas, lobby or mall areas, common HVAC systems, common electrical service, equipment and facilities, and common mechanical systems, equipment and facilities. Tenant shall comply with, and shall use commercially reasonable efforts to cause its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees to comply with, reasonable rules and regulations concerning the use of the Common Areas adopted by Landlord from time to time, and shall not interfere with the use of Common Areas by others. Without advance notice to Tenant and without any liability to Tenant, Landlord may change the size, use, or nature of any Common Areas, erect improvements on the Common Areas or convert any portion of the Common Areas to the exclusive use of Landlord or selected tenants, so long as Tenant is not thereby deprived of the substantial benefit of the Premises. Landlord reserves the use of exterior walls and the roof of the Building and other improvements at the Property, and the right to install, maintain, use, repair and replace pipes, ducts, conduits, and wires leading through the Premises in areas which will not materially interfere with Tenant's use thereof.
  - b. **Use of the Common Areas.** Tenant shall have the non-exclusive right, in common with such other tenants of the Property to whom Landlord has granted or may grant such rights, to use the Common Areas.
  - c. **Maintenance of Common Areas.** Landlord shall maintain the Common Areas in good order, condition and repair. This maintenance cost shall be includable in Operating Costs pursuant to Section 8. In performing such maintenance, Landlord shall use commercially reasonable efforts to minimize interference with Tenant's use and enjoyment of the Premises.
12. **ALTERATIONS.** Tenant may make alterations, additions or improvements to the Premises (the "Alterations") ~~WITH THE AGGREGATE COSTS AND EXPENSES EXCEEDING \$10,000~~ only with the prior written consent of Landlord, which consent, ~~with respect to Alterations not affecting the structural components of the Premises or utility systems therein or for which the aggregate cost and expense does not exceed \$10,000,~~ shall not be unreasonably withheld, conditioned, or delayed. Landlord shall have ~~30~~10 days following Tenant's request for Landlord's consent to any Alterations to respond to such request, provided that Tenant's request includes the names of Tenant's contractors and reasonably detailed plans and specifications therefor. The term "Alterations" shall not include: (i) any of Tenant's Work approved by Landlord pursuant to Exhibit C, (ii) Tenant's Signage (as further provided in Section 15), or (iii) the installation of shelves, movable partitions, Tenant's equipment and trade fixtures that may be installed and removed without damaging existing improvements or the structural integrity of the Premises, the Building, or the Property. Tenant shall perform all work at Tenant's expense and in compliance with all applicable laws and shall complete all Alterations in accordance with plans and specifications approved by Landlord, ~~using contractors approved by Landlord,~~ and in a manner so as not to unreasonably interfere with other tenants. Tenant shall pay when due, or furnish a bond for payment of (as set forth in Section 20), all claims for labor or materials furnished to or for Tenant at, or for use in, the Premises, which claims are or may be secured by any mechanics' or materialmen's liens against the Premises or the Property or any interest therein. Except as otherwise provided in the Work Letter



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attached as Exhibit C with respect to Tenant's Work, any improvements installed as part of Tenant Work's or Alterations performed or caused to be performed by Tenant (check one): ☒ shall become the property of Landlord, or ☐ shall be removed by Tenant at its sole cost and expense upon the expiration or earlier termination of the Lease Term (unless Landlord conditioned its consent in writing upon Tenant leaving a specified Alteration at the Premises, in which case Tenant shall not remove such Alteration, and it shall become Landlord's property). Tenant shall immediately repair any damage to the Premises caused by removal of improvements performed as part of Tenant's Work and/or Alterations.

13. **REPAIRS AND MAINTENANCE; SURRENDER.** Tenant shall, at its sole cost and expense, maintain the entire Premises in good condition and promptly make all non-structural repairs and replacements necessary to keep the Premises safe and in good condition, including all HVAC components and other utilities and systems to the extent exclusively serving the Premises. Landlord shall maintain and repair the Building structure, foundation, subfloor, exterior walls, roof structure and surface, and HVAC components and other utilities and systems to the extent serving more than just the Premises, and the Common Areas, the costs of which shall be included as Operating Costs., Tenant shall not damage any demising wall or disturb the structural integrity of the Premises, the Building, or the Property and shall promptly repair any damage or injury done to any such demising walls or structural elements caused by Tenant or its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees. Notwithstanding anything in this Section to the contrary, Tenant shall not be responsible for any repairs to the Premises made necessary by the negligence or willful misconduct of Landlord or its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees therein. If Tenant fails to perform Tenant's obligations under this Section, Landlord may at Landlord's option enter upon the Premises after 10 days' prior notice to Tenant and put the same in good order, condition and repair and the cost thereof, together with interest thereon at the Default Rate set forth in Section 4, shall be due and payable as Additional Rent to Landlord together with Tenant's next installment of Base Rent. Upon expiration or earlier termination of the Term, Tenant shall promptly and peacefully surrender the Premises to Landlord, together with all keys, in materially as good condition as when received by Tenant from Landlord or as thereafter improved (but subject to any obligations to remove any Tenant's Work and Alterations and/or restore the same as further provided in this Lease), reasonable wear and tear and insured casualty excepted.
14. **ACCESS AND RIGHT OF ENTRY.** After 24 hours' notice from Landlord (except in cases of emergency, when no notice shall be required), Tenant shall permit Landlord and its agents, employees and contractors to enter the Premises at all reasonable times to make repairs, inspections, alterations or improvements, provided that Landlord shall use reasonable efforts to minimize interference with Tenant's use and enjoyment of the Premises. This Section shall not impose any repair or other obligation upon Landlord not expressly stated elsewhere in this Lease. After reasonable notice to Tenant, Landlord shall have the right to enter the Premises for the purpose of (a) showing the Premises to prospective purchasers or lenders at any time, and to prospective tenants within 180 days prior to the expiration or sooner termination of the Term; and (b) posting "for lease" signs within 180 days prior to the expiration or sooner termination of the Term.
15. **SIGNAGE.** Tenant shall obtain Landlord's written consent as to size, location, materials, method of attachment, and appearance, before installing any signs upon the Premises. Tenant shall install and maintain any approved signage ("Signage") at Tenant's sole expense and in compliance with all applicable laws. Unless as otherwise provided in Exhibit C with respect to any of Tenant's Work, any Signage installed by Tenant shall be removed from the Premises, Building and Property at Tenant's expense upon the expiration or earlier termination of the Term. Tenant shall not damage or deface the Premises in installing or removing Signage and shall repair any injury or damage to the Premises caused by such installation or removal.
16. **DESTRUCTION OR CONDEMNATION.**
- a. **Damage and Repair.** If the Premises or the portion of the Building or the Property necessary for Tenant's occupancy are partially damaged by fire or other insured casualty but not rendered untenable, then Landlord shall diligently restore the Premises and the portion of the Property necessary for Tenant's



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occupancy to the extent required below and this Lease shall not terminate. Tenant may, however, terminate the Lease if Landlord is unable to restore the Premises within six (6) months of the casualty event by giving 20 days' written notice of termination.

The Premises or the portion of the Building or the Property necessary for Tenant's occupancy shall not be deemed untenantable if 25% or less of each of those areas are damaged. If insurance proceeds are not available or are not sufficient to pay the entire cost of restoring the Premises, or if Landlord's lender does not permit all or any part of the insurance proceeds to be applied toward restoration, then Landlord may elect to terminate this Lease and keep the insurance proceeds, by notifying Tenant within 60 days of the date of such casualty.

If the Premises, the portion of the Building or the Property necessary for Tenant's occupancy, or 50% or more of the rentable area of the Property are entirely destroyed, or partially damaged and rendered untenantable, by fire or other casualty, Landlord may, at its option: (a) terminate this Lease as provided herein, or (b) restore the Premises and the portion of the Property necessary for Tenant's occupancy to their previous condition to the extent required below; provided, however, if such casualty event occurs during the last six (6) months of the Term (after considering any option to extend the term timely exercised by Tenant) then either Tenant or Landlord may elect to terminate the Lease. If, within 60 days after receipt by Landlord from Tenant of written notice that Tenant deems the Premises or the portion of the Property necessary for Tenant's occupancy untenantable, Landlord fails to notify Tenant of its election to restore those areas, or if Landlord is unable to restore those areas within six (6) months of the date of the casualty event, then Tenant may elect to terminate the Lease upon 20 days' notice to Landlord unless Landlord, within such 20 day period, notifies Tenant that it will in fact restore the Premises or actually completes such restoration work to the extent required below, as applicable.

If Landlord restores the Premises or the Property under this Section, Landlord shall proceed with reasonable diligence to complete the work, and Base Rent shall be abated in the same proportion as the untenantable portion of the Premises bears to the whole Premises, provided that there shall be a Base Rent abatement only if the damage or destruction of the Premises or the Property did not result from, or was not contributed to directly or indirectly by the act, fault or neglect of Tenant, or Tenant's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees. No damages, compensation or claim shall be payable by Landlord for inconvenience, loss of business or annoyance directly, incidentally or consequentially arising from any repair or restoration of any portion of the Premises or the Property. Landlord shall have no obligation to carry insurance of any kind for the protection of Tenant; any Alterations or improvements paid for by Tenant; any of Tenant's Work identified in Exhibit C (regardless of who may have completed them); Signage; Tenant's furniture; or on any fixtures, equipment, improvements or appurtenances of Tenant under this Lease, and Landlord's restoration obligations hereunder shall not include any obligation to repair any damage thereto or replace the same.

- b. **Condemnation.** If the Premises, the portion of the Building or the Property necessary for Tenant's occupancy, or 50% or more of the rentable area of the Property are made untenantable by eminent domain, or conveyed under a threat of condemnation, this Lease shall terminate at the option of either Landlord or Tenant as of the earlier of the date title vests in the condemning authority or the condemning authority first has possession of the Premises or the portion of the Property taken by the condemning authority. All Rents and other payments shall be paid to that date.

If the condemning authority takes a portion of the Premises or of the Building or the Property necessary for Tenant's occupancy that does not render them untenantable, then this Lease shall continue in full force and effect and Rent shall be equitably reduced based on the proportion by which the floor area of any structures is reduced. The reduction in Rent shall be effective on the earlier of the date the condemning authority first has possession of such portion or title vests in the condemning authority. The Premises or the portion of the Building or the Property necessary for Tenant's occupancy shall not be deemed untenantable if 25% or less of each of those areas are condemned. Landlord shall be entitled to the entire award from the condemning authority attributable to the value of the Premises or the Building or the



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Property and Tenant shall make no claim for the value of its leasehold. Tenant shall be permitted to make a separate claim against the condemning authority for moving expenses, provided that in no event shall Tenant's claim reduce Landlord's award.

**17. INSURANCE.**

- a. **Tenant's Liability Insurance.** During the Term, Tenant shall pay for and maintain commercial general liability insurance with broad form property damage and contractual liability endorsements. This policy shall (i) contain an endorsement identifying Landlord, its property manager (if any), and other parties designated by Landlord, as additional insureds using an endorsement form acceptable to Landlord, (ii) insure Tenant's activities and those of Tenant's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees with respect to the Premises against loss, damage or liability for personal injury or bodily injury (including death) or loss or damage to property with a combined single limit of not less than \$2,000,000 per occurrence, and a deductible of not more than \$10,000, and (iii) contain a provision requiring the insurer to deliver or mail written notice of cancellation to the named insureds at least (45) days before the effective date of the cancellation. Tenant's insurance will be primary and noncontributory with any liability insurance carried by Landlord. Landlord may also require Tenant to obtain and maintain at Tenant's sole cost business income coverage for at least six (6) months, business auto liability coverage, and, if applicable to Tenant's Permitted Use, liquor liability insurance and/or warehouseman's coverage.
- b. **Tenant's Property Insurance.** During the Term, Tenant shall pay for and maintain special form clauses of loss coverage property insurance (with coverage for earthquake if required by Landlord's lender and, if the Premises are situated in a flood plain, flood damage) for all of Tenant's personal property, fixtures and equipment, Tenant's Work, and Alterations, in the amount of their full replacement value, with a deductible of not more than \$10,000.
- c. **Miscellaneous.** Tenant's insurance required under this Section shall be with companies rated A-/VII or better in Best's Insurance Guide, and which are admitted in the State of Washington. No insurance policy shall be cancelled or reduced in coverage and each such policy shall provide that it is not subject to cancellation or a reduction in coverage except after 45 days prior written notice to Landlord. Tenant shall deliver to Landlord, prior to Tenant's first taking possession of or occupying the Premises, and from time to time thereafter, copies of the insurance policies or evidence of insurance and copies of endorsements required by this Section. In no event shall the limits of such policies be considered as limiting the liability of Tenant under this Lease. If Tenant fails to acquire or maintain any insurance or provide any policy or evidence of insurance required by this Section, and such failure continues for three (3) days after notice from Landlord, Landlord may, but shall not be required to, obtain such insurance for Landlord's benefit and Tenant shall reimburse Landlord for the costs of such insurance upon demand. Such amounts shall be Additional Rent payable by Tenant hereunder and in the event of non-payment thereof, Landlord shall have the same rights and remedies with respect to such non-payment as it has with respect to any other non-payment of Rent hereunder.
- d. **Landlord's Insurance.** Landlord shall carry special form clauses of loss coverage property insurance of the Building shell and core in the amount of their full replacement value, liability insurance with respect to the Common Areas, and such other insurance of such types and amounts as Landlord, in its discretion, shall deem reasonably appropriate. The cost of any such insurance shall be included in Operating Costs, and if such insurance is provided by a "blanket policy" insuring other parties or locations in addition to the Building, then only the portion of the premiums allocable to the Building and Property shall be included in Operating Costs.
- e. **Waiver of Subrogation.** Notwithstanding any other provision of this Lease to the contrary, Landlord and Tenant hereby release each other and any other tenant, their agents or employees, from responsibility for, and waive their entire claim of recovery for any loss or damage arising from any cause covered by insurance required to be carried or otherwise carried by each of them. Each party shall provide notice to



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the insurance carrier or carriers of this mutual waiver of subrogation, and shall cause its respective insurance carriers to waive all rights of subrogation against the other. This waiver shall not apply to the extent of the deductible amounts to any such policies or to the extent of liabilities exceeding the limits of such policies.

**18. INDEMNIFICATION.**

- a. **Indemnification by Tenant.** Tenant shall defend, indemnify, and hold Landlord and its property manager (if any) harmless against all liabilities, damages, costs, and expenses, including attorneys' fees, for personal injury, bodily injury (including death) or property damage arising from any negligent or wrongful act or omission of Tenant or Tenant's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees on or around the Premises or the Property, or arising from any breach of this Lease by Tenant. Tenant shall use legal counsel reasonably acceptable to Landlord in defense of any action within Tenant's defense obligation.
- b. **Indemnification by Landlord.** Landlord shall defend, indemnify and hold Tenant harmless against all liabilities, damages, costs, and expenses, including attorneys' fees, for personal injury, bodily injury (including death) or property damage arising from any negligent or wrongful act or omission of Landlord or Landlord's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees on or around the Premises or the Property, or arising from any breach of this Lease by Landlord. Landlord shall use legal counsel reasonably acceptable to Tenant in defense of any action within Landlord's defense obligation.
- c. **Waiver of Immunity.** Landlord and Tenant each specifically and expressly waive any immunity that each may be granted under the Washington State Industrial Insurance Act, Title 51 RCW. Neither party's indemnity obligations under this Lease shall be limited by any limitation on the amount or type of damages, compensation, or benefits payable to or for any third party under the Worker Compensation Acts, Disability Benefit Acts or other employee benefit acts.
- d. **Exemption of Landlord from Liability.** Except to the extent of claims arising out of Landlord's gross negligence or intentional misconduct, Landlord shall not be liable for injury to Tenant's business or assets or any loss of income therefrom or for damage to any property of Tenant or of its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, or any other person in or about the Premises or the Property.
- e. **Survival.** The provisions of this Section 18 shall survive expiration or termination of this Lease.

19. **ASSIGNMENT AND SUBLETTING.** Tenant shall not assign, sublet, mortgage, encumber or otherwise transfer any interest in this Lease (collectively referred to as a "Transfer") or any part of the Premises, without first obtaining Landlord's written consent, which shall not be unreasonably withheld, conditioned, or delayed. No Transfer shall relieve Tenant of any liability under this Lease notwithstanding Landlord's consent to such Transfer. Consent to any Transfer shall not operate as a waiver of the necessity for Landlord's consent to any subsequent Transfer. In connection with each request for consent to a Transfer, Tenant shall pay the reasonable cost of processing the same, including attorneys' fees, upon demand of Landlord, up to a maximum of \$1,250.

Any transfer of this Lease by merger, consolidation, redemption or liquidation of Tenant, or any change in the ownership of, or power to vote, which singularly or collectively represents a majority of the beneficial interest in Tenant, shall constitute a Transfer under this Section.

As a condition to Landlord's approval, if given, any potential assignee or sublessee otherwise approved by Landlord shall assume all obligations of Tenant under this Lease and shall be jointly and severally liable with Tenant and any guarantor for the payment of Rent and performance of all obligations of Tenant under this Lease. In connection with any Transfer, Tenant shall provide Landlord with copies of all assignments,



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subleases and assumption agreements and related documents.

20. **LIENS.** Tenant is not authorized to subject the Landlord's assets to any liens or claims of lien. Tenant shall keep the Property and Premises free from any liens created by or through Tenant. Tenant shall indemnify, defend, and hold Landlord and the Property and Premises harmless from liability for any such liens including, without limitation, liens arising from any of Tenant's Work or Alterations. If a lien is filed against the Premises by any person claiming by, through or under Tenant, Tenant shall have the right to contest the correctness or validity of the lien, provided, however, within 10 days after Landlord's demand, at Tenant's expense, Tenant shall either remove the lien, or shall procure and record a lien release bond issued by a surety satisfactory to Landlord in form and amount sufficient to satisfy statutory requirements for satisfaction and release of the subject lien(s) from the Premises and Property. Tenant shall indemnify Landlord, the Premises, and the Property from and against all liabilities, costs and expenses, including attorneys' fees, which Landlord could reasonably incur as a result of such lien.
21. **DEFAULT.** Each of the following events shall be an "Event of Default" by Tenant under this Lease:
- a. **Failure To Pay.** Failure by Tenant to pay any sum, including Rent, due under this Lease following five (5) days' notice from Landlord of the failure to pay.
  - b. **Vacation/Abandonment.** Vacation by Tenant of the Premises (defined as an absence for at least 15 consecutive days without prior notice to Landlord), or abandonment by Tenant of the Premises (defined as an absence of five (5) days or more while Tenant is in breach of some other term of this Lease). Tenant's vacation or abandonment of the Premises shall not be subject to any notice or right to cure.
  - c. **Insolvency.** Tenant's insolvency or bankruptcy (whether voluntary or involuntary); or appointment of a receiver, assignee or other liquidating officer for Tenant's business; provided, however, that in the event of any involuntary bankruptcy or other insolvency proceeding, the existence of such proceeding shall constitute an Event of Default only if such proceeding is not dismissed or vacated within 60 days after its institution or commencement.
  - d. **Levy or Execution.** The taking of Tenant's interest in this Lease or the Premises, or any part thereof, by execution or other process of law directed against Tenant, or attachment of Tenant's interest in this Lease by any creditor of Tenant, if such attachment is not discharged within 15 days after being levied.
  - e. **Other Non-Monetary Defaults.** The breach by Tenant of any agreement, term or covenant of this Lease other than one requiring the payment of money and not otherwise enumerated in this Section or elsewhere in this Lease, which breach continues for a period of 30 days after notice by Landlord to Tenant of the breach, provided that, if the nature of such default is such that it cannot be cured within such 30 day period, no Event of Default shall occur so long as Tenant commences such cure within 30 days of notice by Landlord and diligently pursues such cure to completion, but in no event longer than 60 days from the date of Landlord's notice.
  - f. **Failure to Take Possession.** Failure by Tenant to take possession of the Premises on the Commencement Date following five (5) days' notice from Landlord of Tenant's failure to take possession.

Landlord shall not be in default unless Landlord fails to perform obligations required of Landlord within 30 days after notice by Tenant to Landlord, provided that, if the nature of such default is such that it cannot be cured within such 30 day period, Landlord shall not be in default if Landlord commences such cure within 30 days of notice by Tenant and diligently pursues such cure to completion. If Landlord fails to cure any such default within the allotted time, Tenant's sole remedy shall be to seek actual money damages (but not consequential or punitive damages) for loss arising from Landlord's failure to discharge its obligations under this Lease. Nothing herein contained shall relieve Landlord from its duty to perform any of its obligations to the standard prescribed in this Lease.



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Any notice periods granted herein shall be deemed to run concurrently with and not in addition to any default notice periods required by law.

IRRESPECTIVE OF THE CURE PROVISIONS STATED IN THIS ARTICLE 21, FAILURE OF LANDLORD TO COMPLY WITH ARTICLE 33 OF THIS LEASE SHALL CONSTITUTE AN 'EVENT OF DEFAULT' ENTITLING TENANT TO ALL REMEDIES UNDER THIS LEASE IN ADDITION TO ALL LEGAL AND EQUITABLE REMEDIES. FAILURE OF LANDLORD TO COMPLY WITH ARTICLE 33 OF THIS LEASE SHALL BE CONSTRUED AS AN INCURABLE EVENT OF DEFAULT. LANDLORD'S FAILURE TO COMPLY WITH ANY OTHER ARTICLE OF THIS LEASE MAY BE CONSTRUED AS AN EVENT OF DEFAULT AND SHALL BE SUBJECT TO THE CURE PROVISIONS IN THIS ARTICLE 21.

22. **REMEDIES.** Landlord shall have the following remedies upon an Event of Default. Landlord's rights and remedies under this Lease shall be cumulative and not exclusive.

- a. **Termination of Lease.** Landlord may terminate Tenant's interest under the Lease, but no act by Landlord other than notice of termination from Landlord to Tenant shall terminate this Lease. The Lease shall terminate on the date specified in the notice of termination. Upon termination of this Lease, Tenant will remain liable to Landlord for damages in an amount equal to Rent and other sums that would have been owing by Tenant under this Lease for the balance of the Term, less the net proceeds, if any, of any reletting of the Premises by Landlord subsequent to the termination, after deducting all of Landlord's Reletting Expenses (as defined below). Landlord shall be entitled to either collect damages from Tenant monthly on the days on which rent or other amounts would have been payable under the Lease, or alternatively, Landlord may accelerate Tenant's obligations under the Lease and recover from Tenant: (i) unpaid rent which had been earned at the time of termination; (ii) the amount by which the unpaid rent which would have been earned after termination until the time of award exceeds the amount of rent loss that Tenant proves could reasonably have been avoided; (iii) the amount by which the unpaid rent for the balance of the term of the Lease after the time of award exceeds the amount of rent loss that Tenant proves could reasonably be avoided (discounting such amount by the discount rate of the Federal Reserve Bank of San Francisco at the time of the award, plus 1%); and (iv) any other amount necessary to compensate Landlord for all the detriment proximately caused by Tenant's failure to perform its obligations under the Lease, or which in the ordinary course would be likely to result from the Event of Default, including without limitation Reletting Expenses described below.
- b. **Re-Entry and Reletting.** Landlord may continue this Lease in full force and effect, and without demand or notice, re-enter and take possession of the Premises or any part thereof, expel the Tenant from the Premises and anyone claiming through or under the Tenant, and remove the personal property of either. Landlord may relet the Premises, or any part of them, in Landlord's or Tenant's name for the account of Tenant, for such period of time and at such other terms and conditions as Landlord, in its discretion, may determine. Landlord may collect and receive the rents for the Premises. To the fullest extent permitted by law, the proceeds of any reletting shall be applied: first, to pay Landlord all Reletting Expenses (defined below); second, to pay any indebtedness of Tenant to Landlord other than rent; third, to the rent due and unpaid hereunder; and fourth, the residue, if any, shall be held by Landlord and applied in payment of other or future obligations of Tenant to Landlord as the same may become due and payable, and Tenant shall not be entitled to receive any portion of such revenue. Re-entry or taking possession of the Premises by Landlord under this Section shall not be construed as an election on Landlord's part to terminate this Lease, unless a notice of termination is given to Tenant. Landlord reserves the right following any re-entry or reletting, or both, under this Section to exercise its right to terminate the Lease. Tenant will pay Landlord Rent and other sums which would be payable under this Lease if repossession had not occurred, less the net proceeds, if any, after reletting the Premises and after deducting Landlord's Reletting Expenses. "Reletting Expenses" is defined to include all expenses incurred by Landlord in connection with reletting the Premises, including without limitation, all repossession costs, brokerage commissions and costs for securing new tenants, attorneys' fees, remodeling and repair costs, costs for removing persons or property, costs for storing Tenant's property and equipment, and costs of tenant improvements and rent concessions granted by Landlord to any new Tenant, prorated over the life of the new lease.
- c. **Waiver of Redemption Rights.** Tenant, for itself, and on behalf of any and all persons claiming through or under Tenant, including creditors of all kinds, hereby waives and surrenders all rights and privileges

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which they may have under any present or future law, to redeem the Premises or to have a continuance of this Lease for the Term, or any extension thereof.

- d. **Nonpayment of Additional Rent.** All costs which Tenant is obligated to pay to Landlord pursuant to this Lease shall in the event of nonpayment be treated as if they were payments of Rent, and Landlord shall have the same rights it has with respect to nonpayment of Rent.
- e. **Failure to Remove Property.** If Tenant fails to remove any of its property from the Premises at Landlord's request following an uncured Event of Default, Landlord may, at its option, remove and store the property at Tenant's expense and risk. If Tenant does not pay the storage cost within five (5) days of Landlord's request, Landlord may, at its option, have any or all of such property sold at public or private sale (and Landlord may become a purchaser at such sale), in such manner as Landlord deems proper, without notice to Tenant. Landlord shall apply the proceeds of such sale: (i) to the expense of such sale, including reasonable attorneys' fees actually incurred; (ii) to the payment of the costs or charges for storing such property; (iii) to the payment of any other sums of money which may then be or thereafter become due Landlord from Tenant under any of the terms hereof; and (iv) the balance, if any, to Tenant. Nothing in this Section shall limit Landlord's right to sell Tenant's personal property as permitted by law or to foreclose Landlord's lien for unpaid rent, if any.

23. **MORTGAGE SUBORDINATION AND ATTORNMEN.** This Lease shall automatically be subordinate to any mortgage or deed of trust created by Landlord which is now existing or hereafter placed upon the Premises including any advances, interest, modifications, renewals, replacements or extensions ("Landlord's Mortgage"). Tenant shall attorn to the holder of any Landlord's Mortgage or any party acquiring the Premises at any sale or other proceeding under any Landlord's Mortgage provided the acquiring party assumes the obligations of Landlord under this Lease. Tenant shall promptly and in no event later than 15 days after request execute, acknowledge and deliver documents which the holder of any Landlord's Mortgage may reasonably require as further evidence of this subordination and attornment. Notwithstanding the foregoing, Tenant's obligations under this Section to subordinate in the future are conditioned on the holder of each Landlord's Mortgage and each party acquiring the Premises at any sale or other proceeding under any such Landlord's Mortgage not disturbing Tenant's occupancy and other rights under this Lease, so long as no uncured Event of Default by Tenant exists.
24. **NON-WAIVER.** Landlord's waiver of any breach of any provision contained in this Lease shall not be deemed to be a waiver of the same provision for subsequent acts of Tenant. The acceptance by Landlord of Rent or other amounts due by Tenant hereunder shall not be deemed to be a waiver of any previous breach by Tenant.
25. **HOLDOVER.** If Tenant shall, without the written consent of Landlord, remain in possession of the Premises and fail to return them to Landlord after the expiration or termination of this Lease, the tenancy shall be a holdover tenancy at sufferance, which may be terminated according to Washington law. During such tenancy, Tenant agrees to pay to Landlord 150% of the rate of rental last payable under this Lease, unless a different rate is agreed upon by Landlord. All other terms of the Lease shall remain in effect other than any options to extend the Term. Tenant acknowledges and agrees that this Section does not grant any right to Tenant to holdover, and that Tenant may also be liable to Landlord for any and all damages or expenses which Landlord may have to incur as a result of Tenant's holdover.
26. **NOTICES.** All notices under this Lease shall be in writing and effective (i) when delivered in person or via overnight courier to the other party, or (ii) three (3) days after being sent by registered or certified mail to the other party at the address set forth in Section 1. The addresses for notices and payment of rent set forth in Section 1 may be modified by either party only by written notice delivered in conformance with this Section.
27. **COSTS AND ATTORNEYS' FEES.** If Tenant or Landlord engage the services of an attorney to collect monies due or to bring any action for any relief against the other, declaratory or otherwise, arising out of this Lease, including any suit by Landlord for the recovery of Rent or other payments, or possession of the



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Premises, the losing party shall pay the prevailing party a reasonable sum for attorneys' fees in such action, whether in mediation or arbitration, at trial, on appeal, or in any bankruptcy proceeding.

28. **ESTOPPEL CERTIFICATES.** Tenant shall, from time to time, upon written request of Landlord, execute, acknowledge and deliver to Landlord or its designee a written statement specifying the following, subject to any modifications necessary to make such statements true and complete: (i) the total rentable square footage of the Premises; (ii) the date the Term commenced and the date it expires; (iii) the amount of minimum monthly Rent and the date to which such Rent has been paid; (iv) that this Lease is in full force and effect and has not been assigned, modified, supplemented or amended in any way; (v) that this Lease represents the entire agreement between the parties; (vi) that all obligations under this Lease to be performed by either party have been satisfied; (vii) that there are no existing claims, defenses or offsets which the Tenant has against the enforcement of this Lease by Landlord; (viii) the amount of Rent, if any, that Tenant paid in advance; (ix) the amount of security that Tenant deposited with Landlord; (x) if Tenant has sublet all or a portion of the Premises or assigned its interest in the Lease and to whom; (xi) if Tenant has any option to extend the Term of the Lease or option to purchase the Premises; and (xii) such other factual matters concerning the Lease or the Premises as Landlord may reasonably request. Tenant acknowledges and agrees that any statement delivered pursuant to this Section may be relied upon by a prospective purchaser of Landlord's interest or assignee of any mortgage or new mortgagee of Landlord's interest in the Premises. If Tenant shall fail to respond within 10 days to Landlord's request for the statement required by this Section, Landlord may provide the statement and Tenant shall be deemed to have admitted the accuracy of the information provided by Landlord.
29. **TRANSFER OF LANDLORD'S INTEREST.** This Lease shall be assignable by Landlord without the consent of Tenant. In the event of any transfer or transfers of Landlord's interest in the Premises, other than a transfer for collateral purposes only, upon the assumption of this Lease by the transferee, Landlord shall be automatically relieved of obligations and liabilities accruing from and after the date of such transfer, including any liability for any retained security deposit or prepaid rent, for which the transferee shall be liable, and Tenant shall attorn to the transferee.
30. **LANDLORD'S LIABILITY.** Notwithstanding anything in this Lease to the contrary, covenants, undertakings and agreements herein made on the part of Landlord are made and intended not as personal covenants, undertakings and agreements for the purpose of binding Landlord personally or the assets of Landlord but are made and intended for the purpose of binding only the Landlord's interest in the Premises, as the same may from time to time be encumbered. In no event shall Landlord or its partners, shareholders, or members, as the case may be, ever be personally liable hereunder.
31. **RIGHT TO PERFORM.** If Tenant shall fail to timely pay any sum or perform any other act on its part to be performed hereunder, Landlord may make any such payment or perform any such other act on Tenant's behalf. Tenant shall, within 10 days of demand, reimburse Landlord for its expenses incurred in making such payment or performance. Landlord shall (in addition to any other right or remedy of Landlord provided by law) have the same rights and remedies in the event of the nonpayment of sums due under this Section as in the case of default by Tenant in the payment of Rent.
32. **HAZARDOUS MATERIAL.** As used herein, the term "Hazardous Material" means any hazardous, dangerous, toxic or harmful substance, material or waste including biomedical waste which is or becomes regulated by any local governmental authority, the State of Washington or the United States Government, due to its potential harm to the health, safety or welfare of humans or the environment. Landlord represents and warrants to Tenant that, to Landlord's actual knowledge without duty of investigation, there is no Hazardous Material on, in, or under the Premises as of the Commencement Date in excess of reportable quantities except as may otherwise have been disclosed to Tenant in writing before the execution of this Lease. If there is any Hazardous Material on, in, or under the Premises as of the Commencement Date which has been or thereafter becomes unlawfully released in excess of reportable quantities through no fault of Tenant, then Landlord shall indemnify, defend and hold Tenant harmless from any and all claims, judgments, damages, penalties, fines, costs, liabilities or losses including without limitation sums paid in settlement of

## LEASE AGREEMENT

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claims, attorneys' fees, consultant fees and expert fees, incurred or suffered by Tenant either during or after the Term as the result of such contamination.

Tenant shall not cause or permit any Hazardous Material to be brought upon, kept, or used in or about, or disposed of on the Premises or the Property by Tenant, its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, except with Landlord's prior consent (except in de minimis quantities typical of the Permitted Use, such as in office supplies and household cleansers) and then only upon strict compliance with all applicable federal, state and local laws, regulations, codes, ordinances, and product labels. If Tenant breaches the obligations stated in the preceding sentence, then Tenant shall indemnify, defend and hold Landlord harmless from any and all claims, judgments, damages, penalties, fines, costs, liabilities or losses including, without limitation, diminution in the value of the Premises or the Property; damages for the loss or restriction on use of rentable or usable space or of any amenity of the Premises or the Property, or elsewhere; damages arising from any adverse impact on marketing of space at the Premises or the Property; and sums paid in settlement of claims, attorneys' fees, consultant fees and expert fees incurred or suffered by Landlord either during or after the Term. These indemnifications by Landlord and Tenant include, without limitation, costs incurred in connection with any investigation of site conditions or any clean-up, remedial, removal or restoration work, whether or not required by any federal, state or local governmental agency or political subdivision, because of Hazardous Material present in the Premises, or in soil or ground water on or under the Premises. Tenant shall immediately notify Landlord of any inquiry, investigation or notice that Tenant may receive from any third party regarding the actual or suspected presence of Hazardous Material on the Premises.

Without limiting the foregoing, if the presence of any Hazardous Material brought upon, kept or used in or about the Premises or the Property by Tenant, its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, results in any unlawful release of any Hazardous Material on the Premises or the Property or any adjacent property, Tenant shall promptly take all actions, at its sole expense, as are necessary to return the Premises or the Property or such adjacent property to the condition existing prior to the release of any such Hazardous Material; provided that Landlord's approval of such actions shall first be obtained, which approval may be withheld at Landlord's sole discretion. The provisions of this Section shall survive expiration or earlier termination of this Lease.

THE TENANT WILL HAVE THE RIGHT TO CONDUCT A PHASE 1 AND A PHASE 2 ENVIRONMENTAL STUDY OF THE ENTIRE PROPERTY, AT THEIR SOLE DISCRETION AND COSTS. THE RESULTS OF THAT STUDY WILL BE USED AS A BASE LINE FOR THE EXISTENCE OF ANY HAZARDOUS MATERIALS ON THE PREMISES PRIOR TO LEASE COMMENCEMENT. THE RESULTS OF SUCH TESTS SHALL BE PROVIDED TO LANDLORD AT NO COST TO LANDLORD.

33. **QUIET ENJOYMENT.** Provided Tenant pays Rent and performs all of its obligations in this Lease, Tenant's possession of the Premises will not be disturbed by Landlord or anyone claiming by, through or under Landlord.

FAILURE OF LANDLORD TO COMPLY WITH THIS SECTION 33 SHALL CONSTITUTE AN 'EVENT OF DEFAULT' ENTITLING TENANT TO ALL REMEDIES UNDER THIS LEASE IN ADDITION TO ALL LEGAL AND EQUITABLE REMEDIES.

34. **MERGER.** The voluntary or other surrender of this Lease by Tenant, or a mutual cancellation thereof, shall not work a merger and shall, at the option of Landlord, terminate all or any existing subtenancies or may, at the option of Landlord, operate as an assignment to Landlord of any or all of such subtenancies.

35. **GENERAL.**

- a. **Heirs and Assigns.** This Lease shall apply to and be binding upon Landlord and Tenant and their respective heirs, executors, administrators, successors and assigns.
- b. **Brokers' Fees.** Tenant represents and warrants to Landlord that except for Tenant's Broker, if any, described or disclosed in Section 37 of this Lease, it has not engaged any broker, finder or other person who would be entitled to any commission or fees for the negotiation, execution or delivery of this Lease and shall indemnify and hold harmless Landlord against any loss, cost, liability or expense incurred by



Kidder  
Mathews

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Landlord as a result of any claim asserted by any such broker, finder or other person on the basis of any arrangements or agreements made or alleged to have been made by or on behalf of Tenant. Landlord represents and warrants to Tenant that it has not engaged any broker, finder or other person who would be entitled to any commission or fees for the negotiation, execution or delivery of this Lease and shall indemnify and hold harmless Tenant against any loss, cost, liability or expense incurred by Tenant as a result of any claim asserted by any such broker, finder or other person on the basis of any arrangements or agreements made or alleged to have been made by or on behalf of Landlord.

- c. **Entire Agreement.** This Lease contains all of the covenants and agreements between Landlord and Tenant relating to the Premises. No prior or contemporaneous agreements or understandings pertaining to the Lease shall be valid or of any force or effect and the covenants and agreements of this Lease shall not be altered, modified or amended except in writing, signed by Landlord and Tenant.
  - d. **Severability.** Any provision of this Lease which shall prove to be invalid, void or illegal shall in no way affect, impair or invalidate any other provision of this Lease.
  - e. **Force Majeure.** Time periods for either party's performance under any provisions of this Lease (excluding payment of Rent) shall be extended for periods of time during which the party's performance is prevented due to circumstances beyond such party's control, including without limitation, fires, floods, earthquakes, lockouts, strikes, embargoes, governmental regulations, acts of God, public enemy, war or other strife; provided in no event shall any of the foregoing events operate to extend the Term of this Lease.
  - f. **Governing Law.** This Lease shall be governed by and construed in accordance with the laws of the State of Washington.
  - g. **Memorandum of Lease.** Neither this Lease nor any memorandum or "short form" thereof shall be recorded without Landlord's prior consent.
  - h. **Submission of Lease Form Not an Offer.** One party's submission of this Lease to the other for review shall not constitute an offer to lease the Premises. This Lease shall not become effective and binding upon Landlord and Tenant until it has been fully executed by both parties.
  - i. **No Light, Air or View Easement.** Tenant has not been granted an easement or other right for light, air or view to or from the Premises. Any diminution or shutting off of light, air or view by any structure which may be erected on or adjacent to the Building shall in no way affect this Lease or the obligations of Tenant hereunder or impose any liability on Landlord.
  - j. **Authority of Parties.** Each party to this Lease represents and warrants to the other that the person executing this Lease on behalf of such party has the authority to enter into this Lease on behalf of such party, that the execution and delivery of this Lease has been duly authorized, and that upon such execution and delivery, this Lease shall be binding upon and enforceable against such party.
  - k. **Time.** "Day" as used herein means a calendar day and "business day" means any day on which commercial banks are generally open for business in the state where the Premises are situated. Any period of time which would otherwise end on a non-business day shall be extended to the next following business day. Time is of the essence of this Lease.
36. **EXHIBITS AND RIDERS.** The following exhibits and riders are made a part of this Lease, and the terms thereof shall control over any inconsistent provision in the sections of this Lease:

Exhibit A: Floor Plan Outline of the Premises  
Exhibit B: Legal Description of the Property  
Exhibit C: Work Letter



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CHECK THE BOX FOR ANY OF THE FOLLOWING THAT WILL APPLY. CAPITALIZED TERMS USED IN THE RIDERS SHALL HAVE THE MEANING GIVEN TO THEM IN THE LEASE.

- ☒ Rent Rider
- ☐ Arbitration Rider
- ☐ Letter of Credit Rider
- ☐ Guaranty of Tenant's Lease Obligations Rider
- ☐ Parking Rider
- ☐ Option to Extend Rider
- ☐ Rules and Regulations

☒ Addendum

☒ **SOLE AND EXCLUSIVE OPTION TO PURCHASE**

☒ **PURCHASE AND SALES AGREEMENT**

37. **AGENCY DISCLOSURE.** Landlord is not represented by a Broker, and Tenant is represented by Jerome O'Leary (insert the name of the Broker) ("Tenant's Broker") and Kidder Mathews (insert name of the Firm as licensed) ("Tenant's Brokerage Firm").

Tenant's Brokerage Firm, its Designated Broker, Branch Manager (if any) and any of its Managing Brokers who supervise Tenant's Broker represent Tenant..

Tenant confirms receipt of the pamphlet entitled "Real Estate Brokerage in Washington."

38. **COMPENSATION DISCLOSURE AND AGREEMENT.**

- a. Compensation to Tenant's Brokerage Firm.



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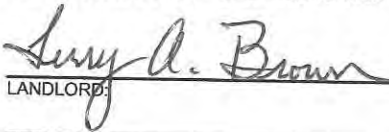
**LEASE AGREEMENT**  
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a. .

**39. BROKER PROVISIONS.**

TENANT'S BROKER AND THEIR FIRMS HAVE MADE NO REPRESENTATIONS OR WARRANTIES CONCERNING THE PREMISES; THE MEANING OF THE TERMS AND CONDITIONS OF THIS LEASE; LANDLORD'S OR TENANT'S FINANCIAL STANDING; ZONING; COMPLIANCE OF THE PREMISES WITH APPLICABLE LAWS; SERVICE OR CAPACITY OF UTILITIES; OPERATING COSTS; OR HAZARDOUS MATERIALS. LANDLORD AND TENANT ARE EACH ADVISED TO SEEK INDEPENDENT LEGAL ADVICE ON THESE AND OTHER MATTERS ARISING UNDER THIS LEASE.

IN WITNESS WHEREOF this Lease has been executed the date and year first above written.



LANDLORD:

TENANT:

LANDLORD:

TENANT:

BY:

BY:

ITS:

ITS:



Kidder  
Mathews

**Kidder Mathews**

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**Note: Acknowledgment is required only if the lease or a memorandum thereof will be recorded.**

STATE OF WASHINGTON

COUNTY OF \_\_\_\_\_

This record was acknowledged before me on \_\_\_\_\_, 20 \_\_, by \_\_\_\_\_ as  
\_\_\_\_\_ of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public for the State of Washington

My commission expires: \_\_\_\_\_

STATE OF WASHINGTON

COUNTY OF \_\_\_\_\_

This record was acknowledged before me on \_\_\_\_\_, 20 \_\_, by \_\_\_\_\_ as  
\_\_\_\_\_ of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public for the State of Washington

My commission expires: \_\_\_\_\_



**Kidder  
Mathews**

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**Note: Acknowledgment is required only if the lease or a memorandum thereof will be recorded.**

STATE OF WASHINGTON

COUNTY OF \_\_\_\_\_

This record was acknowledged before me on \_\_\_\_\_, 20 \_\_, by \_\_\_\_\_ as  
\_\_\_\_\_ of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public for the State of Washington

My commission expires: \_\_\_\_\_

STATE OF WASHINGTON

COUNTY OF \_\_\_\_\_

This record was acknowledged before me on \_\_\_\_\_, 20 \_\_, by \_\_\_\_\_ as  
\_\_\_\_\_ of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public for the State of Washington

My commission expires: \_\_\_\_\_



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**EXHIBIT A**

[Outline of the Premises]

ORANGE OUTLINE IS FOR GENERAL REFERENCE ONLY AND IS NOT INTENDED TO REPRESENT PROPERTY LINES



See Addendum #1 for the phased expansion of Tenant's occupancy.



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**EXHIBIT B**

[Legal Description of the Property]

Section 27 Township 19 Range 04 Quarter 34 CLOVER PRK AVTION TRADES FAC BSP PARCEL "A" EASE OF RECORD OUT OF 04-19-27-3-018 SEG H-0537 JU 12/20/95JU

**Legal Description**

PARCEL A, CLOVER PARK AVIATION TRADES FACILITY BINDING SITE PLAN, ACCORDING TO THE MAP THEREOF RECORDED DECEMBER 5, 1995, UNDER PIERCE COUNTY RECORDING NUMBER 9512050224.

TOGETHER WITH AN EASEMENT FOR INGRESS, EGRESS, ACCESS AND UTILITIES OVER, UNDER, ACROSS AND THROUGH THAT PORTION OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 19 NORTH, RANGE 4 EAST OF THE WILLAMETTE MERIDIAN, IN PIERCE COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOW:

COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 27; THENCE ALONG THE EAST LINE THEREOF SOUTH 01°01'38" EAST 15.00 FEET; THENCE SOUTH 88°37'04" WEST 30.00 FEET TO THE WESTERLY MARGIN OF 110<sup>TH</sup> AVENUE E. (ALSO KNOWN AS PUYALLUP-GRAHAM COUNTY ROAD NO 2) AND THE TRUE POINT OF BEGINNING; THENCE ALONG SAID WESTERLY MARGIN SOUTH 01°01'38" EAST 50.12 FEET TO A POINT OF CUSP WITH A CURVE CONCAVE TO THE SOUTHWEST HAVING A RADIUS OF 20.00 FEET (A RADIAL LINE THROUGH AID POINT OF CUSP BEARS NORTH 88°58;22" EAST); THENCE NORTHERLY, NORTHWESTERLY AND WESTERLY 31.54 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90°21'28"; THENCE SOUTH 88°37'04" WEST 120.01 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 220.00 FEET; THENCE WESTERLY AND SOUTHWESTERLY 119.60 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 31°08;57"; THENCE SOUTH 57°28'07" WEST 106.40 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 20.00 FEET; THENCE SOUTHWESTERLY AND SOUTHERLY 16.82 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 48°11'23" TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 55.00 FEET (A RADIAL LINE THROUGH SAID BEGINNING BEARS NORTH 80°43'16" WEST); THENCE WESTERLY, NORTHERLY AND EASTERLY 265.31 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 276°22'46" TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE NORTH HAVING A RADIUS OF 20.00 FEET (A RADIAL LINE THROUGH SAID BEGINNING BEARS NORTH 15°39'30" EAST); THENCE EASTERLY AND NORTHEASTERLY 16.82 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 48°11'23"; THENCE NORTH 57°28'07" EAST 106.40 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 280.00 FEET; THENCE NORTHEASTERLY AND EASTERLY 152.22 FEET ALONG AID CURVE THROUGH A CENTRAL ANGLE OF 31°08'57"; THENCE NORTH 88°37'04" EAST 120.63 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE NORTHWEST HAVING A RADIUS OF 20.00 FEET; THENCE EASTERLY, NORTHEASTERLY AND NORTHERLY 31.29 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 89°38'42" TO A POINT OF CUSP WITH SAID WESTERLY MARGIN OF 110<sup>TH</sup> AVENUE S.E. (ALSO KNOWN AS PUYALLUP GRAHAM COUNTY ROAD NO. 2); THENCE ALONG SAID WESTERLY MARGIN SOUTH



**Kidder  
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01°01'38" EAST 49.88 FEET TO THE TRUE POINT OF BEGINNING,

EXCEPT THAT PORTION OF SAID EASEMENT LYING WITHIN SAID PARCEL A ABOVE.

SITUATE IN THE COUNTY OF PIERCE, STATE OF WASHINGTON.

Pierce County Tax Parcel No. Tax Parcel No: 6021750010



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**EXHIBIT C**

[Work Letter]

**CHECK IF APPLICABLE:**

1. ☐ **Improvements to be Completed by Landlord**

- A. Performance of Improvements. Subject to the terms and conditions of this Lease and any Improvement Allowance provided herein, Landlord's obligations to improve the Premises shall be limited to the work ("Landlord's Work") described below. All other work shall be performed by Tenant at its sole expense or, if performed by Landlord, shall be promptly reimbursed by Tenant. Landlord's Work shall be deemed to be "substantially complete" on the date that Landlord's notifies Tenant that Landlord's Work is complete, except for punch list items that do not impair the use or operations thereof, would not prevent Tenant from occupancy and/or performing Tenant's Work, and except for that portion of Landlord's Work, if any, which cannot be feasibly performed before Tenant completes Tenant's Work, fixturing, or decorating.

The work to be done by Landlord in satisfying its obligation to complete Landlord's Work under the Lease shall be limited to the following (check one):

☒ As identified below (check and describe all that apply);

- ☐ FLOOR: \_\_\_\_\_  
☐ WALLS: \_\_\_\_\_  
☐ CEILING: \_\_\_\_\_  
☐ LIGHTING: \_\_\_\_\_  
☐ WASHROOM(S): \_\_\_\_\_  
☐ ELECTRICAL: \_\_\_\_\_

☒ HVAC: Serviced and in good working order

☒ OTHER: Remove all personal items, inventory and equipment for each building and the exterior of the property, and leave the premises in broom clean and cleared condition, free from all non-permanent obstructions.

☐ As mutually agreed upon between Landlord and Tenant as follows:

- a. Within \_\_\_\_\_ days ((10) days if not filled in) after mutual acceptance of the Lease, Tenant shall prepare and submit for Landlord's review a preliminary sketch of the improvements to be performed by Landlord ("Preliminary Landlord Plan"). Landlord and Tenant shall cooperate in good faith to adopt a mutually acceptable Preliminary Landlord Plan.
- b. Upon Landlord's approval of the Preliminary Landlord Plan, Landlord shall promptly prepare (or cause to be prepared) construction documents (i.e., those plans used for submittal to the appropriate governmental bodies for all necessary permits and approvals for Landlord's Work, if any) for Tenant's review and approval, which approval shall not be unreasonably withheld, conditioned or delayed. The construction documents, once approved, shall then constitute "Landlord's Improvement Plans."
- c. Landlord shall submit the Landlord's Improvement Plans to the appropriate governmental body for plan checking and issuance of necessary permits and approvals, as applicable. Landlord and Tenant shall cooperate and use commercially reasonable efforts to cause to be made any changes in the Landlord's Improvement Plans necessary to obtain such permits and approvals; provided, however, any costs and expenses resulting from the foregoing changes to Landlord's Work that exceed the Improvement Allowance shall be borne at Tenant's sole cost and expense.



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**Kidder Mathews**

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(Multi-Tenant - Triple Net (NNN) Lease)

- B. Defects in Landlord's Work. If Tenant fails to notify Landlord of any defects in the Landlord's Work within 30 days of delivery of possession of the Premises to Tenant, Tenant shall be deemed to have accepted the Premises in their then-existing condition. If Tenant discovers any major defects in the Landlord's Work during this 30-day period that would prevent Tenant from using the Premises for the Permitted Use, Tenant shall notify Landlord and the Commencement Date shall be delayed until after Landlord has notified Tenant that Landlord has corrected the major defects and Tenant has had five (5) days to inspect and approve the Premises. The Commencement Date shall not be delayed if Tenant's inspection reveals minor defects in the Landlord's Work that will not prevent Tenant from using the Premises for the Permitted Use. Tenant shall prepare a punch list of all minor defects in Landlord's Work and provide the punch list to Landlord, which Landlord shall promptly correct.

**2. ☒ Improvements to be Completed by Tenant**

- A. Performance of Improvements. Subject to the terms and conditions of the Lease and any Improvement Allowance provided herein, Tenant shall complete, at its sole cost and expense, the work identified in the Tenant Improvement Plans (as such term is defined below) adopted by Landlord and Tenant in accordance with the provisions below ("Tenant's Work"). Tenant's Work shall be performed lien free and in a workmanlike manner, without interference with other work, if any, being done in the Premises or Property, including any of Landlord's Work, and in compliance with all laws and reasonable rules promulgated from time to time by Landlord, its property manager, architect, and contractors.

The work to be done by Tenant in satisfying its obligation to complete Tenant's Work under the Lease shall be limited to the following (check one):

☐ As identified below (check and describe all that apply);

- ☐ FLOOR: \_\_\_\_\_
- ☐ WALLS: \_\_\_\_\_
- ☐ CEILING: \_\_\_\_\_
- ☐ LIGHTING: \_\_\_\_\_
- ☐ WASHROOM(S): \_\_\_\_\_
- ☐ ELECTRICAL: \_\_\_\_\_
- ☐ HVAC: \_\_\_\_\_
- ☐ OTHER: \_\_\_\_\_

☒ As mutually agreed upon between Landlord and Tenant as follows:

- a. Within 30 days ((10) days if not filled in) after mutual acceptance of the Lease, Tenant shall prepare and submit for Landlord's review a preliminary sketch of the Tenant Improvements ("Preliminary Tenant Plan"). Landlord and Tenant shall cooperate in good faith to adopt a mutually acceptable Preliminary Plan. LANDLORD MUST RESPOND WITHIN SEVEN DAYS FOLLOWING RECEIPT OF THE PRELIMINARY SKETCH OR THE PLAN AND MODIFICATIONS WILL BE DEEMED APPROVED BY THE LANDLORD.
- b. Upon approval of the Preliminary Tenant Plan by Landlord, Tenant shall promptly prepare construction documents (i.e., those plans used for submittal to the appropriate governmental bodies for all necessary permits and approvals for the Tenant's Work, if any) for Landlord's review and approval. The construction documents, once approved, shall then constitute the "Tenant Improvements Plans."
- c. Upon approval by Landlord, Tenant shall submit the Tenant Improvements Plans to the appropriate governmental body for plan checking and issuance of necessary permits and approvals. Tenant, with Landlord's approval, shall cause to be made any changes in the Tenant



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Improvements Plans necessary to obtain such permits and approvals.

- d. Landlord makes no warranty or representation of any type or nature with respect to the adequacy or sufficiency of the Tenant Improvements Plans for any purpose. Landlord makes no warranty or representation of any type or nature with respect to the quality, suitability, or ability of contractor or the quality of the work or materials supplied or performed with respect to the Tenant Improvements by contractor, the subcontractors, Tenant's agents, or any other person or entity.

- B. General Requirements. Tenant shall submit to Landlord, prior to the commencement of the construction of Tenant's Work, the following information for Landlord's review and approval (check all that apply):

XX The names, contact names, addresses, and license numbers of all general contractors and subcontractors Tenant intends to use in the construction of Tenant's Work.

XX A reasonably detailed schedule for Tenant's performance of Tenant's Work (including, without limitation, the date on which Tenant's Work will commence, the estimated date of completion of Tenant's Work, and the date on which Tenant expects to open for business in the Premises).

XX Evidence of insurance as required in the Lease and any other insurance usual and customary for performance of Tenant's Work and requested by Landlord.

XX Copies of all required governmental permits.

- C. Contractor Qualifications. All contractors and subcontractors to perform Tenant's Work shall be licensed and bonded contractors, capable of performing quality workmanship. Upon notice from Landlord, Tenant shall stop using (or cause contractor or any subcontractor to stop using) any person or entity disturbing labor harmony with any work force or trade engaged in performing Tenant's Work or other work, labor, or services in or about the Building. All work shall be coordinated with any on-going construction work on the Building. Landlord shall have the right to disapprove, in Landlord's reasonable discretion, any contractor or subcontractor which Tenant desires to engage for Tenant's Work.

**3. Improvement Allowance**

4. ☒ **Removal of Improvements/Surrender**. Tenant's Work shall (check one):



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- ☒ become the property of Landlord, at the option of the Landlord, or shall be removed by Tenant at Tenant's sole cost and expense if Landlord so elects.  
☐ be removed by Tenant at its sole cost and expense

upon the expiration or earlier termination of the Lease Term: \_\_\_\_\_.

### RENT RIDER

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 New text inserted by licensee indicated by small capital letters.

This Rent Rider ("Rider") is a part of and incorporated by this reference into that certain Lease Agreement dated September 29, 2025 ("Lease") between Terry A. Brown, a(n) single individual ("Landlord") and Central Pierce Fire & Rescue, a(n) \_\_\_\_\_ ("Tenant"), as the same may be amended, concerning the commercial space commonly known as 17202 110th Ave E Bldg A, Puyallup, WA 98374. (to include Building "B" and all the land area of the Premises as scheduled for possession in Addendum #1) ("Premises"), which Premises are part of the real property located at 17202 110th Ave E, Bldg A (TO INCLUDE BUILDING "B" AND ALL THE LAND AREA OF THE PREMISES AS SCHEDULED FOR POSSESSION IN ADDENDUM #1), \_\_\_\_\_, Puyallup, WA 98374 and commonly known as 17202 110th Ave E Bldg A, Puyallup, WA 98374. (to include Building "B" and all the land area of the Premises as scheduled for possession in Addendum #1) ("Property").

- ☒ 1. **BASE MONTHLY RENT SCHEDULE.** Tenant shall pay to Landlord base monthly rent for Building A during the initial Lease Term according to the following schedule:

Lease Year (Stated in Years or Months)	Base Monthly Rent Amount
<u>1</u>	<u>\$ 5,000.00 + NNN</u>
<u>2</u>	<u>\$ 5,000.00 + NNN</u>
<u>3</u>	<u>\$ 5,200.00 + NNN</u>
<u>4</u>	<u>\$ 5,408.00 + NNN</u>
<u>5</u>	<u>\$ 5,624.00 + NNN</u>
<u>      </u>	<u>\$ _____</u>

BUILDING "B" - UPON THE TENANT OCCUPYING BUILDING "B" AS FURTHER SCHEDULED IN ADDENDUM #1, THE BASE MONTHLY RENT FOR BUILDING "B" WILL MATCH THE THEN CURRENT BASE MONTHLY RENT FOR BUILDING A. TENANT WILL THEN PAY 100% OF THE TRIPLE NET CHARGES FOR THE ENTIRE PREMISES.

INITIALS: LANDLORD SAB DATE 9-11-25 TENANT \_\_\_\_\_ DATE \_\_\_\_\_  
 LANDLORD \_\_\_\_\_ DATE \_\_\_\_\_ TENANT \_\_\_\_\_ DATE \_\_\_\_\_

### RENT RIDER

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- ☐ **2. CONSUMER PRICE INDEX ADJUSTMENT ON BASE MONTHLY RENT.** The base monthly rent shall be increased on the first day of the second year of the Term, which shall occur on the first day of the calendar month after the calendar month in which the Commencement Date occurs and on the first day of each year of the Term thereafter (each, an "Adjustment Date") (but not during any extended or renewal term(s) unless specifically set forth elsewhere in the Lease or set forth in this Rent Rider below). The increase shall be determined in accordance with the increase in the United States Department of Labor, Bureau of Labor Statistics, Revised Consumer Price Index for All Urban Consumers (CPI-U): U.S. Cities Average, all items index (Reference Base 1982-84 equal 100)(the "Index"). The base monthly rent payable immediately prior to the applicable Adjustment Date shall be increased by the percentage that the Index published for the date nearest preceding the applicable Adjustment Date has increased over the Index published for the date nearest preceding the first day of the Lease Year from which the adjustment is being measured. Upon the calculation of each increase, Landlord shall notify Tenant of the new base monthly rent payable hereunder. Within twenty (20) days of the date of Landlord's notice, Tenant shall pay to Landlord the amount of any deficiency in base rent paid by Tenant for the period following the subject Adjustment Date, and shall thereafter pay the increased base rent until receiving the next notice of increase from Landlord. If the components of the Index are materially changed after the Commencement Date, or if the Index is discontinued during the Lease term, Landlord shall notify Tenant of a substitute published index which, in Landlord's reasonable discretion, approximates the Index, and shall use the substitute index to make subsequent adjustments in base monthly rent. In no event shall base monthly rent be decreased pursuant to this paragraph.

- ☐ **3. EXTENDED TERM BASE MONTHLY RENT SCHEDULE.** Tenant shall pay to Landlord base monthly rent during the Extended Term of the Lease commencing upon (check one): ☐ the date that is \_\_\_\_\_ months following the Commencement Date of the initial Term, or ☐ \_\_\_\_\_, 20 \_\_, as follows (choose one):

☐ As set forth in the Option to Extend Rider attached to the Lease

☐ **BASE MONTHLY RENT SCHEDULE.** Tenant shall pay to Landlord base monthly rent during the Extended Term of the Lease according to the following schedule:

Lease Year (Stated in Years or Months)	Base Monthly Rent Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

INITIALS: LANDLORD JAB DATE 9-11-25 TENANT \_\_\_\_\_ DATE \_\_\_\_\_  
 LANDLORD \_\_\_\_\_ DATE \_\_\_\_\_ TENANT \_\_\_\_\_ DATE \_\_\_\_\_



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### RENT RIDER

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☐ **CONSUMER PRICE INDEX ADJUSTMENT ON EXTENDED TERM BASE MONTHLY RENT.** The base monthly rent shall be increased on the first day of the first year of the Extended Term of the Lease and on the first day of each year of the Extended Term of the Lease thereafter (each, an "Adjustment Date"). The increase shall be determined in accordance with the increase in the United States Department of Labor, Bureau of Labor Statistics, Consumer Price Index for All Urban Consumers (CPI-U): U.S. Cities Average, all items index (Reference Base 1982-84 equal 100) (the "Index"). The base monthly rent payable immediately prior to the applicable Adjustment Date shall be increased by the percentage that the Index published for the date nearest preceding the applicable Adjustment Date has increased over the Index published for the date nearest preceding the first day of the Lease Year from which the adjustment is being measured. Upon the calculation of each increase, Landlord shall notify Tenant of the new base monthly rent payable hereunder. Within twenty (20) days of the date of Landlord's notice, Tenant shall pay to Landlord the amount of any deficiency in base rent paid by Tenant for the period following the subject Adjustment Date, and shall thereafter pay the increased base rent until receiving the next notice of increase from Landlord. If the components of the Index are materially changed after the Commencement Date of the Extended Term, or if the Index is discontinued during the Extended Term, Landlord shall notify Tenant of a substitute published index which, in Landlord's reasonable discretion, approximates the Index, and shall use the substitute index to make subsequent adjustments in base monthly rent. In no event shall base monthly rent for the Extended Term be decreased pursuant to this paragraph.

INITIALS: LANDLORD JAB DATE 9-11-25 TENANT \_\_\_\_\_ DATE \_\_\_\_\_  
 LANDLORD \_\_\_\_\_ DATE \_\_\_\_\_ TENANT \_\_\_\_\_ DATE \_\_\_\_\_



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### ADDENDUM #1 TO CBA LEASES

The following terms are made part of and incorporated by this reference into the Lease Agreement ("Agreement") dated September 29, 2025 between Terry A. Brown, a(n) single individual ("Landlord") and Central Pierce Fire & Rescue, a(n) \_\_\_\_\_ ("Tenant") concerning the leased commercial premises commonly known as 17202 110th Ave E Bldg A, Puyallup, WA 98374, (to include Building "B" and all the land area of the Premises as scheduled for possession in Addendum #1) ("Premises"), which Premises are part of the real property located at 17202 110th Ave E, Bldg A (TO INCLUDE BUILDING "B" AND ALL THE LAND AREA OF THE PREMISES AS SCHEDULED FOR POSSESSION IN ADDENDUM #1) \_\_\_\_\_, Puyallup, WA 98374 and commonly known as 17202 110th Ave E Bldg A, Puyallup, WA 98374, (to include Building "B" and all the land area of the Premises as scheduled for possession in Addendum #1) ("Property").

LANDLORD AND TENANT AGREE AS FOLLOWS: Tenant shall have the ability to expand into the yard area no later than November 16th, 2025. Yard area shall be at no additional cost to Tenant. The Landlord shall deliver the Yard Area free from any environmental hazardous, equipment, inventory and personal property.

Tenant shall expand into Building B upon Landlord vacation of building B, which shall be no later than October 1, 2026.. Landlord will make no modifications to Building "B" without the prior approval of the Tenant. The Landlord shall deliver Building "B" in a professional broom clean condition, cleared of all equipment, inventory, supplies and personal property.

Rental rate for building B shall be at then current PSF base rental rate for building A. Tenant shall be responsible for 100% of triple net costs as outlined in section 1.i.

Tenant will have the right, at anytime during their tenancy, to conduct a full feasibility study of the property, which may include but not be limited to, Building & Mechanical Systems Inspections, Geo-technical Engineering Study, Phase 1 & 2 Environmental Study, Survey of the Site, etc.. All studies, tests, reports etc. will be at the Tenant's sole cost. Copies of the studies, tests and reports will be provided to Landlord at no cost to Landlord.

All other terms and conditions of the Agreement remain unchanged and in full force and effect.

INITIALS: JA B  
Landlord/Lessor: \_\_\_\_\_ Date 9-11-25 Tenant/Lessee: \_\_\_\_\_ Date \_\_\_\_\_

Landlord/Lessor: \_\_\_\_\_ Date \_\_\_\_\_ Tenant/Lessee: \_\_\_\_\_ Date \_\_\_\_\_

### OPTION TO BUY REAL ESTATE

This Option To Buy Real Estate ("Option") is entered into this 29<sup>th</sup> day of September 2025, between Central Pierce Fire & Rescue ("Buyer") and Terry A. Brown ("Seller") concerning real property located at 17202 110th Ave E, Bldg A (TO INCLUDE BUILDING "B" AND ALL THE LAND AREA OF THE PREMISES AS SCHEDULED FOR POSSESSION IN ADDENDUM #1), Puyallup, WA 98374 (the "Property").

1. **TYPE OF OPTION.** This Option ☒ is; ☐ is not part of a lease between Buyer, as Tenant, and Seller, as Landlord dated September 2025 (the "Lease," if applicable). This Option is part of a lease between Buyer and Seller. The the Property is legally described in the Lease, Any uncured default by Buyer under the Lease shall also constitute a default by Buyer under this Option, nullifying Buyer's Option rights hereunder.
2. **OPTION PAYMENT AND EXPIRATION.** In consideration of ☒ the terms of and rent paid under the Lease, and/or ☐ \$ \_\_\_\_\_ paid by Buyer to Seller; Seller grants to Buyer, and Buyer's successors and assigns, the EXCLUSIVE right to close the purchase of the Property on or before NO EARLIER THAN January 1, 2027, and no later than October 1, 2030, (The "Expiration Date"). ~~(the "Expiration Date"), without grace or extension of said date. Notwithstanding the above, if Buyer or Seller are individuals the Expiration Date shall be deemed to occur prior to the expiration of Buyer or Seller's life (whichever occurs later) plus twenty-one years.~~
3. **NOTICE - EXERCISE OF OPTION.** ~~THE SELLER BINDS HIMSELF TO EXECUTION OF THE ATTACHED PURCHASE AND SALE AGREEMENT UPON BUYER'S EXERCISE OF THIS EXCLUSIVE OPTION, AND SELLER UNDERSTANDS THAT BECAUSE THIS OPTION IS EXCLUSIVE, SELLER IS NOT TO ENGAGE OTHER BUYERS PRIOR TO 90 DAYS BEFORE THE EXPIRATION DATE..~~ Buyer shall give written notice to Seller that Buyer intends to exercise this Option at least Ninety (90) days before the Expiration Date. Buyer shall deliver notice by personal delivery or by certified mail OR BY ELECTRONIC DELIVERY to Seller at the following address: \_\_\_\_\_.
4. **PURCHASE AND SALE AGREEMENT.** Buyer and Seller have completed and attached a purchase and sale agreement (the "Purchase Agreement") to this Option as Exhibit B. If Buyer exercises this Option, Buyer and Seller shall proceed with the transaction according to the terms and conditions set forth in the Purchase Agreement and, unless otherwise stated in the Purchase Agreement, all time periods stated therein shall run from the date Buyer gives Seller notice that Buyer will exercise this Option (e.g., time periods for financing, inspections, and title review). In the event of a conflict between terms of this Option and the Lease or the Purchase Agreement, the terms of this Option shall control.
5. **PURCHASE PRICE.** The purchase price of the Property is as outlined in the Purchase and Sale Agreement Dollars (\$ \_\_\_\_\_), which shall be ☐ payable in cash at closing or ☐ payable as follows: \_\_\_\_\_.  
  
The following shall be applied to the: ☐ Down Payment ☒ Purchase Price:  
  
☒ All Base Rent paid under the Lease  
  
☐ The amount filled in at Paragraph 2, above;  
  
☐ Other: \_\_\_\_\_
6. **CLOSING.** Closing shall take place as set forth in the Purchase Agreement but in no event later than the Expiration Date set forth in this Option at the offices of \_\_\_\_\_ (the "Closing Agent"). No later than \_\_\_\_\_ days (10 days if not filled in) before the Closing date, Buyer shall deposit in escrow with the Closing Agent all money and documents necessary to close. Within \_\_\_\_\_ days (5 days if not filled in), Seller shall deposit in escrow with the Closing Agent all money and documents necessary to close.

INITIALS: Seller JAB Date 9-11-25 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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 Rev. 1/2024  
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**OPTION TO BUY REAL ESTATE  
 (CONTINUED)**

7. **TIME IS OF THE ESSENCE.** Time is of the essence of this Option. In the event that: (a) Buyer fails to give notice of exercise of this Option within the time provided herein; (b) this sale fails to close prior to the Expiration Date (through no fault of Seller); (c) Buyer fails to deposit all necessary documents and money into escrow on or before the time required in paragraph 6, above; or (d) Buyer defaults under the Lease (if this Option is part of a lease), then this Option shall terminate, and any option payment provided in paragraph 2, above, shall be retained by Seller.
8. **COMPENSATION.** In the event that this Option is exercised and the sale closes, brokerage compensation, if any, shall be paid by Buyer as set forth in the Purchase Agreement.
9. **AGENCY DISCLOSURE.** Buyer Brokerage Firm, Buyer Brokerage Firm's Designated Broker, Buyer Brokerage Firm's Branch Manager (if any) and any of Buyer Brokerage's Firm's Managing Brokers who supervise Buyer Broker represent the same party that Buyer Broker represents. Buyer acknowledges receipt of the pamphlet entitled "Real Estate Brokerage in Washington."
10. **TITLE INSURANCE.** Within \_\_\_\_\_ days (10 days if not filled in) following mutual acceptance of this Option, Seller shall obtain from \_\_\_\_\_, at Seller's expense, and deliver to Buyer a preliminary commitment for a standard form owner's policy of title insurance for the Property. Buyer shall notify Seller in writing of any objectionable matters in the title report or any supplemental report no later than 20 days after Buyer receipt. If Seller cannot, at Seller's sole expense, make title satisfactory to Buyer in Buyer's sole discretion within \_\_\_\_\_ days (5 days if not filled in) following Buyer's receipt of a copy of said preliminary commitment, any option payment shall, unless Buyer elects in writing to waive such defects or encumbrances, be immediately refunded to Buyer. Notwithstanding the foregoing, Seller shall have until Closing to satisfy monetary encumbrances.

At closing of this transaction, Seller shall, at Seller's expense, obtain a policy of title insurance as required by the Purchase Agreement.

11. **OTHER AGREEMENTS.** ☐ None ☒ As follows: LEASE AND PURCHASE AND SALES AGREEMENT

INITIALS: Seller JAB Date 9-11-25 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
 Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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### OPTION TO BUY REAL ESTATE (CONTINUED)

Buyer Central Pierce Fire & 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 Terry A. Brown  
Printed name and type of entity

Seller \_\_\_\_\_  
Printed name and type of entity

Seller *Terry A. Brown* OWNER  
Signature and title

Seller \_\_\_\_\_  
Signature and title

Date signed 9-11-25

Date signed \_\_\_\_\_

Listing Firm \_\_\_\_\_

Buyer Brokerage Firm \_\_\_\_\_

Date Signed \_\_\_\_\_

Date Signed \_\_\_\_\_

Listing Broker \_\_\_\_\_

Buyer Broker \_\_\_\_\_

Date Signed \_\_\_\_\_

Date Signed \_\_\_\_\_

INITIALS: Seller *LAB* Date 9-11-25 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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**OPTION TO BUY REAL ESTATE  
(CONTINUED)**

STATE OF WASHINGTON )

) ss.

COUNTY OF Pierce )

I hereby certify that I know or have satisfactory evidence that Terry A. Brown  
appeared before me and signed this instrument and acknowledged it as the Seller  
of property to be his

free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: Sept 11, 2025



[Signature]  
Notary Public in and for the State of Washington,  
residing at Puyallup  
My appointment expires 12-9-28

STATE OF WASHINGTON )

) ss.

COUNTY OF \_\_\_\_\_ )

I hereby certify that I know or have satisfactory evidence that \_\_\_\_\_  
appeared before me and signed this instrument and acknowledged it as the \_\_\_\_\_  
of \_\_\_\_\_ to be \_\_\_\_\_

free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Notary Public in and for the State of Washington,  
residing at \_\_\_\_\_  
My appointment expires \_\_\_\_\_

INITIALS: Seller [Signature] Date 9-11-25 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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### OPTION TO BUY REAL ESTATE (CONTINUED)

STATE OF WASHINGTON )

) ss.

COUNTY OF \_\_\_\_\_ )

I hereby certify that I know or have satisfactory evidence that \_\_\_\_\_  
appeared before me and signed this instrument and acknowledged it as the \_\_\_\_\_  
of \_\_\_\_\_ to be \_\_\_\_\_  
free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Washington,

residing at \_\_\_\_\_

My appointment expires \_\_\_\_\_

STATE OF WASHINGTON )

) ss.

COUNTY OF \_\_\_\_\_ )

I hereby certify that I know or have satisfactory evidence that \_\_\_\_\_  
appeared before me and signed this instrument and acknowledged it as the \_\_\_\_\_  
of \_\_\_\_\_ to be \_\_\_\_\_  
free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Washington,

residing at \_\_\_\_\_

My appointment expires \_\_\_\_\_

INITIALS: Seller SAB Date 9-11-25 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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**OPTION TO BUY REAL ESTATE  
(CONTINUED)**

INITIALS: Seller JAB Date 9-11-25 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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**OPTION TO BUY REAL ESTATE  
(CONTINUED)**

**EXHIBIT A**  
(Legal Description, if applicable)

**Legal Description**

PARCEL A, CLOVER PARK AVIATION TRADES FACILITY BINDING SITE PLAN, ACCORDING TO THE MAP THEREOF RECORDED DECEMBER 5, 1995, UNDER PIERCE COUNTY RECORDING NUMBER 9512050224.

TOGETHER WITH AN EASEMENT FOR INGRESS, EGRESS, ACCESS AND UTILITIES OVER, UNDER, ACROSS AND THROUGH THAT PORTION OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 19 NORTH, RANGE 4 EAST OF THE WILLAMETTE MERIDIAN, IN PIERCE COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOW:

COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 27; THENCE ALONG THE EAST LINE THEREOF SOUTH 01°01'38" EAST 15.00 FEET; THENCE SOUTH 88°37'04" WEST 30.00 FEET TO THE WESTERLY MARGIN OF 110TH AVENUE E. (ALSO KNOWN AS PUYALLUP-GRAHAM COUNTY ROAD NO 2) AND THE TRUE POINT OF BEGINNING; THENCE ALONG SAID WESTERLY MARGIN SOUTH 01°01'38" EAST 50.12 FEET TO A POINT OF CUSP WITH A CURVE CONCAVE TO THE SOUTHWEST HAVING A RADIUS OF 20.00 FEET (A RADIAL LINE THROUGH AID POINT OF CUSP BEARS NORTH 88°58;22" EAST); THENCE NORTHERLY, NORTHWESTERLY AND WESTERLY 31.54 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90°21'28"; THENCE SOUTH 88°37'04" WEST 120.01 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 220.00 FEET; THENCE WESTERLY AND SOUTHWESTERLY 119.60 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 31°08;57"; THENCE SOUTH 57°28'07" WEST 106.40 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 20.00 FEET; THENCE SOUTHWESTERLY AND SOUTHERLY 16.82 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 48°11'23" TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 55.00 FEET (A RADIAL LINE THROUGH SAID BEGINNING BEARS NORTH 80°43'16" WEST); THENCE WESTERLY, NORTHERLY AND EASTERLY 265.31 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 276°22'46" TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE NORTH HAVING A RADIUS OF 20.00 FEET (A RADIAL LINE THROUGH SAID BEGINNING BEARS NORTH 15°39'30" EAST); THENCE EASTERLY AND NORTHEASTERLY 16.82 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 48°11'23"; THENCE NORTH 57°28'07" EAST 106.40 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 280.00 FEET; THENCE NORTHEASTERLY AND EASTERLY 152.22 FEET ALONG AID CURVE THROUGH A CENTRAL ANGLE OF 31°08'57"; THENCE NORTH 88°37'04" EAST 120.63 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE NORTHWEST HAVING A RADIUS OF 20.00 FEET; THENCE EASTERLY, NORTHEASTERLY AND NORTHERLY 31.29 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 89°38'42" TO A POINT OF CUSP WITH SAID WESTERLY MARGIN OF 110TH AVENUE S.E. (ALSO KNOWN AS PUYALLUP GRAHAM COUNTY ROAD NO. 2); THENCE ALONG SAID WESTERLY MARGIN SOUTH 01°01'38" EAST 49.88 FEET TO THE TRUE POINT OF BEGINNING,

EXCEPT THAT PORTION OF SAID EASEMENT LYING WITHIN SAID PARCEL A ABOVE.

SITUATE IN THE COUNTY OF PIERCE, STATE OF WASHINGTON.

Pierce County Tax Parcel No. Tax Parcel No: 6021750010



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**OPTION TO BUY REAL ESTATE  
(CONTINUED)**

INITIALS: Seller AMB Date 9-11-25 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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**OPTION TO BUY REAL ESTATE**  
(CONTINUED)

**EXHIBIT B**  
(Purchase and Sale Agreement)

SEE ATTACHED

INITIALS: Seller SAB Date 9-11-25 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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## COMMERCIAL & INVESTMENT REAL ESTATE PURCHASE & SALE AGREEMENT

### SPECIFIC TERMS

Reference Date: \_\_\_\_\_

Offer Expiration Date: \_\_\_\_\_ 5:00pm (the third day after Reference Date, if not completed)

1. **PROPERTY:** The Property is legally described on Exhibit A. Address: 17202 110th Ave E, Bldg A AND BLDG B  
City of Puyallup, Pierce County, Washington. Tax Parcel No(s): 6021750010  
**Included Personal Property:** ☒ None; ☐ If on and used in connection with the Property, per Section 26 (None, if not completed).
2. **BUYER(S):** Central Pierce Fire & Rescue  
a(n) \_\_\_\_\_
3. **SELLER(S):** Terry A. Brown  
a(n) \_\_\_\_\_
4. **PURCHASE PRICE:** ACCORDING TO PRICING SCHEDULE IN ADDENDUM 1.. \$ \_\_\_\_\_ Dollars  
Payable as: ☐ Cash; ☐ Financing (attach CBA Form PS\_FIN); ☐ Other: \_\_\_\_\_
5. **EARNEST MONEY:** NO EARNEST MONEY SHALL BE REQUIRED. HOWEVER, BUYER SHALL RECEIVE A CREDIT FOR ALL BASE RENT PAID TO SELLER AS CALLED FOR IN THE  
☐ LEASE AGREEMENT, PRIOR TO CLOSING. In no event shall Base Rent be refundable to Buyer.
6. **FEASIBILITY CONTINGENCY DATE:** None (30 days after Mutual Acceptance if not completed.)
7. **CLOSING DATE:** ☐ \_\_\_\_\_; ☒ Ninety (90) days after Buyer providing notice to Seller of intent To exercise Option to Purchase Closing shall occur on or before September 30, 2030.
8. **CLOSING AGENT:** Stewart Title and Escrow - Chelsey Parra & Jill Garner Puyallup Office
9. **TITLE INSURANCE COMPANY:** Stewart Title - Rob Haynie
10. **DEED:** ☒ Statutory Warranty Deed; or ☐ Bargain and Sale Deed.
11. **POSSESSION:** ☒ on closing; ☐ Other: \_\_\_\_\_ (on closing if not completed).

INITIALS: Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller JAB Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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

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:**  
Buyer represented by: ☒ Buyer Broker; ☐ Buyer/Listing Broker (limited dual agent); ☐ Unrepresented  
Seller represented by: ☐ Listing Broker; ☐ Buyer/Listing Broker (limited dual agent); ☒ Unrepresented
17. **BUYER BROKERAGE FIRM COMPENSATION:** See Section 47.
18. **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 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 checked="" 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 checked="" type="checkbox"/> Other: <u>Form 17 Seller's Disclosure, Lease, Option to Purchase</u> |
| <input checked="" type="checkbox"/> Addendum/Amendment, CBA Form PSA      | <input type="checkbox"/> Other: _____  |

INITIALS: Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller JAB Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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

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

**Buyer(s):**

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Buyer Brokerage Firm**

Name: \_\_\_\_\_

Assumed Name: \_\_\_\_\_

Buyer Broker: \_\_\_\_\_

Firm Address: \_\_\_\_\_

Firm Phone: \_\_\_\_\_

Broker Phone: \_\_\_\_\_

Firm Email: \_\_\_\_\_

Broker Email: \_\_\_\_\_

Fax: \_\_\_\_\_

CBA Office No.: \_\_\_\_\_

**Copy of Notices to Buyer to :**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Seller(s):**

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Listing Firm**

Name: \_\_\_\_\_

Assumed Name: \_\_\_\_\_

Listing Broker: \_\_\_\_\_

Firm Address: \_\_\_\_\_

Firm Phone: \_\_\_\_\_

Broker Phone: \_\_\_\_\_

Firm Email: \_\_\_\_\_

Broker Email: \_\_\_\_\_

Fax: \_\_\_\_\_

CBA Office No.: \_\_\_\_\_

**Copy of Notices to Seller to :**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

INITIALS:

Buyer

Date

Seller

Date

Buyer

Date

Seller

Date

*Sub*

*9-11-25*



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

### GENERAL TERMS

- 20. 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.
- 21. 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 Buyer Broker or the licensed office of the Buyer 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.
- 22. Earnest Money.** Buyer Broker and Buyer Brokerage Firm are authorized to transfer Earnest Money to Closing Agent as necessary. Buyer Brokerage Firm shall deposit any check to be held by Buyer Brokerage Firm within 3 days after receipt or Mutual Acceptance, whichever occurs later. If the Earnest Money is to be held by Buyer Brokerage Firm and is over \$10,000, it shall be deposited to: ☐ the Buyer Brokerage Firm's pooled trust account (with interest paid to the State Treasurer); or ☐ a separate interest bearing trust account in Buyer Brokerage 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.
- 23. Title Insurance.**
- a. **Title Report.** Seller authorizes Buyer, its Lender, Listing Broker, Buyer 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 *[Signature]* Date 9-11-25  
 Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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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.
- d. **Books, Records, Leases, Agreements.** Within \_\_\_\_\_ 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 property management agreements and any other agreements with professionals or consultants;; plans, specifications, permits, applications, drawings, surveys, and studies; maintenance records, any existing environmental reports; any existing surveys; any existing inspection reports; and "Vendor Contracts" which shall include

INITIALS: Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller JAB Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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**COMMERCIAL & INVESTMENT REAL ESTATE  
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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 (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 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 26.

- e. **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 24 after removal or satisfaction of the Feasibility Contingency only for the purpose of leasing or to satisfy conditions of financing.
- f. ☐ (check if applicable) Access Insurance. Notwithstanding anything in this Section 24 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.
- g. Buyer ~~waives, to the fullest extent permissible by law~~ DOES NOT WAIVE, 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 JAB Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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**COMMERCIAL & INVESTMENT REAL ESTATE  
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**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 26(b) and all intangible property transferred pursuant to Section 26(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 Buyer 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 25 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 Sub Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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**COMMERCIAL & INVESTMENT REAL ESTATE  
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**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, (or Seller's designee in the event Seller elects to perform a 1031 exchange) 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 24(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 prorated 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 JAB Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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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 JUB Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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**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 29 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 JAB Date 9-11-25  
 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 Sub Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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**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 19. 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 Buyer Broker and with a courtesy copy to any other party identified as a recipient of notices in Section 19. A notice to Buyer shall be deemed delivered only when received by Buyer and Buyer Broker, or the licensed office of Buyer Broker. Buyer 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 Buyer 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 19. 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 Buyer Broker and Buyer Brokerage Firm or both Listing Broker and Listing Firm at the e-mail addresses specified on page two of this Agreement; or (ii) Buyer 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 JAB Date 9-11-25  
 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 (but not Base Rent or NNN payments made by Buyer to Seller under the Lease for the Premises) 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.
- 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 JAB Date 9-11-25  
 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 exchange. In addition, notwithstanding Section 41 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.** Buyer Brokerage Firm, Buyer Brokerage Firm's Designated Broker, Buyer Brokerage Firm's Branch Manager (if any) and any of Buyer Brokerage's Firm's Managing Brokers who supervise Buyer Broker represent the same party that Buyer Broker represents. Buyer acknowledge receipt of the pamphlet entitled "Real Estate Brokerage in Washington."
- 46. Buyer Broker's Compensation Disclosure.**
- a. Compensation from ~~Seller~~BUYER. The compensation offered and paid to Buyer Brokerage Firm by Seller for providing buyer brokerage services to Buyer related to the Property is:
- ☒ Offered: 4 % of purchase price; Paid: 4 % of purchase price
- ☐ Offered: \$ \_\_\_\_\_; Paid: \$ \_\_\_\_\_
- ☐ Offered: Other: \_\_\_\_\_; Paid: Other: \_\_\_\_\_

INITIALS: Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller AMB Date 9-11-25  
 Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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(CONTINUED)**

**47. Seller's Acceptance and Brokerage Agreement.** Seller agrees to sell the Property on the terms and conditions herein. The compensation to Buyer Brokerage Firm shall be paid as set forth in this Agreement. Buyer consents Buyer Brokerage Firm receiving compensation from more than one party and to the sharing of compensation between firms. In any action by Buyer Brokerage Firm to enforce this Section, the prevailing party is entitled to reasonable attorneys' fees and expenses. The Property described in attached Exhibit A is commercial real estate. Notwithstanding Section 45 above, the pages containing this Section, the parties' signatures and an attachment describing the Property may be recorded.

**Buyer Broker Disclosure.** EXCEPT AS OTHERWISE DISCLOSED IN WRITING TO BUYER OR SELLER, THE BUYER 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 <u>JAB</u>	Date <u>9-11-25</u>
Buyer _____	Date _____	Seller _____	Date _____



**Kidder  
Mathews**

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

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

Buyer Central Pierce Fire & 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 Terry A Brown  
Printed name and type of entity

Seller \_\_\_\_\_  
Printed name and type of entity

Seller *Terry A. Brown owner*  
Signature and title

Seller \_\_\_\_\_  
Signature and title

Date signed 9-11-25 Date signed \_\_\_\_\_

INITIALS: Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller *TAB* Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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

**EXHIBIT A \***  
[Legal Description]

Section 27 Township 19 Range 04 Quarter 34 CLOVER PRK AVTION TRADES FAC BSP PARCEL "A" EASE OF RECORD OUT OF 04-19-27-3-018 SEG H-0537 JU 12/20/95JU  
**Legal Description**

PARCEL A, CLOVER PARK AVIATION TRADES FACILITY BINDING SITE PLAN, ACCORDING TO THE MAP THEREOF RECORDED DECEMBER 5, 1995, UNDER PIERCE COUNTY RECORDING NUMBER 9512050224.

TOGETHER WITH AN EASEMENT FOR INGRESS, EGRESS, ACCESS AND UTILITIES OVER, UNDER, ACROSS AND THROUGH THAT PORTION OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 19 NORTH, RANGE 4 EAST OF THE WILLAMETTE MERIDIAN, IN PIERCE COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOW:

COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 27; THENCE ALONG THE EAST LINE THEREOF SOUTH 01°01'38" EAST 15.00 FEET; THENCE SOUTH 88°37'04" WEST 30.00 FEET TO THE WESTERLY MARGIN OF 110TH AVENUE E. (ALSO KNOWN AS PUYALLUP-GRAHAM COUNTY ROAD NO 2) AND THE TRUE POINT OF BEGINNING; THENCE ALONG SAID WESTERLY MARGIN SOUTH 01°01'38" EAST 50.12 FEET TO A POINT OF CUSP WITH A CURVE CONCAVE TO THE SOUTHWEST HAVING A RADIUS OF 20.00 FEET (A RADIAL LINE THROUGH AID POINT OF CUSP BEARS NORTH 88°58'22" EAST); THENCE NORTHERLY, NORTHWESTERLY AND WESTERLY 31.54 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90°21'28"; THENCE SOUTH 88°37'04" WEST 120.01 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 220.00 FEET; THENCE WESTERLY AND SOUTHWESTERLY 119.60 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 31°08'57"; THENCE SOUTH 57°28'07" WEST 106.40 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 20.00 FEET; THENCE SOUTHWESTERLY AND SOUTHERLY 16.82 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 48°11'23" TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 55.00 FEET (A RADIAL LINE THROUGH SAID BEGINNING BEARS NORTH 80°43'16" WEST); THENCE WESTERLY, NORTHERLY AND EASTERLY 265.31 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 276°22'46" TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE NORTH HAVING A RADIUS OF 20.00 FEET (A RADIAL LINE THROUGH SAID BEGINNING BEARS NORTH 15°39'30" EAST); THENCE EASTERLY AND NORTHEASTERLY 16.82 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 48°11'23"; THENCE NORTH 57°28'07" EAST 106.40 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 280.00 FEET; THENCE NORTHEASTERLY AND EASTERLY 152.22 FEET ALONG AID CURVE THROUGH A CENTRAL ANGLE OF 31°08'57"; THENCE NORTH 88°37'04" EAST 120.63 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE NORTHWEST HAVING A RADIUS OF 20.00 FEET; THENCE EASTERLY, NORTHEASTERLY AND NORTHERLY 31.29 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 89°38'42" TO A POINT OF CUSP WITH SAID WESTERLY MARGIN OF 110TH AVENUE S.E. (ALSO KNOWN AS PUYALLUP-GRAHAM COUNTY ROAD NO. 2); THENCE ALONG SAID WESTERLY MARGIN SOUTH 01°01'38" EAST 49.88 FEET TO THE TRUE POINT OF BEGINNING,

EXCEPT THAT PORTION OF SAID EASEMENT LYING WITHIN SAID PARCEL A ABOVE.

SITUATE IN THE COUNTY OF PIERCE, STATE OF WASHINGTON.

Pierce County Tax Parcel No. Tax Parcel No: 6021750010



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**COMMERCIAL & INVESTMENT REAL ESTATE  
PURCHASE & SALE AGREEMENT**

INITIALS:

Buyer _____	Date _____	Seller <u>LAB</u>	Date <u>9-11-25</u>
Buyer _____	Date _____	Seller _____	Date _____



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Form: UA  
Utility Addendum  
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### UTILITY CHARGES ADDENDUM

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The following is part of the Purchase and Sale Agreement with Reference Date \_\_\_\_\_, 20\_\_ between Central Pierce Fire & Rescue ("Buyer") and Terry A. Brown ("Seller") regarding the sale of property located at 17202 110th Ave E, Bldg A AND BLDG B \_\_\_\_\_, Puyallup, WA 98374 (the "Property").

Pursuant to RCW 60.80, Buyer and Seller request the Closing Agent to administer the disbursement of closing funds necessary to satisfy unpaid utility charges affecting the Property. The names and addresses of all utilities providing service to the Property and having lien rights are as follows:

Water District:

Name FIRGROVE WATER  
e-mail or website (optional) \_\_\_\_\_  
Address 144<sup>th</sup> ST E.  
City, State, Zip PUYALLUP WA 98374

Sewer District:

Name PIERCE COUNTY SEWER  
e-mail or website (optional) \_\_\_\_\_  
Address P.O. BOX 11620  
City, State, Zip TACOMA WA 9841

Irrigation District:

Name N/A  
e-mail or website (optional) \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

Garbage:

Name MURRAY'S DISPOSAL  
e-mail or website (optional) \_\_\_\_\_  
Address 4822 70<sup>th</sup> AVE E  
City, State, Zip FIFE WA 98424

INITIALS: Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller JAB Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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Form: UA  
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### UTILITY CHARGES ADDENDUM (CONTINUED)

Electricity:

PUGET SOUND ENERGY  
Name  
  
P.O. BOX 91269  
e-mail or website (optional)  
Address  
BELLEVUE WA 98009  
City, State, Zip

Gas:

CHS NORTHWEST  
Name  
  
402 MAIN ST  
e-mail or website (optional)  
Address  
LYNDEN WA 98264  
City, State, Zip

Special District(s):  
(local improvement districts  
or utility local improvement)

\_\_\_\_\_  
Name  
\_\_\_\_\_  
e-mail or website (optional)  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City, State, Zip

IF THE ABOVE INFORMATION HAS NOT BEEN FILLED IN AT THE TIME OF MUTUAL ACCEPTANCE OF THIS AGREEMENT, THEN (1) WITHIN \_\_\_\_\_ DAYS (5 DAYS IF NOT FILLED IN) OF MUTUAL ACCEPTANCE OF THIS AGREEMENT, SELLER SHALL PROVIDE THE LISTING BROKER, SELLING BROKER, OR CLOSING AGENT WITH THE NAMES AND ADDRESSES OF ALL UTILITY PROVIDERS HAVING LIEN RIGHTS AFFECTING THE PROPERTY AND (2) BUYER AND SELLER AUTHORIZE LISTING BROKER, SELLING BROKER OR CLOSING AGENT TO INSERT INTO THIS ADDENDUM THE NAMES AND ADDRESSES OF THE UTILITY PROVIDERS IDENTIFIED BY SELLER. SELLER ACKNOWLEDGES THAT THIS ADDENDUM DOES NOT RELIEVE SELLER OF ITS OBLIGATION TO PAY UTILITY CHARGES, BILLED OR UNBILLED OR EVIDENCED BY A RECORDED LIEN OR NOT. THE PARTIES UNDERSTAND THAT NEITHER LISTING BROKER NOR SELLING BROKER IS RESPONSIBLE FOR PAYING UTILITY CHARGES OR FOR INSURING THAT THEY ARE PAID BY ANY OTHER PERSON.

INITIALS: Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller JAB Date 9-11-25  
Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_



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

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The following is part of the Purchase and Sale Agreement with Reference Date \_\_\_\_\_, 20 \_\_ (the "Agreement") between Central Pierce Fire & Rescue ("Buyer") and Terry A. Brown ("Seller") regarding the sale of the property located at 17202 110th Ave E, Bldg A AND BLDG B, Puyallup, WA 98374 (the "Property").

IT IS AGREED BETWEEN THE BUYER AND SELLER AS FOLLOWS:

Pricing Schedule: The Purchase Price outlined in Section 4 shall be as follows:

<u>Year of Lease Term Between Buyer and Seller (</u>	<u>Price</u>
<u>1</u>	N/A
<u>2</u>	\$2,600,000.00
<u>3</u>	\$2,700,000.00
<u>4</u>	\$2,800,000.00
<u>5</u>	\$2,900,000.00

Closing must occur during the year of the Lease Term for the applicable price for that year to apply, regardless of the date Buyer notifies Seller of Buyer's intent to exercise its Option.

ALL OTHER TERMS AND CONDITIONS of the Agreement remain unchanged.

INITIALS: Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller JAB Date 9-11-25



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Buyer \_\_\_\_\_ Date \_\_\_\_\_ Seller JAB Date 9-11-25



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## SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

SELLER: Terry A. Brown

To be used in transfers of improved residential real property, including residential dwellings up to four units, new construction, dwellings in a residential common interest community not subject to a public offering statement, condominiums not subject to a public offering statement, certain timeshares, and manufactured and mobile homes. See RCW Chapter 64.06 for further information.

### INSTRUCTIONS TO THE SELLER

Please complete the following form. Do not leave any spaces blank. If the question clearly does not apply to the property check "NA." If the answer is "yes" to any asterisked (\*) item(s), please explain on attached sheets. Please refer to the line number(s) of the question(s) when you provide your explanation(s). For your protection you must date and initial each page of this disclosure statement and each attachment. Delivery of the disclosure statement must occur not later than five (5) business days, unless otherwise agreed, after mutual acceptance of a written purchase and sale agreement between Buyer and Seller.

### NOTICE TO THE BUYER

THE FOLLOWING DISCLOSURES ARE MADE BY THE SELLER ABOUT THE CONDITION OF THE PROPERTY LOCATED AT 17202 110th Ave E, Bldg A, CITY Puyallup, COUNTY Pierce ("THE PROPERTY") OR AS LEGALLY DESCRIBED ON THE ATTACHED EXHIBIT A.

SELLER MAKES THE FOLLOWING DISCLOSURES OF EXISTING MATERIAL FACTS OR MATERIAL DEFECTS TO BUYER BASED ON SELLER'S ACTUAL KNOWLEDGE OF THE PROPERTY AT THE TIME SELLER COMPLETES THIS DISCLOSURE STATEMENT. UNLESS YOU AND SELLER OTHERWISE AGREE IN WRITING, YOU HAVE THREE (3) BUSINESS DAYS FROM THE DAY SELLER OR SELLER'S AGENT DELIVERS THIS DISCLOSURE STATEMENT TO YOU TO RESCIND THE AGREEMENT BY DELIVERING A SEPARATELY SIGNED WRITTEN STATEMENT OF RESCISSION TO SELLER OR SELLER'S AGENT. IF THE SELLER DOES NOT GIVE YOU A COMPLETED DISCLOSURE STATEMENT, THEN YOU MAY WAIVE THE RIGHT TO RESCIND PRIOR TO OR AFTER THE TIME YOU ENTER INTO A PURCHASE AND SALE AGREEMENT.

THE FOLLOWING ARE DISCLOSURES MADE BY SELLER AND ARE NOT THE REPRESENTATIONS OF ANY REAL ESTATE LICENSEE OR OTHER PARTY. THIS INFORMATION IS FOR DISCLOSURE ONLY AND IS NOT INTENDED TO BE A PART OF ANY WRITTEN AGREEMENT BETWEEN BUYER AND SELLER.

FOR A MORE COMPREHENSIVE EXAMINATION OF THE SPECIFIC CONDITION OF THIS PROPERTY YOU ARE ADVISED TO OBTAIN AND PAY FOR THE SERVICES OF QUALIFIED EXPERTS TO INSPECT THE PROPERTY, WHICH MAY INCLUDE, WITHOUT LIMITATION, ARCHITECTS, ENGINEERS, LAND SURVEYORS, PLUMBERS, ELECTRICIANS, ROOFERS, BUILDING INSPECTORS, ON-SITE WASTEWATER TREATMENT INSPECTORS, OR STRUCTURAL PEST INSPECTORS. THE PROSPECTIVE BUYER AND SELLER MAY WISH TO OBTAIN PROFESSIONAL ADVICE OR INSPECTIONS OF THE PROPERTY OR TO PROVIDE APPROPRIATE PROVISIONS IN A CONTRACT BETWEEN THEM WITH RESPECT TO ANY ADVICE, INSPECTION, DEFECTS OR WARRANTIES.

Seller ☐ is / ☐ is not occupying the Property.

### I. SELLER'S DISCLOSURES:

\* If you answer "Yes" to a question with an asterisk (\*), please explain your answer and attach documents, if available and not otherwise publicly recorded. If necessary, use an attached sheet.

SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_ SELLER'S INITIALS: JAB DATE: 9-11-25



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 Rev. 8/2021  
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## SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

### 1. TITLE

	YES	NO	DON'T KNOW	N/A
A. Do you have legal authority to sell the property? If no, please explain. ....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*B. Is title to the property subject to any of the following?				
(1) First right of refusal.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Option.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Lease or rental agreement.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Life estate?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*C. Are there any encroachments, boundary agreements, or boundary disputes?...	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*D. Is there a private road or easement agreement for access to the property?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*E. Are there any rights-of-way, easements, or access limitations that may affect the Buyer's use of the property?.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*F. Are there any written agreements for joint maintenance of an easement or right-of-way?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*G. Is there any study, survey project, or notice that would adversely affect the property?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*H. Are there any pending or existing assessments against the property?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*I. Are there any zoning violations, nonconforming uses, or any unusual restrictions on the property that would affect future construction or remodeling?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*J. Is there a boundary survey for the property?.....	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*K. Are there any covenants, conditions, or restrictions recorded against the property?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**NOTICE TO BUYER:** Covenants or deed restrictions based on race, creed, sexual orientation, or other protected class were voided by RCW 49.60.224 and are unenforceable. Washington law allows for the illegal language to be struck by bringing an action in superior court or by the free recording of a restrictive covenant modification document. Many county auditor websites provide a short form with instructions on this process.

### 2. WATER

#### A. Household Water

(1) The source of water for the property is: ☐ Private or publicly owned water system ☐ Private well serving only the subject property \* ☐ Other water system

\*If shared, are there any written agreements?..... ☐ ☐ ☐ ☒

\*(2) Is there an easement (recorded or unrecorded) for access to and/or maintenance of the water source?..... ☒ ☐ ☐ ☐

\*(3) Are there any problems or repairs needed?..... ☐ ☒ ☐ ☐

SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_ SELLER'S INITIALS: JAB DATE: 9-11-25



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### SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

	YES	NO	DON'T KNOW	N/A
(4) During your ownership, has the source provided an adequate year-round supply of potable water?..... If no, please explain: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
* (5) Are there any water treatment systems for the property?..... If yes, are they: <input type="checkbox"/> Leased <input type="checkbox"/> Owned	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
* (6) Are there any water rights for the property associated with its domestic water supply, such as a water right permit, certificate, or claim?..... (a) If yes, has the water right permit, certificate, or claim been assigned, transferred, or changed?..... * (b) If yes, has all or any portion of the water right not been used for five or more successive years?.....	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
* (7) Are there any defects in the operation of the water system (e.g. pipes, tank, pump, etc.)?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B. Irrigation Water</b>				
(1) Are there any irrigation water rights for the property, such as a water right permit, certificate, or claim?..... * (a) If yes, has all or any portion of the water right not been used for five or more successive years?..... * (b) If so, is the certificate available? (If yes, please attach a copy.)..... * (c) If so, has the water right permit, certificate, or claim been assigned, transferred, or changed?.....	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
* (2) Does the property receive irrigation water from a ditch company, irrigation district, or other entity?..... If so, please identify the entity that supplies water to the property: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>C. Outdoor Sprinkler System</b>				
(1) Is there an outdoor sprinkler system for the property?..... * (2) If yes, are there any defects in the system?..... * (3) If yes, is the sprinkler system connected to irrigation water?.....	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

### 3. SEWER/ON-SITE SEWAGE SYSTEM

A. The property is served by:  
☒ Public sewer system  
☐ On-site sewage system (including pipes, tanks, drainfields, and all other component parts)  
☐ Other disposal system  
 Please describe: \_\_\_\_\_

B. If public sewer system service is available to the property, is the house connected to the sewer main?.....  
 If no, please explain: \_\_\_\_\_

☐    ☐    ☐    ☒

SELLER'S INITIALS: SLB DATE: 9-11-25 SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_



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Page 4 of 10

### SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

	YES	NO	DON'T KNOW	N/A
*C. Is the property subject to any sewage system fees or charges in addition to those covered in your regularly billed sewer or on-site sewage system maintenance service?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. If the property is connected to an on-site sewage system:				
*(1) Was a permit issued for its construction, and was it approved by the local health department or district following its construction?.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) When was it last pumped? _____				
*(3) Are there any defects in the operation of the on-site sewage system?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) When was it last inspected? _____ By whom: _____			<input checked="" type="checkbox"/>	<input type="checkbox"/>
(5) For how many bedrooms was the on-site sewage system approved? _____bedrooms			<input type="checkbox"/>	<input checked="" type="checkbox"/>
E. Are all plumbing fixtures, including laundry drain, connected to the sewer/on-site sewage system?..... If no, please explain: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*F. Have there been any changes or repairs to the on-site sewage system?.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Is the on-site sewage system, including the drainfield, located entirely within the boundaries of the property?..... If no, please explain: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*H. Does the on-site sewage system require monitoring and maintenance services more frequently than once a year?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**NOTICE: IF THIS RESIDENTIAL REAL PROPERTY DISCLOSURE IS BEING COMPLETED FOR NEW CONSTRUCTION WHICH HAS NEVER BEEN OCCUPIED, SELLER IS NOT REQUIRED TO COMPLETE THE QUESTIONS LISTED IN ITEM 4 (STRUCTURAL) OR ITEM 5 (SYSTEMS AND FIXTURES).**

#### 4. STRUCTURAL

*A. Has the roof leaked within the last 5 years?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*B. Has the basement flooded or leaked?.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
*C. Have there been any conversions, additions or remodeling?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*(1) If yes, were all building permits obtained?.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*(2) If yes, were all final inspections obtained?.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Do you know the age of the house?..... If yes, year of original construction: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
*E. Has there been any settling, slippage, or sliding of the property or its improvements?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SELLER'S INITIALS: JNB DATE: 9-11-25 SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_



**Kidder Mathews**

**Kidder Mathews**  
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### SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

**\*F. Are there any defects with the following: (If yes, please check applicable items and explain)**

	YES	NO	DON'T KNOW	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Foundations          | <input type="checkbox"/> Decks            | <input type="checkbox"/> Exterior Walls    |
| <input type="checkbox"/> Chimneys             | <input type="checkbox"/> Interior Walls   | <input type="checkbox"/> Fire Alarms       |
| <input type="checkbox"/> Doors                | <input type="checkbox"/> Windows          | <input type="checkbox"/> Patio             |
| <input type="checkbox"/> Ceilings             | <input type="checkbox"/> Slab Floors      | <input type="checkbox"/> Driveways         |
| <input type="checkbox"/> Pools                | <input type="checkbox"/> Hot Tub          | <input type="checkbox"/> Sauna             |
| <input type="checkbox"/> Sidewalks            | <input type="checkbox"/> Outbuildings     | <input type="checkbox"/> Fireplaces        |
| <input type="checkbox"/> Garage Floors        | <input type="checkbox"/> Walkways         | <input type="checkbox"/> Siding            |
| <input type="checkbox"/> Wood Stoves          | <input type="checkbox"/> Elevators        | <input type="checkbox"/> Incline Elevators |
| <input type="checkbox"/> Stairway Chair Lifts | <input type="checkbox"/> Wheelchair Lifts | <input type="checkbox"/> Other _____       |

**\*G. Was a structural pest or "whole house" inspection done?.....** ☐ ☒ ☐ ☐  
If yes, when and by whom was the inspection completed? \_\_\_\_\_

**H. During your ownership, has the property had any wood destroying organism or pest infestation?.....** ☐ ☒ ☐ ☐

**I. Is the attic insulated?.....** ☒ ☐ ☐ ☐

**J. Is the basement insulated?.....** ☐ ☐ ☐ ☒

### 5. SYSTEMS AND FIXTURES

**\*A. If any of the following systems or fixtures are included with the transfer, are there any defects?**  
If yes, please explain: \_\_\_\_\_

Electrical system, including wiring, switches, outlets, and service.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plumbing system, including pipes, faucets, fixtures, and toilets.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hot water tank.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Garbage disposal.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Appliances.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sump pump.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heating and cooling systems.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security system <input type="checkbox"/> Owned <input type="checkbox"/> Leased.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*B. If any of the following fixtures or property is included with the transfer, are they leased?**  
(If yes, please attach copy of lease.)

Security System: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tanks (type): _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SELLER'S INITIALS: JAB DATE: 9-11-25 SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_



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### SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

Satellite dish: \_\_\_\_\_

Other: \_\_\_\_\_

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>YES</b>	<b>NO</b>	<b>DON'T</b>	<b>N/A</b>
		<b>KNOW</b>	

\*C. Are any of the following kinds of wood burning appliances present at the property?

- (1) Woodstove?.....
- (2) Fireplace insert?.....
- (3) Pellet stove?.....
- (4) Fireplace?.....

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If yes, are all of the (1) woodstoves or (2) fireplace inserts certified by the U.S. Environmental Protection Agency as clean burning appliances to improve air quality and public health?.....

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

D. Is the property located within a city, county, or district or within a department of natural resources fire protection zone that provides fire protection services?.....

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------	--------------------------	--------------------------

E. Is the property equipped with carbon monoxide alarms? (Note: Pursuant to RCW 19.27.530, Seller must equip the residence with carbon monoxide alarms as required by the state building code.).....

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

F. Is the property equipped with smoke detection devices?.....  
(Note: Pursuant to RCW 43.44.110, if the property is not equipped with at least one smoke detection device, at least one must be provided by the seller.)

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

G. Does the property currently have internet service?

Provider: COMCAST

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------	--------------------------	--------------------------

### 6. HOMEOWNERS' ASSOCIATION/COMMON INTERESTS

A. Is there a Homeowners' Association?.....

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

Name of Association and contact information for an officer, director, employee, or other authorized agent, if any, who may provide the association's financial statements, minutes, bylaws, fining policy, and other information that is not publicly available: \_\_\_\_\_

B. Are there regular periodic assessments?.....

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	--------------------------	--------------------------	-------------------------------------

\$ \_\_\_\_\_ per ☐ month ☐ year

☐ Other: \_\_\_\_\_

\*C. Are there any pending special assessments?.....

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	--------------------------	--------------------------	-------------------------------------

\*D. Are there any shared "common areas" or any joint maintenance agreements (facilities such as walls, fences, landscaping, pools, tennis courts, walkways, or other areas co-owned in undivided interest with others)? .....

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	--------------------------	--------------------------	-------------------------------------

### 7. ENVIRONMENTAL

SELLER'S INITIALS: JAB DATE: 9-11-25 SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_



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### SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

	YES	NO	DON'T KNOW	N/A
*A. Have there been any flooding, standing water, or drainage problems on the property that affect the property or access to the property?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*B. Does any part of the property contain fill dirt, waste, or other fill material?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*C. Is there any material damage to the property from fire, wind, floods, beach movements, earthquake, expansive soils, or landslides?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Are there any shorelines, wetlands, floodplains, or critical areas on the property?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*E. Are there any substances, materials, or products in or on the property that may be environmental concerns, such as asbestos, formaldehyde, radon gas, lead-based paint, fuel or chemical storage tanks, or contaminated soil or water?.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*F. Has the property been used for commercial or industrial purposes? .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*G. Is there any soil or groundwater contamination? .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*H. Are there transmission poles or other electrical utility equipment installed, maintained, or buried on the property that do not provide utility service to the structures on the property? .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*I. Has the property been used as a legal or illegal dumping site? .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*J. Has the property been used as an illegal drug manufacturing site? .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*K. Are there any radio towers in the area that cause interference with cellular telephone reception? .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>8. LEAD BASED PAINT</b> (Applicable if the house was built before 1978) .....				<input checked="" type="checkbox"/>
A. Presence of lead-based paint and/or lead-based paint hazards (check one below):				
<input type="checkbox"/> Known lead-based paint and/or lead-based paint hazards are present in the housing (explain). _____				
<input type="checkbox"/> Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.				
B. Records and reports available to the Seller (check one below):				
<input type="checkbox"/> Seller has provided the purchaser with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).				
<input type="checkbox"/> Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.				

### 9. MANUFACTURED AND MOBILE HOMES

If the property includes a manufactured or mobile home,

\*A. Did you make any alterations to the home?.....

If yes, please describe the alterations: \_\_\_\_\_

YES NO DON'T  
KNOW

☐ ☐ ☐ ☒

SELLER'S INITIALS: JMB DATE: 9-11-25 SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_



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### SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

- \*B. Did any previous owner make any alterations to the home?..... ☐ ☒ ☐ ☐
- \*C. If alterations were made, were permits or variances for these alterations  
 obtained?..... ☐ ☐ ☐ ☒

#### 10. FULL DISCLOSURE BY SELLERS

A. Other conditions or defects: \*Are there any other existing material defects  
 affecting the property that a prospective buyer should know about?

☐ ☒ ☐ ☐

B. Verification

The foregoing answers and attached explanations (if any) are complete and correct to the best of Seller's knowledge and Seller has received a copy hereof. Seller agrees to defend, indemnify and hold real estate licensees harmless from and against any and all claims that the above information is inaccurate. Seller authorizes real estate licensees, if any, to deliver a copy of this disclosure statement to other real estate licensees and all prospective buyers of the property.

Seller *Larry D. Brown* Date 9-11-25 Seller \_\_\_\_\_ Date \_\_\_\_\_

If the answer is "Yes" to any asterisked (\*) items, please explain below (use additional sheets if necessary).  
 Please refer to the line number(s) of the question(s).

SELLER'S INITIALS: *LSB* DATE: 9-11-25 SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_



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## SELLER DISCLOSURE STATEMENT IMPROVED PROPERTY

### II. NOTICES TO THE BUYER

#### 1. SEX OFFENDER REGISTRATION

INFORMATION REGARDING REGISTERED SEX OFFENDERS MAY BE OBTAINED FROM LOCAL LAW ENFORCEMENT AGENCIES. THIS NOTICE IS INTENDED ONLY TO INFORM YOU OF WHERE TO OBTAIN THIS INFORMATION AND IS NOT AN INDICATION OF THE PRESENCE OF REGISTERED SEX OFFENDERS.

#### 2. PROXIMITY TO FARMING/WORKING FOREST

THIS NOTICE IS TO INFORM YOU THAT THE REAL PROPERTY YOU ARE CONSIDERING FOR PURCHASE MAY LIE IN CLOSE PROXIMITY TO A FARM OR WORKING FOREST. THE OPERATION OF A FARM OR WORKING FOREST INVOLVES USUAL AND CUSTOMARY AGRICULTURAL PRACTICES OR FOREST PRACTICES, WHICH ARE PROTECTED UNDER RCW 7.48.305, THE WASHINGTON RIGHT TO FARM ACT.

#### 3. OIL TANK INSURANCE

THIS NOTICE IS TO INFORM YOU THAT IF THE REAL PROPERTY YOU ARE CONSIDERING FOR PURCHASE UTILIZES AN OIL TANK FOR HEATING PURPOSES, NO COST INSURANCE MAY BE AVAILABLE FROM THE POLLUTION LIABILITY INSURANCE AGENCY.

### III. BUYER'S ACKNOWLEDGEMENT

#### 1. BUYER HEREBY ACKNOWLEDGES THAT:

- A. Buyer has a duty to pay diligent attention to any material defects that are known to Buyer or can be known to Buyer by utilizing diligent attention and observation.
- B. The disclosures set forth in this statement and in any amendments to this statement are made only by the Seller and not by any real estate licensee or other party.
- C. Buyer acknowledges that, pursuant to RCW 64.06.050 (2), real estate licensees are not liable for inaccurate information provided by Seller, except to the extent that real estate licensees know of such inaccurate information.
- D. This information is for disclosure only and is not intended to be a part of the written agreement between the Buyer and Seller.
- E. Buyer (which term includes all persons signing the "Buyer's acceptance" portion of this disclosure statement below) has received a copy of this Disclosure Statement (including attachments, if any) bearing Seller's signature(s).
- F. If the house was built prior to 1978, Buyer acknowledges receipt of the pamphlet *Protect Your Family From Lead in Your Home*.

DISCLOSURES CONTAINED IN THIS DISCLOSURE STATEMENT ARE PROVIDED BY SELLER BASED ON SELLER'S ACTUAL KNOWLEDGE OF THE PROPERTY AT THE TIME SELLER COMPLETES THIS DISCLOSURE. UNLESS BUYER AND SELLER OTHERWISE AGREE IN WRITING, BUYER SHALL HAVE THREE (3) BUSINESS DAYS FROM THE DAY SELLER OR SELLER'S AGENT DELIVERS THIS DISCLOSURE STATEMENT TO RESCIND THE AGREEMENT BY DELIVERING A SEPARATELY SIGNED WRITTEN STATEMENT OF RESCISSION TO SELLER OR SELLER'S AGENT. YOU MAY WAIVE THE RIGHT TO RESCIND PRIOR TO OR AFTER THE TIME YOU ENTER INTO A SALE AGREEMENT.

SELLER'S INITIALS: Sub DATE: 9-11-25 SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_



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SELLER DISCLOSURE STATEMENT  
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BUYER HEREBY ACKNOWLEDGES RECEIPT OF A COPY OF THIS DISCLOSURE STATEMENT AND  
ACKNOWLEDGES THAT THE DISCLOSURES MADE HEREIN ARE THOSE OF THE SELLER ONLY,  
AND NOT OF ANY REAL ESTATE LICENSEE OR OTHER PARTY.

\_\_\_\_\_  
Buyer Date Buyer Date

2. **BUYER'S WAIVER OF RIGHT TO REVOKE OFFER**

Buyer has read and reviewed the Seller's responses to this Seller Disclosure Statement. Buyer approves  
this statement and waives Buyer's right to revoke Buyer's offer based on this disclosure.

\_\_\_\_\_  
Buyer Date Buyer Date

3. **BUYER'S WAIVER OF RIGHT TO RECEIVE COMPLETED SELLER DISCLOSURE STATEMENT**

Buyer has been advised of Buyer's right to receive a completed Seller Disclosure Statement. Buyer waives  
that right. However, if the answer to any of the questions in the section entitled "Environmental" would be  
"yes," Buyer may not waive the receipt of the "Environmental" section of the Seller Disclosure Statement.

\_\_\_\_\_  
Buyer Date Buyer Date

SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_ SELLER'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** Finance Directorate Report

**Attachments:** Finance Directorate Report

**Submitted by:** Director Robacker

### RECOMMENDED ACTION BY THE BOARD:

☐ First reading

☐ Second reading

☐ Motion to approve

☒ For information only

☐ Other: \_\_\_\_\_

### SUMMARY:

#### 1. Aug 2025 Financial Report

- a. The Combined Fund Balance report reports all CPFR, GFR, and OVFR funds and reserves total as of August month end.
- b. Notable Items
  - i. Revenue - Operating Revenue is trending slightly over anticipated.
  - ii. Expenditures
    1. Overtime
      - a. Overtime in August was slightly lower than July at \$2.3M for the month.
      - b. District wide still trending an average of \$2.2M / mo, and is approximately \$11.48M in excess of Aug 31 budgeted targets.
      - c. I am still working on a budget amendment to send to the Board to alleviate the 2025 overtime budget deficit.

#### 2. 2026 Budget Calendar in 2025 (Special meetings maybe cancelled if not needed):

- a. October 13th - Regular Meeting- FBC Focus
- b. October 20 - Special Meeting- If needed
- c. October 27 - Regular Meeting- Budget Presentation #1
- d. November 3 - Special Meeting- If needed
- e. November 10 - Regular Meeting- Budget Presentation #2
- f. November 24 - Regular Meeting- Budget Presentation #3



## COMBINED FUND BALANCE - CPFR, GFR, OVFR

As of Month End **8/31/2025**

### 2025 REVENUE, EXPENDITURE & FUND BALANCE - ALL DISTRICTS ALL FUNDS

	Col A	Col B	Col C	Col D
	<b>CPFR 8/31/25</b>	<b>GFR 8/31/25</b>	<b>OVFR 8/31/25</b>	<b>TOTAL Fund Balances &amp; Reserves</b>
<b>A. BEGINNING BALANCES as of 1/1/25*</b>	61,591,506	21,084,402	3,945,452	<b>86,621,360</b>
<b>B. REVENUE IN (+)</b>	109,719,733	19,551,396	3,915,373	<b>133,186,502</b>
<b>C. EXPENDITURES OUT (-)</b>	123,147,090	21,801,890	4,031,666	<b>148,980,646</b>
<b>D. NET CHANGE [Revenue (-) Expenditure] Increase / (Decrease)</b>	<b>(13,427,357)</b>	<b>(2,250,494)</b>	<b>(116,293)</b>	<b>(15,794,144)</b>
<b>E. TOTAL FUND BALANCES</b>	<b>48,164,149</b>	<b>18,833,908</b>	<b>3,829,159</b>	<b>\$ 70,827,216</b>

**\*NOTE: Beginning Balances Unaudited**

**Central Pierce Fire & Rescue**  
**Operating Funds Summary of Revenue & Expenditures**  
General Fund 001 & EMS 101 as of **8/31/2025**  
Percent Budget Complete as of report date: 66.7%  
Percent Budget Remaining as of report date: 33.3%

## 2025 REVENUE & EXPENDITURES SUMMARY (Operating Funds)

A. BEGINNING BALANCE	2025	IAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date TOTALs		A
GFR Reserve Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,230,000				\$0		
Carryforward from Prior Month (Jan is Min Cash Flow Reserve)	\$ 25,200,000	\$ 25,200,000	\$ 12,822,657	\$ (1,560,815)	\$ (8,347,823)	\$ 38,680,717	\$ 36,104,605	\$ 32,673,821	\$ 20,949,724	\$ -	\$ -	\$ -	\$ -	\$25,200,000		A
<b>Total</b>	<b>25,200,000</b>	<b>25,200,000</b>	<b>12,822,657</b>	<b>(1,560,815)</b>	<b>(8,347,823)</b>	<b>38,680,717</b>	<b>36,104,605</b>	<b>32,673,821</b>	<b>20,949,724</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,200,000</b>		A
B. REVENUE (+)	2025 Current BUDGET	IAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date ACTUALS as of 8/31/2025	% Budget Received	B
Reg Levy	44,009,805	48,042	563,648	1,550,376	18,281,112	3,052,562	184,272	145,306	208,080	-	-	-	-	24,033,398	54.6%	B
EMS Levy	21,575,512	31,557	282,972	767,062	8,982,465	1,504,382	93,963	74,119	103,675	-	-	-	-	11,840,195	54.9%	B
EMS Levy Write Offs	(2,857,000)	(214,543)	(202,953)	(260,316)	(312,863)	(226,895)	(450,196)	(65,322)	-	-	-	-	-	(1,733,088)	60.7%	B
FBC	39,218,676	50,709	564,196	1,472,902	15,819,252	3,078,963	218,347	148,611	231,134	-	-	-	-	21,584,114	55.0%	B
Transports	10,000,000	658,991	755,031	1,050,190	786,639	824,996	832,412	847,652	888,260	-	-	-	-	6,644,171	66.4%	B
Transports Paid by Levy	2,857,000	214,543	202,953	260,316	312,863	226,895	450,196	65,322	-	-	-	-	-	1,733,088	60.7%	B
Licenses & Permits	59,000	2,624	1,279	13,080	12,116	3,893	3,928	981	218	-	-	-	-	38,119	64.6%	B
Other Charges for Goods & Svcs	38,717,161	240,380	506,423	1,321,520	18,348,220	2,097,291	240,303	202,281	173,729	-	-	-	-	23,130,147	59.7%	B
Grants (Intergovernmental)	249,000	1,587	2,349	103,105	-	3,548	272,450	26,013	6,106	-	-	-	-	415,158	167%	B
Investment Interest	1,010,000	53,315	8,139	22,509	19,481	193,502	171,681	141,580	108,532	-	-	-	-	718,739	71.2%	B
Miscellaneous & Other Tax Revenue	18,600	6,857	2,149	3,611	11,540	4,402	2,105	1,609	3,334	-	-	-	-	35,607	191.4%	B
Transfers & Other Sources	8,045,000	3,281	100	-	32,061	11,506	8,000,000	13,330	11,452	-	-	-	-	8,071,730	100.3%	B
																B
<b>Total Revenues</b>	<b>162,902,754</b>	<b>1,097,343</b>	<b>2,686,286</b>	<b>6,304,355</b>	<b>62,292,886</b>	<b>10,775,045</b>	<b>10,019,461</b>	<b>1,601,482</b>	<b>1,734,520</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>96,511,378</b>	<b>59.2%</b>	<b>B</b>
C. EXPENDITURES (-)	2025 Current BUDGET	IAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date ACTUALS as of 8/31/2025	% Budget Spent	C
Commissioners	286,000	11,960	14,405	13,843	13,699	16,978	15,505	12,291	17,683	-	-	-	-	116,364	40.7%	C
Commissioners' Contingency	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	C
Admin & Internal Services	27,670,100	1,410,808	1,891,363	1,932,445	1,311,128	1,872,935	1,796,267	1,735,211	1,395,273	-	-	-	-	13,345,430	48.2%	C
Operations (Suppression, EMS)	112,513,255	9,704,096	12,278,810	8,354,649	8,787,260	8,919,246	8,695,700	8,489,894	8,718,099	-	-	-	-	73,947,754	65.7%	C
Overtime - ALL DIVISIONS	8,912,594	1,796,138	2,240,139	2,204,108	2,229,326	1,892,869	2,087,093	2,589,635	2,318,730	-	-	-	-	17,358,038	194.8%	C
Prevention & Education	3,543,660	239,929	309,326	282,158	187,664	166,562	191,333	170,492	223,514	-	-	-	-	1,770,978	50.0%	C
Fleet Maintenance	4,025,840	311,755	335,716	304,159	378,602	482,567	332,685	328,055	274,880	-	-	-	-	2,748,419	68.3%	C
Transfers to ERF, Facilities, Projects	8,774,736	-	-	-	2,356,668	-	331,662	-	42	-	-	-	-	2,688,372	30.6%	C
Other Uses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	C
																C
<b>Total Expenditures</b>	<b>165,976,185</b>	<b>13,474,686</b>	<b>17,069,759</b>	<b>13,091,362</b>	<b>15,264,347</b>	<b>13,351,157</b>	<b>13,450,245</b>	<b>13,325,578</b>	<b>12,948,221</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>111,975,355</b>	<b>67.5%</b>	<b>C</b>
D. TOTAL CHANGE BY MONTH [Revenue (-) Expenditure] Increase / (Decrease)																D
	(3,073,431)	(12,377,343)	(14,383,473)	(6,787,007)	47,028,539	(2,576,112)	(3,430,784)	(11,724,096)	(11,213,701)	-	-	-	-	(15,463,977)		
E. Ending Balance (A + D) as of 8/31/2025	\$ 22,126,569	\$ 12,822,657	\$ (1,560,815)	\$ (8,347,823)	\$ 38,680,717	\$ 36,104,605	\$ 32,673,821	\$ 20,949,724	\$ 9,736,023	\$ -	\$ -	\$ -	\$ -	9,736,023		E
F. Planned Use of Savings	3,073,431					-	-	-	-	-	-	-	-	-		F
G. Carryforward (E + F)		12,822,657	(1,560,815)	(8,347,823)	38,680,717	36,104,605	32,673,821	20,949,724	9,736,023	-	-	-	-	9,736,023		G

**Central Pierce Fire & Rescue**  
**General Fund, EMS, and Reserve Funds as of**  
**8/31/2025**

**2025 REVENUE & EXPENDITURES - GENERAL AND EMS FUNDS**

	Col A	Col B	Col C	Col D	Col E	Col F
	<b>Checkbook Gen Fund &amp; EMS (001 &amp; 101)</b>	<b>Gen Fund &amp; EMS Reserves</b>	<b>Reserve Fund 5% of Op Bgt (011)</b>	<b>ERF (015)</b>	<b>Facilities (050)</b>	<b>TOTAL Gen Fund, EMS &amp; Reserves</b>
<b><u>BEGINNING BALANCES</u></b>						
1. Beginning Balance 1/1/2025* (Carryforward)	\$ -	\$ 8,598,828	\$ 6,710,856	\$ 4,037,042	\$ 152,222	\$ 19,498,948
2. Minimum Cash Flow (Working Capital Reserve)	25,200,000					25,200,000
3. 5% Operating Reserve (Revenue Stabilization)			1,169,132			1,169,132
4. Unreserved Carryforward		379,523				379,523
5. <b>A. Total Beginning Balances*</b>	<b>25,200,000</b>	<b>8,978,351</b>	<b>7,879,988</b>	<b>4,037,042</b>	<b>152,222</b>	<b>46,247,603</b>
6. <b>B. REVENUE IN (+)</b>	<b>96,511,378</b>	<b>-</b>	<b>2,545,983</b>	<b>150,098</b>	<b>181,611</b>	<b>99,389,070</b>
7. <b>C. EXPENDITURES OUT (-)</b>	<b>111,975,355</b>	<b>-</b>	<b>-</b>	<b>\$ 1,137,711</b>	<b>\$ 99,659</b>	<b>113,212,725</b>
8. <b>D. NET CHANGE [Revenue (-) Expenditure] Increase / (Decrease)</b>	<b>(15,463,977)</b>	<b>-</b>	<b>2,545,983</b>	<b>(987,613)</b>	<b>81,952</b>	<b>(13,823,655)</b>
9. <b>E. Preliminary Ending Balance (A + D) as of 8/31/2025 (Unaudited and subject to change)</b>	<b>\$ 9,736,023</b>	<b>\$ 8,978,351</b>	<b>\$10,425,971</b>	<b>\$ 3,049,429</b>	<b>\$ 234,174</b>	<b>\$ 32,423,948</b>

**\*NOTE: Beginning Balances Unaudited**

**Fund Key:**

10. Minimum Cash Flow - Working capital reserve that gets us from October tax payment through the April tax payment.
11. Unreserved Carryforward - Money in savings in the fund, available for use in the same manner as the fund it resides in.
12. Operating Funds (001 Gen Fund and 101 EMS Fund) - Available to cover all Salaries, Benefits, Supplies, Services, Capital and Debt.
13. Reserve Fund (011) - 5% of Operating Exp Bgt. This reserve provides Revenue stabilization/emergency reserve to fund expenditures during disasters.
14. ERF / Reserve (015) - Reserved by Board Resolution to fund replacement costs for equipment and apparatus.
15. Facilities (050) - Reserved by Board Resolution to fund building maintenance and repairs.

# Central Pierce Fire & Rescue

ALL Funds as of

8/31/2025

	Col A	Col B	Col C	Col D	Col E
	<b>TOTAL Gen Fund, EMS &amp; Reserves</b>	<b>GEMT (102)</b>	<b>Debt (201)</b>	<b>Capital Projects (301)</b>	<b>Year-To-Date TOTALS</b>
1. <b>A. BEGINNING BALANCES as of 1/1/25*</b>	\$ 46,247,603	\$ 5,292,668	\$ 617,149	\$ 9,434,086	\$ 61,591,506
2. <b>B. REVENUE IN (+)</b>	99,389,070	8,712,405	1,393,688	224,570	109,719,733
3. <b>C. EXPENDITURES OUT (-)</b>	113,212,725	8,000,000	443,156	1,491,209	123,147,090
4. <b>D. NET CHANGE [Revenue (-) Expenditure] Increase / (Decrease)</b>	(13,823,655)	712,405	950,532	(1,266,639)	(13,427,357)
5. <b>E. Preliminary Ending Balance (A + D) as of 8/31/2025 (Unaudited and subject to change)</b>	\$ 32,423,948	\$ 6,005,073	\$ 1,567,681	\$ 8,167,447	\$ 48,164,149

\*NOTE: Beginning Balances Unaudited

## Fund Key:

- GEMT Fund (102) - Reserved revenue from medicaid transports, restricted to use for EMS operating, capital, and facility costs
- Debt Fund (201) - Reserved revenue source from the Excess Levy, restricted to use for GO Bond Debt repayment only
- Capital Project Fund (301) - GO Bonds & GF Capital Contributions restricted to use for facilities, furnishings, and potentially apparatus.

**Graham Fire & Rescue**  
**General Fund, Transport, and Reserve Funds as of**  
**8/31/25**

	Col A	Col B	Col C	Col D	Col E	Col F
	Checkbook Gen Fund, S/T ERF & Transport (001) & (002)	Reserve (003) & Interim (004)	Equipt & Apparatus Replacement (003)	Facilities (001)	GO Bond (201), PCHIT(630) & Petty Cash (005)	TOTAL Gen Fund, Transport & Reserves
<b>BEGINNING BALANCES</b>						
1. Beginning Balance 1/1/2025* (Carryforward)	\$ 1,204,930	\$ 6,605,675	\$ 1,500,000	\$ 861,430	\$ 183,658	<b>10,355,693</b>
2. Minimum Cash Flow (Working Capital Reserve)	6,000,000					<b>6,000,000</b>
3. 5% Operating Reserve (Revenue Stabilization)		-				-
4. Unreserved Carryforward	4,728,709					<b>4,728,709</b>
5. <b>A. Total Beginning Balances*</b>	<b>11,933,638</b>	<b>6,605,675</b>	<b>1,500,000</b>	<b>861,430</b>	<b>183,658</b>	<b>21,084,402</b>
6. <b>B. REVENUE IN (+)</b>	<b>19,252,017</b>	<b>294,884</b>	<b>-</b>	<b>-</b>	<b>4,495</b>	<b>19,551,396</b>
7. <b>C. EXPENDITURES OUT (-)</b>	<b>21,801,890</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21,801,890</b>
8. <b>D. NET CHANGE [Revenue (-) Expenditure] Increase / (Decrease)</b>	<b>(2,549,873)</b>	<b>294,884</b>	<b>-</b>	<b>-</b>	<b>4,495</b>	<b>(2,250,494)</b>
9. <b>E. Ending Balance (A + D) as of 8/31/25 (Unaudited and subject to change)</b>	<b>\$ 9,383,765</b>	<b>\$ 6,900,559</b>	<b>\$ 1,500,000</b>	<b>\$ 861,430</b>	<b>\$ 188,153</b>	<b>\$ 18,833,908</b>

**\*NOTE: Beginning Balances Unaudited**

# FUND 301 CAPITAL PROJECTS

## LIFE-TO-DATE SPENDING

updated thru

8/31/25

			2013-2022	2023	2024	2025	Grand Total
<b>200</b>	<b>Administration</b>						
	<b>Sal &amp; Benefits</b>		657,573				657,573
	<b>53501</b>	Small Tools/Equipment	1,615	40,267	526		42,408
	<b>54191</b>	Other Professional Services		38,511	1,495		40,006
	<b>54911</b>	Contractual Services	252,693		223		252,916
	<b>56241</b>	Capital-Construction Contract		3,912,064	4,133	(1,590)	3,914,608
	<b>56242</b>	Buildings - Architectural Svcs			81,344		81,344
	<b>56431</b>	Equipment - Miscellaneous		25,653	17,370		43,023
	<b>56421</b>	Equipment - Furniture		661,052	499,046	35,619	1,195,718
	<b>54151</b>	Legal Fees	54,327				54,327
	<b>56244</b>	Buildings - Other Prof Svcs			18,245	0	18,245
	<b>56411</b>	Equipment - Computer/Software		20,326			20,326
	<b>51142</b>	Sick Leave Buy-Back	114				114
	<b>51108</b>	Retro Pay	374				374
	<b>54941</b>	Printing & Binding		879			879
	<b>54914</b>	Penalties and Late Fees		98			98
	<b>56250</b>	Buildings - Improvements				10,581	10,581
	<b>54961</b>	B & O Tax			804		804
<b>200 Total</b>			<b>966,696</b>	<b>4,698,850</b>	<b>623,187</b>	<b>44,611</b>	<b>6,333,344</b>
<b>204</b>	<b>Logistics</b>						
	<b>56242</b>	Buildings - Architectural Svcs	9,078				9,078
<b>204 Total</b>			<b>9,078</b>				<b>9,078</b>
<b>205</b>	<b>Central Stores</b>						
	<b>53146</b>	Building Repair Parts	0				0
	<b>54191</b>	Other Professional Services	8,971				8,971
	<b>56241</b>	Capital-Construction Contract			281,098		281,098
	<b>56431</b>	Equipment - Miscellaneous	33,099				33,099
<b>205 Total</b>			<b>42,070</b>		<b>281,098</b>		<b>323,168</b>
<b>230</b>	<b>Training</b>						
	<b>56242</b>	Buildings - Architectural Svcs	29,176	12,567			41,743
<b>230 Total</b>			<b>29,176</b>	<b>12,567</b>			<b>41,743</b>

9/18/2025

Prepared by: Tanya Robacker

Bond COST\_LTD

**FUND 301 CAPITAL PROJECTS**

**LIFE-TO-DATE SPENDING**

updated thru

**8/31/25**

				2013-2022	2023	2024	2025	Grand Total
<b>600</b>	<b>Station 60</b>							
		<b>53146</b>	Building Repair Parts	280				280
		<b>53501</b>	Small Tools/Equipment	39,563				39,563
		<b>54191</b>	Other Professional Services	44,365				44,365
		<b>54502</b>	Other Operating Rental	6,874				6,874
		<b>54911</b>	Contractual Services	148,534	4,311			152,845
		<b>56101</b>	Land Acquisition	3,388	2,248,875		(1,908)	2,250,354
		<b>56201</b>	Capital - Buildings	10,177,326				10,177,326
		<b>56210</b>	Capital - Building Permits	92,080	400			92,480
		<b>56241</b>	Capital-Construction Contract	(3,765)				(3,765)
		<b>56242</b>	Buildings - Architectural Svcs	1,038,876				1,038,876
		<b>56243</b>	Buildings - Engineering Svcs	116,343	40,642			156,985
		<b>56431</b>	Equipment - Miscellaneous	133,750				133,750
		<b>56421</b>	Equipment - Furniture	238,490				238,490
		<b>53141</b>	Operating Supplies	878				878
		<b>56244</b>	Buildings - Other Prof Svcs	35,234				35,234
		<b>54611</b>	Insurance	18,500				18,500
		<b>54111</b>	Advertising	746				746
<b>600 Total</b>				<b>12,091,462</b>	<b>2,294,228</b>		<b>(1,908)</b>	<b>14,383,782</b>
<b>601</b>	<b>Station 61</b>							
		<b>54911</b>	Contractual Services	58,179				58,179
		<b>56101</b>	Land Acquisition	816,837				816,837
		<b>56210</b>	Capital - Building Permits	18,001		500		18,501
		<b>56241</b>	Capital-Construction Contract	1,875				1,875
		<b>56242</b>	Buildings - Architectural Svcs	299,962				299,962
		<b>56243</b>	Buildings - Engineering Svcs	9,861				9,861
		<b>56431</b>	Equipment - Miscellaneous	26,670				26,670
		<b>54151</b>	Legal Fees	2,499				2,499
		<b>56244</b>	Buildings - Other Prof Svcs			369,135	198,541	567,677
<b>601 Total</b>				<b>1,233,883</b>		<b>369,635</b>	<b>198,541</b>	<b>1,802,060</b>

9/18/2025

Prepared by: Tanya Robacker

Bond COST\_LTD

# FUND 301 CAPITAL PROJECTS

## LIFE-TO-DATE SPENDING

updated thru

8/31/25

				2013-2022	2023	2024	2025	Grand Total
602	Station 62							
	53146	Building Repair Parts			95,614	384		95,999
	53501	Small Tools/Equipment			32,414	2,033		34,447
	54911	Contractual Services	10,949					10,949
	56201	Capital - Buildings			25,256	15,381		40,637
	56210	Capital - Building Permits			600			600
	56242	Buildings - Architectural Svcs	7,058		86,020			93,079
	56243	Buildings - Engineering Svcs			21,973			21,973
	56431	Equipment - Miscellaneous	9,762		15,832			25,595
	56421	Equipment - Furniture			25,915	25,958		51,873
	54801	Building Repair/Maintenance	4,891		207,829	5,636		218,357
	56250	Buildings - Improvements				18,950	17,891	36,842
602 Total				32,660	511,455	68,342	17,891	630,348
603	Station 63							
	53146	Building Repair Parts	713					713
	53501	Small Tools/Equipment	33,604					33,604
	54191	Other Professional Services	81,625					81,625
	54911	Contractual Services	40,148					40,148
	56101	Land Acquisition	466,669					466,669
	56201	Capital - Buildings	4,007,131					4,007,131
	56210	Capital - Building Permits	77,975					77,975
	56242	Buildings - Architectural Svcs	459,515					459,515
	56243	Buildings - Engineering Svcs	50,720					50,720
	56431	Equipment - Miscellaneous	80,577					80,577
	56421	Equipment - Furniture	30,930					30,930
	54151	Legal Fees	777					777
	56244	Buildings - Other Prof Svcs	28,870					28,870
	54111	Advertising	751					751
603 Total				5,360,004				5,360,004
604	Station 64							
	54191	Other Professional Services	1,208					1,208
	56241	Capital-Construction Contract					272,207	272,207
	56431	Equipment - Miscellaneous	6,443					6,443
604 Total				73,072			272,207	345,279
605	Station 65							
	56201	Capital - Buildings	804					804
	56431	Equipment - Miscellaneous	11,558					11,558
605 Total				18,109				18,109

9/18/2025

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Bond COST\_LTD

# FUND 301 CAPITAL PROJECTS

## LIFE-TO-DATE SPENDING

updated thru

8/31/25

			2013-2022	2023	2024	2025	Grand Total
<b>606</b>	<b>Station 66</b>						
	<b>53146</b>	Building Repair Parts	0				0
	<b>53501</b>	Small Tools/Equipment	0			38,369	38,369
	<b>54191</b>	Other Professional Services	0				0
	<b>54911</b>	Contractual Services	0				0
	<b>56101</b>	Land Acquisition	40,000	628,374			668,374
	<b>56210</b>	Capital - Building Permits	1,400		33,295		34,695
	<b>56241</b>	Capital-Construction Contract			167,744	687,111	854,855
	<b>56242</b>	Buildings - Architectural Svcs	58,316	22,149	183,665	3,335	267,465
	<b>56243</b>	Buildings - Engineering Svcs	0	4,223	20,700		24,923
	<b>56431</b>	Equipment - Miscellaneous	0				0
	<b>53141</b>	Operating Supplies				5,054	5,054
	<b>54151</b>	Legal Fees	0				0
	<b>56244</b>	Buildings - Other Prof Svcs				14,727	14,727
	<b>54331</b>	Mileage			288		288
	<b>54914</b>	Penalties and Late Fees			138		138
<b>606 Total</b>			<b>99,716</b>	<b>654,746</b>	<b>405,829</b>	<b>748,596</b>	<b>1,908,887</b>
<b>607</b>	<b>Station 67</b>						
	<b>54911</b>	Contractual Services	110,000				110,000
	<b>56201</b>	Capital - Buildings	804				804
	<b>56242</b>	Buildings - Architectural Svcs	17,272				17,272
	<b>56243</b>	Buildings - Engineering Svcs	1,554				1,554
	<b>56431</b>	Equipment - Miscellaneous	11,763				11,763
<b>607 Total</b>			<b>141,392</b>				<b>141,392</b>
<b>608</b>	<b>Station 68</b>						
	<b>56201</b>	Capital - Buildings	804				804
	<b>56431</b>	Equipment - Miscellaneous	13,041				13,041
<b>608 Total</b>			<b>13,845</b>				<b>13,845</b>
<b>609</b>	<b>Station 69</b>						
	<b>54191</b>	Other Professional Services	821				821
	<b>56241</b>	Capital-Construction Contract				0	0
	<b>56242</b>	Buildings - Architectural Svcs	4,675				4,675
	<b>56431</b>	Equipment - Miscellaneous	11,114				11,114
	<b>54801</b>	Building Repair/Maintenance	108,777				108,777
<b>609 Total</b>			<b>125,386</b>			<b>0</b>	<b>125,386</b>
<b>617</b>	<b>Training Center (67)</b>						
	<b>56201</b>	Capital - Buildings	17,970				17,970
	<b>56431</b>	Equipment - Miscellaneous	0				0
<b>617 Total</b>			<b>17,970</b>				<b>17,970</b>

9/18/2025

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Bond COST\_LTD

# FUND 301 CAPITAL PROJECTS

## LIFE-TO-DATE SPENDING

updated thru

8/31/25

			2013-2022	2023	2024	2025	Grand Total
<b>640</b>	<b>Training Tower (60)</b>						
	<b>56250</b>	Buildings - Improvements			66,944	21,189	88,133
<b>640 Total</b>					<b>66,944</b>	<b>21,189</b>	<b>88,133</b>
<b>650</b>	<b>Maint. Shop</b>						
	<b>56431</b>	Equipment - Miscellaneous	5,655				5,655
<b>650 Total</b>			<b>5,655</b>				<b>5,655</b>
<b>670</b>	<b>Station 40</b>						
	<b>56250</b>	Buildings - Improvements				32,853	32,853
<b>670 Total</b>						<b>32,853</b>	<b>32,853</b>
<b>671</b>	<b>Station 41</b>						
	<b>56101</b>	Land Acquisition			842,598		842,598
	<b>56241</b>	Capital-Construction Contract			21,865	2,232	24,096
	<b>56250</b>	Buildings - Improvements				33,041	33,041
<b>671 Total</b>					<b>864,463</b>	<b>35,272</b>	<b>899,735</b>
<b>673</b>	<b>Station 43</b>						
	<b>56250</b>	Buildings - Improvements				30,182	30,182
<b>673 Total</b>						<b>30,182</b>	<b>30,182</b>
<b>691</b>	<b>#N/A</b>						
	<b>56250</b>	Buildings - Improvements				20,256	20,256
<b>691 Total</b>						<b>20,256</b>	<b>20,256</b>
<b>693</b>	<b>#N/A</b>						
	<b>56250</b>	Buildings - Improvements				18,520	18,520
<b>693 Total</b>						<b>18,520</b>	<b>18,520</b>
<b>694</b>	<b>#N/A</b>						
	<b>56250</b>	Buildings - Improvements				13,647	13,647
<b>694 Total</b>						<b>13,647</b>	<b>13,647</b>
<b>695</b>	<b>#N/A</b>						
	<b>56250</b>	Buildings - Improvements				18,734	18,734
<b>695 Total</b>						<b>18,734</b>	<b>18,734</b>
<b>696</b>	<b>#N/A</b>						
	<b>56250</b>	Buildings - Improvements				20,617	20,617
<b>696 Total</b>						<b>20,617</b>	<b>20,617</b>
<b>700</b>	<b>Station 70 (Puy Fair)</b>						
	<b>56101</b>	Land Acquisition			194,994		194,994
<b>700 Total</b>					<b>194,994</b>		<b>194,994</b>

9/18/2025

Prepared by: Tanya Robacker

Bond COST\_LTD

**FUND 301 CAPITAL PROJECTS****LIFE-TO-DATE SPENDING**

updated thru

**8/31/25**

			2013-2022	2023	2024	2025	Grand Total
<b>701</b>	<b>Station 71</b>						
	<b>53501</b>	Small Tools/Equipment	993				993
	<b>54191</b>	Other Professional Services	2,535				2,535
	<b>54502</b>	Other Operating Rental	500				500
	<b>56201</b>	Capital - Buildings	19,815				19,815
	<b>56210</b>	Capital - Building Permits	1,190				1,190
	<b>56241</b>	Capital-Construction Contract	176,226				176,226
	<b>56242</b>	Buildings - Architectural Svcs	78,809				78,809
	<b>56243</b>	Buildings - Engineering Svcs	5,698				5,698
	<b>56431</b>	Equipment - Miscellaneous	14,679				14,679
	<b>54801</b>	Building Repair/Maintenance	31,157				31,157
	<b>54912</b>	Fees/Permits	580				580
<b>701 Total</b>			<b>332,182</b>				<b>332,182</b>
<b>702</b>	<b>Station 72</b>						
	<b>53146</b>	Building Repair Parts	376				376
	<b>53501</b>	Small Tools/Equipment	5,458				5,458
	<b>54191</b>	Other Professional Services	36,361				36,361
	<b>54911</b>	Contractual Services	446,916				446,916
	<b>56101</b>	Land Acquisition	3,597,518				3,597,518
	<b>56201</b>	Capital - Buildings	145,752				145,752
	<b>56210</b>	Capital - Building Permits	270,515				270,515
	<b>56241</b>	Capital-Construction Contract	12,867,594				12,867,594
	<b>56242</b>	Buildings - Architectural Svcs	1,320,968				1,320,968
	<b>56243</b>	Buildings - Engineering Svcs	257,157				257,157
	<b>56431</b>	Equipment - Miscellaneous	123,781				123,781
	<b>56421</b>	Equipment - Furniture	1,366				1,366
	<b>54151</b>	Legal Fees	10,234				10,234
	<b>56244</b>	Buildings - Other Prof Svcs	30,189				30,189
	<b>54611</b>	Insurance	8,000				8,000
	<b>54111</b>	Advertising	483				483
	<b>54731</b>	Electricity	552				552
	<b>54941</b>	Printing & Binding	197				197
<b>702 Total</b>			<b>19,123,417</b>				<b>19,123,417</b>

9/18/2025

Prepared by: Tanya Robacker

Bond COST\_LTD

**FUND 301 CAPITAL PROJECTS****LIFE-TO-DATE SPENDING**

updated thru

**8/31/25**

				2013-2022	2023	2024	2025	Grand Total
<b>703</b>	<b>Station 73</b>							
		<b>53501</b>	Small Tools/Equipment	6,349				6,349
		<b>54191</b>	Other Professional Services	15,636				15,636
		<b>54911</b>	Contractual Services	27,544	57,326	0		84,870
		<b>56101</b>	Land Acquisition	905,798				905,798
		<b>56201</b>	Capital - Buildings	91,614	28,450			120,064
		<b>56242</b>	Buildings - Architectural Svcs	135,331		0		135,331
		<b>56431</b>	Equipment - Miscellaneous	5,831				5,831
		<b>56244</b>	Buildings - Other Prof Svcs			423,313		423,313
		<b>54912</b>	Fees/Permits	600				600
<b>703 Total</b>				<b>1,188,703</b>	<b>85,777</b>	<b>423,313</b>		<b>1,697,793</b>
<b>Grand Total</b>				<b>40,904,478</b>	<b>8,257,622</b>	<b>3,297,806</b>	<b>1,491,209</b>	<b>53,951,114</b>

2025 Board Discretionary Fund Activity

Beginning Balance:	250,000.00		
Request for Funds:	Approved:	Amount:	Rejected
Total Requests to date:		<hr/>	-
Remaining Funds Available as of:	8/31/2025	250,000.00	

**CENTRAL PIERCE FIRE & RESCUE  
INVESTMENT BALANCE SUMMARY**

<b>MONTH</b>	<b>PIERCE COUNTY</b>	<b>LGIP</b>	<b>TOTAL MONTH</b>
January	\$16,797,245.78	\$24,519,734.27	\$41,316,980.05
February	\$20,146,894.73	\$12,429,942.98	\$32,576,837.71
March	\$13,825,717.41	\$9,596,973.64	\$23,422,691.05
April	\$13,617,266.11	\$4,442,223.11	\$18,059,489.22
May	\$61,537,540.98	\$5,917,398.00	\$67,454,938.98
June	\$55,526,817.08	\$2,772,478.73	\$58,299,295.81
July	\$47,924,594.60	\$10,374,853.96	\$58,299,448.56
August	\$35,117,986.42	\$12,588,292.33	\$47,706,278.75
September			
October			
November			
December			

# TAX & FBC COLLECTIONS MONTHLY

MONTH	COLLECTIONS					OUTSTANDING	
	REG LEVY	FBC	EMS LEVY	EXCESS LEVY	TOTAL-MONTH	Total Collected YTD	*TAXES LEVIED / OUTSTANDING
							107,303,993.00 2025 Budget
January	\$48,042.00	\$50,709.24	\$31,557.28	\$3,206.29	\$133,514.81	\$133,514.81	\$107,170,478.19
February	\$563,647.57	\$564,195.97	\$282,972.29	\$31,902.37	\$1,442,718.20	\$1,442,718.20	\$105,727,759.99
March	\$1,550,375.72	\$1,472,901.84	\$767,062.32	\$86,606.69	\$3,876,946.57	\$3,876,946.57	\$101,850,813.42
April	\$18,281,112.11	\$15,819,252.45	\$8,982,464.70	\$1,037,393.94	\$44,120,223.20	\$44,120,223.20	\$57,730,590.22
May	\$3,052,561.85	\$3,078,962.32	\$1,504,381.66	\$173,097.00	\$7,809,002.83	\$7,809,002.83	\$49,921,587.39
June	\$184,272.43	\$218,346.99	\$93,962.84	\$10,363.60	\$506,945.86	\$506,945.86	\$49,414,641.53
July	\$145,305.75	\$148,611.42	\$74,118.82	\$7,530.00	\$375,565.99	\$375,565.99	\$49,039,075.54
August	\$208,080.27	\$231,134.21	\$103,675.20	\$11,355.61	\$554,245.29	\$554,245.29	\$48,484,830.25 Amount to collect
September							
October							
November							
December							
<b>Total Taxes YTD</b>	<b>\$24,033,397.70</b>	<b>\$21,584,114.44</b>	<b>\$11,840,195.11</b>	<b>\$1,361,455.50</b>	<b>\$58,819,162.75</b>		

\*includes \$1.00 (Regular), \$0.49 (EMS) and Benefit Assessment

**CENTRAL PIERCE FIRE & RESCUE  
TRANSPORT COLLECTIONS**

2025 Budget	<u>\$ 10,000,000</u>	<u>\$ 8,000,000</u>	<u>\$ 18,000,000</u>		<u>18,000,000.00</u>	
MONTH	TRANSPORT COLLECTIONS	GEMT COLLECTIONS	TOTAL MONTH	TOTAL COLLECTED YTD	TARGET \$ S/L	Over / (Under) Target
January	\$ 658,991	\$ 1,132,136	\$ 1,791,128	\$ 1,791,128	\$ 1,500,000	\$ 291,128
February	\$ 755,031	\$ 1,683,010	\$ 2,438,041	\$ 4,229,168	\$ 3,000,000	\$ 1,229,168
March	\$ 1,050,190	\$ 1,433,135	\$ 2,483,326	\$ 6,712,494	\$ 4,500,000	\$ 2,212,494
April	\$ 786,639	\$ 800,139	\$ 1,586,778	\$ 8,299,272	\$ 6,000,000	\$ 2,299,272
May	\$ 824,996	\$ 1,064,900	\$ 1,889,896	\$ 10,189,168	\$ 7,500,000	\$ 2,689,168
June	\$ 832,412	\$ 943,200	\$ 1,775,612	\$ 11,964,780	\$ 9,000,000	\$ 2,964,780
July	\$ 847,652	\$ 625,830	\$ 1,473,482	\$ 13,438,262	\$ 10,500,000	\$ 2,938,262
August	\$ 888,260	\$ 1,030,054	\$ 1,918,314	\$ 15,356,576	\$ 12,000,000	\$ 3,356,576
September					\$ 13,500,000	
October					\$ 15,000,000	
November					\$ 16,500,000	
December					\$ 18,000,000	
<b>Total YTD</b>	<u>\$6,644,170.52</u>	<u>\$8,712,405.13</u>	<u>\$15,356,575.65</u>			



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** Business Services Directorate Report

**Attachments:** N/A

**Submitted by:** DC Berdan

### RECOMMENDED ACTION BY THE BOARD:

☐ First reading

☐ Second reading

☐ Motion to approve

☒ For information only

☐ Other: \_\_\_\_\_

### SUMMARY:

#### Fleet

Engine 18-4 (E65) is on track to be repaired and back to the District by the end of the month.

Andy Moe has joined our team as the Logistics Captain (alongside Thad Richardson). He brings a wealth of experience and knowledge that has already paid dividends. Don Hodges has also accepted a short-term retainer to assist with bringing Capt. Moe up to speed. He'll be assisting with workflow associated with surplus, upfitting, equipment procurement, and radios.

#### Facilities

Early stages of the design work for the new Station 92 have launched. The target is to have a deliverable in hand by the end of the year that includes proposed site improvements and tentative cost projections.

The newly refurbished Station 66 will be put in service with the Heavy Rescue and a Medic Unit as of October 1, 2025.

By September 30<sup>th</sup>, the construction of the Facilities & Grounds HQ behind Station 64 will be completed by the contractor. BJ Butler and his team will then add the finishing touches before taking occupancy in Q1 of 2026.

#### Logistics

The lease paperwork for the commercial property neighboring the Shop has been reviewed by legal and signed by the Lessor. Occupancy will commence on October 1<sup>st</sup> with approval from the BOC.

The WUI team is being relocated to Station 96. The move will free up space at the Armory for other Health and Wellness endeavors. SPFR admin personnel (Chief Gibson and Kim Kemp) will also be working out of 96 as their current office space is inadequate for two people.



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** Executive Services Update

**Attachments:** N/A

**Submitted by:** Director Sandi Roberts

### RECOMMENDED ACTION BY THE BOARD:

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

### SUMMARY:

#### Prevention, Outreach & Education

This month, we distributed 1,660 CO alarms to the Franklin Pierce School District to ensure that every classroom and student service area in each of their 19 campuses is protected with a working carbon monoxide alarm. This is the third school district in our service boundary area that we have been able to support with alarms through this grant. In total so far, the alarms we have provided to our local school districts offer protection to approximately 12,650 students and 1,600 staff members.

We have had great success with afternoon events at 55+ communities, successfully reaching 12 communities in the past two months, and we completed our final Safe Sitter classes for 2025, with training 150 middle school students to care for themselves and others.

We are wrapping up participation in the Washington State Fair on the 21<sup>st</sup>. Our team staffed three education/outreach spots each day of the fair, debuting our new fire and life safety Jenga game, displaying the antique 1941 Puyallup Fire Mack, and continued our partnership with Fisher Scones – handing out 50 tickets per day for free scones. Additionally, the Pierce County Explorer Search and Rescue joined us at our booth this year. They received great interest in their volunteer programs.

#### Risk Management

Nine open claims, with one pending trial next year.

Subpoenas to testify – three completed, two pending.

#### Records Requests

Public Records: YTD 9/15/25 = 372\* vs YTD 9/15/24 = 220 / Yr End 2024: 372 / Yr End 2023: 311

Medical Records: YTD 9/15/25 = 447 vs YTD 9/15/24 = 443 / Yr End 2024: 627 / Yr End 2023: 533

*\*8 of the requests require significant records to review with 4 of those possibly taking years to review all of the records due to requesters being unwilling to providing guidance of what they are looking for, so we can narrow the scope of review and send any responsive records to them quicker. One request requires review of 28,000 records.*

#### Government Affairs

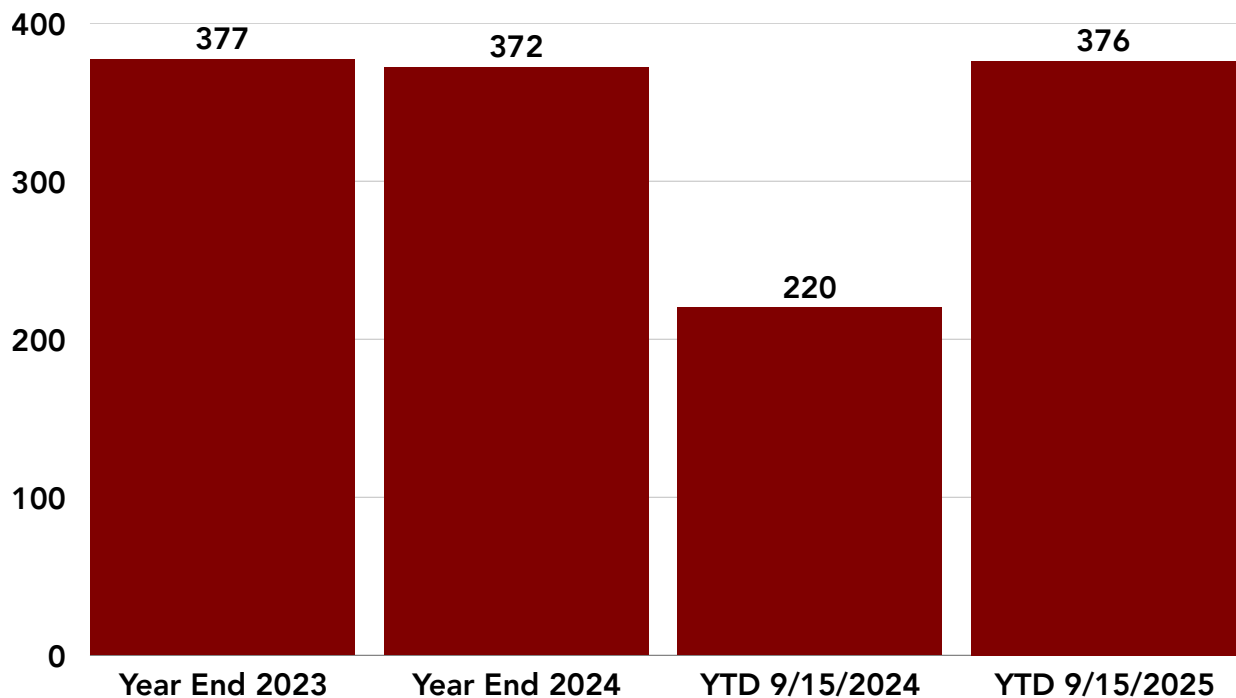
Tracking and weighing in on three projects at this time: SR 162 adding center turn lane from Orting to Sumner; SR 167 connecting from Meridian to I-5; SR 7 – redesign from Roy Y to 224<sup>th</sup>/267<sup>th</sup>.

# Executive Services Update

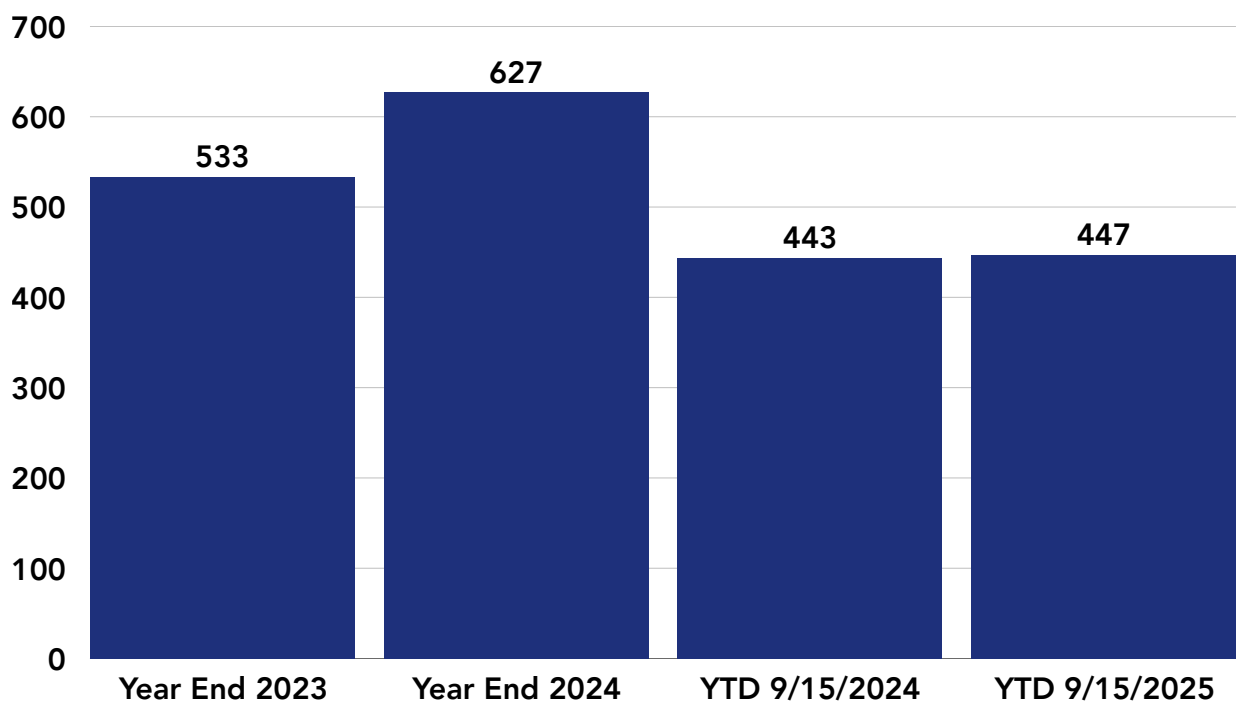
September 22, 2025



## Public Records Requests



## Medical Records Requests

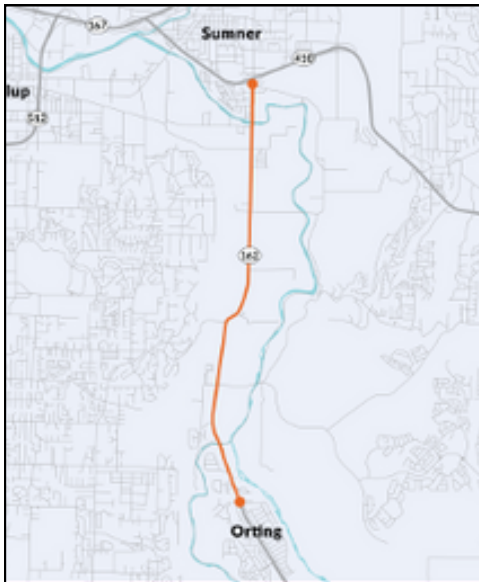


# Executive Services Update

September 22, 2025



## Government Affairs Projects



### SR 162 | Center Turn Lane

Study will look at existing conditions in the corridor and develop recommendations to improve mobility, safety, and decrease emergency response times.

Study was funded with \$1 million in the 2023 legislative session. No funding has been identified for design and construction.

Recommendations and the complete study report are being refined and finalized to be published.

<https://wsdot.wa.gov/construction-planning/search-studies/sr-162-center-turn-lane-planning-and-pre-design-study>



### SR 167

Construct six new miles of tolled highway between Puyallup and the Port of Tacoma and builds sidewalks and shared use-paths for non-motorized travelers.

Funded with \$2.83 billion for SR 167 Completion Project and the SR 509 Completion Project in King County.

- 2025 - Widen SR 167 between North Meridian and SR 410.
- 2026 - Start project to complete SR 167 between the Puyallup Recreation Center and I-5.
- 2027 - Open section between SR 410 and N Meridian.
- 2029 - Expect to open to traffic between North Meridian and I-5.

<https://wsdot.wa.gov/construction-planning/search-projects/sr-167-completion-project>

# Executive Services Update

September 22, 2025



## Government Affairs Projects



### SR 7

This pre-sign is for the upcoming safety improvement project on SR 7 between SR 507 and 267th Street.

Project is funded through the Federal Highway Safety Improvement Program.

Roundabouts, Pedestrian crossings, shared use path, median, and a lower speed limit are all part of the recommendations.

<https://wsdot.wa.gov/construction-planning/search-studies/sr-7-pre-design>



## Board Meeting Agenda Item Summary

**Agenda Date:** September 22, 2025

**Item Title:** Fire Chief's Report

**Attachments:** N/A

**Submitted by:** Chief Morrow

### RECOMMENDED ACTION BY THE BOARD:

☐ First reading

☐ Second reading

☐ Motion to approve

☒ For information only

☐ Other: \_\_\_\_\_

### Mid-County Leadership

The next Mid-County Leadership Forum is scheduled for October 22 at PLU at 0800. Commissioners are encouraged to attend. Those that are interested please RSVP with Erika ahead of the event.

### Station 66

I have provided direction to Staff to prepare to open Station 66 starting October 1, 2025. As discussed, and planned, we will move one of the two Medic units from Station 72 to Station 66 and move Rescue 61 from Station 68 to Station 66. Deputy Chief Rosenlund is coordinating the transition.

### Struggle Well

I had the opportunity to attend a two-day Struggle Well course in Spokane this month. The focus of the course is how to successfully work through high stress, high anxiety and traumatic situations throughout your career. The primary pathway is to learn from post-traumatic growth through education, regulation, disclosure, story, and service. I will encourage Staff to include this coursework in our organization as possible.

### Continuation Items

- Station 92- signage installed on property. Concept design exploration underway.
- Station Zero- property listed for sale.
- Station 42- DNR Lease consideration underway, AC installed.
- C Street Property- PSA expired. Staff exploring options.
- Station 41 (Shaw Road)- station project paused.
- Station 73- Lease agreement pending. Project pivot being discussed.
- Station 61- design and cost estimates complete. Project pivot being discussed.



September 5, 2025

Tracy Wiseman

Dear Tracy,

You have been recognized by one of your peers who wrote:

*"Not all heroes wear capes, and Tracy Wiseman is an example of that! I called Tracy about a derelict car that was at station 61 since an accident last year about some insurance questions as to who is responsible for the car, and who to contact. Mrs. Wiseman stated she would look into it and did just that, and more. She followed up within days stating that she contacted our insurance, the other cars insurance, and the car would be gone in the next couple weeks. As I was coming off shift on Wednesday morning, the car was being towed out of 61. I'm sure Tracy would say it was nothing, but to those of us who have had to look at this car for months, it was a big deal. A huge thank you to Tracy Wiseman for living our purpose of "people helping people". Not all heroes wear capes, some sit/stand at a desk at the shop."*

You were recognized by Battalion Chief Logan Kovash. Thank you for your devotion and loyalty.

Respectfully,

Cathy Spicer  
Employee Recognition Committee

cc: Personnel File  
Board of Commissioners

# YOUR FIRE DISTRICTS: BETTER TOGETHER

CENTRAL PIERCE FIRE & RESCUE • GRAHAM FIRE & RESCUE • ORTING VALLEY FIRE & RESCUE

September 10, 2025

Captain Anthony Stedman  
Central Pierce Fire & Rescue

Tony,

I want to take this opportunity to personally commend you for your exceptional leadership and dedication as Operations Captain during a time of significant transition within our fire district.

You stepped into this role at a moment when our organization was undergoing a complete change in scheduling, rules, and policies. These changes had the potential to cause disruption and confusion, yet your steady leadership ensured that policies and systems were interpreted correctly and implemented effectively. You navigated this process with professionalism and clarity, and in doing so, you made a difficult transition much smoother for the entire district.

I especially appreciate the way you engaged with our workforce during this period. From managing overtime requests, both mandatory and voluntary, to coordinating position changes, you consistently approached each task with fairness, transparency, and respect. You also handled complaints and several difficult conversations with poise and empathy, maintaining trust and strengthening the relationships within our team.

I firmly believe that people are brought into certain roles at certain times for a reason, and you were exactly the right person to lead us through this challenging moment. Your ability to balance the needs of the organization with the well-being of our personnel has made a lasting impact, and it reflects the highest standards of leadership.

This letter will be included in your personnel file as a formal recognition of your contributions. Please know how grateful I am for the hard work, professionalism, and character you continue to demonstrate.

With respect and appreciation,



Adam Rosenlund  
Deputy Chief – Emergency Services

Cc: Personnel File  
Chief Dustin Morrow  
Commissioner Packet