

Finance Committee Meeting Minutes

Valley Regional Fire Authority



Meeting Date: March 11, 2025
Time: 5:00 p.m.
Location: 1101 D St NE, Auburn, WA 98002

I. CALL TO ORDER, 5:00 P.M., Hybrid @ VRFA Station 31 and Zoom:

Chair Osborn called the VRFA Finance Committee Regular Meeting to order at 5:00 p.m.

Members present included Chair Osborn, Member Backus (excused), and Member Garberding.

Staff members present included Deputy Chief Tim Day, Deputy Chief Rick Olson, CFO Mark Horaski, and Clerk of the Committee Stefanie Harper.

II. AGENDA MODIFICATIONS

There were no agenda modifications.

III. APPROVAL OF MINUTES

A. Minutes

The minutes of the February 11, 2025, Regular Meeting were reviewed.

There being no questions or discussion, Member Garberding moved, and Chair Osborn seconded to approve the Minutes of the February 11, 2025, meeting.

MOTION CARRIED UNANIMOUSLY 2 - 0

IV. CONSENT ITEMS

A. Vouchers

1. Claims

Check numbers 212569 through 212637 in the amount of \$434,970.21 and electronic payments in the amount of \$68,399.89 totaling \$503,370.10 dated March 12, 2025.

2. Payroll

Payroll electronic deposit transmissions in the amount of \$2,510,490.72 for the period covering February 1, 2025, to February 28, 2025.

There being no further discussion or questions regarding Claims or Payroll, Member Garberding moved, and Chair Osborn seconded to approve and move to the full Board, the Claims and Payroll.

MOTION CARRIED UNANIMOUSLY 2 - 0

V. RESOLUTIONS & MOTIONS

A. Property Acquisition

DC Day stated that staff is seeking authorization to acquire the former Cascade Orthopedics Building in downtown Auburn, with closing anticipated between April 30 and May 15, 2025. The purchase allows VRFA to establish a dedicated administrative headquarters, consolidating support staff currently split between Stations 31 and 35. This approach replaces the original plan to combine administrative offices with a new fire station at the Station 31 site, which presented space, cost, and logistical challenges. The

revised strategy improves efficiency, enables a standalone fire station at Station 31 without temporary quarters, and preserves space for maintenance, logistics, and training.

There being no questions or discussion, Member Garberding moved, and Chair Osborn seconded to approve and move to the full Board the recommendation to authorize Chief Thompson to complete the acquisition of the former Cascade Orthopedics Building.

MOTION CARRIED UNANIMOUSLY 2 - 0


VI. INFORMATION/DISCUSSION

There was no information or discussion.

VII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:05 p.m.

Dated this 8th day of April 2025.


Lynda Osborn
Chair


Stefanie Harper
Clerk of the Board