

Finance Committee Meeting Minutes

Valley Regional Fire Authority



Meeting Date: December 9, 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 & Member Garberding (excused).

Staff members present included Chief Brad Thompson, Deputy Chief Tim Day, Deputy Chief Steve Zehnder, 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 November 12, 2025, Regular Meeting were reviewed.

There being no questions or discussion, Member Backus moved, and Chair Osborn seconded to approve the Minutes of the November 12, 2025, meeting.

MOTION CARRIED UNANIMOUSLY 2 – 0

IV. CONSENT ITEMS

A. Vouchers

1. Claims

Check numbers 213253 through 213327 in the amount of \$1,496,353 and electronic payments in the amount of \$3,602,974.17 totaling \$5,099,327.17 dated December 10, 2025.

2. Payroll

Payroll electronic deposit transmissions in the amount of \$2,569,642.74 for the period covering November 1, 2025, to November 30, 2025.

There being no further discussion or questions regarding Claims or Payroll, Member Backus 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. Resolution No. 213

CFO Horaski stated this resolution amends the 2025 general fund budget for board-approved fleet acquisitions, expenditures related to reimbursable services, and prior year expenditures for goods and services that were budgeted in 2024, but not received nor invoiced until 2025.

There being no further discussion or questions regarding Resolution 213, Member Backus moved, and Chair Osborn seconded to approve and move to the full Board.

MOTION CARRIED UNANIMOUSLY 2 – 0

B. 2026 Fee Schedule

CFO Horaski stated to ensure equity and consistency, VRFA bills the same rate for ambulance transports as our ambulance contractor, and recommend an update to the 2026 fee schedule to harmonize 2026 transport fees between VRFA and Tri-Med.

There being no further discussion or questions regarding the 2026 fee schedule, Member Backus moved, and Chair Osborn seconded to approve and move to the full Board.

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 13th day of January 2026.

for Nancy Backus
Lynda Osborn
Chair

Stefanie Harper
Stefanie Harper
Clerk of the Board