



KITTITAS COUNTY FIRE DISTRICT 7

•Professionalism •Integrity •Accountability

4244 Bullfrog Road — Cle Elum, Washington 98922 — (509) 649-2789 — Emergency Dial 911

Board of Fire Commissioners-Special Meeting Minutes

July 20, 2026

CALL TO ORDER: The meeting was called to order at 1800 hours at Station 72; Chief Lowe led the pledge of allegiance.

PRESENT: Commissioner Jeff Myers, Commissioner John P. Keffer, Commissioner Bosserman, Chief Aaron Lowe, District Secretary Micallef, Division Chief Zinko, and two firefighters.

MID YEAR BUDGET ADJUSTMENT – The entire budget was reviewed line-by-line showing the current year budget, expenses halfway through the year, with a discussion regarding any concerns or unanticipated budget impacts.

The District is currently tracking well inside of the budget and expenses have been accounted for within the line items.

The Board and staff discussed some future spreadsheet formatting changes, such as a numbering column on the left, and moving some line items into other subcategories, to provide more clarity.

The Board would like to create two more dedicated reserve funds and will review and balance the current reserve funds into the following: Operating Reserve Fund, Apparatus Reserve Fund, Capital Facilities Reserve Fund, and Capital Equipment Reserve Fund. These will be discussed at the August regular meeting.

Commissioner Bosserman moved to approve the budget adjustment as presented, Commissioner Keffer seconded the motion, the Board voted 3-0 to approve.

ADMINISTRATIVE SERVICES DISCUSSION: At the request of the City, Commissioner Myers met with Roslyn Mayor Adams to discuss a potential administrative services contract between the District and the Roslyn Fire Department. Commissioner Myers provided a list from Roslyn of requested administrative deliverables and a discussion ensued about cost allocation, staff time, and long-term transition to a more permanent arrangement between the City and District, whether that be a full-services contract, annexation, or regional fire authority option.

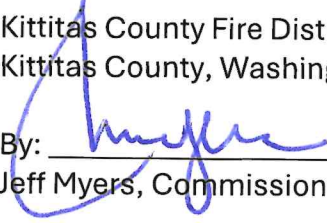
Commissioner Bosserman moved to direct staff to explore the contract deliverable costs and come back to the Board with an estimate and recommendation at a future

Board meeting. Commissioner Keffer seconded the motion. The Board voted 3-0 to approve.

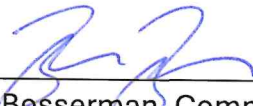
ADJOURNMENT: With no further business before the Board, the meeting was adjourned at 1945 hours.

APPROVED:

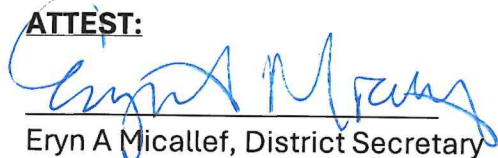
Kittitas County Fire District #7,
Kittitas County, Washington

By: 
Jeff Myers, Commissioner

By: 
John P. Keffer, Commissioner

By: 
Brian Bosserman, Commissioner

ATTEST:


Eryn A Micallef, District Secretary

*To provide the highest quality fire, rescue, and emergency services to our community
in a caring and professional manner.*