

BENTON COUNTY FIRE PROTECTION DISTRICT NO. 4 REGULAR BOARD MEETING AGENDA

AUGUST 21, 2025 – 5:00 PM 2604 BOMBING RANGE RD, WEST RICHLAND, WASHINGTON 99353

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ADDITION TO THE AGENDA

THOSE PRESENT

PUBLIC COMMENTS

Note - Public comments are limited to three (3) minutes per speaker per topic. The Board allows public comments orally or through written testimony provided in advance of the meeting.

CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Board for reading and study. These matters are considered to be routine and will be considered or enacted by one motion of the Board with no separate discussion. However, if any member of the Board desires separate discussion on a specific item, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- Agenda:
 - o Approve agenda of August 21, 2025.
- Minutes:
 - o Approve minutes of August 7, 2025, Regular Meeting.
- Payroll Vouchers:
 - Approve Payroll Voucher numbers 1149 through 1223 for \$452,888.39 for the period ending August 29, 2025.
- Claim Vouchers:
 - Approve Claim Voucher numbers 1197 through 1222 for \$58,686.62 for the period ending August 29, 2025.

FINANCIAL REVIEW

Budget Revenue and Expenditure Report

RESOLUTIONS/MOTIONS

NEW BUSINESS

Fire Chief Contract

UNFINISHED BUSINESS

CORRESPONDENCE

DISTRICT REPORTS

- Union Report
- Volunteer Report
- Logistics Report
- City Liaison Report
- Commissioner(s) Report
- Fire Chief Report
- Deputy Chief Report
 - Finance Manager Report

OPEN FORUM DISCUSSION

OPERATION PROGRAM UPDATES

IMPORTANT DATES

- August 9: Tri-County Commissioners Association Meeting Franklin #3
- September 19: SE WA Fire Commissioners Association Meeting Dayton, WA
- October 4: District Open House Fire Prevention Month
- October 22-25: WFCA Conference Tulalip, WA
- November 15: Tri-County Commissioners Association Meeting Benton #1

AGENDA ITEMS FOR THE NEXT MEETING

EXECUTIVE SESSION

ADJOURNMENT



BENTON COUNTY FIRE PROTECTION DISTRICT NO. 4 BOARD OF FIRE COMMISSIONERS

Regular Board Meeting Minutes August 7, 2025

CALL MEETING TO ORDER

Commissioner Brink called the regular meeting of the Board of Fire Commissioners of Benton County Fire District Protection District #4 to order at 5:00 p.m. at 2604 Bombing Range Rd West Richland, Washington. The board members present at this meeting were Commissioner Brink, Commissioner Goodwin and Commissioner Van Beek (virtual).

PLEDGE OF ALLEGIANCE

Firefighter Coates led the pledge of allegiance.

ADDITIONS TO THE AGENDA

Ladder Truck Final Inspection was added to new business.

THOSE PRESENT

Members present were:

Chief Carlyle	Firefighter Andrews	Firefighter Madrigal
Deputy Chief Drayton	Firefighter Coates	Firefighter Posegate
Administrative Assistant Ewing	Firefighter DeRitis	Firefighter Shannon
Captain Putz	Firefighter Garrison	Firefighter Wakeman
Lieutenant Vining		

CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Board of Commission for reading and study, are considered to be routine, and will be considered or enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- Public Comments: None received.
- Agenda Approval: Approval of the agenda for August 7, 2025.
- Minutes Approval: Approval of the meeting minutes dated July 17, 2025.
- Approval of Payments:
 - Claim Voucher numbers 1099 through 1126 for \$338,974.46 for the period ending August 15, 2025.

MOTION: Commissioner Goodwin moved to approve the Consent Agenda. Commissioner Van Beek seconded. Motion passed unanimously.

FINANCIAL REVIEW

The revenue and expenditure budget position report were reviewed.

RESOLUTIONS/MOTIONS

SCBA Compressor Quote

The Board considered Quote No. 346844 from LN Curtis for an Arctic Compressor with fill station in the amount of \$50,633.37 plus shipping and taxes.

Motion: Commissioner Goodwin moved to approve the quotes as submitted. Commissioner Van Beek seconded. The motion passed unanimously.

NEW BUSINESS

Elwood Staffing Temporary Employment Contract

Deputy Chief Drayton presented a Temporary Employment Proposal from Elwood Staffing to support the Training Officer and Administrative Office with data entry and related tasks. This short-term position will help maintain operations, with the potential to transition into a permanent role as needs evolve. The service can be ended at any time, and if the candidate is a good fit, we can hire them permanently. We will also interview applicants to ensure they align with our culture.

MOTION: Commissioner Goodwin moved to approve the Temporary Employment Proposal with Elwood Staffing. Commissioner Van Beek seconded. The motion passed unanimously.

Ladder Truck Final Inspection

Commissioner Goodwin presented a change order for \$4,800.00 plus tax for the Pierce Aerial Ladder Truck build project to cover all travel expenses for sending two additional people to the final apparatus inspection. The additional personnel are necessary to ensure that the vehicle meets all operational and safety requirements before final delivery.

MOTION: Commissioner Brink moved to approve the change order of \$4,800.00 plus tax. Commissioner Van Beek seconded. The motion passed unanimously.

UNFINISHED BUSINESS

There was no unfinished business.

CORRESPONDENCE

There was no new correspondence.

DISTRICT REPORTS

Union – Captain Putz mentioned that the union is looking forward to meeting to further discuss the tasks the temporary employee will be performing for the training division. **City Liaison** – Commissioner Brink provided the following report:

- The SR 224 intersection is currently closed, with detours in place.
- With Costco opening tomorrow and a race scheduled for this weekend, an increase in traffic is expected in the area.

Commissioners

• Commissioner Brink reported that he will not be attending the Tri-County Commissioners Association Meeting this Saturday.

Chief – Chief Carlyle provided the following report:

- He attended an administrative staff meeting where budget planning for 2026 was initiated. The Commissioners should have the budget for review around the beginning of October.
- He was deployed to the Burdoin fire as part of the incident management team.
- He interviewed the top candidate for the Facilities and Logistics Manager position and extended a job offer to Soterio Rebman, with an expected start date of 8/18/2025.
- Rogers Surveying has completed the preliminary survey and short plat exemption
 application for 1400 Harrington Road. The Department of Natural Resources (DNR) has
 received all necessary documents and is currently reviewing them. If there are no
 further questions, the application will be filed with the City of West Richland, and the
 property will soon be sent to appraisal. There are still a couple of questions regarding
 road rights-of-way and the correct procedures for addressing them.
- An issue with easements and water meters at 8031 Keene was identified last fall. The
 team is working to correct these easements and ensure they are properly recorded with
 the County. Additionally, an agreement will need to be written with the property owner
 at 8011 Keene.
- He attended National Night for a short time. It was well attended, and he thanked all BCFD4 personnel who were able to participate.
- Media and advertising for career recruitment began today in preparation for the 2026 hiring process.

Deputy Chief – Deputy Chief Drayton provided the following report:

- He shared early data from the past month and a half of operations at Station 410, which
 clearly shows that having the station open is positively impacting response times,
 station reliability, and crew workload. Since starting 24/7 staffing on June 14, 2025,
 there has only been one day without staffing. This has led to a reduction in average
 response times by over 100 seconds, a significant improvement.
- He attended the 2025 Firemanship Conference in Aurora, Illinois, where he participated in sessions on leadership and hydrants to nozzles. It was a valuable conference, and he expects to attend again next year.
- He is continuing to update policies.
- He is collaborating with Captain Rogers to develop a training plan for next year.
- He is in the process of creating the Battalion Chief (BC) test in preparation for the upcoming promotional test on the 22nd.
- He continues reviewing emergency service zones.
- He remains engaged in providing leadership training.
- He attended the active shooter drill with the West Richland Police Department (WRPD) and thanked Firefighter Wakeman for organizing and delivering quality training. The session helped identify training gaps for both WRPD and the District. WRPD is open to collaborating and participating in additional training sessions.

Finance Manager – Administrative Assistant Ewing provided the following report:

• Finance Manager Paden-Lilly has kicked off the 2026 budget planning process. She sent an email to all members with the budget timeline and instructions on how to

submit budget requests. The deadline for submitting budget requests is September 1, 2025.

OPEN FORUM DISCUSSION

No topics were brought forward during the open forum discussion.

OPERATION PROGRAM UPDATES

There were no operation program updates

IMPORTANT DATES

- August 9: Tri-County Commissioners Association Meeting Franklin #3
- September 19: SE WA Fire Commissioners Association Meeting Dayton, WA
- October 4: District Open House Fire Prevention Month
- October 22-25: WFCA Conference Tulalip, WA
- November 15: Tri-County Commissioners Association Meeting Benton #1

AGENDA ITEMS FOR THE NEXT MEETING

• Fire Chief Contract

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

With no further busin	ess to come before	e the Board the m	ieeting was adjourn	ed at 5:26 p.m.

Attested:			
Billie Paden-Lilly, District Secretary	Date	Garrett Goodwin, Commissioner	Date
Michael Van Beek, Commissioner	Date	Fred Brink, Commissioner	Date

BENTON COUNTY FIRE PROTECTION DISTRICT #4

As Of: 08/29/2025

Time: 12:20:26 Date: 08/20/2025

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Page: Accts Pay # Received Date Due Vendor Amount Memo 15270 08/29/202508/29/202515 **AMAZON** 74.36 POLISH PASTE (12) 522 20 28 00 Clothing, Commissary (Non-001 000 522 6841 - General I 74.36 POLISH PASTE (12) Invoice 1FNQ-T34R-RFYC 74.36 POLISH PASTE (12) **AMAZON** 15289 08/29/202508/29/202515 29.31 REPAIR KIT BAGS FOR APPARATUS 001 000 522 6841 - General I 522 60 31 00 Expendable Supplies - Autor 29.31 REPAIR KIT BAGS FOR APPARATUS Invoice 1NTK-4WHW-WR3W 29.31 REPAIR KIT BAGS FOR APPARATUS 15271 08/29/202508/29/20251081 **AP TRITON, LLC** 4,070.40 STANDARD OF COVERAGE PROJECT JULY **COMPLETION - 5%** 001 000 522 6841 - General I 522 12 41 00 Contract Services 4,070.40 STANDARD OF COVERAGE PROJECT JULY **COMPLETION - 5%** Invoice 2025-262 4.070.40 STANDARD OF COVERAGE PROJECT JULY COMPLETION - 5% **CASCADE NATURAL GAS** 15272 08/29/202508/29/2025921 130.80 GAS UTILITIES 522 50 47 10 Utilities 001 000 522 6841 - General I 130.80 GAS UTILITIES Invoice JULY 18 2025 130.80 GAS UTILITIES CI SUPPORT LLC 15273 08/29/202508/29/2025628 41.77 SHRED SERVICE 001 000 522 6841 - General I 522 12 41 00 Contract Services 41.77 SHRED SERVICE Invoice 41.77 SHRED SERVICE 0185915 15284 08/29/202508/29/2025281 **CITY OF RICHLAND** 10,324.25 DISPATCH SERVICES 001 000 522 6841 - General I 522 24 41 00 Dispatch Services 10,324.25 DISPATCH SERVICES Invoice 57002 10.324.25 DISPATCH SERVICES

Time: 12:20:26 Date: 08/20/2025

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BENTON COUNTY FIRE PROTECTION DISTRICT #4

As Of: 08/29/2025

Accts					<u> </u>
Pay # Received Date Due	Vendor			Amount	Memo
15274 08/29/202508/29/20251088	EDWARI	O HARTIN		1,280.00	DEVELOP B/C ASSESSMENT - 2025
522 45 41 00 Professional Service	2	001 000 522 6841 - General I		1,280.00	DEVELOP B/C ASSESSMENT - 2025
	Invoice				
	8-16-2025		1,280.00	DEVELOP B/C ASSE	ESSMENT - 2025
15275 08/29/202508/29/2025123	FIRE 4 A	DVANCED TRAVEL		679.20	MILEAGE & PER DIEM
522 45 43 00 Travel - Mileage & A	Air	001 000 522 6841 - General I		466.20	MILEAGE - PADEN-LILLY TO WENATCHEE & SHEARER
522 45 43 10 Travel - PerDiem &	Lodging	001 000 522 6841 - General I		213.00	TO VANCOUVER FOR TRAINING SHEARER - MEALS FOR COMMUNITY RISK REDUCTION
	Invoice				
	CK #1033 CK #1034				EM - COMMUNITY RISK REDUCTION (SHEARER) JDGETING & FISCAL MANAGEMENT WORKSHOP (PADE
15276 08/29/202508/29/2025704	FIRE 4 C	HECKING ACCOUNT		290.27	EMS OVERPAYMENT REIMBURSEMENT; LATE FEE FOR SCANNER
522 70 41 20 Ambulance Over Pa	ayment	110 000 522 6848 - EMS Fun		275.00	EMS OVERPAYMENT REIMBURSEMENT
591 22 01 02 Lease Payments - C	Office Equ	001 000 591 6841 - General I		15.27	LATE FEE FOR SCANNER
	Invoice				
	CK #1339 CK #1338			EMS OVERPAYMEN LATE FEE FOR SCA	IT REIMBURSEMENT NNER
15298 08/29/202508/29/2025704	FIRE 4 C	HECKING ACCOUNT		140.00	2025 DISABILITY & PENSION FOR (1) MEMBER
522 20 24 20 Volunteer Pension	& Relief F	001 000 522 6841 - General I		140.00	2025 DISABILITY & PENSION FOR (1) MEMBER
	Invoice				
	CK #1340		140.00	2025 DISABILITY &	PENSION FOR (1) MEMBER
15277 08/29/202508/29/2025137	GALLS			3,451.25	TACTICAL TRAINER BELTS (66)
522 20 28 00 Clothing, Commissa	ary (Non-	001 000 522 6841 - General I		3,451.25	TACTICAL TRAINER BELTS (66)
	Invoice				
	032163231 032170824 032222057		365.61	TACTICAL TRAINER TACTICAL TRAINER TACTICAL TRAINER	R BELTS (7)

BENTON COUNTY FIRE PROTECTION DISTRICT #4

As Of: 08/29/2025

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Accts Pay # Received Date Due Vendor Amount Memo 15299 08/29/202508/29/2025509 **HUGHES FIRE EQUIPMENT INC.** 90.33 REPAIR #47 522 60 48 00 Repair and Maintenance Ser 001 000 522 6841 - General I 90.33 REPAIR #47 Invoice 626623 90.33 REPAIR #47 **ISOUTSOURCE** 15278 08/29/202508/29/2025876 5.000.00 BLOCK SUPPORT 001 000 522 6841 - General I 522 12 41 03 Contract Services - Compute 5,000.00 BLOCK SUPPORT Invoice CW314278 5,000.00 BLOCK SUPPORT 15280 08/29/202508/29/2025187 LIFE ASSIST 1,994.94 ZOLL CPR STAT PADZ; LANCETS; HIGH PRESSURE **EXTENSION SET; DIPHENHYDRAMINE 50MG;** ATROPINE SULFATE 1MG: 3M RED DOT **ELECTRODE; MAD DEVICE; GLUCOSE GEL 15GM** 522 70 31 00 Expendable Supplies - EMS 001 000 522 6841 - General I 1,994.94 EMS SUPPLIES Invoice 1628214 1,191.42 ZOLL CPR STAT PADZ CS (8); LANCETS (100); HIGH PRESSURE EXTENSION SE 1629193 803.52 DIPHENHYDRAMINE 50MG; ATROPINE SULFATE 1MG; 3M RED DOT ELECTRO 15281 08/29/202508/29/2025189 LIZ LOOMIS EASL, INC 6,250.00 CONSULTING SERVICES - JULY 2025 522 30 41 01 Professional Services - Marke 001 000 522 6841 - General I 6,250.00 CONSULTING SERVICES - JULY 2025 Invoice B4-0825 6,250.00 CONSULTING SERVICES - JULY 2025 15279 08/29/202508/29/2025182 **LN CURTIS & SONS** 5,799.58 660C METRO MSA CAIRNS MODERN HELMETS (3) WHITE; (10) BLACK 522 21 28 20 PPE - Protective Clothing 001 000 522 6841 - General I 5,799.58 660C METRO MSA CAIRNS MODERN HELMETS (3) WHITE; (10) BLACK Invoice INV978011 5,799.58 660C METRO MSA CAIRNS MODERN HELMETS (3) WHITE; (10) BLACK

Time: 12:20:26 Date: 08/20/2025

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BENTON COUNTY FIRE PROTECTION DISTRICT #4

As Of: 08/29/2025

Accts Pay # Received Date Due		Vendor		Amount	Memo
15282 08/29/202508/29/2025849		NATIONAL HOSE TESTING			2025 FIRE HOSE TESTING (15,845 FT); GROUND LADDER TESTING (192 FT); HEAT SENSORS INSTALLED (24)
522 21 41 00 Professional Service	S	001 000 522 6841 - General I		7,341.35	2025 FIRE HOSE TESTING (15,845 FT); GROUND LADDER TESTING (192 FT); HEAT SENSORS INSTALLED (24)
	Invoice				
	51988		7,341.35	2025 FIRE HOSE TE	STING (15,845 FT); GROUND LADDER TESTING (192 FT);
15283 08/29/202508/29/2025242		OXARC		210.15	N20 CYLINDERS (3); CYLINDER RENT; OXYGEN CYLINDER (1)
522 70 31 00 Expendable Supplie	s - EMS	001 000 522 6841 - General I		210.15	N20 CYLINDERS (3); CYLINDER RENT; OXYGEN CYLINDER (1)
	Invoice				
	0032395 0062092 0032390	2383	42.39	N20 CYLINDERS (3) CYLINDER RENT OXYGEN CYLINDER	
15285 08/29/202508/29/2025833		RINGOLDE		581.76	NAME TAGS; EMBROIDER LOGO; SEW ON PATCH; SOFT SHELL JACKETS W/LOGO (5)
522 20 28 00 Clothing, Commissa	ry (Non-	001 000 522 6841 - General I		581.76	NAME TAGS; EMBROIDER LOGO; SEW ON PATCH
	Invoice				
	9161 9140			NAME TAGS; EMBR SOFT SHELL JACKE	OIDER LOGO; SEW ON PATCH TS W/LOGO (5)
15288 08/29/202508/29/2025322		STAPLES ADVANTAGE		501.28	FACILITY SUPPLIES
522 50 31 00 Expendable Supplie	s -Faciliti	001 000 522 6841 - General I		501.28	FACILITY SUPPLIES
	Invoice				
	6039581 6039107			CLOROX WIPES HAND SOAP; PAPE	R TOWELS; TOILET PAPER
15286 08/29/202508/29/2025680		SYSTEM DESIGN WEST		2,676.44	EMS BILLING - JULY 2025
522 70 41 00 Ambulance Billing S	ervice Fe	110 000 522 6848 - EMS Fun		2,676.44	EMS BILLING - JULY 2025

BENTON COUNTY FIRE PROTECTION DISTRICT #4

As Of: 08/29/2025

Time: 12:20:26 Date: 08/20/2025

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Accts Pay # Received	Date Due	Vendor			Amount	Memo
,		Invoice				
		20252555		2,676.44	EMS BILLING - JUL	Y 2025
15290 08/29/202	508/29/2025475	US BANK			1,073.50	BORSCHOWA VISA EXPENDITURES
	0 Computer Software 0 Expendable Supplie		001 000 522 6841 - General I 001 000 522 6841 - General I			O365 SUBSCRIPTIONS (42) CAR FUSE FOR #44
		Invoice				
		8/11/25 AUTOZONE 8/19/25 MSFT-4 8/19/25 MSFT-38		100.00	CAR FUSE FOR #44 O365 SUBSCRIPTION O365 SUBSCRIPTION	ONS (4)
15291 08/29/202	508/29/2025475	US BANK			103.46	CARAWAY VISA EXPENDITURE
522 26 31 1	0 Food		001 000 522 6841 - General I		103.46	FOOD FOR REHAB ON NCF
		Invoice				
		8/15/25 DOMINOS		103.46	FOOD FOR REHAB	ON NCF
15292 08/29/202	508/29/2025475	US BANK			735.85	DRAYTON VISA EXPENDITURES
522 45 43 2	0 Registration Fees		001 000 522 6841 - General I		735.85	TEEX & CHAT GPT TRAINING
		Invoice				
		8/18/25 UDEMY 8/8/25 TEEX			CHAT GPT TRAININ TEEX TRAINING FC	
15293 08/29/202	508/29/2025475	US BANK			246.78	ESTRELLA VISA EXPENDITURES
522 50 31 0	10 Non Expendable Ec 10 Expendable Supplie 10 Expendable Supplie	es -Faciliti	001 000 522 6841 - General I 001 000 522 6841 - General I 001 000 522 6841 - General I		79.05	ERD HEAD BRASS SPANNER WRENCH FOR #44 GARDEN HOSE FOR STA 410 HOSE REPAIR KIT FOR APPARATUS
		Invoice				
		8/18/25 EFIRE 8/18/25 HDEPOT 8/18/25 HDEPOT		79.05	RED HEAD BRASS GARDEN HOSE FO HOSE REPAIR KIT F	
15294 08/29/202	508/29/2025475	US BANK			3,594.14	EWING VISA EXPENDITURES
522 50 41 0 522 50 47 1	0 Professional Service 0 Utilities	es	001 000 522 6841 - General I 001 000 522 6841 - General I			FIRE SPRINKLER SYSTEM MONITORING UTILITIES FOR FACILITIES

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:20:26 Date: 08/20/2025

	ON DISTRICT "4	As Of: 08/2	9/2025		Page: 6
Accts Pay # Received Date Due	Vendor			Amount	Memo
	Invoice				
	8/14/25 BRE 8/7/25 WEST 8/6/25 MOON		1,000.87	ELECTRIC FOR FAC WATER FOR FACILI FIRE SPRINKLER M	
15295 08/29/202508/29/2025475	US BANK			28.22	NEWTON VISA EXPENDITURE
522 50 31 00 Expendable Supplie	s -Faciliti	001 000 522 6841 - General I		28.22	LAUNDRY SOAP FOR STATION 410
	Invoice				
	8/18/25 YOKES		28.22	LAUNDRY SOAP FO	OR STA 410
15296 08/29/202508/29/2025475	US BANK			1,375.73	OROZCO VISA EXPENDITURES
522 20 28 00 Clothing, Commissa 522 50 31 00 Expendable Supplie	•	001 000 522 6841 - General I 001 000 522 6841 - General I			BOOTS FOR WALTON AND STATION SHOES COFFEE MACHINE FOR TRAINING
	Invoice				
	8/13/25 WMART 8/13/25 WPSG 8/12/25 HEY		435.59	NINJA COFFEE MA DUTY BOOTS FOR STATION SHOES (1	
15297 08/29/202508/29/2025475	US BANK			392.90	PADEN-LILLY VISA EXPENDITURES
522 12 31 00 Expendable Office S 522 45 43 10 Travel - PerDiem &		001 000 522 6841 - General I 001 000 522 6841 - General I			(3) ROLLS OF STAMPS LODGING & DINNER FOR AWC WORKSHOP
	Invoice				
	8/8/25 COAST 8/8/25 MCGLINNS 8/15/25 YOKES		23.50	LODGING FOR AW DINNER - AWC BU (3) ROLLS OF STAN	DGETING WORKSHOP
15287 08/29/202508/29/2025347	US LINEN	& UNIFORM		178.60	MAT SERVICE
522 50 41 00 Professional Service	S	001 000 522 6841 - General I		178.60	MAT SERVICE
	Invoice				
	3548087 3546268			MAT SERVICE MAT SERVICE	
	Fund	Report To	tal:	58,686.62	

BENTON COUNTY FIRE PROTECTION DISTRICT #4

As Of: 08/29/2025

Time: 12:20:26 Date: 08/20/2025

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Accts

Pay # Received Date Due Vendor Amount Memo

001 6841 - General Fund 55,735.18 110 6848 - EMS Fund 2,951.44

We, the undersigned, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid olbigation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

BENTON COUNTY FIRE PROTECTION DISTRICT #4 Time: 12:31:18 Date: 08/20/2025

08/28/2025 To: 08/29/2025

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				Uč	0/20/2023 10. 00/29/2023	Page.
Trans	Date	Туре	Acct #	War#	Claimant	Amount Memo
1199	08/29/2025	Claims	6841	2093	AMAZON	103.67 POLISH PASTE (12); REPAIR KIT BAGS FOR APPARATUS
1200	08/29/2025	Claims	6841	2094	AP TRITON, LLC	4,070.40 STANDARD OF COVERAGE PROJECT JULY COMPLETION - 5%
1201	08/29/2025	Payroll	6841	2095	BENTON COUNTY 4 BENEVOLENT FUND	67.00 Pay Cycle(s) 08/01/2025 To 08/31/2025 - Benevolent Fund
1202	08/29/2025	Payroll	6841	2096	BPAS	7,250.00 Pay Cycle(s) 08/01/2025 To 08/31/2025 - HRA VEBA - OPS; Pay Cycle(s) 08/01/2025 To 08/31/2025 - HRA VEBA - ADM
1203	08/29/2025	Claims	6841	2097	CASCADE NATURAL GAS	130.80 GAS UTILITIES
1204	08/29/2025	Claims	6841	2098	CI SUPPORT LLC	41.77 SHRED SERVICE
1205	08/29/2025	Claims	6841		CITY OF RICHLAND	10,324.25 DISPATCH SERVICES
1206	08/29/2025	Payroll	6841		DIMARTINO	1,983.73 Pay Cycle(s) 08/01/2025 To 08/31/2025 - LT Disab- Life
1207	08/29/2025	Claims	6841	2101	EDWARD HARTIN	1,280.00 DEVELOP B/C ASSESSMENT - 2025
1208	08/29/2025	Claims	6841	2102	GALLS	3,451,25 TACTICAL TRAINER BELTS (66)
1209	08/29/2025	Claims	6841		HUGHES FIRE EQUIPMENT INC.	90.33 REPAIR #47
1210	08/29/2025	Payroll	6841		IAFF LOCAL 1052	4,456.75 Pay Cycle(s) 08/01/2025 To
1210	00/23/2023	Tayron	0041	2104	IAIT LOCAL 1032	08/31/2025 - Union Dues
1211	08/29/2025	Claims	6841	2105	ISOUTSOURCE	5,000.00 BLOCK SUPPORT
1212	08/29/2025	Claims	6841		LIFE ASSIST	1,994.94 ZOLL CPR STAT PADZ; LANCETS; HIGH PRESSURE EXTENSION SET; DIPHENHYDRAMINE 50MG; ATROPINE SULFATE 1MG; 3M RED DOT ELECTRODE; MAD DEVICE; GLUCOSE GEL 15GM
1213	08/29/2025	Claims	6841	2107	LIZ LOOMIS EASL, INC	6,250.00 CONSULTING SERVICES - JULY 2025
1214	08/29/2025	Claims	6841	2108	LN CURTIS & SONS	5,799.58 660C METRO MSA CAIRNS MODERN HELMETS (3) WHITE; (10) BLACK
1215	08/29/2025	Claims	6841	2109	NATIONAL HOSE TESTING	7,341.35 2025 FIRE HOSE TESTING (15,845 FT); GROUND LADDER TESTING (192 FT); HEAT SENSORS INSTALLED (24)
1216	08/29/2025	Claims	6841	2110	OXARC	210.15 N20 CYLINDERS (3); CYLINDER RENT; OXYGEN CYLINDER (1)
1217	08/29/2025	Claims	6841	2111	RINGOLDE	581.76 NAME TAGS; EMBROIDER LOGO; SEW ON PATCH; SOFT SHELL JACKETS W/LOGO (5)
1218	08/29/2025	Claims	6841	2112	STAPLES ADVANTAGE	501.28 FACILITY SUPPLIES
1219	08/29/2025	Claims	6841	2113	SYSTEM DESIGN WEST	2,676.44 EMS BILLING - JULY 2025
1220	08/29/2025	Payroll	6841	2114	TRUSTEED PLANS SERVICE CORPORATION	44,103.63 Pay Cycle(s) 08/01/2025 To 08/31/2025 - Med/Dental Insurance; Pay Cycle(s) 08/01/2025 To 08/31/2025 - Dental Insurance
1221	08/29/2025	Claims	6841		US BANK	7,550.58 BORSCHOWA VISA EXPENDITURES; CARAWAY VISA EXPENDITURE; DRAYTON VISA EXPENDITURES; ESTRELLA VISA EXPENDITURES; EWING VISA EXPENDITURES; NEWTON VISA EXPENDITURE; OROZCO VISA EXPENDITURES; PADEN-LILLY VI
1222	08/29/2025	Claims	6841	2116	US LINEN & UNIFORM	178.60 MAT SERVICE

BENTON COUNTY FIRE PROTECTION DISTRICT #4 Time: 12:31:18 Date: 08/20/2025 08/28/2025 To: 08/29/2025 Page: 2 Trans Date Type Acct # War# Claimant Amount Memo 3,900.00 Pay Cycle(s) 08/01/2025 To 1223 08/29/2025 **Payroll** 6841 2117 C/O BENEFIT SOLUTIONS INC 08/31/2025 - MERP WSCFF MEDICAL EXPENSE REIMBURSEMEN 001 6841 - General Fund 116.661.82 110 6848 - EMS Fund 2,676.44 - Claims: 57,577.15 119,338.26 Payroll: 61,761.11 We, the undersigned, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid olbigation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim. Admin Staff _____ Secretary____

Approval Date

BENTON COUNTY FIRE PROTECTION DISTRICT #4 Time: 12:32:11 Date: 08/20/2025

08/28/2025 To: 08/29/2025

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Trans	Date	Туре	Acct #	War #	Claimant	Amount	Memo
1149	08/29/2025	Payroll	6841	EFT	JOSHUA AMMANN		August Base Salary/July OT
1150	08/29/2025	Payroll	6841	EFT	BRADLEY E ANDREWS	8,262.63	August Base Salary/July OT
1151	08/29/2025	Payroll	6841	EFT	CORAL L BEARS	775.74	August Base Salary/July OT
1152	08/29/2025	Payroll	6841	EFT	DANA M BORSCHOWA	138.52	August Base Salary/July OT
1153	08/29/2025	Payroll	6841	EFT	MATTHEW J BORSCHOWA	12,364.85	August Base Salary/July OT
1154	08/29/2025	Payroll	6841	EFT	FREDERICK T BRINK	734.54	August Base Salary/July OT
1155	08/29/2025	Payroll	6841	EFT	ED R CARAWAY	•	August Base Salary/July OT
1156	08/29/2025	Payroll	6841	EFT	PAUL E CARLYLE	13,315.89	August Base Salary/July OT
1157	08/29/2025	Payroll	6841	EFT	BRANDON J COATES	926.24	August Base Salary/July OT
1158	08/29/2025	Payroll	6841	EFT	KAREN M DAVIS	106.20	August Base Salary/July OT
1159	08/29/2025	Payroll	6841	EFT	AMANDA K DERITIS	5,786.48	August Base Salary/July OT
1160	08/29/2025	Payroll	6841	EFT	DANIEL J DRAYTON	9,992.36	August Base Salary/July OT
1161	08/29/2025	Payroll	6841	EFT	MANUEL I ESTRELLA	10,379.11	August Base Salary/July OT
1162	08/29/2025	Payroll	6841	EFT	APRIL S EWING	•	August Base Salary/July OT
1163	08/29/2025	Payroll	6841	EFT	CODY R FLOWERS	5,315.42	August Base Salary/July OT
1164	08/29/2025	Payroll	6841	EFT	KEVIN G GAIDOS	6,267.07	August Base Salary/July OT
1165	08/29/2025	Payroll	6841	EFT	KAILEE M GARRISON-EHREDT	•	August Base Salary/July OT
1166	08/29/2025	Payroll	6841	EFT	JARON D GIBSON	7,945.66	August Base Salary/July OT
1167	08/29/2025	Payroll	6841	EFT	GARRETT S GOODWIN		August Base Salary/July OT
1168	08/29/2025	Payroll	6841	EFT	REX J GREEN	504.91	August Base Salary/July OT
1169	08/29/2025	Payroll	6841	EFT	DAWSEN O HALL	·	August Base Salary/July OT
1170	08/29/2025	Payroll	6841	EFT	JACOB TA HANSEN		August Base Salary/July OT
1171	08/29/2025	Payroll	6841	EFT	THOMAS R HARPER		August Base Salary/July OT
1172	08/29/2025	Payroll	6841	EFT	KYLE C HART	•	August Base Salary/July OT
1173	08/29/2025	Payroll	6841	EFT	NATANIA M JOHNSTON		August Base Salary/July OT
1174	08/29/2025	Payroll	6841	EFT	ABIGAIL E KNOX	·	August Base Salary/July OT
1175	08/29/2025	Payroll	6841	EFT	JAMES A LONGIE	•	August Base Salary/July OT
1176	08/29/2025	Payroll	6841	EFT	ESTEBAN MADRIGAL	•	August Base Salary/July OT
1177	08/29/2025	Payroll	6841	EFT	RAYMOND J NEWTON		August Base Salary/July OT
1178	08/29/2025	Payroll	6841	EFT	WYATT M OROZCO		August Base Salary/July OT
1179	08/29/2025	Payroll	6841	EFT	CONNOR L OVERSON		August Base Salary/July OT
1180	08/29/2025	Payroll	6841	EFT	BILLIE J PADEN-LILLY		August Base Salary/July OT
1181	08/29/2025	Payroll	6841	EFT	RUSSELL A POSEGATE	•	August Base Salary/July OT
1182	08/29/2025	Payroll	6841		GARRETT M PREMEL		August Base Salary/July OT
1183	08/29/2025	Payroll	6841	EFT	ALLEN L PUTZ		August Base Salary/July OT
1184	08/29/2025	Payroll	6841	EFT	SOTERIO K REBMAN	•	August Base Salary/July OT
1185	08/29/2025	Payroll	6841	EFT	KYLE M RICHE		August Base Salary/July OT
1186	08/29/2025	Payroll	6841	EFT	BONNIE M ROGERS	•	August Base Salary/July OT
1187	08/29/2025	Payroll	6841	EFT	MCKENZIE M SELL	•	August Base Salary/July OT
1188	08/29/2025	Payroll	6841	EFT	ROBERT C SHANNON		August Base Salary/July OT
1189	08/29/2025	Payroll	6841	EFT	BENJAMIN O SHEARER		August Base Salary/July OT
1190	08/29/2025	Payroll	6841	EFT	MICHAEL A VAN BEEK		August Base Salary/July OT
1191	08/29/2025	Payroll	6841	EFT	ARRIEL A VAN CLEEF	·	August Base Salary/July OT
1192	08/29/2025	Payroll	6841	EFT	DOMINIC P VIGGIANO		August Base Salary/July OT
1193	08/29/2025	Payroll	6841	EFT		•	August Base Salary/July OT
1194	08/29/2025	Payroll	6841	EFT	BRIAN P WAKEMAN		August Base Salary/July OT
1195	08/29/2025	Payroll	6841	EFT	JACOB M WALTON	•	August Base Salary/July OT
1196	08/29/2025	Payroll	6841	EFT	CODY WINTERS	•	August Base Salary/July OT
1197	08/29/2025	Claims	6841		FIRE 4 ADVANCED TRAVEL		MILEAGE & PER DIEM
1198	08/29/2025	Claims	6841	EFT	FIRE 4 CHECKING ACCOUNT	430.27	EMS OVERPAYMENT REIMBURSEMENT; LATE FEE FOR SCANNER; 2025 DISABILITY & PENSION FOR (1) MEMBER
1224	08/28/2025	Payroll	6841	EFT	EFTPS- IRS Payroll Taxes	55,015.68	941 Deposit for Pay Cycle(s) 08/01/2025 - 08/31/2025

BENTON COUNTY FIRE PROTECTION DISTRICT #4 Time: 12:32:11 Date: 08/20/2025 08/28/2025 To: 08/29/2025 Page: 2 Trans Date Type Acct # War# Claimant Amount Memo 1225 08/28/2025 **Payroll** 6841 EFT WA PUB EMP & RETIRE SYS 73,321.73 Pay Cycle(s) 08/01/2025 To 08/31/2025 - LEOFF II - D097; Pay Cycle(s) 08/01/2025 To 08/31/2025 - DCP-899T76; Pay Cycle(s) 08/01/2025 To 08/31/2025 - PERS 3 - 4778; Pay Cycle(s) 08/01/2025 To 08/31/202 001 6841 - General Fund 391,961.75 110 6848 - EMS Fund 275.00 Claims: 1,109.47 392,236.75 Payroll: 391,127.28

We, the undersigned, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid olbigation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

Admin Staff	Secretary
Commissioners,	
Approval Date	

Time:

14:04:01 Date: 08/20/2025 Page: 1

BENTON COUNTY FIRE PROTECTION DISTRIC

001 6841 - General Fund Months: 01 To: 08 Revenues Amt Budgeted Revenues Remaining 308 Beginning Balances 3,197,281.00 3,505,100.09 (307,819.09) 109.6% 310 Taxes 4,697,094.00 2,664,673.91 2,032,420.09 56.7% 330 Intergovernmental Revenues 34,500.00 40,654.44 (6,154.44) 117.8% 340 Charges For Services 47,000.00 284,732.98 (237,732.98) 605.8% 361 Miscellaneous Revenue 50,200.00 53,762.38 (3,562.38) 107.1%

380 Other Increases in Fund Resources 390 Other Financing Sources	0.00 0.00	3,451.70 75,020.86	(3,451.70) (75,020.86)	0.0% 0.0%
397 Interfund Transfers	3,002,241.00	2,188,241.00	814,000.00	72.9%
Fund Revenues:	11,028,316.00	8,815,637.36	2,212,678.64	79.9%
Expenditures	Amt Budgeted	Expenditures	Remaining	
011 Legislative	44,200.00	20,054.78	24,145.22	45.4%
012 Administrative	1,180,313.00	926,012.07	254,300.93	78.5%
013 Election	10,000.00	2,816.54	7,183.46	28.2%
014 Legal	40,500.00	15,489.50	25,010.50	38.2%
020 Operations	4,596,200.00	2,542,271.27	2,053,928.73	55.3%
021 Suppression	137,650.00	78,248.34	59,401.66	56.8%
024 Communications	177,000.00	83,768.81	93,231.19	47.3%
026 Logistics (Support Services)	16,000.00	3,493.21	12,506.79	21.8%
030 Public Information	106,500.00	59,702.09	46,797.91	56.1%
045 Training	397,600.00	195,528.07	202,071.93	49.2%
050 Facilities	169,000.00	141,160.65	27,839.35	83.5%
060 Automotive	194,700.00	63,693.69	131,006.31	32.7%
070 Ambulance Transport Services	391,700.00	228,767.87	162,932.13	58.4%
522 Fire Control	7,461,363.00	4,361,006.89	3,100,356.11	58.4%
589 Payroll Clearing	0.00	21,613.80	(21,613.80)	0.0%
591 Debt Service	127,121.00	121,048.14	6,072.86	95.2%
594 Capital Expenditures	1,740,000.00	320,816.84	1,419,183.16	18.4%
Fund Expenditures:	9,328,484.00	4,824,485.67	4,503,998.33	51.7%

The District remains in a strong financial position. Across all funds, 82.8% of revenue has been received, while 55.4% of the total expense budget has been spent. This reflects a steady pace of operations with continued budget flexibility heading into the final quarter of the year.

1,699,832.00

3,991,151.69

Fund Highlights

Fund Excess/(Deficit):

General Fund

The General Fund has received 79.9% of its projected revenue and spent 52% of its budgeted expenses. Administrative and operational spending remain within expectations. Capital expenditures are still low at 18.4%, and overall spending is evenly distributed across key functions.

EMS Fund

Revenues are at 82% with expenses at 71%. The majority of EMS Fund spending consists of interfund transfers, with very little spent on operations or debt service, leaving room for remaining 2025 needs.

Reserve Fund

Revenue has slightly exceeded projections at 100.7%, and there have been no expenditures, preserving the full fund balance for future use.

BENTON COUNTY FIRE PROTECTION DISTRIC Time: 14:04:01 Date: 08/20/2025
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110 6848 - EMS Fund			Months:	01 To: 08
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 310 Taxes 330 Intergovernmental Revenues 340 Charges For Services 360 Investment Interest	3,024,982.00 1,783,644.00 300,000.00 470,000.00 60,000.00	3,143,930.43 1,019,968.92 24,170.40 378,392.11 55,653.63	(118,948.43) 763,675.08 275,829.60 91,607.89 4,346.37	103.9% 57.2% 8.1% 80.5% 92.8%
Fund Revenues:	5,638,626.00	4,622,115.49	1,016,510.51	82.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control 591 Debt Service 597 Interfund Transfers	54,500.00 41,625.00 3,002,241.00	24,050.71 0.00 2,188,241.00	30,449.29 41,625.00 814,000.00	44.1% 0.0% 72.9%
Fund Expenditures:	3,098,366.00	2,212,291.71	886,074.29	71.4%
Fund Excess/(Deficit):	2,540,260.00	2,409,823.78		

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BENTON COUNTY FIRE PROTECTION DISTRIC

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201 6842 - Bond Fund			Months:	01 To: 08
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	186,499.00	191,476.24	(4,977.24)	102.7%
310 Taxes	481,215.00	276,916.57	204,298.43	57.5%
360 Investment Interest	5,500.00	5,144.66	355.34	93.5%
Fund Revenues:	673,214.00	473,537.47	199,676.53	70.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service	504,000.00	127,000.00	377,000.00	25.2%
Fund Expenditures:	504,000.00	127,000.00	377,000.00	25.2%
Fund Excess/(Deficit):	169,214.00	346,537.47		

BENTON COUNTY FIRE PROTECTION DISTRIC		Time:	14:04:01	Date:	08/20)/2025
				Page:		4
301 6844 - Construction Fund				Mon	To: 08	
Revenues	Amt Budgeted	Revenues		Remair	ning	
308 Beginning Balances	0.00	2	9.18	(29	.18)	0.0%
360 Investment Interest	0.00		0.57	(0	.57)	0.0%
Fund Revenues:	0.00	29.75		(29	.75)	0.0%
Fund Excess/(Deficit):	0.00	2	9.75			

2025 BUI BENTON COUNTY FIRE PROTECTION DISTRIC	OGET POSITION		14:04:01	Date: Page:	08/2	20/2025
601 6846 - Reserve Fund					ths: (01 To: 08
Revenues	Amt Budgeted	Reven	iues	Remain	ing	
308 Beginning Balances 360 Investment Interest	2,410,862.00 30,000.00	2,413,855 45,255		(2,993. (15,255.	,	100.1% 150.9%
Fund Revenues:	2,440,862.00	2,459,110).94	(18,248.	94)	100.7%
Fund Excess/(Deficit):	2,440,862.00	2,459,110).94			

2025 BUDGET POSITION TOTALS

BENTON COUNTY FIRE PROTECTION DIS Months: 01 To: 08 Time: 14:04:01 Date: 08/20/2025

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 6841 - General Fund	11,028,316.00	8,815,637.36	79.9%	9,328,484.00	4,824,485.67	52%
110 6848 - EMS Fund	5,638,626.00	4,622,115.49	82.0%	3,098,366.00	2,212,291.71	71%
201 6842 - Bond Fund	673,214.00	473,537.47	70.3%	504,000.00	127,000.00	25%
301 6844 - Construction Fund	0.00	29.75	0.0%	0.00	0.00	0%
601 6846 - Reserve Fund	2,440,862.00	2,459,110.94	100.7%	0.00	0.00	0%
	19,781,018.00	16,370,431.01	82.8%	12,930,850.00	7,163,777.38	55.4%