



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

APRIL 2, 2026 – 5:00 PM  
2604 BOMBING RANGE RD, WEST RICHLAND, WASHINGTON 99353

---

**1. CALL MEETING TO ORDER**

**2. THOSE PRESENT AND PLEDGE OF ALLEGIANCE**

**3. ADDITIONS TO THE AGENDA**

**4. PUBLIC COMMENTS**

Public comments are limited to three (3) minutes per speaker per topic. Comments may be provided orally at the meeting or submitted in writing prior to the meeting.

**5. CONSENT AGENDA**

All items listed below are considered routine and may be approved by one motion. Any Board member may request an item be removed for separate discussion.

- Approval of Agenda for this meeting
- Approval of Minutes from March 19, 2025
- Approval of 2026 Claim Voucher numbers 485 through 507 for \$49,370.32

**6. FINANCIAL REVIEW**

**7. UNFINISHED BUSINESS**

- Levy Lid Lift Ballot Measure – Consideration and Possible Action
- Level of Service – Resolution 2026-02

**8. NEW BUSINESS**

- Resolution 2026-03 – Surplus of Property
- Project 2026-06; Station 420 Entry Renovation & Security Improvements

**9. CORRESPONDENCE**

**10. DISTRICT REPORTS**

- |              |                     |                   |
|--------------|---------------------|-------------------|
| • Union      | • City Liaison      | • Fire Chief      |
| • Volunteers | • Commissioners     | • Deputy Chief    |
| • Logistics  | • Operation Program | • Finance Manager |

**11. OPEN FORUM DISCUSSION**

**12. IMPORTANT DATES**

- Community Easter Egg Hunt: April 4
- District Open House: May 9
- Tri-County Fire Commissioners Association Meeting - Station 420: May 16
- WFCFA Spring Seminar – Chelan: June 6

**13. AGENDA ITEMS FOR THE NEXT MEETING**

**14. EXECUTIVE SESSION**

**15. ADJOURNMENT**



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

**Regular Board Meeting Minutes  
March 19, 2026**

**CALL MEETING TO ORDER**

Commissioner Goodwin 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 (virtual) and Commissioner Goodwin. Commissioner Van Beek was excused.

**THOSE PRESENT AND PLEDGE OF ALLEGIANCE**

*Members present were:*

Fire Chief Carlyle	Firefighter Ammann	Firefighter Gibson
Deputy Chief Drayton	Firefighter Cook	Firefighter Lentz
Finance Manager Paden-Lilly	Firefighter Estrella	Firefighter Pottle
Logistics Manager Rebman	Firefighter Flowers	Firefighter Van Cleef
Captain Newton		

Chief Carlyle led the Pledge of Allegiance.

**ADDITIONS TO THE AGENDA**

There were no additions to agenda.

**PUBLIC COMMENT**

There was no public comment.

**CONSENT AGENDA**

All items listed below are considered routine and may be approved by one motion. Any Board member may request an item be removed for separate discussion.

- Approval of Agenda for this meeting
- Approval of Minutes from March 5, 2026
- Approval of 2026 Payroll Voucher numbers 353 through 435 for \$426,057.27
- Approval of 2026 Claim Voucher numbers 404 through 436 for \$92,484.09

**MOTION:** Commissioner Brink moved to approve the Consent Agenda. Commissioner Goodwin seconded. Motion passed unanimously.

**FINANCIAL REVIEW**

The revenue and expenditure budget position report were reviewed.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**Professional Service Agreement – Dr. Kevin Hodges**

The Board reviewed a Professional Services Agreement for EMS consulting and educational services, as included in the 2026 budget.

**MOTION** by Commissioner Brink to approve the Professional Service Agreement with Dr. Hodges. Commissioner Goodwin seconded the motion and the motion passed.

### **Policy 210 – Portable Radio and Radio Equipment**

The Board reviewed proposed updates to Policy 210 to align with the new radio system and current industry standards.

**MOTION** by Commissioner Brink to approve Policy 210. Commissioner Goodwin seconded the motion and the motion passed.

### **Level of Service**

Deputy Chief Drayton presented a proposed resolution establishing level of service objectives and performance measures. The Board discussed its role in setting service levels and the connection to the Long-Range Master Plan and Standards of Cover.

The Board requested additional time to review the resolution and will revisit the item at the next meeting.

### **CORRESPONDENCE**

There was no new correspondence.

### **DISTRICT REPORTS**

**Logistics** – Logistics Manager Rebman provided updates on ongoing projects throughout the District.

**Operation Program** – Chief Carlyle reported information provided by Captains Borschowa:

- Several new Washington State House bills will impact EMS operations:
  - HB 1187 requires a 120-day delay before ambulance billing can be sent to collections. The District already follows this practice.
  - HB 2540 extends EMT recertification every six years for personnel with more than 10 years of service.
  - HB 2110 allows ambulances to be staffed with a Registered Nurse and EMT for interfacility transports, improving support for rural hospital transfers.
  - The state has one year to implement these changes.
- The Washington Department of Health approved the District's in-house EMT IV course, which includes participation from six partner agencies.
- The ALS license upgrade is progressing following approval of the MinMax study. Applications were submitted ahead of the April 18 deadline.
- Four interns have started EMT-B training through a Department of Health-supported hybrid pilot program.
- The District's Medicare license has been updated to include a remounted ambulance, which may result in an upcoming inspection.

**Fire Chief** – Chief Carlyle provided the following report:

- Attended the annual awards banquet and thanked all who contributed to organizing and attending the event.
- Completed mid-term evaluations for the four career recruits currently at the academy. All are performing very well and received strong reviews.
- Working with Deputy Chief Drayton on the District's response to the Lewis and Clark Ranch Draft Environmental Impact Statement (DEIS). Through this process, the District identified the need to update its level of service documents, standards of coverage, and capital facilities plan. These documents are nearing completion and outline potential mitigation requirements for both the project and the District. At this time, the City has indicated that the District will be responsible for purchasing a one-acre parcel for construction of a new fire station, with the specific location to be determined through negotiation. The District's formal response to the City is due April 9.

- Participated in two media interviews related to the upcoming fire levy.

**Deputy Chief** – Deputy Chief Drayton provided the following report:

- The Long-Range Master Plan is in its final stage. AP Triton is scheduled to present to the Board at the April 16 meeting.
- The Capital Facilities Plan, which complements the Master Plan, is under administrative review and is expected to be presented at the next Board meeting.
- Continued development of an emergency response plan for incidents at the dam. Coordination is ongoing with Creature Craft, which will provide a demonstration of specialized equipment designed for safe response in that environment.
- Ongoing work on an Incident Management Plan for the District.

**IMPORTANT DATES**

- Community Easter Egg Hunt: April 4
- District Open House: May 9
- Tri-County Fire Commissioners Association Meeting - Station 420: May 16
- WFCAs Spring Seminar – Chelan: June 6

**AGENDA ITEMS FOR THE NEXT MEETING**

- Level of Service

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 5:48 p.m.

Attested:

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

## ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:05:15 Date: 04/01/2026  
Page: 1

As Of: 04/10/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>15920 04/09/202604/09/202615</b>			<b>AMAZON - ACH</b>	<b>978.76</b>	<b>OFFICE, FACILITY, EMS, RADIO, &amp; APPARATUS SUPPLIES</b>
522 12 31 00	Expendable Office Supplies		001 000 522 6841 - General I	293.28	PRINTER CARTRIDGE
522 24 31 00	Expendable Supplies - Radio		001 000 522 6841 - General I	204.28	RADIO SUPPLIES
522 50 31 00	Expendable Supplies -Faciliti		001 000 522 6841 - General I	184.41	STATION SUPPLIES
522 50 48 10	Tools and Equipment		001 000 522 6841 - General I	205.82	TOOLS
522 60 31 00	Expendable Supplies - Autor		001 000 522 6841 - General I	14.97	CABIN AIR FILTER FOR APP 41
522 70 31 00	Expendable Supplies - EMS		001 000 522 6841 - General I	76.00	EMS SUPPLIES
<hr/>					
Invoice					
<hr/>					
	1MK4-7WQ1-XWPK			293.28	INK CARTRIDGE - CH CARLYLE PRINTER
	14LX-VG17-YX4M			184.41	STATION BEDDING BAGS & MEAT THERMOMETER
	11RF-363V-1M4C			76.00	CBG BAGS FOR EMS
	1X9C-QJFP-X9RL			14.97	CABIN AIR FILTER FOR APP 41
	1RY6-MCKF-1CHC			204.28	MOTOROLA EAR PIECE & RADIO HOLSTERS
	139K-7DW4-QNHN			205.82	22-PIECE RATCHETING WRENCH SET; 1/2" DRIVE IMPACT SOCKET SET; GEAI
<hr/>					
<b>15924 04/09/202604/09/2026829</b>			<b>AT&amp;T MOBILITY - ACH</b>	<b>231.83</b>	<b>CELL PHONE SERVICE</b>
522 12 42 10	Cellular Phone Service		001 000 522 6841 - General I	231.83	CELL PHONE SERVICE
<hr/>					
Invoice					
<hr/>					
	X03192026			231.83	CELL PHONE SERVICE
<hr/>					
<b>15928 04/09/202604/09/202642</b>			<b>BENTON RURAL ELECTRIC - ACH</b>	<b>3,524.85</b>	<b>ELECTRIC FOR FACILITIES</b>
522 50 47 10	Utilities		001 000 522 6841 - General I	3,524.85	ELECTRIC FOR FACILITIES
<hr/>					
Invoice					
<hr/>					
	4/8/2026			3,524.85	ELECTRIC FOR FACILITIES
<hr/>					
<b>15921 04/09/202604/09/2026921</b>			<b>CASCADE NATURAL GAS - ACH</b>	<b>217.92</b>	<b>GAS UTILITIES</b>
522 50 47 10	Utilities		001 000 522 6841 - General I	217.92	GAS UTILITIES
<hr/>					
Invoice					
<hr/>					
	4/9/2026			217.92	GAS UTILITIES
<hr/>					
<b>15908 04/10/202604/10/20261090</b>			<b>ELWOOD STAFFING SERVICES INC.</b>	<b>1,386.00</b>	<b>TEMP EMPLOYMENT SERVICE</b>
522 12 10 10	Salary - Administration		001 000 522 6841 - General I	1,386.00	TEMP EMPLOYMENT SERVICE

## ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:05:15 Date: 04/01/2026  
Page: 2

As Of: 04/10/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Invoice		
			3615362	693.00	TEMP EMPLOYMENT SERVICE (30) HOURS
			3615645	693.00	TEMP EMPLOYMENT SERVICE (30) HOURS
<b>15907</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>ENDURIS</b>	<b>512.00</b>	<b>ENDORSEMENT 2026-535-E-009 - ADD APP 45</b>
522 12 46 00	District Insurance		001 000 522 6841 - General I	512.00	ENDORSEMENT 2026-535-E-009 - ADD APP 45
			Invoice		
			R26-535-9	512.00	ENDORSEMENT 2026-535-E-009 - ADD APP 45
<b>15909</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>EVERGREEN LAWN CARE, INC</b>	<b>6,051.61</b>	<b>LANDSCAPE MAINTENANCE</b>
522 50 41 00	Professional Services		001 000 522 6841 - General I	6,051.61	LANDSCAPE MAINTENANCE
			Invoice		
			394823	117.40	STA 420 LAWN CARE SPRING MAINTENANCE
			394254	2,230.53	STA 420 SOIL STERILANT APPLICATION
			394256	1,592.18	WELLHOUSE SOIL STERILANT APPLICATION
			394255	964.44	STA 410 SOIL STERILANT APPLICATION
			394134	119.84	STA 420 SHRUB BED WEED - SPRING
			394135	1,027.22	STA 430 SHRUB BED WEED - SPRING
<b>15910</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>FRONTLINE MEDICAL PLLC</b>	<b>2,929.00</b>	<b>ANNUAL PHYSICALS (3)</b>
522 20 24 10	Physicals/Innoculation		001 000 522 6841 - General I	2,929.00	ANNUAL PHYSICALS (3)
			Invoice		
			4135	2,929.00	ANNUAL PHYSICALS (3)
<b>15911</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>GALLS</b>	<b>1,093.58</b>	<b>UNIFORM PANTS (3); UNIFORM BOOTS (1)</b>
522 20 28 00	Clothing, Commissary (Non-		001 000 522 6841 - General I	1,093.58	UNIFORM PANTS (3); UNIFORM BOOTS (1)
			Invoice		
			034562487	684.09	UNIFORM PANTS (3)
			034551025	409.49	UNIFORM BOOTS (1)
<b>15912</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>GRAINGER</b>	<b>60.83</b>	<b>AIR COMPRESSOR PARTS</b>
522 50 31 00	Expendable Supplies -Faciliti		001 000 522 6841 - General I	60.83	AIR COMPRESSOR PARTS
			Invoice		
			9855184330	20.68	AIR COMPRESSOR PARTS

## ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:05:15 Date: 04/01/2026  
Page: 3

As Of: 04/10/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			9855429636	40.15	AIR COMPRESSOR PARTS
<b>15929</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>509 HUGHES FIRE EQUIPMENT INC.</b>	<b>9,378.64</b>	<b>UPFIT APP 52 WITH SUPPLIED PARTS (MOUNTED BRACKETS FOR AXES, HAND TOOLS, SAWS, FUEL STORAGE, SPANNERS, FLASHLIGHTS, TIC CAMERAS, &amp; EXTINGUISHERS</b>
594 22 63 00	Capital Apparatus And Equip		001 000 594 6841 - General I	9,378.64	UPFIT APP 52 WITH SUPPLIED PARTS
			Invoice		
			639689	9,378.64	UPFIT APP 52 WITH SUPPLIED PARTS
<b>15922</b>	<b>04/09/2026</b>	<b>04/09/2026</b>	<b>876 ISOUTSOURCE - ACH</b>	<b>2,146.93</b>	<b>MONTHLY SUBSCRIPTIONS</b>
522 12 41 03	Contract Services - Comput		001 000 522 6841 - General I	2,146.93	MONTHLY SUBSCRIPTIONS
			Invoice		
			CW322950	2,146.93	MONTHLY SUBSCRIPTIONS
<b>15913</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>187 LIFE ASSIST</b>	<b>3,148.55</b>	<b>ECG SIMULATOR FOR EMS TRAINING; EMS SUPPLIES</b>
522 70 31 00	Expendable Supplies - EMS		001 000 522 6841 - General I	1,902.85	EMS SUPPLIES
522 70 35 00	Small Tools & Minor Equip		001 000 522 6841 - General I	1,245.70	ECG SIMULATOR FOR EMS TRAINING
			Invoice		
			2088395	1,245.70	ECG SIMULATOR FOR EMS TRAINING
			2088584	1,902.85	SANI CLOTH WIPES; STAT PADZ; ELECTRODES; RESPIRATORS; SHARPS CONT
<b>15919</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>187 LIFE ASSIST</b>	<b>958.88</b>	<b>EMS SUPPLIES</b>
522 70 31 00	Expendable Supplies - EMS		001 000 522 6841 - General I	958.88	EMS SUPPLIES
			Invoice		
			2092642	958.88	GAUZE; ATROPINE; GLOVES; LANCETS; SHEARS; BP CUFF LOCKING CONNEC
			Total LIFE ASSIST	4,107.43	
<b>15932</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>189 LIZ LOOMIS EASL, INC</b>	<b>6,500.00</b>	<b>CONSULTING SERVICES - MARCH</b>
522 30 41 01	Professional Services - Mark		001 000 522 6841 - General I	6,500.00	CONSULTING SERVICES - MARCH
			Invoice		

## ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:05:15 Date: 04/01/2026  
Page: 4

As Of: 04/10/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			B4-0426	6,500.00	CONSULTING SERVICES - MARCH
<b>15914</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>LN CURTIS &amp; SONS</b>	<b>187.40</b>	<b>HOSE ADAPTER FOR APP 52</b>
522 21 35 10	Non-Expendable Supplies -		001 000 522 6841 - General I	187.40	HOSE ADAPTER FOR APP 52
			Invoice		
			INV1049780	187.40	HOSE ADAPTER FOR APP 52
<b>15931</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>LN CURTIS &amp; SONS</b>	<b>2,759.46</b>	<b>4 GAS REGULATOR, MULTIGAS DETECTOR AND ACCESSORIES FOR APP 52</b>
594 22 63 00	Capital Apparatus And Equip		001 000 594 6841 - General I	2,759.46	4 GAS REGULATOR, MULTIGAS DETECTOR AND ACCESSORIES FOR APP 52
			Invoice		
			INV1053641	2,326.06	4 GAS MULTIGAS DETECTOR AND ACCESSORIES FOR APP 52
			INV1052036	433.40	4 GAS REGULATOR FOR APP 52
			Total LN CURTIS & SONS	2,946.86	
<b>15915</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>MES SERVICE COMPANY</b>	<b>1,620.63</b>	<b>FIRE HUNTER XTREME BOOTS</b>
522 21 28 20	PPE - Protective Clothing		001 000 522 6841 - General I	1,620.63	FIRE HUNTER XTREME BOOTS
			Invoice		
			INV2467121	545.96	FIRE HUNTER XTREME BOOTS (1)
			INV2470491	1,074.67	FIRE HUNTER XTREME BOOTS (2)
<b>15930</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>MES SERVICE COMPANY</b>	<b>2,364.23</b>	<b>WILDLAND NOZZLES</b>
522 21 35 12	Nozzle Replacement		001 000 522 6841 - General I	2,364.23	WILDLAND NOZZLES
			Invoice		
			IN2472540	2,364.23	WILDLAND NOZZLES
			Total MES SERVICE COMPANY	3,984.86	
<b>15923</b>	<b>04/09/2026</b>	<b>04/09/2026</b>	<b>PACIFIC OFFICE AUTOMATION ACH</b>	<b>327.83</b>	<b>SCANNER LEASE PAYMENT</b>
591 22 01 02	Lease Payments - Office Equ		001 000 591 6841 - General I	327.83	SCANNER LEASE PAYMENT
			Invoice		

## ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:05:15 Date: 04/01/2026  
Page: 5

As Of: 04/10/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			596290972	327.83	SCANNER LEASE PAYMENT
<b>15916</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>322</b>	<b>552.25</b>	<b>FACILITY SUPPLIES</b>
	522 50 31 00		Expendable Supplies -Faciliti		001 000 522 6841 - General I
			Invoice		
			6059063571	552.25	FACILITY SUPPLIES - DISH WASHER SOAP; LAUNDRY SOAP; TOILET PAPER; k
<b>15927</b>	<b>04/09/2026</b>	<b>04/09/2026</b>	<b>625</b>	<b>37.79</b>	<b>WASTE DISPOSAL</b>
	522 70 41 05		Professional Services - EMS		001 000 522 6841 - General I
			Invoice		
			8013793019	37.79	WASTE DISPOSAL
<b>15925</b>	<b>04/09/2026</b>	<b>04/09/2026</b>	<b>349</b>	<b>267.08</b>	<b>FLOOR SQUEEGEES (3)</b>
	522 50 31 00		Expendable Supplies -Faciliti		001 000 522 6841 - General I
			Invoice		
			205216907	267.08	FLOOR SQUEEGEES (3)
<b>15917</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>347</b>	<b>368.57</b>	<b>MAT SERVICE</b>
	522 50 41 00		Professional Services		001 000 522 6841 - General I
			Invoice		
			3656445	67.68	MAT SERVICE
			3654702	54.77	MAT SERVICE
			3651406	119.00	MAT SERVICE
			S3652929	4.07	SHOP TOWELS
			3658194	123.05	MAT SERVICE
<b>15926</b>	<b>04/09/2026</b>	<b>04/09/2026</b>	<b>465</b>	<b>789.45</b>	<b>CELL PHONE SERVICE</b>
	522 12 42 10		Cellular Phone Service		001 000 522 6841 - General I
			Invoice		
			6138682926	789.45	CELL PHONE SERVICE
<b>15918</b>	<b>04/10/2026</b>	<b>04/10/2026</b>	<b>814</b>	<b>976.25</b>	<b>TROUBLESHOOT GENERATOR #2 AT STA 430</b>
	522 50 48 00		Repair & Maint. - Facilities		001 000 522 6841 - General I



## WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:11:48 Date: 04/01/2026

04/10/2026 To: 04/10/2026

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
494	04/10/2026	Claims	6841	2481	ELWOOD STAFFING SERVICES INC.	1,386.00	TEMP EMPLOYMENT SERVICE
495	04/10/2026	Claims	6841	2482	ENDURIS	512.00	ENDORSEMENT 2026-535-E-009 - ADD APP 45
496	04/10/2026	Claims	6841	2483	EVERGREEN LAWN CARE, INC	6,051.61	LANDSCAPE MAINTENANCE
497	04/10/2026	Claims	6841	2484	FRONTLINE MEDICAL PLLC	2,929.00	ANNUAL PHYSICALS (3)
498	04/10/2026	Claims	6841	2485	GALLS	1,093.58	UNIFORM PANTS (3); UNIFORM BOOTS (1)
499	04/10/2026	Claims	6841	2486	GRAINGER	60.83	AIR COMPRESSOR PARTS
500	04/10/2026	Claims	6841	2487	HUGHES FIRE EQUIPMENT INC.	9,378.64	UPFIT APP 52 WITH SUPPLIED PARTS (MOUNTED BRACKETS FOR AXES, HAND TOOLS, SAWS, FUEL STORAGE, SPANNERS, FLASHLIGHTS, TIC CAMERAS, & EXTINGUISHERS
501	04/10/2026	Claims	6841	2488	LIFE ASSIST	4,107.43	ECG SIMULATOR FOR EMS TRAINING; EMS SUPPLIES; EMS SUPPLIES
502	04/10/2026	Claims	6841	2489	LIZ LOOMIS EASL, INC	6,500.00	CONSULTING SERVICES - MARCH
503	04/10/2026	Claims	6841	2490	LN CURTIS & SONS	2,946.86	HOSE ADAPTER FOR APP 52; 4 GAS REGULATOR, MULTIGAS DETECTOR AND ACCESSORIES FOR APP 52
504	04/10/2026	Claims	6841	2491	MES SERVICE COMPANY	3,984.86	FIRE HUNTER XTREME BOOTS; WILDLAND NOZZLES
505	04/10/2026	Claims	6841	2492	STAPLES ADVANTAGE	552.25	FACILITY SUPPLIES
506	04/10/2026	Claims	6841	2493	US LINEN & UNIFORM	368.57	MAT SERVICE
507	04/10/2026	Claims	6841	2494	WESTERN STATE EQUIPMENT PASCO	976.25	TROUBLESHOOT GENERATOR #2 AT STA 430
001 6841 - General Fund						40,847.88	
						40,847.88	Claims: 40,847.88

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 obligation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

Admin Staff \_\_\_\_\_ Secretary \_\_\_\_\_

Commissioners \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Approval Date \_\_\_\_\_

**WARRANT/CHECK REGISTER**

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:11:31 Date: 04/01/2026

04/09/2026 To: 04/09/2026

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
485	04/09/2026	Claims	6841	EFT	AMAZON - ACH	978.76	OFFICE, FACILITY, EMS, RADIO, & APPARATUS SUPPLIES
486	04/09/2026	Claims	6841	EFT	AT&T MOBILITY - ACH	231.83	CELL PHONE SERVICE
487	04/09/2026	Claims	6841	EFT	BENTON RURAL ELECTRIC - ACH	3,524.85	ELECTRIC FOR FACILITIES
488	04/09/2026	Claims	6841	EFT	CASCADE NATURAL GAS - ACH	217.92	GAS UTILITIES
489	04/09/2026	Claims	6841	EFT	ISOUTSOURCE - ACH	2,146.93	MONTHLY SUBSCRIPTIONS
490	04/09/2026	Claims	6841	EFT	PACIFIC OFFICE AUTOMATION ACH	327.83	SCANNER LEASE PAYMENT
491	04/09/2026	Claims	6841	EFT	STERICYCLE - ACH	37.79	WASTE DISPOSAL
492	04/09/2026	Claims	6841	EFT	ULINE - ACH	267.08	FLOOR SQUEEGEES (3)
493	04/09/2026	Claims	6841	EFT	VERIZON WIRELESS - ACH	789.45	CELL PHONE SERVICE
001 6841 - General Fund						8,522.44	
						<u>8,522.44</u>	Claims: 8,522.44

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 obligation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

Admin Staff \_\_\_\_\_ Secretary \_\_\_\_\_

Commissioners \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Approval Date \_\_\_\_\_

## 2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:21:59 Date: 04/01/2026

Page: 1

001 6841 - General Fund 01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	5,498,737.00	5,696,792.37	(198,055.37)	103.6%
310 Taxes	5,102,561.00	151,297.82	4,951,263.18	3.0%
330 Intergovernmental Revenues	36,500.00	965.00	35,535.00	2.6%
340 Charges For Services	47,000.00	29,174.80	17,825.20	62.1%
361 Miscellaneous Revenue	50,200.00	35,821.04	14,378.96	71.4%
380 Other Increases in Fund Resources	0.00	3,609.14	(3,609.14)	0.0%
397 Interfund Transfers	2,693,346.00	30.35	2,693,315.65	0.0%
<b>Fund Revenues:</b>	<b>13,428,344.00</b>	<b>5,917,690.52</b>	<b>7,510,653.48</b>	<b>44.1%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
011 Legislative	44,200.00	6,361.52	37,838.48	14.4%
012 Administrative	1,529,150.00	375,133.79	1,154,016.21	24.5%
013 Election	25,000.00	9,781.03	15,218.97	39.1%
014 Legal	30,500.00	8,773.50	21,726.50	28.8%
020 Operations	4,739,400.00	1,192,703.75	3,546,696.25	25.2%
021 Suppression	236,000.00	31,710.93	204,289.07	13.4%
024 Communications	187,750.00	33,412.31	154,337.69	17.8%
026 Logistics (Support Services)	21,000.00	1,906.22	19,093.78	9.1%
030 Public Information	130,000.00	27,211.25	102,788.75	20.9%
045 Training	425,900.00	87,575.03	338,324.97	20.6%
050 Facilities	264,200.00	76,623.19	187,576.81	29.0%
060 Automotive	176,000.00	29,679.10	146,320.90	16.9%
070 Ambulance Transport Services	512,000.00	102,094.54	409,905.46	19.9%
522 Fire Control	8,321,100.00	1,982,966.16	6,338,133.84	23.8%
589 Payroll Clearing	0.00	(4,269.21)	4,269.21	0.0%
591 Debt Service	173,745.00	1,311.32	172,433.68	0.8%
594 Capital Expenditures	2,426,500.00	340,035.21	2,086,464.79	14.0%
597 Interfund Transfers	440,000.00	0.00	440,000.00	0.0%
<b>Fund Expenditures:</b>	<b>11,361,345.00</b>	<b>2,320,043.48</b>	<b>9,041,301.52</b>	<b>20.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>2,066,999.00</b>	<b>3,597,647.04</b>		

### Budget Summary – Through March 2026

#### General Fund (Fund 001)

- Received: \$5,917,691 (44.1%)
- Spent: \$2,320,043 (20.4%)

#### EMS Fund (Fund 110)

- Received: \$2,155,137 (48.8%)
- No expenditures recorded yet.

#### Reserve Fund (Fund 601)

- Received: \$2,509,015 (83.8%)
- No expenditures recorded.

#### Key Observations

- Property tax revenue is beginning to materialize, now around 3% collected across funds.
- Expenditures are trending upward, with the General Fund at just over 20% spent.
- Operational and fire control costs represent the majority of spending, with capital expenditures reaching approximately \$340K.

## 2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:21:59 Date: 04/01/2026

Page: 2

110 6848 - EMS Fund 01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	1,578,342.00	1,885,157.40	(306,815.40)	119.4%
310 Taxes	1,907,213.00	56,914.10	1,850,298.90	3.0%
330 Intergovernmental Revenues	375,000.00	18,933.39	356,066.61	5.0%
340 Charges For Services	500,000.00	183,139.34	316,860.66	36.6%
360 Investment Interest	60,000.00	10,992.38	49,007.62	18.3%
<b>Fund Revenues:</b>	<b>4,420,555.00</b>	<b>2,155,136.61</b>	<b>2,265,418.39</b>	<b>48.8%</b>
<hr/>				
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	2,693,346.00	0.00	2,693,346.00	0.0%
<b>Fund Expenditures:</b>	<b>2,693,346.00</b>	<b>0.00</b>	<b>2,693,346.00</b>	<b>0.0%</b>
<hr/>				
<b>Fund Excess/(Deficit):</b>	<b>1,727,209.00</b>	<b>2,155,136.61</b>		

## 2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:21:59 Date: 04/01/2026

Page: 3

201 6842 - Sta 430 Bond Fund 01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	186,499.00	203,095.29	(16,596.29)	108.9%
310 Taxes	481,215.00	15,028.64	466,186.36	3.1%
360 Investment Interest	5,500.00	1,192.77	4,307.23	21.7%
<b>Fund Revenues:</b>	<b>673,214.00</b>	<b>219,316.70</b>	<b>453,897.30</b>	<b>32.6%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service	504,000.00	0.00	504,000.00	0.0%
<b>Fund Expenditures:</b>	<b>504,000.00</b>	<b>0.00</b>	<b>504,000.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>169,214.00</b>	<b>219,316.70</b>		

## 2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:21:59 Date: 04/01/2026

Page: 4

301 6844 - Construction Fund 01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	30.17	(30.17)	0.0%
360 Investment Interest	0.00	0.18	(0.18)	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>30.35</b>	<b>(30.35)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	0.00	30.35	(30.35)	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>30.35</b>	<b>(30.35)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:21:59 Date: 04/01/2026

Page: 5

---

601 6846 - Reserve Fund 01/01/2026 To: 12/31/2026

---

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	2,492,970.00	2,494,332.26	(1,362.26)	100.1%
360 Investment Interest	502,000.00	14,682.64	487,317.36	2.9%
<b>Fund Revenues:</b>	<b>2,994,970.00</b>	<b>2,509,014.90</b>	<b>485,955.10</b>	<b>83.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>2,994,970.00</b>	<b>2,509,014.90</b>		

## 2026 BUDGET POSITION TOTALS

BENTON COUNTY FIRE PROTECTION DIS

Time: 12:21:59 Date: 04/01/2026

Page: 6

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 6841 - General Fund	13,428,344.00	5,917,690.52	44.1%	11,361,345.00	2,320,043.48	20%
110 6848 - EMS Fund	4,420,555.00	2,155,136.61	48.8%	2,693,346.00	0.00	0%
201 6842 - Sta 430 Bond Fund	673,214.00	219,316.70	32.6%	504,000.00	0.00	0%
301 6844 - Construction Fund	0.00	30.35	0.0%	0.00	30.35	0%
601 6846 - Reserve Fund	2,994,970.00	2,509,014.90	83.8%	0.00	0.00	0%
	21,517,083.00	10,801,189.08	50.2%	14,558,691.00	2,320,073.83	15.9%

# Levy Lid Lift Overview (2027–2036)

## Benton County Fire District #4

### Bottom Line

- Revenue Growth is limited to 1% annually under current law.
- The lid lift provides \$30M additional revenue over 10 years.
- Necessary to maintain staffing levels, replace aging infrastructure, and sustain reliable response times.

### 1. Purpose

The Board is being asked to determine whether to place a levy lid lift measure on the August 2026 ballot.

If approved by voters, the measure would:

- Reset the levy rate to \$1.50 per \$1,000 of assessed value in 2027.
- Allow for up to 6% annual revenue growth through 2036.

### 2. The Challenge

Washington State law limits property tax revenue growth to 1% annually, regardless of increases in assessed value.

*Over time, this results in:*

- Declining levy rates.
- Revenue growth that does not keep pace with inflation.
- Erosion of purchasing power.

*At the same time, the District is experiencing:*

- Significant cost increases:
  - Fire engine costs increasing from \$550K (2020) to \$1.3M today.
  - Firefighter costs of \$100K–\$150K annually.
- A staffing gap of approximately 15 firefighters.
- Hiring pace of approximately 3 firefighters per year.

### 3. Service Demand and Community Impact

- Service demand has increased approximately 160% since 2010.
- Population is projected to grow to approximately 32,000 residents over the next 20 years.
- Call volume is projected to nearly double.

*Without additional funding, the District will face:*

- Increased response times.
- Reduced unit availability.
- Increased strain on personnel and equipment.
- Difficulty maintaining adopted service levels.

### 4. Legislative Opportunity (HB 2442)

The District's most recent levy lid lift was approved by voters in 2021 and was structured as a 6-year measure, consistent with statutory limitations at that time. Effective July 1, 2026, HB 2442 allows fire districts to:

- Implement multi-year levy lid lifts for up to 10 years.
- Apply a growth factor (e.g., 106%).

This change allows the District to take a more long-term, stable approach to funding rather than relying on shorter duration measures.

### 5. Financial Outlook (2027–2036)

<b><i>Without a Lid Lift:</i></b>	<b><i>With a Lid Lift:</i></b>
<ul style="list-style-type: none"> <li>• Levy rate declines from \$1.31 to approximately \$0.62 by 2036.</li> <li>• Annual revenue grows minimally.</li> <li>• Purchasing power declines annually.</li> <li>• Minimal revenue growth (about +\$500K over 10 years).</li> <li>• Does not keep pace with inflation.</li> <li>• Purchasing power declines annually.</li> </ul>	<ul style="list-style-type: none"> <li>• Levy rate resets to \$1.50 in 2027, declining to approximately \$1.18 by 2036.</li> <li>• Annual revenue grows from \$6.46M in 2027 to \$10.91M by 2036.</li> <li>• Revenue increases significantly over time.</li> <li>• Provides approximately \$30.4M more revenue over 10 years.</li> <li>• Better alignment with inflation and cost growth.</li> </ul>
<p>The lift significantly improves the District’s ability to sustain operations and respond to growth.</p>	

### 6. Capital, Staffing, and Service Sustainability

Key capital, staffing, and infrastructure needs include:

- Replacement of aging Station 410.
- Development of a future station in Lewis & Clark Ranch.
- Expansion and replacement of apparatus and equipment.
- Development of a training facility.
- Establishment of a Public Information Officer / Community Risk Reduction position to expand community outreach, fire prevention, and risk reduction efforts.

These investments are necessary to maintain response times and service reliability as the community grows.

### 7. Operational Impacts

Increasing demand is already placing growing pressure on unit availability and response reliability. Without additional resources, the District’s ability to consistently meet adopted service levels will become more challenging over time.

<b><i>Without a Lid Lift:</i></b>	<b><i>With a Lid Lift:</i></b>
<ul style="list-style-type: none"> <li>• Staffing shortages persist or worsen.</li> <li>• Hiring pace remains insufficient.</li> <li>• Equipment replacement is delayed.</li> <li>• Increasing difficulty maintaining service levels.</li> <li>• Greater risk of longer response times.</li> <li>• Delays in capital projects and facility improvements.</li> </ul>	<ul style="list-style-type: none"> <li>• Improved ability to address staffing needs over time.</li> <li>• More reliable equipment replacement cycles.</li> <li>• Greater service stability.</li> <li>• Reduced risk of service degradation.</li> <li>• Ability to implement Capital Facilities Plan priorities.</li> </ul>

## 8. Tax Impact Example

At a levy rate of \$1.50, a \$350,000 home would pay approximately \$525 per year. As assessed values grow, the effective tax rate declines over time.

## 9. Risks and Considerations

Key Risks	Operational Impact if Not Approved
<ul style="list-style-type: none"><li>• Voter approval is required</li><li>• Initial rate increase may raise taxpayer concerns</li><li>• Assessed value growth may be lower than projected</li><li>• Timing of ballot (August vs. future cycle) may affect voter turnout and approval likelihood</li></ul>	<ul style="list-style-type: none"><li>• Staffing and service gaps will persist or widen</li><li>• Capital projects may be delayed or deferred</li><li>• Response reliability may decline over time</li></ul>

## 10. Summary

The District is experiencing a structural imbalance between limited revenue growth (1%) and increasing costs and service demand.

A levy lid lift would:

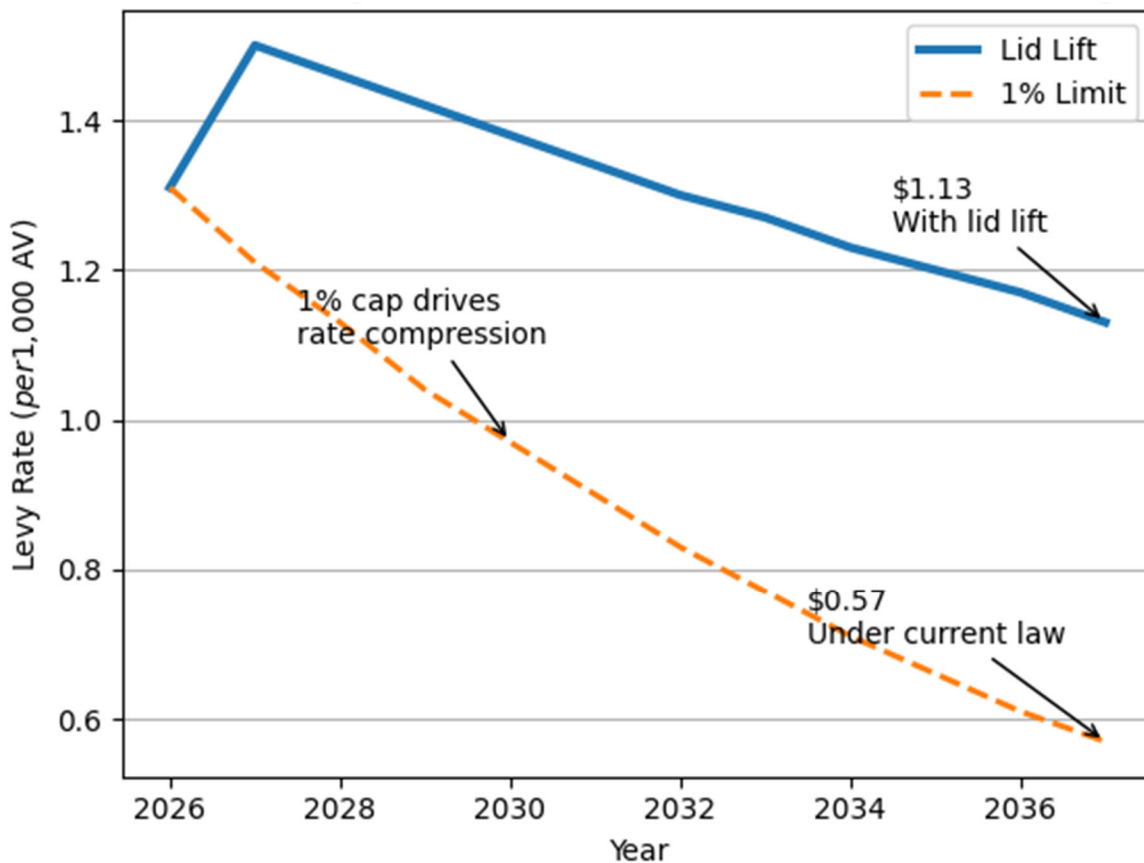
- Provide long-term financial stability.
- Align revenue with inflation and operational needs.
- Support staffing, facilities, and equipment investments.
- Maintain reliable emergency response as the community grows.
- Provide approximately \$30M in additional revenue over 10 years

The recently enabled 10-year structure offers a more stable and efficient approach than prior shorter-duration lid lifts.

**APPENDIX - Projected Revenue Comparison and Impact (2027-2036)**

Year	1% Revenue	Lid Lift Revenue	Difference
2027	\$5.23M	\$6.46M	+\$1.23M
2028	\$5.28M	\$6.84M	+\$1.56M
2029	\$5.33M	\$7.25M	+\$1.92M
2030	\$5.39M	\$7.69M	+\$2.30M
2031	\$5.44M	\$8.15M	+\$2.71M
2032	\$5.50M	\$8.64M	+\$3.14M
2033	\$5.55M	\$9.16M	+\$3.61M
2034	\$5.61M	\$9.71M	+\$4.10M
2035	\$5.66M	\$10.29M	+\$4.63M
2036	\$5.72M	\$10.91M	+\$5.19M
<b>Total</b>	<b>\$54.7M</b>	<b>\$85.09M</b>	<b>+\$30.4M</b>

Levy Rate Decline Without Lid Lift vs. Stabilization With Lift





# Benton County Fire Protection District No. 4

## RESOLUTION NO. 2026-02

### A RESOLUTION ESTABLISHING LEVEL OF SERVICE OBJECTIVES AND PERFORMANCE MEASURES FOR EMERGENCY RESPONSE AND SYSTEM RELIABILITY

**WHEREAS**, Benton County Fire District No. 4 (the “District or BCFD4”) is responsible for providing fire suppression, emergency medical services, rescue, and related emergency services to the community; and

**WHEREAS**, the District has completed a comprehensive Long-Range Master Plan, Community Risk Assessment (CRA), and Standards of Cover (SOC) analysis to evaluate current service delivery, community risk, and system performance; and

**WHEREAS**, the analysis identified the need to establish clearly defined, measurable Level of Service (LOS) objectives to guide policy decisions, resource allocation, and long-term capital planning; and

**WHEREAS**, nationally recognized standards, including NFPA 1710 and NFPA 1720, provide guidance for response performance and deployment objectives; and

**WHEREAS**, the District acknowledges that current performance data, staffing levels, and operational constraints may limit immediate achievement of these objectives, and that these standards are intended to guide continuous improvement over time;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Fire Commissioners of Benton County Fire District No. 4 hereby adopts the following Level of Service objectives and performance measures:

#### SECTION 1. PURPOSE

The purpose of this resolution is to:

- Establish measurable Level of Service objectives, not guarantees of service.
- Provide a framework for evaluating system performance, identifying service gaps and system deficiencies.
- Support data-driven decisions related to staffing, deployment, and capital facilities planning.
- Enhance transparency and accountability to the community.

#### SECTION 2. GAP STATEMENT

Current system performance may not consistently meet these level of service objectives. Limitations in staffing, deployment, and data collection contribute to these gaps. These standards are used to identify deficiencies and guide future planning and operational improvements.

### SECTION 3. SERVICE AREA DEFINITIONS

For the purposes of this resolution:

- Suburban Areas are the portions of the District characterized by higher population density, improved access, and concentrated incident demand, generally including the City of West Richland and similar developed areas.
- Rural Areas are the portions of the District characterized by lower population density, greater travel distances, and dispersed development, generally including areas outside the City of West Richland.

These classifications are applied operationally by the District and are generally consistent with NFPA 1720 guidance.

### SECTION 4. RESPONSE TIME OBJECTIVES

#### Turnout Time

Turnout time is the time from the receipt of the dispatch via radio or station tones to the time a unit is enroute to the incident. BCFD4's turnout time objective for EMS incidents is 90 seconds, 90% of the time. BCFD4's turnout time objective for fire incidents is 120 seconds, 90% of the time.

#### Fire Suppression (First Arriving Unit)

The prompt arrival of the first engine company at a working fire is critical to confining fires to the room of origin. The first arriving engine shall be capable of sizing up the incident, initiating command, and stretching an initial attack line. BCFD4's response time objective, from the receipt of the 911 call to the arrival of the first engine company, is as follows:

- **Suburban:** 10 minutes 90% of the time
- **Rural:** 14 minutes 90% of the time

#### Emergency Medical Services (First Arriving Unit)

BCFD4's objective is to initiate care on emergency medical incidents as quickly as possible to prevent further harm to patients. The first crew shall be capable of establishing scene safety, initiating patient care and triage, applying bleeding control measures, and performing cardiopulmonary resuscitation. BCFD4's response time objective, from the receipt of the 911 call to the arrival of the first arriving EMS-capable unit, is as follows:

- **Suburban:** 8 minutes 90% of the time
- **Rural:** 12 minutes 90% of the time

### SECTION 5. EFFECTIVE RESPONSE FORCE (FIRE SUPPRESSION)

#### Working Fire Definition

A "working fire" is defined as an incident requiring sustained fire suppression operations, including but not limited to:

- Visible or confirmed fire conditions.
- Reports of occupants trapped or at risk.

- The deployment of multiple companies and at least one hose line for fire attack.

### Effective Response Force Objective

BCFD4’s objective is to confine structure fires as quickly as possible to reduce the loss of life and property. Achieving this objective is dependent on the timely arrival of an effective firefighting force. An effective firefighting force shall consist of 14 personnel capable of: establishing command, providing an uninterrupted water supply, advancing an attack line and back-up line for fire attack, searching for and rescuing at-risk victims, and complying with the RCW requirement of two-in/two-out, rapid intervention team, and an incident safety officer. These operations shall be done in accordance with the District’s standard operating procedures. BCFD4’s response time objective, from the receipt of the 911 call to the arrival of an effective firefighting force on a working fire in a moderate risk structure (single family home) is as follows:

- **Suburban:** 15 minutes 90% of the time
- **Rural:** 20 minutes 90% of the time

The Effective Response Force may be assembled through a combination of District resources and automatic or mutual aid partners.

## SECTION 6. EFFECTIVE RESPONSE FORCE (HIGH-ACUITY EMS RESPONSE)

### Definition

High-acuity EMS incidents include cardiac and respiratory arrest calls requiring immediate advanced life support (ALS) intervention and/or multiple personnel to manage the patient.; including but not limited to:

Cardiac arrest

Respiratory failure or airway compromise

Unconscious or unresponsive patients

Major trauma

Other life-threatening medical emergencies as determined by dispatch protocols or responding personnel.

### Effective Response Force Objective

BCFD4’s objective is to provide advanced life support treatment on high-acuity EMS incidents as quickly as possible to prevent further harm to patients. Achieving this objective is dependent on the timely arrival of an effective response force. An effective response force shall consist of six (6) personnel, including a minimum of two (2) ALS personnel, capable of performing simultaneous ALS and BLS interventions, scene management, and transport preparation. BCFD4’s response time objective, from the receipt of the 911 call to the arrival of an effective response force on a high-acuity EMS response is as follows:

- **Suburban:** 10 minutes 90% of the time
- **Rural:** 14 minutes 90% of the time

The Effective Response Force may be assembled through a combination of District resources and automatic or mutual aid partners.

## **SECTION 7. STATION RELIABILITY**

### **Definition**

Station reliability is defined as the percentage of time a first-due response unit is available for dispatch within its assigned service area. Station reliability will be evaluated using Unit Hour Utilization (UHU) as an indicator of availability. UHU will be calculated by comparing the total amount of time in a given period with the total amount of time units from that station are committed to incidents. Station reliability may be impacted by concurrent incidents and cross-staffing practices.

### **Performance Objective**

BCFD4's objective is to maintain station reliability of 85 percent or more. This corresponds approximately to a Unit Hour Utilization of 15 percent or less.

## **SECTION 8. PERFORMANCE MEASUREMENT**

The District shall:

- Utilize available data systems to measure performance.
- Evaluate performance at the 90th percentile, where applicable.
- Improve data collection and analytical capabilities over time.

Performance shall be evaluated using total response time, including:

- Call processing (dispatch) time
- Turnout time
- Travel time

Where such data is available and reliable.

## **SECTION 9. CURRENT SYSTEM LIMITATIONS**

The District acknowledges that not all performance measures are currently tracked at the desired level of precision. These limitations will be addressed through phased improvements in data entry, collection, and analysis.

## **SECTION 10. PERFORMANCE REPORTING**

The District shall report performance relative to these objectives:

- At least annually to the Board of Fire Commissioners and the public through a published annual report compliant with RCW 52.33.040.
- With additional periodic updates as data systems and reporting capabilities improve.

## **SECTION 11. EFFECTIVE DATE**

This resolution shall take effect immediately upon adoption.

**ADOPTED**, by the Board of Commissioners of Benton County Fire Protection District No. 4, Benton County, Washington, at a regular public meeting on the 19th day of March 2026, with the following commissioners present and voting:

\_\_\_\_\_  
Chairperson

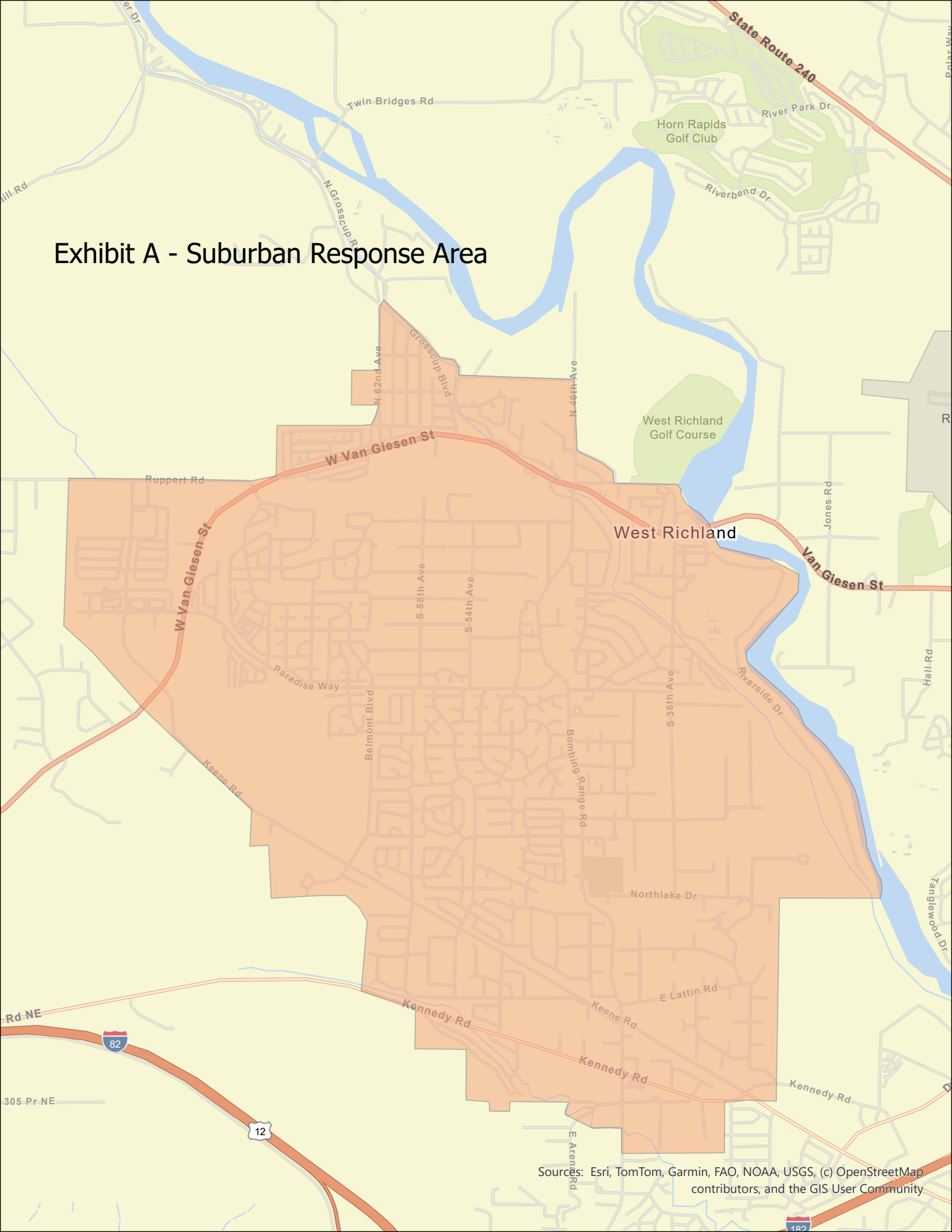
\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
District Secretary

[Attachments: Exhibit A – Suburban Response Area](#)

# Exhibit A - Suburban Response Area



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community



# Benton County Fire Protection District No. 4

## RESOLUTION NO. 2026-03

### DECLARING CERTAIN DISTRICT PROPERTY AS SURPLUS AND AUTHORIZING DISPOSAL

**WHEREAS**, the Board of Fire Commissioners of Benton County Fire Protection District No. 4 has reviewed certain district-owned equipment and determined that such property is no longer required for public use; and

**WHEREAS**, the Board finds that the property identified below is surplus to the needs of the District due to age, condition, obsolescence, and/or lack of repairability;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Benton County Fire Protection District No. 4 as follows:

#### **Section 1. Declaration of Surplus Property**

The following equipment is hereby declared surplus to the needs of the District:

- 1-inch single jacket hose – approximately 1,000 feet (100-foot sections)
- 1-inch single jacket hose – approximately 300 feet (50-foot sections)
- 1.5-inch single jacket hose – approximately 900 feet (100-foot sections)
- 1.75-inch double jacket hose – approximately 1,700 feet (50-foot sections)
- 2.5-inch double jacket hose – approximately 1,250 feet (50-foot sections)

#### **Section 2. Authorization for Disposal**

The Fire Chief, or their designee, is hereby authorized to dispose of the surplus property in a manner consistent with applicable Washington State law and District policy, including but not limited to public auction, sealed bid, direct sale, trade-in, donation where permitted, or disposal.

#### **Section 3. Terms of Sale**

Any sale of surplus property shall be conducted in a manner that is reasonable and in the best interest of the District. The District may establish minimum acceptable prices or disposal of items with nominal or no value in an appropriate and lawful manner.

#### **Section 4. Compliance with Law**

All actions taken pursuant to this Resolution shall comply with applicable provisions of the Revised Code of Washington and other governing regulations.

**ADOPTED**, by the Board of Commissioners of Benton County Fire Protection District No. 4, Benton County, Washington, at a regular public meeting on the 2nd day of April 2026, with the following commissioners present and voting:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
District Secretary

### Exhibit 2 - Quote Form

**2. PRICING REQUIRED**

Unit Price Base Bid     Lump Sum Bid

**Unit Price Base Bid**

check if additional pages attached

Item	Bid Item	Bid Item Description	Estimated Quantity	Units	Unit Price	Unit Price Extension
1	Mobilization, Project Management, & Permits		1	L.S.	13,250	13,250
2	Demolition & Disposal	Includes State required Asbestos testing.	1	L.S.	4,900	4,900
3	Framing & Rough Carpentry		1	L.S.	7,550	7,550
4	Ceiling & HVAC Modifications		1	L.S.	6,400	6,400
5	Drywall, Finishes, & Paint		1	L.S.	6,100	6,100
6	Doors, Windows, & Hardware	Includes New Door.	1	L.S.	11,300	11,300
7	Security & Access Control (Low Voltage)		1	L.S.	13,600	13,600
8	Electrical (Power, Circuits, & Connections)		1	L.S.	6,770	6,770
9	Fire Alarm & Life Safety Modifications		1	L.S.	12,650	12,650
10	Exterior Signage & Decals		1	L.S.	1,425	1,425
11	Flooring, Base Trim, & Transitions		1	L.S.	2,800	2,800
12	Final Restoration & Closeout		1	L.S.	2,000	2,000
13	Allowance / Contingency Items (Pre-Approved Only)					

**Price Bid Summary:**

Base Bid (Items 1 through 12, inclusive) Excludes Sales Tax	\$ 88,745 <sup>00</sup>
<b>Lump Sum Bid</b>	
Lump Sum Amount	\$ 88,745 <sup>00</sup>
<b>Cost for Payment and Performance Bond for the full contract amount</b>	\$ 0. <sup>00</sup>

**ADDENDUM** – Receipt of Addendum Numbered and Date Below is Hereby Acknowledged

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_ Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

**DECLARATION AND UNDERSTANDING**

I declare, under penalty of perjury under the Laws of the State of Washington, as follows:

- A. Submission of this Quote acknowledges that I meet all responsible bidder requirements under RCW 39.04.350, and I affirm I am not disqualified from bidding on any public works contract under RCW 39.06 or RCW 39.12.065(3).
- B. This Quote is valid for thirty (30) calendar days from the submission Response Date of this RFQ, and if notified of acceptance of this proposal within thirty (30) calendar days, the undersigned agrees to execute a contract for the scope of work as quoted within ten (10) calendar days upon acceptance.
- C. **NON-COLLUSION AFFIDAVIT CERTIFICATE** – The undersigned, being duly sworn, deposes and says that the person, firm, association, co-partnership or corporation herein named has not either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
- D. **CERTIFICATION OF COMPLIANCE WITH WAGE PAYMENT STATUTES** - The bidder hereby certifies that, within the three-year period immediately preceding the bid Solicitation date, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

<b>BUSINESS NAME OF BIDDER:</b>	Swift Response Restoration LLC			
<b>BUSINESS ADDRESS:</b>	1913 W 9th Ave	Kennewick	WA	99336
	<small>Street or PO Box</small>	<small>City</small>	<small>State</small>	<small>Zip</small>
<b>CONTACT INFO:</b>	509 378 1768	info@swiftresponse restoration.com		
	<small>Telephone</small>	<small>Fax</small>	<small>E-mail Primary Contact</small>	
<b>STATE OF WA UBI #</b>	605-529-497	<b>CONTRACTOR REGISTRATION #:</b> SWIFTRR762KL		
<b>EMPLOYMENT SECURITY DEPT. #:</b>	000943326009	<b>BUSINESS LICENSE #:</b> 605529497		

**OFFICIAL AUTHORIZED TO SIGN FOR CONTRACTOR:**

The undersigned, acknowledges that by signing this proposal, is deemed to have signed and agreed to the provisions of non-collusion affidavit and certification of compliance with wage payment statues. Furthermore, "I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct":

Kennewick, WA  
City, State executed

Brian Daniels owner  
Printed Name and Title

3/27/26  
Date

  
Signature

Check One:

Sole Proprietorship  Partnership  Joint Venture  Corporation

State of Incorporation, or if not a corporation, State where business entity was formed:

WA

If a co-partnership, give firm name under which business is transacted:

N/A

*\* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

**END OF QUOTE FORM**