



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

**NOTICE AND RECORD OF ADJOURNMENT
DUE TO LACK OF QUORUM**

Regular Board Meeting

August 6, 2026

5:00 p.m.

2604 Bombing Range Rd., West Richland, Washington

Notice is hereby given that the regularly scheduled meeting of the Benton County Fire Protection District No. 4 Board of Fire Commissioners was called to order by Commissioner Fred Brink at 5:00 p.m. on August 6, 2026.

Commissioner Brink was the only member of the three-member Board present. Commissioners Garrett Goodwin and Michael Van Beek were excused. Because a quorum of the Board was not present, the Board did not consider or discuss District business, no public testimony was taken, and no action was taken on any agenda item.

Pursuant to RCW 42.30.090, the meeting was adjourned due to lack of a quorum at 5:01 p.m.

The meeting was not adjourned to a later date or time. Any subsequent meeting of the Board will be separately scheduled and noticed as required by law.

ADMINISTRATIVE RECORD

This document was prepared after the August 6, 2026, meeting to memorialize the circumstances of the adjournment and to be retained with the official meeting packet and minutes.

No notice of adjournment was posted on or near the door of the meeting location following the August 6, 2026, adjournment. This document is not intended to represent that such a posting occurred.

Attested:


Billie Paden-Lilly, District Secretary

8/7/26
Date



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

AUGUST 6, 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 July 16, 2026
- Approval of 2026 Payroll Voucher numbers 1130 through 1134 for \$85,200.35
- Approval of 2026 Claim Voucher numbers 1163 through 1185 for \$236,220.32

6. FINANCIAL REVIEW

7. UNFINISHED BUSINESS

8. NEW BUSINESS

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

- Tri-County Fire Commissioners Association Meeting, West Benton Fire & Rescue: August 8
- Southeast Washington Fire Commissioners Association Meeting, Dayton: September 16
- WFCA Conference, Spokane, October 21-24

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
July 16, 2026**

CALL MEETING TO ORDER

Commissioner Goodwin called the regular meeting of the Board of Fire Commissioners of Benton County Fire 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), Commissioner Goodwin and Commissioner Van Beek.

THOSE PRESENT AND PLEDGE OF ALLEGIANCE

Members present were:

Chief Carlyle	Public Information Officer Shearer	Firefighter Coates
Administrative Assistant Ewing	Battalion Chief Rogers	Firefighter Madrigal
Facilities Manager Rebman	Captain Putz	

Guests present were:

David Fetto, City of West Richland Council Member

Commissioner Van Beek led the Pledge of Allegiance.

ADDITIONS TO THE AGENDA

There were no additions to the 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 July 2, 2026
- Approval of 2026 Payroll Voucher numbers 1046 through 1120 for \$489,800.24
- Approval of 2026 Claim Voucher numbers 1097 through 1124 for \$110,812.70

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

BADGE PINNING CEREMONY

Fire Chief Carlyle welcomed attendees and recognized Captain Putz for successfully completing his probationary period. Captain Putz's wife joined him to pin his badge, surrounded by his two daughters. Fire Chief Carlyle presented Captain Putz with his probationary completion letter and challenge coin. The ceremony concluded with cake and ice cream for guests.

FINANCIAL REVIEW

The Board reviewed the revenue and expenditure budget position reports.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Resolution No. 2026-09; Resolution Providing for the Submission of Levy

The Board considered Resolution 2026-09, formalizing its previously approved action to place a multi-year levy lid lift on the November General Election ballot if the multi-year levy lid lift on the August Primary Election ballot is not approved by voters.

MOTION: Commissioner Van Beek moved to approve Resolution No. 2026-09: Providing for the Submission of Levy. Commissioner Brink seconded the motion. The motion passed unanimously with all Commissioners in favor.

Hughes Fire Equipment Invoice

Invoice No. 644963 from Hughes Fire Equipment in the amount of \$36,964.69 was presented to the Board for review and approval. The invoice is for the replacement of the pump and engine on Apparatus No. 30 with a Darley pump and engine to align with other grass trucks in the District's fleet. Staff noted that the work was completed before Apparatus No. 30 was destroyed in the Wagon Wheel Fire and that the invoice was submitted as part of the District's insurance claim.

MOTION: Commissioner Van Beek moved to approve Hughes Fire Equipment Invoice No. 644963 totaling \$36,964.69. Commissioner Brink seconded the motion. Motion carried unanimously.

First Due Contract

The Board reviewed the First Due Agreement and Quote No. 1545132000649149979 in the amount of \$43,880.00, excluding sales tax, for the implementation and subscription of the First Due records management software platform over a 24-month term.

MOTION: Commissioner Van Beek moved to authorize Deputy Chief Drayton to execute the First Due Agreement and approve Quote No. 1545132000649149979 in the amount of \$43,880.00, plus applicable taxes. Commissioner Brink seconded the motion. The motion carried unanimously.

Fourth of July

Fire Chief Carlyle presented and reviewed the Fourth of July operational statistics prepared by Deputy Chief Drayton. During the peak operational period from 6:00 p.m. on July 4 through 8:00 a.m. on July 5, the District responded to 34 calls for service, including 17 fire incidents and five EMS calls. This represented a 650% increase over the call volume typically experienced on a Saturday night.

The District staffed all three fire stations, a dedicated medic unit, and two wildland engines with support from 15 career members and 11 volunteer members. Approximately 734 additional staffing hours were provided. One residential structure fire was contained, no firefighter injuries were reported, and the District maintained its regional mutual-aid capabilities throughout the operational period.

CORRESPONDENCE

There was no new correspondence.

DISTRICT REPORTS

Logistics – Logistics Manager Rebman provided an update on ongoing projects throughout the District and reported that he anticipates presenting quotes for the Station 410 roof replacement at the next Board meeting.

City Liaison – Council Member Fetto reported that the City Council has not met since the Fourth of July and that the next meeting is scheduled for August. He asked whether the increased police presence during the holiday helped reduce issues with vehicles and spectators blocking roadways and interfering with emergency response. Fire Chief Carlyle responded that crews still experienced some difficulty navigating certain streets due to congestion; however, no emergency responses were delayed or prevented. Council Member Fetto noted that the current fireworks code is unlikely to change unless the City Council takes action.

Commissioners – Commissioner Brink reported that he rode along with West Richland Police Chief Fry for most of the Fourth of July evening. He commended the strong coordination between the Police Department and the Fire District and described the Fourth of July operations as well organized and well-orchestrated.

Fire Chief – Chief Carlyle reported the following:

- He responded to the District on the Fourth of July and thanked all personnel who returned to assist with holiday operations.
- The Area Command structure and temporary Emergency Operations Center worked extremely well.
- The District continued working with Enduris on the insurance claim for Apparatus No. 30, also identified as E1543. Additional documentation was submitted during the week.
- The Safety Officer submitted the final Wagon Wheel Fire investigation report to the District for review and distribution.
- The District received correspondence from IAFF Local 1052 withdrawing the outstanding grievance and arbitration. The arbitrator was notified, and the District will not incur cancellation costs because the matter was withdrawn before the applicable deadline.
- He attended the Executive Officers' Meeting.
- He attended the Columbia Basin Dive Rescue meeting.

OPEN FORUM DISCUSSION

There was no open forum discussion.

IMPORTANT DATES

- Ballot Issue Question and Answer Session: July 23 at 6:00 p.m. and July 25 at 10:00 a.m.

- Election Day: August 4
- Tri-County Fire Commissioners Association Meeting, West Benton Fire & Rescue: August 8
- Southeast Washington Fire Commissioners Association Meeting, Dayton: September 16

AGENDA ITEMS FOR THE NEXT MEETING

There were no agenda items identified for the next meeting.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:21 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: 09:57:18 Date: 08/05/2026

As Of: 08/14/2026

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Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
16246	08/13/2026	08/13/2026	AMAZON - ACH	921.33	FACILITY & APPARATUS SUPPLIES
522 12 31 20	Non-Expendable Office	001 000 522 6841	- General I	22.27	DESK LAMP
522 50 31 00	Expendable Supplies -Faciliti	001 000 522 6841	- General I	20.64	TOILET BRUSHES FOR STATION
522 50 31 00	Expendable Supplies -Faciliti	001 000 522 6841	- General I	151.96	PAPER TOWEL HOLDERS; STATION STORAGE BAGS
522 50 35 00	Non-Expendable Supplies - I	001 000 522 6841	- General I	37.92	COAT RACKS FOR STATION
522 50 48 10	Tools and Equipment	001 000 522 6841	- General I	253.51	FACILITY TOOLS
522 60 31 00	Expendable Supplies - Autor	001 000 522 6841	- General I	435.03	TRUCK WASH, TOWELS, SQUEEGES FOR APPARATUS
Invoice					
1631-XKVT-41R9		558.64	SQUEEGES, TRUCK WASH & BRUSHES, ABSORBER TOWELS, PAPER TOWEL		
1HJM-WT1H-HRWQ		20.64	TOILET BOWLS BRUSHES		
1T14-GNTN-C6CG		22.27	DESK LAMP		
1NN4-KLDR-GDLX		19.72	SUN SHADE FOR APP 41		
1FLQ-J469-Q9D6		8.63	TRUCK WASH		
1HCN-KLDQ-K9L9		37.92	COAT RACK		
1YRY-G343-MCY6		253.51	FACILITY TOOLS		
16247	08/13/2026	08/13/2026	AT&T MOBILITY - ACH	40.54	CELL PHONE SERVICE
522 12 42 10	Cellular Phone Service	001 000 522 6841	- General I	40.54	CELL PHONE SERVICE
Invoice					
X07192026		40.54	CELL PHONE SERVICE		
16248	08/13/2026	08/13/2026	BENTON RURAL ELECTRIC - ACH	2,954.00	ELECTRIC FOR STATIONS
522 50 47 10	Utilities	001 000 522 6841	- General I	2,954.00	ELECTRIC FOR STATIONS
Invoice					
7/31/2026		2,954.00	ELECTRIC FOR STATIONS		
16249	08/13/2026	08/13/2026	CASCADE NATURAL GAS - ACH	119.20	STA 430 GAS UTILITIES
522 50 47 10	Utilities	001 000 522 6841	- General I	119.20	STA 430 GAS UTILITIES
Invoice					
7/17/2026		119.20	STA 430 GAS UTILITIES		
16259	08/14/2026	08/14/2026	ELWOOD STAFFING SERVICES INC.	2,071.56	TEMP STAFFING SERVICES
522 12 10 10	Salary - Administration	001 000 522 6841	- General I	2,071.56	TEMP STAFFING SERVICES
Invoice					

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			3620385	376.64	TEMP STAFFING SERVICES (15) HOURS
			3620630	941.62	TEMP STAFFING SERVICES (37.5) HOURS
			3620958	753.30	TEMP STAFFING SERVICES (30) HOURS
16267 08/14/2026	08/14/2026	08/14/2026	431	150,898.00	ANNUAL INSURANCE PREMIUM 9/1/26 - 8/31/27
			522 12 46 00 District Insurance	56,557.00	GENERAL LIABILITY PY2027
			522 12 46 00 District Insurance	55,105.00	PROPERTY COVERAGE PY2027
			522 12 46 00 District Insurance	38,624.00	AUTO PHYSICAL DAMAGE COVERAGE PY2027
			522 12 46 00 District Insurance	612.00	CRIME COVERAGE PY2027
			Invoice		
			R27-535-1	150,898.00	ANNUAL INSURANCE PREMIUM 9/1/26 - 8/31/27
16260 08/14/2026	08/14/2026	08/14/2026	702	2,356.00	(2) ANNUAL PHYSICALS & 10 PANEL UDS TESTING
			522 20 24 10 Physicals/Innoculation	2,356.00	(2) ANNUAL PHYSICALS & 10 PANEL UDS TESTING
			Invoice		
			4255	2,356.00	(2) ANNUAL PHYSICALS & 10 PANEL UDS TESTING
16261 08/14/2026	08/14/2026	08/14/2026	137	230.99	UNIFORM PANT
			522 20 28 00 Clothing, Commissary (Non-	230.99	UNIFORM PANT
			Invoice		
			035680107	230.99	UNIFORM PANT
16250 08/13/2026	08/13/2026	08/13/2026	361	33.46	DEF FOR APPARATUS
			522 60 32 00 Fuels and Oils	33.46	DEF FOR APPARATUS
			Invoice		
			9019034942	33.46	DEF FOR APPARATUS
16251 08/13/2026	08/13/2026	08/13/2026	876	1,254.57	BLOCK SUPPORT; SALES TAX FOR BLOCK SUPPORT
			522 12 31 20 Non-Expendable Office	-4,986.61	REFUND FOR FIREWALL REPLACEMENT PREPAID PROJECT 4057
			522 12 41 03 Contract Services - Compute	6,241.18	BLOCK SUPPORT; SALES TAX FOR BLOCK SUPPORT

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Invoice		
			401891	620.59	SALES TAX FOR BLOCK SUPPORT - JULY 2026
			401670	620.59	SALES TAX FOR BLOCK SUPPORT - JUNE 2026
			401613	5,000.00	BLOCK SUPPORT
			402645 CM	-4,986.61	REFUND FOR PREPAID FIREWALL REPLACEMENT PROJECT #4057
16252 08/13/2026	08/13/2026	08/13/2026	1116 KEY BANK-ACH	130.46	ACH BANK FEES
522 12 41 05	Bank Service Charges/ACH F	001 000 522	6841 - General I	130.46	ACH BANK FEES - JUNE 2026
			Invoice		
			JUNE 2026 STATEMENT	80.46	ACH BANK FEES
			KB-2026-0722	-50.00	CREDIT FOR PREPAID ACH BANK FEES
			KB-2026-0723	100.00	PREPAID ACH BANK FEES - JULY
16253 08/13/2026	08/13/2026	08/13/2026	187 LIFE ASSIST-ACHP	53,073.68	EMS SUPPLIES; IV PUMP 5-YR SERVICE AGREEMENT (4); VENILATORS (4)
522 70 31 00	Expendable Supplies - EMS	001 000 522	6841 - General I	2,119.47	EMS SUPLIES
522 70 41 10	Contract Services - EMS	001 000 522	6841 - General I	6,087.20	IV PUMP 5-YR SERVICE AGREEMENT (4)
594 22 63 00	Capital Apparatus And Equip	001 000 594	6841 - General I	44,867.01	VENTILATORS WITH CARRYING CASE (5)
			Invoice		
			2165841	1,327.60	EMS SUPPLIES
			2151292	6,087.20	SAPPHIRE IV PUMP 5-YR SERVICE AGREEMENT (4)
			2156860	44,867.01	VENTWAY SPARROW VENTILATORS W/CARRYING CASE (4)
			2170859	791.87	EMS SUPPLIES
16268 08/14/2026	08/14/2026	08/14/2026	189 LIZ LOOMIS EASL, INC	6,500.00	CONSULTING SERVICES - JULY 2026
522 30 41 01	Professional Services - Mark	001 000 522	6841 - General I	6,500.00	CONSULTING SERVICES - JULY 2026
			Invoice		
			B4-0826	6,500.00	CONSULTING SERVICES - JULY 2026
16262 08/14/2026	08/14/2026	08/14/2026	779 MCGAVICK GRAVES ATTORNEY AT LAW	5,751.00	GENERAL LABOR AND EMPLOYMENT MATTERS
522 14 41 00	Professional Services	001 000 522	6841 - General I	5,751.00	GENERAL LABOR AND EMPLOYMENT MATTERS
			Invoice		
			51008	4,941.00	GENERAL LABOR AND EMPLOYMENT MATTERS
			51009	810.00	GENERAL LABOR AND EMPLOYMENT MATTERS

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16254	08/13/2026	08/13/2026	MOON SECURITY - ACH	431.22	FIRE SUPPRESSION & SECURITY ACCESS MONITORING
522 50 41 00	Professional Services		001 000 522 6841 - General I	431.22	FIRE SUPPRESSION & SECURITY ACCESS MONITORING
	Invoice				
	8836265	266.78	FIRE SUPPRESSION SYSTEM MONITORING		
	8860774	164.44	STA 420 SECURITY ACCESS MONITORING		
16255	08/13/2026	08/13/2026	PACIFIC OFFICE AUTOMATION ACH	352.26	SCANNER LEASE
591 22 01 02	Lease Payments - Office Equ		001 000 591 6841 - General I	352.26	SCANNER LEASE
	Invoice				
	597977692	352.26	SCANNER LEASE		
16263	08/14/2026	08/14/2026	PACIFIC OFFICE AUTOMATION	802.52	PHONE SERVICE
522 12 42 00	Phone Service		001 000 522 6841 - General I	802.52	PHONE SERVICE
	Invoice				
	AR00621515	802.52	PHONE SERVICE		
16256	08/13/2026	08/13/2026	STAPLES ADVANTAGE - ACHP	66.05	LAUNDRY SOAP
522 50 31 00	Expendable Supplies -Faciliti		001 000 522 6841 - General I	66.05	LAUNDRY SOAP
	Invoice				
	7010612264	66.05	LAUNDRY SOAP		
16257	08/13/2026	08/13/2026	STERICYCLE - ACH	199.49	WASTE DISPOSAL
522 70 41 05	Professional Services - EMS		001 000 522 6841 - General I	199.49	WASTE DISPOSAL
	Invoice				
	8014953714	80.19	WASTE DISPOSAL		
	8014844037	119.30	WASTE DISPOSAL		
16264	08/14/2026	08/14/2026	TIRE FACTORY	237.29	TIRE REPLACEMENT FOR APP 41
522 60 48 00	Repair and Maintenance Ser		001 000 522 6841 - General I	237.29	TIRE REPLACEMENT FOR APP 41
	Invoice				

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

As Of: 08/14/2026

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			3061479	237.29	TIRE REPLACEMENT FOR APP 41
16266	08/14/2026	08/14/2026	347		
			US LINEN & UNIFORM	389.18	MAT & SHOP TOWEL SERVICE
522 50 41 00	Professional Services		001 000 522 6841 - General I	389.18	MAT & SHOP TOWEL SERVICE
			Invoice		
			3711118	48.92	MAT & SHOP TOWEL SERVICE
			3717975	48.92	MAT & SHOP TOWEL SERVICE
			3709363	48.92	MAT & SHOP TOWEL SERVICE
			3716233	48.92	MAT & SHOP TOWEL SERVICE
			3706048	64.50	MAT & SHOP TOWEL SERVICE
			3712869	64.50	MAT & SHOP TOWEL SERVICE
			3719731	64.50	MAT & SHOP TOWEL SERVICE
16258	08/13/2026	08/13/2026	465		
			VERIZON WIRELESS - ACH	1,111.22	CELL PHONE SERVICE
522 12 42 10	Cellular Phone Service		001 000 522 6841 - General I	1,111.22	CELL PHONE SERVICE
			Invoice		
			6148740941	1,111.22	CELL PHONE SERVICE
16265	08/14/2026	08/14/2026	817		
			VOYAGER	6,296.30	FUEL
522 60 32 00	Fuels and Oils		001 000 522 6841 - General I	6,296.30	FUEL
			Invoice		
			8693879692631	6,296.30	FUEL
			Report Total:	236,220.32	
			Fund		
			001 6841 - General Fund	236,220.32	

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.

WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 10:02:36 Date: 08/05/2026

08/01/2026 To: 08/14/2026

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1163	08/13/2026	Claims	6841	EFT	AMAZON - ACH	921.33	FACILITY & APPARATUS SUPPLIES
1164	08/13/2026	Claims	6841	EFT	AT&T MOBILITY - ACH	40.54	CELL PHONE SERVICE
1165	08/13/2026	Claims	6841	EFT	BENTON RURAL ELECTRIC - ACH	2,954.00	ELECTRIC FOR STATIONS
1166	08/13/2026	Claims	6841	EFT	CASCADE NATURAL GAS - ACH	119.20	STA 430 GAS UTILITIES
1167	08/13/2026	Claims	6841	EFT	GRAINGER - ACH	33.46	DEF FOR APPARATUS
1168	08/13/2026	Claims	6841	EFT	ISOUTSOURCE - ACH	1,254.57	BLOCK SUPPORT; SALES TAX FOR BLOCK SUPPORT
1169	08/13/2026	Claims	6841	EFT	KEY BANK-ACH	130.46	ACH BANK FEES
1170	08/13/2026	Claims	6841	EFT	LIFE ASSIST-ACHP	53,073.68	EMS SUPPLIES; IV PUMP 5-YR SERVICE AGREEMENT (4); VENILATORS (4)
1171	08/13/2026	Claims	6841	EFT	MOON SECURITY - ACH	431.22	FIRE SUPPRESSION & SECURITY ACCESS MONITORING
1172	08/13/2026	Claims	6841	EFT	PACIFIC OFFICE AUTOMATION ACH	352.26	SCANNER LEASE
1173	08/13/2026	Claims	6841	EFT	STAPLES ADVANTAGE - ACHP	66.05	LAUNDRY SOAP
1174	08/13/2026	Claims	6841	EFT	STERICYCLE - ACH	199.49	WASTE DISPOSAL
1175	08/13/2026	Claims	6841	EFT	VERIZON WIRELESS - ACH	1,111.22	CELL PHONE SERVICE
1176	08/14/2026	Claims	6841	2651	ELWOOD STAFFING SERVICES INC.	2,071.56	TEMP STAFFING SERVICES
1177	08/14/2026	Claims	6841	2652	ENDURIS	150,898.00	ANNUAL INSURANCE PREMIUM 9/1/26 - 8/31/27
1178	08/14/2026	Claims	6841	2653	FRONTLINE MEDICAL PLLC	2,356.00	(2) ANNUAL PHYSICALS & 10 PANEL UDS TESTING
1179	08/14/2026	Claims	6841	2654	GALLS	230.99	UNIFORM PANT
1180	08/14/2026	Claims	6841	2655	LIZ LOOMIS EASL, INC	6,500.00	CONSULTING SERVICES - JULY 2026
1181	08/14/2026	Claims	6841	2656	MCGAVICK GRAVES ATORNEY AT LAW	5,751.00	GENERAL LABOR AND EMPLOYMENT MATTERS
1182	08/14/2026	Claims	6841	2657	PACIFIC OFFICE AUTOMATION	802.52	PHONE SERVICE
1183	08/14/2026	Claims	6841	2658	TIRE FACTORY	237.29	TIRE REPLACEMENT FOR APP 41
1184	08/14/2026	Claims	6841	2659	US LINEN & UNIFORM	389.18	MAT & SHOP TOWEL SERVICE
1185	08/14/2026	Claims	6841	2660	VOYAGER	6,296.30	FUEL
001 6841 - General Fund						236,220.32	
						<u>236,220.32</u>	Claims: 236,220.32
						236,220.32	

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: 10:20:47 Date: 07/23/2026

07/24/2026 To: 07/24/2026

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1130	07/24/2026	Payroll	6841	EFT	DEPARTMENT OF LABOR & INDUSTRIES	67,706.46	2ND Quarter L&I: 04/01/2026 - 06/30/2026
1131	07/24/2026	Payroll	6841	EFT	PFML EMPLOYMENT SECURITY DEPARTMENT	9,640.25	Pay Cycle(s) 04/01/2026 To 06/30/2026 - PFML
1132	07/24/2026	Payroll	6841	EFT	WA CARES FUND EMPLOYMENT SECURITY DEPARTMENT	5,047.79	Pay Cycle(s) 04/01/2026 To 06/30/2026 - LTC
1133	07/24/2026	Payroll	6841	EFT	EMPLOYMENT SECURITY DEPT (OASI)	2,755.85	2nd Quarter Unemployment: 04/01/2026 - 06/30/2026
1134	07/24/2026	Claims	6841	EFT	KEY BANK-ACH	50.00	BANK FEE - INTERNAL TRACKING TRANSFER TO MAINTAIN POSITIVE BALANCE
001 6841 - General Fund						85,200.35	
						85,200.35	Claims: 50.00 Payroll: 85,150.35

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: 10:14:15 Date: 08/05/2026

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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	2,850,043.57	2,252,517.43	55.9%
330 Intergovernmental Revenues	36,500.00	41,718.24	(5,218.24)	114.3%
340 Charges For Services	47,000.00	32,521.36	14,478.64	69.2%
361 Miscellaneous Revenue	50,200.00	102,451.05	(52,251.05)	204.1%
380 Other Increases in Fund Resources	0.00	8,885.03	(8,885.03)	0.0%
390 Other Financing Sources	0.00	3,201.00	(3,201.00)	0.0%
397 Interfund Transfers	2,693,346.00	30.35	2,693,315.65	0.0%
Fund Revenues:	13,428,344.00	8,735,642.97	4,692,701.03	65.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
011 Legislative	44,200.00	14,349.90	29,850.10	32.5%
012 Administrative	1,529,150.00	898,528.03	630,621.97	58.8%
013 Election	25,000.00	9,781.03	15,218.97	39.1%
014 Legal	30,500.00	26,488.00	4,012.00	86.8%
020 Operations	4,739,400.00	2,917,727.64	1,821,672.36	61.6%
021 Suppression	236,000.00	104,636.80	131,363.20	44.3%
024 Communications	187,750.00	80,671.72	107,078.28	43.0%
026 Logistics (Support Services)	21,000.00	5,146.63	15,853.37	24.5%
030 Public Information	130,000.00	68,700.48	61,299.52	52.8%
045 Training	425,900.00	210,995.85	214,904.15	49.5%
050 Facilities	264,200.00	167,282.39	96,917.61	63.3%
060 Automotive	176,000.00	76,315.29	99,684.71	43.4%
070 Ambulance Transport Services	512,000.00	266,518.12	245,481.88	52.1%
522 Fire Control	8,321,100.00	4,847,141.88	3,473,958.12	58.3%
589 Payroll Clearing	0.00	(3,216.95)	3,216.95	0.0%
591 Debt Service	173,745.00	122,533.20	51,211.80	70.5%
594 Capital Expenditures	2,426,500.00	542,994.36	1,883,505.64	22.4%
597 Interfund Transfers	440,000.00	0.00	440,000.00	0.0%
Fund Expenditures:	11,361,345.00	5,509,452.49	5,851,892.51	48.5%
Fund Excess/(Deficit):	2,066,999.00	3,226,190.48		

Budget Summary – Through Mid-August 2026

Note: Revenue totals are understated at this time because July property tax and interest revenues have not yet been reported by the County.

General Fund (Fund 001)

- Received: \$8,735,643 (65.1%)
- Spent: \$5,509,452 (48.5%)

EMS Fund (Fund 110)

- Received: \$3,819,985 (86.4%)
- No expenditures recorded; the planned interfund transfer (\$2.69M) has not yet occurred.

Reserve Fund (Fund 601)

- Received: \$2,544,774 (85.0%)
- No expenditures recorded.

Key Observations

Overall, the District remains in a strong financial position, with revenues continuing to outpace expenditures and fund balances remaining above budgeted levels.

- Total revenues have reached 72.5% of the annual budget, driven by stronger beginning fund balances and strong property tax collections.
- General Fund expenditures are at 48.5% of budget, with Fire Control and Operations continuing as the primary spending categories.
- Capital expenditures total approximately \$543,000, while the EMS, Bond, and Reserve Funds remain in strong financial condition.

2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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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	1,066,249.95	840,963.05	55.9%
330 Intergovernmental Revenues	375,000.00	373,568.44	1,431.56	99.6%
340 Charges For Services	500,000.00	445,895.80	54,104.20	89.2%
360 Investment Interest	60,000.00	49,112.94	10,887.06	81.9%
Fund Revenues:	4,420,555.00	3,819,984.53	600,570.47	86.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	2,693,346.00	0.00	2,693,346.00	0.0%
Fund Expenditures:	2,693,346.00	0.00	2,693,346.00	0.0%
Fund Excess/(Deficit):	1,727,209.00	3,819,984.53		

2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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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	283,166.82	198,048.18	58.8%
360 Investment Interest	5,500.00	5,701.92	(201.92)	103.7%
Fund Revenues:	673,214.00	491,964.03	181,249.97	73.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service	504,000.00	0.00	504,000.00	0.0%
Fund Expenditures:	504,000.00	0.00	504,000.00	0.0%
Fund Excess/(Deficit):	169,214.00	491,964.03		

2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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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%
Fund Revenues:	0.00	30.35	(30.35)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	0.00	30.35	(30.35)	0.0%
Fund Expenditures:	0.00	30.35	(30.35)	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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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	50,441.82	451,558.18	10.0%
Fund Revenues:	2,994,970.00	2,544,774.08	450,195.92	85.0%
Fund Excess/(Deficit):	2,994,970.00	2,544,774.08		

2026 BUDGET POSITION TOTALS

BENTON COUNTY FIRE PROTECTION DIS

Time: 10:14:15 Date: 08/05/2026

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 6841 - General Fund	13,428,344.00	8,735,642.97	65.1%	11,361,345.00	5,509,452.49	48%
110 6848 - EMS Fund	4,420,555.00	3,819,984.53	86.4%	2,693,346.00	0.00	0%
201 6842 - Sta 430 Bond Fund	673,214.00	491,964.03	73.1%	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	2,544,774.08	85.0%	0.00	0.00	0%
	<u>21,517,083.00</u>	<u>15,592,395.96</u>	<u>72.5%</u>	<u>14,558,691.00</u>	<u>5,509,482.84</u>	<u>37.8%</u>

STATION 410 ROOF REPLACEMENT QUOTE COMPARISON
INFORMAL PUBLIC WORKS RFQ UNDER \$150,000

Project Number: 16-2026
Solicitation Date: 07-09-2026
Award Date:

Contracter:	TOTAL BASE					BID	ADD ALT	TOTAL BID
	BID ITEM 1	BID ITEM 2	BID ITEM 3	BID ITEM 4	BID ITEM 5			
CASCADE INDUSTRIAL SERVICES LLC 2462 W CHRISTIAN COURT RATHDRUM, ID 83858	\$ 6,000.00	\$ 6,000.00	\$ 2,000.00	\$ 69,000.00	\$ 7,000.00	\$ 90,000.00	\$ 18,000.00	\$ 108,000.00
GUARDIAN ROOFING & EXTERIORS 805 PENN IVY ST MOSES LAKE WA 98837	\$ 7,425.00	\$ 17,552.00	\$ 4,040.00	\$ 28,312.00	\$ 8,986.00	\$ 66,315.00	\$ 26,993.00	\$ 93,308.00
MADRIGAL DEVELOPMENT LLC PO BOX T KENNEWICK WA 99336	\$ 1,061.37	\$ 26,038.88	\$ -	\$ 48,114.28	\$ 2,243.75	\$ 77,458.28	\$ 29,246.32	\$ 106,704.60
MERRIMAN CONTRACTING LLC 14015 NE 359TH ST LA CENTER, WA 98629	\$ 10,000.00	\$ 25,000.00	\$ 5,000.00	\$ 63,838.00	\$ 10,000.00	\$ 113,838.00	\$ 46,238.00	\$ 160,076.00
C&C CONSTRUCTION SERVICES LLC P.O BOX 970 HERMISTON, OR 97838	\$ 8,700.00	\$ 24,660.00	\$ 8,500.00	\$ 80,075.00	\$ 26,150.00	\$ 148,085.00	\$ 37,300.00	\$ 185,385.00
SILVERBOW INC 3718 W 1ST AVE KENNEWICK, WA 99338	\$ 3,180.00	\$ 15,750.00	\$ 1,750.00	\$ 42,000.00	\$ 10,500.00	\$ 73,180.00	\$ 23,070.00	\$ 96,250.00
VINCENT BROTHERS LLP PO BOX 4952 PASCO WA 99301	\$ 3,800.00	\$ 4,800.00	\$ 800.00	\$ 73,100.00	\$ 6,800.00	\$ 89,300.00	\$ 4,900.00	\$ 94,200.00

Exhibit 2 - Quote Form**PRICING REQUIRED****1. Lump Sum Base Bid**
☐ check if additional pages attached

No.	Bid Item	Cost
1	Mobilization, Project Management, & Permits	\$ _____
2	Demolition & Disposal	\$ _____
3	Temporary Weather Protection	\$ _____
4	Complete Metal Roofing System Installation	\$ _____
5	Flashings, Trim, Ridge Caps, and Penetrations	\$ _____

Price Bid Summary:

Total Base Bid (Items 1 – 5) Excludes Sales Tax	\$ _____
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Additional Payment and Performance Bond (if required by the District)	\$ _____
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2. Concealed Conditions Unit Price Bid

No.	Bid Item	Unit Price
1	Roof Deck Replacement (per square foot)	\$ _____

3. Additive Alternate Lump Sum

Provide a standing seam metal roofing system in lieu of the Base Bid roofing system. Price shall represent the additional cost above the Base Bid and include all labor, materials, equipment, accessories, and incidental work necessary to provide a complete installation.

No.	Bid Item	Cost
1	Standing Seam Metal Roofing System (cost above Base Bid)	\$ _____

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

Addendum No. _____ Dated _____ Addendum No. _____ Dated _____