



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

SEPTEMBER 3, 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 August 20, 2026
- Approval of 2026 Claim Voucher numbers 1301 through 1331 for \$92,018.49

6. FINANCIAL REVIEW

7. UNFINISHED BUSINESS

8. NEW BUSINESS

- Intergovernmental Transfer Agreement – Cooking Safety Trailer
- Letter to Enduris Washington

9. CORRESPONDENCE

- Washington State Rating Bureau
- Request to Purchase Property

10. DISTRICT REPORTS

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

11. OPEN FORUM DISCUSSION

12. IMPORTANT DATES

- Southeast Washington Fire Commissioners Association Meeting, Dayton: September 16
- Ironman 70.3 Race – September 20
- WFCA Conference, Spokane, October 21-24
- Veteran's Day Parade – November 7

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
August 20, 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, Commissioner Goodwin and Commissioner Van Beek.

THOSE PRESENT AND PLEDGE OF ALLEGIANCE

Members present were:

Chief Carlyle	Battalion Chief Rogers	Firefighter Coates
Financial Manager Paden-Lilly	Captain Harper	Firefighter Garrison
Logistics Manager Rebman	Lieutenant Wakeman	Firefighter Van Cleef
Battalion Chief Borschowa	Firefighter Allen	

The Pledge of Allegiance was recited.

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 16, and August 6, 2026
- Approval of 2026 Claim and Payroll Voucher numbers 1163 through 1185 for \$87,317.82 (*Vouchers were audited, approved, and paid prior to this meeting under the authority of Resolution No. 2023-11*).
- Approval of 2026 Payroll Voucher numbers 1223 through 1298 for \$502,990.45
- Approval of 2026 Claim Voucher numbers 1272 through 1297 for \$229,781.14

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

FINANCIAL REVIEW

The revenue and expenditure budget position report were reviewed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Certification of Election Results

Finance Manager Paden-Lilly presented the Certification and Acknowledgment of Certified Election Results for Proposition No. 1, which was approved by voters at the August 4, 2026, Primary Election. The certification documents the voter-approved levy authority for implementation beginning with the 2027 property tax collection year and will be submitted to the Benton County Assessor.

Motion: Commissioner Brink moved to approve and authorize the Board to sign the Certification and Acknowledgment of Certified Election Results. Commissioner Van Beek seconded the motion. Motion carried unanimously.

Project 2026-16; Station 410 Metal Roof Replacement

Facilities Manager Rebman presented a quote comparison for Project #16-2026, Station 410 Roof Replacement.

A total of seven quotes were received and reviewed. Following the comparison of the submitted quotes, Facilities Manager Rebman recommended awarding the project to the lowest responsible quoter, Guardian Roofing and Exteriors, with a total bid, including added alternates, of \$93,308.00, plus applicable taxes.

Motion: Commissioner Brink moved to award the project to Guardian Roofing and Exteriors, with a total bid, including add alternates, of \$93,308.00, plus applicable taxes. Commissioner Van Beek seconded the motion. Motion carried unanimously.

Resolution No. 2026-10; Surplus of Property

Consideration of Resolution 2026-10 to declare twenty-seven steel folding chairs as surplus and authorize disposal through public sale or other lawful means.

MOTION: Commissioner Brink moved to approve Resolution 2026-10. Commissioner Van Beek seconded. Motion passed unanimously.

CORRESPONDENCE

There was no new correspondence

DISTRICT REPORTS

Logistics – Logistics Manager Rebman provided an update on ongoing projects throughout the District. The Station 420 entrance security project has been completed.

City Liaison – Commissioner Brink reported that the Van Giesen Street and Keene Road intersection is scheduled to reopen Monday. He also reported that West Richland has been selected as the location for the Mid-Columbia Children's Museum, which is planned for a site on Keene Road across from City Hall.

Operation Program - Battalion Chief Borschowa provided the following report:

- The District received acknowledgment from the Washington EMS Information System (WEMSIS) that its second-quarter 2026 data achieved a 100% data quality score. He expressed how proud he is of the crews for reaching this accomplishment, noting that it reflects their dedication and commitment to quality patient care and outcomes. He had previously promised the crews a pizza party if they ever reached 100%, and he is making good on that promise by hosting a pizza party for each shift.
- District representatives have held two meetings regarding implementation of the First Due records management software platform. The District plans to transition to the platform January 1, 2027, with the goal of consolidating several existing systems and reducing the number of separate logins required by personnel.
- Specifications for the District's fourth medic unit have been finalized.
- Tri-Tech Skills Center is expanding its fire training programs to include EMS training. Recent changes in state law now allow skills centers to provide EMS education to students. Upon successful completion of the program, students will be eligible for certification as Emergency Medical Responders (EMR) and Emergency Medical Technicians (EMT-B).
- Medical Program Director Dr. Hodges met with crews for the second of a series of training sessions. The session included information regarding poisoning treatment kits and provided personnel an opportunity for direct discussion with the Medical Program Director.

Fire Chief – Chief Carlyle provided the following report:

- Proposition No. 1 passed and has been certified. The previously adopted resolution for a possible November election was withdrawn because a second election is no longer necessary.
- The exempt short plat for Station 410 has been approved by the City and returned to the surveyors and Washington State Department of Natural Resources. The property acquisition process is progressing toward appraisal.
- The District continues to work with its insurance carrier regarding a settlement for Apparatus No. 30. Questions regarding replacement cost coverage prompted an agency-wide review by the insurer, which identified differing interpretations of a policy change made approximately four years ago.
- The District has begun preparations for its next hiring process in anticipation of a February 1, 2027, onboarding date. The District currently anticipates hiring four employees. A hiring committee has been assembled to review and update the hiring process, including changes necessary to comply with updates to Washington's Fair Chance Act.
- The 2027 budget development process is underway. Budget requests are being gathered in August, administrative review and budget drafting will occur in September, Commissioner review is planned for October, and budget adoption is anticipated in November.
- Chief Carlyle advised that he will be absent from the September 1 Commissioner meeting while on vacation.

IMPORTANT DATES

- Southeast Washington Fire Commissioners Association Meeting, Dayton: September 16
- Ironman 70.3 Race – September 20
- WFCFA Conference, Spokane, October 21-24
- Veteran's Day Parade – November 7

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 5:28 p.m.

Attested:


Billie Paden-Lilly, District Secretary

9/3/26
Date


Garrett Goodwin, Commissioner

9/3/26
Date

Michael Van Beek, Commissioner

Date


Fred Brink, Commissioner

9/3/26
Date

BENTON COUNTY FIRE PROTECTION DISTRICT #4

ACCOUNTS PAYABLE

Time: 12:02:22 Date: 09/02/2026
Page: 1

As Of: 09/11/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16335	09/11/202609/11/2026724		ABV PESTS, WINDOWS & MORE	554.88	PEST & RODENT CONTROL
	522 50 41 00 Professional Services		001 000 522 6841 - General I	554.88	PEST & RODENT CONTROL
			Invoice		
			37795	554.88	PEST & RODENT CONTROL
16334	09/11/202609/11/20261105		ACRISURE WEST INSURANCE SERVICES	12,071.00	2027 INSURANCE BROKERAGE SERVICES
	522 12 46 00 District Insurance		001 000 522 6841 - General I	12,071.00	2027 INSURANCE BROKERAGE SERVICES
			Invoice		
			327833	12,071.00	2027 INSURANCE BROKERAGE SERVICES
16325	09/10/202609/10/202615		AMAZON - ACH	54.67	GARAGE DOOR OPENER
	522 50 31 00 Expendable Supplies -Faciliti		001 000 522 6841 - General I	54.67	GARAGE DOOR OPENER
			Invoice		
			1XLL-3GRL-PRG1	54.67	GARAGE DOOR OPENER
16326	09/10/202609/10/2026829		AT&T MOBILITY - ACH	41.54	CELL PHONE SERVICE
	522 12 42 10 Cellular Phone Service		001 000 522 6841 - General I	41.54	CELL PHONE SERVICE
			Invoice		
			X08192026	41.54	CELL PHONE SERVICE
16327	09/10/202609/10/202642		BENTON RURAL ELECTRIC - ACH	2,997.00	ELECTRIC FOR STATIONS
	522 50 47 10 Utilities		001 000 522 6841 - General I	2,997.00	ELECTRIC FOR STATIONS
			Invoice		
			8/31/2026	2,997.00	ELECTRIC FOR STATIONS
16336	09/11/202609/11/2026840		CORWIN FORD	2,783.45	OIL SERVICE; CHANGE FILTERS; MOUNT & BALANCE 4 TIRES ON APP 55
	522 60 48 00 Repair and Maintenance Ser		001 000 522 6841 - General I	2,783.45	OIL SERVICE; CHANGE FILTERS; MOUNT & BALANCE 4 TIRES ON APP 55
			Invoice		
			920596	2,783.45	OIL SERVICE; CHANGE FILTERS; MOUNT & BALANCE 4 TIRES ON APP 55

BENTON COUNTY FIRE PROTECTION DISTRICT #4

ACCOUNTS PAYABLE

Time: 12:02:22 Date: 09/02/2026
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As Of: 09/11/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16337	09/11/202609/11/20261111		CREATURE CRAFT	3,427.60	OAR KIT FOR TRAINING ON APP 60
	522 45 35 00 Tools & Equipment - Training		001 000 522 6841 - General I	3,427.60	OAR KIT FOR TRAINING ON APP 60
	Invoice				
	1160			3,427.60	OAR KIT FOR TRAINING ON APP 60
16338	09/11/202609/11/20261090		ELWOOD STAFFING SERVICES INC.	941.62	TEMP STAFFING SERVICES
	522 12 10 10 Salary - Administration		001 000 522 6841 - General I	941.62	TEMP STAFFING SERVICES (37.5 HOURS)
	Invoice				
	3621861			941.62	TEMP STAFFING SERVICES
16339	09/11/202609/11/2026474		EVERGREEN LAWN CARE, INC	117.40	LAWN CARE LATE SUMMER - STA 420
	522 50 41 00 Professional Services		001 000 522 6841 - General I	117.40	LAWN CARE LATE SUMMER - STA 420
	Invoice				
	403590			117.40	LAWN CARE LATE SUMMER - STA 420
16340	09/11/202609/11/2026702		FRONTLINE MEDICAL PLLC	538.00	ANNUAL PHYSICAL
	522 20 24 10 Physicals/Innoculation		001 000 522 6841 - General I	538.00	ANNUAL PHYSICAL
	Invoice				
	4292			538.00	ANNUAL PHYSICAL
16341	09/11/202609/11/2026137		GALLS	1,212.01	UNIFORM PANTS (5)
	522 20 28 00 Clothing, Commissary (Non-		001 000 522 6841 - General I	1,212.01	UNIFORM PANTS (5)
	Invoice				
	036009584			486.44	UNIFORM PANTS (2)
	036023254			725.57	UNIFORM PANTS (3)
16343	09/11/202609/11/2026859		HEALTH CARE AUTHORITY	15,018.13	GEMT FINAL COST SETTLEMENT SFY 2023
	588 30 00 00 Refunds of Revenue - GEMT		001 000 588 6841 - General I	15,018.13	GEMT FINAL COST SETTLEMENT SFY 2023
	Invoice				
	SFY 2023			15,018.13	GEMT FINAL COST SETTLEMENT SFY 2023

BENTON COUNTY FIRE PROTECTION DISTRICT #4

ACCOUNTS PAYABLE

Time: 12:02:22 Date: 09/02/2026
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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16342	09/11/202609/11/2026509		HUGHES FIRE EQUIPMENT INC.	4,269.72	REPLACE SWIVELS, CLAMPS, & JOYSTICK ON APP 52; REPLACE INTERIOR DOOR HANDLE ON APP 47
	522 60 48 00 Repair and Maintenance Ser		001 000 522 6841 - General I	4,269.72	REPLACE SWIVELS, CLAMPS, & JOYSTICK ON APP 52; REPLACE INTERIOR DOOR HANDLE ON APP 47
16344	09/11/202609/11/20261121		IGNITION POINT TRAINING LLC	9,511.25	THE ART OF READING SMOKE CLASSROOM INSTRUCTION OCT 20-21, 2026
	522 45 41 00 Professional Service		001 000 522 6841 - General I	9,511.25	THE ART OF READING SMOKE CLASSROOM INSTRUCTION OCT 20-21, 2026
16328	09/10/202609/10/2026876		ISOUTSOURCE - ACH	2,523.68	MONTHLY SUBSCRIPTION LICENSES
	522 12 41 03 Contract Services - Compute		001 000 522 6841 - General I	2,523.68	MONTHLY SUBSCRIPTION LICENSES
16353	09/11/202609/11/2026757		LIBERTY LAWN AND SAW	54.34	REPLACE STARTER CORD FOR CIRCULAR SAW ON APP #47
	522 21 48 00 Repair and Maintenance Servi		001 000 522 6841 - General I	54.34	REPLACE STARTER CORD FOR CIRCULAR SAW ON APP #47
16329	09/10/202609/10/2026187		LIFE ASSIST-ACHP	4,086.52	EMS SUPPLIES
	522 70 31 00 Expendable Supplies - EMS		001 000 522 6841 - General I	4,086.52	EMS SUPPLIES
				3,392.09	GLUCOMETER TEST STRIPS; SODIUM BICARB; RACEPINEPHRINE; THIAMINE;
				435.50	SUCCINYLCOLINE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

ACCOUNTS PAYABLE

Time: 12:02:22 Date: 09/02/2026
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As Of: 09/11/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16352 09/11/202609/11/2026189	2194205		LIZ LOOMIS EASL, INC	258.93	NASOPHARYNGEAL AIRWAY PBC; RACEPINEPHRINE; SAFETY LANCETS; NAS
522 30 41 01 Professional Services - Mark		001 000 522 6841 - General I		6,500.00	CONSULTING SERVICES - AUGUST 2026
Invoice					
B4-0926				6,500.00	CONSULTING SERVICES - AUGUST 2026
16345 09/11/202609/11/2026182			LN CURTIS & SONS	5,179.29	ANNUAL SCBA AIR COMPRESSOR MAINTENANCE; AIR SAMPLES; FLOW TESTING; FIREFIGHTING GLOVES
522 21 28 20 PPE - Protective Clothing		001 000 522 6841 - General I		147.57	FIREFIGHTING GLOVES
522 21 48 90 SCBA Repair/Maint		001 000 522 6841 - General I		5,031.72	ANNUAL SCBA AIR COMPRESSOR MAINTENANCE; AIR SAMPLES; FLOW TESTING
Invoice					
INV1105658				1,854.42	ANNUAL SCBA AIR COMPRESSOR MAINTENANCE & AIR SAMPLES
INV1105744				259.79	AIR SAMPLES
INV1105638				2,917.51	ANNUAL FLOW TESTING
INV1102423				147.57	FIREFIGHTING GLOVES
16346 09/11/202609/11/2026779			MCGAVICK GRAVES ATTORNEY AT LAW	81.00	GENERAL LABOR AND EMPLOYMENT MATTERS
522 14 41 00 Professional Services		001 000 522 6841 - General I		81.00	GENERAL LABOR AND EMPLOYMENT MATTERS
Invoice					
51335				81.00	GENERAL LABOR AND EMPLOYMENT MATTERS
16347 09/11/202609/11/2026242			OXARC	241.19	NITROGEN & OXYGEN FOR EMS
522 70 31 00 Expendable Supplies - EMS		001 000 522 6841 - General I		241.19	NITROGEN & OXYGEN FOR EMS
Invoice					
0032641549				109.63	OXYGEN FOR EMS
0032637465				109.63	OXYGEN FOR EMS
0032637712				21.93	NITROGEN FOR EMS
16330 09/10/202609/10/20261108			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					

BENTON COUNTY FIRE PROTECTION DISTRICT #4

ACCOUNTS PAYABLE

Time: 12:02:22 Date: 09/02/2026
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As Of: 09/11/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16348 09/11/202609/11/2026885	598382003		PACIFIC OFFICE AUTOMATION	352.26	SCANNER LEASE
522 12 42 00 Phone Service	001 000 522 6841 - General I			575.85	PHONE SERVICE
	Invoice				
	AR00715888			575.85	PHONE SERVICE
16355 09/11/202609/11/2026885			PACIFIC OFFICE AUTOMATION	802.52	PHONE SERVICE
522 12 42 00 Phone Service	001 000 522 6841 - General I			802.52	PHONE SERVICE
	Invoice				
	AR00732563			802.52	PHONE SERVICE
	Total PACIFIC OFFICE AUTOMATION			1,378.37	
16349 09/11/202609/11/2026824			PALADIN BACKGROUND	27.18	BACKGROUND CHECK
522 20 31 00 Expendable Incident Supplie	001 000 522 6841 - General I			27.18	BACKGROUND CHECK
	Invoice				
	7814			27.18	BACKGROUND CHECK
16331 09/10/202609/10/2026322			STAPLES ADVANTAGE - ACHP	316.34	CLEANING SUPPLIES; PAPER TOWELS; TOILET PAPER
522 50 31 00 Expendable Supplies - Faciliti	001 000 522 6841 - General I			316.34	CLEANING SUPPLIES; PAPER TOWELS; TOILET PAPER
	Invoice				
	6071856702			316.34	CLEANING SUPPLIES; PAPER TOWELS; TOILET PAPER
16332 09/10/202609/10/2026625			STERICYCLE - ACH	116.86	EMS WASTE DISPOSAL
522 70 41 05 Professional Services - EMS	001 000 522 6841 - General I			116.86	EMS WASTE DISPOSAL
	Invoice				
	8015141880			116.86	EMS WASTE DISPOSAL
16356 09/10/202609/10/2026625			STERICYCLE - ACH	120.28	EMS WASTE DISPOSAL
522 70 41 05 Professional Services - EMS	001 000 522 6841 - General I			120.28	EMS WASTE DISPOSAL

BENTON COUNTY FIRE PROTECTION DISTRICT #4

ACCOUNTS PAYABLE

Time: 12:02:22 Date: 09/02/2026
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As Of: 09/11/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
Invoice					
801522	2028		EMS WASTE DISPOSAL	120.28	
Total STERICYCLE - ACH				237.14	
16350	09/11/2026	09/11/2026	US BANK OF WASHINGTON	350.00	BOND SERVICE FEE
592 22 89 21	Debt Service Cost		201 000 591 6842 - Sta 430 E	350.00	BOND SERVICE FEE
Invoice					
8276151			BOND SERVICE FEE	350.00	
16351	09/11/2026	09/11/2026	US LINEN & UNIFORM	324.68	MATS & SHOP TOWELS
522 50 41 00	Professional Services		001 000 522 6841 - General I	324.68	MATS & SHOP TOWELS
Invoice					
3724798			MATS & SHOP TOWELS	48.92	
3731600			MATS & SHOP TOWELS	48.92	
3723040			MATS & SHOP TOWELS	48.92	
3729855			MATS & SHOP TOWELS	48.92	
3726539			MATS & SHOP TOWELS	64.50	
3733358			MATS & SHOP TOWELS	64.50	
16333	09/10/2026	09/10/2026	VERIZON WIRELESS - ACH	818.25	CELL PHONE SERVICE
522 12 42 10	Cellular Phone Service		001 000 522 6841 - General I	818.25	CELL PHONE SERVICE
Invoice					
6151194130			CELL PHONE SERVICE	818.25	
16354	09/11/2026	09/11/2026	VOYAGER	5,755.02	FUEL
522 60 32 00	Fuels and Oils		001 000 522 6841 - General I	5,755.02	FUEL
Invoice					
8693879692636			FUEL	5,755.02	
16301	09/11/2026	09/11/2026	WESTERN STATE EQUIPMENT PASCO	10,254.96	GENERATOR MAINTENANCE FOR FACILITIES
522 50 41 00	Professional Services		001 000 522 6841 - General I	10,254.96	GENERATOR MAINTENANCE FOR FACILITIES
Invoice					

BENTON COUNTY FIRE PROTECTION DISTRICT #4

ACCOUNTS PAYABLE

Time: 12:02:22 Date: 09/02/2026
Page: 7

As Of: 09/11/2026

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
IN003673660			IN003673660	1,494.42	PUMP HOUSE GENERATOR MAINTENANCE & REPLACE BLOCK HEATER
IN003668758			IN003668758	1,078.01	STA 410 GENERATOR MAINTENANCE
IN003671983			IN003671983	2,280.77	STA 430 GENERATOR MAINTENANCE & REPLACE ENGINE STARTING BATTER
IN003670385			IN003670385	1,105.85	STA 420 SHOP GENERATOR MAINTENANCE
IN003670389			IN003670389	1,532.77	STA 420 GENERATOR MAINTENANCE; REPLACE AIR FILTER & ENGINE START
IN003668783			IN003668783	2,029.33	STA 430 GENERATOR MAINTENANCE
IN003668852			IN003668852	962.08	REPLACE PRESSURE SWITCH ON STA 430 GENERATOR
CN035924			CN035924	-962.08	CREDIT ADJUSTMENT - FOR IN003668852
IN003729371			IN003729371	733.81	CORRECTED INVOICE TO REPLACE PRESSURE SWITCH ON STA 430 GENERA

Report Total: 92,018.49

Fund	
001 6841 - General Fund	91,668.49
201 6842 - Sta 430 Bond Fund	350.00

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: 12:14:50 Date: 09/02/2026

09/11/2026 To: 09/11/2026

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1310	09/11/2026	Claims	6841	2674	ABV PESTS, WINDOWS & MORE	554.88	PEST & RODENT CONTROL
1311	09/11/2026	Claims	6841	2675	ACRISURE WEST INSURANCE SERVICES	12,071.00	2027 INSURANCE BROKERAGE SERVICES
1312	09/11/2026	Claims	6841	2676	CORWIN FORD	2,783.45	OIL SERVICE; CHANGE FILTERS; MOUNT & BALANCE 4 TIRES ON APP 55
1313	09/11/2026	Claims	6841	2677	CREATURE CRAFT	3,427.60	OAR KIT FOR TRAINING ON APP 60
1314	09/11/2026	Claims	6841	2678	ELWOOD STAFFING SERVICES INC.	941.62	TEMP STAFFING SERVICES
1315	09/11/2026	Claims	6841	2679	EVERGREEN LAWN CARE, INC	117.40	LAWN CARE LATE SUMMER - STA 420
1316	09/11/2026	Claims	6841	2680	FRONTLINE MEDICAL PLLC	538.00	ANNUAL PHYSICAL
1317	09/11/2026	Claims	6841	2681	GALLS	1,212.01	UNIFORM PANTS (5)
1318	09/11/2026	Claims	6841	2682	HEALTH CARE AUTHORITY	15,018.13	GEMT FINAL COST SETTLEMENT SFY 2023
1319	09/11/2026	Claims	6841	2683	HUGHES FIRE EQUIPMENT INC.	4,269.72	REPLACE SWIVELS, CLAMPS, & JOYSTICK ON APP 52; REPLACE INTERIOR DOOR HANDLE ON APP 47
1320	09/11/2026	Claims	6841	2684	IGNITION POINT TRAINING LLC	9,511.25	THE ART OF READING SMOKE CLASSROOM INSTRUCTION OCT 20-21, 2026
1321	09/11/2026	Claims	6841	2685	LIBERTY LAWN AND SAW	54.34	REPLACE STARTER CORD FOR CIRCULAR SAW ON APP #47
1322	09/11/2026	Claims	6841	2686	LIZ LOOMIS EASL, INC	6,500.00	CONSULTING SERVICES - AUGUST 2026
1323	09/11/2026	Claims	6841	2687	LN CURTIS & SONS	5,179.29	ANNUAL SCBA AIR COMPRESSOR MAINTENANCE; AIR SAMPLES; FLOW TESTING; FIREFIGHTING GLOVES
1324	09/11/2026	Claims	6841	2688	MCGAVICK GRAVES ATTORNEY AT LAW	81.00	GENERAL LABOR AND EMPLOYMENT MATTERS
1325	09/11/2026	Claims	6841	2689	OXARC	241.19	NITROGEN & OXYGEN FOR EMS
1326	09/11/2026	Claims	6841	2690	PACIFIC OFFICE AUTOMATION	1,378.37	PHONE SERVICE; PHONE SERVICE
1327	09/11/2026	Claims	6841	2691	PALADIN BACKGROUND	27.18	BACKGROUND CHECK
1328	09/11/2026	Claims	6841	2692	US BANK OF WASHINGTON	350.00	BOND SERVICE FEE
1329	09/11/2026	Claims	6841	2693	US LINEN & UNIFORM	324.68	MATS & SHOP TOWELS
1330	09/11/2026	Claims	6841	2694	VOYAGER	5,755.02	FUEL
1331	09/11/2026	Claims	6841	2695	WESTERN STATE EQUIPMENT PASCO	10,254.96	GENERATOR MAINTENANCE FOR FACILITIES

001 6841 - General Fund
 201 6842 - Sta 430 Bond Fund

80,241.09
 350.00

Claims: 80,591.09
 80,591.09

WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:14:50 Date: 09/02/2026

09/11/2026 To: 09/11/2026

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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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 Robert Kelley

Commissioners [Signature], [Signature]

Approval Date 9/3/2026

WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:14:23 Date: 09/02/2026

09/10/2026 To: 09/10/2026

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1301	09/10/2026	Claims	6841	EFT	AMAZON - ACH	54.67	GARAGE DOOR OPENER
1302	09/10/2026	Claims	6841	EFT	AT&T MOBILITY - ACH	41.54	CELL PHONE SERVICE
1303	09/10/2026	Claims	6841	EFT	BENTON RURAL ELECTRIC - ACH	2,997.00	ELECTRIC FOR STATIONS
1304	09/10/2026	Claims	6841	EFT	ISOUTSOURCE - ACH	2,523.68	MONTHLY SUBSCRIPTION LICENSES
1305	09/10/2026	Claims	6841	EFT	LIFE ASSIST-ACHP	4,086.52	EMS SUPPLIES
1306	09/10/2026	Claims	6841	EFT	PACIFIC OFFICE AUTOMATION ACH	352.26	SCANNER LEASE
1307	09/10/2026	Claims	6841	EFT	STAPLES ADVANTAGE - ACHP	316.34	CLEANING SUPPLIES; PAPER TOWELS; TOILET PAPER
1308	09/10/2026	Claims	6841	EFT	STERICYCLE - ACH	237.14	EMS WASTE DISPOSAL; EMS WASTE DISPOSAL
1309	09/10/2026	Claims	6841	EFT	VERIZON WIRELESS - ACH	818.25	CELL PHONE SERVICE
001 6841 - General Fund						11,427.40	
						11,427.40	Claims: 11,427.40

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 P. Paden Kelly

Commissioners [Signature] [Signature]

Approval Date 9/3/2026

2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:22:45 Date: 09/02/2026

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)	0.0%
310 Taxes	5,102,561.00	2,866,744.56	2,235,816.44	43.8%
330 Intergovernmental Revenues	36,500.00	41,718.24	(5,218.24)	0.0%
340 Charges For Services	47,000.00	32,909.82	14,090.18	30.0%
361 Miscellaneous Revenue	50,200.00	114,372.75	(64,172.75)	0.0%
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	100.0%
Fund Revenues:	13,428,344.00	8,764,654.12	4,663,689.88	34.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
011 Legislative	44,200.00	15,901.82	28,298.18	64.0%
012 Administrative	1,529,150.00	1,008,454.75	520,695.25	34.1%
013 Election	25,000.00	9,781.03	15,218.97	60.9%
014 Legal	30,500.00	26,749.00	3,751.00	12.3%
020 Operations	4,739,400.00	3,308,352.53	1,431,047.47	30.2%
021 Suppression	236,000.00	109,870.43	126,129.57	53.4%
024 Communications	187,750.00	97,076.05	90,673.95	48.3%
026 Logistics (Support Services)	21,000.00	5,652.04	15,347.96	73.1%
030 Public Information	130,000.00	75,311.02	54,688.98	42.1%
045 Training	425,900.00	241,918.26	183,981.74	43.2%
050 Facilities	264,200.00	198,660.64	65,539.36	24.8%
060 Automotive	176,000.00	90,368.25	85,631.75	48.7%
070 Ambulance Transport Services	512,000.00	300,613.19	211,386.81	41.3%
522 Fire Control	8,321,100.00	5,488,709.01	2,832,390.99	34.0%
588 Prior Period Adjustment	0.00	15,018.13	(15,018.13)	0.0%
589 Payroll Clearing	0.00	(5,030.44)	5,030.44	100.0%
591 Debt Service	173,745.00	122,885.46	50,859.54	29.3%
594 Capital Expenditures	2,426,500.00	566,897.03	1,859,602.97	76.6%
597 Interfund Transfers	440,000.00	0.00	440,000.00	100.0%
Fund Expenditures:	11,361,345.00	6,188,479.19	5,172,865.81	45.5%
Fund Excess/(Deficit):	2,066,999.00	2,576,174.93		

Budget Summary – Through Mid-September 2026

General Fund (Fund 001)

- **Received:** \$8,764,654, or 65.3% of the \$13.43 million annual revenue budget.
- **Spent:** \$6,188,479, or 54.5% of the \$11.36 million expenditure budget.
- Current revenues exceed expenditures by approximately \$2.58 million.

EMS Fund (Fund 110)

- **Received:** \$3,901,415, or 88.3% of the \$4.42 million annual revenue budget.
- No expenditures have been recorded. The budgeted \$2.69 million interfund transfer has not yet occurred.

Reserve Fund (Fund 601)

- **Received:** \$2,552,212, or 85.2% of the \$2.99 million annual revenue budget.
- No expenditures are budgeted or recorded.

Key Observations

Overall, the District remains in a strong financial position. Across all funds, approximately \$15.71 million of the \$21.52 million revenue budget has been received, or 73.0%, while expenditures total approximately \$6.19 million of the \$14.56 million expenditure budget, or 42.5%.

- General Fund revenues are at 65.3% of budget, while expenditures are at 54.5%, leaving revenues approximately \$2.58 million ahead of expenditures.
- Fire Control continues to represent the District's largest expenditure category, with approximately \$5.49 million spent against an \$8.32 million budget. Within Fire Control, Operations accounts for approximately \$3.31 million in expenditures to date.
- Capital expenditures remain at approximately \$567,000, representing 23.4% of the \$2.43 million capital budget, with approximately \$1.86 million remaining.
- EMS revenues continue to perform well, with 88.3% of the annual revenue budget received and Charges for Services already exceeding the full-year budget.

2026 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:22:45 Date: 09/02/2026

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)	0.0%
310 Taxes	1,907,213.00	1,070,494.24	836,718.76	43.9%
330 Intergovernmental Revenues	375,000.00	373,568.44	1,431.56	0.4%
340 Charges For Services	500,000.00	512,037.41	(12,037.41)	0.0%
360 Investment Interest	60,000.00	60,157.10	(157.10)	0.0%
Fund Revenues:	4,420,555.00	3,901,414.59	519,140.41	11.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	2,693,346.00	0.00	2,693,346.00	100.0%
Fund Expenditures:	2,693,346.00	0.00	2,693,346.00	100.0%
Fund Excess/(Deficit):	1,727,209.00	3,901,414.59		

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)	0.0%
310 Taxes	481,215.00	284,204.43	197,010.57	40.9%
360 Investment Interest	5,500.00	6,784.80	(1,284.80)	0.0%
Fund Revenues:	673,214.00	494,084.52	179,129.48	26.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service	504,000.00	350.00	503,650.00	99.9%
Fund Expenditures:	504,000.00	350.00	503,650.00	99.9%
Fund Excess/(Deficit):	169,214.00	493,734.52		

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)	0.0%
360 Investment Interest	502,000.00	57,879.26	444,120.74	88.5%
Fund Revenues:	2,994,970.00	2,552,211.52	442,758.48	14.8%
Fund Excess/(Deficit):	2,994,970.00	2,552,211.52		

2026 BUDGET POSITION TOTALS

BENTON COUNTY FIRE PROTECTION DIS

Time: 12:22:45 Date: 09/02/2026

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 6841 - General Fund	13,428,344.00	8,764,654.12	34.7%	11,361,345.00	6,188,479.19	46%
110 6848 - EMS Fund	4,420,555.00	3,901,414.59	11.7%	2,693,346.00	0.00	100%
201 6842 - Sta 430 Bond Fund	673,214.00	494,084.52	26.6%	504,000.00	350.00	100%
301 6844 - Construction Fund	0.00	30.35	0.0%	0.00	30.35	0%
601 6846 - Reserve Fund	2,994,970.00	2,552,211.52	14.8%	0.00	0.00	100%
	21,517,083.00	15,712,395.10	27.0%	14,558,691.00	6,188,859.54	57.5%

INTERGOVERNMENTAL TRANSFER AGREEMENT

Transfer of Cooking Safety Trailer

This Purchase and Sale Agreement ("Agreement") is entered into as of the September 3, 2026, by and between:
[date of execution]

City: City of Pasco
525 N. 3rd Avenue
Pasco, WA 99301

District: Benton County Fire District #4
2604 Bombing Range Rd,
West Richland, WA 99353

1. Purpose

This Agreement sets forth the terms and conditions for the transfer of ownership of a trailer that contains equipment for cooking safety demonstrations from the City of Pasco ("City") to Benton County Fire District #4 ("District"). The trailer was originally acquired by the City through a donation from the Sheet Metal Trade School and the Piper Fitter's trade school located in the City of Pasco.

2. Description of Equipment

The equipment subject to this Agreement includes, but is not limited to:

- a. Trailer and equipment:
- b. 1979 trailer previously used by the City for public cooking and fire safety demonstrations. The trailer was modified for educational demonstrations and is equipped with an oven, sink, cabinet, and related fixtures. It was historically used to provide hands-on cooking safety education to the public.

3. Purchase Price

The Cooking Safety Trailer shall be transferred to the District at no cost.

4. "As-Is" Condition

The trailer and equipment are transferred in as-is condition, with no warranties, guarantees, or representations made by the City. The District acknowledges it has had the opportunity to inspect the Cooking Safety Trailer prior to execution of this Agreement.

5. Transfer of Ownership

Ownership and responsibility for the trailer and equipment shall transfer from the City to the District upon full execution of this Agreement and receipt of payment. The transfer shall be conducted on an "as-is" basis with no warranties expressed or implied.

6. Delivery and Pick-Up

The District shall be solely responsible for coordinating and covering any costs associated with the pick-up, transport, and delivery of the trailer and equipment from the City. The City will make the trailer and equipment available for transfer at a mutually agreed-upon time and location.

7. Waiver

The District waives, releases and forever discharges the City of Pasco and its officers, employees, and agents from all liabilities and claims of any nature whatsoever, whether

known or unknown, foreseen or unforeseen, that the District now has or that may subsequently accrue to the District, arise from or relating to the equipment.

8. Indemnity

The District will indemnify the City of Pasco and its officers, employees, and agents from all losses (including reasonable attorney's fees and costs), liabilities and claims arising from or relating to any action(s) involving the equipment after the Transfer Date.

9. Dispute Resolution

This Agreement has been and shall be construed as having been made and entered into and delivered within the State of Washington and it is agreed by each party hereto that this Agreement shall be governed by the laws of the State of Washington.

In the event of a dispute regarding the enforcement, breach, default, or interpretation of this Agreement, the Project Administrators, or their designees, shall first meet in a good faith effort to resolve such dispute. In the event the dispute cannot be resolved by agreement of the parties, said dispute shall be resolved by arbitration pursuant to RCW 7.04A, as amended, with both parties waiving the right of a jury trial upon trial de novo, with venue placed in Pasco, Franklin County, Washington. The substantially prevailing party shall be entitled to its reasonable attorney fees and costs as additional award and judgment against the other.

10. Entire Agreement

This document constitutes the entire agreement between the parties and supersedes any prior understandings, written or oral, regarding the subject matter. This Agreement was negotiated and prepared by both parties with the assistance of their respective representatives and shall not be construed against either party as the drafter. No amendments to this Agreement will be effective unless it is writing and signed by both parties.

11. Authorization.

By signature below, each party warrants that they are authorized and empowered to execute this Agreement binding the City and the Consultant respectively.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

City Of Pasco, WA

Benton County Fire District #4, WA

Harold Stewart, City Manager

Garrett Goodwin, Board Chair



BENTON COUNTY FIRE DISTRICT #4

Community Focused Service

September 3, 2026

Enduris Washington
Attn: Claims Department
1610 S. Technology Blvd Suite 100
Spokane WA 99224

Re: Formal Appeal – Claim C11314

To Whom It May Concern,

I am writing on behalf of Benton County Fire Protection District #4 to formally appeal the claim adjustment for Claim C11314, specifically regarding the valuation basis applied to our damaged fire apparatus.

From the time this apparatus was acquired, it has been insured with Enduris on a Replacement Cost Value (RCV) basis. This treatment is clearly reflected in our Statement of Values, where the truck is scheduled and rated as RCV. Each year, Enduris has automatically adjusted the insured value for inflation, consistently treating this apparatus as a replacement cost item. At no point did the district receive notice that the valuation basis for this truck was being changed to Actual Cash Value (ACV), nor did we consent to such a change.

We acknowledge that Enduris has implemented a newer policy whereby apparatus over ten (10) years of age are now adjusted at ACV. However, it is our understanding that this truck was "grandfathered" under the prior RCV valuation structure and was not removed from RCV valuation. The truck has been insured as RCV since acquisition, and that representation has been relied upon for many years.

Our coverage decisions, capital planning, and risk management strategies have all been made in reliance on the longstanding RCV valuation for this apparatus, as represented on the Statement of Values and supported by the annual inflationary adjustments applied by Enduris.

In the adjustment of Claim C11314, the truck was valued at ACV. We believe this is inconsistent with:

- The Statement of Values, which identifies and insures the apparatus at RCV;
- The historical treatment and understanding that this truck has been insured at RCV since acquisition; and

- The annual inflationary adjustments applied by Enduris, which align with RCV treatment rather than ACV.

The current ACV-based settlement does not reflect the agreed-upon valuation approach and fails to provide the level of protection the district reasonably relied upon when insuring this essential piece of emergency response equipment. We are not satisfied with how this claim has been adjusted.

Accordingly:

- We are returning the initial settlement check issued under the ACV adjustment; and
- We respectfully request that Enduris re-evaluate Claim C11314 and adjust the loss on a RCV consistent with the Statement of Values and the historical treatment of this apparatus as a "grandfathered" RCV item.

If Enduris is unwilling to adjust this claim on an RCV basis, I hereby request that this matter be included on the agenda for formal review and consideration by the Enduris Board of Directors at its next meeting. Given the importance of this apparatus to our emergency operations and the broader implications for member expectations and trust, I believe a Board-level review is appropriate.

Benton County Fire Protection District #4 values its longstanding relationship with Enduris and the protection the pool provides to public safety agencies across Washington. However, it is critical that claim handling remains consistent with the coverage terms, representations, and long-standing practices upon which member agencies rely.

Thank you for your attention to this appeal. I look forward to your prompt response and to working together toward a resolution that reflects RCV treatment for this truck, as originally represented and relied upon.

Respectfully,



Paul Carlyle
Fire Chief

cc: Benton County Fire Protection District #4 Board of Commissioners
Shane Heston, Acrisure – Managing Partner / Risk Consultant

August 19, 2026

Fire Chief Carlyle
Benton County Fire District 4
2604 Bombing Range Rd
West Richland, Washington 99353

Chief Carlyle:

Greetings from WSRB. It has been a few years since our last visit and it's time to update your community's Protection Classification. We're sending you this letter to begin the process and to give you time to prepare for a WSRB on-site visit.

Is there a specific time between January 2027 and September 2027 that would work best for you and your department for a WSRB visit? Please use this website - <https://www1.wsrb.com/public-protection-evaluation> - to select your preferred dates (day or week) by September 18, 2026. Otherwise, we will contact you in the coming months to set up a date when we will be in that area of the state and help you and your staff prepare for our visit.

An email will also be sent with a link to the website. If the main point of contact within your department will be someone other than yourself, please include their contact information when selecting your dates.

WSRB will be conducting numerous evaluations in the coming year, so we ask for your cooperation and flexibility in scheduling.

If you have any questions about the evaluation process or preparing for our visit, please feel free to contact me directly.

Sincerely,



Andrea Mangialardi
Public Protection Specialist

cc: Benton Fire Protection District 4 Board of Commissioners

2027 Evaluations

Educational Webinar

If you want to learn more about how to prepare for a WSRB evaluation, we invite you to attend an online seminar hosted by the Washington Fire Chiefs (WFC) on **Wednesday, October 7th, 2026** at 10:00am to 11:00am. You can register for this free event on the WFC website, www.washingtonfirechiefs.com. For those unable to attend, a recording of the webinar will be available on the WFC website.

Water Hauling Credit

If your department has WSRB Tender Credit or Mobile Water Supply Credit, we will review these credits as part of the evaluation process. If your department does not currently have this credit, but is interested in applying, please let us know.

What WSRB Does

The Washington Surveying and Rating Bureau (WSRB) is an independent, not-for-profit, public service organization. As part of our Protection Class (PC) service program, we evaluate the fire defense capabilities of every community in Washington state on a regular basis. Insurance companies use PCs to help determine fire insurance premiums for individual properties.

PCs are based on four key areas: the fire department's equipment, staffing, and training; the water supply system and its adequacy for firefighting; the effectiveness of emergency communications; and the community's fire safety control measures, such as fire prevention and code enforcement.

If you have questions about Protection Classifications or the evaluation process, please reach out to us at www1.wsrb.com/contact/support. We're here to help you prepare for a successful evaluation.



August 23, 2026

Benton County Fire District #4
2604 Bombing Range Rd
West Richland, WA 99353

RE: Property (APN) 114072000001003 and any others you may own.

To Whom It May Concern:

I am writing to you because public records show you as the owner of property in Benton County, WA. I am very interested in purchasing this property from you.

If you are considering selling your property, I can offer you a fast, trouble-free sale, as well as a fair price and immediate cash. If you decide to sell to us, we will cover 100% of the closing fees associated with the sale.

We are a private Real Estate Investment company looking to buy vacant land, lots, and acreage in your area for long term investment purposes. We have many highly satisfied clients who were happy to have cash rather than the burden of property ownership. Many of these owners had plans for their property when they initially purchased it, however with time their plans changed.

If you would like to receive cash in exchange for your property, please call us at +1 (385) 993-4448.

If you prefer to contact us through our website, please visit www.aloha-seller.com and submit an offer request by clicking on the "Sell Your Land" tab.

Looking forward to hearing from you.

Sincerely,

Daniel McCallum

Daniel McCallum
Aloha Property Investments
+1 (385) 993-4448
www.aloha-seller.com

PS: We are available Monday to Friday from 9am to 5pm (Mountain Time), call us anytime.