



BENTON COUNTY FIRE PROTECTION DISTRICT NO. 4 REGULAR BOARD AGENDA

July 3, 2019
2604 Bombing Range Rd.
West Richland WA. 99353

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ADDITION TO THE AGENDA

THOSE PRESENT:

FINANCIAL REVIEW

CONSENT AGENDA:

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

- Approval of the Agenda dated 07/03/2019
- Approval of Regular Meeting Minutes dated 06/19/2019
- Approval and pay:
- **Expenditures:**

522 Fire Control	43,783.35
<u>001 General Fund</u>	<u>43,783.35</u>

522 Fire Control	3,016.04
<u>110 EMS Fund</u>	<u>3,016.04</u>

594 Capital Expenditures	19,678.75
<u>401 Construction Fund</u>	<u>19,678.75</u>

Total: \$66,478.14

RESOLUTIONS/MOTIONS

DISTRICT REPORTS

- Union Report
- Volunteer Report
- Logistics Report
- City Liaison Report
- Commissioner's Report
- Fire Chief's Report
- District Secretary's Report

OPEN FORUM DISCUSSION

IMPORTANT DATES

- July 4 – Independence Day

CORRESPONDENCE

AMBULANCE SERVICE PROGRAM UPDATES

UNFINISHED BUSINESS

- Fire Department Community Assistance, Referrals and Education Services (FDCARES) program
- Station Design Team
- Apparatus Committee

NEW BUSINESS

AGENDA ITEMS FOR NEXT MEETING

EXECUTIVE SESSION

ADJOURNMENT:

Attested:

 07.03.2019
SLITA BRADLEY, DISTRICT SECRETARY

 07/03/19
GREGG COUCH, COMMISSIONER

 07/03/2019
WOODY RUSSELL, COMMISSIONER

 07/03/2019
AJ HILL, COMMISSIONER



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

June 19, 2019
2604 Bombing Range Rd.
West Richland WA. 99353

CALL MEETING TO ORDER

Commissioner Hill called the meeting to order at 1800 hrs.

PLEDGE OF ALLEGIANCE

Captain Carlyle led the pledge of allegiance.

ADDITION TO THE AGENDA

- Approval of Policy 118

THOSE PRESENT:

Commissioner AJ Hill
Commissioner Woody Russell
Fire Chief William Whealan
District Secretary Slita Bradley
Captain Paul Carlyle
Captain Ray Newton
Lieutenant Aaron Meloy
FF Allen Putz
FF Cody Winters

FF Braydon Johnson
FF Sam Monds
FF Kaeden Beutler
FF Julian Lorraine
FF Kyle Jagelski
City Liaison Fred Brink
Monte Elmore
Ed Keeney and family
Cosmo Zampelli and family

FINANCIAL REVIEW

- Reviewed with no questions.

CONSENT AGENDA:

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

- Approval of the Agenda dated 06/19/2019
- Approval of Regular Meeting Minutes dated 06/06/2019
- Approval and pay:
- **Expenditures:**

522 Fire Control	65,453.40
589 Payroll Clearing	23,641.20
<u>001 General Fund</u>	<u>89,094.60</u>

522 Fire Control	334.89
<u>110 EMS Fund</u>	<u>334.89</u>

594 Capital Expenditures	56,016.68
<u>401 Construction Fund</u>	<u>56,016.68</u>

- **EFT**

522 Fire Control	137,282.25
589 Payroll Clearing	-41,632.00
<u>001 General Fund</u>	<u>95,650.25</u>

- **Key Bank Tax Deposit**

522 Fire Control	2,919.35
589 Payroll Clearing	18,225.43
<u>001 General Fund</u>	<u>21,144.78</u>

Grand Total: \$262,241.20

Commissioner Russell made a motion to approve th consent agenda, seconded by Commissioner Hill and the motion carried.

LIFE SAVE AWARD PRESENTATION

- The Board presented a life save award to Mr. Zampelli for alerting homeowners of their house fire on the Everett Fire this week.

RESOLUTIONS/MOTIONS

- Approval of Wildland Type 5 Engine Skeeter purchase of \$206,122.80
 - Captain Newton reported that the current type 5s are getting old and s we have had to replace one of the type 5’s engines many times. He proposed the Type 5 Skeeter as a more reliable truck for the board’s consideration. He also advised that the equipment from 1431 could outfit the new Type 5 Skeeter.

Commissioner Hill authorized Chief Whealan to purchase the proposed Type 5 Skeeter from the Bond Fund through the HGAC cooperative purchasing agreement, seconded by Commissioner Russell and the motion carried.

Commissioner Hill made a motion to earmark the same amount in the Equipment Fund in case the monies are needed to complete the rest of the apparatus purchases that are planned.

- Approval of the Memorandum of Understanding (MOU) with Fish and Wildlife

Commissioner Russell made a motion to authorize Chief Whealan to sign the MOU with Fish and Wildlife, seconded by Commissioner Hill and the motion carried.

- Approval of Policy 118 Personal Appearance

Commissioner Hill made a motion to approve Policy 118, seconded by Commissioner Russell and the motion carried.

DISTRICT REPORTS

- Union Report
 - No report
- Volunteer Report
 - No report
- City Liaison Report
 - City Liaison Brink reported that Hogs and Dogs is tomorrow night.
 - City Liaison Brink also advised that Aaron Lambert, the City’s Community Development Director resigned. Roscoe Slade will be assuming the role in the meantime. The city is considering a re-organization to ensure work is distributed evenly and effectively.

- Chief Whealan reported that the district received an email from the public works department requesting water usage and building fire reports and he and his staff are working on providing the reports.
- Commissioner's Report
 - Commissioner Hill thanked the all crews for responding to the many fires the district has had lately. Crews worked well with other agencies and they were helping citizens in an effective manner.
- Fire Chief's Report
 - He had conference calls to refine Station #430's exterior and interior design. The architect will provide a cost estimate soon. Chief Whealan thanked the station design team for their dedication on the project.
 - He responded to the Fire Mountain Rd. Fire and was assigned as the Deputy Incident Commander.
 - He attended the Executive Officer meeting. The notes have been forwarded along and posted.
 - He responded to the Everett Fire and was assigned as the Liaison Officer and was reassigned as the Overhaul Group Supervisor.
 - He assisted Hanford Fire Department with their officer promotional process.
- District Secretary's Report
 - No report.

OPEN FORUM DISCUSSION

- Mr. Keeney thanked Benton County Fire District #4 for their professionalism and care during his wife's medical incident. Unfortunately, Mrs. Keeney passed away and the crew is invited to attend her celebration of life on 06/21/2019, at 3PM, located at the Baptist Church on George Washington Way, in Richland.

IMPORTANT DATES

- June 20 – Hogs and Dogs, 1600-2200 hrs.
- July 3 – Next Regular Commissioner's meeting at 1800 hrs.

CORRESPONDENCE

- Thank you note from Mr. Keeney

AMBULANCE SERVICE PROGRAM UPDATES

- Captain Carlyle reported that the district will receive GEMT reimbursement soon. The district had to pay back the portion of reimbursements that they received. However, the funds will be re-disbursed back in 45-60 days. PCG has not been paid until after the audit. The district should expect a bill from Washington Fire Chiefs.
- Captain Carlyle requested permission to move forward with a chassis remount through Braun Ambulance for one of our ambulances, which is part of the capital replacement plan. The monies will come from the EMS 110 fund.

Commissioner Russell made a motion to approve and authorize Chief Whealan to sign the contract, seconded by Commissioner Hill and the motion carried.

- Captain Carlyle reported that a new protocol allows our personnel to use ventilators now. He would like to move forward with purchasing ventilators. The tool will make EMS jobs easier. The area has looked into how to increase survival rates and ventilators are one of the items

that helps. Currently, the district survival rate is within the national average of approximately 30 percent.

Commissioner Hill made a motion to approve and authorize the Chief to move forward with Zoll ventilator purchases plus any shipping and handling fees, seconded by Commissioner Russell and the motion carried.

UNFINISHED BUSINESS

- Fire Department Community Assistance, Referrals and Education Services (FDCARES) program
 - Captain Carlyle reported that the database is up and running. There were some glitches, but he was able to place our patients in tiered categories. He advised that Pasco Fire was interested in using the FDCARES database to place their patients in tiered categories too, and he is assisting them through the process. He also advises that the Greater Columbia Accountable Community of Health (GCACH) is interested in providing funding for a database and considered using ImageTrend, but the costs were currently too prohibitive.
- Station Design Team
 - No report
- Apparatus Committee
 - No report

NEW BUSINESS

- No new business

AGENDA ITEMS FOR NEXT MEETING

- Fire Department Community Assistance, Referrals and Education Services (FDCARES) program
- Station Design Team
- Apparatus Committee
- Add Logistics report under District Reports

EXECUTIVE SESSION

- No session.

ADJOURNMENT:

The meeting was adjourned at 1841 hrs.

Attested:  07/03/2019
SLITA BRADLEY, DISTRICT SECRETARY

 07/03/19
GREGG COUCH, COMMISSIONER

 07/03/2019
WOODY RUSSELL, COMMISSIONER

AJ Hill 07/31/2019

AJ HILL, COMMISSIONER

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT
 MCAG #: 1040

Time: 15:02:40 Date: 07/02/2019
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001 General Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 80 00 00 Beginning Balance	1,611,919.42	1,611,919.42	0.00	100.0%
308 Beginning Balances	1,611,919.42	1,611,919.42	0.00	100.0%

310 Taxes

311 10 00 01 Property Tax	2,432,971.00	1,270,278.30	1,162,692.70	52.2%
337 20 00 01 Leasehold Tax	27,500.00	32,626.01	(5,126.01)	118.6%
310 Taxes	2,460,471.00	1,302,904.31	1,157,566.69	53.0%

330 Intergovernmental Revenues

331 15 22 81 U.S. Fish & Wildlife Grant	0.00	0.00	0.00	0.0%
331 97 04 40 AFG GRANT	0.00	0.00	0.00	0.0%
331 97 08 34 SAFER Grant	0.00	0.00	0.00	0.0%
334 01 30 02 WSP-FF Training	1,000.00	0.00	1,000.00	0.0%
334 04 90 01 State Trauma Grant	1,200.00	1,266.00	(66.00)	105.5%
334 06 90 04 BVFF Physical Reimb.	1,000.00	700.00	300.00	70.0%
335 00 91 01 Energy NW Generation T	25,000.00	0.00	25,000.00	0.0%
337 97 04 40 AFG COST SHARE	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	28,200.00	1,966.00	26,234.00	7.0%

340 Charges For Services

341 70 00 05 Resale/Supply Merchandise	0.00	0.00	0.00	0.0%
342 21 00 01 Fire Services, State	39,000.00	15,588.86	23,411.14	40.0%
342 21 00 02 Fire Services, Federal	0.00	0.00	0.00	0.0%
342 21 00 03 Fire Services, Schools	2,300.00	0.00	2,300.00	0.0%
342 21 00 04 Private Fire Service-Other	0.00	0.00	0.00	0.0%
342 21 00 09 Fire Services, W Rhld	0.00	0.00	0.00	0.0%
340 Charges For Services	41,300.00	15,588.86	25,711.14	37.7%

350 Fines & Forfeitures

359 90 00 01 Fines And Penalties	0.00	0.00	0.00	0.0%
350 Fines & Forfeitures	0.00	0.00	0.00	0.0%

360 Investment Interest

361 11 00 01 Investment Interest	2,000.00	11,017.06	(9,017.06)	550.9%
367 11 00 08 Contributions/Donation	0.00	0.00	0.00	0.0%
369 10 05 01 Sale Of Scrap & Junk	0.00	0.00	0.00	0.0%
369 40 00 02 Judgements And Settlements	0.00	0.00	0.00	0.0%
369 91 00 00 Other Miscellaneous Revenue	22,000.00	19,495.71	2,504.29	88.6%
360 Investment Interest	24,000.00	30,512.77	(6,512.77)	127.1%

380 Non Revenues

389 00 00 01 Suspense- To Be Reclassified	0.00	0.00	0.00	0.0%
389 50 68 04 Refund/Reimbursement	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION I
 MCAG #: 1040

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01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
380 Non Revenues				
380 Non Revenues	0.00	0.00	0.00	0.0%
390 Other Revenues				
395 10 00 02 Sale Of Fixed Assets	0.00	0.00	0.00	0.0%
395 20 00 01 Comp For Loss Of Assets	0.00	0.00	0.00	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers				
397 00 00 01 Transfer In	0.00	0.00	0.00	0.0%
397 00 00 10 Transfer In From 110	857,884.00	0.00	857,884.00	0.0%
397 00 01 06 Transfer In From 601	0.00	0.00	0.00	0.0%
397 00 01 07 Transfer In From 107	0.00	0.00	0.00	0.0%
397 00 02 01 Transfer In From 202	0.00	0.00	0.00	0.0%
397 00 05 01 Transfer In From 501	0.00	0.00	0.00	0.0%
397 Interfund Transfers	857,884.00	0.00	857,884.00	0.0%
Fund Revenues:	5,023,774.42	2,962,891.36	2,060,883.06	59.0%
Expenditures				
522 Fire Control				
522 11 10 10 Salary - Comm 1 (Couch)	5,000.00	1,892.00	3,108.00	37.8%
522 11 10 20 Salary-Comm 2 (Russell)	5,000.00	2,390.00	2,610.00	47.8%
522 11 10 30 Salary-Comm 3 (Hill)	5,000.00	1,892.00	3,108.00	37.8%
522 11 20 10 Benefits - Comm 1 (Couch)	500.00	151.51	348.49	30.3%
522 11 20 20 Benefits - Comm 2 (Russell)	500.00	189.27	310.73	37.9%
522 11 20 30 Benefits - Comm 3 (Hill)	500.00	150.67	349.33	30.1%
522 11 31 00 Expendable Supplies- Legislative	0.00	0.00	0.00	0.0%
522 11 43 00 Travel-Mileage & Airfare	1,100.00	0.00	1,100.00	0.0%
522 11 43 30 Travel - Per Diem & Lodging	2,500.00	1,218.76	1,281.24	48.8%
522 11 43 31 Registration Fees	2,000.00	510.00	1,490.00	25.5%
011 Legislative	22,100.00	8,394.21	13,705.79	38.0%
522 12 10 10 Salary - Administration	220,420.00	104,171.20	116,248.80	47.3%
522 12 10 60 Overtime - Administrative	6,500.00	0.00	6,500.00	0.0%
522 12 10 70 Temporary Employees	0.00	0.00	0.00	0.0%
522 12 20 04 HRA Benefits	6,000.00	3,000.00	3,000.00	50.0%
522 12 20 10 Benefits - Administrative	58,450.00	31,445.35	27,004.65	53.8%
522 12 20 60 Benefits - OT Administration	1,800.00	0.00	1,800.00	0.0%
522 12 20 70 Benefits - Temporary Employees	0.00	0.00	0.00	0.0%
522 12 24 20 Volunteer Pension & Relief Fund	6,000.00	2,730.00	3,270.00	45.5%
522 12 29 20 Volunteer Recognition	4,000.00	2,845.74	1,154.26	71.1%
522 12 29 30 Volunteer Association	3,500.00	3,499.35	0.65	100.0%
522 12 31 00 Expendable Office Supplies	3,750.00	923.36	2,826.64	24.6%
522 12 31 10 Computer Software	0.00	0.00	0.00	0.0%
522 12 35 00 Office Tools & Equipment	2,000.00	53.20	1,946.80	2.7%
522 12 35 10 Office Computer Equipment	12,000.00	6,403.59	5,596.41	53.4%
522 12 41 00 Contract Services	63,000.00	18,788.42	44,211.58	29.8%

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION I
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001 General Fund

01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 12 41 01	FAC Lease and Services	2,000.00	0.00	2,000.00 0.0%
522 12 41 02	Contract For Union Negotiation	20,000.00	0.00	20,000.00 0.0%
522 12 41 10	Financial Services Contract(BIAS)	14,852.00	12,173.54	2,678.46 82.0%
522 12 41 20	Professional Services	10,000.00	150.00	9,850.00 1.5%
522 12 42 00	Phone Service	4,200.00	2,905.76	1,294.24 69.2%
522 12 42 10	Cellular Phone Service	10,000.00	4,976.17	5,023.83 49.8%
522 12 42 20	Pagers Service	0.00	0.00	0.00 0.0%
522 12 42 40	Postage	1,500.00	267.38	1,232.62 17.8%
522 12 42 41	Postage For Warrants	0.00	0.00	0.00 0.0%
522 12 44 00	Advertising/Notices/Recruiting	1,500.00	352.00	1,148.00 23.5%
522 12 45 00	Equipment Lease/Maint	3,400.00	1,731.13	1,668.87 50.9%
522 12 46 00	District Insurance	40,000.00	1,160.00	38,840.00 2.9%
522 12 48 00	Repair & Maint. - Office Equip	0.00	0.00	0.00 0.0%
522 12 48 20	WebPage Maintenance	500.00	0.00	500.00 0.0%
522 12 49 00	Memberships/Dues	16,000.00	14,974.12	1,025.88 93.6%
522 12 49 10	Taxes And Irrigation Fees	50.00	55.70	(5.70) 111.4%
522 12 49 20	State Auditor	6,000.00	0.00	6,000.00 0.0%
012 Administrative		517,422.00	212,606.01	304,815.99 41.1%
522 13 41 00	Levy Publication Services	45,000.00	20,036.91	24,963.09 44.5%
522 13 48 20	Outside Services	0.00	0.00	0.00 0.0%
522 13 49 00	Commissioner Elections	5,000.00	0.00	5,000.00 0.0%
013 Election		50,000.00	20,036.91	29,963.09 40.1%
522 14 41 00	Legal Services	24,000.00	9,607.00	14,393.00 40.0%
014 Legal		24,000.00	9,607.00	14,393.00 40.0%
522 15 40 00	Advance Travel/Petty Cash	0.00	0.00	0.00 0.0%
015 Internal Acct		0.00	0.00	0.00 0.0%
522 20 10 10	Mobilization Wages	30,000.00	0.00	30,000.00 0.0%
522 20 20 10	Mobilization Benefits	9,000.00	0.00	9,000.00 0.0%
522 20 24 10	Physicals/Innoculation	63,000.00	21,657.00	41,343.00 34.4%
522 20 28 00	Uniforms (All Non-PPE)	10,000.00	7,759.18	2,240.82 77.6%
522 20 31 00	Expendable Incident Supplies	500.00	153.25	346.75 30.7%
522 20 35 00	Tools & Equipment	500.00	0.00	500.00 0.0%
522 20 35 20	Physical Eval Equipment	3,000.00	0.00	3,000.00 0.0%
522 20 41 00	Assessment Fees	6,000.00	0.00	6,000.00 0.0%
522 20 48 00	Uniform Maintenance	2,000.00	0.00	2,000.00 0.0%
020 Operations		124,000.00	29,569.43	94,430.57 23.8%
522 21 10 10	Salary - Firefighters	1,200,676.00	600,341.51	600,334.49 50.0%
522 21 10 71	Overtime - Firefighters	100,000.00	46,565.33	53,434.67 46.6%
522 21 10 80	Resident Reimbursement	105,600.00	24,260.00	81,340.00 23.0%
522 21 10 90	Volunteer Reimbursement	66,000.00	18,134.00	47,866.00 27.5%
522 21 20 04	HRA Benefits	42,000.00	21,000.00	21,000.00 50.0%
522 21 20 10	Benefits - Firefighters	362,716.77	193,264.99	169,451.78 53.3%
522 21 20 71	Benefits - Overtime FF	37,500.00	13,921.72	23,578.28 37.1%
522 21 20 80	Benefits - Resident Reimbursement	3,000.00	1,855.90	1,144.10 61.9%
522 21 20 90	Benefits - Volunteer	3,500.00	1,509.98	1,990.02 43.1%
522 21 28 20	PPE - Protective Clothing	50,000.00	11,735.35	38,264.65 23.5%
522 21 31 00	Expendable Supplies - Suppression	3,600.00	122.77	3,477.23 3.4%

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT
 MCAG #: 1040

Time: 15:02:40 Date: 07/02/2019
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001 General Fund

01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 21 31 10	Supplies - Support Service	4,000.00	129.92	3,870.08 3.2%
522 21 35 10	Tools & Equipment -Suppression	5,000.00	293.67	4,706.33 5.9%
522 21 35 11	Hose Replacement	2,000.00	0.00	2,000.00 0.0%
522 21 35 12	Nozzle Replacement	3,500.00	0.00	3,500.00 0.0%
522 21 35 13	Tools - Support Service	7,200.00	0.00	7,200.00 0.0%
522 21 41 00	Professional Services	11,000.00	569.16	10,430.84 5.2%
522 21 48 00	Equipment Repair & Maint	1,550.00	0.00	1,550.00 0.0%
522 21 48 10	Fire Extinguisher Maint	850.00	0.00	850.00 0.0%
522 21 48 80	SCBA Air Compressor	0.00	0.00	0.00 0.0%
522 21 48 90	SCBA Repair/Maintenance	1,000.00	91.65	908.35 9.2%
021 Suppression		2,010,692.77	933,795.95	1,076,896.82 46.4%
522 24 31 00	Expendable Supplies - Radios	1,000.00	0.00	1,000.00 0.0%
522 24 35 00	Non-Expendable Supplies - Radios	8,000.00	5,668.26	2,331.74 70.9%
522 24 41 00	Dispatch Services	63,366.00	31,683.00	31,683.00 50.0%
522 24 41 10	VHF Maintenance Fee	15,000.00	0.00	15,000.00 0.0%
522 24 48 00	Repair & Maintenance - Radios	1,000.00	162.74	837.26 16.3%
024 Communications		88,366.00	37,514.00	50,852.00 42.5%
522 30 31 00	Expendable Supplies-Prevention	2,500.00	0.00	2,500.00 0.0%
522 30 31 10	Smoke Alarm Program	300.00	0.00	300.00 0.0%
522 30 35 00	Tools & Equipment - Prevention	750.00	0.00	750.00 0.0%
522 30 48 00	Repair & Maintenance - Prevention	0.00	0.00	0.00 0.0%
522 30 48 10	Newsletter/Education Flyers	100.00	0.00	100.00 0.0%
030 Public Information		3,650.00	0.00	3,650.00 0.0%
522 45 31 00	Expendable Supplies - Training	2,000.00	143.92	1,856.08 7.2%
522 45 31 10	Training Computer Software	8,700.00	6,495.40	2,204.60 74.7%
522 45 35 00	Tools & Equipment - Training	1,800.00	335.28	1,464.72 18.6%
522 45 35 10	Equipment- Wellness Program	0.00	0.00	0.00 0.0%
522 45 41 00	Professional Service	14,000.00	4,000.00	10,000.00 28.6%
522 45 43 00	Travel - Mileage & Air(Operations)	3,500.00	174.40	3,325.60 5.0%
522 45 43 01	Travel - Mileage&Air(Admin)	2,400.00	83.52	2,316.48 3.5%
522 45 43 02	Travel - Mileage&Air(Automotive)	50.00	0.00	50.00 0.0%
522 45 43 03	Travel - Mileage&Air(EMS Officer)	6,500.00	960.00	5,540.00 14.8%
522 45 43 10	PerDiem & Lodging(Operations)	8,000.00	3,583.63	4,416.37 44.8%
522 45 43 11	PerDiem & Lodging(Admin)	6,800.00	1,054.93	5,745.07 15.5%
522 45 43 12	PerDiem & Lodging(Automotive)	600.00	0.00	600.00 0.0%
522 45 43 13	PerDiem & Lodging(EMS Officer)	8,000.00	2,450.46	5,549.54 30.6%
522 45 43 20	Registration Fees(Operations)	60,000.00	27,371.00	32,629.00 45.6%
522 45 43 21	Registration Fees(Admin)	3,500.00	670.00	2,830.00 19.1%
522 45 43 22	Registration Fees(Automotive)	600.00	0.00	600.00 0.0%
522 45 43 23	Registration Fees(EMS Officer)	6,500.00	2,425.00	4,075.00 37.3%
522 45 43 30	Tuition Reimbursement	5,000.00	1,100.00	3,900.00 22.0%
522 45 48 00	Repair And Maintenance	0.00	0.00	0.00 0.0%
045 Training		137,950.00	50,847.54	87,102.46 36.9%
522 50 31 00	Expendable Supplies -Facilities	6,500.00	2,029.07	4,470.93 31.2%
522 50 35 00	Tools & Equipment - Facilities	5,000.00	8,356.25	(3,356.25) 167.1%
522 50 41 00	Professional Services	0.00	0.00	0.00 0.0%
522 50 45 00	Lease-Sta 410	5,000.00	4,767.63	232.37 95.4%
522 50 47 10	Electricity	22,000.00	9,812.84	12,187.16 44.6%

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION D
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001 General Fund

01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 50 47 20 Water/Sewer	10,000.00	2,795.26	7,204.74	28.0%
522 50 48 00 Repair & Maint. - Facilities	20,000.00	15,836.36	4,163.64	79.2%
050 Facilities	68,500.00	43,597.41	24,902.59	63.6%
522 60 31 00 Expendable Supplies - Automotive	6,000.00	2,831.86	3,168.14	47.2%
522 60 32 00 Fuels	25,000.00	10,562.57	14,437.43	42.3%
522 60 35 00 Tools & Equipment - Automotive	1,750.00	1,607.12	142.88	91.8%
522 60 48 00 Repair & Maint. - Automotive	52,440.00	18,767.32	33,672.68	35.8%
060 Automotive	85,190.00	33,768.87	51,421.13	39.6%
522 70 31 00 Expendable Supplies - EMS	25,000.00	19,428.81	5,571.19	77.7%
522 70 35 00 Small Tools & Minor Equip	4,000.00	445.71	3,554.29	11.1%
522 70 41 02 EMS Assessment Fee	1,500.00	986.11	513.89	65.7%
522 70 41 10 Contract Services - EMS	9,500.00	4,568.46	4,931.54	48.1%
522 70 48 00 Small Tools- Repairs & Maintenance	0.00	0.00	0.00	0.0%
526 22 31 01 Expendable Supplies - ALS	0.00	0.00	0.00	0.0%
070 EMS	40,000.00	25,429.09	14,570.91	63.6%
522 Fire Control	3,171,870.77	1,405,166.42	1,766,704.35	44.3%
588 Prior Period Adjustment				
585 10 00 01 Other Decreases In Net Cash & Investments - Other Costs Allocations	0.00	0.00	0.00	0.0%
588 Prior Period Adjustment	0.00	0.00	0.00	0.0%
589 Payroll Clearing				
589 90 00 00 Payroll Clearing	0.00	0.00	0.00	0.0%
589 90 00 01 Other Non-Expenditures - Suspense	0.00	0.00	0.00	0.0%
589 Payroll Clearing	0.00	0.00	0.00	0.0%
591 Debt Service				
591 22 71 02 Capital Lease Principal	492,587.00	492,586.87	0.13	100.0%
592 22 83 02 Capital Lease Interest	17,242.41	17,242.41	0.00	100.0%
591 Debt Service	509,829.41	509,829.28	0.13	100.0%
594 Capital Expenditures				
594 22 63 01 Capital Equipment - AFG Portion	0.00	0.00	0.00	0.0%
594 22 63 02 Capital Equipment - District Matching Portion	0.00	0.00	0.00	0.0%
000	0.00	0.00	0.00	0.0%
594 22 62 00 Captial Building	10,000.00	0.00	10,000.00	0.0%
594 22 63 00 Capital Apparatus And Equipment	0.00	0.00	0.00	0.0%
594 22 64 01 Capital Communications	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION L
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001 General Fund

01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures				
022 Capital	10,000.00	0.00	10,000.00	0.0%
594 Capital Expenditures	10,000.00	0.00	10,000.00	0.0%
597 Interfund Transfers				
597 00 00 01 Transfers Out To 501	0.00	0.00	0.00	0.0%
597 00 01 04 Transfer Out	0.00	0.00	0.00	0.0%
597 00 01 05 Transfer Out	0.00	0.00	0.00	0.0%
597 00 01 07 Transfers-Out To 107	50,000.00	50,000.00	0.00	100.0%
597 00 01 61 Transfer Out To 601	48,584.00	48,584.00	0.00	100.0%
597 Interfund Transfers	98,584.00	98,584.00	0.00	100.0%
Fund Expenditures:	3,790,284.18	2,013,579.70	1,776,704.48	53.1%
Fund Excess/(Deficit):	1,233,490.24	949,311.66		

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION E
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004 Health Reimbursement Fund

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 10 00 04 Beginning Balance	83.10	83.10	0.00	100.0%
308 Beginning Balances	83.10	83.10	0.00	100.0%
340 Charges For Services				
349 17 00 01 Employee Benefit - HRA	0.00	0.00	0.00	0.0%
340 Charges For Services	0.00	0.00	0.00	0.0%
360 Investment Interest				
361 11 00 04 Investment Interest	0.00	0.45	(0.45)	0.0%
360 Investment Interest	0.00	0.45	(0.45)	0.0%
380 Non Revenues				
388 80 00 01 Prior Year(s) Corrections	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers				
397 00 01 04 Transfer In From 001	0.00	0.00	0.00	0.0%
397 00 01 05 Transfer In From 101	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	83.10	83.55	(0.45)	100.5%
Fund Excess/(Deficit):	83.10	83.55		

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION L
 MCAG #: 1040

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007 Separation Fund

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 80 00 07 Beginning Balance	10,087.24	10,087.24	0.00	100.0%
308 Beginning Balances	10,087.24	10,087.24	0.00	100.0%
360 Investment Interest				
361 11 00 07 Investment Interest	0.00	72.09	(72.09)	0.0%
360 Investment Interest	0.00	72.09	(72.09)	0.0%
397 Interfund Transfers				
397 00 00 07 Transfer In From 001	50,000.00	50,000.00	0.00	100.0%
397 Interfund Transfers	50,000.00	50,000.00	0.00	100.0%
Fund Revenues:	60,087.24	60,159.33	(72.09)	100.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers				
597 00 00 07 Transfers-Out To 001	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	60,087.24	60,159.33		

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION I
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110 EMS Fund 01/01/2019 To: 12/31/2019

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 10 00 11 Beginning Balance	1,226,482.54	1,226,482.54	0.00	100.0%
308 Beginning Balances	1,226,482.54	1,226,482.54	0.00	100.0%

310 Taxes

311 10 00 10 Property Tax	750,000.00	393,226.41	356,773.59	52.4%
310 Taxes	750,000.00	393,226.41	356,773.59	52.4%

330 Intergovernmental Revenues

332 93 40 10 GEMT	0.00	39,477.97	(39,477.97)	0.0%
330 Intergovernmental Revenues	0.00	39,477.97	(39,477.97)	0.0%

340 Charges For Services

342 60 01 10 Ambulance Service	200,000.00	112,839.84	87,160.16	56.4%
340 Charges For Services	200,000.00	112,839.84	87,160.16	56.4%

360 Investment Interest

361 11 00 11 Investment Interest	12,000.00	9,031.80	2,968.20	75.3%
360 Investment Interest	12,000.00	9,031.80	2,968.20	75.3%

Fund Revenues:

	2,188,482.54	1,781,058.56	407,423.98	81.4%
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	Amt Budgeted	Expenditures	Remaining	
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522 Fire Control

522 20 50 01 Ambulance Transport - Richland	0.00	0.00	0.00	0.0%
522 70 35 10 Small Tools And Minor Equipment	0.00	2,222.00	(2,222.00)	0.0%
522 70 41 00 Ambulance Billing Service Fee	18,000.00	8,629.85	9,370.15	47.9%
522 70 41 01 IMAGE TREND	0.00	0.00	0.00	0.0%
522 70 41 20 Ambulance Over Payment	0.00	1,976.49	(1,976.49)	0.0%
522 70 49 00 Other Expenditures	0.00	101,518.92	(101,518.92)	0.0%
522 Fire Control	18,000.00	114,347.26	(96,347.26)	635.3%

588 Prior Period Adjustment

588 10 00 10 PY Adjustments	0.00	0.00	0.00	0.0%
588 Prior Period Adjustment	0.00	0.00	0.00	0.0%

594 Capital Expenditures

594 22 63 10 Capital Apparatus	0.00	46,328.76	(46,328.76)	0.0%
594 Capital Expenditures	0.00	46,328.76	(46,328.76)	0.0%

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION C
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110 EMS Fund	01/01/2019 To: 12/31/2019			
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers				
597 00 01 10 Transfer Out To 001	857,884.00	0.00	857,884.00	0.0%
597 Interfund Transfers	857,884.00	0.00	857,884.00	0.0%
Fund Expenditures:	875,884.00	160,676.02	715,207.98	18.3%
Fund Excess/(Deficit):	1,312,598.54	1,620,382.54		

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION C
 MCAG #: 1040

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201 EMS Bond Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 10 00 21 Beginning Balance	16,422.16	16,422.16	0.00	100.0%
308 Beginning Balances	16,422.16	16,422.16	0.00	100.0%

310 Taxes

311 10 00 21 Property Tax	0.00	270.27	(270.27)	0.0%
310 Taxes	0.00	270.27	(270.27)	0.0%

360 Investment Interest

361 11 00 21 Investment Interest	0.00	117.73	(117.73)	0.0%
360 Investment Interest	0.00	117.73	(117.73)	0.0%

380 Non Revenues

388 80 00 02 Prior Year(s) Corrections	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%

Fund Revenues:	16,422.16	16,810.16	(388.00)	102.4%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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591 Debt Service

591 22 71 01 Bond Principal Payment	0.00	0.00	0.00	0.0%
592 22 83 01 Bond Interest Payment	0.00	0.00	0.00	0.0%
592 22 89 21 Debt Service Cost	0.00	0.00	0.00	0.0%
591 Debt Service	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	16,422.16	16,810.16		
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2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION L
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202 Construction Bond Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 10 00 22 Beginning Balance	0.00	0.00	0.00	0.0%
308 Beginning Balances	0.00	0.00	0.00	0.0%
310 Taxes				
311 10 00 22 Property Tax	420,000.00	209,157.32	210,842.68	49.8%
311 11 02 02 Interest	0.00	0.00	0.00	0.0%
310 Taxes	420,000.00	209,157.32	210,842.68	49.8%
360 Investment Interest				
361 11 00 22 Investment Interest	0.00	36.63	(36.63)	0.0%
360 Investment Interest	0.00	36.63	(36.63)	0.0%
380 Non Revenues				
388 80 00 03 Prior Year(s) Corrections	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
Fund Revenues:	420,000.00	209,193.95	210,806.05	49.8%
Expenditures				
591 Debt Service				
591 22 71 00 Bond Principal Payment	100,000.00	0.00	100,000.00	0.0%
592 22 83 00 Bond Interest Payment	281,038.00	0.00	281,038.00	0.0%
591 Debt Service	381,038.00	0.00	381,038.00	0.0%
597 Interfund Transfers				
597 00 00 21 Transfers-Out	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	381,038.00	0.00	381,038.00	0.0%
Fund Excess/(Deficit):	38,962.00	209,193.95		

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION E
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401 Construction Fund 01/01/2019 To: 12/31/2019

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 10 00 41 Beginning Balance	7,629,850.00	7,585,638.31	44,211.69	99.4%
308 Beginning Balances	7,629,850.00	7,585,638.31	44,211.69	99.4%

360 Investment Interest

361 11 00 41 Investment Interest	1,000.00	52,765.74	(51,765.74)	5276.6%
360 Investment Interest	1,000.00	52,765.74	(51,765.74)	5276.6%

380 Non Revenues

388 80 00 04 Prior Year(s) Corrections	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%

390 Other Revenues

391 10 00 01 Bond Proceeds	0.00	0.00	0.00	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%

Fund Revenues:	7,630,850.00	7,638,404.05	(7,554.05)	100.1%
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	Amt Budgeted	Expenditures	Remaining	
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591 Debt Service

592 22 89 00 Bond Fees	0.00	0.00	0.00	0.0%
591 Debt Service	0.00	0.00	0.00	0.0%

594 Capital Expenditures

594 22 62 01 Building Upgrade	803,048.00	91,837.44	711,210.56	11.4%
594 22 62 04 Capital Apparatus	0.00	206,122.80	(206,122.80)	0.0%
594 Capital Expenditures	803,048.00	297,960.24	505,087.76	37.1%

597 Interfund Transfers

597 00 01 01 Transfer Out	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	803,048.00	297,960.24	505,087.76	37.1%
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Fund Excess/(Deficit):	6,827,802.00	7,340,443.81		
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2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION E
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01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 80 00 51 Beginning Balance	443,081.60	443,081.60	0.00	100.0%
308 Beginning Balances	443,081.60	443,081.60	0.00	100.0%
310 Taxes				
311 10 00 51 Property Tax	0.00	0.00	0.00	0.0%
310 Taxes	0.00	0.00	0.00	0.0%
360 Investment Interest				
361 11 00 51 Investment Interest	0.00	3,160.34	(3,160.34)	0.0%
360 Investment Interest	0.00	3,160.34	(3,160.34)	0.0%
380 Non Revenues				
388 80 00 05 Prior Year(s) Corrections	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
390 Other Revenues				
395 10 00 01 Sale Of Fixed Asset	0.00	0.00	0.00	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers				
397 00 00 05 Transfer In From 001	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	443,081.60	446,241.94	(3,160.34)	100.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 50 35 51 Small Tools And Minor Equipment	0.00	0.00	0.00	0.0%
000	0.00	0.00	0.00	0.0%
522 21 35 80 SCBA BOTTLES	0.00	0.00	0.00	0.0%
021 Suppression	0.00	0.00	0.00	0.0%
522 Fire Control	0.00	0.00	0.00	0.0%
594 Capital Expenditures				
594 22 63 51 Capital Apparatus	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION C
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501 Equipment Fund		01/01/2019 To: 12/31/2019			
Expenditures	Amt Budgeted	Expenditures	Remaining		
597 Interfund Transfers					
597 00 05 01 Transfer Out To 101	0.00	0.00	0.00	0.0%	
597 Interfund Transfers	0.00	0.00	0.00	0.0%	
Fund Expenditures:	0.00	0.00	0.00	0.0%	
Fund Excess/(Deficit):	443,081.60	446,241.94			

2019 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION E
MCAG #: 1040

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601 Reserve Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 80 00 61 Beginning Balance	636,871.30	636,871.30	0.00	100.0%
308 Beginning Balances	636,871.30	636,871.30	0.00	100.0%

360 Investment Interest

361 11 00 61 Investment Interest	0.00	4,542.56	(4,542.56)	0.0%
360 Investment Interest	0.00	4,542.56	(4,542.56)	0.0%

380 Non Revenues

388 80 00 06 Prior Year(s) Corrections	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 01 61 Transfer In From 101	48,584.00	48,584.00	0.00	100.0%
397 Interfund Transfers	48,584.00	48,584.00	0.00	100.0%

Fund Revenues:	685,455.30	689,997.86	(4,542.56)	100.7%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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597 Interfund Transfers

597 00 00 06 Transfer Out	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	685,455.30	689,997.86		
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2019 BUDGET POSITION TOTALS

BENTON COUNTY FIRE PROTECTIO
 MCAG #: 1040

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	5,023,774.42	2,962,891.36	59.0%	3,790,284.18	2,013,579.70	53%
004 Health Reimbursement Fund	83.10	83.55	100.5%	0.00	0.00	0%
007 Separation Fund	60,087.24	60,159.33	100.1%	0.00	0.00	0%
110 EMS Fund	2,188,482.54	1,781,058.56	81.4%	875,884.00	160,676.02	18%
201 EMS Bond Fund	16,422.16	16,810.16	102.4%	0.00	0.00	0%
202 Construction Bond Fund	420,000.00	209,193.95	49.8%	381,038.00	0.00	0%
401 Construction Fund	7,630,850.00	7,638,404.05	100.1%	803,048.00	297,960.24	37%
501 Equipment Fund	443,081.60	446,241.94	100.7%	0.00	0.00	0%
601 Reserve Fund	685,455.30	689,997.86	100.7%	0.00	0.00	0%
	<u>16,468,236.36</u>	<u>13,804,840.76</u>	83.8%	<u>5,850,254.18</u>	<u>2,472,215.96</u>	42.3%

WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 14:54:59 Date: 07/02/2019

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07/12/2019 To: 07/12/2019

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
750	07/12/2019	Claims	1	185102	ABSOLUTE POWER	450.69	LIFT PUMP STA420 MAINT
751	07/12/2019	Claims	1	185103	ARROW INTERNATIONAL	1,665.50	EZ IOS
752	07/12/2019	Claims	1	185104	AT&T MOBILITY	86.14	FIRSTNET
753	07/12/2019	Claims	1	185105	BRADLEY, SLITA	92.80	MILEAGE TO 240 COMMAND FIRE
754	07/12/2019	Claims	1	185106	CASCADE FIRE - OREGON	289.61	BOOTS(1)
755	07/12/2019	Claims	1	185107	CHARTER COMMUNICATIONS	454.48	PHONE AND INTERNET
756	07/12/2019	Claims	1	185108	CHARTER COMMUNICATIONS	47.38	TV SERVICE
757	07/12/2019	Claims	1	185109	CORWIN FORD	4,130.75	APP19 MAINT; APP13 MAINT
758	07/12/2019	Payroll	1	185110	DEPARTMENT OF LABOR & INDUSTRIES	13,781.43	2ND Quarter 04/01/2019 - 06/30/2019
759	07/12/2019	Claims	1	185111	DEPARTMENT OF NATURAL RESOURCES	143.51	INCIDENT SUPPLIES, PPE
760	07/12/2019	Payroll	1	185112	EMPLOYMENT SECURITY DEPT (OASI)	2,854.35	2ND Quarter 04/01/2019 - 06/30/2019
761	07/12/2019	Claims	1	185113	ENDURIS	110.00	INSURANCE COVERAGE FOR APP43
762	07/12/2019	Claims	1	185114	ENDURIS	1,000.00	STA410 DEDUCTIBLE
763	07/12/2019	Claims	1	185115	LIFE ASSIST	899.16	MISC EMS SUPPLIES
764	07/12/2019	Claims	1	185116	LIZ LOOMIS PUBLIC AFFAIRS	3,000.00	COMMUNICATION CONTRACT
765	07/12/2019	Claims	1	185117	NEWEGG	260.60	COMPUTER PARTS
766	07/12/2019	Claims	1	185118	NORTH TECH EQUIP	144.65	PPE CLEANING
767	07/12/2019	Claims	1	185119	PALADIN BACKGROUND	44.00	BACKGROUND CHECKS
768	07/12/2019	Claims	1	185120	PARSEC COMPUTER CORP	2,879.20	COMPUTER SERVICE
769	07/12/2019	Claims	1	185121	RIGGLE PLUMBING	7,251.22	INSTALL BARN'S FLOAT PUMP AND CONTROL
770	07/12/2019	Claims	1	185122	SEW FABULOUS	157.47	UNIFORM MAINT
771	07/12/2019	Claims	1	185123	TIRE FACTORY	700.47	GROUP 31 BATTERY APP16
772	07/12/2019	Claims	1	185124	US LINEN & UNIFORM	183.28	MATS SERVICE
773	07/12/2019	Claims	1	185125	VERIZON WIRELESS	744.24	CELL SERVICE
774	07/12/2019	Claims	1	185126	VOYAGER	2,353.71	FUELS
775	07/12/2019	Claims	1	185127	WEST RICHLAND, CITY OF	58.71	WATER AND SEWER
747	07/12/2019	Claims	110	96	FIRE 4 CHECKING ACCOUNT	1,917.89	AMBULANCE REFUND
748	07/12/2019	Claims	110	97	SYSTEM DESIGN WEST	1,098.15	AMBULANCE BILLING FEE
749	07/12/2019	Claims	401	5555	ZBA Architecture	19,678.75	DESIGN DEVELOPMENT

522 Fire Control	43,783.35
001 General Fund	43,783.35
522 Fire Control	3,016.04
110 EMS Fund	3,016.04
594 Capital Expenditures	19,678.75
401 Construction Fund	19,678.75

Claims:	49,842.36
Payroll:	16,635.78

WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 14:54:59 Date: 07/02/2019

MCAG #: 1040

07/12/2019 To: 07/12/2019

Page: 2

Trans Date Type Acct # War # Claimant Amount Memo

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 *[Signature]*

Commissioners *[Signature]* *[Signature]* *[Signature]*

Approval Date 07/03/2019

ACCOUNTS PAYABLE PAID

BENTON COUNTY FIRE PROTECTION DISTRICT
 MCAG #: 1040

Time: 15:03:22 Date: 07/02/2019
 Page: 1

07/12/2019 To: 07/12/2019

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
9329	07/12/2019	2019	750	790	ABSOLUTE POWER	450.69	LIFT PUMP STA420 MAINT
	522 50 48 00				001 000 522 General Fund	450.69	LIFT PUMP STA420 MAINT
Invoice							
					67601257	450.69	LIFT PUMP STA420 MAINT
9330	07/12/2019	2019	751	445	ARROW INTERNATIONAL	1,665.50	EZ IOS
	522 70 31 00				001 000 522 General Fund	1,665.50	EZ IOS
Invoice							
					9501386631	1,665.50	EZ IOS
9331	07/12/2019	2019	752	829	AT&T MOBILITY	86.14	FIRSTNET
	522 12 42 10				001 000 522 General Fund	86.14	FIRSTNET
Invoice							
					07062019	86.14	FIRSTNET
9332	07/12/2019	2019	753	496	BRADLEY, SLITA	92.80	MILEAGE TO 240 COMMAND FIRE
	522 60 32 00				001 000 522 General Fund	92.80	MILEAGE TO 240 COMMAND FIRE
Invoice							
					06042019	92.80	MILEAGE TO 240 COMMAND FIRE
9333	07/12/2019	2019	754	59	CASCADE FIRE - OREGON	289.61	BOOTS(1)
	522 20 28 00				001 000 522 General Fund	289.61	BOOTS(1)
Invoice							
					100152	289.61	BOOTS(1)
9334	07/12/2019	2019	755	481	CHARTER COMMUNICATIONS	454.48	PHONE AND INTERNET
	522 12 41 00				001 000 522 General Fund	120.00	INTERNET
	522 12 42 00				001 000 522 General Fund	334.48	PHONE
Invoice							
					07142019	454.48	PHONE AND INTERNET

ACCOUNTS PAYABLE PAID

BENTON COUNTY FIRE PROTECTION DISTRICT
 MCAG #: 1040

Time: 15:03:22 Date: 07/02/2019
 Page: 2

07/12/2019 To: 07/12/2019

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
9335	07/12/2019	2019	756	481	CHARTER COMMUNICATIONS	47.38	TV SERVICE
	522 12 41 00	Contract Services			001 000 522 General Fund	47.38	TV SERVICE
Invoice							
					06142019	47.38	TV SERVICE
9336	07/12/2019	2019	757	840	CORWIN FORD	1,788.48	APP19 MAINT
	522 60 48 00	Repair & Maint. - Automotive			001 000 522 General Fund	1,788.48	APP19 MAINT
Invoice							
					692983	1,788.48	APP19 MAINT
9337	07/12/2019	2019	757	840	CORWIN FORD	2,342.27	APP13 MAINT
	522 60 48 00	Repair & Maint. - Automotive			001 000 522 General Fund	2,342.27	APP13 MAINT
Invoice							
					692020	2,342.27	APP13 MAINT
9338	07/12/2019	2019	759	98	DEPARTMENT OF NATURAL RES	143.51	INCIDENT SUPPLIES, PPE
	522 21 28 20	PPE - Protective Clothing			001 000 522 General Fund	93.81	PPE
	522 21 35 10	Tools & Equipment -Suppressio			001 000 522 General Fund	49.70	SLEEPING PAD
Invoice							
					18017651	143.51	INCIDENT SUPPLIES, PPE
9339	07/12/2019	2019	761	431	ENDURIS	110.00	INSURANCE COVERAGE FOR APP43
	522 12 46 00	District Insurance			001 000 522 General Fund	110.00	INSURANCE COVERAGE FOR APP43
Invoice							
					R19-535-3	110.00	INSURANCE COVERAGE FOR APP43
9340	07/12/2019	2019	762	431	ENDURIS	1,000.00	STA410 DEDUCTIBLE
	522 12 46 00	District Insurance			001 000 522 General Fund	1,000.00	STA410 DEDUCTIBLE
Invoice							

ACCOUNTS PAYABLE PAID

BENTON COUNTY FIRE PROTECTION DISTRICT
 MCAG #: 1040

Time: 15:03:22 Date: 07/02/2019
 Page: 3

07/12/2019 To: 07/12/2019

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
				D19-119-244		1,000.00	STA410 DEDUCTIBLE
9341	07/12/2019	2019	747	704	FIRE 4 CHECKING ACCOUNT	1,917.89	AMBULANCE REFUND
	522 70 41 20		Ambulance Over Payment	110 000 522	EMS Fund	1,917.89	AMBULANCE REFUND
Invoice							
						666.73	
						767.82	
						33.60	
						240.88	
						208.86	
9342	07/12/2019	2019	763	187	LIFE ASSIST	899.16	MISC EMS SUPPLIES
	522 70 31 00		Expendable Supplies - EMS	001 000 522	General Fund	899.16	MISC EMS SUPPLIES
Invoice							
						721.63	
						177.53	
9343	07/12/2019	2019	764	189	LIZ LOOMIS PUBLIC AFFAIRS	3,000.00	COMMUNICATION CONTRACT
	522 13 41 00		Levy Publication Services	001 000 522	General Fund	3,000.00	COMMUNICATION CONTRACT
Invoice							
						3,000.00	
9344	07/12/2019	2019	765	860	NEWEGG	260.60	COMPUTER PARTS
	522 12 35 10		Office Computer Equipment	001 000 522	General Fund	260.60	COMPUTER PARTS
Invoice							
						260.60	
9345	07/12/2019	2019	766	816	NORTH TECH EQUIP	144.65	PPE CLEANING
	522 21 41 00		Professional Services	001 000 522	General Fund	144.65	PPE CLEANING
Invoice							
						144.65	

ACCOUNTS PAYABLE PAID

BENTON COUNTY FIRE PROTECTION DISTRICT
 MCAG #: 1040

Time: 15:03:22 Date: 07/02/2019
 Page: 4

07/12/2019 To: 07/12/2019

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
9346	07/12/2019	2019	767	824	PALADIN BACKGROUND	44.00	BACKGROUND CHECKS
522 12 44 00 Advertising/Notices/Recruiting 001 000 522 General Fund						44.00	BACKGROUND CHECKS
Invoice							
1710						44.00	BACKGROUND CHECKS
9347	07/12/2019	2019	768	248	PARSEC COMPUTER CORP	2,879.20	COMPUTER SERVICE
522 12 41 00 Contract Services 001 000 522 General Fund						2,879.20	COMPUTER SERVICE
Invoice							
64226						617.40	
63692						543.00	
64513						169.07	
64426						298.66	
64394						1,251.07	
9348	07/12/2019	2019	769	830	RIGGLE PLUMBING	7,251.22	INSTALL BARNES FLOAT PUMP AND CONTROL PANEL
522 50 48 00 Repair & Maint. - Facilities 001 000 522 General Fund						7,251.22	INSTALL BARNES FLOAT PUMP AND CONTROL PANEL
Invoice							
41454-S						7,251.22	INSTALL BARNES FLOAT PUMP AND CONTROL PANEL
9349	07/12/2019	2019	770	437	SEW FABULOUS	157.47	UNIFORM MAINT
522 20 28 00 Uniforms (All Non-PPE) 001 000 522 General Fund						157.47	UNIFORM MAINT
Invoice							
1375						76.02	
1376						16.29	
1373						65.16	
9350	07/12/2019	2019	748	680	SYSTEM DESIGN WEST	1,098.15	AMBULANCE BILLING FEE
522 70 41 00 Ambulance Billing Service Fee 110 000 522 EMS Fund						1,098.15	AMBULANCE BILLING FEE
Invoice							
06252019						1,098.15	AMBULANCE BILLING FEE
9356	07/12/2019	2019	771	672	TIRE FACTORY	700.47	GROUP 31 BATTERY APPI6

ACCOUNTS PAYABLE PAID

BENTON COUNTY FIRE PROTECTION DISTRICT
 MCAG #: 1040

Time: 15:03:22 Date: 07/02/2019
 Page: 5

07/12/2019 To: 07/12/2019

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
<hr/>							
522 60 31 00	Expendable Supplies - Automo	001 000 522	General Fund			700.47	GROUP 31 BATTERY APP16
<hr/>							
Invoice							
	03-137584					700.47	GROUP 31 BATTERY APP16
9351	07/12/2019	2019	772	347	US LINEN & UNIFORM	183.28	MATS SERVICE
522 50 48 00	Repair & Maint. - Facilities	001 000 522	General Fund			183.28	MATS SERVICE
<hr/>							
Invoice							
	2374166					51.23	
	2381876					51.23	
	2370336					40.41	
	2378040					40.41	
9352	07/12/2019	2019	773	465	VERIZON WIRELESS	744.24	CELL SERVICE
522 12 42 10	Cellular Phone Service	001 000 522	General Fund			744.24	CELL SERVICE
<hr/>							
Invoice							
	06152019					744.24	CELL SERVICE
9353	07/12/2019	2019	774	817	VOYAGER	2,353.71	FUELS
522 60 32 00	Fuels	001 000 522	General Fund			2,353.71	FUELS
<hr/>							
Invoice							
	86387969927					2,353.71	FUELS
9354	07/12/2019	2019	775	376	WEST RICHLAND, CITY OF	58.71	WATER AND SEWER
522 50 47 20	Water/Sewer	001 000 522	General Fund			58.71	WATER AND SEWER
<hr/>							
Invoice							
	07252019					58.71	WATER AND SEWER
9355	07/12/2019	2019	643		ZBA Architecture	19,678.75	DESIGN DEVELOPMENT
594 22 62 01	Building Upgrade	401 000 594	Construction Fund			19,678.75	DESIGN DEVELOPMENT
<hr/>							
Invoice							

ACCOUNTS PAYABLE PAID

BENTON COUNTY FIRE PROTECTION DISTRICT
 MCAG #: 1040

Time: 15:03:22 Date: 07/02/2019
 Page: 6

07/12/2019 To: 07/12/2019

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
----------------	---------	------	-------	-----------	--------	--------	------

				3197		19,678.75	DESIGN DEVELOPMENT
--	--	--	--	------	--	-----------	--------------------

Total: 49,842.36

Fund

001 General Fund	27,147.57
110 EMS Fund	3,016.04
401 Construction Fund	19,678.75

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.



Benton County Fire Protection District No. 4

RESOLUTION NO. 2019-02

EQUIPMENT SURPLUS


WHEREAS, the Benton County Fire Protection District No.4 Commissioners have declared that the equipment on the Appendix A is no longer needed by the District;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Benton County Fire Protection District No.4, hereby excess the listed items.

ADOPTED at the regular meeting of the Board of Fire Commissioners of Benton County Fire Protection District No.4 on this 3RD day of July 2019, the following Commissioners being present and voting.


Chairperson


Commissioner


Commissioner

Attest:


District Secretary

Appendix A

1997 Freightliner FL80 Type 3 Engine Boise Mobile Equipment

Vin #: 1FV2JLCB3VH817030

Mileage: 32,926.0

Hours:2686.1

Apparatus #12

Lic# 41373C



**BENTON COUNTY FIRE PROTECTION
DISTRICT # 4**

SOG #1013

Ride-Along Program

Page 1 of 8

1. Purpose

1.1. The purpose of this guide is to establish the general model for scheduling, controlling, and conducting ride-alongs.

2. Scope

2.1. This guide applies to all District members and to participants of the Ride-Along Program.

3. Responsibilities

3.1. Shift Officers ensure paperwork is completed prior to starting the ride-along.

4. Revision Summary

Revision Date	Description
7/3/19	Replaces Rule #06-31 (Riders and Observers), adds the required forms as an attachment, adds an additional form describing what a participant may be exposed to, allows Conditional Volunteers same exceptions as EMS students, specifically addresses rules for minors.

5. Definitions

5.1. Ride-along – An opportunity given to citizens (including volunteer applicants), high school students, firefighters from other agencies and paramedic/EMT students to ride-along with Benton County Fire District #4 (BCFD4) personnel when responding to real emergencies and interacting with the community.

6. Guidelines

6.1. Ride-alongs should NOT be scheduled with less than 24-hour notice to allow for paperwork completion and scheduling approvals and notifications.

6.1.1. Shift Officers can make exceptions on a case-by-case basis for walk-ins.

6.2. Personnel scheduling a ride-along should:

6.2.1. Provide notification to the officers of the affected shift, via email, as soon as reasonably possible.

6.2.2. Submit any completed paperwork to the affected Shift Officer.

6.2.3. Add Ride-Along participant's name to event calendars (i.e. Public Calendar, CrewSense, or other District calendar software)

6.3. Participants are responsible for bringing meals or can arrange to buy-in for meals with the Shift Officer.

6.4. Ride-alongs may be cancelled with little or no notice based on operational needs, limited staff, or other events not under control of the District or Shift Officer.

6.5. Shift Officers submit completed paperwork to administrative assistant as soon as possible.

SOG #1013

Ride-Along Program

Page 2 of 8

6.6. Participants failing to follow Dress and Appearance (Section 7) or Rules of Conduct (Section 8) may be asked to leave and to reschedule the ride-along.

7. Dress and Appearance

7.1. Participant shall be neat and clean in appearance. Personal hygiene and grooming must be acceptable to the Shift Officer.

7.2. The following clothing items are prohibited:

- Open toe shoes
- Sandals
- High heels
- Shorts
- Tank tops
- Garments with offensive messages
- Garments that are excessively loose

7.3. Excessive loose jewelry (normal fitting rings and watches are acceptable).

7.4. Long hair shall be pulled back and tied so as not to interfere with activities.

7.5. Conditional Volunteers and EMS student ride-alongs may wear agency uniforms with prior approval.

8. Rules of Conduct

8.1. Participants must conduct themselves in a manner that will not interfere with District operations.

8.2. Participants must act in a manner which reflects a positive image on the District.

8.3. Ride-along time should be scheduled between 0800 and 1800 and may be extended by the Shift Officer on a case-by-case basis.

8.3.1. Conditional Volunteers and EMS students may schedule time, as necessary, to meet individual program needs.

8.4. The number of ride-alongs should be limited to 2 per month unless prior arrangements have been made with the Fire Chief or designee.

8.4.1. Conditional Volunteers and EMS students may schedule time, as necessary, to meet individual program needs.

8.5. Participants are encouraged to ask questions, but at appropriate times.

8.6. No firearms or other weapons may be brought on to department property or carried during the ride-along.

8.7. No alcoholic beverages or drugs are allowed on the premises. The smell of alcoholic beverages, marijuana, etc., on the breath will prohibit participation in the program.

8.8. Use of tobacco products is not permitted in any station or vehicle.

**SOG #1013
Ride-Along Program**

8.9. Participants are prohibited from taking pictures or using a video or audio recording device while on the scene of an incident.

8.9.1. Photos and recordings of non-incident activities require approval of the Shift Officer.

8.9.2. Media ride-alongs are handled separately by the Fire Chief or designee.

8.10. The following additional rules apply to minors unless special arrangements have been made by the Fire Chief or designee or the participant is part of the Conditional Volunteer Program:

8.10.1. Participant must be at least 13 years of age.

8.10.2. Ride-along length should be limited to no more than 8 hours per day.

9. Documentation

9.1. The following items are required prior to starting a ride-along for EACH participant (all forms can be found on the District server or printed from the attachment of this guide):

9.1.1. Signed Ride-Along Checklist

9.1.2. Signed Confidentiality Agreement

9.1.3. Signed Hold Harmless Agreement

9.1.4. If participant is a minor, signed Minor Release form

9.1.5. Signed Activities Description

9.1.6. Copy of report from Office of Inspector General Exclusions Database run (see checklist for more information)

Adopted by Fire Chief

Signed by Fire Chief:

Printed _____

Signed _____

Effective Date: _____

Supersedes Date: New _____

**SOG #1013
Ride-Along Program**

Page 4 of 8

Attachment 1, Page 1 of 5

Participants name: _____

Ride-Along Check List (Adult)

_____ Confidentiality Signed

_____ Hold Harmless Signed

_____ Minor Release marked "N/A"

_____ Activities Description Signed

_____ OIG Exclusions Database Run <https://exclusions.oig.hhs.gov/>

Ride-Along Check List (Minor)

_____ Confidentiality Signed

_____ Hold Harmless Signed

_____ Minor Release Signed by a Guardian

_____ Activities Description Signed

_____ OIG Exclusions Database Run <https://exclusions.oig.hhs.gov/>

Officer on Duty Name: _____

Officer on Duty Signature: _____

Date: _____

**SOG #1013
Ride-Along Program**

Attachment 1, Page 2 of 5

**BENTON COUNTY FIRE DISTRICT #4
CONFIDENTIALITY AGREEMENT**

During your activities at Benton County Fire District #4 (BCFD #4) you may have access to information which is confidential. Law does not permit disclosure of confidential information.

Confidential information includes, but is not limited to:

- Medical and certain other personal information about patients in verbal, written and electronic form.
- Medical personnel and certain other information about employees in verbal, written and electronic form.
- Committee proceedings in verbal, written and electronic form.
- BCFD #4 financial and operating data in verbal, written and electronic form.
- Reports, policies and procedures, marketing or financial information, business and strategic plans, minutes, electronic mail and other private or sensitive information related to the business or services of BCFD #4 in verbal, written and electronic form.

By my signature, I _____ (**print name**) certify that I have been informed of and understand my responsibility in maintaining the confidentiality of all patients, personnel, and BCFD #4 information. I have read and agree to be bound by the conditions contained in this agreement. I understand that failure to comply may subject me to disciplinary action up to and including termination, and the possibility of legal action.

Signature

Date

**SOG #1013
Ride-Along Program**

Attachment 1, Page 3 of 5

Hold Harmless Agreement

Whereas, the undersigned being over the age of eighteen (18) has made a voluntary written request for permission to ride as a guest or observer in an ambulance or fire apparatus at a time when such vehicle is operated and manned by members of the Benton County Fire District #4 and

Whereas, the undersigned acknowledges that the work and activities of said Fire District are inherently dangerous, involving possible risk of injury, damage, expense or loss to person and property.

Now therefore, be it understood that the undersigned hereby agrees that the Benton County Fire District #4, any member of the Fire District, the driver or owner of any automobile owned or operated by, or in the service, each of them shall not be held liable, or responsible under any circumstances whatsoever by the undersigned, his estate or heirs for any injury, damage, expenses or loss to the person or property of the undersigned, incurred while riding as a guest or observer in any Fire District vehicle or while accompanying a member of said Fire District during the active performance of his official duties as an ambulance or fire apparatus operator.

Ride-along Participant: _____

Name of Guardian (if participant is <18 years of age): _____

Signature of Guardian (if participant is <18 years of age): _____

Emergency Contact Name and Phone Number: _____

Date: _____

**SOG #1013
Ride-Along Program**

Attachment 1, Page 4 of 5

Activities Description

The BCFD4 Ride-Along Program is designed to provide an opportunity for citizens, students, and potential volunteer or career responders to work alongside the crews during a normal day of work. The program provides the public and students the opportunity to observe activities of fire and EMS services to gain a better understanding of the duties and responsibilities for fire and EMS personnel. Because we cannot determine the types or numbers of incidents that may occur, we cannot provide any guarantees in that area. The crews for the day will do their best to include participants in the day's activities and provide many opportunities to allow for questions and provide detailed explanations.

Because we may respond to any number of incidents, it is possible that participants may witness things that may be disturbing or upsetting to some. While we will do what can to shield participants from some of the horrors we face, our focus must be first on the safety of our staff (and the participants), and then on the care and service we provide to those who call for help. In addition, we will take reasonable care to prevent the ride-along participant from becoming physically involved in or assisting in the following types of incidents:

- Crime Scenes
- Violent patients
- Patients with known infectious diseases
- Fireground operations
- Situations involving or likely to involve the display or use of firearms
- Other activities or situations that is likely to increase the participant's risk or exposure

Please understand that it is our goal to provide a safe and fun learning environment for all participants in the BCFD4 Ride-Along Program.

Ride-along Participant: _____

Name of Guardian (if participant is <18 years of age): _____

Signature of Guardian (if participant is <18 years of age): _____

Date: _____

**SOG #1013
Ride-Along Program**

Attachment 1, Page 5 of 5 (required if participant is a minor)

MINOR RELEASE

In consideration of the enrollment of my child, _____, DOB¹ _____ in the Ride-along program with Benton County Fire Protection District No. 4, the undersigned, parents or guardians of such child, consent to my child's participation in the program and release and hold harmless Benton County Fire Protection District No. 4, its commissioners, agents, officers and employees of and from any and all liability, claims, demands, actions, and causes of action arising out of or related to any injury, including death, that may be sustained by our child or to any loss or damage to any property of our child while participating in the Ride-along program with the District.

The undersigned are aware of the risks and hazards inherent in participating in the Ride-along program as such participation may include riding in emergency vehicles and in being present at medical or fire incidents. The undersigned hereby voluntarily elect to permit our child to participate in the Ride-along program and assume all risks that may be associated with such activity.

This release shall be binding upon the heirs and personal representative of the undersigned.

If any provision or portion of this Agreement is held to be unconstitutional, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

I represent that I am the parent and/or legal guardian of such child; I accept responsibility for all the child's medical expenses incurred in connection with participation in the program; I agree to indemnify the released parties for any and all claims whatsoever brought by the child; and I agree to indemnify the released parties for any and all claims whatsoever brought by a third party arising out of the child's conduct.

I HAVE READ THE ABOVE WAIVER AND RELEASE, UNDERSTAND THAT I MAY GIVE UP SUBSTANTIAL RIGHTS BY SIGNING IT AND SIGN IT VOLUNTARILY WITHOUT INDUCEMENTS.

I HAVE READ AND UNDERSTAND THE ABOVE WAIVER

Dated _____, 20__.

Parent/Guardian

Name

Signature

¹ Per Washington State Archives under GS50-06C-35, Permission for minors to participate, the document must be retained for 3 years after the individual reaches age 18.
