



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

December 7th, 2023
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.)

- Public Comments
- Approval of the Agenda dated 12/07/2023
- Approval of Regular Meeting Minutes dated 11/16/2023
- Approval of Special Meeting Minutes date 11/27/2023
- Approval and pay:
- Expenditures:

522 Fire Control	60,659.17
<u>001 General Fund 6841</u>	<u>60,659.17</u>

522 Fire Control	198.26
<u>110 EMS Fund 6848</u>	<u>198.26</u>

Grand Total \$60,857.43

RESOLUTIONS/MOTIONS Public comments are limited to three (3) minutes per speaker per topic. The board allows public comments orally or via written testimony prior to the meeting.

- Resolution 2023-11 Voucher Pre Approval Authority
- Reschedule 12/21/2023 Regular Meeting to 12/18/2023
- Appointment letter for EMS Council

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

- December 16 – Operation Candy Cane, Flat Top Park

CORRESPONDENCE

OPERATION PROGRAM UPDATES

UNFINISHED BUSINESS

NEW BUSINESS

AGENDA ITEMS FOR NEXT MEETING

EXECUTIVE SESSION

ADJOURNMENT:

Attested:


12/07/2023
PAUL CARLYLE, FIRE CHIEF


12/07/2023
MICHAEL VAN BEEK, COMMISSIONER


12/07/2023
GARRETT GOODWIN, COMMISSIONER

_____/____/____
FRED BRINK, COMMISSIONER



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

November 16th, 2023
2604 Bombing Range Rd, West Richland, WA.99353

CALL MEETING TO ORDER

- Commissioner Goodwin called the meeting to order at 1700.

PLEDGE OF ALLEGIANCE

- Fire Chief Paul Carlyle led the pledge of allegiance.

ADDITION TO THE AGENDA

- Proposed resolution.

THOSE PRESENT:

Commissioners Goodwin	Firefighter Amanda DeRitis
Commissioner Brink	Firefighter Brad Andrews
Commissioner Van Beek	Firefighter Brian Wakeman
Fire Chief Paul Carlyle	Firefighter Kailee Garrison
Firefighter Ethan Adamson	Lieutenant James Longie
Council Member David Fetto	Firefighter Jaron Gibson
Firefighter Clayton Whitby	Captain Matthew Borschowa

FINANCIAL REVIEW

- Commissioner Brink makes a motion to approve the Consent Agenda with amendment second by Commissioner Van Beek. Motion carries.

CONSENT AGENDA:

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

- Public Comments
- Approval of the Agenda dated 11/16/2023
- Approval of Regular Meeting Minutes dated 11/02/2023
- Approval and pay:
- Expenditures:

522 Fire Control	382,961.06
589 Payroll Clearing	-1,022.680
<u>001 General Fund 6841</u>	<u>381,938.38</u>
522 Fire Control	18,470.86
<u>110 EMS Fund 6848</u>	<u>18,470.86</u>

Grand Total \$400,409.24

2024 REVENUE SOURCES

- Fire Chief Carlyle worked with Snure Law Office to complete the necessary forms to submit to the County Auditor's Office for the Fire Levy and EMS Levy.
- The numbers entered are slightly higher than expected revenue. This is due to the need to make adjustments for new construction and other areas of revenue that wouldn't be captured otherwise.
- Fire Levy rate for 2024 is \$1.29.
- EMS Levy rate for 2024 is \$0.49.

There was no public comment.

2024 BUDGET

- Slight adjustment in uniform line item from previous presentation.
- No other changes were made from previous meetings presentation.

RESOLUTIONS/MOTIONS Public comments are limited to three (3) minutes per speaker per topic. The board allows public comments orally or via written testimony prior to the meeting.

- Approval of Fire/Bond Levy Ordinance/Resolution 2023-09 Tax Levy

Commissioner Brink makes a motion to approve the Fire/Bond Levy Ordinance/Resolution 2023-09 Tax Levy with second by Commissioner Van Beek. No discussion. Motion carries.

- Approval of EMS Levy Ordinance/Resolution 2023-10 Tax Levy

Commissioner Brink makes a motion to approve the EMS Levy Ordinance/Resolution 2023-10 Tax Levy with second by Commissioner Van Beek. No discussion. Motion carries.

- Approval of Fire Chief to sign and submit levy certification document.

Commissioner Brink makes a motion to approve the Fire Chief to sign and submit the levy certification document with second by Commissioner Van Beek. No discussion. Motion carries.

- Approval of 2024 Proposed Budget

Commissioner Brink makes a motion to approve the 2024 Proposed Budget with second by Commissioner Van Beek. No discussion. Motion carries.

DISTRICT REPORTS

- Union Report
 - Nothing to report.
- Volunteer Report
 - Nothing to report.
- Logistics Report

- Will be supporting live fire training this weekend.
- City Liaison Report
 - Intersection construction has been completed.
- Commissioner's Report
 - Commissioner Van Beek wants to congratulate the recent recruits and commend Captain Rogers for putting together the ceremony.
- Fire Chief's Report
 - Attended the Quad County Fire Chiefs meeting.
 - i. There were 28 State Mobilizations for 2023, one of the highest years since mobilizations started in the mid to late 90's.
 - ii. Many discussions regarding levy rates throughout the counties. Most are seeing significant drops in levy rates and discussion about how we educate our citizens about this.
 - iii. FCFD3 failed in Proposition 1 and their levy rate has dropped to 88 cents.
 - iv. WWFD5 was initially winning their proposition but open counting absentee ballots they are now failing by 11 votes. There are still some ballots to count, and hopefully it will go back to passing the measure.
 - Had a meeting with administrative staff from BCFD1 who have agreed to come assist us in completing payroll, invoices, and other help.
 - i. We do not have a contract established yet. Unsure if this will be billed through BCFD1 or they will come on as temporary contract employees.
 - Last week I was out sick all week, so most meetings were cancelled.
 - Main emphasis has been getting caught up on administrative duties and completing the budget documents.
- District Secretary's Report
 - No report.

OPEN FORUM DISCUSSION

- None.

IMPORTANT DATES

- November 18 – Tri-County Commissioner Meeting, Location Walla Walla 4
- December 16 – Operation Candy Cane, Flat Top Park

CORRESPONDENCE

- None.

OPERATION PROGRAM UPDATES

- Station 420 bay plumbing should be finished tomorrow.

UNFINISHED BUSINESS

NEW BUSINESS

- Voucher Preapproval Authority
 - Fire Chief Carlyle presented a resolution that would allow designated individuals to approve and pay qualifying vouchers prior to the approval of the Fire Commissioners.
 - Commissioners requested Snure Law Office to draft a resolution for them to discuss further at next Commissioner Meeting.

AGENDA ITEMS FOR NEXT MEETING

- Voucher Preapproval Meeting

EXECUTIVE SESSION

- Commissioner Goodwin requested an Executive Session per RCW 42.30.110 (g) for 15 minutes with no action to follow. Include Commissioners and Fire Chief. The session started at 1725 and ended at 1740.

ADJOURNMENT:

- Commissioner Brink made a motion to adjourn with second by Commissioner Goodwin. Motion carries. Meeting adjourned at 1741.

Attested:

_____/_____/_____
PAUL CARLYLE, FIRE CHIEF

 12/07/2023

MICHAEL VAN BEEK, COMMISSIONER

 12/07/2023

GARRETT GOODWIN, COMMISSIONER

_____/_____/_____
FRED BRINK, COMMISSIONER



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

November 27th, 2023
2604 Bombing Range Rd, West Richland, WA.99353

CALL MEETING TO ORDER

Commissioner Goodwin called the meeting to order at 1700 hrs.

PLEDGE OF ALLEGIANCE

Commissioner VanBeek led the pledge of allegiance.

THOSE PRESENT:

Commissioner Goodwin
Commissioner Brink

Commissioner VanBeek
Fire Chief Paul Carlyle

EXECUTIVE SESSION

Commissioner Goodwin requested an executive session under RCW 42.30.110 Section (G): Review the performance of a public employee for 30 minutes with possible action to follow.

- o Start time: 1705 hrs.

At 1735 hours the executive session was exited, and the public meeting resumed. No action followed.

ADJOURNMENT:

Commissioner VanBeek made a motion to adjourn the meeting, seconded by Commissioner Brink

The meeting was adjourned at 17:37 hrs.

Attested:


12/07/2023
PAUL CARLYLE, FIRE CHIEF


12/07/2023
MICHAEL VAN BEEK, COMMISSIONER


12/07/2023
GARRETT GOODWIN, COMMISSIONER

_____/____/____
FRED BRINK, COMMISSIONER

WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:37:08 Date: 12/07/2023

12/15/2023 To: 12/15/2023

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1584	12/15/2023	Claims	6841	752	ABADAN	17.61	STA410 PRINTER USAGE
1585	12/15/2023	Claims	6841	753	ABSOLUTE POWER	2,817.65	WIRING FOR STA420 SEWER EJECTOR PUMP
1586	12/15/2023	Claims	6841	754	ABV	161.96	STA420 PEST CONTROL
1587	12/15/2023	Claims	6841	755	AMAZON	148.90	HAMPER/PRIVACY WINDOW FILM
1588	12/15/2023	Claims	6841	756	AT&T MOBILITY	88.12	FIRSTNET
1589	12/15/2023	Claims	6841	757	BENTON RURAL ELECTRIC	2,107.00	ELECTRICITY
1590	12/15/2023	Claims	6841	758	BLUE ROOM	366.85	PORTABLE TOILET/SINK RENTAL
1591	12/15/2023	Claims	6841	759	CASCADE NATURAL GAS	125.20	NATURAL GAS
1592	12/15/2023	Claims	6841	760	CHARTER COMMUNICATIONS	322.53	STA430 TV/INTERNET; STA420 TV
1597	12/15/2023	Claims	6841	765	CODY R FLOWERS	1,383.34	PM TUITION - FLOWERS
1593	12/15/2023	Claims	6841	761	CORWIN FORD	235.72	APP40 MAINT
1594	12/15/2023	Claims	6841	762	EVERGREEN LAWN CARE, INC	1,035.66	LAWN CARE
1595	12/15/2023	Claims	6841	763	FIRE 4 ADVANCED TRAVEL	640.57	PER DIEM-SEWFCA & TRI-COUNTY FIRE COMM MTG-BRINK; PER DIEM-FIRE
1596	12/15/2023	Claims	6841	764	FIRE 4 CHECKING ACCOUNT	2,277.43	AMBULANCE REFUND; NEWSLTR TRANSLATION, NEWSLTR & POSTAGE
1598	12/15/2023	Claims	6841	766	HOME DEPOT	647.07	TRNG PROP, WATER SOFTENER SALT
1599	12/15/2023	Claims	6841	767	HUGHES FIRE EQUIPMENT INC.	16,872.98	APP45, APP13, APP30 & APP44 MAINT
1600	12/15/2023	Claims	6841	768	ISOUTSORCE	1,627.72	MONITORING
1601	12/15/2023	Claims	6841	769	LEAF	29.49	STA410 COPIER
1602	12/15/2023	Claims	6841	770	LIFE ASSIST	1,122.85	EMS SUPPLIES
1603	12/15/2023	Claims	6841	771	LIZ LOOMIS EASL, INC	6,000.00	COMMUNICATION
1604	12/15/2023	Claims	6841	772	MERCURY MEDICAL	612.98	EMS SUPPLIES
1605	12/15/2023	Claims	6841	773	ON SCENE MEDICAL	2,917.00	PHYSICALS
1606	12/15/2023	Claims	6841	774	PACIFIC OFFICE AUTOMATION	542.30	STA430 PHONE SRV 11/21/23-2/21/24; STA420 COPIER USAGE 8/30/23-11/30/23
1607	12/15/2023	Claims	6841	775	PERFORMANCE SYSTEMS INTEGRATION	1,550.95	ANNUAL FIRE EXTINGUISHER MAINT, ALL STA & APP
1608	12/15/2023	Claims	6841	776	PWW MEDIA INC	1,375.00	XI & ABC360 REGISTRATION - BORSCHOWA
1609	12/15/2023	Claims	6841	777	RIGGLE PLUMBING		Change Vendor - Voided - Voided
1616	12/15/2023	Claims	6841	784	RIGGLE PLUMBING	12,335.91	SEWER EJECTOR PUMP REPLACEMENT AT STA420
1617	12/15/2023	Claims	6841	785	RINGOLDE	40.22	NAME TAGS/EMBROIDER
1610	12/15/2023	Claims	6841	778	SNURE LAW OFFICE	770.00	LEGAL SERVICE
1611	12/15/2023	Claims	6841	779	STAPLES ADVANTAGE	761.78	STATION SUPPLIES & CHAIR
1612	12/15/2023	Claims	6841	780	STERICYCLE	30.00	WASTE PICK UP
1613	12/15/2023	Claims	6841	781	US LINEN & UNIFORM	470.12	MAT SERVICE
1614	12/15/2023	Claims	6841	782	VERIZON WIRELESS	855.28	CELL SERVICE
1615	12/15/2023	Claims	6841	783	ZIPLY FIBER	567.24	DEDICATED PHONE LINES
						60,659.17	
001 General Fund 6841						198.26	
110 EMS Fund 6848						60,857.43	
						60,857.43	Claims: 60,857.43

WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:37:08 Date: 12/07/2023

12/15/2023 To: 12/15/2023

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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 

Commissioners: , , _____

Approval Date 12/07/2023

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 14:19:52 Date: 12/06/2023

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001 General Fund 6841 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 91 00 00 Beginning Balance	2,910,506.94	2,910,506.94	0.00	100.0%
308 Beginning Balances	2,910,506.94	2,910,506.94	0.00	100.0%
310 Taxes				
311 10 00 01 Property Tax	4,020,000.00	3,878,102.72	141,897.28	96.5%
337 20 00 01 Leasehold Tax	30,000.00	26,073.17	3,926.83	86.9%
310 Taxes	4,050,000.00	3,904,175.89	145,824.11	96.4%
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%
333 97 00 01 Federal Indirect Grant From Department Of Homeland Security	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	554.00	646.00	46.2%
334 04 90 05 FIIRE Grant- Dept of L&I	0.00	0.00	0.00	0.0%
334 06 90 04 BVFF Physical Reimb.	1,000.00	0.00	1,000.00	0.0%
335 00 91 01 Energy NW Generation T	32,000.00	37,557.95	(5,557.95)	117.4%
337 97 04 40 AFG COST SHARE	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	35,200.00	38,111.95	(2,911.95)	108.3%
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	20,233.02	18,766.98	51.9%
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	20,233.02	21,066.98	49.0%
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	10,000.00	28,052.85	(18,052.85)	280.5%
362 53 00 00 BUILDING RENTAL	0.00	175.00	(175.00)	0.0%
367 11 00 08 Contributions/Donation	0.00	2,160.00	(2,160.00)	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	2,000.00	3,639.07	(1,639.07)	182.0%
360 Investment Interest	12,000.00	34,026.92	(22,026.92)	283.6%

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 14:19:52 Date: 12/06/2023

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001 General Fund 6841 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
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%
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%
398 10 00 01 INSURANCE REIMB/CLAIM	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	1,420,000.00	0.00	1,420,000.00	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	1,420,000.00	0.00	1,420,000.00	0.0%
Fund Revenues:	8,469,006.94	6,907,054.72	1,561,952.22	81.6%
Expenditures				
	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 15 40 00 ADVANCED TRAVEL	0.00	2,000.00	(2,000.00)	0.0%
000	0.00	2,000.00	(2,000.00)	0.0%
522 11 10 10 Salary - Comm 1 (Van Beek)	9,000.00	3,712.00	5,288.00	41.2%
522 11 10 20 Salary-Comm 2 (Goodwin)	9,000.00	6,272.00	2,728.00	69.7%
522 11 10 30 Salary-Comm 3 (Brink)	9,000.00	6,272.00	2,728.00	69.7%
522 11 20 10 Benefits - Comm 1 (Van Beek)	1,000.00	289.11	710.89	28.9%
522 11 20 20 Benefits - Comm 2 (Goodwin)	1,000.00	488.46	511.54	48.8%
522 11 20 30 Benefits - Comm 3 (Brink)	1,000.00	517.42	482.58	51.7%
522 11 31 00 Expendable Supplies- Legislative	0.00	0.00	0.00	0.0%
522 11 43 00 Travel-Mileage & Airfare	2,000.00	997.70	1,002.30	49.9%
522 11 43 30 Travel - Per Diem & Lodging	5,100.00	2,197.72	2,902.28	43.1%
522 11 43 31 Registration Fees	3,300.00	1,035.00	2,265.00	31.4%
011 Legislative	40,400.00	21,781.41	18,618.59	53.9%
522 12 10 10 Salary - Administration	346,440.00	278,270.77	68,169.23	80.3%
522 12 10 60 Overtime - Administrative	10,000.00	5,810.33	4,189.67	58.1%
522 12 10 70 Temporary Employees	0.00	0.00	0.00	0.0%
522 12 20 04 HRA Benefits	6,000.00	5,500.00	500.00	91.7%
522 12 20 10 Benefits - Administrative	57,000.00	47,740.47	9,259.53	83.8%
522 12 20 60 Benefits - OT Administration	2,000.00	1,409.45	590.55	70.5%
522 12 20 70 Benefits - Temporary Employees	0.00	0.00	0.00	0.0%
522 12 24 20 Volunteer Pension & Relief Fund	6,600.00	420.00	6,180.00	6.4%
522 12 29 20 Volunteer Recognition	4,000.00	2,152.83	1,847.17	53.8%

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 14:19:52 Date: 12/06/2023

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001 General Fund 6841

01/01/2023 To: 12/31/2023

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 12 29 30	Volunteer Association	3,500.00	3,484.00	16.00 99.5%
522 12 31 00	Expendable Office Supplies	3,750.00	2,600.15	1,149.85 69.3%
522 12 31 10	Computer Software	9,000.00	1,790.18	7,209.82 19.9%
522 12 35 00	Office Tools & Equipment	4,000.00	1,020.01	2,979.99 25.5%
522 12 35 10	Office Computer Equipment	23,000.00	18,501.24	4,498.76 80.4%
522 12 41 00	Contract Services	96,000.00	115,291.76	(19,291.76) 120.1%
522 12 41 02	Contract For Union Negotiation	0.00	0.00	0.00 0.0%
522 12 41 10	Financial Services Contract(SPRINGBROOK)	25,000.00	36,610.84	(11,610.84) 146.4%
522 12 41 20	Professional Services	80,000.00	0.00	80,000.00 0.0%
522 12 42 00	Phone Service	12,000.00	13,475.80	(1,475.80) 112.3%
522 12 42 10	Cellular Phone Service	14,500.00	10,452.77	4,047.23 72.1%
522 12 42 40	Postage	1,500.00	768.06	731.94 51.2%
522 12 44 00	Advertising/Notices/Recruiting	9,000.00	1,183.00	7,817.00 13.1%
522 12 45 00	Equipment Lease/Maint	10,200.00	5,847.95	4,352.05 57.3%
522 12 46 00	District Insurance	92,000.00	104,421.00	(12,421.00) 113.5%
522 12 48 00	Repair & Maint. - Office Equip	0.00	0.00	0.00 0.0%
522 12 48 20	WebPage Maintenance	500.00	773.17	(273.17) 154.6%
522 12 49 00	Memberships/Dues	16,000.00	11,919.58	4,080.42 74.5%
522 12 49 10	Taxes And Irrigation Fees	100.00	108.08	(8.08) 108.1%
522 12 49 20	State Auditor	11,000.00	0.00	11,000.00 0.0%
012 Administrative		843,090.00	669,551.44	173,538.56 79.4%
522 13 41 00	Levy Publication Services	72,000.00	75,048.50	(3,048.50) 104.2%
522 13 48 20	Outside Services	0.00	0.00	0.00 0.0%
522 13 49 00	Commissioner Elections	10,000.00	0.00	10,000.00 0.0%
013 Election		82,000.00	75,048.50	6,951.50 91.5%
522 14 41 00	Legal Services	12,000.00	10,007.50	1,992.50 83.4%
014 Legal		12,000.00	10,007.50	1,992.50 83.4%
522 20 10 10	Mobilization Wages	30,000.00	46,066.80	(16,066.80) 153.6%
522 20 20 10	Mobilization Benefits	9,000.00	9,845.71	(845.71) 109.4%
522 20 24 10	Physicals/Innoculation	63,000.00	55,727.00	7,273.00 88.5%
522 20 28 00	Uniforms (All Non-PPE)	30,000.00	25,330.39	4,669.61 84.4%
522 20 31 00	Expendable Incident Supplies	500.00	191.40	308.60 38.3%
522 20 35 00	Tools & Equipment	11,500.00	8,959.72	2,540.28 77.9%
522 20 35 20	Physical Eval Equipment	0.00	0.00	0.00 0.0%
522 20 41 00	Assessment Fees	6,000.00	0.00	6,000.00 0.0%
522 20 48 00	Uniform Maintenance	1,000.00	52.27	947.73 5.2%
020 Operations		151,000.00	146,173.29	4,826.71 96.8%
522 21 10 10	Salary - Firefighters	2,382,088.00	1,952,980.62	429,107.38 82.0%
522 21 10 71	Overtime - Firefighters	260,000.00	206,780.42	53,219.58 79.5%
522 21 10 80	Resident Reimbursement	120,000.00	48,495.00	71,505.00 40.4%
522 21 10 90	Volunteer Reimbursement	66,000.00	56,273.00	9,727.00 85.3%
522 21 20 04	HRA Benefits	69,000.00	60,250.00	8,750.00 87.3%
522 21 20 10	Benefits - Firefighters	681,260.00	541,912.43	139,347.57 79.5%
522 21 20 71	Benefits - Overtime FF	67,600.00	48,983.70	18,616.30 72.5%
522 21 20 80	Benefits - Resident Reimbursement	6,000.00	3,709.96	2,290.04 61.8%
522 21 20 90	Benefits - Volunteer	6,000.00	4,500.75	1,499.25 75.0%
522 21 28 20	PPE - Protective Clothing	70,000.00	11,286.05	58,713.95 16.1%
522 21 31 00	Expendable Supplies - Suppression	0.00	1,589.07	(1,589.07) 0.0%

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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001 General Fund 6841

01/01/2023 To: 12/31/2023

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 21 31 10	Supplies - Support Service	4,000.00	3,051.04	948.96 76.3%
522 21 35 10	Tools & Equipment -Suppression	5,000.00	4,366.69	633.31 87.3%
522 21 35 11	Hose Replacement	10,500.00	7,800.25	2,699.75 74.3%
522 21 35 12	Nozzle Replacement	8,700.00	6,666.87	2,033.13 76.6%
522 21 35 13	Tools - Support Service	5,000.00	0.00	5,000.00 0.0%
522 21 41 00	Professional Services	12,000.00	6,767.99	5,232.01 56.4%
522 21 48 00	Equipment Repair & Maint	1,550.00	2,189.22	(639.22) 141.2%
522 21 48 10	Fire Extinguisher Maint	1,600.00	1,550.95	49.05 96.9%
522 21 48 80	SCBA Air Compressor	1,000.00	160.88	839.12 16.1%
522 21 48 90	SCBA Repair/Maintenance	2,000.00	762.52	1,237.48 38.1%
021 Suppression		3,779,298.00	2,970,077.41	809,220.59 78.6%
522 24 31 00	Expendable Supplies - Radios	500.00	312.52	187.48 62.5%
522 24 35 00	Non-Expendable Supplies - Radios	70,000.00	58,843.58	11,156.42 84.1%
522 24 41 00	Dispatch Services	90,000.00	87,566.38	2,433.62 97.3%
522 24 41 10	VHF Maintenance Fee	16,799.30	0.00	16,799.30 0.0%
522 24 48 00	Repair & Maintenance - Radios	5,000.00	101.83	4,898.17 2.0%
024 Communications		182,299.30	146,824.31	35,474.99 80.5%
522 30 31 00	Expendable Supplies-Prevention	10,000.00	2,896.17	7,103.83 29.0%
522 30 31 10	Smoke Alarm Program	1,000.00	0.00	1,000.00 0.0%
522 30 35 00	Tools & Equipment - Prevention	1,500.00	88.94	1,411.06 5.9%
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		12,600.00	2,985.11	9,614.89 23.7%
522 45 31 00	Expendable Supplies - Training	6,000.00	4,721.14	1,278.86 78.7%
522 45 31 10	Training Computer Software	12,500.00	19,284.03	(6,784.03) 154.3%
522 45 35 00	Tools & Equipment - Training	2,800.00	2,273.85	526.15 81.2%
522 45 35 10	Equipment- Wellness Program	0.00	0.00	0.00 0.0%
522 45 41 00	Professional Service	1,500.00	0.00	1,500.00 0.0%
522 45 43 00	Travel - Mileage & Air(Operations)	3,500.00	573.90	2,926.10 16.4%
522 45 43 01	Travel - Mileage&Air(Admin)	2,400.00	188.64	2,211.36 7.9%
522 45 43 02	Travel - Mileage&Air(Automotive)	0.00	0.00	0.00 0.0%
522 45 43 03	Travel - Mileage&Air(EMS)	6,500.00	104.62	6,395.38 1.6%
522 45 43 04	Travel -Mileage&Air(Safety)	1,200.00	228.20	971.80 19.0%
522 45 43 10	PerDiem & Lodging(Operations)	11,000.00	8,581.51	2,418.49 78.0%
522 45 43 11	PerDiem & Lodging(Admin)	6,800.00	2,859.64	3,940.36 42.1%
522 45 43 12	PerDiem & Lodging(Automotive)	0.00	0.00	0.00 0.0%
522 45 43 13	PerDiem & Lodging(EMS)	8,000.00	2,065.40	5,934.60 25.8%
522 45 43 14	PerDiem & Lodging(Safety)	2,500.00	1,202.06	1,297.94 48.1%
522 45 43 20	Registration Fees(Operations)	67,000.00	24,666.10	42,333.90 36.8%
522 45 43 21	Registration Fees(Admin)	3,500.00	2,610.00	890.00 74.6%
522 45 43 22	Registration Fees(Automotive)	0.00	0.00	0.00 0.0%
522 45 43 23	Registration Fees(EMS)	7,500.00	3,409.66	4,090.34 45.5%
522 45 43 24	Registration Fees(Safety)	2,000.00	1,525.00	475.00 76.3%
522 45 43 30	Tuition Reimbursement	12,000.00	0.00	12,000.00 0.0%
522 45 43 98	Career Tuition	10,000.00	3,136.40	6,863.60 31.4%
522 45 43 99	Article 32 MED EMS Training	34,500.00	0.00	34,500.00 0.0%
522 45 48 00	Repair And Maintenance	0.00	0.00	0.00 0.0%
045 Training		201,200.00	77,430.15	123,769.85 38.5%

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BENTON COUNTY FIRE PROTECTION DISTRICT

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Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 50 31 00 Expendable Supplies -Facilities	3,500.00	10,839.80	(7,339.80)	309.7%
522 50 35 00 Tools & Equipment - Facilities	7,000.00	8,034.64	(1,034.64)	114.8%
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	38,000.00	32,922.52	5,077.48	86.6%
522 50 47 20 Water/Sewer/Natural Gas	20,000.00	11,488.11	8,511.89	57.4%
522 50 48 00 Repair & Maint. - Facilities	30,000.00	163,892.97	(133,892.97)	546.3%
050 Facilities	103,500.00	231,945.67	(128,445.67)	224.1%
522 60 31 00 Expendable Supplies - Automotive	6,600.00	3,568.42	3,031.58	54.1%
522 60 32 00 Fuels	55,000.00	37,982.74	17,017.26	69.1%
522 60 35 00 Tools, Equipment & Parts - Automotive	2,050.00	3,561.86	(1,511.86)	173.7%
522 60 48 00 3rd party repair & Maint. - Automotive	97,500.00	123,202.30	(25,702.30)	126.4%
060 Automotive	161,150.00	168,315.32	(7,165.32)	104.4%
522 70 31 00 Expendable Supplies - EMS	41,000.00	52,302.29	(11,302.29)	127.6%
522 70 35 00 Small Tools & Minor Equip	8,000.00	0.00	8,000.00	0.0%
522 70 41 02 EMS Assessment Fee	1,500.00	1,374.57	125.43	91.6%
522 70 41 10 Contract Services - EMS	9,500.00	19,124.27	(9,624.27)	201.3%
522 70 48 00 Small Tools- Repairs & Maintenance	0.00	6,605.79	(6,605.79)	0.0%
526 22 31 01 Expendable Supplies - ALS	0.00	0.00	0.00	0.0%
070 EMS	60,000.00	79,406.92	(19,406.92)	132.3%
522 Fire Control	5,628,537.30	4,601,547.03	1,026,990.27	81.8%
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	(2,051.37)	2,051.37	0.0%
589 90 00 01 Other Non-Expenditures - Suspense	0.00	0.00	0.00	0.0%
589 Payroll Clearing	0.00	(2,051.37)	2,051.37	0.0%
591 Debt Service				
591 22 71 02 Capital Lease Principal	0.00	0.00	0.00	0.0%
592 22 83 02 Capital Lease Interest	0.00	0.00	0.00	0.0%
591 Debt Service	0.00	0.00	0.00	0.0%
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%

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BENTON COUNTY FIRE PROTECTION DISTRICT

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001 General Fund 6841

01/01/2023 To: 12/31/2023

Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures				
594 22 62 00 Capitol Building	330,000.00	167,092.35	162,907.65	50.6%
594 22 63 00 Capital Apparatus And Equipment	427,000.00	185,942.50	241,057.50	43.5%
594 22 64 01 Capital Communications	0.00	0.00	0.00	0.0%
022 Capital	757,000.00	353,034.85	403,965.15	46.6%
594 Capital Expenditures	757,000.00	353,034.85	403,965.15	46.6%
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 To 104	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	170,000.00	0.00	170,000.00	0.0%
597 00 01 61 Transfer Out To 601	0.00	0.00	0.00	0.0%
597 Interfund Transfers	170,000.00	0.00	170,000.00	0.0%
Fund Expenditures:	6,555,537.30	4,952,530.51	1,603,006.79	75.5%
Fund Excess/(Deficit):	1,913,469.64	1,954,524.21		

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BENTON COUNTY FIRE PROTECTION DISTRICT

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099 Imprest Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 91 00 99 Beginning Balance	0.00	13,500.00	(13,500.00)	0.0%
308 Beginning Balances	0.00	13,500.00	(13,500.00)	0.0%
380 Non Revenues				
388 10 00 99 Prior Period Adjustments	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
Fund Revenues:	0.00	13,500.00	(13,500.00)	0.0%
Fund Excess/(Deficit):	0.00	13,500.00		

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BENTON COUNTY FIRE PROTECTION DISTRICT

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110 EMS Fund 6848 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 31 00 11 Beginning Balance	3,016,527.00	3,016,526.90	0.10	100.0%
308 Beginning Balances	3,016,527.00	3,016,526.90	0.10	100.0%
310 Taxes				
311 10 00 11 Property Tax	931,890.00	894,302.08	37,587.92	96.0%
310 Taxes	931,890.00	894,302.08	37,587.92	96.0%
330 Intergovernmental Revenues				
332 93 40 10 GEMT	300,000.00	111,242.35	188,757.65	37.1%
337 00 00 11 EMSI	0.00	75,000.00	(75,000.00)	0.0%
330 Intergovernmental Revenues	300,000.00	186,242.35	113,757.65	62.1%
340 Charges For Services				
342 60 01 10 Ambulance Service	300,000.00	250,844.96	49,155.04	83.6%
340 Charges For Services	300,000.00	250,844.96	49,155.04	83.6%
360 Investment Interest				
361 11 00 11 Investment Interest	0.00	32,440.84	(32,440.84)	0.0%
360 Investment Interest	0.00	32,440.84	(32,440.84)	0.0%
Fund Revenues:	4,548,417.00	4,380,357.13	168,059.87	96.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 70 35 10 Small Tools And Minor Equipment	0.00	57,692.14	(57,692.14)	0.0%
522 70 41 00 Ambulance Billing Service Fee	0.00	42,112.48	(42,112.48)	0.0%
522 70 41 01 Program Training/Contracts	0.00	6,000.00	(6,000.00)	0.0%
522 70 41 20 Ambulance Over Payment	0.00	2,159.67	(2,159.67)	0.0%
522 70 48 10 Equipment Repairs & Maintenance	3,000.00	0.00	3,000.00	0.0%
522 70 49 00 Other Expenditures	0.00	0.00	0.00	0.0%
522 Fire Control	3,000.00	107,964.29	(104,964.29)	3598.8%
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	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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110 EMS Fund 6848 01/01/2023 To: 12/31/2023

Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers				
597 00 01 10 Transfer Out To 001	1,420,000.00	0.00	1,420,000.00	0.0%
597 Interfund Transfers	1,420,000.00	0.00	1,420,000.00	0.0%
Fund Expenditures:	1,423,000.00	107,964.29	1,315,035.71	7.6%
Fund Excess/(Deficit):	3,125,417.00	4,272,392.84		

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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201 EMS Bond Fund 6842 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 31 00 21 Beginning Balance	169,621.00	169,620.56	0.44	100.0%
308 Beginning Balances	169,621.00	169,620.56	0.44	100.0%
310 Taxes				
311 10 00 21 Property Tax	480,000.00	460,219.48	19,780.52	95.9%
310 Taxes	480,000.00	460,219.48	19,780.52	95.9%
360 Investment Interest				
361 11 00 21 Investment Interest	0.00	2,063.46	(2,063.46)	0.0%
360 Investment Interest	0.00	2,063.46	(2,063.46)	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:	649,621.00	631,903.50	17,717.50	97.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service				
591 22 71 01 Bond Principal Payment	205,000.00	0.00	205,000.00	0.0%
592 22 83 01 Bond Interest Payment	266,900.00	0.00	266,900.00	0.0%
592 22 89 21 Debt Service Cost	0.00	350.00	(350.00)	0.0%
591 Debt Service	471,900.00	350.00	471,550.00	0.1%
Fund Expenditures:	471,900.00	350.00	471,550.00	0.1%
Fund Excess/(Deficit):	177,721.00	631,553.50		

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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401 Construction Fund 6844 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 31 00 41 Beginning Balance	317,904.31	317,904.31	0.00	100.0%
308 Beginning Balances	317,904.31	317,904.31	0.00	100.0%
360 Investment Interest				
361 11 00 41 Investment Interest	0.00	3,287.28	(3,287.28)	0.0%
360 Investment Interest	0.00	3,287.28	(3,287.28)	0.0%
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:	317,904.31	321,191.59	(3,287.28)	101.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
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	300,000.00	327,205.94	(27,205.94)	109.1%
594 22 62 04 Capital Apparatus	0.00	0.00	0.00	0.0%
594 Capital Expenditures	300,000.00	327,205.94	(27,205.94)	109.1%
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:	300,000.00	327,205.94	(27,205.94)	109.1%
Fund Excess/(Deficit):	17,904.31	(6,014.35)		

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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601 Reserve Fund 6846 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 91 00 61 Beginning Balance	1,740,188.00	1,740,187.65	0.35	100.0%
308 Beginning Balances	1,740,188.00	1,740,187.65	0.35	100.0%
360 Investment Interest				
361 11 00 61 Investment Interest	0.00	17,409.65	(17,409.65)	0.0%
360 Investment Interest	0.00	17,409.65	(17,409.65)	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%
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 07 Transfer In From 001	170,000.00	0.00	170,000.00	0.0%
397 00 01 61 Transfer In From 101	0.00	0.00	0.00	0.0%
397 Interfund Transfers	170,000.00	0.00	170,000.00	0.0%
Fund Revenues:	1,910,188.00	1,757,597.30	152,590.70	92.0%
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	400,000.00	400,000.00	0.00	100.0%
594 Capital Expenditures	400,000.00	400,000.00	0.00	100.0%
597 Interfund Transfers				
597 00 00 06 Transfer Out	0.00	0.00	0.00	0.0%
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%

2023 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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601 Reserve Fund 6846

01/01/2023 To: 12/31/2023

Expenditures	Amt Budgeted	Expenditures	Remaining
Fund Expenditures:	400,000.00	400,000.00	0.00 100.0%
Fund Excess/(Deficit):	1,510,188.00	1,357,597.30	

2023 BUDGET POSITION TOTALS

BENTON COUNTY FIRE PROTECTION DIS

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund 6841	8,469,006.94	6,907,054.72	81.6%	6,555,537.30	4,952,530.51	76%
099 Imprest Fund	0.00	13,500.00	0.0%	0.00	0.00	0%
110 EMS Fund 6848	4,548,417.00	4,380,357.13	96.3%	1,423,000.00	107,964.29	8%
201 EMS Bond Fund 6842	649,621.00	631,903.50	97.3%	471,900.00	350.00	0%
401 Construction Fund 6844	317,904.31	321,191.59	101.0%	300,000.00	327,205.94	109%
601 Reserve Fund 6846	1,910,188.00	1,757,597.30	92.0%	400,000.00	400,000.00	100%
	15,895,137.25	14,011,604.24	88.2%	9,150,437.30	5,788,050.74	63.3%

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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12/15/2023 To: 12/15/2023

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
13475	12/15/2023	2023	1584	665	ABADAN	17.61	STA410 PRINTER USAGE
	522 12 41 00	Contract Services		001 000 522	General Fund 6841	17.61	PRINTER USAGE
Invoice							
				AR251014		17.61	STA410 PRINTER USAGE
13476	12/15/2023	2023	1585	790	ABSOLUTE POWER	2,817.65	WIRING FOR STA420 SEWER EJECTOR PUMP
	522 50 48 00	Repair & Maint. - Facilities		001 000 522	General Fund 6841	2,817.65	SEWER EJECTOR PUMP WIRING
Invoice							
				41080959		2,817.65	WIRING FOR STA420 SEWER EJECTOR PUMP
13507	12/15/2023	2023	1586	724	ABV	161.96	STA420 PEST CONTROL
	522 50 48 00	Repair & Maint. - Facilities		001 000 522	General Fund 6841	161.96	PEST CONTROL SPRAYING
Invoice							
				28471		161.96	STA420 PEST CONTROL
13477	12/15/2023	2023	1587	15	AMAZON	148.90	HAMPER/PRIVACY WINDOW FILM
	522 50 35 00	Tools & Equipment - Facilities		001 000 522	General Fund 6841	148.90	HAMPER/PRIVACY FILM
Invoice							
				1CFJ-FQHV-NGW6		88.04	HAMPER
				13R1-FH9D-LCRQ		60.86	PRIVACY WINDOW FILM
13478	12/15/2023	2023	1588	829	AT&T MOBILITY	88.12	FIRSTNET
	522 12 42 10	Cellular Phone Service		001 000 522	General Fund 6841	88.12	FIRSTNET
Invoice							
				X11192023		88.12	FIRSTNET
13479	12/15/2023	2023	1589	42	BENTON RURAL ELECTRIC	2,107.00	ELECTRICITY
	522 50 47 10	Electricity		001 000 522	General Fund 6841	334.43	STA410-31760125
	522 50 47 10	Electricity		001 000 522	General Fund 6841	971.11	STA430-892000
	522 50 47 10	Electricity		001 000 522	General Fund 6841	173.24	SHOP-602700
	522 50 47 10	Electricity		001 000 522	General Fund 6841	41.02	WELL-34400
	522 50 47 10	Electricity		001 000 522	General Fund 6841	587.20	STA420-172850825

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BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
Invoice							
				11302023		2,107.00	ELECTRICITY
13480	12/15/2023	2023	1590	933	BLUE ROOM	366.85	PORTABLE TOILET/SINK RENTAL
	522 30 31 00			Expendable Supplies-Preventior	001 000 522 General Fund 6841	366.85	FOR STA420 OPEN HOUSE
Invoice							
				5002269		366.85	PORTABLE TOILET/SINK RENTAL
13481	12/15/2023	2023	1591	921	CASCADE NATURAL GAS	125.20	NATURAL GAS
	522 50 47 20			Water/Sewer/Natural Gas	001 000 522 General Fund 6841	125.20	NATURAL GAS
Invoice							
				11152023		125.20	NATURAL GAS
13482	12/15/2023	2023	1592	481	CHARTER COMMUNICATIONS	275.48	STA430 TV/INTERNET
	522 12 41 00			Contract Services	001 000 522 General Fund 6841	275.48	STA430 TV/INTERNET
Invoice							
				17685090111423		275.48	STA430 TV/INTERNET
13483	12/15/2023	2023	1592	481	CHARTER COMMUNICATIONS	47.05	STA420 TV
	522 12 41 00			Contract Services	001 000 522 General Fund 6841	47.05	STA420 TV
Invoice							
				17685010111423		47.05	STA420 TV
13484	12/15/2023	2023	1593	840	CORWIN FORD	235.72	APP40 MAINT
	522 60 48 00			3rd party repair & Maint. - Auto	001 000 522 General Fund 6841	235.72	APP40 MAINT
Invoice							
				529594		290.17	APP40 MAINT
				CM529594		-54.45	APP40 MAINT PART
13485	12/15/2023	2023	1594	474	EVERGREEN LAWN CARE, INC	1,035.66	LAWN CARE
	522 50 48 00			Repair & Maint. - Facilities	001 000 522 General Fund 6841	1,035.66	LAWN CARE

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
<i>Invoice</i>							
358271					65.22 STA430 SPRINKLER BLOW OUT		
359480					100.84 STA420 LAWN TREATMENT		
358513					869.60 STA430 SHRUB BED WEED-FALL		
13486	12/15/2023	2023	1595	123	FIRE 4 ADVANCED TRAVEL	231.57	PER DIEM-SEWFCA & TRI-COUNTY FIRE COMM MTG-BRINK
	522 11 43 00		Travel-Mileage & Airfare	001 000 522	General Fund 6841	211.57	PER DIEM - MILEAGE
	522 11 43 30		Travel - Per Diem & Lodging	001 000 522	General Fund 6841	20.00	PER DIEM - MEALS
<i>Invoice</i>							
					231.57 PER DIEM-SEWFCA & TRI-COUNTY FIRE COMM MTG-BRINK		
13487	12/15/2023	2023	1595	123	FIRE 4 ADVANCED TRAVEL	409.00	PER DIEM-FIRE OFFICER-AMMANN
	522 45 43 10		PerDiem & Lodging(Operations)	001 000 522	General Fund 6841	409.00	PER DIEM - AMMANN
<i>Invoice</i>							
					409.00 PER DIEM-FIRE OFFICER-AMMANN		
13488	12/15/2023	2023	1596	704	FIRE 4 CHECKING ACCOUNT	198.26	AMBULANCE REFUND
	522 70 41 20		Ambulance Over Payment	110 000 522	EMS Fund 6848	198.26	AMBULANCE REFUND
<i>Invoice</i>							
					25.00 AMBULANCE REFUND		
					26.85 AMBULANCE REFUND		
					146.41 AMBULANCE REFUND		
13489	12/15/2023	2023	1596	704	FIRE 4 CHECKING ACCOUNT	2,079.17	NEWSLTR TRANSLATION, NEWSLTR & POSTAGE
	522 13 41 00		Levy Publication Services	001 000 522	General Fund 6841	2,079.17	DEC 2023 NEWSLETTER
<i>Invoice</i>							
					445.48 NEWSLETTER TRANSLATION		
					1,633.69 NEWSLETTER & POSTAGE		
13490	12/15/2023	2023	1597	949	FLOWERS, CODY R	1,383.34	PM TUITION - FLOWERS
	522 45 43 98		Career Tuition	001 000 522	General Fund 6841	1,383.34	PM TUITION - FLOWERS
<i>Invoice</i>							
					1,383.34 PM TUITION - FLOWERS		

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
13491	12/15/2023	2023	1598	831	HOME DEPOT	647.07	TRNG PROP, WATER SOFTENER SALT
	522 45 31 00				Expendable Supplies - Training	115.76	TRNG PROP
	522 45 35 00				Tools & Equipment - Training	65.64	TRNG PROP
	522 50 31 00				Expendable Supplies -Facilities	465.67	SALT - 63 40LB BAGS
Invoice							
					7620106	181.40	TRNG PROP
					6035538	465.67	WATER SOFTENER SALT
13492	12/15/2023	2023	1599	509	HUGHES FIRE EQUIPMENT INC.	16,872.98	APP45, APP13, APP30 & APP44 MAINT
	522 60 48 00				3rd party repair & Maint - Auto	16,872.98	AUTO MAINTENANCE
Invoice							
					599544	2,481.02	APP44 MAINT
					599545	8,753.61	APP30 MAINT
					599546	3,546.25	APP13 MAINT
					599547	241.40	MAINT
					599548	482.79	APP45 MAINT
					599549	1,367.91	APP45 MAINT
13493	12/15/2023	2023	1600	876	ISOUSOURCE	1,627.72	MONITORING
	522 12 41 00				Contract Services	1,627.72	MONITORING
Invoice							
					CW288176	1,627.72	MONITORING
13494	12/15/2023	2023	1601	861	LEAF	29.49	STA410 COPIER
	522 12 45 00				Equipment Lease/Maint	29.49	STA410 COPIER
Invoice							
					15598042	29.49	STA410 COPIER
13495	12/15/2023	2023	1602	187	LIFE ASSIST	1,122.85	EMS SUPPLIES
	522 70 31 00				Expendable Supplies - EMS	1,122.85	EMS SUPPLIES
Invoice							
					1383667	724.54	EMS SUPPLIES
					1383672	105.00	EMS SUPPLIES

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
				1381088	EMS SUPPLIES	132.98	
				1381401	EMS SUPPLIES	160.33	
13511	12/15/2023	2023	1603	189	LIZ LOOMIS EASL, INC	6,000.00	COMMUNICATION
	522 13 41 00	Levy Publication Services		001 000 522	General Fund 6841	6,000.00	COMMUNICATION
				Invoice			
				B4-1223	COMMUNICATION	6,000.00	
13496	12/15/2023	2023	1604	1006	MERCURY MEDICAL	612.98	EMS SUPPLIES
	522 70 31 00	Expendable Supplies - EMS		001 000 522	General Fund 6841	612.98	EMS SUPPLIES
				Invoice			
				202595	EMS SUPPLIES	612.98	
13497	12/15/2023	2023	1605	702	ON SCENE MEDICAL	2,917.00	PHYSICALS
	522 20 24 10	Physicals/Innoculation		001 000 522	General Fund 6841	2,917.00	PHYSICALS
				Invoice			
				3074	PHYSICALS	2,917.00	
13498	12/15/2023	2023	1606	885	PACIFIC OFFICE AUTOMATION	448.11	STA430 PHONE SRV 11/21/23-2/21/24
	522 12 42 00	Phone Service		001 000 522	General Fund 6841	448.11	STA430 PHONE SERVICE
				Invoice			
				831940	STA430 PHONE SRV 11/21/23-2/21/24	448.11	
13508	12/15/2023	2023	1606	885	PACIFIC OFFICE AUTOMATION	94.19	STA420 COPIER USAGE 8/30/23-11/30/23
	522 12 41 00	Contract Services		001 000 522	General Fund 6841	94.19	COPIER USAGE
				Invoice			
				847040	STA420 COPIER USAGE 8/30/23-11/30/23	94.19	
13499	12/15/2023	2023	1607	998	PERFORMANCE SYSTEMS INTEGRATI	1,550.95	ANNUAL FIRE EXTINGUISHER MAINT, ALL STA & APP
	522 21 48 10	Fire Extinguisher Maint		001 000 522	General Fund 6841	1,550.95	FIRE EXTINGUISHER MAINT
				Invoice			
				0002066	ANNUAL FIRE EXTINGUISHER MAINT, ALL STA & APP	1,550.95	

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
13500	12/15/2023	2023	2023	1608	968	1,375.00	XI & ABC360 REGISTRATION - BORSCHOWA
	522 45 43 23	Registration Fees(EMS)	001 000 522	General Fund 6841		1,375.00	REGISTRATION
Invoice							
						1,375.00	XI & ABC360 REGISTRATION - BORSCHOWA
						40.22	NAME TAGS/EMBROIDER
13501	12/15/2023	2023	2023	1609	830	40.22	NAME TAGS/EMBROIDER
	522 20 28 00	Uniforms (All Non-PPE)	001 000 522	General Fund 6841		40.22	NAME TAGS/EMBROIDER
Invoice							
						40.22	NAME TAGS/EMBROIDER
13502	12/15/2023	2023	2023	1609	830	12,335.91	SEWER EJECTOR PUMP REPLACEMENT AT STA420
	522 50 48 00	Repair & Maint. - Facilities	001 000 522	General Fund 6841		12,335.91	EJECTOR PUMP REPLACE
Invoice							
						233.71	GATHER/ORDER MATERIAL
						12,102.20	INSTALL PUMP
13509	12/15/2023	2023	2023	1610	305	770.00	LEGAL SERVICE
	522 14 41 00	Legal Services	001 000 522	General Fund 6841		770.00	LEGAL SERVICE
Invoice							
						770.00	LEGAL SERVICE
13503	12/15/2023	2023	2023	1611	322	761.78	STATION SUPPLIES & CHAIR
	522 50 31 00	Expendable Supplies -Facilities	001 000 522	General Fund 6841		761.78	STA SUPPLIES & CHAIR
Invoice							
						168.25	STATION SUPPLIES
						593.53	HYKEN BLK CHAIR
13504	12/15/2023	2023	2023	1612	625	30.00	WASTE PICK UP
	522 70 41 10	Contract Services - EMS	001 000 522	General Fund 6841		30.00	WASTE PICK UP
Invoice							
						30.00	WASTE PICK UP

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
13510	12/15/2023	2023	2023	1613	347 US LINEN & UNIFORM	470.12	MAT SERVICE
	522 50 48 00	Repair & Maint. - Facilities	001 000 522	General Fund 6841		470.12	MAT SERVICE
Invoice							
	3222785					59.57	MAT SERVICE
	3229993					59.57	MAT SERVICE
	3220968					47.72	MAT SERVICE
	3228197					47.72	MAT SERVICE
	3235382					47.72	MAT SERVICE
	3224675					103.91	MAT SERVICE
	3231892					103.91	MAT SERVICE

13505	12/15/2023	2023	1614	465	VERIZON WIRELESS	855.28	CELL SERVICE
	522 12 42 10	Cellular Phone Service	001 000 522	General Fund 6841		855.28	CELL SERVICE
Invoice							
	9949424323					855.28	CELL SERVICE

13506	12/15/2023	2023	1615	907	ZIPLY FIBER	567.24	DEDICATED PHONE LINES
	522 12 42 00	Phone Service	001 000 522	General Fund 6841		567.24	DEDICATED PHONE LINES
Invoice							
	11102023					567.24	DEDICATED PHONE LINES
Fund							
	001	General Fund 6841				60,659.17	
	110	EMS Fund 6848				198.26	
Total:						60,857.43	

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.

RESOLUTION NO. 20213-11

VOUCHER PREAPPROVAL AUTHORITY

Background: The monthly payment of the District's vouchers occasionally requires the issuance and approval of the vouchers prior to the Board of Commissioner's regular monthly meetings to insure timely processing.

Under normal procedure vouchers are approved by the Board of Commissioners at its regular scheduled monthly meeting.

The schedule of the meetings of the Board of Commissioners and the time required for issuance of warrants, occasionally restricts the ability of the Board to approve qualifying vouchers at its regular meeting, and still pay the underlying invoices in a prompt and timely manner.

RCW 42.24.180 authorizes a procedure where the existing problem could be resolved.

Resolution: NOW THEREFORE, BE IT RESOLVED, to accomplish the purposes expressed above and to comply with RCW 42.24.180 it is resolved by the Board of Commissioners as follows:

1. The procedure for payment of claims prior to approval by the Board of Commissioners shall apply to all payroll claims, and to any other individual claims against the District under \$50,000 that the District's Auditing Officer determines need to be approved prior to the Board's regular meeting "qualifying vouchers."
2. The Board Secretary is designated as the Auditing Officer to approve qualifying vouchers.
3. The Board Secretary, Fire Chief or any single Commissioner are designated as officers to sign the qualifying vouchers.
4. Each employee or commissioner authorized to sign the qualifying vouchers shall obtain, at District expense, an official bond in the amount of no less than \$50,000 to secure the faithful discharge of their respective duties under this resolution.
5. In the preparation of the qualifying vouchers, the staff shall follow and adhere to established District policies and procedures including the following:
 - a. The Auditing Officer shall audit and approve the qualifying vouchers each month.
 - b. The Fire Chief and any single Commissioner shall sign the qualifying vouchers. In the absence of the Fire Chief or in the event the, any two commissioners may sign the qualifying vouchers. In no event shall the individual responsible for auditing and approving the vouchers also sign the qualifying vouchers.

- c. Staff shall then process the signed qualifying vouchers for payment directly through the District's warrant process or by submitting the preapproved qualifying vouchers to Benton County for county issued warrants.
- 6. The Board Secretary or Fire Chief or designee shall submit to the Board at its regular monthly meeting a full and complete report of all claims paid on vouchers approved and signed pursuant to this Resolution.
- 7. In the event that a warrant is issued on an erroneous voucher the Fire Chief or designee shall cause the disapproved payment to be recognized as a receivable and shall diligently pursue collection of the erroneous payment or take such other action as may be directed by the Board of Commissioners.
- 8. This Resolution and voucher preapproval process shall take effect on adoption.

Adoption: ADOPTED at an open public meeting of the Board of Commissioners of Benton County Fire Protection District No. 4 on 12/07/2023 the following Board Members being present:



Two handwritten signatures in blue ink are positioned above two horizontal lines. The top signature is written in a cursive style, and the bottom signature is more stylized and less legible.



Benton County Fire Protection District No. 4

December 7, 2023
Mid-Columbia EMS & Trauma Council
P.O. Box 7107
Kennewick, WA 99336

Reference: EMS Council Elected Representative for 2023

As per the requirements of the by-laws of the EMS Council, the elected representative for Benton County Fire District #4 is Commissioner Michael Van Beek with the alternate being Fire Chief Paul Carlyle.

Thank you,

A handwritten signature in blue ink, appearing to read "Garrett Goodwin".

Garrett Goodwin
Commissioner
Benton County Fire District 4
(509) 967-2945

cc: BCFD 4 Fire Commissioners
Union Local 1052 BCFD 4 Representative
File



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

November 27th, 2023
2604 Bombing Range Rd, West Richland, WA.99353

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

THOSE PRESENT:

EXECUTIVE SESSION

- RCW 42.30.110 Section (G): Review the performance of a public employee.
 - Start time:
 - End time:

ADJOURNMENT:

Attested:



PAUL CARLYLE, FIRE CHIEF 11/27/2023



MICHAEL VAN BEEK, COMMISSIONER 11/27/2023



GARRETT GOODWIN, COMMISSIONER 11/27/2023



FRED BRINK, COMMISSIONER 11/27/2023