



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

DECEMBER 5, 2024 – 5:00 PM
2604 BOMBING RANGE RD, WEST RICHLAND, WASHINGTON 99353

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ADDITION TO THE AGENDA

THOSE PRESENT

FINANCIAL REVIEW

PUBLIC COMMENTS

Note - Public comments are limited to three (3) minutes per speaker per topic. The Board allows public comments orally or through written testimony provided in advance of the meeting.

CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Board for reading and study. These matters are considered to be routine and will be considered or enacted by one motion of the Board with no separate discussion. However, if any member of the Board desires separate discussion on a specific item, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- Agenda:
 - Approve agenda of December 5, 2024.
- Minutes:
 - Approve minutes of November 21, 2024, Regular Meeting.
- Claim Vouchers:
 - Approve Claim Voucher numbers 1707 through 1736 for \$60,541.81 for the period ending December 13, 2024.

RESOLUTIONS/MOTIONS

- SCBA Cylinder Quote
- Policy 146; Electric Vehicle Charging
- New Member Application

DISTRICT REPORTS

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

OPEN FORUM DISCUSSION

IMPORTANT DATES

- December 7 – Operation Candy Cane
- January 2 – Recruit Graduation

CORRESPONDENCE

OPERATION PROGRAM UPDATES

UNFINISHED BUSINESS

NEW BUSINESS

AGENDA ITEMS FOR NEXT MEETING

EXECUTIVE SESSION

ADJOURNMENT



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

**Regular Board Meeting Minutes
November 21, 2024**

CALL MEETING TO ORDER

Commissioner Goodwin called the regular meeting of the Board of Fire Commissioners of Benton County Fire District Protection District #4 to order at 5:00 p.m. at 2604 Bombing Range Rd West Richland, Washington. The board members present at this meeting in-person were Commissioner Brink, Commissioner Goodwin and Commissioner Van Beek.

PLEDGE OF ALLEGIANCE

Firefighter Knox led the pledge of allegiance.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

THOSE PRESENT

Staff members present were:

Fire Chief Carlyle	Lieutenant Vining	Firefighter/Paramedic Orozco
Finance Manager Paden-Lilly	Firefighter/Paramedic Garrison	Firefighter Riche
Administrative Assistant Ewing	Firefighter Hall	Firefighter Walton
Captain Rogers	Firefighter Knox	

FINANCIAL REVIEW

The budget revenue and expenditure reports were reviewed.

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
- Agenda – Approval of Agenda dated November 21, 2024
- Minutes – Approval of Minutes dated November 7, 2024
- Approval and Pay
 - Payroll Vouchers
 - Approve Payroll Voucher numbers 1620 through 1701 and Electronic Fund Transfer(s) as listed for \$341,780.10 for the period ending November 27, 2024.
 - Claim Vouchers:
 - Approve Claim Voucher numbers 1668 through 1706 for \$61,358.89 for the period ending November 27, 2024.

MOTION by Commissioner Brink to approve the consent agenda as amended. Commissioner Van Beek seconded the motion, and the motion passed unanimously.

RESOLUTIONS/MOTIONS

New Member Applications

Consider approving new member applications for Brandon Coates, Nicole Glatt, Jacob Hansen, McKenzie Sell, and Cameron Thomas.

MOTION by Commissioner Brink to approve the new member applications. Commissioner Van Beek seconded the motion, and the motion passed.

Non-Union Affiliated Employee Handbook

Consider approving the final version of the Non-Union Affiliated Employee Handbook.

MOTION by Commissioner Brink to approve the Non-Union Affiliated Employee Handbook. Commissioner Van Beek seconded the motion, and the motion passed.

DISTRICT REPORTS

Union – Lieutenant Vining reported that the newest members were sworn in and contract negotiations will begin next year.

Fire Chief - Chief Carlyle provided the following report:

- Completed my leave—thank you to everyone who has supported and continues to assist during my absences.
- Please note that I will not be in attendance at the January 2nd Commissioner meeting if the 2025 schedule remains unchanged.
- Attended the meeting where the primary discussion focused on the radio project.
- Committed to participating in a regional AFG grant application seeking \$2 million in funding for the project. The application process is under a tight deadline, and efforts are underway to complete it.
- If the grant is awarded, there will be a cost share distributed among regional departments, and BCFD4 will participate in covering our portion of the cost.
- Certain items originally planned as part of the larger purchase have been excluded from the project, leaving the agency responsible for completing those. Examples include radio installations, pagers, and antennas.
- Met with representatives from the City of West Richland and Representative April Connors to discuss Station 410 and the DNR process. Connors plans to collaborate with Hilary Franz’s team to work toward a resolution.
- Participated in the initial close-out meeting with the State Auditor’s Office.
- Received a draft document (not for public disclosure) and were asked to provide a response. A draft response has been completed and is currently under review by legal counsel.

OPEN FORUM DISCUSSION

There was no open forum discussion.

IMPORTANT DATES

- December 7 – Operation Candy Cane
- January 2 – Recruit Graduation

CORRESPONDENCE

There was no new correspondence.

OPERATION PROGRAM UPDATES

There was no operation program update.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

AGENDA ITEMS FOR NEXT MEETING

There were no agenda items to add to the next meeting.

EXECUTIVE SESSION

Commissioner Goodwin called a 20-minute executive session at 5:15 p.m. per RCW 42.30.110(1)(g) to discuss the performance of a public employee and per RCW 42.30.110(1)(g) to review qualifications of an applicant for public employment. The Executive Session was continued at 5:35 p.m. for an additional 10 minutes. The meeting was called back to order at 6:45 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:50 p.m.

Attested:



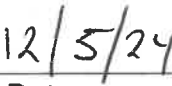
 Billie Paden-Lilly, District Secretary



 Date




 Michael Van Beek, Commissioner



 Date




 Garrett Goodwin, Commissioner



 Date



 Fred Brink, Commissioner



 Date

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 13:46:36 Date: 12/04/2024
Page: 1

As Of: 12/13/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
14535	12/13/2024	12/13/2024	ACCUVEIN INC.	21,768.26	ACCUVEIN DEVICES
	522 70 35 00	Small Tools & Minor Equip	001 000 522 6841 - General I	21,768.26	ACCUVEIN DEVICES
			Invoice		
			193572	21,768.26	ACCUVEIN DEVICES
14536	12/13/2024	12/13/2024	AT&T MOBILITY	227.48	FIRSTNET
	522 12 42 10	Cellular Phone Service	001 000 522 6841 - General I	227.48	FIRSTNET
			Invoice		
			11192024	227.48	FIRSTNET
14537	12/13/2024	12/13/2024	BENTON RURAL ELECTRIC	2,189.86	ELECTRICITY
	522 50 47 10	Electricity	001 000 522 6841 - General I	646.82	STA420-172850825
	522 50 47 10	Electricity	001 000 522 6841 - General I	45.58	WELL-34400
	522 50 47 10	Electricity	001 000 522 6841 - General I	135.65	SHOP-602700
	522 50 47 10	Electricity	001 000 522 6841 - General I	853.59	STA430-892000
	522 50 47 10	Electricity	001 000 522 6841 - General I	508.22	STA410-31760125
			Invoice		
			11302024	2,189.86	ELECTRICITY
14539	12/13/2024	12/13/2024	CASCADE NATURAL GAS	147.05	NATURAL GAS
	522 50 47 20	Water/Sewer/Natural Gas	001 000 522 6841 - General I	147.05	NATURAL GAS
			Invoice		
			11182024	147.05	NATURAL GAS
14538	12/13/2024	12/13/2024	CHARTER COMMUNICATIONS	797.30	TV/INTERNET
	522 12 41 01	Contract Services - TV/Intert	001 000 522 6841 - General I	797.30	TV/INTERNET
			Invoice		
			239004001111424	797.30	TV/INTERNET
14565	12/13/2024	12/13/2024	CUMMINS SERVICE AND SALES	5,515.27	APP34 REPAIRS
	522 60 48 00	3rd party repair & Maint. - A	001 000 522 6841 - General I	5,515.27	APP34 REPAIRS

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 13:46:36 Date: 12/04/2024
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As Of: 12/13/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
14543	12/13/2024	12/13/2024	HUGHES FIRE EQUIPMENT INC.	1,509.84	APP 48 REPAIR DRIVER WINDOW
	522 60 48 00	3rd party repair & Maint. - A	001 000 522 6841 - General I	1,509.84	APP 48 REPAIR
Invoice					
	615217			1,509.84	APP 48 REPAIR DRIVER WINDOW
14546	12/13/2024	12/13/2024	ISOUTSOURCE	1,831.27	COMPUTER MONITORING
	522 12 41 03	Contract Services - Comput	001 000 522 6841 - General I	1,831.27	COMPUTER MONITORING
Invoice					
	CW303177			1,831.27	COMPUTER MONITORING
14548	12/13/2024	12/13/2024	LIFE ASSIST	5,199.62	EMS SUPPLIES/EMS SUBSCRIPTION
	522 70 31 00	Expendable Supplies - EMS	001 000 522 6841 - General I	3,025.62	EMS SUPPLIES
	522 70 41 10	Contract Services - EMS	001 000 522 6841 - General I	2,174.00	EMS SUBSCRIPTION
Invoice					
	1529542			138.87	EMS SUPPLIES
	1530434			700.00	EMS SUPPLIES
	1531895			2,079.50	EMS SUPPLIES
	1531752			107.25	EMS SUPPLIES
	1532003			2,174.00	EMS SUBSCRIPTION
14547	12/13/2024	12/13/2024	LN CURTIS & SONS	2,967.17	INTAKE
	522 21 35 12	Nozzle Replacement	001 000 522 6841 - General I	2,967.17	INTAKE
Invoice					
	880392			2,967.17	INTAKE
14549	12/13/2024	12/13/2024	MCGAVICK GRAVES ATTORNEY AT LAW	414.00	EMPLOYMENT MATTERS
	522 14 41 00	Professional Services	001 000 522 6841 - General I	414.00	EMPLOYMENT MATTERS
Invoice					
	43386			414.00	EMPLOYMENT MATTERS
14551	12/13/2024	12/13/2024	MOON SECURITY	177.73	MONITORING 12/1-31/2024
	522 12 41 00	Contract Services	001 000 522 6841 - General I	177.73	MONITORING

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 13:46:36 Date: 12/04/2024
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As Of: 12/13/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
	Invoice				
	1267761			177.73	MONITORING 12/1-31/2024
14550	12/13/2024	12/13/2024	NATIONAL TESTING NETWORK	130.00	VOLUNTEER RECRUIT TESTING
522 45 31 10	Training Computer Software	001 000 522 6841 - General I		130.00	RECRUIT TESTING
	Invoice				
	16499			130.00	VOLUNTEER RECRUIT TESTING
14552	12/13/2024	12/13/2024	PACIFIC OFFICE AUTOMATION	484.34	STA430 COMM SRV 11/21/24-2/21/25
522 12 42 00	Phone Service	001 000 522 6841 - General I		484.34	COMMUNICATION SERVICE
	Invoice				
	886800			484.34	STA430 COMM SRV 11/21/24-2/21/25
14554	12/13/2024	12/13/2024	PALADIN BACKGROUND	24.00	BACKGROUND
522 12 44 00	Advertising/Notices/Recruiti	001 000 522 6841 - General I		24.00	BACKGROUND
	Invoice				
	6190			24.00	BACKGROUND
14553	12/13/2024	12/13/2024	PBS ENGINEERING AND ENVIR	2,188.00	410 LAND TRANSACTION
522 50 41 00	Professional Services	001 000 522 6841 - General I		2,188.00	410 LAND TRANSACTION
	Invoice				
	0066591,000-2067			2,188.00	410 LAND TRANSACTION
14555	12/13/2024	12/13/2024	SPRINGBROOK	287.62	USER SUBSCRIPTION
522 12 31 10	Computer Software	001 000 522 6841 - General I		287.62	USER SUBSCRIPTION
	Invoice				
	8002060			287.62	USER SUBSCRIPTION
14556	12/13/2024	12/13/2024	STAPLES ADVANTAGE	227.49	STATION SUPPLIES
522 50 31 00	Expendable Supplies -Faciliti	001 000 522 6841 - General I		227.49	STATION SUPPLIES
	Invoice				

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 13:46:36 Date: 12/04/2024
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As Of: 12/13/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			6017976137	227.49	STATION SUPPLIES
14557	12/13/2024	12/13/2024	STERICYCLE	126.52	EMS WASTE DISPOSAL
522 70 41 10	Contract Services - EMS	001 000 522 6841 - General I		126.52	EMS WASTE DISPOSAL
			Invoice		
	8008959760		34.99		EMS WASTE DISPOSAL
	8009046826		91.53		EMS WASTE DISPOSAL
14566	12/13/2024	12/13/2024	THE REEL SARAH	1,000.00	FILMING SERVICES FOR MARKETING
522 30 41 01	Professional Services - Mark	001 000 522 6841 - General I		1,000.00	VIDEO FILMING SRV
			Invoice		
	1 82624		1,000.00		FILMING SERVICES FOR MARKETING
14558	12/13/2024	12/13/2024	TOTAL ENERGY MANAGEMENT	997.44	HEATING MAINT.; FILTER CHANGE & INSPECTION
522 50 48 00	Repair & Maint. - Facilities	001 000 522 6841 - General I		298.93	HEATING MAINT
522 50 48 00	Repair & Maint. - Facilities	001 000 522 6841 - General I		698.51	FILTER CHANGE & INSPECT
			Invoice		
	115959		698.51		FILTER CHANGE & INSPECTION
	124266		298.93		HEATING MAINT
14559	12/13/2024	12/13/2024	US LINEN & UNIFORM	441.04	MAT SERVICE
522 50 41 00	Professional Services	001 000 522 6841 - General I		441.04	MAT SERVICE
			Invoice		
	3407921		62.15		MAT SERVICE
	3414852		62.15		MAT SERVICE
	3413126		49.68		MAT SERVICE
	3420072		49.68		MAT SERVICE
	3409751		108.69		MAT SERVICE
	3416703		108.69		MAT SERVICE
14560	12/13/2024	12/13/2024	VERIZON WIRELESS	825.77	CELL SERVICE
522 12 42 10	Cellular Phone Service	001 000 522 6841 - General I		825.77	CELL SERVICE
			Invoice		
	9978858553		825.77		CELL SERVICE

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 13:46:36 Date: 12/04/2024
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As Of: 12/13/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
14561	12/13/2024	12/13/2024	VOYAGER	2,342.94	FUEL
522 60	32.00	Fuels	001 000 522 6841 - General I	2,342.94	FUEL
Invoice					
	8693879692449			2,342.94	FUEL
14563	12/13/2024	12/13/2024	ZOLL MEDICAL CORP GPO	2,989.25	VENT REPAIR
522 70	35.00	Small Tools & Minor Equip	001 000 522 6841 - General I	2,989.25	VENT REPAIR
Invoice					
	4089265			2,989.25	VENT REPAIR
				Report Total:	60,541.81
Fund					
			001 6841 - General Fund	59,510.41	
			110 6848 - EMS Fund	1,031.40	

We, the undersigned, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 13:51:22 Date: 12/04/2024

12/13/2024 To: 12/13/2024

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1707	12/13/2024	Claims	6841	1591	ACCUVEIN INC.	21,768.26	ACCUVEIN DEVICES
1708	12/13/2024	Claims	6841	1592	AT&T MOBILITY	227.48	FIRSTNET
1709	12/13/2024	Claims	6841	1593	BENTON RURAL ELECTRIC	2,189.86	ELECTRICITY
1710	12/13/2024	Claims	6841	1594	CASCADE NATURAL GAS	147.05	NATURAL GAS
1711	12/13/2024	Claims	6841	1595	CHARTER COMMUNICATIONS	797.30	TV/INTERNET
1712	12/13/2024	Claims	6841	1596	CUMMINS SERVICE AND SALES	5,515.27	APP34 REPAIRS
1713	12/13/2024	Claims	6841	1597	EVERGREEN LAWN CARE, INC	214.80	FERTILIZER LAWN CARE
1714	12/13/2024	Claims	6841	1598	FIRE 4 CHECKING ACCOUNT	1,031.40	AMBULANCE OVERPAYMENT - REFUND
1715	12/13/2024	Claims	6841	1599	FRONTLINE MEDICAL	2,671.00	PHYSICALS
1716	12/13/2024	Claims	6841	1600	GALLS	358.71	BOOTS
1717	12/13/2024	Claims	6841	1601	HOME DEPOT	1,456.64	TOOLS/EQUIP FOR FACILITY & TRNG SUPPLIES
1718	12/13/2024	Claims	6841	1602	HUGHES FIRE EQUIPMENT INC.	1,509.84	APP 48 REPAIR DRIVER WINDOW
1719	12/13/2024	Claims	6841	1603	ISOUTSOURCE	1,831.27	COMPUTER MONITORING
1720	12/13/2024	Claims	6841	1604	LIFE ASSIST	5,199.62	EMS SUPPLIES/EMS SUBSCRIPTION
1721	12/13/2024	Claims	6841	1605	LN CURTIS & SONS	2,967.17	INTAKE
1722	12/13/2024	Claims	6841	1606	MCGAVICK GRAVES ATTORNEY AT LAW	414.00	EMPLOYMENT MATTERS
1723	12/13/2024	Claims	6841	1607	MOON SECURITY	177.73	MONITORING 12/1-31/2024
1724	12/13/2024	Claims	6841	1608	NATIONAL TESTING NETWORK	130.00	VOLUNTEER RECRUIT TESTING
1725	12/13/2024	Claims	6841	1609	PACIFIC OFFICE AUTOMATION	484.34	STA430 COMM SRV 11/21/24-2/21/25
1726	12/13/2024	Claims	6841	1610	PALADIN BACKGROUND	24.00	BACKGROUND
1727	12/13/2024	Claims	6841	1611	PBS ENGINEERING AND ENVIR	2,188.00	410 LAND TRANSACTION
1728	12/13/2024	Claims	6841	1612	SPRINGBROOK	287.62	USER SUBSCRIPTION
1729	12/13/2024	Claims	6841	1613	STAPLES ADVANTAGE	227.49	STATION SUPPLIES
1730	12/13/2024	Claims	6841	1614	STERICYCLE	126.52	EMS WASTE DISPOSAL
1731	12/13/2024	Claims	6841	1615	THE REEL SARAH	1,000.00	FILMING SERVICES FOR MARKETING
1732	12/13/2024	Claims	6841	1616	TOTAL ENERGY MANAGEMENT	997.44	HEATING MAINT.; FILTER CHANGE & INSPECTION
1733	12/13/2024	Claims	6841	1617	US LINEN & UNIFORM	441.04	MAT SERVICE
1734	12/13/2024	Claims	6841	1618	VERIZON WIRELESS	825.77	CELL SERVICE
1735	12/13/2024	Claims	6841	1619	VOYAGER	2,342.94	FUEL
1736	12/13/2024	Claims	6841	1620	ZOLL MEDICAL CORP GPO	2,989.25	VENT REPAIR

001 6841 - General Fund
110 6848 - EMS Fund

~~-59,510.41~~ 58,510.41
1,031.40

Claims: 60,541.81
~~-60,541.81~~ 59,541.81

We, the undersigned, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

Admin Staff _____ Secretary Robert Kelly

Commissioners [Signatures]

Approval Date 12/5/2024

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 13:53:34 Date: 12/04/2024

Page: 1

001 6841 - General Fund 01/01/2024 To: 12/31/2024

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 91 00 00 Beginning Balance	3,021,859.00	3,021,858.50	0.50	100.0%
308 91 00 01 Beginning Balance - Cash/Imprest	17,070.00	17,070.17	(0.17)	100.0%
308 Beginning Balances	3,038,929.00	3,038,928.67	0.33	100.0%
310 Taxes				
311 10 00 01 Property Tax	4,402,919.00	4,210,527.23	192,391.77	95.6%
337 20 00 01 Leasehold Excise Tax	30,000.00	28,509.70	1,490.30	95.0%
310 Taxes	4,432,919.00	4,239,036.93	193,882.07	95.6%
330 Intergovernmental Revenues				
334 04 90 01 State Trauma Grant	766.00	766.00	0.00	100.0%
334 06 90 04 BVFF Physical Reimbursement	1,000.00	0.00	1,000.00	0.0%
335 00 91 01 Energy NW Generation Tax	28,691.00	28,691.26	(0.26)	100.0%
330 Intergovernmental Revenues	30,457.00	29,457.26	999.74	96.7%
340 Charges For Services				
341 70 00 05 Sales of Merchandise	5,000.00	13,245.96	(8,245.96)	264.9%
342 21 00 01 Fire Services, State	39,000.00	81,998.34	(42,998.34)	210.3%
342 21 00 03 Fire Services, Schools	2,300.00	0.00	2,300.00	0.0%
342 21 00 04 Fire Services, Private	0.00	2,270.88	(2,270.88)	0.0%
340 Charges For Services	46,300.00	97,515.18	(51,215.18)	210.6%
361 Miscellaneous Revenue				
361 11 00 01 General Fund Interest	50,000.00	80,403.31	(30,403.31)	160.8%
362 53 00 00 Rental of Facility	2,500.00	1,867.60	632.40	74.7%
367 11 00 08 Contributions/Donation	0.00	1,250.00	(1,250.00)	0.0%
369 91 00 00 Other Miscellaneous Revenue	2,000.00	0.00	2,000.00	0.0%
361 Miscellaneous Revenue	54,500.00	83,520.91	(29,020.91)	153.2%
380 Other Increases in Fund Resources				
389 50 68 04 Refund/Reimbursement	0.00	1,617.69	(1,617.69)	0.0%
380 Other Increases in Fund Resources	0.00	1,617.69	(1,617.69)	0.0%
397 Interfund Transfers				
397 00 00 10 Transfer In From 6848	281,000.00	281,000.00	0.00	100.0%
397 00 00 11 Transfer in From 6848	934,000.00	934,000.00	0.00	100.0%
397 00 00 12 Transfer in from 6848	1,680,828.00	1,680,828.00	0.00	100.0%
397 Interfund Transfers	2,895,828.00	2,895,828.00	0.00	100.0%
Fund Revenues:	10,498,933.00	10,385,904.64	113,028.36	98.9%
Expenditures	Amt Budgeted	Expenditures	Remaining	

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 13:53:34 Date: 12/04/2024

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001 6841 - General Fund

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 11 10 10	Salary - Comm 1 (Van Beek)	9,000.00	5,053.00	3,947.00 56.1%
522 11 10 20	Salary-Comm 2 (Goodwin)	9,000.00	7,369.00	1,631.00 81.9%
522 11 10 30	Salary-Comm 3 (Brink)	9,000.00	9,561.00	(561.00) 106.2%
522 11 20 10	Benefits - Comm 1 (Van Beek)	1,000.00	401.17	598.83 40.1%
522 11 20 20	Benefits - Comm 2 (Goodwin)	1,000.00	587.68	412.32 58.8%
522 11 20 30	Benefits - Comm 3 (Brink)	1,000.00	769.06	230.94 76.9%
522 11 43 00	Travel-Mileage & Airfare	2,000.00	1,182.14	817.86 59.1%
522 11 43 30	Travel - Per Diem & Lodging	5,100.00	2,269.32	2,830.68 44.5%
522 11 43 31	Registration Fees	3,300.00	1,220.00	2,080.00 37.0%
011 Legislative		40,400.00	28,412.37	11,987.63 70.3%
522 12 10 10	Salary - Administration	484,108.00	362,848.12	121,259.88 75.0%
522 12 10 60	Overtime - Administrative	10,000.00	0.00	10,000.00 0.0%
522 12 20 04	HRA Benefits	9,000.00	5,630.00	3,370.00 62.6%
522 12 20 10	Benefits - Administrative	85,420.00	54,273.54	31,146.46 63.5%
522 12 20 60	Benefits - OT Administration	2,000.00	0.00	2,000.00 0.0%
522 12 24 20	Volunteer Pension & Relief Fund	6,600.00	2,880.00	3,720.00 43.6%
522 12 29 20	Volunteer Recognition	4,000.00	1,581.66	2,418.34 39.5%
522 12 29 30	Volunteer Association	3,500.00	3,430.00	70.00 98.0%
522 12 31 00	Expendable Office Supplies	3,750.00	3,140.34	609.66 83.7%
522 12 31 10	Computer Software	22,000.00	10,726.17	11,273.83 48.8%
522 12 35 00	Office Tools & Equipment	1,500.00	418.26	1,081.74 27.9%
522 12 35 10	Office Computer Equipment	25,600.00	24,482.81	1,117.19 95.6%
522 12 41 00	Contract Services	40,000.00	55,952.10	(15,952.10) 139.9%
522 12 41 01	Contract Services - TV/Internet	19,000.00	9,399.35	9,600.65 49.5%
522 12 41 03	Contract Services - Computer	100,000.00	96,180.78	3,819.22 96.2%
522 12 41 10	Contract Services - Financial Services	15,000.00	24,773.63	(9,773.63) 165.2%
522 12 42 00	Phone Service	12,000.00	15,228.40	(3,228.40) 126.9%
522 12 42 10	Cellular Phone Service	13,000.00	10,319.77	2,680.23 79.4%
522 12 42 40	Postage	1,500.00	3,441.01	(1,941.01) 229.4%
522 12 44 00	Advertising/Notices/Recruiting	2,000.00	1,249.00	751.00 62.5%
522 12 46 00	District Insurance	120,084.00	127,108.00	(7,024.00) 105.8%
522 12 48 20	WebPage Maintenance	1,100.00	484.84	615.16 44.1%
522 12 49 00	Memberships/Dues	12,000.00	12,826.90	(826.90) 106.9%
522 12 49 05	Fitness Club Memberships	6,000.00	5,400.22	599.78 90.0%
522 12 49 10	Taxes And Irrigation Fees	300.00	115.37	184.63 38.5%
522 12 49 20	State Auditor	60,000.00	57,880.49	2,119.51 96.5%
012 Administrative		1,059,462.00	889,770.76	169,691.24 84.0%
522 13 49 00	Election Assessments	6,000.00	0.00	6,000.00 0.0%
013 Election		6,000.00	0.00	6,000.00 0.0%
522 14 40 00	Advertising	500.00	99.66	400.34 19.9%
522 14 41 00	Professional Services	24,500.00	19,534.54	4,965.46 79.7%
014 Legal		25,000.00	19,634.20	5,365.80 78.5%
522 20 10 10	Mobilization Wages	30,000.00	90,965.57	(60,965.57) 303.2%
522 20 20 10	Mobilization Benefits	9,000.00	13,479.30	(4,479.30) 149.8%
522 20 24 10	Physicals/Innoculation	33,000.00	53,303.00	(20,303.00) 161.5%
522 20 28 00	Uniforms (All Non-PPE)	36,000.00	26,436.69	9,563.31 73.4%
522 20 31 00	Expendable Incident Supplies	500.00	665.10	(165.10) 133.0%
522 20 35 00	Tools & Equipment	2,500.00	19.00	2,481.00 0.8%

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 13:53:34 Date: 12/04/2024

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001 6841 - General Fund

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 20 48 00 Uniform Maintenance	1,000.00	16.29	983.71	1.6%
020 Operations	112,000.00	184,884.95	(72,884.95)	165.1%
522 21 10 10 Salary - Firefighters	2,398,677.00	2,089,347.91	309,329.09	87.1%
522 21 10 71 Overtime - Firefighters	260,000.00	185,220.74	74,779.26	71.2%
522 21 10 80 Resident Reimbursement	30,000.00	56,147.00	(26,147.00)	187.2%
522 21 10 90 Volunteer Reimbursement	66,000.00	22,714.00	43,286.00	34.4%
522 21 20 04 HRA Benefits	69,000.00	61,370.00	7,630.00	88.9%
522 21 20 10 Benefits - Firefighters	697,086.00	535,056.53	162,029.47	76.8%
522 21 20 71 Benefits - Overtime FF	67,600.00	40,093.89	27,506.11	59.3%
522 21 20 80 Benefits - Resident Reimbursement	2,500.00	2,144.12	355.88	85.8%
522 21 20 90 Benefits - Volunteer	6,000.00	3,917.60	2,082.40	65.3%
522 21 28 20 PPE - Protective Clothing	70,000.00	26,915.40	43,084.60	38.5%
522 21 31 00 Expendable Supplies - Suppression	1,200.00	2,790.28	(1,590.28)	232.5%
522 21 35 10 Tools & Equipment -Suppression	5,750.00	5,242.87	507.13	91.2%
522 21 35 11 Hose Replacement	12,075.00	8,820.75	3,254.25	73.0%
522 21 35 12 Nozzle Replacement	10,005.00	6,959.89	3,045.11	69.6%
522 21 41 00 Professional Services	12,000.00	12,407.92	(407.92)	103.4%
522 21 48 00 Equipment Repair & Maint	1,550.00	259.24	1,290.76	16.7%
522 21 48 10 Fire Extinguisher Maint	1,600.00	1,251.15	348.85	78.2%
522 21 48 80 SCBA Air Compressor	1,000.00	1,941.38	(941.38)	194.1%
522 21 48 90 SCBA Repair/Maintenance	2,000.00	6,265.47	(4,265.47)	313.3%
021 Suppression	3,714,043.00	3,068,866.14	645,176.86	82.6%
522 24 31 00 Expendable Supplies - Radios	500.00	432.90	67.10	86.6%
522 24 35 00 Non-Expendable Supplies - Radios	70,000.00	115.06	69,884.94	0.2%
522 24 41 00 Dispatch Services	115,000.00	101,750.00	13,250.00	88.5%
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	0.00	5,000.00	0.0%
024 Communications	207,299.30	102,297.96	105,001.34	49.3%
522 26 31 00 Expendable Supplies	3,000.00	24.99	2,975.01	0.8%
522 26 31 10 Food	4,000.00	3,077.94	922.06	76.9%
522 26 35 00 Non-Expendable Equipment	1,000.00	0.00	1,000.00	0.0%
522 26 48 00 Outside Services	4,500.00	3,312.00	1,188.00	73.6%
026 Logistics (Support Services)	12,500.00	6,414.93	6,085.07	51.3%
522 30 31 00 Expendable Supplies-Prevention	10,000.00	3,535.78	6,464.22	35.4%
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	382.08	1,117.92	25.5%
522 30 41 01 Professional Services - Marketing	72,000.00	62,000.00	10,000.00	86.1%
522 30 48 00 Repair & Maintenance - Prevention	100.00	0.00	100.00	0.0%
522 30 48 10 Newsletter/Education Flyers	1,000.00	19,325.67	(18,325.67)	1932.6%
030 Public Information	85,600.00	85,243.53	356.47	99.6%
522 45 10 10 Salary - Training Captain	136,000.00	127,309.00	8,691.00	93.6%
522 45 10 71 Overtime - Training Captain	16,000.00	21,040.39	(5,040.39)	131.5%
522 45 20 10 Benefits - Training Captain	35,000.00	25,776.31	9,223.69	73.6%
522 45 20 71 Benefits - OT Training Captain	4,000.00	4,203.76	(203.76)	105.1%
522 45 31 00 Expendable Supplies - Training	10,000.00	3,505.87	6,494.13	35.1%
522 45 31 10 Training Computer Software	15,000.00	8,264.66	6,735.34	55.1%
522 45 35 00 Tools & Equipment - Training	7,000.00	4,535.72	2,464.28	64.8%

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRIK

Time: 13:53:34 Date: 12/04/2024

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001 6841 - General Fund

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
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	1,466.10	2,033.90	41.9%
522 45 43 01 Travel - Mileage&Air(Admin)	2,400.00	31.62	2,368.38	1.3%
522 45 43 03 Travel - Mileage&Air(EMS)	6,500.00	342.06	6,157.94	5.3%
522 45 43 04 Travel -Mileage&Air(Safety)	1,200.00	22.86	1,177.14	1.9%
522 45 43 10 PerDiem & Lodging(Operations)	11,000.00	3,450.56	7,549.44	31.4%
522 45 43 11 PerDiem & Lodging(Admin)	6,800.00	1,607.06	5,192.94	23.6%
522 45 43 13 PerDiem & Lodging(EMS)	8,000.00	1,210.40	6,789.60	15.1%
522 45 43 14 PerDiem & Lodging(Safety)	2,500.00	1,550.90	949.10	62.0%
522 45 43 20 Registration Fees(Operations)	26,000.00	6,271.28	19,728.72	24.1%
522 45 43 21 Registration Fees(Admin)	3,500.00	3,665.00	(165.00)	104.7%
522 45 43 23 Registration Fees(EMS)	7,900.00	858.04	7,041.96	10.9%
522 45 43 24 Registration Fees(Safety)	2,000.00	1,818.00	182.00	90.9%
522 45 43 30 Tuition Reimbursement	12,000.00	0.00	12,000.00	0.0%
522 45 43 98 Career Tuition	15,000.00	6,190.96	8,809.04	41.3%
522 45 43 99 Article 32 MED EMS Training	34,500.00	2,110.34	32,389.66	6.1%
045 Training	367,300.00	225,230.89	142,069.11	61.3%
522 50 31 00 Expendable Supplies -Facilities	11,000.00	8,129.91	2,870.09	73.9%
522 50 35 00 Tools & Equipment - Facilities	7,000.00	14,062.19	(7,062.19)	200.9%
522 50 41 00 Professional Services	0.00	9,962.04	(9,962.04)	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	25,636.97	12,363.03	67.5%
522 50 47 20 Water/Sewer/Natural Gas	25,000.00	13,948.85	11,051.15	55.8%
522 50 48 00 Repair & Maint. - Facilities	70,000.00	41,673.83	28,326.17	59.5%
050 Facilities	156,000.00	118,181.42	37,818.58	75.8%
522 60 31 00 Expendable Supplies - Automotive	3,000.00	3,594.11	(594.11)	119.8%
522 60 32 00 Fuels	58,300.00	34,478.27	23,821.73	59.1%
522 60 35 00 Tools, Equipment & Parts - Automotive	5,350.00	5,317.24	32.76	99.4%
522 60 48 00 3rd party repair & Maint. - Automotive	112,125.00	94,362.13	17,762.87	84.2%
060 Automotive	178,775.00	137,751.75	41,023.25	77.1%
522 70 10 10 Salary - EMS Captain	140,000.00	139,465.23	534.77	99.6%
522 70 10 71 Overtime - EMS Captain	25,000.00	22,993.64	2,006.36	92.0%
522 70 20 10 Benefits - EMS Captain	35,000.00	29,340.04	5,659.96	83.8%
522 70 20 71 Benefits - OT EMS Captain	6,000.00	4,526.34	1,473.66	75.4%
522 70 31 00 Expendable Supplies - EMS	60,000.00	71,531.39	(11,531.39)	119.2%
522 70 35 00 Small Tools & Minor Equip	10,800.00	36,018.18	(25,218.18)	333.5%
522 70 41 02 EMS Assessment Fee	5,000.00	2,348.20	2,651.80	47.0%
522 70 41 10 Contract Services - EMS	20,000.00	12,074.18	7,925.82	60.4%
522 70 48 00 Small Tools- Repairs & Maintenance	6,000.00	3,597.99	2,402.01	60.0%
070 Ambulance Transport Services	307,800.00	321,895.19	(14,095.19)	104.6%
522 Fire Control	6,272,179.30	5,188,584.09	1,083,595.21	82.7%
589 Payroll Clearing				
589 90 00 00 Payroll Clearing	0.00	(2,764.86)	2,764.86	0.0%
589 Payroll Clearing	0.00	(2,764.86)	2,764.86	0.0%

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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001 6841 - General Fund

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service				
591 22 71 02 Capital Lease Principal	62,726.00	62,726.00	0.00	100.0%
591 22 84 03 Lease Payments - Office Equipment	7,500.00	16,108.81	(8,608.81)	214.8%
592 22 83 02 Capital Lease Interest	49,395.00	49,394.19	0.81	100.0%
591 Debt Service	119,621.00	128,229.00	(8,608.00)	107.2%
594 Capital Expenditures				
594 22 62 00 Capital Building	55,000.00	28,725.44	26,274.56	52.2%
594 22 63 00 Capital Apparatus And Equipment	859,835.00	662,254.49	197,580.51	77.0%
594 22 65 01 Capital Furniture and Office	50,000.00	32,265.18	17,734.82	64.5%
594 Capital Expenditures	964,835.00	723,245.11	241,589.89	75.0%
597 Interfund Transfers				
597 00 01 61 Transfer Out To 6846	815,000.00	815,000.00	0.00	100.0%
597 Interfund Transfers	815,000.00	815,000.00	0.00	100.0%
Fund Expenditures:	8,171,635.30	6,852,293.34	1,319,341.96	83.9%
Fund Excess/(Deficit):	2,327,297.70	3,533,611.30		

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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110 6848 - EMS Fund 01/01/2024 To: 12/31/2024

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 31 00 11 Beginning Balance	3,562,546.00	3,741,193.72	(178,647.72)	105.0%
308 Beginning Balances	3,562,546.00	3,741,193.72	(178,647.72)	105.0%
310 Taxes				
311 10 00 11 Property Tax	1,682,683.00	1,602,956.21	79,726.79	95.3%
310 Taxes	1,682,683.00	1,602,956.21	79,726.79	95.3%
330 Intergovernmental Revenues				
332 93 40 10 GEMT	300,000.00	154,570.45	145,429.55	51.5%
337 00 00 11 EMSI	150,000.00	87,500.00	62,500.00	58.3%
330 Intergovernmental Revenues	450,000.00	242,070.45	207,929.55	53.8%
340 Charges For Services				
342 60 00 07 Ambulance Service	470,000.00	432,780.04	37,219.96	92.1%
340 Charges For Services	470,000.00	432,780.04	37,219.96	92.1%
360 Investment Interest				
361 11 00 11 EMS Fund Interest	108,000.00	92,174.35	15,825.65	85.3%
360 Investment Interest	108,000.00	92,174.35	15,825.65	85.3%
Fund Revenues:	6,273,229.00	6,111,174.77	162,054.23	97.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 70 35 10 Small Tools And Minor Equipment	500.00	110.07	389.93	22.0%
522 70 41 00 Ambulance Billing Service Fee	50,000.00	51,002.55	(1,002.55)	102.0%
522 70 41 20 Ambulance Over Payment	1,000.00	1,356.40	(356.40)	135.6%
522 70 48 10 Equipment Repairs & Maintenance	3,000.00	0.00	3,000.00	0.0%
522 Fire Control	54,500.00	52,469.02	2,030.98	96.3%
591 Debt Service				
591 10 01 00 Lease Payments - Equipment	0.00	41,625.20	(41,625.20)	0.0%
591 Debt Service	0.00	41,625.20	(41,625.20)	0.0%
597 Interfund Transfers				
597 00 01 04 Transfer Out to 6841	934,000.00	934,000.00	0.00	100.0%
597 00 01 06 Transfer Out to 6841	1,680,828.00	1,680,828.00	0.00	100.0%
597 00 01 08 Transfer Out to 6841	281,000.00	281,000.00	0.00	100.0%
597 00 01 10 Transfer Out To 6846	170,000.00	170,000.00	0.00	100.0%
597 Interfund Transfers	3,065,828.00	3,065,828.00	0.00	100.0%

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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110 6848 - EMS Fund

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining
Fund Expenditures:	3,120,328.00	3,159,922.22	(39,594.22) 101.3%
Fund Excess/(Deficit):	3,152,901.00	2,951,252.55	

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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201 6842 - Bond Fund 01/01/2024 To: 12/31/2024

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 31 00 21 Beginning Balance	186,499.00	189,160.33	(2,661.33)	101.4%
308 Beginning Balances	186,499.00	189,160.33	(2,661.33)	101.4%
310 Taxes				
311 10 00 21 Property Tax	481,215.00	459,469.97	21,745.03	95.5%
310 Taxes	481,215.00	459,469.97	21,745.03	95.5%
360 Investment Interest				
361 11 00 21 Bond Fund Interest	5,500.00	7,318.88	(1,818.88)	133.1%
360 Investment Interest	5,500.00	7,318.88	(1,818.88)	133.1%
Fund Revenues:	673,214.00	655,949.18	17,264.82	97.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service				
591 22 71 01 Bond Principal Payment	225,000.00	0.00	225,000.00	0.0%
592 22 83 01 Bond Interest Payment	260,750.00	130,375.00	130,375.00	50.0%
592 22 89 21 Debt Service Cost	0.00	350.00	(350.00)	0.0%
591 Debt Service	485,750.00	130,725.00	355,025.00	26.9%
Fund Expenditures:	485,750.00	130,725.00	355,025.00	26.9%
Fund Excess/(Deficit):	187,464.00	525,224.18		

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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401 6844 - Construction Fund

01/01/2024 To: 12/31/2024

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 31 00 41 Beginning Balance	28.00	28.29	(0.29)	101.0%
308 Beginning Balances	28.00	28.29	(0.29)	101.0%
310 Taxes				
311 10 00 22 Real & Personal Property Taxes	1.00	0.00	1.00	0.0%
310 Taxes	1.00	0.00	1.00	0.0%
360 Investment Interest				
361 11 00 41 Construction Fund Interest	0.00	0.73	(0.73)	0.0%
360 Investment Interest	0.00	0.73	(0.73)	0.0%
Fund Revenues:	29.00	29.02	(0.02)	100.1%
Fund Excess/(Deficit):	29.00	29.02		

2024 BUDGET POSITION

BENTON COUNTY FIRE PROTECTION DISTRICT

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601 6846 - Reserve Fund

01/01/2024 To: 12/31/2024

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 91 00 61 Beginning Balance	1,381,399.00	1,381,398.50	0.50	100.0%
308 Beginning Balances	1,381,399.00	1,381,398.50	0.50	100.0%
360 Investment Interest				
361 11 00 61 Reserve Fund Interest	39,000.00	37,518.74	1,481.26	96.2%
360 Investment Interest	39,000.00	37,518.74	1,481.26	96.2%
397 Interfund Transfers				
397 00 00 07 Transfer In From 6848	170,000.00	170,000.00	0.00	100.0%
397 00 01 61 Transfer In From 6841	815,000.00	815,000.00	0.00	100.0%
397 Interfund Transfers	985,000.00	985,000.00	0.00	100.0%
Fund Revenues:	2,405,399.00	2,403,917.24	1,481.76	99.9%
Fund Excess/(Deficit):	2,405,399.00	2,403,917.24		

2024 BUDGET POSITION TOTALS

BENTON COUNTY FIRE PROTECTION DIS

Time: 13:53:34 Date: 12/04/2024

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 6841 - General Fund	10,498,933.00	10,385,904.64	98.9%	8,171,635.30	6,852,293.34	84%
110 6848 - EMS Fund	6,273,229.00	6,111,174.77	97.4%	3,120,328.00	3,159,922.22	101%
201 6842 - Bond Fund	673,214.00	655,949.18	97.4%	485,750.00	130,725.00	27%
401 6844 - Construction Fund	29.00	29.02	100.1%	0.00	0.00	0%
601 6846 - Reserve Fund	2,405,399.00	2,403,917.24	99.9%	0.00	0.00	0%
	<u>19,850,804.00</u>	<u>19,556,974.85</u>	<u>98.5%</u>	<u>11,777,713.30</u>	<u>10,142,940.56</u>	<u>86.1%</u>



716 S Oregon Ave.
Pasco, WA 99301

Quote

For Inquires Contact:
Phone: (509) 547-2494
Fax: (509) 547-3103
www.oxarc.com

10/10/2024

Quote # : 12583930

Page: 1

Customer #: 67162

Sold to Customer: BENTON CO FIRE DIST #4

Shipping Customer: BENTON CO FIRE DIST #4

Billing Address: FIRE ADMINISTRATION
CNTR
2604 BOMBING RANGE RD
W
WEST RICHLAND, WA 99353

Shipping Address: FIRE ADMINISTRATION CNTR
2604 BOMBING RANGE RD W
WEST RICHLAND, WA 99353

Terms: NET 30

Ship Method: WILL CALL

PO #: NEED PO

Salesperson: PAS - Teddy Herrera

Prepared By: Teddy Herrera

User Initials: JTH

Item Number	Qty	UOM	Description	Unit Price	Extended
CYL CY6000	8.00	EA	CYLINDER 6000 PSIG W/SINGLE PORT VALVE	1160.000	\$9,280.00
				Subtotal	9,280.00
				Freight	0.00
				Delivery	0.00
				Total Tax	825.92
				Grand Total	\$10,105.92

ALL PRICES ARE VALID UNTIL 11/9/2024

IMPORTANT: Acceptance of this quotation is subject to standard terms and conditions of Oxarc, Inc. . Prices quoted are based upon quantities specified. Changes in quantity may necessitate price revisions. Oxarc, Inc. is a warranty repair center for most equipment manufacturers, providing on site repairs.

BENTON CO FIRE DIST #4

Oxarc, Inc.

DATE: _____ SIGNATURE: _____

DATE: _____ SIGNATURE: _____



**BENTON COUNTY FIRE PROTECTION
DISTRICT # 4**

Policy #146

Electric Vehicle Charging

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1. Purpose

1.1. The purpose of this policy is to authorize, in accordance with Washington State Law, a procedure for charging employees for the use of Benton County Fire District #4 (District) electricity to charge electric vehicles.

2. Scope

2.1. This policy applies to full and part-time employees.

2.1.1. A separate policy for volunteer personnel may be developed in the future.

3. Responsibilities

3.1. Fire Chief – The fire chief is responsible for approving requests for use of District electricity for personally owned vehicles.

4. Revision Summary

Revision Date	Description
12/6/2024	Initial issue.

5. Conditions

5.1. A flat rate of \$20.00 will be deducted from the participating employee's monthly pay to cover the cost of electricity used.

5.2. Employees must use a GFI (Ground Fault Interrupter) outlet to charge the vehicle and follow all safety precautions regarding extension cords. Employees must supply their own extension cords and must be of the proper size and UL rated.

5.3. If more than one employee needs to use electricity at the same time, and no other GFI outlets are available, priority will be given to the employee who first submitted a request to the fire chief, and so on.

5.4. An employee may opt out of this program by notifying the fire chief through use of the Request to Charge Electric Vehicle form by the 10th of the month for any month not wanting to charge the EV.

5.5. Employees using District electricity do so at their own risk and agree to hold the District harmless from any damage that might arise when using District electricity to charge vehicles.

6. Procedures

6.1. Requesting to Use District Electricity for Personal Vehicle

6.1.1. Employee completes appropriate section of Request to Charge Electric Vehicle form AND submit to fire chief.

6.1.2. Fire chief reviews form and, if approved, return to employee and sends copy to administrative office to be kept in personnel file.

6.2. Cancelling Use of District Electricity for Personal Vehicle

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6.2.1. Employee completes appropriate section of Request to Charge Electric Vehicle Form AND submit to fire chief.

6.2.2. Fire chief approves form and forwards to administrative office as soon as reasonably possible to avoid delays in stopping withdrawals.

7. Addendums

7.1. Attachment A – Request to Charge Electric Vehicle

Adopted by BCFD4 Commissioners.

Signed by Fire Chief:

Printed _____

Signed _____

Effective Date: _____

Supersedes Date: N/A

**Policy #146
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**ATTACHMENT A
REQUEST TO CHARGE ELECTRIC VEHICLE**

NAME: _____ DATE: _____

VEHICLE MAKE: _____ MODEL: _____

By signing below, I affirm I have read Policy 146 – Electric Vehicle (EV) Charging and I understand the content within. I am voluntarily requesting the ability to charge my EV at BCFD4 facilities and attest to the following:

- A flat rate of \$20.00 will be deducted from my monthly pay to cover the cost of electricity while charging my EV at BCFD4 facilities. The monthly deduction will continue until I opt out via additional signature via this form. All requests to discontinue monthly payroll deductions for charging my EV must be received prior to the 10th of the month.
- I will use a GFI outlet to charge my EV and will follow all safety precautions regarding extension cords and charging equipment. I will supply my own extension cord of proper size and UL rated.
- If more than one employee needs to charge an EV at the same time and no other GFI outlet is available, the employee filing the first REQUEST TO CHARGE ELECTRIC VEHICLE form will have priority to charge.
- I am charging my EV at my own risk and agree to hold BCFD4 harmless from any damage that may occur to my vehicle or charging equipment while using BCFD4 facilities.
- The District may suspend this at any time in the event that EV charging interferes with the operation of the District.

SIGNED: _____ DATE: _____

APPROVED: _____ DATE: _____

To be held in employee file until requested to cancel below and then retained per WA CORE retention schedule.

I no longer wish to charge my EV at BCFD4 facilities and request to have my EV charging payroll deduction discontinued. *(Must be submitted prior to the 10th of the month to take effect in the current payroll cycle.)*

SIGNED: _____ DATE: _____

APPROVED: _____ DATE: _____



2025

Board of Fire Commissioners Meetings

JANUARY

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 1 - New Year's Day

FEBRUARY

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

February 17 - President's Day

MARCH

Su	Mo	Tu	We	Th	Fr	Sa
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
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30	31					

APRIL

Su	Mo	Tu	We	Th	Fr	Sa
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26	27	28	29	30		

MAY

Su	Mo	Tu	We	Th	Fr	Sa
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25	26	27	28	29	30	31

JUNE

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29	30					

JULY

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July 4 - Independence Day

AUGUST

Su	Mo	Tu	We	Th	Fr	Sa
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SEPTEMBER

Su	Mo	Tu	We	Th	Fr	Sa
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September 1 - Labor Day

OCTOBER

Su	Mo	Tu	We	Th	Fr	Sa
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30	31					

NOVEMBER

Su	Mo	Tu	We	Th	Fr	Sa
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23	24	25	26	27	28	29
30						

DECEMBER

Su	Mo	Tu	We	Th	Fr	Sa
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23	24	25	26	27	28	29
30	31					

January 2

July 3

January 16

July 17

February 6

August 7

February 20

August 21

March 6

September 4

March 20

September 18

April 3

October 2

April 17

October 16

May 1

November 6

May 15

November 20

June 19

December 4

December 18

December 24-25 - Christmas

November 11 - Veteran's Day

November 27-28 - Thanksgiving