

**COMMISSIONERS MEETING AGENDA**  
**Thursday, January 8, 2026 – 7:00pm**

1. Call to Order and Pledge of Allegiance

2. Approval of Agenda

Action Item: **MOTION to approve**

2.1 Oath of Office – Commissioner Andy Polak

2.2 Selection of Board of Fire Commissioner’s Board Chair for 2026

Action Item: **Motion to appoint**

2.3 Selection of Board of Fire Commissioner’s Vice Chair for 2026

Action Item: **Motion to appoint**

2.4 Selection of Board representative on local Board of Volunteer Firefighters

Action Item: **Motion to appoint**

2.5 Selection of primary and secondary Board representatives on Financial Review Committee

Action Item: **Motion to appoint**

2.6 Selection of primary and secondary Board representatives on Labor Management Committee

Action Item: **Motion to appoint**

2.7 Selection of primary and secondary Board representative at KITTCOM

Action Item: **Motion to appoint**

2.8 Selection of primary and secondary Board representative at Volunteer Officer Meeting

Action Item: **Motion to appoint**

3. Consent Agenda

*Items listed below have been distributed to the fire commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the consent Agenda and placed on the Regular Agenda at the request of a fire commissioner or at the request of a member of the public with concurrence of a fire commissioner. Requests to remove items should be made under Item 2 Approval of Agenda prior to approval of agenda.*

Action Item: **MOTION to approve**

3.1 Approve Proposed Meeting Minutes

- December 11, 2025 Meeting Minutes
- December 18, 2025 Special Meeting Minutes
- December 19, 2025 Special Meeting Minutes
- December 23, 2025 Special Meeting Minutes
- December 29, 2025 Special Meeting Minutes

3.2 Acknowledge Correspondence

- Thank you Note from Kent R. Davault
- Happy Holidays and New Year Card from Brenda

3.3 Authorize to pay vouchers

Summary of Payments December 2025-Current			
Amount	Fund Breakdown	Amount	Description
\$601,606.54	General Fund 010	\$736,959.68	Payroll

\$299,674.47	EMS Fund 011	\$180,451.16	Accounts Payable
\$597.86	Equipment Fund 041		
\$15,531.97	Construction Fund 020		
<b>\$917,410.84</b>			

4. Public Hearings: None

5. Public Comment items not included on agenda (Please limit comments to 3 minutes)

6. Administrative

- 6.1 Finance
- 6.2 District Secretary Report
- 6.3 Deputy Chief Report
- 6.4 Chief Report
- 6.5 Commissioners Report

7. Unfinished Business:

- 7.1 Nontaxed Entities
  - Action Item: Discussion

8. New Business

- 8.1 200.08 Purchasing Policy and procedures
  - Action Item: Motion to Approve
- 8.2 Resolution 26-01: 2026 Wage and Stipend Schedule
  - Action Item: Motion to Approve
- 8.3 Resolution 26-02: 2026 Fee Schedule Amendment
  - Action Item: Motion to Approve
- 8.4 Resolution 26-03: Authorizing Commissioners to serve as Volunteer Firefighters
  - Action Item: Motion to Approve
- 8.5 Set Public Hearing Date for 2026 Performance Benchmarks
  - Action Item: Motion to Set
- 8.6 Revenue Sources Taxed and Non-Taxed
  - Action Item: Discussion
- 8.7 Deputy Fire Chief Personal Services Contract
  - Action Item: Motion to Approve

9. Good of the Order

10. Executive Session:

- 10.1 RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.
- 10.2 RCW 42.30.140(4)(b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress."

11. Adjournment

Dear 1<sup>st</sup> responders. A yr.  
ago today 12-5-24, my  
son, Derek Palauk, passed  
away. The EMT's and others  
faithfully attempted to  
resuscitate Derek, but to  
no avail. Thank you all  
for your yeoman efforts.

Sincerely, Kent R. Palauk



Season's Greeting  
KVFO-

Thank you for a wonderful year  
of being first responders in the valley of  
Ellensburg. May this new year 2026 be as  
successful in saving lives, etc!

Merry Christmas & Happy  
New Year!

Veteran  
Brenda Homaday



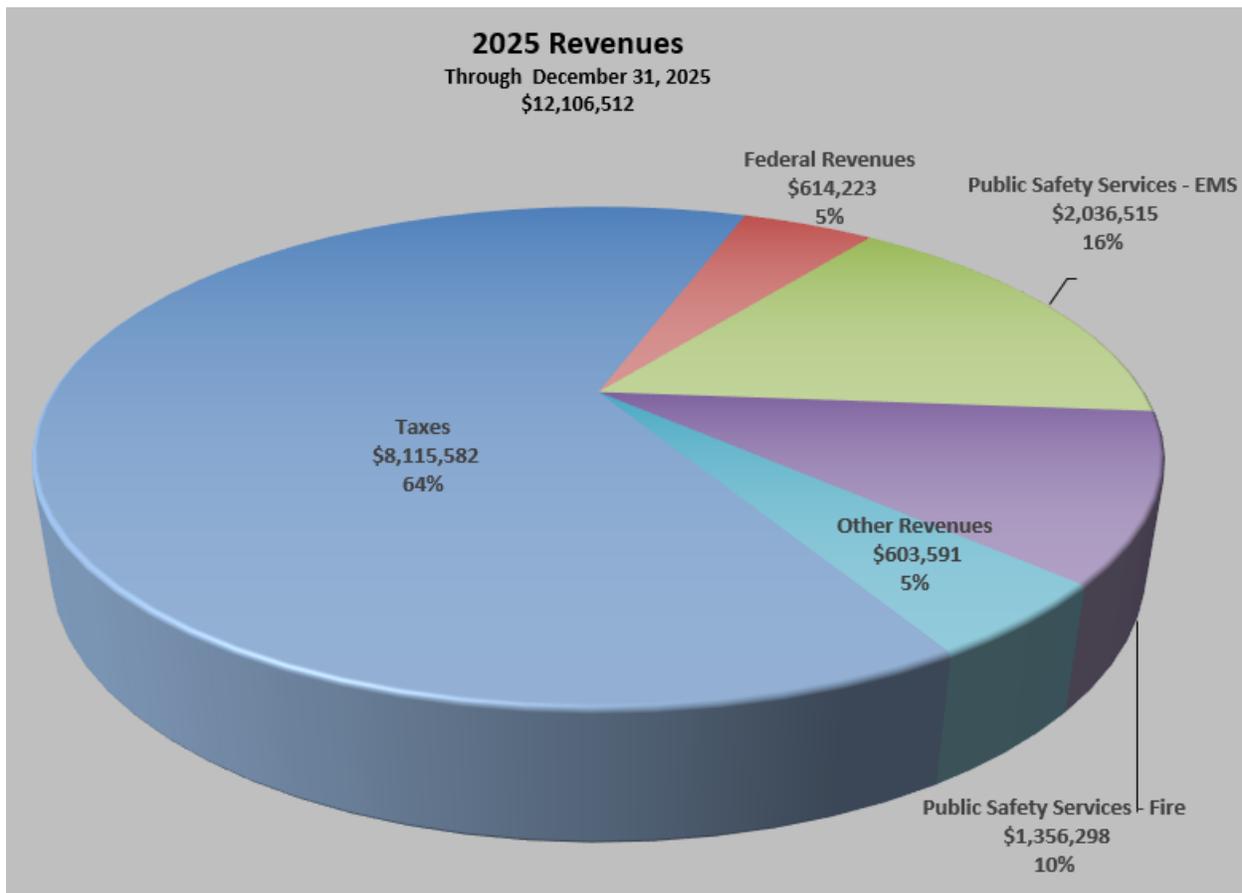


# KITTITAS VALLEY FIRE & RESCUE

400 E Mountain View Ave • Ellensburg, WA 98926 • (509) 933-7239 • Fax (509) 933-7245

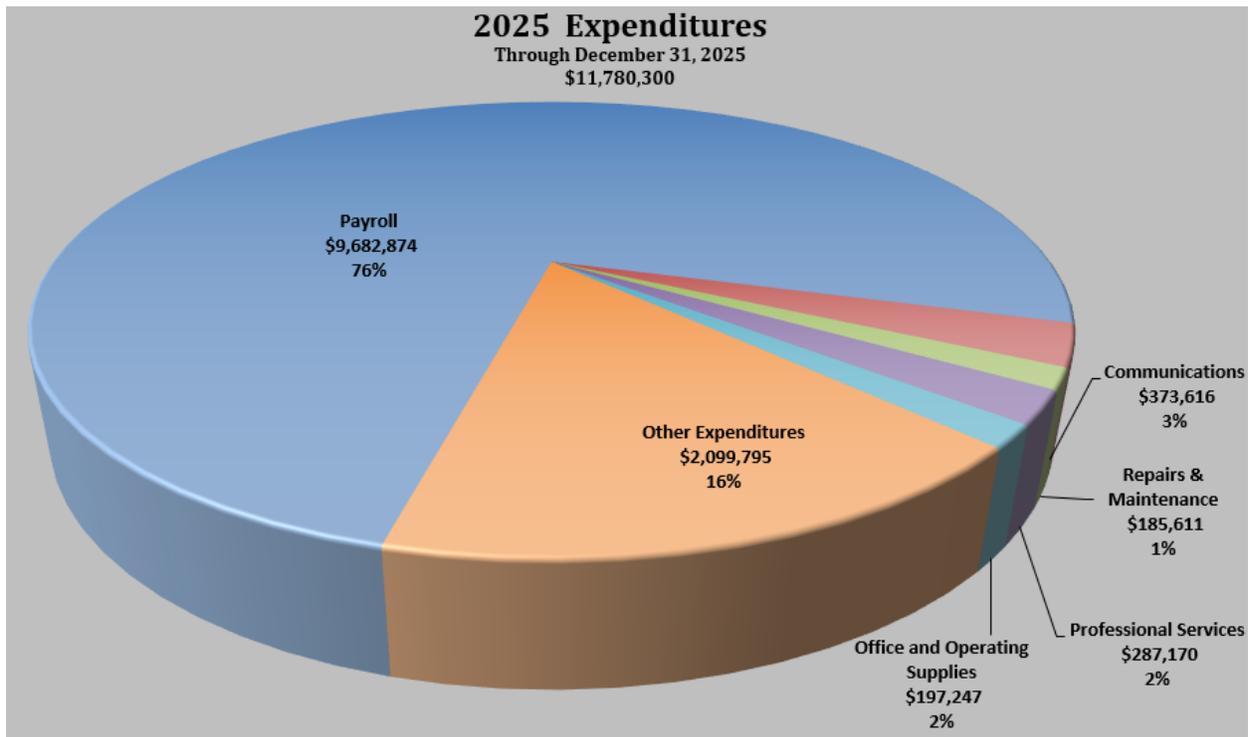
## FINANCE UPDATE – January 8, 2026

- **Overtime Report:** The overtime report is attached.
  - Overtime hours are 524 for December.
- **Financial Statements:**
  - December reports are not available from the County. Draft Financial Statements are attached, but missing tax collections and investment transactions and are not reconciled.
- **Revenues:**
  - A private sector donation was received in the amount of \$10,000.
  - WSP payment for Lower Sugarloaf Equipment received in the amount of \$12,624.00.



- **Expenditures:**

- The Fit Test Calibration 5-year contract was paid in the amount of \$6,157.62.
- Payment was made to Systems Design for the FY24 GEMT Cost Report consulting in the amount of \$30,000 out of the EMS Fund.
- Station 27 Septic replacement was completed under budget at \$15,331.97. No additional costs anticipated on that project.
- Principal and Interest payments along with bond management fees were paid in December for the station bonds.



- **State Mobilization Reimbursements:**

- All reimbursement requests have been submitted. All follow-up requests are completed with DNR.
- Through December we have invoiced \$381,016.68 and we have received \$170,792.52. Approximately \$229k is attributed to personnel costs and \$152K is equipment use.

- **Accounting Software Update:**

- Springbrook/BIAS completed the migration to the cloud last week and the improvement is remarkable.

- **Reconciliations Update:**

- I continue to work through reconciliation issues with the County Treasurer's office. The GEN fund still has a variance in October. All other funds are reconciled through November and we December reports are not yet available.
- Our bank accounts are reconciled through year end.

## Voucher and Payment Approval

The Board of Commissioners of Kittitas County Fire Protection District 2, having reviewed the attached check register and payment vouchers for the period of December 2025, hereby certifies that the payments below were made in accordance with District policies and procedures, and ratifies the disbursement as just, due and proper obligations of the District.

### Summary of Payments by Fund:

010 GENERAL FUND 636-010	601,606.54
011 EMS FUND 636-011	299,674.47
020 CON FUND 636-020	15,531.97
041 EQUIPMENT FUND 636-041	597.86
	\$ 917,410.84

### Summary of Payments by Type:

CLAIMS	180,451.16
PAYROLL	736,959.68
	\$ 917,410.84

These payments were previously issued by District staff in the normal course of business and are now presented to the Board for formal approval.

Approved this 8<sup>th</sup> day of January 2026 by the Board of Commissioners of Kittitas County Fire Protection District 2.

Attest to:

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Commissioner

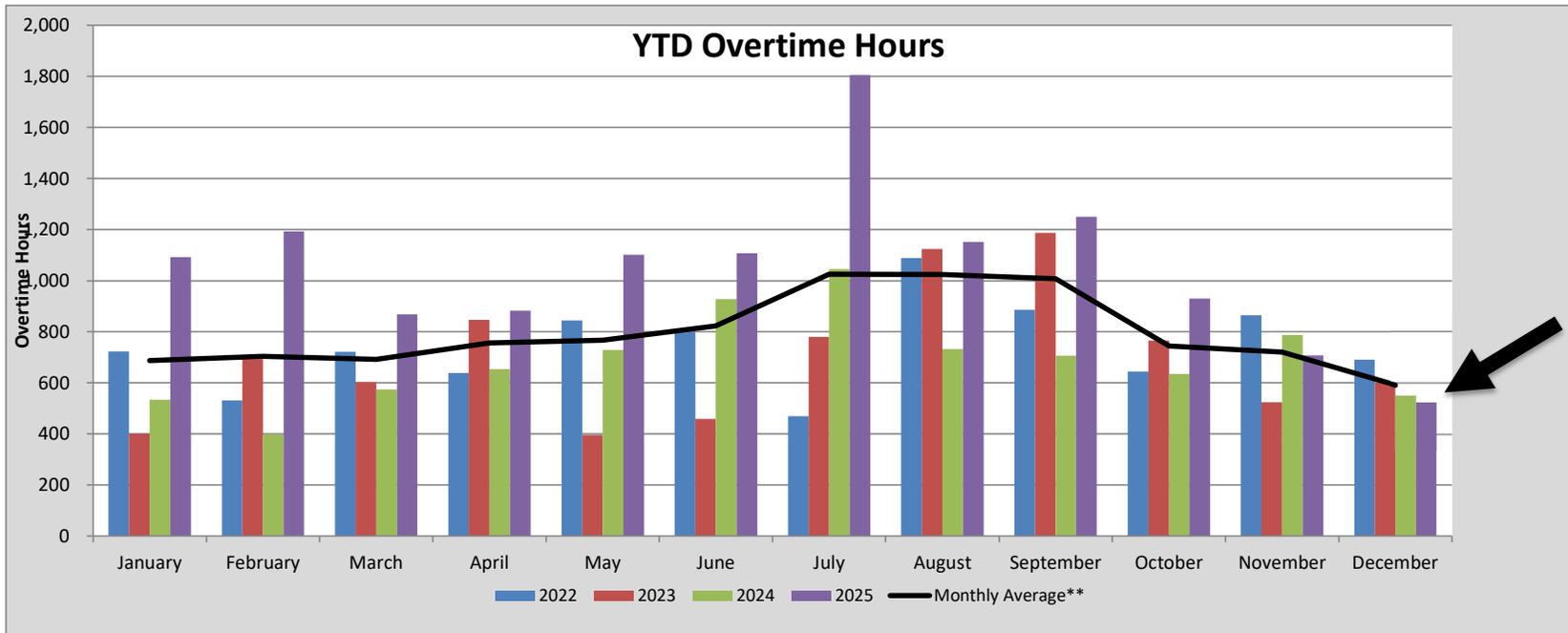
\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

## 2022 - 2025 OVERTIME SUMMARY

	2022		2023		2024		2025	
	OT Hours	Dollars	OT Hours	Dollars	OT Hours	Dollars	OT Hours	Dollars
<b>January</b>	723.00	\$ 37,373.27	400.00	\$ 24,027.37	534.00	\$ 33,530.36	1,092.00	\$ 73,267.28
<b>February</b>	531.00	\$ 30,965.51	693.00	\$ 43,311.00	398.00	\$ 25,437.79	1,193.00	\$ 84,861.04
<b>March</b>	722.00	\$ 43,033.00	602.00	\$ 35,651.21	574.00	\$ 36,140.99	868.00	\$ 62,139.81
<b>April</b>	639.00	\$ 34,155.54	846.00	\$ 52,864.89	654.00	\$ 39,463.29	882.00	\$ 63,365.66
<b>May</b>	844.00	\$ 46,019.68	395.00	\$ 23,599.07	729.00	\$ 45,747.64	1,102.00	\$ 74,738.70
<b>June</b>	799.00	\$ 45,608.81	458.00	\$ 28,430.92	927.00	\$ 58,155.18	1,107.50	\$ 76,770.27
<b>July</b>	469.00	\$ 25,901.46	780.00	\$ 48,750.48	1,045.00	\$ 64,963.73	1,805.00	\$ 121,971.20
<b>August</b>	1,088.00	\$ 60,792.70	1,124.00	\$ 68,359.57	732.00	\$ 45,264.87	1,151.00	\$ 86,331.91
<b>September</b>	886.00	\$ 47,938.83	1,187.00	\$ 71,313.88	706.00	\$ 46,306.95	1,250.50	\$ 97,931.87
<b>October</b>	644.00	\$ 34,995.49	765.00	\$ 47,240.08	635.00	\$ 40,110.45	930.00	\$ 64,436.57
<b>November</b>	865.00	\$ 47,212.27	524.00	\$ 31,842.74	787.00	\$ 49,395.62	707.00	\$ 47,351.50
<b>December</b>	691.00	\$ 40,945.31	600.00	\$ 37,454.40	551.00	\$ 37,199.47	524.00	\$ 37,160.01
<b>Totals &gt;&gt;</b>	<b>8,901.00</b>	<b>\$ 494,941.87</b>	<b>8,374.00</b>	<b>\$512,845.61</b>	<b>8,272.00</b>	<b>\$ 521,716.34</b>	<b>12,612.00</b>	<b>\$ 890,325.82</b>
<b>Monthly Average</b>	741.75	\$41,245.16	697.83	\$42,737.13	689.33	\$43,476.36	1,051.00	\$74,193.82



## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

Time: 16:13:01 Date: 01/07/2026

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010 GENERAL FUND 636-010 01/01/2025 To: 12/31/2025

Revenues	Amt Budgeted	Revenues	Remaining	
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**308 Beginning Balances**

308 91 01 010 Beginning Balance	5,783,741.60	5,783,741.60	0.00	0.0%
308 Beginning Balances	5,783,741.60	5,783,741.60	0.00	0.0%

**310 Taxes**

311 10 00 000 Property Tax	8,500,000.00	8,115,581.74	384,418.26	4.5%
310 Taxes	8,500,000.00	8,115,581.74	384,418.26	4.5%

**320 Licenses & Permits**

322 90 00 000 Fire Permit Construction	5,000.00	8,355.00	(3,355.00)	0.0%
320 Licenses & Permits	5,000.00	8,355.00	(3,355.00)	0.0%

**330 State Generated Revenues**

334 01 30 000 State Grants - Washington State Patrol	5,500.00	10,818.00	(5,318.00)	0.0%
334 03 10 000 State Grant From Department Of Ecology	0.00	6,509.09	(6,509.09)	0.0%
334 State Grants	5,500.00	17,327.09	(11,827.09)	0.0%
337 00 00 001 Leasehold Excise Tax	6,500.00	3,866.21	2,633.79	40.5%
337 00 00 002 Timber Harvest Tax	50.00	0.00	50.00	100.0%
337 07 01 000 In-Lieu Taxes	500.00	0.00	500.00	100.0%
337 In-Lieu Payments	7,050.00	3,866.21	3,183.79	45.2%
330 State Generated Revenues	12,550.00	21,193.30	(8,643.30)	0.0%

**340 Charges For Services**

342 21 00 000 Fire Protection Contracts - Privately Owned	40,000.00	58,784.16	(18,784.16)	0.0%
342 21 01 000 Fire Protection Contracts - State Owned	865,000.00	860,542.20	4,457.80	0.5%
342 21 01 001 Fire Protection Contracts - Local Government	31,000.00	40,712.37	(9,712.37)	0.0%
342 21 02 000 Fire Protection - School Districts	4,100.00	4,206.26	(106.26)	0.0%
342 21 03 000 Fire Marshal Services - City Of Ellensburg	135,000.00	134,701.76	298.24	0.2%
342 21 09 000 Fire Chief Services	12,000.00	24,000.00	(12,000.00)	0.0%
342 21 10 000 Mobilizations - Current Year Personnel	100,000.00	104,030.61	(4,030.61)	0.0%
342 21 10 001 Mobilizations - Current Year Equipment	90,000.00	104,218.48	(14,218.48)	0.0%
342 21 10 002 Mobilizations - Prior Year Personnel	7,500.00	7,513.50	(13.50)	0.0%
342 21 10 003 Mobilizations - Prior Year Equipment	5,400.00	5,436.49	(36.49)	0.0%
342 21 30 000 Out-of-District Fire Billings	3,200.00	3,265.40	(65.40)	0.0%
342 40 00 000 Plan Checking for Construction	2,000.00	1,473.06	526.94	26.3%
342 80 00 000 Dispatch Services	0.00	7,413.84	(7,413.84)	0.0%
342 Public Safety Services	1,295,200.00	1,356,298.13	(61,098.13)	0.0%
340 Charges For Services	1,295,200.00	1,356,298.13	(61,098.13)	0.0%

**360 Misc Revenues**

361 11 00 010 Earned Interest	135,000.00	149,549.05	(14,549.05)	0.0%
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## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

Time: 16:13:01 Date: 01/07/2026

Page: 2

010 GENERAL FUND 636-010 01/01/2025 To: 12/31/2025

Revenues	Amt Budgeted	Revenues	Remaining	
<b>360 Misc Revenues</b>				
361 Interest Earned	135,000.00	149,549.05	(14,549.05)	0.0%
362 50 00 000 Space & Facilities Lease (long term)	12,300.00	12,472.87	(172.87)	0.0%
362 Rents and Leases	12,300.00	12,472.87	(172.87)	0.0%
367 11 00 010 Donations - General	100.00	17,200.00	(17,100.00)	0.0%
367 Donations	100.00	17,200.00	(17,100.00)	0.0%
369 10 00 000 Sale of Surplus	500.00	1,350.00	(850.00)	0.0%
369 40 00 000 Judgements & Settlements	100,000.00	100,000.00	0.00	0.0%
369 91 00 010 Other Revenue	1,000.00	2,506.85	(1,506.85)	0.0%
369 91 04 000 Dividend/Rebate Payments	100.00	118.81	(18.81)	0.0%
369 91 05 000 Credit Card Rebates	500.00	0.00	500.00	100.0%
369 Other Revenues	102,100.00	103,975.66	(1,875.66)	0.0%
<b>360 Misc Revenues</b>	<b>249,500.00</b>	<b>283,197.58</b>	<b>(33,697.58)</b>	<b>0.0%</b>

**380 Non Revenues**

382 90 00 000 Leasehold Excise Tax Collected	1,570.00	1,601.57	(31.57)	0.0%
<b>380 Non Revenues</b>	<b>1,570.00</b>	<b>1,601.57</b>	<b>(31.57)</b>	<b>0.0%</b>

**Fund Revenues: 15,847,561.60 15,569,968.92 277,592.68 1.8%**

**Expenditures Amt Budgeted Expenditures Remaining**

**522 Fire Control**

522 10 11 000 Administrative Staff Salaries	1,053,500.00	1,053,033.23	466.77	0.0%
522 10 12 000 Overtime	3,000.00	252.24	2,747.76	91.6%
522 10 13 000 Deferred Comp	21,600.00	18,800.00	2,800.00	13.0%
522 10 20 000 Payroll Clearing	0.00	(104,914.72)	104,914.72	100.0%
522 10 21 000 Medical Active	165,000.00	139,234.64	25,765.36	15.6%
522 10 22 000 L&I Insurance	20,000.00	12,812.94	7,187.06	35.9%
522 10 23 000 Retirement	71,000.00	60,107.29	10,892.71	15.3%
522 10 25 000 Social Security & Medicare	45,000.00	44,091.19	908.81	2.0%
522 10 26 000 Medical - Retired LEOFF I	40,000.00	39,096.58	903.42	2.3%
522 10 27 000 Long Term Care - LEOFF I	7,500.00	7,174.71	325.29	4.3%
522 10 29 000 Unemployment Benefits	500.00	0.00	500.00	100.0%
522 10 31 000 Op. Supplies Office	8,000.00	6,293.01	1,706.99	21.3%
522 10 31 001 Op. Supplies - HR	1,000.00	80.66	919.34	91.9%
522 10 33 000 Meeting Meals	1,000.00	721.51	278.49	27.8%
522 10 33 001 Annual Banquet	10,000.00	13,094.20	(3,094.20)	0.0%
522 10 35 000 Office Machines / Software	70,000.00	68,066.52	1,933.48	2.8%
522 10 41 000 Professional Services - Other Administrative	8,000.00	5,251.35	2,748.65	34.4%
522 10 41 002 City IT Contract Services	75,000.00	24,643.50	50,356.50	67.1%
522 10 41 003 Copy Machine Contracts	2,200.00	2,160.12	39.88	1.8%
522 10 41 005 Internet Services	6,000.00	5,275.20	724.80	12.1%
522 10 41 006 Legal Services - General	10,000.00	7,971.00	2,029.00	20.3%
522 10 41 008 Website Maintenance	10,000.00	9,281.60	718.40	7.2%
522 10 41 009 Government Professional Services	300.00	0.00	300.00	100.0%

## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

Time: 16:13:01 Date: 01/07/2026

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010 GENERAL FUND 636-010

01/01/2025 To: 12/31/2025

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>522 Fire Control</b>				
522 10 41 010 Unclaimed Property Custodial	50.00	0.00	50.00	100.0%
522 10 41 011 County Auditor - Electronic Payments	900.00	879.00	21.00	2.3%
522 10 41 012 State Auditor Fees	15,000.00	11,162.86	3,837.14	25.6%
522 10 41 013 Advertising	4,500.00	3,571.25	928.75	20.6%
522 10 41 014 County Auditor - Election Fees	15,000.00	0.00	15,000.00	100.0%
522 10 41 200 Professional Services - Other HR	15,000.00	14,903.95	96.05	0.6%
522 10 41 201 Employee Assistance Program	2,000.00	1,387.50	612.50	30.6%
522 10 41 202 Exposure Expenses	300.00	0.00	300.00	100.0%
522 10 41 203 Hiring Process	15,000.00	14,856.39	143.61	1.0%
522 10 41 204 Immunizations For Employees	3,500.00	2,991.31	508.69	14.5%
522 10 41 205 Legal Services - HR	50,000.00	13,721.00	36,279.00	72.6%
522 10 42 001 Air Cards	600.00	480.98	119.02	19.8%
522 10 42 002 Cell Phones	6,000.00	6,021.66	(21.66)	0.0%
522 10 42 003 Office Phones	12,000.00	10,862.17	1,137.83	9.5%
522 10 42 004 Postage/Shipping	1,250.00	957.90	292.10	23.4%
522 10 43 000 Travel, Lodging, Meals	12,000.00	8,611.89	3,388.11	28.2%
522 10 44 001 External Taxes & Operating Assessments	800.00	705.95	94.05	11.8%
522 10 46 000 Insurance	160,000.00	153,522.26	6,477.74	4.0%
522 10 49 000 Dues & Subscriptions	8,000.00	8,388.05	(388.05)	0.0%
522 10 49 001 Conferences / Training	10,000.00	7,377.00	2,623.00	26.2%
522 10 49 002 Bank Service Fees	250.00	189.72	60.28	24.1%
<b>010 Administration</b>	<b>1,960,750.00</b>	<b>1,673,117.61</b>	<b>287,632.39</b>	<b>14.7%</b>
522 11 11 000 Commissioners Stipends	23,000.00	19,481.00	3,519.00	15.3%
522 11 21 000 Medical Insurance	200.00	36.23	163.77	81.9%
522 11 22 000 L&I Insurance	200.00	25.75	174.25	87.1%
522 11 25 000 Social Security & Medicare	2,500.00	1,506.68	993.32	39.7%
522 11 43 000 Travel, Lodging, Meals	3,500.00	2,268.96	1,231.04	35.2%
522 11 49 001 Conferences / Training	2,500.00	1,530.00	970.00	38.8%
<b>011 Commissioners</b>	<b>31,900.00</b>	<b>24,848.62</b>	<b>7,051.38</b>	<b>22.1%</b>
522 20 11 000 Officers / Firefighters Wages	3,250,000.00	3,135,339.81	114,660.19	3.5%
522 20 12 000 Overtime	325,000.00	321,075.72	3,924.28	1.2%
522 20 13 000 Deferred Comp	98,000.00	88,200.00	9,800.00	10.0%
522 20 21 000 Medical - Active Employees	815,000.00	557,875.70	257,124.30	31.5%
522 20 22 000 L&I Insurance	160,000.00	150,902.58	9,097.42	5.7%
522 20 23 000 Retirement	200,000.00	183,613.94	16,386.06	8.2%
522 20 25 000 Social Security & Medicare	55,000.00	53,333.57	1,666.43	3.0%
522 20 26 000 Quarter Master Purchases	30,000.00	28,114.53	1,885.47	6.3%
522 20 26 001 Quarter Master Repairs	700.00	608.95	91.05	13.0%
522 20 26 002 Wildland PPE	20,000.00	16,668.72	3,331.28	16.7%
522 20 29 000 Unemployment Benefits	500.00	0.00	500.00	100.0%
522 20 31 003 Op. Supplies - All Stations	28,000.00	22,890.43	5,109.57	18.2%
522 20 31 004 Radio Supplies And Parts	8,000.00	7,372.38	627.62	7.8%
522 20 31 005 Wildland Equipment (non-Capital)	27,500.00	25,771.17	1,728.83	6.3%
522 20 32 000 Fuel Consumed	55,000.00	50,314.28	4,685.72	8.5%
522 20 33 000 Rehab Food & Beverages	6,500.00	3,912.09	2,587.91	39.8%
522 20 35 000 Small Tools & Equipment	10,000.00	8,381.72	1,618.28	16.2%
522 20 41 000 Professional Services - Other Suppression	5,000.00	0.00	5,000.00	100.0%
522 20 41 002 Fire Extinguisher Services	4,000.00	1,728.93	2,271.07	56.8%
522 20 41 003 Heavy Equipment On Fires	4,000.00	1,997.04	2,002.96	50.1%
522 20 42 001 Cell Phones	7,000.00	7,199.96	(199.96)	0.0%

## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

Time: 16:13:01 Date: 01/07/2026

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010 GENERAL FUND 636-010

01/01/2025 To: 12/31/2025

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>522 Fire Control</b>				
522 20 42 002 Dispatch Services	70,000.00	66,873.04	3,126.96	4.5%
522 20 42 003 Postage/Shipping	1,000.00	614.57	385.43	38.5%
522 20 43 000 Travel, Lodging, Meals	5,500.00	5,338.88	161.12	2.9%
522 20 48 000 Repair & Maint. - Supplies	75,000.00	57,423.05	17,576.95	23.4%
522 20 48 001 Repair & Maint. - Services	45,000.00	39,930.80	5,069.20	11.3%
522 20 48 002 Radio Repair & Maint. - Supplies	500.00	487.17	12.83	2.6%
522 20 48 003 Radio Repair & Maint. - Services	4,000.00	1,591.92	2,408.08	60.2%
522 20 49 001 Conferences / Training	4,000.00	3,625.38	374.62	9.4%
<b>020 Fire Suppression</b>	<b>5,314,200.00</b>	<b>4,841,186.33</b>	<b>473,013.67</b>	<b>8.9%</b>
522 21 11 000 Mechanic Wages	108,500.00	108,418.71	81.29	0.1%
522 21 12 000 Overtime	5,000.00	228.69	4,771.31	95.4%
522 21 13 000 Deferred Comp	3,600.00	3,600.00	0.00	0.0%
522 21 21 000 Medical Insurance	37,000.00	29,006.33	7,993.67	21.6%
522 21 22 000 L&I Insurance	4,500.00	2,139.82	2,360.18	52.4%
522 21 23 000 Retirement	12,000.00	8,563.60	3,436.40	28.6%
522 21 25 000 Social Security & Medicare	10,000.00	8,592.46	1,407.54	14.1%
522 21 43 000 Travel, Lodging, Meals	2,000.00	0.00	2,000.00	100.0%
522 21 49 001 Conferences / Training	2,000.00	995.00	1,005.00	50.3%
<b>021 Mechanic</b>	<b>184,600.00</b>	<b>161,544.61</b>	<b>23,055.39</b>	<b>12.5%</b>
522 22 11 000 Resident FF Stipends	25,000.00	20,698.00	4,302.00	17.2%
522 22 21 000 Medical Insurance	50.00	0.00	50.00	100.0%
522 22 25 000 Social Security & Medicare	2,000.00	1,588.94	411.06	20.6%
<b>022 Resident FF's</b>	<b>27,050.00</b>	<b>22,286.94</b>	<b>4,763.06</b>	<b>17.6%</b>
522 24 11 000 Volunteer FF Stipends	6,100.00	61,465.00	(55,365.00)	0.0%
522 24 22 000 L&I Insurance	10.00	1.00	9.00	90.0%
522 24 25 000 Social Security & Medicare	4,900.00	4,812.17	87.83	1.8%
522 24 28 000 Disability Insurance Vol Firefighters	12,900.00	12,880.00	20.00	0.2%
<b>024 Volunteer FF's</b>	<b>23,910.00</b>	<b>79,158.17</b>	<b>(55,248.17)</b>	<b>0.0%</b>
522 30 11 000 Prevention Wages	290,000.00	287,326.79	2,673.21	0.9%
522 30 12 000 Overtime	105,000.00	101,885.84	3,114.16	3.0%
522 30 13 000 Deferred Comp	7,200.00	7,200.00	0.00	0.0%
522 30 21 000 Medical - Active Employees	75,000.00	54,120.68	20,879.32	27.8%
522 30 22 000 L&I Insurance	14,000.00	9,958.16	4,041.84	28.9%
522 30 23 000 Retirement	21,100.00	21,025.31	74.69	0.4%
522 30 25 000 Social Security & Medicare	6,500.00	5,689.17	810.83	12.5%
522 30 31 000 Op. Supplies - Prevention	5,000.00	1,979.33	3,020.67	60.4%
522 30 31 001 Op. Supplies - Ready Set Go & Fire	500.00	136.84	363.16	72.6%
522 30 31 002 Op. Supplies - Pub Ed	2,500.00	945.33	1,554.67	62.2%
522 30 41 001 Investigations Services	1,500.00	0.00	1,500.00	100.0%
522 30 41 002 Plans Review	2,500.00	1,871.06	628.94	25.2%
522 30 42 001 Cell Phones	1,800.00	1,653.75	146.25	8.1%
522 30 42 002 Postage/Shipping	300.00	9.68	290.32	96.8%
522 30 43 000 Travel, Lodging, Meals	7,000.00	3,577.05	3,422.95	48.9%
522 30 49 000 Dues & Subscriptions	3,500.00	3,325.85	174.15	5.0%
522 30 49 001 Conferences / Training	5,000.00	2,623.09	2,376.91	47.5%
<b>030 Prevention &amp; Investigation</b>	<b>548,400.00</b>	<b>503,327.93</b>	<b>45,072.07</b>	<b>8.2%</b>
522 45 11 000 Training Division Wages	270,000.00	247,663.52	22,336.48	8.3%

## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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010 GENERAL FUND 636-010

01/01/2025 To: 12/31/2025

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>522 Fire Control</b>				
522 45 12 000 Overtime	35,000.00	20,832.81	14,167.19	40.5%
522 45 13 000 Deferred Comp	7,200.00	6,900.00	300.00	4.2%
522 45 21 000 Medical - Active Employees	60,000.00	53,294.47	6,705.53	11.2%
522 45 22 000 L&I Insurance	15,000.00	6,865.42	8,134.58	54.2%
522 45 23 000 Retirement	17,000.00	15,045.86	1,954.14	11.5%
522 45 25 000 Social Security & Medicare	5,000.00	3,937.82	1,062.18	21.2%
522 45 31 000 Op. Supplies / Training Aids	22,000.00	18,583.27	3,416.73	15.5%
522 45 33 000 Meeting Meals	4,000.00	3,518.95	481.05	12.0%
522 45 41 001 Fire Academy Tuition	30,000.00	25,594.00	4,406.00	14.7%
522 45 41 002 Outside Instructors	500.00	250.00	250.00	50.0%
522 45 41 003 Training Burns Expenses	1,000.00	529.25	470.75	47.1%
522 45 42 001 Cell Phones	4,200.00	3,997.39	202.61	4.8%
522 45 42 002 Postage/Shipping	100.00	41.25	58.75	58.8%
522 45 43 000 Travel, Lodging, Meals	500.00	59.79	440.21	88.0%
522 45 49 001 Conferences / Training	4,000.00	3,831.85	168.15	4.2%
<b>045 Training Obtained by Employees</b>	<b>475,500.00</b>	<b>410,945.65</b>	<b>64,554.35</b>	<b>13.6%</b>
522 50 31 003 Op. Supplies - All Stations	15,000.00	9,889.60	5,110.40	34.1%
522 50 47 000 Utilities - Station 21	30,000.00	26,664.03	3,335.97	11.1%
522 50 47 001 Utilities - Station 29	50,000.00	47,952.40	2,047.60	4.1%
522 50 47 002 Utilities - All Other Stations	25,000.00	20,263.89	4,736.11	18.9%
522 50 47 003 Solid Waste Disposal	14,000.00	14,891.45	(891.45)	0.0%
522 50 48 000 Repair & Maint. - Supplies - St. 21	5,000.00	5,240.82	(240.82)	0.0%
522 50 48 001 Repair & Maint. - Supplies - St. 29	9,000.00	7,199.57	1,800.43	20.0%
522 50 48 002 Repair & Maint. - Supplies - All Others	5,000.00	3,135.21	1,864.79	37.3%
522 50 48 003 Repair & Maint. - Services - St. 21	8,000.00	9,253.20	(1,253.20)	0.0%
522 50 48 004 Repair & Maint. - Services - St. 29	40,000.00	28,624.68	11,375.32	28.4%
522 50 48 005 Repair & Maint. - Services - All Others	4,000.00	1,283.50	2,716.50	67.9%
<b>050 Facilities</b>	<b>205,000.00</b>	<b>174,398.35</b>	<b>30,601.65</b>	<b>14.9%</b>
<b>522 Fire Control</b>	<b>8,771,310.00</b>	<b>7,890,814.21</b>	<b>880,495.79</b>	<b>10.0%</b>
<b>580 Non Expenditures</b>				
582 90 00 000 Leasehold Excise Tax Remitted	1,572.00	1,571.12	0.88	0.1%
<b>580 Non Expenditures</b>	<b>1,572.00</b>	<b>1,571.12</b>	<b>0.88</b>	<b>0.1%</b>
<b>591 Debt Service</b>				
591 22 70 000 Copy Machine Contracts	4,500.00	3,553.00	947.00	21.0%
591 22 70 001 Portable Gas Monitors Lease	3,000.00	2,434.00	566.00	18.9%
<b>000</b>	<b>7,500.00</b>	<b>5,987.00</b>	<b>1,513.00</b>	<b>20.2%</b>
<b>591 Debt Service</b>	<b>7,500.00</b>	<b>5,987.00</b>	<b>1,513.00</b>	<b>20.2%</b>
<b>594 Capital Expenditures</b>				
594 22 70 000 Stryker Payment	158,862.00	158,861.15	0.85	0.0%
<b>594 Capital Expenditures</b>	<b>158,862.00</b>	<b>158,861.15</b>	<b>0.85</b>	<b>0.0%</b>



## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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011 EMS FUND 636-011 01/01/2025 To: 12/31/2025

	Amt Budgeted	Revenues	Remaining	
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**308 Beginning Balances**

308 91 01 011 Beginning Balance	1,998,656.88	1,998,656.88	0.00	0.0%
308 Beginning Balances	1,998,656.88	1,998,656.88	0.00	0.0%

**330 State Generated Revenues**

332 93 40 000 Ground Emergency Medical Transport (GEMT)	550,000.00	614,223.29	(64,223.29)	0.0%
000	550,000.00	614,223.29	(64,223.29)	0.0%
334 04 90 000 State Grants - Department of Health	500.00	778.00	(278.00)	0.0%
334 State Grants	500.00	778.00	(278.00)	0.0%
330 State Generated Revenues	550,500.00	615,001.29	(64,501.29)	0.0%

**340 Charges For Services**

342 60 01 000 Ambulance Transport - KVFR	360.00	2,073.09	(1,713.09)	0.0%
342 60 01 001 Ambulance Transport - Systems Design	1,835,000.00	2,010,954.49	(175,954.49)	0.0%
342 60 03 000 Ambulance Standby	22,000.00	21,382.78	617.22	2.8%
342 60 04 000 KVFR Ambulance Bad Debt Recovery	100.00	2,105.08	(2,005.08)	0.0%
342 60 05 000 EMS Non-Transport Fees	50.00	0.00	50.00	100.0%
342 Public Safety Services	1,857,510.00	2,036,515.44	(179,005.44)	0.0%
340 Charges For Services	1,857,510.00	2,036,515.44	(179,005.44)	0.0%

**360 Misc Revenues**

361 11 00 011 Earned Interest	50,500.00	55,289.04	(4,789.04)	0.0%
361 Interest Earned	50,500.00	55,289.04	(4,789.04)	0.0%
367 11 00 011 Donations - EMS	10.00	15.00	(5.00)	0.0%
367 Donations	10.00	15.00	(5.00)	0.0%
369 91 00 011 Other Revenue	50.00	705.04	(655.04)	0.0%
369 Other Revenues	50.00	705.04	(655.04)	0.0%
360 Misc Revenues	50,560.00	56,009.08	(5,449.08)	0.0%

**397 Interfund Transfers**

397 00 11 010 Transfer In From Fund 010 General	500,000.00	500,000.00	0.00	0.0%
397 Interfund Transfers	500,000.00	500,000.00	0.00	0.0%

<b>Fund Revenues:</b>	<b>4,957,226.88</b>	<b>5,206,182.69</b>	<b>(248,955.81)</b>	<b>0.0%</b>
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	Amt Budgeted	Expenditures	Remaining	
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**522 Fire Control**

522 71 11 000 EMS Billing Wages	77,000.00	66,495.12	10,504.88	13.6%
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## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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011 EMS FUND 636-011

01/01/2025 To: 12/31/2025

Expenditures	Amt Budgeted	Expenditures	Remaining		
<b>522 Fire Control</b>					
522 71 13 000	Deferred Comp	3,600.00	3,600.00	0.00	0.0%
522 71 21 000	Medical - Active Employees	27,000.00	22,093.10	4,906.90	18.2%
522 71 22 000	L&I Insurance	500.00	191.08	308.92	61.8%
522 71 23 000	Retirement	8,000.00	6,686.04	1,313.96	16.4%
522 71 25 000	Social Security & Medicare	6,300.00	5,362.27	937.73	14.9%
522 71 31 000	Op. Supplies - Office	250.00	0.00	250.00	100.0%
522 71 41 000	Professional Services - EMS	40,000.00	30,425.40	9,574.60	23.9%
522 71 41 001	Collections Services	100.00	0.00	100.00	100.0%
522 71 41 002	Electronic Claims Services	80,000.00	80,927.01	(927.01)	0.0%
522 71 41 003	Medical Director Services	18,900.00	18,888.00	12.00	0.1%
522 71 42 001	Postage/Shipping	30.00	30.00	0.00	0.0%
522 71 43 000	Travel, Lodging, Meals	1,000.00	0.00	1,000.00	100.0%
522 71 49 001	Conferences / Training	1,000.00	0.00	1,000.00	100.0%
522 71 49 003	NSF Fees	50.00	0.00	50.00	100.0%
<b>071 EMS Administration</b>		<b>263,730.00</b>	<b>234,698.02</b>	<b>29,031.98</b>	<b>11.0%</b>
522 72 11 000	Officers/Firefighter Wages	1,800,000.00	1,721,733.47	78,266.53	4.3%
522 72 12 000	Overtime	388,000.00	387,363.26	636.74	0.2%
522 72 13 000	Deferred Comp	48,000.00	41,600.00	6,400.00	13.3%
522 72 21 000	Medical - Active Employees	360,000.00	268,648.34	91,351.66	25.4%
522 72 22 000	L&I Insurance	92,000.00	84,842.39	7,157.61	7.8%
522 72 23 000	Retirement	130,000.00	113,238.55	16,761.45	12.9%
522 72 25 000	Social Security & Medicare	35,000.00	30,808.58	4,191.42	12.0%
522 72 31 000	Patient Supplies	95,000.00	88,353.78	6,646.22	7.0%
522 72 31 001	Patient Medications	15,000.00	11,626.60	3,373.40	22.5%
522 72 31 002	EMS Op. Supplies	5,000.00	3,324.48	1,675.52	33.5%
522 72 32 000	Ambulance Fuel & Toll Fees	60,000.00	50,732.93	9,267.07	15.4%
522 72 41 002	EMS Provider Fees	7,000.00	6,903.00	97.00	1.4%
522 72 42 001	Cell Phones	7,000.00	7,340.10	(340.10)	0.0%
522 72 42 002	Dispatch Services (80%)	275,000.00	267,492.22	7,507.78	2.7%
522 72 42 003	Postage/Shipping	300.00	41.60	258.40	86.1%
522 72 43 000	Travel, Lodging, Meals	1,000.00	334.00	666.00	66.6%
522 72 43 001	Ambulance Transport Meals	6,000.00	5,923.80	76.20	1.3%
522 72 48 000	Repair & Maint. - Supplies	30,000.00	24,402.48	5,597.52	18.7%
522 72 48 001	Repair & Maint. - Services	15,000.00	7,038.18	7,961.82	53.1%
522 72 49 001	Conferences / Training	26,000.00	25,748.86	251.14	1.0%
522 72 49 003	Transport Refunds	15,000.00	12,317.53	2,682.47	17.9%
<b>072 EMS Transport</b>		<b>3,410,300.00</b>	<b>3,159,814.15</b>	<b>250,485.85</b>	<b>7.3%</b>
<b>522 Fire Control</b>		<b>3,674,030.00</b>	<b>3,394,512.17</b>	<b>279,517.83</b>	<b>7.6%</b>
<b>594 Capital Expenditures</b>					
594 22 70 001	Zoll Ventilator Payment	12,800.00	12,766.12	33.88	0.3%
<b>594 Capital Expenditures</b>		<b>12,800.00</b>	<b>12,766.12</b>	<b>33.88</b>	<b>0.3%</b>
<b>Fund Expenditures:</b>		<b>3,686,830.00</b>	<b>3,407,278.29</b>	<b>279,551.71</b>	<b>7.6%</b>

# 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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011 EMS FUND 636-011

01/01/2025 To: 12/31/2025

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<b>Fund Excess/(Deficit):</b>	<b>1,270,396.88</b>	<b>1,798,904.40</b>
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## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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020 CONSTRUCTION FUND 636-020 01/01/2025 To: 12/31/2025

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 91 01 020 Beginning Balance	398,404.10	398,404.10	0.00	0.0%
308 Beginning Balances	398,404.10	398,404.10	0.00	0.0%
<b>360 Misc Revenues</b>				
361 11 00 020 Earned Interest	6,500.00	9,905.34	(3,405.34)	0.0%
361 Interest Earned	6,500.00	9,905.34	(3,405.34)	0.0%
360 Misc Revenues	6,500.00	9,905.34	(3,405.34)	0.0%
<b>Fund Revenues:</b>	<b>404,904.10</b>	<b>408,309.44</b>	<b>(3,405.34)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>594 Capital Expenditures</b>				
594 22 62 000 Buildings & Structures	80,000.00	15,575.51	64,424.49	80.5%
594 22 63 000 Other Improvements	125,000.00	124,007.57	992.43	0.8%
594 Capital Expenditures	205,000.00	139,583.08	65,416.92	31.9%
<b>Fund Expenditures:</b>	<b>205,000.00</b>	<b>139,583.08</b>	<b>65,416.92</b>	<b>31.9%</b>
<b>Fund Excess/(Deficit):</b>	<b>199,904.10</b>	<b>268,726.36</b>		

## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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040 RESERVE FUND 636-040 01/01/2025 To: 12/31/2025

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 91 01 040 Beginning Balance	1,159,288.19	1,159,288.19	0.00	0.0%
308 Beginning Balances	1,159,288.19	1,159,288.19	0.00	0.0%
<b>360 Misc Revenues</b>				
361 11 00 040 Earned Interest	20,000.00	38,243.69	(18,243.69)	0.0%
360 Misc Revenues	20,000.00	38,243.69	(18,243.69)	0.0%
<b>Fund Revenues:</b>	<b>1,179,288.19</b>	<b>1,197,531.88</b>	<b>(18,243.69)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>1,179,288.19</b>	<b>1,197,531.88</b>		



## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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042 LONG TERM PLANNING FUND 636-042 01/01/2025 To: 12/31/2025

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 91 01 042    Beginning Balance	1,146,534.65	1,146,534.65	0.00	0.0%
308 Beginning Balances	1,146,534.65	1,146,534.65	0.00	0.0%
<b>360 Misc Revenues</b>				
361 11 00 042    Earned Interest	20,000.00	37,822.95	(17,822.95)	0.0%
360 Misc Revenues	20,000.00	37,822.95	(17,822.95)	0.0%
<b>Fund Revenues:</b>	<b>1,166,534.65</b>	<b>1,184,357.60</b>	<b>(17,822.95)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>1,166,534.65</b>	<b>1,184,357.60</b>		

## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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060 LONG TERM CARE FUND 636-060

01/01/2025 To: 12/31/2025

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 91 01 060    Beginning Balance	117,827.95	117,827.95	0.00	0.0%
308 Beginning Balances	117,827.95	117,827.95	0.00	0.0%
<b>360 Misc Revenues</b>				
361 11 00 060    Earned Interest	2,000.00	3,920.94	(1,920.94)	0.0%
360 Misc Revenues	2,000.00	3,920.94	(1,920.94)	0.0%
<b>397 Interfund Transfers</b>				
397 00 60 010    Transfer In From Fund 010 General	2,000.00	2,000.00	0.00	0.0%
397 Interfund Transfers	2,000.00	2,000.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>121,827.95</b>	<b>123,748.89</b>	<b>(1,920.94)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>121,827.95</b>	<b>123,748.89</b>		

## 2025 BUDGET POSITION

KITTITAS COUNTY FIRE DISTRICT 2

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230 DEBT SERVICE FUND - STATION BOND 636-C

01/01/2025 To: 12/31/2025

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 31 01 030 Beginning Balance	205,239.70	205,239.70	0.00	0.0%
308 Beginning Balances	205,239.70	205,239.70	0.00	0.0%

310 Taxes

311 10 00 030 Real & Personal Property Taxes	485,000.00	478,784.62	6,215.38	1.3%
310 Taxes	485,000.00	478,784.62	6,215.38	1.3%

360 Misc Revenues

361 11 00 030 Earned Interest	4,000.00	11,740.92	(7,740.92)	0.0%
360 Misc Revenues	4,000.00	11,740.92	(7,740.92)	0.0%

<b>Fund Revenues:</b>	<b>694,239.70</b>	<b>695,765.24</b>	<b>(1,525.54)</b>	<b>0.0%</b>
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	Amt Budgeted	Expenditures	Remaining	
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522 Fire Control

592 22 80 000 Bond Management Fees	350.00	350.00	0.00	0.0%
522 Fire Control	350.00	350.00	0.00	0.0%

591 Debt Service

591 22 71 030 Bond Payments - Principal	300,000.00	300,000.00	0.00	0.0%
592 22 89 030 Bond Payments - Interest	146,550.00	146,550.00	0.00	0.0%
591 Debt Service	446,550.00	446,550.00	0.00	0.0%

<b>Fund Expenditures:</b>	<b>446,900.00</b>	<b>446,900.00</b>	<b>0.00</b>	<b>0.0%</b>
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<b>Fund Excess/(Deficit):</b>	<b>247,339.70</b>	<b>248,865.24</b>		
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KITTITAS COUNTY FIRE DISTRICT 2

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231 DEBT SERVICE FUND - STATION 21 BOND 63

01/01/2025 To: 12/31/2025

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 31 01 031 Beginning Balance	11,433.82	11,433.82	0.00	0.0%
308 Beginning Balances	11,433.82	11,433.82	0.00	0.0%

360 Misc Revenues

361 11 00 031 Earned Interest	2,500.00	5,077.52	(2,577.52)	0.0%
360 Misc Revenues	2,500.00	5,077.52	(2,577.52)	0.0%

397 Interfund Transfers

397 00 31 010 Transfer In From Fund 010 General	300,000.00	300,000.00	0.00	0.0%
397 Interfund Transfers	300,000.00	300,000.00	0.00	0.0%

<b>Fund Revenues:</b>	<b>313,933.82</b>	<b>316,511.34</b>	<b>(2,577.52)</b>	<b>0.0%</b>
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	Amt Budgeted	Expenditures	Remaining	
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591 Debt Service

591 22 71 031 Bond Payments - Principal	245,000.00	245,000.00	0.00	0.0%
592 22 80 031 Bond Management Fees	300.00	200.00	100.00	33.3%
592 22 89 031 Bond Payments - Interest	51,402.80	51,402.80	0.00	0.0%
591 Debt Service	296,702.80	296,602.80	100.00	0.0%

<b>Fund Expenditures:</b>	<b>296,702.80</b>	<b>296,602.80</b>	<b>100.00</b>	<b>0.0%</b>
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<b>Fund Excess/(Deficit):</b>	<b>17,231.02</b>	<b>19,908.54</b>		
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## 2025 BUDGET POSITION TOTALS

KITTITAS COUNTY FIRE DISTRICT 2

Time: 16:13:01 Date: 01/07/2026

Page: 17

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
010 GENERAL FUND 636-010	15,847,561.60	15,569,968.92	1.8%	9,741,244.00	8,859,233.48	9%
011 EMS FUND 636-011	4,957,226.88	5,206,182.69	0.0%	3,686,830.00	3,407,278.29	8%
020 CONSTRUCTION FUND 636-020	404,904.10	408,309.44	0.0%	205,000.00	139,583.08	32%
040 RESERVE FUND 636-040	1,179,288.19	1,197,531.88	0.0%	0.00	0.00	100%
041 EQUIPMENT FUND 636-041	1,631,315.49	1,679,801.53	0.0%	1,028,028.00	925,614.42	10%
042 LONG TERM PLANNING FUND 63	1,166,534.65	1,184,357.60	0.0%	0.00	0.00	100%
060 LONG TERM CARE FUND 636-060	121,827.95	123,748.89	0.0%	0.00	0.00	100%
230 DEBT SERVICE FUND - STATION B	694,239.70	695,765.24	0.0%	446,900.00	446,900.00	0%
231 DEBT SERVICE FUND - STATION 2	313,933.82	316,511.34	0.0%	296,702.80	296,602.80	0%
	26,316,832.38	26,382,177.53	0.0%	15,404,704.80	14,075,212.07	8.6%



# KITTITAS VALLEY FIRE & RESCUE

400 E. Mountain View Ave • Ellensburg, WA 98926 • (509) 933-7231 • Fax (509) 933-7245

## DISTRICT SECRETARY UPDATE

January 8<sup>th</sup>, 2026

1. Annual Appreciation Banquet tomorrow, January 9<sup>th</sup> at 7pm.
2. Legislative Day hosted by the WFC and WFC on January 29<sup>th</sup>.



## 2026 Commissioners & Chiefs Legislative Day

January, 29, 2026

This annual event, which includes a pre-event planning webinar, continental breakfast, workshop, and time to meet with your legislators, provides an excellent opportunity for members to discuss issues with their legislators that directly impact the fire service.

- Registration/Breakfast: 8am-9am
- Workshop: 9am-10am
- After 10am: Meet with legislators

**WASHINGTON FIRE CHIEFS**

**Event Date/Time**  
January, 29, 2026  
8:00am - 10:00am

[Register Now](#)

3. Commissioner, Chief and District Secretary Training March 14<sup>th</sup>, 2026- Spokane 0900-1700.



### SEMINAR FOR NEWLY ELECTED/APPOINTED and EXPERIENCED COMMISSIONERS, CHIEFS & SECRETARIES

This seminar meets the statutory Open Public Records and Open Public Meetings training requirements which are required EVERY 4 YEARS for elected officials.

Attorney Brian Snure will present this seminar for new and experienced commissioners, chiefs, secretaries and other management personnel. The class will provide the knowledge and background needed to understand and address the challenges involved in governing, leading and operating fire districts and regional fire authorities. Topics for this full-day program, which is being held in Spokane and Suquamish, include the following:

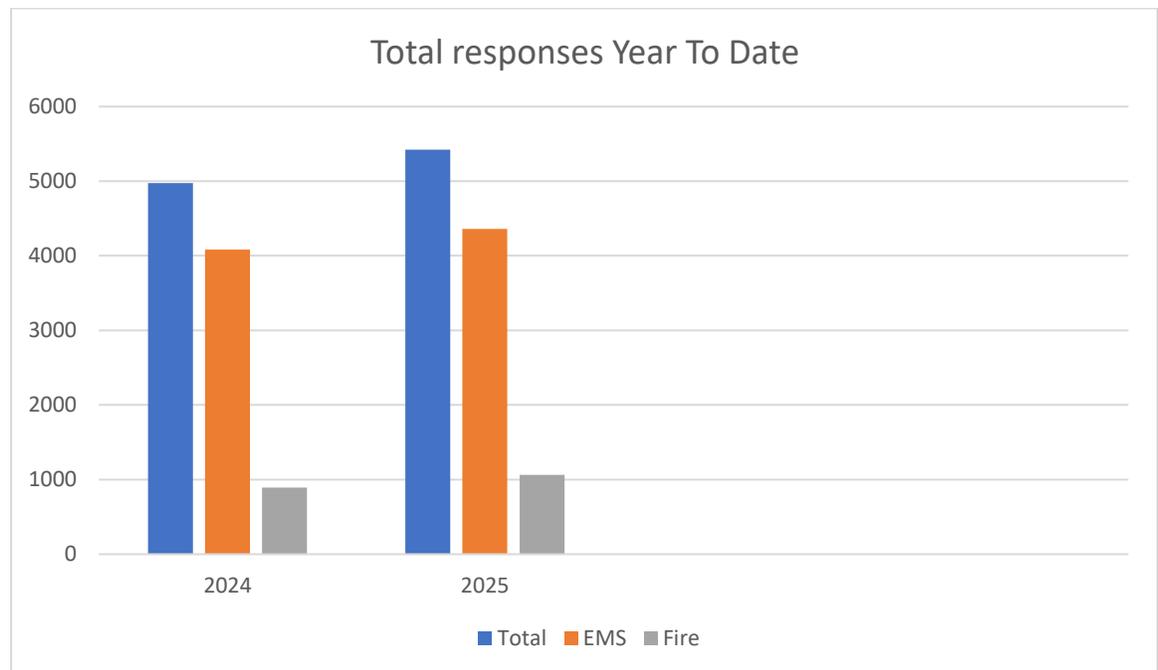
- The relationships between fire commissioners and personnel.
- Powers, authority, duties and responsibilities of commissioners, chiefs and secretaries.
- Relationships with state and county offices.
- Risk management and insurance.
- Open Public Meetings and executive sessions compliance.
- Open Public Records Act and records retention compliance.
- Ethics — conflicts of interest.
- Compensation to commissioners, paid and volunteer personnel.
- Volunteer firefighter associations.
- Finances — revenue sources, tax levies, budgets, lid lifts, debt limitations, elections.
- Bid law requirements.

Other areas of law will also be addressed with an opportunity for class participants to ask questions. Attendees will receive a certificate of participation that documents compliance with the Open Public Records and Open Public Meetings training requirements.

## Deputy Fire Chief's Report – December 2025 Year End

### Operations:

- December was a slightly above average month for responses with 487 responses.
  - 409 EMS
  - 40 out of county transfers, 21 of which were to the West Side.
  - 71 Fire responses.
  - This was back to our average of EMS 80%.
- YTD totals 5422. This year's numbers show an 9.0% increase over last year's numbers year to date.



- EMS in general up 6.8%
- Fire in general up 18.9%
- Structure fires up 29% (34-44)
- Natural vegetation fires Down 21% (80-66)
- Dispatched cancelled en route up 53%

- Transfers out of county down 24%
- Transfers Westside down 47.9%
- We are sending 4 members to the WSFTA this month.
- The training division put on another department wide drill on December 17<sup>th</sup>, had a good drill with 11 Volunteers and 7 Paid staff participating.

### **Chief Items**

- Slip in tank from YTC has been returned.
- Trailer from LaGrande – Spoke with the FMO in La Grande who stated he is working on getting the title and paperwork to us on this trailer. After speaking with Mike, my recommendation is to keep this trailer as long as the paperwork comes through. The FMO stated should be by the end of the month. Trailer is in good shape, has AC, generator, awning. Only issue is a hitch for the flatbed for the REMS truck.
- I've been in contact with Chief Palmer working on succession plans and a plan moving forward to get him acclimated to our department. I am excited for the insight and leadership he is going to bring to KVFR.
- NERIS – National Emergency Response Information System. This is the federal reporting platform that is taking over for NFIRS. We are currently working on a training plan to get our reporting switched to the new system in ESO. I was unaware of this requirement until last week. Will get this out to the crews as soon as possible after they get proper training on it.
- Sydney and I met with the County Commissioners this past Wednesday.
- I attended the KITTCOM board meeting this afternoon. I will let Commissioner Pettit report on that meeting.
- Have a meeting with KVH scheduled for Monday January 12<sup>th</sup> to continue our talks there.
- County Fire Chief's meeting on January 15<sup>th</sup>.
- Update on E282 – putting another ECU in it to see if that fixes it. If it does, we should see it by next week.
- Banquet – is tomorrow the 9<sup>th</sup>. Looking forward to getting together with our members and celebrating another successful year for KVFR.

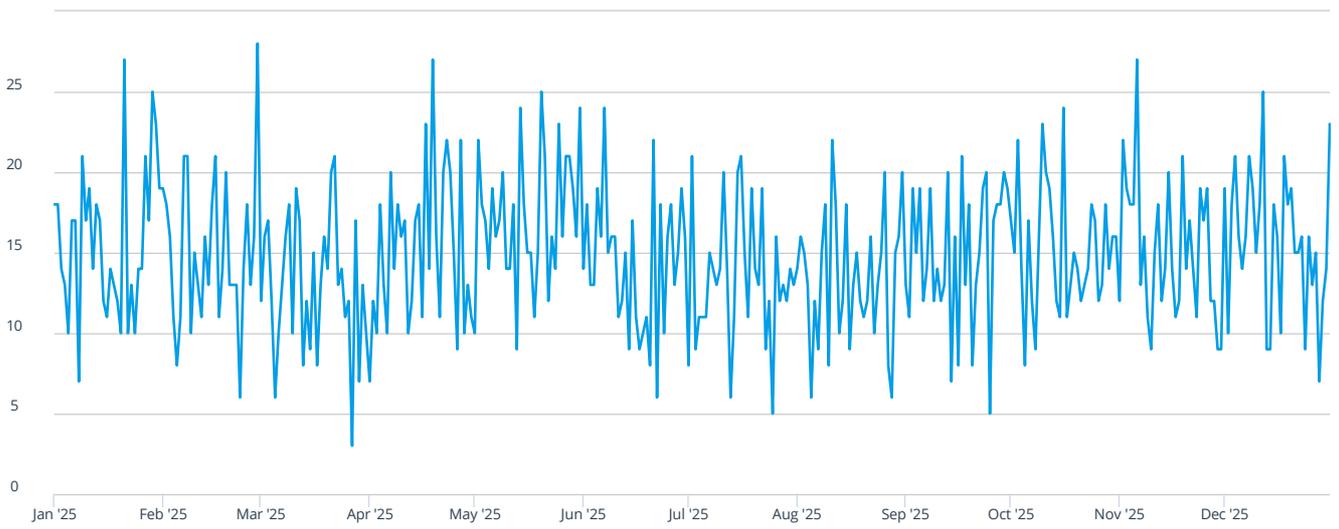
Previous Year ▾ Jan 1, 2025 - Dec 31, 2025 ▾

**20%**  
**FIRE**  
 Percentage of Total Incidents

**80%**  
**EMS**  
 Percentage of Total Incidents

**5,422**  
**INCIDENTS**  
 In Selected Time Slice

**365**  
**DAYS**  
 In Selected Time Slice



**Counts** | % Rows | % Columns | % All

	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25	Nov '25	Dec '25	Jan '26	Total
(10) Fire, other			2	1	1				1	1				6
(11) Structure Fire	6	6	3	5	3	3	2	4	1	2	2	7		44
(12) Fire in mobile property used as a fixed structure		1		1										2
(13) Mobile property (vehicle) fire	3	1	3	5	1	4	6	4	4	2	3	2		38
(14) Natural vegetation fire	3	1	6	11	12	11	3	5	5	7	1	1		66
(15) Outside rubbish fire			1	1	1		3	1		1				8
(20) Overpressure rupture, explosion, overhear, other	1													1
(30) Rescue, emergency medical call (EMS), other	2	1		6	2	1	3	4	5	6	5	4		39
(31) Medical assist	1	8	3	4	9	2	4	6	3	2	3	1		46
(32) Emergency medical service (EMS) incident	395	319	309	363	422	345	324	311	340	367	365	401		4,261
(35) Extrication, rescue		3	1						2		3	2		11
(36) Water or ice-related rescue												1		1
(38) Rescue or EMS standby	1								1					2
(40) Flammable gas or liquid condition, other		3	2	2	1	6			6	3	3	1		27

	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25	Nov '25	Dec '25	Jan '26	Total
(41) Combustible/f... spills & leaks	2	2	8	2	3	2		3	4	4	2	4		36
(42) Chemical release, reaction, or toxic condition	1	1		2				1	1	1		2		9
(44) Electrical wiring/equipm.. problem	2		3	2	9	3	3	5	5	3		5		40
(46) Accident, potential accident												1		1
(48) Attempted burning, illegal action							1							1
(50) Service call, other	2	3	4	2	1		1	3	1	1	2	1		21
(51) Person in distress	2		1	1		1			1	1				7
(52) Water problem				1	1							1		3
(53) Smoke, odor problem	2	2			2	1	1	1						9
(55) Public service assistance	3	6		3	3	2	5	1	9	2	6	1		41
(56) Unauthorized burning	2		1	1		1	3	12	3	2	2	2		29
(57) Cover assignment, standby at fire station, move-up		1							1					2
(60) Good intent call, other	2	3	1	2	4	2		2	5	7	3			31
(61) Dispatched and canceled en route	21	27	15	12	27	18	26	23	13	19	25	20		246
(62) Wrong location, no emergency found		5	5	3	1	2	4	2	1	4	3	3		33
(63) Controlled burning	3	1	2	3	3	3	2	2		7	5			31
(65) Steam, other gas mistaken for smoke	2	3	4	1	4	3		2	3	3	1	1		27
(66) EMS call where party has been transported			1	1										2
(67) HazMat release investigation w/no HazMat		1			2			1	2			1		7
(70) False alarm and false call, other	17	10	13	14	14	11	11	12	13	12	8	11		146
(71) Malicious, mischievous false alarm			1	2		1	1	1				1		7
(73) System or detector malfunction	6	4	5	1	4	2	7	3	6	5	6	7		56
(74) Unintentional system/detect... operation (no fire)	6	9	8	4	3	6	5	8	10	9	7	5		80
(90) Special type of incident, other							1		1			1		3
(91) Citizen complaint					1				1					2
Total	485	421	402	456	534	430	416	417	448	471	455	487		5,422

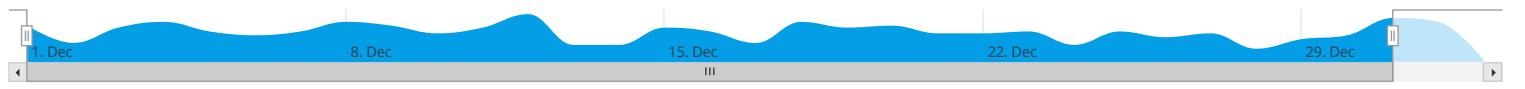
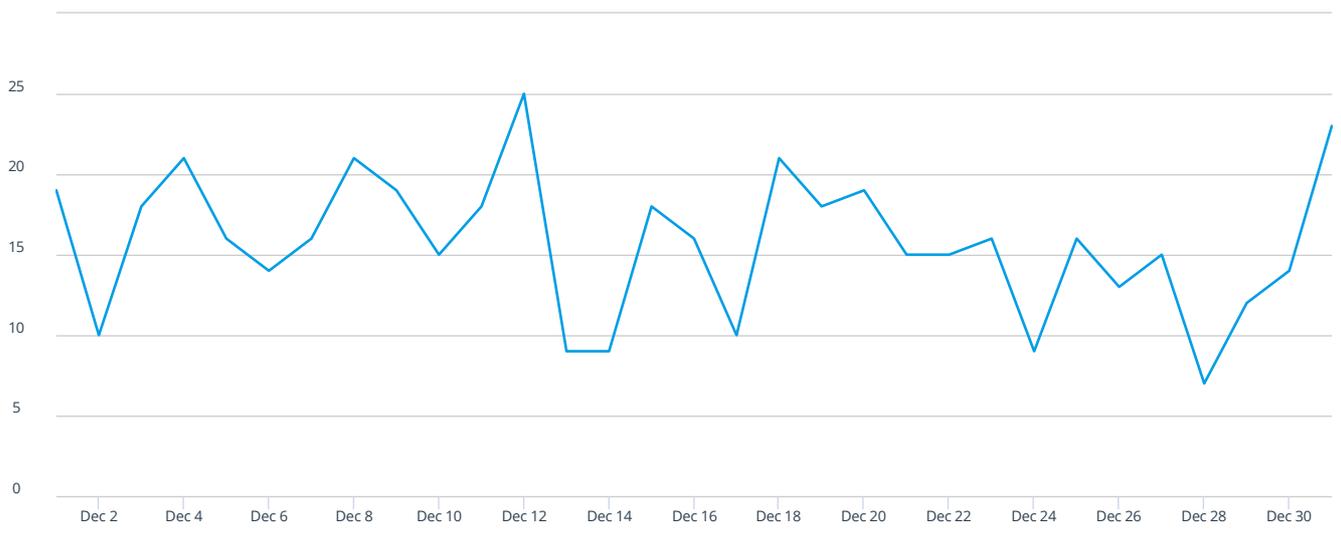
Previous Month ▾ Dec 1, 2025 - Dec 31, 2025 ▾

**17%**  
**FIRE**  
 Percentage of Total Incidents

**83%**  
**EMS**  
 Percentage of Total Incidents

**487**  
**INCIDENTS**  
 In Selected Time Slice

**31**  
**DAYS**  
 In Selected Time Slice



Counts | % Rows | % Columns | % All

Week Ending	12/7/25	12/14/25	12/21/25	12/28/25	1/4/26	1/11/26	1/18/26	1/25/26	2/1/26	2/8/26	2/15/26	2/22/26	3/1/26	Total
(11) Structure Fire	1	2	4											7
(13) Mobile property (vehicle) fire	2													2
(14) Natural vegetation fire				1										1
(30) Rescue, emergency medical call (EMS), other	2		2											4
(31) Medical assist				1										1
(32) Emergency medical service (EMS) incident	96	94	92	79	40									401
(35) Extrication, rescue		1	1											2
(36) Water or ice-related rescue		1												1
(40) Flammable gas or liquid condition, other		1												1
(41) Combustible/f... spills & leaks		1	3											4
(42) Chemical release, reaction, or toxic condition			1		1									2
(44) Electrical wiring/equipm.. problem		2	1	1	1									5
(46) Accident, potential accident			1											1
(50) Service call, other				1										1
(52) Water problem					1									1

Week Ending	12/7/25	12/14/25	12/21/25	12/28/25	1/4/26	1/11/26	1/18/26	1/25/26	2/1/26	2/8/26	2/15/26	2/22/26	3/1/26	Total
(55) Public service assistance					1									1
(56) Unauthorized burning				2										2
(61) Dispatched and canceled en route	6	8	2	2	2									20
(62) Wrong location, no emergency found	1	1	1											3
(65) Steam, other gas mistaken for smoke			1											1
(67) HazMat release investigation w/no HazMat			1											1
(70) False alarm and false call, other	3	3	2	1	2									11
(71) Malicious, mischievous false alarm	1													1
(73) System or detector malfunction		1	4	2										7
(74) Unintentional system/detect... operation (no fire)	2	1		1	1									5
(90) Special type of incident, other			1											1
Total	114	116	117	91	49									487

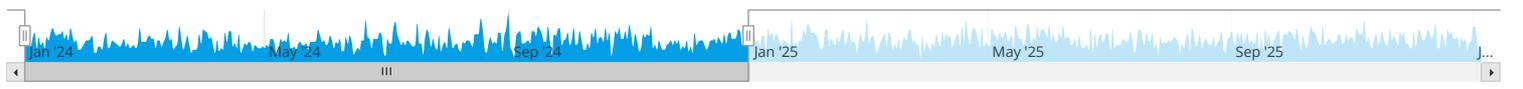
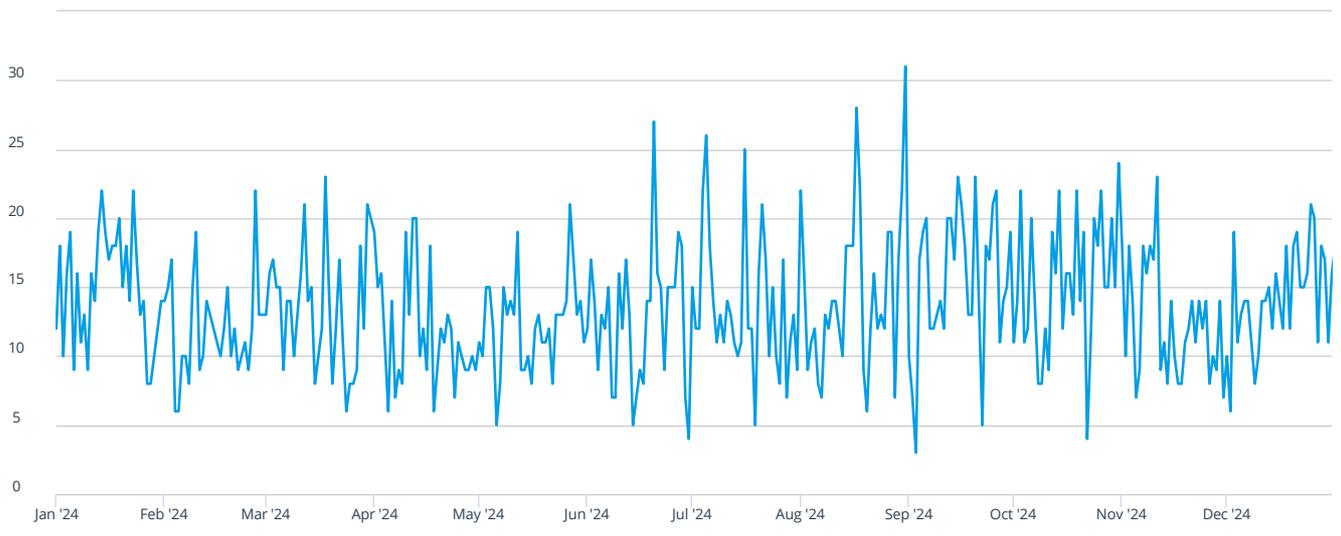
Custom ▾ Jan 1, 2024 - Dec 31, 2024 ▾

**18%**  
**FIRE**  
 Percentage of Total Incidents

**82%**  
**EMS**  
 Percentage of Total Incidents

**4,974**  
**INCIDENTS**  
 In Selected Time Slice

**366**  
**DAYS**  
 In Selected Time Slice



Counts | % Rows | % Columns | % All

	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Jan '25	Total
(10) Fire, other	2			1			1		1	2				7
(11) Structure Fire	7	2	2	5	3	2	6	2	2		2	1		34
(13) Mobile property (vehicle) fire	1		3	1	2		3	6	3	1		4		24
(14) Natural vegetation fire			9	4	6	16	18	4	7	13	3			80
(15) Outside rubbish fire	1	1	2	3	1		4	1	1	1	3			18
(16) Special outside fire		1		1	1	1	1	1	1	1	1			9
(17) Cultivated vegetation, crop fire							1							1
(20) Overpressure rupture, explosion, overheating, other							1							1
(21) Overpressure rupture from steam (no ensuing fire)							1							1
(25) Excessive heat, scorch burns with no ignition	1				1		1							3
(30) Rescue, emergency medical call (EMS), other	1		1	1	1		3		3	1				11
(31) Medical assist	3	3	1	1	1	6	4	7	9	4	4	10		53
(32) Emergency medical service (EMS) incident	373	307	345	298	312	296	313	355	375	376	299	361		4,010
(35) Extrication, rescue			1		1			1		1				4

	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Jan '25	Total
(38) Rescue or EMS standby					1				1		1			3
(40) Flammable gas or liquid condition, other	1	1		1			2	1		3	1	1		11
(41) Combustible/f... spills & leaks	10	3	3	1	6	2	3	5	4	2	3	3		45
(42) Chemical release, reaction, or toxic condition					1						1	1		3
(44) Electrical wiring/equipm.. problem	2		2	2	5	2	6	7	1	2	4	3		36
(46) Accident, potential accident												1		1
(50) Service call, other	3				1	1	1	1	2	5	1	3		18
(51) Person in distress			1			2	2	1				2		8
(52) Water problem	9		1											10
(53) Smoke, odor problem	1	2	2	1		4	1	1	3	1	2	1		19
(55) Public service assistance	1	1		1		2	3		4	1	5	2		20
(56) Unauthorized burning	1		1		4	3	4	7	2		3	2		27
(60) Good intent call, other	1	2		1	3	2	2	4	2	2	3	3		25
(61) Dispatched and canceled en route	13	10	15	8	10	14	10	21	14	16	10	19		160
(62) Wrong location, no emergency found	1	1	2	2	4	4	1	2		6	1	2		26
(63) Controlled burning	1	1	6	1	1	2	2	1		4	2			21
(64) Vicinity alarm				1										1
(65) Steam, other gas mistaken for smoke				2	2	2	1	1	2	1		1		12
(70) False alarm and false call, other	8	4	8	8	4	12	13	13	14	16	10	10		120
(71) Malicious, mischievous false alarm	1		2											3
(73) System or detector malfunction	11	4	4	1	2	4	4	5	5	3	2	2		47
(74) Unintentional system/detect... operation (no fire)	8	4	8	9	8	4	8	10	10	8	8	5		90
(90) Special type of incident, other					1		1				1	1		4
(91) Citizen complaint			1					2		2	1	2		8
Total	461	347	420	354	382	381	421	459	463	474	372	440		4,974

[Ext] county meeting



Brandon Schmidt <bschmidt@kcf1.org>

To Sydney McBride

Reply Reply All Forward

Tue 12/23/2025 12:24 PM

This sender bschmidt@kcf1.org is from outside your organization.

You replied to this message on 1/5/2026 3:11 PM.

[Click here to download pictures.](#) To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

**CAUTION - EXTERNAL EMAIL:** The email below is from an external source. Please exercise caution before opening attachments, clicking links, fulfilling requests, or following guidance.

Good afternoon. Talking with Brian Snure, he mentioned that KVFR was meeting with the COunty to discuss your proposed fire protection contract. We have also been working with Brian and submitted our request letter to the county BOCC last week for County owned property inside our district. He asked us to check in with KVFR and see if you wanted both our agencies to work as a united front. I know there is a lot of stuff going on at KVFR right now so thought I would check with you. Let me know if that is something KVFR would be interested in doing.

--



**Brandon Schmidt**  
**Chief**  
**Kittitas County Fire District 1**  
**509 964 2435**

**KITTITAS VALLEY FIRE & RESCUE**  
**Policies and Procedures**

GENERAL ADMINISTRATION	Section 200
PURCHASING POLICY	200.08

**Purpose / Intent**

The purpose of this policy is to insure that an appropriate, open, fair, documented, and competitive purchasing process is used that complies with Washington State Law, provides for cost effective purchases, allows equal opportunity and competition among suppliers and contractors, ensures personal and organizational accountability, and demonstrates fiscal responsibility when managing public funds entrusted to the District's care.

**Scope**

This policy applies to all employees of the Fire District who are empowered to make purchases and manage budgets.

If grant funding is involved in the proposed purchase, applicable requirements should be obtained from the funding agency. Such requirements may be more restrictive than the District's policy.

**Responsibilities**

District personnel responsible for purchasing are to be familiar with and adhere to this policy. The Fire Chief and Financial Services Manager are to ensure that this policy and these rules are adhered to.

**Definitions**

- **Budget** – The formally adopted budget of the District.
- **Emergency** – Unforeseen circumstances beyond the control of the District that either: (a) presents a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. (RCW 39.04.280(3))
- **Bid Exemptions** – RCW 39.04.280 establishes specific exemptions from the statutory bidding requirements in the following limited situations: (1) Purchases that are clearly and legitimately limited to a single source of supply; (2) Purchases involving special facilities or market conditions; and (3) Purchases and Public Works in the event of an emergency.
- **Lowest Responsible Bidder** – The lowest bidder on a competitively bid purchase of equipment, material or supplies or a public work as determined by the statutory criteria established under RCW 39.04.350
- **Public Work** – All work, construction, alteration, repair, or improvement other than ordinary maintenance, executed at the cost of the District, or which is by law a lien or charge on any property within the District. (RCW 39.04.010)

- **Cooperative Purchase** – A Cooperative Purchase allows the District to comply with the statutory bid requirements by purchasing off a bid that another municipal corporation has awarded. Use of Cooperative Purchase requires an inter-local agreement with the municipal corporation that is going to bid or has gone to bid.

### **Purchasing Authority**

- **Board of Fire Commissioners** – The Board of Fire Commissioners shall approve an annual budget that authorizes specific and general expenditures within certain budgetary limits. Expenditures within specified budgetary limits shall not require any further Board approval beyond the approval of the budget. Purchases of goods or services outside of budgetary limits shall require ratification by the Board of Fire Commissioners for unbudgeted purchases over \$12,000.
  - Purchases made using a Bid Exemption shall require formal action of the Board of Fire Commissioners in the form of a Resolution approving use of the Bid Exemption.
- **Fire Chief** – The Fire Chief, or his/her designee, shall approve all non-budgeted purchases of goods or services more than \$1,500. The Fire Chief shall notify and inform the Board of Fire Commissioners of any need for non-budgeted purchases over \$12,000. Such approvals will be made using the District’s Purchase form.
- **Senior Administrative Staff** – The Deputy Chief, the Financial Services Manager and the Administrative Services Manager, have the authority to approve non-budgeted purchases of goods or services of \$1,500 or less.
- **Captain’s**– The shift captains have the authority to approve non-budgeted purchases of \$500 or less.
- **Emergency Purchases** – In the event of an emergency the Fire Chief, or his/her designee, may approve a purchase outside of the budget if it is not feasible to obtain approval of the Board of Fire Commissioners.

### **Determining Total Purchase Cost**

- **Anticipated Cost** – The anticipated *annual* need for a good or service (when it can reasonably be projected) shall be used to determine the cost of that good or service. The total anticipated cost will determine which purchasing guidelines should be used.
- **No “Bid Splitting”** – Requirements shall not be divided to come up with a lower total cost to avoid contract approval levels or competition requirements. If one item being purchased requires another item to “make a whole”, the total accumulated costs of the items (when they can reasonably be projected) should be considered together to determine which approval level and cost threshold apply, unless the items are not available from a single supplier.
- **Costs to Include** – Include costs such as taxes, freight, and installation charges when determining which cost threshold applies. Do not include the value of a trade-in to determine the purchase cost. Trade-in value should be considered only to determine the lowest bid when competitive bidding is used.

- **Multiphase Programs** – If a project is to be completed in phases, the total accumulated cost for all phases should be considered when determining which cost threshold applies.

### **Purchase of Materials, Equipment and Supplies**

- **Purchase of any amount** – The Washington Department of Enterprise Services Master Contract list can be consulted on all purchases. If a contract is in place for the purchase to be considered, it can be used as one of the required quotes.
- **Purchases under \$10,000** – No statutory process requirements; however, the District will make effort to receive the best possible price by attempting to obtain more than one verbal or written quotes. If an out-of-area quote is the lowest quote, but is within 5% of the lowest local quote, then the local vendor may be selected. Prevailing Wage compliance is required for Public Works
- **Purchases from \$10,000 to \$75,500:** No statutory process requirements; however, the District will make effort to receive the best possible price by attempting to obtain three verbal or written quotes. If an out-of-area quote is the lowest quote, but is within 5% of the lowest local quote, then the local vendor may be selected. Prevailing Wage compliance is required for Public Works.
- **Purchases from \$75,500 to \$150,000** – The Vendor List Procedure can be used in lieu of competitive bidding by obtaining three different bids from the Small Purchases Roster or the Department of Enterprise Services Master Contract List. Prevailing Wage compliance is required for Public Works.
- **Purchases over \$75,000** – A formal competitive bid process is required under RCW 52.14.100, RCW 52.14.120, unless the purchase can be made through a Cooperative Purchase (Piggybacking) or Bid Exemption (Sole Source Supplier) or is in the case of an emergency. The purchase will be awarded to the lowest responsible bidder unless best value criteria is included in the bid specifications, the award may be given to the best value bidder with prices as a primary factor. Prevailing Wage compliance is required for Public Works.

### **Public Works**

- **Public Works projects under \$10,000** – No statutory bidding procedures required; however, the District will follow a practice to attempt to get the best possible. If an out-of-area quote is the lowest quote, but is within 5% of the lowest local quote, then the local vendor may be selected. Prevailing Wage compliance is required for Public Works.
- **Public Works projects from \$10,000 to \$75,500 (Single-Trade) Or \$10,000 to \$150,000 (Multi-Trade)** – No statutory bidding procedures required; however, the District will follow a practice to attempt to get the best possible price by obtaining three quotes verbal or written quotes, if possible. If an out-of-area quote is the lowest quote, but is within 5% of the lowest local quote, then the local vendor may be selected. Prevailing Wage compliance is required for Public Works.
- **Public Works projects from \$75,500 (Single-Trade) Or \$150,000 (Multi-Trade)-\$350,000** – The District shall use the established MRSC Small Works Roster in lieu

of competitive bidding RCW 52.14.110, RCW 39.04.155. Except in the case of emergency, bids will be solicited from each vendor on the roster listed for the category of work to be performed. The project will be awarded to the lowest responsible bidder. Prevailing Wage compliance is required for Public Works.

- **Public Works projects over \$350,000** Formal Competitive Bid Process shall be used except in the case of an emergency. The project will be awarded to the lowest responsible bidder. Prevailing Wage compliance is required for Public Works.

**Services – Architect and Engineer**

The District shall use the RFQ/RFP process established under RCW 39.80 prior to retaining the services of architects and engineers.

**Services – Telecommunications and Data Processing**

If the purchase cannot be made through a Cooperative Purchase or Bid Exemption, the District shall use the competitive negotiation procedures established under RCW 39.04.270 when purchasing telecommunications or data processing services.

**Services – Other**

- No statutory procedures required; however, the District will follow a practice in which three quotes will be solicited on all services of at least \$2,000. If an out-of-area quote is the lowest quote, but is within 5% of the lowest local quote, then the local vendor may be selected.

Adopted this 14<sup>th</sup> day of May 2013.

Revised: May 14, 2015

Revised: February 8, 2018

Revised: March 10, 2022

Revised: March 9, 2023

Revised: January 8, 2026

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
District Secretary

**KITTITAS COUNTY FIRE DISTRICT #2  
Ellensburg, Washington**

**RESOLUTION 26-01**

**SUBJECT:** 2026 Wage and Stipend Schedule

**WHEREAS,** Kittitas County Fire District #2 establishes the following base wage schedule for the Fire Chief, Deputy Chief, Administrative Services Manager, Finance Manager, Administrative Assistant - EMS Billing, Administrative Assistant - General, Mechanic, Reserve Firefighter, and stipend for Volunteer Firefighters and Resident Volunteer Firefighters:

Position	Wage	Frequency
Fire Chief	\$16,260.83	Monthly
Deputy Chief	\$15,383.09	Monthly
Administrative Services Manager	\$10,031.84	Monthly
Finance Manager	\$10,031.84	Monthly
Administrative Assistant – EMS Billing	\$6,287.98	Monthly
Administrative Assistant – General	\$6,287.98	Monthly
Mechanic	\$8,980.19	Monthly
Facilities Maintenance Technician	\$7,213.75	Monthly
Position	Wage/Stipend	Frequency
Volunteer Firefighter - Drill	\$25.00	Per Drill
Volunteer Firefighter - Response	\$20.00	Per Response
Resident Volunteer Firefighter – Off Duty Drill	\$25.00	Per Drill
Resident Volunteer Firefighter – Off Duty Response	\$20.00	Per Response
Resident Volunteer Firefighter – Shift – Year 1	\$25.00	Per Shift
Resident Volunteer Firefighter – Shift – Year 2	\$28.00	Per Shift
Resident Volunteer Firefighter – Shift – Year 3+	\$30.00	Per Shift
Extra Staffing	\$17.13	Hourly

**WHEREAS,** The Mechanic’s Service Rate and the Fire Prevention Fees are established via the annual fee schedule, and now

**THEREFORE, BE IT RESOLVED,** that the Board of Fire Commissioners, Kittitas County Fire District #2, by virtue of this resolution hereby authorizes and adopts the 2026 wage and stipend schedule for positions not represented by a labor bargaining group.

Adopted this 8th day of January 2026, at the regularly scheduled meeting of the Board of Commissioners.

Attest to:

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

**Salary Survey 2025  
Information**

Fire Chief		Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range
Outcast Comparable	Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range	
Bremerton	\$161,747.12	\$177,919.12	\$169,853.12		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	3.0%	100%	NA	0	10-16.87	
City Of Walla Walla	\$160,741.00	\$182,721.00	\$169,721.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	3.0%	100%	\$5.75	0	10-13.16-47	
Cowlitz County 2	\$167,754.00	\$187,754.00	\$176,754.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	2.0%	100%	NA	0	11.67-16.87	
Emmetswain -King 8	\$168,048.84	\$195,048.84	\$181,048.84		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2.0%	100%	NA	\$5,000	16.87	
Key Peninsula	\$151,172.00	\$174,172.00	\$162,672.00		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2.0%	100%	Included in Health Insurance Cost	\$1,700.00	0-24 hours per month	
Nittitas Valley Fire KVRP	\$190,000.00	\$190,000.00	\$190,000.00	-100.01	10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	3%	100%	Included in Health Insurance Cost	\$3,000	0-24 hrs per month	
Moss Lake	\$141,026.00	\$161,026.00	\$151,026.00		6-9.99 years - \$600 annually; 10-14.99 years - \$1,200 annually; 15-19.99 years - \$1,800 annually; 20+ years - \$2,400 annually	3%	100% of employee premium	\$4.84	0	8-16 hours monthly	
Average	\$166,707.08	\$190,048.00	\$178,000.00			3.0%	100% coverage	0.0%	\$4,000.00	0-24 hours	
Local Market											
City of Spokane	\$191,327.44	\$216,409.00	\$203,867.72		NA	2.0%	8%	5.8 x salary to \$150k max costs 0.244%	0	12-24 hours	
SCFD10	\$171,887.33	\$171,887.33	\$171,887.33		60-119 mos 1%, 120-179 mos 2%	0.0%	0%	\$724.38 med, \$54.87 dem	\$9.38	\$1,200.00	
SCFD3	\$145,144.00	\$158,795.00	\$151,969.50		7 year 5%, 11 year 6%	10	100%	NA	0	10-16.87 monthly	
SCFD4	\$146,806.00	\$166,806.00	\$156,806.00		NA	8%	100%	100% - \$50,000 Policy	0	16.87	
SCFD5	\$159,000.00	\$181,000.00	\$170,000.00		NA	2.0%	100%	100% - \$50,000 Policy	0	16.87	
Spokane Valley Fire	\$204,000.00	\$204,000.00	\$204,000.00		NA	2.0%	90%	100%	\$49.87	22 hrs monthly	
Average Local Market	\$188,887.88	\$208,048.88	\$198,487.88			3.0%	80-100% coverage	0.0%	\$49,800.00	0-24 hrs	
Average Total -Comparable and Local	\$166,877.88	\$190,048.00	\$178,000.00			3.0%	100% coverage	0.0%	\$45,700.00	0-24 hrs	

Assistant/Deputy Chief		Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range
Outcast Comparable	Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range	
Bremerton	\$152,476.76	\$167,568.00	\$159,522.38		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	3.0%	100%	NA	0	10-17.87 monthly	
City Of Walla Walla	\$156,107.00	\$176,107.00	\$166,107.00		See attached NON-REPRESENTED EMPLOYERS - Benefit Summary Guide	6.0%	2132.79	5.75	0	13.33-16.66	
Cowlitz County 2	\$157,200.00	\$187,200.00	\$172,200.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	2.0%	90%	NA	0	11.67-16.87	
Emmetswain -King 8	\$206,871.36	\$226,871.36	\$216,871.36		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2%	100%	147.69	\$5,000	200 hours	
Key Peninsula	\$152,715.52	\$175,715.52	\$164,215.52		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2%	100% employee covered	Included in Health Insurance Cost	1700	0-24 hours per month	
Nittitas Valley Fire KVRP	\$197,000.00	\$197,000.00	\$197,000.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	3%	100%	Included in Health Insurance Cost	\$3,000	0-24 hrs per month	
Moss Lake	\$118,240.80	\$144,144.80	\$131,172.80		6-9.99 years - \$600 annually; 10-14.99 years - \$1,200 annually; 15-19.99 years - \$1,800 annually; 20+ years - \$2,400 annually	3%	100% of employee premium	4.84	0	8-16 hours monthly	
Average	\$168,484.88	\$191,679.79	\$179,169.88			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	
Local Market											
City of Spokane	\$176,711.92	\$203,559.12	\$190,135.52		NA	2.0%	2873	5.8 x salary to \$150k max costs 0.244%	0	12-24 hours	
SCFD10	\$157,000.00	\$177,000.00	\$167,000.00		60-119 mos 1%, 120-179 mos 2%	0.0%	0%	\$724.38 med, \$54.87 dem	\$9.38	\$1,200.00	
SCFD3	\$129,248.00	\$151,248.00	\$140,248.00		7 year 5%, 11 year 6%	NA	Employee pays 100%	NA	Employee Only	No Match	
SCFD4	\$147,348.00	\$167,348.00	\$157,348.00		NA	8%	100% EE & Dependents	100% - \$50,000 Policy	NA	13.33 - 16.87 hrs month	
SCFD5	\$173,675.00	\$193,675.00	\$183,675.00		NA	1.0%	3017.73	5.75	0	6.87 - 16.87 hrs month	
Spokane Valley Fire	\$224,024.00	\$224,024.00	\$224,024.00		NA	2.0%	2128.19	49.87	into VERA	22 hrs monthly	
Average Local Market	\$178,000.00	\$203,000.00	\$190,500.00			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	
Average Total -Comparable and Local	\$168,884.84	\$191,679.79	\$179,169.88			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	

Finance Manager		Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range
Outcast Comparable	Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range	
Bremerton	\$133,419.76	\$150,348.00	\$141,383.38		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	4%	100%	NA	0	10-16.87 monthly	
City Of Walla Walla	\$136,107.00	\$156,107.00	\$146,107.00		See attached NON-REPRESENTED EMPLOYERS - Benefit Summary Guide	3.0%	2132.79	5.75	0	13.33-16.66	
Cowlitz County 2 HR & Finance	\$110,846.00	\$130,846.00	\$120,846.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	4%	100%	NA	0	11.67-16.87	
Emmetswain -King 8 HR & Finance Director	\$147,348.00	\$167,348.00	\$157,348.00		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2%	100%	129.24	\$5,000	10-24 hours per month	
Key Peninsula HR & Finance	\$119,422.32	\$141,422.32	\$130,422.32		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2%	100% employee covered	Included in Health Insurance Cost	1700	0-24 hours per month	
Nittitas Valley Fire KVRP	\$159,700.00	\$159,700.00	\$159,700.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	3%	100%	Included in Health Insurance Cost	\$3,000	0-24 hrs per month	
Moss Lake	\$107,000.00	\$132,000.00	\$119,500.00		6-9.99 years - \$600 annually; 10-14.99 years - \$1,200 annually; 15-19.99 years - \$1,800 annually; 20+ years - \$2,400 annually	3%	100% of employee premium	4.84	0	8-16 hours monthly	
Average	\$138,484.88	\$158,048.88	\$146,048.88			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	
Local Market											
City of Spokane	\$158,156.00	\$183,156.00	\$170,656.00		NA	1%	2873	5.8 x salary to \$150k max costs 0.244%	0	12-24 hours	
SCFD10 removed due to outlier	\$80,000.00	\$80,000.00	\$80,000.00		60-119 mos 1%, 120-179 mos 2%	0.0%	0%	\$724.38 med, \$54.87 dem	\$9.38	\$1,200.00	
SCFD3	\$111,029.00	\$131,029.00	\$111,029.00		7 year 5%, 11 year 6%	NA	Employee pays 100%	NA	Employee Only	No Match	
SCFD4	\$119,923.00	\$139,923.00	\$129,923.00		NA	8%	100% EE & Dependents	100% - \$50,000 Policy	NA	6.87 - 16.87 hrs month	
SCFD5	\$139,852.00	\$159,852.00	\$149,852.00		NA	1.0%	3017.73	5.75	0	13.33 - 16.87 hrs month	
Spokane Valley Fire	\$193,976.00	\$193,976.00	\$193,976.00		NA	2.0%	2128.19	49.87	Provide \$1,700.00 pr if not used goes into VERA	22 hrs monthly	
Average Local Market	\$138,000.00	\$158,000.00	\$148,000.00			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	
Average Total -Comparable and Local	\$138,781.76	\$158,048.88	\$146,048.88			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	

Human Resources Manager		Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range
Outcast Comparable	Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range	
Bremerton	\$133,419.76	\$150,348.00	\$141,383.38		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	4%	100%	NA	0	10-16.87 monthly	
City Of Walla Walla	\$136,107.00	\$156,107.00	\$146,107.00		See attached NON-REPRESENTED EMPLOYERS - Benefit Summary Guide	3.0%	2132.79	5.75	0	13.33-16.66	
Cowlitz County 2 HR & Finance	\$110,846.00	\$130,846.00	\$120,846.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	4%	100%	NA	0	11.67-16.87	
Emmetswain -King 8 HR & Finance Director	\$147,348.00	\$167,348.00	\$157,348.00		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2%	100%	129.24	\$5,000	10-24 hours per month	
Key Peninsula HR & Finance	\$119,422.32	\$141,422.32	\$130,422.32		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2%	100% employee covered	Included in Health Insurance Cost	1700	0-24 hours per month	
Nittitas Valley Fire KVRP	\$159,700.00	\$159,700.00	\$159,700.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	3%	100%	Included in Health Insurance Cost	\$3,000	0-24 hrs per month	
Moss Lake	\$107,000.00	\$132,000.00	\$119,500.00		6-9.99 years - \$600 annually; 10-14.99 years - \$1,200 annually; 15-19.99 years - \$1,800 annually; 20+ years - \$2,400 annually	3%	100% of employee premium	4.84	0	8-16 hours monthly	
Average	\$138,484.88	\$158,048.88	\$146,048.88			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	
Local Market											
City of Spokane	\$158,156.00	\$183,156.00	\$170,656.00		NA	1%	2873	5.8 x salary to \$150k max costs 0.244%	0	12-24 hours	
SCFD10 removed due to outlier	\$80,000.00	\$80,000.00	\$80,000.00		60-119 mos 1%, 120-179 mos 2%	0.0%	0%	\$724.38 med, \$54.87 dem	\$9.38	\$1,200.00	
SCFD3	\$111,029.00	\$131,029.00	\$111,029.00		7 year 5%, 11 year 6%	NA	Employee pays 100%	NA	Employee Only	No Match	
SCFD4	\$119,923.00	\$139,923.00	\$129,923.00		NA	8%	100% EE & Dependents	100% - \$50,000 Policy	NA	6.87 - 16.87 hrs month	
SCFD5	\$139,852.00	\$159,852.00	\$149,852.00		NA	1.0%	3017.73	5.75	0	13.33 - 16.87 hrs month	
Spokane Valley Fire	\$193,976.00	\$193,976.00	\$193,976.00		NA	2.0%	2128.19	49.87	Provide \$1,700.00 pr if not used goes into VERA	22 hrs monthly	
Average Local Market	\$138,000.00	\$158,000.00	\$148,000.00			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	
Average Total -Comparable and Local	\$138,781.76	\$158,048.88	\$146,048.88			3.0%	100% coverage	0.0%	\$3,000.00	0-24 hrs	

Maintenance Technicians		Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range
Outcast Comparable	Current Annual Salary	Mid Range Annual Salary	Average	2020 Salary	Longevity Increase amount and years	Monthly Deferral Comp-DCP	HR Health Care Contribution Monthly	HR Life Insurance Contribution Monthly	HR VERA Contribution Annual	Vacation Accrued Monthly Range	
Bremerton	\$71,675.00	\$84,774.00	\$78,224.50		1% 4-10 years, 2% 11-15 years, 3% 16-20 years, 4% 21 and over	1.7%	NA	NA	0	10-20 hrs monthly	
City Of Walla Walla	\$66,210.00	\$86,210.00	\$76,210.00		See attached AFSCME EMPLOYERS - Benefit Summary Guide	3.0%	2003.82	6.75	0	13.33-16.66	
Cowlitz County 2	\$68,430.00	\$88,430.00	\$78,430.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	4%	100%	NA	0	11.67-16.87	
Emmetswain -King 8 No Comparable	NA	NA	NA		NA	NA	NA	NA	0	NA	
Emmetswain -King 8	\$69,240.00	\$89,240.00	\$79,240.00		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2%	100%	NA	\$0.00	0	
Key Peninsula	\$69,240.00	\$89,240.00	\$79,240.00		5 year 3%, 10 year 4%, 15 years 5%, 20 years 6%, 25 years 7%	2%	100%	Included in Health Insurance Cost	1,700.00	0-24 hours per month	
Nittitas Valley Fire KVRP	\$89,240.00	\$89,240.00	\$89,240.00		10 years 3.5%, 15 years 4%, 20 years 4.5%, 25 years 5%, 30 years 5.5%	3%	100%	Included in Health Insurance Cost	3,000.00	0-24 hrs per month	

**KITTITAS COUNTY FIRE DISTRICT #2  
Ellensburg, WA**

**Resolution 26-02**

**SUBJECT:** 2026 FEE SCHEDULE

**WHEREAS,** the Board of Commissioners believes it is in the best interests of the District and its citizens to provide a single, efficient and convenient listing of all fees and charges imposed by the District, and

**WHEREAS,** previous resolutions adopted for individual specific fee types are hereafter amended by this resolution, and

**WHEREAS,** the Board believes that inflation and advances in medical technology will continue to cause costs to escalate in the future, thereby necessitating an annual review and approval of the fee schedule, and now

**THEREFORE,** **BE IT RESOLVED,** by the Board of Fire Commissioners of Kittitas County Fire District No. 2, Kittitas County, Washington, that the fees attached as “Exhibit A – Fee Schedule” are approved and will be in effect on January 1st, 2026.

Adopted this 8<sup>th</sup> day of January 2026, at a regularly scheduled meeting of the Board of Commissioners.

\_\_\_\_\_  
Board Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
Commissioner

# KITTITAS VALLEY FIRE & RESCUE

*2026 Fee Schedule*



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## **Introduction**

Kittitas Valley Fire & Rescue (KVFR) has established this fee schedule to be consistent throughout the year and publicly transparent. The fee schedule will cover all anticipated fees and additional costs for services and will be updated annually.

Residents of the district pay a fire tax levy that is currently at \$1.36 per thousand of the value of their property. These property tax payments are used to cover the cost of providing fire protection for residents of the district. The taxes also finance the cost of prevention (the City of Ellensburg subsidizes these services at approximately 80%), public education, on-going training for the staff, and overhead costs such as utilities and administration. In addition, a portion of the cost of providing Emergency Medical Services (EMS) is subsidized each year by property taxes.

Emergency medical services (EMS) are provided on a fee-for-service basis since there is currently not an EMS levy in place. An EMS levy would increase property taxes for all taxpayers, whereas the fee-for-service system limits the expense of EMS services to the individuals who use the system. Since KVFR is a public provider, all costs for the delivery of service must be recovered through the combination of revenue sources described above.

KVFR also provides other fee based services such as providing ambulances and medical staff at scheduled events, fulfilling public records requests, issuing new construction permits, and reviewing plans related to fire suppression systems.

The fees for 2026 are on the following pages.

### Ambulance Transport Fees

Because the cost of providing EMS services is partially subsidized by property taxes, residents of the district are charged a lesser rate than non-residents. To be considered a resident of the district, the patient’s primary residence must be within Kittitas County Fire District No. 2 boundaries. Periodically, staff conducts a study of ambulance fees and the costs allocated to the EMS division.

<b>AMBULANCE TRANSPORT FEES</b>				
Description	Code	Mileage	Residents	Non-Residents
Basic Life Support - Non Emergent	BLS - NE	\$24.15 per mile	\$ 874.65	\$ 1,113.00
Basic Life Support - Emergent	BLS	\$24.15 per mile	\$ 899.85	\$ 1,184.40
Advanced Life Support	ALS	\$24.15 per mile	\$ 1,174.95	\$ 1,535.10
Advanced Life Support - Level 2	ALS - 2	\$24.15 per mile	\$ 1,285.20	\$ 1,707.30

### Non-Transport Fees

KVFR has traditionally had a policy of charging only for patient transports and has not previously realized income for responding to calls that do not result in the transport of a patient. The only noted exception to this was that KVFR, and previously the Ellensburg Fire Department, did charge for patient care services - such as starting IV’s - in skilled nursing facilities. Such charges were imposed due to the fact that the facilities are staffed to provide that level of care but choose not to do so.

In recent years, service demand has periodically exceeded the capacity to deliver emergent services. Requests from assisted living facility staff for “lift-assists” of non-injured patients represent a significant burden on emergency medical service providers that could be managed in a less impactful manner. Calls for this type of service account for upwards of 250 calls per year for patients who report they are uninjured and simply need assistance returning to a wheelchair, a walker, a bed, or to a standing position. Legal advice obtained by the district indicates that the charge for such non-transport calls must be comparable to the fee charged for transport service calls.

Each facility is given three (3) responses at no cost each calendar year.

<b>NON-TRANSPORT FEES</b>	
Description	Rate
Assisted Living Facilities "Lift-Assist" for non-injured patient	\$803.00

## **Event EMS Standby Fees**

KVFR provides the EMS mission to our community through the use of user fees. Property tax is utilized for fire suppression, fire prevention, and hazardous materials response. The EMS enterprise is supported through no taxes. Many other communities have an EMS Levy that assists in the funding of the EMS mission. Our Community has never had an EMS Levy.

Different organizations hold events during which they either are required to or prefer to have emergency medical staff on-site during the event. KVFR has fulfilled such requests on movie sets and at sporting events such as football games, rodeos, triathlons, and roller derbies.

Fees are charged depending on the personnel and apparatus requested. A minimum of one hour is charged. Additional hours are charged with the time calculated to the next highest 15-minute increment.

Every effort is made to fulfill BLS requests with non-career staff, but when those resources are not available, the district must cover the cost of having to send career staff members to the event by charging the hourly cost of salaries and benefits for the entire increment of time the career staff is paid for.

The cost of standby services at Central Washington University (CWU) football games is included in the fire protection contract in place with CWU. However, other events at CWU, which require EMS standby services, may be charged for after review by KVFR staff and the Board of Fire Commissioners.

Fees for special community events where a large percentage of those gathered are citizens of the District are usually and customarily waived at the discretion of the Board of Fire Commissioners. High school sporting events and the Kittitas County Fair are examples of events held by not-for-profit organizations where there are large gatherings of the community. The district feels it is prudent to have emergency response personnel present in the interest of community safety.

<b>EVENT EMS STANDBY FEES</b>	
<b>Description</b>	<b>Personnel Hourly Rate</b>
Staff on Standby without a medic unit	*Loaded Rate
More than 2 staff with a medic unit	*Loaded Rate Plus State Chiefs Rate
BLS request fulfilled by 2 non-career staff with medic unit	\$40 Plus State Chiefs Rate
BLS request fulfilled by 2 career staff with medic unit	*Loaded Rate Plus State Chiefs Rate
ALS request fulfilled by 2 career staff with medic unit	*Loaded Rate Plus State Chiefs Rate

\*Loaded Rate refers to the hourly cost of salaries and benefits for each of the personnel present for the entire time they are on the clock to fulfill the event request. State Chiefs Rate refers to the cost of the apparatus.

## **Out-of-District Fire Responses**

Out-of-district fire responses are responses outside of the district boundaries for situations in which there are no mutual aid agreements in place.

Response to such calls are billed at the rates set by the Washington State Fire Service each year. The responsible party will be billed for each apparatus and for all personnel that respond to the incident.

<b>OUT-OF-DISTRICT FIRE RESPONSES</b>	
<b>Description</b>	<b>Rate</b>
Personnel	Current Year Wage & Equipment Rates for the Washington State Fire Service
Apparatus	Current Year Wage & Equipment Rates for the Washington State Fire Service

## Illegal Burning

Policy 900.05 *Open Burning/Code Enforcement* establishes guidelines for legal burning within the KVFR boundaries. This policy outlines types of burning that require a Department of Ecology (DOE) permit as well as smaller burns which do not require a DOE permit. There are different activities allowed outside the City of Ellensburg and the Urban Growth Area than are allowed within those areas.

Burning activity expressly prohibited by KVFR includes burn barrels and the burning of non-organic materials such as construction debris.

Violations of the burning policy are subject to penalties imposed by KVFR and the Department of Ecology. KVFR will invoice violators using the Washington State Fire Service's Wage & Equipment rate schedule to cover the cost of the response for an illegal burning incident when:

- Incidents are determined to create significant risk to adjoining properties,
- Incidents are determined to be the responsibility of repeat violators,
- Community members are not cooperative in interactions with KVFR personnel, or
- The activity falls well outside community standards. Such incidents include outdoor burning activity which is not permitted by KVFR, outdoor burning which falls outside the permit specification, and arson activity.

<b>ILLEGAL BURNING</b>	
Description	Rate
Personnel	Current Year Wage & Equipment Rates for the Washington State Fire Service
Apparatus	Current Year Wage & Equipment Rates for the Washington State Fire Service

## **Fire Alarm Responses**

Service demand has periodically exceeded the capacity to deliver emergent services. Responses to false alarms due to equipment malfunctions occasionally represent a significant burden on KVFR’s on-duty resources and off-duty staff may be called in on overtime to assist. To recover such costs, KVFR may impose a fee for responses for fire alarm system activations due to equipment malfunction in excess of three (3) per calendar year.

Each occupancy will be given three (3) responses due to equipment malfunction at no cost each calendar year. Charges may be assessed to the owner of the affected property starting on the fourth alarm due to equipment maintenance or malfunction. A one-hour minimum will be charged.

<b>FIRE ALARM REPOSESES</b>	
Description	Rate
Personnel	Current Year Wage & Equipment Rates for the Washington State Fire Service
Apparatus	Current Year Wage & Equipment Rates for the Washington State Fire Service

## **Fire Inspection Fees**

The cost to provide for annual fire inspections and a follow-up re-inspection are covered under the City of Ellensburg’s contract with KVFR. A small percentage of businesses choose to ignore fire code violations, in part, due to the historical lack of re-inspection and also due to the fact that there is no cost associated with delaying corrections. In an effort to streamline the process to achieving fire code compliance and this a higher level of fire safety in the community, KVFR will perform re-inspections and will charge for re-inspections after the first one. KVFR personnel will have the flexibility to recommend against the charge when it is clear the owner/manager has made a good faith effort to resolve the issues and compliance was not possible due to weather, supply chain etc.

The fee for re-inspections is 1 hour loaded Fire Prevention Captain wages.

### **NSF Check Fees**

There are costs incurred for the handling of checks which are returned by the financial institution because the payer did not have sufficient funds to cover the check. The district has authority by law to collect a reasonable check-handling fee for checks dishonored by non-acceptance or non-payment.

A \$45 fee is adequate to recover the cost of the fee imposed on KVFR as well as to recover the cost of KVFR staff time involved with collecting the funds that are still due.

<b>NSF CHECK FEES</b>	
<b>Description</b>	<b>Rate</b>
NSF Check Fees	\$45.00

## Public Records Requests

The Washington State Open Public Records Act (PRA) requires that all records maintained by state and local agencies be made available to all members of the public, with very narrow statutory exemptions. Chapter 42.56 RCW provides the statutory framework for disclosure of public records. The law also recognizes that there is a cost to the agency associated with responding to public records requests and it contains provisions to allow the agency to collect fees from those who requests records.

Likewise, RCW 70.020.010 allows health care providers to charge fees for searching and duplicating health care records. The fees allowed by law are outlined in WAC 246-08-400. The fees are periodically updated and the rates in effect from September 7, 2017 to June 30, 2019 are listed below.

Additionally, the U.S. Code of Federal Regulations (CFR) allows medical records to be requested under the HITECH Act (Health Information Technology for Economic and Clinical Health Act. The fees charged under the HITECH Act are regulated by CFR 164.524.

GENERAL AND HEALTHCARE RECORDS	
Photocopies & printouts of electronic records	\$0.15 per page
Records scanned into an electronic format	\$0.10 per page
Four electronic records provided electronically	\$0.05/four files
Gigabyte of electronic records provided electronically	\$0.10/gigabyte
Digital storage media, containers & envelopes used to transmit records	Actual cost
Medical Incident Report - clerical fee	\$28.00 per report
Medical Incident Report - paper copies	\$1.24 per page, pages 1 - 30
Medical Incident Report - paper copies	\$0.94 per page, pages 31+
Medical records requested under the HITECH Act	\$6.50 per report

The Public Records Officer may waive copying fees as a matter of administrative convenience.

RCW 42.56.120 stipulates, “An agency may require a deposit in an amount not to exceed ten percent of the estimated cost of providing copies for a request. If an agency makes a request available on a partial or installment basis, the agency may charge for each part of the request as it is provided. If an installment of a records request is not claimed or reviewed, the agency is not obligated to fulfill the balance of the request.” KVFR will impose a ten percent deposit on large record requests.

## **Prevention Fees**

### **Permits**

The Prevention Captain at KVFR is also the fire code official for the City of Ellensburg and, as such, is responsible for issuing fire code permits for construction, development and operations within the City of Ellensburg.

### **Plans Review**

The KVFR Prevention Captain either performs fire system plans review or contracts to a third party vendor for such services.

### **Inspections – New/Altered Systems**

KVFR provides inspection services for fire detection and suppression systems for newly installed or altered systems.

KVFR prevention related fees are set to recover the cost of the Prevention Division's time as well as to recover the administrative costs of supporting such services. Therefore, the Prevention Captain's loaded hourly rate (salary plus cost of benefits) is used to calculate the base rate for services. A 10% increase to that rate allows the district to cover the cost of administrative support.

KVFR Permit Fee Schedule							
<b>Project Name:</b>							
<b>Project Address:</b>							
<b>Other Permit #:</b>							
<b>Contractor:</b>							
<b>Square Footage:</b>							
<b>Fire Alarm System - New Installation</b>							
	<b># Devices</b>		<b>Other Protection Systems</b>		<b>Billed</b>		
Control Panel With Up to 4 Devices	\$ 266.00		Standpipe Class I, II, III (part of System)	\$ 160.00			
Control Panel With 5 to 100 Devices	\$ 425.00		Storage Tank Installation: flam or Comb Liquids	\$ 213.00			
Per Additional Groupings of 100 Devices	\$ 107.00		Liquefied Petroleum	\$ 133.00			
Per Additional Panel	\$ 54.00		Cryogenic	\$ 133.00			
Sprinkler Supervision System	\$ 160.00		Medical Gas Systems (Gaseous Oxygen, Nitrous, etc.) (Not part of Building Permit)	\$ 133.00			
<b>Fire Alarm - Modification to Existing System</b>							
	<b># Devices</b>		Storage Tank Installation (Hazardous Materials not mentioned elsewhere)	\$ 213.00			
1 to 5 New Devices	\$ 54.00		Emergency or Stand by Commercial Power Generator Installation	\$ 160.00			
Additional 6 to 20 New Devices	\$ 107.00						
20+ New Devices Refer to New Installation							
Control Panel Replacement (no device revision)	\$ 266.00						
Sprinkler Supervision Panel Replacement (no device revisions)	\$ 160.00		<b>Permit:</b>				
			Conditional Use Permit	\$ 107.00			
			Temporary Use Permit	\$ 107.00			
<b>Fire Sprinkler Systems - New or Existing</b>							
	<b># Devices</b>		<b>Plans Check &amp; Review</b>				
1 to 9 Heads	\$ 213.00		Vendor Cost Plus 10%				
10 to 49 Heads	\$ 266.00						
50 to 100 Heads	\$ 425.00		<b>Land Use</b>				
101 to 200 Heads	\$ 478.00		Subdivision/Long Plat	\$ 319.00			
201 to 300 Heads	\$ 532.00		Preliminary	\$ 107.00			
301 to 400 Heads	\$ 638.00		Final	\$ 107.00			
401 to 500 Heads	\$ 691.00						
Over 500 Heads	\$ 744.00						
	plus \$ .50/head		Short Plat	\$ 107.00			
			Preliminary	\$ 54.00			
			Final	\$ 54.00			
<b>Non-Suppression Systems - New Installation</b>							
Class I hoods, Clean Agent, Spray Booths, Wet or Dry Chemical, CO2, etc.			Boundary Line Adjustment	\$ 54.00			
Panel & Bottle, up to 6 Nozzles (per hood)	\$ 160.00		Operational Permits (See list)	\$ 107.00			
Additional Bottles	\$ 54.00		Pre App	Incl. COE			
<b>Non-Suppression Systems - Modification to Existing System</b>							
Class I hoods, Clean Agent, Spray Booths, Wet or Dry Chemical, CO2, etc.			Inspection Fee (for inspections in excess of permit inspection allotments)	\$107.00			
1 to 3 new Nozzles (no new bottle)	\$ 54.00						
1 to 3 new Nozzles (with new bottle)	\$ 107.00						
<b>Fire Pump Installation:</b> Plan review & inspection fee	\$ 638.00						
<b>Underground Fire Mains:</b> Plan review/inspection	\$ 425.00						
<b>Standpipes (not part of sprinkler system):</b> Plan review/inspection	\$ 372.00						
<b>Total Permit Fees:</b>							

## **Mechanic Fees**

KVFR employs the area’s only mechanic who is certified as an emergency vehicle technician (EVT). WAC 296-305-04507 stipulates, “All repairs to the suppression components of emergency vehicles of the fire department shall be done by an emergency vehicle technician, ASE certified technician or factory qualified individual.”

The district’s management team anticipates the potential for other agencies to request that KVFR’s EVT mechanic complete repairs on their emergency vehicles and it is further anticipated that these repairs will be completed while the KVFR mechanic is on overtime. Therefore, the KVFR mechanic’s fee is established by using the mechanic’s loaded hourly overtime rate (overtime rate plus cost of benefits) with a 10% increase to allow the district to recover the cost of administrative support.

### ***Mechanic Fees***

<i>Services performed by the District’s Mechanic</i>	<i>\$97 per hour</i>
<i>Facility Shop Fee</i>	<i>\$258 per hour</i>
<i>Mobile Shop Fee</i>	<i>\$365 per hour</i>

**KITTITAS COUNTY FIRE DISTRICT #2  
Ellensburg, WA**

**RESOLUTION 26-03**

**SUBJECT:** AUTHORIZING COMMISSIONERS TO SERVE AS VOLUNTEER FIREFIGHTERS OF THE DISTRICT WITHOUT COMPENSATION

**WHEREAS,** the 1965 Legislature enacted Chapter 112, Laws of 1965 and RCW 52.14.010 permitting fire district commissioners to serve as volunteer firefighters of the district, and

**WHEREAS,** with Resolution 12-03, the Board of Fire Commissioners authorized commissioners to serve as volunteer firefighters without compensation, and

**WHEREAS,** there has been new Commissioners elected to the Board that are volunteer firefighters, and

**WHEREAS,** there continues to be a shortage of manpower in areas of Kittitas County Fire Protection District No. 2, and

**WHEREAS,** it is the desire of the commissioners of Kittitas County Fire Protection District No. 2, that the commissioners be allowed to serve as volunteer firefighters of the district; and now

**THEREFORE,** BE IT RESOLVED, that by unanimous consent of the Board of Fire Commissioners of Kittitas County Fire District 2, authorize commissioners to serve as volunteer firefighters of the district without compensation.

Adopted this 8<sup>th</sup> day of January 2026, at a regularly scheduled meeting of the Board of Commissioners.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Commissioner

Attest to:

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner



# KITTITAS VALLEY FIRE & RESCUE

400 E Mountain View • Ellensburg, WA 98926 • (509) 933-7231 •

## Fire District Revenue Sources

Kittitas County Fire District 2 AV is estimated at \$6,212,521,385 for 2026

### **REGULAR PROPERTY TAX LEVY**

Fire Protection Districts may levy up to \$1.50 per thousand dollars of assessed valuation RCW 52.16.130 (\$.50), 52.16.140 (\$.50) and 52.16.160 (\$.50).

KVFR for 2026 is at \$1.3629 per thousand dollars of assessed valuation.

### **EMERGENCY MEDICAL SERVICE LEVY**

Pursuant to RCW 84.52.069 fire protection districts and regional fire authorities also have the authority to levy an additional fifty cents (\$.50) per thousand dollars of assessed value to provide emergency medical services for a six year, ten year or on a permanent basis. The levy is available only if neither the county nor any other authorized taxing district imposes the tax within the boundaries of the fire district and only if the voters of the district approve the tax levy by super majority. The funds raised by the EMS levy may only be used to finance emergency medical services. Renewals of an existing EMS levy (regardless of the levy rate) do not have to meet the validation requirement and require only a simple majority vote.

### **EXCESS TAX LEVY**

An excess levy is a levy that exceeds the \$1.50 regular tax levy limits and requires supermajority vote. Excess levies are often associated with incurring bonded indebtedness.

### **Non Tax Based**

#### **BENEFIT CHARGES**

Chapter 52.18 RCW (RCW 52.26.180-.270 for RFAs) authorizes fire protection districts to establish a benefit charge for a period of six years, ten years or on a permanent basis on personal property and improvements to real property. The total charge may provide up to sixty percent (60%) of the operating budget of the district. If the district elects to use a benefit charge it may still levy a real property tax at a rate not to exceed one dollar (\$1.00) per thousand dollars of assessed valuation. The benefit charge is not a property tax but rather is a charge for services provided by the district to the properties in the District. Since the services provided to different properties will vary, the charge need not be equal on all similar properties.

### **LOCAL IMPROVEMENT DISTRICTS**

Fire protection districts are authorized to create local improvement districts to assess a special levy on properties that will be particularly benefited by the improvements purchased with the levy funds. Fire protection districts rarely use this process.

### **EMS FEES**

RCW 52.12.131 authorizes fire protection districts to establish EMS fees.

### **HAZ MAT RESPONSES**

RCW 52.30.090 authorizes fire protection districts to recover costs of hazardous materials responses including cost recovery at motor vehicle accidents.

### **OUT OF DISTRICT RESPONSES**

RCW 52.12.111 and RCW 52.12.160 authorizes services outside the boundaries of the district “under conditions prescribed by the fire commissioners.” This would allow the district to establish a fee schedule for out of district responses.

### **IMPACT FEES**

RCW 82.02.050 authorizes fire protection districts, in conjunction with cities and counties to develop and impose impact fees. The statute contains numerous requirements and requires a great deal of planning, communication and cooperation with the county or city that has permitting authority in your district.

## 2026 Election Dates & Deadlines:

### February 10, 2026 Special Election

December 12, 2025

- ◆ Last day to file a resolution for the February Special Election
- ◆ Committee Appointments Due

December 17, 2025

- ◆ Pro & Against Statements Due for the Local Voters' Pamphlet

January 20, 2026

- ◆ Ballots Mailed for the February 10, 2026 Special Election

February 20, 2026: Special Election Certified

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### April 28, 2026 Special Election

February 27, 2026

- ◆ Last Day to file a resolution for the April Special Election
- ◆ Committee Appointments Due

March 4, 2026

- ◆ Pro & Against Statements due for the Local Voters' Pamphlet

April 7, 2026

- ◆ Ballots Mailed for the April 28 Special Election

May 8, 2026: Special Election Certified

### August 4, 2026 Primary/ Special Election

May 1, 2026

- ◆ Last day to file a resolution for the August Primary
- ◆ Pro & Con Committee Appointments Due

May 1, 2026

- ◆ Pro & Against Statements due to the Local Voters' Pamphlet

July 7-9, 2026

- ◆ Local Voters' Pamphlet mailed

July 14, 2026

- ◆ Ballots Mailed for the August Primary

August 18, 2026: Primary Certified

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### November 3, 2026 General Election

August 4, 2026

- ◆ Last day to file a resolution for the November General.
- ◆ Pro & Against Committee Appointments Due.

October 7-9, 2026

- ◆ Local Voters' Pamphlet mailed

October 13, 2026

- ◆ Ballots Mailed for the November General

November 24, 2026: General Election Certified

**PERSONAL SERVICES CONTRACT**  
**Between**  
**KITTITAS VALLEY FIRE & RESCUE**  
**And**  
**Chris Moen**

This agreement is made and entered into the 8<sup>th</sup> day of January 2026, by and between Kittitas Valley Fire & Rescue, hereinafter referred to as "District" and Chris Moen, hereinafter referred to as the "Employee", both of whom agree and understand as follows:

WHEREAS, the District wishes to employ the services of Chris Moen as Deputy Chief of Operations, and

WHEREAS, the District and the Employee desire to provide for certain procedures, benefits and requirements regarding the employment of the Employee by the District; and

WHEREAS, the Employee wishes for employment as Deputy Chief of the District under the terms of conditions recited herein.

NOW, THEREFORE, the District and Employee agree to the following

**Section 1. Duties and Responsibilities.** The duties and responsibilities of Deputy Chief of Operations shall be in accordance with Washington State Law, all ordinances and resolutions of the District and policies. The job duties and responsibilities of the Deputy Chief of Operations are clearly outlined in the attached Job Description, and hereinafter referred to as "Addendum A".

**Section 2. Term of Agreement.** The Employee shall be retained as Deputy Chief, of Kittitas Valley Fire and Rescue for one (1) year period, commencing on the date of January 8<sup>th</sup>, 2026. This agreement automatically renews upon the satisfactory performance evaluation conducted by the Fire Chief and Board of Fire Commissioners on a regularly scheduled basis.

Section 2.1 Performance Evaluation

1. The Fire Chief and Board of Fire Commissioners shall review and evaluate the performance of the Employee on an annual basis. The review and evaluation shall be in accordance with criteria developed by the District.
2. Annually, the Fire Chief shall define goals and performance objectives which he determines necessary for proper operation of the District, and in the establishment of the objectives, shall further designate a relative priority among those various objectives.

**Section 3. Discipline and Discharge.** The employee serves at the pleasure of the Fire Chief and the Board of Fire Commissioners. If an employee does not obtain a satisfactory performance evaluation and is afforded the opportunity to a performance improvement plan, then the Fire Chief and the Board of Fire Commissioners may terminate this agreement. The employee will be provided 30 days advance notice of any termination. The employee shall receive all compensation earned prior to the termination

date together with a lump sum payment of unused vacation time and two month's additional pay as severance including the cost of (90%) medical coverage for two months.

For the first year of this agreement only (December 1, 2024- December 1, 2025) the Fire Chief can terminate the employee for performance related reasons after not obtaining a satisfactory performance evaluation, if they have afforded a performance improvement plan and the information has been presented to the Board of Fire Commissioners and only upon a majority vote of the Board.

The District may suspend the Employee with full pay and benefits at any time during the term of this agreement for any investigation of misconduct. If formal charges are filed against the employee, the case will be presented to the board of Fire Commissioners and if a majority of the Board agrees that continued presence on the job by the Employee would be dangerous to any other employee, or present a safety or security risk to the District. Such suspension with pay shall only be during the course of any investigation.

The District may discipline, suspend, or discharge the Employee. Such discipline may only be made after a hearing wherein the employee is given the opportunity to respond to any formal charges, and only upon a majority vote of the Board. At such a hearing, the Employee is entitled to be represented by counsel and to call witnesses on their behalf. In the event that the Employee is terminated for just cause, including conviction of a felony, the District shall have no obligation to pay severance pay or unused vacation time.

**Section 4. Resignation.** In the event that the Employee voluntarily resigns from their position with the District, the Employee shall give the District a minimum of one (1) months' advance notice, in writing, unless the parties otherwise agree. Such resignation in good standing entitles the Employee to a lump sum payment equivalent to all accrued vacation. The employee, if in good standing, may be cashed out in an amount equal to one hundred percent of the member's twenty percent of accrued sick leave value.

**Section 5. Salary.** Basic monthly salary shall be 125% of Admin Captain/PM wages. Employee shall receive an additional one (1) percent longevity pay, based on the 1<sup>st</sup> Class FF base wage as identified in the current IAFF contract, for every five (5) complete years of service. Longevity shall be based on the number of service credit years the employee has in the LEOFF system. The employee is eligible to participate in a Deferred Compensation Program as provided for under the current IAFF Contract. The District will contribute the same contribution as agreed to in the current IAFF Contract.

**Section 6. Hours of Work.** The employee is assigned to work an average 40 hour work week. The work period is established as Sunday through Saturday with normal workdays Monday through Friday. The workday will normally be 8:00am to 5:00pm Monday through Friday, with one hour for lunch, and two fifteen-minute breaks, unless special circumstances exist. A permanent alternative work schedule may be arranged that totals 40 hours, if the employee and Fire Chief agree, an alternative work authorization form must be submitted to the Administrative Services Manager.

The district recognizes that the employee's position requires time to be worked outside of normal office hours and to that end the employee will utilize "flex" time as deemed

appropriate during said office hours. It is also recognized that since exempt employees do not receive FLSA overtime or comp time, the district agrees that the employee who is required to work in excess of 40 hours per week for time sensitive workload issues, special projects, during weekends or any normally scheduled time off will be granted administrative time. Administrative time will be earned and taken on an hour for hour basis and is not eligible for cash out at termination of employment.

It is understood this agreement shall be interpreted and applied in such a manner which will ensure, to the fullest extent possible, the continued exempt status of the Deputy Chief.

**Section 7. Holidays.** The following days shall be recognized as paid holidays:

- |                           |                               |
|---------------------------|-------------------------------|
| 1) New Year's Day         | 7) September 11 <sup>th</sup> |
| 2) Martin Luther King Day | 8) Veteran's Day              |
| 3) President's Day        | 9) Thanksgiving               |
| 4) Memorial Day           | 10) Day after Thanksgiving    |
| 5) Independence Day       | 11) Christmas                 |
| 6) Labor Day              | 12) Floating Holiday          |

It is understood that these holidays are earned as they come throughout the year, although by mutual agreement of the Employee and Fire Chief, the Employee may work on a scheduled holiday and take an alternate day off. Any holiday falling on Saturday will be celebrated on the preceding Friday. Any holiday falling on Sunday will be celebrated on the following Monday. A holiday falling within a vacation period shall not constitute a vacation day and a holiday occurring while the Employee is on sick leave shall not count against the Employee's sick leave credit. If the Employee does not complete the full year of employment and has already used holiday time in excess of that which was earned the employee will be responsible to reimburse the Fire District through payroll deduction.

**Section 8. Vacation Leave.** The Employee shall earn vacation as follows:

<b>Years Completed</b>	<b>Earned Per Month</b>	<b>Earned Each Year</b>
1 – 3 years	8 hours	12 working days
4 – 8 years	10 hours	15 working days
9 – 14 years	12 hours	18 working days
15 – 19 years	14 hours	21 working days
20 – 24 years	16 hours	24 working days
25 years and over	20 hours	30 working days

Effective December 1<sup>st</sup>, 2024, the employees current leave bank of vacation hours will be converted to a 40 hour rate and then begin to accrue at the rate set forth above. The Employee shall be allowed to carry forward a maximum vacation accrual not to exceed one- and one-half years' worth of vacation at the applicable accrual schedule. Unused vacation more than the amount set forth above shall be forfeited except in the extreme and/or unusual circumstances approved by the Fire Chief. Year completed shall be based on the number of service credit years the employee has in the LEOFF system.

The Employee will utilize district procedures to request vacation leave. Requests must be forwarded to and approved by the Fire Chief or their designated representative.

**Section 9. Sick Leave.** The Employee shall be entitled to sick leave with pay at the employee's regular rate of pay when incapacitated for the performance of assigned duties by reason of sickness or injury resulting from causes beyond the Employee's control, or when through exposure to contagious diseases, the presence of the employee would jeopardize the health of others. Sick leave shall accrue at the rate of eight (8) hours per month from the first day of employment and may accrue a maximum of nine hundred sixty (960) hours. Notification of absence on account of illness shall be given to the Fire Chief. Failure to notify the Fire Chief as the reason for the request (such as personal, family or bereavement) and expected duration of sick leave request on the first day of absence may constitute cause for loss of leave. The District reserves the right to request a health provider verification note for absences beyond three days. Effective December 1<sup>st</sup>, 2024, the employees current leave bank of sick leave hours will be converted to a 40 hour rate and then begin to accrue at the rate set forth above.

**Section 10. Bereavement Leave.** In the event of an incapacitating illness, injury, hospitalization or death of the immediate family (i.e. spouse and children of the employee, parents or step parents, brothers, sisters, grandchildren, grandparents of the employee, and those of the employee's spouse) of the employee, the employee shall be granted up to five (5) days off. If the employee is required to travel out of state to make arrangements and/or attend a funeral of a family member, the Board, at their sole discretion, may grant an additional four (4) days off. Day off will be charged to the Employee's choice of accrued sick leave or vacation time.

**Section 11. Professional Development.** The District hereby agrees to budget for and to pay the reasonable travel and other expenses of Employee for professional development of the Employee. The District also agrees to budget and to pay for the reasonable travel and other expenses of the Employee for short courses, conferences and seminars that are necessary and desirable for the professional development of the Employee and for the good of the District. All such classes, conferences, seminars and courses will be approved by the Fire Chief.

The District recognizes the desirability of representation in and before professional, local civic and other organizations, and upon approval of the Fire Chief; the Employee is authorized to become a member of professional, civic clubs and other such organizations for which the District shall pay all membership-related expenses.

**Section 12. Medical Coverage and Insurance Program.** The District will provide a medical/hospitalization/surgical plan for the Employee and their dependents. In addition, the District will provide a dental plan with orthodontia and a vision plan for the Employee and their dependents. The District will also provide a \$10,000 basic life insurance policy for the Employee. The same insurance coverage and benefits the District provides to members of the Union will be provided to the District administrative staff.

The District shall offer and pay for "Fit for Duty" medical examinations to the Employee on a volunteer basis.

The District pays 90% of the cost of the monthly insurance premium and the Employee will contribute 10% of the premium through payroll deduction.

The District will issue a VEBA-HRA to the employee with an amount loaded annually using the following schedule:

- Employee \$1500.00
- Employee and Spouse \$3600.00
- Employee, spouse & children \$3600.00
- Employee and children \$3600.00

**Section 13. Annual Fire Appreciation Function.** The District will pay for the Employee and one guest for the annual Fire Service Appreciation Functions held locally. Said payment will cover the cost of the venue, food and soft drinks. Any additional costs will be the responsibility of the Employee.

**Section 14. Automobile.** The Employee shall be assigned a District owned vehicle to effectively perform their assigned duties. The usage of this vehicle will be governed by Department policy. The District shall be responsible for paying for liability, property damage, and comprehensive insurance, and for the purchase, operation, maintenance, repair and regular replacement of said vehicle. The vehicle is to provide a means for all-hazard, all weather, and 24-hour capable response.

**Section 15. Retirement Participation.** The District agrees to contribute the Employer portion of the State of Washington, LEOFF II Retirement Plan, and the Employee agrees to contribute the Employee portion to the same plan for the benefit of the Employee.

**Section 16. Uniforms and Clothing Allowance.** The District agrees to provide for the Employee one (1) Class A Fire District Uniform for use at special Fire District occasions which may occur. The Deputy Chief will use the District's Quartermaster system for class "B" Uniforms. All uniforms will be issued in compliance with KVFR policy and the employee will be eligible for district station and wildland boot stipend's if they do not utilize the quartermaster for those boots.

**Section 17. Residence Requirement.** The District shall require that the Employee live within the boundaries of Kittitas Valley Fire and Rescue.

**Section 18. Grievance Procedures.** The purpose of this procedure is to provide an orderly method of resolving all disputes involving interpretation of this agreement, and other work-related problems. This procedure shall not be used to change, add to, or delete provisions of this Agreement, or in any other way to modify wages and benefits of the Employee. A grievance procedure, and there shall be no suspension of work, or interference with the operation of the District as a result of the filing of a grievance.

An Employee's failure to use the procedure in a timely manner shall constitute a full and complete waiver of the grievance. The District's failure to comply with time limits shall not constitute a waiver of the Employee's grievance. Any time limits stipulated in the grievance procedure may, however, be extended for stated periods of time by the appropriate parties by mutual agreement in writing; and the parties may, by mutual agreement, waive any step or steps in an effort to expedite the matter.

**Step 1.** The Deputy Chief shall meet with the Fire Chief within fourteen (14) business days of the knowledge of the alleged grievance to attempt to resolve the difference at

that level. The Fire Chief shall respond in writing, affirming or denying the grievance within ten (10) business days of the meeting.

**Step 2.** In the event the grievance is not resolved in Step 1, the Employee shall reduce the grievance to written form which shall include the following (1) Statement of the grievance and relevant facts; (2) specific provisions of the agreement violated, if any; (3) remedy sought. The request for review shall be filed in writing, with the Fire Chief or in the absence of the Fire Chief, with District Secretary within fourteen (14) calendar days. The Fire Chief shall conduct an informal hearing within fourteen (14) calendar days of said request for review. Within fourteen (14) calendar days following the hearing, the decision of the Fire Chief shall be transmitted, in writing to the aggrieved Employee.

**Step 3.** In the event the grievance is not satisfactorily settled at Step 2, the aggrieved Employee may appeal to the Board of Fire Commissioners. The request for review shall be filed, in writing, with the District Secretary or in the absence of the District Secretary, with any member of the Board of Fire Commissioners within fourteen (14) business days after completion of Step 2. The Board of Fire Commissioners shall conduct an informal hearing within fourteen (14) business days of the said request for review. Within fourteen (14) business days following the hearing, the decision of the Board of Fire Commissioners shall be transmitted, in writing.

**Step 4.** In the event the grievance is not satisfactorily settled at Step 3, the aggrieved Employee may with fourteen (14) calendar days request that the matter be submitted to an arbitrator to be appointed by the PERC, or through the procedures of the Federal Mediation and Conciliation Service.

The arbitrator shall have no power to render a decision that will add to, subtract from, or alter, change or modify the terms of this Agreement, and the arbitrator's power shall be limited to interpretation and application of the express terms of this agreement.

In the event the employee is not satisfied with the arbitrator's decision, the Employee shall notify the District in writing within thirty (30) calendar days of the receipt of the arbitrator's written decision that the employee elects to commence court proceedings to resolve the grievance.

Each party shall initially bear the cost of presenting his/her own case. The arbitrator's decision shall be made in writing and shall be issued to the parties within thirty (30) calendar days after the arbitration hearing. If the arbitrator orders additional compensation for the aggrieved Employee, such compensation shall not extend further back than sixty (60) days before the initial filing of the grievance.

## **Section 20. General Provisions.**

1. All rights of the parties hereto pursuant to this Agreement shall survive any termination of the employment hereunder. All rights and benefits for which the Employee is eligible under any bonus, pension, group insurance, death benefit or any other benefit, or other benefit plan which the District provided for its employees generally, including sick leave, holiday, vacation, buy back policies, etc. shall survive any termination of employment.

2. any notice required or permitted to be given under this Agreement shall be sufficient, if in writing and delivered personally or sent by registered or certified mail to the Employee at his residence, or to the District at its principal office.
3. This agreement contains the entire agreement between the parties hereto relating to the subject matter hereof, and no modifications of this Agreement shall be valid unless made in writing and signed by the parties hereto.
4. Any provisions hereof which are prohibited by law or are unenforceable shall be inoperative and all of the remaining provisions of this Agreement shall, nevertheless, continue in effect.
5. In the event of the Employee's death, all wages and benefits due the Employee shall be handled in accordance with the probate laws of the State of Washington.

IN WITNESS WHEREOF, the Fire Chief for Kittitas Valley Fire & Rescue has caused this Agreement to be signed and executed on its behalf. Employee has signed and executed this Agreement the day and year above written.

DISTRICT REPRESENTATIVE:

EMPLOYEE:

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BOFC Board Chair

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Chris Moen  
Deputy Chief