

**KUNA RURAL FIRE DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING AGENDA**

**JANUARY 14, 2026**

DATE	TIME	LOCATION
<b>JANUARY 14, 2026</b>	<b>10:00 AM</b>	<b>Kuna City Hall Council Chambers</b> 741 W 4 <sup>th</sup> St Kuna, ID 83634

**ACTION ITEM NOTATION INFORMATION:** Any agenda item requiring a vote by the Board of Commissioners is designated with "Action Item" in the left column of this Meeting Agenda. The inclusion of "Action Item" indicates that a vote may be taken but does not mandate a vote on that item. The "Action Item" designation applies to all matters listed under the same agenda number.

<b>1.</b>	<b>OPEN REGULAR MEETING</b>
<b>2.</b>	<b>ROLL CALL</b>
<b>3.</b>	<p><b>CONSENT AGENDA</b></p> <p>All items listed under the Consent Agenda are considered routine and will be acted upon with one motion by the Board of Commissioners. There will be no separate discussion on these items unless requested by a member of the Board, the Fire Chief, or the District Attorney. If an item is removed from the Consent Agenda, it will be placed on the Regular Agenda under New Business or as otherwise directed by the Board.</p> <p><b>Items for Approval:</b></p> <ul style="list-style-type: none"> <li>• <b>Approval of Board Meeting Agenda Notice Postings Report – Secretary</b> <ul style="list-style-type: none"> <li>• Review and approve the Secretary’s report on agenda notice postings, confirming that proper notice was provided on the District’s website in accordance with legal requirements.</li> </ul> </li> <li>• <b>Procedure for Amending the Agenda</b> <ul style="list-style-type: none"> <li>• In the event the Board needs to take final action on an emergency matter not listed on the posted agenda, the following procedure must be followed: <ul style="list-style-type: none"> <li>▪ A motion must be made explaining why the item was not reasonably anticipated, including specific facts describing the emergency.</li> <li>▪ The motion and its justification must be recorded in the official meeting minutes.</li> <li>▪ <b>Note:</b> An <i>emergency</i> is defined as a situation involving injury or damage to persons or property, immediate financial loss, or a significant likelihood of such injury, damage, or loss—where following standard notice procedures would be impractical or could increase risk.</li> </ul> </li> </ul> </li> <li>• <b>Approval of Board Meeting Minutes</b> <ul style="list-style-type: none"> <li>• Review and approve the minutes from the previous meeting(s). <ul style="list-style-type: none"> <li>▪ Approval of December 10, 2025 Regular Meeting Minutes</li> <li>▪ Approval of December 29, 2025 Special Meeting Minutes</li> </ul> </li> </ul> </li> <li>• <b>Approval of the Financial Report and Board Approval of Bills</b> <ul style="list-style-type: none"> <li>• The Board will review and approve the financial report as presented, including: <ul style="list-style-type: none"> <li>▪ Approval of bills and accounts payable</li> <li>▪ Confirmation of ordinary and necessary expenditures made during the month</li> <li>▪ Authorization for the continued investment of certified funds as recommended by the Treasurer</li> </ul> </li> </ul> </li> </ul>

Action Item
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<p><b>4.</b></p>	<p><b>PUBLIC INPUT</b></p> <p>This time is set aside for members of the public to address the Board of Commissioners on matters of concern or interest within the jurisdiction of the Fire District. Comments are limited to [3–5] minutes per speaker unless otherwise approved by the Board. No action will be taken on items raised during Public Input unless such items are properly noticed on the agenda for action.</p>
<p><b>5.</b></p>	<p><b>PRESENTATIONS</b> None</p>
<p><b>6.</b></p>	<p><b>OFFICER REPORTS</b></p> <p><b>Chief Level Officer Report</b></p> <ul style="list-style-type: none"> <li>• Kuna Fire Chief, TJ Lawrence</li> </ul> <p><b>Local 4165 report</b></p> <ul style="list-style-type: none"> <li>• Open discussion time for Local 4165 Firefighters</li> </ul> <p><b>Attorney Report</b></p> <ul style="list-style-type: none"> <li>• Marc Bybee</li> </ul> <p><b>State Fire Commissioners Association Report/Update</b></p> <ul style="list-style-type: none"> <li>• Rebekah Luther, Commissioner</li> </ul> <p><b>Ada County-City EMS System (“ACCESS”) Update</b></p> <ul style="list-style-type: none"> <li>• Carrera Atkinson, Commissioner</li> </ul>
<p><b>7.</b></p> <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-top: 10px;">Action Items</div>	<p><b>EXECUTIVE SESSION</b></p> <p><b>Suggested Motion:</b> Move that we enter into executive session pursuant to Idaho Code § 74-206(1)(b) to consider evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public-school student.</p> <p><b>ACCEPTABLE REASONS FOR EXECUTIVE SESSION</b> Executive sessions, during which the public is excluded, are permitted only for the purposes outlined in Idaho Code § 74-206 and must follow the procedures stated therein. The motion to enter an executive session must identify the specific statutory subsection that authorizes the session, followed by a roll call vote recorded in the meeting minutes. A two-thirds (2/3) majority vote of the governing body is required for authorization. Changing the subject within the executive session to a topic not stated in the motion or unauthorized by law is prohibited.</p> <p><b>Idaho Code § 74-206(1) Permissible Reasons:</b></p> <ul style="list-style-type: none"> <li>• (a) To consider hiring a public officer or employee.</li> <li>• (b) To evaluate, dismiss, or discipline an employee or hear complaints.</li> <li>• (c) To acquire an interest in real property not owned by a public agency.</li> <li>• (d) To consider exempt records.</li> <li>• (e) To discuss trade or commerce negotiations.</li> <li>• (f) To communicate with legal counsel regarding litigation.</li> <li>• (g) By the commission of pardons and parole.</li> <li>• (h) By the juvenile corrections custody review board.</li> <li>• (i) To discuss risk management or insurance claims.</li> <li>• (j) To consider labor contract matters per § 74-206A(1)(a) and (b).</li> </ul> <p>The action item includes the motion to enter an executive session, identification of the statutory authorization, and attendees outside of the Board. A roll call vote will be conducted to resume the regular session after the executive session. No final action or decision will be made during the</p>

	executive session.
<b>8.</b> <div style="border: 1px solid black; padding: 2px; width: fit-content;">Action Item</div>	<b>POST EXECUTIVE SESSION BUSINESS:</b> Discuss any necessary business or follow-up actions resulting from the executive session. No final actions or decisions will have been made during the executive session itself, so any actions to be taken must occur during the public portion of the meeting.
<b>9.</b> <div style="border: 1px solid black; padding: 2px; width: fit-content;">Action Items</div>	<b>OLD BUSINESS</b> <b>NONE</b>
<b>10.</b>	<b>NEW BUSINESS</b> <ul style="list-style-type: none"> <li>• <b>Oath of Office, Elected Officials</b></li> <li>• <b>Resolution 2026-01, Nomination and Appointment of Board Chair, Vice Chair, Secretary, and Treasurer for the 2026 Term</b> <ul style="list-style-type: none"> <li>○ Discussion and possible approval of Resolution 2026-01, appointing Board Chair, Vice Chair, Secretary and Treasurer for the 2026 Term <ul style="list-style-type: none"> <li>▪ A certified copy of the Kuna Board of Commissioner appointments needs to be filed (by the Secretary) with the Canyon County and Ada County Records Offices</li> </ul> </li> </ul> </li> <li>• <b>Approval of District Fire Chief for 2026</b></li> <li>• Discuss, nominate and approve the Kuna Rural Fire District Fire Chief</li> <li>• Approve 6<sup>th</sup> Amended Contract for Chief Lawrence</li> <li>• <b>Approval of District Attorney for 2026</b></li> <li>• Discuss, nominate and approve the Kuna Rural Fire District Attorney for the 2026 term</li> <li>• <b>Resolution 2026-02, 2026 Regular Monthly Commissioner Schedule</b></li> <li>• Discussion and possible approval of Resolution 2026-02, setting the Regular Monthly Commissioner Meeting on the second Wednesday of every month at 10:00 AM for 2026</li> <li>• <b>Appointment of Commissioners to the Budget Advisory Committee</b> <ul style="list-style-type: none"> <li>○ Discussion and election of Commissioners to the Budget Advisory Committee</li> </ul> </li> <li>• <b>Appointment of Commissioners to the Union Negotiation Committee</b> <ul style="list-style-type: none"> <li>○ Discussion and election of Commissioners to the Union Negotiation Committee</li> </ul> </li> <li>• <b>Presentation of 3rd Party Inspection Proposals for Station 2</b> <ul style="list-style-type: none"> <li>○ Discuss and consider bids presented to District for Third Party Inspection Services for Station 2, select contractor to award bid to, and authorize Fire Chief and District Attorney to negotiate final contract terms with selected contractor.</li> </ul> </li> <li>• <b>Request for Waiver of Impact Fees by Kuna Food Bank</b> <ul style="list-style-type: none"> <li>○ Discussion and decision on waiving Impact Fees for Kuna Food Bank</li> </ul> </li> </ul>
<b>11.</b>	<b>COMMISSIONER OPEN DISCUSSION</b> This time is reserved for the Board of Commissioners to share general updates, comments, or future agenda suggestions. No action will be taken, and no decisions will be made during this portion of the meeting.

<b>12.</b> Action Item	<b>ADJOURNMENT</b> Motion to adjourn the meeting.
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Kuna Rural Fire District, Secretary: Darlene Bishop

Location Agenda Posted: Kuna Fire Station 150 W Boise St. Kuna, ID 83634

Date/Time Agenda Posted: Friday, January 9, 2026 before 10:00 a.m.

## **BOARD OF COMMISSIONERS MINUTES**

Kuna Rural Fire District  
Regular Meeting December 10, 2025

### **OPEN REGULAR MEETING**

Commissioner Hale called the regular meeting of the Kuna Rural Fire District Board of Commissioners to order December 10, 2025, at 10:01 AM.

### **COMMISSIONERS PRESENT**

Commissioner present at the meeting included Commissioner Rebekah Luther, Commissioner Carrera Atkinson, Commissioner Dawn Hale, and Commissioner Halie Cavanagh. Commissioner Robert Hilpert was absent.

Additional individuals present included Attorney Marc Bybee, Chief TJ Lawrence, Assistant Chief James Trumble, Executive Assistant Darlene Bishop and members of the public.

### **CONSENT AGENDA APPROVAL**

Commissioner Atkinson made a motion to approve the Consent Agenda as printed and posted. Seconded by Commissioner Luther. Approved unanimously.

- Approval of the Agenda
- Approval of the Board Minutes dated November 12, 2025.
- Approval of the Financial Reports including the fund investments, approval of bills, accounts payable, and Impact Fee Account Balances.

### **PUBLIC INPUT/DISCUSSION**

- There was no public input or discussion.

### **PRESENTATIONS**

#### **Susan Lasuen, Operations Director, iiiA**

- Ms. Lasuen presented the Annual Report
- Currently iiiA has 124 agencies
- There are 2, 565 total employees and 6,476 total members
- Annual Budget of \$42,448,790
- 95% of the agencies participate in wellness screenings
- This year iiiA signed on with a different prescription provider, Smith TX. This provider has a much larger network resulting in more drug coverage. This created an estimated savings of \$2,999,650.
- iiiA is able to offer several other programs, including Telehealth, Hinge Health, Health Coaching and Wonder Health, that result in cost savings for members.
- Promoting Wellness Screenings. Screenings increased by 37% this year. These screenings allow serious health conditions to be found early, it has also increased life expectancy by up to 35% of those members.
- There has also been a 9% increase in employees seeking mental health assistance. EAP offers a help line, critical incident debriefs as well as first responder crisis calls.
- Ms. Lasuen also notified us that the District can be reimbursed up to \$240 per member for the annual screenings that our members have done through Emergency Responder Health Clinic.

## **STAFF REPORTS**

Chief Report, TJ Lawrence

- 2 Captains are still out recovering from surgery. As soon as they are cleared, they will return to light duty.
- Chief Lawrence and Assistant Chief Trumble met with Chief Carpenter and staff on December 4<sup>th</sup> for some additional information sharing related to the feasibility study on consolidation. They will meet again in January and hope to bring the feasibility report to the Board in February or March.
- Chief Lawrence and Commissioner Hale met with the construction team and owner's representative at the site of Station 2 on Monday, December 8<sup>th</sup>. This will be a weekly status update on the project. Currently the City is waiting on Public Works to give the green light to issue the permit. The issue that needs to be resolved is the location of utilities on the property.
- Painters will begin working in the apparatus bay on Monday, December 15, 2025.
- The bay oil separators have been cleaned and pumped. This was a large project. The District will start on a maintenance program to keep this up.
- January 13, 2026 will be another leadership summit with the Chiefs and Captains.
- Chief Lawrence attended a workshop with Ben Durbin, a retired military member that now offers mental health coaching/peer support. This is a service that may be offered to the employees, but all employees would need to participate for the District to sign up.
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## **LOCAL 4165 REPORT**

Matt Graham, President

- The crews held food drives on November 29<sup>th</sup> and December 6<sup>th</sup> at Albertsons. They had a lot of food donated.
- The stair climbing team will be out in the community doing some fund raising. Capt. Sterling will send out a link so everyone can see the progress of these efforts.
- The union has been made aware of a group called the Freedom Foundation that are contacting districts for personal information on Firefighters, this is something we will watch for.

## **ATTORNEY REPORT**

Marc Bybee, Attorney

- Reviewed Resolution 2025-41, Amending Appendix 7.13.5 to include "kidney cancer" and Resolution 2025-43 Amending Kuna Rural Fire District Policy Code regarding check signers
- Was not able to complete the review on Resolutions regarding Conduct and Visitor Policy, he will work with the Chiefs on these resolutions for a future meeting.
- Attorney Bybee will work on Policy Code updates pertaining to the SOG/SOP Resolution from 2016.

## **STATE FIRE COMMISSIONERS' ASSOCIATION REPORT**

Rebekah Luther, Commissioner

- Agenda for the conference should be available in January. The conference will be held in March at the Best Western in Coeur d'Alene.

## **ACCESS**

Carrera Atkinson, Commissioner

- There have been no meetings since the Board meeting in November.

## **OLD BUSINESS:**

- **Resolution 2025-21 – Mutual Auto Aid Agreement**
  - Attorney Bybee recommended that this item be removed from future agendas.
  - Commissioner Atkinson made a motion to remove Resolution 2025-21 from future agendas.
  - Commissioner Hale stated that is to be removed.

## **NEW BUSINESS:**

- **Resolution 2025-41, Amending Appendix 7.13.5, to Include "Kidney Cancer"**
  - Commissioner Atkinson made a motion to approve Resolution 2025-41.
  - Commissioner Cavanagh seconds the motion. Motion carries unanimously.
  
- **Resolution 2025-42, Renewal of Agreement with Eagle Mountain Human Resources, LLC**
  - Commissioner Hale made a motion to approve Resolution 2025-42.
  - Commissioner Luther seconds the motion. Motion carries unanimously.
  
- **Resolution 2025-43, Amending Kuna Rural Fire District Policy Code Regarding Check Signing**
  - Commissioner Hale made a motion to approve Resolution 2025-43.
  - Commissioner Luther seconded the motion. Motion carries unanimously.
  
- **Resolution 2025-47, Authorizing Legal Services Agreement**
  - Attorney Bybee explained that this Agreement increases the cost for legal services due to the cost of business for their firm going up.
  - Commissioner Hale made a motion to approve Resolution 2025-47.
  - Commissioner Cavanagh seconds the motion. Motion carries unanimously.
  
- **Discussion Regarding Reimbursement for the Palisades/Eaton Fire**
  - Chief Lawrence explained the work that was put in by Christine with Sand Hollow Fire District on gathering all of the documentation for the reimbursement, not only for our department, but 6 others in the Treasure Valley. Sand Hollow submitted an invoice to us in the amount of \$5,487.50 for her services. This is approximately 3% of the reimbursement received.
  - The Board directed Chief Lawrence to pay this invoice.
  
- **Discussion Regarding HIPAA Search Warrant Forms and Information**
  - Chief Lawrence stated that Attorney Gilgray had spoken to him regarding another District having an issue with a Search Warrant being served for records that requested HIPAA protected documents. He requested that Attorney Gilgray create forms and policies to cover this issue for Kuna Rural Fire District.
  - After discussion, the Board directed Chief Lawrence to amend the Policy Code to include these forms.
  
- **Discussion Regarding Amended Budget**
  - Chief Lawrence went through each item on the amended budget. He spoke to each category that was over, both income and expenses.
  - Chief Lawrence explained that the amount shown as an actual amount in Capital Outlay included replacing all of the SCBAs this FY. Originally a portion were going to be purchased this FY and the others in FY26. He stated that all of our units are past their life expectancy. Along with that fact, the vendor has informed him that the cost will go up in January.
  - The Board stated that they would like all of the SCBAs replaced now.
  - Chief Lawrence also stated that new Water Rescue Gear is included in the Capital Outlay Actual Amount. This is for dry suits, gloves and boots.
  - The Board also stated that the order for the water rescue gear was approved.
  - After Chief Lawrence presented the amended budget, Commissioner Luther made a motion to approve the amended budget.

- Commissioner Atkinson, seconds the motion. Motion carries unanimously.
- Budget Hearing was set for Monday, December 29<sup>th</sup> at 11:00.

## **EXECUTIVE SESSION**

- Commissioner Atkinson made a motion, Commissioner Luther seconded the motion, to enter an executive session pursuant to Idaho Code § 74-206(1) (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student:

Verbal Roll Call:

- Commissioner Luther - yes
- Commissioner Cavanagh - yes
- Commissioner Atkinson – yes
- Commissioner Hale – yes
- Commissioner Hilpert – absent

Also in attendance was Attorney Bybee.

Chief Lawrence was in attendance from 11:38 p.m. to 12:14 p.m.

Chief Lawrence returned to Executive session at 12:42 p.m.

### **Executive Session:**

- Starting at: 11:38 p.m.
- Ended at: 12:57 p.m.

## **OPEN SESSION RESUMED -POST EXECUTIVE SESSION BUSINESS**

Commissioner Hale reported that no action was taken by the Commissioners in Executive Session.

## **COMMISSIONER DISCUSSION**

There was no further discussion

## **ADJOURNMENT**

### **Discussions**

With no further discussion, the meeting was adjourned. Commissioner Hale made a motion to adjourn, Commissioner Atkinson seconded the motion. Approved unanimously. Meeting adjourned at 1:01 p.m.

A special meeting is scheduled for December 29, 2025 at 11:00 a.m.

Submitted: Darlene Bishop

## **BOARD OF COMMISSIONERS MINUTES**

Kuna Rural Fire District  
Special Meeting December 29, 2025

### **OPEN SPECIAL MEETING**

Commissioner Hale called the regular meeting of the Kuna Rural Fire District Board of Commissioners to order December 29, 2025, at 11:01 AM.

### **COMMISSIONERS PRESENT**

Commissioner present at the meeting included Commissioner Rebekah Luther, Commissioner Carrera Atkinson, Commissioner Dawn Hale, Commissioner Robert Hilpert, and Commissioner Halie Cavanagh.

Additional individuals present included Attorney Marc Bybee, Chief TJ Lawrence, Assistant Chief James Trumble, Executive Assistant Darlene Bishop and members of the public.

### **CONSENT AGENDA APPROVAL**

Commissioner Atkinson made a motion to approve the Consent Agenda as printed and posted. Seconded by Commissioner Luther. Approved unanimously.

- Approval of Board Meeting Agenda Posting

### **PUBLIC HEARING**

- Commissioner Hale moved to open the FY25 Amended Budget Hearing. Commissioner Cavanagh Seconded. Motion Carried unanimously.
- Executive Assistant Darlene Bishop stated that the Amended Budget Hearing had been posted in the Idaho Press on December 17, 2025.
- No public input.
- Chief Lawrence went through the items in the budget that had increased throughout the year, both income and expenses:
  - Interest Income was higher than expected.
  - Impact Fees are not entered into the budget when approved, that income was \$2,026,255,
  - Medical Supplies were slightly above budget due to the purchase of a medical bag that is the same type as used by Ada County Paramedics for continuity.
  - Dispatching was slightly higher for the year, this is due to a higher than expected call volume.
  - Gross Payroll Expense was higher than anticipated. This was due to 2 mobilizations throughout the year. Those funds were reimbursed to us, they appear as miscellaneous income. However, our software does not allow for transfers to the payroll account, which caused the deficit in reporting.
  - Maintenance Station 1 is higher than anticipated due to having to replace an Air Conditioning Unit and water heater. There was also a need for a gas shutoff, which is a safety mechanism when the crews get a call for service. Additionally, the oil separator for the bay had to be pumped, which required testing prior to the pumping, this was very expensive.
  - The increase Administrative Contracts was due to the Officer of Administration leaving the District in the spring. Eagle Mountain Human Resources, LLC was contracted to assist with hiring and other human resources services. Misti Sanders, the Officer of Administration with Nampa Fire District, was contracted to assist the District with administrative functions until a new Executive Assistant was hired.

- Commissioner Atkinson made a motion to close the testimony portion of the hearing. Commissioner Cavanagh seconded. Motion carried unanimously.

**NEW BUSINESS:**

- **Resolution 2025-48, Adopting the Amended Budget for Fiscal Year 2025**
  - Commissioner Atkinson made a motion to approve Resolution 2025-48.
  - Commissioner Luther seconds the motion. Motion carries unanimously.

**ADJOURNMENT**

**Discussions**

With no further discussion, the meeting was adjourned. Commissioner Hale made a motion to adjourn, Commissioner Luther seconded the motion. Approved unanimously. Meeting adjourned at 11:18 p.m.

A regular meeting is scheduled for January 14, 2026 at 10:00 a.m.

Submitted: Darlene Bishop

DRAFT

## CHECK REGISTER

Kuna Rural Fire District

Time: 14:46:54 Date: 01/08/2026

01/01/2026 To: 01/31/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
8	01/02/2026	Claims	106	EFT	First Interstate Bank	2,779.43	CC-Bishop-December 2025; CC-DeRoos-December 2025; CC-Lawrence-December 2025; CC-Lawrence-December 2025; CC-Bishop-December 2025
57	01/08/2026	Claims	106	EFT	First Interstate Bank (fees)		Wrong account
1	01/02/2026	Claims	106	32289	Ada County Development Srv (Fee's)	165.00	Impact Fee Collection; Impact Fee Collection; Impact Fee Collection; Impact Fee Collection; Impact Fee Collection; Impact Fee Collection
2	01/02/2026	Claims	106	32290	Eagle Mountain HR, LLC	18,317.00	Annual HR Contract Payment
3	01/02/2026	Claims	106	32291	Idaho State Fire Commissioners	1,810.00	ISFCA Membership/AD&D Registration
4	01/02/2026	Claims	106	32292	Internal Revenue Service	2,622.75	82-0322816, June 30, 2025, 941
5	01/02/2026	Claims	106	32293	Springbrook Holding Comp. LLC.	11,386.76	Annual Software Contract Payment
6	01/02/2026	Claims	106	32294	Ada County Sheriff	8,524.25	Ada County Dispatch Services
7	01/02/2026	Claims	106	32295	Fire Nugget, Inc.	2,300.00	March Mayhem Conference-Krainock, Sterling, Clymer, Johnson, Hogan, Plew, M. Graham
22	01/08/2026	Claims	106	32297	AT&T Mobility	103.47	Capt. Cell Phones - Dec 2025
23	01/08/2026	Claims	106	32298	Across the Street Productions	3,500.00	Annual Blue Card Subscripton
24	01/08/2026	Claims	106	32299	Ada County Sheriff	8,524.25	Dispatch Services 1/26-3/26
25	01/08/2026	Claims	106	32300	Amazon Capital Services	90.96	Office Supplies
26	01/08/2026	Claims	106	32301	Bound Tree Corp.	268.93	Fentanyl & Morphine
27	01/08/2026	Claims	106	32302	DataTel	297.54	Station 1 Telephones January 2026
28	01/08/2026	Claims	106	32303	Emergency Responders Health Center	960.00	Annual Exam - T. Graham
29	01/08/2026	Claims	106	32304	Fire Code Consultants Northwest	2,124.38	Plan Reviews & Inspection - December 2025
30	01/08/2026	Claims	106	32305	Fuelman	1,333.50	Fuel December 2025
31	01/08/2026	Claims	106	32306	Gen 3 Electric	736.78	Electrical Work - Bays
32	01/08/2026	Claims	106	32307	Haletek, LLC	1,500.00	Monthly IT Support - January 2026
33	01/08/2026	Claims	106	32308	Hart Fueling Service	277.10	1 - 55 Gallon Drum - DEF
34	01/08/2026	Claims	106	32309	Idaho Independent Intergovernmental Auth	51,541.00	Medical/Denta/Vision Insurance - January 2025
35	01/08/2026	Claims	106	32310	Idaho Press Tribune	190.56	Legal Notice - Budget Hearing
36	01/08/2026	Claims	106	32311	Kuna Lumber	37.10	Stakes for Training Door; MIP Plug and Adapter for E61
37	01/08/2026	Claims	106	32312	Kuna, City of	662.53	Water/Sewer/Trash Station 1 December 2025
38	01/08/2026	Claims	106	32313	Minert & Associates, Inc	50.00	Annual Administrative Fee 2026
39	01/08/2026	Claims	106	32314	Modern Networks	1,353.67	Rescue 62 Router & Charger for Cradlepoint
40	01/08/2026	Claims	106	32315	MES Municipal Emergency SVCS	729.76	Uniform Shirt; Uniform Boots; Uniform TShirts; Short Sleeve Uniform Shirt; Tactix Tee
41	01/08/2026	Claims	106	32316	NORCO	157.50	Compressed Gas for Testing
42	01/08/2026	Claims	106	32317	Napa Auto Parts	41.97	Dexcool - 1 Gallon
43	01/08/2026	Claims	106	32318	One America	443.27	Life Insurance - January 2026
44	01/08/2026	Claims	106	32319	Scott Hedrick Construction	114,000.00	Station 2 Application Payment #2
45	01/08/2026	Claims	106	32320	SignsEtc.	50.00	Decals for Food Trucks - 2026
46	01/08/2026	Claims	106	32321	Star Fire Protection District	122.40	Repairs to Reserve E62
47	01/08/2026	Claims	106	32322	Streamline	3,180.00	Streamline Website Contract 2026
48	01/08/2026	Claims	106	32323	Terminix International	181.90	Quarterly Pest Control

# CHECK REGISTER

Kuna Rural Fire District

Time: 14:46:54 Date: 01/08/2026

01/01/2026 To: 01/31/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
49	01/08/2026	Claims	106	32324	Tischler Bise, Inc.	6,983.00	Capital Improvement Plan Fees
50	01/08/2026	Claims	106	32325	James M Trumble	143.26	Amazon Purchase - Plaud
51	01/08/2026	Claims	106	32326	White Peterson	2,017.80	Meeting Attendance/Retainer; Administrative Matters; Agreements; Impact Fee Matters
52	01/08/2026	Claims	106	32327	Wienhoff Drug Testing	70.00	Random Drug Screen - Mossel - December 2025
53	01/08/2026	Payroll	106	32328	Kuna Local 4165	1,769.04	Pay Cycle(s) 12/29/2025 To 12/29/2025 - Union Dues; Pay Cycle(s) 12/15/2025 To 12/15/2025 - Union Dues
58	01/08/2026	Claims	106	32330	Kuna, City of (Fee's)	115,847.79	Building Permits for Station 2
16	01/22/2026	Claims	106	432084	Intermountain Gas Co.	694.49	Natural Gas - Station 1 - December 2025
001 Operating Fund						367,889.14	
						367,889.14	Claims: 366,120.10 Payroll: 1,769.04

Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_

Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_

# 2026 BUDGET POSITION

Kuna Rural Fire District

Time: 12:28:41 Date: 01/08/2026

Page: 1

001 Operating Fund 01/01/2026 To: 12/31/2026

	Amt Budgeted	Revenues	Remaining	
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**308 Beginning Balance**

308 91 00 001 Estimated Beginning Balance - M&O	0.00	0.00	0.00	100.0%
308 91 00 140 Estimated Beginning Balance-Facilities	0.00	0.00	0.00	100.0%
<b>308 Beginning Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>

**350 Bond Property Taxes**

345 00 00 000 Bond Property Taxes	457,000.00	0.00	457,000.00	100.0%
<b>350 Bond Property Taxes</b>	<b>457,000.00</b>	<b>0.00</b>	<b>457,000.00</b>	<b>100.0%</b>

**380 Non-revenues**

389 90 00 000 Custodial Activities - Holding And Clearing Account Transactions - Depreciation, Amortization, Other	0.00	0.00	0.00	100.0%
389 91 00 000 Suspense for Reclassification	0.00	0.00	0.00	100.0%
<b>380 Non-revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>

**397 Interfund Transfers**

397 00 00 000 Transfer Out General Fund	0.00	0.00	0.00	100.0%
397 00 00 140 Transfer in General Fund	0.00	0.00	0.00	100.0%
<b>397 Interfund Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>

**410 Interest Income**

341 00 00 000 Interest Income First Interstate Bank	5,296.00	0.00	5,296.00	100.0%
341 10 00 000 Interst Income LGIP	195,020.00	0.00	195,020.00	100.0%
<b>410 Interest Income</b>	<b>200,316.00</b>	<b>0.00</b>	<b>200,316.00</b>	<b>100.0%</b>

**420 Misc. Income**

342 00 00 000 Miscellaneous Income	0.00	7,753.23	(7,753.23)	0.0%
342 10 00 000 Daycare Inspections	135.00	0.00	135.00	100.0%
342 20 00 000 Contract Income	375,000.00	0.00	375,000.00	100.0%
342 30 00 000 Food Truck Inspections	270.00	0.00	270.00	100.0%
342 31 00 000 Fireworks Stand Inspections	725.00	0.00	725.00	100.0%
<b>420 Misc. Income</b>	<b>376,130.00</b>	<b>7,753.23</b>	<b>368,376.77</b>	<b>97.9%</b>

**430 Deployment Reimbursement**

342 40 00 000 Deployment Reimbursement - Apparatus	0.00	0.00	0.00	100.0%
342 50 00 000 Deployment Reimbursement - Payroll	0.00	0.00	0.00	100.0%
342 70 00 000 Deployment Reimbursement - Per Diem	0.00	0.00	0.00	100.0%
342 90 00 000 Deployment Reimbursement - Expenses	0.00	0.00	0.00	100.0%
<b>430 Deployment Reimbursement</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>

**440 Property Tax Income**

344 10 00 000 Ada County Tax Levy	3,181,494.00	227.34	3,181,266.66	100.0%
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Revenues	Amt Budgeted	Revenues	Remaining
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440 Property Tax Income

344 11 00 000 Canyon County Tax Levy	153,405.00	10,613.39	142,791.61 93.1%
344 12 00 000 Levy Override	795,675.00	0.00	795,675.00 100.0%
344 13 00 000 Ada County New Construction	99,721.00	0.00	99,721.00 100.0%
344 14 00 000 Canyon County New Construction	126.00	0.00	126.00 100.0%
344 50 00 000 Ada County Interest	4,764.00	0.00	4,764.00 100.0%
344 51 00 000 Ada County Penalties	265.00	0.00	265.00 100.0%
344 70 00 000 Canyon County Interest	2,189.00	0.00	2,189.00 100.0%
344 80 00 000 Canyon County Penalties	52.00	0.00	52.00 100.0%
344 90 00 000 Solar Farms	36,608.00	0.00	36,608.00 100.0%
344 95 00 000 Replacement - Ag & Pers Property	10,645.00	0.00	10,645.00 100.0%
<b>440 Property Tax Income</b>	<b>4,284,944.00</b>	<b>10,840.73</b>	<b>4,274,103.27 99.7%</b>

450 Interfund Transfers - Impact Fee to General

397 50 00 000 Interfund transfer from Impact Fees to General	0.00	0.00	0.00 100.0%
<b>450 Interfund Transfers - Impact Fee to General</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 100.0%</b>

460 Sales Tax Income

346 00 00 000 Sales Tax County Income	0.00	0.00	0.00 100.0%
346 10 00 000 Ada County Sales Tax	209,719.00	5,376.00	204,343.00 97.4%
346 20 00 000 Canyon County Sales Tax	13,958.00	0.00	13,958.00 100.0%
<b>460 Sales Tax Income</b>	<b>223,677.00</b>	<b>5,376.00</b>	<b>218,301.00 97.6%</b>

480 Plan Review Fee Income

381 00 00 000 Plan Review Income	123,517.00	2,589.84	120,927.16 97.9%
<b>480 Plan Review Fee Income</b>	<b>123,517.00</b>	<b>2,589.84</b>	<b>120,927.16 97.9%</b>

<b>Fund Revenues:</b>	<b>5,665,584.00</b>	<b>26,559.80</b>	<b>5,639,024.20 99.5%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining
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500 Medical Supplies

550 00 00 000 Medical Supplies	1,500.00	268.93	1,231.07 82.1%
<b>500 Medical Supplies</b>	<b>1,500.00</b>	<b>268.93</b>	<b>1,231.07 82.1%</b>

520 Apparatus and Equipment

552 10 10 000 BR61 - 2023 Brush Truck	300.00	0.00	300.00 100.0%
552 10 20 000 BR62 2023 Brush Truck	800.00	0.00	800.00 100.0%
552 10 30 000 COMM 2012 Ford Explorer	500.00	0.00	500.00 100.0%
552 10 60 000 COMM 2011 Ford F150-Trumble	1,000.00	0.00	1,000.00 100.0%
552 10 70 000 E62 2015 Pierce Engine	12,000.00	122.40	11,877.60 99.0%
552 10 80 000 Reserve E62 1993 Pierce Engine	2,000.00	0.00	2,000.00 100.0%
552 10 90 000 WT61 2017 Kenworth	3,400.00	0.00	3,400.00 100.0%
552 11 00 000 601 COMM 2018 GMC 1500	1,000.00	0.00	1,000.00 100.0%
552 11 10 000 E61 2022 Pierce Engine	11,000.00	12.12	10,987.88 99.9%

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Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>520 Apparatus and Equipment</b>				
552 11 20 000 TRV-61 2023 Can-Am	0.00	0.00	0.00	100.0%
552 11 30 000 RES62 2024 Dodge	0.00	1,353.67	(1,353.67)	0.0%
552 12 00 000 Fuel/DEF	31,500.00	1,700.22	29,799.78	94.6%
553 00 00 000 Fire Extinguisher Maintenance	800.00	0.00	800.00	100.0%
553 10 00 000 Extrication Maintenance	3,100.00	0.00	3,100.00	100.0%
553 20 00 000 Generator Maintenance	1,000.00	0.00	1,000.00	100.0%
553 30 00 000 SCBA Maintenece/Calibration/Testing	2,600.00	0.00	2,600.00	100.0%
553 40 00 000 Ladder Testing	1,050.00	0.00	1,050.00	100.0%
553 50 00 000 Radio Maintenance	1,000.00	0.00	1,000.00	100.0%
553 60 00 000 Hose Testing	3,500.00	0.00	3,500.00	100.0%
553 70 00 000 Saw Maintenance/Chains/Blades	1,700.00	0.00	1,700.00	100.0%
553 80 00 000 Batteries (SCBA, Imager, Etc)	700.00	0.00	700.00	100.0%
<b>520 Apparatus and Equipment</b>	<b>78,950.00</b>	<b>3,188.41</b>	<b>75,761.59</b>	<b>96.0%</b>
<b>550 Capital Outlay</b>				
555 00 00 000 SCBA Replacement	160,472.00	0.00	160,472.00	100.0%
555 10 00 000 Opticom	6,600.00	0.00	6,600.00	100.0%
555 30 00 000 Firehouse Innovations Door Prop	11,000.00	0.00	11,000.00	100.0%
555 50 00 000 Bond Payment	457,000.00	0.00	457,000.00	100.0%
<b>550 Capital Outlay</b>	<b>635,072.00</b>	<b>0.00</b>	<b>635,072.00</b>	<b>100.0%</b>
<b>554 Maintenance Contracts</b>				
554 10 00 000 HVAC Contract	1,500.00	0.00	1,500.00	100.0%
554 20 00 000 Fire Alarm System	450.00	0.00	450.00	100.0%
554 30 00 000 Badge System	800.00	0.00	800.00	100.0%
554 40 00 000 Pest Control	800.00	181.90	618.10	77.3%
<b>554 Maintenance Contracts</b>	<b>3,550.00</b>	<b>181.90</b>	<b>3,368.10</b>	<b>94.9%</b>
<b>560 Contingency - Misc. Expense</b>				
556 00 00 000 Miscellaneous Expense	0.00	6,983.00	(6,983.00)	0.0%
556 10 00 000 Bank Service Charge	0.00	0.00	0.00	100.0%
556 60 00 000 Penalties and Interest	0.00	2,622.75	(2,622.75)	0.0%
<b>560 Contingency - Misc. Expense</b>	<b>0.00</b>	<b>9,605.75</b>	<b>(9,605.75)</b>	<b>0.0%</b>
<b>563 Admin Fees - Impact Fee Collection Fee</b>				
563 90 00 000 Admin Fees - Impact Fees	7,488.00	165.00	7,323.00	97.8%
<b>563 Admin Fees - Impact Fee Collection Fee</b>	<b>7,488.00</b>	<b>165.00</b>	<b>7,323.00</b>	<b>97.8%</b>
<b>569 Legal</b>				
568 30 00 000 Legal	60,000.00	2,017.80	57,982.20	96.6%
<b>569 Legal</b>	<b>60,000.00</b>	<b>2,017.80</b>	<b>57,982.20</b>	<b>96.6%</b>
<b>570 Suppression Contracts</b>				
568 20 00 000 Office 365	4,056.00	336.00	3,720.00	91.7%

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Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>570 Suppression Contracts</b>				
568 21 00 000 ACCESS JPA	9,635.00	0.00	9,635.00	100.0%
568 22 00 000 TIPS	360.00	0.00	360.00	100.0%
568 23 00 000 Check IT	2,020.00	0.00	2,020.00	100.0%
568 24 00 000 ESO/Inspections/NFIRS	2,430.00	0.00	2,430.00	100.0%
568 25 00 000 Recruitment - NTN, Other	1,000.00	0.00	1,000.00	100.0%
568 26 00 000 CrewSense Staffing Software	1,500.00	0.00	1,500.00	100.0%
568 27 00 000 Vector Solutions-Guardian	2,508.00	0.00	2,508.00	100.0%
568 28 00 000 Fire Inspection/Investigation Software	2,500.00	0.00	2,500.00	100.0%
568 29 00 000 Cradlepoint Net Cloud	1,306.00	0.00	1,306.00	100.0%
568 31 00 000 EMS Logik/NarcBox	425.00	0.00	425.00	100.0%
568 32 00 000 Knox Box	850.00	0.00	850.00	100.0%
568 33 00 000 Emergent/Tablet Command	2,000.00	0.00	2,000.00	100.0%
<b>570 Suppression Contracts</b>	<b>30,590.00</b>	<b>336.00</b>	<b>30,254.00</b>	<b>98.9%</b>

**571 Admin Contracts**

568 40 00 000 Sprinbrook Software	12,000.00	11,386.76	613.24	5.1%
568 41 00 000 Streamline Website	2,500.00	3,180.00	(680.00)	0.0%
568 42 00 000 IT	20,000.00	1,500.00	18,500.00	92.5%
568 43 00 000 Annual Audit	10,000.00	0.00	10,000.00	100.0%
568 44 00 000 CrewSense Staffing Software	250.00	0.00	250.00	100.0%
568 45 00 000 Costco Membership	60.00	0.00	60.00	100.0%
568 46 00 000 EFax	228.00	18.99	209.01	91.7%
568 47 00 000 HR Firm	20,000.00	18,317.00	1,683.00	8.4%
568 48 00 000 Office 365	780.00	38.00	742.00	95.1%
<b>571 Admin Contracts</b>	<b>65,818.00</b>	<b>34,440.75</b>	<b>31,377.25</b>	<b>47.7%</b>

**580 Dispatching Expense**

558 00 00 000 Dispatching	34,097.00	17,048.50	17,048.50	50.0%
<b>580 Dispatching Expense</b>	<b>34,097.00</b>	<b>17,048.50</b>	<b>17,048.50</b>	<b>50.0%</b>

**590 Payroll Expense**

559 10 10 000 Payroll Expenses Chief/Assistant Chief	290,000.00	0.00	290,000.00	100.0%
559 10 11 000 Payroll Expenses Exec Assistant/Assistant of Admin	143,897.00	0.00	143,897.00	100.0%
559 10 12 000 Payroll Expenses Fire Marshal	111,547.00	0.00	111,547.00	100.0%
559 10 20 000 Administration Worker's Comp	37,106.00	0.00	37,106.00	100.0%
559 10 21 000 Administration Employer PERSI	80,413.00	0.00	80,413.00	100.0%
559 10 22 000 Administration Employer Expenses Medicare	7,959.00	0.00	7,959.00	100.0%
559 10 23 000 Administration Health Insurance	129,120.00	8,319.00	120,801.00	93.6%
559 10 24 000 Administration PERSI Choice	34,032.00	0.00	34,032.00	100.0%
559 20 00 000 Commissioner Stipend	30,706.00	0.00	30,706.00	100.0%
559 20 10 000 Payroll - REG Suppression - EMS	1,680,651.00	0.00	1,680,651.00	100.0%
559 20 11 000 Payroll OT - Callback/HO	170,704.00	0.00	170,704.00	100.0%
559 20 12 000 Payroll OT - Training	42,676.00	0.00	42,676.00	100.0%
559 20 13 000 Payroll - OT - FLSA	42,677.00	0.00	42,677.00	100.0%
559 20 14 000 Payroll Deployment	0.00	0.00	0.00	100.0%
559 20 15 000 Payroll Deployment OT	0.00	0.00	0.00	100.0%

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<b>590 Payroll Expense</b>				
559 20 16 000 Payroll Deployment Backfill	0.00	0.00	0.00	100.0%
559 20 20 000 Suppression/EMS Worker's Comp	130,921.00	0.00	130,921.00	100.0%
559 20 21 000 Suppression/EMS Employer PERSI	283,728.00	0.00	283,728.00	100.0%
559 20 22 000 Suppression/EMS Medicare	28,082.00	0.00	28,082.00	100.0%
559 20 23 000 Suppression/EMS Health Insurance	518,887.00	43,222.00	475,665.00	91.7%
559 20 24 000 Suppression/EMS MERP	75,600.00	0.00	75,600.00	100.0%
559 30 00 000 Suppression/EMS PERSI Choice	120,076.00	0.00	120,076.00	100.0%
559 40 00 000 AD & D	900.00	810.00	90.00	10.0%
559 50 10 000 Life Insurance	5,340.00	443.27	4,896.73	91.7%
<b>590 Payroll Expense</b>	<b>3,965,022.00</b>	<b>52,794.27</b>	<b>3,912,227.73</b>	<b>98.7%</b>
<b>597 Interfund Transfer</b>				
597 51 00 000 Transfer to Apparatus Replacement Fund 110	0.00	0.00	0.00	100.0%
597 52 00 000 Transfer to Personnel Liability Fund 120	0.00	0.00	0.00	100.0%
597 53 00 000 Transfer to Emergency Fund	0.00	0.00	0.00	100.0%
597 54 00 000 Investment Income	0.00	0.00	0.00	100.0%
597 55 00 000 Transfer to Facilities Fund	0.00	0.00	0.00	100.0%
<b>597 Interfund Transfer</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>599 Payroll Clearing</b>				
589 99 99 000 Payroll Clearing	0.00	1,769.04	(1,769.04)	0.0%
<b>599 Payroll Clearing</b>	<b>0.00</b>	<b>1,769.04</b>	<b>(1,769.04)</b>	<b>0.0%</b>
<b>600 Insurance Expense</b>				
560 50 00 000 Insurance (Liability Vehicles/Buildings/Bond)	30,000.00	0.00	30,000.00	100.0%
<b>600 Insurance Expense</b>	<b>30,000.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>100.0%</b>
<b>610 Maintenance Building &amp; Grounds</b>				
553 90 00 000 Misc. Tools	500.00	0.00	500.00	100.0%
553 95 00 000 General Station 1 Maintenance	0.00	736.78	(736.78)	0.0%
561 20 00 000 Bay Door Maintenance Station #1	1,000.00	0.00	1,000.00	100.0%
561 30 00 000 Kitchen Maintenance Station #1	500.00	0.00	500.00	100.0%
561 40 00 000 Furniture Station #1	800.00	0.00	800.00	100.0%
561 50 00 000 Grounds Maintenance Station 1	17,500.00	0.00	17,500.00	100.0%
<b>610 Maintenance Building &amp; Grounds</b>	<b>20,300.00</b>	<b>736.78</b>	<b>19,563.22</b>	<b>96.4%</b>
<b>620 Station Supplies</b>				
561 10 00 000 Station Supplies	8,245.00	489.07	7,755.93	94.1%
<b>620 Station Supplies</b>	<b>8,245.00</b>	<b>489.07</b>	<b>7,755.93</b>	<b>94.1%</b>
<b>630 Office Expense</b>				
563 10 00 000 Appreciation-Awards-Office	2,000.00	0.00	2,000.00	100.0%

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Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>630 Office Expense</b>				
563 20 00 000 Bank Fees	200.00	0.00	200.00	100.0%
563 50 00 000 Office Supplies	7,000.00	698.53	6,301.47	90.0%
563 60 00 000 Postage/PO Box	1,000.00	10.95	989.05	98.9%
568 70 00 000 Public Notice newspapers	1,500.00	190.56	1,309.44	87.3%
568 71 00 000 Newsletters/Business Cards/Printing	7,500.00	0.00	7,500.00	100.0%
<b>630 Office Expense</b>	<b>19,200.00</b>	<b>900.04</b>	<b>18,299.96</b>	<b>95.3%</b>
<b>640 Personnel Costs</b>				
564 10 00 000 Clothing, Uniforms	31,100.00	729.76	30,370.24	97.7%
564 20 00 000 Personal Protective Gear (PPE)	45,175.00	0.00	45,175.00	100.0%
564 30 00 000 Appreciation-Awards-Suppression	4,500.00	929.10	3,570.90	79.4%
564 40 00 000 Meals	500.00	0.00	500.00	100.0%
564 50 00 000 Miscellaneous Operating Supplies	1,000.00	157.50	842.50	84.3%
566 00 00 000 Physical Exams, Background Checks, Random Drug Tests	26,640.00	1,080.00	25,560.00	95.9%
<b>640 Personnel Costs</b>	<b>108,915.00</b>	<b>2,896.36</b>	<b>106,018.64</b>	<b>97.3%</b>
<b>670 Plan Review Contractor</b>				
568 10 00 000 Plan Review Contractor	90,008.00	2,124.38	87,883.62	97.6%
<b>670 Plan Review Contractor</b>	<b>90,008.00</b>	<b>2,124.38</b>	<b>87,883.62</b>	<b>97.6%</b>
<b>680 Memberships</b>				
568 81 00 000 ISFCA - Commissioners Membership	1,000.00	1,000.00	0.00	0.0%
568 82 00 000 SW Idaho Fire Chiefs Membership	550.00	0.00	550.00	100.0%
568 83 00 000 Idaho Fire Chiefs Membership	220.00	0.00	220.00	100.0%
568 84 00 000 IAAI Membership	150.00	0.00	150.00	100.0%
568 85 00 000 Kuna Chamber of Commerce Membership	150.00	0.00	150.00	100.0%
<b>680 Memberships</b>	<b>2,070.00</b>	<b>1,000.00</b>	<b>1,070.00</b>	<b>51.7%</b>
<b>690 Department Operating Supplies</b>				
569 30 00 000 Suppression Operating Supplies	8,600.00	0.00	8,600.00	100.0%
<b>690 Department Operating Supplies</b>	<b>8,600.00</b>	<b>0.00</b>	<b>8,600.00</b>	<b>100.0%</b>
<b>700 Training Expense</b>				
569 80 00 000 Testing/Workout Equipment Repair	5,000.00	0.00	5,000.00	100.0%
569 90 00 000 Target Solutions	2,382.00	0.00	2,382.00	100.0%
570 00 00 000 Training Supplies	1,500.00	24.98	1,475.02	98.3%
570 10 00 000 Training Meals	500.00	0.00	500.00	100.0%
570 20 00 000 FOOLS & Local Training	2,500.00	2,300.00	200.00	8.0%
570 30 00 000 Blue Card	3,500.00	3,500.00	0.00	0.0%
570 40 00 000 NFA (Meals)	1,600.00	0.00	1,600.00	100.0%
570 50 00 000 CPAT	500.00	0.00	500.00	100.0%
570 60 00 000 EMS State License Renewal	315.00	0.00	315.00	100.0%
570 65 00 000 Carseat Training/Recertification	110.00	0.00	110.00	100.0%
570 70 00 000 EMT-A	1,600.00	0.00	1,600.00	100.0%

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<b>700 Training Expense</b>					
570 80 00 000	Miscellaneous Training	2,000.00	0.00	2,000.00	100.0%
570 85 00 000	Commissioners Meetings & Conferences	4,000.00	0.00	4,000.00	100.0%
570 90 00 000	Chiefs Conferences	10,000.00	0.00	10,000.00	100.0%
570 95 00 000	Administration Conferences	4,000.00	0.00	4,000.00	100.0%
570 97 00 000	Public Education Supplies	2,000.00	0.00	2,000.00	100.0%
570 98 00 000	Public Event Candy	1,000.00	0.00	1,000.00	100.0%
570 99 00 000	Station Open House	1,000.00	0.00	1,000.00	100.0%
<b>700 Training Expense</b>		<b>43,507.00</b>	<b>5,824.98</b>	<b>37,682.02</b>	<b>86.6%</b>
<b>715 Utilities Expense</b>					
571 70 00 000	Electricity Station #1	10,699.00	0.00	10,699.00	100.0%
571 71 00 000	Water/Sewer/Trash Station #1	7,894.00	662.53	7,231.47	91.6%
571 72 00 000	Natural Gas Station #1	3,090.00	694.49	2,395.51	77.5%
571 73 00 000	Direct TV Station #1	1,125.00	92.99	1,032.01	91.7%
571 74 00 000	Internet Station #1	3,068.00	402.37	2,665.63	86.9%
571 75 00 000	Phones Station #1	2,925.00	297.54	2,627.46	89.8%
571 80 00 000	Electricity Station #2	3,566.00	0.00	3,566.00	100.0%
571 81 00 000	Water/Sewer/Trash Station #2	2,631.00	0.00	2,631.00	100.0%
571 82 00 000	Natural Gas Station #2	1,030.00	0.00	1,030.00	100.0%
571 83 00 000	Direct TV Station #2	375.00	0.00	375.00	100.0%
571 84 00 000	Internet Station #2	1,022.00	0.00	1,022.00	100.0%
571 85 00 000	Phones Station #2	975.00	0.00	975.00	100.0%
571 86 00 000	Cell Phones	2,900.00	103.47	2,796.53	96.4%
<b>715 Utilities Expense</b>		<b>41,300.00</b>	<b>2,253.39</b>	<b>39,046.61</b>	<b>94.5%</b>
<b>745 Budget Funds</b>					
572 00 00 000	Facilities Fund	239,507.00	0.00	239,507.00	100.0%
572 10 00 000	Personnel Liability Fund	171,845.00	0.00	171,845.00	100.0%
<b>745 Budget Funds</b>		<b>411,352.00</b>	<b>0.00</b>	<b>411,352.00</b>	<b>100.0%</b>
<b>790 Bond 2023</b>					
590 00 00 000	Bond 2023	0.00	114,000.00	(114,000.00)	0.0%
<b>790 Bond 2023</b>		<b>0.00</b>	<b>114,000.00</b>	<b>(114,000.00)</b>	<b>0.0%</b>
<b>Fund Expenditures:</b>		<b>5,665,584.00</b>	<b>252,041.35</b>	<b>5,413,542.65</b>	<b>95.6%</b>
<b>Fund Excess/(Deficit):</b>		<b>0.00</b>	<b>(225,481.55)</b>		

**KUNA RURAL FIRE DISTRICT  
ADA AND CANYON COUNTIES, STATE OF IDAHO  
RESOLUTION NO 2026-01**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KUNA RURAL FIRE DISTRICT:**

- **Providing Certain Findings; and**
- **Appointing Officers; and**
- **Directing the Secretary; and**
- **Establishing an Effective Date.**

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Kuna Rural Fire District:

**Section 1: Findings:**

- 1.1 The Board of Commissioners of the Kuna Rural Fire District hereby finds that:
- 1.2 Idaho Code 31-1415 provides for the election of board officers for Fire District Commissioners; and
- 1.3 The Board at its first meeting in January of each year shall nominate and appoint elected officers pursuant to Chapters 1-4 of Title 4 of the Kuna Rural Fire District Policy Code.

**Section 2: Appointments**

- 2.1 The Board of Commissioners appoints \_\_\_\_\_, as the Board Chairman, for a term expiring upon appointment of a successor.
- 2.2 The Board of Commissioners appoints \_\_\_\_\_, as the Board Vice Chairman, for a term expiring upon appointment of a successor.
- 2.3 The Board of Commissioners appoints \_\_\_\_\_, as the Board Secretary, for a term expiring upon appointment of a successor.
- 2.4 The Board of Commissioners appoints \_\_\_\_\_, as the Board Treasurer, for a term expiring upon appointment of a successor.

**Section 3: Directing the District Secretary**

- 3.1 The District Secretary is directed to retain this Resolution in the official records of the Fire District and to provide a copy to Canyon County and Ada County Recorder's offices.

**Section 4. Effective Date**

4.1 This Resolution shall be in full force and effect following its passage and approval.

**PASSED BY THE BOARD OF COMMISSIONERS** of the Kuna Rural Fire District, state of Idaho, this 14<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Rebekah Luther, Commissioner, Subdistrict No. 1

\_\_\_\_\_  
Carrera Atkinson, Commissioner, Subdistrict No.2

\_\_\_\_\_  
Robert Hilpert, Commissioner, Subdistrict No. 3

\_\_\_\_\_  
Halie Cavanagh, Commissioner, Subdistrict No. 4

\_\_\_\_\_  
Dawn Hale, Commissioner, Subdistrict No. 5

**ATTEST:**

\_\_\_\_\_  
, Secretary

**KUNA RURAL FIRE DISTRICT  
ADA AND CANYON COUNTIES, STATE OF IDAHO  
RESOLUTION NO 2026-02**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KUNA RURAL FIRE DISTRICT:**

- **Providing Certain Findings; and**
- **Setting a Date, Time and Location for Regular Meetings; and**
- **Directing the Secretary; and**
- **Establishing an Effective Date.**

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Kuna Rural Fire District:

**Section 1: Findings:**

- 1.1** Idaho Code § 31-1415 provides that: All meetings of the board must be public, and a majority shall constitute a quorum for the transaction of business...All meetings of fire protection boards shall be noticed and run in accordance with the open meeting la provided for in Chapter 2, Title 74, Idaho Code, inclusive.
- 1.2** Idaho Code § 31-1417 provides that: A board of fire protection commissioners shall have discretionary powers to manage and conduct business and affairs of the district. The discretionary powers shall include, but not be limited to, the following...(5) To adopt such rules and resolutions as may be necessary to carry out their duties and responsibilities.
- 1.3** Idaho Code § 74-204(1) provides that: No less than a five (5) calendar day meeting notice and a forty-eight (48) hour agenda notice shall be given {...} provided however, that any public agency that holds meetings at regular intervals of at least once per calendar month scheduled in advance over the course of the year may satisfy this meeting notice by giving meeting notices at least once each year of its regular meeting schedule. The notice requirements for meeting and agendas shall be satisfied by posting such notices and agendas in a prominent place at the principal office of the public agency or, if no such office exists, at the building where the meeting is to be held. The notice for meetings and agendas shall also be posted electronically if the entity maintains an online presence through a website or a social media platform; and

**Section 2: Setting Date, Time and Location for Regular Meeting Schedule**

- 2.1** For the Calendar Year 2026, and until such time as modified by the Board of Commissioners, the Kuna Rural Fire District Board of Commissioners shall meet the second Wednesday of each calendar month at the hour of 10:00 A.M. in the Kuna City Hall Council Chambers, located at 741 W 4<sup>th</sup> St., Kuna, ID 83634.

**Section 3: Directing the District Secretary**

**3.1** The District Secretary is hereby directed to:

**3.1.1** Retain this Resolution in the official records of the Fire District: and

**3.1.2** Provide a copy of this Resolution as is herein adopted to Commissioners, Fire Chief, and Fire District Staff.

**3.1.3** Post notice of the regular meeting schedule and agendas as directed by Idaho Code § 74-20.

**Section 4. Effective Date**

**4.1** This Resolution shall be in full force and effect following its passage and approval.

**PASSED BY THE BOARD OF COMMISSIONERS** of the Kuna Rural Fire District, state of Idaho, this 14<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Rebekah Luther, Commissioner, Subdistrict No. 1

\_\_\_\_\_  
Carrera Atkinson, Commissioner, Subdistrict No.2

\_\_\_\_\_  
Robert Hilpert, Commissioner, Subdistrict No. 3

\_\_\_\_\_  
Halie Cavanagh, Commissioner, Subdistrict No. 4

\_\_\_\_\_  
Dawn Hale, Commissioner, Subdistrict No. 5

**ATTEST:**

\_\_\_\_\_  
, Secretary



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Boise, ID 83709  
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December 29, 2025  
Proposal No. 25-00706

T.J. Lawrence  
Kuna Rural Fire District  
PO Box 607  
Kuna, Idaho 83634  
(208)922-1144  
[tlawrence@kunafire.com](mailto:tlawrence@kunafire.com)

**Subject: Testing and Inspection Services for the Proposed Project:  
Kuna Rural Fire Station #2, W. Kuna Rd & Madrone Ave., Kuna, ID**

The enclosed cost proposal has been prepared for your review and evaluation. Atlas Technical Consultants, LLC (Atlas) appreciates the opportunity to submit this estimate to provide materials testing and inspection services on the above referenced project.

The estimate is based on our review of plans, similar projects, and 2018 IBC requirements. Due to a construction schedule not being available at the time of this estimate being prepared, the estimate is based on a presumed construction schedule. If the construction schedule does not follow Atlas estimated production rates and schedule, the quantities and number of trips required will vary. Please review the number of trips and quantities to ensure that each item follows your construction schedule/production rates. Variances from our estimate and your schedule/production rates will be billed at the indicated unit rates. The result may be a decrease or increase in the total testing and inspection costs. Scope of services for the project has been outlined below:

**11,535 SF Structure, Parking Areas, and Associated Site Work** - The Scope of Services includes; 1) soils testing and inspection, 2) concrete testing and inspection, 3) epoxy bolt/dowel inspection, 4) masonry testing and inspection, 5) structural steel welding and/or bolting inspection 6) wood inspection, and 7) asphalt testing and inspection. **The scope may be adjusted based on the actual special inspection requirements. Costs will be dependent on the actual number of trips/time for testing and inspections.**

#### SCOPE OF WORK

- **Soils** Compaction testing will be performed during the 21 planned trips to the project site for this item. In addition, Atlas will perform 3 geotechnical observations after stripping activities have taken place to confirm bearing surfaces.
- **Concrete** “Special Inspection” of reinforcing steel and concrete is required. Inspection of reinforcing steel and testing/inspection of concrete will be performed during the 17 planned trips to the project site. One set of 5 concrete cylinders will be cast for each 150 cubic yards, or fraction thereof, of each concrete mix placed each day. **Please note testing of slump, air, and temperature are included within Atlas rate for “Concrete Inspector”.**



- **Epoxy Bolting/Doweling** Special Inspection of Epoxy Bolting/Doweling is required. Inspections will be performed on a continuous basis during the 2 planned trips to the project site for this item to verify the type of epoxy, bolts, dowels, depth of bolt/dowel holes, and the cleanliness of the drilled holes as required by the specifications of the project and the manufacture of the epoxy that will be used. Installation instructions will be confirmed and monitored during the placement of epoxy bolting/doweling.
- **Masonry** “Special Inspection” of masonry is required. Inspection will consist of inspecting cell conditions and reinforcing steel placement prior to grouting and witnessing of grouting activities during placement. Inspections will be performed on a periodic basis during the 16 planned trips to the project site for this item. Testing will include compressive strength of masonry units, masonry prisms, and grout prisms.
- **Fabrication Shop Inspections** It has been assumed that the steel materials for this project will be fabricated by an “Approved Fabricator” (AISC Certified Fabrication Shop) as defined by the IBC. Therefore this item has not been included in this estimate. If Fabrication Shop inspections are necessary an estimate will be provided upon request.
- **Structural Steel** “Special Inspection” of welded and bolted connections is required. Periodic visual welding inspection will be performed on all field welds. Bolted connections will be inspected in accordance with the project specifications. The first trips should be performed at the start-up of welding or bolting operations to check certifications and bolt calibrations and review procedures with on-site steel workers. The final inspection should be performed at the completion of welding and bolting, but prior to departure of the steel crew, to inspect the finished product.
- **Wood Inspections** Periodic inspections are required for nailing, bolting, anchoring and other fastening of components within the seismic-force-resisting system, including wood shear walls, wood diaphragms, drag struts, braces, shear panels and hold-downs. Not required where fastener spacing of sheathing is more than 4 inches on center.
- **Asphalt** Monitoring of placement and density testing will be performed during the 2 planned trips to the project site for this item. 6 asphalt cores will be taken to verify thickness and density of asphalt and to perform nuclear gauge correlation.
- **Project Management** Project management and engineer oversight will be provided as required to manage the project and prepare formal reports. Services will generally include the following: attending project meeting, scheduling appropriate field personnel and providing oversight, processing of reports, reviewing project mix designs, reviewing construction documents, preparing invoices, and providing a communication link between project team members.

It is Atlas intention that our services will complement your efforts towards maintaining the highest standards of quality. Please let us know if you require additional information. We thank you for considering our firm and look forward to working with you on this project.

Respectfully submitted,  
**ATLAS TECHNICAL CONSULTANTS LLC**

Sarah Borgerding Nilles  
Estimator

Attachment: Services and Fee Schedule



## SERVICES & FEES

The following estimate of services is based on current Atlas standard rates and estimated project quantities. Inspection and testing times are based on historical averages. They will be dependent on the contractor's schedule of activities and changes in project scope or requirements. If no cost is shown, the associated service item has not been included or will be provided by others. Services to be scheduled must be requested a minimum of 24 hours (1 business day) in advance. Work performed outside the hours of 8:00am to 5:00pm or Saturday or Sundays will be at 1.5 x billing rate. Work performed on government recognized Holidays will be at 2 x billing rate. Billing time is portal to portal. [This is a time and materials quote.](#)

CODE	ITEM	# of Trips	# of Units	UNIT	RATE	Totals
<b>SOILS TESTING &amp; INSPECTION</b>						
33380	Soils Field Density Technician D2922/6938	21	63	HR	\$90	\$5,670.00
92684	Proctor D698, D1557/T99, T180		3	EA	\$290	\$870.00
92801	Sieve - Coarse & Fine C117, C136/T11, T27		3	EA	\$220	\$660.00
92063	Atterberg Limits D4318/T89, T90			EA	\$180	\$0.00
66610	Subgrade Inspector	3	9	HR	\$125	\$1,125.00
33340	Sample Pick Up	2	6	HR	\$90	\$540.00
					<b>Sub-Total</b>	<b>\$8,865.00</b>
<b>CONCRETE TESTING &amp; INSPECTION</b>						
33040	Concrete Inspector	17	68	HR	\$90	\$6,120.00
33140	Epoxy Bolt/Dowel Inspector	2	6	HR	\$87	\$522.00
92243	Concrete Cylinders C39/T22		85	EA	\$35	\$2,975.00
33080	Cylinder Pick Up	17	34	HR	\$90	\$3,060.00
					<b>Sub-Total</b>	<b>\$12,677.00</b>
<b>MASONRY TESTING &amp; INSPECTION</b>						
33200	Masonry Inspector	16	64	HR	\$90	\$5,760.00
92270	Cube Compressive Strength - Grout/Mortar/Gypsum		6	EA	\$45	\$270.00
92414	Grout Prisms C1019		8	EA	\$40	\$320.00
92171	CMU Compressive Strength (Prism Grouted) (Set of 3)		2	EA	\$365	\$730.00
33080	Cylinder Pick Up	2	6	HR	\$90	\$540.00
					<b>Sub-Total</b>	<b>\$7,620.00</b>
<b>STEEL TESTING &amp; INSPECTION</b>						
77510	Structural Steel Inspector	2	6	HR	\$125	\$750.00
77120	Fab Shop Inspection			HR	\$125	\$0.00
33480	Wood Inspection	2	6	HR	\$100	\$600.00
					<b>Sub-Total</b>	<b>\$1,350.00</b>
<b>ASPHALT TESTING &amp; INSPECTION</b>						
33020	Asphalt Field Density Technician D2922	2	6	HR	\$90	\$540.00
33060	Coring	2	6	HR	\$185	\$1,110.00
92018	Bulk Specific Gravity, Diameter, Thickness D2726/T166		6	EA	\$95	\$570.00
					<b>Sub-Total</b>	<b>\$2,220.00</b>
<b>MISCELLANEOUS ITEMS</b>						
88260	Project Manager		14	HR	\$120	\$1,680.00
91300	Mileage - 28 Miles R/T	88	2464	EA	\$0.90	\$2,217.60
81130	Summary Inspection Report			HR	\$135	\$0.00
88060	Professional Engineer		3	HR	\$195	\$585.00
					<b>Sub-Total</b>	<b>\$4,482.60</b>
<b>Estimated Project Total:</b>						<b>\$37,214.60</b>



**NOTES**

- If necessary, please dismiss any items in the estimate above that will not be considered for satisfying this projects quality control requirement.
- Atlas rates include the use of all of our testing equipment during performance of our services.

The individual signing below represents and warrants that he/she has full authority to enter into this Agreement on behalf of CLIENT. By signing below, CLIENT is acknowledging and agreeing to [Atlas Technical Consultants, LLC Terms and Conditions](#) (or available upon request). If the individual below lacks such authority, he/she shall be personally responsible for payment of obligations under this Agreement. IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date indicated below.

**Atlas Technical Consultants LLC**

**Kuna Rural Fire District**

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_



## Preliminary Cost Estimate

### Kuna Rural Fire District Station No. 2 Kuna, ID

	Quantity	Unit	Rate	Totals
<b>Soils and Compaction Testing</b>				
<b>Soils Technician - Compaction Testing</b>	22	HR	\$ 90.00	\$ 1,980.00
<i>Estimates 0 trips of 0 hours each, inc. travel (sampling, utility, subgrade, subbase, finish base)</i>				
<b>Uncrushed Aggregate Acceptance Testing</b>	0	EA	\$ 255.00	\$ -
<i>Per ISPWC - Includes Grad, SE</i>				
<b>Crushed Aggregate Acceptance Testing - 3/4" Base</b>	1	EA	\$ 320.00	\$ 320.00
<i>Per ISPWC - Includes Grad, SE, FF</i>				
<b>Moisture Density Relationship Curve (AASHTO/ASTM)</b>	2	EA	\$ 200.00	\$ 400.00
<b>Nuclear Densometer - per day</b>	11	DY	\$ 40.00	\$ 440.00
<b>Mileage</b>	242	EA	\$ 1.20	\$ 290.40
<i>Estimates 11 trips @ 22 miles each</i>				
<b>Total:</b>				<b>\$ 3,430.40</b>

<b>Reinforced Concrete Special Inspection</b>				
<b>Special Inspector - Rebar Inspection</b>	16	HRS	\$ 100.00	\$ 1,600.00
<i>Estimates 8 visits of 2 hours each, includes travel time</i>				
<b>Concrete Technician - Concrete Testing</b>	16	HR	\$ 90.00	\$ 1,440.00
<i>Estimates 8 visits of 2 hours each, includes travel time</i>				
<b>Concrete Technician - Sample Pickup</b>	16	HR	\$ 100.00	\$ 1,600.00
<i>Estimates 8 visits of 2 hours each, includes travel time</i>				
<b>Compressive Strength Cylinders</b>	40	EA	\$ 25.00	\$ 1,000.00
<i>Estimates 8 sets of 5 (4"x8") cylinders</i>				
<b>Mileage</b>	528	EA	\$ 1.20	\$ 633.60
<i>Estimates 24 site visits of 22 miles roundtrip</i>				
<b>Total:</b>				<b>\$ 6,273.60</b>

<b>Concrete Testing</b>				
<b>Concrete Technician - Concrete Testing</b>	12	HR	\$ 90.00	\$ 1,080.00
<i>Estimates 6 visits of 2 hours each (curb/gutter/sidewalk/driveway/parking lots, includes travel time)</i>				
<b>Concrete Technician - Sample Pickup</b>	12	HR	\$ 90.00	\$ 1,080.00
<i>Estimates 6 visits of 2 hours each, includes travel time</i>				
<b>Compressive Strength Cylinders</b>	30	EA	\$ 25.00	\$ 750.00
<i>Estimates 6 sets of 5 (4"x8") cylinders</i>				
<b>Mileage</b>	132	EA	\$ 1.20	\$ 158.40
<i>Estimates 6 site visits of 22 miles roundtrip</i>				
<b>Total:</b>				<b>\$ 3,068.40</b>

<b>Special Inspection of Masonry Construction</b>				
<b>Masonry Technician - Masonry Inspection</b>	16	EA	\$ 100.00	\$ 1,600.00

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	Quantity	Unit	Rate	Totals
<i>Estimates 8 visits of 2 hours each, low lift method, includes travel time</i>				
<b>Masonry Technician - Sample Pickup</b>	4	EA	\$ 90.00	\$ 360.00
<i>Estimates 2 visits of 2 hours each, includes travel time</i>				
<b>Mortar Compressive Strength</b>	3	EA	\$ 45.00	\$ 135.00
<b>Grout Compressive Strength</b>	4	EA	\$ 25.00	\$ 100.00
<b>Grouted CMU Prism Compressive Strength (set of 3)</b>	1	EA	\$ 500.00	\$ 500.00
<b>Mileage</b>	220	EA	\$ 1.20	\$ 264.00
<i>Estimates 10 site visits of 22 miles roundtrip</i>				
<b>Total:</b>				<b>\$ 2,959.00</b>
<b>Special Inspection Shearwall</b>				
<b>Special Inspector - Shearwall</b>	6	EA	\$ 100.00	\$ 600.00
<i>Estimates 3 visits of 2 hours each, includes travel time</i>				
<b>Mileage</b>	66	EA	\$ 1.20	\$ 79.20
<i>Estimates 3 site visits of 22 miles roundtrip</i>				
<b>Total:</b>				<b>\$ 679.20</b>
<b>Hot Mix Asphalt Production Testing Services</b>				
<b>Field Technician - Asphalt Testing</b>	8	HR	\$ 90.00	\$ 720.00
<i>Estimate 2 visits of 4 hours each, includes travel time</i>				
<b>Field Technician - Overtime</b>	0	HR	\$ 135.00	\$ -
<i>Estimate 0 visits of 0 hours each, includes travel time</i>				
<b>Field Technician - HMA Sampling</b>	2	HR	\$ 90.00	\$ 180.00
<i>Estimates 1 visit of 2 hours each, includes travel time</i>				
<b>Asphalt Cores - density, thickness, correlation</b>	2	EA	\$ 40.00	\$ 80.00
<b>Coring Equipment w/ Generator</b>	1	DY	\$ 200.00	\$ 200.00
<b>Extraction/Gradation (AASHTO T308 &amp; T30)</b>	1	EA	\$ 220.00	\$ 220.00
<b>Rice's Theoretical (AASHTO T209)</b>	1	EA	\$ 140.00	\$ 140.00
<b>Volumetric Properties (AASHTO T166 &amp; T312)</b>	1	EA	\$ 220.00	\$ 220.00
<b>Nuclear Densometer</b>	2	DY	\$ 40.00	\$ 80.00
<b>Mileage</b>	44	EA	\$ 1.20	\$ 52.80
<i>Estimates 2 site visits of 22 miles roundtrip</i>				
<b>Total:</b>				<b>\$ 1,892.80</b>
<b>Project Management and Administration</b>				
<b>Project Manager</b>	20	EA	\$ 135.00	\$ 2,700.00
<b>Administrative Assistant - Clerical</b>	20	EA	\$ 80.00	\$ 1,600.00
<b>Final Summary Letter</b>	0	EA	\$ 750.00	\$ -
<b>Total:</b>				<b>\$ 4,300.00</b>
<b>Total Fee Estimate:</b>				<b>\$ 22,603.40</b>

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Quantity Unit Rate Totals

**Add Additional #2 - 3866 SF District Staff**

**Soils and Compaction Testing**

<b>Soils Technician - Compaction Testing</b>	6	HR	\$ 90.00	\$ 540.00
<i>Estimates 3 trips of 2 hours each, inc. travel (sampling, utility, subgrade, subbase, finish base)</i>				
<b>Nuclear Densometer - per day</b>	3	DY	\$ 40.00	\$ 120.00
<b>Mileage</b>	66	EA	\$ 1.20	\$ 79.20
<i>Estimates 3 trips @ 22 miles each</i>				
<b>Total:</b>				<b>\$ 739.20</b>

**Reinforced Concrete Special Inspection**

<b>Special Inspector - Rebar Inspection</b>	8	HRS	\$ 100.00	\$ 800.00
<i>Estimates 0 visits of 0 hours each, includes travel time</i>				
<b>Concrete Technician - Concrete Testing</b>	8	HR	\$ 90.00	\$ 720.00
<i>Estimates 0 visits of 0 hours each, includes travel time</i>				
<b>Concrete Technician - Sample Pickup</b>	8	HR	\$ 100.00	\$ 800.00
<i>Estimates 0 visits of 0 hours each, includes travel time</i>				
<b>Compressive Strength Cylinders</b>	20	EA	\$ 25.00	\$ 500.00
<i>Estimates 0 sets of 5 (4"x8") cylinders</i>				
<b>Mileage</b>	264	EA	\$ 1.20	\$ 316.80
<i>Estimates 12 site visits of 22 miles roundtrip</i>				
<b>Total:</b>				<b>\$ 3,136.80</b>

**Special Inspection Shearwall**

<b>Special Inspector - Shearwall</b>	2	EA	\$ 100.00	\$ 200.00
<i>Estimates 1 visit of 2 hours each, includes travel time</i>				
<b>Mileage</b>	22	EA	\$ 1.20	\$ 26.40
<i>Estimates 1 site visits of 22 miles roundtrip</i>				
<b>Total:</b>				<b>\$ 226.40</b>

**Project Management and Administration**

<b>Project Manager</b>	9	EA	\$ 135.00	\$ 1,215.00
<b>Administrative Assistant - Clerical</b>	9	EA	\$ 80.00	\$ 720.00
<b>Final Summary Letter</b>	0	EA	\$ 750.00	\$ -
<b>Total:</b>				<b>\$ 1,935.00</b>

**Total Fee Estimate: \$ 6,037.40**

**Proposal Prepared by:** Lana Ribeiro, Iribeiro@allwesttesting.com

**Notes:**

Standard Business hours are 7 AM to 5 PM, Monday - Friday

OT rates are 1.5 times stated unit rates (hourly and lab) outside Standard Business hours and weekends. Holidays billed at 2.0 stated unit rates.

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**Quantity      Unit      Rate      Totals**

Inspections are provided on an as needed basis, client or contractors performing the work should schedule at least 24 hours in advance of the required inspection time. ALLWEST is not responsible for missed tests/ inspections due to not being scheduled.

Proposal valid for 30 days from date of distribution. All changes to be approved in writing by client and ALLWEST.

All site visits may be subject to a 3 hr minimum charge; same day cancellations may be subject to a 2 hr minimum charge

December 31, 2025  
File: BOP25184

TJ Lawrence  
Kuna Rural Fire District  
150 West Boise Street  
Kuna, ID 83634  
Phone: 208.922.1144  
Email: tlawrence@kunafire.com

**RE:** Proposal & Preliminary Fee Estimate  
Construction Materials Testing and Special  
Inspections  
Kuna Rural Fire District Fire Station #2  
West Kuna Road & South Madrone Ave.  
Kuna, Idaho

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Dear Mr. Lawrence,

STRATA is pleased to present this proposed scope of services and preliminary fee estimate/schedule to provide construction materials testing (CMT) and special inspection (SI) services for the referenced project.

### **PROJECT INFORMATION**

Mr. Dave Van Lydegraf will be the Project Manager and your main point of contact to coordinate our CMT and SI services.

This proposal contains information regarding our project understanding, the anticipated scope of services, details of our unit fees, and an estimate of the CMT and SI investment. We have prepared our proposal based on the following:

- Geotechnical Engineering Report prepared by ABCO Engineering December 30, 2024;
- The project plans issued by Encompass, Inc. dated May 09, 2025,

### **PROPOSED CONSTRUCTION**

The project consists of an approximate 11,345 square foot facility being constructed in Kuna, Idaho. The proposed construction will include preparation of subgrade soils and aggregates for foundation elements consisting of cast-in-place Portland cement concrete (PCC) footings, slabs-on-grade, masonry walls, wood framing and roofing. In addition, site work includes the installation of new utilities, site grading, a new concrete parking area, sidewalks, and curbs.

We anticipate that our scope of services will consist of the following activities:

- Earthwork Observations and Testing
- Concrete Testing and Special Inspections
- Masonry Testing and Special Inspections

- Structural Wood Framing Special Inspections

In the following sections, we elaborate on our anticipated scope of services and our approach to providing Kuna Rural Fire District with professional CMT and SI services.

### **Meetings**

If requested, our Project Manager will attend a pre-construction conference with project representatives to review the special inspection and materials testing requirements and establish a report distribution protocol.

Our Boise office (208.376.8200) will handle service requests, meeting attendance, and routine communications. We assume the project General Contractor will facilitate the scheduling of our services. Accordingly, we request that all scheduling calls be made a minimum of 24 hours in advance of the requested service to allow the appropriate response time.

### **Deviations**

Observed deviations from the project plans and specifications will be brought to the immediate attention of the contractor. If the deviations are uncorrected, we will bring the items to the immediate attention of the Project Superintendent and/or design professionals. The deviations will be documented in our Daily Field Reports (DFRs).

### **Technical Management and Reports**

Our Project Manager will review the DFRs generated by our field staff during construction. These DFRs will be delivered electronically to the distribution list established during the pre-construction meeting.

## **SCOPE OF SERVICES**

### **Earthwork Observation and Testing Services**

STRATA assumes that ABCO Engineering will retain their involvement as the Geotechnical Engineer-of-Record (GEOR) and be responsible for subgrade preparation, verification, and approval. The contractor or owner is responsible for contacting the GEOR for these activities. After approval, we will provide a qualified field professional to perform in-place soil moisture and density testing services. These services will be provided during site grading, subgrade preparation, structural fill, 3/4-inch aggregate base, and utility trench backfill. This will be provided periodically if the material is not classified as oversized/too granular to test. Should the material be classified as oversized/too granular to test, placement and compaction of the material may require full-time observation to document compaction methodologies and progress.

Our personnel will sample onsite and imported materials used for structural fill and/or backfill and transport these samples to our laboratory for required testing. The moisture-density relationship curve is key to the validity of the in-place density testing; therefore, when measuring percent compaction, we require that our laboratory develop a moisture-density curve for the material used onsite. Therefore, we will not rely on contractor- or supplier-provided values.

### **Structural Concrete Special Inspection**

STRATA will provide an International Code Council (ICC)-certified special inspector to verify the placement and securing of required reinforcing steel and anchors embedded in concrete. Our inspector will reference the onsite project structural plans and specifications to review the reinforcement type, grade, size, lap splice, clearance, cleanliness, general placement, and location. Form widths and depths will be verified for specified measurements and adherence to the project plans. In addition, STRATA's special inspector will observe the placement and consolidation of structural concrete as required by the project documents and the International Building Code (IBC). We anticipate that the contractor will supply the required reinforcing steel documentation (mill certification reports) directly to the design team for approval, eliminating the need for STRATA to perform compliance testing; however, if requested, STRATA can coordinate with the project team to have copies of the mill certificates made available for our verification of materials delivered.

### **Concrete Testing**

STRATA will provide an American Concrete Institute (ACI)-certified field professional to perform concrete sampling and field testing. Our field services will include testing for the slump, temperature (concrete and ambient), unit weight, air content, mix design verification (based on concrete batch ticket information), and casting compressive strength test specimens.

Please refer to the Preliminary Fee Estimate for the quantity of concrete test cylinders anticipated for this project. We have estimated these quantities based on the testing requirements of the project plans and specifications. We will cast one set of five 4.0-inch by 8.0-inch cylinders for every 100 cubic yards placed (or a fraction thereof), or once per day as required by the project documents. We will test one specimen at 7 days and three specimens at 28 days to verify compliance with design strength ( $f'_c$ ) as required by the project specifications and the IBC. Should the 28-day specimens fail to achieve  $f'_c$ , we will test the remaining specimen at 56 days.

After the initial cure, we will retrieve and deliver concrete compressive strength test specimens to our laboratory for the appropriate curing and testing. STRATA will notify you if the test results of the 7-day test achieve less than 70-percent of the specified compressive strength or if the 28-day test results do not achieve  $f'_c$ .

### **Structural Masonry Special Inspection**

STRATA will provide an ICC-certified special inspector to provide continuous observation during grout placement and consolidation for structural masonry construction. Prior to grout placement, we will verify the placement of reinforcing steel and anchors embedded in masonry, grout space cleanliness, mortar joints, and the placement of concrete masonry units (CMU). Next, we will cast one set of three composite masonry prisms for every 5,000 square feet of masonry construction (or area portion thereof). Please see the Preliminary Fee Estimate for the anticipated number of CMUs. After the initial cure, we will transport these samples to our laboratory for appropriate compressive strength testing.

If additional testing of masonry components (i.e., CMU, mortar, and/or grout) is deemed necessary by the governing jurisdiction or design professional, these tests can be conducted per an amendment to this proposal and fee estimate.

## **Structural Wood Framing Special Inspection**

STRATA will provide a qualified special inspector to periodically observe the installation of structural wood elements during construction. STRATA's field services will include the documentation of framing and connection materials, hold-down connections, shear-wall construction, diaphragm nailing, and general wood framing for adherence with project requirements and applicable codes.

## **SAFETY**

We are committed to providing a safe work environment and taking action to prevent injury to our employees. We recognize that the most essential element in the success of our business is the individual employee. Therefore, we encourage our employees to increase their awareness of the hazards that lead to occupational injury and illness and think about their safety, well-being, and that of their associates and co-workers. To accomplish this goal, we ask our construction services professionals to arrive at the project site approximately 15 minutes early to comply with our internal safety program, which includes completing an internal safety review before performing the requested testing or inspection services. This is especially important to our staff's safety and well-being due to the high number of projects and the associated differing hazards they are exposed to each day. In addition, we will adhere to the Health and Safety Plan governing the project, including training, regular meetings, safety documentation, and the use of personal protective equipment (PPE). Our current experience modification rating (EMR) is 0.96, which is below the industry standard of 1.0.

## **SCHEDULING**

To better service your project, we request that you please schedule at least 24 hours in advance of the needed service. Emails for services with less than 8 hours' notification may incur additional short notice fees equivalent to 2 hours of the scheduled service. Likewise, calls for service that are canceled within 2 hours of the scheduled arrival time may incur similar fees. Please email [boisescheduling@stratageotech.com](mailto:boisescheduling@stratageotech.com) for all your scheduling needs.

## **FEE ESTIMATE**

We will provide our services on a time-and-expense basis per the rates established in the attached Preliminary Fee Estimate, which will remain in effect throughout the project. The fees in the attached Preliminary Fee Estimate are based upon the estimated quantities indicated and are dependent upon your schedule and performance. These fees represent the amount of testing required based on our knowledge of the project documents and specifications. STRATA anticipates performing the required testing with management and field professionals from our Boise office (phone 208.376.8200). A minimum charge of 2 hours will be invoiced for all field services provided. Overtime for our field staff will incur a 1.5 multiplier to the rates established in our estimate for time in excess of 8 hours during one day outside of normal construction hours, (8:00 AM – 5:00 PM, Monday through Friday), and all hours on weekends and observed holidays. Additional fees will apply if additional visits, time, samples, or services are required.

This proposal excludes the cost of any equipment (i.e., scaffold, scissor lifts, telescopic booms, ladders, trench shoring, etc.) to gain access to any area requiring inspection or sampling of materials. Modifications to our scope and fee will be required if additional field-cured concrete cylinders, laboratory-cured concrete cylinders, and/or floor flatness testing is requested. Further, our services will be directly affected by the general contractor's schedule, workforce, jurisdictional requirements, and events that

occur during the project, which cannot always be predicted. To better service your project, we request that you please schedule at least 24 hours in advance of the service needed. Calls for services with less than 24 hours' notification may incur a short notice fee equivalent to 2 hours; similarly, calls for services that are canceled with less than 24 hours' notice will also incur a charge equivalent to 2 hours.

### LIMITATIONS

The above scope of services is for construction materials testing, special inspection, and laboratory services. Our services do not include a geotechnical evaluation of any kind. Therefore, we are not assuming the GEOR for the project. Our construction materials testing, special inspection, and laboratory services are limited to documentation of compliance with the plans and specifications. We do not represent or warrant that we have reviewed the construction documents (plans, specifications, etc.) for accuracy, appropriateness, or whether the documents meet the standard of care at the time of our services in the Boise area.

### SUMMARY

We sincerely appreciate the opportunity to work with Kuna Rural Fire District and the design team and look forward to successful project construction and completion. We will perform CMT and SI services under the executed *General Conditions for Construction Materials Testing and Inspection Services*. These General Conditions cannot be excluded from the overall contract terms by issuing a purchase order, reconstructing the scope in a separate client contract form, or otherwise constructing a new contract vehicle. Our acceptance of your contract form does not constitute a waiver of these General Conditions unless specifically stated in writing. You have the option to negotiate our General Conditions prior to accepting this proposal. Please read all sections carefully. If you agree to the above scope of services, please review, sign, and return a copy of the General Conditions for our files and as authorization to proceed. This proposal is valid for 60 days from the issuance date.

Sincerely,  
STRATA



Dave Van Lydegraf  
Associate Project Manager



Kyle Dupree  
Business Manager

DVL/KD/rrc

**Enclosure:** Preliminary Fee Estimate  
General Conditions for Construction Materials Testing and Inspection Services



## PRELIMINARY FEE ESTIMATE

Kuna Rural Fire Station No. 2

Kuna, ID

BOP25184

Project Manager: Dave Van Lydegraf

	Quantity	Unit	@	Rate	Totals
<b>Earthwork Testing</b>					
<b>Field Professional</b>	18.00	hours	@	\$100.00	\$1,800.00
<i>6 trips @ 3 hours each for building subgrade, fill, foundations</i>					
<b>Field Professional</b>	18.00	hours	@	\$100.00	\$1,800.00
<i>6 trips @ 3 hours each for civil site work paving area's, sidewalks, curbs and utilities</i>					
<b>Moisture Density Relationship Curve</b>	3.00	each	@	\$250.00	\$750.00
<b>Density Gauge - Day</b>	12.00	each	@	\$100.00	\$1,200.00
<b>Trip Charge</b>	12.00	each	@	\$25.00	\$300.00
<b>ESTIMATED FEE:</b>					<b>\$5,850.00</b>
<b>Concrete Testing</b>					
<b>Special Inspector</b>	12.00	hours	@	\$115.00	\$1,380.00
<i>4 trips @ 3 hours each for reinforcing steel observations for slabs and foundations</i>					
<b>Field Professional</b>	12.00	hours	@	\$100.00	\$1,200.00
<i>4 trips @ 3 hours each for concrete testing of slabs and foundations</i>					
<b>Field Professional</b>	12.00	hours	@	\$100.00	\$1,200.00
<i>4 trips @ 3 hours each for concrete testing of site work sidewalks, curbs</i>					
<b>Field Professional</b>	12.00	hours	@	\$100.00	\$1,200.00
<i>4 trips @ 3 hours each for concrete testing of site work concrete paving</i>					
<b>Field Professional</b>	16.00	hours	@	\$100.00	\$1,600.00
<i>8 trips @ 2 hours each for concrete sample pick-ups</i>					
<b>Compressive Strength - Cylinder - 4x8</b>	80.00	each	@	\$30.00	\$2,400.00
<b>Trip Charge</b>	24.00	each	@	\$25.00	\$600.00
<b>ESTIMATED FEE:</b>					<b>\$9,580.00</b>
<b>Structural Masonry</b>					
<b>Special Inspector</b>	24.00	hours	@	\$115.00	\$2,760.00
<i>8 trips @ 3 hours each</i>					
<b>Compressive Strength - Grouted Masonry Prism (GMP)</b>	3.00	each	@	\$160.00	\$480.00

Preliminary Fee Estimate for

<b>Compressive Strength - Masonry Grout Prism</b>	3.00	each	@	\$85.00	\$255.00
<b>Trip Charge</b>	8.00	each	@	\$25.00	\$200.00
				<b>ESTIMATED FEE:</b>	<b>\$3,695.00</b>

**Wood Framing**

<b>Special Inspector</b> <i>6 trips @ 4 hours each</i>	24.00	hours	@	\$115.00	\$2,760.00
<b>Trip Charge</b>	6.00	each	@	\$25.00	\$150.00
				<b>ESTIMATED FEE:</b>	<b>\$2,910.00</b>

**Asphalt Testing**

<b>Field Professional</b> <i>2 trips @ 8 hours each for asphalt density and loose mix sampling</i>	16.00	hours	@	\$100.00	\$1,600.00
<b>Extraction Gradation w/Moisture - Ignition Oven</b>	2.00	each	@	\$265.00	\$530.00
<b>Asphalt Core Density</b> <i>Optional if requested</i>	0.00	each	@	\$65.00	\$0.00
<b>Density Gauge - Day</b>	2.00	each	@	\$100.00	\$200.00
<b>Coring Equipment &amp; Generator</b> <i>Optional if requested</i>	0.00	each	@	\$325.00	\$0.00
<b>Trip Charge</b>	2.00	each	@	\$25.00	\$50.00
				<b>ESTIMATED FEE:</b>	<b>\$2,380.00</b>

**Project Administration**

<b>Project Manager</b>	14.00	hours	@	\$175.00	\$2,450.00
<b>Project Administrator</b>	8.00	hours	@	\$90.00	\$720.00
<b>Final Summary Letter</b>	1.00	each	@	\$750.00	\$750.00
				<b>ESTIMATED FEE:</b>	<b>\$3,920.00</b>

**Total Preliminary Fee Estimate: \$28,335.00**



Serving the community since 1994

208-922-4745 679 S. Best Business Ave, Suite 108 Kuna, ID 83634

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January 5, 2026

Kuna Rural Fire District  
150 West Boise Street  
Kuna, ID 83634

RE: New Kuna Food Bank Project – Impact Fees

Dear Fire District Commissioners:

This letter is written to respectfully request waiver of impact fees for the new food bank building to be located at 498 N. Franklin Street and currently into the City of Kuna for permitting. As you may know, the food bank has operated in a small space within the Kuna United Methodist Church for most of its operating years. The new permanent building will enable us to better serve the growing needs of Kuna, ensuring that no family goes hungry and that residents have access to essential resources. The building will also operate as a community center offering meeting/training spaces for Kuna organizations as well as rentable counseling office spaces to Ada County social workers.

Mayor Stear has worked hard with all City departments to reduce or even waive some review/hookup/impact fees for our new project. We hope your organization will consider this same generosity in helping our 501(c)3 non-profit.

Thank you kindly for your time and consideration and please do not hesitate to contact me if you have questions or need additional information.

Sincerely,

Bonnie Heinrich  
Kuna Food Bank Board Member  
208-869-4534