

Cowlitz 911 Public Authority Board of Directors

Meeting Agenda

Wednesday June 17th, 2026 @ 10:00 AM

Hybrid – Cowlitz 911 & Zoom

1. Call to Order and Introductions

2. Approval of the Agenda – Board Action

Recommended Action: A motion to approve the agenda as presented.

3. Approval of Meeting Minutes - Board Action

A. 05/20/2026 Meeting Minutes

Recommended Action: A motion to approve the meeting minutes from 05/20/26.

4. Public Comment

A. The public comment period allows any member of the public to speak to any item that is not on the regular agenda. There is a time-limitation of 3 minutes. All comments should be directed to the Chair.

5. Payables – Board Action

The following transactions are approved as presented

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 05/20/26	552 – 589	\$148,259.60
Payroll 06/04/26	625 – 662	\$164,694.82
Claims 05/05/26	523	\$65.78
Claims 05/21/26	596 – 616	\$94,025.85
TOTAL		\$407,046.05

Recommended Action: Motion to approve the payables as presented.

6. Finance Report

7. Resolution 2026-003: Adopt a Fiscal Reserve Policy – Board Action

8. 2026 Flex Server Quote – Board Action

9. Board Comments/Board Committee Reports

A. LAW TAC Update

B. FIRE TAC Update

C. Budget Committee Update

10. Director’s Report

A. Staffing Update

B. Radio Project Update

11. Old Business: If needed

12. Executive Session: if needed

13. Adjournment

Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday May 20th, 2026 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

Attendance

Board Members: Andy Hamilton; Alan Headley; Brad Thurman; Charlie Worley; Bill LeMonds; Robert Huhta; Rick Dahl; Jen Wills; Wayne Nichols

Staff: Briana Graham; Jerry Jensen; Michelle Arrowsmith; Jessica Weygandt; Jennifer Johnson (general counsel); Tim Hanigan (general counsel); Bob Schaefer

Guests: Robbie Satterly; Ralph Herrera; Eric Koreis

Board Members Absent and No Alternate:

1. Call to Order and Introductions

Huhta called the meeting to order at 10:01 AM.

2. Approval of the Agenda

Recommended Action: A motion to approve the agenda as presented.

Thurman made a motion to approve the agenda as presented. Headley seconded; all in favor, motion carried.

3. Approval of Meeting Minutes

A. April 15, 2026, Meeting Minutes

Recommended Action: A motion to approve the meeting minutes from 04/15/25, meeting minutes.

LeMonds made a motion to approve the 04/15/2026 meeting minutes as presented. Headley seconded; all in favor, motion carried.

4. Public Comment

The public comment period allows any member of the public to speak to any item that is not on the regular agenda.

5. Payables:

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 04/20/26	413 – 450	\$137,176.51
Payroll 04/28/26	472 – 478	\$29,762.02
Payroll 04/29/26	479 – 483	\$46,727.77
Payroll 05/05/26	484 – 524	\$151,710.39
Claims 04/23/26	451 – 471	\$76,105.68
TOTAL		\$441,482.37

Recommended Action: Motion to approve the payables as presented.

Headley made a motion to approve payables as presented. Thurman seconded; all in favor, motion carried.

6. Finance Report – We are seeing a decline in sales tax and tax revenue; however, it is looking like we are on track and everything is looking good so far.

7. Resolution 2026-002: Budget Amendment

Nichols made a motion to approve Resolution 2026-002: Budget Amendment. LeMonds seconded; all in favor, motion carried.

8. Board Comments/Board Committee Reports

- A. LAW TAC Update:** Discussed some confusion about the confirmation of DOC warrants and when to contact the jail to see if they will accept it or not. The decision that was made is that dispatch will call when requested by law enforcement to do so. The other topic of discussion was when multiple agencies respond to a call, they need to switch to one radio frequency during the duration of them working that call. Dispatch will inform them which frequency to switch to.
- B. FIRE TAC Update:** Most of the conversation was about USDD and the upcoming plan for the 4th of July.
- C. Budget Committee Update:** Have been meeting each month prior to the board meeting. The next meeting is scheduled for June 8th. At the last meeting they discussed the resolution that was just adopted and their next focus is on user fees. As of now, Cowlitz 911 is preparing multiple options for the committee to review and will hopefully be able to provide more information at the next board meeting.

9. Director's Report

- A. Staffing Update:** Currently have 19 dispatchers, 2 in training. We have 1 currently in background that we think is going to be viable. Working towards getting this person completely through the hiring process and onboarded before Bri leaves for maternity leave. Following this meeting, we will do a job posting for the IT Position the Board just passed.
- B. Radio Update:** Provided a document to the Board highlighting where things are at and what our expectations are moving forward. There has been some misunderstanding about what our digital voting system is. It is not digital transmissions; we are still analog. Johnston Ridge is now up and running. They have put a temporary work bridge to cover the slide area, and we were able to get through to our sites. No update on the grant. We have the network built for USDD. We have run into a glitch and USDD is having a hard time getting to our system, so we have created a couple different paths for them to try out. We are still anticipating a June trial period.

10. Old Business: N/A

11. Executive Session: N/A

12. Adjournment: 10:16 AM

Robert Huhta, Board Chair

Attest:

Briana Graham, Clerk of the Board

CHECK REGISTER

COWLITZ 911

Time: 11:01:13 Date: 06/02/2026

05/20/2026 To: 05/20/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
588	05/20/2026	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	30,681.82	941 Deposit for Pay Cycle(s) 05/20/2026 - 05/20/2026
589	05/20/2026	Payroll	1	14110	WASHINGTON STATE DEPT OF RETIREMENT	15,095.36	Pay Cycle(s) 05/20/2026 To 05/20/2026 - PSERS2; Pay Cycle(s) 05/20/2026 To 05/20/2026 - PERS2; Pay Cycle(s) 05/20/2026 To 05/20/2026 - PERS3
552	05/20/2026	Payroll	2	EFT		2,803.40	
553	05/20/2026	Payroll	2	EFT		3,559.23	
554	05/20/2026	Payroll	2	EFT		1,317.75	
555	05/20/2026	Payroll	2	EFT		2,487.07	
556	05/20/2026	Payroll	2	EFT		2,122.19	
557	05/20/2026	Payroll	2	EFT		2,406.71	
558	05/20/2026	Payroll	2	EFT		1,706.69	
559	05/20/2026	Payroll	2	EFT		3,125.69	
560	05/20/2026	Payroll	2	EFT		2,462.05	
561	05/20/2026	Payroll	2	EFT		2,766.86	
562	05/20/2026	Payroll	2	EFT		2,099.52	
563	05/20/2026	Payroll	2	EFT		2,575.10	
564	05/20/2026	Payroll	2	EFT		2,092.72	
565	05/20/2026	Payroll	2	EFT		2,408.18	
566	05/20/2026	Payroll	2	EFT		2,140.20	
567	05/20/2026	Payroll	2	EFT		4,100.13	
568	05/20/2026	Payroll	2	EFT		3,163.88	
569	05/20/2026	Payroll	2	EFT		4,001.78	
570	05/20/2026	Payroll	2	EFT		2,444.75	
571	05/20/2026	Payroll	2	EFT		1,506.12	
572	05/20/2026	Payroll	2	EFT		2,058.07	
573	05/20/2026	Payroll	2	EFT		3,895.69	
574	05/20/2026	Payroll	2	EFT		3,330.79	
575	05/20/2026	Payroll	2	EFT		3,050.30	
576	05/20/2026	Payroll	2	EFT		3,818.00	
577	05/20/2026	Payroll	2	EFT		2,722.01	
578	05/20/2026	Payroll	2	EFT		4,056.05	
579	05/20/2026	Payroll	2	EFT		2,386.04	
580	05/20/2026	Payroll	2	EFT		4,552.13	
581	05/20/2026	Payroll	2	EFT		2,780.69	
582	05/20/2026	Payroll	2	EFT	CAPSCO	62.50	Pay Cycle(s) 05/20/2026 To 05/20/2026 - ASSN FEE
583	05/20/2026	Payroll	2	EFT	COWLITZ 911 EMERGENCY SERVICES ASSN	902.50	Pay Cycle(s) 05/20/2026 To 05/20/2026 - UNION DUES; Pay Cycle(s) 05/20/2026 To 05/20/2026 - INITIATION FEE
584	05/20/2026	Payroll	2	EFT	EMPOWER TRUST (401A)	3,597.42	Pay Cycle(s) 05/20/2026 To 05/20/2026 - 401A MATCH; Pay Cycle(s) 05/20/2026 To 05/20/2026 - 401A ED EMPLOYER CONT
585	05/20/2026	Payroll	2	EFT	EMPOWER TRUST (457B)	5,105.21	Pay Cycle(s) 05/20/2026 To 05/20/2026 - 457(b) - DEF COMP; Pay Cycle(s) 05/20/2026 To 05/20/2026 - 457(b) DEF COMP-AFTER TAX
586	05/20/2026	Payroll	2	EFT	HRA VEBA	8,450.00	Pay Cycle(s) 05/20/2026 To 05/20/2026 - VEBA
587	05/20/2026	Payroll	2	EFT	REHN AND ASSOCIATES	425.00	Pay Cycle(s) 05/20/2026 To 05/20/2026 - HSA

001 OPERATIONS

140,992.07

CHECK REGISTER

COWLITZ 911

Time: 11:01:13 Date: 06/02/2026

05/20/2026 To: 05/20/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		003 RADIO OPERATIONS				7,267.53	
						148,259.60	Payroll: 148,259.60

****CERTIFICATION STATEMENT****

I certify that the check register, including all transactions, debits, credits, and balances, is true, accurate, and complete to the best of my knowledge. I further certify that the services or labor described were rendered or performed, any advance payment is contractually authorized, the claim is a just, due, and unpaid obligation of Cowlitz 911, and I am authorized to authenticate and certify the claim.

Reviewed by: Budget Finance Manager Date

Executive Director Date Board Chair Date

CHECK REGISTER

COWLITZ 911

Time: 11:01:26 Date: 06/02/2026

06/04/2026 To: 06/04/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
655	06/04/2026	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	35,014.38	941 Deposit for Pay Cycle(s) 06/04/2026 - 06/04/2026
656	06/04/2026	Payroll	1	14133	WASHINGTON STATE DEPT OF RETIREMENT	17,027.88	Pay Cycle(s) 06/04/2026 To 06/04/2026 - PSERS2; Pay Cycle(s) 06/04/2026 To 06/04/2026 - PERS2; Pay Cycle(s) 06/04/2026 To 06/04/2026 - PERS3
625	06/04/2026	Payroll	2	EFT		3,185.54	
626	06/04/2026	Payroll	2	EFT		3,602.54	
627	06/04/2026	Payroll	2	EFT		1,558.49	
628	06/04/2026	Payroll	2	EFT		2,823.46	
629	06/04/2026	Payroll	2	EFT		2,521.72	
630	06/04/2026	Payroll	2	EFT		2,611.72	
631	06/04/2026	Payroll	2	EFT		2,115.54	
632	06/04/2026	Payroll	2	EFT		3,916.08	
633	06/04/2026	Payroll	2	EFT		2,798.92	
634	06/04/2026	Payroll	2	EFT		3,005.05	
635	06/04/2026	Payroll	2	EFT		2,405.48	
636	06/04/2026	Payroll	2	EFT		2,679.76	
637	06/04/2026	Payroll	2	EFT		4,703.16	
638	06/04/2026	Payroll	2	EFT		2,625.68	
639	06/04/2026	Payroll	2	EFT		2,308.21	
640	06/04/2026	Payroll	2	EFT		4,098.87	
641	06/04/2026	Payroll	2	EFT		3,163.78	
642	06/04/2026	Payroll	2	EFT		4,064.18	
643	06/04/2026	Payroll	2	EFT		2,780.28	
644	06/04/2026	Payroll	2	EFT		2,446.58	
645	06/04/2026	Payroll	2	EFT		3,031.07	
646	06/04/2026	Payroll	2	EFT		4,017.32	
647	06/04/2026	Payroll	2	EFT		2,882.98	
648	06/04/2026	Payroll	2	EFT		3,596.97	
649	06/04/2026	Payroll	2	EFT		3,861.68	
650	06/04/2026	Payroll	2	EFT		2,735.10	
651	06/04/2026	Payroll	2	EFT		4,100.38	
652	06/04/2026	Payroll	2	EFT		2,507.85	
653	06/04/2026	Payroll	2	EFT		4,592.12	
654	06/04/2026	Payroll	2	EFT		2,798.33	
657	06/04/2026	Payroll	2	EFT	CAPSCO	62.50	Pay Cycle(s) 06/04/2026 To 06/04/2026 - ASSN FEE
658	06/04/2026	Payroll	2	EFT	COWLITZ 911 EMERGENCY SERVICES ASSN	902.50	Pay Cycle(s) 06/04/2026 To 06/04/2026 - UNION DUES; Pay Cycle(s) 06/04/2026 To 06/04/2026 - INITIATION FEE
659	06/04/2026	Payroll	2	EFT	EMPOWER TRUST (401A)	3,860.98	Pay Cycle(s) 06/04/2026 To 06/04/2026 - 401A MATCH; Pay Cycle(s) 06/04/2026 To 06/04/2026 - 401A ED EMPLOYER CONT
660	06/04/2026	Payroll	2	EFT	EMPOWER TRUST (457B)	5,412.74	Pay Cycle(s) 06/04/2026 To 06/04/2026 - 457(b) - DEF COMP; Pay Cycle(s) 06/04/2026 To 06/04/2026 - 457(b) DEF COMP-AFTER TAX
661	06/04/2026	Payroll	2	EFT	HRA VEBA	8,450.00	Pay Cycle(s) 06/04/2026 To 06/04/2026 - VEBA
662	06/04/2026	Payroll	2	EFT	REHN AND ASSOCIATES	425.00	Pay Cycle(s) 06/04/2026 To 06/04/2026 - HSA

001 OPERATIONS

157,427.29

CHECK REGISTER

COWLITZ 911

Time: 11:01:26 Date: 06/02/2026

06/04/2026 To: 06/04/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		003 RADIO OPERATIONS				7,267.53	
						164,694.82	Payroll: 164,694.82

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Reviewed by: Budget Finance Manager Date

Executive Director Date Board Chair Date

CHECK REGISTER

COWLITZ 911

Time: 11:00:01 Date: 06/02/2026

05/05/2026 To: 05/05/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
523	05/05/2026	Claims	1	14108	WASHINGTON STATE DEPT OF RETIREMENT	65.78	PAYROLL 02/26 AND OASI INSURANCE 2026
001 OPERATIONS						65.78	
						65.78	Claims: 65.78

CERTIFICATION STATEMENT

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Reviewed by: Budget Finance Manager Date

Executive Director Date Board Chair Date

CHECK REGISTER

COWLITZ 911

Time: 11:00:57 Date: 06/02/2026

05/21/2026 To: 05/21/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
596	05/21/2026	Claims	1	14111	US BANK (VISA)	28,628.18	ARROWSMITH USBANK STMT 0526; BAKER US BANK STMT 0526; COWLITZ 911 USBANK STMT 0526; GRAHAM USBANK STMT 0526; JENSEN US BANK STMT 0526; KIRK US BANK STMT 0526; ACCOUNTS PAYABLE US BANK STMT 0526; STARR
598	05/21/2026	Claims	1	14112	CARROLL CONSULTING LLC	1,999.70	CRONE BACKGROUND; CAMPOS BACKGROUND
599	05/21/2026	Claims	1	14113	CITY OF LONGVIEW	2,250.26	LOST RENT 2790 OBH 0526; WATER METER 22086772 OBH; WATER OBH METER 22067102 02/10-04/09/26
600	05/21/2026	Claims	1	14114	COWLITZ 911 PETTY CASH	1,571.70	PETTY CASH REIMBURSEMENT CK 2036-2043
601	05/21/2026	Claims	1	14115	DAY WIRELESS	6,161.99	0526 RADIO MAINTENANCE FEES
602	05/21/2026	Claims	1	14116	DENALI HEATING & AIR CONDITIONING LLC	6,646.82	ANNUAL A/C MTCE COL HTS; ANNUAL A/C MTCE SPEELYAI; ANNUAL A/C MTCE HOJ; 2026 ANNUAL A/C MTCE OBH; 2026 ANNUAL A/C MTCE; 2026 ANNUAL A/C MTCE COLD WATER
603	05/21/2026	Claims	1	14117	ESRI INC	1,048.46	ARCGIS 05/06/26-05/07/27
604	05/21/2026	Claims	1	14118	HANIGAN LAW OFFICE PS	575.70	ATTORNEY SERVICES 03/25-04/15/26
605	05/21/2026	Claims	1	14119	INTEGER ASSOCIATES INC	3,833.88	DEER ISLAND 05/26; DEER ISLAND LICENSE FEE 0626
606	05/21/2026	Claims	1	14120	LANGUAGE LINE SVCS INC	108.30	INTERPPRETATION SVS 0426
607	05/21/2026	Claims	1	14121	LOWES	227.42	LOWES STMT 0526
608	05/21/2026	Claims	1	14122	MORE POWER TECHNOLOGY GROUP	13,350.30	INV 18358; IT MANAGED SVS 0526
609	05/21/2026	Claims	1	14123	MOTOROLA SOLUTIONS	18,624.11	INV 8230569304 FLEX
610	05/21/2026	Claims	1	14124	POINT MONITOR	1,205.35	FIRE EXTINGUISHER INSPECTION; ANNUAL FIRE ALARM INSPECTION/TESTING
611	05/21/2026	Claims	1	14125	BLUETRITON BRANDS INC. PRIMO BRANDS	185.86	WATER SVCS 0426
612	05/21/2026	Claims	1	14126	RELIABLE ADMINISTRATION SOLUTIONS	2,000.00	SPILLMAN SUPPORT SVS 0526
613	05/21/2026	Claims	1	14127	SESSIONS PLUMBING & HEATING INC	421.98	BACKFLOW INSPECTION OBH
614	05/21/2026	Claims	1	14128	TELECOMUNNICATION SYSTEMS INC	4,630.96	INV 04INV-000046977
615	05/21/2026	Claims	1	14129	TOSHIBA AMERICA BUSINESS SOLUTIONS	332.14	INV 5038588328; INV 5038623505
616	05/21/2026	Claims	1	14130	WALTER E NELSON COMPANY	222.74	INV 2016753

001 OPERATIONS
003 RADIO OPERATIONS

73,240.41
20,785.44

Claims: 94,025.85
 94,025.85

CHECK REGISTER

COWLITZ 911

Time: 11:00:57 Date: 06/02/2026

05/21/2026 To: 05/21/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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****CERTIFICATION STATEMENT****

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Budget Finance Manager	Date

Reviewed by:

Executive Director	Date	Board Chair	Date

COWLITZ 911

Police • Fire • Medical

BUDGETED BEGINNING FUND BALANCE FOR ALL FUNDS (1/1/2026) \$12,285,889.98

ACTUAL BEGINNING FUND BALANCE FOR ALL FUNDS (1/1/2026) \$13,110,464.53

ACTUALS THROUGH 6/10/2026

REVENUES

FUND	BUDGET	ACTUALS	BUDGET VARIANCE
Operations	\$6,697,782.00	\$3,364,011.87	-50%
<i>Tax</i>	\$1,162,000.00	\$572,649.61	-51%
<i>CPD Grant</i>	\$70,000.00	\$45,427.90	-35%
<i>User Fees</i>	\$1,913,882.00	\$980,135.65	-49%
<i>Misc</i>	\$51,900.00	\$15,798.71	-70%
<i>Transfers In</i>	\$3,500,000.00	\$1,750,000.00	-50%
Radio Operations	\$464,404.52	\$248,035.37	-47%
<i>Tower Rent</i>	\$55,584.52	\$43,070.46	-23%
<i>Misc</i>	\$8,000.00	\$4,964.91	-38%
<i>Transfers In</i>	\$400,000.00	\$200,000.00	-50%
Equipment Replacement	\$451,800.00	\$209,096.41	-54%
Radio Replacement	\$445,000.00	\$194,221.01	-56%
Sales Tax	\$3,466,000.00	\$1,704,834.73	-51%
Stabilization Reserve	\$72,000.00	\$22,992.38	-68%
Facility Reserve	\$232,400.00	\$112,409.60	-52%
Debt Service	\$756,628.00	\$374,957.61	-50%
TOTAL REVENUES	\$12,586,014.52	\$6,230,558.98	-50%

EXPENSES

FUND	BUDGET	ACTUALS	BUDGET VARIANCE
Operations	\$7,044,463.74	\$2,896,734.21	-59%
<i>Salaries Wages & Benefits</i>	\$4,802,750.08	\$1,922,404.08	-60%
<i>Travel/Training</i>	\$100,000.00	\$53,932.00	-46%
<i>Overhead</i>	\$433,713.66	\$181,648.64	-58%
<i>General Facility</i>	\$49,000.00	\$23,600.23	-52%
<i>Professional Fees</i>	\$400,500.00	\$113,220.39	-72%
<i>Technology & Software</i>	\$350,000.00	\$143,131.69	-59%
<i>SBTIA/LEASE/PPP</i>	\$168,500.00	\$88,797.18	-47%
<i>Transfers out</i>	\$740,000.00	\$370,000.00	-50%
Radio Operations	\$458,274.17	\$172,926.27	-62%
<i>Salaries Wages & Benefits</i>	\$176,922.02	\$81,801.05	-54%
<i>General</i>	\$172,520.00	\$63,410.30	-63%
<i>Leases</i>	\$108,832.15	\$27,714.92	-75%
Equipment Replacement	\$100,000.00	\$40,717.19	-59%
Radio Replacement	\$1,082,490.64	\$243,849.71	-77%
Sales Tax	\$4,788,428.00	\$2,394,214.00	-50%
Debt Service	\$743,428.00	\$0.00	-100%
TOTAL EXPENDITURES	\$14,217,084.55	\$5,748,441.38	-60%

ESTIMATED ENDING FUND BALANCE FOR ALL FUNDS \$13,592,582.13

YTD NET CHANGE IN FUND BALANCE \$482,117.60

2026 BUDGET POSITION

COWLITZ 911

Time: 14:45:18 Date: 06/10/2026

Page: 1

001 OPERATIONS

01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
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330 TAXES

337 00 00 011 WIRELINE - ENHANCED 911	67,000.00	28,747.41	38,252.59	42.9%
337 00 00 021 WIRELESS - ENHANCED 911	850,000.00	424,219.18	425,780.82	49.9%
337 00 00 031 PREPAID - ENHANCED 911	140,000.00	65,408.41	74,591.59	46.7%
337 00 00 041 VOIP - ENHANCED 911	105,000.00	54,274.61	50,725.39	51.7%
330 TAXES	1,162,000.00	572,649.61	589,350.39	49.3%

340 CONTRACTS

334 01 80 000 WA STATE MILITARY DEPT E911 CPD & EQUIPMENT CONTRACT	70,000.00	45,427.90	24,572.10	64.9%
341 GRANT	70,000.00	45,427.90	24,572.10	64.9%
342 80 10 100 USER FEES - LONGVIEW FIRE DEPT	179,707.00	89,853.42	89,853.58	50.0%
342 80 10 101 USER FEES - COWLITZ COUNTY SHERIFF	478,819.00	239,409.50	239,409.50	50.0%
342 80 10 102 USER FEES - WOODLAND FIRE DIST 1	18,394.00	9,197.00	9,197.00	50.0%
342 80 10 103 USER FEES - COWLITZ 2 FIRE & RESCUE	151,078.00	75,539.00	75,539.00	50.0%
342 80 10 104 USER FEES - TOUTLE FIRE DIST 3	15,273.00	7,636.50	7,636.50	50.0%
342 80 10 105 USER FEES - KALAMA FIRE DIST 5	38,453.00	19,226.50	19,226.50	50.0%
342 80 10 106 USER FEES - CASTLE ROCK FIRE DIST 6	43,051.00	43,051.00	0.00	100.0%
342 80 10 107 USER FEES - KELSO POLICE	176,953.00	88,476.50	88,476.50	50.0%
342 80 10 108 USER FEES - KALAMA POLICE	42,077.00	21,038.50	21,038.50	50.0%
342 80 10 109 USER FEES - CASTLE ROCK POLICE	35,199.00	17,599.50	17,599.50	50.0%
342 80 10 110 USER FEES - WOODLAND POLICE	94,130.00	47,065.00	47,065.00	50.0%
342 80 10 111 USER FEES - LONGVIEW POLICE	451,748.00	225,874.00	225,874.00	50.0%
342 80 10 114 USER FEES - AMR	6,000.00	3,042.92	2,957.08	50.7%
342 80 10 115 USER FEES - CORONER	3,000.00	0.00	3,000.00	0.0%
342 80 10 116 USER FEES - MEDIX	180,000.00	93,126.31	86,873.69	51.7%
342 USER FEES	1,913,882.00	980,135.65	933,746.35	51.2%
340 CONTRACTS	1,983,882.00	1,025,563.55	958,318.45	51.7%

360 INTEREST

342 80 00 000 PUBLIC RECORDS REQUESTS REVENUE	0.00	15.65	(15.65)	0.0%
361 10 00 001 INTEREST EARNED ON INVESTMENT (OPS)	48,000.00	10,635.41	37,364.59	22.2%
361 40 00 001 LOCAL SALES INTEREST-DOR E911 TAXES	3,900.00	1,879.90	2,020.10	48.2%
369 91 10 000 MISC REVENUE	0.00	3,267.75	(3,267.75)	0.0%
360 INTEREST	51,900.00	15,798.71	36,101.29	30.4%

397 TRANSFERS IN

397 50 00 001 TRANSFER IN FROM SALES TAX TO OPS	3,500,000.00	1,750,000.00	1,750,000.00	50.0%
397 TRANSFERS IN	3,500,000.00	1,750,000.00	1,750,000.00	50.0%

Fund Revenues:	6,697,782.00	3,364,011.87	3,333,770.13	50.2%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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528 OPERATING EXPENDITURES

528 10 10 100 SALARIES & WAGES	2,927,294.58	1,226,289.98	1,701,004.60	41.9%
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001 OPERATIONS 01/01/2026 To: 12/31/2026

Expenditures		Amt Budgeted	Expenditures	Remaining	
528 OPERATING EXPENDITURES					
528 10 10 101	HOLIDAYS	138,400.00	47,699.28	90,700.72	34.5%
528 10 10 102	OVERTIME	233,400.00	123,780.65	109,619.35	53.0%
528 10 10 104	TRAINING PAY	20,358.00	6,887.25	13,470.75	33.8%
528 10 10 109	CALL PAY	330.00	70.00	260.00	21.2%
528 10 10 110	DISPATCHER IN CHARGE	2,400.00	1,224.50	1,175.50	51.0%
001 SALARIES AND WAGES		3,322,182.58	1,405,951.66	1,916,230.92	42.3%
528 10 20 200	MEDICAL INSURANCE	746,880.00	270,175.60	476,704.40	36.2%
528 10 20 201	SOCIAL SECURITY/MEDICARE	261,500.00	104,874.78	156,625.22	40.1%
528 10 20 202	RETIREMENT	342,200.00	124,699.42	217,500.58	36.4%
528 10 20 203	UNEMPLOYMENT COMPENSATION	19,843.75	6,473.61	13,370.14	32.6%
528 10 20 204	INDUSTRIAL ACCIDENT CLAIMS	13,843.75	6,284.01	7,559.74	45.4%
528 10 20 205	SEVERANCE PAY	96,300.00	0.00	96,300.00	0.0%
002 BENEFITS		1,480,567.50	512,507.42	968,060.08	34.6%
528 10 40 418	MISC/OTHER	1,500.00	1,242.61	257.39	82.8%
003 OTHER		1,500.00	1,242.61	257.39	82.8%
528 10 40 405	TRAVEL COSTS	50,000.00	12,486.02	37,513.98	25.0%
528 10 40 408	TUITION REGISTRATION TRAINING	50,000.00	41,445.98	8,554.02	82.9%
004 TRAVEL/TRAINING		100,000.00	53,932.00	46,068.00	53.9%
528 10 40 400	PROFESSIONAL & CONTRACTED SERVICES	300,000.00	110,716.79	189,283.21	36.9%
528 10 40 401	LEGAL	50,000.00	2,478.60	47,521.40	5.0%
528 10 40 402	INTERGOVERNMENTAL PROFESSIONAL SERVICES	20,500.00	25.00	20,475.00	0.1%
528 10 40 426	WASHINGTON STATE AUDITOR	30,000.00	0.00	30,000.00	0.0%
005 PROFESSIONAL AND CONTRACTED SERVICE		400,500.00	113,220.39	287,279.61	28.3%
528 10 40 414	TECHNOLOGY & SOFTWARE MAINTENANCE/LICENSES	350,000.00	143,131.69	206,868.31	40.9%
006 TECHNOLOGY AND SOFTWARE MAINTENANCE		350,000.00	143,131.69	206,868.31	40.9%
528 10 30 300	OFFICE SUPPLIES	20,000.00	6,307.09	13,692.91	31.5%
528 10 30 301	PUBLIC ED MATERIALS	5,000.00	808.76	4,191.24	16.2%
528 10 30 302	EMPLOYEE APPRECIATION	10,000.00	7,422.90	2,577.10	74.2%
528 10 40 403	POSTAGE	600.00	275.26	324.74	45.9%
528 10 40 404	TELEPHONE	37,560.00	21,808.91	15,751.09	58.1%
528 10 40 411	ADVERTISING	4,000.00	0.00	4,000.00	0.0%
528 10 40 413	INSURANCE/PREMIUMS (WCIA)	104,000.00	87,300.00	16,700.00	83.9%
528 10 40 415	MEMBERSHIPS DUES AND SUBSCRIPTIONS	7,000.00	970.02	6,029.98	13.9%
528 10 40 416	LANDLORD TENANT (SHORT TERM LEASE)	13,253.66	5,511.60	7,742.06	41.6%
528 10 40 419	BOARD/ USER APPRECIATION	1,000.00	167.74	832.26	16.8%
528 10 40 420	PHOTOCOPIES	2,000.00	(2,510.91)	4,510.91	125.5%
528 10 40 428	IGN/ISP	169,000.00	40,042.25	128,957.75	23.7%
528 10 40 430	COPIER RENT (TAX)	300.00	89.28	210.72	29.8%
528 10 40 431	EMPLOYEE WELLNESS	20,000.00	222.78	19,777.22	1.1%
528 10 40 432	UTILITIES (OPS)	38,500.00	11,990.35	26,509.65	31.1%
009 OVERHEAD		432,213.66	180,406.03	251,807.63	41.7%
528 10 30 303	SMALL TOOLS AND MINOR EQUIPMENT (OPS)	15,000.00	9,662.16	5,337.84	64.4%

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001 OPERATIONS 01/01/2026 To: 12/31/2026

Expenditures	Amt Budgeted	Expenditures	Remaining	
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528 OPERATING EXPENDITURES

528 10 30 304 FUEL/GAS FACILITY	3,000.00	484.74	2,515.26	16.2%
528 10 30 305 FACILITY MANAGER WORK CLOTHING/UNIFORM	1,000.00	188.27	811.73	18.8%
528 10 30 306 FACILITY/VEHICLE UPKEEP SUPPLIES	10,000.00	2,135.56	7,864.44	21.4%
528 10 40 427 REPAIRS & MAINTENANCE SERVICES (OPS)	20,000.00	11,129.50	8,870.50	55.6%
010 GENERAL FACILITY	49,000.00	23,600.23	25,399.77	48.2%
528 OPERATING EXPENDITURES	6,135,963.74	2,433,992.03	3,701,971.71	39.7%

588 PRIOR PERIOD ADJUSTMENTS/PAYROLL CLEARI

589 90 20 000 PAYROLL CLEARING	0.00	3,945.00	(3,945.00)	0.0%
000	0.00	3,945.00	(3,945.00)	0.0%
588 PRIOR PERIOD ADJUSTMENTS/PAYROLL CLEARI	0.00	3,945.00	(3,945.00)	0.0%

591 PRINCIPAL PAYMENT

591 28 70 003 SBITA/LEASE/PPP	168,500.00	88,797.18	79,702.82	52.7%
591 PRINCIPAL PAYMENT	168,500.00	88,797.18	79,702.82	52.7%

597 TRANSFERS OUT

597 30 00 001 TRANSFER OUT TO RADIO OPS	400,000.00	200,000.00	200,000.00	50.0%
597 41 00 001 TRANSFER OUT TO RADIO REPLACEMENT	340,000.00	170,000.00	170,000.00	50.0%
597 TRANSFERS OUT	740,000.00	370,000.00	370,000.00	50.0%

Fund Expenditures:	7,044,463.74	2,896,734.21	4,147,729.53	41.1%
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Fund Excess/(Deficit):	(346,681.74)	467,277.66		
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002 EQUIPMENT REPLACEMENT 01/01/2026 To: 12/31/2026

	Amt Budgeted	Revenues	Remaining	
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360 INTEREST

361 10 00 002 INTEREST EARNED ON INVESTMENT (EQUIP REPLACEMENT)	106,800.00	36,596.41	70,203.59	34.3%
360 INTEREST	106,800.00	36,596.41	70,203.59	34.3%

397 TRANSFERS IN

397 50 00 012 TRANSFER IN FROM SALES TAX TO EQUIPMENT REPLACEMENT RESERVE	345,000.00	172,500.00	172,500.00	50.0%
397 TRANSFERS IN	345,000.00	172,500.00	172,500.00	50.0%

Fund Revenues:	451,800.00	209,096.41	242,703.59	46.3%
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	Amt Budgeted	Expenditures	Remaining	
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594 CAPITAL EXPENDITURES

594 28 60 002 CAPITAL OUTLAYS (EQUIP REPLACEMENT)	100,000.00	40,717.19	59,282.81	40.7%
594 CAPITAL EXPENDITURES	100,000.00	40,717.19	59,282.81	40.7%

Fund Expenditures:	100,000.00	40,717.19	59,282.81	40.7%
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Fund Excess/(Deficit):	351,800.00	168,379.22		
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003 RADIO OPERATIONS 01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
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340 CONTRACTS

342 80 00 002 RAINIER TOWER RENT -LONGVIEW SCHOOL DISTRICT (RADIO OPS)	8,743.46	8,743.46	0.00	100.0%
342 80 00 003 COLUMBIA HEIGHTS TOWER RENT - MEREDITH CORP - KPTV (RADIO OPS)	6,633.70	3,233.68	3,400.02	48.7%
342 80 00 004 SPEELYAI TOWER RENT - CRESA- R4HLS (RADIO OPS)	4,928.74	4,928.74	0.00	100.0%
342 80 00 006 SPEELYAI TOWER RENT - NCEMS (RADIO OPS)	1,927.68	0.00	1,927.68	0.0%
342 80 00 007 SPEELYAI TOWER RENT - COWITZ PUD (RADIO OPS)	2,915.04	0.00	2,915.04	0.0%
342 80 00 008 SPEELYAI TOWER RENT - CRESA (RADIO OPS)	6,024.02	6,024.02	0.00	100.0%
342 80 00 009 RAINIER TOWER RENT - FIRE DIST 5 (RADIO OPS)	5,701.06	5,701.06	0.00	100.0%
342 80 00 010 RAINIER TOWER RENT - WSP (RADIO OPS)	5,389.52	5,389.52	0.00	100.0%
342 80 00 011 SPEELYAI TOWER RENT - WSDOT (RADIO OPS)	7,071.30	7,071.30	0.00	100.0%
342 80 00 012 SPEELYA TOWER RENT - COWLITZ FD 7 (RADIO OPS)	6,250.00	1,562.50	4,687.50	25.0%
340 CONTRACTS	55,584.52	42,654.28	12,930.24	76.7%

360 INTEREST

361 10 00 003 INTEREST EARNED ON INVESTMENT (RADIO OPS)	8,000.00	4,946.71	3,053.29	61.8%
000	8,000.00	4,946.71	3,053.29	61.8%
369 91 10 003 MISC REVENUE (RADIO OPS)	0.00	18.20	(18.20)	0.0%
001 OTHER	0.00	18.20	(18.20)	0.0%
360 INTEREST	8,000.00	4,964.91	3,035.09	62.1%

397 TRANSFERS IN

397 10 00 003 TRANSFER IN FROM OPERATIONS TO RADIO OPS	400,000.00	200,000.00	200,000.00	50.0%
397 TRANSFERS IN	400,000.00	200,000.00	200,000.00	50.0%

528 OPERATING EXPENDITURES

382 90 00 003 LEASHOLD TAX - KPTV- DOR (RADIO OPS)	820.00	416.18	403.82	50.8%
000	820.00	416.18	403.82	50.8%
528 OPERATING EXPENDITURES	820.00	416.18	403.82	50.8%

Fund Revenues:	464,404.52	248,035.37	216,369.15	53.4%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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528 OPERATING EXPENDITURES

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003 RADIO OPERATIONS

01/01/2026 To: 12/31/2026

Expenditures	Amt Budgeted	Expenditures	Remaining	
528 OPERATING EXPENDITURES				
528 11 10 100 SALARIES & WAGES (RADIO OPS)	142,322.02	64,784.00	77,538.02	45.5%
528 11 20 200 MEDICAL INSURANCE (RADIO OPS)	10,000.00	4,827.37	5,172.63	48.3%
528 11 20 201 SOCIAL SECURITY/MEDICARE (RADIO OPS)	9,500.00	4,956.05	4,543.95	52.2%
528 11 20 202 RETIREMENT (RADIO OPS)	11,000.00	5,558.46	5,441.54	50.5%
528 11 20 203 UNEMPLOYMENT COMPENSATION (RADIO OPS)	600.00	235.13	364.87	39.2%
528 11 20 204 INDUSTRIAL ACCIDENT CLAIMS (RADIO OPS)	3,500.00	1,440.04	2,059.96	41.1%
001 SALARIES AND WAGES	176,922.02	81,801.05	95,120.97	46.2%
528 30 30 002 SMALL TOOLS AND MINOR EQUIPMENT (RADIO OPS)	10,000.00	5,147.18	4,852.82	51.5%
528 30 30 003 SUPPLIES(RADIO OPS)	10,000.00	1,285.64	8,714.36	12.9%
528 30 40 001 FUEL (RADIO OPS)	10,000.00	2,660.52	7,339.48	26.6%
528 30 40 003 UTILITIES (RADIO OPS)	15,300.00	4,249.85	11,050.15	27.8%
528 30 40 004 REPAIRS & MAINTENANCE SERVICES (RADIO OPS)	100,000.00	30,051.07	69,948.93	30.1%
528 30 40 005 PROPERTY TAX (RADIO OPS)	3,100.00	158.82	2,941.18	5.1%
528 30 40 006 LEASE RENTALS- SHORT TERM (RADIO OPS)	23,300.00	19,429.74	3,870.26	83.4%
528 90 40 003 LEASEHOLD TAX DOR - IMMATERIAL (RADIO OPS)	820.00	427.48	392.52	52.1%
010 GENERAL FACILITY	172,520.00	63,410.30	109,109.70	36.8%
528 OPERATING EXPENDITURES	349,442.02	145,211.35	204,230.67	41.6%
591 PRINCIPAL PAYMENT				
591 28 70 001 LEASE RENTALS-LONG TERM (RADIO OPS)	108,832.15	27,714.92	81,117.23	25.5%
591 PRINCIPAL PAYMENT	108,832.15	27,714.92	81,117.23	25.5%
Fund Expenditures:	458,274.17	172,926.27	285,347.90	37.7%
Fund Excess/(Deficit):	6,130.35	75,109.10		

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004 RADIO REPLACEMENT 01/01/2026 To: 12/31/2026

	Amt Budgeted	Revenues	Remaining	
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360 INTEREST

361 10 50 004 INTEREST EARNED ON INVESTMENT (RADIO REPLACEMENT)	55,000.00	13,591.47	41,408.53	24.7%
360 INTEREST	55,000.00	13,591.47	41,408.53	24.7%

385 SPECIAL REVENUE

382 20 00 000 RETAINAGE DEPOSITS	50,000.00	10,629.54	39,370.46	21.3%
385 SPECIAL REVENUE	50,000.00	10,629.54	39,370.46	21.3%

397 TRANSFERS IN

397 10 00 014 TRANSFER IN FROM OPERATIONS TO RADIO REPLACEMENT	340,000.00	170,000.00	170,000.00	50.0%
397 TRANSFERS IN	340,000.00	170,000.00	170,000.00	50.0%

Fund Revenues:	445,000.00	194,221.01	250,778.99	43.6%
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	Amt Budgeted	Expenditures	Remaining	
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528 OPERATING EXPENDITURES

528 40 40 004 RADIO SITE PROFESSIONAL SERVICES (RADIO REPLACEMENT)	142,725.00	0.00	142,725.00	0.0%
528 OPERATING EXPENDITURES	142,725.00	0.00	142,725.00	0.0%

594 CAPITAL EXPENDITURES

582 20 00 000 REFUND OF RETAINAGE DEPOSITS	132,265.64	0.00	132,265.64	0.0%
594 28 60 004 CAPITAL IMPROVEMENTS (RADIO REPLACEMENT)	807,500.00	243,849.71	563,650.29	30.2%
594 CAPITAL EXPENDITURES	939,765.64	243,849.71	695,915.93	25.9%

Fund Expenditures:	1,082,490.64	243,849.71	838,640.93	22.5%
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Fund Excess/(Deficit):	(637,490.64)	(49,628.70)		
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005 SALES TAX 01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
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340 CONTRACTS

337 00 00 005 SALES TAX (SALES TAX)	3,310,000.00	1,637,418.86	1,672,581.14	49.5%
340 CONTRACTS	3,310,000.00	1,637,418.86	1,672,581.14	49.5%

360 INTEREST

361 10 50 005 INTEREST EARNED ON INVESTMENT (SALES TAX)	156,000.00	67,415.87	88,584.13	43.2%
360 INTEREST	156,000.00	67,415.87	88,584.13	43.2%

Fund Revenues:	3,466,000.00	1,704,834.73	1,761,165.27	49.2%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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597 TRANSFERS OUT

597 03 00 005 TRANSFER OUT TO DEBT SERVICE	743,428.00	371,714.00	371,714.00	50.0%
597 10 00 005 TRANSFER OUT TO OPERATIONS	3,500,000.00	1,750,000.00	1,750,000.00	50.0%
597 21 00 005 TRANSFER OUT TO EQUIPMENT REPLACEMENT	345,000.00	172,500.00	172,500.00	50.0%
597 70 00 005 TRANSFER OUT TO FACILITY REPLACEMENT	200,000.00	100,000.00	100,000.00	50.0%
597 TRANSFERS OUT	4,788,428.00	2,394,214.00	2,394,214.00	50.0%

Fund Expenditures:	4,788,428.00	2,394,214.00	2,394,214.00	50.0%
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Fund Excess/(Deficit):	(1,322,428.00)	(689,379.27)		
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006 STABILIZATION RESERVE 01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
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360 INTEREST

361 10 00 006 INTEREST EARNED ON INVESTMENTS (STABILIZATION RESERVE)	72,000.00	22,992.38	49,007.62	31.9%
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360 INTEREST	72,000.00	22,992.38	49,007.62	31.9%
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Fund Revenues:	72,000.00	22,992.38	49,007.62	31.9%
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Fund Excess/(Deficit):	72,000.00	22,992.38		
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007 FACILITY RESERVE 01/01/2026 To: 12/31/2026

	Amt Budgeted	Revenues	Remaining
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360 INTEREST

361 10 00 007 INTEREST EARNED ON INVESTMENT (FACILITY RESERVE)	32,400.00	12,409.60	19,990.40 38.3%
360 INTEREST	32,400.00	12,409.60	19,990.40 38.3%

397 TRANSFERS IN

397 70 00 005 TRANSFER IN FROM SALES TAX TO FACILITY RESERVE	200,000.00	100,000.00	100,000.00 50.0%
397 TRANSFERS IN	200,000.00	100,000.00	100,000.00 50.0%

Fund Revenues:	232,400.00	112,409.60	119,990.40 48.4%
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Fund Excess/(Deficit):	232,400.00	112,409.60	
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200 DEBT SERVICE 01/01/2026 To: 12/31/2026

	Amt Budgeted	Revenues	Remaining	
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360 INTEREST

361 10 00 200 INTEREST EARNED ON INVESTMENTS (DEBT SERVICE)	13,200.00	3,243.61	9,956.39	24.6%
360 INTEREST	13,200.00	3,243.61	9,956.39	24.6%

397 TRANSFERS IN

397 50 00 200 TRANSFER IN FROM SALES TAX TO DEBT SERVICE	743,428.00	371,714.00	371,714.00	50.0%
397 TRANSFERS IN	743,428.00	371,714.00	371,714.00	50.0%

Fund Revenues:	756,628.00	374,957.61	381,670.39	49.6%
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	Amt Budgeted	Expenditures	Remaining	
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591 PRINCIPAL PAYMENT

591 28 70 200 PRINCIPAL PAYMENT (DEBT SERVICE)	395,000.00	0.00	395,000.00	0.0%
592 28 80 200 INTEREST PAYMENT (DEBT SERVICE)	348,428.00	0.00	348,428.00	0.0%
591 PRINCIPAL PAYMENT	743,428.00	0.00	743,428.00	0.0%

Fund Expenditures:	743,428.00	0.00	743,428.00	0.0%
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Fund Excess/(Deficit):	13,200.00	374,957.61		
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2026 BUDGET POSITION TOTALS

COWLITZ 911

Time: 14:45:18 Date: 06/10/2026

Page: 12

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 OPERATIONS	6,697,782.00	3,364,011.87	50.2%	7,044,463.74	2,896,734.21	41%
002 EQUIPMENT REPLACEMENT	451,800.00	209,096.41	46.3%	100,000.00	40,717.19	41%
003 RADIO OPERATIONS	464,404.52	248,035.37	53.4%	458,274.17	172,926.27	38%
004 RADIO REPLACEMENT	445,000.00	194,221.01	43.6%	1,082,490.64	243,849.71	23%
005 SALES TAX	3,466,000.00	1,704,834.73	49.2%	4,788,428.00	2,394,214.00	50%
006 STABILIZATION RESERVE	72,000.00	22,992.38	31.9%	0.00	0.00	0%
007 FACILITY RESERVE	232,400.00	112,409.60	48.4%	0.00	0.00	0%
200 DEBT SERVICE	756,628.00	374,957.61	49.6%	743,428.00	0.00	0%
	12,586,014.52	6,230,558.98	49.5%	14,217,084.55	5,748,441.38	40.4%



Cowlitz 911 Agenda Summary Sheet

2790 Ocean Beach Highway
Longview, WA 98632
www.cowlitz911.org

INTRODUCED BY: Jessica Weygandt

DATE: 06/09/2026

FOR AGENDA OF: 06/17/2026

SUBJECT TITLE:

Resolution 2026-003 – Adopt a Fiscal Reserve Policy attached as Exhibit A

SUMMARY STATEMENT:

The proposed resolution adopts a Fiscal Reserve Policy to guide Cowlitz 911's long-term financial planning, reserve classification, use of reserve resources, replenishment expectations, and annual review process. The policy establishes planning targets for the Stabilization Reserve and Capital Replacement Reserves, including Radio, Equipment and Technology, and Facility reserves, while preserving Board flexibility to adjust reserve levels and authorize uses through the budget process or separate Board action. Adoption of this policy also repeals and replaces Stabilization Reserve Policy #007.

Attachments

1. Resolution 2026-003
2. Exhibit A – Fiscal Reserve Policy
3. Policy 007 – Stabilization Reserve Policy (for reference, to be repealed)

RECOMMENDED ACTION:

Approve Resolution No.2026-003, adopting the Fiscal Reserve Policy attached as Exhibit A.

Expenditure Required: N/A
Amount Budgeted: N/A
Appropriation Required: N/A

RESOLUTION 2026-003

**A RESOLUTION ADOPTING A FISCAL RESERVE POLICY AND REPEALING STABILIZATION
RESERVE POLICY #007**

WHEREAS, on March 13, 2018, the Cowlitz County Board of Commissioners adopted Cowlitz County Ordinance 18-014 which created the Cowlitz 911 Public Authority and approved an initial Charter; and,

WHEREAS, Cowlitz 911 (the "Authority") is a public corporation organized pursuant to RCW 35.21.730 through 35.21.754; and,

WHEREAS, Cowlitz 911 Public Authority is responsible for maintaining financial stability, continuity of operations, and long-term capital planning necessary to support reliable emergency communications services; and

WHEREAS, the Board recognizes the importance of maintaining fiscal reserves to address operational, financial, emergency, cash-flow, and capital replacement needs; and

WHEREAS, the Board desires to establish a comprehensive Fiscal Reserve Policy that identifies reserve categories, planning targets, reserve classifications, authorized uses, replenishment expectations, and annual review requirements; and

WHEREAS, the Fiscal Reserve Policy establishes a Stabilization Reserve planning target equal to twenty-five percent (25%) of annual operating expenditures plus debt service, subject to adjustment by the Board through the annual budget process or other Board action; and

WHEREAS, the Fiscal Reserve Policy establishes Capital Replacement Reserve planning targets for Radio, Equipment and Technology, and Facility needs, and allows capital reserves to be maintained within a consolidated capital replacement fund while continuing to track balances by category; and

WHEREAS, the policy provides that reserve targets are planning tools intended to guide budgeting and long-range financial planning and do not create externally restricted resources or limit the Board's authority to modify reserve levels or uses; and

WHEREAS, adoption of the Fiscal Reserve Policy will repeal and replace Stabilization Reserve Policy #007.

NOW, THEREFORE, BE IT RESOLVED by the Cowlitz 911 Board of Directors as follows:

Section 1. Adoption of Fiscal Reserve Policy.

The Board hereby adopts the Fiscal Reserve Policy, attached hereto as Exhibit A and incorporated herein by this reference.

Section 2. Reserve Classification.

Unless otherwise restricted by law, grant requirements, contracts, or separate Board action, reserve balances established under the Fiscal Reserve Policy are intended to be reported as assigned cash and investments for financial reporting purposes.

Section 3. Repeal of Prior Policy.

Upon adoption of this resolution, Stabilization Reserve Policy #007 is hereby repealed and replaced in its entirety by the Fiscal Reserve Policy adopted under this resolution.

Section 4. Implementation.

The Executive Director, Budget Finance Manager, and staff are authorized to take administrative actions necessary to implement the Fiscal Reserve Policy, including incorporating reserve planning targets into the annual budget process and tracking capital reserve balances by category.

Section 5. Effective Date.

This resolution shall take effect immediately upon adoption.

ADOPTED in regular session this 17th day of June, 2026.

COWLITZ 911 BOARD OF DIRECTORS

Chair of the Board, Robert Huhta

ATTEST:

APPROVED AS TO FORM:

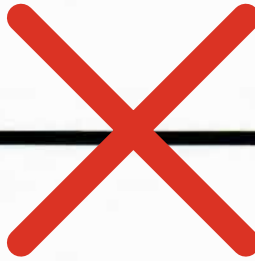
Clerk of the Board, Briana Graham

General Counsel

RECOMMENDED FOR APPROVAL:

Darr Kirk, Executive Director

Stabilization Reserve Policy
See Also: Policy #006



1.0 Purpose:

Adequate reserve levels are a necessary component of Cowlitz 911's overall financial management strategy and a key factor in the measurement of the agency's financial strength.

The stabilization fund:

- provides for adequate monthly cash flow regardless of fluctuation or late payment/posting of revenues,
- minimizes the need for sudden decreases to service levels or midyear increases to user fees by providing a reasonable level of funding from which the agency can respond to unforeseen occurrences such as revenue shortfalls, natural disasters, or equipment failure, and
- allows the agency to take advantage of grant opportunities that occur outside of the regular budget cycle.

2.0 Policy Statements:

2.1 Fund levels are set by the Cowlitz 911 Board of Directors as part of the budget process.

2.2 The stabilization fund should be 10% of annual operating expenses plus debt service.

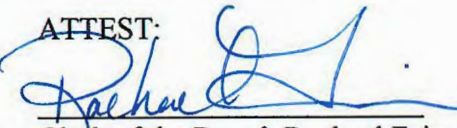
2.3 At least every five years, the Director will evaluate cash flow, revenue stability, equipment replacement fund levels, and the long-range plan and recommend to the Cowlitz 911 Board of Directors any changes to the fund level or this policy.

2.4 Except as provided for in the General Fiscal Policy, all expenditures drawn from the stabilization fund shall require prior approval of the Cowlitz 911 Board of Directors.

Cowlitz 911 Board of Directors


Chair of Board, Joe Gardner

ATTEST:


Clerk of the Board, Rachael Fair



FISCAL RESERVE POLICY

1. Purpose

Cowlitz 911 maintains reserves to support financial stability, continuity of operations, and long-term capital planning. Reserves are intended to provide flexibility in responding to operational, financial, and capital needs while supporting reliable delivery of emergency communications services.

2. Reserve Categories

A. Stabilization Reserve

The Stabilization Reserve is intended to provide financial stability for operations and cash flow. It may be used to address revenue fluctuations, delays in revenue receipt, unforeseen operating disruptions, emergency response needs, natural disasters, equipment failures, grant-matching opportunities outside the regular budget cycle, or other significant non-routine events affecting operations.

The planning target for the Stabilization Reserve is 25% of annual operating expenditures plus debt service. The actual reserve level shall be established through the annual budget process and may be adjusted by the Board based on current financial conditions, cash-flow needs, revenue stability, operating risk, and available resources.

Use of the Stabilization Reserve should be approved through the annual budget process or separate Board action, except where spending authority has been lawfully delegated and the expenditure is later reported to the Board.

B. Capital Replacement Reserves

Capital Replacement Reserves are intended to support the replacement, renewal, major repair, and acquisition of capital assets.

For planning purposes, the following reserve categories and baseline targets are established:

Reserve Category	Planning Target
Radio Reserve	\$1,000,000
Equipment and Technology Reserve	\$1,000,000
Facility Reserve	\$1,000,000

The Facility Reserve applies only to the Ocean Beach Highway Dispatch Center and associated building systems.

Capital reserves may be maintained within a consolidated capital replacement fund, provided balances are tracked by category.

3. Reserve Classification

Reserve targets established by this policy are planning tools intended to guide budgeting and long-range financial planning. They do not create externally restricted resources or limit the Board’s authority to modify reserve levels or uses.



Unless otherwise restricted by law, grant requirements, contracts, or separate Board action, reserve balances established under this policy are intended to be reported as assigned cash and investments.

4. Use of Reserves

Reserve resources may be used through the annual budget process or other Board-approved action.

Stabilization Reserve resources are intended for operational stability, cash flow, emergency needs, and other significant non-routine financial impacts.

Capital Replacement Reserve resources are intended primarily for capital replacement, renewal, major repair, improvement, and grant matching purposes. Capital reserves should not be used for routine maintenance, recurring operating expenses, salaries, or general budget balancing, except as approved by the Board.

5. Replenishment

If a reserve balance falls materially below its planning target, staff shall present a replenishment strategy to the Board during the next budget cycle or sooner if warranted. The strategy should identify the reason for the reduction, remaining exposure, proposed funding approach, and expected restoration timeline.

6. Review

The Board shall review this policy and reserve targets annually as part of the budget process and may adjust targets as financial conditions, capital plans, risks, or cost estimates change.

7. Repeal

Upon adoption of this policy, Stabilization Reserve Policy #007 is repealed and replaced.

COWLITZ 911 BOARD OF DIRECTORS

Chair of the Board, Robert Huhta

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board, Briana Graham

General Counsel

RECOMMENDED FOR APPROVAL:

Darr Kirk, Executive Director



Cowlitz 911 Agenda Summary Sheet

2790 Ocean Beach Highway
Longview, WA 98632
www.cowlitz911.org

INTRODUCED BY: Darr Kirk

DATE: 06/09/2026

FOR AGENDA OF: 06/17/2026

SUBJECT TITLE:

2026 Flex Server

SUMMARY STATEMENT:

Proposed purchase of a new physical server for Flex. This server will provide optimized performance for the Flex server which runs CAD, Jail, Records, etc. This action is recommended by the vendor (Motorola) to increase performance overall in our environment. The proposed server is about 80% faster than our current server environment which is reaching the end of its lifecycle.

This purchase will be made from already budgeted funds and made through the NASPO purchasing contract.

The total is \$60,056.89 inclusive of tax and shipping.

Attachments

1. Dell Server Quote 3000203441806.1

RECOMMENDED ACTION:

Motion to approve this purchase from budgeted funds.

Expenditure Required: \$60,056.89

Amount Budgeted: YES

Appropriation Required: N/A



[External] Your Dell Quote 3000203441806.1

From Layne.Ellsworth@dell.com <Layne.Ellsworth@dell.com>

Date Thu 2026-06-04 11:56

To Don Turrentine <TurrentineD@cowlitz911.org>



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Jul. 04, 2026**.

You can download a copy of this quote during checkout.

[Place your order](#)

Quote Name:	c25 cowlitz r700	Sales Rep	Layne Ellsworth
Quote No.	3000203441806.1	Phone	512-720-7868
Total	\$60,056.89	Email	Layne.Ellsworth@dell.com
Customer #	530020684035	Billing To	JESSICA WEYGANDT
Quoted On	Jun. 04, 2026		COWLITZ 911
Expires by	Jul. 04, 2026		2790 OCEAN BEACH
Contract Name	Dell NASPO Computer Equipment PA - Washington		HWY
			LONGVIEW, WA 98632- 3510
Contract Code	C000001119005		
Customer Agreement #	23026 / 05820		
Solution ID	21611276.1		
Deal ID	31396386		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Layne Ellsworth

Product	Unit Price	Quantity	Subtotal
PowerEdge R770 Smart Selection - [PROMO_R770_1]	\$55,505.45	1	\$55,505.45
Subtotal:			\$55,505.45
Shipping:			\$0.00
Estimated Tax:			\$4,551.44
Total:			\$60,056.89

Shipping Group Details

Shipping To	Shipping Method
DON TURRENTINE COWLITZ 911 2790 OCEAN BEACH HWY LONGVIEW, WA 98632-3510 (360) 577-3179	Standard Delivery

	Unit Price	Quantity	Subtotal
PowerEdge R770 Smart Selection - [PROMO_R770_1]	\$55,505.45	1	\$55,505.45
Estimated delivery if purchased today: Oct. 23, 2026 Contract # C000001119005 Customer Agreement # 23026 / 05820			

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge R770 Server	210-BNWX	-	1	-
2.5" Chassis with up to 16 SAS4/SATA Drives, Smart Flow, Front PERC 12 (H965i)	321-BLHL	-	1	-
Intel Xeon 6 Performance 6767P 2.4G, 64C/128T, 24GT/s, 336M Cache, Turbo, (350W) DDR5-6400	338-CSKJ	-	1	-
Intel Xeon 6 Performance 6767P 2.4G, 64C/128T, 24GT/s, 336M Cache, Turbo, (350W) DDR5-6400	338-CSKJ	-	1	-
Additional Processor Selected	379-BDCO	-	1	-
Heatsink for 2 CPU configuration (CPU greater than 250W)	583-BMFK	-	1	-
Performance Optimized	370-AAIP	-	1	-
6400MT/s RDIMMs	370-BCCX	-	1	-
No RAID	780-BCDI	-	1	-
PERC H965i Controller, Front, DCMHS	403-BDMY	-	1	-
Performance BIOS Settings	384-BBBL	-	1	-
UEFI BIOS Boot Mode with GPT Partition	800-BBDM	-	1	-
PowerEdge 2U High Performance Silver Fan	384-BDQP	-	1	-

Dual, Redundant(1+1), Hot-Plug MHS Power Supply,1100W MM	450-BCWQ	-	1	-
Riser Config 6-1, Rear Half Length, 4x16 FH Slots (Gen5), 1x8/1x16 OCP (Gen5), 2nd OCP x16 (Gen5)	330-BCXY	-	1	-
PowerEdge R770 Motherboard for RTS1.2, ROW GB	329-BMNY	-	1	-
Rear Filler Blank for BOSS/OCP	470-BCHM	-	1	-
No Cables Required	470-AEYU	-	1	-
No Cables Required	470-AEYU	-	1	-
Dell Luggage Tag, R770	350-BCYM	-	1	-
PowerEdge 2U Standard Bezel	350-BDBP	-	1	-
BOSS-N1 controller card + with 2 M.2 480GB (RAID 1) (22x80)	403-BDMM	-	1	-
No Operating System	611-BBBF	-	1	-
No Media Required	605-BBFN	-	1	-
Secure Enterprise Key Manager License 3.0	634-CSHS	-	1	-
Secured Component Verification	634-CSHT	-	1	-
iDRAC10, Enterprise 17G	634-CSHY	-	1	-
Dell Connectivity Client - Enabled	379-BFXS	-	1	-
Dell Connectivity Module 17G	634-CZRP	-	1	-
Dell Secure Onboarding Client 17G - Disabled	634-CZWJ	-	1	-
Blank Left Ear Module	350-BCYL	-	1	-
iDRAC Legacy Password for OCP cards	379-BETF	-	1	-
ReadyRails Sliding Rails (B21)	770-BECC	-	1	-
PowerEdge Shipping	340-DNSW	-	1	-
PowerEdge R770 Shipping	340-DSDW	-	1	-
PowerEdge 2U Shipping Material	340-DPDX	-	1	-
PowerEdge CCC, No CE Label Marking	389-FHHX	-	1	-
Dell Hardware Limited Warranty Plus Onsite Service	711-7135	-	1	-
ProSupport 7x24 Technical Support and Assistance 5 Years	711-7181	-	1	-
ProSupport Next Business Day Onsite Service After Problem Diagnosis 5 Years	711-7191	-	1	-
Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800-945-3355	989-3439	-	1	-
32GB RDIMM, 6400MT/s, Dual Rank	370-BCCY	-	8	-
1.92TB SSD SATA Read Intensive 6Gbps 512e 2.5in Hot-plug AG Drive, 1 DWPD,	400-AXSD	-	4	-
Jumper Cord - C13/C14, 4M, 250V, 12A (North America, Guam, North Marianas, Philippines, Samoa)	492-BBDG	-	2	-
Broadcom 57504 Quad Port 10/25GbE, SFP28, OCP 3.0 NIC	540-BCRX	-	1	-

Subtotal: \$55,505.45

Shipping: \$0.00
Estimated Tax: \$4,551.44

Total: \$60,056.89

CONNECT WITH DELL:



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Servers & Storage	2-in-1's	Electronics & Accessories
Financing Options	Dell Services	Dell Support
Subscription Center	Events	Dell Premier

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for Fourteen days from the date of this Quote. All products, pricing, and other information are based on the latest information available and are subject to change for any reason, including but not limited to tariffs imposed by government authorities, shortages in materials or resources, increase in the cost of manufacturing or other factors beyond Supplier's reasonable control. If such changes occur, pricing may be adjusted or purchase orders may be cancelled by Supplier, even after an order has been placed. Supplier also reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors and/or customer changes to Supplier's planned delivery date. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.