

# Cowlitz 911 Public Authority Board of Directors

## Meeting Agenda

Wednesday November 16, 2022 @ 10:00 AM

Hybrid – Boathouse & ZOOM

**1. Call to Order and Introductions**

**2. Amendment/Approval of the Agenda**

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

**3. Approval of Meeting Minutes**

**A. 10/19/22**

**Recommended Action:** A motion to approve the meeting minutes from 10/19/22

**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**

**The following transactions are approved as presented**

<b>ACCOUNT</b>	<b>TRANS NUMBER</b>	<b>AMOUNT</b>
Payroll 10/20/22	1319-1356	\$ 118,235.83
Payroll 11/04/22	1393-1430	\$ 126,460.24
Claims 10/14/22	1286-1314	\$ 228,377.41
Claims 10/28/22	1367-1381	\$76,494.14
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TOTAL		\$549,567.62

**Recommended Action:** Motion to approve the payables as presented

**6. Financial Report for October 2022- No action needed**

**7. Approval of the Davis Peak Tower Site Lease**

**Recommended Action:** Motion to approve the Davis Peak Tower Site Lease agreement as presented.

**8. Approval of Purchase Card Policy Update**

**Recommended Action:** Motion to approve the updated Purchase card policy as presented.

**9. Approval of Employee Recognition Policy Update**

**Recommended Action:** Motion to approve the updated Employee Recognition Policy as presented.

**10. MOU- Retention Bonus Addition**

**Recommended Action:** Motion to approve the MOU- Retention bonus addition as presented.

**11. MOU- New Hire Sick leave Bank**

**Recommended Action:** Motion to approve the MOU-New Hire Sick Leave Bank as presented.

**12. Board Comments/Board Committee Reports**

**A.** LAW TAC Update

**B.** FIRE TAC Update

**13. Director's Report**

**A.** Staffing Update

**B.** Climate and Culture

**C. Facility Update**

**D. Radio Update**

**14. Executive Session: 42.30.110(1)(i)**

**15. Budget Review**

**16. Old Business**

**17. Adjournment**

# Cowlitz 911 Public Authority Board of Directors

## Meeting Minutes

Wednesday October 19<sup>th</sup>, 2022 @ 10:00 AM

Hybrid – Boat House & ZOOM

### Attendance

**Board Members:** Mike Wallin (alternate,voting); Kurt Sacha; Jim Kambeitz; Brad Thurman; Andy Hamilton; Alan Headley; Bill Lemonds; Jim Kelly (alternate, voting)

**Staff:** John Diamond; Frank Randolph (general counsel); Rachael Young; Briana Harvill; Deanna Wells; Jerry Jensen; Don Turrentine;

**Guests:** Brandon Poff; Eric Koreis; Scott Neves; Sammy Brown; Darr Kirk; Robert Huhta;

**Board Members Absent and No Alternate:** Dennis Weber

### 1. Call to Order and Introductions

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

### 2. Approval of the Agenda

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

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

### 3. Approval of Meeting Minutes

#### A. 09/21/22

**Recommended Action:** A motion to approve the meeting minutes from 09/21/22

Kelly made a motion to approve the meeting minutes. LeMonds 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. The Chair asked if any members of the public were attending the meeting and no members of the public were in attendance.

### 5. Payables:

**The following transactions are approved as presented**

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 09/20/22	1165-1202	\$ 130,402.60
Payroll 10/05/22	1232-1269	\$ 123,513.04
Claims 09/16/22	1140-1163	\$ 152,844.45
Claims 09/30/22	1214-1231	\$420,719.06
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TOTAL		\$827,479.15

**Recommended Action:** Motion to approve the payables as presented

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

### 6. Financial Report for August 2022- No action needed

### 7. Board Comments/Board Committee Reports

A. LAW TAC Update: Will hold a meeting next week.

B. FIRE TAC Update: Final draft is nearly ready. There are a few edits left to make. Continual monitoring of Spillman common name places, and wrong addresses. Next meeting Nov 14<sup>th</sup>

at 1300 hours. Pulse Point presentation from Eric Koreis requesting 911 to fund pulse point. The board will revisit in a month or two to see what it looks like.

**8. Budget Committee Update:** Final draft to review with budget committee and then a final draft to the board.

**9. Director's Report**

State auditor's office update: policy recommendations

**A. Staffing Update:** 18 on schedule, 3 in training, 1 resigning, 2 on leave, new hire starting November 11<sup>th</sup>, 8 non-represented staff

**B. Climate and Culture:** Struggling, moral is not where we need it to be, exhaustion and fatigue from overtime- July and August OT was significant.

**C. Facility Update:** Our last substantial completion date was October 24<sup>th</sup>. That will not happen. We will not be in there by December. Patriot has their Vice President of operations on site. No way to put a date on it right now. No updated project timeline. Huhta asked if we had a project manager. Sacha asked why we have one. Diamond explained what Norm was helping with.

Cowlitz 2 has offered to host the meetings. Board decided to continue to stay at the boat house.

**D. Radio Update:**

i. AC replacement at Johnston Ridge

ii. Microwave replacement plan: Working with Day on putting together the bid and plan for each site and the order to replace them.

iii. Battery replacement project- will work with Finance to get a quote off small works roster

iv. Working on Davis lease agreement. Waiting on invoice from Deer Island.

v. Rainier waiting for a server that has been put on order.

vi. Castle Rock: waiting on equipment

**10. Old Business**

**11. Executive Session: RCW 42.30.110(1)(i):** The board announced they would be entering into executive session at 10:55 for 15 minutes under for RCW 42.30.110(1)(i) and return at 11:10 AM. The board requested a 5-minute extension from 11:10 until 11:15. The board come out of executive session at 11:15. No decisions were made.

**12. Adjournment: Meeting was adjourned at 11:17.**

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Brad Thurman, Board Chair

Attest:

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Rachael Young, Clerk of the Board

# CHECK REGISTER

Cowlitz 911

Time: 10:16:33 Date: 11/08/2022

10/14/2022 To: 11/04/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1348	10/20/2022	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	19,013.78	941 Deposit for Pay Cycle(s) 10/20/2022 - 10/20/2022
1422	11/04/2022	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	22,054.71	941 Deposit for Pay Cycle(s) 11/04/2022 - 11/04/2022
1286	10/14/2022	Claims	1	12018	ABLE ZEBRA COMMUNICATIONS LLC	239.95	INV: 2965
1287	10/14/2022	Claims	1	12019	AT&T MOBILITY LLC	297.19	INV: 287315187389X09272022
1288	10/14/2022	Claims	1	12020	CITY OF LONGVIEW	981.30	INV: 2884
1289	10/14/2022	Claims	1	12021	COLUMBIA RIVER PUD	351.96	INV: 64779-1022
1290	10/14/2022	Claims	1	12022	TECHNALYTIX COMPASS LANE INC	700.38	INV: 113536; INV: 113591
1291	10/14/2022	Claims	1	12023	COWLITZ 911 - PETTY CASH	449.88	INV: PC090722
1292	10/14/2022	Claims	1	12024	COWLITZ PUD	495.49	INV: 4737086; INV: 4671145
1293	10/14/2022	Claims	1	12025	CUMMINS SALES AND SERVICE	1,807.28	INV: 05-62041
1294	10/14/2022	Claims	1	12026	DAY WIRELESS	7,741.11	INV: INV741037; INV: INV718272-RET; INV: INV692797-RET
1295	10/14/2022	Claims	1	12027	FRANCIS F. RANDOLPH	1,906.50	INV: RLF100122
1296	10/14/2022	Claims	1	12028	KEYS PLUS INC	13.78	INV: 15329
1297	10/14/2022	Claims	1	12029	LANGUAGE LINE SVCS INC	47.82	INV: 10640426
1298	10/14/2022	Claims	1	12030	LOWER COLUMBIA OCC HEALTH	273.00	INV: 2021-08047
1299	10/14/2022	Claims	1	12031	LOWES	326.53	INV: 990057223781022
1300	10/14/2022	Claims	1	12032	MORE POWER TECHNOLOGY-NONPROJECT	211.41	INV: 14015; INV: 14016
1301	10/14/2022	Claims	1	12033	PATRIOT CONSTRUCTION LLC	192,190.29	INV: 21
1302	10/14/2022	Claims	1	12034	RED CANOE- YOUNG	474.11	INV: 198999 YOUNG 1022
1303	10/14/2022	Claims	1	12035	RELIABLE ADMINISTRATION SOLUTIONS	2,000.00	INV: 22-64
1304	10/14/2022	Claims	1	12036	SIERRA SPRINGS	125.48	INV: 5351188 092222
1305	10/14/2022	Claims	1	12037	SUMMIT LAW GROUP	1,050.00	INV: 137541
1306	10/14/2022	Claims	1	12038	TOSHIBA AMERICA BUSINESS SOLUTIONS	150.36	INV: 5022091195
1307	10/14/2022	Claims	1	12039	US BANK	7,382.20	INV: 4484-7345-5001-2810 1022
1308	10/14/2022	Claims	1	12040	VERIZON WIRELESS	470.63	INV: 9917117046
1309	10/14/2022	Claims	1	12041	WASHINGTON STATE DOR	185.41	INV: 604-721-105
1310	10/14/2022	Claims	1	12042	WASTE CONNECTIONS OF WASHINGTON	10.05	INV: 18926658S010
1311	10/14/2022	Claims	1	12043	WCIA	60.00	INV: 15596
1312	10/14/2022	Payroll	1	12044	ESD - PFMLA	2,556.38	Pay Cycle(s) 07/01/2022 To 09/30/2022 - PFMLA
1313	10/14/2022	Payroll	1	12045	ESD	2,524.34	3rd Quarter Unemployment: 07/01/2022 - 09/30/2022
1314	10/14/2022	Payroll	1	12046	WASHINGTON STATE DEPT OF L&I	3,354.58	3RD Quarter L&I: 07/01/2022 - 09/30/2022
1340	10/20/2022	Payroll	1	12047		2,723.28	
1349	10/20/2022	Payroll	1	12048	KAISER PERMANENTE MEMBERSHIP ADMIN	3,902.51	Pay Cycle(s) 10/20/2022 To 10/20/2022 - MEDICAL-KAISER
1350	10/20/2022	Payroll	1	12049	WASHINGTON STATE DEPT OF RETIREMENT	13,658.26	Pay Cycle(s) 10/20/2022 To 10/20/2022 - PERS2; Pay Cycle(s) 10/20/2022 To 10/20/2022 - PERS3

# CHECK REGISTER

Cowlitz 911

Time: 10:16:33 Date: 11/08/2022

10/14/2022 To: 11/04/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1351	10/20/2022	Payroll	1	12050	WCIF	8,971.52	Pay Cycle(s) 10/20/2022 To 10/20/2022 - MEDICAL-WCIF; Pay Cycle(s) 10/20/2022 To 10/20/2022 - LIFE INS BUYUP; Pay Cycle(s) 10/20/2022 To 10/20/2022 - LTD BUYUP; Pay Cycle(s) 10/20/2022 To 10/20/2022 -
1367	10/28/2022	Claims	1	12051	ABLE ZEBRA COMMUNICATIONS LLC	4,043.45	INV: 2970
1368	10/28/2022	Claims	1	12052	ADCOMM ENGINEERING LLC	36,460.10	INV: 16191
1369	10/28/2022	Claims	1	12053	CLARK COUNTY AUDITOR LEASES	947.46	INV: CI044279
1370	10/28/2022	Claims	1	12054	COWLITZ 911 - PETTY CASH	1,698.88	INV: PC100722
1371	10/28/2022	Claims	1	12055	COWLITZ COUNTY PURCHASING	191.72	INV: 525-2022
1372	10/28/2022	Claims	1	12056	COWLITZ PUD	306.58	INV: 4745063-1022; INV: 5156128-1022
1373	10/28/2022	Claims	1	12057	CUMMINS SALES AND SERVICE	1,719.86	INV: 05-62114
1374	10/28/2022	Claims	1	12058	DEPARTMENT OF ECOLOGY	780.00	INV: 23-WAR309719-1
1375	10/28/2022	Claims	1	12059	MORE POWER TECHNOLOGY-NONPROJECT	1,167.48	INV: 14097
1376	10/28/2022	Claims	1	12060	ONE AMERICA (AP)	99.15	INV: 20220901AR01
1377	10/28/2022	Claims	1	12061	RICE FERGUS MILLER	20,937.18	INV: 2018095.02-031
1378	10/28/2022	Claims	1	12062	SIERRA SPRINGS	125.48	INV: 5351188 102022
1379	10/28/2022	Claims	1	12063	US BANK ADMIN FEE	600.00	INV: 6608008; INV: 6608009
1380	10/28/2022	Claims	1	12064	WASHINGTON STATE AUDITOR	7,273.67	INV: L150816
1381	10/28/2022	Claims	1	12065	RACHAEL YOUNG	143.13	INV: 2022-094
1414	11/04/2022	Payroll	1	12066		2,347.23	
1423	11/04/2022	Payroll	1	12067	KAISER PERMANENTE MEMBERSHIP ADMIN	0.01	Pay Cycle(s) 11/04/2022 To 11/04/2022 - MEDICAL-KAISER
1424	11/04/2022	Payroll	1	12068	WASHINGTON STATE DEPT OF RETIREMENT	14,807.20	Pay Cycle(s) 11/04/2022 To 11/04/2022 - PERS2; Pay Cycle(s) 11/04/2022 To 11/04/2022 - PERS3
1425	11/04/2022	Payroll	1	12069	WCIF	9,672.94	Pay Cycle(s) 11/04/2022 To 11/04/2022 - MEDICAL-WCIF; Pay Cycle(s) 11/04/2022 To 11/04/2022 - LIFE INS BUYUP; Pay Cycle(s) 11/04/2022 To 11/04/2022 - LTD BUYUP; Pay Cycle(s) 11/04/2022 To 11/04/2022 -
1319	10/20/2022	Payroll	2	EFT		148.94	RETIRED
1320	10/20/2022	Payroll	2	EFT		763.61	TERMINATED
1321	10/20/2022	Payroll	2	EFT		1,653.31	
1322	10/20/2022	Payroll	2	EFT		2,278.36	
1323	10/20/2022	Payroll	2	EFT		1,845.47	
1324	10/20/2022	Payroll	2	EFT		1,501.08	
1325	10/20/2022	Payroll	2	EFT		3,715.05	
1326	10/20/2022	Payroll	2	EFT		2,170.99	
1327	10/20/2022	Payroll	2	EFT		1,730.96	
1328	10/20/2022	Payroll	2	EFT		2,049.38	
1329	10/20/2022	Payroll	2	EFT		2,027.95	
1330	10/20/2022	Payroll	2	EFT		1,824.73	
1331	10/20/2022	Payroll	2	EFT		2,451.18	
1332	10/20/2022	Payroll	2	EFT		2,360.45	
1333	10/20/2022	Payroll	2	EFT		1,852.05	
1334	10/20/2022	Payroll	2	EFT		1,221.08	
1335	10/20/2022	Payroll	2	EFT		1,909.31	

# CHECK REGISTER

Cowlitz 911

Time: 10:16:33 Date: 11/08/2022

10/14/2022 To: 11/04/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1336	10/20/2022	Payroll	2	EFT		2,807.22	
1337	10/20/2022	Payroll	2	EFT		1,963.05	
1338	10/20/2022	Payroll	2	EFT		159.70	
1339	10/20/2022	Payroll	2	EFT		2,543.07	
1341	10/20/2022	Payroll	2	EFT		2,200.07	
1342	10/20/2022	Payroll	2	EFT			
1343	10/20/2022	Payroll	2	EFT		1,347.22	
1344	10/20/2022	Payroll	2	EFT		3,785.24	
1345	10/20/2022	Payroll	2	EFT		2,667.55	
1346	10/20/2022	Payroll	2	EFT		1,478.05	
1347	10/20/2022	Payroll	2	EFT		1,885.00	
1352	10/20/2022	Payroll	2	EFT	CAPSCO	67.50	Pay Cycle(s) 10/20/2022 To 10/20/2022 - ASSN FEE
1353	10/20/2022	Payroll	2	EFT	COWLITZ 911 EMERGENCY SERVICES ASSN	490.00	Pay Cycle(s) 10/20/2022 To 10/20/2022 - UNION DUES; Pay Cycle(s) 10/20/2022 To 10/20/2022 - INITIATION FEE
1354	10/20/2022	Payroll	2	EFT	HRA VEBA	10,949.28	Pay Cycle(s) 10/20/2022 To 10/20/2022 - VEBA
1355	10/20/2022	Payroll	2	EFT	ONE AMERICA	5,350.88	Pay Cycle(s) 10/20/2022 To 10/20/2022 - DEF COMP
1356	10/20/2022	Payroll	2	EFT	VIMLY BENEFIT SOLUTIONS	768.75	Pay Cycle(s) 10/20/2022 To 10/20/2022 - HSA
1393	11/04/2022	Payroll	2	EFT		1,650.54	
1394	11/04/2022	Payroll	2	EFT		2,857.23	
1395	11/04/2022	Payroll	2	EFT		3,518.37	
1396	11/04/2022	Payroll	2	EFT		1,501.27	
1397	11/04/2022	Payroll	2	EFT		3,716.46	
1398	11/04/2022	Payroll	2	EFT		2,301.86	
1399	11/04/2022	Payroll	2	EFT		1,731.33	
1400	11/04/2022	Payroll	2	EFT		2,028.98	
1401	11/04/2022	Payroll	2	EFT		2,029.45	
1402	11/04/2022	Payroll	2	EFT		1,670.02	
1403	11/04/2022	Payroll	2	EFT		1,805.02	
1404	11/04/2022	Payroll	2	EFT		2,451.18	
1405	11/04/2022	Payroll	2	EFT		2,571.76	
1406	11/04/2022	Payroll	2	EFT		2,022.05	
1407	11/04/2022	Payroll	2	EFT		1,606.13	
1408	11/04/2022	Payroll	2	EFT		1,922.47	
1409	11/04/2022	Payroll	2	EFT		2,138.61	
1410	11/04/2022	Payroll	2	EFT		3,146.22	
1411	11/04/2022	Payroll	2	EFT		1,963.80	
1412	11/04/2022	Payroll	2	EFT		2,032.29	
1413	11/04/2022	Payroll	2	EFT		2,036.73	
1415	11/04/2022	Payroll	2	EFT		2,200.07	
1416	11/04/2022	Payroll	2	EFT		26.20	
1417	11/04/2022	Payroll	2	EFT		2,206.34	
1418	11/04/2022	Payroll	2	EFT		3,784.87	
1419	11/04/2022	Payroll	2	EFT		2,667.97	
1420	11/04/2022	Payroll	2	EFT		1,672.24	
1421	11/04/2022	Payroll	2	EFT		1,885.66	
1426	11/04/2022	Payroll	2	EFT	CAPSCO	57.50	Pay Cycle(s) 11/04/2022 To 11/04/2022 - ASSN FEE
1427	11/04/2022	Payroll	2	EFT	COWLITZ 911 EMERGENCY SERVICES ASSN	415.00	Pay Cycle(s) 11/04/2022 To 11/04/2022 - UNION DUES; Pay Cycle(s) 11/04/2022 To 11/04/2022 - INITIATION FEE

**CHECK REGISTER**

Cowlitz 911

Time: 10:16:33 Date: 11/08/2022

10/14/2022 To: 11/04/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1428	11/04/2022	Payroll	2	EFT	HRA VEBA	10,769.37	Pay Cycle(s) 11/04/2022 To 11/04/2022 - VEBA
1429	11/04/2022	Payroll	2	EFT	ONE AMERICA	4,422.41	Pay Cycle(s) 11/04/2022 To 11/04/2022 - DEF COMP
1430	11/04/2022	Payroll	2	EFT	VIMLY BENEFIT SOLUTIONS	768.75	Pay Cycle(s) 11/04/2022 To 11/04/2022 - HSA
						281,836.66	
						11,500.18	
						1,869.56	
						185.41	
						254,175.81	
						<u>549,567.62</u>	Claims: 296,436.25 Payroll: 253,131.37

**CERTIFICATION:**

I, the undersigned, do hereby certify under penalty of perjury that the information listed has been provided to me as described herein and that I have issued payment as directed and received by Cowlitz 911.

\_\_\_\_\_ C2FR \_\_\_\_\_  
 Brandi Ballinger, Signature Agency Date

**CERTIFICATION/AUTHORIZATION:**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against Cowlitz 911, and that I am authorized to authenticate and certify to said claim. We have reviewed the claims listed above totaling \$ \_\_\_\_\_, and we approve payment with our signatures below.

\_\_\_\_\_ Date \_\_\_\_\_  
 Admin Specialist, Signature

\_\_\_\_\_ Date \_\_\_\_\_  
 Executive Director, Signature

\_\_\_\_\_ Date \_\_\_\_\_  
 Chair, Signature

# TRANSACTION JOURNAL

Cowlitz 911

Time: 10:14:40 Date: 11/08/2022

10/14/2022 To: 10/14/2022

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund # Vendor	Amount	Memo
1302	10/14/2022		1	12034	Claims	RED CANOE- YOUNG	474.11	INV: 198999 YOUNG 1022
	528 10 40 415	DUES AND SUBSCRIPT		001	OPERATIONS		-142.75	AMAZON: PRIME REIMBURSEMENT - COMBINED WITH THE BUSINESS ACCOUNT THAT TURRENTINE SET UP
	528 10 40 425	LODGING		001	OPERATIONS		616.86	HOTEL MURANO- YOUNG- WFOA CONFERENCE- TACOMA WA- SEPT
Records Printed: 1							Adjustments:	0.00
							Beginning Balance:	0.00
							Revenues:	0.00
							Warrant Expenditures:	474.11
							Non Warrant Expenditures:	0.00
							Interfund Transfers:	0.00
							Redemptions:	0.00
							Deposits:	0.00
							Withdrawals:	0.00
							Stop Payments:	0.00

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 OPERATIONS	0.00	0.00	0.00	474.11	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	474.11	0.00	0.00	0.00	0.00

# TRANSACTION JOURNAL

Cowlitz 911

Time: 10:14:02 Date: 11/08/2022

10/14/2022 To: 10/14/2022

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt #		Amount	Memo
						InterFund #	Vendor		
1307	10/14/2022		1	12039	Claims		US BANK	7,382.20	INV: 4484-7345-5001-2810 1022
	528 10 40	425 LODGING		001	OPERATIONS			708.05	HARVILL: LA QUINTA INN- REEVES- SUPERVISOR TRAINING COURSE- TACOMA WA- SEPT 9/12-9/15
	528 10 40	419 BOARD/ EMPLOYEE AI		001	OPERATIONS			57.00	HARVILL: SAFEWAY FOOD FOR ECW MEETING ON SEPT 14TH 2022
	528 10 40	419 BOARD/ EMPLOYEE AI		001	OPERATIONS			145.90	HARVILL: LUNCH FOR ECW MEETING SEPT 14TH 2022
	528 10 40	408 TUITION & REGISTRA1		001	OPERATIONS			688.00	HARVILL: WEBADVISOR PERFORMANCE MANAGEMENT CERT- OCT 10- ONLINE- FOR HARVILL
	528 10 40	408 TUITION & REGISTRA1		001	OPERATIONS			125.00	HARVILL: KIM TURNER CONFLICT MANAGEMENT- REEVES- ONLINE OCTOBER 8TH
	528 10 40	427 REPAIRS AND MAINTENANCE		001	OPERATIONS			20.50	STARR: HARBOR FREIGHT :DUAL CUP SECTION LIFTER- ALUMINUM SUCTION CUPS
	528 10 40	427 REPAIRS AND MAINTENANCE		001	OPERATIONS			24.00	STARR: GAS FOR LAWN MOWER
	594 28 60	301 MISC- CAPITAL OUTLAY		300	PROJECT FUND			813.99	TURRENTINE: AMAZON: OPEN FRAME SERVER RACKS-
	528 10 40	417 COMPUTERS (SOFTWARE)		001	OPERATIONS			64.83	TURRENTINE: EBAY: DRIVE TRAY CADDY
	594 28 60	301 MISC- CAPITAL OUTLAY		300	PROJECT FUND			350.22	TURRENTINE: AMAZON: MX500 2 TB 3D NAND
	594 28 60	301 MISC- CAPITAL OUTLAY		300	PROJECT FUND			-21.60	TURRENTINE: AMAZON: FLEXISPOT REFUND FOR SCRATCH ON ONE OF THE TABLES
	528 10 30	300 OFFICE SUPPLIES		001	OPERATIONS			22.68	TURRENTINE: LOWES: 24 ENERGIZER MAX AA BATTERIES
	594 28 60	301 MISC- CAPITAL OUTLAY		300	PROJECT FUND			500.00	TURRENTINE: NOTEPAGE: SOFTWARE LICENSE FOR PAGESGATE 04
	528 10 40	414 TECHNOLOGY & SOFTWARE		001	OPERATIONS			2.99	TURRENTINE: APPLE: CLOUD STORAGE
	528 10 40	414 TECHNOLOGY & SOFTWARE		001	OPERATIONS			30.00	TURRENTINE: DUO: MONTHLY
	528 10 40	408 TUITION & REGISTRA1		001	OPERATIONS			425.00	TURRENTINE: ACCIS: 2022 FALL CONFERENCE- TURRENTINE- OCT 31-NOV 4- STEVENSON, WA
	528 10 40	414 TECHNOLOGY & SOFTWARE		001	OPERATIONS			400.00	TURRENTINE: TWILIO: API SERVICES SEPT 2022
	528 10 30	300 OFFICE SUPPLIES		001	OPERATIONS			67.62	TURRENTINE: AMAZON: FLASH DRIVES
	594 28 60	301 MISC- CAPITAL OUTLAY		300	PROJECT FUND			72.75	TURRENTINE: AMAZON: USB AND USB C HUBS

# TRANSACTION JOURNAL

Cowlitz 911

Time: 10:14:02 Date: 11/08/2022

10/14/2022 To: 10/14/2022

Page: 2

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund # Vendor	Amount	Memo
	594 28 60	301 MISC- CAPITAL OUTL		300	PROJECT FUND		70.25	TURRENTINE: AMAZON: USB C AC ADAPTER
	594 28 60	301 MISC- CAPITAL OUTL		300	PROJECT FUND		872.37	TURRENTINE: MY ASSET TAGS: SUNGUARD METAL ASSET TAGS
	528 10 30	300 OFFICE SUPPLIES		001	OPERATIONS		77.81	YOUNG: AMAZON: TONER CARTRIDGE FOR YOUNG PRINT
	528 10 40	404 TELEPHONE		001	OPERATIONS		546.68	YOUNG: CENTURYLINK 994B: AUG 20 2022
	528 10 40	404 TELEPHONE		001	OPERATIONS		25.59	YOUNG: COMCAST: SEP 2, 22-OCT 1,22
	528 10 40	404 TELEPHONE		001	OPERATIONS		247.88	YOUNG: COMCAST: AUG 24-SEPT 23
	528 10 30	302 EMPLOYEE APPRECIAT		001	OPERATIONS		34.57	YOUNG: AMAZON: MOSIER RETIREMENT JACKET
	528 10 30	300 OFFICE SUPPLIES		001	OPERATIONS		44.31	YOUNG: VISTA PRINT: BUSINESS CARDS FOR STARR
	528 10 30	300 OFFICE SUPPLIES		001	OPERATIONS		157.68	YOUNG: AMAZON: REPLACEMENT VACUUM BAGS
	528 10 40	408 TUITION & REGISTRAT		001	OPERATIONS		795.00	YOUNG: IOFM: AP SPECIALIST CERTIFICATION
	528 10 30	302 EMPLOYEE APPRECIAT		001	OPERATIONS		13.13	YOUNG: PROGRPAHYX: MOSIER RETIREMENT JACKET EMBROIDERY

Records Printed: 1

Adjustments:	0.00
Beginning Balance:	0.00
Revenues:	0.00
Warrant Expenditures:	7,382.20
Non Warrant Expenditures:	0.00
Interfund Transfers:	0.00
Redemptions:	0.00
Deposits:	0.00
Withdrawals:	0.00
Stop Payments:	0.00

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 OPERATIONS	0.00	0.00	0.00	4,724.22	0.00	0.00	0.00	0.00
300 PROJECT FUND	0.00	0.00	0.00	2,657.98	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	7,382.20	0.00	0.00	0.00	0.00

	B	C	D	E	F	G	H	
1	<b>Cowlitz 911</b>							
2	<b>Monthly Financials for the Month Ended 10/31/22</b>							
3								
4	<b>Fund</b>	<b>2022 Budgeted BFB</b>	<b>Actual BFB</b>	<b>2022 Annual Budget New Revenues</b>	<b>Actual New Revenues thru October 2022</b>	<b>Remaining New Revenues</b>	<b>% remaining</b>	
5								
6	<b>REVENUES</b>							
7	OPERATIONS (.001)	\$ 872,142.00	\$ 873,604.98	\$ 898.00	\$ 10,490.90	\$ (9,592.90)	-1068.3%	
8	OPERATIONS RESERVE (.001)	\$ 81,000.00	\$ 81,000.00	\$ -	\$ -	\$ -	#DIV/0!	
9	OPERATIONS TAXES (.001)	\$ -	\$ -	\$ 1,097,893.00	\$ 912,259.67	\$ 185,633.33	16.9%	
10	OPERATIONS INTERGOVERNMENTAL(.001)	\$ -	\$ -	\$ 2,215,148.00	\$ 2,031,901.20	\$ 183,246.80	8.3%	
11	EQUIPMENT RESERVE EQUIPMENT(.002)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
12	EQUIPMENT RESERVE RESERVED (.002)	\$ 342,679.00	\$ 342,745.23	\$ 150.00	\$ 5,561.17	\$ (5,411.17)	-3607.4%	
13	RADIO OPERATIONS (.003)	\$ 173,734.00	\$ 173,764.87	\$ 35,834.00	\$ 44,522.83	\$ (8,688.83)	-24.2%	
14	RADIO RESERVE EQUIPMENT (.004)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
15	RADIO RESERVE RESERVED (.004)	\$ 300,000.00	\$ 300,077.16	\$ -	\$ 2,471.77	\$ (2,471.77)	#DIV/0!	
16	SALES TAX INTEREST(.005)	\$ -	\$ -	\$ 3,080.00	\$ 31,086.61	\$ (28,006.61)	-909.3%	
17	SALES TAX TAXES(.005)	\$ 4,392,736.00	\$ 4,307,598.72	\$ 2,677,500.00	\$ 2,552,625.88	\$ 124,874.12	4.7%	
18	STABILIZATION RESERVE (.006)	\$ 1,240,099.00	\$ 1,240,464.97	\$ 757.00	\$ 9,020.93	\$ (8,263.93)	-1091.7%	
19	FACILITY RESERVE FUND (.007)	\$ -	\$ -	\$ 60.00	\$ 752.76	\$ (692.76)	-1154.6%	
20	BOND RESERVE FUND (200)	\$ 29,909.00	\$ 29,932.38	\$ 63.00	\$ 683.46	\$ (620.46)	-984.9%	
21	PROJECT FUND (300)	\$ 8,227,317.00	\$ 8,195,393.84	\$ 307.00	\$ 40,694.00	\$ (40,387.00)	-13155.4%	
22	CUSTODIAL FUND (.020)	\$ 3.00	\$ 2.95	\$ 2,025.00	\$ 732.13	\$ 1,292.87	63.8%	
23	<b>Total Revenues</b>	<b>\$ 15,659,619.00</b>	<b>\$ 15,544,585.10</b>	<b>\$ 6,033,715.00</b>	<b>\$ 5,642,803.31</b>	<b>\$ 390,911.69</b>	<b>6.5%</b>	
24								
25	<b>Fund</b>	<b>Description</b>	<b>2022 Annual Budget</b>	<b>Actual Expenditures thru October 2022</b>	<b>Remaining</b>	<b>Encumbrance</b>	<b>% Remaining</b>	
26								
27	<b>EXPENDITURES</b>							
28	OPERATIONS (.001)	Direct Labor/Extra Pay	\$ 2,429,668.00	\$ 1,858,085.77	\$ 571,582.23	\$ -	24%	
29	OPERATIONS (.001)	Benefits	\$ 1,164,816.00	\$ 804,588.60	\$ 360,227.40	\$ -	31%	
30	OPERATIONS (.001)	Total Labor	\$ 3,594,484.00	\$ 2,662,674.37	\$ 931,809.63	\$ -	26%	
31	OPERATIONS (.001)	OFFICE SUPPLIES	\$ 16,856.00	\$ 34,366.01	\$ (17,510.01)	\$ -	-51%	
32	OPERATIONS (.001)	TRAINING MATERIALS	\$ 10,344.00	\$ 10,486.92	\$ (142.92)	\$ -	-1%	
33	OPERATIONS (.001)	EMPLOYEE APPRECIATION	\$ 3,620.00	\$ 2,034.11	\$ 1,585.89	\$ -	78%	
34	OPERATIONS (.001)	PROFESSIONAL & CONTRACTED SERVICES	\$ 348,373.00	\$ 84,117.13	\$ 264,255.87	\$ -	314%	
35	OPERATIONS (.001)	LEGAL	\$ 88,000.00	\$ 19,891.50	\$ 68,108.50	\$ -	342%	
36	OPERATIONS (.001)	INTERGOVERNMENTAL PROFESSIONAL SI	\$ 59,700.00	\$ 50,828.25	\$ 8,871.75	\$ -	17%	
37	OPERATIONS (.001)	POSTAGE	\$ 720.00	\$ 299.93	\$ 420.07	\$ -	140%	
38	OPERATIONS (.001)	TELEPHONE	\$ 60,678.00	\$ 27,495.54	\$ 33,182.46	\$ -	121%	
39	OPERATIONS (.001)	MEALS	\$ 2,500.00	\$ 4,540.40	\$ (2,040.40)	\$ -	-45%	
40	OPERATIONS (.001)	MILEAGE/GAS	\$ 3,400.00	\$ 2,568.85	\$ 831.15	\$ -	32%	
41	OPERATIONS (.001)	PARKING TAXI SHUTTLE BAGGAGE	\$ 100.00	\$ 179.70	\$ (79.70)	\$ -	-44%	
42	OPERATIONS (.001)	TUITION & REGISTRATION	\$ 15,000.00	\$ 15,994.02	\$ (994.02)	\$ -	-4%	
43	OPERATIONS (.001)	AIRFARE	\$ 1,000.00	\$ 2,511.37	\$ (1,511.37)	\$ -	-60%	
44	OPERATIONS (.001)	CAR RENTAL	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -		
45	OPERATIONS (.001)	ADVERTISING	\$ 6,250.00	\$ 3,471.39	\$ 2,778.61	\$ -	80%	
46	OPERATIONS (.001)	COPIER RENT	\$ 1,812.00	\$ -	\$ 1,812.00	\$ -	#DIV/0!	
47	OPERATIONS (.001)	INSURANCE/PREMIUMS (WCIA)	\$ 41,225.00	\$ 30,425.00	\$ 10,800.00	\$ -	35%	
48	OPERATIONS (.001)	TECHNOLOGY & SOFTWARE MAINTENAN	\$ 116,243.00	\$ 126,033.08	\$ (9,790.08)	\$ -	-8%	
49	OPERATIONS (.001)	DUES AND SUBSCRIPTIONS	\$ 5,202.00	\$ 6,916.38	\$ (1,714.38)	\$ -	-25%	
50	OPERATIONS (.001)	LANDLORD TENANT (short term lease)	\$ 93,489.00	\$ 140,046.79	\$ (46,557.79)	\$ -	-33%	
51	OPERATIONS (.001)	COMPUTERS (SOFTWARE/HARDWARE)	\$ 5,000.00	\$ 1,353.43	\$ 3,646.57	\$ -	269%	
52	OPERATIONS (.001)	MISC/OTHER	\$ 200.00	\$ 698.52	\$ (498.52)	\$ -	0%	
53	OPERATIONS (.001)	BOARD/ EMPLOYEE APPRECIATION MEAL	\$ 1,400.00	\$ 586.88	\$ 813.12	\$ -	139%	
54	OPERATIONS (.001)	PHOTOCOPIES	\$ 1,000.00	\$ 1,280.50	\$ (280.50)	\$ -	-22%	
55	OPERATIONS (.001)	LOGGING	\$ 2,500.00	\$ 6,909.70	\$ (4,409.70)	\$ -	-64%	
56	OPERATIONS (.001)	WASHINGTON STATE AUDITOR	\$ 20,000.00	\$ 7,273.67	\$ 12,726.33	\$ -	175%	
57	OPERATIONS (.001)	REPAIRS AND MAINTENANCE	\$ 100,249.00	\$ 5,297.67	\$ 94,951.33	\$ -	1792%	
58	OPERATIONS (.001)	IGN/ISP	\$ 67,000.00	\$ -	\$ 67,000.00	\$ -	#DIV/0!	
59	OPERATIONS (.001)	MOVING EXPENSES	\$ -	\$ 2,348.80	\$ (2,348.80)	\$ -	-100%	
60	OPERATIONS (.001)	COPIER RENT (tax)	\$ -	\$ 112.60	\$ (112.60)	\$ -		
61	OPERATIONS (.001)	Prior Period(s) Adjustments	\$ -	\$ (1,047.00)	\$ 1,047.00	\$ -	-100%	
62	OPERATIONS (.001)	LANDLORD TENANT (PRINCIPAL)	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
63	OPERATIONS (.001)	COPIER RENT (PRINCIPAL)	\$ -	\$ 1,391.00	\$ (1,391.00)	\$ -		
64	OPERATIONS (.001)	PAYROLL CLEARING	\$ -	\$ 1,528.40	\$ (1,528.40)	\$ -	0%	
65		<b>Total Operating Expenditures</b>	<b>\$ 4,667,345.00</b>	<b>\$ 3,252,214.91</b>	<b>\$ 1,415,130.09</b>	<b>\$ 714,152.00</b>	<b>30%</b>	
66	EQUIPMENT RESERVE (.002)	EQUIPMENT RESERVE	\$ 811,373.00	\$ -	\$ 811,373.00	\$ 714,152.00	100%	
67	RADIO OPERATIONS (.003)	RADIO OPERATIONS	\$ 223,882.00	\$ 147,718.78	\$ 76,163.22	\$ -	34%	
68	RADIO RESERVE (.004)	RADIO SITE IMPROVEMENTS	\$ 410,208.00	\$ 97,320.83	\$ 312,887.17	\$ 312,887.17	76%	
69	RADIO RESERVE (.004)	CAPITAL EXPENDITURES	\$ 609,014.00	\$ 26,118.55	\$ 582,895.45	\$ 582,895.45	96%	
70	PROJECT FUND (300)	PROFESSIONAL CONTRACTED SERVICES	\$ 616,447.00	\$ 509,889.23	\$ 106,557.77	\$ 106,557.77	9%	
71	PROJECT FUND (300)	CAPITAL OUTLAYS	\$ 6,815,055.00	\$ 3,218,628.13	\$ 3,596,426.87	\$ 3,596,426.87	0%	
72	PROJECT FUND (300)	MISC PROJECT COSTS	\$ 762,416.00	\$ 346,827.99	\$ 415,588.01	\$ 415,588.01	0%	
73	CUSTODIAL FUND (630)	CUSTODIAL FUND	\$ 2,025.00	\$ 736.69	\$ 1,288.31	\$ -	0%	
74	BOND RESERVE (200)	BOND RESERVE	\$ 358,160.00	\$ 179,080.17	\$ 179,080.17	\$ 395,474.00	50%	
75		<b>Total Expenditures</b>	<b>\$ 10,608,580.00</b>	<b>\$ 4,526,320.03</b>	<b>\$ 6,082,259.97</b>	<b>\$ 6,123,981.27</b>	<b>57%</b>	
76								
77	<b>Fund</b>	<b>Description</b>	<b>2022 Annual Budget</b>	<b>Actual Expenditures thru October 2022</b>	<b>Remaining</b>	<b>Encumbrance</b>	<b>% Remaining</b>	
78								
79	<b>INTERNAL TRANSFERS</b>							
80	CUSTODIAL FUND (630)	TRANSFER IN FROM (.001)	\$ -	\$ 1.61	\$ (1.61)	\$ (1.61)	0%	
81	RADIO OPERATIONS (.003)	TRANSFER IN FROM (.001)	\$ 181,347.00	\$ 151,122.50	\$ 30,224.50	\$ 30,224.50	17%	
82	RADIO RESERVE EXPENDITURES (.004)	TRANSFER IN FROM (.001)	\$ 454,403.00	\$ 378,669.17	\$ 75,733.83	\$ 75,733.83	17%	
83	RADIO RESERVE (.004)	TRANSFER IN FROM (.001)	\$ 340,000.00	\$ 283,333.31	\$ 56,666.69	\$ 56,666.69	17%	
84	BOND RESERVE	TRANSFER IN FROM (.005)	\$ 358,160.00	\$ 298,466.33	\$ 59,693.67	\$ 59,693.67	17%	
85	OPERATIONS (.001)	TRANSFER IN FROM (.005)	\$ 1,976,014.00	\$ 1,646,678.31	\$ 329,335.69	\$ 329,335.69	17%	
86	EQUIPMENT EXPENDITURES (.002)	TRANSFER IN FROM (.005)	\$ 254,901.00	\$ 212,417.50	\$ 42,483.50	\$ 42,483.50	17%	
87	EQUIPMENT RESERVE (.002)	TRANSFER IN FROM (.005)	\$ 702,000.00	\$ 585,000.00	\$ 117,000.00	\$ 117,000.00	17%	
88	FACILITY RESERVE (.007)	TRANSFER IN FROM (.005)	\$ 200,000.00	\$ 166,666.63	\$ 33,333.37	\$ 33,333.37	17%	
89	<b>Total Transfer In</b>		<b>\$ 4,466,825.00</b>	<b>\$ 3,722,355.36</b>	<b>\$ 744,469.64</b>	<b>\$ 744,469.64</b>	<b>16.7%</b>	
90	OPERATIONS (.001)	TRANSFER OUT TO (.630 LEASE HOLD)	\$ -	\$ 1.61	\$ (1.61)	\$ (1.61)	0%	
91	OPERATIONS (.001)	TRANSFER OUT TO (.003) RADIO OPERATI	\$ 181,347.00	\$ 151,122.50	\$ 30,224.50	\$ 30,224.50	17%	
92	OPERATIONS (.001)	TRANSFER OUT TO (.004 RADIO EXPENDI	\$ 454,403.00	\$ 378,669.17	\$ 75,733.83	\$ 75,733.83	17%	
93	OPERATIONS (.001)	TRANSFER OUT TO (.004 RADIO RESERVE	\$ 340,000.00	\$ 283,333.31	\$ 56,666.69	\$ 56,666.69	17%	
94	SALES TAX (.005)	TRANSFER OUT TO (.200 BOND RESERVE	\$ 358,160.00	\$ 298,466.33	\$ 59,693.67	\$ 59,693.67	17%	
95	SALES TAX (.005)	TRANSFER OUT TO (.001 OPERATIONS)	\$ 1,976,014.00	\$ 1,646,678.31	\$ 329,335.69	\$ 329,335.69	17%	
96	SALES TAX (.005)	TRANSFER OUT TO (.002 EQUIPMENT EXF	\$ 254,901.00	\$ 212,417.50	\$ 42,483.50	\$ 42,483.50	17%	
97	SALES TAX (.005)	TRANSFER OUT TO (.002 EQUIPMENT RES	\$ 702,000.00	\$ 585,000.00	\$ 117,000.00	\$ 117,000.00	17%	
98	SALES TAX (.005)	TRANSFER OUT TO (.007 FACILITY RESERV	\$ 200,000.00	\$ 166,666.63	\$ 33,333.37	\$ 33,333.37	17%	
99	<b>Total Transfer Out</b>		<b>\$ 4,466,825.00</b>	<b>\$ 3,722,355.36</b>	<b>\$ 744,469.64</b>	<b>\$ 744,469.64</b>	<b>16.7%</b>	
100								
101	<b>FUND SUMMARY</b>							
102		<b>REVENUES</b>	<b>EXPENDITURES</b>	<b>CASH</b>	<b>INVESTMENTS</b>	<b>R-E=C+I</b>		
103	OPERATIONS	\$ 5,555,935.06	\$ 4,065,341.50	\$ 416,241.65	\$ 1,074,351.91	TRUE		
104	EQUIPMENT RESERVE	\$ 1,145,723.90	\$ -	\$ 179,791.81	\$ 965,932.09	TRUE		
105	RADIO OPERATIONS	\$ 369,410.20	\$ 147,718.78	\$ 74,665.78	\$ 147,025.64	TRUE		
106	RADIO RESERVE	\$ 964,551.41	\$ 123,439.38	\$ 64,243.75	\$ 776,868.28	TRUE		
107	SALES TAX	\$ 6,891,311.21	\$ 2,909,228.77	\$ 27,267.02	\$ 3,954,815.42	TRUE		
108	STABILIZATION RESERVE	\$ 1,249,485.90	\$ -	\$ -	\$ 1,249,485.90	TRUE		
109	CUSTODIAL FUND	\$ 736.69	\$ 736.69	\$ -	\$ -	TRUE		
110	BOND RESERVE	\$ 329,082.17	\$ 179,079.83	\$ -	\$ 150,002.34	TRUE		
111	FACILITY RESERVE	\$ 167,419.39	\$ -	\$ 16,666.66	\$ 150,752.73	TRUE		
112	PROJECT FUND	\$ 8,236,087.84	\$ 4,075,345.35	\$ -	\$ 4,160,742.49	TRUE		



DWS Contract #: \_\_\_\_\_

## **TOWER SITE LEASE AGREEMENT**

This Tower Site Lease Agreement (hereinafter referred to as "Agreement") is entered into and effective as of this 1st day of November, 2022 (hereinafter "Commencement Date"), by and between Day Management Corporation dba Day Wireless Systems (hereinafter "LESSOR") and Cowlitz 911 Public Authority (hereinafter "LESSEE").

1. **Lease of Site:** LESSOR authorizes LESSEE to install, operate and maintain at LESSOR's Communications Site (hereafter referred to as "Premises") as described on Exhibit 1, at LESSEE's sole expense and risk, communications equipment along with associated other electronic equipment and mounting structures designated on Exhibit 1 of this Agreement ("Equipment"), at places designated by LESSOR and installed by LESSOR or a pre-approved contractor. Any reasonable change or addition to the Equipment must be pre-approved by LESSOR and may be subject to additional reasonable charges. LESSEE shall, at all reasonable times, have the unrestricted right to enter or leave the Premises where LESSEE's Equipment is located unless restrictions are specified in Exhibit 1. LESSEE agrees to take, at LESSEE's own expense, all measures and precautions necessary to render LESSEE's Equipment inaccessible to unauthorized persons. LESSOR agrees that it will not give unauthorized persons access to the Equipment. LESSEE shall maintain Equipment in good working order and in accordance with the installation standards in section 17 and as listed in Exhibit 1.

2. **Term:** The initial term of this Agreement shall be five (5) years commencing on November 1, 2022 ("Initial Term"). After the Initial Term of this Agreement expires, this Agreement shall automatically renew for four (4) successive additional periods of five years (each a "Renewal Term", collectively the Initial Term and Renewal Terms are referred to as "Term"). The Premises may be subject to terms and provisions of an underlying lease executed by and between LESSOR as tenant or site manager and other parties as landlord and/or site owner. LESSEE hereby agrees to abide by such terms and provisions in addition to those identified in this Agreement. Either party may terminate this Agreement at the end of any Term with thirty (30) days prior written notice. In any event, this Agreement will terminate when LESSOR's underlying lease terminates, if applicable.

3. **Rent:** Rent for the first year of the Initial Term shall be \$25,800.00 (twenty-five thousand eight hundred dollars and no/100) per year (hereinafter "Rent"), payable in equal monthly installments of \$2,150.00, in advance without invoice, to Day Wireless Systems, P.O. Box 22169, Milwaukie, OR 97269-2169. Commencing on the first anniversary of the Commencement Date and on each anniversary throughout the Term thereafter, rent shall increase by 3% annually.

4. **Agreement Fees:** In the event payment of Rent or other fees payable under this Agreement is not received in full when due, LESSEE agrees to pay a finance charge at the rate of two percent (2%) per month which is an annual rate of 24% on all unpaid Rent and any other fees payable under this Agreement over twenty (20) days due. At any time after the Initial Term, LESSOR may, upon thirty (30) days' notice, increase the Rent to reflect current market rates. If LESSEE disputes any account balances, invoices, credits, or statements, LESSEE must provide written notice to LESSOR within thirty (30) days of the above-received document that is being

disputed. No action will be taken for disputed account balances, invoices, credits, or statements beyond thirty (30) days unless prior written notice has been received.

5. **Other Fees:** LESSEE may be required to pay all, a portion of, or the increase in any LESSEE fees, regular or special use fees, assignment fees, permit fees, road use fees, charges and taxes (municipal, state, and federal) which may now or hereafter be imposed upon LESSEE and/or LESSOR for operation of or the ownership of the Equipment. LESSEE'S electrical consumption is not included in Rent. LESSEE'S electrical consumption is not included in Rent, and will be assessed at 20% of the rental amount indicated in Item 3, above.

6. **Hold Over Fee:** In the event this Agreement is terminated pursuant to Paragraphs (2) or (14) hereof, and so long as the Equipment remains on the Premises (even if it has been disconnected), LESSEE shall pay to LESSOR a hold-over fee equal to one hundred percent (100%) of the then effective total Rent, prorated from the effective date of termination to the date the Equipment is removed in its entirety from the Premises. LESSOR shall have the right (but not the obligation) to disconnect and remove the Equipment from the Premises. If LESSOR disconnects and removes the Equipment, LESSEE shall pay to LESSOR upon demand three hundred percent (300%) of the disconnection, removal and storage expenses incurred by or on behalf of LESSOR. If LESSEE does not reclaim such Equipment within forty-five (45) days, LESSOR has the right to sell the Equipment and deduct therefrom any amounts due under this Agreement. Should LESSEE fail to vacate the Premises pursuant to the terms of this Agreement, LESSOR may at its sole discretion, charge LESSEE a fee equivalent to four (4) times the Agreement Rent that LESSEE is paying at the time of termination plus compounded interest at two percent (2%) per month. Such sums will be pro-rated on a daily basis until such time that LESSEE vacates the Premises.

7. **Condition of Site:** LESSEE takes the Premises as-is and LESSOR shall have no responsibility for its condition, or damage suffered by the LESSEE or any other person due to such condition. Upon expiration or termination of this Agreement, LESSEE will remove all Equipment from the Premises, which was placed there by LESSEE and will restore the Premises to its original condition, reasonable wear and tear notwithstanding.

8. **Liability:** Lessee shall defend, indemnify, and hold harmless the Lessor from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of Lessee's use of Premises, or from the conduct of Lessee's business, or from any activity, work or thing done, permitted, or suffered by Lessee in or about the Premises, except only such injury or damage as shall have been occasioned by the sole negligence of the Lessor.

9. **Installation and Interference:** LESSEE will install, operate and maintain its Equipment in accordance with applicable laws and regulations, including but not limited to FCC rules, and so as not to cause interference with any other transmitting or receiving Equipment whether located on the Premises or not. In the event LESSOR finds the Equipment causes such interference, at its sole cost and expense, LESSEE shall take all steps necessary to correct and eliminate such interference. If said interference cannot be eliminated within forty-eight (48) hours, LESSOR has the right to disconnect and remove any Equipment not in compliance with this paragraph.

Prior to any construction or installation activities, LESSEE will obtain a Notice to Proceed ("NTP") from LESSOR and will reasonably comply with LESSOR's NTP process:

a. All installations of antennas and other apparatus upon the Premises shall be made by LESSOR or a pre-approved contractor, and all repair and maintenance of such

antennas and other apparatus on said tower shall be performed solely by LESSOR or a pre-approved contractor.

b. Installation of Equipment and apparatus within the building located on the Premises shall be performed by LESSOR or with LESSOR's consent and LESSOR shall have the right to restrict LESSEE regarding the place of installation of Equipment, type, and amount of equipment installed – and as to the condition of said equipment and any appurtenance.

c. LESSOR at its sole discretion may authorize approved installation contractors but will require a \$2,000.00 installation inspection fee.

10. **Personal Lease:** This Agreement is personal to LESSEE and no assignment or sublease in whole or part shall be valid without the written consent of LESSOR. LESSOR may assign its rights under this Agreement to any other party.

11. **Insurance:** LESSEE shall carry during the term of this Agreement public liability and property damage insurance with respect to the Equipment and activities in the amounts detailed below.

Insurance required for this Agreement will be provided through the Washington Cities Insurance Authority, Self-Insured Coverage Document CT-2022, and its subsequent versions, during the life of this Agreement. Where coverages or requirements as listed below are not provided through this Self-Insured Coverage Document, those coverages or requirements will be considered to be deleted from this document.

Within five (5) days after the execution of this Agreement, LESSEE shall provide LESSOR with certificates of insurance evidencing required coverage in force for the Premises with a thirty (30) day notice to LESSOR requirement for cancellation, non-renewal, or material change. Each certificate must be Premises specific and name LESSOR as an "additional insured" on each policy, except workers compensation insurance policies. Lessee and Lessor hereby release and discharge each other from all claims, losses and liabilities arising from or caused by any hazard covered by property insurance on or in connection with the Premises or said structure. This release shall apply only to the extent that such claim, loss or liability is covered by property insurance.

LESSEE shall insure its Equipment and the property of others for which LESSEE is responsible, against all loss or damage, including business interruption, in an amount no less than full replacement value. LESSOR shall not provide any such insurance and assumes no responsibility for damage occurring to LESSEE's equipment, or that of LESSEE's Contractor's and/or subcontractor's, including business interruption.

• **Business Automobile Liability:** LESSEE shall obtain and maintain Bodily Injury and Property Damage Liability insurance on all owned, hired and non-owned vehicles with minimum limits of:

1. Combined Single Limit \$1,000,000.00

• **Commercial General Liability:** LESSEE shall obtain and maintain bodily injury liability, property damage liability, products and completed operations liability, broad form property damage liability and personal injury liability coverage in the following amounts:

- |    |  |                |
|----|--|----------------|
| 1. | Policy Form                                | Occurrence     |
| 2. | General Aggregate Limit                    | \$2,000,000.00 |
| 3. | Products & Completed Operations Limit      | \$2,000,000.00 |
| 4. | Personal Injury & Advertising Injury Limit | \$1,000,000.00 |
| 5. | Each Occurrence Limit                      | \$1,000,000.00 |
| 6. | Damage to Premises                         | \$ 100,000.00  |
| 7. | Medical Expense Limit                      | \$ 5,000.00    |
8. Cowlitz 911's membership in the self-insured governmental risk pool, Washington Cities Insurance Authority, shall satisfy all conditions set forth in Section 11. Insurance.

12. **Notice Address:** All notices, requests, claims, demands, and other communications hereunder shall be by written notification and shall be delivered to the respective parties at the addresses first written below, and as may be amended from time to time. Any such notice may be hand delivered (provided the deliverer provides proof of delivery) or sent by a nationally-established overnight courier that provides proof of delivery, or certified or registered mail (postage prepaid, return receipt requested). Notice shall be deemed received on the date of delivery as demonstrated by the receipt of delivery.

LESSOR: Day Management Corporation dba Day Wireless Systems  
Tower Sites Division  
4700 SE International Way  
Milwaukie, OR 97222

[dwssites@daywireless.com](mailto:dwssites@daywireless.com)  
(503) 659-1240

LESSEE: Cowlitz 911 Public Authority  
312 SW First Ave  
Kelso, WA 98626-1739

wellsd@cowlitz911.org  
360-431-4712

Email and phone listed above are for informational purposes only.

13. **Prior Negotiations:** This Agreement constitutes the entire agreement of the parties hereto and shall supersede all prior offers, negotiations and agreements. No revision of this Agreement shall be valid unless made in writing and signed by authorized agents of both LESSOR and LESSEE.

14. **Default:** Time is of the essence. The following shall be events of default: (a) Failure to pay fees or Rent when due in accordance with Section 3; or (b) failure to comply with any term or condition of this Agreement, other than payment of fees or Rent, within thirty (30) days after written notice specifying the nature of the non-compliance. In the event of default by the LESSEE, LESSOR may terminate this Agreement without further notice to LESSEE.

15. **Applicable Law and Venue:** LESSEE agrees that all transactions arising hereunder shall be governed and interpreted by the laws of the state in which the Premises resides. LESSEE agrees that venue of any action to enforce this Agreement shall be Washington State.

16. **Attorneys' Fees:** In line with RCW 4.84.330, in the event of any litigation or proceeding arising as a result of the breach of this Agreement or the failure to perform hereunder,

or failure or untruthfulness of any representation or warranty herein, the party prevailing in such litigation or proceeding shall be entitled to collect the costs and expenses of bringing or defending such litigation or proceeding, including reasonable attorneys' fees, from the party not prevailing.

17. **System and Installation Standards:** Lessee shall comply with the following:

- a. All in-building equipment will be labeled with Lessee's name, the name and phone number of a technical contact, an emergency contact, operating frequencies, transmit power, and ERP. Lessee will post a copy of Lessee's valid FCC License(s) for all licensed frequencies.
- b. Antennas must be mounted with only approved mounts or other specified mount. Antennas and microwave dishes that require stabilizing arm(s) must use required devices.
- c. Appurtenance's that require a mounting surface larger than the tower leg provides requires a face type mount incorporating any ancillary items for that antenna (stiff arm, ice shield).
- d. All mounting devices and hardware must be hot-dip galvanized or stainless steel.
- e. Welding, drilling, or structure modifications of any kind are not permitted without prior written approval of DWS.
- f. All radio equipment needs to attach to internal grounding halo (if provided).
- g. All penetrations must be weather, and pest sealed.
- h. All lines must be routed down to equipment in an orderly fashion. Lines must also route in cable management system (if provided). If there isn't a cable management system then lines must be tied at intervals no greater than three (3) feet. All lines shall be tied to cable ladder (if provided) in a manner not to impede future use or damage other lines.
- i. All lines must be marked via colored tape pattern at antenna, tower base, both sides of cable entry to facility, and at internal equipment. If lease authorizes "spare" lines, they must be marked, terminated with proper load, and weatherproofed. Lessee may not use a color pattern currently in use. Lessee must denote the color pattern used and placed with contact information.
- j. All conductors and coax type lines need lightning arrestors at entry to facility. Approved arrestors include: Poly Phaser, Gas, MOV, and Silicone Avalanche Diode.
- k. All lines must be grounded in a minimum of three (3) places: the top and bottom of the vertical cable run, and at the entry to facility. Please make change request prior to installation.
- l. All line entries into facility must be sealed upon completion of install.
- m. When possible, lines need to be installed with a "drip loop" in the line after leaving the tower en route to the facility. All transmission lines must be secured using stacking, cushion, butterfly, or stack block type hangers.
- n. Lessee must cooperate in a timely fashion with DWS and other parties, including tenants of other sites, when called upon to investigate a source of interference, whether or not it can be proven that their equipment is involved.
- o. Upon termination of the Agreement ALL equipment will be removed from site within thirty (30) days, unless prior arrangements have been authorized by DWS. If Lessee replaces equipment then ALL old equipment that is no longer part of the Agreement will be removed from the Site within thirty (30) days, unless prior arrangements have been authorized by DWS. If any such equipment is not removed as specified above DWS will continue to charge rent in thirty (30) day periods until Lessee provides proof that said equipment is removed.

- p. Filters, cavities, and circulators, isolators, combiners, and multi couplers are required as industry standard. Special site requirements should be noted in Exhibit 1.
- q. Transmitters, receivers, combiners, multi couplers, and antennas must meet manufacturer's specifications in operation and mounting.
- r. Cabinets must be bolted to the floor and or braced to the ceiling and grounded.
- s. No later than 15 days beyond substantial completion of installation, Lessee will return the provided site drawing delivering the as built condition is in accordance with authorized equipment and locations. Lessee will also submit the completed installation documents including installation photographs as verification installation standards are met along with any permits, studies, determinations, licenses, or authorizations in copy needed in the course of installation.
- t. If DWS is operating the Site via an underlying land lease or site management agreement Lessee agrees to abide by any additional technical standards required by any said land owner. These additional standards are available upon request.
- u. Lessee agrees to abide by additional specifications in a timely manner if DWS provides notification of an update to the System and Installation Standards.
- v. All tower installations and modifications will require a structural analysis at Lessee's expense.

IN WITNESS WHEREOF, the Lessor and LESSEE have executed this Agreement as of the latter signature date below.

LESSOR:

Day Management Corporation  
dba DAY WIRELESS SYSTEMS

By:

Its: Contracts Manager

Date:

LESSEE:

Cowlitz 911 Public Authority

By:

Its:

Date:

# Exhibit 1

Date: 8/2/2022 Version:  

## Customer Information

<b>Customer Name</b>	Cowlitz 911 Public Authority	<b>Primary Contact Name</b>	Deanna Wells
<b>Customer Address</b>	312 SW First Avenue	<b>Primary Contact Phone</b>	360-431-4712
<b>Customer Address</b>		<b>Primary Contact Email</b>	<a href="mailto:wellsd@cowlitz911.org">wellsd@cowlitz911.org</a>
<b>City</b>	Kelso	<b>Secondary Contact Name</b>	
<b>State</b>	WA	<b>Secondary Contact Phone</b>	
<b>Zip</b>	98626-1739	<b>Secondary Contact Email</b>	
<b>Emergency Phone</b>	360-577-3179	<b>Consultant Contact Name</b>	
<b>Emergency Email</b>		<b>Consultant Contact Phone</b>	
<b>Billing Contact</b>		<b>Consultant Contact Email</b>	
<b>Billing Phone</b>		<b>Consulting Firm</b>	
<b>Billing Email</b>	<a href="mailto:youngr@cowlitz911.org">youngr@cowlitz911.org</a>		

## Site Information

<b>DWS Site Name</b>	Davis Peak	<b>Latitude (NAD 83)</b>	45° 59' 36.90" N
<b>ASR</b>		<b>Longitude (NAD 83)</b>	122° 35' 47.30" W
<b>FCC ID</b>		<b>County</b>	Cowlitz
<b>Customer Site Name</b>		<b>State</b>	WA
<b>Customer Site Number</b>		<b>Tower Height</b>	72'
<b>Tower Type</b>	SS		

## Installation Information

<b>Installation Type</b>	<b>Desired Installation Date</b>
<b>Type of Service</b>	

### Project Summary

**\* Attach Construction Drawings**

Summary of equipment for new lease agreement: 4 racks of equipment and additional floor space consisting of (3) Quantars, (5) MTRs, (2) Alcatel MDR8000, and (2) Racks Combining; and tower equipment (4) Dipoles, (2) 6' MW, (1) Omni, (1) GPS

<b>Radio Installation Contractor</b>	DWS	<b>Maintenance Contractor</b>	DWS
<b>Tower Installation Contractor</b>	DWS	<b>Antenna Mount Make &amp; Model</b>	

## Antenna / Feedline Information Not Applicable

\*Attach Cut Sheets

	Antenna #1	Antenna #2	Antenna #3	Antenna #4	Antenna #5	Antenna #6
<b>Existing/New/Remove</b>	Existing	Existing	Existing	Existing	Existing	Existing
<b>Type of Antenna</b>	Dipole	Dipole	Microwave SP	Dipole	Microwave SP	Omni
<b>Quantity</b>	2	1	1	1	1	1
<b>Manufacturer</b>						
<b>Model</b> *Attach Cut Sheets						
<b>Desired Mounting Height</b>	75'	75'	12'	40'	10'	Rock Mounted
<b>Length (feet)</b>	10'	20'	6'	10'	6'	10'
<b>Weight (lbs)</b>						
<b>Azimuth(s)</b>						
<b>Tower Leg</b>	N	S	N	N	S	
<b>Feedline Count</b>						
<b>Size of Feedline</b>						
<b>Tower Mount MFG</b>						
<b>Tower Mount Part #</b>						

## Exhibit 1

	Antenna #7	Antenna #8	Antenna #9	Antenna #10	Antenna #11	Antenna #12
Existing/New/Remove	Existing					
Type of Antenna	Other					
Quantity	1					
Manufacturer						
Model *Attach Cut Sheets	GPS					
Desired Mounting Height	Rooftop					
Length (feet)						
Weight (lbs)						
Azimuth(s)						
Tower Leg	SE					
Feedline Count						
Size of Feedline						
Tower Mount MFG						
Tower Mount Part #						

Interior Space Information				<input type="checkbox"/> Not Applicable	
Rackspaces (Customer Provided or Comm. Rack)	5	Four	Additional Space Requirements		
		+ Addl Floorspace		Length	Width
Rack Units (Comm. Rack Only)			Batteries	<input type="checkbox"/>	
Radio Model (Comm. Rack Only)			Combining	<input checked="" type="checkbox"/>	
			UPS	<input type="checkbox"/>	
Voltage			Cabinet	<input type="checkbox"/>	
Estimated kw/month consumption			HVAC	<input type="checkbox"/>	
			Wall Mounted	<input type="checkbox"/>	

Radio Equipment Information							<input type="checkbox"/> Not Applicable	
	Radio #1	Radio #2	Radio #3	Radio #4	Radio #5	Radio #6		
Existing/New/Remove	Existing	Existing	Existing	Existing	Remove	Existing		
Class of Service	Licensed	Licensed						
FCC Call Sign								
Manufacturer								
Model Number	F1 Control 1	F2 Ops 2	F3 Ops 3	F4 Ops 4	P1 Common	County Main		
Quantity								
TX Frequency	154.2350	154.0250	154.1150	154.7250	155.3100	154.8150		
RX Frequency	158.9100	159.3900	158.9625	158.9850	158.7450	159.0825		
Channel Width (Mhz)								
Channel Center								
TX Power								
ERP								
	Radio #7	Radio #8	Radio #9	Radio #10	Radio #11	Radio #12		
Existing/New/Remove	Remove	Remove	Remove	Remove				
Class of Service								
FCC Call Sign								
Manufacturer								
Model Number	LPD	KPD						
Quantity								
TX Frequency	155.5350	155.6700	6835.0000	6805.5000				
RX Frequency	158.8350	158.9100	Rainier	Speelyai				
Channel Width (Mhz)			(Cowlitz PW)	(Cowlitz PUD)				
Channel Center								
TX Power								
ERP								

**Disclaimers**

All installations and modifications must meet federal, state, and local requirements as well as Day Wireless installation standards. NEPA, SHPO, structural analysis, geotechnical investigation, building permit, land use application, special use permit, and/or easements may be required. Pre-payment is required when a structural analysis is needed. Installations must be performed by Day Wireless and/or certified and approved installation contractors via NTP. A \$500 application fee is required at colocation application submission.

DAVIS PEAK											DRAFT 10.25.22
	DAVIS PEAK	11.2022									
			BASE (Current previous year)	ANNUAL INCREASE	YEAR	NEW ANNUAL SITE LEASE	ANNUAL POWER FEES	ANNUAL LEASE AND POWER FEES	DNR FEES W/3% ANNUAL INCREASE	ANNUAL % INCREASE	ALL FEES
	0		\$ 25,800.00		2022	\$ 25,800.00	\$ 5,160.00	\$ 30,960.00	\$ 7,001.94		\$ 37,961.94
	1	1	\$ 25,800.00	\$ 0.03	2023	\$ 26,574.00	\$ 5,314.80	\$ 31,888.80	\$ 7,212.00	\$ 0.03	\$ 39,100.80
	2	2	\$ 26,574.00	\$ 0.03	2024	\$ 27,371.22	\$ 5,474.24	\$ 32,845.46	\$ 7,428.36	\$ 0.03	\$ 40,273.82
	3	3	\$ 27,371.22	\$ 0.03	2025	\$ 28,192.36	\$ 5,638.47	\$ 33,830.83	\$ 7,651.21	\$ 0.03	\$ 41,482.04
	4	4	\$ 28,192.36	\$ 0.03	2026	\$ 29,038.13	\$ 5,807.63	\$ 34,845.75	\$ 7,880.75	\$ 0.03	\$ 42,726.50
1	5	5	\$ 29,038.13	\$ 0.03	2027	\$ 29,909.27	\$ 5,981.85	\$ 35,891.13	\$ 8,117.17	\$ 0.03	\$ 44,008.29
	TERM 2 - 6	1	\$ 29,909.27	\$ 0.03	2028	\$ 30,806.55	\$ 6,161.31	\$ 36,967.86	\$ 8,360.68	\$ 0.03	\$ 45,328.54
	7	2	\$ 30,806.55	\$ 0.03	2029	\$ 31,730.75	\$ 6,346.15	\$ 38,076.89	\$ 8,611.50	\$ 0.03	\$ 46,688.40
	8	3	\$ 31,730.75	\$ 0.03	2030	\$ 32,682.67	\$ 6,536.53	\$ 39,219.20	\$ 8,869.85	\$ 0.03	\$ 48,089.05
	9	4	\$ 32,682.67	\$ 0.03	2031	\$ 33,663.15	\$ 6,732.63	\$ 40,395.78	\$ 9,135.94	\$ 0.03	\$ 49,531.72
2	TERM 3 - 10	5	\$ 33,663.15	\$ 0.03	2032	\$ 34,673.04	\$ 6,934.61	\$ 41,607.65	\$ 9,410.02	\$ 0.03	\$ 51,017.67
	11	1	\$ 34,673.04	\$ 0.03	2033	\$ 35,713.23	\$ 7,142.65	\$ 42,855.88	\$ 9,692.32	\$ 0.03	\$ 52,548.20
	12	2	\$ 35,713.23	\$ 0.03	2034	\$ 36,784.63	\$ 7,356.93	\$ 44,141.56	\$ 9,983.09	\$ 0.03	\$ 54,124.65
	13	3	\$ 36,784.63	\$ 0.03	2035	\$ 37,888.17	\$ 7,577.63	\$ 45,465.80	\$ 10,282.58	\$ 0.03	\$ 55,748.39
	14	4	\$ 37,888.17	\$ 0.03	2036	\$ 39,024.81	\$ 7,804.96	\$ 46,829.78	\$ 10,591.06	\$ 0.03	\$ 57,420.84
3	TERM 4 - 15	5	\$ 39,024.81	\$ 0.03	2037	\$ 40,195.56	\$ 8,039.11	\$ 48,234.67	\$ 10,908.79	\$ 0.03	\$ 59,143.47
	16	1	\$ 40,195.56	\$ 0.03	2038	\$ 41,401.43	\$ 8,280.29	\$ 49,681.71	\$ 11,236.06	\$ 0.03	\$ 60,917.77
	17	2	\$ 41,401.43	\$ 0.03	2039	\$ 42,643.47	\$ 8,528.69	\$ 51,172.16	\$ 11,573.14	\$ 0.03	\$ 62,745.30
	18	3	\$ 42,643.47	\$ 0.03	2040	\$ 43,922.77	\$ 8,784.55	\$ 52,707.33	\$ 11,920.33	\$ 0.03	\$ 64,627.66
	19	4	\$ 43,922.77	\$ 0.03	2041	\$ 45,240.46	\$ 9,048.09	\$ 54,288.55	\$ 12,277.94	\$ 0.03	\$ 66,566.49
4	TERM 5 - 20	5	\$ 45,240.46	\$ 0.03	2042	\$ 46,597.67	\$ 9,319.53	\$ 55,917.20	\$ 12,646.28	\$ 0.03	\$ 68,563.49
	21	1	\$ 46,597.67	\$ 0.03	2043	\$ 47,995.60	\$ 9,599.12	\$ 57,594.72	\$ 13,025.67	\$ 0.03	\$ 70,620.39
	22	2	\$ 47,995.60	\$ 0.03	2044	\$ 49,435.47	\$ 9,887.09	\$ 59,322.56	\$ 13,416.44	\$ 0.03	\$ 72,739.00
	23	3	\$ 49,435.47	\$ 0.03	2045	\$ 50,918.53	\$ 10,183.71	\$ 61,102.24	\$ 13,818.93	\$ 0.03	\$ 74,921.17
	24	4	\$ 50,918.53	\$ 0.03	2046	\$ 52,446.09	\$ 10,489.22	\$ 62,935.31	\$ 14,233.50	\$ 0.03	\$ 77,168.81
	25	5	\$ 52,446.09	\$ 0.03	2047	\$ 54,019.47	\$ 10,803.89	\$ 64,823.36	\$ 14,660.51	\$ 0.03	\$ 79,483.87

## **PURCHASE CARD POLICY**

**Updated: 11/01/2022 Effective: Retroactive to 01/01/2022**

### **Sections:**

- 1.0 Introduction**
- 2.0 Distribution**
- 3.0 Application**
- 4.0 Authorization and Control**
- 5.0 Approved Uses for Purchase card Purchases**
- 6.0 Disallowed Charges**
- 7.0 Credit Limits**
- 8.0 Receipt of Goods and Services**
- 9.0 Payment of Bills**
- 10.0 Card Security**
- 11.0 Renewal of an Existing Card**
- 12.0 Extended Absence**
- 13.0 Audits & Enforcement**
- 14.0 Resources**

## 1.0 Introduction

The implementation of a purchase card program is recognized by the State of Washington as usual and customary for official government purchases as provided in RCW 43.09.2855.

The Cowlitz 911 Board of Directors recognizes the use of purchase cards is a customary and economical business practice to improve cash management, reduce costs, and increase efficiency and authorized the Executive Director implement a Purchase Card policy through Resolution 2018-012.

Cowlitz 911 Board of Directors also recognizes the use of purchase cards to be an appropriate and useful means of making payment for a variety of types of purchases; some examples may include travel expenses, departmental supplies, subscriptions, on-line purchases and recurring vendor payments (where appropriate). The Executive Director and Finance Admin Specialist shall develop and implement policies, procedures, and accounting controls to ensure the proper use of purchase cards, and payment of purchase card bills. Cowlitz 911 policies, procedures, and accounting controls will conform to the requirements of RCW 42.24.080, 42.24.115, and 43.09.2855, as well as any additional requirements imposed by the Washington State Auditor's office.

## 2.0 Distribution

Purchase cards may be distributed to those officials and employees who, in the opinion of the Executive Director, have job responsibilities which would benefit from or otherwise be facilitated by the use of a purchase card.

### 3.0 Application

Employees to be issued a Cowlitz 911 Purchase card shall apply for a card as follows.

1. Employer completes US Bank Purchase card Application Form and signs Cowlitz 911 Board of Directors Purchase card User Agreement (see Exhibit B).
2. Executive Director approves the application and forwards it along with the signed user agreement to the Purchase card Administrator.
3. The Administrator will process the application with the issuing bank.
4. Card is received and given to the employee to activate and retain, or return to the Administrator for safekeeping until the card is needed by the employee.

# Cowlitz 911

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## 4.0 Authorization & Control

### Issuing Bank

US Bank is the issuer of the Cowlitz 911 purchase cards. They provide an on-line portal in which authorized users may review their purchase card transactions within 2 days after the purchase is made. Purchase card holders will also use this portal to print and reconcile their monthly statements.

### Finance Admin Specialist

The Finance Admin Specialist will be the responsible authority acting as the Purchase card Administrator who will set up and maintain each purchase card account(s) with the banking facility. The Finance Admin Specialist shall be responsible to perform the audit required under RCW 42.24.080.<sup>1</sup>

### Purchase card Administrator

The Purchase card Administrator will be responsible for the overall administration of the procurement card program by reviewing, reporting and coordinating all aspects of the program. This administrator will act as the liaison between US Bank and the individual purchase cardholders.

### Employee (Cardholder)

Before being issued a Cowlitz 911 US Bank VISA Purchase card each employee will be required to sign a Cowlitz 911 Purchase card User Agreement (see Exhibit B) acknowledging that they have read and understand this policy, that they understand violation of the policy will subject them to disciplinary action, and that in the event they make any unauthorized charges they expressly authorize them to deduct the same from any wages or other sums due or to become due to Cowlitz 911.

### State and Local Compliance

The Use of Purchase Cards shall fully comply with all applicable State and Local requirements governing purchase of good and services, specifically including without limitation the Cowlitz 911 adopted Purchasing Policy.

### Annual Control & Disclosure

The Finance Admin Specialist will conduct an annual physical card inventory test to verify all issued cards have been accounted for.

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<sup>1</sup> This statute requires that every purchase card invoice presented to the by an employee for the furnishing of materials, rendering of services or performing labor, or for any other contractual purpose, shall be audited before payment. The invoice shall be submitted to the Purchase card Administrator and allow the Finance Admin Specialist to authenticate and certify that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract, and that the invoice represents a just, due and unpaid obligation against the . No purchase card invoice will be paid without such authentication and certification.

## 5.0 Approved Uses for Purchase Card Purchases

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## Cowlitz 911

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The use of Cowlitz 911 US Bank Visa Purchase cards is a facilitating process for purchases pursuant to Cowlitz 911 Purchasing and Personnel Policies. All purchase card purchases shall only be made for budgeted expenditures authorized by the Board at the time of the purchase (current year budget).

Examples of allowable purchases may include advance payment of airline fares, lodging, registration fees, tuition, conferences, on-line training, internet purchases, specialized office equipment, departmental supplies, subscriptions, on-line purchases and recurring vendor payments (where appropriate). Authorized users may use their card for ~~pre-approved~~ one-time or recurring purchases from vendors. The use of the card for these purchases will be for timeliness and/or online access to goods and services not available through existing purchase policy processes (checks). These purchase cards may be used anywhere that VISA is accepted.

Authorized users may use the purchase card to purchase meals while in travel status. All meals charged must have the original detailed receipt showing what was specifically purchased. Receipts that only have the total paid for the meal are not acceptable. If the receipt does not show the detail ~~of~~ the user will be responsible to reimburse Cowlitz 911 for this purchase.

When considering use of the purchase card:

1. Identify goods and services required to perform job-related task.
2. Determine if purchase is within your purchase card limits.
3. Ensure that the items are not on the disallowed charges list (following page).
4. Obtain pricing and in-stock availability and only order items that are immediately available.
5. Ensure that the vendor immediately authorizes the purchase with VISA and provides you a detailed copy of the purchase card purchase receipt.
6. Retain all receipts, and backup authorizing documents and return to the administrator.

It is required that all purchase card receipts and/or other documents identifying the purchase card expenditures be in complete detail.

Keep in mind that when involved in any aspect of purchasing, you are acting as an agent of Cowlitz 911. Therefore, you are responsible to act in the best interest of the company. Your actions must NOT show, or appear to show, personal favoritism to a vendor at the expense of the company.

## 6.0 Disallowed Charges

- A. Types of Disallowed Charges. The following uses are not authorized purchase card purchases:
- Capital Equipment (unless approved by the Executive Director)
  - Personal Items and Services
  - Cash Advances of any kind
  - Alcoholic Beverages
  - Money Orders/Travelers Checks/Gift Cards
  - Charges made without pre-approval above the limits set in 7.0
- B. Procedure to be used when Disallowed Charges Have Been Incurred.

Any charges against the purchase card that are not properly identified as required by this Policy on the expense voucher/invoice, or not allowed following the audit of the invoice by the administrator, shall be paid by the employee by check, U.S. currency or salary deduction. If, for any reason, disallowed charges are not repaid before the charge card billing is due and payable, Cowlitz 911 has a right to withhold any and all funds payable or to become payable to the employee, in an amount up to the amount of the disallowed charges and interest, at the same rate as charged by the purchase card company.

Any employee who has been issued a charge card by Cowlitz 911 shall not use the card if any disallowed charges are outstanding and shall surrender the card upon demand by the Administrator. Cowlitz 911 shall have unlimited authority, as provided in RCW 42.24.115(3), to revoke the use of any issued charge card, and once notice of this revocation has been delivered to the charge card company, they shall not be liable for any costs.

Any employee with a demonstrated history of charge card defaults may be barred from using any purchase cards by the Executive Director or administrator as appropriate.

### 7.0 Credit Limits

Credit limits are set by Resolution ~~2018-012~~2022-001

If an increase or decrease to these transaction limits is deemed necessary by the Cowlitz 911 Board of Directors, the request must be submitted in writing to the Purchase card Administrator. Please specify within this increase request whether this is a temporary or permanent request.

In addition to limits set in Resolution 2022-001, pre-approval by the Executive Director or designee will be required for purchases above \$500.

There also may be limitations on acceptable merchant category codes (MCC). In other words, some vendors may be disallowed and thus will cause a decline of any attempted purchase with them (allowable or not). If after adhering to the proper guidelines and limits stated above, you feel that your purchase has been mistakenly declined, contact your Purchase card Administrator for assistance.

### **8.0 Receipt of Goods & Services**

The cardholder is responsible for ensuring the receipt of the goods and services as ordered and any follow-up with the vendor to resolve any delivery problems, discrepancies or damaged goods. Should any item(s) need to be returned to the vendor, the cardholder will follow the vendors return policy and also be responsible to ensure that proper credit is posted for said return item(s). In most cases, returns and errors can be resolved directly between the cardholder and the vendor.

If for any reason the cardholder is unable to reach agreement with the vendor, the cardholder must contact US Bank and explain the dispute and the reason behind it. In addition to contacting US Bank, the reporting cardholder will also contact the Purchase card Administrator and apprise them of the situation. We will follow US Bank procedures in relation to the dispute and its process.

### **9.0 Payment of Bills**

Monthly Billing statements will be retrieved via the on-line portal provided. Each cardholder will have submitted appropriate receipts for the total amount of the monthly billing and submit to the Purchase card Administrator or designee following the purchase of any item.

The Purchase card Administrator will be responsible for reconciling the complete combined card statement each month. Cowlitz 911 will not pay interest and/or penalties on any credit card. Cowlitz 911 is responsible for the VISA card payment and liability and it will not affect any cardholder's personal credit in any way.

### **10.0 Card Security**

Your Cowlitz 911 VISA Card should always be treated with great care and should be kept in a secured location. You are the only person authorized to use the card and it should not be lent to another person.

Be sure not to write the purchase card number(s) down in any location and do not allow any vendor to write down your purchase card number.

It is the responsibility of the cardholder to immediately report a lost or stolen purchase card. Cowlitz 911 is liable for all transactions until the card is reported lost or stolen to, and only to, the extent expressly required by law. A cardholder must report a lost or stolen purchase card by phone directly to US Bank Customer Service and also to the Purchase card Administrator. Verbal reports of lost or stolen purchase cards must be followed up in writing to the Purchase card Administrator. A replacement card will be sent within 10 days after report is filed.

### **11.0 Renewal of an Existing Purchase card**

A renewal purchase card will be sent automatically to the Purchase card Administrator by the issuing bank approximately 30 days prior to the expiration date of the card. This renewed card will in turn be forwarded to the cardholder.

### **12.0 Extended Absence**

If you will be absent from Cowlitz 911 for an extended period, please seek assistance from the Purchase card Administrator to determine the best options to cover your procurement responsibilities.

### 13.0 Audits & Enforcement

To ensure the continued success of the Purchase card Program, as well as adherence to the policies as outlined, all individual purchase card accounts will be open to internal audit requirements.

Statement Reconciliations not received by due date or without complete receipt detail – Your purchase card limits may be set to ZERO until reconciliation is received. For continual offenders, your purchase card may be cancelled at the discretion of the Executive Director. See *also*, Section 6 on Disallowed Charges.

Personal Use – Personal use of a purchase card will NOT be tolerated and will result in:

- Disciplinary measures that may include termination and/or legal action
- Permanent revocation of the card
- Direct payroll deductions for any unauthorized or personal charges made on the purchase card

Termination – You must return your purchase card to the Purchase card Administrator when you leave/terminate your employment with Cowlitz 911.

## 14.0 Resources

### Who to Call

#### Cowlitz 911

Executive Director – John Diamond

Phone: 360-577-3078

Email: diamondJ@Cowlitz911.org

Purchase Card Administrator / Finance

Admin Specialist

Phone: 360-577-3179

Email: YoungR@cowlitz911.org

*\*\* Cardholders needing further Access Online support should contact their Program Administrator \*\**

Agreement - see Exhibit B

Purchase card User Agreement – Exhibit B

**COWLITZ 911 PURCHASE CARD USER AGREEMENT**

*Your signature below verifies that you have read and understand Cowlitz 911  
Purchase card Program guidelines listed below and agree to comply with them.*

1. I understand Cowlitz 911 Purchase card is intended to facilitate the purchase of business-related goods and services for the conduct of business and is not for my personal use.
2. I understand that my card may be revoked at any time based on change of assignment or location and that use of this card is not an entitlement nor reflective of title or position.
3. I understand that if I am issued a card with my name specifically, I am the only person authorized to use the card and I am responsible for all charges made against the card.
4. I understand that improper use of the card can be considered misappropriation of funds, which may result in disciplinary action, up to and including termination.
5. I understand that all charges are billed directly to and paid directly by Cowlitz 911 and any personal charges on the card could be considered misappropriation of funds since VISA/US Bank cannot accept any payment from me directly.
6. I understand that I will be required to provide detailed receipts, to reconcile monthly statements and to comply with internal control procedures designed to protect the assets. This may include being asked to produce the purchase card to verify its existence and providing assistance in an audit review of its use.
7. I understand that I am responsible for resolving any discrepancies that may occur by contacting the vendor and/or US Bank directly.
8. I will safeguard use of the issued purchase card and use appropriate security whenever and wherever I use the card. If my card is lost or stolen, I agree to immediately notify VISA as well as the Purchase card Administrator.
9. I understand that the VISA card is the property of Cowlitz 911 and it must be surrendered upon termination of employment or demand of surrender by the Purchase card Administrator and/or the Executive Director. At that point, no further use of the account will be authorized.

I hereby acknowledge receipt of the Purchase card (ending in last 4 digits) \_\_\_\_\_

As a Corporate Cardholder, I agree to comply with the terms and conditions of the agreement, including Cowlitz 911 Purchase card Program.

**I HAVE READ AND UNDERSTAND THE ABOVE CONDITIONS.**

Card Holder: \_\_\_\_\_

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

Signature: \_\_\_\_\_

## Cowlitz 911

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Cowlitz 911 Board of Directors

\_\_\_\_\_  
Chair of the Board, Brad Thurman

ATTEST:

\_\_\_\_\_  
Clerk of the Board, Rachael Young

1. PURPOSE

Cowlitz 911 recognizes an organization can only be as effective as its people are. It shall be the policy of Cowlitz 911 to establish a mechanism for recognizing employees, who have distinguished themselves through specific acts or accomplishments that demonstrate quality, productivity, or innovation. recognize exemplary performance, education, longevity, retirement, new hires, and related career milestones.

2. DEFINITION

Employee Recognition: For purposes of this policy, employee recognition means any award, token of appreciation, prize, meal, entertainment, or event that is intended specifically to promote good will, foster a sense of pride in affiliation with the authority, promote safety, productivity, reliability, efficiency, dedication, and commitment to the community.

3. POLICY

- a. The Authority may expend funds for the purpose of employee recognition within budgetary restrictions.
- b. The expenditure of funds for a token of appreciation, prize plaque, award or similar item is limited to no more than \$125 total per employee.
- c. The expenditure of funds for recognition of longevity of employment and/or retirement shall be limited to the amount in 3b plus \$2 for every year of service. This limit does not include sales tax, shipping and handling, and engraving charges. Longevity awards may be given out starting on the employee's 5th anniversary and every 5 years following.
- d. In no event shall the total of all awards or tokens of appreciation received by an employee exceed the non-taxable limit as set by the Internal Revenue Service
- e. The expenditure of funds for meals related to an employee recognition event must be authorized by the Executive Director. Employee recognition events may include but are not limited to Telecommunicator's week, Thanksgiving, and Christmas
- f. New Hires may receive a welcome kit and an item of choice up to \$70 This limit does not include sales tax, shipping and handling, and engraving charges.

Cowlitz 911 Board of Directors

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Chair of the Board, Brad Thurman

Attest:

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Clerk of the Board, Rachael Young

**MEMORANDUM OF UNDERSTANDING**  
**RETENTION BONUS ADDITION**

Between  
Cowlitz 911 Public Authority  
and  
Cowlitz 911 Emergency Services Association

This Memorandum of Understanding (MOU) sets for the terms and understanding between the Cowlitz 911 Public Authority and the Cowlitz 911 Emergency Services Association to provide clear language as it applies to the allowance of who may receive the retention bonus.

**Current Language:**

**RETENTION BONUS PAY**

Any dispatchers employed as of January 1, 2022, of this contract will receive a retention bonus on the first paycheck in December 2022 if they are still employed full-time as of 11/25/2022.

This will be a one-time retention bonus to show appreciation for the dedication of our current dispatchers.

The bonus will be calculated by the total amount of seventy-five thousand dollars (\$75,000) divided evenly among the dispatchers still employed as of 11/25/2022.

Only CESA bargaining group members employed on the date the 2022-2024 CESA Labor Agreement is ratified by both parties are eligible for any and all retroactive pay as outlined in this agreement.

**Proposed Change:**

Any dispatchers employed as of January 1, 2022, of this contract will receive a retention bonus on the first paycheck in December 2022 if they are still employed full-time as of 11/25/2022, with the addition of Tracy Mosier who retired on September 30<sup>th</sup>, 2022, and will be considered eligible to receive the retention bonus.

This will be a one-time retention bonus to show appreciation for the dedication of our current dispatchers.

The bonus will be calculated by the total amount of seventy-five thousand dollars (\$75,000) divided evenly among the dispatchers still employed as of 11/25/2022, with the addition of Tracy Mosier.

Only CESA bargaining group members employed on the date the 2022-2024 CESA Labor Agreement is ratified by both parties are eligible for any and all retroactive pay as outlined in this agreement.

**COWLITZ 911 EMERGENCY SERVICES ASSOCIATION**

**COWLITZ 911 PUBLIC AUTHORITY**

\_\_\_\_\_  
Robert Schaefer, Guild President

\_\_\_\_\_  
Brad Thurman, Chairperson

\_\_\_\_\_  
Anna Laudenschlager, Guild Vice President

\_\_\_\_\_  
Dennis Weber, Vice-Chair

\_\_\_\_\_  
John Diamond, Executive Director

ATTEST:

\_\_\_\_\_  
Rachael Young, Clerk of the Board

**MEMORANDUM OF UNDERSTANDING**  
**New Hire Sick Bank**

Between  
Cowlitz 911 Public Authority  
and  
Cowlitz 911 Emergency Services Association

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the Cowlitz 911 Public Authority and the Cowlitz 911 Emergency Services Association to provide language to apply to new hires and their sick banks.

Current Language:

**15.2 Sick Leave Accrual Rates.**

**15.2.1 Sick Leave Accrual.** Eligible employees accrue sick leave at the rate of four (4) hours per pay period (a total of eight (8) hours for each continuous month of completed service).

Proposed Change:

**15.2 Sick Leave Accrual Rates.**

**15.2.1a Sick Leave Accrual for New Hires.**

In lieu of the accrual rate set forth in Section 15.2.1, new hires will receive a sick leave bank of 48 (forty-eight) hours upon hire. Upon starting their seventh month of service new hires will accrue sick leave as provided in Section 15.2.1.

**COWLITZ 911 EMERGENCY  
SERVICES ASSOCIATION**

**COWLITZ 911 PUBLIC AUTHORITY**

\_\_\_\_\_  
Robert Schaefer, Guild President

\_\_\_\_\_  
Brad Thurman, Board Chair

\_\_\_\_\_  
Anna Laudenschlager, Guild Vice President

\_\_\_\_\_  
John Diamond, Executive Director

ATTEST:

\_\_\_\_\_  
Rachael Young, Clerk of the Board

A	B	C	D	E	F	G	H	I	O	Q	R
	OPERATIONS REVENUE							2022 Budgeted	2023 Budgeted	2022/2023 Budgeted Difference	% Change
1											
2	308 80 00 001 BEGINNING FUND BALANCE (OPS)							\$ 872,143.00	\$ 692,611.85	\$ (179,531)	-20.59%
3	308 80 00 011 BEGINNING FUND BALANCE (OPS- RESERVE)							\$ 81,000.00	\$ 81,000.00	\$ -	0.00%
4	337 00 00 011 WIRELINE - ENHANCED 911							\$ 90,637.51	\$ 84,212.48	\$ (6,425)	-7.09%
6	337 00 00 021 WIRELESS - ENHANCED 911							\$ 719,177.96	\$ 756,806.61	\$ 37,629	5.23%
8	337 00 00 031 PREPAID - ENHANCED 911							\$ 164,420.64	\$ 172,829.27	\$ 8,409	5.11%
10	337 00 00 041 VOIP - ENHANCED 911							\$ 123,655.57	\$ 127,166.78	\$ 3,511	2.84%
12	330 TAXES							\$ 1,097,891.68	\$ 1,141,015.14	\$ 43,123	3.93%
13	334 01 80 000 WA STATE MILITARY DEPT E911 CPD & EQUIPMENT CONTRACT							\$ 39,000.00	\$ 37,048.00	\$ (1,952)	-5.01%
16	342 80 10 100 USER FEES - LONGVIEW FIRE DEPT		\$ 53,568	\$ 53,724	\$ 53,724	\$ 53,724		\$ 213,358.20	\$ 214,741.53	\$ 1,383	0.65%
17	342 80 10 101 USER FEES - COWLITZ COUNTY SHERIFF		\$ 138,257	\$ 138,660	\$ 138,660	\$ 138,660		\$ 550,666.55	\$ 554,236.86	\$ 3,570	0.65%
18	342 80 10 102 USER FEES - WOODLAND FIRE DIST 1		\$ 4,592	\$ 4,605	\$ 4,605	\$ 4,605		\$ 18,287.96	\$ 18,406.53	\$ 119	0.65%
19	342 80 10 103 USER FEES - COWLITZ 2 FIRE & RESCUE		\$ 53,568	\$ 53,724	\$ 53,724	\$ 53,724		\$ 213,358.20	\$ 214,741.53	\$ 1,383	0.65%
20	342 80 10 104 USER FEES - TOUTLE FIRE DIST 3		\$ 4,592	\$ 4,605	\$ 4,605	\$ 4,605		\$ 18,287.96	\$ 18,406.53	\$ 119	0.65%
21	342 80 10 105 USER FEES - KALAMA FIRE DIST 5		\$ 11,734	\$ 11,768	\$ 11,768	\$ 11,768		\$ 46,735.79	\$ 47,038.81	\$ 303	0.65%
22	342 80 10 106 USER FEES - CASTLE ROCK FIRE DIST 6		\$ 15,815	\$ 15,861	\$ 15,861	\$ 15,861		\$ 62,990.96	\$ 63,399.37	\$ 408	0.65%
23	342 80 10 107 USER FEES - KELSO POLICE		\$ 49,997	\$ 50,143	\$ 50,143	\$ 50,143		\$ 199,133.77	\$ 200,424.87	\$ 1,291	0.65%
24	342 80 10 108 USER FEES - KALAMA POLICE		\$ 10,203	\$ 10,233	\$ 10,233	\$ 10,233		\$ 40,639.46	\$ 40,902.95	\$ 263	0.65%
25	342 80 10 109 USER FEES - CASTLE ROCK POLICE		\$ 13,775	\$ 13,815	\$ 13,815	\$ 13,815		\$ 54,863.89	\$ 55,219.61	\$ 356	0.65%
26	342 80 10 110 USER FEES - WOODLAND POLICE		\$ 27,549	\$ 27,630	\$ 27,630	\$ 27,630		\$ 109,726.75	\$ 110,438.18	\$ 711	0.65%
27	342 80 10 111 USER FEES - LONGVIEW POLICE		\$ 126,523	\$ 126,892	\$ 126,892	\$ 126,892		\$ 503,930.76	\$ 507,198.05	\$ 3,267	0.65%
28	342 80 10 113 AMR ADMIN SERVICE FEE							\$ 4,298.33	\$ 4,550.53	\$ 252	5.87%
30	342 80 10 114 USER FEES - AMR							\$ 136,576.17	\$ 162,087.92	\$ 25,512	18.68%
32	342 80 10 115 USER FEES - CORONER							\$ 3,293.38	\$ 3,268.09	\$ (25)	-0.77%
34	340 CONTRACTS							\$ 2,215,148.15	\$ 2,252,109.38	\$ 36,961	1.67%
35	361 10 00 001 INTEREST EARNED ON INVESTMENT (OPS)							\$ 211.49	\$ 1,000.00	\$ 789	372.84%
36	361 40 00 001 LOCAL SALES INTEREST-DOR E911 TAXES							\$ 686.59	\$ 638.00	\$ (49)	-7.08%
37	369 90 10 000 MISC REVENUE							\$ -	\$ -	\$ -	#DIV/0!
38	360 INTEREST							\$ 898.08	\$ 1,638.00	\$ 740	82.39%
39	397 50 00 001 TRANSFER IN (OPS)							\$ 1,976,014.49	\$ 2,600,000.00	\$ 623,986	31.58%
41	397 TRANSFERS IN							\$ 1,976,014.49	\$ 2,600,000.00	\$ 623,986	31.58%
42	TOTAL OPERATIONS REVENUES:							\$ 6,243,095.40	\$ 6,768,374.37	\$ 525,279	8.41%
43										\$ -	

A	B	C	D	E	F	G	H	I	O	Q	R
44	OPERATIONS EXPENDITURES							2022 Budgeted	2023 Budgeted	Difference	% Change
45	528 10 10 100 SALARIES & WAGES							\$ 2,151,270.76	\$ 2,355,365.76	\$ 204,095	9.49%
105	528 10 10 101 HOLIDAYS							\$ 113,627.83	\$ 94,387.95	\$ (19,240)	-16.93%
106	10 holidays a year *26 dispatchers *8 hours per holiday *top step for dispatch + 10 holidays *12 hours a shift *8 working the holiday*top step * .5 above their regular salary									\$ -	#DIV/0!
107	528 10 10 102 OVERTIME							\$ 127,831.31	\$ 198,479.28	\$ 70,648	55.27%
108	Scheduled OT: 8 hours * 12 months* 23 dispatchers*step 6 hourly rate *1.5 Unscheduled OT: 40 hours per month*step 6 hourly rate *1.5*4 vacancies* 12 months									\$ -	#DIV/0!
109	528 10 10 104 TRAINING PAY							\$ 17,679.66	\$ 23,919.54	\$ 6,240	35.29%
110	(2 DISPATCHERS IN TRAINING *173.33 HOURS/MO @ \$3/ HR FOR 8 months + 3 DISPATCHERS IN TRAINING *173.33 HOURS/MO @ \$3/ HR FOR 10 months (difference is an increase in training pay)									\$ -	#DIV/0!
111	528 10 10 105 DIFFERENTIAL SWING							\$ 5,824.00	\$ -	\$ (5,824)	-100.00%
112	NOT PAID IN THE NEW CONTRACT									\$ -	#DIV/0!
113	528 10 10 106 DIFFERENTIAL GRAVEYARD							\$ 8,736.00	\$ -	\$ (8,736)	-100.00%
114	NOT PAID IN THE NEW CONTRACT									\$ -	#DIV/0!
115	528 10 10 107 DIFFERENTIAL SWING - OT							\$ 1,747.20	\$ -	\$ (1,747)	-100.00%
116	NOT PAID IN THE NEW CONTRACT									\$ -	#DIV/0!
117	528 10 10 108 DIFFERENTIAL GRAVEYARD - OT							\$ 2,620.80	\$ -	\$ (2,621)	-100.00%
118	NOT PAID IN THE NEW CONTRACT									\$ -	#DIV/0!
119	528 10 10 109 CALL PAY							\$ 330.00	\$ 330.00	\$ -	
120	528 10 10 110 DISPATCHER IN CHARGE								\$ 4,094.40	\$ 4,094	0.00%
121	DIC for \$2/Hour based on the cost for August and October										
122	TOTAL SALARIES AND WAGES							\$ 2,429,667.57	\$ 2,676,576.94		10.16%
123	528 10 20 200 MEDICAL INSURANCE							\$ 651,000.00	\$ 693,600.00	\$ 42,600	6.54%
124	\$1,700/mo * 34 employees (26 dispatch and 8 admin staff *12 months per employee) Changes: 2022 budget was for 1650 for 35									\$ -	#DIV/0!
125	528 10 20 201 SOCIAL SECURITY/MEDICARE							\$ 190,145.82	\$ 208,075.81	\$ 17,930	9.43%
126	Total salaries + severance *7.65%/ Increase in wages from negotiations and then an estimated 5% increase based on contract language									\$ -	#DIV/0!
127	528 10 20 202 RETIREMENT							\$ 254,770.55	\$ 278,096.34	\$ 23,326	9.16%
128	Total Salaries *10.39% changes: increase in total salaries, increase in retirement from 10.25% in 2022									\$ -	#DIV/0!
129	528 10 20 203 UNEMPLOYMENT COMPENSATION							\$ 6,000.00	\$ 8,156.93	\$ 2,157	35.95%
130	Unemployment Insurance Quarterly fee: based on 2022 quarterly fees									\$ -	#DIV/0!
131	528 10 20 204 INDUSTRIAL ACCIDENT CLAIMS							\$ 7,000.00	\$ 7,606.39	\$ 606	8.66%
132	L&I Quarterly Fees: based on 2022 quarterly fees									\$ -	#DIV/0!
133	528 10 20 205 SEVERANCE PAY							\$ 55,898.76	\$ 43,368.29	\$ (12,530)	-22.42%
134	Based on Projected Retirements for 2023+ assuming 50% turnover for Trainees for 2 trainees after 5 months of service									\$ -	#DIV/0!
135	528 10 30 300 OFFICE SUPPLIES/CLEANING MATERIALS							\$ 16,858.00	\$ 35,658.00	\$ 18,800	111.52%
136				2022	2023					\$ -	
137	Paper, pens, toner, labels, envelopes, binders, cd's, etc.			\$ 6,000.00	\$ 6,000.00					\$ -	#DIV/0!
138	Headsets (\$250.00 * 30)			\$ 7,500.00	\$ 7,500.00					\$ -	
139	Purified Water Service			\$ 960.00	\$ 960.00					\$ -	
140	air filters			\$ 398.00	\$ 398.00					\$ -	#DIV/0!
141	Replacement of office chairs			\$ 2,000.00	\$ 2,800.00					\$ -	
142	Other supplies (Toilet paper, paper towels, etc)				\$ 6,000.00					\$ -	#DIV/0!
143	Facility consumables (cleaners Etc)				\$ 12,000.00					\$ -	
144	528 10 30 301 TRAINING MATERIALS							\$ 10,344.00	\$ 10,211.05	\$ (133)	-1.29%
145				2022	2023					\$ -	
146	Public Ed Materials (reimbursed CPD by State 911)			\$ 5,000.00	\$ 5,000.00					\$ -	#DIV/0!
147	Expectations Software Maint/Svc Warranty--Annual Renewal (not using for 2023)			\$ 232.00	\$ -					\$ -	#DIV/0!
148	Power DMS Suite SAS (11/1/22-10/31/23) + EDQ Manual (50)- cost for 2022 was actually 4962.90			\$ 4,962.90	\$ 5,211.05					\$ -	#DIV/0!
149	528 10 30 302 EMPLOYEE APPRECIATION							\$ 3,620.00	\$ 4,687.50	\$ 1,068	29.49%
150				2022	2023					\$ -	
151	Tele Week Supplies			\$ 2,500.00	\$ 2,500.00					\$ -	#DIV/0!
152	Recognition Gifts			\$ 280.00	\$ 2,187.50					\$ -	#DIV/0!
153	528 10 30 303 SMALL TOOLS AND MINOR EQUIPMENT								\$ 24,000.00	\$ 24,000	
154				2022	2023					\$ -	#DIV/0!
155	Tools for Facility Manager				\$ 12,000.00					\$ -	#DIV/0!
156	Computer Hardware				\$ 12,000.00					\$ -	#DIV/0!
157	528 10 30 304 FUEL/GAS FACILITY								\$ 6,800.00	\$ 6,800	
158				2022	2023					\$ -	
159	Generator Fuel				\$ 4,000.00					\$ -	#DIV/0!
160	Gas				\$ 2,400.00					\$ -	
161	Oil for Truck				\$ 400.00					\$ -	
162	528 10 40 400 PROFESSIONAL & CONTRACTED SERVICES							\$ 338,372.94	\$ 230,605.02	\$ (107,768)	-31.85%
163				2022	2023					\$ -	
164	CRESA contract for CAD administration and maintenance- No longer use Intergraph so we no longer need CRESA			\$ 60,000.00	\$ -					\$ -	
165	Psych Eval on applicants (10 @ \$385/ (2023: 10 @ 385)			\$ 3,850.00	\$ 3,850.00					\$ -	
166	Lower Columbia OCC Health applicants (10 @ \$91/ (2023: 10*77)			\$ 770.00	\$ 770.00					\$ -	

	A	B	C	D	E	F	G	H	I	O	Q	R
167		Public Safety Testing - Employment Testing/Screening Service (250/qtr)			\$ 1,056.00	\$ 1,000.00					\$ -	
168		Language Line (State will reimburse up to \$800.00)			\$ 720.00	\$ 1,035.00					\$ -	
169		Guardian Tracking System SAS- No longer Using for 2023			\$ 1,297.80	\$ -					\$ -	
170		Waste Connections: Document Destruction (Shredding) \$10.05 (2023: 10.05*12)			\$ 120.60	\$ 120.60					\$ -	
171		Business License			\$ 12.83	\$ 10.25					\$ -	
172		CAD Administrator : Stoddard (Reliable Solutions)			\$ 24,000.00	\$ 24,000.00					\$ -	
173		Landscaping- moved to capital outlays according to BARS manual			<del>\$ 10,000.00</del>	<del>\$ -</del>					\$ -	
174		Janitorial - Caberri annual quote 70200- ABM- \$41979.84 - Up to Par (54660), 44998.56 (state contract)- Have a facility Manager now			<del>\$ 44,998.56</del>	<del>\$ -</del>					\$ -	

	A	B	C	D	E	F	G	H	I	O	Q	R
175		<del>Critical- Biddle Consulting Group- moved to software maintenance</del>			<del>\$ 2,995.00</del>	<del>\$ 2,995.00</del>					\$ -	
176		Managed IT Services- see more power technology detail tab			\$ 179,484.72	\$ 179,484.72						
177		Misc Professional Service Contracts				\$ 5,000.00						
178		CCS- console cleaning services- added from Tech and soft Main				\$ 3,000.00						
179		Next Request- Public Records System- 3 % increase			\$ 9,067.43	\$ 9,339.45						
180	528	10 40 401 LEGAL							\$ 88,000.00	\$ 82,000.00	\$ (6,000)	-6.82%
181					2022	2023					\$ -	
182		Randolph Law Firm: 200/hr * 200hrs /year			\$ 40,000.00	\$ 30,000.00					\$ -	
183		Summit Law Firm			\$ 48,000.00	\$ 12,000.00					\$ -	
184		Other Legal				\$ 40,000.00						
185	528	10 40 402 INTERGOVERNMENTAL PROFESSIONAL SERVICES							\$ 59,700.00	\$ 59,775.00	\$ 75	0.13%
186					2022	2023					\$ -	
187		District 2 no escalator			\$ 45,000.00	\$ 45,000.00					\$ -	
188		Kelso PD Fingerprints				\$ 50.00					\$ -	
189		WA Dept of Retirement- OASI Admin Fee Annual				\$ 25.00					\$ -	
190		Treasurer's Fee			\$ 2,400.00	\$ 1,200.00					\$ -	
191		GIS Mapping (100% Reimbursed by State E911 CPD Contract)			\$ 13,500.00	\$ 13,500.00					\$ -	
192	528	10 40 403 POSTAGE							\$ 720.00	\$ 600.00	\$ (120)	-16.67%
193					2022	2023					\$ -	
194		Postage at \$50/ MO no postage machine for now			\$ 720.00	\$ 600.00					\$ -	
195	528	10 40 404 TELEPHONE							\$ 44,601.44	\$ 47,300.44	\$ 2,699	6.05%
196					2022	2023					\$ -	
197		Purchasing Dept- County Centrex/ Assuming we have backup site phones and at the average cost of our Purchasing cost			\$ 1,440.00	\$ 2,064.00					\$ -	
198		CenturyLink/ Lumen :									\$ -	
199		T21-9040 St. John's Ring-down : 994B \$52.57			\$ 1,200.00	\$ 1,200.00					\$ -	
200		T61-0972 WSP Ring-down: 994B \$52.48			\$ 1,200.00	\$ 1,200.00					\$ -	
201		423-7510 Backup Site-County Admin-Meas. Svce. 556B			\$ 6,360.00	\$ 7,100.00					\$ -	
202		423-1249 Outside By-pass Lines (Incl. Long Distance): 994B \$279.91			\$ 3,300.00	\$ 3,300.00					\$ -	
203		577-1213 Hearing Impaired TDD: 994B \$93.66			\$ 1,200.00	\$ 1,200.00					\$ -	
204		T81-1677 KPD ringdown: 994B \$52.48			\$ 1,200.00	\$ 1,200.00					\$ -	
205		Comcast Business: \$247.63			\$ 2,784.00	\$ 2,971.56					\$ -	
206		Comcast Business \$25.59			\$ 308.00	\$ 308.00					\$ -	
207		CRESA: - 1/2 share of Ring Down Line			\$ 1,200.00	\$ 1,200.00					\$ -	
208		Mobile Phones - 9 Dept. Cell Phones			\$ 4,452.00	\$ 8,059.44					\$ -	
211		WSP -ACCESS Fees			\$ 6,000.00	\$ 4,800.00					\$ -	
212		Phone and network subscriptions- see More Power detail breakdown (3-14 and 16)			\$ 13,957.44	\$ 12,697.44					\$ -	
213	528	10 40 405 MEALS							\$ 2,500.00	\$ 5,700.00	\$ 3,200	128.00%
214	528	10 40 406 MILEAGE/GAS							\$ 3,400.00	\$ 3,400.00	\$ -	0.00%
215	528	10 40 407 PARKING TAXI SHUTTLE BAGGAGE							\$ 100.00	\$ 240.00	\$ 140	140.00%
216	528	10 40 408 TUITION & REGISTRATION							\$ 15,000.00	\$ 16,000.00	\$ 1,000	6.67%

	A	B	C	D	E	F	G	H	I	O	Q	R
217	528	10 40 409 AIRFARE							\$ 1,000.00	\$ 3,880.00	\$ 2,880	288.00%
218	528	10 40 410 CAR RENTAL							\$ 1,000.00	\$ 1,000.00	\$ -	0.00%
219	528	10 40 411 ADVERTISING							\$ 6,250.00	\$ 6,250.00	\$ -	0.00%
220					2022	2023					\$ -	
221		Daily News: 911 Job Ads			\$ 2,000.00	\$ 2,000.00					\$ -	
222		RFP, radio upgrades, repairs, maintenance contracts, facility equipment			\$ 2,000.00	\$ 2,000.00					\$ -	
223		RFQ			\$ 2,000.00	\$ 2,000.00					\$ -	
224		misc other			\$ 250.00	\$ 250.00					\$ -	
225	591	28 70 003 COPIER RENT (PRINCIPAL)							\$ 1,812.00	\$ 1,668.00	\$ (144)	-7.95%
226					2022	2023					\$ -	
227		TOSHIBA copier lease (139/mo without tax)			\$ 1,440.00	\$ 1,668.00					\$ -	
228	528	10 40 413 INSURANCE/PREMIUMS (WCIA)							\$ 41,225.00	\$ 56,850.00	\$ 15,625	37.90%
229					2022	2023					\$ -	
230		Insurance (Per WCIA assessment notice) premium (estimate from WCIA)			\$ 30,425.00	\$ 45,634.00					\$ -	
231		State Farm Fidelity Bond			\$ 90.00	\$ 90.00					\$ -	
232		Property Insurance for new Facility			\$ 10,710.00	\$ 10,710.00					\$ -	
233		Auto Insurance for new truck			\$ 416.00	\$ 416.00					\$ -	
234	528	10 40 414 TECHNOLOGY & SOFTWARE MAINTENANCE							\$ 116,242.65	\$ 149,520.01	\$ 33,277	28.63%
235					2022	2023					\$ -	
236		Spillman			\$ 66,638.00	\$ 66,638.00					\$ -	
237		Smarsh			\$ 2,312.00	\$ 2,840.50					\$ -	
238		SpringBrook			\$ 14,380.00	\$ 8,610.44					\$ -	
239		Intime Annual Fee			\$ 4,500.00	\$ 4,669.92					\$ -	
240		TrakStar Annual Fee			\$ 3,420.00	\$ 4,549.51					\$ -	
241		Critical- Biddle Consulting Group				\$ 2,995.00					\$ -	
242		ProQA Maintenance (6/27/22-6/26/23)			\$ 8,100.00	\$ 8,309.69					\$ -	
243		Rapid Web Services SSL				\$ 350.00					\$ -	
244		ESRI				\$ 1,000.00					\$ -	
245		PageGate Priority Support Renewal --Annual Maintenance			\$ 427.00	\$ 395.00					\$ -	
246		DUO				\$ 1,200.00					\$ -	
247		Lucid Chart				\$ 150.00					\$ -	
248		Server Licenses				\$ 5,000.00					\$ -	
249		DRI Crucial				\$ 289.89					\$ -	
250		Arin				\$ 600.00					\$ -	
251		Companion Link				\$ 100.00					\$ -	
252		Sentinal 1				\$ 4,000.00					\$ -	
253		Clever Bridge Data recovery				\$ 81.04					\$ -	
254		Twilio				\$ 3,600.00					\$ -	
255		Misc. Unanticipated Maintenance/Repairs			\$ 5,000.00	\$ 12,000.00					\$ -	
256		CDWG 3 YR warranty Prem Sup				\$ 206.75					\$ -	
257		KNOWBE4				\$ 4,633.73					\$ -	
258		drop box			\$ -	\$ 1,548.11					\$ -	
259		CCS- console cleaning services (moved to professional services)			\$ 2,400.00						\$ -	
260		Office 365			\$ -	\$ 11,198.44					\$ -	
261		Cloud Server Back Up			\$ -	\$ 382.33					\$ -	
262		Business Email monthly Subscription			\$ -	\$ 2,474.47					\$ -	
263		Zoom (meeting platform)			\$ 300.00	\$ 421.31					\$ -	
264		Adobe (Harvill, Young, Turrentine)			\$ -	\$ 583.35					\$ -	
265		GoDaddy (business website)				\$ 155.53					\$ -	
266		Doodle (meetings software)			\$ 360.00	\$ 537.00					\$ -	
267	528	10 40 415 MEMBERSHIPS DUES and SUBSCRIPTIONS							\$ 5,202.00	\$ 5,269.26	\$ 67	1.29%
268		Some items paid out of this were moved for 2023 into the tech and software maintenance category			2022	2023					\$ -	
269		APCO Membership (Group)			\$ 1,642.00	\$ 1,691.26					\$ -	
270		CWCOG			\$ 600.00	\$ 593.00					\$ -	
271		SHRM			\$ 210.00	\$ 210.00					\$ -	
272		APA				\$ 275.00					\$ -	
273		GFOA				\$ 125.00					\$ -	
274		Amazon			\$ 120.00	\$ 150.00					\$ -	
275		mrsc			\$ 135.00	\$ 135.00					\$ -	
276		WMCA/ IIMC			\$ 285.00	\$ 215.00					\$ -	
277		NENA Membership			\$ 1,550.00	\$ 1,550.00					\$ -	
278		Wa Assn of Counties				\$ 75.00					\$ -	
279		Safe Kids				\$ 100.00					\$ -	
280		WFOA				\$ 75.00					\$ -	
281		ACCIS				\$ 75.00					\$ -	
282	528	10 40 430 COPIER RENT (TAX)								\$ 144.00		
283	528	10 40 416 LANDLORD TENANT (short term lease)							\$ 93,488.50	\$ 98,785.73	\$ 5,297	5.67%
284					2022	2023					\$ -	
285		2 quarters of rent to the county for use of comm center space includes I.T. supports, Janitorial services, and Rent			\$ 82,687.50	\$ 75,969.13					\$ -	
286		City of Longview 12 Mos @ 981.30/mo+ 1 annual cost for the space that we built on			\$ 10,801.00	\$ 11,776.60					\$ -	
287		More Power Storage Lease (920/mo)				\$ 11,040.00					\$ -	
288	528	10 40 417 COMPUTERS (SOFTWARE)							\$ 5,000.00	\$ 5,000.00	\$ -	0.00%
289	528	10 40 418 MISC/OTHER							\$ 200.00	\$ 1,200.00	\$ 1,000	500.00%
290	528	10 40 419 BOARD/ EMPLOYEE APPRECIATION MEALS							\$ 1,400.00	\$ 4,000.00	\$ 2,600	185.71%
291		Increase to cover the cost for Thanksgiving, christmas meals for dispatch									\$ -	
292	528	10 40 420 PHOTOCOPIES							\$ 1,000.00	\$ 1,600.00	\$ 600	60.00%
293	528	10 40 425 LODGING							\$ 2,500.00	\$ 13,584.79	\$ 11,085	443.39%

	A	B	C	D	E	F	G	H	I	O	Q	R
294	528	10 40 426 WASHINGTON STATE AUDITOR (every other year)							\$ 20,000.00	\$ -	\$ (20,000)	-100.00%
295	528	10 40 427 REPAIRS AND MAINTENANCE							\$ 100,249.07	\$ 100,249.07	\$ -	0.00%
296		current costs: Gas for mowing- Lowes- and other tools/ keys for Fac. Man (moved to other categories)			2022	2023					\$ -	
297		Utilities(water, sewer, garbage)			\$ 24,000.00	\$ 24,000.00					\$ -	
298		PUD- based on estimate from PUD from LFD			\$ 60,000.00	\$ 60,000.00					\$ -	
299		Property Taxes (govt agency does not pay property tax but we do need to pay other fees)			\$ 4,149.47	\$ 4,149.47					\$ -	
300		diking assessment from CDID #1; Noxious Weed and Mosquito Control districts; CDID #1 collected \$0.46 per \$1000 of value, mosquito had a base rate of \$4.65 per parcel, and noxious weed had a base rate of \$4.82 per parcel.									\$ -	
301		Entek Hvac- 8000 Generator- cummins-3180			\$ 12,099.60	\$ 12,099.60					\$ -	
302	528	10 40 428 IGN/ISP- may change depending on the ILA							\$ 67,000.00	\$ 67,000.00	\$ -	0.00%
303		if we do a 20 year contract it will go down to 800/month with a 3% escalator- and it is 70K to set up for the the ISP fiber connectivity,IGN fees will be approximately 1800/month									\$ -	
304	528	10 40 429 MOVING EXPENSES- 1 time expense for 2022										
305	594	28 60 001 CAPITAL OUTLAYS								\$ 46,000.00		
306		Fencing							\$ 40,000.00			
307		Landscaping							\$ 6,000.00			
308	597	02 00 001 TRANSFER OUT TO CUSTODIAL FOR CREDIT CARD FEES- 1 time transfer										
309	597	40 00 001 TRANSFER OUT TO RADIO RESERVE EXPENDITURES							\$ 454,403.00	\$ 454,403.00	\$ -	0.00%
310	597	41 00 001 TRANSFER OUT (RADIO RESERVE)							\$ 340,000.00	\$ 340,000.00	\$ -	0.00%
311	597	30 00 001 TRANSFER OUT RADIO OPERATIONS							\$ 181,347.00	\$ 207,000.00	\$ 25,653	14.15%
312		<b>528 OPERATING EXPENDITURES</b>							\$ 5,617,018.31	\$ 6,005,861.58	\$ 342,699	6.92%
313												#DIV/0!
314	588	10 00 001 Prior Period(s) Adjustments							\$ -	\$ -	\$ -	#DIV/0!
315		<b>588 PRIOR PERIOD ADJUSTMENTS</b>							\$ -	\$ -	\$ -	#DIV/0!
316												#DIV/0!
317	589	90 20 000 PAYROLL CLEARING							\$ -	\$ -	\$ -	#DIV/0!
318		<b>580 PAYROLL CLEARING</b>							\$ -	\$ -	\$ -	#DIV/0!
319												#DIV/0!
320		<b>508 80 00 001 ENDING FUND BALANCE (OPS)</b>							\$ 545,077.09	\$ 681,512.79	\$ 136,436	25.03%
321		<b>508 80 00 011 ENDING FUND BALANCE (OPS RESERVE)</b>							\$ 81,000.00	\$ 81,000.00	\$ -	0.00%
322											\$ -	#DIV/0!
323		<b>TOTAL EXPENDITURES:</b>							\$ 6,243,095.40	\$ 6,768,374.37	\$ 525,279	8.41%
324												
325												

	A	B	C	D	E	F	G	H	I	O	Q	R
326		<b>EQUIPMENT RESERVE REVENUE</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
327		<b>308 80 00 012 BEGINNING FUND BALANCE (EQUIP RESERVE)</b>							\$ 342,679.00	\$ 1,049,582.54	\$ 706,904	206.29%
328											\$ -	#DIV/0!
329		361 10 00 002 INTEREST EARNED ON INVESTMENT (EQUIP RESERVE)							\$ 150.00	\$ 2,500.00	\$ 2,350	1566.67%
330		<b>360 INTEREST</b>							\$ 150.00	\$ 2,500.00	\$ 2,350	1566.67%
331											\$ -	#DIV/0!
332		397 50 00 002 TRANSFER IN FROM SALES TAX FOR EQUIPMENT EXPENDITURES FROM 2022 ROLLOVER							\$ 254,901.00	\$ 61,811.00	\$ (193,090)	-75.75%
333		397 50 00 012 TRANSFER IN FROM SALES TAX EQUIPMENT RESERVES							\$ 702,000.00	\$ 525,000.00	\$ (177,000)	-25.21%
334		Based on the Equipment Replacement Schedule- unchanged because the console cost and the ECW was not scheduled on the replacement cost schedule									\$ -	
335		<b>397 TRANSFERS IN</b>							\$ 956,901.00	\$ 586,811.00	\$ (370,090)	-38.68%
336											\$ -	#DIV/0!
337		<b>TOTAL REVENUES:</b>							\$ 1,299,730.00	\$ 1,638,893.54	\$ 339,164	26.09%
338												
339		<b>EQUIPMENT RESERVE EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
340		528 20 40 003 WESTEK STANCIL DIGITAL RECORDER REFRESH							\$ 32,430.00	\$ 39,340.00	\$ 6,910	21.31%
341		528 20 40 004 MOTOROLA RADIO CONSOLE - pulled from project fund							\$ 200,000.00		\$ (200,000)	-100.00%
342		594 28 60 101 SPILLMAN PURCHASE							\$ 22,471.00	\$ 22,471.00	\$ -	0.00%
343		Total cost of Spillman purchase was \$508,516.28- 2021 we expended 433168.88 so we will need to pay the remaining \$75347.40 in 2022- the 53410.11 credit for a total of \$21937.29 for 2022									\$ -	
344		594 28 60 002 CAPITAL OUTLAYS										
345		<b>SERVERS/ NETWORK</b>							\$ 205,243.93	\$ 26,274.39	\$ (178,970)	-87.20%
346		See Equipment Replacement Schedule									\$ -	
347		CAD UPGRADE							\$ -		\$ -	#DIV/0!
348		See Equipment Replacement Schedule									\$ -	
349		PHONE SYSTEM (ECW) RECORDER/CLOCK SYNC							\$ 351,228.00		\$ (351,228)	-100.00%
350		See Equipment Replacement Schedule- pulling from the project fund- this upgrade was not a scheduled cost on the replacement schedule for 2022									\$ -	
351		CONSOLE FURNITURE							\$ -		\$ -	#DIV/0!
352		See Equipment Replacement Schedule									\$ -	
353		<b>528 OPERATING EXPENDITURES</b>							\$ 811,372.93	\$ 88,085.39	\$ (723,288)	-89.14%
354											\$ -	#DIV/0!
355		<b>508 80 00 012 ENDING FUND BALANCE (EQUIPMENT RESERVE)</b>							\$ 488,357.07	\$ 1,550,808.14	\$ 1,062,451	217.56%
356											\$ -	#DIV/0!
357		<b>TOTAL EXPENDITURES:</b>							\$ 1,299,730.00	\$ 1,638,893.54	\$ 339,164	26.09%

A	B	C	D	E	F	G	H	I	O	Q	R
358											
359	<b>RADIO OPERATIONS REVENUE</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
360	<b>308 80 00 003 BEGINNING FUND BALANCE (RADIO OPS)</b>							\$ 173,734.00	\$ 239,964.40	\$ 66,230	38.12%
361	342 80 00 002 RAINIER TOWER RENT--LONGVIEW SCHOOL DISTRICT							\$ 7,138.00	\$ 7,630.72	\$ 493	6.90%
362	342 80 00 003 COLUMBIA HEIGHTS TOWER RENT-- MEREDITH CORP- KPTV							\$ 5,677.00	\$ 5,776.12	\$ 99	1.75%
363	342 80 00 004 SPEELYAI TOWER RENT-- CRESA- R4HLS							\$ 4,465.00	\$ 4,576.82	\$ 112	2.50%
364	2022 ending included a 10% renewal fee which was not shown in the 2022 budgeted amount and is also why the budgeted 2023 is less than the ending for 2022									\$ -	
365	342 80 00 006 SPEELYAI TOWER RENT-- NCEMS							\$ 1,627.00	\$ 1,790.05	\$ 163	10.02%
366	342 80 00 007 SPEELYAI TOWER RENT- COWITZ PUD							\$ 2,461.00	\$ 2,522.34	\$ 61	2.49%
367	342 80 00 008 SPEELYAI TOWER RENT- CRESA							\$ 5,457.00	\$ 5,593.90	\$ 137	2.51%
368	2022 ending included a 10% renewal fee which was not shown in the 2022 budgeted amount and is also why the budgeted 2023 is less than the ending for 2022									\$ -	
369	342 80 00 009 RAINIER TOWER RENT- FIRE DIST 5							\$ 4,532.00	\$ 4,703.63	\$ 172	3.79%
370	342 80 00 010 RAINIER TOWER RENT- WSP							\$ 4,400.00	\$ 4,703.63	\$ 304	6.90%
371	342 80 00 011 SPEELYAI WSDOT								\$ 6,566.41	\$ 6,566	
373	382 90 00 630 LEASHOLDTAX- KPTV- DOR								\$ 742.00	\$ 742	
374	Due to this being immaterial for the Auditor- it no longer has its own Fund									\$ -	
375	<b>340 CONTRACTS</b>							\$ 35,757.00	\$ 44,605.62	\$ 8,849	24.75%
376	361 10 00 003 INTEREST EARNED ON INVESTMENT (RADIO OPS)							\$ 77.00	\$ 879.43	\$ 802	1042.12%
377	361 91 10 003 MISC REVENUE- RADIO OPS- Credit on account for missed visit from ENTEK										
378	<b>360 INTEREST</b>							\$ 77.00	\$ 879.43	\$ 802	1042.12%
379	397 10 00 003 TRANSFER IN FROM OPERATIONS (RADIO OPS)							\$ 181,347.00	\$ 207,000.00	\$ 25,653	#REF!
380	<b>397 TRANSFERS IN FROM OPERATIONS (RADIO OPS)</b>							\$ 181,347.00	\$ 207,000.00	\$ 25,653	14.15%
381										\$ -	#DIV/0!
382	<b>TOTAL REVENUES:</b>							\$ 390,915.00	\$ 492,449.45	\$ 101,534	25.97%
383											
384	<b>RADIO OPERATIONS EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
385	528 30 40 001 PROPANE - FUEL GENERATORS							\$ 1,000.00	\$ 2,000.00	\$ 1,000	100.00%
386	Suburban Propane contract									\$ -	
387	528 30 40 002 INSURANCE							\$ 6,061.00	\$ 6,348.92	\$ 288	4.75%
388	estimated annual cost based on an estimate from WCIF									\$ -	
389	528 30 40 003 PUD - ELECTRICITY							\$ 14,237.00	\$ 19,709.00	\$ 5,472	38.44%
390	Averages based on 2022 numbers for 11 months							2022	2023	\$ -	
391	Abernathy Tower - Cowlitz PUD (Avg. \$215/Mo)-							\$ 2,520.00	\$ 2,580.00	\$ -	
392	Columbia Hts. Tower - Cowlitz PUD (Avg. \$299/Mo)							\$ 3,360.00	\$ 3,588.00	\$ -	
393	Rainier Tower - Columbia River PUD (Avg. \$375/Mo)							\$ 4,200.00	\$ 4,500.00	\$ -	
394	200 Green Acres (Avg 43.28/mo)							\$ 516.00		\$ -	
395	Deer Island							\$ 4,200.00		\$ -	
396	Speelyai Tower - Cowlitz PUD (Avg. \$304/Mo)/							\$ 3,480.00	\$ 3,648.00	\$ -	
397	Nicolai Ridge (R4HLS-CRESA)							\$ 677.00	\$ 677.00	\$ -	
398	528 30 40 004 REPAIRS & MAINTENANCE							\$ 98,927.00	\$ 110,218.00	\$ 11,291	11.41%
399								2022	2023	\$ -	
400	Radio System Maint. - Increased to maintenance Contract (6,000*12)/ 2022 5059.08							\$ 60,709.00	\$ 72,000.00	\$ -	
401	Generator PM & Load Bank Testing (Cummins Contract)- 2 Year contract August 2021- August 2025							\$ 9,711.00	\$ 9,711.00	\$ -	
402	Abernathy (\$1719.86/YR.) + tax									\$ -	
403	Columbia Hts (\$1671.86/YR.) + tax									\$ -	
404	Coldwater (\$2235.46/YR.) + tax									\$ -	
405	Rainier (\$1719.86/YR.)									\$ -	
406	Speelyai (\$1635.86/YR.) + tax									\$ -	
407	Generator repairs							\$ 12,000.00	\$ 12,000.00	\$ -	
408	HVAC PM (3 times a year) Entek Contract							\$ 10,680.00	\$ 10,680.00	\$ -	
409	Abernathy (\$400/visit +1200/ yr) + TAX(8%) + \$500 for small repairs if needed while on site									\$ -	
410	Coldwater (\$675/visit + \$2025/yr) + TAX(7.8%) + \$500 for small repairs if needed while on site									\$ -	
411	Columbia Hts (\$325/visit + \$975/yr) + TAX(8.1%) + \$500 for small repairs if needed while on site									\$ -	
412	Rainier (\$510/ visit + \$1530/yr) + \$500 for small repairs if needed while on site									\$ -	
413	Speelyai (\$760/visit+ \$2280/yr) + TAX(7.8%) + \$500 for small repairs if needed while on site									\$ -	
414	Landscape Maintenance							\$ 827.00	\$ 827.00	\$ -	
415	Abernathy (\$264/YR)									\$ -	
416	Columbia Hts (\$95/YR)									\$ -	
417	Coldwater (\$0)									\$ -	
418	Rainier (\$204/YR.)									\$ -	
419	Speelyai (\$264/YR.)									\$ -	
420	Misc. Maintenance-Radio Sites							\$ 5,000.00	\$ 5,000.00	\$ -	
421	582 90 00 630 LEASEHOLD TAX TO DOR (IMMATERIAL)							\$ -	\$ 1,000.00	\$ 1,000	
422	528 30 40 005 PROPERTY TAX							\$ 2,892.00	\$ 2,892.00	\$ -	0.00%
423								2022	2023	\$ -	
424	Columbia Hts Property Taxes							\$ 65.00	\$ 65.00	\$ -	
425	Rainier Property Taxes							\$ 2,817.00	\$ 2,817.00	\$ -	

	A	B	C	D	E	F	G	H	I	O	Q	R
426		Rainier Property Fire Protection (7/1/22-6/30/23)			\$ 10.00	\$ 10.00					\$ -	
427	528 30 40 006	LEASE RENTALS (change coding)							\$ 100,765.00	\$ 153,615.21	\$ 52,850	52.45%
428					2022	2023					\$ -	
429		Abernathy (WEYCO-Contract)			\$ 9,965.00	\$ 11,272.14					\$ -	
430		Davis Peak (Day Wireless-Contract)			\$ 30,000.00	\$ 45,000.00					\$ -	
431		Signal Peak (Day Wireless-Contract) 2022 budget did not include DNR fees which came in at about 50% of the contracted amount			\$ 22,200.00	\$ 34,299.00					\$ -	
432		Speelyai (Creagen & Thomas)- 2022 budgeted should have been 14829.76			\$ 15,201.00	\$ 15,201.00					\$ -	
433		Biddle Butte (R4HLS-CRESA)			\$ 308.00	\$ 296.09					\$ -	
434		Cascade Locks (R4HLS-CRESA)- based on estimates from CRESA			\$ 7,207.00	\$ 6,979.98					\$ -	
435		Cascade Locks Sublease (R4HLS-CRESA) - based on estimates from CRESA			\$ 988.00	\$ 969.74					\$ -	
436		Nicolai Ridge (R4HLS-CRESA) -based on estimates from CRESA			\$ 7,842.00	\$ 8,497.93					\$ -	
437		Speelyai (R4HLS-CRESA)- based on estimates from CRESA			\$ 3,235.00	\$ 3,165.33					\$ -	
438		Mt.Solo 5 year contract expires 2024			\$ 3,819.00	\$ 3,934.00					\$ -	
439		Deer Island- New site			\$ -	\$ 24,000.00					\$ -	
440		Columbia Heights (County Owned)			\$ -	\$ -					\$ -	
441		Rainier (County Owned)			\$ -	\$ -					\$ -	
442		Coldwater (USFS WAIVED FEE)			\$ -	\$ -					\$ -	
443		<b>528 OPERATING EXPENDITURES</b>							\$ 223,882.00	\$ 295,783.13	\$ 71,901	32.12%
444											\$ -	#DIV/0!
445		<b>508 80 00 003 ENDING FUND BALANCE (RADIO OPS)</b>							\$ 167,033.00	\$ 196,666.32	\$ 29,633	17.74%
446											\$ -	#DIV/0!
447		<b>TOTAL EXPENDITURES:</b>							\$ 390,915.00	\$ 492,449.45	\$ 101,534	25.97%

	A	B	C	D	E	F	G	H	I	O	Q	R
448												
449		<b>RADIO RESERVE REVENUES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
450		<b>308 80 00 014 BEGINNING FUND BALANCE (RADIO RESERVE)</b>							\$ 300,000.00	\$ 1,439,240.63	\$ 1,139,241	379.75%
451											\$ -	#DIV/0!
452		361 10 50 004 INTEREST EARNED ON INVESTMENT (RADIO RESERVE)							\$ -	\$ 3,000.00	\$ 3,000	#DIV/0!
453		<b>360 INTEREST</b>							\$ -	\$ 3,000.00	\$ 3,000	#DIV/0!
454											\$ -	#DIV/0!
455		397 10 00 004 TRANSFER IN FROM OPERATIONS (RADIO RESERVE EXPENDITURES-2023)							\$ 454,403.00	\$ 454,403.00	\$ -	0.00%
456		397 10 00 014 TRANSFER IN FROM OPERATIONS (RADIO REPLACEMENT RESERVE-2023)							\$ 340,000.00	\$ 340,000.00	\$ -	0.00%
457											\$ -	#DIV/0!
458		<b>TOTAL REVENUES:</b>							\$ 1,094,403.00	\$ 2,236,643.63	\$ 1,142,241	104.37%
459												
460		<b>RADIO RESERVE EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
461		528 40 40 004 RADIO SITE IMPROVEMENTS							\$ 410,208.00	\$ 224,756.73	\$ (185,451)	-45.21%
462		If project is not completed in 2022 this will roll over to 2023										
463		<b>528 OPERATING EXPENDITURES</b>							\$ 410,208.00	\$ 224,756.73	\$ (185,451)	-45.21%
464											\$ -	#DIV/0!
465		594 28 60 004 CAPITAL IMPROVEMENTS-							\$ 609,013.50	\$ 2,000,000.00	\$ 1,390,987	228.40%
466		Based on Spending for microwaves and batteries										
467		<b>594 CAPITAL EXPENDITURES</b>							\$ 609,013.50	\$ 2,000,000.00	\$ 1,390,987	228.40%
468											\$ -	#DIV/0!
469		<b>508 80 00 014 ENDING FUND BALANCE (RADIO REPLACEMENT RESERVE)</b>							\$ 75,181.50	\$ 11,886.90	\$ (63,295)	-84.19%
470											\$ -	#DIV/0!
471		<b>TOTAL EXPENDITURES:</b>							\$ 1,094,403.00	\$ 2,236,643.63	\$ 1,142,241	104.37%

	A	B	C	D	E	F	G	H	I	O	Q	R
472												
473		<b>SALES TAX REVENUES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
474		<b>308 80 00 005 BEGINNING FUND BALANCE (SALES TAX)</b>							\$ 4,392,736.00	\$ 3,052,485.97	\$ (1,340,250)	-30.51%
475											\$ -	#DIV/0!
476		337 00 00 005 SALES TAX (SALES TAX)							\$ 2,677,500.00	\$ 3,010,464.08	\$ 332,964	12.44%
477		2021 anomaly based on high stimulus and unemployment payments from COVID- 2022 started showing a decrease in Sept from previous year for Sept. So budgeted conservatively for Oct and Nov as coming in below the previous year. - budgeted a 2% potential decrease from the ending projected balance of 2022.										
478		<b>330 TAXES</b>							\$ 2,677,500.00	\$ 3,010,464.08	\$ 332,964	12.44%
479											\$ -	#DIV/0!
480		361 10 50 005 INTEREST EARNED ON INVESTMENT (SALES TAX)							\$ 3,080.00	\$ 21,373.00	\$ 18,293	593.93%
481		360 INTEREST							\$ 3,080.00	\$ 21,373.00	\$ 18,293	593.93%
482											\$ -	#DIV/0!
483		<b>TOTAL REVENUES:</b>							\$ 7,073,316.00	\$ 6,084,323.06	\$ (988,993)	-13.98%
484												
485		<b>SALES TAX EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
486		597 10 00 005 TRANSFER OUT (OPS)							\$ 1,976,014.49	\$ 2,600,000.00	\$ 623,986	31.58%
487		597 20 00 005 TRANSFER OUT (EQ EXPENDITURES)							\$ 254,901.00	\$ 61,811.00	\$ (193,090)	-75.75%
488		597 21 00 005 TRANSFER OUT (EQ RESERVE)							\$ 702,000.00	\$ 525,000.00	\$ (177,000)	-25.21%
489		597 70 00 005 TRANSFER OUT (FACILITY RESERVE)							\$ 200,000.00	\$ 200,000.00	\$ -	0.00%
490		597 02 00 005 TRANSFER OUT (BOND)							\$ 358,160.00	\$ 743,159.60	\$ 385,000	107.49%
491		597 60 00 005 TRANSFER OUT(STABILIZATION FUND)							\$ 1,239,343.00	\$ 215,595.13	\$ (1,023,748)	-82.60%
492		<b>597 TRANSFER OUT</b>							\$ 4,730,418.49	\$ 4,345,565.73	\$ (384,853)	-8.14%
493											\$ -	#DIV/0!
494		<b>508 80 00 005 ENDING FUND BALANCE</b>							\$ 2,342,897.51	\$ 1,738,757.32	\$ (604,140)	-25.79%
495											\$ -	#DIV/0!
496		<b>TOTAL EXPENDITURES:</b>							\$ 7,073,316.00	\$ 6,084,323.06	\$ (988,993)	-13.98%

	A	B	C	D	E	F	G	H	I	O	Q	R
497												
498		<b>STABILIZATION FUND REVENUES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
499		Established by Policy that we would reserve 10% of the Operations costs (operations + radio Operations + 1 year of debt service in this fund)										
500		<b>308 00 00 006 BEGINNING FUND BALANCE STABILIZATION RESERVE</b>							\$ 1,240,099.00	\$ 1,248,646.85	\$ 8,548	0.69%
501											\$ -	#DIV/0!
502	361	10 00 006 INTEREST EARNED ON INVESTMENT							\$ 757.00	\$ 5,000.00	\$ 4,243	560.50%
503		<b>360 INTEREST</b>							\$ 757.00	\$ 5,000.00	\$ 4,243	560.50%
504											\$ -	#DIV/0!
505	397	60 00 005 TRANSFER IN FROM SALES TAX							\$ -	\$ 215,595.13	\$ 215,595	#DIV/0!
506		<b>397 TRANSFERS IN</b>							\$ -	\$ 215,595.13	\$ 215,595	#DIV/0!
507											\$ -	#DIV/0!
508		<b>TOTAL REVENUES:</b>							\$ 1,240,856.00	\$ 1,469,241.98	\$ 228,386	18.41%
509												
510		<b>STABILIZATION FUND EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
511											\$ -	#DIV/0!
512		<b>508 80 00 040 ENDING FUND BALANCE STABILIZATION RESERVE</b>							\$ 1,240,856.00	\$ 1,469,241.98	\$ 228,386	18.41%
513											\$ -	#DIV/0!
514		<b>TOTAL EXPENDITURES:</b>							\$ 1,240,856.00	\$ 1,469,241.98	\$ 228,386	18.41%

	A	B	C	D	E	F	G	H	I	O	Q	R
515												
516		<b>BOND RESERVE REVENUE</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
517		<b>308 00 00 200 BEGINNING FUND BALANCE</b>							\$ 29,909.00	\$ 30,414.72	\$ 506	1.69%
518		361 10 00 200 INTEREST EARNED ON INVESTMENT							\$ 63.00	\$ 867.09	\$ 804	1276.33%
519		<b>360 INTEREST</b>							\$ 63.00	\$ 867.09	\$ 804	1276.33%
520											\$ -	#DIV/0!
521		397 70 00 005 TRANSFER IN FROM SALES TAX							\$ 358,160.00	\$ 743,159.60	\$ 385,000	107.49%
522		<b>397 TRANSFERS IN</b>							\$ 358,160.00	\$ 743,159.60	\$ 385,000	107.49%
523											\$ -	#DIV/0!
524		<b>TOTAL REVENUES:</b>							\$ 388,132.00	\$ 774,441.41	\$ 386,309	99.53%
525												
526		<b>BOND RESERVE EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
527		592 28 00 006 INTEREST ON DEBT SERVICE							\$ 358,160.00	\$ 358,159.60	\$ (0)	0.00%
528		592 28 00 016 PRINCIPAL PAYMENT							\$ -	\$ 385,000.00	\$ 385,000	#DIV/0!
529		<b>592 DEBT PAYMENTS</b>							\$ 358,160.00	\$ 743,159.60	\$ 385,000	107.49%
530												
531		<b>508 80 00 040 ENDING FUND BALANCE BOND RESERVE</b>							\$ 29,972.00	\$ 31,281.81	\$ 1,310	4.37%
532											\$ -	#DIV/0!
533		<b>TOTAL EXPENDITURES:</b>							\$ 388,132.00	\$ 774,441.41	\$ 386,309	99.53%

	A	B	C	D	E	F	G	H	I	O	Q	R
534												
535		<b>PROJECT FUND REVENUES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
536		<b>308 80 00 005 BEGINNING FUND BALANCE (PROJECT FUND)</b>							\$ 8,227,317.00	\$ 3,152,874.56	\$ (5,074,442)	-61.68%
537											\$ -	#DIV/0!
538	361 10 50 005	INTEREST EARNED ON INVESTMENT (PROJECT FUND)							\$ 307.00	\$ 5,000.00	\$ 4,693	1528.66%
539	360	INTEREST							\$ 307.00	\$ 5,000.00	\$ 4,693	1528.66%
540											\$ -	#DIV/0!
541		<b>TOTAL REVENUES:</b>							\$ 8,227,624.00	\$ 3,157,874.56	\$ (5,069,749)	-61.62%
542												
543		<b>PROJECT FUND EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
544	528 50 40 005	PROFESSIONAL CONTRACTED SERVICES							\$ 616,447.00	\$ -	\$ (616,447)	-100.00%
545	528	OPERATING EXPENDITURES							\$ 616,447.00	\$ -	\$ (616,447)	-100.00%
546											\$ -	#DIV/0!
547	594 28 60 005	CAPITAL OUTLAYS							\$ 6,815,055.00	\$ 2,788,617.16	\$ (4,026,438)	-59.08%
548	594 28 60 015	MISC PROJECT COSTS							\$ 762,416.00	\$ 320,176.25	\$ (442,240)	-58.01%
549	594	CAPITAL EXPENDITURES							\$ 7,577,471.00	\$ 3,108,793.41	\$ (4,468,678)	-58.97%
550											\$ -	#DIV/0!
551		<b>508 80 00 005 ENDING FUND BALANCE</b>							\$ 33,706.00	\$ 49,081.15	\$ 15,375	45.62%
552											\$ -	#DIV/0!
553		<b>TOTAL EXPENDITURES:</b>							\$ 8,227,624.00	\$ 3,157,874.56	\$ (5,069,749)	-62%

	A	B	C	D	E	F	G	H	I	O	Q	R
554												
555		<b>CUSTODIAL FUND REVENUES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
556		<b>308 80 00 004 BEGINNING FUND BALANCE (CUSTODIAL FUND)</b>							\$ 3.00	\$ -	\$ (3)	-100.00%
557											\$ -	#DIV/0!
558	389 40 00 630	HOLDING ACCOUNT- LEASEHOLD TAX							\$ 2,025.00	\$ -	\$ (2,025)	-100.00%
559		<b>369 MISC</b>							\$ 2,025.00	\$ -	\$ (2,025)	-100.00%
560											\$ -	#DIV/0!
561	397 30 00 630	TRANSFER IN (LEASEHOLD TAX)							\$ -	\$ -	\$ -	#DIV/0!
562		<b>380 TRANSFER IN</b>							\$ -	\$ -	\$ -	#DIV/0!
563											\$ -	#DIV/0!
564												
565		<b>TOTAL REVENUES:</b>							\$ 2,028.00	\$ -	\$ (2,028)	-100.00%
566												
567		<b>CUSTODIAL FUND EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
568	589 30 00 630	PAYING LEASEHOLD TAX							\$ 2,025.00	\$ -	\$ (2,025)	-100.00%
569		<b>580 LEASEHOLD TAX</b>							\$ 2,025.00	\$ -	\$ (2,025)	-100.00%
570												
571	508 31 00 630	ENDING FUND BALANCE LEASE HOLD TAX							\$ 3.00	\$ -	\$ (3)	-100.00%
572											\$ -	#DIV/0!
573		<b>TOTAL EXPENDITURES:</b>							\$ 2,028.00	\$ -	\$ (2,028)	-100%

	A	B	C	D	E	F	G	H	I	O	Q	R
574												
575		<b>FACILITY RESERVE FUND REVENUES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
576		<b>308 00 00 006 BEGINNING FUND BALANCE FACILITY RESERVE</b>							\$ -	\$ 200,610.90	\$ 200,611	#DIV/0!
577											\$ -	#DIV/0!
578		361 10 00 006 INTEREST EARNED ON INVESTMENT							\$ 60.00	\$ 60.00	\$ -	0.00%
579		<b>360 INTEREST</b>							\$ 60.00	\$ 60.00	\$ -	0.00%
580											\$ -	#DIV/0!
581		397 60 00 005 TRANSFER IN FROM SALES TAX							\$ 200,000.00	\$ 200,000.00	\$ -	0.00%
582		To cover future costs like replacing a roof, etc.										
583		<b>397 TRANSFERS IN</b>							\$ 200,000.00	\$ 200,000.00	\$ -	0.00%
584											\$ -	#DIV/0!
585		<b>TOTAL REVENUES:</b>							\$ 200,060.00	\$ 400,670.90	\$ 200,611	100%
586												
587		<b>FACILITY RESERVE FUND EXPENDITURES</b>							2022 Budgeted	2023 Budgeted	Difference	% Change
588											\$ -	#DIV/0!
589		<b>508 80 00 040 ENDING FUND BALANCE FACILITY RESERVE</b>							\$ 200,060.00	\$ 400,670.90	\$ 200,611	100.28%
590											\$ -	#DIV/0!
591		<b>TOTAL EXPENDITURES:</b>							\$ 200,060.00	\$ 400,670.90	\$ 200,611	100%