

Cowlitz 911 Public Authority Board of Directors

Meeting Agenda

Wednesday October 16, 2024 @ 10:00 AM

Hybrid – Cowlitz 911 & Zoom

1. Call to Order and Introductions

2. Approval of the Agenda

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

3. Approval of Meeting Minutes

A. 09/18/2024 Meeting Minutes

B. 10/03/2024 Special Meeting Minutes

Recommended Action: A motion to approve the meeting minutes from 09/18/24 & 10/03/24.

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

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 09/20/24	1173 – 1210	\$145,895.86
Payroll 10/04/24	1231 – 1266	\$137,059.49
Claims 09/24/24	1216	\$61.75
Claims 09/27/24	1217 - 1227	\$23,373.86
Claims 10/10/24	1269 – 1289	\$161,598.50
TOTAL		\$467,989.46

Recommended Action: Motion to approve the payables as presented

6. Preliminary Budget

7. Authorized Signers

Recommended Action: Motion to approve the removal of John Diamond and Rachael Young from the Red Canoe account and replace them with Darr Kirk, Jessica Weygandt and Briana Harvill.

8. Board Comments/Board Committee Reports

A. LAW TAC Update

B. FIRE TAC Update

9. Director's Report

A. Staffing Update

B. Radio Project Update

10. Old Business

11. Executive Session: If necessary

12. Adjournment

Cowlitz 911 Public Authority Board of Directors

Meeting Minutes

Wednesday September 18th, 2024 @ 10:00 AM

Hybrid – Cowlitz 911 & ZOOM

Attendance

Board Members: Erik Halvorson; Andy Hamilton; Alan Headley; Bill LeMonds; Jim Duscha; Troy Brightbill (alternate, voting); Ralph Herrera; Rick Dahl; Robert Huhta

Staff: Briana Harvill; Darr Kirk; Deanna Wells; Dannyka Baker; Jessica Weygandt

Guests: Scott Goldstein, Brandon Poff; Brandi Ballinger; Charlie Worley; Jason Kester; Rob Castro; Andrew Chyterbok; Eric Koreis; Spencer Salley

Board Members Absent and No Alternate:

1. Call to Order and Introductions

Thurman called the meeting to order at 10:00 AM.

2. Approval of the Agenda

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

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

3. Approval of Meeting Minutes

A. August 21, 2024, Meeting Minutes

Recommended Action: A motion to approve the meeting minutes from August 21, 2024.

Halvorson made a motion to approve the 08/21/2024 meeting minutes as presented. Huhta seconded; all in favor, motion carried.

4. Public Comment

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

5. Payables:

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 08/20/24	1026 – 1060	\$132,713.41
Payroll 09/05/24	1107 – 1144	\$139,043.09
Claims 08/30/24	1084 – 1106	\$158,486.51
Claims 09/12/24	1147 – 1169	\$32,710.09
TOTAL		\$462,953.10

Recommended Action: Motion to approve the payables as presented.

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

6. Finance Report – No action needed

7. Approval of Public Records Policy

Recommended Action: Motion to approve the Public Records Policy as presented.

Alan Headley requested there be a change in section 3d of the policy to reflect the Operations Manager since Cowlitz 911 does not have a Deputy Director position. Halvorson made a motion to approve the Public Records Policy as amended. Duscha seconded; all in favor, motion carried.

8. Salary Change & Radio Manager FTE

Recommended Action: A motion to approve the salary change and the Radio Manager FTE as presented.

Alan Headley requested to add “infrastructure” following “radio operations” under the “General Position Summary” section of the job description. He also requested there be a change under “Essential Duties and Responsibilities” to reflect “Board of Directors” instead of “Commissioners”. He also pointed out that the date at the bottom of the job description was incorrect. Cowlitz 911 advised they would update that as well. Huhta made a motion to approve the salary change and Radio Manager FTE as amended. Duscha seconded; all in favor, motion carried.

9. Board Comments/Board Committee Reports

- A. LAW TAC Update: Last meeting was on September 3rd. Discussed protocol issues and radio coverage issues. Longview discussed the quick response when radios went down.
- B. FIRE TAC Update: Last meeting was on September 10th. Discussed the ongoing issues with CAD functionality, radio issues with OPS 2 and 3, and priority issues like fire paging.

10. Director’s Report

- A. **Staffing Update:** Currently there are 17 dispatchers and 4 in training; 2 will be signed off soon. We will be posting dispatch positions this week. Michelle Arrowsmith has completed her background and is moving onto the next step.
- B. **Promotion Update:** There was an assessment center done on July 18th for supervisors. We had 9 internal applicants. Tracey, Michelle, Bob and Anna were selected to be promoted to supervisor. They have already started their training.
- C. **Radio Project Update:** Deanna Wells has been working with MNI to get a contract and quote together for the purchase of equipment for the stabilization project. We will hold a special meeting on October 3rd at 10am to discuss and approve the purchase.

11. Old Business: N/A

12. Executive Session: N/A

13. Adjournment: 10:35 AM

Brad Thurman, Board Chair

Attest:

Briana Harvill, Clerk of the Board

Cowlitz 911 Public Authority Board of Directors

Special Meeting Minutes

Thursday October 3rd, 2024 @ 11:00 AM

Hybrid – Cowlitz 911 & ZOOM

Attendance

Board Members: Erik Halvorson; Andy Hamilton; Alan Headley; Bill LeMonds; Brad Thurman; Robert Huhta; Jim Duscha; Rick Dahl

Staff: Briana Harvill; Jerry Jensen; Deanna Wells; Jessica Weygandt; Frank Randolph (legal counsel)

Guests: Seth Hart; Justin Roberts

Board Members Absent and No Alternate:

1. Call to Order and Introductions

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

2. MNI Microwave Bid

Recommended Action: A motion to approve the purchase of equipment for the stabilization project. This quote reflects the cost it would be for microwave replacements between Rainier and Abernathy, Columbia Heights, Signal Peak and Davis Peak. This does not include Johnston Ridge and Coldwater due to being unable to get to the Johnston Ridge site and Coldwater being connected to Johnston Ridge. Originally ADCOMM gave a rough quote of \$1.5 million, however, this quote comes out to \$897,322 including labor. The completion date is estimated to be sometime in April 2025. Day Wireless will be a subcontractor with MNI and will perform the installation. MNI will have engineers onsite that will supervise and manage the installation. Deanna Wells notified the Board that Cowlitz 911 is still awaiting confirmation that it is ok to include the labor costs in this. She will notify the Board of the findings. **Jim Duscha made a motion to approve the MNI Network Purchase of the NASPO Value Point Contract, with a caveat, Wells will follow-up with Nick Hughes the NASPO Cooperative Portfolio Manager, to verify labor costs were included in competitive bid process. Robert Huhta seconded; all in favor, motion carried.**

3. Adjournment: Meeting adjourned at 10:09 AM.

Brad Thurman, Board Chair

Attest:

Briana Harvill, Clerk of the Board

CHECK REGISTER

Cowlitz 911

Time: 16:19:27 Date: 10/10/2024

09/20/2024 To: 09/20/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1202	09/20/2024	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	26,710.45	941 Deposit for Pay Cycle(s) 09/20/2024 - 09/20/2024
1196	09/20/2024	Payroll	1	13297	MICHELLE SIMS	3,220.84	
1203	09/20/2024	Payroll	1	13298	KAISER PERMANENTE MEMBERSHIP ADMIN	5,913.93	Pay Cycle(s) 09/20/2024 To 09/20/2024 - MEDICAL-KAISER
1204	09/20/2024	Payroll	1	13299	WASHINGTON STATE DEPT OF RETIREMENT	14,390.86	Pay Cycle(s) 09/20/2024 To 09/20/2024 - PSERS2; Pay Cycle(s) 09/20/2024 To 09/20/2024 - PERS2; Pay Cycle(s) 09/20/2024 To 09/20/2024 - PERS3
1205	09/20/2024	Payroll	1	13300	WCIF	13,854.52	Pay Cycle(s) 09/20/2024 To 09/20/2024 - MEDICAL-WCIF; Pay Cycle(s) 09/20/2024 To 09/20/2024 - LIFE INS BUYUP; Pay Cycle(s) 09/20/2024 To 09/20/2024 - AD-D BUYUP
1214	09/20/2024	Payroll	1	13301	WASHINGTON STATE DEPT OF RETIREMENT	149.60	09/20/24 Payroll
1173	09/20/2024	Payroll	2	EFT	JONATHAN C AGUIRRE	2,198.91	
1174	09/20/2024	Payroll	2	EFT	DANNYKA BAKER	1,196.34	
1175	09/20/2024	Payroll	2	EFT	TAYLOR A COLBURN	318.67	
1176	09/20/2024	Payroll	2	EFT	KATIE M COSGROVE	1,641.25	
1177	09/20/2024	Payroll	2	EFT	KATHRYN DAVIS	2,193.43	
1178	09/20/2024	Payroll	2	EFT	SUZANNE DEISHER	2,153.94	
1179	09/20/2024	Payroll	2	EFT	JOSHUA EVALD	3,370.71	
1180	09/20/2024	Payroll	2	EFT	MISTI GIBBS	2,679.86	
1181	09/20/2024	Payroll	2	EFT	MARIA GILBERT	2,864.78	
1182	09/20/2024	Payroll	2	EFT	ROBERT J GREGORY	917.71	
1183	09/20/2024	Payroll	2	EFT	BRIANA HARVILL	2,272.49	
1184	09/20/2024	Payroll	2	EFT	TARA HUHTA	2,162.50	
1185	09/20/2024	Payroll	2	EFT	JERRY JENSEN	3,271.58	
1186	09/20/2024	Payroll	2	EFT	JEREMY KIRK D	3,525.90	
1187	09/20/2024	Payroll	2	EFT	ANNA LAUDENSCHLAGER	3,585.71	
1188	09/20/2024	Payroll	2	EFT	JULIA MARTIN	3,685.70	
1189	09/20/2024	Payroll	2	EFT	ANDREA R MATZKE	1,877.70	
1190	09/20/2024	Payroll	2	EFT	TRACEY MORSE	3,145.85	
1191	09/20/2024	Payroll	2	EFT	ASHLYN MUNSON	2,548.62	
1192	09/20/2024	Payroll	2	EFT	TRISTA OJALEHTO	2,540.01	
1193	09/20/2024	Payroll	2	EFT	SAMANTHA PERRY	3,556.68	
1194	09/20/2024	Payroll	2	EFT	KAYLEE SCHAEFER		
1195	09/20/2024	Payroll	2	EFT	ROBERT SCHAEFER	2,886.32	
1197	09/20/2024	Payroll	2	EFT	BRANNON STARR	2,504.99	
1198	09/20/2024	Payroll	2	EFT	REBECCA SWANSON	2,586.99	
1199	09/20/2024	Payroll	2	EFT	DON TURRENTINE	4,401.56	
1200	09/20/2024	Payroll	2	EFT	DEANNA WELLS	3,470.37	
1201	09/20/2024	Payroll	2	EFT	JESSICA M WEYGANDT	1,199.70	
1206	09/20/2024	Payroll	2	EFT	CAPSCO	50.00	Pay Cycle(s) 09/20/2024 To 09/20/2024 - ASSN FEE
1207	09/20/2024	Payroll	2	EFT	COWLITZ 911 EMERGENCY SERVICES ASSN	832.50	Pay Cycle(s) 09/20/2024 To 09/20/2024 - UNION DUES; Pay Cycle(s) 09/20/2024 To 09/20/2024 - INITIATION FEE
1208	09/20/2024	Payroll	2	EFT	EMPOWER TRUST COMPANY, LCC	3,864.89	Pay Cycle(s) 09/20/2024 To 09/20/2024 - DEF COMP

CHECK REGISTER

Cowlitz 911

Time: 16:19:27 Date: 10/10/2024

09/20/2024 To: 09/20/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1209	09/20/2024	Payroll	2	EFT	HRA VEBA	7,725.00	Pay Cycle(s) 09/20/2024 To 09/20/2024 - VEBA
1210	09/20/2024	Payroll	2	EFT	REHN AND ASSOCIATES	425.00	Pay Cycle(s) 09/20/2024 To 09/20/2024 - HSA
001 OPERATIONS						145,895.86	
						145,895.86	Payroll: 145,895.86

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.

Brandi Ballinger, Signature

C2FR
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.

Budget Finance Manager, Signature

Date

Executive Director, Signature

Date

Board Chair, Signature

Date

CHECK REGISTER

Cowlitz 911

Time: 16:20:52 Date: 10/10/2024

10/04/2024 To: 10/04/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1258	10/04/2024	Payroll	1	EFT	COWLITZ COUNTY TREASURER'S OFFICE (IRS)	25,308.45	941 Deposit for Pay Cycle(s) 10/04/2024 - 10/04/2024
1252	10/04/2024	Payroll	1	13314	MICHELLE SIMS	2,309.07	
1259	10/04/2024	Payroll	1	13315	KAISER PERMANENTE MEMBERSHIP ADMIN	3,863.54	Pay Cycle(s) 10/04/2024 To 10/04/2024 - MEDICAL-KAISER
1260	10/04/2024	Payroll	1	13316	WASHINGTON STATE DEPT OF RETIREMENT	13,692.95	Pay Cycle(s) 10/04/2024 To 10/04/2024 - PSERS2; Pay Cycle(s) 10/04/2024 To 10/04/2024 - PERS2; Pay Cycle(s) 10/04/2024 To 10/04/2024 - PERS3
1261	10/04/2024	Payroll	1	13317	WCIF	12,520.32	Pay Cycle(s) 10/04/2024 To 10/04/2024 - MEDICAL-WCIF; Pay Cycle(s) 10/04/2024 To 10/04/2024 - LIFE INS BUYUP; Pay Cycle(s) 10/04/2024 To 10/04/2024 - AD-D BUYUP
1231	10/04/2024	Payroll	2	EFT	JONATHAN C AGUIRRE	1,975.41	
1232	10/04/2024	Payroll	2	EFT	DANNYKA BAKER	1,285.88	
1233	10/04/2024	Payroll	2	EFT	TAYLOR A COLBURN	1,367.76	
1234	10/04/2024	Payroll	2	EFT	KATIE M COSGROVE	2,070.57	
1235	10/04/2024	Payroll	2	EFT	KATHRYN DAVIS	2,119.09	
1236	10/04/2024	Payroll	2	EFT	SUZANNE DEISHER	1,705.21	
1237	10/04/2024	Payroll	2	EFT	JOSHUA EVALD	3,029.39	
1238	10/04/2024	Payroll	2	EFT	MISTI GIBBS	2,759.17	
1239	10/04/2024	Payroll	2	EFT	MARIA GILBERT	2,560.49	
1240	10/04/2024	Payroll	2	EFT	BRIANA HARVILL	2,270.79	
1241	10/04/2024	Payroll	2	EFT	TARA HUHTA	2,040.78	
1242	10/04/2024	Payroll	2	EFT	JERRY JENSEN	3,269.59	
1243	10/04/2024	Payroll	2	EFT	JEREMY KIRK D	3,523.91	
1244	10/04/2024	Payroll	2	EFT	ANNA LAUDENSCHLAGER	3,145.13	
1245	10/04/2024	Payroll	2	EFT	JULIA MARTIN	2,354.64	
1246	10/04/2024	Payroll	2	EFT	ANDREA R MATZKE	1,367.98	
1247	10/04/2024	Payroll	2	EFT	TRACEY MORSE	2,382.64	
1248	10/04/2024	Payroll	2	EFT	ASHLYN MUNSON	2,394.04	
1249	10/04/2024	Payroll	2	EFT	TRISTA OJALEHTO	2,104.61	
1250	10/04/2024	Payroll	2	EFT	SAMANTHA PERRY	3,257.50	
1251	10/04/2024	Payroll	2	EFT	ROBERT SCHAEFER	3,328.99	
1253	10/04/2024	Payroll	2	EFT	BRANNON STARR	2,509.08	
1254	10/04/2024	Payroll	2	EFT	REBECCA SWANSON	2,406.41	
1255	10/04/2024	Payroll	2	EFT	DON TURRENTINE	4,404.54	
1256	10/04/2024	Payroll	2	EFT	DEANNA WELLS	4,519.76	
1257	10/04/2024	Payroll	2	EFT	JESSICA M WEYGANDT	2,326.51	
1262	10/04/2024	Payroll	2	EFT	CAPSCO	50.00	Pay Cycle(s) 10/04/2024 To 10/04/2024 - ASSN FEE
1263	10/04/2024	Payroll	2	EFT	COWLITZ 911 EMERGENCY SERVICES ASSN	832.50	Pay Cycle(s) 10/04/2024 To 10/04/2024 - UNION DUES; Pay Cycle(s) 10/04/2024 To 10/04/2024 - INITIATION FEE
1264	10/04/2024	Payroll	2	EFT	EMPOWER TRUST COMPANY, LCC	3,852.79	Pay Cycle(s) 10/04/2024 To 10/04/2024 - DEF COMP
1265	10/04/2024	Payroll	2	EFT	HRA VEBA	7,725.00	Pay Cycle(s) 10/04/2024 To 10/04/2024 - VEBA
1266	10/04/2024	Payroll	2	EFT	REHN AND ASSOCIATES	425.00	Pay Cycle(s) 10/04/2024 To 10/04/2024 - HSA

CHECK REGISTER

Cowlitz 911

Time: 16:20:52 Date: 10/10/2024

10/04/2024 To: 10/04/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 OPERATIONS				137,059.49	
						137,059.49	Payroll:
							137,059.49

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.

Brandi Ballinger, Signature

C2FR
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.

Budget Finance Manager, Signature

Date

Executive Director, Signature

Date

Board Chair, Signature

Date

CHECK REGISTER

Cowlitz 911

Time: 16:22:15 Date: 10/10/2024

09/24/2024 To: 09/24/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1216	09/24/2024	Claims	1	13302	COWLITZ COUNTY	61.75	REG & PLATES FOR 2024 TRUCK
	Invoices	Amount	PO	For			
	2024 TRUCK PLAT	61.75			REGISTRATION & PLATES FOR NEW 2024 TRUCK FOR NEW RADIO COMMUNICATIONS POSITION		
003 RADIO OPERATIONS						61.75	
						61.75	Claims: 61.75

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.

Brandi Ballinger, Signature

C2FR
Agency

Date

CERTIFICATION/AUTHORIZATION:

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Budget Finance Manager, Signature

Date

Executive Director, Signature

Date

Board Chair, Signature

Date

CHECK REGISTER

Cowlitz 911

Time: 16:22:30 Date: 10/10/2024

09/27/2024 To: 09/27/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1217	09/27/2024	Claims	1	13303	APCO INTERNATIONAL	125.00	INV# 91424
	Invoices	Amount	PO	For			
	91424	125.00			ILLUMINATIONS CLASS FOR SAM PERRY		
1218	09/27/2024	Claims	1	13304	CARROLL CONSULTING LLC	1,624.30	INV# 24-105
	Invoices	Amount	PO	For			
	24-105	1,624.30			EXEC DIRECTOR & DISPATCHER BACKGROUD WORK		
1219	09/27/2024	Claims	1	13305	COMCAST BUSINESS	4,889.28	ACCT# 933689378
	Invoices	Amount	PO	For			
	933689378/0924	4,889.28			0924 DEDICATED ETHERNET AND CYBERSECURITY AT 2790 OBH AND 312 SW 1ST		
1220	09/27/2024	Claims	1	13306	COWLITZ PUD	2,838.85	ACCT# 5156128; ACCT# 5162399; ACCT# 4745063; ACCT# 4737086; ACCT# 4671145
	Invoices	Amount	PO	For			
	5156128/0924	30.95			08/08/24-09/09/24 POWER AT 200 GREEN ACRES DR		
	5162399/0924	2,050.18			08/08/24-09/09/24 POWER AT 2790 OB HWY		
	4745063/0924	317.69			08/04/24-09/03/24 POWER AT 1600 BAYSWATER RD		
	4737086/0824	175.55			07/17/24-08/15/24 POWER AT 540 OSWALT LN		
	4671145/0824	264.48			07/17/24-08/15/24 POWER AT 1 LAULAINEN RD		
1221	09/27/2024	Claims	1	13307	BRIANA HARVILL	156.11	SEPT 2024 REIMB
	Invoices	Amount	PO	For			
	SEPT 2024 REIMB	156.11			MILEAGE REIMB FOR BENEFITS RENEWAL MTG IN SEATAC		
1222	09/27/2024	Claims	1	13308	INTEGER ASSOCIATES INC	1,862.62	INV# 24-112
	Invoices	Amount	PO	For			
	24-112	1,862.62			OCT 2024 MONTHLY LEASE FOR DEER ISLAND TOWER		
1223	09/27/2024	Claims	1	13309	MORE POWER TECHNOLOGY- NONPROJECT	1,811.76	INV# 16600
	Invoices	Amount	PO	For			
	16600	1,811.76			09/23/24-10/22/24 MICROSOFT MONTHLY SUBSCRIPTION		
1224	09/27/2024	Claims	1	13310	SIERRA SPRINGS	149.50	INV# 5351188 091924
	Invoices	Amount	PO	For			
	5351188 091924	149.50			SEPT 2024 WATER DELIVERY SERVICES		
1225	09/27/2024	Claims	1	13311	TELECOMUNNICATION SYSTEMS, INC	9,253.36	INV# 04INV-000044958
	Invoices	Amount	PO	For			
	04INV-000044958	9,253.36			0824 & 0924 BACKUP IGN AT 312 SW 1ST		
1226	09/27/2024	Claims	1	13312	VERIZON WIRELESS	582.91	INV# 9972802546
	Invoices	Amount	PO	For			
	9972802546	582.91			08/02/24-09/01/24 CELL PHONES AND IPADS		
1227	09/27/2024	Claims	1	13313	WALTER E NELSON COMPANY	80.17	INV# 1893786

CHECK REGISTER

Cowlitz 911

Time: 16:22:30 Date: 10/10/2024

09/27/2024 To: 09/27/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
	Invoices		Amount	PO	For		
	1893786		80.17		PAPER TOWELS FOR STOCK		
		001 OPERATIONS				20,722.57	
		003 RADIO OPERATIONS				2,651.29	
						<u>23,373.86</u>	Claims: 23,373.86

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.

Brandi Ballinger, Signature

C2FR
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.

Budget Finance Manager, Signature

Date

Executive Director, Signature

Date

Board Chair, Signature

Date

CHECK REGISTER

Cowlitz 911

Time: 16:22:47 Date: 10/10/2024

10/10/2024 To: 10/10/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1269	10/10/2024	Claims	1	13318	AMERICAN POWER SYSTEMS	46,902.59	INV# COW0008-IN; INV# COW0005-IN; INV# CO0004B-IN
	Invoices	Amount	PO	For			
	COW0008-IN	6,368.30	911143	23	Inch Rack, Battery Breaker Panel, Shipping, and Labor - Quote #65921		
	COW0005-IN	34,919.68	911114		BATTERY REPLACEMENT FOR DAVIS PEAK		
	CO00004B-IN	5,887.96	911132		APS Change Order #60556 dated November 17, 2023 FOR SIGNAL PEAK		
1270	10/10/2024	Claims	1	13319	AT&T MOBILITY LLC	224.76	INV# X09272024
	Invoices	Amount	PO	For			
	X09272024	224.76			09/20/24-10/19/24 CELLPHONES AND HOT SPOT		
1271	10/10/2024	Claims	1	13320	COLUMBIA RIVER PUD	361.97	ACCT# 64779
	Invoices	Amount	PO	For			
	64779/1024	361.97			09/05/24-10/03/24 POWER AT 73281 NEER CITY RD		
1272	10/10/2024	Claims	1	13321	COMCAST	402.44	ACCT# 8778 10 113 0684045
	Invoices	Amount	PO	For			
	0684045/0924	402.44			09/24/24-10/23/24 INTERNET AT 312 SW 1ST AVE		
1273	10/10/2024	Claims	1	13322	COWLITZ 2 FIRE & RESCUE	5,500.00	INV# 24-101
	Invoices	Amount	PO	For			
	24-101	5,500.00			OCT 2024 FINANCIAL SERVICES - AP		
1274	10/10/2024	Claims	1	13323	COWLITZ COUNTY PURCHASING SERVICES	4.40	INV# 496-2024
	Invoices	Amount	PO	For			
	496-2024	4.40			SEPT 2024 PHONE SERVICES AT 312 SW 1ST		
1275	10/10/2024	Claims	1	13324	DENALI HEATING & AIR CONDITIONING LLC	13.51	INV# S-25176
	Invoices	Amount	PO	For			
	S-25176	13.51			AIR FILTERS FOR STOCK		
1276	10/10/2024	Claims	1	13325	FRANK F. RANDOLPH	2,662.00	INV# RLF1001
	Invoices	Amount	PO	For			
	RLF1001	2,662.00			SEPT 2024 ATTORNEY FEES		
1277	10/10/2024	Claims	1	13326	IAED/NATIONAL ACADEMIES OF EMERGENCY	55.00	INV# SIN373017; INV# SIN352377; INV# SIN384879
	Invoices	Amount	PO	For			
	SIN373017	55.00			EMD RECERT S. PERRY - CPD		
	SIN352377	-55.00			CREDIT FOR DOUBLE PAID INVOICE SIN352377		
	SIN384879	55.00			K. SCHAEFER EMD RECERT		
1278	10/10/2024	Claims	1	13327	LANGUAGE LINE SVCS INC	131.80	INV# 11421551
	Invoices	Amount	PO	For			
	11421551	131.80			SEPT 2024 INTERPRETATION SERVICES		
1279	10/10/2024	Claims	1	13328	LEVEL 3 COMMUNICATIONS, LLC	1,654.11	INV# 708168358

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Cowlitz 911

Time: 16:22:47 Date: 10/10/2024

10/10/2024 To: 10/10/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		Invoices	Amount	PO	For		
		708168358	1,654.11		OCT 2024 PHONE SERVICES		
1280	10/10/2024	Claims	1	13329	LONGVIEW, CITY OF	1,041.07	INV# 2952
		Invoices	Amount	PO	For		
		2952	1,041.07		OCT 2024 LOST RENT 2790 OB HWY		
1281	10/10/2024	Claims	1	13330	LOWER COLUMBIA OCC HEALTH	91.00	INV# 2024-04699
		Invoices	Amount	PO	For		
		2024-04699	91.00		PRE-EMPLOYMENT TESTING - SEPT 2024		
1282	10/10/2024	Claims	1	13331	MORE POWER TECHNOLOGY-NONPROJECT	100,595.70	INV# 16577; INV# 16153; INV# 16426; INV# 16537; INV# 16632
		Invoices	Amount	PO	For		
		16577	37,668.53		MICROSOFT ASSURANCE FOR 1 YR & SQL BUNDLE FOR 1 YR (2024/2025)		
		16153	15,737.20		MAY 2024 IT MANAGED SERVICES AGREEMENT		
		16426	15,737.20		AUG 2024 IT MANAGED SERVICES AGREEMENT		
		16537	15,731.79		SEPT 2024 IT MANAGED SERVICES AGREEMENT		
		16632	15,720.98		OCT 2024 IT MANAGED SERVICES AGREEMENT		
1283	10/10/2024	Claims	1	13332	PUBLIC SAFETY TESTING INC	312.00	INV# 2024-902
		Invoices	Amount	PO	For		
		2024-902	312.00		Q3 2024 HIRING TESTING SUBSCRIPTION FEES		
1284	10/10/2024	Claims	1	13333	REHN AND ASSOCIATES -AP	13.50	INV# 16170
		Invoices	Amount	PO	For		
		16170	13.50		SEPT 2024 HSA ADMIN FEES		
1285	10/10/2024	Claims	1	13334	ROBERT SCHAEFER	194.19	INV# 2024-AIA AWARDS
		Invoices	Amount	PO	For		
		2024-AIA-AWARD	194.19		MILEAGE & TAXI REIMB FOR AIA CIVIC DESIGN AWARD ACCEPTANCE FOR COWLITZ 911		
1286	10/10/2024	Claims	1	13335	SIGN PRINT 360	408.08	INV# 9967; INV# 10064
		Invoices	Amount	PO	For		
		9967	56.75		NAME PLATE FOR 3 NEW EMPLOYEES		
		10064	351.33		VARIETY OF SIGNS FOR DOORS		
1287	10/10/2024	Claims	1	13336	T-MOBILE USA INC	40.07	ACCT# 986172236
		Invoices	Amount	PO	For		
		986172236/0924	40.07		08/21/24-09/20/24 WIFI HOTSPOT ON 360-472-5288		
1288	10/10/2024	Claims	1	13337	TOSHIBA AMERICA BUSINESS SOLUTIONS	475.05	INV# 5031593765; INV# 5031576653
		Invoices	Amount	PO	For		
		5031593765	293.59		10/03/24-11/02/24 COPIER LEASE & TAX AND 07/24/24-09/02/24 COPIER OVERAGES		
		5031576653	181.46		10/01/24-10/31/24 COPIER LEASE & TAX		

CHECK REGISTER

Cowlitz 911

Time: 16:22:47 Date: 10/10/2024

10/10/2024 To: 10/10/2024

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1289	10/10/2024	Claims	1	13338	SAMANTHA PERRY	515.26	INV# 2024-CTO
		Invoices	Amount	PO	For		
		2024-CTO	515.26		REIMB FOR MILEAGE & MEALS		
		001 OPERATIONS				114,320.43	
		002 EQUIPMENT REPLACEMENT				6,368.30	
		003 RADIO OPERATIONS				375.48	
		004 RADIO REPLACEMENT				40,534.29	
						<u>161,598.50</u>	Claims: 161,598.50

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.

Brandi Ballinger, Signature

C2FR
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.

Budget Finance Manager, Signature

Date

Executive Director, Signature

Date

Board Chair, Signature

Date

COWLITZ 911

Police • Fire • Medical



Cowlitz 911 Agenda Summary Sheet

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

Introduced by: Darr Kirk

Date: 10/16/2024

For Agenda of: 10/16/2024

SUBJECT TITLE: 2025 preliminary budget presentation.

SUMMARY STATEMENT: Presentation of 2025 preliminary budget for discussion purposes.

ATTACHMENTS:

1. 2025 preliminary budget.

RECOMMENDED ACTION:

None

Expenditure Required: None
Appropriation Required: None

ACCOUNT TITLE	2024		2024-2025		
	FORECAST	2024 BUDGET	2025 BUDGET	NET CHANGE	Budget Variance
OPS Budget					
BEGINNING FUND BALANCE (OPS)	2,264,864.48	2,264,864.48	1,611,221.96	(653,642.52)	-28.86%
BEGINNING FUND BALANCE (OPS- RESERVE)	81,000.00	81,000.00	81,000.00	-	0.00%
WIRELINE - ENHANCED 911	73,296.29	79,023.00	79,023.00	-	0.00%
WIRELESS - ENHANCED 911	794,397.64	796,511.00	796,511.00	-	0.00%
PREPAID - ENHANCED 911	148,088.62	148,349.00	148,349.00	-	0.00%
VOIP - ENHANCED 911	115,682.74	123,051.00	123,051.00	-	0.00%
WA STATE MILITARY DEPT E911 CPD & EQUIPMENT CONTRACT	52,061.00	52,061.00	52,061.00	-	0.00%
USER FEES - LONGVIEW FIRE DEPT	179,707.00	179,707.00	179,707.00	-	0.00%
USER FEES - COWLITZ COUNTY SHERIFF	478,819.00	478,819.00	478,819.00	-	0.00%
USER FEES - WOODLAND FIRE DIST 1	18,394.00	18,394.00	18,394.00	-	0.00%
USER FEES - COWLITZ 2 FIRE & RESCUE	151,078.00	151,078.00	151,078.00	-	0.00%
USER FEES - TOUTLE FIRE DIST 3	15,273.00	15,273.00	15,273.00	-	0.00%
USER FEES - KALAMA FIRE DIST 5	38,453.00	38,453.00	38,453.00	-	0.00%
USER FEES - CASTLE ROCK FIRE DIST 6	43,051.00	43,051.00	43,051.00	-	0.00%
USER FEES - KELSO POLICE	176,953.00	176,953.00	176,953.00	-	0.00%
USER FEES - KALAMA POLICE	42,077.00	42,077.00	42,077.00	-	0.00%
USER FEES - CASTLE ROCK POLICE	35,199.00	35,199.00	35,199.00	-	0.00%
USER FEES - WOODLAND POLICE	94,130.00	94,130.00	94,130.00	-	0.00%
USER FEES - LONGVIEW POLICE	451,748.00	451,748.00	451,748.00	-	0.00%
AMR ADMIN SERVICE FEE	9,404.00	9,404.00	-	(9,404.00)	-100.00%
USER FEES - AMR	135,000.00	135,000.00	2,400.00	(132,600.00)	-98.22%
USER FEES - CORONER	3,088.00	3,088.00	3,088.00	-	0.00%
USER FEES - MEDIX	65,000.00	65,000.00	160,000.00	95,000.00	146.15%
INTEREST EARNED ON INVESTMENT (OPS)	61,311.55	59,000.00	59,000.00	-	0.00%
LOCAL SALES INTEREST-DOR E911 TAXES	4,542.06	5,000.00	5,000.00	-	0.00%
MISC REVENUE	4,906.80	-	-	-	
TRANSFER IN (OPS)	1,583,654.00	1,583,654.00	2,500,000.00	916,346.00	57.86%
REVENUE Total	7,121,179.18	7,129,887.48	7,345,586.96	215,699.48	3.03%
				-	

ACCOUNT TITLE	2024		2024-2025		
	FORECAST	2024 BUDGET	2025 BUDGET	NET CHANGE	Budget Variance
SALARIES & WAGES	1,937,540.31	2,710,759.00	2,746,964.08	36,205.08	1.34%
HOLIDAYS	76,838.44	100,744.00	137,914.21	37,170.21	36.90%
OVERTIME	218,897.15	210,203.00	306,591.23	96,388.23	45.85%
TRAINING PAY	15,357.00	23,920.00	39,271.26	15,351.26	64.18%
CALL PAY	172.50	330.00	330.00	-	0.00%
DISPATCHER IN CHARGE	28,630.50	9,300.00	4,650.00	(4,650.00)	-50.00%
MEDICAL INSURANCE	491,449.15	672,000.00	709,800.00	37,800.00	5.63%
SOCIAL SECURITY/MEDICARE	171,671.02	237,069.00	251,805.72	14,736.72	6.22%
RETIREMENT	200,795.12	286,889.00	329,397.81	42,508.81	14.82%
UNEMPLOYMENT COMPENSATION	12,681.52	12,640.00	15,800.00	3,160.00	25.00%
INDUSTRIAL ACCIDENT CLAIMS	9,950.48	10,736.00	13,420.00	2,684.00	25.00%
SEVERANCE PAY	79,865.00	43,680.00	60,507.30	16,827.30	38.52%
SALARIES, WAGES, AND BENEFITS TOTAL	3,243,848.19	4,318,270.00	4,616,451.60	298,181.60	6.91%
				-	
OFFICE SUPPLIES	19,793.75	35,658.00	25,000.00	(10,658.00)	-29.89%
FACILITY/VEHICLE UPKEEP SUPPLIES	-	-	10,000.00	10,000.00	
PUB ED MATERIALS	6,825.00	8,000.00	5,000.00	(3,000.00)	-37.50%
EMPLOYEE APPRECIATION	13,238.05	8,000.00	10,000.00	2,000.00	25.00%
SMALL TOOLS AND MINOR EQUIPMENT	24,677.27	35,000.00	25,000.00	(10,000.00)	-28.57%
FUEL/GAS FACILITY	2,860.46	8,000.00	2,500.00	(5,500.00)	-68.75%
EMPLOYEE WELLNESS	12,461.52	20,000.00	20,000.00	-	0.00%
FACILITY MANAGER WORK CLOTHING/ UNIFORM	600.00	600.00	1,000.00	400.00	66.67%
UTILITIES	39,133.26	35,000.00	35,000.00	-	0.00%
LEGAL	48,293.42	65,000.00	65,000.00	-	0.00%
POSTAGE (\$50/month)	659.73	600.00	600.00	-	0.00%
TELEPHONE	32,518.94	33,000.00	33,000.00	-	0.00%
ADVERTISING	4,416.14	6,250.00	6,250.00	-	0.00%
INSURANCE/PREMIUMS (WCIA)	90,472.00	90,630.00	96,000.00	5,370.00	5.93%
MEMBERSHIPS DUES AND SUBSCRIPTIONS	6,596.05	7,000.00	7,000.00	-	0.00%
COMPUTERS (SOFTWARE)	414.14	2,000.00	-	(2,000.00)	-100.00%
MISC/OTHER	316.84	1,200.00	1,200.00	-	0.00%
BOARD/USER APPRECIATION	1,276.38	1,000.00	1,500.00	500.00	50.00%
PHOTOCOPIES	5,145.39	2,000.00	2,000.00	-	0.00%
REPAIRS AND MAINTENANCE	22,783.94	30,000.00	30,000.00	-	0.00%
IGN/ISP	173,087.87	118,000.00	165,000.00	47,000.00	39.83%
COPIER RENT (tax)	300.00	300.00	300.00	-	0.00%
MEALS	5,653.43	5,700.00	5,700.00	-	0.00%

ACCOUNT TITLE	2024		2024-2025		
	FORECAST	2024 BUDGET	2025 BUDGET	NET CHANGE	Budget Variance
MILEAGE/GAS	3,344.82	3,400.00	3,400.00	-	0.00%
PARKING TAXI SHUTTLE BAGGAGE	612.00	1,000.00	1,000.00	-	0.00%
TUITION & REGISTRATION	15,584.00	16,000.00	16,000.00	-	0.00%
AIRFARE	7,879.08	8,000.00	8,000.00	-	0.00%
CAR RENTAL	2,927.96	3,000.00	3,000.00	-	0.00%
LODGING	15,788.17	18,000.00	18,000.00	-	0.00%
WASHINGTON STATE AUDITOR	24,000.00	24,000.00	-	(24,000.00)	-100.00%
PROFESSIONAL & CONTRACTED SERVICES	273,629.80	380,000.00	300,000.00	(80,000.00)	-21.05%
INTERGOVERNMENTAL PROFESSIONAL SERVICES	105,000.00	105,000.00	45,000.00	(60,000.00)	-57.14%
TECHNOLOGY & SOFTWARE MAINTENANCE/LICENSES	497,390.61	255,000.00	400,000.00	145,000.00	56.86%
LANDLORD TENANT (short term lease)	12,494.00	12,494.00	12,494.00	-	0.00%
Prior Period(s) Adjustments	-	-	-	-	
PAYROLL CLEARING	915.01	-	-	-	
SBITA/LEASE/PPP	3,600.00	3,600.00	185,000.00	181,400.00	5038.89%
CAPITAL OUTLAYS	-	-	-	-	
TRANSFER OUT TO RADIO OPERATIONS	370,420.00	370,420.00	564,000.00	193,580.00	52.26%
TRANSFER OUT TO RADIO RESERVE EXPENDITURES	-	-	-	-	
TRANSFER OUT TO RADIO RESERVE RESERVE	340,000.00	340,000.00	340,000.00	-	0.00%
ENDING FUND BALANCE (OPS)	1,611,221.96	677,765.48	205,191.36	(472,574.12)	-69.73%
ENDING FUND BALANCE (OPS-RESERVE)	81,000.00	81,000.00	81,000.00	-	0.00%
OTHER OPERATING EXPENSES TOTAL	3,877,330.99	2,811,617.48	2,729,135.36	(82,482.12)	-2.93%
EXPENSE Total	7,121,179.18	7,129,887.48	7,345,586.96	215,699.48	3.03%

Equipment Replacement Budget (NOT RADIO)					
BEGINNING FUND BALANCE (EQUIP RESERVE-RESERVED)	1,755,681.88	1,755,681.88	1,755,681.88	-	0.00%
INTEREST EARNED ON INVESTMENT (EQUIP RESERVE)	82,467.34	84,000.00	84,000.00	-	0.00%
TRANSFER IN FROM SALES TAX FOR EQUIPMENT EXPENDITURES	-	-	-	-	
TRANSFER IN FROM SALES TAX EQUIPMENT REPLACEMENT RESERVE	345,000.00	345,000.00	345,000.00	-	0.00%
REVENUE Total	2,183,149.22	2,184,681.88	2,184,681.88	-	0.00%
CAPITAL OUTLAYS	70,467.11	92,664.00	92,664.00	-	0.00%
ENDING FUND BALANCE (EQUIP RESERVE- RESERVED)	1,901,280.78	2,092,017.88	2,092,017.88	-	0.00%
EXPENSE Total	1,971,747.89	2,184,681.88	2,184,681.88	-	0.00%

ACCOUNT TITLE	2024		2024-2025		
	FORECAST	2024 BUDGET	2025 BUDGET	NET CHANGE	Budget Variance
Radio Ops Budget					
BEGINNING FUND BALANCE (RADIO OPS)	124,566.03	124,566.03	103,803.68	(20,762.35)	-16.67%
RAINIER TOWER RENT--LONGVIEW SCHOOL DISTRICT	8,241.55	8,234.00	8,234.00	-	0.00%
COLUMBIA HEIGHTS TOWER RENT-- MEREDITH CORP- KPTV	5,895.00	5,895.00	5,895.00	-	0.00%
SPEELYAI TOWER RENT-- CRESA- R4HLS	4,691.25	4,691.00	4,691.00	-	0.00%
SPEELYAI TOWER RENT-- NCEMS	-	1,835.00	1,835.00	-	0.00%
SPEELYAI TOWER RENT- COWITZ PUD	2,522.34	2,775.00	2,775.00	-	0.00%
SPEELYAI TOWER RENT- CRESA	5,733.75	5,734.00	5,734.00	-	0.00%
RAINIER TOWER RENT- FIRE DIST 5	5,373.80	5,227.00	5,227.00	-	0.00%
RAINIER TOWER RENT- WSP	5,080.66	5,227.00	5,227.00	-	0.00%
SPEELYAI- WSDOT	6,730.57	6,731.00	6,731.00	-	0.00%
INTEREST EARNED ON INVESTMENT (RADIO OPS)	8,205.24	1,714.00	1,714.00	-	0.00%
MISC REVENUE- RADIO OPS	-	-	-	-	
TRANSFER IN FROM OPERATIONS (RADIO OPS)	370,420.00	370,420.00	564,000.00	193,580.00	52.26%
LEASHOLD TAX - KPTV- DOR	757.00	757.00	757.00	-	0.00%
REVENUE Total	548,217.19	543,806.03	716,623.68	172,817.65	31.78%
SALARIES & WAGES	11,666.67		140,000.00	140,000.00	
BENEFITS	2,500.00		30,000.00	30,000.00	
PROPANE - FUEL GENERATORS	4,000.77	4,000.00	4,000.00	-	0.00%
INSURANCE	-	-	-	-	
SMALL TOOLS AND MINOR EQUIPMENT	5,000.00	7,214.00	30,000.00	22,786.00	315.86%
PUD - ELECTRICITY	16,363.01	19,339.00	19,339.00	-	0.00%
REPAIRS & MAINTENANCE	126,937.06	139,209.00	139,209.00	-	0.00%
PROPERTY TAX	2,892.00	2,892.00	2,892.00	-	0.00%
LEASE RENTALS- SHORT TERM	20,506.00	20,506.00	20,506.00	-	0.00%
LEASEHOLD TAX DOR (IMMATERIAL)	-	742.00	742.00	-	0.00%
LEASE RENTALS-LONG TERM	129,548.00	129,548.00	129,548.00	-	0.00%
CAPITAL OUTLAYS (RADIO OPS)	125,000.00		-	-	
	-	-		-	
ENDING FUND BALANCE (RADIO OPS)	103,803.68	220,356.03	200,387.68	(19,968.35)	-9.06%
EXPENSE Total	548,217.19	543,806.03	716,623.68	172,817.65	31.78%

ACCOUNT TITLE	2024		2024-2025		
	FORECAST	2024 BUDGET	2025 BUDGET	NET CHANGE	Budget Variance
Radio Replacement Budget					
BEGINNING FUND BALANCE (RADIO REPLACEMENT)	1,754,956.48	1,754,956.48	1,489,951.26	(265,005.22)	-15.10%
INTEREST EARNED ON INVESTMENT (RADIO REPLACEMENT)	78,655.23	54,000.00	54,000.00	-	0.00%
TRANSFER IN FROM OPERATIONS (RADIO REPLACEMENT EXPENDITURES)	-	-	-	-	
TRANSFER IN FROM OPERATIONS (RADIO RESERVE- RESERVE)	340,000.00	340,000.00	340,000.00	-	0.00%
FED GRANT 01 REVENUE	704,000.00	2,179,000.00	1,475,000.00	(704,000.00)	-32.31%
REVENUE Total	2,877,611.71	4,327,956.48	3,358,951.26	(969,005.22)	-22.39%
RADIO SITE IMPROVEMENTS	229,622.95	555,926.00	229,622.95	(326,303.05)	-58.70%
CAPITAL IMPROVEMENTS	154,875.02	1,332,114.00	1,200,000.00	(132,114.00)	-9.92%
CAPITAL EQUIPMENT PURCHASES - COPS FED GRANT	725,000.00	2,179,000.00	1,454,000.00	(725,000.00)	-33.27%
ENDING FUND BALANCE (RADIO REPLACEMENT)	-	-	-	-	
ENDING FUND BALANCE (RADIO REPLACEMENT)	1,489,951.26	260,916.48	475,328.31	214,411.83	82.18%
EXPENSE Total	2,599,449.23	4,327,956.48	3,358,951.26	(969,005.22)	-22.39%
Sales Tax Budget					
BEGINNING FUND BALANCE (SALES TAX)	3,099,227.63	3,099,227.63	3,351,940.63	252,713.00	8.15%
SALES TAX (SALES TAX)	3,226,908.39	3,108,155.00	3,150,000.00	41,845.00	1.35%
INTEREST EARNED ON INVESTMENT (SALES TAX)	125,237.93	21,373.00	100,000.00	78,627.00	367.88%
REVENUE Total	6,451,373.95	6,228,755.63	6,601,940.63	373,185.00	5.99%
TRANSFER OUT (BOND RESERVE)	743,160.00	743,160.00	743,160.00	-	0.00%
TRANSFER OUT (OPS)	1,583,654.00	1,583,654.00	2,500,000.00	916,346.00	57.86%
TRANSFER OUT (EQ EXPENDITURES)	-	-	-	-	
TRANSFER OUT (EQ RESERVE)	345,000.00	345,000.00	345,000.00	-	0.00%
TRANSFER OUT (STABILIZATION RESERVE FUND)	5,000.00	5,000.00	-	(5,000.00)	-100.00%
TRANSFER OUT (FACILITY RESERVE)	200,000.00	200,000.00	200,000.00	-	0.00%
ENDING FUND BALANCE	3,574,559.95	3,351,940.63	2,813,780.63	(538,160.00)	-16.06%
EXPENSE Total	6,451,373.95	6,228,754.63	6,601,940.63	373,186.00	5.99%
Stabilization Fund Budget					
BEGINNING FUND BALANCE STABILIZATION RESERVE	1,544,714.48	1,544,714.48	1,619,314.48	74,600.00	4.83%
INTEREST EARNED ON INVESTMENTS (STAB FUND)	68,960.89	69,600.00	69,600.00	-	0.00%
TRANSFER IN FROM SALES TAX TO STABILIZATION RESERVE	5,000.00	5,000.00	-	(5,000.00)	-100.00%
REVENUE Total	1,618,675.37	1,619,314.48	1,688,914.48	69,600.00	4.30%
ENDING FUND BALANCE STABILIZATION RESERVE	1,618,675.37	1,619,314.48	1,688,914.48	69,600.00	4.30%

ACCOUNT TITLE	2024		2024-2025		
	FORECAST	2024 BUDGET	2025 BUDGET	NET CHANGE	Budget Variance
Facility Reserve Budget					
BEGINNING FUND BALANCE (FACILITY RESERVE)	417,546.33	417,546.33	635,546.33	218,000.00	52.21%
INTEREST EARNED ON INVESTMENT (FACILITY RESERVE)	21,177.14	18,000.00	18,000.00	-	0.00%
TRANSFER IN FROM SALES TAX (FACILITY RESERVE)	200,000.00	200,000.00	200,000.00	-	0.00%
REVENUE Total	638,723.47	635,546.33	853,546.33	218,000.00	34.30%
ENDING FUND BALANCE (FACILITY RESERVE)	638,723.47	635,546.33	853,456.33	217,910.00	34.29%
Debt Service Budget					
BEGINNING FUND BALANCE BOND RESERVE	78,918.79	78,918.79	95,557.79	16,639.00	21.08%
INTEREST EARNED ON INVESTMENTS (DEBT SERVICE)	11,192.48	16,639.00	16,639.00	-	0.00%
TRANSFER IN FROM SALES TAX TO BOND RESERVE	743,160.00	743,160.00	743,160.00	-	0.00%
REVENUE Total	833,271.27	838,717.79	855,356.79	16,639.00	1.98%
PRINCIPAL PAYMENT	385,000.00	385,000.00	385,000.00	-	0.00%
INTEREST PAYMENT	196,160.00	358,160.00	358,160.00	-	0.00%
ENDING FUND BALANCE BOND RESERVE	252,111.27	95,557.79	112,196.79	16,639.00	17.41%
EXPENSE Total	833,271.27	838,717.79	855,356.79	16,639.00	1.98%
Project Fund Budget (Building Project)					
BEGINNING FUND BALANCE (PROJECT FUND)	2,359,224.46	2,359,224.46	1,076,571.91	(1,282,652.55)	-54.37%
INTEREST EARNED ON INVESTMENTS (PROJECT FUND)	92,667.05	72,000.00	40,000.00	(32,000.00)	-44.44%
REVENUE Total	2,451,891.51	2,431,224.46	1,116,571.91	(1,314,652.55)	-54.07%
PROFESSIONAL SERVICES (PROJECT FUND)	116,323.15	200,000.00	-	(200,000.00)	-100.00%
FURNITURE AND SUPPLIES	-	50,000.00	-	(50,000.00)	-100.00%
SMALL TOOLS AND MINOR EQUIPMENT	-	50,000.00	-	(50,000.00)	-100.00%
CAPITAL OUTLAYS	1,246,945.00	1,246,945.00	-	(1,246,945.00)	-100.00%
MISC- CAPITAL OUTLAYS (PROJECT FUND)	157,013.55	200,000.00	-	(200,000.00)	-100.00%
ENDING FUND BALANCE (PROJECT FUND)	1,076,571.91	684,279.46	1,116,571.91	432,292.45	63.17%
EXPENSE Total	2,596,853.61	2,431,224.46	1,116,571.91	(1,314,652.55)	-54.07%



Cowlitz 911 Agenda Summary Sheet

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

Introduced by: Darr Kirk

Date: October 16, 2024

For Agenda of: October 16, 2024

SUBJECT TITLE: Cowlitz 911 Authorized Signers

ATTACHMENTS: None

SUMMARY STATEMENT:

All resolutions the Board of Directors has approved in regard to financial accounts have been updated to reflect position titles rather than names in an effort to avoid having to bring the resolution back to the Board to update each time there is a change in staff. Since the resolutions are in place, the Board just needs to authorize the removal of Rachael Young and John Diamond with the replacement of Darr Kirk, Jessica Weygandt, Briana Harvill for the Red Canoe accounts, US Bank account, and the Cowlitz County Treasurers account.

RECOMMENDED ACTION:

Cowlitz 911 Director and staff request immediate removal of John Diamond and Rachael Young from the financial accounts and replace them with Darr Kirk, Jessica Weygandt, and Briana Harvill.
