



# REGULAR COUNCIL AGENDA

Fire Hall - 111 D Street  
January 17, 2024 at 5:00 PM

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1. **WORKSHOP - PUBLIC OFFICIALS LIABILITY TRAINING FROM 5 P.M. TO 6:30 P.M.**
2. **FLAG SALUTE - PLEDGE OF ALLEGIANCE**
3. **OATH OF OFFICE FOR NEWLY ELECTED OFFICIALS**
4. **CALL TO ORDER - ROLL CALL**
5. **APPROVAL OF AGENDA**
6. **PUBLIC COMMENTS**
7. **CONSENT AGENDA**
  - A. Claims Vouchers
  - B. Meeting Minutes - December 20, 2023 Workshop & Council Meeting
8. **COMMITTEE REPORTS**
9. **CITY OFFICIAL REPORTS**
  - A. Police Chief Report
  - B. Finance Director Report
10. **MAYOR'S REPORT**
11. **NEW BUSINESS**
  - A. Council Committee Assignments
  - B. Vote for Council President/Mayor Pro Tempore
  - C. Connections Agreement
12. **COUNCIL COMMENTS**
13. **PUBLIC COMMENTS**

*Public comments may be made in-person during the meeting. If unable to attend, please submit comments to [jpope@cosmopolisva.gov](mailto:jpope@cosmopolisva.gov) by noon on meeting day.*

If you are unable to attend the meeting in person, you may join with the following Zoom Information

**Webinar ID: 894 8440 4426**  
**Passcode: 055083**  
**Phone Number: (253) 215-8782**



# REGULAR COUNCIL MINUTES

Council Chambers – 1300 First Street

December 20, 2023 at 7:00 PM

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## 6:30 PM WORKSHOP - 2024 BUDGET

Director Pope, Administrator Raines, and Mayor Pauley discussed the proposed 2024 Budget

## FLAG SALUTE - PLEDGE OF ALLEGIANCE

## CALL TO ORDER - ROLL CALL

PRESENT: Councilmember Candice Makos, Councilmember Stana Carlisle, Councilmember Jim Ancich, Councilmember Mark Collett.

## OATH OF OFFICE - MARK COLLETT

Mayor Pauley administered the Oath of Office to newly elected Councilmember Collett

## APPROVAL OF AGENDA

Motion made by Councilmember Ancich to approve the agenda, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Robinson

## PUBLIC HEARING - 2024 BUDGET

**Linda Springer** commented on losing an officer.

**Michelle Fogus** suggested a low interest loan or grant to keep an officer.

**Cheryl Turner** asked how we get money back into parks if it is moved to law enforcement.

## CONSENT AGENDA

Motion made by Councilmember Ancich to approve the consent agenda, Seconded by Councilmember Carlisle.  
Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Robinson

## CITY OFFICIAL REPORTS

**Finance Director** - She thanked the mayor and outgoing councilmembers for their service to the City.

**City Administrator**- He stated Rognlin's will start pouring the concrete foundation tomorrow

**Public Works Superintendent** - He asked for permission for the mayor to sign the TIB Relight Grant. Motion made by Councilmember Ancich, Seconded by Councilmember Carlisle.  
Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Robinson

**Police Chief** -He commended Officer Bailey for recovering wheels and tires from a potential theft suspect. He asked the public to notify the police immediately if they see someone with a flashlight looking around cars instead of notifying us the next day. We will be picking up the new crown victoria from Long Beach PD next weekend. Adam Johnson is donating his time to outfit it. There is no cost to the community for this vehicle. He is donating time to give the Long Beach PD

firearms trading in lieu of the vehicle. We are still waiting to hear about the body cam grant would fund the clerk's position for six months. We are also working on an agreement with Westport to help keep an officer employed.

**Fire Chief** - Chief Falley stated they have 6 candidates attending the Fire Academy and 2 candidates attending EMT training.

**MAYOR'S REPORT**

**Mayor Pauley** thanked the public, staff and council for their support through the difficulties of the last four years.

**NEW BUSINESS**

A. Interlocal Comprehensive Stormwater Plan Update Agreement

Motion made by Councilmember Makos to approve the agreement, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Collett

B. Local Records Grant - Organization

Motion made by Councilmember Carlisle to approve applying for the grant, Seconded by Councilmember Makos. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Collett

C. Resolution 2023-13 (Utility Rates & Fees)

Motion made by Councilmember Carlisle to approve the resolution, Seconded by Councilmember Makos. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Collett

D. Ordinance 1389 (2024 Budget)

Motion made by Councilmember Makos to approve the ordinance, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Collett

E. Ordinance 1390 (2023 Budget Amendment)

Motion made by Councilmember Collett to approve the ordinance, Seconded by Councilmember Ancich. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Collett

F. Region 3 Addendum Mutual Aid Agreement

Motion made by Councilmember Carlisle to approve the agreement, Seconded by Councilmember Makos. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Collett

G. Interlocal Agreement for Automatic Structure Fire Response

Motion made by Councilmember Collett to approve the agreement, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich, Councilmember Collett

**COUNCIL COMMENTS**

**Councilmember Collett** thanked the outgoing councilmembers for their service.

**PUBLIC COMMENTS**

**Cheryl Turner** asked the fire chief who was Santa during their drive through town.

**Kim Gherna** stated ordinance 1336 has park hours from 6 a.m. to 10 p.m. She would like them to be 7 a.m. to 9 p.m. She stated that Olympic Terrace Park has been cleaned up and chips have been delivered and spread.

**Linda Springer** thanked Kim Gherna for her work in the park.



# COSMOPOLIS POLICE DEPARTMENT

PO Box 478 / 1312 First Street Cosmopolis, WA. 98537  
Heath Layman, *Chief of Police*

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## Council Report 01/17/2024

**Update:**

No response yet re the WASPC/WTSC Traffic Safety Grant for a radar unit as approved by the council on 11/15/2023.

No response yet re grant application packet for the WASPC/Washington State Legislature Body-Worn Camera. This is the grant that the council approved our applying for at the 11/15/2023 meeting.

We have picked up and are currently outfitting (through donation) the Crown Victoria PPV as approved by the council.

I issued a life saving commendation to Officer Tevis and Officer Bailey on 12/26/23 regarding an exceptionally well-done job in saving a life on 12/21/23. See attached letter.

I am pleased to report that Deputy Chief Miskell has returned to work as of 01/09/24.

Through great investigative work and teamwork from the rest of the crew, Officer Bailey was able to solve a commercial burglary and has forwarded charges to the GHC Prosecutor’s Office.

Officer Tevis investigated a complex threats complaint at our school which included the successful application of a search warrant. Through his efforts, a suspect was identified, and charges have been recommended to the GHC Prosecutor’s Office.

The wheels and tires of a parked vehicle were stolen. Our team was able to track down the stolen items and return them to the victim.

Lay-off notices were issued to Officer Tevis and Police Clerk Grove. Unless solution(s) are found, the last day of them working will be 01/31/2024.

I was elected to the Grays Harbor 911 Operating Board as the small agency representative and accepted the position on 01/10/24.

We had 184 calls for service between 12/15/2023 and 01/12/24.

**ACTION ITEM**

Municipal Contract between the Connections, A Center for Healthy Families and the City of Cosmopolis

Respectfully submitted,





# COSMOPOLIS POLICE DEPARTMENT

PO Box 478 / 1312 First Street Cosmopolis, WA. 98537

H. Layman, *Chief of Police*

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## DEPARTMENT MEMO

**DATE:** 1/11/2024

**TO:** OFFICER TEVIS & OFFICER BAILEY

**CC:**

**FROM:** CHIEF LAYMAN

**RE:** LIFE SAVING EFFORTS

On 12/21/2023 at about 1700 hours Officer Tevis and Officer Bailey responded to a medical call of a fall on Stanford Drive, Cosmopolis.

If not for the expeditious response, correct assessment of what was going on, and the early recognition of the need for CPR, a 60-year-old male would probably not have lived.

Officer Tevis and Officer Bailey provided effective CPR for approximately 26 minutes, continuing to assist CFD and AFD after they arrived, providing valuable manpower to them as life-saving efforts continued.

AFD leadership communicated to me that if not for the “high quality CPR by your officers, he wouldn’t have had a chance.”

Officer Tevis and Officer Bailey, your actions on 12/21/2023 led to a person’s life being saved. This is in the highest tradition of police work and demonstrates your dedication and commitment to the mission of the Cosmopolis Police Department and to the citizens of Cosmopolis.

I commend you both for a job well done and your lifesaving act.

Heath Layman, Chief of Police



## Finance Director Report January 17, 2024

At the end of 2023, the General Fund only has \$176, 936 cash remaining.

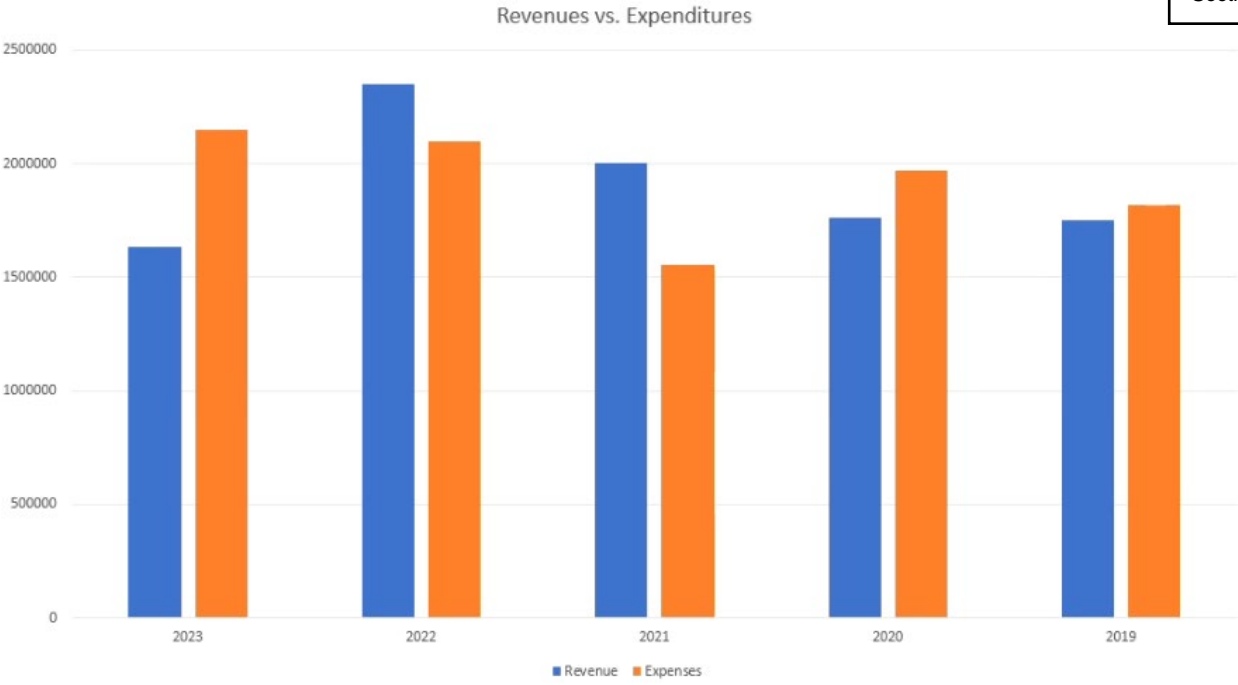
We are not only dealing with reduced revenues but also costs that have continued to rise. The chart below shows the rates of inflation from 2019-2023 per the US Bureau of Labor Statistics.



The First Quarter of each year is typically lean for the City. This means that the fund usually operates in a deficit. Without the additional B&O tax and Utility Tax on Electricity that the City normally gets, we will be operating with even less funds. Our next big source of revenue won't arrive until May when we receive the first half of the Property Tax revenues. We need to keep expenditures to a bare minimum.

This chart shows our revenues versus expenditures for 2019-2023. As you can see, in 2023 our expenditures far outweighed our revenues.





With the labor cuts put in place, the General Fund will have an estimated \$1,537 at the end of the First Quarter of 2024.

**Estimated Cash Flow  
First Quarter 2024**

Beginning Cash Balance	\$ 176,936
Taxes	\$ 175,000
Licenses & Permits	\$ 10,000
Intergovernmental Revenues	\$ 17,034
Goods & Services	\$ 1,500
Fines & Penalties	\$ 6,000
Interest	\$ 13,500
Non-Revenues	\$ 3,000
Total Est Gen Fund Revenues	\$ 226,034
Beginning Cash + Est. Revenues	\$ 402,970
Legislative	\$ 7,000
Judicial	\$ 12,700
Executive	\$ 2,250
Financial, Recording & Election	\$ 56,000
Attorney	\$ 7,800
Centralized Services	\$ 12,000
Law Enforcement	\$ 160,900
Fire Control	\$ 96,000
Dentention	\$ 1,500

Protective Inspections	\$ 6,000
Emergency Dispatch	\$ 4,100
Cemetery	\$ 3,600
Garbage & Solid Waste	\$ -
Conservation	\$ 1,538
Animal Control	\$ -
Planning & Community Development	\$ 14,300
Substance Abuse	\$ 120
Cultural & comm Activities	\$ -
Park Facilities	\$ 12,625
Non Expenditures	\$ 3,000
Debt Service	\$ -
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Est Gen Fund Expenditures	\$ 401,433
<b>Est Remaining Cash March 31, 2024</b>	<b>\$ 1,537</b>

The estimated expenditures include labor cuts consisting of one City Hall clerk, the Police Clerk, and a Police officer and no labor costs in parks and cemetery.

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 1

001 General Expense Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	500,000.00	696,414.92	(196,414.92)	139.3%
310 Taxes	1,757,100.00	1,222,685.62	534,414.38	69.6%
320 Licenses & Permits	46,800.00	48,684.60	(1,884.60)	104.0%
330 Intergovernmental Revenues	250,224.00	204,412.78	45,811.22	81.7%
340 Charges For Goods & Services	10,250.00	10,435.97	(185.97)	101.8%
350 Fines & Penalties	24,425.00	37,859.92	(13,434.92)	155.0%
360 Interest & Other Earnings	11,860.00	78,586.05	(66,726.05)	662.6%
380 Non Revenues	900.00	19,431.78	(18,531.78)	2159.1%
390 Other Financing Sources	0.00	12,500.00	(12,500.00)	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>2,601,559.00</b>	<b>2,331,011.64</b>	<b>270,547.36</b>	<b>89.6%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
511 Legislative	24,200.00	21,171.04	3,028.96	87.5%
512 Judicial	44,450.00	51,320.63	(6,870.63)	115.5%
513 Executive	8,650.00	8,559.53	90.47	99.0%
514 Financial, Recording & Elections	235,900.00	280,477.78	(44,577.78)	118.9%
515 Legal Services	31,200.00	31,200.00	0.00	100.0%
518 Centralized Services	64,150.00	73,397.01	(9,247.01)	114.4%
521 Law Enforcement	908,695.00	905,651.20	3,043.80	99.7%
522 Fire Control	293,160.00	393,604.99	(100,444.99)	134.3%
523 Detention/Correction	5,000.00	5,805.71	(805.71)	116.1%
524 Protective Inspections	4,550.00	25,104.54	(20,554.54)	551.7%
525 Disaster Services	0.00	0.00	0.00	0.0%
528 Dispatch Services	38,000.00	38,571.00	(571.00)	101.5%
536 Cemetery	42,245.00	51,698.05	(9,453.05)	122.4%
537 Garbage & Solid Waste	4,000.00	1,577.40	2,422.60	39.4%
542 Streets - Maintenance	0.00	0.00	0.00	0.0%
553 Conservation	1,400.00	1,438.20	(38.20)	102.7%
554 Environmental Services	200.00	304.35	(104.35)	152.2%
558 Planning & Community Devel	22,350.00	44,089.60	(21,739.60)	197.3%
566 Substance Abuse	400.00	488.60	(88.60)	122.2%
573 Cultural & Community Activities	2,050.00	1,263.71	786.29	61.6%
576 Park Facilities	219,065.00	136,953.34	82,111.66	62.5%
580 Non Expenditures	141,000.00	69,099.45	71,900.55	49.0%
591 Debt Service - Principal Repayment	10,894.00	12,299.43	(1,405.43)	112.9%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	500,000.00	0.00	500,000.00	0.0%
<b>Fund Expenditures:</b>	<b>2,601,559.00</b>	<b>2,154,075.56</b>	<b>447,483.44</b>	<b>82.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>176,936.08</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 2

002 Fire Equipment Fund		01/01/2023 To: 12/31/2023			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	2,000.00	3,670.24	(1,670.24)	183.5%	
310 Taxes	30,000.00	32,576.35	(2,576.35)	108.6%	
360 Interest & Other Earnings	2,000.00	8,703.79	(6,703.79)	435.2%	
380 Non Revenues	0.00	0.00	0.00	0.0%	
397 Interfund Transfers	0.00	0.00	0.00	0.0%	
<b>Fund Revenues:</b>	<b>34,000.00</b>	<b>44,950.38</b>	<b>(10,950.38)</b>	<b>132.2%</b>	
Expenditures	Amt Budgeted	Expenditures	Remaining		
522 Fire Control	0.00	0.00	0.00	0.0%	
580 Non Expenditures	0.00	0.00	0.00	0.0%	
591 Debt Service - Principal Repayment	33,000.00	32,882.88	117.12	99.6%	
597 Interfund Transfers	0.00	0.00	0.00	0.0%	
999 Ending Balance	1,000.00	0.00	1,000.00	0.0%	
<b>Fund Expenditures:</b>	<b>34,000.00</b>	<b>32,882.88</b>	<b>1,117.12</b>	<b>96.7%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>12,067.50</b>			

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 3

007 Equipment Reserve Fund		01/01/2023 To: 12/31/2023		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	40,000.00	54,680.27	(14,680.27)	136.7%
310 Taxes	97,000.00	32,111.67	64,888.33	33.1%
360 Interest & Other Earnings	0.00	2,575.00	(2,575.00)	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>137,000.00</b>	<b>89,366.94</b>	<b>47,633.06</b>	<b>65.2%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	42,482.00	40,425.64	2,056.36	95.2%
594 Capital Expenditures	15,000.00	26,882.59	(11,882.59)	179.2%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	79,518.00	0.00	79,518.00	0.0%
<b>Fund Expenditures:</b>	<b>137,000.00</b>	<b>67,308.23</b>	<b>69,691.77</b>	<b>49.1%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>22,058.71</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 4

010 Drug Seizure Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	705.00	704.52	0.48	99.9%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>705.00</b>	<b>704.52</b>	<b>0.48</b>	<b>99.9%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	705.00	0.00	705.00	0.0%
<b>Fund Expenditures:</b>	<b>705.00</b>	<b>0.00</b>	<b>705.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>704.52</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 5

011 Advance Payment Cemetery Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	10,138.00	8,987.96	1,150.04	88.7%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>10,138.00</b>	<b>8,987.96</b>	<b>1,150.04</b>	<b>88.7%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	10,138.00	0.00	10,138.00	0.0%
<b>Fund Expenditures:</b>	<b>10,138.00</b>	<b>0.00</b>	<b>10,138.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>8,987.96</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 6

012 Makarenko Park		01/01/2023 To: 12/31/2023			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	0.00	(3,513.02)	3,513.02	0.0%	
360 Interest & Other Earnings	0.00	20,992.75	(20,992.75)	0.0%	
380 Non Revenues	0.00	0.00	0.00	0.0%	
397 Interfund Transfers	0.00	0.00	0.00	0.0%	
<b>Fund Revenues:</b>	<b>0.00</b>	<b>17,479.73</b>	<b>(17,479.73)</b>	<b>0.0%</b>	
Expenditures	Amt Budgeted	Expenditures	Remaining		
576 Park Facilities	0.00	7,527.00	(7,527.00)	0.0%	
580 Non Expenditures	0.00	0.00	0.00	0.0%	
594 Capital Expenditures	0.00	0.00	0.00	0.0%	
999 Ending Balance	0.00	0.00	0.00	0.0%	
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>7,527.00</b>	<b>(7,527.00)</b>	<b>0.0%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>9,952.73</b>			



2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page:

7

101 Street Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	10,000.00	5,636.27	4,363.73	56.4%
310 Taxes	127,000.00	118,005.65	8,994.35	92.9%
330 Intergovernmental Revenues	34,366.00	32,991.46	1,374.54	96.0%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	1,354.51	(1,354.51)	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>171,366.00</b>	<b>157,987.89</b>	<b>13,378.11</b>	<b>92.2%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance	122,750.00	120,308.79	2,441.21	98.0%
543 Streets Admin & Overhead	28,616.00	9,015.69	19,600.31	31.5%
576 Park Facilities	0.00	0.00	0.00	0.0%
580 Non Expenditures	10,000.00	5,996.34	4,003.66	60.0%
591 Debt Service - Principal Repayment	0.00	461.06	(461.06)	0.0%
594 Capital Expenditures	0.00	1,183.98	(1,183.98)	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	10,000.00	0.00	10,000.00	0.0%
<b>Fund Expenditures:</b>	<b>171,366.00</b>	<b>136,965.86</b>	<b>34,400.14</b>	<b>79.9%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>21,022.03</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 8

105 Cemetery Perpetual Care Fund		01/01/2023 To: 12/31/2023		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	61,600.00	61,601.14	(1.14)	100.0%
340 Charges For Goods & Services	2,000.00	5,000.00	(3,000.00)	250.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>63,600.00</b>	<b>66,601.14</b>	<b>(3,001.14)</b>	<b>104.7%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
536 Cemetery	0.00	0.00	0.00	0.0%
999 Ending Balance	63,600.00	0.00	63,600.00	0.0%
<b>Fund Expenditures:</b>	<b>63,600.00</b>	<b>0.00</b>	<b>63,600.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>66,601.14</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 9

204 Utgo Bond Redemption Fund 1997

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	50,335.00	50,334.45	0.55	100.0%
310 Taxes	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>50,335.00</b>	<b>50,334.45</b>	<b>0.55</b>	<b>100.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%
999 Ending Balance	50,335.00	0.00	50,335.00	0.0%
<b>Fund Expenditures:</b>	<b>50,335.00</b>	<b>0.00</b>	<b>50,335.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>50,334.45</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 10

205 UTGO Bond Redemption Fund 2020		01/01/2023 To: 12/31/2023		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	2,800,000.00	2,804,323.29	(4,323.29)	100.2%
310 Taxes	183,000.00	154,334.60	28,665.40	84.3%
360 Interest & Other Earnings	0.00	1,048.04	(1,048.04)	0.0%
<b>Fund Revenues:</b>	<b>2,983,000.00</b>	<b>2,959,705.93</b>	<b>23,294.07</b>	<b>99.2%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
515 Legal Services	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	183,000.00	195,484.63	(12,484.63)	106.8%
594 Capital Expenditures	2,800,000.00	392,598.58	2,407,401.42	14.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>2,983,000.00</b>	<b>588,083.21</b>	<b>2,394,916.79</b>	<b>19.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>2,371,622.72</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 11

305 Real Estate Excise Tax 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	224,000.00	223,770.93	229.07	99.9%
310 Taxes	10,000.00	19,171.75	(9,171.75)	191.7%
330 Intergovernmental Revenues	0.00	156.89	(156.89)	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>234,000.00</b>	<b>243,099.57</b>	<b>(9,099.57)</b>	<b>103.9%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	0.00	0.00	0.00	0.0%
594 Capital Expenditures	234,000.00	0.00	234,000.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>234,000.00</b>	<b>0.00</b>	<b>234,000.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>243,099.57</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 12

401 Water Fund		01/01/2023 To: 12/31/2023			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	40,000.00	48,341.07	(8,341.07)	120.9%	
340 Charges For Goods & Services	723,000.00	618,904.27	104,095.73	85.6%	
360 Interest & Other Earnings	0.00	2,316.27	(2,316.27)	0.0%	
380 Non Revenues	0.00	0.00	0.00	0.0%	
390 Other Financing Sources	0.00	0.00	0.00	0.0%	
397 Interfund Transfers	0.00	0.00	0.00	0.0%	
<b>Fund Revenues:</b>	<b>763,000.00</b>	<b>669,561.61</b>	<b>93,438.39</b>	<b>87.8%</b>	
Expenditures	Amt Budgeted	Expenditures	Remaining		
534 Water Utilities	681,800.00	637,941.47	43,858.53	93.6%	
580 Non Expenditures	0.00	0.00	0.00	0.0%	
591 Debt Service - Principal Repayment	30,971.00	31,265.20	(294.20)	100.9%	
594 Capital Expenditures	0.00	0.00	0.00	0.0%	
597 Interfund Transfers	0.00	0.00	0.00	0.0%	
999 Ending Balance	50,229.00	0.00	50,229.00	0.0%	
<b>Fund Expenditures:</b>	<b>763,000.00</b>	<b>669,206.67</b>	<b>93,793.33</b>	<b>87.7%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>354.94</b>			

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 13

402 Sewer Fund		01/01/2023 To: 12/31/2023			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	10,000.00	60,355.76	(50,355.76)	603.6%	
340 Charges For Goods & Services	644,000.00	639,816.80	4,183.20	99.4%	
360 Interest & Other Earnings	0.00	44.18	(44.18)	0.0%	
380 Non Revenues	0.00	0.00	0.00	0.0%	
397 Interfund Transfers	0.00	0.00	0.00	0.0%	
<b>Fund Revenues:</b>	<b>654,000.00</b>	<b>700,216.74</b>	<b>(46,216.74)</b>	<b>107.1%</b>	
Expenditures	Amt Budgeted	Expenditures	Remaining		
535 Sewer	623,660.00	601,498.34	22,161.66	96.4%	
580 Non Expenditures	0.00	0.00	0.00	0.0%	
591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%	
594 Capital Expenditures	0.00	0.00	0.00	0.0%	
597 Interfund Transfers	0.00	0.00	0.00	0.0%	
999 Ending Balance	30,340.00	0.00	30,340.00	0.0%	
<b>Fund Expenditures:</b>	<b>654,000.00</b>	<b>601,498.34</b>	<b>52,501.66</b>	<b>92.0%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>98,718.40</b>			

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 14

404 Special Revenue Fund Lid 99-1

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	35,370.00	50,272.51	(14,902.51)	142.1%
360 Interest & Other Earnings	7,500.00	871.01	6,628.99	11.6%
380 Non Revenues	0.00	14,113.32	(14,113.32)	0.0%
<b>Fund Revenues:</b>	<b>42,870.00</b>	<b>65,256.84</b>	<b>(22,386.84)</b>	<b>152.2%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
514 Financial, Recording & Elections	384.00	384.00	0.00	100.0%
538 Combined Utilities	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	42,486.00	0.00	42,486.00	0.0%
<b>Fund Expenditures:</b>	<b>42,870.00</b>	<b>384.00</b>	<b>42,486.00</b>	<b>0.9%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>64,872.84</b>		



2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 15

410 Stormwater Utility		01/01/2023 To: 12/31/2023			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	63,000.00	64,592.33	(1,592.33)	102.5%	
340 Charges For Goods & Services	68,700.00	68,279.51	420.49	99.4%	
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%	
<b>Fund Revenues:</b>	<b>131,700.00</b>	<b>132,871.84</b>	<b>(1,171.84)</b>	<b>100.9%</b>	
Expenditures	Amt Budgeted	Expenditures	Remaining		
531 Storm Water Services	61,500.00	33,349.77	28,150.23	54.2%	
553 Conservation	0.00	6,471.67	(6,471.67)	0.0%	
580 Non Expenditures	0.00	0.00	0.00	0.0%	
594 Capital Expenditures	0.00	0.00	0.00	0.0%	
999 Ending Balance	70,200.00	0.00	70,200.00	0.0%	
<b>Fund Expenditures:</b>	<b>131,700.00</b>	<b>39,821.44</b>	<b>91,878.56</b>	<b>30.2%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>93,050.40</b>			

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 16

660 Municipal Court Agency Account		01/01/2023 To: 12/31/2023		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	2,730.58	(2,730.58)	0.0%
360 Interest & Other Earnings	0.00	22,502.60	(22,502.60)	0.0%
380 Non Revenues	0.00	45,577.65	(45,577.65)	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>70,810.83</b>	<b>(70,810.83)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	61,783.80	(61,783.80)	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>61,783.80</b>	<b>(61,783.80)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>9,027.03</b>		

2023 BUDGET POSITION

City Of Cosmopolis

Time: 08:28:36 Date:

Section 9, Item B.

Page: 17

702 Makarenko Park Reserve Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	240,000.00	237,483.83	2,516.17	99.0%
360 Interest & Other Earnings	3,000.00	20,992.75	(17,992.75)	699.8%
380 Non Revenues	30,000.00	30,846.57	(846.57)	102.8%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>273,000.00</b>	<b>289,323.15</b>	<b>(16,323.15)</b>	<b>106.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	3,000.00	20,992.75	(17,992.75)	699.8%
999 Ending Balance	270,000.00	0.00	270,000.00	0.0%
<b>Fund Expenditures:</b>	<b>273,000.00</b>	<b>20,992.75</b>	<b>252,007.25</b>	<b>7.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>268,330.40</b>		

## 2023 BUDGET POSITION TOTALS

City Of Cosmopolis

Time: 08:28:36

Date:

Section 9, Item B.

Page:

18

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Expense Fund	2,601,559.00	2,331,011.64	89.6%	2,601,559.00	2,154,075.56	83%
002 Fire Equipment Fund	34,000.00	44,950.38	132.2%	34,000.00	32,882.88	97%
007 Equipment Reserve Fund	137,000.00	89,366.94	65.2%	137,000.00	67,308.23	49%
010 Drug Seizure Fund	705.00	704.52	99.9%	705.00	0.00	0%
011 Advance Payment Cemetery Fund	10,138.00	8,987.96	88.7%	10,138.00	0.00	0%
012 Makarenko Park	0.00	17,479.73	0.0%	0.00	7,527.00	0%
101 Street Fund	171,366.00	157,987.89	92.2%	171,366.00	136,965.86	80%
105 Cemetery Perpetual Care Fund	63,600.00	66,601.14	104.7%	63,600.00	0.00	0%
204 Utgo Bond Redemption Fund 199	50,335.00	50,334.45	100.0%	50,335.00	0.00	0%
205 UTGO Bond Redemption Fund 20:	2,983,000.00	2,959,705.93	99.2%	2,983,000.00	588,083.21	20%
305 Real Estate Excise Tax	234,000.00	243,099.57	103.9%	234,000.00	0.00	0%
401 Water Fund	763,000.00	669,561.61	87.8%	763,000.00	669,206.67	88%
402 Sewer Fund	654,000.00	700,216.74	107.1%	654,000.00	601,498.34	92%
404 Special Revenue Fund Lid 99-1	42,870.00	65,256.84	152.2%	42,870.00	384.00	1%
410 Stormwater Utility	131,700.00	132,871.84	100.9%	131,700.00	39,821.44	30%
660 Municipal Court Agency Account	0.00	70,810.83	0.0%	0.00	61,783.80	0%
702 Makarenko Park Reserve Fund	273,000.00	289,323.15	106.0%	273,000.00	20,992.75	8%
	8,150,273.00	7,898,271.16	96.9%	8,150,273.00	4,380,529.74	53.7%



December 20, 2023

City of Cosmopolis, Police Department  
Attn: Chief Heath Layman  
1300 1<sup>st</sup>. Street  
Cosmopolis, WA 98537

Dear Chief Layman:

Enclosed is the Municipal Contract between the Connections, A Center For Healthy Families and your city. Please forward this contract to your Mayor for signature. After the Mayor's signature, please send it back to the Connections, A Center for Healthy Families and I will have Margaret Carthum sign as President of the **Connections, A Center for Healthy Families** Board of Directors.

The following information highlights the pertinent components of the contract:

Per our agreement, your city will be charged by the hour (@\$50) for forensic interview services which include MDT case staffings. This agreement is in effect for this year only and will be renegotiated at the end of 2024.

Sincerely,

Sue Bucy, Executive Director  
Connections, A Center for Healthy Families

514 East Broadway Avenue, Montesano, WA 98563 - 360-249-0005

[www.harborconnections.org](http://www.harborconnections.org)

*"Making A Difference, One Child At A Time"*

Connections, A Center For Healthy Families is a United Way Agency

## MUNICIPAL SERVICES AGREEMENT

**THIS AGREEMENT** is made and entered into this day by and between the **CITY OF COSMOPOLIS**, a municipal corporation, hereinafter referred to as the “**CITY**”, and **CONNECTIONS**, hereinafter referred to as the “**AGENCY**”.

**WITNESSETH:** It is hereby covenanted and agreed as follows:

**WHEREAS**, the CITY desires to have certain services performed, as hereinafter set forth, requiring specialized skills and other support capabilities; and

**WHEREAS**, the AGENCY represents that it is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise where required, to perform the services set forth in this contract;

**NOW, THEREFORE**, in consideration of the terms, conditions, covenants and performance contained herein, the parties hereto agree as follows:

1. **SERVICES.** The AGENCY shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance, as are identified as AGENCY responsibilities throughout this Agreement. The AGENCY agrees to provide forensic child victim interviews when requested, training to law enforcement personnel when requested, coordination of multidisciplinary case reviews, interview related documentation and reports, court related testimony and child and family support services.

2. **REPORTING REQUIREMENTS.** The AGENCY shall submit periodic reports as required by the CITY, which may include, but not be limited to, a fiscal year, revenue and expenditure report, and final evaluation report.

3. **DURATION OF AGREEMENT.** The effective date of this Agreement shall be **January 1, 2024** and shall terminate on **December 31, 2024**. The Agreement may be extended or amended upon mutual agreement between the parties hereto and pursuant to the terms and conditions of this Agreement.

4. **COMPENSATION AND METHOD OF PAYMENT.** The CITY shall compensate the AGENCY for the services performed under this Agreement in an amount of **\$0 for this calendar year.** *The AGENCY will provide up to interviews on a pay as you go, at the rate of \$50 per hour @ 6 hours per interview, which includes the forensic interview set-up, interview, follow-up and MDT case staffing.*

5. **ESTABLISHMENT AND MAINTENANCE OF RECORDS.** The AGENCY agrees to return records to the referring agency within three to five days of the

completion of the interview. The AGENCY will maintain accounting procedures, and practices, which accurately reflect all direct and indirect costs related to the performance of this Agreement. The AGENCY shall retain all books relevant to this Agreement for three (3) years after its expiration.

6. **COMPLIANCE WITH LAWS.** The AGENCY, in performance of this Agreement, agrees to comply with all applicable Federal, State, and local laws or ordinances, including standards for licensing, certification, and operation of facilities, programs, and accreditation, and licensing of individuals and any other standards or criteria as described in this Agreement to assure quality of services.

7. **NON-DISCRIMINATION.** AGENCY agrees not to discriminate against any client, employee, or applicant for employment or for services because of race, creed, national origin, marital status, sex, age, or disability except for a bona fide occupational qualification with regard to, but not limited to, the following: employment upgrading, demotion or transfer, recruitment or any recruitment advertising, a layoff or termination, rates of pay or other forms of compensation, selection for training, or rendition of services. During the performance of this agreement AGENCY shall comply with federal and state nondiscrimination statutes and regulations, including the Americans with Disabilities Act of 1990, as amended.

8. **INDEMNIFICATION/HOLD HARMLESS.** The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorneys' fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been *mutually negotiated* by the parties. The *provisions* of this section shall survive the expiration or termination of this Agreement.

9. **TERMINATION.** If the AGENCY fails to comply with the terms and conditions of this Agreement, the CITY may pursue such remedies as are legally available including, but not limited to, the suspension or termination of this Agreement. Either party may terminate this Agreement upon giving 30 days notice in writing of intent to terminate.

10. **RECAPTURE OF FUNDS.** In the event that the AGENCY fails to expend funds under this Agreement in accordance with State law, or Federal law where applicable, and/or the provisions of this Agreement, or fails to perform any and all tasks

under this Agreement, the CITY reserves the right to recapture CITY funds in an amount equivalent to the extent of the noncompliance.

Such right of recapture shall exist for a period not to exceed three (3) years following contract termination.

11. **NOTICE AND CONTRACT ADMINISTRATION.** The contract administrator for the CITY for this Agreement shall be the **Chief of Police**. Any official notice that either party hereto desires to give the other shall be deemed delivered upon deposit thereof in the United States mail by certified mail, return receipt requested, with postage thereon fully prepaid, addressed as follows:

CITY: CITY OF COSMOPOLIS  
POLICE DEPARTMENT  
P.O. Box 2007  
Cosmopolis WA 98537  
Attention: **Chief Layman**

AGENCY: CONNECTIONS  
514 Broadway Avenue East  
Montesano, WA 98563  
Attention: **Sue Bucy, Executive Director**

Either party may change the addresses above specified hereto by giving written notice thereof to the other pursuant to this paragraph.

12. **ENTIRE AGREEMENT.** The parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both parties.

DATED: \_\_\_\_\_

**Connections**

**City of Cosmopolis**

By \_\_\_\_\_  
Sonnya Wilkins, Board President

By \_\_\_\_\_  
Kyle Pauly, Mayor