



E911 Emergency Response Advisory Committee Fund and Budget Proposal

January 18, 2018

Agenda Item 8



Overview

- Washoe County Budget Process
- 911 Emergency Response Committee Budget Process
- 911 Emergency Response Committee Budget Proposal.



Washoe County Budget Process

- **Calendar**
 - Department and fund budgets are due to the Budget Office in late February
 - Tentative Budget is due to the State by April 15, Final Budget is due to the State by June 1 of each year
- **County Financial Policies include:**
 - The County shall avoid budgetary and accounting procedures that balance the current budget at the expense of future budgets (e.g., use of non-recurring revenues to fund recurring expenses).
- **State budgeting laws include:**
 - Mid-year increases to a fund's budget (augmentations) are not allowed unless "anticipated resources actually available during a budget period exceed those estimated". NRS 354.598005(1)
 - Conditions for augmentations are further defined in NAC 354.410. Augmentations require BCC approval upon the recommendation of the Budget Office.
 - Exceptions include a grant-in-aid, gift or donation. NRS 354.598005(3)



911 Emergency Response Committee Budget Process

- **Budget prepared by Washoe County staff and presented to 911 Advisory Committee:**
 - Maintain fund balance minimum of \$500,000
 - Estimate revenue
 - Determine planned expenses
- **911 Advisory Committee approves budget and recommends that the budget be accepted through the Washoe County budget process.**



Target Fund Balance: \$500,000

■ 1. Buffer for service payments

- 911 Surcharges are collected 1 month after they are charged. Payments for service contract, etc. may be due at the beginning of the month and/or fiscal year.
- Fund allows for service payments before surcharge fees are collected.

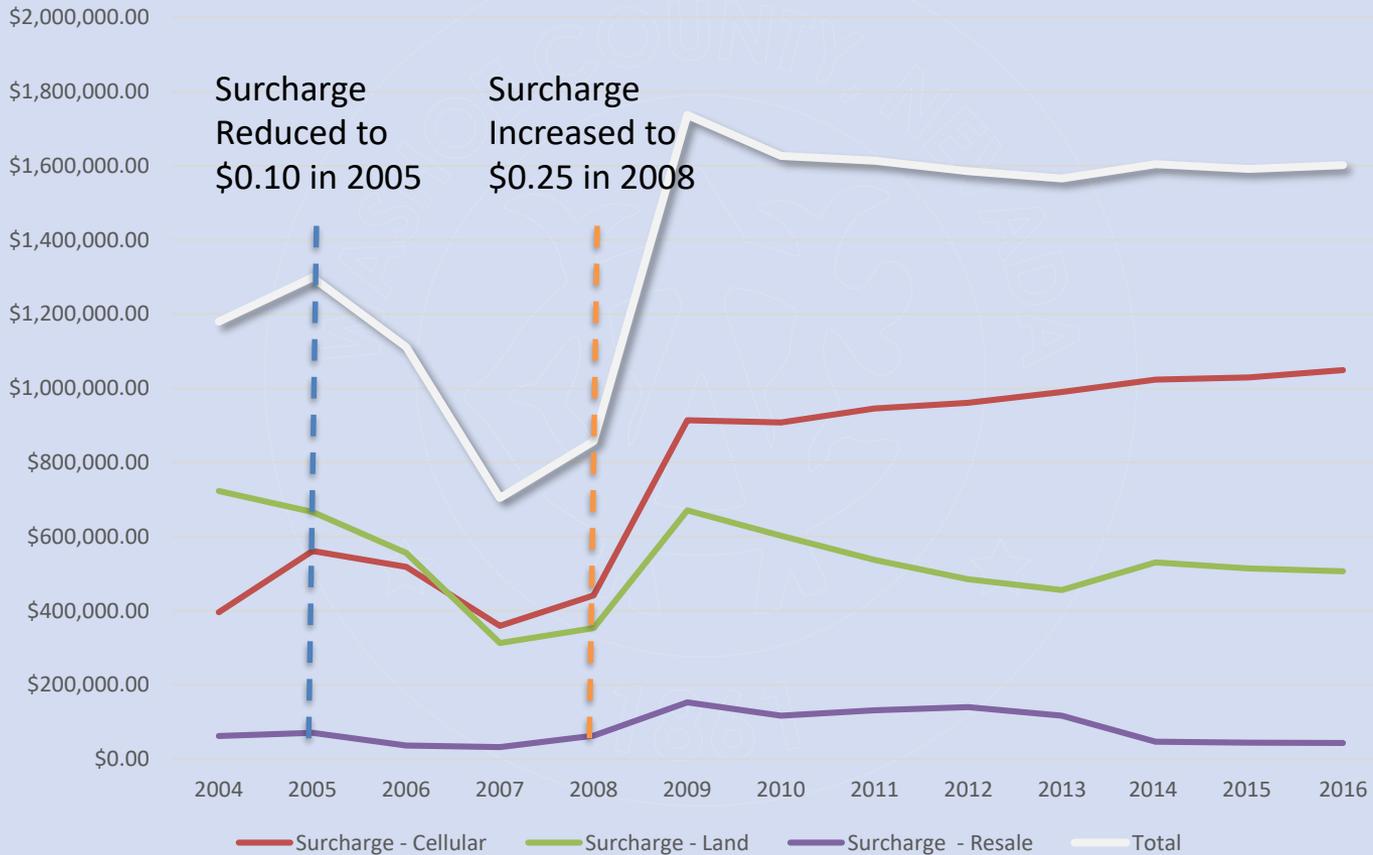
■ 2. Unanticipated expenses

- Example: Equipment Failure
 - Unplanned high-value equipment purchased to replace failed equipment



Estimate Revenue

E911 Fund Revenue from Surcharge





Determine Planned Expenses: FY 2018-19

- **Keeping the Lights on:**
- West Communications: \$1,148,016
- Voiance Language Services: \$10,000
- Robert Cox: \$2,000
- Software Maintenance – PRO QA Dispatch: \$19,800
- ATT Landlines - \$40,000
- ATT Wireless Cell Phones - \$820

Total: \$1,220,316		
Reno Salaries	\$168,999	-
WC Salary	\$58,048	
Sparks Salary	\$86,283	-
Code Red	\$10,000	-
Total:	\$1,543,646	Revenue: 1,594,500
		\$50,854

Total Spending Commitment

Left to spend:
Travel
Seminars & Meetings
Equip. Non-Capital



E911 Budget Proposal FY2018-19

911	FY2015-16	FY2016-17	FY2017-18	FY2018-19
Accounts	Actual	Actual	Plan	Proposed
460162 Services to Other Agencies	(3,308.49)	(3,333.33)	-	
460351 Surcharge Collections - Cellular	(1,049,236.12)	(1,070,056.48)	(1,054,000.00)	(1,070,000.00)
460352 Surcharge Collections - Land	(506,364.87)	(479,737.19)	(517,000.00)	(480,000.00)
460353 Surcharge Collections - Resale	(43,245.62)	(44,567.50)	(42,000.00)	(44,500.00)
*CHARGES FOR SERVICES	(1,602,155.10)	(1,597,694.50)	(1,613,000.00)	(1,594,500.00)
481000 Interest on Pooled Investment (GAIN)	(8,257.11)	(6,889.66)	(7,600.00)	(6,500.00)
482100 Realized Loss on Pooled Investmen	(917.51)	(1,168.71)		(1,100.00)
482200 Unrealized Loss or (Gain) on Pooled Investm	(5,225.70)	7,292.85		7,600.00
*MISCELLANEOUS	(14,400.32)	(765.52)	(7,600.00)	-
**REVENUE	(1,616,555.42)	(1,598,460.02)	(1,620,600.00)	(1,594,500.00)
701110 Base Salaries	26,636.93	28,760.12	31,314.91	34,991.49
701300 Overtime		287.37		
701406 Standby Pay	87.50			
*SALARIES AND WAGES	26,724.43	29,047.49	31,314.91	34,991.49
705110 Group Insurance	5,923.79	7,051.54	7,015.30	7,600.21
705190 OPEB Contribution		3,502.08	4,002.12	4,502.39
705210 Retirement	7,438.72	8,052.64	8,768.31	9,797.62
705230 Medicare April 1986	342.08	365.28	404.93	507.38
705240 Group Insur Bud Incr			210.46	210.50
705320 Workmens Comp		348.45	375.88	403.74
705330 Unemploy Comp		38.93	35.57	35.40
*EMPLOYEE BENEFITS	13,704.59	19,358.92	20,812.57	23,057.24
710100 Professional Services	8,603.09	11,225.31	33,500.00	12,000.00
710149 Invest Pool Alloc Ex	503.89	422.93	800.00	600.00
710200 Service Contract	788,760.49	788,785.33	789,000.00	789,000.00
710205 Repairs and Maintenance	10,000.00	-		
710210 Software Maintenance	25,157.50	23,988.50	30,000.00	30,000.00
710310 Parts and Supplies		4,270.50		
710400 Payments to Other Agencies	52,822.40	76,777.00	247,922.54	255,282.00
710403 Service Contract Reno	147,163.00	159,503.27	-	-
710504 Registration	3,787.00	795.00		
710508 Telephone Land Lines	39,236.61	36,027.03	40,000.00	40,000.00
710512 Auto Expense		28.21		
710509 Seminars and Meetings	8,251.00	9,816.64	15,000.00	15,000.00
710519 Cellular Phone	97.72	741.31	500.00	500.00
710620 LT Lease-Equipment	359,016.00	359,016.00	359,016.00	359,016.00
711210 Travel	27,584.00	17,968.72	30,000.00	30,000.00
711504 Equipment nonCapital	173,711.36	4,878.58	22,733.98	5,053.28
*SERVICES AND SUPPLIES	1,644,694.06	1,494,244.33	1,568,472.52	1,536,451.28
781004 Equipment Capital	125,290.05	127,062.58		300,000.00
* CAPITAL OUTLAY	125,290.05	127,062.58	-	300,000.00
** EXPENDITURES	1,810,413.13	1,669,713.32	1,620,600.00	1,894,500.00
Budget Deficit/Surplus	(193,857.71)	(71,253.30)	0.00	(300,000.00)
Starting 911 Fund Balance for Fiscal Year	800,085.55	606,227.84	534,974.54	534,974.54

Revenue: \$1,594,500

Salary and wages (WC): \$34,991.49

Employee Benefits (WC): \$23,057.24

Payments to other Agencies: \$255,282.00

Total Services and Supplies: \$1,536,451.28

Total available to spend: \$1,894,500.00



- Sample Invoice Dec 2016

Monthly Statement	Quantity	Unit Price	Extended Amount
Dec 1 st through Dec 31 st , 2016 – Viper Call Handling– 3 PSAPs, 24 Positions A9-1-1 Routing– 3 PSAPs, 24 Positions Location Data Management– 3 PSAPs, 24 Locations			\$29,918.00 \$42,664.00 \$11,967.00
PSALI, Viper Call Handling, Power LVR and Power Map Services provided by West Safety Services Inc., 1601 Dry Creek Drive, Longmont, CO 80503-8493			
Dec 1 st through Dec 31 st , 2016 - <i>Managed IP Network and PS/ALI Services:</i>			\$1,569.00
Dec 1 st through Dec 31 st , 2016 - <i>Managed IP Network for Microwave Redundant Site Circuit – Reno Facility</i>	1	\$1569.00	
Dec 1 st through Dec 31 st , 2016 - <i>Managed IP Network for Microwave Redundant Site Circuit – Sparks Facility</i>	1	\$773.00	
Monthly recurring fee for PS/ALI City of Reno	38	\$0.03	\$1.14
Monthly recurring fee for PS/ALI RTC	210	\$0.03	\$6.30
Monthly recurring fee for PS/ALI SNC	85	\$0.03	\$2.55
Monthly recurring fee for PS/ALI TMCC	1361	\$0.03	\$40.83
Monthly recurring fee for PS/ALI TMWA	236	\$0.03	\$7.08
Monthly recurring fee for PS/ALI UNR	7329	\$0.03	\$219.87
Monthly recurring fee for LVR (24 positions @ \$352/position = MRC \$8448)	24	\$352.00	\$8,448.00
ENSP – Full TN Extract – delivered 8/1/16	0	\$100.00	★ \$0.00

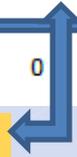
24 positions; Enabling 911 call processing



Billed by WC-TS; Reimburses 911 Fund



24 positions – Live voice recording & retention





2016/2017 Annual Cost

Description of Service	Yearly Cost
A9-1-1- Routing	\$511,968 *
Location Data Management	\$143,604 *
Great Migration Viper Call Handling	\$359,016 *
Managed IP Network Microwave	\$28,104 *
Managed IP/PS/ALI (Billed to entities to reimburse the 911 fund. Estimated.)	\$3,300
Recording & Retention	\$101,376 *
Total Yearly	\$1,147,368

*Fixed price for duration of contract if no new change orders



Summary

- The proposed FY 18-19 Enhanced 911 budget is balanced.
 - Expenses = Revenue
 - \$300k added to Capital Equipment makes \$300k of reserve fund “spendable”
 - No explicit plans to purchase capital equipment with reserve funds.
 - \$500k Target Fund balance is maintained unless reserve funds are utilized.