

BUDGET
FISCAL YEAR 2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018



Wichita-Wilbarger 9-1-1 District

906 Travis St

P.O. Box 1829

Wichita Falls, Texas 76307

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**WICHITA-WILBARGER 9-1-1 DISTRICT
BOARD OF MANAGERS**

**WICHITA-WILBARGER 9-1-1 DISTRICT
BOARD OF MANAGERS**

GREG LYNN, FIRE CHIEF, ELECTRA VFD Representing Volunteer Fire Departments	Chairman
JEFF WATTS, WICHITA COUNTY COMMISSIONER Representing Wichita County	Vice Chairman
PAT NORRISS Representing Wichita County	Member
GLENN BARHAM, MAYOR, CITY OF WICHITA FALLS Representing Cities	Member
DANA ROSS Representing Cities	Member
KENT SMEAD Representing Wilbarger County	Member
GARY L. YOUNG Executive Director/Secretary, Board of Managers	

The legislation which governs this 9-1-1 Board is the "Health and Safety Code, Title 9, ch. 772, subchapter d.". Because the District does not have a single municipality with a population of more than 140,000 persons, our board appointments are as follows:

Two members appointed by the commissioners court from the original county in the District. (Wichita)

Two members appointed jointly by all the participating municipalities in the District. These appointees represent all of the cities in the District as a group, not any one particular city.

One member appointed jointly by the volunteer fire departments. This member represents all volunteer fire departments in the District, not any one particular volunteer fire department.

One member appointed by counties which joined the District subsequent to its inception (Wilbarger)

One non-voting member appointed by the principal service supplier. This position is temporarily vacant.

**WICHITA-WILBARGER 9-1-1 DISTRICT
ADOPTION OF FISCAL 2018
9-1-1 SERVICE FEE**

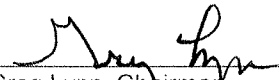


Wichita-Wilbarger 9-1-1 District
P.O. Box 1829
Wichita Falls, Texas 76307
Phone 940-723-8225 Fax 940-723-5355


ORDER

Be it moved that the Board of Managers of Wichita-Wilbarger 9-1-1 District, set the service fee, as authorized by the Texas Health And Safety Code Annotated, chapter 772 (Vernon 1989),

.46 Residential Line
1.07 Business Line
1.68 Business Trunk



Greg Lynn, Chairman



Pat Norriss




Kent Smead

absent

Jeff Watts, Vice Chairman

absent

Glenn Barham



Dana Ross

5-31-17
Date

FY2018 FUNDS

**WICHITA-WILBARGER 9-1-1 DISTRICT
ESTIMATED 2018 FUNDS**

FUNDS

SERVICE FEES		
AT & T	\$	140,000.00
CLECs *		130,000.00
ELECTRA TELEPHONE		7,100.00
SANTA ROSA TELEPHONE		3,700.00
WIRELESS		730,000.00
 TOTAL	 \$	 <u>1,010,800.00</u>
 INTEREST		 <u>2,500.00</u>
 TOTAL ESTIMATED INCOME	 \$	 1,013,300.00

CURRENT ASSETS

CHECKING – FIRST BANK		380,487.60
 RESERVE FUNDS		
FIRST BANK	\$	588,266.58
TEXPOOL CAPITAL RESERVE		26,216.22
TEXPOOL GENERAL RESERVE		47,831.65
WAGGONER NATIONAL BANK		<u>927,739.28</u>
 TOTAL RESERVES	 \$	 1,590,053.73
 TOTAL CURRENT ASSETS	 \$	 1,970,541.33

* CERTIFIED LOCAL EXCHANGE CARRIER (S)

The FY2018 funding estimate continues to see the District's service fees remain static. This is primarily due to three things; first, AT&T service fees are decreasing rapidly due to a transition from traditional wireline service to other technologies. There is a similar decrease in service fees we receive from Certified Local Exchange Carriers, another provider of traditional wireline service. Lastly, we see a trend towards a decrease in cellular phone, or wireless fees. Wireless fees are distributed based upon an entities percentage of the overall State of Texas population. While our area has seen a little growth, it has not kept up with the growth rate of the overall state, which means our percentage has dropped. This results in our received wireless service fees decreasing. The District has no authority to raise, lower, or levy the wireless service fee. Wireless service fees are the purview of state government. The District can regulate traditional wireline service fees and the fee the Board of Managers has authorized has not increased since 1987.

FY2018 OPERATIONAL BUDGET

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2018
OPERATIONAL BUDGET**

	<u>FY2017 (CURRENT)</u>	<u>FY2018 (PROPOSED)</u>
PUBLIC SAFETY ANSWERING POSITIONS		
1. MONTHLY	100,000.00	115,000.00
2. LANGUAGE LINE	1,500.00	1,500.00
	101,500.00	116,500.00
WIRELESS	45,000.00	40,000.00
	45,000.00	40,000.00
PERSONNEL SERVICES		
1. WAGES, SALARIES	305,150.00	290,060.00
2. RETIREMENT	29,905.00	27,100.00
3. LUMP RETIREMENT PAYMENT	50,000.00	75,000.00
	385,055.00	392,160.00
TAXES		
1. FICA	19,000.00	17,985.00
2. MEDICARE	4,500.00	4,355.00
3. FUTA	275.00	300.00
4. SUTA	800.00	150.00
	24,575.00	22,790.00
INSURANCE		
1. LIABILITY/CASUALTY	3,000.00	4,000.00
2. BOARD/LIABILITY	1,700.00	2,500.00
3. WORKERS COMPENSATION	1,500.00	1,500.00
4. HEALTH & LIFE	60,000.00	70,000.00
	66,200.00	78,000.00
TRAVEL	10,000.00	10,000.00
	10,000.00	10,000.00
PROFESSIONAL DUES	2,850.00	2,850.00
	2,850.00	2,850.00
BOARD EXPENSE	1,500.00	1000.00
	1,500.00	1,000.00
CONTRACTUAL SERVICES		
1. AUDIT & ACCOUNTING	10,500.00	10,500.00
2. TEXAS 9-1-1 ALLIANCE	8,000.00	7,100.00
	18,500.00	17,600.00

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2018
OPERATIONAL BUDGET**

	<u>FY2017 (CURRENT)</u>	<u>FY2018 (PROPOSED)</u>
INFORMATION SYSTEMS	24,000.00	20,000.00
	<u>24,000.00</u>	<u>20,000.00</u>
OFFICE OPERATION		
1. SUPPLIES	6,500.00	6,500.00
2. PRINTING	500.00	500.00
3. POSTAGE	2,000.00	2,000.00
4. MAPS & MATERIALS	1,000.00	1,000.00
	<u>10,000.00</u>	<u>10,000.00</u>
BUILDING		
1. MAINTENANCE & JANITORIAL	15,000.00	12,000.00
2. UTILITIES	10,000.00	10,000.00
3. TELEPHONE	11,500.00	13,000.00
	<u>36,500.00</u>	<u>35,000.00</u>
TRAINING	10,000.00	10,000.00
	<u>10,000.00</u>	<u>10,000.00</u>
VEHICLE EXPENSE		
1. MAINTENANCE	1,200.00	1,500.00
2. FUEL	7,000.00	6,000.00
3. INSURANCE	1,300.00	1,500.00
4. MISCELLANEOUS	300.00	300.00
	<u>9,800.00</u>	<u>9,300.00</u>
CONTINGENCIES	15,000.00	15,000.00
	<u>15,000.00</u>	<u>15,000.00</u>
TOTAL	<u><u>760,480.00</u></u>	<u><u>780,200.00</u></u>

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2018
BUDGET NOTES**

1. PSAPs, Lines and Equipment:

9-1-1 service is defined by statute as a communications service that connects users to a public safety answering point (PSAP) through a 9-1-1 system.

This expense covers the enhanced 9-1-1 equipment, features, trunks and database necessary to provide E9-1-1 service capability to the citizens of Wichita and Wilbarger Counties of Texas. Common features include Automatic Number Identification (ANI), Automatic Location Identification (ALI), E9-1-1 mapping and a Management Information System (MIS). The system also includes the capability of handling text-to-9-1-1. This category also includes expenses for updating the Wichita County alerting database.

The FY2018 expense for this category is estimated to be \$116,500.00, which is roughly \$21,300.00 more than FY2017, the current fiscal year. We continue to look for ways to reduce these expenses and in FY2012, for example, the expense for this category was \$270,595.49.

2. Wireless:

Wireless expenditures are for costs associated with FCC rule 94-102, which is an administrative law that established parameters for 9-1-1 calls placed from wireless devices (cell phones). FCC 94-102 outlines guidelines for caller location accuracy and number identification. The District incurs ongoing costs from several wireless carriers. The District also employs a part-time employee (PTE) who does routine location accuracy testing on a monthly basis.

Wireless expenditures decrease \$5,000 in FY2018.

3. Personnel Services:

The total salary expense decreases from \$301,150.00 in FY2017 to \$290,060.00 in FY2018.

Personnel Services expense covers salaries and retirement expenditures for District employees. The District's FY2018 budget includes an average salary increase of 2.70%.

Retirement expense is also decreasing in FY2018, because of a reduction of one FTE for part of FY2018. The Board of Managers has authorized a lump payment in the amount of \$75,000.00. This payment method has allowed the District to maintain a 102.4% retirement plan funded rate and has allowed the District to maintain a monthly elected rate of 9.46%. By continuing the current elected rate, the District should see the plan's funded rate remain above 100%.

The total category of Personnel Services increases from \$385,055.00 in FY2017 to \$392,160.00 in FY2018. It is important to note that of the new total of \$385,055.00, \$75,000.00 is a one-time, non-recurring expenditure.

4. Taxes is self-explanatory.

5. Insurance:

This provides for all insurance of the District except vehicle insurance.

6. Travel:

Provision for travel, seminars and conferences for District staff and Board of Manager members, including that required for participation in the State of Texas 9-1-1 Commission and legislative activity.

7. Memberships:

Provision for memberships in professional, technical and civic organizations and the Boards of Commerce and Industry in all cities located within the confines of the District.

8. Board Expenses:

Provision for miscellaneous expenditures that may be incurred by the Board of Managers on behalf of the District.

9. Contractual Services:

Expenses for accounting and auditing services and for participation, authorized by resolution and interlocal contract, in the Texas 9-1-1 Alliance.

10. Office Operation is self-explanatory.

11. Building:

Expenses related to telephone, utilities, maintenance, etc.

12. Computer Network:

Costs associated with the in-house computer system and the associated network. This covers on-going maintenance, software updates and enhancements.

13. Training:

Expenses for employee and dispatcher training.

14. Vehicle expense is self-explanatory.

15. Contingency Expense is to provide for any reasonable unforeseen expenditures which may arise in the fiscal year.

FY2018 CAPITAL BUDGET

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2018
CAPITAL BUDGET**

VEHICLE PURCHASE: We will trade the 2014 Expedition for a 2018 Expedition.

\$30,000.00

INFORMATION TECHNOLOGY UPGRADES: A new server, upgraded memory, new hard drives, new redundant power and upgrading the HP warranty on all of the above.

\$8,000.00

FLOOR COVERING: The District will replace floor covering in the District office due to normal wear and deterioration after 15 years of use.

\$22,000.00

WICHITA COUNTY ALERTING DATABASE: Wichita-Wilbarger 9-1-1 District will provide funds for quarterly updates to the Wichita County Emergency Alerting System in FY2018. The alerting system used the 9-1-1 database and the county must secure our approval for such updates. In addition to funding assistance, the District will approve the use of the database if requested.

\$10,000.00

TOTAL CAPITAL BUDGET: \$70,000.00