

**BUDGET**  
**FISCAL YEAR 2019**  
**OCTOBER 1, 2018 - SEPTEMBER 30, 2019**



**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**

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<b>GREG LYNN, FIRE CHIEF, ELECTRA VFD</b> Representing Volunteer Fire Departments	Chairman
<b>JEFF WATTS, WICHITA COUNTY COMMISSIONER</b> Representing Wichita County	Vice Chairman
<b>PAT NORRISS</b> Representing Wichita County	Member
<b>GLENN BARHAM, MAYOR, CITY OF WICHITA FALLS</b> Representing Cities	Member
<b>DANA ROSS</b> Representing Cities	Member
<b>KENT SMEAD</b> Representing Wilbarger County	Member
<b>GARY L. YOUNG</b> 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 2019  
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

\_\_\_\_\_  
Jeff Watts, Vice Chairman

\_\_\_\_\_  
Pat Norriss

\_\_\_\_\_  
Glenn Barham

\_\_\_\_\_  
Kent Smead

\_\_\_\_\_  
Dana Ross

\_\_\_\_\_  
Date

**FY2019 FUNDS**

**WICHITA-WILBARGER 9-1-1 DISTRICT  
ESTIMATED 2019 FUNDS**

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**FUNDS**

SERVICE FEES		
AT & T	\$	100,000.00
CLECs *		160,000.00
ELECTRA TELEPHONE		5,000.00
SANTA ROSA TELEPHONE		1,800.00
WIRELESS		710,000.00
TOTAL	\$	976,800.00
INTEREST		5,100.00
TOTAL ESTIMATED INCOME	\$	981,900.00

**CURRENT ASSETS**

CHECKING – FIRST BANK		350,000.00
RESERVE FUNDS		
FIRST BANK	\$	589,240.00
TEXPOOL CAPITAL RESERVE		26,500.00
TEXPOOL GENERAL RESERVE		48,400.00
WAGGONER NATIONAL BANK		1,129,715.00
TOTAL RESERVES		\$
1,793,855.00		
TOTAL CURRENT ASSETS	\$	2,143,855.00

\* CERTIFIED LOCAL EXCHANGE CARRIER (S)



**FY2019 OPERATIONAL BUDGET**

**WICHITA-WILBARGER 9-1-1 DISTRICT  
FY2019  
OPERATIONAL BUDGET**

	<u>FY2018 (CURRENT)</u>	<u>FY2019 (PROPOSED)</u>
PUBLIC SAFETY ANSWERING POSITIONS		
1. MONTHLY	115,000.00	135,000.00
2. LANGUAGE LINE	1,500.00	1,500.00
	<u>116,500.00</u>	<u>136,500.00</u>
WIRELESS	40,000.00	40,000.00
	<u>40,000.00</u>	<u>40,000.00</u>
PERSONNEL SERVICES		
1. WAGES, SALARIES	290,060.00	263,313.00
2. RETIREMENT	27,100.00	24,713.00
3. LUMP RETIREMENT PAYMENT	75,000.00	75,000.00
	<u>392,160.00</u>	<u>363,026.00</u>
TAXES		
1. FICA	17,985.00	17,150.00
2. MEDICARE	4,355.00	3,958.00
3. FUTA	300.00	330.00
4. SUTA	150.00	800.00
	<u>22,790.00</u>	<u>22,238.00</u>
INSURANCE		
1. LIABILITY/CASUALTY	4,000.00	4,000.00
2. BOARD/LIABILITY	2,500.00	2,500.00
3. WORKERS COMPENSATION	1,500.00	1,300.00
4. HEALTH & LIFE	70,000.00	70,000.00
	<u>78,000.00</u>	<u>77,800.00</u>
TRAVEL	10,000.00	7,500.00
	<u>10,000.00</u>	<u>7,500.00</u>
PROFESSIONAL DUES	2,850.00	2,900.00
	<u>2,850.00</u>	<u>2,900.00</u>
BOARD EXPENSE	1,000.00	1,100.00
	<u>1,000.00</u>	<u>1,100.00</u>
CONTRACTUAL SERVICES		
1. AUDIT & ACCOUNTING	10,500.00	11,000.00
2. TEXAS 9-1-1 ALLIANCE	7,100.00	7,000.00
	<u>17,600.00</u>	<u>18,000.00</u>

**WICHITA-WILBARGER 9-1-1 DISTRICT  
FY2019  
OPERATIONAL BUDGET**

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	<u>FY2018 (CURRENT)</u>	<u>FY2019 (PROPOSED)</u>
INFORMATION SYSTEMS	20,000.00	22,000.00
	<u>20,000.00</u>	<u>22,000.00</u>
OFFICE OPERATION		
1. SUPPLIES	6,500.00	5,500.00
2. PRINTING	500.00	500.00
3. POSTAGE	2,000.00	1,250.00
4. MAPS & MATERIALS	1,000.00	1,000.00
	<u>10,000.00</u>	<u>8,250.00</u>
BUILDING		
1. MAINTENANCE & JANITORIAL	12,000.00	9,000.00
2. UTILITIES	10,000.00	9,000.00
3. TELEPHONE	13,000.00	15,000.00
	<u>35,000.00</u>	<u>33,000.00</u>
TRAINING	10,000.00	7,000.00
	<u>10,000.00</u>	<u>7,000.00</u>
VEHICLE EXPENSE		
1. MAINTENANCE	1,500.00	1,500.00
2. FUEL	6,000.00	5,500.00
3. INSURANCE	1,500.00	1,400.00
4. MISCELLANEOUS	300.00	500.00
	<u>9,300.00</u>	<u>8,900.00</u>
CONTINGENCIES	15,000.00	15,000.00
	<u>15,000.00</u>	<u>15,000.00</u>
TOTAL	<u><u>780,200.00</u></u>	<u><u>763,214.00</u></u>

**WICHITA-WILBARGER 9-1-1 DISTRICT  
FY2019  
BUDGET NOTES**

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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 FY2019 expense for this category is estimated to be \$136,500.00, which is roughly \$20,000.00 more than FY2018, 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.

3. Personnel Services:

The total salary expense decreases from \$290,060.00 in FY2018 to \$263,313.00 in FY2019.

Personnel Services expense covers salaries and retirement expenditures for District employees. The District's FY2019 budget includes an average salary increase of 2.70%.

Retirement expense is also decreasing in FY2019, because of a reduction of one FTE for part of FY2019. 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 102.6% 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%.

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.

## **FY2019 CAPITAL BUDGET**



**WICHITA-WILBARGER 9-1-1 DISTRICT  
FY2019  
CAPITAL BUDGET**

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**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 FY2019. 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