

BUDGET
FISCAL YEAR 2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020



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 Representing Cities	Member
DANA ROSS Representing Cities	Member
KENT SMEAD Representing Wilbarger County	Member
L. PAUL HOPKINS 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 FY2020
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

FY2020 FUNDS

**WICHITA-WILBARGER 9-1-1 DISTRICT
ESTIMATED 2020 FUNDS**

FUNDS

SERVICE FEES	
AT & T	\$ 88,000.00
CLECs *	165,000.00
ELECTRA TELEPHONE	5,000.00
SANTA ROSA TELEPHONE	3,500.00
WIRELESS	710,000.00
TOTAL	\$ 971,500.00
INTEREST	15,000.00
TOTAL ESTIMATED INCOME	\$ 986,500.00

CURRENT ASSETS

CHECKING – FIRST BANK	451,856.27
RESERVE FUNDS	
FIRST BANK	\$ 592,462.83
TEXPOOL CAPITAL RESERVE	27,087.95
TEXPOOL GENERAL RESERVE	49,422.16
WAGGONER NATIONAL BANK	1,335,831.50
TOTAL RESERVES	\$ 2,004,804.30
TOTAL CURRENT ASSETS	\$ 2,456,660.05

* CERTIFIED LOCAL EXCHANGE CARRIER (S)

The FY2020 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. The amount of service fees we receive from Certified Local Exchange Carriers, another provider of traditional wireline service, has remained stable in recent years. Lastly, we see a trend towards a slight 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.

FY2020 OPERATIONAL BUDGET

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2020
OPERATIONAL BUDGET**

	<u>FY2019 (CURRENT)</u>	<u>FY2020 (PROPOSED)</u>
PUBLIC SAFETY ANSWERING POSITIONS		
1. MONTHLY	135,000.00	290,000.00
2. LANGUAGE LINE	1,500.00	1,200.00
	<u>136,500.00</u>	<u>291,200.00</u>
WIRELESS	40,000.00	40,000.00
	<u>40,000.00</u>	<u>40,000.00</u>
PERSONNEL SERVICES		
1. WAGES, SALARIES	263,313.00	203,848.15
2. RETIREMENT	24,712.60	19,977.21
3. LUMP RETIREMENT PAYMENT	75,000.00	15,000.00
	<u>363,025.60</u>	<u>238,825.36</u>
TAXES		
1. FICA	17,150.00	12,638.58
2. MEDICARE	3,958.00	2,955.80
3. FUTA	330.00	156.60
4. SUTA	800.00	321.00
	<u>22,238.00</u>	<u>16,071.98</u>
INSURANCE		
1. LIABILITY/CASUALTY	4,000.00	4,500.00
2. BOARD/LIABILITY	2,500.00	2,000.00
3. WORKERS COMPENSATION	1,300.00	1,000.00
4. HEALTH & LIFE	70,000.00	57,686.74
	<u>77,800.00</u>	<u>65,186.74</u>
TRAVEL	7,500.00	7,500.00
	<u>7,500.00</u>	<u>7,500.00</u>
PROFESSIONAL DUES	2,900.00	2,800.00
	<u>2,900.00</u>	<u>2,800.00</u>
BOARD EXPENSE	1,100.00	1,300.00
	<u>1,100.00</u>	<u>1,300.00</u>
CONTRACTUAL SERVICES		
1. AUDIT & ACCOUNTING	11,000.00	11,000.00
2. TEXAS 9-1-1 ALLIANCE	7,000.00	7,000.00
	<u>18,000.00</u>	<u>18,000.00</u>

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2020
OPERATIONAL BUDGET**

	<u>FY2019 (CURRENT)</u>	<u>FY2020 (PROPOSED)</u>
INFORMATION SYSTEMS	22,000.00	20,000.00
	<u>22,000.00</u>	<u>20,000.00</u>
OFFICE OPERATION		
1. SUPPLIES	5,500.00	6,000.00
2. PRINTING	500.00	500.00
3. POSTAGE	1,250.00	1,100.00
4. MAPS & MATERIALS	1,000.00	1,000.00
	<u>8,250.00</u>	<u>8,600.00</u>
BUILDING		
1. MAINTENANCE & JANITORIAL	9,000.00	10,000.00
2. UTILITIES	9,000.00	7,000.00
3. TELEPHONE	15,000.00	16,000.00
	<u>33,000.00</u>	<u>33,000.00</u>
TRAINING	7,000.00	7,000.00
	<u>7,000.00</u>	<u>7,000.00</u>
VEHICLE EXPENSE		
1. MAINTENANCE	1,500.00	2,000.00
2. FUEL	5,500.00	6,000.00
3. INSURANCE	1,400.00	1,600.00
4. MISCELLANEOUS	500.00	500.00
	<u>8,900.00</u>	<u>10,100.00</u>
PUBLIC EDUCATION	0.00	7,500.00
	<u>0.00</u>	<u>7,500.00</u>
CONTINGENCIES	15,000.00	15,000.00
	<u>15,000.00</u>	<u>15,000.00</u>
TOTAL	<u><u>763,213.60</u></u>	<u><u>782,084.08</u></u>

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2020
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 FY2020 expense for this category is estimated to be \$290,000, which is roughly \$155,000.00 more than FY2019, the current fiscal year. The increase in this category for the coming year is a result of the addition to the budget of a recurring charge for 9-1-1 equipment, maintenance, and monitoring. This charge will be paid monthly for a five year contract period to be entered into with the equipment provider, beginning in 2020. During the previous five year contractual period, the District did not incur a recurring charge for these items, because the District chose to pay the costs up-front, in 2015. For the current contract beginning in FY2020, the District will pay one third of the contract amount up-front, and the remainder monthly for 60 months.

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 remain the same for FY2020.

3. Personnel Services:

The total salary expense decreases from \$263,313.00 in FY2019 to \$203,848.15 in FY2020, because of the retirement of one full-time employee (FTE). Additionally, the District has included funds in this item to hire one new FTE.

Personnel Services expense covers salaries and retirement expenditures for District employees. The District's FY2020 budget includes an average salary increase of 6.2%, which includes a 13.6% increase for a promoted employee.

Retirement expense is also decreasing in FY2020, because of a reduction of one FTE, and the proposed hiring of a new FTE at a lower salary. The Board of Managers has authorized a lump payment to the retirement plan in the amount of \$15,000.00. 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 9.06%. By continuing the current elected rate, the District should see the plan's funded rate remain above 100%.

The total category of Personnel Services decreases from \$363,025.60 in FY2019 to \$238,825.36 in FY2020. It is important to note that of the new total of \$238,825.36, \$15,000.00 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. Public Education:

This item supports activities involving the outreach to the public regarding issues related to 9-1-1, including presentations to school-age children, other forms of outreach, education materials, and participation in public education meetings with other 9-1-1 entities.

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

FY2020 CAPITAL BUDGET

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2020
CAPITAL BUDGET**

9-1-1 EQUIPMENT UPGRADES: Non-recurring charge for hardware and software upgrades to the Motorola VESTA 9-1-1 server and call taking positions, as well as for maintenance and monitoring for the equipment for a five year period beginning in 2020.

\$400,000.00

INFORMATION TECHNOLOGY UPGRADES: A new server, upgraded memory, new hard drives, and upgrading the HP warranty on all of the above, for the server at the 9-1-1 District office.

\$8,500.00

WICHITA COUNTY ALERTING DATABASE: Wichita-Wilbarger 9-1-1 District will provide funds for quarterly updates to the Wichita County Emergency Alerting System in FY2020. 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

WILBARGER COUNTY ALERTING DATABASE: Wichita-Wilbarger 9-1-1 District will provide funds for bi-annual updates to the Wilbarger County Emergency Alerting System in FY2020. 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.

\$1,000.00

TOTAL CAPITAL BUDGET: \$419,500.00