

BUDGET
FISCAL YEAR 2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021



Wichita-Wilbarger 9-1-1 District

906 Travis St

P.O. Box 1829

Wichita Falls, Texas 76307

TABLE OF CONTENTS

Board of Managers	Page 2
Order, Adoption of 9-1-1 Service Fees	Page 4
FY2021 Funds	Page 6
FY2021 Operational Budget	Page 8
FY2021 Capital Budget	Page 13

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

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

JEFF WATTS, WICHITA COUNTY COMMISSIONER Representing Wichita County	Chairman
KENT SMEAD Representing Wilbarger County	Vice Chairman
PAT NORRISS Representing Wichita County	Member
GLENN BARHAM Representing Cities	Member
DANA ROSS Representing Cities	Member
JARED BURCHETT Representing Volunteer Fire Departments	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, chapter 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 FY2021
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

Jeff Watts, Chairman

Kent Smead, Vice Chairman

Pat Norriss

Glenn Barham

Dana Ross

Jared Burchett

Date

FY2021 FUNDS

**WICHITA-WILBARGER 9-1-1 DISTRICT
ESTIMATED 2021 FUNDS**

FUNDS

SERVICE FEES	
AT & T	\$ 65,000.00
CLECs *	160,000.00
ELECTRA TELEPHONE	5,500.00
SANTA ROSA TELEPHONE	4,000.00
WIRELESS	710,000.00
TOTAL	\$ 945,000.00
INTEREST	15,000.00
TOTAL ESTIMATED INCOME	\$ 960,000.00

CURRENT ASSETS

CHECKING – FIRST BANK	934,386.02
RESERVE FUNDS	
FIRST BANK	\$ 604,784.17
TEXPOOL CAPITAL RESERVE	27,582.23
TEXPOOL GENERAL RESERVE	50,312.57
WAGGONER NATIONAL BANK	1,343,968.89
POSTEL CREDIT UNION	104,771.49
TOTAL RESERVES	\$ 2,131,422.35
TOTAL CURRENT ASSETS	\$ 3,065,808.37

* CERTIFIED LOCAL EXCHANGE CARRIER (S)

The FY2021 funding estimate continues to see the District’s service fees remain stable. This is primarily due to three things; first, AT&T service fees are decreasing moderately due to a transition from traditional wireline service to other technologies. Second, 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.

FY2021 OPERATIONAL BUDGET

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2021
OPERATIONAL BUDGET**

	<u>FY2020 (CURRENT)</u>	<u>FY2021 (PROPOSED)</u>
PUBLIC SAFETY ANSWERING POSITIONS		
1. MONTHLY	290,000.00	240,000.00
2. LANGUAGE LINE	1,200.00	1,200.00
	<u>291,200.00</u>	<u>241,200.00</u>
WIRELESS		
	40,000.00	30,000.00
	<u>40,000.00</u>	<u>30,000.00</u>
PERSONNEL SERVICES		
1. WAGES, SALARIES	203,848.15	210,061.79
2. RETIREMENT	19,977.21	19,283.67
3. LUMP RETIREMENT PAYMENT	15,000.00	10,000.00
	<u>238,825.36</u>	<u>239,345.46</u>
TAXES		
1. FICA	12,638.58	13,023.83
2. MEDICARE	2,955.80	3,045.89
3. FUTA	156.60	157.20
4. SUTA	321.00	515.20
	<u>16,071.98</u>	<u>16,742.12</u>
INSURANCE		
1. LIABILITY/CASUALTY	4,500.00	5,500.00
2. BOARD/LIABILITY	2,000.00	2,000.00
3. WORKERS COMPENSATION	1,000.00	1,000.00
4. HEALTH & LIFE	57,686.74	66,858.75
	<u>65,186.74</u>	<u>75,358.75</u>
TRAVEL		
	7,500.00	7,000.00
	<u>7,500.00</u>	<u>7,000.00</u>
PROFESSIONAL DUES		
	2,800.00	3,000.00
	<u>2,800.00</u>	<u>3,000.00</u>
BOARD EXPENSE		
	1,300.00	1,700.00
	<u>1,300.00</u>	<u>1,700.00</u>
CONTRACTUAL SERVICES		
1. AUDIT & ACCOUNTING	11,000.00	12,040.00
2. TEXAS 9-1-1 ALLIANCE	7,000.00	7,000.00
	<u>18,000.00</u>	<u>19,040.00</u>

	<u>FY2020 (CURRENT)</u>	<u>FY2021 (PROPOSED)</u>
INFORMATION SYSTEMS	20,000.00	20,000.00
	<u>20,000.00</u>	<u>20,000.00</u>
OFFICE OPERATION		
1. SUPPLIES	6,000.00	6,000.00
2. PRINTING	500.00	500.00
3. POSTAGE	1,100.00	1,100.00
4. MAPS & MATERIALS	1,000.00	900.00
	<u>8,600.00</u>	<u>8,500.00</u>
BUILDING		
1. MAINTENANCE & JANITORIAL	10,000.00	10,000.00
2. UTILITIES	7,000.00	6,000.00
3. TELEPHONE	16,000.00	8,000.00
	<u>33,000.00</u>	<u>24,000.00</u>
TRAINING	7,000.00	7,000.00
	<u>7,000.00</u>	<u>7,000.00</u>
VEHICLE EXPENSE		
1. MAINTENANCE	2,000.00	2,000.00
2. FUEL	6,000.00	5,000.00
3. INSURANCE	1,600.00	1,600.00
4. MISCELLANEOUS	500.00	500.00
	<u>10,100.00</u>	<u>9,100.00</u>
PUBLIC EDUCATION	7,500.00	7,500.00
	<u>7,500.00</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>782,084.08</u></u>	<u><u>724,486.33</u></u>

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2021
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.

The FY2021 expense for this category is estimated to be \$240,000, which is \$50,000.00 less than FY2020, the current fiscal year. For FY2020, the District budgeted for a project to refresh the District's Motorola Vesta 9-1-1 equipment, and to enter into a new five-year contract for technical support, maintenance, and monitoring. Due to a variety of factors, this project was delayed, and will not be completed until FY2021. Funds budgeted for this project in the FY2020 budget will not be expended in FY2020, and are carried forward to FY2021. Charges for the project will be paid monthly for a five year contract period to be entered into with the equipment provider, beginning in FY2021. 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 FY2021, the District will pay approximately one-half 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 are reduced for FY2021 because of reduced costs for wireless location reimbursement.

3. Personnel Services:

Personnel Services expense covers salaries and retirement expenditures for District employees. The total salary expense increases from \$203,848.15 in FY2020 to \$210,061.79 in FY2021.

The Board of Managers has authorized a lump payment to the retirement plan in the amount of \$10,000.00. This payment method has allowed the District to maintain a 102.5% 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 increases from \$238,825.36 in FY2020 to \$239,345.46 in FY2021. It is important to note that of the new total of \$239,345.46, \$10,000.00 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. Information Systems

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

11. Office Operation is self-explanatory.

12. Building:

Expenses related to telephone, utilities, maintenance, etc.

13. Training:

Expenses for continuing education and 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.

FY2021 CAPITAL BUDGET

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2021
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 2021. \$400,000 of this amount has been carried forward from the FY2020 budget, as the project was delayed in FY2020.

\$600,000

VEHICLE: Replacement of Ford Expedition purchased in 2017

\$30,000

WICHITA COUNTY ALERTING DATABASE: Wichita-Wilbarger 9-1-1 District will provide funds for quarterly updates to the Wichita County Emergency Alerting System in FY2021. 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 FY2021. 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: \$641,000