

BUDGET
FISCAL YEAR 2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022



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
FY2022 Funds	Page 6
FY2022 Operational Budget	Page 8
FY2022 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 FY2022
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

FY2022 FUNDS

**WICHITA-WILBARGER 9-1-1 DISTRICT
ESTIMATED 2022 FUNDS**

FUNDS

SERVICE FEES	
AT & T	\$ 55,000.00
CLECs *	165,000.00
ELECTRA TELEPHONE	4,500.00
SANTA ROSA TELEPHONE	5,500.00
WIRELESS	710,000.00
TOTAL	\$ 940,000.00
INTEREST	4,500.00
TOTAL ESTIMATED INCOME	\$ 944,500.00

CURRENT ASSETS

CHECKING – FIRST BANK	1,259,550.23
RESERVE FUNDS	
FIRST BANK	\$ 615,807.17
TEXPOOL CAPITAL RESERVE	27,611.10
TEXPOOL GENERAL RESERVE	50,376.68
WAGGONER NATIONAL BANK	1,346,021.72
POSTEL CREDIT UNION	105,907.45
TOTAL RESERVES	\$ 2,145,724.12
TOTAL CURRENT ASSETS	\$ 3,405,274.35

* CERTIFIED LOCAL EXCHANGE CARRIER (S)

The FY2022 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 stability in fees we receive from cellular phone, or wireless fees. Wireless fees are distributed based upon an entities percentage of the overall State of Texas population. 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.

FY2022 OPERATIONAL BUDGET

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2022
OPERATIONAL BUDGET**

	<u>FY2021 (CURRENT)</u>	<u>FY2022 (PROPOSED)</u>
PUBLIC SAFETY ANSWERING POSITIONS		
1. MONTHLY	240,000.00	165,000.00
2. LANGUAGE LINE	1,200.00	1,200.00
	<u>241,200.00</u>	<u>166,200.00</u>
WIRELESS		
	30,000.00	30,000.00
	<u>30,000.00</u>	<u>30,000.00</u>
PERSONNEL SERVICES		
1. WAGES, SALARIES	210,061.79	217,483.45
2. RETIREMENT	19,283.67	19,986.56
3. LUMP RETIREMENT PAYMENT	10,000.00	108,000.00
	<u>239,345.46</u>	<u>345,470.01</u>
TAXES		
1. FICA	13,023.83	13,483.97
2. MEDICARE	3,045.89	3,153.51
3. FUTA	157.20	157.80
4. SUTA	515.20	516.80
	<u>16,742.12</u>	<u>17,312.08</u>
INSURANCE		
1. LIABILITY/CASUALTY	5,500.00	5,500.00
2. BOARD/LIABILITY	2,000.00	2,200.00
3. WORKERS COMPENSATION	1,000.00	1,000.00
4. HEALTH & LIFE	66,858.75	69,613.33
	<u>75,358.75</u>	<u>78,613.33</u>
TRAVEL		
	7,000.00	6,000.00
	<u>7,000.00</u>	<u>6,000.00</u>
PROFESSIONAL DUES		
	3,000.00	2,000.00
	<u>3,000.00</u>	<u>2,000.00</u>
BOARD EXPENSE		
	1,700.00	1,700.00
	<u>1,700.00</u>	<u>1,700.00</u>
CONTRACTUAL SERVICES		
1. AUDIT & ACCOUNTING	12,040.00	16,000.00
2. TEXAS 9-1-1 ALLIANCE	7,000.00	7,000.00
	<u>19,040.00</u>	<u>23,000.00</u>

	<u>FY2021 (CURRENT)</u>	<u>FY2022 (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	600.00
3. POSTAGE	1,100.00	1,000.00
4. MAPS & MATERIALS	900.00	900.00
	<u>8,500.00</u>	<u>8,500.00</u>
BUILDING		
1. MAINTENANCE & JANITORIAL	10,000.00	10,000.00
2. UTILITIES	6,000.00	6,000.00
3. TELEPHONE	8,000.00	8,000.00
	<u>24,000.00</u>	<u>24,000.00</u>
TRAINING	7,000.00	6,000.00
	<u>7,000.00</u>	<u>6,000.00</u>
VEHICLE EXPENSE		
1. MAINTENANCE	2,000.00	2,000.00
2. FUEL	5,000.00	5,000.00
3. INSURANCE	1,600.00	1,600.00
4. MISCELLANEOUS	500.00	500.00
	<u>9,100.00</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>724,486.33</u></u>	<u><u>760,095.42</u></u>

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2022
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 FY2022 expense for this category is estimated to be \$165,000. For FY2021, 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. The District will have completed the implementation of this project by the end of May 2021, and the District will make a lump sum payment of \$600,000 towards the project expense in FY2021. The District also proposes a capital expenditure of approximately \$600,000 in FY2022 to pay out the total expense for the equipment refresh.

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:

Personnel Services expense covers salaries and retirement expenditures for District employees. The total salary expense increases from \$210,061.79 in FY2021 to \$217,483.45 in FY2022. Salary increases for three full-time and one part time employee average 3% per employee, or 3.53% overall, and are justified due to employee merit, and also as a cost-of-living adjustment.

The Board of Managers has authorized a lump payment to the retirement plan in the amount of \$108,000.00. Due to changes in investment and actuarial assumptions by the Texas County and District Retirement System, this payment method will allow the District to maintain a 102.8% retirement plan funded rate and 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 \$239,345.46 in FY2021 to \$345,470.01 in FY2021. It is important to note that of the new total of \$345,470.01, \$108,000.00 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.

FY2022 CAPITAL BUDGET

**WICHITA-WILBARGER 9-1-1 DISTRICT
FY2022
CAPITAL BUDGET**

9-1-1 EQUIPMENT UPGRADES: In spring of 2021, the District refreshed its 9-1-1 call taking equipment, and began a new five-year term for AT&T and Motorola tech support, monitoring, and maintenance. In FY2021, the District will expend \$600,000 in capital funds for the project, which is equal to approximately one-half of the total expense over five years. In FY2022, the District will make another lump sum payment of approximately \$600,000 to pay off remainder of charges 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 calendar year 2021.

\$600,000

TEXT TO 9-1-1 UPGRADE: The District will undertake work to upgrade the text-to-9-1-1 capability at all PSAPs. The upgrade will transition text-to-9-1-1 from a TTY/TTD-based text solution to an end-to-end IP text solution, using the SMS protocol that is consistent with next generation 9-1-1 industry standards. Improving the text-to-9-1-1 capability will reduce response times for text calls, will increase text messaging accuracy, and will increase PSAP call-taking capacity by allowing dispatchers to take simultaneous voice and text calls, if necessary. The expense will include payment for software licenses to enable native SMS text-to-9-1-1 on each call-taking position, as well as network access to a text-to-9-1-1 data center.

\$150,000

WICHITA COUNTY PICTOMETRY: The District will share the expense with the Wichita County Appraisal District for aerial imagery overflights of Wichita County. The overflights will yield detailed aerial imagery that the District will incorporate into the map display of the District's 9-1-1 call taking equipment. The imagery will improve public safety and emergency response by providing 9-1-1 telecommunicators and first responders with detailed images of response locations.

\$20,000

WILBARGER COUNTY PICTOMETRY: The District will share the expense with the Wilbarger County Appraisal District for aerial imagery overflights of Wilbarger County. The overflights will yield detailed aerial imagery that the District will incorporate into the map display of the District's 9-1-1 call taking equipment. The imagery will improve public safety and emergency response by providing 9-1-1 telecommunicators and first responders with detailed images of response locations.

\$15,000

VEHICLE: Replacement of Ford Expedition purchased in 2019

\$ 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 FY2022. The alerting system uses 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.

\$15,750

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 FY2022. The alerting system uses 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: \$831,750