

**MARION AREA MULTI AGENCY EMERGENCY TELECOMMUNICATIONS
RESOLUTION 2018-03**

**A RESOLUTION ADOPTING A BUDGET FOR FISCAL YEAR 2018-2019 AND
MAKING APPROPRIATIONS.**

BE IT RESOLVED that the Governing Board of Directors for Marion Area Multi Agency Emergency Telecommunications [METCOM] hereby adopts the budget for fiscal year 2018-2019 in the total of \$2,806,326.71. Said budget is available for public review at the Executive Directors office of METCOM located at 1060 Mt Hood Ave, Woodburn OR 97071 between the hours of 9 a.m. and 4 p.m.

BE IT RESOLVED that in accordance with Section 8 – Budget of the Intergovernmental Agreement for Communications Services, each participating agency to include participants and subscribers shall be assessed a user fee or contract for service agreement for communication services to be provided during fiscal year 2018-2019. This fee has been determined utilizing a cost sharing formula, which includes consideration for anticipated 9-1-1 Telephone Tax Revenue. The user fee assessment to each agency is as follows:

PRINCIPALS MEMBERS

Aumsville Fire District	\$ 45,560.36
Aurora Fire District	\$ 49,392.87
Detroit Idahna RFPD	\$ 10,304.14
Drakes Crossing Fire	\$ 8,521.20
Gates RFPD	\$ 14,988.73
Hubbard Fire District	\$ 28,241.90
Jefferson RFPD	\$ 65,145.21
Lyons RFPD	\$ 50,487.42
Mill City RFPD	\$ 22,384.24
Monitor Fire District	\$ 15,735.07
Mt. Angel Fire District	\$ 26,347.32
Silverton Fire District	\$ 68,831.46
St. Paul Fire District	\$ 13,411.31
Stayton RFPD	\$ 56,994.96
Sublimity RFPD	\$ 45,863.99
Turner RFPD	\$ 49,574.32
Woodburn Fire District	\$149,449.29
City of Aumsville (Police)	\$ 79,936.95
City of Hubbard (Police)	\$ 76,993.73
City of Mt. Angel (Police)	\$ 70,006.63
City of Stayton (Police)	\$178,627.67
City of Silverton (Police)	\$178,897.92
City of Turner (Police)	\$ 33,237.03
City of Woodburn Police	\$422,546.31

SUBSCRIBERS

Bureau of Land Management	\$ 0.00
Marion County Public Works	\$ 38,025.03
Santiam Memorial Hospital	\$ 103,462.96
USFS & BLM	\$ 70,483.00
Woodburn Ambulance Services	\$ 190,875.69

Budget Resources other than User Fees included:

9-1-1 Telephone Tax Revenue	\$ 510,000.00
Capital Carryover	\$ 90,000.00
Interest/Misc	\$ 42,000.00

TOTAL BUDGET RESOURCES \$ 2,806,326.71

TOTAL REVENUES: \$ 2,806,326.71

BE IT RESOLVED that the budget amounts for the fiscal year 2018-2019 and for the purposes shown below are hereby appropriated as follows:

Operational Fund

Personnel Services	\$ 2,194,941.71
Materials and Services	\$ 373,535.00
Capital Outlay	\$ 141,000.00
Debt Service	\$ 76,850.00
Operating Contingency	\$ 20,000.00

TOTAL APPROPRIATIONS: \$ 2,806,326.71

Dated this 6th day of June 2018.

APPROVED _____
Board Chair, Jeff Fossholm

ATTEST _____
Gina Audritsh, Executive Director

METCOM 9-1-1 PROFILE

BACKGROUND:

METCOM is an independent, intergovernmental agency recognized under Oregon Revised Statue 190. The Agreement forming METCOM was the result of the cooperative efforts of all the communities and public safety agencies served by METCOM. Management of the agency is the responsibility of the Executive Director by authority of the Governing Board, comprised of elected officials and public safety representatives.

METCOM proudly serves and provides emergency telecommunications services to a diverse population of 140,000 throughout 36 communities located in Marion County and portions of Linn and Clackamas County. The visitor population fluctuates throughout the year depending on recreational events and festivals throughout our service area.

METCOM serves a resident population of approximately 98,000. The visitor population fluctuates throughout the year depending on the circumstances. For example, during “planting and harvest” season, thousands of migrant workers become temporary residents in our area, and during special events such as the St. Paul Rodeo, Sublimity Harvest Festival, Woodburn Tulip Festival, Woodburn Mexicana Fiesta, Cinco De Mayo Festivals, Mt Angel Oktoberfest, Molalla Rodeo, the Oregon Gardens event center, Sam Brown Days and several county and state park recreational facilities to include Detroit Lake and Silver Creek Falls State Park (the largest State Park in Oregon), thousands of people travel through and visit our communities. The City of Woodburn is home to the Woodburn Company Stores, which is frequented by an average of 12,000 patrons a day. The Santiam Canyon recreation area demonstrates an increase in roaming population throughout the summer months of over 25,000 a day thought camping and boating and other recreational activities.

METCOM is an enhanced 9-1-1 center and currently provides call taking and dispatch services for seven (7) city police agencies –Aumsville, Hubbard, Mt. Angel, Silverton, Stayton, Turner and Woodburn; seventeen (17) rural fire protection districts – Aumsville, Aurora, Drakes Crossing, Gates, Hubbard, Idahna/Detroit, Jefferson, Lyons, Mill City, Monitor, Mt. Angel, St. Paul, Silverton, Stayton, Sublimity, Turner and Woodburn; two (6) ambulance service providers – Jefferson, Lyons, Turner, Santiam Memorial, St. Paul and Woodburn. In addition to providing public safety communication services, METCOM has outside contract agreements with the US Forest Service, Bureau of Land Management and Marion County Public Works. During the 2017 calendar year, METCOM processed 163,319 phone calls. METCOM provides 9-1-1 services to an area of approximately 1,300 square miles and in 2017 answered on average 108 9-1-1 calls a day.

The center is located within the Woodburn Police Department building at 1060 Mt Hood Ave, Woodburn. The Agency currently employs an Executive Director, two Operation Supervisors, a Business Manager, a Radio Technician, nineteen full-time communication specialist and occasional on-call communication specialists who work on an "as needed" basis with the requirement of 16 hours a month to retain dispatching skills. The center maintains a back-up facility located at 190 Jetters Way in Stayton, Oregon where the ability exists to transfer 911 calls via a make busy switch and the ability to provide communication to field units exist with two console positions.

Funding for METCOM derives from fees assessed to user agencies for call taking and dispatch services; fees assessed to contracted agencies, receipt of 9-1-1 telephone excise tax revenues, which are disbursed through the Oregon Military Department office of Oregon Emergency Management to 9-1-1 centers according to percent of population served; and from interest in investments. METCOM received between 18 – 23% of its revenue source from State 9-1-1 Taxes; the amount is not consistent year to year and continues to be subject to the approval of our State Legislative Government.

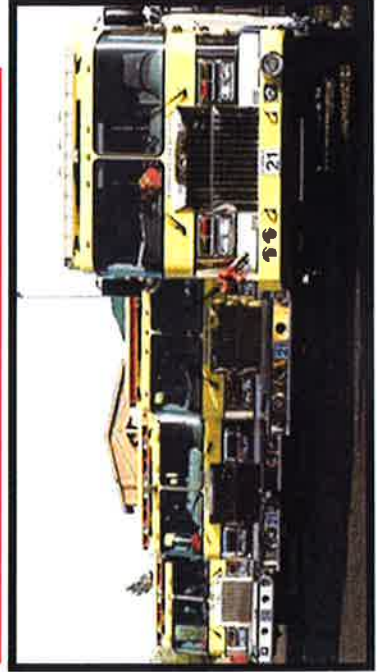
*METCOM is a modern emergency communications facility, which utilizes advanced communication technology that is staffed by highly qualified and dedicated individuals. "**Integrity, Teamwork and Excellence**" is our motto; our way of doing business and serving our community.*

Public Safety Agencies We Serve

Hubbard Police Department
Mt Angel Police Department
Silverton Police Department
Woodburn Police Department
Stayton Police Department
Aumsville Police Department
Turner Police Department



Aurora Fire Dist.
Drakes Crossing Fire
Hubbard Fire District
Monitor Fire Dist.
Mt. Angel Fire Dist.
Silverton Fire Dist.
St Paul Fire District
Woodburn Fire Dist.
Jefferson Fire District
Turner Fire District
Aumsville Fire District
Sublimity Fire District
Stayton Fire District
Lyons Fire District
Mill City Fire District
Gates Fire District
Detroit Idanha Fire District



Woodburn Ambulance
Santiam Ambulance

Marion County Public Works

US Bureau of Land Management

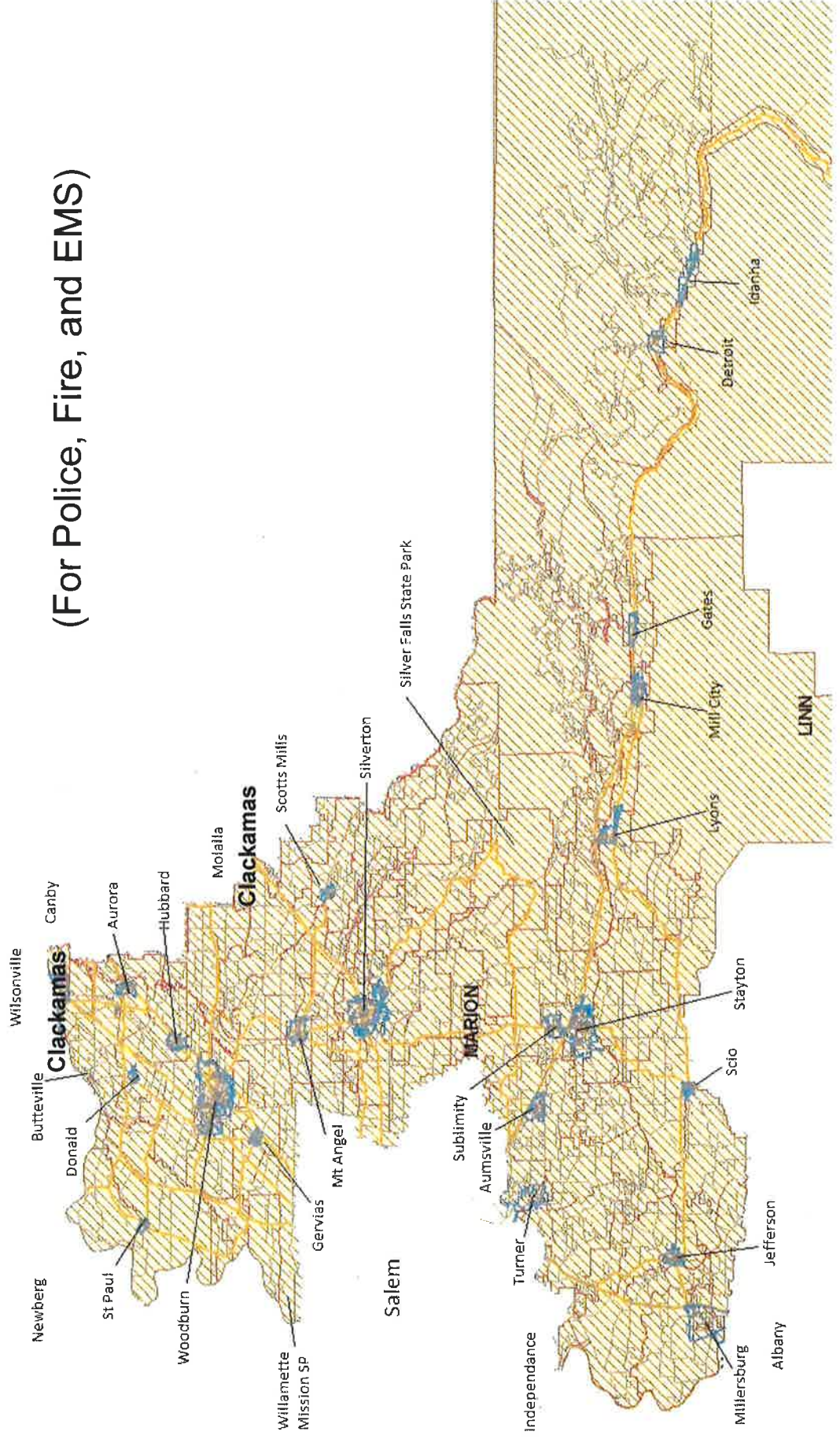
US Forest Service

US Forest Service LEO

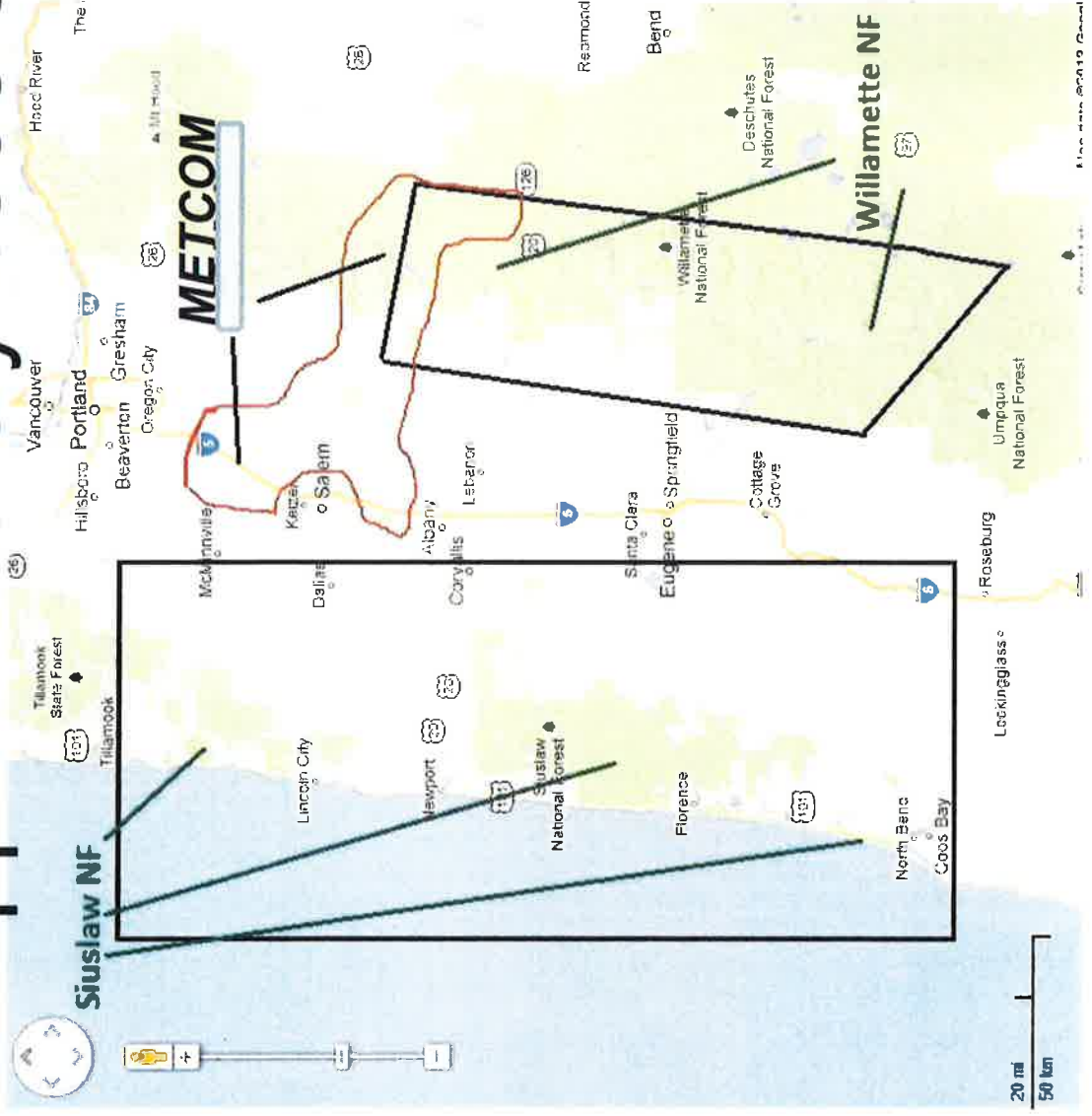


Our 9-1-1 Jurisdiction is approximately 1300 square miles

(For Police, Fire, and EMS)



Our dispatch Jurisdiction is approximately 4500 square miles



When US Forest Service



and

The US Bureau of Land Management



2017 Center Call Statistics

9-1-1 Calls:

Over 40,000 9-1-1 Calls answered a Year

Average 3,400 9-1-1 Calls a Month

Approximately 110 9-1-1 Calls each Day

All Calls (911 and Non Emergency Lines)

Over 123,892 Calls Received a Year

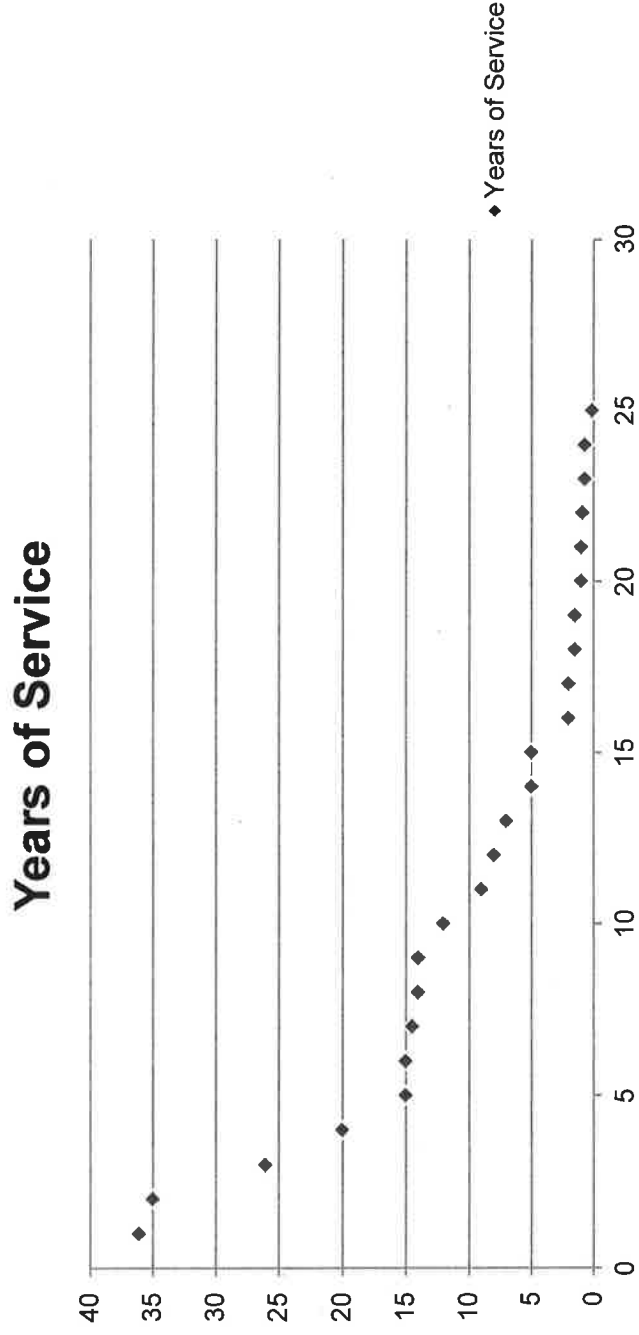
Average 10,325 Calls a Month

Approximate 340 Calls answered each day



Employee Census

Range from 10 mo. to 37 years of Service



Staffing Level

26 Employees

- * 19 Full Time Dispatchers
- * 2 Part Time Dispatchers
- * 2 Operation Supervisors
- * Communications Technician
- * Business Manager
- * Executive Director

Dispatch Training

- On the Job Training at METCOM
 - Training Academy = 40 hours
 - CAD / Phone / Geography = 420 hours
 - Police Phase Training = 240 hours
 - Fire Phase Training = 200 hours
 - LEDS Manual = complete within 60 days
 - Shadow Phase = 80 hours
 - *Total Hours of Training = 1040 hours (26 weeks)*

Special Programs

- Public Education in Schools K-3
- Public Education – Community Events
- Sit-A-Long Program
- High School Mentor Program
- Everbridge Program – Reverse 9-1-1

(all supported by our dispatch staff)

Employment Opportunities



- \$20 hr – starting training wage
- \$32 hr – top base wage
- + Education incentive pay
(4% DPSST Intermediate Cert. & 7% for DPSST Advanced Cert.)
- + Language incentive pay (5% wage increase)
- + CTO – Training Officer Pay (6% wage increase)
- + Full Health / Dental Benefits
- + Retirement Program (PERS)
- + Longevity Benefits (Increase in PTO/Sick Leave & Seniority Benefits for Shift Bidding and PTO Bidding)



METCOM 9-1-1

February 5, 2018

To: METCOM Budget Committee

From: Gina Audritsh, Executive Director

Subject: Budget Message for Fiscal Year 2018-2019

I respectfully present this fiscal year 2018-19 proposed Budget for the Marion Area Multi Agency Emergency Telecommunications Center [METCOM 911].

As required by Oregon Budget Law, this Proposed Budget balances expenditures with revenue.

The Agency continues to support the identified user fee calculation identified in the creation of the METCOM ORS190 Agreement adopted and implemented with the formation of METCOM beginning July 1, 2018. The revenue from 9-1-1 tax and the contract agencies reduce the required revenue amount distributed to police and fire users, which leaves the remaining balance to be split utilizing the pre-defined 59/41% [police/fire] split.

Consistent with the recommendation and direction received from the Budget Committee and Governing Board during the previous budget cycle; I implemented a pre-budget meeting identified as a "Budget Workshop" where topics and projections were addressed and feedback provided to the Executive Director to implement into the proposed budget before you. Discussions during the workshop meeting included the anticipation of staffing changes, modifications to job assignments and job descriptions and the anticipated labor negotiations. Discussion included maintaining the identified 59/41% split between police/fire disciplines. Both disciplines to report to the Agency Director prior to the budget meeting with their anticipated shared formula calculations.

This fiscal year budget includes a 4.5% increase to all user fees and contract agencies with the exception of the Forestry Contract. The US Forestry Contract will continue with the after hour service contract however the US Forest Service LEO Option has not been exercised and said services will be terminated with METCOM on June 30, 2018. The proposed fee for providing service to the Forestry Service in this budget removes the obligation of providing service to the USFS LEO Agencies.

Budget Message
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This fiscal year budget includes the continuation of 24 FTE positions to include 18 Communication Specialist positions. Our administrative staff includes the following positions: Business Manager, Radio Technician, 2 Operation Supervisors and the Executive Director. As this is a transition year for the Administrative team with the ability to modify job duties and assignments, we may be changing the titles of these positions to be consistent with the duties they provide. Those changes would take effect July 1, 2018 consistent with the FY 2018-19 adopted budget. The collective bargaining process has already begun and our first official meeting commences on February 22, 2018.

The Agency has worked diligently to improve staffing levels over the past 36 months. We have been successfully fully staffed since March 2017 and fully trained personnel as of October 2017. We have two anticipated retirements in FY 2018-19 with another two anticipated following within the following FY 2019-20. Nine out of the 18 FTE C/Specialist positions are topped out on the wage scale. This ultimately has an effect on our personnel expenditures specifically the overtime line item. The Agency continues to feel the burden of the increased medical insurance rates and the PERS rates. This will continue to be a challenge for our Agency along with most public safety organizations.

The budget does have a debt service expenditure identified in the budget for the repayment of the Radio Console Replacement project as approved by the Governing Board by The Debt Service category. A nominal amount has also been set aside for the continuation of planning for a future radio system. Through previous dialog with the Governing Board and direction, it is unknown if we will fund a future radio project in this fiscal year. Future partnerships with Marion County and the continued maintenance of existing infrastructure is of concern; therefore, there are minimal funds associated with projects for this fiscal year regardless of a final radio system solution.

In the event we have a failure in the current radio infrastructure with a requirement for funding; an emergency meeting will be called with the Executive Board and/or full Governing Board to determine the course of action for funding of said equipment failures. In the history of METCOM infrastructure repairs outside of the dispatch facility have been supported by the individual user agencies that work on the specific channel(s) that the equipment supports. In the history of METCOM said expenditures have been split amongst the agencies that are using the equipment to resolve. Unless otherwise noted, the Agency will continue this direction.

The proposed budget is a balanced budget. The proposed budget continues to be conservative with little contingency for unforeseen expenditures and events in the next fiscal year. Funds have been set aside for maintaining software requirements with the Tyler New World System and to replace computers that are due, within the replacement plan. Materials and Services support our required expenditures to keep the doors open at METCOM. The Agency continues to be conservative in areas that we are able; much of our expenditures are nonnegotiable such as service agreements, network and telephone requirements. As a reminder, Personnel expenditures continue to make up the majority of our budget at approximately 79% of the overall budget, which includes costs dictated by a collective bargaining agreement. Our greatest asset is our personnel.

9-1-1 Operations Fund Summary

Resources:

The anticipated resources are projected at \$ 2,790,252 of which 1,747,999 is from fees assessed to user member agencies for call taking, radio dispatching, radio maintenance, computer technical service and all other fees associated with the operations of the center. User fees are determined after deducting anticipated cash carryover, interest from investments into the Local Government Investment Pool account, the application of 911 Telephone Tax Revenue and the application of contracted user fees.

The total 9-1-1 Operational Resources proposed is \$2,790,252

Expenditures:

Personnel Services

Personnel services in the proposed budget funds twenty-three (23) full time employees, and provides minimal funding for on-call part time personnel. This budget reserves the opportunity to incorporate two part time call-taking positions to assist with call handling during peak times. The personnel services category includes workers compensation insurance, payroll taxes, medical and dental insurance premiums, long-term disability, AD &D benefits, retirement benefits and overtime.

Materials and Services

The proposed total expenditures for Materials and Services are \$357,460. This is a slight increase from the previous year attributed to the increase in support services contracts, legal fees anticipated with being a bargaining year and travel expenditures for mandatory training

Budget Message

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and conferences for all employees. The travel expenditures includes the gas, insurance and maintenance for the Agency owned vehicle.

Capital Outlay

The proposed total expenditure for Capital Outlay projects includes \$44,000. These funds are allocated to maintain communication and computer equipment based upon the replacement plan. Funds are available in this category for small office equipment purchases as necessary and required. We have equipment that will require replacement if not continued to be maintained.

Contingencies

The amount budgeted is consistent with previous years to include a very conservative amount of \$20,000.

Reserve Funds:

Reserve Personnel Services:

This category reflects the Agency financial liability to payout employees for their accrued annual leave in the event they separate employment with METCOM. This category includes funds available to payout unemployment benefit claims that may be filed against the Agency, as we are a self-reimbursing employer. This is a conservative amount budgeted for the unemployment insurance but generally when an employee leaves our employment they have another employment opportunity they are seeking. This conservative amount is projected slightly lower than the previous budget due to the experience rating and the reduction of accrued benefits with employees. We have worked hard to reduce their leave banks.

Reserve Capital Outlay:

Capital Outlay expenses include funding for future capital projects and/or upgrades with the goal of building upon this fund. Due to budget constraints this fiscal year with the reduction of a user agency this fund has been maintained with no increase.

Debt Services

This line item is available for the repayment plan for the radio console replacement project. Funds are allocated to this line item for the console repayment lease obligation \$48,000. This is a five-year commitment for the Agency with the ability to pre pay early if desired and capable.

MARION AREA MULTI-AGENCY EMERGENCY TELECOMMUNICATIONS

1060 Mount Hood Avenue, Woodburn, Oregon 97071

Phone (503) 982-2340 Fax (503) 982-2375

Total Proposed Budget

The total proposed budget for fiscal year 2018-19 is \$2,790,252. The budget reflects the actual "costs" and expenditures history for the current and previous fiscal year, and includes conservative funding for day-to-day operations. The budget reflects the reduction of a full time c/specialist position with the ability to fill with 2 part time call taker positions while maintaining the placeholder of the 19th C/specialist position in the event it can be realized in future budgets.

Additional detail and background material will be provided as necessary as the Budget Committee proceeds with its review of the budget document.

Respectfully,

Gina Audritsh
Executive Director

ACTUAL		FY 17-18				FISCAL YEAR		
FY 15-16	FY 16-17	ADOPTED	FUND	DESCRIPTION	PROPOSED	APPROVED	ADOPTED	
		BUDGET	ACCT		BUDGET	BUDGET	BUDGET	
OPERATIONAL EXPENDITURES								
PERSONNEL SERVICES								
1,291,908	1,336,895.07	1,385,502	5010	Salaries	1,490,912	1,490,912	1,490,912	
129,389	104,751.96	50,000	5020	Overtime	64,000	64,000	64,000	
107,765	109,210.91	106,569	5040	FICA	114,609	114,609	114,609	
305,736	322,644.54	370,910	5050	Medical, Dental Insurance	342,127	342,127	342,127	
196,909	198,041.80	180,678	5060	Retirement	177,832	177,832	177,832	
5,129	6,386.12	5,524	5070	Life, Long Term Disability and AD & D Ins	5,462	5,462	5,462	
<u>2,036,837</u>	<u>2,077,930.40</u>	<u>2,099,183</u>		*** TOTAL PERSONNEL EXPENSES *****	<u>2,194,942</u>	<u>2,194,942</u>	<u>2,194,942</u>	
MATERIALS & SERVICES								
55,461	42,598.65	55,000	6010	Telephone Services	45,000	45,000	45,000	
2,820	3,871.63	5,000	6020	Office Supplies & Printing	4,000	4,000	4,000	
510	374.71	660	6030	Postage	660	660	660	
4,915	5,406.43	5,100	6040	Office Machine Rental	4,800	4,800	4,800	
11,135	10,676.26	12,000	6050	Travel Reimbursements	14,000	14,000	14,000	
1,375	1,623.40	1,500	6055	Public Education Program	1,000	1,000	1,000	
13,606	16,648.19	15,000	6060	Training, Conference, Memberships	15,000	15,000	15,000	
20,441	3,595.84	7,000	6070	Office Equipment Repair / Maintenance	4,000	4,000	4,000	
125,921	123,507.15	92,000	6080	Communications Equipment Repair Maintenance	98,000	98,000	98,000	
17,851	34,396.82	40,000	6090	Engineer & Technical Services *	45,000	45,000	45,000	
16,484	20,479.89	36,000	6100	Rent, Utilities & Maintenance	21,000	21,000	21,000	
21,306	15,344.82	15,000	6105	Back Up Building Services / Utilities *	15,000	15,000	15,000	
16,918	16,957.61	18,000	6120	Property, Liability, Bond Insurance *	18,000	18,000	18,000	
20,947	13,305.24	25,000	6130	Administrative & Legal Services *	59,075	59,075	59,075	
14,212	15,587.27	16,000	6140	Accounting & Payroll Services *	17,000	17,000	17,000	
31,118	13,478.49	12,000	6150	Materials & Services	12,000	12,000	12,000	
2,784	18,614.26	-	6180	Stakeholder Communications Sservice & Suppor	-	-	-	
<u>349,804</u>	<u>356,466.66</u>	<u>355,260</u>		** TOTAL MATERIALS & SERVICES EXPENS**	<u>373,535</u>	<u>373,535</u>	<u>373,535</u>	
OPERATIONAL CAPITAL OUTLAY								
5,223	5,714.50	9,000	7010	Office Equipment Replacement	9,000	9,000	9,000	
2,600	21,893.67	45,000	7020	Communications System	35,000	35,000	35,000	
<u>7,824</u>	<u>27,608.17</u>	<u>54,000</u>		** TOTAL CAPITAL OUTLAY EXPENSES **	<u>44,000</u>	<u>44,000</u>	<u>44,000</u>	
DEBT OBLIGATION								
152,783	0.00	0	8010	SCCC Building Obligation	-	-	-	
0	0.00	100,000	8020	Radio / Console / Voice Logger	48,000	48,000	48,000	
<u>152,783</u>	<u>0.00</u>	<u>100,000</u>		** TOTAL DEBT OBLIGATION **	<u>48,000</u>	<u>48,000</u>	<u>48,000</u>	

CONTINGENCY

0	0.00	20,000	9010	Operating Contingency	20,000	20,000	20,000
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0	0.00	20,000		** TOTAL CONTINGENCY **	20,000	20,000	20,000
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DEVELOPMENT EXPENDITURES

PERSONNEL RESERVE FUND

0	0.00	8,000	5025	Accrued Vacation and Annual Leave Accruals	8,000	8,000	8,000
0	0.00	0	5030	Workers Compensation for Annual Accrual	-	-	-
0	0.00	2,700	5040	Social Security for Annual Accrual	2,700	2,700	2,700
0	0.00	3,150	5050	Retirement for Annual Accrual	3,150	3,150	3,150
9,639	17,247.00	15,000	5085	Unemployment Reimbursements	15,000	15,000	15,000
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9,639	17,247.00	28,850		** TOTAL PERSONNEL RESERVE FUND **	28,850	28,850	28,850
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RESERVE CAPITAL OUTLAY FUND

0	0.00	55,000	7025	Communication System Reserves	55,000	55,000	55,000
210	1,193.38	10,000	7030	Facilities Reserves	10,000	10,000	10,000
0	4,139.00	32,000	7040	Furniture Reserves	32,000	32,000	32,000
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210	5,332.38	97,000		** TOTAL RESERVE CAPITAL OUTLAY FUND	97,000	97,000	97,000
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2,557,097	2,484,584.61	2,754,293			2,806,327	2,806,327	2,806,327
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FY 2018-2019 METCOM Budget Worksheet

ACTUAL FY 2015-2016	ACTUAL FY 2016-2017	ADOPTED FY 2017-2018	FUND ACCT	DESCRIPTION	PROPOSED BUDGET 4.5%	FISCAL YEAR 2018-2019 APPROVED BUDGET	ADOPTED BUDGET
9-1-1 OPERATIONS FUND							
REVENUE							
74,580	84,819	74,600.00	4010	Working Capital Carryover	90,000.00	90,000.00	90,000.00
293	692	600.00	4020	Interest Revenue	1,000.00	1,000.00	1,000.00
361,024	495,958	495,000.00	4030	State 9-1-1 Telephone Tax Rev.	510,000.00	510,000.00	510,000.00
133,482	140,323	143,013.67	4040	Woodburn Fire District	149,449.29	149,449.29	149,449.29
13,910	14,337	15,057.48	4050	Monitor Fire District	15,735.07	15,735.07	15,735.07
24,968	25,729	27,025.74	4060	Hubbard Fire District	28,241.90	28,241.90	28,241.90
43,667	44,998	47,265.90	4070	Aurora Fire District	49,392.87	49,392.87	49,392.87
11,857	12,218	12,833.79	4080	St. Paul Fire District	13,411.31	13,411.31	13,411.31
68,100	73,243	73,678.21	4090	City of Hubbard (Police)	76,993.73	76,993.73	76,993.73
168,740	173,892	182,656.16	4100	Woodburn Ambulance Services	190,875.69	190,875.69	190,875.69
378,340	382,904	404,350.54	4110	City of Woodburn (Police)	422,546.31	422,546.31	422,546.31
14,451	41,020	22,985.00	4120	Miscellaneous Revenue	32,000.00	32,000.00	32,000.00
-	17,099	8,000.00	4130	State 9-1-1 MSAG Reimbursement	-	-	-
7,558	7,763	8,154.26	4140	Drakes Crossing Fire District	8,521.20	8,521.20	8,521.20
24,093	25,103	25,212.75	4150	Mt. Angel Fire District	26,347.32	26,347.32	26,347.32
68,132	63,789	66,991.99	4160	City of Mt. Angel (Police)	70,006.63	70,006.63	70,006.63
61,033	62,707	65,867.43	4170	Silverton Fire District	68,831.46	68,831.46	68,831.46
160,076	162,980	171,194.18	4180	City of Silverton (Police)	178,897.92	178,897.92	178,897.92
77,330	87,444	140,430.00	4600	USFS & BLM	70,483.00	70,483.00	70,483.00
65,134	76,663	76,494.69	4700	City of Aumsville	79,936.95	79,936.95	79,936.95
158,780	163,543	170,935.57	4710	City of Stayton	178,627.67	178,627.67	178,627.67
34,414	30,430	31,805.77	4730	City of Turner	33,237.03	33,237.03	33,237.03
9,608	9,896	-	4740	Bureau of Land Management- South	-	0.00	0.00
46,600	34,814	36,387.59	4750	Marion County Public Works	38,025.03	38,025.03	38,025.03
43,027	38,237	43,598.43	4760	Aumsville RFPD	45,560.36	45,560.36	45,560.36
9,955	8,948	9,860.42	4770	Detroit/Idanha RFPD	10,304.14	10,304.14	10,304.14
17,489	13,723	14,343.28	4780	Gates RFPD	14,988.73	14,988.73	14,988.73
58,679	59,944	62,339.91	4790	Jefferson RFPD	65,145.21	65,145.21	65,145.21
44,856	46,224	48,313.32	4800	Lyons RFPD	50,487.42	50,487.42	50,487.42
19,888	20,494	21,420.33	4810	Mill City RFPD	22,384.24	22,384.24	22,384.24
50,638	52,182	54,540.63	4820	Stayton RFPD	56,994.96	56,994.96	56,994.96
40,749	41,991	43,888.99	4830	Sublimity RFPD	45,863.99	45,863.99	45,863.99
42,216	45,388	47,439.54	4840	Turner RFPD	49,574.32	49,574.32	49,574.32
91,967	94,726	99,007.62	4850	Santiam Memorial Hospital	103,462.96	103,462.96	103,462.96
4,100	-	9,000	4900	Misc SCCC Rent	9,000.00	9,000.00	9,000.00
2,429,736	2,654,222	2,754,293	*****	TOTAL 9-1-1 COMMUNICATIONS FUND REV.	2,806,327	2,806,327	2,806,327
2,429,736	2,654,222	2,754,293	*****	TOTAL 9-1-1 COMMUNICATIONS FUND REV.	2,806,327	2,806,327	2,806,327

METCOM FY 2018-2019 Revenue Detail

RESOURCES: \$2,806,326.71

- 4010 Working Capital Carryover** **\$ 90,000**
Monies available from the prior years operation is budgeted and brought forward to the current year. This amount includes the revenue allocated in the expense line item with the Reserve Capital Outlay Fund. This also includes monies that would be used for Personnel Reserve Account and carry from year to year.
- 4020 Interest Revenue** **\$ 1,000**
Revenue generated from deposits earning interest in the State Government pool or bank. This has been reduced to reflect the Current return on investment rate as it stands to date.
- 4030 State 9-1-1 Telephone Tax** **\$ 510,000**
Monies collected by utility companies for providing 9-1-1 access and are distributed by the State on a per capita basis for 911 public safety answering point services. It is estimated at this amount.
- 4040 User Fee's** **\$ 2,164,326.71**
| *Member agencies are assessed a user fee for call taking, radio*
4850 *dispatching, radio maintenance, computer technical services, etc. This includes Contract for Service Agencies as users.*
- 4120 Miscellaneous Revenue** **\$ 32,000**
Revenue received by assessing charges under public records law for providing CAD records, voice logger records and any other public record document. Any revenue received from a source other than identified in items 4040-4850 to include Grant Revenue (if received). Proposed Revenue from Instructor Development courses, shared Everbridge system reimbursement, revenue for expenditures associated with CAD and other maintenance agreements paid initially through METCOM. Includes utility reimbursement for the Wipper Radio Site, rent for Wipper site. This line item includes proposed revenue received for technical to include services/support provided by METCOM to user agencies from the Radio Technician at the rate of \$60 per hour. WVCC share costs.
- 4130 State 9-1-1 MSAG Reimbursements** **\$ 0.00**
Reimbursement from the State 9-1-1 Program for expenses incurred to develop and maintain the enhanced 9-1-1 Master Street Address Guide (MSAG) for the METCOM response area. Eligible costs include personnel, materials and services.
- 4900 Miscellaneous Back Up Facility Lease Revenue** **\$ 9,000**
Projected Revenue from sharing facility with WVCC for back up

LINE ITEM DETAILED DESCRIPTION:

PERSONNEL SERVICES: \$2,194,942

Covers twenty-five full time equivalent positions and part time on call position(s). Personnel services expenditures also include workers compensation insurance, social security insurance, medical, dental, life, long term disability and AD&D insurance, retirement and overtime funding.

MATERIALS AND SERVICES: \$373,535

The Materials and Services broken down by line items:

- 6010 Telephone Services \$ 45,000**
Administrative business lines, long distance, fax cellular, paging, radio transmission lines, remote dial up lines and Interpreter Services are included in this line item.
- Radio Phone Circuits
METCOM Direct Phone Expense
Language Line = \$8,700 [conservative]
Fiber Connections
Long Distance Charges
Miscellaneous phone equipment purchase/service:
Ethernet Connections between Facilities and Radio Sites*
- 6020 Office Supplies and Printing \$ 4,000**
*General office supplies and professional printing and reproduction
Map printing and lamination.*
- 6030 Postage \$ 660**
*Mailings of account receivable/payables, responsible party information and various other operational postal needs to include tape requests.
Utilization of electronic communication is desired and encouraged by the Agency in effort to reduce postal expense.*
- 6040 Office Machine Rental \$ 4,800**
Monthly lease and maintenance for copier, alpha pagers and radio Repeater rentals.
- Copy / Fax / Printer Lease Agreements
Radio Repeater Lease Agreements*
- 6050 Travel Reimbursements \$ 14,000**
Mileage reimbursement to employees who utilize their personal

vehicles for business purposes, (travel to and from meetings, training seminars and conferences – radio tech maintenance).
Out of State or out of area travel expenses for transportation and lodging expense.

- 6055 Public Education Program** **\$ 1,000**
Publication of 9-1-1 information brochures in English, Spanish and Russian; stickers, coloring books and promotional items for public safety community events and the elementary school education program. Public education materials for Reverse 911 and Everbridge System.
- 6060 Training, Conference & Memberships** **\$ 15,000**
Registration/ Tuition / Instructor Fees to maintain basic level of certification as required by ORS.; attend professional conferences, participate in professional organizations. Includes ongoing training for radio maintenance position to include training on simulcasting.
- 6070 Office Equipment Repair & Maintenance** **\$ 4,000**
Office equipment (printers, computers, fax & copier) repair/maintenance
- 6080 Communication Equipment Repair & Maintenance** **\$ 98,000**
Maintenance for Voice Loggers, New World Systems CAD and software maintenance contracts, shared Maintenance contract for server, Moducom Radio maintenance.
- Voice Logger Maintenance: \$5,000
New World Systems Maintenance: \$49,500 [CAD and all Interfaces]
Outside Radio Maintenance: \$12,000
Everbridge: \$28,400 [anticipate some revenue to offset]
Other Radio/System Emergencies
Console radio equipment maintenance / replacement
Misc not otherwise defined as necessary*
- 6090 Engineer & Technical Services** **\$ 45,000**
Technical assistance and the continued maintenance of the server Systems which is a shared expense with the City of Woodburn for monthly technical service agreements to include each p.c. on the network and printers. \$2,000 per p.c. position and 24x7 support.
- 6100 Rent, Utilities & Maintenance** **\$ 21,000**
Lease Agreement with the City of Woodburn

6105	911 Jettors Way Building Services / Utilities	\$ 15,000
	<i>Monthly maintenance to included utilities and ongoing maintenance</i>	
6120	Insurance (Liability, Bond, Property)	\$ 18,000
	<i>Facility, property, radio sites tort and bond insurance costs</i>	
6130	Administrative & Legal Services	\$ 59,075
	<i>Professional services for labor relations, negotiations, and legal Counsel.</i>	
6140	Accounting & Data Services	\$ 17,000
	<i>Professional services for monthly account management and reconciliation, payroll services, annual audit expense.</i>	
	<i>Payroll / A/P:</i>	
	<i>Annual Audit Report:</i>	
	<i>Audit Filing Fee:</i>	
	<i>W2 Processing:</i>	
	<i>Direct Deposit Fees:</i>	
6150	Materials & Services, N.O.C.	\$ 12,000
	<i>Publication of position vacancies, budget meetings and hearings, Pre-employment criminal background investigations, pre-employment Physicals, employee recognition activities, other unanticipated expenses Not in any other category. Employee recognition programs.</i>	
6180	Stakeholder Communication Service & Support	\$ 0.00
	<i>Line item to support purchases for stakeholders.</i>	

OPERATIONAL CAPITAL OUTLAY: **\$44,000**

7010 Office Equipment **\$ 9,000**

Small office equipment acquisition, replacement and maintenance, including potential for printers, monitor, replacement of computer hardware components. All P.C.'s are on a 5 year replacement cycle.

7020 Communications System **\$ 35,000**

*Radio/Telephone headset acquisition and replacement.
Computer Software purchases and upgrades. Continued maint.
Agreement on communication systems (Console/Web Based Programs).*

DEBT SERVICE: **\$48,000**

8020 Debt Service **\$ 48,000**

Radio Console Lease (5 year repayment plan) **\$48,000**

CONTINGENCY: **\$20,000**

9010 Operating Contingencies **\$ 20,000**

Funds to cover expenditures, which might occur, and which cannot be foreseen and planned for in the budget process. This is a very conservative amount.

RESERVES PERSONNEL SERVICE **\$ 28,850**

Money budgeted in this category represents existing and anticipated liability for employee accrued vacation and annual leave along with related expenses for worker's compensation, social security, pension contributions and unemployment benefits assessments. The agency is a reimbursing employer for unemployment benefits.

RESERVE CAPITAL OUTLAY:

\$97,000

Funds budgeted and allocated as a reserve account for future capital projects.

7020 Communications System Reserves \$ 55,000

7030 Facilities \$ 10,000
Facility repair and maintenance to include the Backup facility

7040 Furniture \$ 32,000
Chair Replacement – Misc other furniture Items