

Gunnison/Hinsdale Combined Emergency Telephone Service Authority

2015 Budget

Accepted December 12, 2014

September 24, 2014

Board Members
Gunnison/Hinsdale Combined Emergency Telephone Service Authority

Letter of Transmission

Presented for your review and consideration is the proposed FY 2015 budget for the Gunnison/Hinsdale Combined Emergency Telephone Service Authority (E911 Authority). The proposed budget reflects a net increase of \$3,508. Dispatching services for Gunnison and Hinsdale Counties will be maintained at existing levels. Revenues, primarily generated through the \$1.00 surcharge on all phone lines within the service area (exchanges of 641, 349, 943, and 944), have been projected at a slight increase. Operating expenses are projected to increase by 3% from the 2014 budget. There are not any capital improvements planned for 2015.

The E911 Authority budgets on an annual basis and utilizes the "modified accrual basis of accounting". Expenses are recorded when a liability is incurred and revenues are recorded as received in cash except for revenues susceptible to accrual and revenues of material amount that have not been received at the normal time of receipt. The E911 Authority will continue discussions with State agencies on a universal surcharge to be collected by the state and distributed to individual agencies. It is believed this will have a negative impact on the Gunnison/Hinsdale E911 Authority's budget in years to come. A ten-year capital improvement plan for assets of the E911 Authority has been developed and will be included as an appendix to the final budget document.

In conclusion, I believe this budget represents a financially sound plan for the Gunnison/Hinsdale Combined Emergency Telephone Service Authority for fiscal year 2013. Please do not hesitate to contact me or the City of Wendy Collins, Board Secretary, if you have any questions or need additional information.

Respectfully submitted,



Keith Robinson
Board Chair

Gunnison/Hinsdale Combined Emergency Telephone Service Authority 2015 Budget

	2012 Actual	2013 Actual	2014 Budget	Balance 09/15/14	Projected @12/31/14	2015 Budget
Beginning Cash Balance	\$535,178	\$572,152	\$278,532		\$278,532	\$213,631
Revenues						
01-3101 Century Link Communications Surcharge	\$85,322	\$82,105	\$80,000	\$45,702	\$78,202	\$74,000
01-3102 Nucla-Naturita Tele Co Surcharge	\$1,831	\$1,794	\$1,600	\$785	\$1,585	\$1,500
01-3103 Century Telephone Surcharge	\$9,881	\$8,805	\$8,000	\$4,859	\$8,110	\$7,500
01-3104 Surcharge-Other	\$119,361	\$121,932	\$119,000	\$72,340	\$124,246	\$126,000
01-3701 Interest Earned	\$1,742	\$1,210	\$380	\$705	\$1,028	\$1,068
Total Revenues	\$218,137	\$215,846	\$208,980	\$124,390	\$213,171	\$210,068
Expenses						
<i>Administrative Expenses</i>						
01-4201 Office/Operating Supplies	\$0	\$130	\$150	\$12	\$42	\$150
01-4203 Fuel/Lubricant Supply	\$0	\$0	\$5,000	\$0	\$5,000	\$5,000
01-4302 Printing/Duplication Services	\$0	\$0	\$0	\$0	\$3,000	\$0
01-4310 Dues/Meetings/Memberships/Tuition	\$0	\$0	\$6,000	\$0	\$0	\$0
01-4320 Telephone Service	\$25,180	\$23,977	\$24,432	\$15,247	\$22,478	\$22,928
01-4321 Utilities	\$8,757	\$9,199	\$9,660	\$5,060	\$8,720	\$9,180
01-4330 Professional Services	\$3,877	\$4,087	\$4,850	\$579	\$4,680	\$4,800
01-4340 Repair/Mntnce Service	\$23,253	\$22,953	\$17,000	\$1,996	\$14,000	\$17,000
01-4350 Other Purchased Services	\$119,195	\$119,013	\$131,665	\$65,178	\$120,600	\$146,102
01-4370 Travel/Mileage/Meals/Lodging	\$0	\$0	\$500	\$0	\$0	\$500
01-4420 Rental Services	\$900	\$900	\$900	\$450	\$900	\$900
Total Administrative Expenses	\$181,162	\$180,259	\$200,157	\$88,521	\$179,420	\$206,560
<i>Capital Expenses</i>						
01-9701 Computer Replacement		\$13,788				
01-9702 Voice Print Recorder						
01-9901 Office Chairs						
01-9902 Repeater Installation			\$15,000	\$0	\$15,000	
01-9903 911 System - Electronics		\$35,565		\$68,197	\$68,197	
01-9904 Dispatch Consoles - Furniture		\$5,420				
01-9905 Dispatch Expansion		\$239,436		\$15,455	\$15,455	
01-9906 Generator for New Building		\$35,000				
Total Capital Expenses	\$0	\$329,209	\$15,000	\$83,652	\$98,652	\$0
Total Expenses	\$181,162	\$509,468	\$215,157	\$172,173	\$278,072	\$206,560
Net Income/Loss	\$36,975	(\$293,622)	(\$6,177)	(\$47,782)	(\$64,901)	\$3,508
Ending Cash Balance	\$572,153	\$278,530	\$272,355		\$213,631	\$217,139

*Additional Capital Projects

Notes to 2015 Budget

Account # Description of expenses
 01-3104 Includes all cell phone surcharges from various providers
 01-4201 Checks and deposit slips
 01-4203 Fuel for Comstock, Rose Ridge, Sunlight, W Mountain
 01-4310 Includes training for two people on repeater maintenance

	Budgeted 2014	Projected 2014	Budgeted 2015
01-4320	12,484	10,740	10,955
911 Trunks			
Hinsdale Phone Line	1,543	1,517	1,548
CB Dedicated Phone Line	1,494	1,464	1,493
Marble Phone Line	2,891	2,832	2,889
EMS Dedicated Phone Line	1,811	1,675	1,709
Pitkin Siren Dedicated Phone Line	1,578	1,577	1,609
Ohio City Dedicated Phone Line	598	603	615
Other	2,032	2,069	2,111
***Totals	24,432	22,478	22,928

01-4321 Electric utilities for Roseridge (average \$315 per month), Almont Triangle (average \$240 per month), and W Mtn (average \$210 per month).

01-4330 Audit Services \$4,000
 Interpretation Services \$200
 Attorney Fees - \$600

01-4340 Repeater repairs, dispatch equipment repairs, maintain 911 cards, maintain air conditioners/generators at repeater sites

01-4350 Compensation for 20% Dispatcher Personnel Costs if fully staffed (\$113,521);
 Gunnison County-911 Mapping Updates - approximately \$8,000 per year
 Emergency notification systems (CodeRED) - \$5,115;
 911 System Voice Recording System Maintenance (DSS) - \$3,599
 CenturyLink - 911 System Annual Support - \$15,867

01-4420 Sunlight Ridge Repeater Rental - \$225/quarter

01-9701 **2013** - Replace current computers and screens in communications

01-9902 **2014** - Transfer to City of Gunnison Communications for installation of repeater on Razor Dome

01-9903 **2014** - Purchase 911 Phone System – included hardware, software, installation, programming and maintenance agreements

01-9904 **2014** - Replace current dispatch consoles

01-9905 **2014** - Costs associated with moving phone, fiber, radio and computers necessary for the 911 function to a new location.

Gunnison/Hinsdale Combined Emergency Telephone Service Authority
Minutes of Meeting
September 24, 2014

VOTING MEMBERS

Keith Robinson - City of Gunnison (Police Department)
Mike Miller - Crested Butte Fire Production District
Scott Morrill - Gunnison County (Emergency Management)
Dennis Spritzer - Gunnison County Fire Protection District
Tom Marshall - Town of Crested Butte (Marshall's Office)

OTHER ATTENDEES

Wendy Collins - Secretary/Treasurer (City of Gunnison Finance)
Bobbie Lucero - Gunnison County Emergency Management
Laurie Sherman- Gunnison Regional Communications Center (Director)
Jodie Chinn - Gunnison Regional Communications Center (Supervisor)
Chris Green - Two Way Communications

The regular meeting of the E911 Authority was called to order by E911 Authority Chair Keith Robinson at 12:30 p.m. at the Gunnison Police Department following the Communications (Comm) Board meeting. Information presented during the Comm Board meeting pertinent to the E911 Authority follows these minutes.

Minutes

Mike Miller made a motion, second by Dennis Spritzer, to approve the minutes from the June 25th, 2014 meeting. Motion was approved unanimously.

Financial Report

Wendy Collins presented the financial report through August 31, 2014. Current assets (cash) totaled \$230,749. Year-to-date revenues totaled \$141,516, operating expenses totaled \$92,981, and capital expenses totaled \$83,652, for net income of -\$35,117. Mike Miller made a motion, second by Dennis Spritzer, to approve the financial report. Motion was approved unanimously.

Unfinished Business

Repeater Maintenance – The City of Gunnison does not feel they are able to provide staff who can maintain repeater air conditioning, heaters, and generators. Alpha Mechanical has performed repairs on air-conditioning in the past. A maintenance person needs to be familiar with electronic/computer connections to the generators.

Budget Appropriation –Jodi Chinn has been researching a new Emergency Medical Dispatching (EMD) System for the dispatchers as the current EMD System of Colorado is poorly run. The anticipated cost is \$3,261 with \$490 recertification every two years. Cards are required to dispatch, so would be applicable cost for E911. This would be a 2014 expense with 2015 maintenance for E911. Scott Morrill made a motion, second by Mike Miller, to appropriate the additional funds in the amount of \$3,261 to the 2014 budget. Motion passed unanimously.

E911 Boundaries – Keith is waiting on the Sheriff's department input before final decisions are made.

CodeRed – Scott Morrill would like to do some advertising to increase the public’s awareness of Code Red. Dennis Spritzer made a motion, second by Tom Marshall, to transfer \$500 to office/operating expenses from dues/meetings/memberships to cover the advertising costs. Motion approved unanimously.

New Business

2015 Budget - The 2015 Draft Budget was presented. 2015 revenues are budgeted at \$210,068, a .5% increase from the 2014 Budget. 2015 operating expenses are budgeted at 206,560, a 3% increase from the 2014 Budget. There are not any 2015 capital projects budgeted at this time. 2015 net income is budgeted at \$3,508. The Board did not have any changes to the budget and stated they were comfortable with an email vote to adopt the budget. (The budget was adopted through email as summarized in email from Board Chair Keith Robinson, dated 12/12/2014 – “I have heard from all board members concerning the 2015 budget except Gunnison County. All were in favor of approval by e-mail. Keith Robinson”)

The next E911 Authority Board meeting will be September 10th, 2014, at 11:00 a.m. at the Gunnison Police Department.

The meeting was adjourned at 1:05 p.m.


Wendy Collins, Secretary/Treasurer

Wendy Collins

From: Keith Robinson
Sent: Friday, December 12, 2014 5:06 PM
To: Dennis Spritzer; Keith Robinson; Laurie Sherman; Mike Miller (mikem@crestedbutte.net); Nate Stepanek (n.stepanek@mtcbpd.us); Rick Besecker (RBesecker@gunnisoncounty.org); Ron Bruce (st8cop@centurytel.net); Scott Morrill; Tom Martin (tmartin@crestedbutte-co.gov); Wendy Collins
Subject: 2015 budget

I have heard from all board members concerning the 2015 budget except Gunnison County. All were in favor of approval by e-mail.

Keith Robinson