

Proposed Budget FY 2024-2025

ACTUAL		FY 2023-2024		DESCRIPTION	FISCAL YEAR		
FY 2021-2022	FY 2022-23	ADOPTED BUDGET	FUND ACCT		PROPOSED BUDGET	2023-2024 APPROVED BUDGET	ADOPTED BUDGET
OPERATIONAL EXPENDITURES							
PERSONNEL SERVICES							
1,571,017.62	1,598,269	1,975,677	5010	Salaries	2,159,301	2,159,301	2,159,301
175,079.30	215,918	100,000	5020	Overtime	150,000	150,000	150,000
6,311.42	4,241	0	5030	Workers Comp Premium (under 6120 as of 2023-24 F	0	0	0
131,132.10	136,609	158,108	5040	FICA	171,397	171,397	171,397
309,548.71	327,382	480,855	5050	Medical, Dental Insurance (+ PLO)	458,541	458,541	458,541
411,326.32	414,946	533,143	5060	Retirement	591,478	591,478	591,478
7,647.24	7,342	7,165	5070	Life, Long Term Disability and AD & D Ins	7,457	7,457	7,457
2,612,062.71	2,704,707	3,254,947		*** TOTAL PERSONNEL EXPENSES *****	3,538,174	3,538,174	3,538,174
MATERIALS & SERVICES							
35,738.68	36,517	50,000	6010	Telephone Services	57,000	57,000	57,000
2,009.43	2,589	4,500	6020	Office Supplies & Printing	4,500	4,500	4,500
470.86	404	800	6030	Postage	900	900	900
7,660.37	6,898	7,500	6040	Office Machine Rental	8,000	8,000	8,000
4,733.64	8,498	17,000	6050	Travel Reimbursements	17,000	17,000	17,000
67.80	-	1,000	6055	Public Education Program	1,000	1,000	1,000
9,500.82	8,586	19,500	6060	Training, Conference, Memberships	19,500	19,500	19,500
2,360.00	2	4,000	6070	Office Equipment Repair / Maintenance	4,000	4,000	4,000
164,734.47	182,885	177,031	6080	Communications Equipment Repair Maintenance	182,490	182,490	182,490
82,909.30	54,000	64,400	6090	Engineer & Technical Services *	81,000	81,000	81,000
18,969.50	19,918	24,000	6100	Rent, Utilities & Maintenance	25,008	25,008	25,008
18,911.54	24,092	106,570	6105	Back Up Building Services / Utilities *	30,084	30,084	30,084
24,049.00	26,706	34,670	6120	Property, Liability, Bond Insurance & Workers Comp	39,210	39,210	39,210
33,848.34	32,563	28,000	6130	Administrative & Legal Services *	30,000	30,000	30,000
18,131.00	19,514	22,700	6140	Accounting & Payroll Services *	27,000	27,000	27,000
3,351.61	7,194	11,000	6150	Materials & Services	11,000	11,000	11,000
427,446.36	430,369	572,671		** TOTAL MATERIALS & SERVICES EXPENS**	537,692	537,692	537,692
OPERATIONAL CAPITAL OUTLAY							
14,354.92	10,843	227,166	7010	Office Equipment Replacement	292,847	292,847	292,847
5,561.21	33,676	64,955	7020	Communications System	103,000	103,000	103,000
19,916.13	44,518	292,121		** TOTAL CAPITAL OUTLAY EXPENSES **	395,847	395,847	395,847
DEBT OBLIGATION							
47,220.61	-	-	8020	Console System Obligation	-	-	-
		0					
47,220.61	-	-		** TOTAL DEBT OBLIGATION **	-	-	-

Proposed Budget FY 2024-2025

CONTINGENCY

0.00	-	291,459	9010	Operating Contingency	207,310	207,310	232,310
0.00	0	291,459		** TOTAL CONTINGENCY **	207,310	207,310	232,310

DEVELOPMENT EXPENDITURES

PERSONNEL RESERVE FUND

0.00	-	8,000	5025	Accrued Vacation and Annual Leave Accruals	8,000	8,000	8,000
0.00	-	2,700	5040	Social Security for Annual Accrual	2,700	2,700	2,700
0.00	-	3,150	5050	Retirement for Annual Accrual	3,150	3,150	3,150
0.00	-	10,000	5085	Unemployment Reserve	10,000	10,000	10,000
0.00	0	23,850		** TOTAL PERSONNEL RESERVE FUND **	23,850	23,850	23,850

RESERVE CAPITAL OUTLAY FUND

1,005.00	0	29,500	7030	Facilities Reserves	37,000	37,000	37,000
1,044.57	3,833	25,000	7040	Furniture Reserves	25,000	25,000	25,000
0.00	0	553,800	7050	Communication System Reserves	684,200	684,200	684,200
2,049.57	3,833	608,300		** TOTAL RESERVE CAPITAL OUTLAY FUND **	746,200	746,200	746,200

3,108,695.38	3,183,427	5,043,348		*** TOTAL 9-1-1 EXPENDITURES ***	5,449,073	5,449,073	5,474,073
--------------	-----------	-----------	--	---	-----------	-----------	-----------

- 6050 Travel Reimbursements** **17,000**
*Mileage reimbursement to employees who utilize their personal vehicles for business purposes, (travel to and from meetings, training seminars and conferences).
 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** **\$ 19,500**
Registration/ Tuition / Instructor Fees to maintain basic level of certification as required by ORS.; attend professional conferences, participate in professional organizations, and approved ongoing training.
- 6070 Office Equipment Repair & Maintenance** **\$ 4,000**
*Office equipment (printers, computers, fax & copier) repair/maintenance
 Keyboard & Telephone headset acquisition and replacement.*
- 6080 Communication Equipment Repair & Maintenance** **\$ 182,490**
Maintenance for Voice Loggers, New World Systems CAD and software maintenance contracts, shared Maintenance contract for server, Moducom Radio maintenance.
Voice Logger Recorder Maintenance: pre-paid 3 yr. contract (08/23-08/26)
Tyler/New World Systems Maintenance: CAD and all Interfaces – \$69,700
Imagetrend: Increase \$2,952
Pulsepoint \$10,500
Day Wireless Radio System Maintenance \$63,003
Century Link 9-1-1 Phone Maintenance \$20,000 (OEM)
Marion County / ODOT: Microwave service \$5,250
ESRI \$1,650
Guardian Tracker \$2,120
TimeClock Plus Scheduler \$3,150
Criticall/Test Genius \$4,165
- 6090 Engineer & Technical Services** **\$ 81,000**
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).
City of Woodburn IT Services \$60,000
City of Woodburn UPS Maintenance \$1,000
City of Woodburn GIS Services \$20,000
- 6100 Rent, Utilities & Maintenance** **\$ 25,008**
Lease Agreement with the City of Woodburn
Maintenance to leased Woodburn facility (i.e. carpet cleaning) \$3,050
FY 2024-24 lease \$21,958

- 6105 911 Jettlers Way Building Services / Utilities** **\$ 30,084**
Monthly maintenance includes utilities and ongoing maintenance.
Huber Lawn Maintenance, Orkin, Pacific Power, PGE,
Moonlight Maintenance (approx. \$25,290)
Stayton Fire Dept. \$600
Misc. Expenses \$500
HydroTemp A/C service maintenance contract \$1,230
Scalar UPS Maintenance \$2,464
- 6120 Insurance (Liability, Bond, Property & Workers Comp)** **\$ 39,210**
Facility, property & radio sites \$34,209
Worker's Comp Insurance (SAIF?) \$5,000
- 6130 Administrative & Legal Services** **\$ 30,000**
Professional services for labor relations, negotiations, and legal
Counsel. Pre-employment criminal background investigations, pre-employment
*Physicals, * State of Oregon Ethics annual fee approx. \$1,000*
- 6140 Accounting & Data Services** **\$ 27,000**
Professional services for monthly account management and
reconciliation, payroll services, annual audit expense.
Payroll / A/P: \$11,400
Annual Audit Report: \$15,000
Audit Filing Fee: \$600.00
- 6150 Materials & Services, N.O.C.** **\$ 11,000**
Publication of position vacancies, budget meetings and hearings,
employee recognition activities and programs, other unanticipated
expenses not in any other category.

OPERATIONAL CAPITAL OUTLAY: **\$395,847**

- 7010 Office Equipment** **\$ 292,847.32**
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. Radio/dispatch
console stations.
PCs, monitors and Laptop replacement this FY \$19,000
Console Replacement funds – (Total from listed below \$273,847.32)
 - o Collected 2023-24 FY – USFS LEO \$70,130.28
 - o Collected 2022-23 FY - USSFS LEO \$81,036
 - o Moved from GL# 9010 - \$36,000 (earmarked)
 - o Collected 2024-25 FY USFS LEO \$72,234.24
 - o Collected 2024-25 FY USFS BLM \$14,446.80
- 7020 Communications System** **\$ 103,000**
Computer Software purchases and upgrades. Continued maintenance.
Agreement on communication systems (Console/Web Based Programs).
Earmarked:
 - o Linn County CAD2CAD \$50,000
 - o ASAP to PSAP project (earmarked collected 2023-24 FY) \$43,000
 - o GIS Mapping \$10,000

DEBT SERVICE: **\$0.00**

8020 Debt Service **\$ 0.00**

CONTINGENCY: **\$232,310**

9010 Operating Contingencies **\$207,309.80**

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.

- *FEMA: Anticipated reimbursement from Beachie Creek Fire \$183,343.66 and \$23,966 (earmarked from carryforward).*
- *Funds charged to City of Hubbard (police) for the dispatching services for city of Donald (police)* **\$25,000**

RESERVES PERSONNEL SERVICE **\$ 23,850**

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

RESERVE CAPITAL OUTLAY: **\$746,200**

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

7030 Facilities **\$ 37,000**

Facility repair and maintenance to include the Backup facility

HydroTemp future A/C replacement for facility (aprox.30k)

- *\$5,000 carry forward from 2021-22 FY earmarked funds*
- *\$5,000 carry forward from 2022-23 FY earmarked funds*
- *\$5,000 carry forward from 2023-24 FY earmarked funds*
- *\$5,000 collect 2024/25 FY*

Wipper radio site roof replacement funds

- *\$2,500 carry forward from 2023-24 earmarked fund*
- *\$2,500 collect 2024/25 FY*

General maintenance and repairs \$12,000

7040 Furniture **\$ 25,000**

Chair Replacement – Misc. other furniture Items

Misc. replacement & other furniture purchase \$25,000

7050 Communications System Reserves **\$ 684,200**

\$524,000 Radio Project Carry forward (earmarked funds)

- *\$85,000 collected radio project funds FY 2019/20.*
- *\$85,000 collected radio project funds FY 2020/21*
- *\$98,000 collected radio project funds FY 2021/22*
- *\$128,000 collected radio project funds FY 2022/23*
- *\$128,000 collection of radio project funds FY 2023/24*
- *+\$128,000 collection of radio project dollars (collect in 2024/25 FY)*

\$25,000 Infrastructure carry forward collected FY 2022/23

UPS Battery Replacement (Replacement, July 2026)

- *\$2,400 funds collected FY 2022/23*
- *\$2,400 funds collected FY 2023/24*
- *+\$2,400 funds collected FY 2024/25*

METCOM FY 2024-2025 Revenue Detail

RESOURCES:		\$5,474,073
4010 Working Capital Carryover		\$ 1,377,437.08
	<i>Monies available from the prior year's 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.</i>	
	Earmarked:	
	<i>\$524,000 Radio project (7050)</i>	<i>\$232,303 Contingency (9010)</i>
	<i>\$4,800 UPS Battery Replacement (July 2026)</i>	<i>\$187,166.28 Console Replacement (7010)</i>
	<i>\$15,000 Stayton facility A/C (7030)</i>	<i>\$15,000 Misc. Furniture (7040)</i>
	<i>\$25,000 Infrastructure (7050)</i>	<i>\$30,000 Linn Co CAD2CAD from ASAP/PSAP project (7020)</i>
4020 Interest Revenue		\$ 1,000
	<i>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.</i>	
4030 State 9-1-1 Telephone Tax		\$ 940,000
	<i>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.</i>	
4040 User Fee's		\$ 2,923,434.51
4850	<i>Member agencies are assessed a user fee for call taking, radio dispatching, radio maintenance, computer technical services, etc. This includes Contract for Service Agencies as users.</i>	
4120 Miscellaneous Revenue		\$ 15,000
	<i>Revenue received by assessing charges under public records law for providing public record documents. 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, revenue for expenditures associated with CAD and other maintenance agreements paid initially through METCOM. Includes utility reimbursement for the Whipper Radio Site, rent for Whipper site (Salem Hospital), WVCC share costs and other unanticipated miscellaneous revenue.</i>	
	○ <i>Income from City of Hubbard for dispatching services City of Donald</i>	\$ 25,000.00
	○ <i>FEMA Grant Monies/Reimbursement for Beachie Creek Fire (2024/25 FY only.)</i>	\$ 183,343.66
4130 State 9-1-1 MSAG Reimbursements		\$ 0.00
	<i>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.</i>	
4900 Miscellaneous Back Up Facility Lease Revenue		\$ 8,857.75
	<i>Projected Revenue from sharing facility with WVCC for back up</i>	

**MARION AREA MULTI AGENCY EMERGENCY TELECOMMUNICATIONS
RESOLUTION 2024-01**

**A RESOLUTION ADOPTING A BUDGET FOR FISCAL YEAR 2024-25 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 2024-2025 in the total of \$5,474,073. 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., Monday thru Thursday.

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 2024-2025. This fee has been determined utilizing a cost sharing formula, which includes consideration for anticipated 9-1-1 Telephone Tax Revenue. This fee includes radio project collections assigned to Principal Members. The user fee assessment to each agency is as follows:

PRINCIPALS MEMBERS

Aumsville Fire District	\$ 65,992.63
Detroit Idahna RFPD	\$ 14,920.65
Drakes Crossing Fire	\$ 12,339.03
Gates RFPD	\$ 21,708.76
Hubbard Fire District	\$ 40,903.34
Jefferson RFPD	\$ 94,358.57
Lyons RFPD	\$ 73,129.31
Mill City RFPD	\$ 32,420.73
Monitor Fire District	\$ 22,788.14
Mt. Angel Fire District	\$ 38,164.44
Silverton Fire District	\$ 99,698.34
St. Paul Fire District	\$ 19,423.66
Stayton RFPD	\$ 82,555.40
Sublimity RFPD	\$ 66,427.37
Turner RFPD	\$ 71,801.09
Woodburn Fire District	\$216,462.67
City of Aumsville (Police)	\$107,606.28
City of Hubbard (Police)	\$ 103,642.31
City of Mt. Angel (Police)	\$ 94,234.69
City of Stayton (Police)	\$240,455.07
City of Silverton (Police)	\$240,821.88
City of Turner (Police)	\$ 44,742.75
City of Woodburn Police	\$568,803.83

SUBSCRIBERS

Marion County Public Works	\$ 44,081.43
Santiam Memorial Hospital	\$ 127,065.38
USFS & BLM	\$ 144,467.47
Woodburn Ambulance Services	\$ 234,419.07

Budget Resources other than User Fees included:

9-1-1 Telephone Tax Revenue	\$ 940,000.00
Capital Carryover	\$1,377,437.08
Interest/Misc	\$ 233,201.41

TOTAL BUDGET RESOURCES \$ 5,474,073.00

TOTAL REVENUES: \$ 5,474,073.00

BE IT RESOLVED that the budget amounts for the fiscal year 2024-2025 and for the purposes shown below are hereby appropriated as follows:


Operational Fund

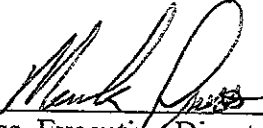
Personnel Services	\$ 3,538,174.00
Materials and Services	\$ 537,692.00
Capital Outlay	\$ 395,847.00
Debt Service	\$ 00.00
Operating Contingency	\$ 232,310.00
Personnel Reserves	\$ 23,850.00
Reserve Capital	\$ 746,200.00

TOTAL APPROPRIATIONS: \$ 5,474,073.00

Dated this 4th day of June, 2024.

APPROVED


Board Chair, Mark Daniel

ATTEST 
Mark Spross, Executive Director