

FY 2022-2023 METCOM Budget Worksheet

2% Increase plus \$128,000 radio project

| ACTUAL 2019-2020 | ACTUAL FY 2020-2021 | ADOPTED FY 2021-2022 | FUND ACCT | DESCRIPTION | PROPOSED BUDGET | FISCAL YEAR 2022-2023 APPROVED BUDGET | ADOPTED BUDGET |
|----------------------------------|------------------------|-------------------------|--------------|--------------------------------------|--------------------|--|-------------------|
| 9-1-1 OPERATIONS FUND REVENUE | | | | | | | |
| 244,055.00 | 545,676.00 | 425,702.00 | 4010 | Working Capital Carryover | 782,309.00 | 782,309.00 | 864,809.00 |
| 3,688.62 | 2,754.41 | 1,000.00 | 4020 | Interest Revenue | 1,000.00 | 1,000.00 | 1,000.00 |
| 522,797.39 | 734,949.59 | 896,924.00 | 4030 | State 9-1-1 Telephone Tax Rev. | 900,000.00 | 900,000.00 | 900,000.00 |
| 166,873.15 | 176,571.15 | 193,879.97 | 4040 | Woodburn Fire District | 197,524.09 | 197,524.09 | 197,524.09 |
| 17,569.58 | 18,588.52 | 20,410.74 | 4050 | Monitor Fire District | 20,794.38 | 20,794.38 | 20,794.38 |
| 31,534.54 | 33,365.32 | 36,636.05 | 4060 | Hubbard Fire District | 37,324.66 | 37,324.66 | 37,324.66 |
| 55,151.44 | - | - | 4070 | Aurora Fire District | - | - | 0.00 |
| 14,974.90 | 15,844.10 | 17,397.26 | 4080 | St. Paul Fire District | 17,724.26 | 17,724.26 | 17,724.26 |
| 85,970.21 | 90,966.88 | 92,829.71 | 4090 | City of Hubbard (Police) | 94,574.52 | 94,574.52 | 94,574.52 |
| 200,419.47 | 210,440.44 | 216,753.65 | 4100 | Woodburn Ambulance Services | 216,753.65 | 216,753.65 | 216,753.65 |
| 471,809.76 | 499,238.46 | 509,462.26 | 4110 | City of Woodburn (Police) | 519,037.99 | 519,037.99 | 519,037.99 |
| 13,382.61 | 12,410.30 | 25,000.00 | 4120 | Miscellaneous Revenue | 22,000.00 | 22,000.00 | 22,000.00 |
| - | - | - | 4130 | State 9-1-1 MSAG Reimbursement | - | - | 0.00 |
| 9,514.66 | 10,065.08 | 11,051.75 | 4140 | Drakes Crossing Fire District | 11,259.48 | \$ 11,259.48 | 11,259.48 |
| 29,419.08 | 31,131.17 | 34,182.89 | 4150 | Mt. Angel Fire District | 34,825.39 | \$ 34,825.39 | 34,825.39 |
| 78,168.50 | 82,709.74 | 84,403.47 | 4160 | City of Mt. Angel (Police) | 85,989.90 | \$ 85,989.90 | 85,989.90 |
| 76,856.32 | 81,325.09 | 89,297.20 | 4170 | Silverton Fire District | 90,975.61 | \$ 90,975.61 | 90,975.61 |
| 199,755.11 | 211,369.32 | 215,697.87 | 4180 | City of Silverton (Police) | 219,752.08 | \$ 219,752.08 | 219,752.08 |
| 148,982.29 | 153,079.24 | 158,055.20 | 4600 | USFS & BLM | 158,055.20 | \$ 158,055.20 | 136,175.33 |
| 89,256.57 | 94,445.95 | 96,380.04 | 4700 | City of Aumsville | 98,191.58 | \$ 98,191.58 | 98,191.58 |
| 199,453.35 | 211,047.37 | 215,369.33 | 4710 | City of Stayton | 219,417.36 | \$ 219,417.36 | 219,417.36 |
| 37,112.04 | 39,270.71 | 40,074.87 | 4730 | City of Turner | 40,828.11 | \$ 40,828.11 | 40,828.11 |
| 39,165.78 | 40,340.75 | 41,550.97 | 4750 | Marion County Public Works | 41,550.97 | \$ 41,550.97 | 41,550.97 |
| 50,872.11 | 53,830.94 | 59,107.87 | 4760 | Aumsville RFPD | 60,218.85 | \$ 60,218.85 | 60,218.85 |
| 11,505.47 | 12,170.93 | 13,364.03 | 4770 | Detroit/Idanha RFPD | 13,615.22 | \$ 13,615.22 | 13,615.22 |
| 16,736.22 | 17,708.07 | 19,443.96 | 4780 | Gates RFPD | 19,809.43 | \$ 19,809.43 | 19,809.43 |
| 72,740.30 | 76,969.37 | 84,514.50 | 4790 | Jefferson RFPD | 86,103.02 | \$ 86,103.02 | 86,103.02 |
| 56,373.60 | 59,652.42 | 65,500.00 | 4800 | Lyons RFPD | 66,731.13 | \$ 66,731.13 | 66,731.13 |
| 24,993.96 | 26,445.95 | 29,038.40 | 4810 | Mill City RFPD | 29,584.20 | \$ 29,584.20 | 29,584.20 |
| 63,639.84 | 67,341.36 | 73,942.71 | 4820 | Stayton RFPD | 75,332.52 | \$ 75,332.52 | 75,332.52 |
| 51,211.14 | 54,185.57 | 59,497.26 | 4830 | Sublimity RFPD | 60,615.56 | \$ 60,615.56 | 60,615.56 |
| 55,354.05 | 58,568.96 | 64,310.33 | 4840 | Turner RFPD | 65,519.10 | \$ 65,519.10 | 65,519.10 |
| 108,636.11 | 114,067.91 | 117,489.95 | 4850 | Santiam Memorial Hospital | 117,489.95 | \$ 117,489.95 | 117,489.95 |
| 7,638.00 | 7,867.14 | 8,106.10 | 4900 | Misc SCCC Rent | 8,349.28 | \$ 8,349.28 | 8,349.28 |
| 3,255,611 | 3,844,398 | 4,016,374 | ***** | TOTAL 9-1-1 COMMUNICATIONS FUND REV. | 4,413,256 | 4,413,256 | 4,473,877 |
| 3,255,611 | 0 | | ***** | TOTAL 9-1-1 COMMUNICATIONS FUND REV. | 4,413,256 | 4,413,256 | 4,473,877 |

LINE ITEM DETAILED DESCRIPTION:

Proposed Budget for 2022-23 FY

Total Expenditures \$4,473,877

PERSONNEL SERVICES: \$2,941,813

Covers twenty-five full time equivalent positions and part time on call position(s). Personnel services expenditures also include social security insurance, medical, dental, life, long term disability and AD&D insurance, retirement and overtime funding. (10AD/5LS/10M)

- Salary \$1,872,515.18
- Medical 10% increase & VEBA = \$411,861.84
- Dental \$29,307.72
- Life \$6,623.00
- PERS \$460,952.10
- FICA \$146,002.76
- 457/Cert & Lead Pay \$54,298.30

MATERIALS AND SERVICES: \$571,864

The Materials and Services broken down by line items:

6010 Telephone Services \$ 41,000

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 previously covered by tax*
- METCOM Direct Phone Expense*
- Language Line*
- Fiber Connections*
- Century Link, SCTC, Verizon, Ziply & Globalstar Charges*
- Miscellaneous phone equipment purchase/service:*
- Ethernet Connections between Facilities and Radio Sites*

6020 Office Supplies and Printing \$ 4,500

*General office supplies and professional printing and reproduction Map printing and lamination.
(500 increase due to COVID-19 sanitization supplies)*

6030 Postage \$ 800

Mailings of account receivable/payables, responsible party information and various other operational postal needs to include tape requests.

6040 Office Machine Rental \$ 9,120

Monthly lease and maintenance for copier, alpha pagers and radio Repeater rentals.

- Copy / Fax / Printer Lease Agreements (Pacific Office Automation)*
- City of Woodburn Printer maintenance agreement (approx. \$900 per quarter)*

6050 Travel Reimbursements **\$ 16,500**
*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 **\$ 19,000**
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 **\$ 198,403**
Maintenance for Voice Loggers, New World Systems CAD and software maintenance contracts, shared Maintenance contract for server, Moducom Radio maintenance.
Voice Logger Maintenance: \$35,814
Tyler/New World Systems Maintenance: CAD and all Interfaces – \$62,018.68
Imagetrend: 3% increase \$2,783 (anticipate revenue to offset)
Pulsepoint \$8,000 (5th year of 5 year agreement)
Day Wireless Radio System Maintenance: \$59,386.20
Day Wireless Halls Ridge Rental \$4,200
Century Link 9-1-1 Phone Maintenance \$21,000 (previously OEM)
Marion County / ODOT: Microwave service \$3,700.85
ESRI \$1,500

6090 Engineer & Technical Services **\$ 54,000**
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).

6100 Rent, Utilities & Maintenance **\$ 24,000**
Lease Agreement with the City of Woodburn
Maintenance to leased Woodburn facility (i.e. carpet cleaning)
FY 2022-23 Lease \$19,918

6105 911 Jettters Way Building Services / Utilities \$ 106,405

Monthly maintenance to included utilities and ongoing maintenance

*Huber Lawn Maintenance, Orkin, Pacific Power, PGE,
Moonlight Maintenance [approx. \$18,795], Stayton Fire Dept. \$600
Misc. Expenses \$500
HydroTemp A/C service maintenance contract \$1,160
Scalar UPS Maintenance \$2,240
Back-up Generator Replacement (Stayton Facility) \$82,500*

6120 Insurance (Liability, Bond, Property & Workers Comp) \$ 32,636

*Facility, property & radio sites \$25,800
Worker's Comp Insurance \$6,836*

6130 Administrative & Legal Services \$ 31,000

*Professional services for labor relations, negotiations, and legal
Counsel. Pre-employment criminal background investigations, pre-employment
Physicals,*

6140 Accounting & Data Services \$ 18,500

*Professional services for monthly account management and
reconciliation, payroll services, annual audit expense.*

*Payroll / A/P: \$9,000
Annual Audit Report: \$9,000
Audit Filing Fee: \$500.00*

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: \$53,500

7010 Office Equipment \$ 15,000

*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.*

4 PC's @ \$2,114, 12 monitors @ \$285 and 1 Laptops @ \$2,000 due for replacement this FY

7020 Communications System \$ 53,500

*Computer Software purchases and upgrades. Continued maintenance.
Agreement on communication systems (Console/Web Based Programs).*

*GIS / Mapping \$20,000
Schedule Express \$4,000
Server Migration (Tyler) \$8,000
SQL Upgrade \$6,500*

DEBT SERVICE: \$0.00

8020 Debt Service \$ 0.00

CONTINGENCY: **\$291,459**

9010 Operating Contingencies **\$ 232,303**

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.

Funds received from USFS contract extension for USFS LEO dispatching **\$59,156.14**

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: **\$591,391**

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

7030 Facilities **\$ 22,000**

*Facility repair and maintenance to include the Backup facility
HydroTemp future A/C replacement for facility (aprox. 30k) \$5,000
o \$5,000 carry forward from 2021-22 FY earmarked funds*

7040 Furniture **\$ 106,036**

*Chair Replacement – Misc other furniture Items
\$81,036 Console Replacement earmarked funds (USFS funds)
\$25,000 Misc. replacement & other furniture purchase*

7050 Communications System Reserves **\$ 423,400**

- *\$268,000 Carry forward (earmarked funds)*
 - o *\$85,000 collected radio project funds FY 2019/20.*
 - o *\$85,000 collected radio project funds FY 2020/21*
 - o *\$128,000 collected radio project funds FY 2021/22*
 - o *– \$30,000 Day Wireless Engineering funds paid Resolution 2021-02*
- *\$25,000 Infrastructure carry forward (earmarked funds)*
- *\$128,000 collection of radio project dollars*
- *\$2,400 USP Battery Replacement (July 2026)*
- *\$39,955 9th phone/radio position supervisor office (earmarked funds)*

METCOM FY 2022-2023 Revenue Detail

RESOURCES: \$4,473,877

- 4010 Working Capital Carryover** \$ 864,809
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.
Earmarked: \$268,000 Radio project (7050)
\$128,000 current budget year radio project collection
\$2,400 USP Battery Replacement (July 2026)
\$5,000 Stayton facility A/C (7030)
\$25,000 Infrastructure (7050)
\$82,500 Back-up Generator Replacement (Stayton Facility) (6105)
- 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** \$ 900,000
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. (FY 2019-20 was \$512,200 projected 9-1-1 tax increase \$110,000))
- 4040 User Fee's** \$ 2,677,718.34
| *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** \$ 22,000
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, 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.
- 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** \$ 8,349.28
Projected Revenue from sharing facility with WVCC for back up