
Gunnison/Hinsdale Combined
Emergency Telephone Service
Authority

2012 Budget

Accepted November 30, 2011

October 15, 2011

Board Members

Gunnison/Hinsdale Combined Emergency Telephone Service Authority

Letter of Transmission

Presented for your review and consideration is the proposed FY 2012 budget for the Gunnison/Hinsdale Combined Emergency Telephone Service Authority (E911 Authority). The proposed budget reflects a net loss of \$359,681. The reduction in cash reserves is due to anticipated costs associated with an upgraded 911 system and the possible relocation of the dispatch center, which have been budgeted at \$388,000. Otherwise, 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 \$11,200 (5%) decrease from anticipated FY2011 revenues. Interest income revenues are budgeted at a slight decrease as well due to current and projected investment rates. Operating expenses are projected to increase by 2.6% from 2011 year-end projections. Capital expenditures for the year include \$13,000 for a computer replacements, \$225,000 for 911 system electronics, \$50,000 for dispatch console furniture and \$100,000 for dispatch expansion if a new dispatch location is obtained.

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 2012. Please do not hesitate to contact me or Wendy Hanson, Board Secretary, if you have any questions or need additional information.

Respectfully submitted,



Keith Robinson
Board Chair

**Gunnison/Hinsdale Combined
Emergency Telephone Service Authority
2012 Budget**

	2009 Actual	2010 Actual	2011 Budget	Balance @10/04/11	Projected @12/31/11	2012 Budget
Beginning Cash Balance	\$363,758	\$430,917	\$483,803		\$483,803	\$513,952
Revenues						
0110003101 Qwest Communications Surcharge	\$109,695	\$100,230	\$102,400	\$53,566	\$91,820	\$82,000
0110003102 Nucla-Naturita Tele Co Surcharge	\$2,728	\$2,570	\$2,600	\$763	\$1,460	\$1,000
0110003103 Century Telephone Surcharge	\$11,721	\$11,345	\$11,400	\$6,394	\$10,960	\$10,500
0110003104 Surcharge-Other	\$111,804	\$114,814	\$111,950	\$66,656	\$114,290	\$114,000
0110003701 Miscellaneous Revenue		\$40	\$40	\$40	\$40	\$40
0110003701 Interest Earned	\$6,190	\$5,162	\$4,792	\$2,458	\$4,205	\$4,000
Total Revenues	\$242,138	\$234,161	\$233,182	\$129,877	\$222,775	\$211,540
Expenses						
<i>Administrative Expenses</i>						
0100014201 Office/Operating Supplies	\$0	\$0	\$100	\$144	\$144	\$150
0100004203 Fuel/Lubricant Supply	\$0	\$3,638	\$5,000	\$0	\$5,000	\$5,000
0100014302 Printing/Duplications Svcs	\$0	\$0	\$25	\$0	\$25	\$25
100014310 Dues/Meetings/Memberships/Tuition		\$0	\$1,000	\$0	\$500	\$1,000
0100014320 Telephone Service	\$27,128	\$25,315	\$25,951	\$17,124	\$25,765	\$26,020
0100014321 Utilities	\$2,271	\$3,195	\$4,900	\$3,594	\$7,116	\$8,800
0100014330 Professional Services	\$2,844	\$3,103	\$3,500	\$45	\$3,500	\$4,000
0100014340 Repair/Mntnce Service	\$1,281	\$1,881	\$17,000	\$5,339	\$17,000	\$17,000
0100014350 Other Purchased Services	\$106,177	\$120,153	\$111,898	\$62,398	\$118,165	\$119,778
0100014370 Travel/Mileage/Meals/Lodging	\$0	\$226	\$500	\$263	\$463	\$500
0100014420 Rental Services	\$900	\$936	\$1,044	\$498	\$948	\$948
Total Administrative Expenses	\$140,602	\$158,447	\$170,918	\$89,404	\$178,626	\$183,221
<i>Capital Expenses</i>						
0100029701 Computer Replacement	\$4,752					\$13,000
0100029702 Voice Print Recorder		\$20,829				
0100029901 Office Chairs	\$3,572					
0100029902 Repeater Installation	\$26,053	\$2,000	\$43,000		\$14,000	
0100029903 911 System - Electronics						\$250,000
0100029904 Dispatch Consoles - Furniture						\$50,000
0100029905 Dispatch Expansion						\$100,000
Total Capital Expenses	\$34,376	\$22,829	\$43,000	\$0	\$14,000	\$413,000
Total Expenses	\$174,978	\$181,276	\$213,918	\$89,404	\$192,626	\$596,221
Net Income/Loss	\$67,160	\$52,885	\$19,264	\$40,473	\$30,149	(\$384,681)
Ending Cash Balance	\$430,918	\$483,802	\$503,067		\$513,952	\$129,271

*Additional Capital Projects

Notes to 2012 Budget

Account # Description of expenses
 0110003104 Includes all cell phone surcharges from various providers
 0100014201 Checks and deposit slips
 0100014203 Fuel for Comstock, Rose Ridge, Sunlight, W Mountain

	Budgeted	Projected	Budgeted
	2011	2011	2012
0100014320 911 Trunks	14,059	13,972	14,111
Hinsdale Phone Line	1,499	1,485	1,499
CB Dedicated Phone Line	1,472	1,463	1,477
Marble Phone Line	2,855	2,831	2,860
EMS Dedicated Phone Line	1,784	1,772	1,790
Pitkin Siren Dedicated Phone Line	1,555	1,544	1,560
CenturyTel-Hinsdale Phone Line	2,186	2,161	2,183
Ohio City Dedicated Phone Line	541	534	539
***Totals	25,951	25,762	26,020

0100014321 Electric utilities for Roseridge (average \$200 per month), Comstock (averages \$330 per month), and W Mtn (averages \$192 per month). Prior to 9/30/11 - W Mtn was being charged to CDOW.

0100014330 Audit Services \$3,000
 Interpretation Services \$500
 Attorney Fees - \$500

0100014340 Repeater Repairs, Pager Repairs, Dispatch Equipment Repairs, Hill 71 Repeater Repairs (\$3,000 in 2011)

0100014350 Compensation for 20% Dispatcher Personnel Costs if fully staffed (\$106,103);
 Maintenance agreement for Reverse 911(averages \$268.93 per month=\$3,227)
 Contact One Maintenance (\$1,462.50)

Gunnison County-911 Mapping Updates - approximatley \$8,985 per year

0100014420 Sunlight Ridge Repeater Rental - \$225/quarter; Propane Tank Rentals - \$48 each annual

0100029701 Replace current computers and screens in communications

0100029902 2011 Budgeted Expenses:

Comstock VHF Repeater	14,000	
Hwy 114 Repeater	14,000	Request withdrawn for 2011
Hwy 114 Generator in lieu of rental	15,000	Request withdrawn for 2011

0100029903 Purchase 911 Phone System – included hardware, software, installation, programming and maintenance agreements

0100029904 Replace current dispatch consoles

0100029905 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

November 30, 2011

Voting Members

Keith Robinson-City of Gunnison Police Department
Mike Miller-Crested Butte Fire Protection District
Dennis Spritzer-Gunnison County Fire Protection District
Randy Barnes – Gunnison County Sheriff's Office
Hank Smith – Mt Crested Butte Police Department

Non-Voting Attendees

Chuck Dotts-Gunnison Communications Center
Laurie Sherman-Gunnison Communications Center
Hugo Ferchau – Gunnison Fire District
John Patmore – Curecanti National Park Service
Wendy Hanson - Secretary/Treasurer

The meeting was called to order by Keith Robinson at 11:00 a.m. at the Gunnison County Courthouse.

Randy Barnes made a motion, second by Mike Miller to approve the minutes of the October 5, 2011, meeting. Motion passed unanimously.

The financial statements through November 30, 2011, were presented, showing \$169,333.20 in revenues and \$133,072.28 in operating expenses. Net income through November 30, 2011 was \$36,260.92. Randy Barnes made a motion, second by Dennis Spritzer, to approve the financial report. Motion passed unanimously.

Unfinished Business:

- 911 System - Chuck and Laurie have made three site visits and attended six meetings for proposals of a new system. Chuck is recommending Cassidian's Patriot System. The cost is projected to be \$182,091 but Chuck would like approval to keep \$225,000 in the budget for unexpected costs of preparations that may be needed for the 911 center prior to Cassidian installing the new system. These costs include the mapping system provided by Cassidian. The current mapping system is through Intrado/Positron. The recommended increasing the 911 system budget to \$250,000 to make sure all components are covered. Montrose and Delta are also looking at the Cassidian system. If those two agencies choose the Cassidian system, there may be cost savings for everyone. The maintenance agreement on this new system starts at \$5,000 per year and increments up each year. Chuck is recommending we not enter into a maintenance agreement and just pay per call. The technicians will respond within two hours of a maintenance/repair call.
- Agreements/MOU's – Scott Morrill is continuing to work with the Gunnison County Attorney's office on agreements for buildings at each repeater site. A "co-location agreement" for communications equipment in repeater buildings that does not serve a link in the 911 system, specifying who will pay utilities has been approved by City Attorney, Rod Landwehr. This agreement will be required for all existing equipment and all new equipment. The US Forest Service has requested an antenna on W Mountain.
- Site relocations for the Communications Center are being considered. The City of Gunnison hopes to come to a decision in January, with a spring building season. This would allow the new equipment

installation to be correlated with the new building.

- The 2012 proposed budget was reviewed. The board recommended changing the \$225,000 budgeted for the 911 system to \$250,000. This would leave the projected ending cash balance at \$129,271. \$100,000 is budgeted for “dispatch expansion” including moving the telephones, computers, etc. into a new location. Some of the \$250,000 budgeted for the 911 system could also be utilized for these moving expenses. Hank Smith made a motion, seconded by Dennis Spritzer, to approve the 2012 budget as presented, with the above mentioned change. Motion passed unanimously.

New Business:

- Cochetopa/Highway 114 Repeater Site – Mark Giganti has installed a repeater site for his own use and has offered for the E911 Authority to add a VHF site on his pad. He would lease the space for \$500 to \$600 per month, \$6,000 to \$7,200 annually. Board members expressed caution about taking on new expenses with a new site when revenues are declining, cash reserves are budgeted to be drawn down over \$300,000 during a three year period, and there is a small profit margin each year to rebuild the cash reserves. The discussion was tabled with a need for more information on the lease agreements, utility costs, and any other associated costs.
- Financial Policy – Since the E911 Authority will replace key equipment components required for emergency dispatching, a financial policy establishing a minimum cash balance and a percentage to increase cash reserves each year for future capital replacements is necessary.

The meeting was adjourned at 12:07 p.m.



Wendy Hanson, Secretary/Treasurer

E911 Capital Replacement Plan

Asset	Acquired	Owner	Cost	2012	2013	2014	2015	2016	2017	2018	2019
Bald Mtn		Forest Svc	14,000								
Monarch		Forest Svc	14,000								
Reno		Forest Svc	14,000								
Sunlight Ridge											
Site			14,000								
Generator	Jul-05		25,000								
W-Mtn											
Tower			10,000								
Local Law			14,000								
Gunnison Fire			14,000								
Generator			25,000								
Building			100,000								
Rose Ridge		Gunn County									
Local Law			14,000								
Building			10,000								
Generator			25,000								
Tower			10,000								
McClure Pass		Forest Svc									
Repeater			14,000			150,000					
Hwy 114											
Solar Repeater					29,000						
Hinsdale County											
Round Mtn/Pierce Property											
Hill 71 Building		Hinsdale County									
Comstock					14,000						
Lifeline 100-911 System											
Computer/Phone hookups				250,000							
Relocation Expenses				100,000							
Equipment:											
Xerox Work Station	Dec-05		1,900								
Voice Print Server	Dec-05		27,000								
Comnet Ericsson VHF Base Station	Feb-01		21,560								
Chatsworth Equipment Rack Aluminum 19"w x 72"h	Feb-01		300								
Microwave Point to Point Link Radios 2.4 GHz (2)	Feb-01		13,100								
KVM Switches (2)	Feb-01		842								
Rohn Tower	Feb-01		7,192								
VRT stand, 950G	Feb-01		195								
CCTV Cameras, electronic key pads, remote intercom (3)	Feb-01		7,194								
Orbacom Radio System	Feb-01		112,976								
Radio/Page Console (2)	Feb-01		29,968								
Console Turntable	Feb-01		800								
Computers (6)	Feb-01		14,315								

E911 Capital Replacement Plan

Asset	Acquired	Owner	Cost	2012	2013	2014	2015	2016	2017	2018	2019
Computer UPS's (8)	Feb-01		800								
TDD Phone	Jan-00		400								
Telex Radio Consoles (3)			127,000								
Consolettes Motorola (5)	Jan-08		27,578								
Consolettes Motorola (2)			14,000								
Camera System - Scotts Grain											
Monitors (1)	Jan-08		500								
Copier/Printer	Jan-09										
Computers (6)	Feb-08	E911		13,000							
Mapping Server	Trickledown	E911									
Switches-Cisco		City									
Dispatch Module	Feb-01		45,000	50,000							
Refrigerator	Jan-09		650								
Microwave											
Desks (2)											
Tables (2)		City									

Notes:

- McClure Pass - State wants full blown sight on McClure Pass
- Hwy 114-Internet Colorado has applied for licensing and is erecting tower.
- Comstock-Equip purchased through grant - Cwinns