

# **2014-2015 Budget**

## **Emergency Communication District of Ector County**

### **Board of Managers:**

**Bennie Cope, Chairman**  
**Freddie Gardner, Vice-Chairman**  
**Timothy Burton, Secretary**  
**Thomas McCain**  
**Jimmy Ellis**

### **Staff:**

**Kevin Jones, Executive Director**  
**Aaron Jones, Operations Manager**  
**Melissa Aguirre, Administrative Assistant**

***Approved by Board of Managers - July 16, 2014***

## **Emergency Communication District of Ector County 2014 - 2015 Budget Highlights**

The total amount budgeted for Fiscal Year 2014-2015 is \$1,622,089. Of the total, \$772,089 is operating expenses, \$115,000 is for City of Odessa Agreement, and \$735,000 is for capital.

Estimated revenue for FY 2015 is \$1,147,000. The proposed budget is \$475,089 under the total estimated revenue. Deficit monies are available in District's reserve account for major capital purposes.

To meet the operational and administrative requirements and goals of 9-1-1 emergency telephone service effectively and efficiently, FY 2015 line-item accounts are detailed in the following pages.

An attached spreadsheet compares all expenses and estimated revenues for FY 2015 with those of FY 2014.

**Emergency Communication District of Ector County  
2014-2015 Account Highlights**

| <b>Account</b> | <b>FY 2014</b> | <b>FY 2015</b> | <b>Account Description</b>   |
|----------------|----------------|----------------|--|
| 4100           | \$ 616,633     | \$ 471,474     | <i>Personnel:</i><br>Personnel costs associated with all employees. Associated expenses in regards to Retirement, FICA, Medicare, and Insurance are included. This also includes \$115,000 in grant monies given to City of Odessa dependent upon Pro Q/A compliance. FY 2014 included a one-time retirement payout of \$150,000 for unfunded liability. |
| 4213           | \$ 3,000       | \$ 3,000       | <i>Office and Mapping Supplies:</i><br>Supplies include office supplies, publication materials, labels, envelopes, batteries, copier, and mapping supplies.  |
| 4220           | \$ 4,000       | \$ 4,000       | <i>Small Equipment/Furniture/Software:</i><br>Small tools, equipment, and software necessary to perform routine operations.  |
| 4223           | \$ 300         | \$ 300         | <i>Postage:</i><br>Postal expense for office correspondence and mail-outs.   |
| 4310           | \$ 62,310      | \$ 63,215      | <i>Office Rent:</i><br>Office space and parking.   |
| 4319           | \$ 23,150      | \$ 19,000      | <i>Professional Services:</i><br>District's legal advisor and fees to participate in the Texas 9-1-1 Alliance for legal, legislative, and regulatory representation. Includes office network consultation services and contractual maintenance services.   |
| 4320           | \$ 10,500      | \$ 9,000       | <i>Accounting Service/Audit:</i><br>Annual audit and consultation fees to incorporate any recommendations provided by the annual audit and tax law changes.  |
| 4341           | \$ 5,100       | \$ 4,500       | <i>Telephone Service:</i><br>Monthly and long distance service for office and wireless phones.   |
| 4351           | \$ 6,700       | \$ 7,500       | <i>Insurance:</i><br>Property/liability coverage includes: Auto, Errors & Omission, General Liability, Real and Personal Property, and Worker's Compensation <sup>1</sup> .  |
| 4361           | \$ 45,000      | \$ 55,000      | <i>Transportation/Membership:</i><br>Travel related expenses: hotel, airfare, per diem, and related expenses for staff and dispatchers. This also includes all professional membership fees.   |
| 4362           | \$ 10,000      | \$ 25,000      | <i>Tuition/Training:</i><br>Training material, supplemental training/user manuals, and registration fees for training programs. Non-travel training and education expenses, tuition reimbursement for staff, and training for dispatchers.   |

| Account | FY 2014    | FY 2015    | Account Description   |
|---------|------------|------------|---|
| 4375    | \$ 11,000  | \$ 11,000  | <i>Advertising:</i><br>Public education, legal notices, public information projects and materials used for public information displays presented by either the District or any of the local public safety agencies. |
| 4441    | \$ 6,000   | \$ 6,000   | <i>Office Equipment Maintenance:</i><br>Repairs and maintenance on office equipment such as PCs, printers, copier, etc. This includes software maintenance (license renewals).                                      |
| 4451    | \$ 3,100   | \$ 3,100   | <i>Auto Maintenance:</i><br>Routine gas, oil, washes, and minor repairs to District vehicle.  |
| 4481    | \$ 190,589 | \$ 205,000 | <i>E9-1-1 Equipment Maintenance:</i><br>Recurring 911 system maintenance, wireless fees, and database fees to provide Enhanced 9-1-1 service to PSAPs.  |
| 5001    | \$ 55,000  | \$ 735,000 | <i>Capital Expenses:</i><br>Contingency Fund - \$25,000; Year 4 of 6 year Pictometry Project - \$25,000; District Vehicle - \$35,000; District Office Building - \$650,000.   |

<sup>1</sup> Account 4351. The approval of this budget reflects the Board of Managers vote to approve being a reimbursement entity regarding Workers Compensation.

## Budget Expenditures & Calculations Expense Categories

|                                | Account | Description                      | FY 2014             | FY 2015             |
|--------------------------------|---------|----------------------------------|---------------------|---------------------|
| <b>Personnel</b>               |         |                                  |                     |                     |
|                                | 4115    | Salaries                         | \$ 204,000          | \$ 218,280          |
|                                | 4116    | Car Allowance                    | \$ 5,400            | \$ 5,400            |
|                                | 4142    | Retirement                       | \$ 36,842           | \$ 33,200           |
|                                |         | Retirement - 1x Unfunded Payment | \$ 150,000          | \$ -                |
|                                | 4143    | FICA/Medicare                    | \$ 9,220            | \$ 9,950            |
|                                | 4144    | Health/Life Insurance            | \$ 86,171           | \$ 86,744           |
|                                | 4145    | Longevity                        | \$ -                | \$ 2,900            |
|                                | 4150    | 9-1-1 Call taker Positions       | \$ 125,000          | \$ 115,000          |
| <b>Supplies</b>                |         |                                  |                     |                     |
|                                | 4213    | Supplies                         | \$ 3,000            | \$ 3,000            |
|                                | 4220    | Small Equipment/Furniture        | \$ 4,000            | \$ 4,000            |
|                                | 4223    | Postage                          | \$ 300              | \$ 300              |
| <b>Services</b>                |         |                                  |                     |                     |
|                                | 4310    | Rent                             | \$ 62,310           | \$ 63,215           |
|                                | 4319    | Professional Services            | \$ 23,150           | \$ 19,000           |
|                                | 4320    | Accounting Service / Audit       | \$ 10,500           | \$ 9,000            |
|                                | 4341    | Telephone Service                | \$ 5,100            | \$ 4,500            |
|                                | 4351    | Insurance                        | \$ 6,700            | \$ 7,500            |
|                                | 4361    | Transportation/Membership        | \$ 45,000           | \$ 55,000           |
|                                | 4362    | Tuition / Training               | \$ 10,000           | \$ 25,000           |
|                                | 4375    | Advertising                      | \$ 11,000           | \$ 11,000           |
| <b>Maintenance</b>             |         |                                  |                     |                     |
|                                | 4441    | Office Equipment Maint           | \$ 6,000            | \$ 6,000            |
|                                | 4451    | Auto Maint / Allowance           | \$ 3,100            | \$ 3,100            |
|                                | 4481    | E9-1-1 Equipment Maint           | \$ 190,589          | \$ 205,000          |
| <b>Capital</b>                 |         |                                  |                     |                     |
|                                | 5001    | Capital Expenses                 | \$ 55,000           | \$ 735,000          |
| <b>Total Budgeted Expenses</b> |         |                                  | <b>\$ 1,052,382</b> | <b>\$ 1,622,089</b> |

## Revenue Categories

|      |                       |    |         |    |         |
|------|-----------------------|----|---------|----|---------|
| 3224 | AT&T Service Fees     | \$ | 250,000 | \$ | 280,000 |
| 3225 | VoIP Fees             | \$ | 15,000  | \$ | 20,000  |
| 3226 | Wireless Fees         | \$ | 550,000 | \$ | 550,000 |
| 3227 | CLEC - Facility Based | \$ | 180,000 | \$ | 160,000 |
| 3228 | CLEC - Reseller       | \$ | 20,000  | \$ | 20,000  |
| 3229 | Pre-Pay Fees          | \$ | 100,000 | \$ | 115,000 |
| 3651 | Interest Income       | \$ | 4,000   | \$ | 2,000   |

|                                |    |           |    |           |
|--------------------------------|----|-----------|----|-----------|
| <b>Total Budgeted Revenues</b> | \$ | 1,119,000 | \$ | 1,147,000 |
|--------------------------------|----|-----------|----|-----------|

|                    |    |        |    |           |
|--------------------|----|--------|----|-----------|
| <b>Profit/Loss</b> | \$ | 66,618 | \$ | (475,089) |
|--------------------|----|--------|----|-----------|

| Summary of Budgeted Accounts |                              |              |              |
|------------------------------|------------------------------|--------------|--------------|
|                              |                              | 2014         | 2015         |
|                              | <i>Personnel</i>             | \$ 616,633   | \$ 471,474   |
|                              | <i>Maintenance</i>           | \$ 199,689   | \$ 214,100   |
|                              | <i>Services</i>              | \$ 173,760   | \$ 194,215   |
|                              | <i>Capital</i>               | \$ 55,000    | \$ 735,000   |
|                              | <i>Supplies</i>              | \$ 7,300     | \$ 7,300     |
|                              | <b>Total Expense Budget</b>  | \$ 1,052,382 | \$ 1,622,089 |
|                              | <b>Estimated Revenues</b>    | \$ 1,119,000 | \$ 1,147,000 |
|                              | <b>Estimated Profit/Loss</b> | \$ 66,618    | \$ (475,089) |

Budget approval reflects the listed collection rates/fees, current rates are listed, with no changes proposed:

- \$ 0.50 Wireless
- \$ 0.50 Nomadic VoIP
- \$ 0.63 Residential
- \$ 1.71 Business
- \$ 1.71 Trunk

<sup>1</sup>The approval of this budget reflects the Board of Managers approval to remain a reimbursement entity regarding Workers Compensation.