

Kitsap 911 Public Authority

Resolution 2019-003

Adopting the 2020 Budget and Establishing 2020 Service Fees.

WHEREAS, on April 25, 2016 the Board of County Commissioners adopted ordinance 532-2016 enacting chapter 2.110 of the Kitsap County code (the “Ordinance”), creating the Kitsap 911 Public Authority; approving a charter therefor; establishing a Board of Directors to govern the affairs of Kitsap 911; and providing how Kitsap 911 shall conduct its affairs; and

WHEREAS, Kitsap 911 (the “Authority”) is a public corporation organized pursuant to RCW 35.21.730; and

WHEREAS, the charter requires the Board of Directors adopt the budget and the Bylaws establishes the Service Fee Formula for certain agencies.

NOW, THEREFORE, BE IT RESOLVED by the Kitsap 911 Board of Directors as follows:

Section 1. 2020 Budget Adopted. The Board of Directors hereby adopts the 2020 Budget including revenues, operating and technical enhancement/special project appropriations as attached in exhibit 1.

Section 2. Authorized Regular FTE Positions. The Board of Directors hereby adopts the 2020 Authorized Regular FTE Positions as attached in exhibit 2.

Section 2. Service Fees Adopted. The Board of Directors hereby adopts the 2020 Service Fees as attached in exhibit 3.

Section 3. Severability. If any provision of this Resolution or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Resolution which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Resolution are declared to be severable.

Section 4. Effective Date. This resolution shall become effective immediately upon adoption and signature as provided by law.

MOVED AND PASSED at a regular meeting of the Kitsap 911 Board of Directors on September 3, 2019 of which all Directors were notified and a quorum was present.

KITSAP 911 BOARD OF DIRECTORS



DAVID ELLINGSON, CHAIR

ATTEST:



Richard A. Kirton, Executive Director

Revenues

Account Description		Adopted 2020
	Estimated Beginning Fund Balance	2,499,578
337.16.00.00	Emergency Communications Sales Tax	5,138,300
337.63.64.65	Telephone Excise Taxes (Wireline, Wireless, and VoIP)	2,532,717
342.80.50.01	Service Fees (County, Cities, Fire Districts, Tribes Base fees)	2,054,666
342.80.50.04	Service Fees (Operating Surcharges ie i/leads, first due, MR)	229,498
342.80.50.02	Contract Revenues (Humane Society)	50,000
362.50.00.00	Tower Leases	312,215
342.80.40.02	Emergency Management Facility Maintenance Chrgs	65,835
334.01.84.00	State E911 CPD Contract KC (Wa State Military)	46,006
361.11.00.00	Investment Interest	31,773
	Sub-Total (Operating Revenues)	10,461,010
369.91.00.00	Grants and Other One-Time Revenues	5,000
342.10.50.00	MCT NPRV Surcharges	17,610
342.80.50.03	Alerting Surcharges	250,000
342.80.50.05	Emphasis Surcharges	888
	Sub-Total (Special and One-Time Revenues)	273,499
	Total Revenue + Beginning Fund Balance	13,234,086

Operating Appropriations

Account Description		Adopted 2020
591.28.00.0000	LTGO Repayment - Principal	-
591.28.00.0000	LTGO Repayment - Interest	-
	Total - Debt Service	-
528.32.10.0000	Regular Salaries	5,774,598
528.32.10.0001	Overtime Pay	446,000
528.32.10.0004	Annual Leave Payout	20,000
528.32.10.0005	Shift Differential Pay	3,078
528.32.10.0006	Extra Help	59,451
528.32.10.0007	Out of Class Pay	23,072
528.32.10.0008	Miscellaneous Pay	105,862
528.32.20.0001	Social Security	446,305
528.32.20.0002	PERS Retirement	785,263
528.32.20.0003	Medical Insurance	1,073,860
528.32.20.0004	Dental Insurance	81,298
528.32.20.0005	Life Insurance	8,853
528.32.20.0008	Unemployment Compensation	72,926
528.32.20.0011	Industrial Insurance	36,963
528.32.20.0012	PFMLA	8,634
528.32.10.0009	Salary/Benefit Attrition	(360,187)
	Operating Wages, Salaries, and Benefits SubTotal	8,585,976
528.32.31	Office/Operating Supplies	43,424
528.32.32	Fuel Consumed	9,638
528.32.35.0000	Small Tools & Equipment	24,511
528.32.35.0001	Computer Software	137,036
528.32.35.0002	Small Computer Equipment	30,639
528.32.35.0003	Small Telephone Equipment	585
528.32.41.0000	Engineering & Architectural	5,107

Account Description		Adopted 2020
528.32.41.0001	Applicant Medical Screening	9,006
528.32.41.0002	Management Consulting	28,999
528.32.41.0003	Special Legal Services	13,968
528.32.41.0004	Other Professional Service	54,354
528.32.41.0005	Advertising	3,829
528.32.42.0000	Telephone	34,107
528.32.42.0001	Cellular Telephone	10,978
528.32.42.0002	Postage	2,788
528.32.43.0000	Mileage	4,078
528.32.43.0001	Travel	31,035
528.32.43.0002	Per Diem	12,298
528.32.43.0003	Non-Employee Mileage	388
528.32.43.0004	Non Employee Travel	825
528.32.45.0000	Operating Rentals & Leases	206,156
528.32.46.0000	Insurance	136,570
528.32.47.0001	Water	6,627
528.32.47.0002	Sewer	2,327
528.32.47.03,04	Electricity	125,283
528.32.47.0005	Waste Disposal	3,800
528.32.47.0006	Cable TV	929
528.32.48.0000	Repairs & Maint-Building	100,626
528.32.48.01,02	Repairs & Maint-Equipment	86,376
528.32.48.0003	Repairs & Maint-Comp Equip	383,402
528.32.49.0000	Dues/Subscriptions/Members	6,022
528.32.49.0001	Bank & Credit Card	1,226
528.32.49.0002	Printing & Binding	2,553
528.32.49.0003	Registration & Tuition	19,479
528.32.49.0004	Other Miscellaneous	25,533
528.32.41.0013	KCIS Charges (Network & Security)	111,383
528.32.41.0016	KCIS Charges (GIS)	23,500
528.33.35.0000	Small Tools and Equipment(MCT System)	-
528.33.35.0001	Computer Software (MCT System)	332
528.33.35.0002	Small Computer Equipment (MCT System)	15,320
528.33.42.0001	Cellular Telephone (MCT System)	171,141
528.33.48.0002	Repairs & Maint- Equipment (MCT System)	939
528.33.48.0003	Repairs & Maint-Comp Equip (MCT System)	122,619
528.33.41.11	KCIS Charges (I/Leads)	157,363
Operating Supplies and Services Subtotal		2,167,097
Total - Operating Budget Appropriation		10,753,073

Technical Enhancements/ Special Project Appropriations

Account Description		Adopted 2020
	Systems Technician (Project)	-
Sub Total - Wages, Salaries, and Benefits		-
1	MCT NPRVs	17,610
2	Backup Center (Complete Phase 1)	35,000
7	Closest Fire Unit Dispatching	5,000
10	Technology Monitoring System	70,000
11	Tower Site Upgrades	26,000
18	Server Virtualization and Cyber Security	110,938
19	Microwave Design/Prep	45,000
Sub Total - Supplies and Services		309,548

Account Description		Adopted 2020
Total Technical Projects Appropriation		309,548
	1 Election Costs for SB5272	150,000
Total - Other Non-Operational Projects		150,000
Total Appropriation		11,212,621
	Estimated Ending Fund Balance*	2,021,465
Reserved	Stabalization Fund	1,720,492
Reserved	Gold Mountan Lease	237,074
Unreserved		63,899
Total Appropriation + Ending Fund Balance		13,234,086

Kitsap 911 Authorized Regular FTE Positions

Classification	Grade	Authorized
Administrative Specialist	Admin1	2
Deputy Director	M4	1
Executive Director	ED	1
Finance Manager	M1	1
Human Resources Manager	M1	1
Assistant Director for Operations	M2	1
Operations Program Manager	OP9	0
Professional Standards Program Manager	OP9	1
Public Safety Communications Assistant Supervisor	OP6	6
Public Safety Communications Supervisor	OP8	4
Public Safety Systems Analyst	T7	1
Public Safety Systems Engineer	T8	3
Public Safety Systems Master Technician	T6	2
Public Safety Systems Senior Technician	T4	1
Public Safety Systems Technician	T2	2
Public Safety Telecommunicator 1	OP2	12
Public Safety Telecommunicator 2	OP4	37
Public Safety Telecommunicator Trainee	OP1	0
Technical Services Manager	M2	1
Training Program Manager	OP9	1
Total Authorized Regular FTE:		78

Service Fees (Agency Allocations)

	Estimated					2020 Allocations
	Base	Leads	First Due	Alerting	Mobile Responder*	
Kitsap County	\$ 553,971.02	\$ 68,766.66			\$ 2,226.00	\$ 624,964
Kitsap Coroner	\$ 7,769.48	\$ -			\$ -	\$ 7,769
Poulsbo PD	\$ 87,174.16	\$ 10,293.52			\$ -	\$ 97,468
Bainbridge Island PD	\$ 129,592.79	\$ 15,607.07			\$ 1,113.00	\$ 146,313
Port Orchard PD	\$ 144,931.17	\$ 17,528.43			\$ -	\$ 162,460
Suquamish PD	\$ 52,356.52	\$ 5,932.10			\$ 318.00	\$ 58,607
Pt. Gamble PD	\$ 22,126.51	\$ -			\$ 954.00	\$ 23,081
Bremerton PD	\$ 318,218.59	\$ 39,235.22			\$ -	\$ 357,454
Bremerton Fire	\$ 173,480.17		\$ 10,777.00	\$ 59,446.89	\$ -	\$ 243,704
North Kitsap F&R	\$ 54,878.39		\$ 9,952.56	\$ 17,733.90	\$ -	\$ 82,565
Port Gamble Fire	\$ 4,551.74		\$ 824.44	\$ 1,469.02	\$ -	\$ 6,845
Central Kitsap F&R	\$ 159,469.76		\$ 10,777.00	\$ 54,503.43	\$ 795.00	\$ 225,545
South Kitsap F&R	\$ 204,145.22		\$ 10,777.00	\$ 70,266.80	\$ 477.00	\$ 285,666
Poulsbo Fire/FD18	\$ 76,564.94		\$ 10,777.00	\$ 25,253.44	\$ 795.00	\$ 113,390
Bainbridge Island Fire	\$ 65,435.54		\$ 10,777.00	\$ 21,326.52	\$ 795.00	\$ 98,334
	\$ 2,054,666	\$ 157,363	\$ 64,662	\$ 250,000	\$ 7,473	\$ 2,534,164

*Mobile Responder surcharges are estimated based on orders placed as of 7/15/19. Actual Surcharge will include all orders placed by 12/31/19