

Kitsap 911 Board of Directors Meeting

March 7, 2023 (12:30 to 2:15)

Via Hybrid Option of Zoom or in-person at Norm Dicks Governance Center

A G E N D A

1	Call to Order	(Chair)
2	Additions to the agenda	(Chair)
3	Public Comment (Limited to 2 minutes per speaker)	(Kirton)
4	Welcome new Kitsap 911 Board of Director Members- Director Katie Walters (Kitsap County Commissioner), Director Jeff Coughlin (Bremerton City Council)	(Chair)
Action Items		
5	Approval of Minutes from 12/06/2022	(Chair)
6	Election of Chair and Vice Chair	(Chair)
7	Appointment of Executive Committee Members	(Chair)
8	Approval of Resolution 2023-001 Adopting the 2023 Operating, Non-Operating/Special Project and Technical Enhancements, and Capital Project Budget Amendments	(Rogers/Kirton)
9	Approval of Resolution 2023-002 Adopting to Reimburse Expenditures with Proceeds of a Borrowing	(Rogers/Kirton)
Reports (time permitting)		
10	Annual Performance Measure Report	(Jameson)
11	Goals and Tech Project Report	(Wecker)
12	Finance Report	(Rogers)
13	LMR Project Update	(Kirton/Wecker)
14	Executive Committee Report <ul style="list-style-type: none">• Approved various warrants, payroll and electronic fund transfers• Received regular staff reports• Ratification of contract K911-164 Petek and Associates, Peer Support• Adoption of Resolution 2022-011 Non-Representative Wage Scale and Salary Ranges• Annual Review of Service Agreements• Ratification of K911-066, Professional Service contract with Eadie Kaltenbacher for GIS Analyst and MSAG• Approval of updates to GD-246 Employee Recognition	(Kirton/Wiley)
15	Good of the Order	(All)
16	Adjourn	(Chair)

Public Comment may be submitted to pubcomment@kitsap911.org All comments received prior to 12:00 PM on March 6, 2023 will be included in the public comment report (item 3 of the agenda). Comments received after that will be distributed to Kitsap 911 Board members after the meeting concludes. Members of the public may also comment during the meeting via zoom.

When: March 7, 2023 12:30 PM Pacific Time (US and Canada)

Topic: Kitsap 911 Board of Directors

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/86829641818?pwd=OG9lUDMvaTNxdXhwTk1tR3VnWlJrdz09>

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US: +1 253 205 0468 or +1 253 215 8782 or +1 719 359 4580 or +1 720 707 2699 or +1 346 248 7799 or +1 669 444 9171 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 558 8656 or +1 646 931 3860 or +1 689 278 1000 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799

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**Kitsap 911 Board of Directors Meeting on
December 06, 2022**

Via Virtual Meeting and Norm Dicks Governance Center

ATTENDING:

Board of Directors:

Ed Wolfe-Kitsap County Commissioner
Charlotte Garrido, Kitsap County Commissioner
Robert Gelder- Kitsap County Commissioner
Sheriff John Gese- Kitsap County
Joe Deets-City of Bainbridge Island
Becky Erickson- City of Poulsbo Mayor
Rob Putaansuu- City of Port Orchard Mayor
Greg Wheeler-City of Bremerton Mayor (Vice Chair)
David Ellingson-Fire Commissioner (Chair)
Dusty Wiley-Fire Commissioner
Bob Muhleman- Fire Commissioner

Staff:

Richard Kirton- Executive Director
Maria Jameson-Owens-Deputy Director
Rachael Taylor-Human Resource Manager
Brandon Wecker-Technician Service Manager
Jamie Donley- Deputy Operations Manager
Steve Rogers-Financial Manager
Scott Peabody-Radio Program Manager
Stephanie Browning- Administrative Specialist

Absent:

Michael Goodnow -City of Bremerton Council Member
Denis Frey- City of Bremerton Council Member

Brandon Wecker-Technician Service Manager

Guests:

Chief Joe Clark- Vice Chair of SAB and Police Chief of Bainbridge Island

Chief Pat McGanney- Chair of SAB and Chief of Bremerton Fire

Russ Clithero- Undersheriff

Call to Order: Chair David Ellingson called the meeting to order at 2:18pm.

Additions: Chair Ellingson asked for a moment of silence for Bellevue Police Department Officer who passed away as his service was taking place at the same time and to recognize him for the service he has made to the community .

Chair Ellingson presented a plaque Director Edward Wolfe for his services on the Kitsap 911 Board of Directors. Director Wolfe thanked everyone and said that it means a lot to him.

Public Comment: No public comment was received prior to the start of the meeting and no members of the public were in attendance.

Approval of Minutes:

Director Rob Putaansuu made a motion to approve the minutes from 09/06/2022. Motion was seconded by Director Robert Gelder. One correction to minutes. Motion Passed

Resolution 2022-009 Adopting the 2023 Board of Directors Meeting Schedule

Executive Director Richard Kirton said the resolution in the packet has been coordinated with the other Super Tuesday meetings.

Director Rob Putaansuu made a motion to approve Resolution 2022-009 Adopting the 2023 Board of Directors Meeting Schedule. Motion was seconded by Director Robert Gelder Motion Passed.

Resolution 2022-010 Adopting the 2023 Capital Projects Budget

Finance Manager Steve Rogers this is the last remaining portion left to approve from the 2023 budget. This resolution is related to the bigger-ticket items and includes the second 1/10th of 1% sales tax allocation from Proposition 2, Microwave System replacement project, MCT Replacement, LMR Replacement project, and Capital project labor. Additionally, it assigns unused funds for future payments on the radio system. At our March meeting we plan to bring forward a Bond Cost Reimbursement Resolution for the Board of Directors approval.

Director Dusty Wiley made a motion to approve Resolution 2022-0010 Capital Projects

Budget.

Question: Director Becky Erickson said she believed City of Poulsbo just replaced their MCTs and asked what MCTs these are. Executive Kirton stated Kitsap 911 is still in conversations with the Chiefs regarding this and our recommendation is the MCT replaced in the last year Kitsap 911 will pay for them when they need to be replaced on the next round. They are no included in this order.

Motion was seconded by Director Robert Gelder Motion Passed.

911 Carver User Agreement-

Executive Director Kirton presented a draft agreement that will memorialize our long-standing use arrangement with Kitsap 911 and the Department of Emergency Management. It also includes new terms and conditions after DEM vacates their office space; they will still have access to the EOC. This agreement designates Kitsap 911 as a sublesser in the agreement of the state of Washington but leaves the asset with Kitsap County. There are a few liability and identification issues that still need to be worked out and updated. Kitsap County will continue to provide the insurance for the building and tower. Kitsap 911 will take the lead on facility maintenance and equipment. We asked the Board to authorize Chair Ellingson to sign the agreement once is is authorized with Kitsap County. Board of Directors decided the Chair of the Board can sign.

Goals and Tech Project Report

Executive Director Richard Kirton provided the following report:

*2022-15 Facilitate Discussion with Fire regarding Fire RMS-This projects upgrades the Fire RMS Server. Kitsap 911 has cut over all services to the new server. The project is complete and Kitsap 911 will be shutting off the old server before the end of the year.

*2022-17 Replace Inventory/Asset Management Software-This project is on track to complete by end of year and we have been making asset changes in the new system.

*2022-19 Replace Security System-This project is to replace the security system at Carver Street. The contract with the vendor has been executed and we will be doing planning work with the vendor.

*2019-12 Support RMS/JMS replacement-This project is Kitsap 911 supporting Kitsap County on their RMS/JMS replacement. Kitsap 911 has met with Kitsap County, the RMS vendor and Kitsap 911's CAD vendor. Based on these meetings, they can get the interface completed in early 2023.

*MCT Replacement- This is for Kitsap 911 to purchase and replace MCTs in 2023. Technicians met with the RMS/JMS vendor in November and confirmed that new software works with the selected devices. A plan has been placed together to expedite the purchase of the MCTs and we are working with the user agencies to get a final MCT count. The current lead time on the equipment is 30-100 days.

*CAD-TO-CAD Interface with South Sound 911-This interface links the Kitsap 911 computer system with South Sound 911 and shares unit information. Kitsap 911 has met with the core group regarding the interface and onboarding. The work will be completed in three stages.

**SMMC Data Sharing*- This is the St. Michaels Medical Center data sharing and involves how to share data, better evaluate patient loads, and reduce wait times. We have identified interfaces we would like to share with agencies and we will have future meetings on how to give access to the tools.

Director Erickson said thank you for attending the meeting and addressing the problem we are having at the hospital. The sharing of information is critical.

Staffing Report

Human Resource Manager Rachael Taylor reported that there are currently 14 vacant positions and one has left since the last meeting. We currently have 11 call receiver trainees on the dispatch floor. We plan to hire 8 more trainees in January and will have 4 additional academies in 2023. With the job posting continuously open, there has been a steady stream of qualified applicants.

Finance Report

Finance Manager Steve Rogers provided a financial report for the month ended October 31, 2022. Close to expectations with revenue and expenditures. For revenues we have received approximately 13.7M which is 5% over expectations. Nothing out of the ordinary with revenues. With expenditures we are under budget on the operations side by about 5%. No reserves used to date, and risks remain the same.

LMR Project Update

Radio Program Manager Scott Peabody presented the current status of the project (presentation attached). Kitsap 911 has been regularly communicating the progress to the Executive Committee and the Strategic Advisory Board. The Requests for Proposal will be open at the December 14th Executive Committee Meeting.

Executive Committee Report

Mr. Kirton reported that the executive committee has been meeting virtually regularly and have done the following:

- Approved various warrants, payroll, and electronic fund transfers
- Received regular staff reports
- Ratified K911-060 with United States Government
- Approved K911-061 with RACOM
- Repealed Resolution 2020-003 Declaring an Emergency
- Ratified K911-062 with Found Therapy Services
- Adopted Resolution 2022-008 Declaring Certain Personal Property as Surplus
- Authorized the MCT Replacement project

Good of the Order

Chair Ellingson said it was great to see people in person as it's been many long years. He wished everyone a Merry Christmas and Happy New Year.

The meeting was adjourned at 2:57 PM.

***The next scheduled meeting of the Kitsap 911 Board of Directors is December 6, 2022, at 2:00
Virtually or In-Person at Norm Dicks Government Chambers.***

Board of Directors Radio Program Update

December 6, 2022

R. Scott Peabody, P.E.

speabody@kitsap911.org

360 552-8402

Draft





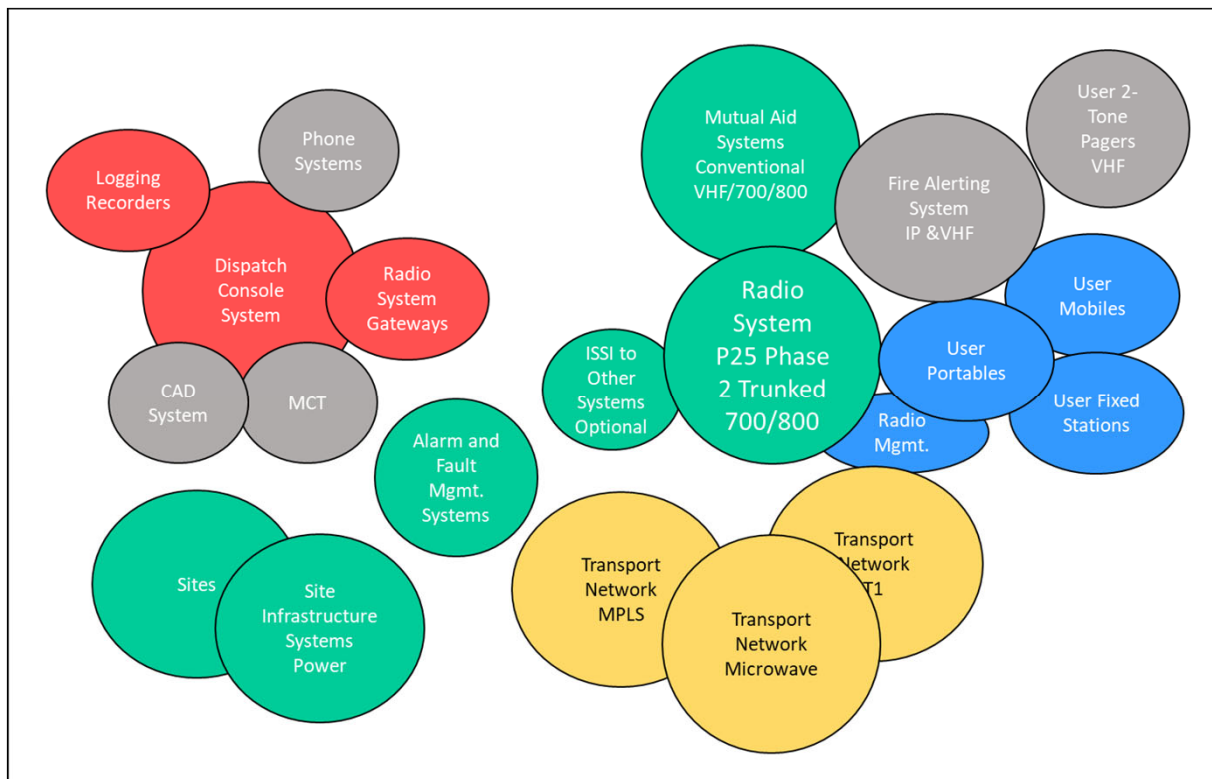
Topics

- Program Overview
- Radio Request for Proposal (RFP) Status
- Microwave Project Status
- Next Steps
- Time Permitting:
 - Coverage – A Deeper Look





Digital Radio Program - Systems View



- **Complex System of Systems**
- **Built for “Always On” Emergency Operations**



Radio Program – Four Subsystems

User Radios

- 1054 Portables
- 638 Mobiles
- 47 Base Stations

Dispatch Console System

- Existing or New

Interconnection Systems

- Microwave*
- Fiber
- MPLS (Router Network)

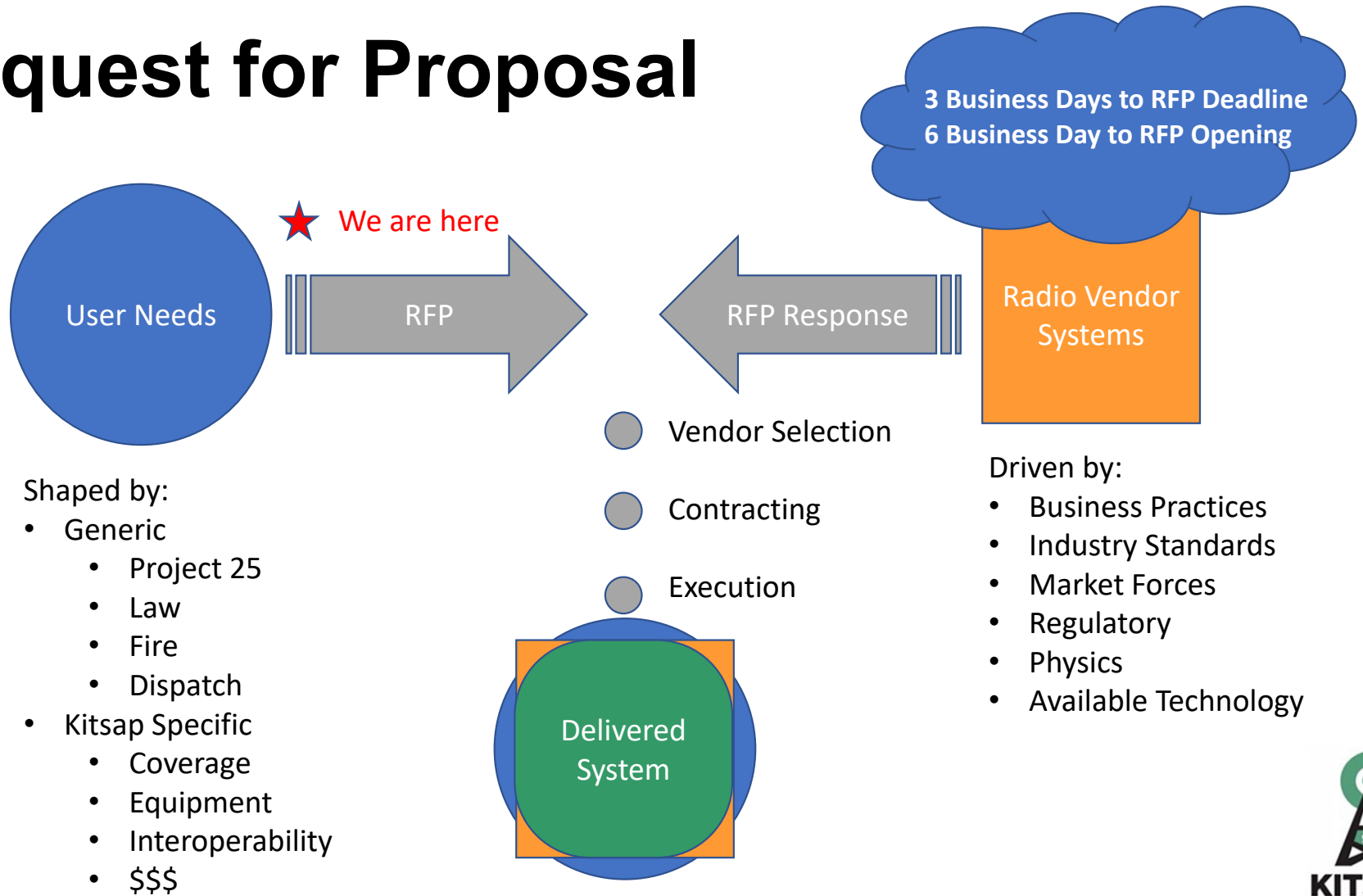
Radio Instructure

- Sites
- Controllers
- Network Mgmt.

*Contract Signed Sept. 22, 2022



Request for Proposal





Radio RFP Status

Date		Event
October 5, 2022	<input checked="" type="checkbox"/>	Release RFP
October 5, 2022	<input checked="" type="checkbox"/>	Publish Public Notice RCW 39.26.150
October 14, 2022 4:00 PM Pacific Time	<input checked="" type="checkbox"/>	Vendor's Written Questions are Due via E-Mail to Kitsap 911
October 21, 2022	<input checked="" type="checkbox"/>	Addendum Released with Zoom access credentials for Mandatory Pre-Proposal Virtual Conference
October 28, 2022 8:00AM Pacific Time	<input checked="" type="checkbox"/>	Mandatory Pre-Proposal Vendor Virtual Conference using Zoom Video Communications
December 9, 2022 4:00 PM Pacific Time	<input type="checkbox"/>	Proposals are Due to Kitsap 911
December 14, 2022		Proposals will be opened at Kitsap 911 Executive Committee Meeting. Refer to the Kitsap 911 website Board of Directors Schedule for time of meeting and access credentials.
January/February 2023 Specific Times TBD		Question and Answer Sessions with Proposers, Hands-On Demonstration with Users
March/April 2023		Anticipated Contract Award

We received 50 questions.

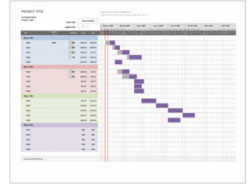
Questions and responses posted to website

Zoom call

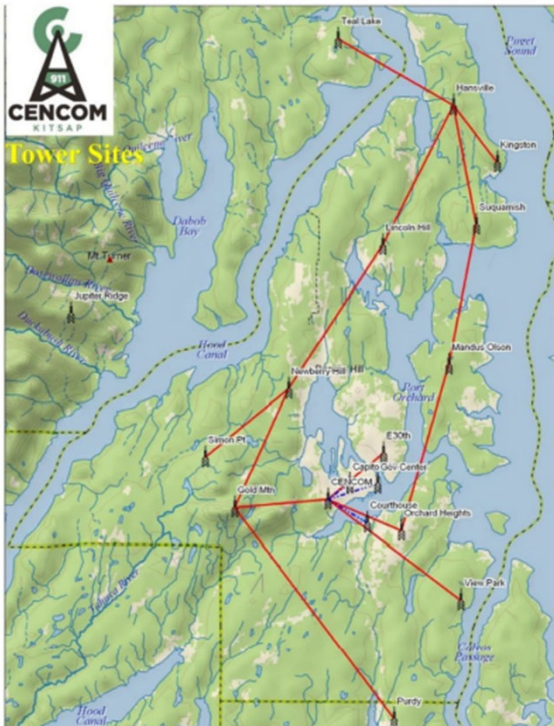
- Over 70 Participants, 4 Companies
- Participants List, Slide Deck, and Video Posted to:

<http://www.kitsap911.org/2022-land-mobile-radio-lrm-rfp/>





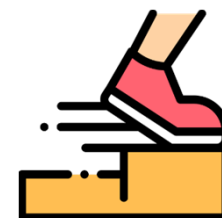
Microwave Replacement Project



Microwave systems are more **resilient** during disasters than phone lines or fiber connections

1. **Contract Signed**
2. **Design**
 - Field Work for Path Studies**
 - Field Work Site Surveys**
 - Frequency Coordination, Licensing**
3. **Equipment Ordering**
4. **Scheduling Factory Staging**





Next Steps

- Evaluate RFP Responses
- Select Radio Vendor(s)
- Execute Microwave Replacement
- Plan Implementations of Radio Subsystems



Beginning Fund Balances

Account Description		Amended 2023	Adopted 2023	Delta		
				\$	%	
1	308.31.00.0000	Beginning Restricted FSA Balance	2,232	2,232	-	0.0%
2	308.31.00.0001	Beginning Restricted Balance	2,011,986	2,011,986	-	0.0%
3	308.41.00.0001	Beginning Committed Balance	309,954	309,954	-	0.0%
4	308.51.00.0001	Beginning Assigned Balance	2,393,320	2,393,320	-	0.0%
5	308.91.00.0001	Beginning Unassigned Balance	3,023,455	3,023,455	-	0.0%
6	Total Estimated Beginning Fund Balance		7,740,948	7,740,948	-	0.0%

Operating Revenues

Account Description		Amended 2023	Adopted 2023	Delta		
				\$	%	
7	337.16.00.0000	Emergency Communications Sales Tax 1	6,613,461	6,613,461	-	0.0%
8	337.361...	Telephone Excise Taxes (Wireline, Wireless, and VoIP)	2,613,822	2,613,822	-	0.0%
9	342.80.50.0001	Service Fees (County,Cities, Fire Districts, Tribes Base Fees)	2,054,641	2,054,641	-	0.0%
10	342.80.50.0004	Service Fees (Operating Surcharges i.e. i/Leads, First Due)	238,173	238,173	-	0.0%
11	342.80.50.0002	Contract Revenues (Humane Society)	50,000	50,000	-	0.0%
12	362.50.00.0000	Tower Leases	390,432	390,432	-	0.0%
13	342.80.40.0002	Emergency Management Facility Maintenance Charges	82,277	82,277	-	0.0%
14	334.01.80.0000	State E911 CPD Contract KC (WA State Military)	49,181	49,181	-	0.0%
15	361.11.00.0001	Investment Interest	30,000	30,000	-	0.0%
16	Subtotal Operating Revenues		12,121,987	12,121,987	-	0.0%
17	369.91, 333.20	Grants and Other Misc. Revenues	11,173	11,173	-	0.0%
18	342.80.50.0000	MCT NPRV Surcharges	68,434	68,434	-	0.0%
19	Subtotal Special and One-Time Revenues		79,607	79,607	-	0.0%
20	Total Operating Revenues		12,201,594	12,201,594	-	0.0%
21	Total Revenue + Beginning Fund Balance		19,942,542	19,942,542	-	0.0%

Operating Appropriations

Account Description		Amended 2023	Adopted 2023	Delta	
				\$	%
22	528.32.10.0000 Regular Salaries	7,848,400	6,985,752	862,648	12.3%
23	528.32.10.0001 Overtime Pay	674,787	618,468	56,320	9.1%
24	528.32.10.0002 Retention Pay	100,000	360,000	(260,000)	-72.2%
25	528.32.10.0003 Sick Leave Payout	3,951	3,755	196	5.2%
26	528.32.10.0004 Annual Leave Payout	30,527	33,918	(3,391)	-10.0%
27	528.32.10.0005 Shift Differential Pay	3,932	3,514	419	11.9%
28	528.32.10.0006 Extra Help	51,311	55,251	(3,940)	-7.1%
29	528.32.10.0007 Out of Class Pay	-	10,558	(10,558)	-100.0%
30	528.32.10.0008 Miscellaneous Pay	77,038	113,197	(36,159)	-31.9%
31	528.32.10.0009 Salary/Benefit Attrition	(619,304)	(499,995)	(119,309)	23.9%
32	528.32.10.0010 Recruitment Bonus	30,000	30,000	-	0.0%
33	528.32.20.0001 Social Security	688,833	532,951	155,883	29.2%
34	528.32.20.0002 PERS Retirement	931,495	712,902	218,593	30.7%
35	528.32.20.0003 Medical Insurance	1,105,945	1,142,936	(36,991)	-3.2%
36	528.32.20.0004 Dental Insurance	81,621	72,762	8,858	12.2%
37	528.32.20.0005 Life Insurance	9,005	8,892	113	1.3%
38	528.32.20.0006 Meal Vouchers	19,200	19,200	-	0.0%
39	528.32.20.0008 Unemployment Compensation	36,017	30,543	5,474	17.9%
40	528.32.20.0011 Industrial Insurance	36,820	35,239	1,581	4.5%
41	528.32.20.0012 PFMLA	19,622	10,311	9,312	90.3%
42	Subtotal Operating Wages, Salaries, and Benefits	11,129,201	10,280,153	849,048	8.3%
43	528.32.31 Office/Operating Supplies	42,460	42,460	-	0.0%
44	528.32.32 Fuel Consumed	13,313	13,313	-	0.0%
45	528.32.35.0000 Small Tools & Equipment	17,843	17,843	-	0.0%
46	528.32.35.0001 Computer Software	218,478	218,478	-	0.0%
47	528.32.35.0002 Computer Equipment	21,720	21,720	-	0.0%
48	528.32.35.0003 Small Computer Equipment	13,575	13,575	-	0.0%
49	528.32.41.0000 Engineering & Architectural	2,166	2,166	-	0.0%
50	528.32.41.0001 Medical Background checks	11,580	11,580	-	0.0%
51	528.32.41.0002 Management Consulting	33,935	33,935	-	0.0%
52	528.32.41.0003 Legal Services	16,218	16,218	-	0.0%
53	528.32.41.0004 Other Professional Service	77,275	77,275	-	0.0%
54	528.32.41.0005 Advertising	9,673	9,673	-	0.0%
55	528.32.42.0000 Telephone	55,037	55,037	-	0.0%
56	528.32.42.0001 Cellular Telephone	23,069	23,069	-	0.0%
57	528.32.42.0002 Postage	4,986	4,986	-	0.0%
58	528.32.43.0000 Mileage	5,149	5,149	-	0.0%
59	528.32.43.0001 Travel	43,968	43,968	-	0.0%
60	528.32.43.0002 Per Diem	15,439	15,439	-	0.0%
61	528.32.43.0003 Non-Employee Mileage	-	-	-	0.0%
62	528.32.43.0004 Non Employee Travel	543	543	-	0.0%
63	528.32.45.0000 Rental Expense	4,000	4,000	-	0.0%

Account Description		Amended 2023	Adopted 2023	Delta	
				\$	%
64	591.28.70.0000 Lease Expense	166,030	166,030	-	0.0%
65	528.32.46.0000 Insurance	114,942	114,942	-	0.0%
66	528.32.47.0001 Utilities-Water	4,604	4,604	-	0.0%
67	528.32.47.0002 Utilities-Sewer	3,583	3,583	-	0.0%
68	528.32.47.03.04 Utilities-Electricity	148,459	148,459	-	0.0%
69	528.32.47.0005 Utilities-Waste Disposal	5,910	5,910	-	0.0%
70	528.32.47.0006 Utilities-Backup Internet & Cable	5,978	5,978	-	0.0%
71	528.32.48.0000 Repairs & Maintenance-Building	181,061	181,061	-	0.0%
72	528.32.48.01.02 Repairs & Maintenance-Equipment	104,338	104,338	-	0.0%
73	528.32.48.0003 Repairs & Maintenance-Computer Equipment	477,303	477,303	-	0.0%
74	528.32.49.00-02 Bank and Finance Charges	2,278	2,278	-	0.0%
75	528.32.49.0003 Dues & Subscriptions	31,978	31,978	-	0.0%
76	528.32.49.0004 Registration & Tuition	41,014	41,014	-	0.0%
77	528.32.49.0005 Printing & Binding	1,738	1,738	-	0.0%
78	528.32.49.0009 Other Miscellaneous	15,470	15,470	-	0.0%
79	528.32.41.0013 KCIS Charges (Network & Security)	133,714	133,714	-	0.0%
80	528.33.35.0001 Computer Software (MCT System)	2,898	2,898	-	0.0%
81	528.33.35.0002 Small Computer Equipment (MCT System)	28,795	28,795	-	0.0%
82	528.33.42.0001 Cellular Telephone (MCT System)	204,859	204,859	-	0.0%
83	528.33.48.0002 Repairs & Maint- Equipment (MCT System)	295	295	-	0.0%
84	528.33.48.0003 Repairs & Maint-Comp Equip (MCT System)	137,304	137,304	-	0.0%
85	528.33.41.0011 KCIS Charges (I/Leads)	149,088	149,088	-	0.0%
86	Subtotal Operating Supplies and Services	2,592,065	2,592,065	-	0.0%
87	Total Operating Budget Appropriation	13,721,266	12,872,218	849,048	6.6%

Non-Operating/Special Projects and Technical Enhancements

Account Description			Amended 2023	Adopted 2023	Delta	
					\$	%
88	528.90.10.0000	Non-Op - Regular Salaries	196,743	135,000	61,742	45.7%
89	528.90.10.0001	Non-Op - Overtime	-	-	-	0.0%
90	528.90.10.0002	Non-Op - Retention Pay	-	-	-	0.0%
91	528.90.10.0003	Non-Op - Sick Leave Payout	-	-	-	0.0%
92	528.90.10.0004	Non-Op - Annual Leave Payout	-	-	-	0.0%
93	528.90.10.0006	Non-Op - Extra Help	104,412	-	104,412	0.0%
94	528.90.10.0007	Non-Op - Out Of Class Pay	-	-	-	0.0%
95	528.90.10.0008	Non-Op - Miscellaneous Pay	-	-	-	0.0%
96	528.90.20.0001	Non-Op - Social Security	15,051	10,328	4,723	45.7%
97	528.90.20.0002	Non-Op - PERS Retirement	15,289	14,027	1,262	9.0%
98	528.90.20.0003	Non-Op - Medical Insurance	21,083	19,486	1,597	8.2%
99	528.90.20.0004	Non-Op - Dental Insurance	1,644	1,384	260	18.8%
100	528.90.20.0005	Non-Op - Life Insurance	113	113	-	0.0%
101	528.90.20.0008	Non-Op - Unemployment Comp.	787	540	247	45.7%
102	528.90.20.0011	Non-Op - Industrial Insurance	472	266	206	77.6%
103	528.90.20.0012	Non-Op - PFML Premiums	429	200	229	114.6%
104	Subtotal Non-Operating Wages, Salaries, and Benefits		356,021	181,343	174,678	96.3%
105	528.90.31.0000	Non-Op Office Supplies	-	-	-	0.0%
106	528.90.35.0000	Non-Op Small Tools & Equipment	-	-	-	0.0%
107	528.90.35.0001	Non-Op Computer Software	-	-	-	0.0%
108	528.90.35.0002	Non-Op Computer Equipment	85,000	85,000	-	0.0%
109	528.90.35.0003	Non-Op Small Computer Equipment	-	-	-	0.0%
110	528.90.41.0000	Non-Op Engineering & Architectural	-	-	-	0.0%
111	528.90.41.0002	Non-Op Management Consulting	-	-	-	0.0%
112	528.90.41.0003	Non-Op Legal Services	-	-	-	0.0%
113	528.90.41.0004	Non-Op Other Professional Services	-	-	-	0.0%
114	528.90.41.0005	Non-Op Advertising	-	-	-	0.0%
115	528.90.42.0001	Non-Op Cellular Telephones	-	-	-	0.0%
116	528.90.42.0002	Non-Op Postage	-	-	-	0.0%
117	528.90.43.0000	Non-Op Mileage	-	-	-	0.0%
118	528.90.43.0001	Non-Op Travel	-	-	-	0.0%
119	528.90.43.0002	Non-Op Per Diem	-	-	-	0.0%
120	528.90.43.0003	Non-Op Non-Employee Mileage	-	-	-	0.0%
121	528.90.43.0004	Non-Op Non-Employee Travel	-	-	-	0.0%
122	528.90.45.0000	Non-Op Rental Expense	-	-	-	0.0%
123	528.90.48.0000	Non-Op Repairs & Maint-Building	-	-	-	0.0%
124	528.90.48.0002	Non-Op Repairs & Maint-Equipment	-	-	-	0.0%
125	528.90.48.0003	Non-Op Repairs & Maint-Computer	-	-	-	0.0%
126	528.90.49.0003	Non-Op Dues & Subscriptions	-	-	-	0.0%
127	528.90.49.0009	Non-Op Other	-	-	-	0.0%
128	Subtotal Non-Operating Supplies and Services		85,000	85,000	-	0.0%

129	1	MCT NPRVs	82,224	82,224	-	0.0%
130	2	First Due Annual Maintenance	78,514	78,514	-	0.0%
131	3	Upgrade Accounting Software	6,000	6,000	-	0.0%
132	4	VX Rail Infrastructure	200,000	200,000	-	0.0%
133	5	Secondary Edge Frontier Licenses	15,000	15,000	-	0.0%
134	6	UPS Hardware Replacement	300,000	300,000	-	0.0%
135	7	Data Logging Software	50,000	50,000	-	0.0%
136	8	Office and MDM Replacement	20,000	20,000	-	0.0%
137	9	Offsite Backup Enhancements	20,000	20,000	-	0.0%
138	10	First Due Interface	50,000	50,000	-	0.0%
139	11	Moveup Module	100,000	100,000	-	0.0%
140	12	Carver Roof Replacement	250,000	250,000	-	0.0%
141	13	Network Security Analysis	50,000	50,000	-	0.0%
142	14	Replace AV System	250,000	250,000	-	0.0%
143	15	Dispatch Floor Project - Carpet	150,000	150,000	-	0.0%
144	16	Dispatch Floor Project - Soundproofing	150,000	150,000	-	0.0%
145	17	Dispatch Floor Project - Console Furniture	500,000	500,000	-	0.0%
146	18	CCTV and Access Control Replacement	500,000	-	500,000	0.0%
147	Subtotal Capital and Other Non-Operating Projects		2,771,738	2,271,738	500,000	22.0%
148	Total Non-Operating Budget Appropriation		3,212,759	2,538,081	674,678	26.6%
149						
150	Total Appropriation (Operating and Non-Operating)		16,934,025	15,410,299		
151	Estimated 2023 Ending Fund Balance		3,008,517	4,532,243		
152	Non-Spendable Funds		-	-		
153	Reserved Funds (Stabilization Fund)		2,332,615	2,188,277		
154	Committed Funds		-	-		
155	Assigned Funds (Other)		-	815,000		
156	Assigned Funds (Tech Improvements)		-	1,000,000		
157	Unreserved Funds		675,901	528,966		
158	Total Appropriation (Operating/Non-Operating) + Ending Fund Balance		19,942,542	19,942,542		
Beginning Fund Balance + Revenues			19,942,542	19,942,542		
Total Appropriation + Estimated Ending Fund Balance			19,942,542	19,942,542		
Constitutionally Balanced if Zero			-	-		

Capital Project Beginning Balance (Radio Replacement)

Account Description		Amended 2023	Adopted 2023	Delta	
				\$	%
1	Capital Project Assigned Revenues Beginning Balance	4,170,537	3,745,488	425,049	11.3%

Capital Project Revenues (Radio Replacement)

Account Description		Amended 2023	Adopted 2023	Delta	
				\$	%
2	337.16.00.0001 Emergency Communications Sales Tax 2	6,613,461	6,613,461	-	0.0%
3	Total Revenue + Beginning Fund Balance	10,783,998	10,358,949		

Capital Appropriation (Radio Replacement)

Project Description		Amended 2023	Adopted 2023	Delta	
				\$	%
4	Microwave System	1,831,703	1,831,703	-	0.0%
5	MCT Replacement	3,740,000	3,740,000	-	0.0%
6	LMR Replacement Project	4,000,000	4,000,000	-	0.0%
7	Capital Projects Labor	-	256,154	(256,154)	-100.0%
8	Total Capital Project Appropriation (Radio Replacement)	9,571,703	9,827,857	168,895	-2.6%
9					
10	Capital Project Ending Fund Balance	1,212,295	531,092		
11	Assigned Funds (Radio Replacement)	1,212,295	531,092		
12	Total Appropriation (Radio Replacement Project) + Ending Fund Balance	10,783,998	10,358,949		

Kitsap 911 Public Authority

Resolution 2023-001

Adopting the 2023 Operating, Non-Operating/Special Project and Technical Enhancements, and Capital Project Budget Amendments.

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. 2023 Operating, Non-Operating/Special Project and Technical Enhancements, and Capital Project Budgets Adopted. The Board of Directors hereby adopts the amended 2023 Operating, Non-Operating/Special Project and Technical Enhancements, and Capital Project budgets, including revenues and appropriations as attached in Exhibit 1.

Section 2. 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 3. 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 March 7, 2023, 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

Beginning Fund Balances

Account Description		Amended 2023
1	308.31.00.0000 Beginning Restricted FSA Balance	2,232
2	308.31.00.0001 Beginning Restricted Balance	2,011,986
3	308.41.00.0001 Beginning Committed Balance	309,954
4	308.51.00.0001 Beginning Assigned Balance	2,393,320
5	308.91.00.0001 Beginning Unassigned Balance	3,023,455
6	Total Estimated Beginning Fund Balance	7,740,948

Operating Revenues

Account Description		Amended 2023
7	337.16.00.0000 Emergency Communications Sales Tax 1	6,613,461
8	337,361... Telephone Excise Taxes (Wireline, Wireless, and VoIP)	2,613,822
9	342.80.50.0001 Service Fees (County, Cities, Fire Districts, Tribes Base Fees)	2,054,641
10	342.80.50.0004 Service Fees (Operating Surcharges i.e. i/Leads, First Due)	238,173
11	342.80.50.0002 Contract Revenues (Humane Society)	50,000
12	362.50.00.0000 Tower Leases	390,432
13	342.80.40.0002 Emergency Management Facility Maintenance Charges	82,277
14	334.01.80.0000 State E911 CPD Contract KC (WA State Military)	49,181
15	361.11.00.0001 Investment Interest	30,000
16	Subtotal Operating Revenues	12,121,987
17	369.91, 333.20 Grants and Other Misc. Revenues	11,173
18	342.80.50.0000 MCT NPRV Surcharges	68,434
19	Subtotal Special and One-Time Revenues	79,607
20	Total Operating Revenues	12,201,594
21	Total Revenue + Beginning Fund Balance	19,942,542

Operating Appropriations

Account Description		Amended 2023
22	528.32.10.0000 Regular Salaries	7,848,400
23	528.32.10.0001 Overtime Pay	674,787
24	528.32.10.0002 Retention Pay	100,000
25	528.32.10.0003 Sick Leave Payout	3,951
26	528.32.10.0004 Annual Leave Payout	30,527
27	528.32.10.0005 Shift Differential Pay	3,932
28	528.32.10.0006 Extra Help	51,311
29	528.32.10.0007 Out of Class Pay	-
30	528.32.10.0008 Miscellaneous Pay	77,038
31	528.32.10.0009 Salary/Benefit Attrition	(619,304)
32	528.32.10.0010 Recruitment Bonus	30,000
33	528.32.20.0001 Social Security	688,833
34	528.32.20.0002 PERS Retirement	931,495
35	528.32.20.0003 Medical Insurance	1,105,945
36	528.32.20.0004 Dental Insurance	81,621
37	528.32.20.0005 Life Insurance	9,005
38	528.32.20.0006 Meal Vouchers	19,200
39	528.32.20.0008 Unemployment Compensation	36,017
40	528.32.20.0011 Industrial Insurance	36,820
41	528.32.20.0012 PFMLA	19,622
42	Subtotal Operating Wages, Salaries, and Benefits	11,129,201
43	528.32.31 Office/Operating Supplies	42,460
44	528.32.32 Fuel Consumed	13,313
45	528.32.35.0000 Small Tools & Equipment	17,843
46	528.32.35.0001 Computer Software	218,478
47	528.32.35.0002 Computer Equipment	21,720
48	528.32.35.0003 Small Computer Equipment	13,575
49	528.32.41.0000 Engineering & Architectural	2,166
50	528.32.41.0001 Medical Background checks	11,580
51	528.32.41.0002 Management Consulting	33,935
52	528.32.41.0003 Legal Services	16,218
53	528.32.41.0004 Other Professional Service	77,275
54	528.32.41.0005 Advertising	9,673
55	528.32.42.0000 Telephone	55,037
56	528.32.42.0001 Cellular Telephone	23,069
57	528.32.42.0002 Postage	4,986
58	528.32.43.0000 Mileage	5,149
59	528.32.43.0001 Travel	43,968
60	528.32.43.0002 Per Diem	15,439
61	528.32.43.0003 Non-Employee Mileage	-
62	528.32.43.0004 Non Employee Travel	543
63	528.32.45.0000 Rental Expense	4,000

Account Description		Amended 2023
64	591.28.70.0000 Lease Expense	166,030
65	528.32.46.0000 Insurance	114,942
66	528.32.47.0001 Utilities-Water	4,604
67	528.32.47.0002 Utilities-Sewer	3,583
68	528.32.47.03,04 Utilities-Electricity	148,459
69	528.32.47.0005 Utilities-Waste Disposal	5,910
70	528.32.47.0006 Utilities-Backup Internet & Cable	5,978
71	528.32.48.0000 Repairs & Maintenance-Building	181,061
72	528.32.48.01,02 Repairs & Maintenance-Equipment	104,338
73	528.32.48.0003 Repairs & Maintenance-Computer Equipment	477,303
74	528.32.49.00-02 Bank and Finance Charges	2,278
75	528.32.49.0003 Dues & Subscriptions	31,978
76	528.32.49.0004 Registration & Tuition	41,014
77	528.32.49.0005 Printing & Binding	1,738
78	528.32.49.0009 Other Miscellaneous	15,470
79	528.32.41.0013 KCIS Charges (Network & Security)	133,714
80	528.33.35.0001 Computer Software (MCT System)	2,898
81	528.33.35.0002 Small Computer Equipment (MCT System)	28,795
82	528.33.42.0001 Cellular Telephone (MCT System)	204,859
83	528.33.48.0002 Repairs & Maint- Equipment (MCT System)	295
84	528.33.48.0003 Repairs & Maint-Comp Equip (MCT System)	137,304
85	528.33.41.0011 KCIS Charges (I/Leads)	149,088
86	Subtotal Operating Supplies and Services	2,592,065
87	Total Operating Budget Appropriation	13,721,266

Non-Operating/Special Projects and Technical Enhancements

Account Description		Amended 2023
88	528.90.10.0000 Non-Op - Regular Salaries	196,743
89	528.90.10.0001 Non-Op - Overtime	-
90	528.90.10.0002 Non-Op - Retention Pay	-
91	528.90.10.0003 Non-Op - Sick Leave Payout	-
92	528.90.10.0004 Non-Op - Annual Leave Payout	-
93	528.90.10.0006 Non-Op - Extra Help	104,412
94	528.90.10.0007 Non-Op - Out Of Class Pay	-
95	528.90.10.0008 Non-Op - Miscellaneous Pay	-
96	528.90.20.0001 Non-Op - Social Security	15,051
97	528.90.20.0002 Non-Op - PERS Retirement	15,289
98	528.90.20.0003 Non-Op - Medical Insurance	21,083
99	528.90.20.0004 Non-Op - Dental Insurance	1,644
100	528.90.20.0005 Non-Op - Life Insurance	113
101	528.90.20.0008 Non-Op - Unemployment Comp.	787
102	528.90.20.0011 Non-Op - Industrial Insurance	472
103	528.90.20.0012 Non-Op - PFML Premiums	429
104	Subtotal Non-Operating Wages, Salaries, and Benefits	356,021
105	528.90.31.0000 Non-Op Office Supplies	-
106	528.90.35.0000 Non-Op Small Tools & Equipment	-
107	528.90.35.0001 Non-Op Computer Software	-
108	528.90.35.0002 Non-Op Computer Equipment	85,000
109	528.90.35.0003 Non-Op Small Computer Equipment	-
110	528.90.41.0000 Non-Op Engineering & Architectural	-
111	528.90.41.0002 Non-Op Management Consulting	-
112	528.90.41.0003 Non-Op Legal Services	-
113	528.90.41.0004 Non-Op Other Professional Services	-
114	528.90.41.0005 Non-Op Advertising	-
115	528.90.42.0001 Non-Op Cellular Telephones	-
116	528.90.42.0002 Non-Op Postage	-
117	528.90.43.0000 Non-Op Mileage	-
118	528.90.43.0001 Non-Op Travel	-
119	528.90.43.0002 Non-Op Per Diem	-
120	528.90.43.0003 Non-Op Non-Employee Mileage	-
121	528.90.43.0004 Non-Op Non-Employee Travel	-
122	528.90.45.0000 Non-Op Rental Expense	-
123	528.90.48.0000 Non-Op Repairs & Maint-Building	-
124	528.90.48.0002 Non-Op Repairs & Maint-Equipment	-
125	528.90.48.0003 Non-Op Repairs & Maint-Computer	-
126	528.90.49.0003 Non-Op Dues & Subscriptions	-
127	528.90.49.0009 Non-Op Other	-
128	Subtotal Non-Operating Supplies and Services	85,000

Exhibit 1

129	1	MCT NPRVs	82,224
130	2	First Due Annual Maintenance	78,514
131	3	Upgrade Accounting Software	6,000
132	4	VX Rail Infrastructure	200,000
133	5	Secondary Edge Frontier Licenses	15,000
134	6	UPS Hardware Replacement	300,000
135	7	Data Logging Software	50,000
136	8	Office and MDM Replacement	20,000
137	9	Offsite Backup Enhancements	20,000
138	10	First Due Interface	50,000
139	11	Moveup Module	100,000
140	12	Carver Roof Replacement	250,000
141	13	Network Security Analysis	50,000
142	14	Replace AV System	250,000
143	15	Dispatch Floor Project - Carpet	150,000
144	16	Dispatch Floor Project - Soundproofing	150,000
145	17	Dispatch Floor Project - Console Furniture	500,000
146	18	CCTV and Access Control Replacement	500,000
147	Subtotal Capital and Other Non-Operating Projects		2,771,738
148	Total Non-Operating Budget Appropriation		3,212,759
149			
150	Total Appropriation (Operating and Non-Operating)		16,934,025
151	Estimated 2023 Ending Fund Balance		3,008,517
152	Non-Spendable Funds		-
153	Reserved Funds (Stabilization Fund)		2,332,615
154	Committed Funds		-
155	Assigned Funds (Other)		-
156	Assigned Funds (Tech Improvements)		-
157	Unreserved Funds		675,901
158	Total Appropriation (Operating/Non-Operating) + Ending Fund Balance		19,942,542

Capital Project Beginning Balance (Radio Replacement)

Account Description		Amended 2023
1	Capital Project Assigned Revenues Beginning Balance	4,170,537

Capital Project Revenues (Radio Replacement)

Account Description		Amended 2023
2	337.16.00.0001 Emergency Communications Sales Tax 2	6,613,461
3	Total Revenue + Beginning Fund Balance	10,783,998

Capital Appropriation (Radio Replacement)

Project Description		Amended 2023
4	Microwave System	1,831,703
5	MCT Replacement	3,740,000
6	LMR Replacement Project	4,000,000
7	Total Capital Project Appropriation (Radio Replacement)	9,571,703
8		
9	Capital Project Ending Fund Balance	1,212,295
10	Assigned Funds (Radio Replacement)	1,212,295
11	Total Appropriation (Radio Replacement Project) + Ending Fund Balance	10,783,998

Kitsap 911 Public Authority

Resolution 2023-002

Resolution of official intent to reimburse expenditures with proceeds of a borrowing.

Section 1. The Kitsap 911 Public Authority (the “Authority”) reasonably expects to reimburse the expenditures described herein with the proceeds of debt to be incurred by the Authority (the “Reimbursement Bonds”).

Section 2. The expenditures with respect to which the Authority reasonably expects to be reimbursed from the proceeds of Reimbursement Bonds are for design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of emergency communication systems and facilities.

Section 3. The maximum principal amount of debt obligations expected to be issued for the project described in Section 2 is \$6,000,000.

Adopted this 7th day of March 2023.

KITSAP 911 BOARD OF DIRECTORS

David Ellingson, Chair

ATTEST:

Richard Kirton, Executive Director

Executive Summary

Kitsap 911 Board of Directors

Summary: For the one month ended January 31, 2023 (8.33% of the year elapsed), revenues were in-line with, and operating expenditures were slightly over the unamended year-to-date expectations.

Revenues: As of January 2023, we have received approximately \$1.6M (8.40%) of projected annual revenues, exceeding our year-to-date forecast of \$1.4M (7.66%) by approximately \$140K (0.74%).




Revenues	Expected	Actual	Variance	
Sales Tax 1	\$0.51 M 7.65%	\$0.56 M 8.43%	\$0.05 M 0.78%	●
Sales Tax 2	\$0.51 M 7.65%	\$0.56 M 8.43%	\$0.05 M 0.78%	●
Excise Tax	\$0.20 M 7.69%	\$0.22 M 8.50%	\$0.02 M 0.81%	●
Other Revenues	\$0.23 M 7.69%	\$0.24 M 8.23%	\$0.02 M 0.54%	●
Total Revenue	\$1.44 M 7.66%	\$1.58 M 8.40%	\$0.14 M 0.74%	●

We have received approximately \$1.1M (16.85%) in total sales tax revenues, which was above our year-to-date forecast of \$1.0M (15.30%) by approximately \$103K (1.55%). Total sales tax revenues are divided evenly on the table above between our two 1/10th of 1% allocations, each receiving \$557K (8.43%).

We have received approximately \$222K (8.50%) of the total projected excise tax revenues, which was in-line with our year-to-date forecast of \$201M (92.31%), over expectations by approximately \$21K (0.81%).

Other revenues received were \$245K (8.23%), which was in-line with our year-to-date forecast of \$229M (7.69%), over expectations by approximately \$16K (0.54%). For January 2023, the primary driver was normal timing differences in agency user fees and tower lease revenues.

Operating Expenditures: As of January 2023, we have expended approximately \$1.5M (11.55%) of our total operating expenditures appropriation, which was more than our unamended year-to-date expectation of \$1.4M (10.90%) by approximately \$84K (0.65%), due to expected increases in labor costs from the 2023-2025 CBA.

Operating Expenditures	Expected	Actual	Variance	
Operating Salaries & Benefits	\$0.82 M 7.95%	\$0.93 M 9.09%	-\$0.12 M -1.14%	
Operating Non-Labor	\$0.59 M 22.59%	\$0.55 M 21.30%	\$0.03 M 1.29%	
Total Operating Expenditures	\$1.40 M 10.90%	\$1.49 M 11.55%	-\$0.08 M 0.65%	

We have expended approximately \$0.9M (9.09%) of our total operating salaries and benefits budget, which was above our year-to-date goal of \$0.8M (7.95%) by approximately \$117K (14.37%). This was an expected overage, as the additional labor costs from the 2023-2025 CBA were finalized after the 2023 budget had been adopted. This is expected to be resolved with a budget amendment in the first quarter of 2023.

We have expended approximately \$552K (21.30%) of the total Operating Supplies, Services, and Inter-fund expenditures, which was below our year-to-date goal of \$586K (22.59%), under expectations by approximately \$34K (1.29%).

Radio Replacement Project Expenditures: As of January 2023, we have expended approximately \$1.2M (11.60%) of our total annual appropriation of \$10.0M.

Radio Replacement Project	Appropriation	YTD	Remaining	
Technical Projects	\$9.83 M 100.00%	\$1.15 M 11.66%	\$8.68 M 88.34%	●
Non-Operating Labor	\$0.26 M 100.00%	\$0.02 M 9.39%	\$0.23 M 90.61%	●
Total Non-Operating Expenditures	\$10.08 M 100.00%	\$1.17 M 11.60%	\$8.91 M 88.40%	●

Other Capital Projects and Non-Operating Expenditures: As of January 2023, we have expended approximately \$1.8K (0.07%) of our total annual appropriation of \$2.4M.

Other Non-Operating Expenditures	Appropriation	YTD	Remaining	
Technical Projects	\$2.27 M 100.00%	\$0.00 M 0.00%	\$2.27 M 100.00%	●
Non-Operating Supplies and Services	\$0.09 M 100.00%	\$0.00 M 2.08%	\$0.08 M 97.92%	●
Total Non-Operating Expenditures	\$2.36 M 100.00%	\$0.00 M 0.07%	\$2.35 M 99.93%	●

Reserves: No reserves have been used year-to-date.

Risks: The cost impact from rising inflation, supply chain disruption, and the shortage of certain supplies and services pose the greatest risk to our revenues, primarily because Kitsap 911's main source of revenue is derived from taxable retail sales in Kitsap County. We will continue to monitor these and other risks over the coming months.



Kitsap 911

Monthly Financials for the Month Ended 01/31/2023

Description	2023 Annual Budget	January 2023 Expected Budget \$	January 2023 Expected Budget %	January 2023 Actual	Delta to Annual Budget		Delta to YTD Budget		
					\$	%	\$	%	
Revenues									
Sales Tax 1	\$ 6,613,461	\$ 505,930	7.65%	\$ 557,284	\$6,056,178	8.43%	\$51,354	110.15%	
Sales Tax 2	6,613,461	505,930	7.65%	557,284	6,056,178	8.43%	51,354	110.15%	
Telephone Excise Tax	2,613,822	201,063	7.69%	222,192	2,391,630	8.50%	21,129	110.51%	
Other Revenues	2,974,311	228,793	7.69%	244,644	2,729,666	8.23%	15,851	106.93%	
Total Revenues	\$18,815,055	\$1,441,716	7.66%	\$ 1,581,404	\$17,233,651	8.40%	\$139,688	109.69%	
Operating Expenditures									
Operating Labor									
Salaries	\$ 8,214,411	\$ 631,878	7.69%	\$ 712,120	\$7,502,291	8.67%	\$80,242	112.70%	
Payroll Taxes	609,044	60,904	10.00%	68,738	540,305	11.29%	7,834	112.86%	
Benefits	1,956,692	163,058	8.33%	153,960	1,802,733	7.87%	(9,098)	94.42%	
Budgeted Attrition	(499,995)	(38,461)	7.69%	-	(499,995)	0.00%	38,461	0.00%	
Total Labor	\$ 10,280,153	\$ 817,379	7.95%	\$ 934,818	\$9,345,334	9.09%	\$117,439	114.37%	
Operating Supplies and Services									
Supplies	\$ 359,082	\$ 53,108	14.79%	\$ 14,739	\$344,344	4.10%	(\$38,370)	27.75%	
Professional Services	423,976	39,896	9.41%	37,047	386,929	8.74%	(2,849)	92.86%	
Communications	287,950	25,685	8.92%	28,839	259,112	10.02%	3,153	112.28%	
Travel	65,098	3,496	5.37%	421	64,678	0.65%	(3,075)	12.04%	
Advertising	9,673	340	3.51%	1,000	8,673	10.34%	660	294.54%	
Operating Rents/Leases	170,030	11,613	6.83%	37,162	132,869	21.86%	25,548	320.00%	
Insurance	114,942	114,942	100.00%	95,195	19,747	82.82%	(19,747)	82.82%	
Utilities	168,534	14,258	8.46%	14,418	154,116	8.56%	160	101.12%	
Repairs & Maintenance	900,301	310,244	34.46%	316,461	583,840	35.15%	6,217	102.00%	
Miscellaneous	92,478	12,050	13.03%	6,829	85,650	7.38%	(5,221)	56.67%	
Total Non-Labor	2,592,065	585,632	22.59%	552,109	\$2,039,956	21.30%	(\$33,523)	94.28%	
Total Operating Expenditures	\$ 12,872,218	\$ 1,403,011	10.90%	\$ 1,486,927	\$11,385,291	11.55%	\$83,916	105.98%	
Capital and Other Non-Operating Expenditures									
Radio Replacement Project									
Technical Projects	\$ 9,827,857			\$ 1,145,843	\$8,682,014	11.66%			
Non-Operating Labor	256,343			24,083	232,260	9.39%			
Non-Operating Supplies and Services	-			-	-	0.00%			
Total Non-Operating Expenditures	10,084,200			1,169,926	\$8,914,274	11.60%			
Other Capital and Non-Operating Expenditures									
Technical Projects	\$ 2,271,738			-	\$2,271,738	0.00%			
Non-Operating Labor	-			-	-	0.00%			
Non-Operating Supplies and Services	85,000			1,767	83,233	2.08%			
Total Non-Operating Expenditures	2,356,738			1,767	\$2,354,971	0.07%			
Total Expenditures	\$ 25,313,156			\$ 2,658,619	\$22,654,536	10.50%			



Kitsap 911

Fund Balance Summary

Net Fund Position	as of 01/31/2023
Temporary Investment Balance	\$ 6,809,388.49
Cash Balance	
Warrant Account	1,946,303.89
Payroll Account	996,426.08
Flex Spending Account	46,856.28
Petty Cash	402.15
Cash Subtotal	<u>2,989,988.40</u>
Total Cash and Cash Equivalents	<u>9,799,376.89</u>
Add: Outstanding Warrants	1,048,207.72
Less: Outstanding Receipts	-
Net Fund Position	<u>\$ 10,847,584.61</u>

Funds Committed for Capital and Non-Operating Projects

As of January 2023

Funds Committed for Non-Operating Projects and Expenditures

Job Code	Project	Estimated Project Total	Total Funds Appropriated	Current Month Expenditures	LTD Expenditures	Budgeted Funds Remaining	Approved via Resolution No.
64	Dispatch Floor Project - Console Furniture	500,000.00	500,000.00	-	-	500,000.00	2022-007
40	UPS Hardware Replacement	300,000.00	300,000.00	-	-	300,000.00	2022-007
62	Carver Roof Replacement	250,000.00	250,000.00	-	-	250,000.00	2022-007
67	Replace AV System	250,000.00	250,000.00	-	-	250,000.00	2022-007
68	VX Rail Infrastructure	200,000.00	200,000.00	-	-	200,000.00	2022-007
65	Dispatch Floor Project - Carpet	150,000.00	150,000.00	-	-	150,000.00	2022-007
66	Dispatch Floor Project - Soundproofing	150,000.00	150,000.00	-	-	150,000.00	2022-007
69	Move-up Module	100,000.00	100,000.00	-	-	100,000.00	2022-007
55	Replace Blue Truck	80,000.00	80,000.00	-	-	80,000.00	2022-002
44	Server Virtualization & Cyber Security	55,000.00	55,000.00	-	-	55,000.00	2022-002
70	Data Logging Software	50,000.00	50,000.00	-	-	50,000.00	2022-007
71	First Due Interface	50,000.00	50,000.00	-	-	50,000.00	2022-007
72	Network Security Analysis	50,000.00	50,000.00	-	-	50,000.00	2022-007
56	Replace Supervisor & Training Room PCs	23,000.00	23,000.00	-	-	23,000.00	2022-002
74	Office and MDM Replacement	20,000.00	20,000.00	-	-	20,000.00	2022-007
75	Offsite Backup Enhancements	20,000.00	20,000.00	-	-	20,000.00	2022-007
49	Antenna Repairs	20,000.00	20,000.00	-	-	20,000.00	2022-002
73	Secondary Edge Frontier Licenses	15,000.00	15,000.00	-	-	15,000.00	2022-007
Subtotal Capital Projects		\$ 2,283,000.00	\$ 2,283,000.00	\$ -	\$ -	\$ 2,283,000.00	

Funds Committed for Capital Projects

Job Code	Project	Estimated Project Total	Total Funds Appropriated	Current Month Expenditures	LTD Expenditures	Budgeted Funds Remaining	Approved via Resolution No.
	Capital Project Labor		256,154.00	24,082.93	24,082.93	256,154.00	
58	LMR Replacement Project	39,000,000.00	4,000,000.00	-	-	4,000,000.00	2022-010
63	MCT Replacement	3,740,000.00	3,740,000.00	978,827.30	978,827.30	2,761,172.70	2022-010
57	Microwave System	2,000,000.00	2,000,000.00	167,015.71	168,438.63	1,831,561.37	2022-002
Subtotal Non-Operating Projects		\$ 44,740,000.00	\$ 9,996,154.00	\$ 1,169,925.94	\$ 1,171,348.86	\$ 8,848,888.07	
Total Capital and Non-Operating Projects		\$ 47,023,000.00	\$ 12,279,154.00	\$ 1,169,925.94	\$ 1,171,348.86	\$ 11,131,888.07	

Funds Assigned

As of January 2023

Job Code	Project	Year Assigned	Total Funds Assigned	Current Month Expenditures	LTD Expenditures	Assigned Funds Remaining
	Stabilization Fund	2023	2,188,277.00	-	-	2,188,277.00
	Microwave System (Equipment and Installation) - Cash Flow	2023	557,283.62	-	-	557,283.62
	Payroll Cashflow	2023	350,000.00	-	-	350,000.00
61	CCTV and Access Control Replacement	2022	500,000.00	-	-	500,000.00
29	Unexpended Fire Alerting Project Funds	2022	128,192.11	-	-	128,192.11
26	Backup Center	2022	108,673.07	-	-	108,673.07
50	Simulcast Tuning	2022	13,125.00	-	-	13,125.00
Total Assigned Funds			<u>3,845,550.80</u>	<u>-</u>	<u>-</u>	<u>3,845,550.80</u>

Kitsap 911 2023 Key Projects and Initiatives

Technical Projects			Estimated			
Proj/Task#	Project/Initiative		Priority	Start	Completion	Status
2019	1	Backup Center - develop plans to leverage remote 911 to provide a more geo-diverse backup	3	9/30/2022	TBD	In Progress
2019	2	SUPPORT - RMS/JMS Replacement (Support KCIS)	3		6/30/2023	At Risk
2019	3	Replace UPS	5	4Q 2022	TBD	In Progress
2020	4	Evaluate feasibility of bringing all IT functions in house	4			
2020	5	Evaluate how to manage incoming data and media (NG911, Cameras, etc.)	3			Pending
2021	6	Closest Fire Unit Dispatch- Changing Gears Deployments	2	6/1/2021	Q4 2024	Delayed Start - In Progress
2022	7	Replace inventory/asset management software	4	9/30/2022	Q1 2023	Complete+
2022	8	Complete 10-year TSG Staffing Analysis	2	12/28/2022	Q2 2023	In Progress
2022	9	Security System Replacement	2	4Q 2022	Q3 2023	In Progress
2022	10	Replace Kitsap 911 Roof	3	1/16/2023	Q1 2023	Complete+
2022	11	Replace Blue Truck	4	11/1/2022	Q3 2023	In Progress
2022	12	MCT Replacement	1	10/19/2022	Q2 2023	In Progress
2022	13	Cad to Cad Interface with South Sound 911	2	Q3 2022	Q4 2023	In Progress
2023	14	Data Logging Software	3	Q2 2023	Q4 2023	Not Started
2023	15	Office and MDM Replacement	3	1/15/2023	Q2 2023	In Progress
2023	16	Upgrade Accounting Software	4	Q2 2023	TBD	Not Started
2023	17	Secondary Edge Frontier License	3	Q3 2023	TBD	Not Started
2023	18	Improve redundancy of VX Rail Infrastructure	3			³⁷ Pending

Proj/Task#		Project/Initiative	Priority	Start	Completion	Status
2023	19	Offsite Backup Enhancements	3	Q2 2023	Q4 2024	Not Started
2023	20	Network Security Analysis	3	Q3 2023	Q4 2023	Not Started
2023	21	First Due Interface for Edge Frontier	4	Q4 2023	TBD	Not Started
2023	22	Move Up Module	4			Pending
2023	23	Replace AV System	4	Q4 2023	TBD	Not Started
2023	24	Dispatch Floor Project - Carpet	3	Q4 2023	TBD	Not Started
2023	25	Dispatch Floor Project - Soundproofing	3	Q4 2023	TBD	Not Started
2023	26	Dispatch Floor Project - Console Furniture	2	Q4 2023	TBD	Not Started

Microwave Replacement Project (Multi-Year)			Estimated			
Task#		Milestone	Priority	Start	Completion	Status
MV	1	Onsite training for Staff	2	2/27/2023	3/3/2023	Complete
MV	2	Factory Staging Assessment Testing	1	3/6/2023	3/10/2023	In Progress
MV	3	Indoor Equipment Installation	2	5/15/2023	8/1/2023	
MV	4	Outdoor Equipment Installation	2	7/1/2023	11/1/2023	
MV	5	Project Completion	2		Q1 2024	

LMR Replacement Project (Multi -Year)			Estimated			
Task#		Milestone	Priority	Start	Completion	Status
LMR	1	Vendor Demonstations	3	2/15/2023	3/24/2023	In Progress
LMR	2	First cut of RFP proposals	2	3/20/2023	3/27/2023	
LMR	3	RFP Interviews and Reference Checks	3	3/27/2023	4/7/2023	
LMR	4	Final Vendor Selection Recommendation	2	9/29/2023	TBD	

Proj/Task#		Project/Initiative	Priority	Start	Completion	Status
LMR	5	Contract Negotiations with awarded responder	2	TBD	TBD	
LMR	6	Project Kick off and begin system design work	1	Q4 2023	TBD	