



# 2006 – 2007 Proposed Budget --- Budget Summary Emergency Communications Fund

## 2006 – 2007 Emergency Communications Fund Budget Highlights

- **Verizon NW – Local E-911 Fee** --- The continued erosion of telephone franchise fee seems to have finally reached “bottom” with an increase projected for the first time in several years. The Emergency Communications Fund receives a 3% allocation of the Verizon NW franchise fee.
- **State – 911 Emergency Service** --- The State of Oregon shared revenues distributed from telephone system tax revenues assessed at a flat rate of 75 cents per month on every retail telephone subscriber, including cellular and other wireless technologies to support 911 emergency services is expected to be received at the same level.
- **Transfers From Other Funds** --- Total transfers increased from City Funds by \$50,000; although at the time of the City of McMinnville’s budget preparation, the Yamhill Communications Agency (YCOM) member contribution was not available due to the re-organized operating structure.
  - Transfer From General Fund --- estimated increase - \$37,500.
  - Transfer From Fire Fund --- estimated increase - \$4,375
  - Transfer From Ambulance Fund --- estimated increase - \$8,125
- **YCOM – Other Governmental Services** --- An estimated \$50,000 increase in City of McMinnville’s support of YCOM is projected, although actual member contribution not finalized by budget preparation deadline.

- **Emergency Operations Center (EOC)** --- The \$5,000 budgeted to set-up a City EOC will be carried over to 2007 - 2008 if the public safety bond levy passes as the EOC will be housed in the new facility rather than the Fire Department Meeting Room.

- **Ending Fund Balance** --- Increase budgeted due to use of fund balance to fund YCOM’s increased City of McMinnville member contribution over the last three years.

## Short- and Long-Term Issues

- **Short-Term Issues**
  - Addressed by 2006 – 2007 Proposed Budget.
  - Continued develop of the City of McMinnville’s Emergency Operations Center (EOC).
- **Long-Term Issue** --- General Fund, Fire Fund, and Ambulance Fund support for YCOM will likely need to continue to increase due to YCOM’s eroding financial position.

## Core Services

- City of McMinnville’s YCOM membership provides the most significant portion of YCOM’s funding – 43%. The next largest member contribution is paid by Yamhill County – 40%.
- City of McMinnville must establish an Emergency Operations Center to be able to respond to large natural disasters or public safety incidences.



The YCOM funding formula is based on a distribution of YCOM costs:

85% law enforcement



15% fire protection and emergency medical services



## Emergency Communications Fund --- Historical Highlights

- 1987** Yamhill Communications Agency (YCOM) is formed under ORS 190. Previously Yamhill County and City of McMinnville operated joint emergency communication center in the basement of Yamhill County Courthouse. During this time, emergency communication expenses are a department in the General Fund.
  
- 1988** YCOM moves into a remodeled portion of the Police Department rent and primarily utility free.
  
- 1990** July 1, 1990, telephone franchise fee increased from four percent to seven percent. Franchise fee increase allowed by State of Oregon to fund enhanced 911 telephone service.
  
- 1990** July 1, 1990, Emergency Communications Fund implemented to receive additional three percent of telephone franchise fee dedicated to enhanced 911 with original four percent of telephone franchise fee continuing as General Fund revenues.

- 1990** State of Oregon shared revenues distributed from telephone tax revenue moved from General Fund to the new Emergency Communication Fund.
  
- 1990** YCOM City of McMinnville membership contribution made from the new Emergency Communication Fund.
  
- 1990** Emergency Communications Fund balanced by an annual transfer from the General Fund. Transfer funded 75% from General Fund property taxes, 8.75% Fire Fund property taxes, and 16.25% Ambulance Fund emergency medical service fees.
  
- 1992** City funds YCOM equipment purchase to move toward providing enhanced 911 - \$86,800.

- 2002** YCOM Policy Board revises funding formula to allocate costs 85% to police member entities and 15% to fire member entities.
  
- 2004** City's first budgets to implement its Emergency Operations Center (EOC).



<u>Fiscal Year</u>	<u>YCOM City Contribution</u>
1989 – 1990	133,400
1990 – 1991	167,447
1991 – 1992	206,019
1992 – 1993	231,069
1993 – 1994	237,459
1994 – 1995	261,759
1995 – 1996	295,466
1996 – 1997	317,427
1997 – 1998	282,158
1998 – 1999	300,762
1999 – 2000	382,240
2000 – 2001	378,240
2001 – 2002	388,725
2002 – 2003	400,387
2003 – 2004	437,700
2004 – 2005	458,800
2005 – 2006	525,100



## Emergency Communications Fund --- Historical Highlights

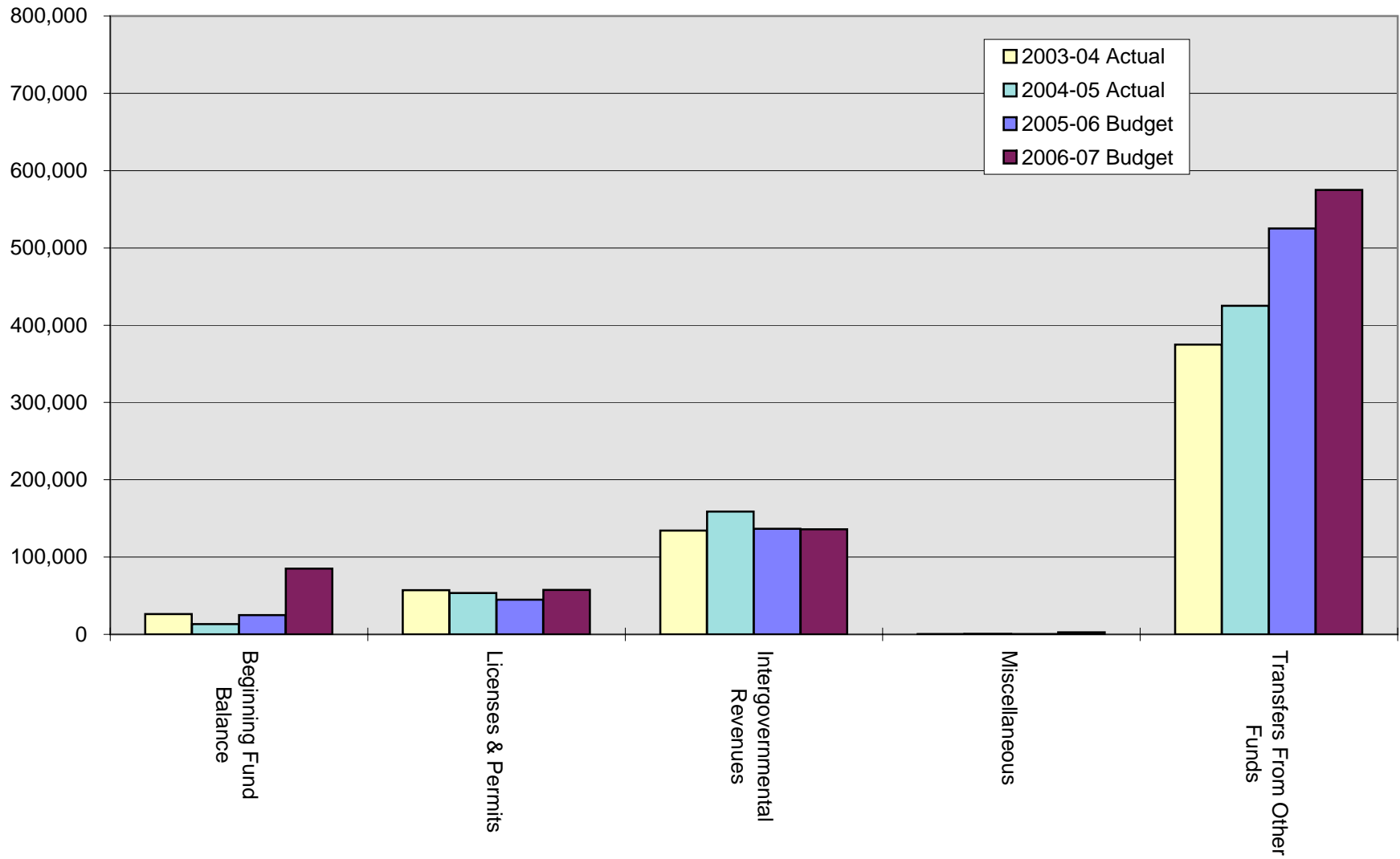
**2006** YCOM Policy Board votes to change the YCOM 190 inter-governmental agreement reorganizing the YCOM Policy Board management structure to a 5-member Executive Committee with Yamhill County Sheriff Chairperson. Executive Committee comprised of one County Commissioner, one McMinnville City Councilor, one at-large fire district member, one at-large city member, and the County Sheriff.



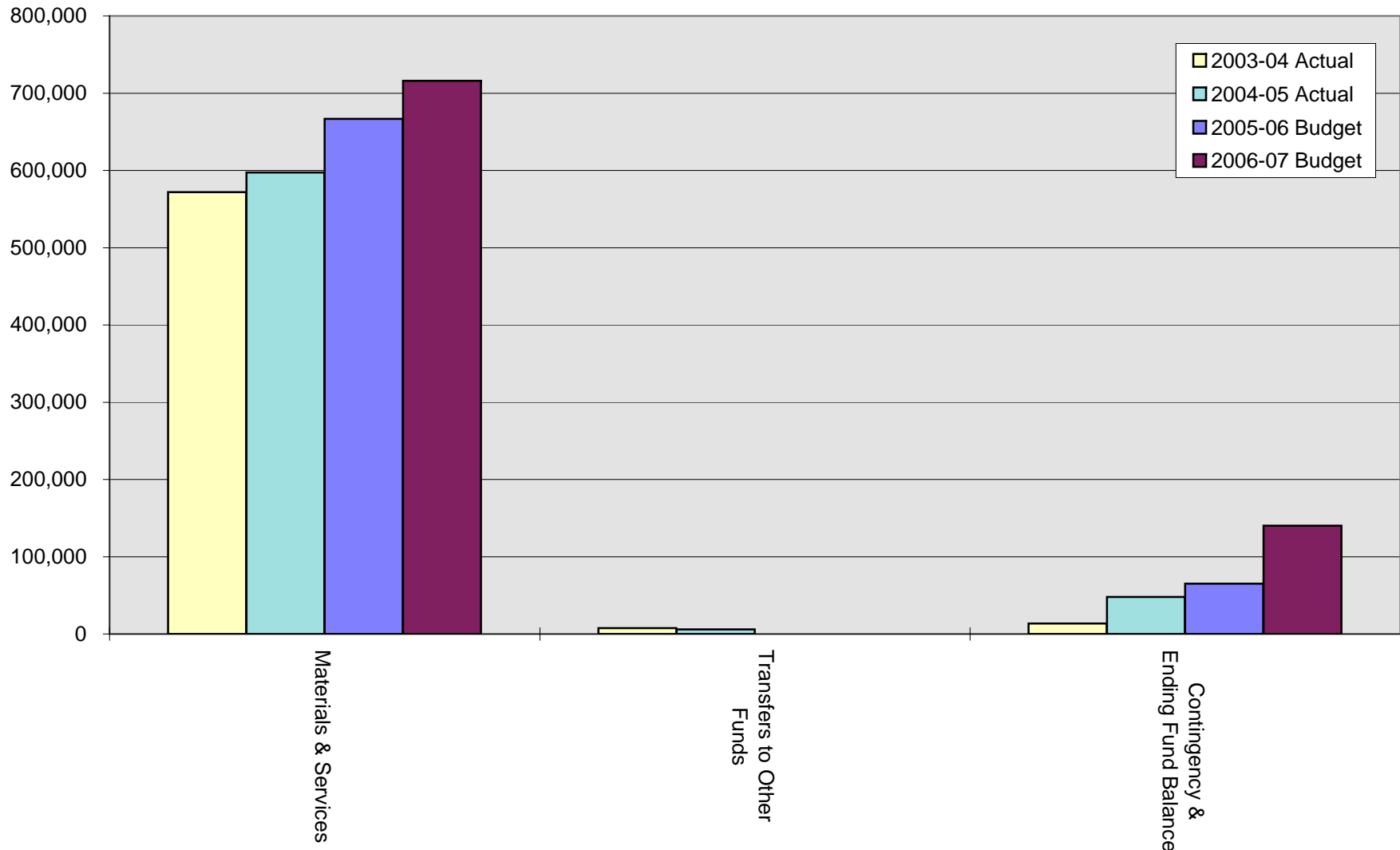
**2006** At the time of the re-organization, Janis Cameron, prior Deputy Director, appointed YCOM Director.



## Emergency Communications Fund Resources



## Emergency Communications Fund Requirements



**EMERGENCY COMMUNICATIONS FUND**

2006-07

02-Aug-06

29	00	ACTUAL 2003-04	ACTUAL 2004-05	BUDGET 2005-06		NUMBER OF EMPLOYEES	PROPOSED 2006-07	APPROVED 2006-07	ADOPTED 2006-07
<b><u>RESOURCES</u></b>									
<b><u>BEGINNING FUND BALANCE</u></b>									
		26,303	13,417	25,000	<b>60001-00</b>				
					<b>BEGINNING FUND BALANCE</b>	0.00	85,000	85,000	85,000
					Estimated July 1, 2006 cash carryover from the 2005 - 2006 fiscal year.				
		26,303	13,417	25,000	<b>TOTAL BEGINNING FUND BALANCE</b>	0.00	85,000	85,000	85,000
<b><u>LICENSES &amp; PERMITS</u></b>									
		57,134	53,483	45,000	<b>60019-00</b>				
					<b>VERIZON NW - LOCAL E-911 FEE</b>	0.00	57,500	57,500	57,500
					3% allocation of the Verizon Northwest franchise fee, which was increased July 1, 1990 to help fund the development and operation of the "enhanced 911" emergency communication system. Note: Original 4% franchise fee allocated to General Fund operations.				
		57,134	53,483	45,000	<b>TOTAL LICENSES &amp; PERMITS</b>	0.00	57,500	57,500	57,500
<b><u>INTERGOVERNMENTAL REVENUES</u></b>									
		134,269	158,784	136,600	<b>60116-00</b>				
					<b>STATE - 911 EMERGENCY SERVICE</b>	0.00	136,000	136,000	136,000
					State of Oregon shared revenues distributed from telephone system tax revenues which are assessed at a flat rate of 75 cents per month on every retail telephone subscriber, including cellular and other wireless technologies to support 911 emergency services.				
		134,269	158,784	136,600	<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	0.00	136,000	136,000	136,000
<b><u>MISCELLANEOUS</u></b>									
		314	514	300	<b>60151-00</b>				
					<b>INTEREST</b>	0.00	2,700	2,700	2,700
		314	514	300	<b>TOTAL MISCELLANEOUS</b>	0.00	2,700	2,700	2,700
<b><u>TRANSFERS FROM OTHER FUNDS</u></b>									
		375,000	318,750	393,750	<b>60178-00</b>				
					<b>GENERAL FUND - YCOM</b>	0.00	431,250	431,250	393,750
					Transfer from General Fund for support of police dispatching emergency communication services provided by Yamhill Communications Agency (YCOM). General Fund support is 75% of City's YCOM member contribution.				
					Budget Note: Fire Fund, Account #29-00-60179-00, and Ambulance Fund, Account #29-00-60180-00, transfers for YCOM support changed to direct transfers to the Emergency Communications Fund in 2004 - 2005 rather than first transferring to the General Fund, as in prior years.				

## EMERGENCY COMMUNICATIONS FUND

2006-07

02-Aug-06

29 00	ACTUAL 2003-04	ACTUAL 2004-05	BUDGET 2005-06		NUMBER OF EMPLOYEES	PROPOSED 2006-07	APPROVED 2006-07	ADOPTED 2006-07
	0	37,175	45,925	<b>60179-00 FIRE FUND - YCOM</b>	0.00	50,300	50,300	45,925
				Transfer from Fire Fund for support of fire dispatching emergency communication services provided by Yamhill Communications Agency (YCOM). Fire Fund support is 8.75% of City's YCOM member contribution.				
				Budget Note: Fire Fund and Ambulance Fund Transfers for YCOM support changed to directly transferring to the Emergency Communications Fund in 2004 - 2005 rather than first transferring to the				
	0	69,075	85,325	<b>60180-00 AMBULANCE FUND - YCOM</b>	0.00	93,450	93,450	85,325
				Transfer from Ambulance Fund for support of ambulance dispatching emergency communication services provided by Yamhill Communications Agency (YCOM). Ambulance Fund support is 16.25% of City's YCOM member contribution.				
				Budget Note: Fire Fund and Ambulance Fund Transfers for YCOM support changed to directly transferring to the Emergency Communications Fund in 2004 - 2005 rather than first transferring to the				
	375,000	425,000	525,000	<b>TOTAL TRANSFERS FROM OTHER FUNDS</b>	0.00	575,000	575,000	525,000
	<b>593,020</b>	<b>651,198</b>	<b>731,900</b>	<b>TOTAL RESOURCES</b>	0.00	<b>856,200</b>	<b>856,200</b>	<b>806,200</b>

**EMERGENCY COMMUNICATIONS FUND**

2006-07

02-Aug-06

29	00	ACTUAL 2003-04	ACTUAL 2004-05	BUDGET 2005-06		NUMBER OF EMPLOYEES	PROPOSED 2006-07	APPROVED 2006-07	ADOPTED 2006-07
<b>REQUIREMENTS</b>									
<b><u>MATERIALS &amp; SERVICES</u></b>									
		437,700	458,800	525,100	<b>80667-00 YCOM - OTHER GOVERNMENTAL SVCS</b>	0.00	575,000	575,000	528,920
					The major portion of the City's share of the Yamhill Communications Agency's (YCOM) central dispatch center funding. The YCOM Board decided in 2002 - 2003 that police member entities fund 85% and fire member entities fund 15% of YCOM member contributions.				
					Budget Note: City of McMinnville's total YCOM 2006-2007 membership contribution remains uncertain as the YCOM re-organization occurred as of April 4, 2006. By the May Budget Committee Meeting, the actual City membership contribution should be know.				
		134,269	138,500	136,600	<b>80688-00 YCOM - STATE OF OREGON 911 ES</b>	0.00	136,000	136,000	136,000
					The smaller portion of the City's share of the YCOM central dispatch center funding which is a "pass through" of the State of Oregon 911 emergency telephone system tax.				
					*RB --- 115,000 2005-2006 E-911 20,285 Carryover from 2004-2005 (285) Round down 135,000 Total				
		0	0	0	<b>80690-00 EMERGENCY OPERATIONS CENTER:</b>	0.00	0	0	0
		0	0	3,000	<b>80690-01 EOC - TELECOMMUNICATIONS</b>	0.00	3,000	3,000	3,000
					Annual cost of 10 dedicated telephones lines for the City's Emergency Operations Center (EOC) currently slated for the Fire Department Meeting Room.				
					Budget Note: If the public safety bond levy passes, the EOC location will be re-evaluated and likely these expenditures will be postponed until the new facility is built.				
		0	0	1,000	<b>80690-03 EOC - MATERIALS &amp; SUPPLIES</b>	0.00	1,000	1,000	1,000
		0	0	1,000	<b>80690-05 EOC - M&amp;S EQUIPMENT</b>	0.00	1,000	1,000	1,000
					Telephones - 9 Fax machine				
					Budget Note: If the public safety bond levy passes, the EOC location, currently slated for the Fire Department Meeting Room will be re-evaluated and likely these expenditures will be postponed until the new facility is built.				
		571,969	597,300	666,700	<b>TOTAL MATERIALS &amp; SERVICES</b>	0.00	716,000	716,000	669,920
<b><u>TRANSFERS TO OTHER FUNDS</u></b>									
		7,634	5,986	0	<b>80901-00 GENERAL FUND - ADMIN &amp; FINANCE</b>	0.00	0	0	0
					Transfer to General Fund for personnel cost allocations for administration and finance services.				



**EMERGENCY COMMUNICATIONS FUND**

*2006-07*

02-Aug-06

29	00	ACTUAL 2003-04	ACTUAL 2004-05	BUDGET 2005-06		NUMBER OF EMPLOYEES	PROPOSED 2006-07	APPROVED 2006-07	ADOPTED 2006-07
		7,634	5,986	0	<b>TOTAL TRANSFERS TO OTHER FUNDS</b>	0.00	0	0	0
					<b><u>OPERATING CONTINGENCIES</u></b>				
		0	0	30,000	<b>80801-00 OPERATING CONTINGENCIES</b>	0.00	100,000	100,000	100,000
		0	0	30,000	<b>TOTAL OPERATING CONTINGENCIES</b>	0.00	100,000	100,000	100,000
					<b><u>UNAPPROPRIATED ENDING FUND BAL</u></b>				
		13,417	47,912	35,200	<b>80997-00 UNAPPROPRIATED ENDING FUND BAL</b>	0.00	40,200	40,200	36,280
					Budgeted cash carryover for July 1, 2007. Actual cash carryover will also include all remaining money from the Operating Contingency account and the excess (deficit) of revenues over (under) expenditures from 2006 - 2007 operations.				
		13,417	47,912	35,200	<b>TOTAL UNAPPROPRIATED ENDING FUND BAL</b>	0.00	40,200	40,200	36,280
		<b>593,020</b>	<b>651,198</b>	<b>731,900</b>	<b>TOTAL REQUIREMENTS</b>	0.00	<b>856,200</b>	<b>856,200</b>	<b>806,200</b>

**EMERGENCY COMMUNICATIONS FUND**

*2006-07*

02-Aug-06

29 00	ACTUAL 2003-04	ACTUAL 2004-05	BUDGET 2005-06	<b>EMERGENCY COMMUNICATIONS FUND</b>	NUMBER OF EMPLOYEES	PROPOSED 2006-07	APPROVED 2006-07	ADOPTED 2006-07
	593,020	651,198	731,900	<b><i>EMERGENCY COMMUNICATIONS FUND</i></b>		856,200	856,200	806,200
				<b><i>TOTAL REQUIREMENTS</i></b>				