



2007 – 2008 Proposed Budget --- Budget Summary Emergency Communications Fund

2007 – 2008 Emergency Communications Fund Budget Highlights

⚡ **Verizon NW – Local E-911 Fee** --- After 2005 – 2006's slight rise in telephone franchise fees, 2006 - 2007 seems to again be seeing an erosion of telephone franchise fee, likely due to the continual movement toward cellular phone and dropping of land lines. The Emergency Communications Fund receives a 3% allocation of the Verizon NW franchise fee which was instituted when the telephone franchise fee was raised from 4% to 7% to help fund emergency communications, in particular E-911.

⚡ **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. Due to some anomalies/distribution mistakes at Oregon Emergency Management over the last several years it has been very difficult to project the level of funding. A \$14,000 increase is projected.



⚡ **Transfers From Other Funds** --- Total transfers from City Funds decreased by \$25,000 to \$500,000 which funds the City's Yamhill Communications Agency (YCOM) member contribution. The City's support is distributed as follows:

- Transfer From General Fund --- 75%
- Transfer From Fire Fund --- 8.75%
- Transfer From Ambulance Fund --- 16.25%

⚡ **YCOM – Other Governmental Services** --- A ~\$14,000 increase in City of McMinnville's support of YCOM is projected. YCOM is attempting to establish a higher contingency, save toward moving costs, and save toward future infrastructure, although actual member contribution not finalized by budget preparation deadline.

⚡ **Emergency Operations Center (EOC)** --- No dollars are budgeted in 2007 – 2008 to set up a City EOC as the Center is now planned to be housed in the new Public Safety Facility rather than the Fire Department Meeting Room as previously intended.

⚡ **Contingency and Ending Fund Balance** --- These two accounts provide the funds for the fiscal year's Beginning Fund Balance.

Short- and Long-Term Issues

⚡ **Short-Term Issues**

- Addressed by 2007 – 2008 Proposed Budget.

⚡ **Long-Term Issues**

- Future development of a City of McMinnville Emergency Operations Center (EOC) in the new Public Safety Facility.
- General Fund, Fire Fund, and Ambulance Fund support for YCOM will likely need to continue to increase.

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
2006 – 2007	528,920
2007 – 2008	542,610



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 Board. The Executive Board is comprised of one County Commissioner, one City of McMinnville representative, one “at-large” fire district member, one “at-large” city member, and the County Sheriff who also serves as Board Chairperson.

2006

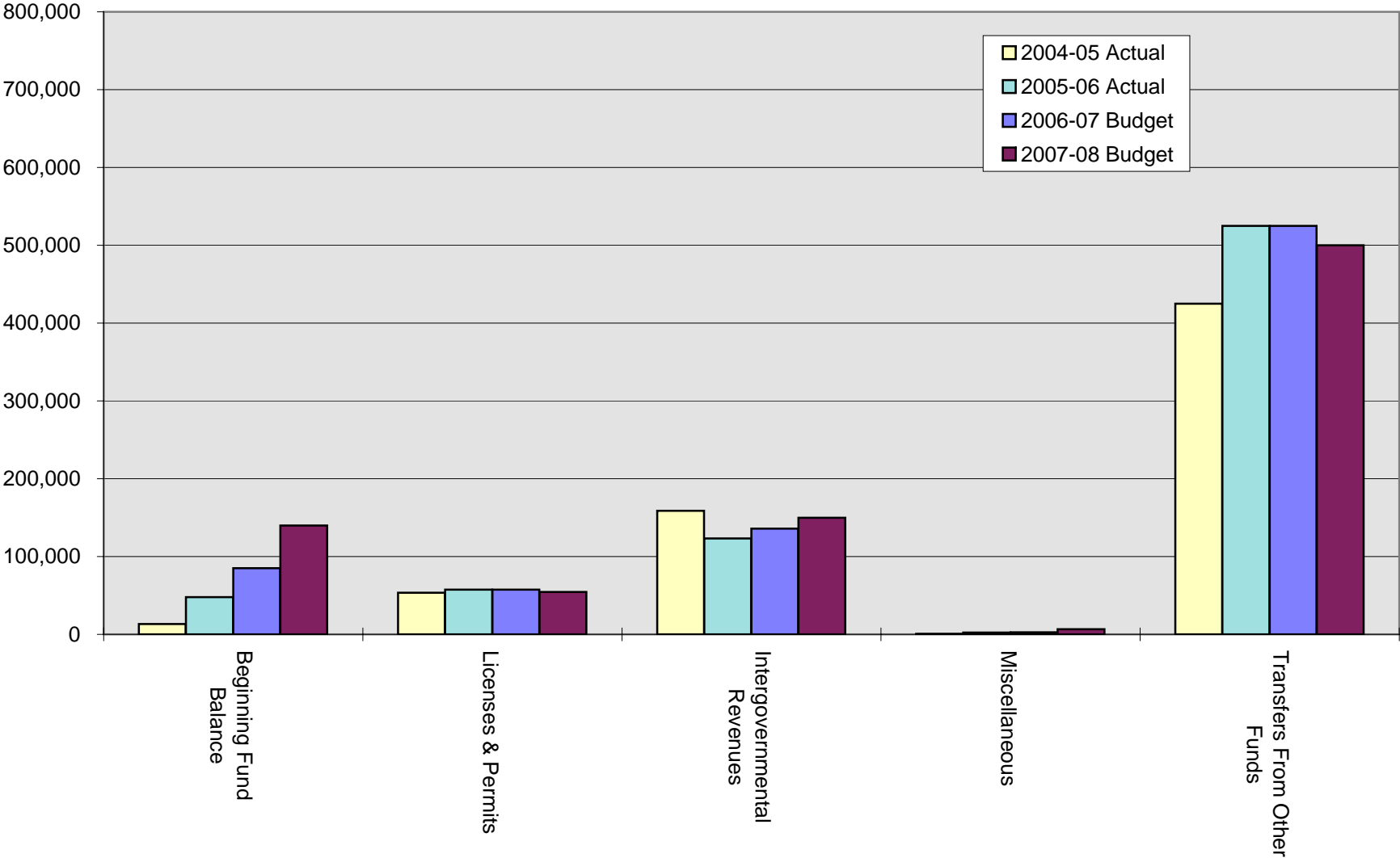
At the time of the re-organization, Janis Cameron, prior Deputy Director, appointed YCOM Director.



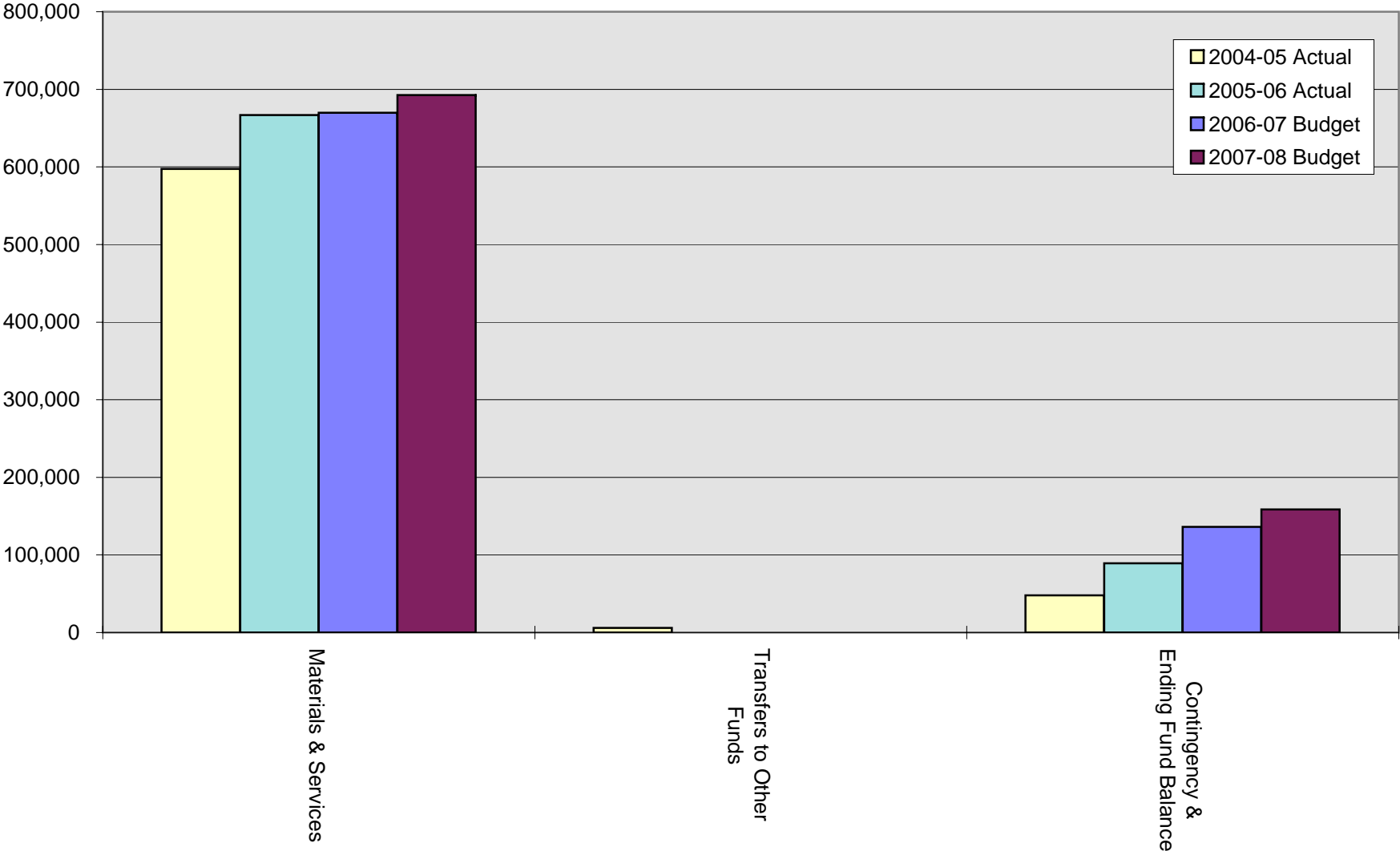
2007

City Council appoints Norm Hand, retired Yamhill County Sheriff and City of McMinnville Deputy Police Chief, to the YCOM Executive Board representing the City.

**Emergency Communications Fund
Resources**



**Emergency Communications Fund
Requirements**



EMERGENCY COMMUNICATIONS FUND

29 00

2007-08

11-Jul-07

ACTUAL 2004-05	ACTUAL 2005-06	BUDGET 2006-07		NUMBER OF EMPLOYEES	PROPOSED 2007-08	APPROVED 2007-08	ADOPTED 2007-08
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RESOURCES

BEGINNING FUND BALANCE

13,417	47,912	85,000	60001-00	BEGINNING FUND BALANCE	0.00	140,000	140,000	145,000
Estimated July 1, 2007 cash carryover from the 2006-2007 fiscal year.								
13,417	47,912	85,000		TOTAL BEGINNING FUND BALANCE	0.00	140,000	140,000	145,000

LICENSES & PERMITS

53,483	57,332	57,500	60019-00	VERIZON NW - LOCAL E-911 FEE	0.00	54,500	54,500	54,500
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.								
Budget Note: Original 4% franchise fee allocated to General Fund operations, revenue Account #01-00-60015-03..								
53,483	57,332	57,500		TOTAL LICENSES & PERMITS	0.00	54,500	54,500	54,500

INTERGOVERNMENTAL REVENUES

158,784	123,104	136,000	60116-00	STATE - 911 EMERGENCY SERVICE	0.00	150,000	150,000	150,000
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. Passed through to Yamhill Communications Agency through YCOM-State of Oregon 911 ES, Account #29-00-80688-00.								
158,784	123,104	136,000		TOTAL INTERGOVERNMENTAL REVENUES	0.00	150,000	150,000	150,000

MISCELLANEOUS

514	2,430	2,700	60151-00	INTEREST	0.00	6,800	6,800	6,800
514	2,430	2,700		TOTAL MISCELLANEOUS	0.00	6,800	6,800	6,800

TRANSFERS FROM OTHER FUNDS

318,750	393,750	393,750	60178-00	GENERAL FUND - YCOM	0.00	375,000	375,000	375,000
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.								
37,175	45,925	45,925	60179-00	FIRE FUND - YCOM	0.00	43,750	43,750	43,750
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.								

EMERGENCY COMMUNICATIONS FUND

29 00

2007-08

11-Jul-07

ACTUAL 2004-05	ACTUAL 2005-06	BUDGET 2006-07		NUMBER OF EMPLOYEES	PROPOSED 2007-08	APPROVED 2007-08	ADOPTED 2007-08
69,075	85,325	85,325	60180-00 AMBULANCE FUND - YCOM	0.00	81,250	81,250	81,250
			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.				
425,000	525,000	525,000	TOTAL TRANSFERS FROM OTHER FUNDS	0.00	500,000	500,000	500,000
651,198	755,778	806,200	<i>TOTAL RESOURCES</i>	0.00	851,300	851,300	856,300

EMERGENCY COMMUNICATIONS FUND

29 00

2007-08

11-Jul-07

ACTUAL 2004-05	ACTUAL 2005-06	BUDGET 2006-07		NUMBER OF EMPLOYEES	PROPOSED 2007-08	APPROVED 2007-08	ADOPTED 2007-08
<u>REQUIREMENTS</u>							
<u>MATERIALS & SERVICES</u>							
458,800	525,100	528,920	80667-00 YCOM - OTHER GOVERNMENTAL SVCS	0.00	542,610	542,610	542,610
			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.				
138,500	141,600	136,000	80688-00 YCOM - STATE OF OREGON 911 ES	0.00	150,000	150,000	150,000
			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 collected in revenue Account #29-00-60116-00.				
0	0	0	80690-00 EMERGENCY OPERATIONS CENTER:	0.00	0	0	0
			Budget Note: Establishment of an Emergency Operations Center is "on hold" until construction of the new Public Safety Building is complete.				
0	0	3,000	80690-01 EOC - TELECOMMUNICATIONS	0.00	0	0	0
0	0	1,000	80690-03 EOC - MATERIALS & SUPPLIES	0.00	0	0	0
0	0	1,000	80690-05 EOC - M&S EQUIPMENT	0.00	0	0	0
597,300	666,700	669,920	TOTAL MATERIALS & SERVICES	0.00	692,610	692,610	692,610
<u>TRANSFERS TO OTHER FUNDS</u>							
5,986	0	0	80901-00 GENERAL FUND - ADMIN & FINANCE	0.00	0	0	0
5,986	0	0	TOTAL TRANSFERS TO OTHER FUNDS	0.00	0	0	0
<u>OPERATING CONTINGENCIES</u>							
0	0	100,000	80801-00 OPERATING CONTINGENCIES	0.00	75,000	75,000	75,000
0	0	100,000	TOTAL OPERATING CONTINGENCIES	0.00	75,000	75,000	75,000
<u>UNAPPROPRIATED ENDING FUND BAL</u>							
47,912	89,078	36,280	80997-00 UNAPPROPRIATED ENDING FUND BAL	0.00	83,690	83,690	88,690
			Budgeted undesignated cash carryover for July 1, 2008. Actual cash carryover will also include all remaining money from the Operating Contingency account and the excess (deficit) of revenues over (under) expenditures from 2007-2008 operations.				
47,912	89,078	36,280	TOTAL UNAPPROPRIATED ENDING FUND BAL	0.00	83,690	83,690	88,690
651,198	755,778	806,200	TOTAL REQUIREMENTS	0.00	851,300	851,300	856,300

EMERGENCY COMMUNICATIONS FUND

29 00

2007-08

11-Jul-07

ACTUAL 2004-05	ACTUAL 2005-06	BUDGET 2006-07		NUMBER OF EMPLOYEES	PROPOSED 2007-08	APPROVED 2007-08	ADOPTED 2007-08
651,198	755,778	806,200	EMERGENCY COMMUNICATIONS FUND TOTAL REQUIREMENTS		851,300	851,300	856,300