

BUDGET MESSAGE

Umatilla Morrow Radio & Data District

May 20th, 2015

The Umatilla Morrow Radio and Data District (UMRDD) includes 5,280 square miles that lie inside Umatilla and Morrow Counties, excluding the Confederated Tribes of the Umatilla Indian Reservation and the City of Milton-Freewater. The Assessed Value for the District is \$5,932,837,685. The total population is 82,628.

The District's purpose is to provide all public safety agencies within its boundaries with the ability to communicate via land mobile radio based voice or data systems and to replace equipment when it becomes inoperable due to damage, regulation, becomes unserviceable, or new technologies become available.

UMRDD operates and maintains the current bi-county trunked UHF communications system and several smaller conventional UHF and VHF systems currently in service throughout the District.

The 2015-2016 Budget is the district's fifth budget. As more experience is gained in the actual costs involved with maintaining and upgrading communications systems, more accurate predictions of future expenses are possible.

I have continued to include four months of funding in Unappropriated Ending Fund Balances in General Fund categories as I did in previous years. The Unappropriated Ending Fund Balance figures have been calculated for current monthly expenses. This arrangement allows the budget line items to represent accurate annual costs per line item, but increase the budget by \$143,600.

This year's budget includes \$633,000 in debt payments. These funds will retire the district's debt to Motorola for the upgraded dispatch console system that was installed last year. The total amount borrowed was \$1,223,027. The 2014-2015 budget included a \$654,439.22 payment. This year's payment will be \$628,217.91. The remaining funds in the line will cover other possible district debt.

So far this year, the UMRDD has collected \$980,250 from 2014-2015 taxes, \$15,460 from 2013-2014 taxes, and \$6,407 from 2012-2013 taxes. Assessment forecasts for the 2015-2016 budget year advise a 1% increase. \$1,002,661 is estimated to be received for the 2015-2016 budget year, \$16,000 for the 2014-2015 budget year, and \$6,500 for the 2013-2014 budget year. The district expects to receive \$16,500 in the form of user fees charged to the Confederated Tribes of the Umatilla Indian Reservation, \$11,618 in lease payments from US Cellular for their use of the East Pendleton site, \$1,800 from Union Pacific Railroad this year for user fees, and \$36,621 from Umatilla County and \$20,000 from Morrow County for repayment of logging recorder expenses.

The district will be applying for a State Radio Project / State Interoperability Executive Council grant this year. The amount of the grant is limited to \$250,000. The funds are available for projects involving the linking of trunked systems or linking of trunked systems to national interoperability frequencies.

The budget will be broken down by section explained line by line below.

I. Personnel Services

- A. Administrator Salary: No change.
- B. Administrative/Technical Assistant Salary: Increased to \$43,930 with a 2.5% step increase and a 1.7% COLA increase and \$1,000 added for possible overtime.
- C. Communication Technician: Increased to \$72,940 with a 2.5% step increase and a 1.7% COLA increase and \$2,000 added for possible overtime.
- D. Payroll Taxes: Based on a book keeper estimate.
- E. PERS: These costs will be going up from last year. This estimate is based on percentage increases from 2012-2013 budget numbers with our current payroll figures.
- F. Medical Insurance: The District pays \$1,000/month towards each employee's medical insurance costs. This item has increased with the addition of another employee who has multiple dependents. The cost of this employee's insurance is in excess of the \$1,000/month that the District pays. The District will be subtracting an extra \$9,300 from the employees pay to make up the difference.
- G. Workers Comp: Based on historical cost and increases in personnel.
- H. Life Insurance: Based on historical cost and increase in personnel.
- I. Long Term Disability: Based on historical cost and increase in personnel.

II. Materials and Services

- A. Professional Services: For small projects outside of the District Administrator's field of expertise.
- B. Voice System Maintenance: Based on historical costs.
- C. IT Services: Based on historical costs.
- D. Microwave System Maintenance: Based on historical costs.
- E. Subscriber Unit Maintenance: This line will increase in anticipation of more maintenance for older subscriber units.

- F. Office Supplies and Maintenance: Estimation of costs associated with the District Administrator's office equipment and consumables.
- G. Notifications and Publication: Estimation of costs associated with required publications.
- H. Training/Travel: Provide additional training for the newly hired Communication Tech position. It will also fund travel to meetings and training sessions in the region including the annual SDAO conference.
- I. Office Space Rent: Historical costs.
- J. Warehouse Rent: No longer required.
- K. Dues/Fees: Estimation based on professional association dues, audit submission fee, and Oregon Association of Public-Safety Communications Officials (APCO fees).
- L. Subscriber Unit Software Maintenance: Based on possible costs.
- M. Insurance: Historical costs.
- N. Annual Audit: Historical costs.
- O. Elections: Based on historical costs.
- P. Cell Phone and Data Card: Based on historical costs.
- Q. Protective Clothing and Equipment: Clothing and safety equipment for the district staff.
- R. Test Equipment Maintenance: Increased due to more test equipment.
- S. Vehicle Expenses: Based on historical costs and the cost of continuing to outfit a vehicle as well as maintaining the communications trailer.
- T. Legal Expenses: Minimal costs are expected, but funds should be available.
- U. Board Expenses: Historical costs.
- V. Bookkeeping Contract: Historical Costs.
- W. Bi-County Computer Aided Dispatch System: No longer needed.
- X. Technical Support: No longer needed.

III. Facilities

- A. Site Leases: Based on historical costs.
- B. Site Maintenance: Estimated costs of power, propane, weed abatement, HVAC, tower, building, road, UPS and generator maintenance as well as planned preservation work at two sites and tower inspections.
- C. Site Property: No longer needed.
- D. Site Development: UMRDD has partnered with the State of Oregon for the improvement of an existing ODOT site on Cabbage Hill. This site will provide a microwave connection to the Weston Mountain site, a place for a UHF repeater, a place for a future trunked site, and a reduced lease cost over the existing US Cellular site on Cabbage Hill. \$256,000 is the district's limit of funds commitment to this project.

IV. Equipment

- A. Site Equipment: Estimated costs of adding additional site/fixed equipment and network equipment.
- B. Field Equipment: Estimated costs of field radio equipment.
- C. Interoperability Equipment: Miscellaneous interoperability equipment.
- D. Channel Bank Upgrade Project: No longer needed.
- E. Test Equipment: Expected cost of new test equipment.
- F. Regional Interoperability Project: The dollar limit of a possible interoperability grant.

V. Equipment & Infrastructure Replacement

- A. Cost of possible upgrade projects and possible equipment replacement.

VI. Contingency

- A. Contingency: The unknown nature of many costs within this budget calls for a contingency fund.