



**Jefferson County Emergency Communications Authority  
(JCECA)**

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State of Colorado  
Division of Local Government  
1313 Sherman Street, Room 521  
Denver, CO 80203

**Subject: Letter of Budget Transmittal  
Jefferson County Emergency Communications Authority (JCECA)  
LG ID: 30128, Type: 60**

To whom it may concern

Attached is a copy of the 2018 budget for The Jefferson County Emergency Communications Authority ("JCECA") submitted pursuant to Section 29-1-113(1), C.R.S. This budget was adopted on 12/21/2017. If there are questions regarding this budget, please contact:

Jeffrey J. Irvin, Executive Director  
Direct: 303-539-9410  
Address: JCECA, 433 S Allison Pkwy, Ste 224, Lakewood, CO 80226-3133  
Email: [jirvin@jceca.org](mailto:jirvin@jceca.org)

I, Jeffrey J. Irvin, JCECA Executive Director, hereby certify that the enclosed is a true and accurate copy of the 2017 Adopted Budget.

Yours Truly,

Jeffrey J. Irvin, Executive Director  
Cc: file

## **Jefferson County Emergency Communications Authority**

### **2018 Budget Message**

The Jefferson County Emergency Communications Authority (“JCECA”) is a legal entity created by Intergovernmental Agreement pursuant to C.R.S. § 29-11-100.5, *et. seq.*, for the delivery of emergency telephone (9-1-1) services throughout Jefferson and Broomfield Counties.

To accomplish its mission, JCECA strives to assist its member agencies in obtaining state-of-the-art equipment necessary for effective and reliable emergency telephone service by allocating funds obtained through the emergency telephone charge.

After consolidation is completed by the end of the first quarter of 2018, the number of public safety answering points (each, a “PSAP”) funded by JCECA will reduce from ten to three. There will be one primary PSAP serving the City and County of Broomfield, one serving the City of Westminster and one, the Jefferson County Communications Center Authority (“Jeffcom”) serving Jefferson County. JCECA estimates its income from the emergency telephone charge (the “ETC”) in 2018 will be \$10,966,865. The emergency telephone charge is currently set at \$1.15 per wireline, wireless, and VoIP line per month.

The total 2018 appropriated expenses are in the amount of \$12,350,667. The largest single budgetary item is for \$8,053,252 for Special Projects, which includes Jeffcom transition costs and personnel costs for Jeffcom 9-1-1 call-takers and dispatchers. Additionally, Special Projects include costs for the installation of fiber optics along the RTD Light Rail Train routes to facilitate the interconnection of the Jefferson County Public Safety Fiber Optic Network (also known as “J-FON”) with agencies and local governments served by the PSAPs funded by JCECA. This network will provide a low-cost communication path for Next Generation 9-1-1 IP Communications, radio communications backhaul, and the interconnection of local government and public schools in the JCECA service area. J-FON will facilitate access to camera systems, communications, and other data sources for enhanced public safety response.

A budgetary line item in the amount of \$2,480,529 for the Agency Operating Fund (also known as “AOF”) provides funds that the City and County of Broomfield and the City of Westminster PSAPs may utilize for costs of repair, replacement, or enhancement of the PSAPs’ software, equipment, and systems necessary to ensure the continued operation of the emergency telephone (9-1-1) service.

The Authority anticipates that its expenditures in 2018 will be \$1,378,802 more than revenues. The Authority has sufficient funds to permit this expenditure while maintaining a positive fund balance.

Statement of Budgetary Basis of Accounting Used in the Budget: The accrual basis of accounting method is used. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of timing of related cash flows.

**ADOPTION AND APPROPRIATION  
OF THE 2018 BUDGET FOR THE  
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY**

WHEREAS, the Jefferson County Emergency Communications Authority (“JCECA”) was created by intergovernmental agreement to collect and spend the emergency telephone charge as authorized by C.R.S § 29-11-101, *et seq.*; and

WHEREAS, a proposed 2018 budget was submitted to the Board of Directors of JCECA (the “**Board**”) before October 15, 2017 for consideration; and

WHEREAS, JCECA published notice of the proposed budget in accordance with law, and the proposed budget was open for inspection by the public at the office of JCECA’s executive director, and interested persons were given the opportunity to file or register any comments or objections to the proposed budget; and

WHEREAS, the Board held a public hearing to consider the proposed budget on December 21, 2017, and on said date the Board voted to adopt and appropriate the budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that the attached 2018 budget is hereby adopted.

**BE IT FURTHER RESOLVED** by the Board of that the budget is hereby appropriated consistent with the attached budget.

**BE IT FURTHER RESOLVED** that this Resolution, the adopted and appropriated 2018 budget, and the budget message shall be filed with the Division of Local Government.

**BE IT FURTHER RESOLVED** that JCECA sets rate of the emergency telephone charge at \$1.15 per line per month beginning January 1, 2018.

ADOPTED on December 21, 2017.

  
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Casey Tighe, Chair

I, Jeffrey J. Irvin, certify that the attached is a true and accurate copy of the adopted 2018 budget of JCECA.

  
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Jeffrey J. Irvin, JCECA Executive Director

JCECA 2018 Budget Summary Worksheet				2016	2017 ALL CLASSES			2018	
				Actual	Jan-Oct	Budget	%	Est Yr End	Budget
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
			9-1-1 fee (prepaid)	256,851	239,374			287,249	292,994
			9-1-1 fee (ETC)	6,052,651	5,299,898	8,771,225		6,359,878	10,673,871
			<b>Total Income</b>	<b>6,309,502</b>	<b>5,539,273</b>	<b>8,771,225</b>	<b>63%</b>	<b>6,647,127</b>	<b>10,966,865</b>
<b>Expense</b>									
			Total Administrative expense	353,173	336,879	443,835	76%	436,494	541,368
			Total Agency Operating Fund	777,152	266,434	750,000	36%	339,423	2,480,529
			Consultants	-					
			Depreciation Expense	48,460		51,000		51,000	60,000
			Total Disaster & recovery plan (DRP)	9,268	203,930	10,000	2,039%	106,867	265,865
			Emergency Medical Dispatching	31,249	22,709	50,200	45%	60,000	
			GIS system support	202,221	274,027	237,971	115%	274,027	165,580
			Total Line charges	569,410	359,037	635,683	56%	462,040	460,553.40
			Logging systems	328,283	208,833	306,625	68%	208,833	
			Total Notification system (ENS)	159,457	88,689	148,109	60%	91,799	123,520
			Phone systems (911)	298,734	198,103	1,115,424	18%	550,000	180,000
			Total Program fund	1,646,996	880,186	1,439,828	61%	886,186	
			Public education	22,990	8,755	33,500	26%	18,500.00	20,000
			Recociliation discrepancies	676					
			Recruiting	16,071	14,634	15,300.00	96%	22,000	
			Special Projects						
			AJCRA pager/cell recurring	10,205					
			Call Box Project	4,417	8,782	6,000	146%	8,782	6,000
			CIDT	644					
			EDPD radio replacements	95,358					
			Total Fiber Projects	12,722	2,170,243	2,190,000	99%	2,211,844	524,676
			Fire Station Alerting		-	130,000	0%	-	
			Total JEFFCOM	613,148	4,327,938	5,939,913	73%	5,500,000	7,432,976
			Mountain Dispatch Service Fees	50,000	25,000	25,000	100%	25,000	
			Smart911	89,600	89,600	89,600	100%	89,600	89,600
			WES CAD Upgrade Project		-	345,000	0%	-	
			WES Console Replacements		68,817	220,000	31%	68,817	
			Total Special Projects	876,094	6,690,380	8,945,513	75%	7,904,043	8,053,252
			Training expense (TE)	243,618	83,830	250,000	34%	100,597	
			Translation services (LLS)	9,323	9,386	10,000	94%	11,263.67	
			<b>Total Expense</b>	<b>5,593,173</b>	<b>9,645,813</b>	<b>14,442,988</b>	<b>53%</b>	<b>11,523,072</b>	<b>12,350,667</b>
			Net Ordinary Income	716,330	(4,106,541)	(5,671,763)		(4,875,945)	(1,383,802)
<b>Other Income/Expense</b>									
			Interest Income	5,675	3,283			3,939	5,000
			Miscellaneous Income	51	144				
			Total Other Income	5,726	3,427	-			
			Net Other Income	5,726	3,427	-			
			Net Income	722,055	(4,103,114)			(4,872,006)	(1,378,802)
<b>Fund Balance, Beginning</b>				<b>8,011,303</b>				<b>8,296,412</b>	<b>2,290,455</b>
			Add total income	6,309,502				6,647,127	10,966,865
			Less total expense	(5,593,173)				(11,523,072)	(12,350,667)
			Add total other income	5,726				0	0
			Less total other expense	-				0	0
			<b>Fund Balance, Ending</b>	<b>8,738,077</b>				<b>3,420,467</b>	<b>906,653</b>
			Less JCECA Operating Reserve	(441,665)				(1,130,012)	(767,681)
			<b>Unrestricted ending fund balance</b>	<b>8,296,412</b>				<b>2,290,455</b>	<b>138,972</b>