

**NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY (“JCECA”)
SEPTEMBER 23, 2021 AT 10 A.M.**

DUE TO THE COVID-19 PANDEMIC THIS WILL BE A VIRTUAL MEETING

There will not be a physical meeting. The virtual meeting can be attended via Google Meet at the link below or by calling in via telephone.

<https://meet.google.com/viq-cvys-edu>. Use of computer audio (headset/mic) works best or join by phone: 413-459-4200, PIN: 669 173 972# - press *6 to mute/unmute your phone.

1. Call to Order.
2. Public Comment.
3. Approval of Minutes:
 - a. August 26, 2021 Monthly Meeting.
4. Treasurer's Report:
 - a. Financial Reports – Pinnacle Consulting Group, Inc.
 - i. Financial Statements.
 - ii. Cash Encumbrance Report.
 - b. Budget – see the attached 07/31/21 financial statements that contain the proposed 2021 amendments and 2022 proposed budget.
 - i. 2021 Budget Amendment Hearing
 - ii. 2022 Budget Hearing
 - c. Expenditure Requests – Executive Director.
5. Emergency Communication Center (ECC) Partners Reports:
 - a. City and County of Broomfield (Broomfield PD PSAP).
 - b. Jeffcom 911 (Jefferson County Communications Center Authority PSAP).
 - c. City of Westminster (Westminster PD/FD Communications PSAP).
6. Executive Director's Report.
 - a. Status of Emergency Notification System (ENS) Request for Proposals (RFP).
 - b. Colorado PUC 9-1-1 Advisory Task force update.
 - c. Colorado 9-1-1 Resource Center update.
 - d. Colorado Council of Authorities (CCOA) formation discussions update.
 - e. Upcoming Statewide Communication Interoperability Plans (SCIP) workshops.
 - f. Jefferson County Public Safety Fiber Optic Network (J-FON) update.
7. Legal Counsel Report.
 - a. Nominations for expiring Director terms, appointment process.
8. New Business.
9. Adjournment.

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY							19-Aug-21
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS							
December 31, 2020 Actual, 2021 Adopted and Projected Budget							
Year-to-date Actual, Budget and Variance through July 31, 2021							
2022 Proposed Budget							
Modified Accrual Budgetary Basis							
GENERAL FUND	2020	2021	2021	Actual	Budget	Variance	2022
	Audited	Adopted	Projected	Through	Through	Through	Proposed
Revenues	Actual	Budget	Budget	07/31/21	07/31/21	07/31/21	Budget
9-1-1 fee (ETC)	\$ 11,635,368	\$ 11,736,000	\$ 11,729,068	\$ 6,832,546	\$ 6,846,000	\$ (13,454)	\$ 11,736,000
9-1-1 fee (prepaid)	226,186	260,000	1,078,096	619,120	151,667	467,453	1,078,096
PUC Statewide 9-1-1 Trust Reimbursement	579,828	550,000	690,000	406,071	320,834	85,237	550,000
Interest Income	-	10,000	2,000	-	5,833	(5,833)	5,000
Miscellaneous Income	8,170	500	500	-	292	\$ (292)	500
Total Revenues	\$ 12,449,552	\$ 12,556,500	\$ 13,499,664	\$ 7,857,737	\$ 7,324,626	\$ 533,111	\$ 13,369,596
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Expenditures							
Administrative	\$ 237,546	\$ 282,519	\$ 261,582	\$ 148,065	\$ 167,717	\$ 19,652	\$ 291,674
Agency Operating Fund - BRO	769,737	841,916	973,239	491,118	491,118	-	909,613
Agency Operating Fund - WES	1,282,895	1,402,761	1,621,633	818,278	818,278	-	1,516,021
Agency Operating Fund - JEFFCOM	6,500,000	7,112,789	8,221,742	4,149,124	4,149,124	-	7,681,175
Disaster & Recovery Plan (DRP)	75,739	60,000	60,000	12,708	35,000	22,292	61,800
GIS System	168,000	180,000	176,400	176,400	180,000	3,600	185,400
Line Charges	622,270	583,500	593,976	258,652	341,338	82,686	628,476
Notification Systems (ENS)	125,200	141,500	130,500	121,017	132,542	11,525	145,745
Special Projects	410,500	1,372,385	1,369,546	307,057	838,949	531,892	1,413,557
Total Operating Expenditures	\$ 10,191,887	\$ 11,977,370	\$ 13,408,618	\$ 6,482,419	\$ 7,154,065	\$ 671,646	\$ 12,833,461
Revenues over/(under) Expenditures	2,257,665	\$ 579,130	\$ 91,046	\$ 1,375,318	\$ 170,560	\$ 1,204,758	\$ 536,135
Beginning Fund Balance	2,496,426	4,165,213	4,754,091	4,754,091			4,165,213
Ending Fund Balance	\$ 4,754,091	\$ 4,744,343	\$ 4,845,137	\$ 6,129,409			\$ 4,701,348
Components of Ending Fund Balance							
Capital Reserve	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000			\$ 750,000
Operating Reserve (Target 25% of Expenditures)	2,547,972	2,994,343	3,352,155	3,352,155			3,208,365
Unrestricted	1,456,119	1,000,000	742,982	2,027,254			742,983
Ending Fund Balance	\$ 4,754,091	\$ 4,744,343	\$ 4,845,137	\$ 6,129,409			\$ 4,701,348