



Dakota Communications Center

2013 APPROVED BUDGET

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Dakota Communications Center
General Fund Budget

	<u>2010</u> <u>Actual</u>	<u>2011</u> <u>Actual</u>	<u>2012</u> <u>Adopted</u>	<u>2012</u> <u>Estimate</u>	<u>2013</u> <u>Crrtqsgf</u>	<u>Increase /</u> <u>(Decrease)</u>	
<u>Revenues</u>							
JPA Membership Fees	5,109,071	6,249,541	6,493,403	6,493,403	7,043,755	550,352	8.5%
Annual 911 Fees (Estimated)	562,587	562,587	562,587	575,326	581,696	6,370	1.1%
Dakota County - Startup Subsidy	163,250	-	-	-	-	-	
Interest on Investments	17,869	20,724	7,500	10,000	9,000	(1,000)	-10.0%
Grants and other income	7,932	6,567	7,000	11,950	15,950	-	
LMCIT rebate	2,343	3,581	2,500	2,950	2,950	-	0.0%
Transfer from Special Revenue fund	-	24,078	-	-	-	-	#DIV/0!
MTNS Partnership Income	-	19,030	6,900	19,000	19,000	-	0.0%
Total Revenues	<u>5,863,052</u>	<u>6,886,108</u>	<u>7,079,890</u>	<u>7,112,629</u>	<u>7,672,351</u>	<u>559,722</u>	<u>7.9%</u>
<u>Expenditures</u>							
Personnel Services							
Salaries - Regular	3,454,698	3,667,277	3,890,922	3,882,202	3,979,100	96,898	2.5%
Overtime	333,841	286,290	143,916	249,543	156,358	(93,185)	-37.3%
Pera	257,706	283,067	292,526	299,552	299,821	269	0.1%
Fica	278,521	290,917	308,665	316,079	316,363	284	0.1%
Hospitalization Insurance	472,401	510,620	520,092	501,346	560,235	58,889	11.7%
Life and Disability	5,240	4,258	4,476	4,464	4,687	223	5.0%
Long Term Disability	14,024	9,310	9,661	9,744	9,744	-	0.0%
Dental	33,154	32,019	32,844	37,176	37,176	-	0.0%
Workers Compensation Insurance	23,464	22,335	26,638	27,615	27,473	(142)	-0.5%
Unemployment	11,176	6,333	-	-	-	-	0.0%
Total Personnel Services	<u>4,884,225</u>	<u>5,112,426</u>	<u>5,229,740</u>	<u>5,327,720</u>	<u>5,390,957</u>	<u>63,237</u>	<u>1.2%</u>
Commodities							
Operating Supplies	8,248	7,043	11,025	11,025	12,275	1,250	11.3%
Clothing	3,652	4,707	7,725	4,560	4,790	230	5.0%
Computer Supplies	7,980	2,303	8,000	8,000	8,000	-	0.0%
Total Commodities	<u>19,880</u>	<u>14,052</u>	<u>26,750</u>	<u>23,585</u>	<u>25,065</u>	<u>1,480</u>	<u>6.3%</u>
Other Contractual							
Professional Services	50,802	25,978	59,977	61,652	45,438	(16,214)	-26.3%
Legal Services	22,941	10,527	31,450	21,300	21,500	200	0.9%
Fiscal Agent	59,400	60,492	61,700	61,700	62,900	1,200	1.9%
Bank Charges	633	392	642	392	392	-	0.0%
Audit	7,776	8,000	8,240	8,240	8,450	210	2.5%
Use of Personal Auto	5,824	5,360	5,016	5,175	5,253	78	1.5%
Print Public Information	3,821	5,459	2,163	2,813	4,650	1,837	65.3%
General Liability Insurance	53,557	57,195	58,825	62,910	65,580	2,670	4.2%
Telephone	55,519	56,774	61,986	62,386	67,086	4,700	7.5%
Postage	921	208	1,500	1,000	1,000	-	0.0%
Other Contractual	66,399	95,799	71,526	68,526	66,932	(1,594)	-2.3%
Contract Equipment Maintenance	189,249	197,935	212,059	210,286	214,980	4,694	2.2%
Contract Building Maintenance	185,032	191,919	298,403	262,662	379,354	116,692	44.4%
Contract Data Processing	588,381	586,474	627,690	624,516	624,388	(128)	0.0%
Radio Fees	36,431	33,668	51,536	48,237	50,624	2,387	4.9%
Equipment Rental	8,401	8,678	10,306	7,722	7,349	(373)	-4.8%
Building Lease	725,100	725,100	725,100	725,100	725,100	-	0.0%
Miscellaneous	2,160	1,600	36,800	800	5,000	4,200	525.0%
Schools and Conferences	28,031	13,175	30,000	22,125	26,037	3,912	17.7%
Business Meetings & Expenses	346	430	785	750	750	-	0.0%
Dues and Subscriptions	1,213	1,471	1,280	1,563	1,597	34	2.2%
Total Other Charges and Services	<u>2,091,938</u>	<u>2,086,636</u>	<u>2,356,984</u>	<u>2,259,854</u>	<u>2,384,360</u>	<u>124,506</u>	<u>5.5%</u>
Total Expenditures	<u>6,996,043</u>	<u>7,213,114</u>	<u>7,613,474</u>	<u>7,611,160</u>	<u>7,800,383</u>	<u>189,223</u>	<u>2.5%</u>
Net change in fund balance	(1,132,991)	(327,006)	(533,584)	(498,530)	(128,032)	370,499	-74.3%
Fund balance January 1	3,292,407	2,159,416	1,735,402	1,832,411	1,333,881	(498,530)	-27.2%
Non-spendable and Assigned	(440,913)	(425,811)	(440,913)	(425,811)	(425,811)	-	0.0%
Unreserved fund balance - December 31	<u>1,718,503</u>	<u>1,406,599</u>	<u>760,905</u>	<u>908,070</u>	<u>780,038</u>	<u>(128,032)</u>	<u>-14.1%</u>

Dakota Communication Center
Staffing Plan
Full time equivalents

<u>Position Titles</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>Dispatch Operations</u>					
Dispatchers	52.0	52.0	54.0	54.0	54.0
Shift Supervisors	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>
Total operations	<u>58.0</u>	<u>58.0</u>	<u>60.0</u>	<u>60.0</u>	<u>60.0</u>
<u>Admin & Technical Support</u>					
Training Coordinator	1.0	1.0	1.0	1.0	1.0
Operations Director	1.0	1.0	1.0	1.0	1.0
Executive Director	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Technical Support	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Total administrative and Technical	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>
Total staffing (f.t.e.)	<u>64.0</u>	<u>64.0</u>	<u>66.0</u>	<u>66.0</u>	<u>66.0</u>

DAKOTA COMMUNICATIONS CENTER

Salary and Benefits Summary

	2012	2013			Increase/(dec.)	
	<u>Estimate</u>	<u>ESTIMATE</u>	<u>CONTIN.</u>	<u>CRRTQXGF</u>		
<u>Summary by type</u>						
Salaries	3,882,202	3,976,560	2,540	3,979,100	96,898	2.5%
Overtime	249,543	156,358	-	156,358	(93,185)	-37.3%
PERA	299,552	299,637	184	299,821	269	0.1%
FICA	316,079	316,168	194	316,363	284	0.1%
Medical	501,346	516,346	43,889	560,235	58,889	11.7%
Life	4,464	4,464	223	4,687	223	5.0%
LTD	9,744	9,744	-	9,744	-	0.0%
Dental	37,176	37,176	-	37,176	-	0.0%
Workers Compensation	27,615	27,456	17	27,473	(142)	-0.5%
Total	<u><u>\$ 5,327,720</u></u>	<u><u>\$ 5,343,909</u></u>	<u><u>\$ 47,048</u></u>	<u><u>\$ 5,390,957</u></u>	<u><u>\$ 63,237</u></u>	<u><u>1.2%</u></u>
<u>Summary by Job Category (including benefits)</u>						
Dispatchers	4,130,107	4,119,119	34,522	4,153,641	23,534	0.6%
Dispatch Supervisors	623,500	641,232	4,785	646,017	22,517	3.6%
Training Coordinator	93,548	96,161	526	96,686	3,139	3.4%
Operations Director	112,533	109,350	3,874	113,224	691	0.6%
Executive Director	136,665	139,435	939	140,373	3,708	2.7%
Administrative Assistant	78,936	81,205	939	82,143	3,207	4.1%
Technical Support	152,432	157,408	1,464	158,872	6,440	4.2%
Total	<u><u>\$ 5,327,720</u></u>	<u><u>\$ 5,343,909</u></u>	<u><u>\$ 47,048</u></u>	<u><u>\$ 5,390,957</u></u>	<u><u>\$ 63,237</u></u>	<u><u>1.2%</u></u>

Dakota Communications Center
Capital Project Fund

	<u>2011</u> <u>Actual</u>	<u>2012</u> <u>Budget</u>	<u>2012</u> <u>Estimate</u>	<u>2013</u> <u>Approved</u>
Revenues				
Member fees	\$ 830,000	\$ 500,000	\$ 500,000	\$ 382,000
Interest on investments	\$ 7,670	\$ 12,000	\$ 6,000	\$ 6,000
Total revenues	<u>\$ 837,670</u>	<u>\$ 512,000</u>	<u>\$ 506,000</u>	<u>\$ 388,000</u>
Expenditures				
LOGIS - software enhancement	122,349	122,349	122,349	122,349
CAD workstations		15,914	15,914	16,391
Fire Paging-11th site Addition		203,000	203,000	
Cisco 3750 series switch (2)		8,385		
Cisco ASA 5520 (2) Firewall		9,552		
Supervisory Office Desktop PC				4,000
Fire Alerting Control System				
Logging telephone /radio recorder				342,000
AVL monitors and video cards				11,000
CAD backup laptops				41,324
WiFi devices and controller				4,500
Tape backup system				17,480
Exchange and file servers				12,000
Video Display Panels (4) Disp				7,600
Video Display Panels (3) Non-disp				5,700
Back-up systems (internal)				
Back-up systems (external)				
911 telephone backbone system				
Adm. Are laptop PC's				
Tech support laptop PC's				
PSC Alliance	80,276			
Monitors	16,167			
Work station	8,719			
Other	5,796			
	-	-	-	-
Total expenditures	<u>233,307</u>	<u>359,200</u>	<u>341,263</u>	<u>584,344</u>
Net change in Fund balance	604,363	152,800	164,737	(196,344)
Fund balance, January 1	636,700	1,274,601	1,241,063	1,405,800
Fund balance, December 31	<u>\$ 1,241,063</u>	<u>\$ 1,427,401</u>	<u>\$ 1,405,800</u>	<u>\$ 1,209,456</u>

Capital Improvement Plan Five Year Plan

<u>Item</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
<u>Revenues</u>					
Member assessment	500,000	382,000	900,000	900,000	600,000
Other	6,000	6,000	6,000	-	2,000
Total revenues	<u>506,000</u>	<u>388,000</u>	<u>906,000</u>	<u>900,000</u>	<u>602,000</u>
<u>Expenditures</u>					
CAD Replacement -LOGIS	122,349	122,349	122,349	122,349	-
Touch Screen Monitors 46	-	-	-	48,000	-
Cad PC's and Monitors	15,914	16,391	16,883	17,389	17,911
Supervisory Office Desktop PCs (4)	-	4,000	-	-	-
Fire Paging-11th site Addition	203,000	-	-	-	-
Cisco ASA 5520 (2) Firewall	-	-	9,552	-	-
Cisco 3750 series switch (2)	-	-	16,000	-	-
Fire Alerting Control System	-	-	-	-	-
Logging telephone/Radio recorder	-	342,000	-	-	-
AVL Monitors and Video cards	-	11,000	-	-	-
Back-up systems (Internal)	-	-	245,360	-	-
Back-up systems (remote)	-	-	284,740	-	-
911 Telephone Backbone system	-	-	235,000	-	-
CAD Backup Laptops (12)	-	41,324	-	-	-
WiFi Devices and Controller	-	4,500	-	-	-
Tape Backup System	-	17,480	-	-	-
Exchange & File Servers	-	12,000	-	-	-
Video Display Panels (4) Disp	-	7,600	-	-	-
Video Display Panels (3) Non-disp	-	5,700	-	-	-
Admin Area Laptop PCs (4)	-	-	8,000	-	-
Tech support Laptop PCs (2)	-	-	2,000	-	-
23 Dispatch Radio Consoles	-	-	-	1,773,478	-
Video Monitoring Equipment	-	-	-	38,320	-
Zetron Paging Controller (2)	-	-	-	11,000	-
Verizon Air Cards(3 active 10 reserve)	-	-	-	2,670	-
Total expenditures	<u>341,263</u>	<u>584,344</u>	<u>939,884</u>	<u>2,013,206</u>	<u>17,911</u>
Net increase or (decrease)	164,737	(196,344)	(33,884)	(1,113,206)	584,089
Fund Balance, January 1	<u>1,241,063</u>	<u>1,405,800</u>	<u>1,209,456</u>	<u>1,175,572</u>	<u>62,366</u>
Fund Balance December 31	<u>1,405,800</u>	<u>1,209,456</u>	<u>1,175,572</u>	<u>62,366</u>	<u>646,455</u>

Allocation of Member Fees

CAD Events							
Member	2009		2010		2011		2013
	Total	%	Total	%	Total	%	Allocation
Apple Valley	37,196	11.69%	34,644	11.30%	34,565	11.68%	11.56%
Burnsville	48,176	15.15%	47,077	15.35%	44,572	15.06%	15.19%
Dakota County	31,003	9.75%	24,438	7.97%	25,205	8.52%	8.75%
Eagan	44,908	14.12%	44,266	14.44%	43,433	14.68%	14.41%
Farmington	11,371	3.57%	11,095	3.62%	12,135	4.10%	3.76%
Hastings	19,232	6.05%	19,351	6.31%	19,580	6.62%	6.33%
Inver Grove Hts	21,053	6.62%	22,333	7.28%	20,779	7.02%	6.98%
Lakeville	36,966	11.62%	34,754	11.33%	32,114	10.85%	11.27%
Mendota Hts	8,371	2.63%	7,883	2.57%	7,518	2.54%	2.58%
Miesville	52	0.02%	53	0.02%	59	0.02%	0.02%
Randolph Hampton	71	0.02%	135	0.04%	110	0.04%	0.03%
Rosemount	15,154	4.76%	13,306	4.34%	13,511	4.57%	4.56%
South St. Paul	19,584	6.16%	21,173	6.91%	20,548	6.94%	6.67%
West St. Paul	24,937	7.84%	26,110	8.52%	21,751	7.35%	7.90%
Total	318,074	100.0%	306,618	100.0%	295,880	100.0%	100.0%

Formula: (+ Year 1 CAD % + Year 2 CAD % + Year 3 CAD%) ÷ 3 = Member allocation

Member	Allocation			% change
	2011	2012	2013	
Apple Valley	12.18%	11.75%	11.56%	-0.19%
Burnsville	15.62%	15.04%	15.19%	0.15%
Dakota County	9.35%	9.69%	8.75%	-0.95%
Eagan	15.11%	13.92%	14.41%	0.49%
Farmington	4.05%	3.64%	3.76%	0.12%
Hastings	5.27%	6.01%	6.33%	0.31%
Inver Grove Hts	6.66%	6.95%	6.98%	0.02%
Lakeville	11.76%	11.71%	11.27%	-0.44%
Mendota Hts	2.35%	2.62%	2.58%	-0.04%
Miesville	0.02%	0.02%	0.02%	0.00%
Randolph Hampton	0.03%	0.03%	0.03%	0.00%
Rosemount	4.73%	4.55%	4.56%	0.01%
South St. Paul	5.94%	6.29%	6.67%	0.38%
West St. Paul	6.95%	7.77%	7.90%	0.13%
Total	100.0%	100.0%	100.0%	0.0%

Dakota Communications Center

Member Fees

2012 Member Fees

	<u>%</u>	<u>Proposed General Fund</u>	<u>Capital Projects Fund</u>	<u>Debt Service Obligation</u>	<u>TOTAL</u>
Apple Valley	11.75%	762,693	58,728	149,615	971,036
Burnsville	15.04%	976,508	75,192	208,090	1,259,790
Dakota County	9.69%	629,424	48,466	80,328	758,218
Eagan	13.92%	903,962	69,606	213,545	1,187,113
Farmington	3.64%	236,674	18,224	58,612	313,510
Hastings	6.01%	390,304	30,054	48,188	468,546
Inver Grove Heights	6.95%	451,519	34,768	74,779	561,066
Lakeville	11.71%	760,236	58,539	139,035	957,810
Mendota Heights	2.62%	170,308	13,114	21,329	204,751
Miesville	0.02%	1,106	85		1,191
Randolph Hampton	0.03%	2,225	171		2,396
Rosemount	4.55%	295,287	22,737	58,593	376,617
South Saint Paul	6.29%	408,382	31,446	69,730	509,558
West Saint Paul	7.77%	504,775	38,868	69,692	613,335
	<u>100.00%</u>	<u>\$ 6,493,403</u>	<u>\$ 500,000</u>	<u>\$ 1,191,536</u>	<u>\$ 8,184,939</u>

2013 Member Fees

	<u>%</u>	<u>Proposed General Fund</u>	<u>Capital Projects Fund</u>	<u>Debt Service Obligation</u>	<u>TOTAL</u>
Apple Valley	11.56%	814,140	44,153	65,000	923,293
Burnsville	15.19%	1,069,806	58,018	85,000	1,212,824
Dakota County	8.75%	615,998	33,407	38,250	687,655
Eagan	14.41%	1,015,119	55,052	89,000	1,159,171
Farmington	3.76%	265,192	14,382	22,250	301,824
Hastings	6.33%	445,519	24,162	23,000	492,681
Inver Grove Heights	6.98%	491,310	26,645	31,750	549,705
Lakeville	11.27%	793,835	43,052	63,000	899,887
Mendota Heights	2.58%	181,814	9,860	8,500	200,174
Miesville	0.02%	1,258	68		1,326
Randolph Hampton	0.03%	2,431	132		2,563
Rosemount	4.56%	320,967	17,407	21,750	360,124
South Saint Paul	6.67%	469,750	25,476	35,750	530,976
West Saint Paul	7.90%	556,616	30,187	34,750	621,553
	<u>100.00%</u>	<u>\$ 7,043,755</u>	<u>\$ 382,000</u>	<u>\$ 518,000</u>	<u>\$ 7,943,755</u>