

E911 TELEPHONE AUTHORITY
BOARD OF DIRECTORS MEETING
WEDNESDAY, DECEMBER 08, 2021

1. CALL TO ORDER/ROLL CALL

The meeting was called to order by Rick Reigenborn at 3:32p.m.

Rick Reigenborn, Chairman – Present

Stuart Sunderland, Treasurer - Present

Dave Ramos – Present

Clint Nichols – Absent

Jim May – Present

OTHERS IN ATTENDANCE

Joel Estes – Adams County Communications Center

Scott Gerhardt - Adams County Communication Center

Ryan Tharp – Attorney to the Board

2. APPROVAL OF MINUTES

a. October 13, 2021

Motion: Dave Ramos made a motion to approve the October 13, 2021, minutes as published.

Second: Stuart Sunderland

Approval: Motion Carried

3. TREASURER'S REPORT:

a. Authority Financials:

Stuart Sunderland – The revenue is on target. The E911 Maintenance is over budget by 57,000.00, fourth line down, these expenses are reimbursed by the state grant. Ryan Tharp – The state grant is paying for the ESInet nonrecurring cost and some of the recurring costs. He is in the process of getting that submitted and reimbursed. The initial reimbursement will be \$54,000.00 and the second is \$48,300.00. A portion has come in, \$22,000.00. A little over \$100,000.00 in grant money will be received when completed. One payment has been received; we are in the process of getting the remainder. Joel Estes – The reimbursement should cover the amount the line item is overbudget and maybe slightly over the amount. There are a couple of other line items over budget, IT Infrastructure Maintenance is over by 74,000.00 due to some personnel changes at ADCOM lead to the discovery of a few IT gaps needing to be filled. Joel Estes – We were hit with a couple of projects we did not anticipate for this year; one was with the state when they were doing some work on I-25 near Commerce City, we had to move fiber cabinets and it is a big expense. Stuart Sunderland - NICE Maintenance is over as there are 2, one for Weld County Backup and one for ADCOM and both were lumped into one line item. and Tower work was lumped into one line item when posted instead of being allocated to several line items. Joel Estes – The UPS replacements is what pushed that number so high. It was a separate project but was lumped into Tower Work line item. Stuart Sunderland – Thank you for the calcification. Other than that, it is all he has to present. We are under budget.

Motion: Jim May made a motion to approve the Treasurer's report.

Second: Dave Ramos

Approval: Motion Carried

b. 2022 Budget Adoption
Stuart Sunderland –

- i. Presentation – Stuart Sunderland – there were slight adjustments in the last Adcom meeting. ADCOM added Tablet Command and another Fire item but did not change the overall budget much. There is still concern about continuing on in the same manner and the long term effect on the fund balance. He purposes the budget is adopted as submitted. He would like the board to recognize that if it is continued on as is, the revenue goes into the red in 2024. It makes it obvious is that something has to change and that leads into the next agenda thing which is the possible alternative. And one solution is to raise the 911 fees. Stuart presented 2 separate scenarios, one without increases and one with raising fees. The bottom line is at some point expenses will need to be allocated back to the agencies along with the increase of the surcharge each year as the PUC increases it. He also understands that the fees may raise higher than his estimate. Ryan Tharp – You can go higher than \$17.72 Stuart Sunderland – We talked about going to automatic increases rather than periodically going in front of the PUC for an increase. We would setup some type of automatic increases that the PUC allows each year. He did not know how it would work so he used \$1.72 in the calculations now and \$2.00 in 2027. Regardless of the increase if you look at the bottom line some of the costs have to be pushed back to ADCOM and the agencies. Either ADCOM needs to find some savings in their expenses or ask the agencies for increased assessments or some other funding mechanism. Potentially, the COP financing, if it can be increased. We have already financed for the building construction. There is no way the E911 can bear the costs without the agencies taking back some of the costs, even if we raise the fees. The goal was to keep the fund balance at \$2.5 million mark previously talked about. That is kind of where we are at. Ryan Tharp – Even looking at your draft projections, keeping the fee as it shows a slight increase every year. Probably at 3%. Historically, we haven't had 3% growth in line counts so I would not plan for this and it could be worse than you are looking at. Stuart Sunderland – So that is the 2% increase, in the past there was a higher increase as people were transitioning to cell phones and adding cell phones and keeping their home phones. This has levelled off. We are restricted to population growth. He doesn't know what it is county wide, but it is not going to be 10% per year. Ryan Tharp – Even then, people don't change their phone numbers. If they move from Wisconsin to Adams County, they keep their Wisconsin area code. It is hard to ensure the carriers are updating their remittances. And not still paying 911 fees back in Wisconsin. It is better but is not something we have much clarity with. Stuart Sunderland - Any thoughts or questions about the budget as proposed? Rick Reigenborn – You did a really good job. Dave Ramos – Stuart, you did a great job.

ii. Open Public Hearing

Motion: Dave Ramos made a motion to open public hearing.
Second: Jim May
Approval: Motion Carried

Any comments from the Public regarding the proposed 2022 Budget?

Ryan Tharp - No comments – The Public Hearing can be closed.

Close open hearing

Rick Reigenborn Closed the Public Hearing.

iii. Adoption and Appropriation

Motion: Dave Ramos made a motion to open public hearing.
Second: Jim May
Approval: Motion Carried

4. UNFINISHED BUSINESS

a. 911 Fee Increase.

Ryan Tharp – It is not possible to have the process for the increase completed before February. We can plan and have it completed and implemented for the June 1, 2022, date. We talked about a community outreach in February and presenting the document we have and then have a vote to adopt the change. Unless you want to schedule a special meeting to vote. We can do this at the February meeting and have a vote prior to April 1 to increase the 911 fee and provide the carriers notice by April 1 for June 1 implementation. Rick Reigenborn – He thinks we are all in agreement that we need this sooner than later. Ryan Tharp – Do we hold the meeting in person or Zoom, what is the preference? Rick Reigenborn – We should do this in person. Ryan Tharp – We should have the option due to the comfort level for the citizens. Jim May – Zoom would be a better option for council and commissioners. It will be difficult to get participation. Rick Reigenborn – I do not think we will have much participation. He can host it at the government center with an RSVP, so that we have a head count with about a 30 day advance for planning. Ryan - The meeting is scheduled for February 9 at 3:00. Do we want to schedule a vote at that meeting or have another meeting? Dave Ramos – We should have 2 separate meetings. We also are taking their concerns We should start the open meeting at 2:00-2:30 for discussion and then our meeting at 3:00. We should have our own agency meetings prior to this meeting. Our councils and boards and commissioners would not feel compelled to attend if they already they are informed. Stuart Sunderland – If I tell my board ahead and ask them to come, they will come, if I tell them not to come, they will not. I will do whatever everyone else will do. Jim May - If I share a document like the one on the screen, it will open a lot more questions. Ryan Tharp – We have the financials, budgets, 10 year plans, this projection. Dave Ramos – Ryan, do you have information on what others are charging? What is the average? Ryan Tharp – Adams County Authority has always been at the top. Jim May – Also, we should have talking points explaining

why our fees are higher. Stuart Sunderland – and include who pays it, how it is paid. Ryan Tharp – We can put together something about 911 fees. Dave Ramos – Please explain why it is tied to phones and that if it is not paid by the 911 fees, it is paid by other means. Ryan Tharp – Dave Ramos – We need to explain that we need to keep up with inflation instead of keep coming back to them with a request for a small increase. We plan to follow the increases as set by the PUC, unless we are given a different direction. Ryan Tharp – He will put together a one page bullet-pointed document overview of what 911 fees are, how they work and who pays them and what they are used for. Then work with Stuart to pull together historical financial information so it is accessible to any needing it. He will get with Joel and get the 10 year plan and ADCOM's budget and beyond that is there any other documents you feel are needed? Stuart Sunderland – Technology is driving the cost of the 911 centers. No more mega bytes, now it is terabytes. Joel Estes – Much of this is outlined in my 10 year plan. He will get with Ryan and work out what should be included. Ryan Tharp – Should we send invitations for the event? Who should be involved in getting notification out and inviting others to attend? He is available to assist with this part of the event. He thinks it would be a good idea to invite some of the financial people as it will help the cause to see that the more the surcharge covers, the less the cities and counties have to cover the cost. It looks like on January 2022 we can go to \$1.83 if that is what we decide to do.

b. 911 Task Force Update

Joel – Infrastructure Bill – The Federal funds bill was made to be more palatable to certain members of Congress and what was originally at 10 billion dollars dedicated to 911 and PSAPs across the county has been dropped to 500 million. Once it is divided among the states, Colorado may get 10 million out of it. Not sure how it will work out. Assuming it goes forward. The Strategic Plan meeting the PUC is putting together for ESInet and 911 is scheduled for January 24, 2022. He will be attending. He wants a better understanding of exactly what they are thinking in terms of allocations will be rolled out. The last item is the analysis of recent deployment for the Marshall Fire – A report is being completed and it will be shared fairly soon. It will be forwarded when a copy is received.

c. Adcom Update

Joel Estes – The admin building is moving forward. The cost is went up significantly 5.3 million. The final numbers we have are at 8.6 million. COVID, issues continue to disrupt the supply chain, cost of labor and it is anticipated the cost will continue to increase. Currently, work on the building will not start until March due to supply chain.

Weld County Back Up Center – Set up is completed. It is function when needed. We are able and can function if we have to leave ADCOM. Great news there. ISSI with Denver – More good news – We have had interoperability issues with Denver for some time. We put \$300,000 in budget for 2022. We have found out that we have another ISSI connection site. Weld county is not able to use it to connect to Wyoming, we can use it in exchange for license fees and a few other things, significantly less cost to ADCOM. We may be able to save about 2/3 cost. Retention/Turnover has caught up to ADCOM and hurt our call stats, but we are making progress by hiring more staff. . We have an academy with 3 new hires in mid-January.

d. Legal Update:

Ryan Tharp – We already talked about the Grant Funding from the PUC. There are a couple of PUC proceedings that are continuing but are slow moving and not much is happening right now.

5. NEW BUSINESS

a. Zoom Meetings – We continue with them at this time. The Board is in agreement.

6. PUBLIC COMMENT AND OTHER BUSINESS

7. ADJOURNMENT

Motion: Dave Ramos made a motion to adjourn the meeting at 4:23 P.M.
Second: Jim May
Approval: Motion Carried