

**E911 TELEPHONE AUTHORITY**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**December 13, 2023**

- Call to Order. Chief May called the meeting to order at 3:05 pm. The meeting was conducted via Zoom.
- Attendance.
  - Board Members.
    - James May - Chair
    - Dave Ramos - Treasurer
    - Gene Claps – Vice Chair
    - Matthew Domenico
    - Brycen Garrison
  - Others Present.
    - Tonia Fuller
    - Amy Buch
    - Joel Estes
    - Ryan Tharp, legal counsel
    - Various others in attendance
- Approval of Prior Minutes. The meeting minutes from October 11, 2023 were unanimously approved and adopted.
- Financials.
  - Treasurer’s Report: Financial Statements. Mr. Ramos presented the treasurer’s report which included revenue and collections through November 2023. Year to date revenues are \$6,460,572 and total expenses are \$10,552,631. The Board discussed how accurately the budget projected the numbers as well as a request for additional funding for the building project which will be pushed into 2024.
  - 2024 Budget Adoption. Mr. Ramos walked the Board through the 2024 proposed budget which included some revisions from the initial reading. The 2024 budget includes proposed revenues of \$8,868,991 and proposed expenditures of \$10,432,174 with a net position at the end of 2024 projected at \$4,967,152. The Board opened the meeting to the public to raise any questions or comments regarding the 2024 budget. There were none. The Board unanimously approved the 2024 budget.
- Reports.

- ADCOM Update. Mr. Estes presented the Board with the ADCOM update. The anticipated opening for the new building is the end of 2023, progress on staffing has been made and national standards are being met. Testing of the new building was successful.
- 911 Task Force Update. Mr. Estes updated the Board on the activities of the 911 task force, including the possibility of implementing statewide training standards. No resolution has been reached.
- Legal update. Mr. Tharp discussed intervening in CenturyLink's tariff update proceeding. There are not any concerns at this time. The PUC is working on a rulemaking which we will monitor. The RFP for lobbyist with Jefferson and Arapahoe should go live in the next week or two. Responses to the RFP will be brought to the Board. Mr. Tharp believes a lobbyist would be beneficial.
- New Business. Mr. Ramos and Mr. Tharp walked the Board through a legal rate increase which has not been updated since 2017. The suggestion is to move to an across-the-board discount of 10% of any attorney's hourly rate working on Authority business. The Board discussed the raise increase and requested an updated engagement letter with a 10% discount on attorney fees. The Board moved to approve the legal rate increase.
- Public Comment. None.
- Adjournment. The next meeting will be \_\_\_\_\_, 2024 at 3:00 pm. The meeting will be conducted via Zoom. The meeting was adjourned at 4:02 pm.