

REPORT TO METCAD POLICY BOARD

FROM: Ralph Caldwell, METCAD Director

DATE: February 10, 2015

SUBJECT: METCAD FY 15/16 Proposed Budget

A. Introduction: The purpose of this report is to request approval of the proposed FY 15/16 METCAD budget.

B. Recommended Action: Staff recommends approval of Alternative 1, approving the budget as presented for FY 15/16.

C. Summary:

- Total surcharge revenues are estimated to remain the same as FY 14/15.
- Expenditures for FY 15/16 have increased compared to last year due to overtime cost, increased maintenance contract costs, medical insurance and projected salary increases.
- The proposed budget reflects a 16% increase in user fees.
- The proposed budget includes an increase of \$50,000 in overtime.
- Legislative efforts continue in an attempt to increase surcharge revenue.
- The overall revenues include the first of five annual payments from the Village of Rantoul for their initial buy-in to METCAD.
- The transfer to the Capital Fund is budgeted at \$515,468.
- Capital expenditure for FY 15/16 is estimated to be \$1,644,075 which includes the rescheduling of the radio console purchase.

D. Background:

1. Revenues vs. Expenditures. Historically, expenditures have increased at a rate which has outpaced revenue. This is due to contractual and non-contractual raises and inflation in operating and maintenance costs. Surcharge revenue has been declining over the last ten years.

2. Proposed Increases to User Agency Fees. As previously discussed with the Board, the proposed FY 15/16 budget recommends increasing user fees by 16%. Long term projections to ensure the 10% contingency fund balance requirement is met over the next ten years include a 16% increase in user fees in FY 16/17 and 6% in FY 17/18. Future budget year's projections include modest increases that keep pace with inflation.

3. Increased Overtime Costs. Overtime costs increased in FY 14/15, due to the following:

- consolidation and frequency sharing
- telecommunicator leaves of absences and backfill
- telecommunicator departures
- contractual obligations

4. Continuing Efforts Regarding Increase in Surcharge Revenue. The joint Illinois APCO/NENA Legislative Committee continues efforts to increase the Wireless Surcharge fees assessed statewide. A bill was passed which extended the sunset clause until July 2015 and continue the 9-1-1 Advisory Board.

5. Transfer to Capital Plan. The transfer to the Capital Fund is budgeted at \$515,468 which includes the planned transfer of \$490,000 plus the first of five annual payments from the City of Urbana in the amount of \$25,468. The planned transfer is based on a 10-year plan to maintain consistent funding levels in the Capital Plan. The capital expenditures are estimated to be \$1,644,075 which includes rescheduling of the console workstations purchase from FY 14/15 to FY 15/16.

E. Alternatives:

1. Approve the FY 15/16 budget as presented.
2. Do not approve the FY 15/16 budget as presented and provide further direction to staff.

F. Discussion of Alternatives:

Alternative 1

a. Advantages

- Establishes a plan to provide for future balanced budgets.
- Maintains the contingency fund balance as per Financial Policies.
- Establishes a level funding plan for the Capital Plan.
- Enables METCAD to continue to provide the same level of quality service as expected by the public and User Agencies.
- Provides for an approved budget as required in the METCAD By-Laws.

b. Disadvantages

- Substantially increases user fees.

Alternative 2

a. Advantages

- May not have a dramatic impact on User Agency budgets.

b. Disadvantages

- May not properly maintain the contingency fund balance.
- May not properly fund the Capital Plan.

- Could affect METCAD's ability to provide the same level of quality service as expected by the public and User Agencies.

G. Budget Impact: The proposed FY 15/16 budget will allow for continued operations of METCAD and replacement of equipment as scheduled.

H. Staffing Impact: The FY 15/16 budget includes an increased cost of overtime. Staff will continue to monitor and evaluate staffing levels for future budget planning.

METCAD FY 2015/2016
Financial Policies

Introduction

Each year the Policy Board adopts financial policies to guide the development, adoption, and execution of the budget for the following year. While the current year's policies are the basis of the new year's policies, all policies are reviewed in study session to determine whether changing circumstances warrant revisions.

I. Statement of Purpose

These policies are established to assist the METCAD Policy Board with the financial management of METCAD to ensure the continuation of efficient, timely emergency dispatch services to the member agencies. These policies are reviewed, modified as appropriate, and adopted annually.

II. Priority Usage of Resources

Emergency Telephone Surcharge Funds

Illinois state statute provides for a surcharge on telecommunications carriers in order to fund an enhanced 9-1-1 Emergency Telephone System. An Emergency Telephone Surcharge is imposed on each telephone line in Champaign County. Emergency Telephone Surcharge Funds shall be used to fund operating expenses and the majority of Capital Improvement Projects. Expenditures may only be made to pay for costs associated with the following:

- Design of the Emergency Telephone System.
- Coding of an initial Master Street Address Guide database, and update and maintenance.
- Repayment of any monies advanced for the implementation of the system.
- Charges for Automatic Number Identification and Automatic Location Identification equipment, on-going maintenance, replacement and updating.
- Non-recurring charges related to installation of the Emergency Telephone System and ongoing network charges.
- Other products and services necessary for the implementation, upgrade, maintenance and operation of the system including the following:
 - Costs directly attributable to the construction, leasing or maintenance of buildings or facilities.

- Costs of personnel directly attributable to the operation of the system.
- Surcharge funds shall not be used to pay for the costs of public safety agency personnel or equipment that is dispatched in response to an emergency call.

Item No. 1: The Emergency Telephone Surcharge was initially established at 75¢ per month per network connection by voter referendum in 1988. In 1998, Champaign County voters authorized a 75¢ increase in the surcharge to \$1.50 per month per network connection. Statewide wireless revenue was established in 2001, with a sunset clause for April 2008, at an assessed rate of 75¢ per wireless device. The wireless revenue has been extended until July 2015 at an assessed rate of 73¢. Wireless telecommunication carriers submit wireless revenue to the state and METCAD receives 65¢ cents per wireless device billed in Champaign County. All monies received from the surcharge shall be deposited in a separate interest-bearing emergency telephone system fund. The City of Champaign serves as METCAD’s lead agency and is designated custodian of the fund by Intergovernmental Agreement.

Member Agency Contributions

An Intergovernmental Agreement between the County of Champaign, City of Urbana, City of Champaign, University of Illinois, and Village of Rantoul provides for the operation and joint funding of METCAD.

Item No. 1: Membership fees for dispatch services are paid by fire and police user agencies based on a funding formula approved by the METCAD Policy Board. The formula is used to determine each agency’s share of the costs of dispatching services provided by METCAD.

Item No. 2: Expenditures may be made to pay for costs not eligible for the use of Emergency Telephone Surcharge Funds as itemized in Section II of these financial policies.

Item No. 3: Member agency contributions are used in financing METCAD’s General Operating Fund (9) for expenditures that are not covered by any other funding source.

III. Budget Guidelines

Purpose of Funds

The following policies are established to provide specific guidelines for METCAD staff in preparing the annual budget.

Item No. 1: Annually, at the beginning of the budget planning process, the METCAD Policy Board will provide direction to staff regarding the overall allowance for change to expenditures for the ensuing fiscal year.

Item No. 2: Expenditures earmarked for changes in the level of service provided by METCAD shall be authorized by Policy Board action.

Item No. 3: Expenditures earmarked for increases in staff shall be authorized only after Policy Board approval.

Item No. 4: When equipment is to be acquired, fiscal arrangements should be appropriate for each particular circumstance. For equipment to be permanently acquired, financing through lease-purchase shall be considered whenever the financing cost is determined to be less than the interest that can be earned on METCAD cash assets. Flexible arrangements (i.e., rental) may be used when equipment needs are not permanent, or when the changing needs of technologies may make the equipment obsolete. Replacement schedules for all major equipment should be established, and funds set-aside annually in the amount sufficient to allow replacement of such equipment at the end of its projected useful life.

Item No. 5: To provide for emergency needs, unanticipated expenditures, working cash, and as a safeguard against fluctuating revenues, the METCAD General Operating Fund (9) shall include an undesignated fund balance of not less than 10% nor more than 25% of budgeted expenditures in the General Operating Fund. The undesignated fund balance may be maintained at the lower end of the range when revenues and expenditures are relatively stable, but the fund balance should increase when the level of future revenues is uncertain or in jeopardy, and/or when circumstances may result in rapid increases in the future level of expenditures without sufficient time to develop and implement fiscal plans to accommodate such expenditures.

Item No. 6: Special contingencies should be established for capital projects where unusual events and needs are anticipated.

Item No. 7: Grant revenues shall be pursued to provide or enhance METCAD services. However, recurring activities shall be initiated with grant funds only if one of the following conditions is met.

- The activity can be terminated in the event that the grant revenues are discontinued, or
- The activity should and can be assumed within recurring METCAD funds in the event grant revenues are discontinued.

Item No. 8: Non-recurring revenues shall be applied toward non-recurring expenditures (capital improvements, capital outlay for major equipment and discretionary activities as determined by the Policy Board). Any exception must be approved by the METCAD Policy Board.

Item No. 9: User fees should be reviewed on a regular basis to ensure the fees charged are sufficient to cover METCAD's costs related to that service.

Item No. 10: The METCAD Policy Board shall adopt a balanced budget. Balanced budget means that expenditures do not exceed available resources, including fund balances and reserves, and the budget meets all other applicable policies.

IV. Pass-Through Funds

Item No. 1: Revenue is collected by each telecommunications carrier doing business in the Champaign County area based upon telephone line count. The revenue is then distributed monthly (less a 3% accounting fee) to the Emergency Telephone System Board Treasurer (C/O METCAD), and is deposited in the Emergency Telephone System Fund (80).

Item No. 2: All revenues received from the METCAD Emergency Telephone Fund System (80) shall be deposited into a separate interest-bearing Emergency Telephone Fund (62) account. The lead agency shall be custodian of the fund. All interest accruing on the fund shall remain in the fund. No expenditures may be made from such fund except upon the direction of the board by resolution passed by a majority of all members of the board.

Item No 3: An annual transfer shall be made from the METCAD Operating Fund to the Capital Fund in an amount sufficient to assure that funds will be available to replace scheduled equipment during the next ten years. The current cost of the equipment shall be adjusted in future years to allow for anticipated inflation over the ten years. Any new assets must be funded by an additional “one-time” transfer to the Capital Fund.

The fund balance threshold target shall be the highest year of anticipated costs. The fund balance target must be met by the year prior to the expenditure.

Item No. 4: A comprehensive budget shall be prepared each fiscal year following the lead agency guidelines and presented to the METCAD Emergency Telephone System Board for approval no later than April of each year.

V. Restricted Use of Funds

Item No. 1: Emergency Telephone Surcharge Funds shall only be used to pay for costs allowable by law.

Item No. 2: Budget activities ineligible for funding from the METCAD Emergency Telephone Fund (62) shall be funded by member agency’s contributions or other available sources.

VI. Administrative Fee

Item No. 1: The lead agency shall be paid an administrative fee to compensate for providing management, personnel, finance, legal, computer software services normally provided to all other departments of the lead agency (excluding CAD) in an amount equal to 7.58% of METCAD's total budget for personnel services. The annual calculation is as follows:

- METCAD's total budget for personnel services (less IMRF and FICA payments) x 7.58%

Item No. 2: The administrative fee shall be calculated as a flat percentage of METCAD's personnel costs (total personnel costs include but are not limited to the following items in METCAD's budget: salaries and other pay types, overtime of all types, auto allowance, temporary upgrade, group medical and life insurance).

VII. Member Agency Fees

Item No. 1: Member Agency fees are based on a percentage increase agreed upon annually by the METCAD Policy Board (See Appendix A). Member agency fees are a percentage of the total annual contribution paid in to METCAD in return for dispatching services.

Item No. 2: Member agency fees shall be adequate to pay for all expenses not eligible for use of Emergency Telephone Surcharge funds.

Item No. 3: No contributions from agencies of METCAD are paid to either the Emergency Telephone Fund (62) or the Emergency Telephone System Fund (80).

VIII. Capital Improvements/Equipment Replacement

Capital Improvements Policies are adopted as a separate document, and incorporated into the Financial Policies by reference.

APPENDIX A

METCAD FUNDING FORMULA

Each agency utilizing METCAD services shall pay for said services based on a formula which is applied annually by the METCAD Policy Board in approving METCAD's annual budget. All of these charges are used to finance the METCAD General Operating Fund.

Total user fees will be determined by calculating total expenditures and subtracting surcharge revenue received for eligible expenditures per Illinois Commerce Commission regulations while maintaining a General Operating Fund balance of not less than 10% of budgeted expenditures.

BASIC ASSUMPTIONS

1. 85% of METCAD Fund is paid by police agencies.
2. 15% of METCAD Fund is paid by fire agencies.
3. Police agencies and Fire agencies contribute to costs based on a formula determined by the METCAD Policy Board on an annual basis.
4. The funding formula may be revised by the METCAD Policy Board as provided in the agreement.
5. The Champaign County Sheriff's Office represents all rural police agencies with regard to any fees assessed for dispatch services. In other words, the Champaign County Sheriff's Office assessment includes all fees for rural police agencies.
6. Rural fire agencies are treated as a single entity in terms of computing "fixed" costs for fire services and that cost is then divided equally among the various rural fire agencies. METCAD enters into separate contracts with each rural fire agency served and each is billed in accordance with this formula.

POLICE DISPATCH FEES

85% of the METCAD user fee established by the METCAD Policy Board is paid by member police agencies.

Calls for service, based on the calendar year for each agency, are averaged over the previous three years. The average total calls for service are determined for all police agencies. A percentage is determined based on the average number of calls for each agency divided by the average of the total number of calls received.

The number of officers within each agency are totaled and the number of officers at each agency is divided by the total number of officers to determine a percentage.

The two percentages are averaged together to find the share for each police agency.

The calls from the rural county police agencies are counted as calls for the Champaign County Sheriff's Department.

FIRE DISPATCH FEES

15% of the METCAD user fee established by the METCAD Policy Board is paid by member fire agencies.

30% of the charges to fire agencies are defined as fixed costs and are shared equally among Champaign, Urbana, U. of I., and rural agencies with the rural agencies considered as an equal partner (who, in turn, share that cost equally among themselves).

70% of the charges to fire agencies are charged based upon the average cost per call. This is done by taking the total dollar amount to be charged to all fire agencies in this category and dividing that count by the average number of calls per year for the preceding three-year period. The resulting cost per call is then charged to each fire agency according to the average annual number of calls per year for the preceding three-year period.

The fixed costs and the total for the variable costs are then added together to determine each agency's fee for fire dispatch services.

METCAD

The mission of METCAD (Metropolitan Computer-Aided Dispatch) is to provide the highest quality, and most efficient, emergency communications service for the citizens and public safety agencies within Champaign County.

Departmental Overview

Organization

METCAD is an intergovernmental entity that provides public safety dispatch services to Champaign County. METCAD is governed by a Policy Board whose membership represents user agencies including the Cities of Champaign and Urbana, University of Illinois, Champaign County, the Village of Rantoul, Rural Fire Districts and Village Police Departments. The City of Champaign serves as the lead agency for METCAD, providing administrative support to the agency under the terms of an intergovernmental agreement. The METCAD Director is supervised by the Champaign City Manager and the agency budget is adopted by the Champaign City Council. The METCAD Policy Board reviews and approves the METCAD budget annually, prior to submission to the City Council.

METCAD services are funded by a county-wide telephone surcharge, a state-wide wireless telephone surcharge, and fees paid by user agencies. METCAD also provides staff support to the Emergency Telephone System Board that consists of representatives from the Cities of Champaign and Urbana, University of Illinois, Champaign County and the Village of Rantoul. This board was created as a result of the passage of a referendum in November 1988 and operates under an Intergovernmental Agreement. The Emergency Telephone System Board approves the distribution of revenue from the Emergency Telephone Surcharge Fund to METCAD.

The Director's Office is responsible for overall administration of the public safety dispatch center, oversees the Operations Division, and works closely with the Technical Services Division.

The Operations Division receives telephone calls from citizens requiring emergency services and provides direct dispatch for fire, police and medical units.

The Technical Services Division operates and maintains all equipment, systems, and facilities utilized by the Operations Division in delivery of services to citizens and public safety agencies.

Contact Information

METCAD is located at 1905 E. Main Street, Urbana, IL 61802. The phone number is 217.333.4348 and fax number is 217.384.7003. The Director, Ralph Caldwell, can be emailed at Ralph.Caldwell@ci.champaign.il.us.

Department Baseline Service Levels, Goals and Initiatives by Activity

METCAD Operations Fund (09-0000-11001-0000)

Current Service Levels:

- ◆ Serve as the 9-1-1 Public Safety Answering Point for all of Champaign County.
- ◆ Provide responsive customer service by answering approximately 235,130 emergency and non-emergency calls and dispatching 165,650 of those calls to 36 police and/or fire departments in Champaign County.
- ◆ Provide 2-way voice radio system infrastructure, operation, and maintenance for the use of public safety and other subscribing agencies county-wide.
- ◆ Process requests from the State's Attorney's Office for digital recordings of calls.
- ◆ Respond to subpoenas and Freedom of Information Act requests for reproduction of radio/telephone communications.
- ◆ Answer formal and informal requests for information from member agencies.
- ◆ Represent METCAD at community activities by providing speakers for groups, attending public safety fairs, conducting tours of METCAD and by providing other services to citizens.
- ◆ Maintain accurate and up-to-date databases for Enhanced 9-1-1 and Computer Aided-Dispatch systems. This includes Geobase and Master Street Address Guide (MSAG).
- ◆ Continue to explore new technologies and procedures to further reduce the dispatch time and enhance the accuracy of the delivery of emergency services to citizens.

Departmental Goals and New Initiatives:

- ◆ Continue dialogue and activity with Department employees regarding diversity and inclusion in the workplace.
- ◆ Identify strategies to increase the diversity of the METCAD workforce.
- ◆ Complete the 9-1-1 telephone equipment replacement project.
- ◆ Continue efforts to establish a back-up facility to allow METCAD to perform minimal functions required to provide for public safety communications.
- ◆ Complete new console workstations and radio equipment replacement project.
- ◆ Continue legislative efforts to develop a plan for long-term financial stability, including continuing education of elected leaders in regards to gaps or shortfalls in funding our 9-1-1 center.

Fund 80
Emergency Telephone System
Fund Statement

	FY13/14	FY14/15	FY14/15	FY15/16
	Actual	Budget	Revised	Proposed
Beginning Balance	\$ 2,004,198	\$ -	\$ -	\$ -
Revenues				
Surcharge Revenue				
Wireline/VoIP	993,438	930,000	832,844	830,000
Wireless	929,802	915,000	1,004,994	1,025,000
Annual Surplus Dist.				
Wireless	72,209	-	1,753	-
Total Revenues	\$ 1,995,449	\$ 1,845,000	\$ 1,839,591	\$ 1,855,000
Expenditures				
Transfer to Fund 62	1,965,433	1,845,000	1,839,591	1,855,000
Rantoul Portion	30,016	-	-	-
Total Expenditures	\$ 1,995,449	\$ 1,845,000	\$ 1,839,591	\$ 1,855,000
Ending Balance	\$ 8,749	\$ -	\$ -	\$ -

Fund 62
Emergency Telephone System
Fund Statement

	FY13/14 Actual	FY14/15 Budget	FY14/15 Revised	FY15/16 Proposed
Beginning Balance	\$ -	\$ -	\$ -	\$ -
Revenues				
Investment Income	1,140	926	576	577
9-1-1 Surcharge Income	1,965,433	1,845,000	1,839,591	1,855,000
Total Revenues	<u>\$ 1,966,573</u>	<u>\$ 1,845,926</u>	<u>\$ 1,840,167</u>	<u>\$ 1,855,577</u>
Expenditures				
Capital Outlay	-	-	-	-
Transfers to Fund 9	1,966,442	1,845,926	1,840,167	1,855,577
Total Expenditures	<u>\$ 1,966,442</u>	<u>\$ 1,845,926</u>	<u>\$ 1,840,167</u>	<u>\$ 1,855,577</u>
Ending Balance	<u>\$ 131</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Fund 9
METCAD General Operating
Fund Statement

	FY 13/14 Actual	FY 14/15 Budget	FY 14/15 Revised	FY 15/16 Proposed
Beginning Balance	<u>\$ 1,269,583</u>	<u>\$ 1,307,453</u>	<u>\$ 1,307,453</u>	<u>\$ 1,085,246</u>
Revenues				
MDICE Reimbursement	65,560	11,379	12,880	12,880
Other/Refunds	-	-	-	45,468
Investment Income	6,092	5,224	5,256	5,269
Dispatching Payments	1,219,852	1,659,221	1,659,221	2,070,996
Donations & Contributions	25,601	-	2,177	-
City of Champaign Contributions	1,082,586	1,091,918	1,091,918	1,268,038
Tfr from Emergency Telephone	1,966,442	1,845,926	1,840,167	1,855,577
Total Revenues	<u>\$ 4,366,133</u>	<u>\$ 4,613,668</u>	<u>\$ 4,611,619</u>	<u>\$ 5,258,228</u>
Expenditures				
Personnel Services	2,845,898	3,263,714	3,224,094	3,447,456
Commodities	44,117	52,500	56,500	56,500
Contractual	782,993	1,125,570	936,770	1,192,450
Interfund Transfers	730,995	616,168	616,462	795,794
Total Expenditures	<u>\$ 4,404,003</u>	<u>\$ 5,057,952</u>	<u>\$ 4,833,826</u>	<u>\$ 5,492,200</u>
Ending Balance				
reserved	\$0	\$0	\$0	\$0
unallocated	<u>\$ 1,307,453</u>	<u>\$ 863,169</u>	<u>\$ 1,085,246</u>	<u>\$ 851,274</u>
Total Ending Balance	<u>\$ 1,307,453</u>	<u>\$ 863,169</u>	<u>\$ 1,085,246</u>	<u>\$ 851,274</u>

Fund 9
METCAD General Operating
Expenditure Detail

	FY13/14 Actual	FY14/15 Budget	FY14/15 Revised	FY15/16 Proposed
501 Salaries: Scheduled	1,997,930	2,254,149	2,157,941	2,351,581
502 Salaries: Unscheduled	-	-	-	-
511 Overtime Pay	110,692	150,000	250,000	200,000
512 Stand-by Pay	-	-	-	-
514 Employee Separation Pay	349	-	4,636	-
515 Duty Injury Pay	-	-	-	-
521 Training TC Pay	2,770	1,000	3,000	1,000
523 Holiday Overtime Pay	40,275	43,313	59,313	59,313
524 Temporary Upgrade Pay	1,289	1,300	1,300	1,300
525 Group Medical & Life Ins.	265,997	385,864	306,109	404,928
526 City IMRF/SURS Payment	268,494	264,533	276,712	260,640
527 City FICA Payments	157,790	163,555	165,083	168,694
529 Sick Leave Conversion Pay	312	-	-	-
Total Personnel	\$ 2,845,898	\$ 3,263,714	\$ 3,224,094	\$ 3,447,456
600 Office Supplies	9,954	10,000	12,000	12,000
610 Activity Specific Supplies	8,685	10,000	10,000	10,000
620 Education & Training Materials	-	500	500	500
630 Repair & Maintenance Supplies	-	-	-	-
680 Small Tools & Equipment	9,974	12,000	12,000	12,000
681 Radio & Communication Equip.	15,504	20,000	22,000	22,000
682 Office Furniture	-	-	-	-
Total Commodities	\$ 44,117	\$ 52,500	\$ 56,500	\$ 56,500
700 Professional Services	5,633	7,000	10,000	10,000
712 Professional Memberships	(1)	1,235	1,235	1,235
713 Professional Development	13,409	13,000	13,000	13,000
720 Misc. Contractual Services	-	5,000	-	-
721 Printing & Document Processing	227	800	800	800
724 Official City Business Expense	7,349	10,000	10,000	10,000
725 Postage & Express Charges	293	500	700	700
740 Utilities	277,698	270,000	300,000	300,000
74001 Utilities - Radio Network	26,801	50,000	60,000	50,000
750 Repair & Maintenance Services	704	10,000	5,000	5,000
751 Maintenance Contracts	424,845	732,000	510,000	770,000
760 Property & Equipment Rental	26,035	26,035	26,035	31,715
770 Intergovernmental & Agency Svcs	-	-	-	-
Total Contractual	\$ 782,993	\$ 1,125,570	\$ 936,770	\$ 1,192,450
902 TFR to General Operating Fund	191,713	203,570	203,750	228,774
910 TFR to Fleet Services Fund	-	-	-	-
915 TFR to Retained Risk Fund	44,649	45,095	45,209	46,566
916 TFR to Workers Comp. Ins. Fund	4,633	4,841	4,841	4,986
965 TRF to METCAD Equip. Repl. Fund	490,000	362,662	362,662	515,468
995 TFR to IMRF Fund	-	-	-	-
Total Transfers	\$ 730,995	\$ 616,168	\$ 616,462	\$ 795,794
Total of Expenditures	\$ 4,404,003	\$ 5,057,952	\$ 4,833,826	\$ 5,492,200

POLICE CONTRIBUTIONS FY 15/16 (w/CFS and NOO)

Total Member Agency User Fees:	\$	3,339,034
Police Portion (85%)	\$	2,838,179
Fire Portion (15%)	\$	500,855

Police Departments

Calls for Service		2012	2013	2014	3 YR AVG
CPD	40.39%	60,314	61,755	60,609	60,893
UPD	19.78%	28,051	32,086	29,304	29,814
UIPD	10.08%	14,901	16,129	14,560	15,197
CCSO*	21.58%	34,380	33,194	30,049	32,541
RPD	8.17%	-	12,220	12,420	12,320
TOTAL CALLS FOR SERVICE		<u>137,646</u>	<u>155,384</u>	<u>146,942</u>	<u>150,764</u>

*INCLUDES SMALL TOWN CALLS AND ANIMAL CONTROL

Number of Officers (NOO)

Champaign Police Department	125	36.13%
Urbana Police Department	55	15.90%
University of Illinois Police Department	65	18.79%
Champaign County Sheriff's Office	70	20.23%
Rantoul Police Department	31	8.96%
Total	<u>346</u>	

Champaign Police Department

CFS	40.39%	
NOO	36.13%	
Avg of 2	38.26%	\$ 1,085,839

Urbana Police Department

CFS	19.78%	
NOO	15.90%	
Avg of 2	17.84%	\$ 506,204

University of Illinois Police Department

CFS	10.08%	
NOO	18.79%	
Avg of 2	14.43%	\$ 409,633

Champaign County Sheriff's Office

CFS	21.58%	
NOO	20.23%	
Avg of 2	20.91%	\$ 593,396

Rantoul Police Department

CFS	8.17%	
NOO	8.96%	
Avg of 2	8.57%	\$ 243,108

FIRE CONTRIBUTIONS FY 15/16

\$	3,339,034	TOTAL MEMBER AGENCY USER FEES
	\$2,838,179	POLICE Portion 85%
	\$500,855	FIRE Portion 15%
	\$150,257	Fixed Costs (30% of fire budget)
	\$350,599	Cost per Call (70% of fire budget)
	12,241	Metro (CFD,UFRS) total 3 yr average
	<u>5,195</u>	Rural Fire total 3 yr average
	17,436	Total AVERAGE number of calls per year
	\$20.108	Cost per call
	\$37,564	CFD Fixed Costs (25% of total fixed costs)
	\$75,128	UFRS Fixed Costs (50% of total fixed costs)
	\$0	UIFD Fixed Costs (paid by Urbana)
	\$37,564	RURAL Fixed Costs (25% of total fixed costs)
	\$1,707	(each rural fire department pays 1/22 of total fixed costs)

METRO FIRE

Fire funding formula consists of the 3 year calls for service average multiplied by the cost per call. That number is then added to the fixed cost amount to obtain a total cost to each department.

Dept	Avg # calls	Cost per call		Total Cost
CFD	7193	20.108		\$144,635
			fixed cost share	<u>\$37,564</u>
			TOTAL	\$182,199
UFRS	5048	20.108		\$101,511
			fixed cost share	<u>\$37,564</u>
			TOTAL	\$139,075
UIFD (Charged to UFRS)	0	20.108		\$0
			fixed cost share	<u>\$37,564</u>
			TOTAL	\$37,564
RURAL	5195	20.108		\$104,453
			fixed cost share	<u>\$37,564</u>
			TOTAL	\$142,017

RURAL FIRE DEPARTMENTS (22)

Dept	Avg # calls	Cost per call		Totals
Bondville	204	20.108		\$4,102
			fixed cost share	<u>\$1,707</u>
			Total	\$5,809
Broadlands/Longview	105	20.108		\$2,105
			fixed cost share	<u>\$1,707</u>
			Total	\$3,812
Carroll	313	20.108		\$6,294
			fixed cost share	<u>\$1,707</u>
			Total	\$8,001
Combelt	911	20.108		\$18,318
			fixed cost share	<u>\$1,707</u>
			Total	\$20,026
Eastern Prairie	236	20.108		\$4,745
			fixed cost share	<u>\$1,707</u>
			Total	\$6,453
Edge Scott	216	20.108		\$4,343
			fixed cost share	<u>\$1,707</u>
			Total	\$6,051
Gifford	173	20.108		\$3,472
			fixed cost share	<u>\$1,707</u>
			Total	\$5,179
Homer	148	20.108		\$2,976
			fixed cost share	<u>\$1,707</u>
			Total	\$4,683
Ivesdale	102	20.108		\$2,058
			fixed cost share	<u>\$1,707</u>
			Total	\$3,765
Ludlow	42	20.108		\$845
			fixed cost share	<u>\$1,707</u>
			Total	\$2,552
Ogden Royal	134	20.108		\$2,694
			fixed cost share	<u>\$1,707</u>
			Total	\$4,402

RURAL FIRE DEPARTMENTS (22)

Dept	Avg # calls	Cost per call		Totals
Pesotum	90	20.108		\$1,816
			fixed cost share	<u>\$1,707</u>
			Total	\$3,524
Philo	119	20.108		\$2,386
			fixed cost share	<u>\$1,707</u>
			Total	\$4,094
Rantoul	336	20.108		\$6,756
			fixed cost share	<u>\$1,707</u>
			Total	\$8,464
Sadorus	101	20.108		\$2,031
			fixed cost share	<u>\$1,707</u>
			Total	\$3,738
St. Joseph	408	20.108		\$8,204
			fixed cost share	<u>\$1,707</u>
			Total	\$9,911
Sangamon Valley	238	20.108		\$4,779
			fixed cost share	<u>\$1,707</u>
			Total	\$6,486
Savoy	466	20.108		\$9,370
			fixed cost share	<u>\$1,707</u>
			Total	\$11,078
Seymour	100	20.108		\$2,004
			fixed cost share	<u>\$1,707</u>
			Total	\$3,712
Sidney	105	20.108		\$2,111
			fixed cost share	<u>\$1,707</u>
			Total	\$3,819
Thomasboro	288	20.108		\$5,798
			fixed cost share	<u>\$1,707</u>
			Total	\$7,505
Tolono	360	20.108		\$7,245
			fixed cost share	<u>\$1,707</u>
			Total	\$8,953
Total Rural Fire Contributions				\$142,017

Fire Departments Calls For Service					
	2012	2013	2014	Total	3 YR AVG
Bondville	218	202	192	612	204
Broadlands/Longview	82	113	119	314	105
Carroll	205	324	410	939	313
Cornbelt	882	877	974	2,733	911
Eastern Prairie	225	242	241	708	236
Edge Scott	217	215	216	648	216
Gifford	153	177	188	518	173
Homer	147	152	145	444	148
Ivesdale	86	105	116	307	102
Ludlow		35	49	84	42
Ogden/Royal	131	123	148	402	134
Pesotum	91	89	91	271	90
Philo	111	123	122	356	119
Rantoul		300	372	672	336
Sadorus	83	105	115	303	101
St. Joseph	368	432	424	1,224	408
Sangamon Valley	242	232	239	713	238
Savoy	366	487	545	1,398	466
Seymour	87	99	113	299	100
Sidney	81	102	132	315	105
Tolono	337	378	366	1,081	360
Thomasboro	265	276	324	865	288
CFD	6,633	7,310	7,636	21,579	7,193
UFRS	4,774	4,940	5,431	15,145	5,048
Total Calls for Service	15,784	17,438	18,708	51,930	17,436

METCAD BUDGET REVENUES

AGENCY	FY13/14	FY14/15	FY 15/16	Difference
CPD	\$ 955,943	\$ 933,327	\$ 1,085,839	\$ 152,512
CFD	\$ 126,643	\$ 158,591	\$ 182,199	\$ 23,608
Total for City of Champaign	\$ 1,082,586	\$ 1,091,918	\$ 1,268,038	\$ 176,119
UPD	\$ 329,796	\$ 426,389	\$ 506,204	\$ 79,814
UFRS	\$ 96,497	\$ 120,448	\$ 139,075	\$ 18,627
UIFD(Charged to UFRS)	\$ 25,589	\$ 32,383	\$ 37,564	\$ 5,181
Total for City of Urbana	\$ 451,881	\$ 579,220	\$ 682,842	\$ 103,623
UIPD	\$ 308,359	\$ 351,758	\$ 409,633	\$ 57,875
CCSO	\$ 339,261	\$ 524,348	\$ 593,396	\$ 69,049
RPD		\$ 210,884	\$ 243,108	\$ 32,223
BONDVILLE	\$ 4,542	\$ 5,214	\$ 5,809	\$ 596
BRDLNDS/LNGVW	\$ 2,591	\$ 3,214	\$ 3,812	\$ 598
CARROLL	\$ 5,453	\$ 6,471	\$ 8,001	\$ 1,530
CORNBELT	\$ 13,186	\$ 16,440	\$ 20,026	\$ 3,586
EASTERN PRAIRIE	\$ 4,537	\$ 5,545	\$ 6,453	\$ 908
EDGE SCOTT	\$ 5,167	\$ 5,784	\$ 6,051	\$ 266
GIFFORD	\$ 3,595	\$ 4,392	\$ 5,179	\$ 787
HOMER	\$ 3,408	\$ 4,061	\$ 4,683	\$ 623
IVESDALE	\$ 2,757	\$ 3,251	\$ 3,765	\$ 514
LUDLOW		\$ 2,116	\$ 2,552	\$ 436
OGDEN/ROYAL	\$ 3,257	\$ 3,791	\$ 4,402	\$ 611
PESOTUM	\$ 2,492	\$ 3,006	\$ 3,524	\$ 518
PHILO	\$ 3,044	\$ 3,588	\$ 4,094	\$ 505
RANTOUL		\$ 6,993	\$ 8,464	\$ 1,471
SADORUS	\$ 2,742	\$ 3,226	\$ 3,738	\$ 512
ST. JOSEPH	\$ 7,316	\$ 8,643	\$ 9,911	\$ 1,268
SANGAMON VALLEY	\$ 4,756	\$ 5,539	\$ 6,486	\$ 947
SAVOY	\$ 7,014	\$ 8,888	\$ 11,078	\$ 2,189
SEYMOUR	\$ 2,773	\$ 3,202	\$ 3,712	\$ 510
SIDNEY	\$ 2,518	\$ 3,110	\$ 3,819	\$ 709
THOMASBORO	\$ 5,328	\$ 6,306	\$ 7,505	\$ 1,199
TOLONO	\$ 5,989	\$ 7,570	\$ 8,953	\$ 1,383
TOTAL	\$ 2,274,550	\$ 2,878,478	\$ 3,339,034	\$ 460,556
Less Urbana's User Fee Increase*		\$ 127,338		
Urbana's First Installment Payment**			\$ 25,468	
REVISED TOTAL		\$ 2,751,140	\$ 3,364,502	

*In FY 14/15, the City of Urbana deferred their User Fee increase to be paid in five installments in FY 16 - FY 20 per MPB 14-04.

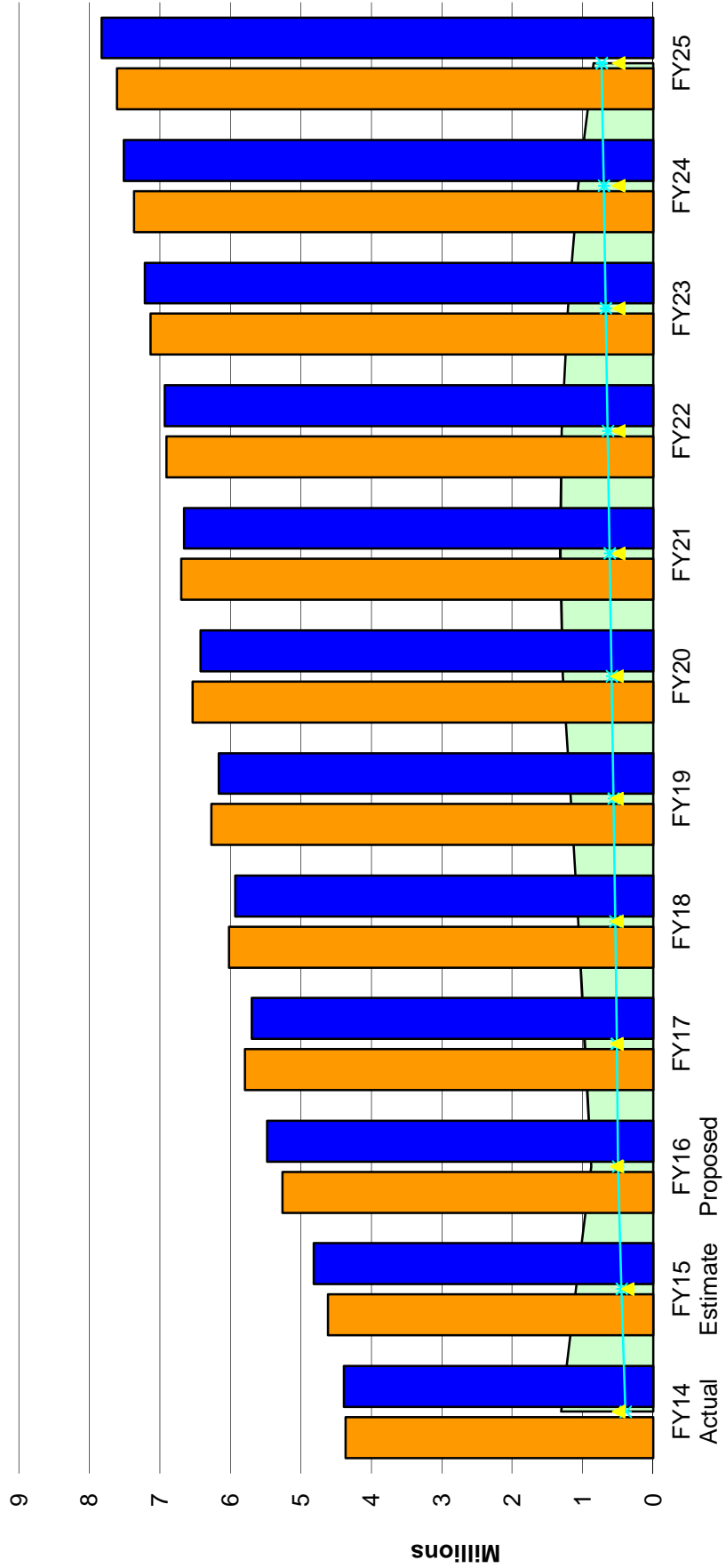
**In FY 15/16, the City of Urbana will be invoiced in the amount of \$25,468 for the first of five installments.

Fund Statement

METCAD Fund Statement 09

	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25
Beginning Balance	Actual	Estimates	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
	1,269,583	1,307,543	1,099,539	880,396	974,147	1,069,454	1,171,793	1,285,268	1,321,715	1,298,528	1,213,867	1,064,889
Revenues												
Revenue Transfers - Surcharge	1,966,442	1,840,167	1,855,577	1,855,577	1,855,577	1,855,577	1,855,577	1,855,577	1,855,577	1,855,577	1,855,577	1,855,577
Change to meet the Change in Operating Costs: (Linked to percentage listed below)												
City of Champaign Dispatching Payments	1,082,586	1,091,918	1,091,918	1,319,628	1,531,021	1,622,490	1,720,319	1,824,192	1,905,719	1,989,829	2,077,818	2,169,872
Dispatching Payments	1,219,852	1,659,221	1,786,560	2,167,377	2,513,617	2,663,804	2,824,419	2,994,958	3,128,808	3,266,900	3,411,362	3,562,496
Additional Change to Right Size Fund:												
Percentage Increase			0.0%	13.4%	1.7%	1.6%	1.6%	0.0%	0.0%	0.0%	0.0%	0.0%
City of Champaign Dispatching Payments			171,712	146,317	22,434	24,496	25,960	-	-	-	-	-
Dispatching Payments			288,844	239,399	36,845	40,218	42,621	-	-	-	-	-
Total User Fee Percent Increase			16.0%	16.0%	6.0%	6.0%	6.0%	4.5%	4.5%	4.4%	4.4%	4.4%
Other Revenues	97,253	20,313	63,604	62,699	63,087	63,528	64,024	19,113	19,734	20,425	21,140	21,140
Total Revenues	4,366,133	4,611,619	5,258,215	5,790,997	6,022,581	6,270,113	6,532,920	6,693,841	6,909,838	7,132,730	7,365,897	7,609,085
Expenditures												
Capital Expenses												
Commodities	44,117	56,500	56,500	57,348	58,208	59,081	59,967	60,867	61,780	62,706	63,647	64,602
Contractual Services	782,993	936,770	1,192,450	1,228,224	1,265,070	1,303,022	1,342,113	1,382,376	1,423,848	1,466,563	1,510,560	1,555,877
Workers Comp/Retained Risk/Gen Op	240,995	253,800	280,326	291,889	303,994	316,442	329,447	343,079	357,272	367,990	379,030	390,401
Transfer to Capital Replacement Fund 65	490,000	362,662	515,468	515,468	515,468	515,468	515,468	490,000	490,000	490,000	490,000	490,000
Personnel Services	2,845,898	3,224,094	3,447,456	3,619,829	3,800,820	3,990,861	4,190,404	4,399,925	4,619,921	4,850,917	5,093,463	5,348,136
Salary Savings	(13,592)	(14,203)	(14,842)	(15,510)	(16,286)	(17,100)	(17,955)	(18,853)	(19,795)	(20,785)	(21,824)	(22,916)
Total Expenditures	4,390,412	4,619,623	5,477,358	5,697,246	5,927,275	6,167,775	6,419,444	6,657,394	6,933,025	7,217,392	7,514,875	7,826,100
Total Ending Balance	1,307,543	1,099,539	880,396	974,147	1,069,454	1,171,793	1,285,268	1,321,715	1,298,528	1,213,867	1,064,889	847,874
Fund Balance Reserve: 10% of Expenditures (excluding capital)	390,041	445,696	496,189	518,178	541,181	565,231	590,398	616,739	644,302	672,739	702,488	733,610
Percent Change in Operating Costs (excluding capital)	2.0%	14.3%	11.3%	4.4%	4.4%	4.4%	4.5%	4.5%	4.5%	4.4%	4.4%	4.4%

METCAD General Operating Fund 9 FY15/16 Proposed Budget



- Ending Fund Balance
- Revenues
- Expenditures With Transfer to Capital
- 10% of Expenditures Fund Balance Reserve (Excluding Transfer to Capital)
- Transfer to Capital Fund (65)

**Fund 65
METCAD
Capital Plan**

	FY13/14 Actual	FY14/15 Budget	FY14/15 Revised	FY15/16 Proposed
Beginning Balance	<u>\$ 3,047,947</u>	<u>\$ 2,728,127</u>	<u>\$ 2,728,127</u>	<u>\$ 2,690,621</u>
Revenues				
Interest	16,831	10,000	16,812	16,854
Transfer From Fund 9	490,000	362,662	362,662	515,468
Total Revenues	<u>\$ 506,831</u>	<u>\$ 372,662</u>	<u>\$ 379,474</u>	<u>\$ 532,322</u>
Expenditures				
Activity Specific Supplies	-	-	-	-
Construction & Improvements	-	-	-	-
Computer Hardware & Software	-	5,000	6,463	133,475
Communications Equipment	651,384	1,420,000	35,000	1,420,000
Electronic Equipment	175,267	80,000	373,141	85,000
Office Furniture & Equipment	-	-	2,376	5,600
Total Expenditures	<u>\$ 826,651</u>	<u>\$ 1,505,000</u>	<u>\$ 416,980</u>	<u>\$ 1,644,075</u>
Ending Balance	<u>\$ 2,728,127</u>	<u>\$ 1,595,789</u>	<u>\$ 2,690,621</u>	<u>\$ 1,578,868</u>

**ASSET INVENTORY
FY 2014 - 2015**

Replacement Year	Item Description	Asset Class	FY of Purchas	Acquisition Cost	Svc Life	Amortized Cost	Replacement Cost	Budget Request
2015	SCADA SITE MONITORING (PROTEK)	1700	2013	\$30,000	5	0	\$6,000	2015 \$30,000 2015 \$30,000
2015	MESSAGE SWITCH	1900	2009	\$5,000	5	0	\$1,000	2015 \$5,000 2015 \$5,000
2015	NETWORK STORAGE/BACKUP	1900	2015	\$18,000	7	0	\$2,571	2015 \$18,000 2015 \$18,000
2015	PLOTTER	1900	2015	\$6,463	7		\$923	2015 \$6,463 2015 \$6,463
2015	REMAINING PAYMENT FOR E9-1-1 PHONE	1800	2015	\$474,000	7		\$67,714	2015 \$357,517 2015 \$357,517
				SUB TOTAL				\$416,980 \$416,980
2016	CONSOLE WORKSTATIONS - RADIO	1200	2005	\$1,300,000	10	0	\$130,000	2016 \$1,300,000 2016 \$1,300,000
2016	UPS (1) - SECONDARY	1800	2016	\$50,000	10	0	\$5,000	2016 \$50,000 2016 \$50,000
2016	BACKUP RADIOS (20)	1200	2007	\$120,000	7	0	\$17,143	2016 \$120,000 2016 \$120,000
2016	CAD WORKSTATIONS & MONITORS (10)	1900	2013	\$33,475	3	0	\$11,158	2016 \$33,475 2016 \$33,475
2016	VIDEO CAMERA SECURITY SYSTEM	1900	2009	\$85,000	10	0	\$8,500	2016 \$85,000 2016 \$85,000
2016	CONFERENCE ROOM SPEAKER PHONE	1800	2009	\$2,500	7	0	\$357	2016 \$2,500 2016 \$2,500
2016	AED UNITS (2)	1700	2011	\$3,100	5	0	\$620	2016 \$3,100 2016 \$3,100
2016	SERVERS (4)	1900	2012	\$50,000	4	0	\$12,500	2016 \$50,000 2016 \$50,000
				SUB TOTAL				\$1,644,075 \$1,644,075
2017	ANTENNA & FEEDLINE TEST UNIT	1200	2005	\$8,512	10	0	\$851	2017 \$8,512 2017 \$8,512
2017	ID PRINTER	2000	2011	\$4,998	5	0	\$1,000	2017 \$4,998 2017 \$4,998
2017	MDICE UPS - SIDNEY	1800	2007	\$25,000	10		\$2,500	2017 \$25,000 2017 \$25,000
2017	MDICE UPS - THOMASBORO	1800	2007	\$25,000	10		\$2,500	2017 \$25,000 2017 \$25,000
2017	MDICE UPS - METCAD	1800	2007	\$25,000	10	0	\$2,500	2017 \$25,000 2017 \$25,000
2017	MDICE UPS - 30 KVA MASTER	1800	2007	\$25,000	10	0	\$2,500	2017 \$25,000 2017 \$25,000
2017	MDICE UPS - CFD	1800	2007	\$25,000	10	0	\$2,500	2017 \$25,000 2017 \$25,000
2017	MDICE UPS - WLRW	1800	2007	\$25,000	10	0	\$2,500	2017 \$25,000 2017 \$25,000
2017	CAD SOFTWARE/MAPPING UPGRADES	2000	2013	\$180,000	3	0	\$60,000	2017 \$180,000 2017 \$180,000
2017	NETWORK INFRASTRUCTURE(ROUTER/SWITCHES)	1900	2012	\$40,000	5	0	\$8,000	2017 \$40,000 2017 \$40,000
2017	NETWORK CLOCK	1900	2012	\$9,050	5	0	\$1,810	2017 \$9,050 2017 \$9,050
2017	SERVERS (6)	1900	2013	\$52,536	4	0	\$13,134	2017 \$52,536 2017 \$52,536
				SUB TOTAL				\$445,549
2018	COPY MACHINE/SCANNER	1700	2011	\$8,428	7	0	\$1,204	2018 \$8,428 2018 \$8,428
2018	OFFICE FURNITURE	1600	2003	\$25,000	15	0	\$1,667	2018 \$25,000 2018 \$25,000
2018	ADMIN PC's (9 WS; 8LT; 11 PR)	1900	2013	\$35,000	5	0	\$7,000	2018 \$35,000 2018 \$35,000
				SUB TOTAL				\$68,428
2019	MDICE GENERATOR - METCAD	1100	2007	\$25,000	12	0	\$2,083	2019 \$25,000 2019 \$25,000
2019	CAD WORKSTATIONS & MONITORS (10)	1900	2016	\$34,479	3	0	\$11,493	2019 \$34,479 2019 \$34,479
2019	MDICE GENERATOR - SIDNEY	1100	2007	\$25,000	12	0	\$2,083	2019 \$25,000 2019 \$25,000
2019	MDICE GENERATOR - CFD	1100	2007	\$25,000	12	0	\$2,083	2019 \$25,000 2019 \$25,000
2019	MDICE GENERATOR - WLRW	1100	2007	\$25,000	12	0	\$2,083	2019 \$25,000 2019 \$25,000
2019	MDICE GENERATOR - THOMASBORO	1100	2007	\$25,000	12	0	\$2,083	2019 \$25,000 2019 \$25,000
2019	WEATHER MONITOR SYSTEM	1700	2012	\$2,869	7	0	\$410	2019 \$2,869 2019 \$2,869
				SUB TOTAL				\$162,348
2020	CAD SOFTWARE/MAPPING UPGRADES	2000	2016	\$185,400	3	0	\$61,800	2020 \$185,400 2020 \$185,400
2020	MASTER-PRIME FIBER OPTICS HARDWARE	1800	2010	\$15,000	10	0	\$1,500	2020 \$15,000 2020 \$15,000
2020	SCADA SITE MONITORING (PROTEK)	1700	2015	\$31,500	5	0	\$6,300	2020 \$31,500 2020 \$31,500
2020	BDA (VZW) METCAD	1800	2013	\$5,603	7	0	\$800	2020 \$5,603 2020 \$5,603
2020	WORKOUT EQUIPMENT	2300	2010	\$7,825	10	0	\$783	2020 \$7,825 2020 \$7,825
2020	VHF BASE STATIONS (6)	1800	2010	\$48,000	10	0	\$4,800	2020 \$48,000 2020 \$48,000
2020	SERVERS (4)	1900	2016	\$53,045	4	0	\$13,261	2020 \$53,045 2020 \$53,045
2020	MESSAGE SWITCH	1900	2015	\$5,250	5	0	\$1,050	2020 \$5,250 2020 \$5,250
				SUB TOTAL				\$351,623
2021	SERVERS (6)	1900	2017	\$52,536	4	0	\$13,134	2021 \$52,536 2021 \$52,536
2021	MDICE MICROWAVE NETWORK	1800	2007	\$785,000	15	0	\$52,333	2021 \$785,000 2021 \$785,000
2021	AED UNITS (2)	1700	2016	\$3,255	5	0	\$651	2021 \$3,255 2021 \$3,255
2021	E9-1-1 TELEPHONE SYSTEM	1800	2014	\$770,000	7	0	\$110,000	2021 \$770,000 2021 \$770,000
				SUB TOTAL				\$1,610,791
2022	CAD WORKSTATIONS & MONITORS (10)	1900	2019	\$35,514	3	0	\$11,838	2022 \$35,514 2022 \$35,514
2022	CONTROLLED ACCESS CONTROL DOORS	2800	2012	\$22,000	10	0	\$2,200	2022 \$22,000 2022 \$22,000
2022	NETWORK CLOCK	1900	2017	\$9,978	5	0	\$1,996	2022 \$9,978 2022 \$9,978
2022	NETWORK STORAGE/BACKUP	1900	2015	\$18,000	7	0	\$2,571	2022 \$18,000 2022 \$18,000
2022	LCD PROJECTOR	1900	2012	\$3,300	10		\$330	2022 \$3,300 2022 \$3,300
2022	VHF FIRE PAGING (SIMULCAST)	3200	2007	\$250,000	15	0	\$16,667	2022 \$250,000 2022 \$250,000
2022	COMM SERV MONITOR	1800	2011	\$49,284	11	0	\$4,480	2022 \$49,284 2022 \$49,284
2022	NETWORK INFRASTRUCTURE(ROUTER/SWITCHES)	1900	2017	\$42,000	5	0	\$8,400	2022 \$42,000 2022 \$42,000
2022	PLOTTER	1900	2015	\$6,657	7		\$951	2022 \$6,657 2022 \$6,657
2022	ID PRINTER	2000	2016	\$5,298	5	0	\$1,060	2022 \$5,298 2022 \$5,298
				SUB TOTAL				\$443,830
2023	LOGGING RECORDER	1800	2013	\$200,000	10	0	\$20,000	2023 \$200,000 2023 \$200,000
2023	MDICE UPDATE (SOFTWARE/HARDWARE)	1200	2023	\$1,007,500	10	0	\$100,750	2023 \$1,007,500 2023 \$1,007,500
2023	CONFERENCE ROOM SPEAKER PHONE	1800	2016	\$2,675	7	0	\$382	2023 \$2,675 2023 \$2,675
2023	ADMIN PC's (9 WS; 7LT; 11 PR)	1900	2018	\$36,050	5	0	\$7,210	2023 \$36,050 2023 \$36,050
2023	CAD SOFTWARE/MAPPING UPGRADES	2000	2019	\$190,962	3	0	\$63,654	2023 \$190,962 2023 \$190,962
2023	BACKUP RADIOS (20)	1200	2016	\$128,400	7	0	\$18,343	2023 \$128,400 2023 \$128,400
				SUB TOTAL				\$1,565,587
2024	UPS (1) - PRIMARY	1800	2014	\$55,000	10	0	\$5,500	2024 \$55,000 2024 \$55,000
2024	SERVERS (4)	1900	2020	\$54,636	4	0	\$13,659	2024 \$54,636 2024 \$54,636
				SUB TOTAL				\$109,636
2025	MESSAGE SWITCH	1900	2020	\$5,513	5	0	\$1,103	2025 \$5,513 2025 \$5,513
2025	SCADA SITE MONITORING (PROTEK)	1700	2020	\$33,075	5	0	\$6,615	2025 \$33,075 2025 \$33,075
2025	CAD WORKSTATIONS & MONITORS (10)	1900	2022	\$36,199	3	0	\$12,066	2025 \$36,199 2025 \$36,199
2025	SERVERS (6)	1900	2021	\$52,536	4	0	\$13,134	2025 \$52,536 2025 \$52,536
2025	COPY MACHINE/SCANNER	1700	2018	\$9,018	7	0	\$1,288	2025 \$9,018 2025 \$9,018
				SUB TOTAL				\$136,341
2026	VIDEO CAMERA SECURITY SYSTEM	1900	2016	\$85,000	10	0	\$8,500	2026 \$85,000 2026 \$85,000
2026	CONSOLE WORKSTATIONS - RADIO	1200	2016	\$1,870,000	10	0	\$187,000	2026 \$1,870,000 2026 \$1,870,000
2026	AED UNITS (2)	1700	2021	\$3,418	5	0	\$684	2026 \$3,418 2026 \$3,418
2026	CAD SOFTWARE/MAPPING upgrades	2000	2023	\$190,962	3	0	\$63,654	2026 \$190,962 2026 \$190,962
2026	UPS (1) - SECONDARY	1800	2016	\$55,000	10	0	\$5,500	2026 \$55,000 2026 \$55,000
2026	WEATHER MONITOR SYSTEM	1700	2019	\$3,069	7	0	\$438	2026 \$3,069 2026 \$3,069
				SUB TOTAL				\$2,207,449

**CAPITAL FUND SCHEDULE
Recommended Budget**

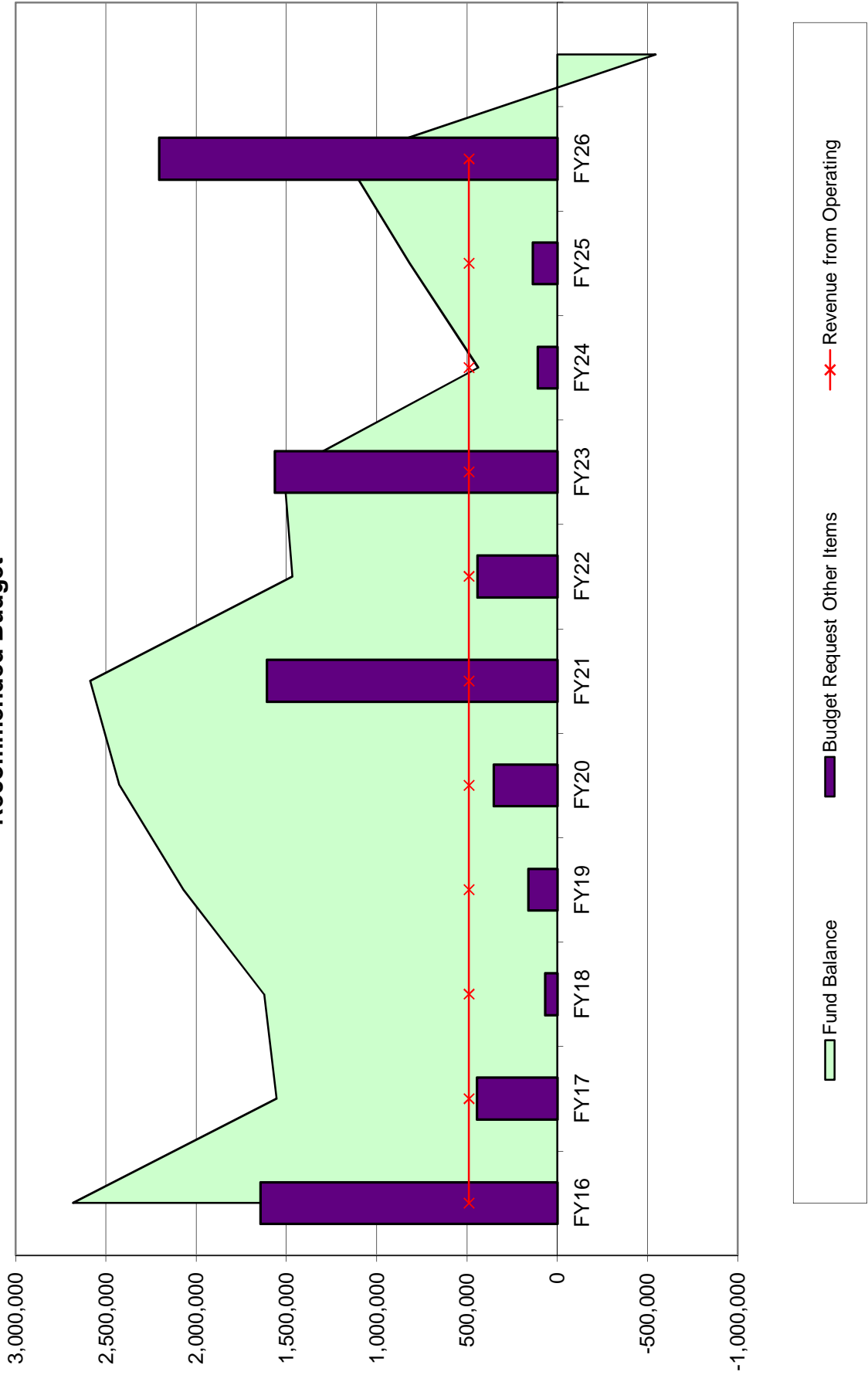
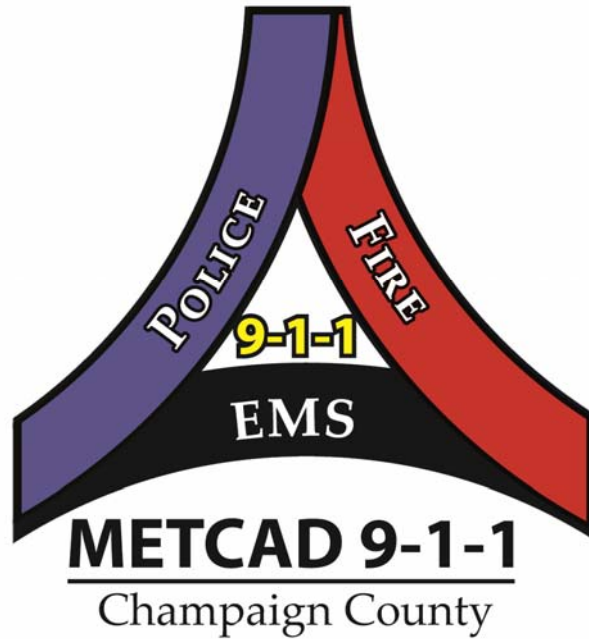


CHART DATA

Fiscal Year	Revenue from Operating	Urbana Loan Repayment	Budget Request Items	Other	Fund Balance
					2,683,809
FY16	490,000	25,468	1,644,075		1,555,202
FY17	490,000	25,468	445,549		1,625,122
FY18	490,000	25,468	68,428		2,072,162
FY19	490,000	25,468	162,348		2,425,282
FY20	490,000	25,468	351,623		2,589,127
FY21	490,000		1,610,791		1,468,336
FY22	490,000		443,830		1,514,506
FY23	490,000		1,565,587		438,919
FY24	490,000		109,636		819,283
FY25	490,000		136,341		1,172,942
FY26	490,000		2,207,449		-544,507
Grand Total			8,745,656		



CAPITAL PLAN

**METCAD POLICY BOARD
ADOPTED 10/3/96**

REVISED ANNUALLY

Capital Improvement Policies

I. Purpose & Definition

METCAD will develop a ten-year plan for capital improvements, update it each year, and make capital improvements and purchases in accordance with the plan. It is understood that the CIP is only a guideline and authorization for any expenditure should be made through the budget process.

Definition of Capital Equipment: Equipment with a durable life of five years or more and a purchase price of \$5,000 or more.

Definition of Capital Improvement: A capital improvement is defined as “an expenditure in excess of \$10,000 for the planning, design and construction of a physical improvement or associated fixed equipment not needing replacement within a five year period.”

Reason for the policy:

This statement explains the purpose of the Capital Improvements Policies, and defines the scope of the Capital Improvements Plan.

II. General

Construction of Quality Projects: Construction of quality projects is desired. Design will be done with emphasis placed on functionality and durability, and to minimize maintenance costs and to delay rehabilitation and replacement as long as practicable.

Protection of Investment & Cost Minimization: Provide for maintenance of METCAD’s physical assets at a level adequate to protect METCAD’s capital investment and minimize rehabilitation and replacement cost over the life cycle of the improvement.

Maintenance & Rehabilitation: Provide for adequate maintenance and the orderly rehabilitation/replacement and expansion of METCAD’s infrastructure.

Staff Resources: METCAD will program those projects that can be accomplished with the staff resources that are available.

Reason for the policy:

This item establishes general guidelines for capital planning.

III. Funding for Capital Improvements

Major Revenue Sources: Major revenue sources for capital improvements are as follows: Emergency 9-1-1 Telephone Surcharge (Fund 62); METCAD Member Contributions (Fund 9). A transfer from Fund 9 will be made into a METCAD Capital Equipment Replacement (Fund 65) based on the equipment purchase price, life expectancy, and an inflationary rate amortized over the life of the equipment.

Equipment Replacement Fund: Funding for the replacement of existing capital equipment will be provided from the METCAD Capital Equipment Replacement (Fund 65) for computers and other operating equipment.

Emergency 9-1-1 Telephone Surcharge: The Emergency 9-1-1 Telephone Surcharge is a charge of \$1.50 per telephone line per month. Approved by referendum in 1998 at a rate of \$1.50 per telephone line per month, this wireline surcharge generates approximately \$800,000 per year, countywide. Statewide wireless revenue was established in 2001, with a sunset clause for April 2008, at an assessed rate of 75-cents per wireless device. The wireless revenue has been extended until July 2015 at an assessed rate of 73-cents. Each wireless telecommunications carrier submits wireless revenue to the state. METCAD receives 65-cents per wireless device billed in Champaign County. The wireline surcharge income is divided between the two Public Safety Answering Points (PSAP's) based on subscriber line counts each PSAP serves. Section 750/15.4 (C) (1) through (7) of the Illinois Administrative Code defines acceptable expenditures for these funds. A summary of acceptable uses includes: the design of the emergency telephone system; the coding of an initial Master Street Address Guide (MSAG) database, and update/maintenance thereof; the repayment of any monies advanced for the implementation of the system; the charges for Automatic Number Identification (ANI) and Automatic Location Identification (ALI) equipment, and maintenance, replacement and update thereof; the acquisition of street signs essential to the implementation of the telephone system (previous board action has agreed to not fund street signs out of Champaign County surcharge monies); other products and services necessary for the implementation, upgrade and maintenance of the system and any other purpose related to the operation of the system.

METCAD Member Contributions: Based on budget requirements for items, which do not qualify for the Emergency 9-1-1 Telephone Surcharge, METCAD Member Agencies are charged on a complex fee structure for dispatch services.

Reason for the policy:

The item defines sources of funding for capital projects, and indicates what types of projects are appropriately funded from each of those sources.

How the budget conforms with this policy:

Capital improvement projects are funded in accordance with this policy. Projects are individually reviewed by the METCAD Policy Board and funding source is one of the items considered in the evaluation.

IV. Criteria for Evaluating Relative Priority of Projects

Within the broad categories of planning, efficient utilization of public resources, and public safety, the METCAD Capital Improvements Plan will be developed and maintained using the following criteria to evaluate the merit of each capital project and/or purchase:

Adopted Plans: Projects that comply with the principles and concepts of an adopted plan should be given priority.

Phased Projects: Projects that implement an ongoing phased project should be given priority.

Health & Safety Hazards: Projects that correct a health or safety hazard or prevent a critical breakdown in a METCAD facility should be given priority.

Operating & Maintenance Expenses: Projects that provide a significant decrease in METCAD operating and/or maintenance expenses should be given priority.

Duplication of Services: Projects should not duplicate other public and/or private services.

Goals & Targets: For major capital improvements, a strategy shall be maintained for developing long-range goals and short-range targets to work toward the gradual accomplishment of all major projects.

Reason for the policy:

Project requests consistently exceed funds available for most funding sources. Since not all proposed projects can be funded, funds must be spent in the most cost-effective manner, balancing the many priorities for use of the funds.

How the budget conforms with this policy:

Recommendations contained in the proposed Capital Improvements Plan are consistent with these priorities.

V. Long-range Facility Planning

Purpose of Long-Range Facility Planning: To protect the capital investment in its existing facilities, METCAD shall prepare long-range facility plans. The purpose is to assess the functional viability of those facilities and anticipate improvements that may be needed to

maintain modern, efficient, safe and adequately sized facilities and to extend the life of the facilities and/or buildings.

Process: The process for developing long range facility plans shall include, at a minimum, the following steps:

- *Analysis of Existing Conditions:* Purpose is to determine the existing use of the facility as it relates to programs and services conducted from the premises and to identify limitations and problems needing to be addressed. In addition, projections shall be made of growth in existing programs and services in order to maintain existing levels of service as the county grows and changes. An attempt shall be made to identify new programs that may be implemented in the next 10 years.
- *Identification of Future Goals and Objectives:* Based on established METCAD Policy Board direction, goals and objectives shall be identified which establish desired standards for the facility and the programs and services conducted from the facility.
- *Facilities Plan:* The long-range plan shall evaluate the facility over at least a ten-year period based on the goals and objectives. It shall consider the impact of County growth and development on programs identified above. The plan shall then assess the implications of the changes on the available space and functionality of the building design; identify alternatives and prioritize projects to address existing and future needs identified in the process. A staged facility plan will be recommended which will identify specific projects, their costs and a proposed schedule for implementation.
- *Design and Construction:* The identified projects will be scheduled through the Capital Improvement planning process.

Prioritization: Improvement projects shall be prioritized based on the relative severity of the problem or need they are intended to address. The following types of problems and needs shall, in their relative order of priority, serve as a general guide:

- Structural, mechanical, electrical or plumbing conditions which may endanger the public or METCAD employees. In particular, violation of building code requirements and standards.
- Limitations of existing facilities that are undermining the successful delivery of services and programs to the citizens in a responsive and responsible way; in order to maintain the levels of service established by the METCAD Policy Board.
- Lack of space to house staff and/or equipment required to implement new programs and/or services established by the METCAD Policy Board.

- Conditions of overcrowding, which reduce staff efficiency and effectiveness in performing, assigned duties.

Efficient building layout and design shall be encouraged so that the utilization of existing METCAD facilities is maximized. Enlargement of facilities to address identified space needs shall be considered next. New construction shall be considered as a last resort.

Building improvements shall be designed to allow for future expansion, at such time as it is needed, with the lowest reconstruction costs possible.

In those cases where (a) specialized expertise is required that is not available on the staff; (b) neutrality is considered desirable; or (c) staff resources are not available to meet the necessary time frame, established by the METCAD Policy Board, it is considered appropriate to use outside professional services to conduct such planning effort beginning with the facilities plan.

Reason for this policy:

This policy is designed to ensure that facility improvements take place in a planned and cost-effective manner.

How the budget conforms with this policy:

The Capital Improvements Plan shall be utilized to determine funding resources and scheduling for facilities improvements/replacement. Projects which are determined to be high priority according to these criteria, shall be considered first.

POLICY ON PRIORITIZATION

For the purposes of developing and maintaining the Capital Improvements Plan (CIP), the following policy shall apply to establishing priorities for programs.

- Five factors will be considered when establishing priorities. These priorities are:
 1. Items that impact the ability of the staff to receive emergency telephone calls from the public (telephone systems).
 2. Items that impact the ability of the staff to transmit calls for service to emergency responders. (radio and paging systems)
 3. Items that impact the automated dispatch and logging of calls for service (CAD, Logging Recorders, etc.).
 4. Items that do not impact the ability of the staff to handle emergency calls for service (Instant call-checks, MDC, etc.).
- Priorities will be established in each category based on the following criteria:
 1. Maintenance History/Life cycle cost/Cost to maintain
 2. Impact on operations
 3. Staff time to maintain
 4. Replacement schedule
 5. Age
- Replacement/upgrading of equipment will, whenever possible, be conducted with the minimal disruption to operations. This may require that major projects be conducted in several phases in order to allow “normal” operations to continue uninterrupted. These phases may be spread out over two or more budget years as necessary.