



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: October 19, 2017

Staff Contact: Ken Furlong, Sheriff (kfurlong@carson.org)

Agenda Title: For Possible Action: To approve the final draft of the "911 Surcharge Master Plan" for fiscal years 2018 through 2022 in accordance with NRS 244A.7641 through NRS 244A.7647, as presented by the 911 Surcharge Advisory Committee.

Staff Summary: The updated 911 Surcharge Master Plan achieves three primary goals: 1) To provide a stable and adequate funding source for the operation of the 911 emergency communications systems and infrastructure; 2) To avoid the need for future allocations from the General Fund for those same operational costs; and, 3) To provide funding for the implementation of audio/video recording devices statewide for law enforcement personnel required by the passage of SB 176.

Agenda Action: Formal Action/Motion

Time Requested: 5 minutes

Proposed Motion

I move to approve the final draft of the "911 Surcharge Master Plan" for fiscal years 2018 through 2022 in accordance with NRS 244A.7641 through NRS 244A.7647, as presented by the 911 Surcharge Advisory Committee.

Board's Strategic Goal

Safety

Previous Action

- The 911 surcharge was implemented in 2008. As part of that process a 911 surcharge committee and a 5 year master plan were created.
- On July 6, the revised draft of the master plan was presented to the Board of Supervisors and it passed unanimously.
- On October 10, 2017, the final draft was approved by the 911 surcharge committee for recommendation to the Board of Supervisors.

Background/Issues & Analysis

The updated 911 Surcharge Master Plan achieves three primary goals: 1) To provide a stable and adequate funding source for the operation of the 911 emergency communications systems and infrastructure; 2) To avoid the need for future allocations of the General Fund for those same operational costs; and, 3) To provide funding for the implementation of audio/video recording devices for law enforcement personnel required by the passage of SB 176.

Applicable Statute, Code, Policy, Rule or Regulation

SB 176; NRS 289.830; NRS 244A

Financial Information

Is there a fiscal impact? ☐ Yes ☒ No

If yes, account name/number:

Is it currently budgeted? ☐ Yes ☒ No

Explanation of Fiscal Impact:

Alternatives

Decline to approve the Revised Master Plan.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



911 SURCHARGE MASTER PLAN

September 28, 2017

Introduction

A mature, robust, and reliable public safety communications center is the heart of any community's public safety infrastructure. To accomplish this, there must be adequate funding to insure that the proper equipment and technology are in place to support not only the public safety user, but the community as well. To provide for this, the community, along with the Board of Supervisors, has chosen to support the 911 infrastructure via a surcharge pursuant to NRS 244A.

As time and technology have developed, expanded services and networks are needed to provide 911 services for wireless and Voice over Internet Protocol (VoIP) users who subscribe to services on today's telephone networks. In addition to currently existing services, emerging technologies continue to challenge the 911 systems in our community. The City must prepare for the impact that changing technology has on our 911 services. In order to ensure funding is available and adequate, a service fee is imposed by the Board of Supervisors on telephone lines in accordance with NRS 244A.7641 through NRS 244A.7647. Additionally, this five-year master plan has been developed to comply with NRS 244A.7643.

This document serves a dual purpose as the Board of Supervisors Master Plan and the 911 Surcharge Advisory Committee Master Plan.

Purpose

The purpose of this document is to ensure that the Carson City 911 system and the associated dispatch and radio infrastructure systems will remain current and reliable so that all the citizens and visitors of Carson City may connect to 911 emergency services using any device from any location, and that public safety entities are equipped as required by law.

Mission

The mission of this advisory committee is to develop a five-year master plan for the enhancement or improvement of the systems for reporting emergencies in Carson City and to oversee 911 surcharge funds in accordance with **Carson City Municipal Code Chapter 4.05, and equipment in accordance with NRS 289.830 inclusive.**

Goals: To maintain the 911 surcharge fund with sufficient stable funding.

1. To assess the technical needs of the 911 system on a regular basis.
2. To ensure that the 911 equipment is meeting an adequate and proper level of service.
3. To ensure that the associated radio and dispatch systems are meeting an adequate and proper level of service to ensure delivery of emergency response personnel to 911 calls for service.
4. To insure that the technology and equipment are supporting the operations within the communications center and meeting the needs of those using the equipment.
5. To insure the proper use of funds collected under the surcharge.
6. To ensure compliance with NRS 289.830 for equipping and maintenance operations of audio/video devices to public safety entities.

Attainment of Goals

The goals of this Master Plan will be attained by utilizing staff available through the Fire Department, Sheriff's Office, and other appropriate city agencies. The staff members will work with industry experts and utilize their own knowledge, skills and abilities to assess technical needs and equipment utilization and needs. Staff will report to the 911 Surcharge Advisory Committee as needed to keep committee members informed.

Review and Update

This plan will be reviewed and updated once each calendar year or at other times when the committee deems appropriate. The Emergency Management Director and the Sheriff are responsible for making recommendations to the committee as they relate to the 911, dispatch, radio systems, audio/video recording devices, and the applicable surcharge to the fund.

Revenues / Expenditures

Critical to this plan are accurate funding projections on which to build a budget. At each meeting of the committee, city staff will provide the committee with a current budget indicating the revenue that has been collected and the expenses that have been charged against this revenue fund. The five-year budget plan is attached and incorporated into this Master Plan as Exhibit A.

**911 Surcharge
5 Year Budget Plan
Exhibit A**

					Proposed Rate:	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00			
					FY 15 Actuals	FY 16 Actuals	FY 17 Estimated	FY 18 Final	FY 18 Revised	FY 19 Projected	FY 20 Projected	FY 21 Projected	FY 22 Projected
Beginning Balance					1,477,020	778,235	408,490	48,500	48,500	29,042	75,558	55,432	25,263
Revenue													
40-36	Franchise Fees	216,574	212,164	215,000	215,000	430,000	860,000	860,000	860,000	860,000	860,000	860,000	860,000
01-00	Interest Income	4,504	3,114	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Total Revenues		221,078	215,278	217,500	217,500	432,500	862,500	862,500	862,500	862,500	862,500	862,500	862,500
Expenditures													
03-09	Professional Services		525			-	-	-	-	-	-	-	-
04-31	Service Agreements	106,093	111,303	130,500	113,728	178,940	174,600	174,600	174,600	174,600	174,600	174,600	174,600
04-32	Maintenance Service Contracts	12,274	16,319	16,319		110,059	399,682	401,324	411,367	411,367	411,367	411,367	421,909
06-27	Supplies - Reserves	45,688	81,812	18,188		-	-	-	-	-	-	-	-
06-75	Small Furnishings					60,687	5,000	5,000	5,000	5,000	5,000	5,000	5,000
06-99	Undesignated Projects			154,931		-	40,000	50,000	50,000	50,000	50,000	50,000	-
09-01	Internal Service Charge					-	9,430	9,430	9,430	9,430	9,430	9,430	9,430
70-40	Capital Projects/Construction		61,636			-	-	-	-	-	-	-	-
new	Radio Infrastructure					-	-	100,000	100,000	100,000	100,000	100,000	100,000
77-27	Equipment Reserves					-	-	30,000	30,000	30,000	30,000	30,000	30,000
77-43	Furniture and Fixtures	653,113	210,298	154,329		-	85,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Expenditures		817,168	481,893	474,267	113,728	349,686	713,712	780,354	790,397	790,397	790,397	790,397	750,939
Other Financing Sources (Uses)													
01-00	Bond Issue Costs					-	-	-	-	-	-	-	-
72-66	Debt Service	102,695	103,130	103,223	102,272	102,272	102,272	102,272	102,272	102,272	102,272	102,272	102,272
03-00	Debt Issued					-	-	-	-	-	-	-	-
Total Charges to the Fund		919,863	585,023	577,490	216,000	451,958	815,984	882,626	892,669	892,669	892,669	892,669	853,211
Ending Fund Balance		778,235	408,490	48,500	50,000	29,042	75,558	55,432	25,263	25,263	25,263	25,263	34,552