

COUNTY OF BRUNSWICK

Fiscal Operations Department

David R. Sandifer County Administration Building
30 Government Center Drive NE
Post Office Box 249
Bolivia, North Carolina 28422
Telephone (910) 253-2070 Fax (910) 253-2068

Julie A. Miller, CPA
Director of Fiscal Operations

Aaron C. Smith, CPA
Deputy Dir. of Fiscal Operations

March 27, 2015

Dear North Carolina 911 Board,

As of the end of 2014, the audited fund balance for the Emergency Telephone System Fund was \$1,300,759. Of this amount, we have \$777,869 restricted or committed, \$125,623 required to meet the 20% standard, leaving an estimated available fund balance of \$397,267. The funds that were needed to award the contract and secure pricing for the new 911 call center totaled \$821,213. This resulted in a monthly increase starting in 7/1/2014 of \$35,329 to maintain our 20% requirement and to account for fund balance already restricted or committed.

The \$777,869 that is restricted and committed is made up of a \$100,000 grant match with Stanley County and \$677,869 (P.O. enclosed) that has already been appropriated for a MTS contract for the 911 center. Both the \$100,000 grant match and the \$677,869 MTS contract have not been paid as of 3/26/15 and are still encumbered. Other funds that have been or will be encumbered in the current fiscal year are as follows:

• Console Furniture – Evans (P.O. enclosed)	\$ 180,978.25
• Dispatch Chairs – Evans (P.O. enclosed)	21,381.20
• CAD Servers – Stratus (partially encumbered, P.O. enclosed for \$132,353.70)	180,000.00
• CAD Workstations (not yet encumbered)	45,000.00
• Radio Workstations/back room (P.O. enclosed)	<u>393,854.00</u>
• Total	\$ 821,213.45

These are the reasons for the temporarily inflated fund balance. Once the project is complete, we expect the Emergency Telephone System Fund will only have an available fund balance that will maintain the 20% requirement.

For the upcoming fiscal year 2016, we have been granted funding of \$406,945. This funding would result in a decrease in our fund balance of approximately \$246,059 based on the expected expenditures. As explained above, with a fund balance already at the 20% requirement, this would have a dramatic impact on the fund. The \$406,945 is reflective of the funds operating expenditures in years past, but there are a few changes in the current year that result in the higher expenditures.



www.brunswickcountync.gov

To account for the additional \$246,059, here is a summary of both recurring and non-recurring expenditures we expect in the upcoming fiscal year:

Non-Recurring:

- Call Log Recording Software from Carolina Recording Systems - the current system is an aged out analog system whereas the new system includes 64 channel communications recording system with Nexlog 740 logging recorder, screen capture recording with 10 licenses-CAD consoles. This is a one-time expense of \$115,495.90.
- 4 replacement desktop computers at \$2,500 each.
- 10 dispatch office chairs at \$1,640 each.

Recurring:

- Increase in 911 phone system hosting expense of \$25,000.
- Increase in service and maintenance contracts expense of \$13,400 due to Carolina Recording Systems new call log recording software annual service/support agreement.

This is how we account for the increase in fund balance in the fiscal years 2013 and 2014, and how we plan to spend down fund balance in the current fiscal year. Please consider not reducing funding in the subsequent fiscal year and maintaining at \$653,004.

Thanks for your consideration,



Julie Miller
Director of Fiscal Operations

Enclosures: Brunswick County Fund Balance / Expense Breakdown (1 page)
Purchase Orders (5 pages)



**COUNTY OF BRUNSWICK
FINANCE DEPARTMENT**
P.O. BOX 249
BOLIVIA, N.C. 28422

PURCHASE ORDER NO.	
<small>This order number must appear on all packages, invoices, packing lists, etc.</small>	P68088

VENDOR: MOTOROLA SOLUTIONS INC
8757 RED OAK BLVD. # 220
CHARLOTTE, NC 28317-3977

CONTACT/BILL/SHIP TO: SHERIFF DEPARTMENT
PO BOX 9
70 STAMP ACT DR. NE
BOLIVIA, NC 28422-0009

(910) 253-2777

VENDOR PHONE:	VENDOR FAX:	TERMS: Net 30	REQUESTED BY: CINDY HILZ	DATE ISSUED: 03/26/15
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ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
01	1EA		10 Position Dispatch Consoles	399,859.15 *	399,859.15
			224376-459606	399,859.15	

TOTAL	399,859.15
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**TOTAL DOES NOT INCLUDE SALES TAX
VENDOR ADD SALES TAX TO THE INVOICE**

ATTENTION VENDOR:

Brunswick County shall not be liable for payment in excess of this purchase order total amount. If the amount of this purchase order is not sufficient, please notify the requesting party at the telephone number above.

Brunswick County is not tax-exempt. Sales tax should be included on all invoices.

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Julie A. Miller
FINANCE OFFICER



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PURCHASE ORDER NO.	
<small>This order number must appear on all packages, invoices, packing lists, etc.</small>	P68080

VENDOR: STRATUS TECHNOLOGIES
PO BOX 101128
ATLANTA, GA 30392-1128

CONTACT/BILL/SHIP TO: SHERIFF DEPARTMENT
PO BOX 9
70 STAMP ACT DR. NE
BOLIVIA, NC 28422-0009

(910) 253-2777

VENDOR PHONE:	VENDOR FAX:	TERMS:	REQUESTED BY:	DATE ISSUED:
		Net 30	CINDY HILZ	03/26/15

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
01	1EA		STRATUS SERVERS: TELEPHONE/CAD/VOICE L 224376-459606 132,353.70 *	132,353.70	132,353.70

TOTAL	132,353.70
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PURCHASE ORDER NO.	
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VENDOR: MTS SERVICES
501 COVIL AVE, SUITE 200
WILMINGTON, NC 28403-2656

CONTACT/BILL/SHIP TO: BRUNSWICK COUNTY FINANCE
P. O. BOX 249
30 GOVERNMENT CENTER DR NE
BOLIVIA, NC 28422-0249

(910) 253-2065

VENDOR PHONE:	VENDOR FAX:	TERMS:	REQUESTED BY:	DATE ISSUED:
		Net 30	TANYA SIMPSON	03/26/15

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
01	1EA		MATERIALS AND LABOR RELATED TO TELECOM	822,306.00	822,306.00
			104375-458100	144,437.00	
			224376-458000	677,869.00 *	

TOTAL	822,306.00
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FINANCE OFFICER

Brunswick County Fund Balance / Expense breakdown

Request for Additional 911 Funding Distribution:		
Unaudited Fund Balance as of 6/30/2014		\$ 1,300,759.00
Amounts Restricted or Committed:		
Stanely Grant Match		\$ 100,000.00
MTS Contract for 911 Center		\$ 677,869.00
Total Committed FB		\$ 777,869.00
Estimated Fund Balance after Commitments		\$ 522,890.00
Less 20% Fund Balance		\$ 125,623.00
Estimated Fund Balance net of 20% requirement		\$ 397,267.00
Future expected 911 eligible expenditures non-recurring:		
Description	Pre-audit (Funds available)	
Console Furniture - Evans	3/1/2015	\$ 180,978.25
Dispatch Chairs - Evans	3/1/2015	\$ 21,381.20
Total Funds needed for 3/1/2015		\$ 202,359.45
CAD Servers - Stratus	6/30/2015	\$ 180,000.00
CAD Workstations	6/30/2015	\$ 45,000.00
Radio Workstations/back room	6/30/2015	\$ 393,854.00
Total Funds needed for 6/30/2015		\$ 618,854.00
Total Funds needed to award contract and secure pricing		\$ 821,213.45
Estimated Fund Balance available net of 20% requirement		\$ 397,267.00
911 Funding Distribution additional requested for non-recurring		\$ 423,946.45
Monthly increase for 12 months starting 7/1/2014		\$ 35,328.87
Expected Recurring for 911 Phone System Hosting beginning 7/1/2015		\$ 25,000.00



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P68091

VENDOR: EVANS CONSOLES
1577 SPRING HILL ROAD
VIENNA, VA 22182

CONTACT/BILL/SHIP TO: SHERIFF DEPARTMENT
PO BOX 9
70 STAMP ACT DR. NE
BOLIVIA, NC 28422-0009

(910) 253-2777

VENDOR PHONE:	VENDOR FAX:	TERMS:	REQUESTED BY:	DATE ISSUED:
		Net 30	CINDY HILZ	03/26/15

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
01	1EA		911 Building Furnishings (STATE FUNDED 224376-459606 149,951.00	149,951.00*	149,951.00
02	1EA		911 Building Furnishings (FED Drug Fu 104310-455000 14,366.00	14,366.00	14,366.00
03	1EA		911 Building Furnishing (County Funds 104375-455000 16,660.90	16,660.90	16,660.90
04	1EA		911 BUILDING FURNISHINGS 104310-426000 0.35	0.35	0.35

TOTAL 180,978.25

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PURCHASE ORDER NO.	
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VENDOR: EVANS CONSOLES
1577 SPRING HILL ROAD
VIENNA, VA 22182

CONTACT/BILL/SHIP TO: SHERIFF DEPARTMENT
PO BOX 9
70 STAMP ACT DR. NE
BOLIVIA, NC 28422-0009

(910) 253-2777

VENDOR PHONE:	VENDOR FAX:	TERMS:	REQUESTED BY:	DATE ISSUED:
		Net 30	CINDY HILZ	03/26/15

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
01	8EA		High Back Console Chairs-911	1,789.59	14,316.72
			224376-459606	14,316.72 *	
02	4EA		Low Back Console Chairs-911	1,766.12	7,064.48
			224376-459606	7,064.48 *	

TOTAL	21,381.20
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