



Budget Message

Fiscal Year 2026-2027

The Budget message further explains the budget documents. It provides definition of the Districts Funds and District Object Classifications. As those are presented the explanation of financial policies and changes since last year will be added.

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Mission

To provide efficient emergency communications service to the public and emergency service providers throughout Klamath County.

Purpose

To provide professional and effective emergency call taking and emergency services dispatching by decreasing the reporting and response times during emergency situations.

Values

We honor and value our service to the public.

We value our partnerships with other agencies.

We are a dependable and reliable resource for the public and our partner agencies.

We value the safety of our partner agencies and the public.

We strive for appropriate and sustainable funding to accomplish our mission and purpose.

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Overview

The proposed budget has been carefully developed using a combination of historical data, projected operational needs, and alignment with the district's strategic goals. Each year, the budget outlines anticipated revenues, expenditures, and savings objectives for the designated fiscal period. These projections are based on the most current information available and additional funding secured through the community's support by passing a .19 cent levy in 2024. This budget provides a clear and actionable framework for financial management, supports full staffing in dispatch, and ensures the delivery of efficient and reliable services to our partner agencies and the residents of Klamath and Lake Counties.

Personnel and Projects Summary

Personnel Services

The District welcomed a new Executive Director, Amanda Rose, on September 1, 2025, and initiated recruitment to fill four vacant dispatch positions. To date, one position has been filled, and recruitment efforts are ongoing for the remaining three vacancies. Two lead positions also remain unfilled, as they are contingent upon backfilling dispatch roles. As a result of these vacancies, Personnel Services expenditures are lower than anticipated, and a higher-than-normal carryover of funds from FY 2025–2026 is expected.

The District is entering the final year of the 2024–2027 collective bargaining agreement, which provides for a 7% COLA in FY 2026–2027. The adopted non-union compensation schedule includes a corresponding 7% adjustment. These increases are fully reflected in the proposed budget.

Materials and Services

In August 2025, the District replaced its failing professional copier and entered into a new five-year service agreement, resulting in an estimated annual cost savings of approximately \$1,171.

The District's Hamaker backup radio console is failing and will be replaced with a new unit. Once removed, the existing Hamaker console will be sent out for repairs at an estimated cost of \$1,000. After repair, it will be reassigned to the Stukel channel to support stand-alone operations. The cost of the new replacement console is estimated at \$11,495.

Completed Projects

The District successfully completed several key projects during the current fiscal year, including an upgrade to the HVAC system, the addition of two fully functional dispatch consoles to support expanded service to Lake County, and the implementation of an additional law enforcement communication channel at Stukel.

Ongoing and New Projects

The district is currently upgrading its administrative phone system, as the existing Shortel system

is no longer supported. In addition, the district began the agency accreditation process with NWAA on April 1, 2026, with a projected completion date of September 2027.

To enhance dispatch operations, the district has selected ProQA, a program designed to help dispatchers efficiently gather information, deploy resources, and provide consistent post-dispatch and pre-arrival instructions, including guidance for life-critical situations. This system will integrate with the new Tyler CAD platform and is included in the proposed 2026-2027 budget.

The district has also identified the need to upgrade aging security software and hardware. The proposed budget allocates up to \$20,000 to this project.

Organizational Milestones

During the 2025-2026 fiscal year, the organization achieved several significant milestones that strengthened operations and advanced long-term strategic goals.

The Board appointed a new Executive Director, providing stable leadership and a renewed organizational vision. Staff have worked hard to complete the final consolidation documents with Lake County, which are expected to be fully executed by May 5, 2026. This marks a major step in formalizing the partnership and aligning governance and operational frameworks. In addition, the team successfully completed the building and integration of two new dispatch consoles awarded through the consolidation, ensuring improved reliability, expanded capacity, and enhanced service capabilities. These accomplishments position the organization for continued efficiency and improved service delivery in the years ahead.

Looking Ahead

The district remains focused on advancing key operational improvements in the coming fiscal year, including continued collaboration with our partner agency to support the implementation of ProQA. This effort will strengthen standardized call-processing practices and enhance the quality and consistency of emergency response across our service area. Work will also progress on transitioning the Stukel channel to its own stand-alone radio console, a strategic upgrade designed to reduce congestion on the main channel, reduce workload on a single dispatcher and improve overall communications reliability and responder safety. Together, these initiatives reflect our ongoing commitment to system modernization and delivering high-quality service to the communities of Klamath and Lake Counties.

District Funds

Klamath 911 Emergency Communications District utilizes the local branch of Umpqua Bank. Umpqua Bank qualifies for the Oregon Public Funds Collateralization Program under ORS Chapter 295.002. The district has two accounts a money market and checking associated with the general fund. The district began participating in the Local Government Investment Pool operated by the Oregon State Treasury in 2023 and has three accounts: a money market, building reserve and an equipment reserve. The LGIP investment saw a downfall in the earning rate over the past year, however it continues to be successful

with dividends over \$88,770 to date in the current year. A total of \$280,724 has been earned since initial investment three years ago.

The District has three total funds: General Fund, Building Reserve Fund and Equipment Reserve Fund.

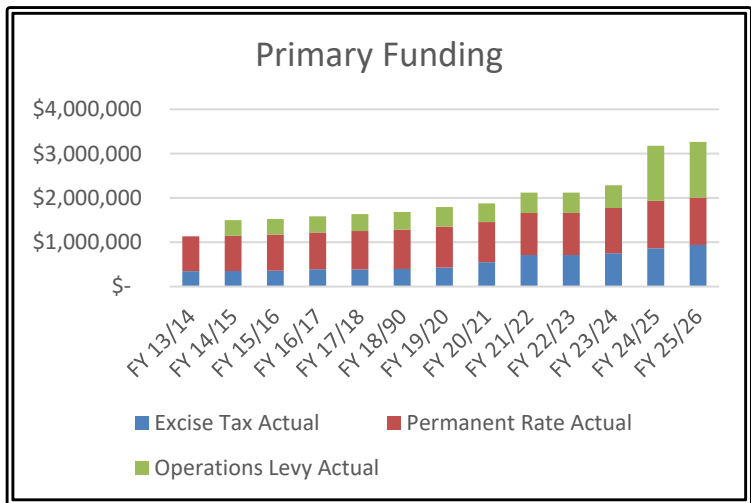
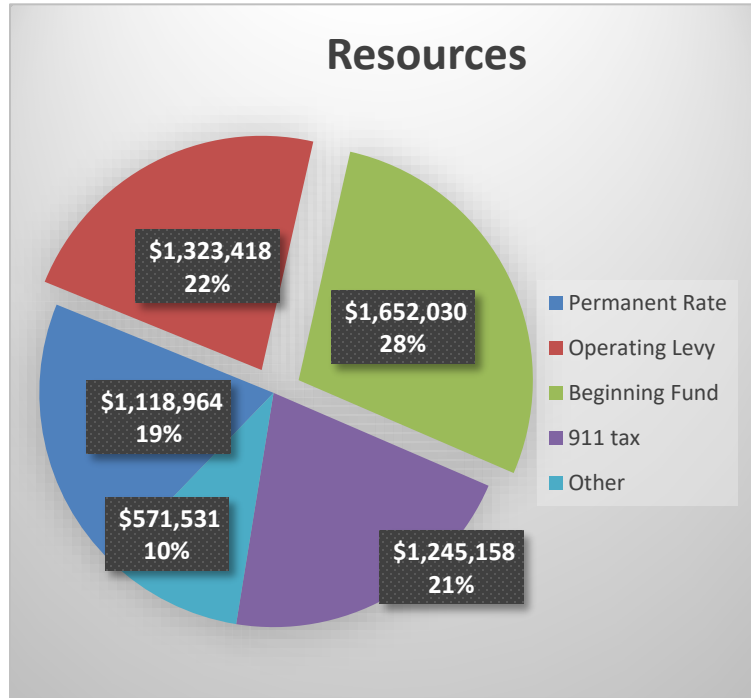
General Fund: This fund is budgeted in forms LB-20 for resources and LB-31 for expenditures. It represents cash held in Umpqua Bank in checking and money market accounts, along with petty cash and accounts receivable and payable.

Building Reserve Fund: This fund, established in June of 2020 is budgeted on form LB-11B. The district has these funds in a specific investment account.

Equipment Reserve Fund: The Equipment Reserve fund is authorized by the Board through resolution and has been determined upon annual review to be continued. This fund is budgeted on form LB-11E and is also in a separate investment account. This holds funds in reserve for future projects such as system lifecycle replacements.

LB-20 –Resources:

BEGINNING FUND BALANCE: This represents what is estimated to be left over in our General Fund at the end of the current fiscal year. (June 30, 2026) Our projection is \$1,652,030. This large carryover is primarily due to being unable to fill vacant positions.



In the budget document the amounts are separated into main categories. These are the Object Classifications. Within those main categories are the specific line items. The following sections will explain the main categories and provide information on the recommendations of the Budget Officer for the line items within those classifications.

OTHER RESOURCES:

9-1-1 EXCISE TAX: This section includes our pass-through share of the 911 tax that is collected by the State. Distributions to the 911 call centers are made quarterly. A formula based on population served is defined in ORS that determines the amount of the distribution. The rate of this taxation is \$1.25 per phone line/device. This amount increased in 2025 when the district absorbed Lake County.

LGIP INVESTMENTS: Dividends earned on invested funds from general, equipment and building fund accounts.

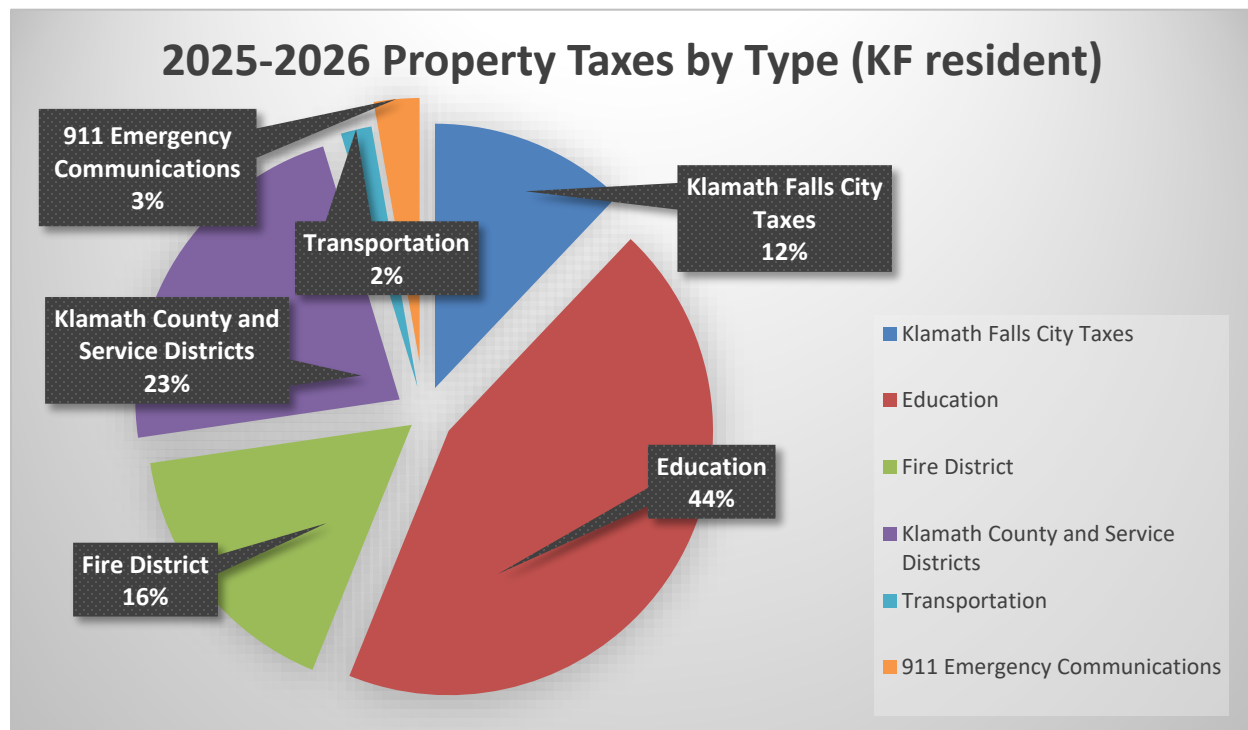
OTHER FUNDING: Tow Contract fees, miscellaneous sales, and State payments in lieu of taxes are self-explanatory.

OEM SUBACCOUNT FUNDS: This category represents money spent from the 911 subaccount managed at the State 911 program. These funds are either reimbursed, disbursed, or paid directly for services on our behalf. This is where we account for those dollars. The expenses are authorized in the appropriate category.

CONTRACT SERVICE FEES: This is income from a small number of contracts for services we provide including Klamath Tribes Security, BLM, USNF and Lake County.

GRANT REVENUE: There are no planned and anticipated grant funds for this budget year, but that does not prohibit us from seeking and receiving grant funds if an opportunity becomes available.

TAXES NECESSARY TO BALANCE: This figure is the additional amount required to have the total resources balance with the total expenditures listed on LB-31. This amount cannot exceed the estimated amount of taxes expected during the fiscal year based upon our permanent tax and operating levy.



LB-31 – Expenditures:

PERSONAL SERVICES: This section covers the costs for employees. It lists the positions in the organizational structure with annual cost (salary plus incentives as outlined in the CBA and Policy) as the budget amount. These amounts are based on the number of employees in that position, and specifically what each employee earns based on the wage/salary scale. The Collective Bargaining Agreement (CBA) outlines the rate of pay for members of the Union. This includes the bargained increase of 7% for Wage/COLA. Leadership, management and support staff wages and salary scales are defined in policy and treated in a comparable way, with step increases commensurate with their professional growth over time.

The Executive Director position is separate from all other positions having its own contract executed by the board. The executive salary is set by the board and budgeted as such. The leadership, management and support staff salary amounts proposed are budgeted with a 7% Wage/COLA increase as outline in Appendix F for this year.

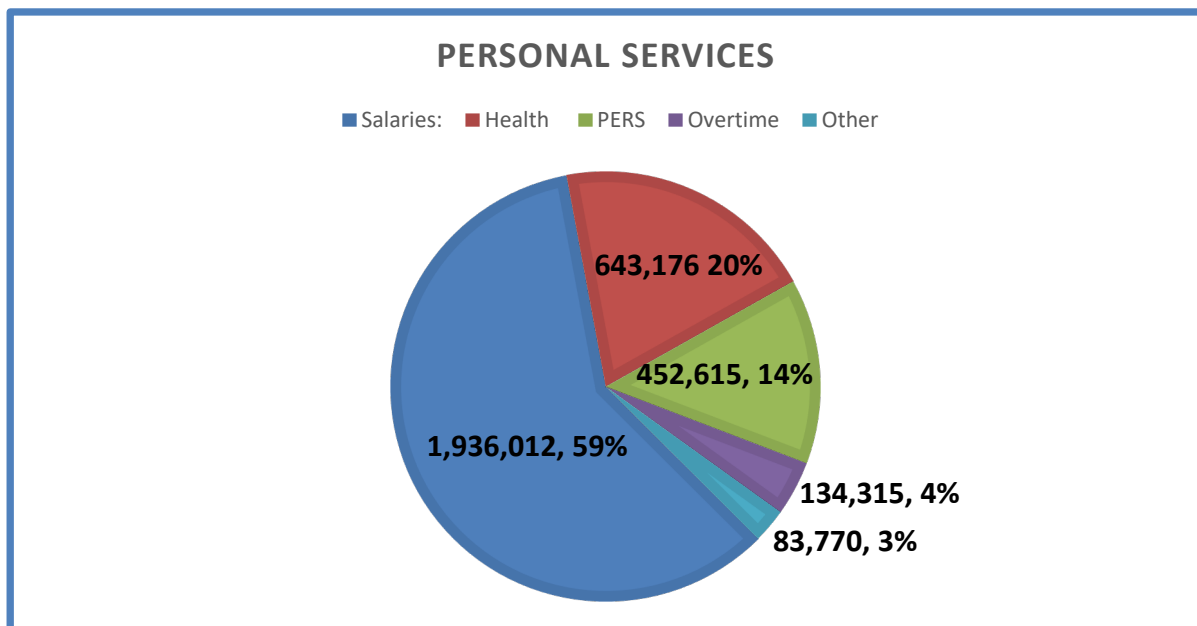
Budgeted to be Fully Staffed

**Executive Director, Operations Manager, Business Manager and Support Specialist QA
1 Communication Supervisors**

Telecom Specialists: 2 Leads, 15 Full-Time and 1 Half-Time

As directed by our previous plan, filling positions has been our priority. We will continue our efforts in this regard.

The rest of the categories within Personal Services are related to taxes, retirement, health care and other benefits. All of these have a proportional relationship with the salary expense.



MATERIALS AND SERVICES: This section includes the general operating costs. There are multiple line items that have shown to be consistent from year to year. These are indicated by slight change in amounts across the page. Listed below are categories or specific line items that merit further detail.

TRAINING COSTS: 7001-Training fees, 7018-Private car mileage and 7020-meals & lodging have all been determined based upon the travel and training requirements for staff along with the required meetings and travel for Leadership and Management. This has increased slightly over last year to allow for additional staff to attend State and National training with APCO, NENA and SDAO.

These expenses cover the costs of:

- The extensive training is associated with new hires and newly promoted employees.
- Annual maintenance training for each certified employee.
- Expenses for administrative employees' training.
- Costs associated with engagement and participation in organizations such as SDAO, APCO/NENA.

RECOGNITION EVENTS & AWARDS: 911 Professionals are skilled and capable employees in various roles who have chosen a career that demands immediate and decisive action in emergency situations. This budget item is designated to acknowledge their efforts and dedication, including recognition during National Telecommunicator Week in April and other events throughout the year.

BOARD TRAINING: This is budgeted for all 7 board members to attend the SDAO conference in February 2027 in Sunriver.

ELECTION EXPENSE: Four board position election costs.

CONTRACT SERVICES: These contracted services are mostly technical support for the primary systems required to complete our mission and support the functions of the district. There are about a dozen different items considered in this total. The Tyler CAD remaining project costs will carry forward to this budget as we do not foresee the payout to be complete in the current year.

The larger expenses are as follows:

- Tyler CAD \$ 36,193 (Remaining startup cost)
- Tyler CAD Annual Service Fees \$ 131,046
- Tyler CAD EIS Data Transfer \$ 23,000 (One time fee)
- ProQA \$ 120,176 (One time fee)
- CenterLogic IT services \$ 55,807
- Klamath Basin Cleaning Services \$ 13,620
- Day Wireless – Radio Console Support \$ 11,786
- DSS Equitire – Logging Recorder \$ 9,873 (4th installment of 10 yr contract)

LEGAL SERVICES (7031 AND 7043): This covers the cost of the Boards Attorney as well as our Labor Attorney. There are two categories depending on how these services are paid and the type of 1099 tax form they are issued. The district has seen an increased need for legal counsel and therefore increased the budget amount.

RADIO SYSTEM MAINTENANCE FEE - KIRG: THE sum indicates the payment made to KIRG to oversee the radio system of which we are a member. In addition to paying fees, our district is also responsible for managing and administering the organization. While this arrangement has been advantageous for all agencies involved, it is **important to recognize that our leadership and management positions carry increased workload and responsibility**. Furthermore, a portion of the maintenance costs are covered by funds from partners through Contract Service Fees, which are considered pass-through expenses.

CAPITAL OUTLAY

OFFICE AND COMMUNICATION EQUIPMENT: These categories are where we expense equipment that has a lifespan longer than 1 year and an initial cost greater than \$1,000. Office Equipment includes projected costs for one server and five computers that have reached end of life, four laptops for offsite training and meetings use, two admin chairs and a placeholder for unplanned expense. Communications Equipment includes projected costs for four security computers that have reach end of life, four dispatch chairs and a placeholder for unplanned expense.

ZIONS BANK LOAN; PRINCIPAL AND INTEREST: This is the building loan and is budgeted per the payment schedule with seven years remaining.

SPECIAL PAYMENTS: OEM Subaccount Expenditures. These expenses which in various fashion get paid by OEM include CPE maintenance agreements, MSAG/GIS work, Text to 911 and other qualifying expenses.

INTERFUND TRANSFERS. These are funds that are transferred between fund accounts and recommendations in this budget.

UNAPPROPRIATED ENDING FUND BALANCE: This is the amount required to operate in the following fiscal year from its beginning to the point at which our property tax-based funding is distributed. That is July 1 through mid-November.

GENERAL CONTINGENCY: A general contingency is used when an amount can be identified as a requirement without being identified as to what it is for. This amount is zero.

LB-11E Equipment Reserve Fund: The equipment reserve is our holding account for future equipment or system replacement and repair. It is wise to save money for these projects. The initial budget proposal includes a transfer from the general fund of \$390K.

LB-11B – Facility Maintenance, Repairs & Updates Reserve Fund: The maintenance reserve is our holding account for future building replacement and repair. The building has now been in use for over 15 years, and we are seeing some future need for repairs to the concrete floors, carpet, and interior paint to name a few. The initial budget proposal includes a transfer from the general fund of \$390K to continue saving to fund these future repairs.

Other Forms

LB-1: This is the notice of budget hearing, published after the budget committee approves the budget, inviting the public to the hearing where the board would adopt the budget.

Resolutions: There will be a total of three resolutions.

ADOPTING THE BUDGET: This resolution adopts the budget by amount.

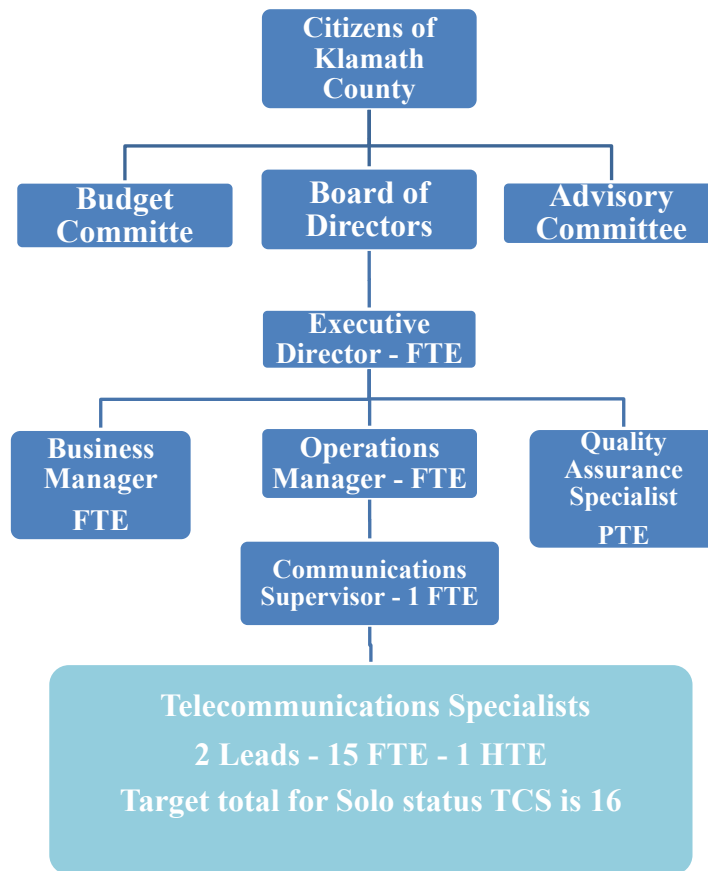
OBJECT CLASSIFICATION ALLOCATIONS: This resolution sets the allocated amount of each fund and states the amount for the object classifications in the fund.

TAXING AUTHORITY: This resolution imposes the taxes of our permanent rate and operating levy.

LB-50: The LB-50 is filed along with the Boards resolutions with the county tax assessor authorizing the collection of our property tax revenue.

The above forms are generated once the committee approves the budget.

Organizational Chart



The position of half-time Telecommunications Specialist is primarily considered an entry level position within our organization. This category includes any TCS working between 20 and 37.5 hours per week. Once a trainee achieves solo status, these positions become critical due to their scheduling flexibility to cover time off and daily operational peaks. Estimates for half-time Telecommunications Specialists, both in total dollars and number of positions, take into account recruitment targets, training schedules, and unfortunately, turnover within the training program.