

Radio Services Fund	Emergency Preparedness	Fund Purpose/ Summary
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Fund Purpose

An enterprise fund is used to account for operations that are financed and operated similar to private businesses, where the costs of providing services are financed or recovered primarily through user charges to Waukesha County Departments and outside agencies. The Radio Services Fund includes three major program areas: Radio Services which provides conventional radio services (including mobile data systems) and equipment repair and maintenance; Trunked Radio infrastructure operations; and an equipment replacement accumulation fund for County agencies' radio replacement. Program descriptions and activities are outlined on the following program pages.

Financial Summary	2006	2007 Adopted	2007 Estimate	2008 Budget	Change From 2007 Adopted Budget	
	Actual (e)	Budget	Estimate	Budget	\$	%
Revenues						
General Government	\$51,500	\$0	\$0	\$0	\$0	N/A
Charges for Services	\$533,960	\$513,470	\$604,322	\$607,739	\$94,269	18.4%
Interdepartmental	\$476,867	\$475,814	\$457,975	\$501,090	\$25,276	5.3%
Other Revenue	\$78,469	\$0	\$97,449	\$0	\$0	N/A
Appr. Fund Balance (a)	\$329,246	\$347,903	\$347,903	\$331,256	(\$16,647)	-4.8%
County Tax Levy	\$0	\$0	\$0	\$0	\$0	N/A
Total Revenue Sources	\$1,470,042	\$1,337,187	\$1,507,649	\$1,440,085	\$102,898	7.7%
Expenditures						
Personnel Costs	\$425,209	\$462,435	\$464,708	\$535,191	\$72,756	15.7%
Operating Expenses	\$427,434	\$503,517	\$500,280	\$526,095	\$22,578	4.5%
Interdept. Charges	\$93,475	\$117,084	\$116,601	\$128,737	\$11,653	10.0%
Interdept. Charges-Int Exp	\$86,879	\$70,903	\$70,903	\$54,256	(\$16,647)	-23.5%
Debt Gen. Fnd Loan Repay (Memo) (b)	\$559,295	\$590,604	\$590,604	\$607,251	\$16,647	2.8%
Fixed Assets (Memo)(d)	\$140	\$0	\$0	\$40,000	\$40,000	N/A
Total Expenditures (b) (d)	\$1,032,997	\$1,153,939	\$1,152,492	\$1,244,279	\$90,340	7.8%
Operating Income (Loss) (c) (d)	\$437,045	\$183,248	\$355,157	\$195,806	\$12,558	6.9%

Position Summary (FTE)

Regular Positions	5.25	5.25	5.25	5.25	0.00
Extra Help	0.00	0.02	0.02	0.48	0.46
Overtime	0.10	0.10	0.10	0.36	0.26
Total	5.35	5.37	5.37	6.09	0.72

- (a) Radio Service Fund Balance is appropriated for repayment to the General Fund for loan interest payments received from participating municipalities to acquire Trunk Radio equipment. (\$117,008 in 2006, \$70,903 in 2007 and \$54,256 in 2008). Radio Services Fund Balance of \$212,000 in 2006, 2007 and 2008 is budgeted to fund the County's portion of Trunk Radio Infrastructure depreciation costs. Radio Services Fund balance of \$65,000 is also budgeted for depreciation associated with the mobile data computer infrastructure.
- (b) Debt repayment of General Fund loans for the radio tower, building, Trunked Radio infrastructure, and radio equipment. Repayment is funded with cash balance generated by operating revenues or repayments from municipalities. The repayment amount is excluded from the expenditure total to conform to financial accounting standards.
- (c) Operating income is attributable to revenues providing funding for the County replacement program (2006: \$161,773, 2007: \$183,248, and 2008: \$195,806). Also included in operating income is interest income from municipal repayment of loans (2006: \$78,441 and 2007: \$59,799). These amounts are repaid to the General Fund in the year following receipt.
- (d) Total expenditures and net operating income exclude fixed asset purchases to conform to financial accounting standards. Any fixed asset purchases will be made from cash generated by operating revenues and existing Radio Services Fund Balance.
- (e) The 2006 actual amount shown above differs from the 2006 Comprehensive Annual Financial Report (CAFR) amount due to the CAFR including depreciation expense related to county assets that were funded from non-County sources.

Radio Services Fund	Emergency Preparedness	Outcomes/ Objectives/Capital Projects
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Major Departmental Strategic Outcomes and Objectives for 2008

County-Wide Key Strategic Outcome: A safe county

Objective 1: Maintain uptime, performance, and reliability of the current County-wide trunked radio communications.

Key Outcome Indicator: Uptime percentage as a performance and reliability measurement.

Performance Measure:	2006 Actual	2007 Target	2007 Estimate	2008 Target
Trunked System unimpaired uptime. Percent of time the system is available overall (reliability).	99.9%	99.9%	99.995%	99.995%
Percent of time the system has unimpaired coverage (performance).	N/A	99.9%	99.4%	97.0%

Objective 2: Maintain a reliable and scalable County-wide public-safety mobile data service to police departments. (Trunked Radio and Radio Services Operations)

Key Outcome Indicator: The mobile data system has been successfully implemented with approximately 210 units online. Coverage, throughput, and reliability are noticeably improved verses the previous system. Need to maintain speed, reliability and coverage of the system in 2008. (Radio Services Operation)

Performance Measure:	2006 Actual	2007 Target	2007 Estimate	2008 Target
Agencies served	23	26	26	26
Geographic Coverage	98%	>99.5%	>99.5%	>99.5%
Gross Data throughput (all sites)	32 kbps	192 kbps	192 kbps	192 kbps

* Throughput is the amount of data that can flow through the system including all tower sites.

Current and Proposed Capital Projects

Project #	Project Name	Expected Completion Year	Total Budget Project Cost	Estimated % Complete at Year End '07	Estimated Net Oper. Impact	Est. Depreciation Expense
200617	Radio Services Building Exp/Renovation	2010	\$520,000	0%	TBD	\$23,700
200815	Trunk Radio Digital Radio System	2015	\$9,515,000	0%	TBD	\$475,750*

* Amount is based on County/municipal partners 50/50 county share for 10 year useful life.

Radio Services Emergency Preparedness Program Fund

Trunked Radio Operations

County-Wide Key Strategic Outcome: A safe county

Program Description

Provides centralized system administration, maintenance, and support for the operations of the infrastructure for 36 of the County's 37 municipalities, and 7 separate fire districts to maintain over 3,700 mobile and portable radios utilizing countywide 800 MHz trunked radio system. This includes 7 antenna sites, 13 radio channels, 93 transmitters, and 113 control base stations.

	2006 Actual	2007 Budget	2007 Estimate	2008 Budget	Budget Change
Staffing (FTE)	0.65	0.65	0.65	1.84	1.19
General Government	\$51,500	\$0	\$0	\$0	\$0
Charges for Services	\$173,890	\$180,695	\$193,310	\$281,532	\$100,837
Interdepartmental	\$130,671	\$25,259	\$23,499	\$25,893	\$634
Other Revenue	\$78,441	\$0	\$59,799	\$0	\$0
Appr. Fund Balance (a)	\$117,127	\$70,903	\$70,903	\$54,256	(\$16,647)
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues (b):	\$551,629	\$276,857	\$347,511	\$361,681	\$84,824
Personnel Costs	\$65,547	\$64,160	\$63,482	\$155,129	\$90,969
Operating Expenses	\$95,025	\$97,555	\$96,043	\$104,710	\$7,155
Interdept. Charges	\$29,915	\$44,239	\$43,934	\$47,586	\$3,347
Interdept. Charges - Int Exp	\$86,879	\$70,903	\$70,903	\$54,256	(\$16,647)
Debt-Gen.Fd Loan Repay (Memo)(b)	\$559,295	\$590,604	\$590,604	\$607,251	\$16,647
Fixed Assets (Memo) (c)	\$140	\$0	\$0	\$40,000	\$40,000
Total Expenditures: (b) (c)	\$277,366	\$276,857	\$274,362	\$361,681	\$84,824

Rev. Over (Under) Exp. (b)	\$274,263	-	\$73,149	-	-
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- (a) Radio Service Fund Balance is appropriated to repay the General Fund for the interest on the loan to the municipalities to acquire Trunk Radio equipment. Radio Services received \$70,903 in 2006 and \$54,256 in 2007 and repays these amounts to the General Fund in the year after receipt.
- (b) Debt repayment of a General Fund loan for the Trunked Radio infrastructure and radio equipment. Repayment is funded with cash balance generated by repayments from municipalities. The repayment amount is excluded from the expenditure total due to the accounting entry for the repayment applied to the balance sheet advances from other funds liability account.
- (c) Total expenditures and net operating income exclude Fixed Assets to conform with financial accounting standards. Any Fixed Asset purchases will be made from cash generated by operating revenues and existing Radio Services Fund Balance.



Program Highlights

Charges for Services revenue is increasing by \$100,837 due to an \$82,189 increase anticipated for installation and programming revenue associated with the Nextel rebanding project. In 2008, Radio Services will be undertaking a major project. Nextel Communications must pay Waukesha County to relocate the entire trunked radio system to new frequencies based on their interference with certain radio frequencies. Since the County's current trunked radios will not support the new frequency band, Nextel must pay to replace the firmware in over 3,200 radios and they must replace over 1,800 existing radios within the County with new radios. To address the additional workload anticipated with this project, Radio Services is shifting 0.35 FTE out of the conventional program and into the trunked program. The Department is also budgeting for 1,000 hours (0.48 FTE) of extra help and 750 (0.36 FTE) hours of overtime to address the increase in workload.

Personnel costs increase by \$90,969 for 1.84 FTEs, which is an increase of 1.19 FTE staff. Overtime, including associated benefits, increases by \$35,712 and extra help, including employee benefit costs, increases by \$14,533. The remaining \$40,724 increase is for cost to continue and an increase of 0.35 FTE based on anticipated work volume. The Department is budgeting \$40,000 in Fixed Assets for the purchase of a replacement uninterruptible power supply for the trunked radio system.

Equipment Replacement – Trunk Radios

Program Description

Provides for the accumulation of funding to afford the replacement of equipment after the useful life is exhausted. Equipment included in this accumulation is Trunked Radio replacement for County departments' radio (portable/mobile/sirens) units, including Sheriff ancillary items such as cases, speakers, and microphones. Not included is any Trunk Radio infrastructure replacement or municipal agencies radio equipment.

	2006 Actual	2007 Budget	2007 Estimate	2008 Budget	Budget Change
Staffing (FTE)	0.00	0.00	0.00	0.00	0.00
Interdepartmental (b)	\$161,773	\$183,248	\$183,248	\$195,806	\$12,558
Appr. Fund Balance (c)	\$212,000	\$212,000	\$212,000	\$212,000	\$0
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues: (b)(c)	\$373,773	\$395,248	\$395,248	\$407,806	\$12,558
Operating Expenses (a)	\$210,564	\$212,000	\$210,564	\$212,000	\$0
Fixed Assets (Memo)	\$0	\$0	\$0	\$0	\$0
Total Expenditures: (a)	\$210,564	\$212,000	\$210,564	\$212,000	-
Rev. Over (Under) Exp. (a)	\$163,209	\$183,248	\$184,684	\$195,806	\$12,558

- (a) Expenditures to be incurred result from the depreciation expense of the County's share (\$1.9 million) of the Trunk Radio infrastructure costs to be totally offset by the appropriation of Radio Services Fund Balance. Original radio purchases are made from the capital project and expensed in the year of purchase based on a \$5,000 minimum capitalization level.
- (b) Amounts charged back as lease charges to departments provides a sinking fund to build up fund balance reserves planned for over a nine-year / ten-year replacement period. This allows for funds to be available for necessary and timely replacements. Funding from departments include various revenue sources including Tax Levy.
- (c) Appropriated Fund Balance includes Radio Service Fund Balance appropriation of \$212,000 for 2006 through 2008. Fund balance is designated to offset depreciation expense related to the County's portion of the Trunked Radio infrastructure. Therefore, no sinking fund is building up for future infrastructure replacement cost. This would need to be funded from a future capital project.



Program Highlights

The 2008 revenue budget continues the accumulation of funds for County departments to be used as a user equipment replacement fund. The 2008 expenditure budget continues the recognition of depreciation expense for the County portion of the Trunked Radio infrastructure costs. The increase in the equipment fund replacement charge for 2008 by \$12,558 is related to an increase in the number of radios that were added to the fund for 2008. The radios that were added have a nine-year replacement life and, since many of the radios are grant funded, the full replacement impacts are to be phased in over the next two years.



Activity – Radio Replacement Charges

Trunked Radio System Department	2007 # of Radios	2008 # of Radios	2007 Budget	2008 Budget	2008 \$ Change
Public Works	182	182	\$36,366	\$38,320	\$1,954
Parks & Land Use	110	110	\$31,821	\$33,158	\$1,337
Sheriff	289	293	\$99,605	\$106,630	\$7,025
Public Works - Central Fleet	7	7	\$1,474	\$1,536	\$62
Medical Examiner	5	5	\$1,405	\$1,464	\$59
Emerg Prep - Emerg Mgmt	3	3	\$1,014	\$1,057	\$43
Emerg Prep - Radio Services*	4	4	\$6,827	*\$7,114	\$287
Health & Human Services	10	16	\$2,932	\$4,648	\$1,716
Humane Animal	3	3	\$1,431	\$1,491	\$60
Airport	1	1	\$373	\$388	\$15
Total	614	624	\$183,248	\$195,806	\$12,558

*Includes \$3,588 of a cross charge from conventional to trunk radio for control bases.

Conventional Radio Services Operation

County-Wide Key Strategic Outcome: A safe county

Program Description

Provides radio design and engineering consultation, purchasing, installation, operation, and servicing of traditional radios and base stations including new Communication Center radio consoles and related equipment (Dispatch Operations). Operations include maintenance and repair services of two-way radio communication (remaining UHF and VHF and microwave systems), user equipment repair and maintenance, and dispatch consoles. This program area services transmitters, microwave, and public safety mobile data communication systems within the County and municipalities in surrounding counties at reasonable fee charges. In addition, this program area, works with the private sector and Corporation Counsel to negotiate tower site leases with wireless cellular phone service providers.

	2006 Actual	2007 Budget	2007 Estimate	2008 Budget	Budget Change
Staffing (FTE)	4.70	4.72	4.72	4.25	(0.47)
Charges for Services	\$360,070	\$332,775	\$411,012	\$326,207	(\$6,568)
Interdepartmental	\$184,423	\$267,307	\$251,228	\$279,391	\$12,084
Other Revenue	\$28	\$0	\$37,650	\$0	\$0
Appr. Fund Balance (a)	\$119	\$65,000	\$65,000	\$65,000	\$0
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$544,640	\$665,082	\$764,890	\$670,598	\$5,516
Personnel Costs	\$359,662	\$398,275	\$401,226	\$380,062	(\$18,213)
Operating Expenses	\$121,845	\$193,962	\$193,673	\$209,385	\$15,423
Interdept. Charges	\$63,560	\$72,845	\$72,667	\$81,151	\$8,306
Fixed Assets (Memo) (b)	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$545,067	\$665,082	\$667,566	\$670,598	\$5,516
Rev. Over (Under) Exp. (b)	(\$427)	-	\$97,324	-	-

- (a) Radio Services Fund Balance of \$65,000 is budgeted to offset depreciation expenses for the capitalized cost of mobile data system, which was funded by Homeland Security grant funds.
- (b) Total expenditures and net operating income exclude Fixed Assets to conform with financial accounting standards. Fixed Asset purchases will be funded by operating revenues and existing Fund Balance.



Program Highlights

Revenues increase by \$5,516. Charges for Services decrease by \$6,568 because one of the municipalities that used to rely on a transmitter for communication moved to fiber. This decrease is slightly offset because the County is budgeting \$9,000 more for parts resale revenue over the 2007 budget based on anticipated parts sales increases. Radio Services Fund Balance is allocated to offset depreciation expenses for the mobile data infrastructure upgrade acquired with Homeland Security grant funds in 2005 and 2006.

Personnel costs decrease by \$18,213 because overtime and extra help are not being budgeted in this program. It is anticipated that those dollars will be needed in the trunked radio program and because 0.35 FTE staff is being shifted into the trunked program for the Nextel rebanding project. Operating costs increase by \$15,423 largely due to a \$12,000 increase in merchandise for resale. This increase in operating is directly offset by an increase in Charges for Service revenue. Interdepartmental charges increase by \$8,306 largely due to a \$6,810 increase in computer replacement and maintenance charges.