MEETING DATE: July 13, 2012

SUBJECT: Resolution 49 – Refunding One-Time Charges Paid by Kirkland for Annexation Costs

FROM: Pam Bissonnette, Executive Director
       Gwen Pilo, Finance Manager

Reviewed by: X Director  X Finance Manager  _______ Attorney

HISTORY: During the 2011 Budget process a new program for Kirkland’s annexation was presented discussing the potential impacts to NORCOM and the service levels provided.

NORCOM and Kirkland projected an increase of 65,000 incoming 9-1-1 calls which would yield 26,000 Calls for Service. With the increased call volume it was determined one additional Call Receiver and call receiver console was needed. Kirkland paid the initial cost for these items ($111,929) in 2011.

When actual call volume and Calls for Service (CFS) were calculated in 2012 call volumes were found to be significantly less that predicted. While call volumes did spike in the first months after the annexation, they have since settled down to near the previous average of 4000 CFS per month for Kirkland Police.

During the recent staffing model analysis NORCOM management determined the additional one Telecommunicator FTE is not needed and has recommended it be removed from the 2013 budget.

PROPOSAL: NORCOM staff is recommending the one-time costs charge to the City of Kirkland in 2011 be refunded to them by reducing their 3rd and 4th quarter assessments for 2012 by $55,964.50 (total $111,929).

FISCAL IMPACT: Since the funds were not used and are savings from 2011, there is no fiscal impact to NORCOM’s agencies in 2012.

ADVANTAGES: Since estimated calls were used to ensure Kirkland didn’t underpay, the presumption was that Kirkland would not overpay as a result. Since the costs were not incurred and the needs were met, it would be equitable to credit the excess fees to Kirkland.

DISADVANTAGES: None

RECOMMENDED MOTION: I MOVE TO APPROVE RESOLUTION 49 A RESOLUTION OF THE GOVERNING BOARD REFUNDING KIRKLAND THE ONE TIME CHARGES PAID FOR ANNEXATION COSTS.

Ayes___________  Nays___________
RESOLUTION 49

RESOLUTION OF THE GOVERNING BOARD OF
NORCOM REFUNDING ONE-TIME CHARGES PAID
BY KIRKLAND FOR ANNEXATION COSTS.

WHEREAS, the City of Kirkland annexed the First Hill, Kingsgate and North Juanita areas of King County, effective June 1, 2011; and

WHEREAS, the projected increase of incoming calls due to Kirkland's annexation was much higher than the actual increase in calls; and

WHEREAS, Kirkland paid $111,929 upfront for one additional Call Receiver and call receiver console determined necessary to handle the projected increase in calls; and

WHEREAS, the recent NORCOM staffing model analysis determined the additional Call Receiver is not needed and management has recommended it be removed from the 2013 budget; and

WHEREAS, the funds were not used and are savings from 2011; and

WHEREAS, NORCOM has sufficient cash reserves and there is no fiscal impact to our agencies in 2012,

NOW, THEREFORE, BE IT RESOLVED by NORCOM that the one-time charge to the City of Kirkland in 2011 is refunded by reducing the 3rd and 4th quarter assessments for 2012 by $55,964.50 (total $111,929).

Passed by majority vote of the Governing Board in open meeting on this 13th day of July, 2012.

Signed in authentication thereof this 13th day of July, 2012.

[Signatures]

Chair

Attest: [Signature]

Secretary