

**EAST BATON ROUGE PARISH
COMMUNICATIONS DISTRICT**

2024 and 2025 BUDGETS



EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT

Budget Message

for the year ending December 31, 2025

Basis for estimates and projections

The proposed budget for the year 2025 has been prepared with the intent of maintaining and enhancing the services provided by the District. The 2025 budget has been prepared using conservative forecasting; no projects will be undertaken unless funds are available. The 2025 spending amounts have been anticipated based on spending levels in prior years, the terms of previously executed contracts, and current economic conditions. Additionally, the District will continue to address additional needs of the District, which will be funded by realizing a full year of the previously approved increases in 911 service charges.

Description and basis of accounting

The District adopts a budget for the General Fund (operating), RMS Fund, and Capital Project Fund on an annual basis. The budgets have been prepared using the modified accrual basis of accounting, which is consistent with the method of accounting for such governmental funds.

Revenues

The District's primary source of revenues are enhanced 911 service charges, which are remitted by telephone service providers and classified as charges for services. The District's total budgeted revenues are \$8,350,000 for 2025, and consist of the following:

| Source | Amount |
|-----------------------------|--------------------|
| Enhance 911 Service Charges | \$8,150,000 |
| Interest Earned in Deposits | \$200,000 |
| TOTAL | \$8,350,000 |

Operating expenditures

Total operating expenditures in the General Fund are projected at \$8,185,445, consisting of the following:

| Category | Amount |
|---|--------------------|
| Salaries and Contract Labor | \$819,080 |
| Personnel Benefits (Retirement & Payroll Taxes) | \$221,865 |
| Supplies | \$298,000 |
| (*) Contractual Services | \$6,846,500 |
| TOTAL | \$8,185,445 |

Operating expenditures (Continued)

The District executed an intergovernmental agreement with the City-Parish on an annual basis which provides that the 911 Communications Center will be staffed by the City/Parish EMS department and reimbursed by the District through a monthly contractual payment to EMS. For 2025, this annual contract is budgeted at \$2,850,000. Additionally, the District provides reimbursement to other governmental agencies for the cost of operating additional PSAPs. For 2025, these reimbursements are budgeted at \$670,000.

Capital Projects

The District's capital outlay budget for 2025 totals \$1.935 million for capital projects. The major capital improvement projects and their related anticipated expenditures in 2025 are follows:

| Project | Amount |
|-------------------------|--------------------|
| Back-up 911 Call Center | \$145,000 |
| Zachary Radio Tower | \$1,590,000 |
| CAD System Upgrade | \$200,000 |
| TOTAL | \$1,935,000 |

Respectfully,



Jim Verlander
Director
EBRP Communications District

(*) Of this amount, \$2.85 million relates to the contract for personnel services with the City-Parish EMS department, \$1.54 million relates to ongoing contracts and subscriptions that ensure the proper functioning of the 911 system; \$835,000 relates to various ongoing maintenance contracts for the District's CAD system and related equipment; and, \$670,000 relates to payments to other local governments for secondary PSAP staffing. The remaining categories can be found on pages 5 and 6 of the budget document.

**EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT
GENERAL FUND BUDGET SUMMARY
DECEMBER 31, 2024 and 2025**

| | 2024 | | | | | 2025 |
|---|-----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | 2023 | ORIGINAL | ACTUAL | ADJUSTMENT | 2024 | |
| | ACTUAL | ADOPTED | August 31, 2024 | | PROPOSED | PROPOSED |
| REVENUES | | | | | | |
| Charges for services | \$ 6,917,266 | \$ 7,550,000 | \$ 5,190,415 | \$ 400,000 | \$ 7,950,000 | 8,150,000 |
| Interest income | 321,941 | 200,000 | 340,184 | 200,000 | 400,000 | 200,000 |
| Other revenues | - | - | - | - | - | - |
| TOTAL REVENUES | \$ 7,239,207 | \$ 7,750,000 | \$ 5,530,599 | \$ 600,000 | \$ 8,350,000 | \$ 8,350,000 |
| EXPENDITURES | | | | | | |
| Salaries | \$ 404,060 | \$ 774,080 | \$ 369,775 | \$ (100,000) | \$ 674,080 | \$ 819,080 |
| Benefits | 66,999 | 161,772 | 76,016 | (20,000) | 141,772 | 221,865 |
| Supplies | 20,909 | 289,500 | 19,525 | 5,000 | 294,500 | 299,000 |
| Contractual services | 5,394,862 | 6,335,935 | 3,260,967 | (315,000) | 6,020,935 | 6,713,500 |
| Debt service | - | - | - | 130,000 | 130,000 | 132,000 |
| Capital outlay expenditures | - | - | - | - | - | - |
| TOTAL EXPENDITURES | \$ 5,886,830 | \$ 7,561,287 | \$ 3,726,283 | \$ (300,000) | \$ 7,261,287 | \$ 8,185,445 |
| OTHER FINANCING SOURCES (USES) | | | | | | |
| Transfer to RMS Fund | (1,000,000) | - | - | - | - | - |
| Transfer from (to) Capital Project Fund | - | - | - | - | - | - |
| TOTAL OTHER FINANCING SOURCES (USES) | \$ (1,000,000) | \$ - | \$ - | \$ - | \$ - | \$ - |
| CHANGE IN FUND BALANCE | 352,377 | 188,713 | 1,804,316 | 900,000 | 1,088,713 | \$ 164,555 |
| FUND BALANCE | | | | | | |
| Beginning of year | 7,510,255 | 6,920,786 | 7,862,632 | | 7,862,632 | 8,951,345 |
| End of year | <u>\$ 7,862,632</u> | <u>\$ 7,109,499</u> | <u>\$ 9,666,948</u> | | <u>\$ 8,951,345</u> | <u>\$ 9,115,900</u> |

**EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT
GENERAL FUND REVENUES
DECEMBER 31, 2024 and 2025**

| | 2024 | | | | | | |
|--|----------------|---------------------|---------------------------|--------------|------------|------------------|------------------|
| | 2023 ACTUAL | ORIGINAL ADOPTED | ACTUAL August 31, 2024 | ANNUALIZED | ADJUSTMENT | 2024 PROPOSED | 2025 PROPOSED |
| REVENUES | | | | | | | |
| Charges for Services | | | | | | | |
| 441602 - Enhanced 911 Service Charges | \$ 1,798,415 | \$ 2,025,000 | \$ 1,348,295 | 2,022,443 | \$ - | \$ 2,025,000 | \$ 2,000,000 |
| 441605 - Wireless E911 Service Charges | 4,249,537 | 4,605,000 | 3,479,099 | 5,218,649 | 600,000 | 5,205,000 | 5,400,000 |
| 441607 - Prepaid Wireless E911 Srv Chg | 869,314 | 920,000 | 363,021 | 726,042 | (200,000) | 720,000 | 750,000 |
| Total Charges for Services | \$ 6,917,266 | \$ 7,550,000 | \$ 5,190,415 | \$ 7,967,133 | \$ 400,000 | \$ 7,950,000 | \$ 8,150,000 |
| Interest income | | | | | | | |
| 461000 - Interest Earnings | \$ 321,941 | \$ 200,000 | \$ 340,184 | \$ 510,276 | \$ 200,000 | \$ 400,000 | \$ 200,000 |
| Total Revenues and other financing sources | \$ 7,239,207 | \$ 7,750,000 | \$ 5,530,599 | \$ 8,477,409 | \$ 600,000 | \$ 8,350,000 | \$ 8,350,000 |

**EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT
GENERAL FUND EXPENDITURES & OTHER FINANCING USES
DECEMBER 31, 2024 and 2025**

| | | 2024 | | | | | | |
|-----------------------------|--------------------------------------|----------------|----------------|-----------------|----------------|------------------|----------------|----------------|
| | | 2023 | ORIGINAL | ACTUAL | | | 2024 | 2025 |
| | | ACTUAL | ADOPTED | August 31, 2024 | ANNUALIZED | ADJUSTMENT | PROPOSED | PROPOSED |
| EXPENDITURES | | | | | | | | |
| Salaries | | | | | | | | |
| 611000 | Salaries of Regular Employees | 331,906 | 716,480 | 337,243 | 505,865 | (100,000) | 616,480 | 761,480 |
| 612000 | Overtime | 16,889 | - | 1,882 | 2,823 | 5,000 | 5,000 | - |
| 614000 | Contract Employees | 25,565 | - | 650 | 975 | 2,000 | 2,000 | - |
| 617100 | Automobile Allowance | 27,000 | 49,200 | 26,200 | 39,300 | (5,000) | 44,200 | 49,200 |
| 617300 | Phone Allowance | 2,700 | 8,400 | 3,800 | 5,700 | (2,000) | 6,400 | 8,400 |
| Total salaries | | 404,060 | 774,080 | 369,775 | 554,663 | (100,000) | 674,080 | 819,080 |
| Benefits | | | | | | | | |
| 621100 | Regular Employee Retirement | 27,943 | 63,135 | 25,134 | 37,701 | (12,000) | 51,135 | 67,635 |
| 622100 | Group Insurance - Health | 7,950 | 26,400 | 12,725 | 19,088 | (2,000) | 24,400 | 70,200 |
| 623000 | Social Security /Medicare | 29,050 | 61,237 | 28,568 | 42,852 | (10,000) | 51,237 | 68,030 |
| 624100 | Workers' Compensation Policies | 1,408 | 9,000 | 8,425 | 12,638 | 4,000 | 13,000 | 12,000 |
| 625000 | Unemployment | 648 | 2,000 | 1,164 | 1,746 | - | 2,000 | 4,000 |
| Total benefits | | 66,999 | 161,772 | 76,016 | 114,024 | (20,000) | 141,772 | 221,865 |
| Supplies | | | | | | | | |
| 631000 | Office Supplies | 20,909 | 20,000 | 13,922 | 20,883 | 5,000 | 25,000 | 31,000 |
| 631200 | Computer Software/Supplies | - | 18,000 | 5,603 | 8,405 | - | 18,000 | 18,000 |
| 635100 | Food-Human Consumption | - | 1,500 | - | - | - | 1,500 | - |
| 636240 | Trackable Supplies - Furniture | - | 250,000 | - | - | - | 250,000 | 250,000 |
| Total supplies | | 20,909 | 289,500 | 19,525 | 29,288 | 5,000 | 294,500 | 299,000 |
| Contractual services | | | | | | | | |
| 641200 | Legal Services | 71,435 | 65,000 | 27,541 | 41,312 | - | 65,000 | 65,000 |
| 642000 | Electricity & Gas | - | 18,000 | 3,478 | 5,217 | (7,000) | 11,000 | 18,000 |
| 642200 | Janitorial/Extermination Srv | - | 3,000 | - | - | (3,000) | - | - |
| 643100 | Advertising | 194 | 5,000 | - | - | - | 5,000 | 5,000 |
| 643200 | Dues & Memberships | 851 | 1,500 | 469 | 704 | - | 1,500 | 3,000 |
| 643350 | Travel & Training | 8,891 | 40,000 | 10,122 | 15,183 | - | 40,000 | 50,000 |
| 643450 | Postage | 91 | 100 | - | - | - | 100 | - |
| 643500 | Other Contractual Services | - | 53,000 | 1,200 | 1,800 | - | 53,000 | 153,000 |
| 643540 | Other Professional Services | 103,310 | 115,000 | 81,986 | 122,979 | - | 115,000 | 150,000 |
| 643550 | Contractual Services - EMS Personnel | 3,223,397 | 3,316,220 | 2,210,814 | 3,316,221 | - | 3,316,220 | 2,850,000 |
| 643620 | Assistance to Other Govt Ag | 351,732 | 678,915 | - | - | - | 678,915 | 670,000 |
| 644110 | General Liability Insurance | 45,125 | 65,000 | 32,469 | 48,704 | - | 65,000 | 75,000 |
| 645100 | 911 Computer Hardware | 33,317 | - | - | - | - | - | - |

**EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT
GENERAL FUND EXPENDITURES & OTHER FINANCING USES
DECEMBER 31, 2024 and 2025**

| | | 2024 | | | | | | |
|---|-----------------------------------|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | | 2023 | ORIGINAL | ACTUAL | | | 2024 | 2025 |
| | | ACTUAL | ADOPTED | August 31, 2024 | ANNUALIZED | ADJUSTMENT | PROPOSED | PROPOSED |
| EXPENDITURES | | | | | | | | |
| 645300 | 911 Computer Hardware Maintenance | 586,753 | 762,700 | 258,136 | 387,204 | (200,000) | 562,700 | - |
| 645400 | 911 Ongoing System Ops | - | - | - | - | - | - | 1,540,000 |
| 645500 | CAD Computer Hardware | 38,890 | 27,000 | 18,750 | 28,125 | - | 27,000 | - |
| 645600 | CAD Computer Software | 81,435 | 75,000 | 52,890 | 79,335 | - | 75,000 | - |
| 645700 | CAD Computer Hardware Maintenance | 99,561 | 35,000 | 19,095 | 28,643 | - | 35,000 | - |
| 645800 | CAD Computer Software Maintenance | 579,032 | 669,500 | 436,693 | 655,040 | - | 669,500 | - |
| 645850 | CAD Ongoing System Ops | - | - | - | - | - | - | 834,500 |
| 646000 | GIS Computer Software | - | 70,000 | - | - | - | 70,000 | 70,000 |
| 646200 | Rental/Lease Office Space | 42,042 | 130,000 | 85,510 | 128,265 | (130,000) | - | - |
| 647200 | Repair/Maintenance - Buildings | - | 105,000 | 1,784 | 2,676 | - | 105,000 | 130,000 |
| 647300 | Repair/Maintenance - Office Eqp | - | 1,000 | - | - | - | 1,000 | - |
| 647800 | Repair/Maintenance - Comm Eqp | - | 100,000 | - | - | - | 100,000 | 100,000 |
| 648300 | Radio Shop Hardware Maintenance | 10,200 | - | - | - | - | - | - |
| 648500 | Towers | 1,371 | - | - | - | - | - | - |
| 649998 | Emergency Event 2 | 8,633 | - | 23,355 | 35,033 | 25,000 | 25,000 | - |
| 649999 | Emergency Event | 108,602 | - | (3,325) | (4,988) | - | - | - |
| Total contractual services | | 5,394,862 | 6,335,935 | 3,260,967 | 4,891,451 | (315,000) | 6,020,935 | 6,713,500 |
| Debt service | | | | | | | | |
| 661000 | Principal | - | - | - | - | 38,000 | 38,000 | 43,000 |
| 662000 | Interest | - | - | - | - | 92,000 | 92,000 | 89,000 |
| Total debt service | | - | - | - | - | 130,000 | 130,000 | 132,000 |
| TOTAL EXPENDITURES | | 5,886,830 | 7,561,287 | 3,726,283 | 5,589,425 | (300,000) | 7,261,287 | 8,185,445 |
| 694600 | TT RMS Fund | (1,000,000) | - | - | - | - | - | - |
| TOTAL OTHER FINANCING SOURCES (USES) | | (1,000,000) | - | - | - | - | - | - |

**EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT
CAPITAL PROJECTS FUND BUDGET
DECEMBER 31, 2024 and 2025**

| | | 2024 | | | | | 2025 | |
|---------------------------------------|---------------------------------|---------------------|---------------------|---------------------|-------------------|---------------------|---------------------|---------------------|
| 2023 | | ORIGINAL | ACTUAL | ESTIMATED | 2024 | | 2025 | |
| ACTUAL | | ADOPTED | August 31, 2024 | REMAINING | ADJUSTMENT | PROPOSED | PROPOSED | |
| CAPITAL OUTLAY EXPENDITURES | | | | | | | | |
| 700100 | COP 911 Backup Location Project | 688,324 | 692,000 | 424,628 | 122,372 | (145,000) | 547,000 | 145,000 |
| 700200 | COP Zachary Tower Project | - | 800,000 | 553,219 | 6,781 | (240,000) | 560,000 | 1,590,000 |
| 700300 | 911 System Projects | - | - | - | - | - | - | - |
| 700400 | CAD System Projects | - | 600,000 | 188,588 | 211,412 | (200,000) | 400,000 | 200,000 |
| 700600 | GIS System Projects | 25,000 | 100,000 | - | 100,000 | - | 100,000 | - |
| TOTAL EXPENDITURES | | \$ 713,324 | \$ 2,192,000 | \$ 1,166,435 | \$ 440,565 | \$ (585,000) | \$ 1,607,000 | \$ 1,935,000 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | |
| 691000 | Transfer (to) from General Fund | - | - | - | - | - | - | - |
| CHANGE IN FUND BALANCE | | (713,324) | (2,192,000) | (1,166,435) | (440,565) | 585,000 | (1,607,000) | (1,935,000) |
| FUND BALANCE | | | | | | | | |
| Beginning of year | | 4,559,454 | 3,512,666 | 3,846,130 | | | 3,846,130 | 2,239,130 |
| End of year | | <u>\$ 3,846,130</u> | <u>\$ 1,320,666</u> | <u>\$ 2,679,695</u> | | | <u>\$ 2,239,130</u> | <u>\$ 304,130</u> |

**EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT
RMS FUND BUDGET
DECEMBER 31, 2024 and 2025**

| | 2024 | | | | | | 2025 |
|--|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|-------------------|
| | 2023 | ORIGINAL | ACTUAL | ESTIMATED | 2024 | 2025 | |
| | ACTUAL | ADOPTED | August 31, 2024 | REMAINING | ADJUSTMENT | PROPOSED | PROPOSED |
| EXPENDITURES | | | | | | | |
| Contractual services | | | | | | | |
| 645900 RMS Computer Software | 247,190 | 342,500 | 69,816 | 63,234 | \$ (209,450) | 133,050 | 133,050 |
| Total contractual services | 247,190 | 342,500 | 69,816 | 63,234 | (209,450) | 133,050 | 133,050 |
| Debt Service | | | | | | | |
| 661000 Principal | - | - | - | 195,330 | 195,330 | 195,330 | 195,330 |
| 662000 Interest | - | - | - | 14,120 | 14,120 | 14,120 | 14,120 |
| Total debt service | - | - | - | 209,450 | 209,450 | 209,450 | 209,450 |
| TOTAL EXPENDITURES | \$ 247,190 | \$ 342,500 | \$ 69,816 | \$ 272,684 | \$ - | \$ 342,500 | \$ 342,500 |
| OTHER FINANCING SOURCES (USES) | | | | | | | |
| 691000 Transfer (to) from General Fund | 1,000,000 | - | - | - | - | - | - |
| CHANGE IN FUND BALANCE | 752,810 | (342,500) | (69,816) | (272,684) | - | (342,500) | (342,500) |
| FUND BALANCE | | | | | | | |
| Beginning of year | - | 657,500 | 752,810 | | | 752,810 | 410,310 |
| End of year | \$ 752,810 | \$ 315,000 | \$ 682,994 | | | \$ 410,310 | \$ 67,810 |