MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
SEPTEMBER 24, 2026

The Jefferson County Emergency Communications Authority ("JCECA") Board of Directors met via a virtual Google Meet.

Present:	Director Kevin Biegert Director Mark Goodell Director Travis Hopwood Director Dean Villano JCSO Undersheriff Mike Prange (alternate for Director Kerr) Attorney Ryan Tharp
Excused:	Director Andy Kerr
Also, Present:	Jeff Irvin, JCECA Executive Director Tracie Kaminski, Pinnacle Consulting Group, Inc. Shawn Bowie, Pinnacle Consulting Group, Inc. Maylee Barraza, BCC Clerk's Office Mikhaila Zamora, BCC Clerk's Office Jacinda English, Broomfield PD Paige Wison, Broomfield PD Geena Gomez-Wurtz, Jeffcom911 Gina Ramirez, Jeffcom911 Jennifer Sandoval, Jeffcom911 Kevin Garcia, Jeffcom911 Kyle Mickelson, Jeffcom911 Scott Barber, Jeffcom911 Cherish Moon, Jeffcom911 Jennifer Gustin, Jeffcom911 Sara Gallegos, Westy911 Shane Palmer, Jeffcom911 Allie Wedding, Jeffcom911 Zeeshan Salmani, City of Lakewood Mike Weege, EVFR Kris Kazian, EVFR David Dean, WMFR Alexandra Jennerjahn, Denver7

Director Goodell called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Hopwood duly seconded by Director Villano, and by unanimous vote, approved the Minutes of the August 27, 2026 meeting.

TREASURER'S REPORT

Mr. Bowie presented the financial results through August 31st, reporting total revenues of $16,724,235 against total expenditures of $14,567,514, resulting in a surplus of $2,156,721 and an ending fund balance of $13,672,990. The estimated cash position at the end of August was $12,376,126, with estimated total cash at the end of the fourth quarter projected at $13,091,194.

The Board upon motion of Director Hopwood duly seconded by Director Biegert, and by unanimous vote, approved the Treasurer's Report.

2027 Budget Hearing

Director Goodell opened the 2027 budget hearing. Mr. Irvin noted that the proposed budget is contingent upon the Public Utilities Commission setting the cap at $2.26, with an expected decision in early October. The budget includes a 30% increase in the agency operating fund covering 88% of payroll costs for the emergency communication centers (ECCs), utilizing emergency telephone charge funds with a long-term trajectory toward 100% payroll coverage.

The Board upon motion of Director Hopwood duly seconded by Director Villano, and by unanimous vote, approved the 2027 Budget subject to amendment if the emergency telephone charge (ETC) rate cap is not set at $2.26 by the PUC.

Director Goodell closed the 2027 budget hearing.

EXPENDITURE REQUESTS

Mr. Irvin presented the September expenditure requests (copy attached).

There was discussion regarding an increase to approved request for the Evergreen Fire Rescue Station Alerting project.

The Board upon motion of Director Biegert duly seconded by Director Villano and by unanimous vote, approved the expenditure requests for June in the amount of $1,570,531.83.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English reported that Broomfield participated in the Broomfield Days event promoting Lookout Alert, noted two current staffing vacancies with a third anticipated from a November retirement, and stated that three candidates are currently undergoing background checks to fill spots by the end of next month.
- **Jeffcom ECC** – Ms. Ramirez announced that Jeffcom selected Andrew Damaron as their new executive director, finalized IT director interviews, started a new academy with nine students in September, and opened an emergency communications specialist position for the January academy.
- **Westminster ECC** – Ms. Gallegos reported four vacancies, four trainees, an open hiring process closing on Monday, and promotion of Lookout Alert at an upcoming public safety annual open house.

EXECUTIVE DIRECTOR REPORT

- **Lookout Alert Updates and Handout Distribution**: Kevin Garcia reported that Lookout Alert opt-ins surpassed 101,000, which includes legacy Code Red users who have not yet paired their data with Smart911 profiles. Redesigned handout cards in Spanish and English were printed for distribution to agencies, and upcoming community engagement events include Arvada Safety Days and the West Metro Fire muster.
- **Waterton Canyon Call Box**: Mr. Irvin proposed taking over operation of a relocated satellite call box near Waterton Canyon just inside the Jefferson County line, following a request from Jennifer Gustin at Jeffcom. Denny Shin from the Douglas County Emergency Communication Authority agreed to let them reimburse costs estimated at $1,500 annually until a decision is made on upgrading communication to internet protocol or plain old telephone service via Denver Water. The box will be checked monthly by a technician or deputy. Travis Hopwood recommended taking over the box due to frequent public use, and the board agreed**.**

LEGAL COUNSEL REPORT

Mr. Tharp reported that CenturyLink filed their network improvement plan tariff, and legal counsel is prepared to intervene in the proceedings to verify terms, conditions, and rollout expectations for the new services.

NEW BUSINESS

Executive Director Evaluation and 2027 Compensation Review: Mr. Irvin agreed to allow his annual review to be conducted in open session. Director Goodell reported that Mr. Irvin's performance exceeded expectations in all categories, which was praised by Ms. Gallegos, Ms. Rammirez, and Ms. English. Director Biegert and Director Hopwood discussed tying 2027 compensation increases to the consumer price index and performance, with Director Hopwood recommending pulling consumer price index numbers for a formal compensation recommendation at the October meeting. Ryan Tharp confirmed that no executive session or formal board motion was required for the evaluation or review today

ADJOURNMENT

Director Goodell adjourned the meeting.

PINNACLE
CONSULTING GROUP, INC.

Management Financial Statements

BOARD OF DIRECTORS
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

We have prepared the accompanying management financial statements for the periods ending as of August 31, 2026.

These financial statements are designed for management purposes and are intended for those who are knowledgeable about these matters. We have not audited, reviewed or compiled the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America. Substantially all the disclosures required by accounting principles generally accepted in the United States of America have been omitted. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the financial position and results of operations.

Tracie L. Kaminski

Pinnacle Consulting Group, Inc.
September 22, 2026

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY		
BALANCE SHEET		
August 31, 2026		
	Unaudited	
	Actual	
	8/31/2026	
Assets		
Current Assets		
Cash, Checking	$ 4,768,880	
Cash, Savings	7,607,246	
Accounts Receivable	2,495,780	
Prepaid Expense	96,998	
Total Current Assets	$ 14,968,905	
Long-Term Assets		
Construction in Progress	$ 5,365,878	
Infrastructure	25,895	
Right of Ways	568,082	
West Corridor Fiber Optic	865,614	
Accumulated Depreciation	(523,626)	
Total Long-Term Assets	$ 6,301,844	
Total Assets	**$ 21,270,747**	
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,292,866	
Credit Card Liability	3,047	
Total Current Liabilities	$ 1,295,913	
Total Liabilities	**$ 1,295,913**	
Fund Equity		
Net Investment in Fixed Assets	$ 6,301,844	
Fund Balance		
Nonspendable	96,998	
Restricted	-	
Unassigned	13,575,992	
Total Fund Equity	**$ 19,974,834**	
Total Liabilities and Fund Equity	**$ 21,270,747**	
	=	

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS
GENERAL FUND

	(a)	(b)	(c)	(c-a)	(d)	(d-a)
	2026 Adopted Budget	**2026 Projected Actual**	**Actual Through 8/31/2026**	**Variance Through 8/31/2026**	**2027 Proposed Budget**	**Year to Year Budget Variance**
Revenues						
9-1-1 fee (ETC)	$ 20,621,244	$ 20,621,244	$ 14,388,369	$ (6,232,875)	$ 20,981,653	$ 360,409
9-1-1 fee (prepaid)	2,062,124	2,062,124	1,406,309	(655,816)	2,098,165	36,041
PUC Statewide 9-1-1 Trust Reimbursement	1,031,062	1,031,062	747,822	(283,240)	1,049,083	18,020
Interest Income	200,000	311,539	181,731	(18,269)	200,000	-
Miscellaneous Income	500	500	4	(496)	500	-
Total Revenues	**$ 23,914,930**	**$ 24,026,470**	**$ 16,724,235**	**$ (7,190,695)**	**$ 24,329,400**	**$ 414,470**
Expenditures						
Administrative	$ 403,281	$ 407,540	$ 271,279	$ (132,002)	$ 399,967	$ (3,314)
Agency Operating Fund - BRO	1,667,353	1,667,353	1,098,937	(568,415)	2,167,558	500,206
Agency Operating Fund - WES	2,778,920	2,778,920	1,831,561	(947,359)	3,612,596	833,676
Agency Operating Fund - JEFFCOM	14,079,865	14,079,865	9,279,911	(4,799,954)	18,303,824	4,223,959
Disaster & Recovery Plan (DRP)	232,471	232,471	121,639	(110,832)	612,135	379,664
GIS System	184,433	184,433	62,691	(121,741)	349,687	165,254
Line Charges	878,864	878,864	744,491	(134,373)	904,830	25,966
Notification Systems (ENS)	367,795	367,795	205,337	(162,458)	474,831	107,036
Special Projects	1,846,498	1,783,689	951,668	(894,830)	1,779,619	(66,879)
Total Operating Expenditures	**$ 22,439,479**	**$ 22,380,928**	**$ 14,567,514**	**$ (7,871,965)**	**$ 28,605,047**	**$ 6,165,568**
Revenues over/(under) Expenditures	**$ 1,475,451**	**$ 1,645,541**	**$ 2,156,721**	**$ 681,270**	**$ (4,275,647)**	**$ (5,751,098)**
Beginning Fund Balance	**10,543,060**	**11,516,269**	**11,516,269**		**13,161,810**	**2,618,750**
Ending Fund Balance	**$ 12,018,511**	**$ 13,161,810**	**$ 13,672,990**		**$ 8,886,163**	**$ (3,132,348)**
Components of Ending Fund Balance						
Capital Reserve	$ 750,000	$ 750,000	$ 750,000		$ 750,000	$ -
Operating Reserve (25% of Expenses)	5,609,870	5,595,232	5,609,870		7,151,262	1,541,392
Unrestricted	5,658,641	6,816,578	7,313,120		984,901	(4,673,740)
Ending Fund Balance	**$ 12,018,511**	**$ 13,161,810**	**$ 13,672,990**		**$ 8,886,163**	**$ (3,132,348)**

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS - DETAIL
GENERAL FUND

	(a)	(b)	(c)	(c-a)	(d)	(d-a)
	2026 Adopted Budget	**2026 Projected Actual**	**Actual Through 8/31/2026**	**Variance Through 8/31/2026**	**2027 Proposed Budget**	**Year to Year Budget Variance**
Administration						
Accounting	$ 95,000	$ 95,000	$ 64,099	$ (30,901)	$ 97,850	$ 2,850
Bank Charges	5,000	5,000	-	(5,000)	5,000	-
Executive Director (ED)						
401k & Benefits	26,877	26,877	17,724	(9,153)	27,383	506
Mileage Reimbursement	300	300	-	(300)	200	(100)
Payroll Tax	11,671	11,671	7,616	(4,055)	11,809	138
Wages & Salaries	150,075	150,075	98,049	(52,026)	151,486	1,411
Insurance	20,439	20,439	19,511	(928)	9,700	(10,739)
Legal	77,222	77,222	49,025	(28,197)	79,539	2,317
Meeting & Misc						
Meeting & Misc - Other	9,997	9,997	8,847	(1,150)	10,000	3
Office Supplies & Postage	1,085	1,085	356	(729)	1,000	(85)
Payroll Expenses	4,874	4,874	2,036	(2,838)	1,000	(3,874)
Public Web	741	5,000	3,959	3,218	5,000	4,259
Total Administrative Expenses	$ 403,281	$ 407,540	$ 271,222	$ (132,059)	$ 399,967	$ (3,314)
Agency Operating Fund (AOF)						
Broomfield	$ 1,667,353	$ 1,667,353	$ 1,098,937	$ (568,415)	$ 2,167,558	$ 500,206
Westminster	2,778,920	2,778,920	1,831,561	(947,359)	3,612,596	833,676
Jeffcom	14,079,865	14,079,865	9,279,911	(4,799,954)	18,303,824	4,223,959
Total Agency Operating Fund (AOF)	$ 18,526,137	$ 18,526,137	$ 12,210,409	(6,315,728)	$ 24,083,978	$ 5,557,841
Disaster & Recovery Plan (DRP)						
433HBC	$ 232,471	$ 232,471	$ 121,639	$ (110,832)	$ 612,135	$ 379,664
Total Disaster & Recovery Plan (DRP)	$ 232,471	$ 232,471	$ 121,639	$ (110,832)	$ 612,135	$ 379,664
GIS System						
GIS System Support	$ 184,433	$ 184,433	$ 62,691	$ (121,741)	$ 349,687	$ 165,254
Total GIS System	$ 184,433	$ 184,433	$ 62,691	$ (121,741)	$ 349,687	$ 165,254
Line Charges						
Call Box MRC	$ 8,528	$ 8,528	$ 5,466	$ (3,062)	$ 8,384	$ (144)
ESInet	870,336	870,336	739,025	(131,312)	896,446	26,110
Total Line Charges	$ 878,864	$ 878,864	$ 744,491	$ (134,373)	$ 904,830	$ 25,966
Notification Systems (ENS)						
ALI Database Extract (ADE)	$ 10,783	$ 10,783	$ 4,684	$ (6,099)	$ -	$ (10,783)
ENS	221,112	221,112	181,153	(39,959)	368,741	147,629
VoIP Record Extract	2,000	2,000	-	(2,000)	-	(2,000)
ENS Systems Support	133,900	133,900	19,500	(114,400)	106,090	(27,810)
Total Notification Systems (ENS)	$ 367,795	$ 367,795	$ 205,337	$ (162,458)	$ 474,831	$ 107,036
Special Projects						
Call Box Project	$ 8,717	$ 8,717	$ 4,265	$ (4,452)	$ 8,979	$ 262
Fiber Special Projects	200,000	200,000	20,761	(179,239)	300,000	100,000
Last Mile Fiber Project	200,000	200,000	20,761	(179,239)	300,000	100,000
J-FON O&M	227,581	227,581	130,013	(97,568)	234,408	6,827
Jeffcom Radio Console Lease Assistance	251,532	252,000	252,000	468	252,000	468
Smart911	89,600	89,600	66,871	(22,729)	-	(89,600)
Fire Station Alerting	-	89,702	89,702	89,702	-	-
EVFR/JCPS DAS/BDA	-	92,287	92,287	92,287	-	-
BRO/WES Phone System Replacement						-
NRC costs yr 1	584,836	584,836	56,803	(528,033)	-	(584,836)
ARC costs 5 yr agreement	284,232	-	-	(284,232)	284,232	-
City of Lakewood, Radio Replacement Grant	-	-	-	-	500,000	500,000
Special Projects Contingency	200,000	238,966	238,966	38,966	200,000	-
Total Special Projects	$ 1,846,498	$ 1,783,689	$ 951,668	$ (894,830)	$ 1,779,619	$ (66,879)
Total Expenditures	**$ 22,439,479**	**$ 22,380,928**	**$ 14,567,457**	**$ (7,872,022)**	**$ 28,605,047**	**$ 6,165,568**

Jefferson County Emergency Communications Authority
2026 Cash Projection Report

	Q1	Q2	July	August	September	Q3	Q4
	Actual	Actual	Actual	Actual	(Estimate)	(Estimate)	(Estimate)
Cash on Hand	**$ 9,664,127**	**$ 11,189,712**	**$ 11,118,248**	**$ 11,410,525**	**$ 12,376,126**	**$ 12,376,126**	**$ 12,912,427**
Expected Inflows:							
2026 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 6,005,382**	**$ 6,546,920**	**$ 2,149,751**	**$ 2,683,187**	**$ 1,992,931**	**$ 6,825,869**	**$ 5,978,793**
Expected Outflows:							
2026 Obligations (As projected, less paid)							
Administrative Total	**$ 99,893**	**$ 139,507**	**$ 24,982**	**$ 15,644**	**$ 21,648**	**$ 62,273**	**$ 64,943**
Agency Operating Fund (AOF) Total	**4,491,185**	**5,003,869**	**1,543,962**	**1,543,845**	**1,543,845**	**4,631,652**	**4,631,535**
Disaster & Recovery Plan (DRP) Total	**46,978**	**42,453**	**11,989**	**11,989**	**14,883**	**38,861**	**44,648**
GIS System Total	**13,625**	**26,225**	**14,250**	**14,250**	**14,510**	**43,011**	**43,531**
Line Charges Total	**267,215**	**357,248**	**101,254**	**59,044**	**11,763**	**172,061**	**35,289**
Notification Systems (ENS) Total	**64,403**	**1,560**	**19,896**	**21,446**	**32,561**	**73,903**	**97,683**
Special Projects Total	**139,461**	**114,893**	**141,141**	**51,366**	**174,955**	**367,462**	**524,864**
Total Expected Outflows	**$ 5,122,759**	**$ 5,685,755**	**$ 1,857,474**	**$ 1,717,586**	**$ 1,814,164**	**$ 5,389,224**	**$ 5,442,493**
Net Inflows/Outflows	**$ 882,623**	**$ 861,165**	**$ 292,277**	**$ 965,602**	**$ 178,767**	**$ 1,436,645**	**$ 536,301**
Estimated Cash Position	**$ 10,257,083**	**$ 11,118,248**	**$ 11,410,525**	**$ 12,376,126**	**$ 12,554,893**	**$ 12,554,893**	**$ 13,091,194**

JCECA - 2026 Sep Expenditure Request Authorization 092426 0829					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2026-011		EVFR	Station Alerting addendum request - costs inadvertently omitted from original request	SpProj	26,687.00
2026-032		Multi	ECC distributions for Oct 2026	AOF	1,543,844.83
				Total	**1,570,531.83**
				Expenditures Approved by Executive Director (signature):	

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
OCTOBER 22, 2026, AT 9 A.M.

THIS WILL BE A VIRTUAL MEETING ONLY

There will not be a physical meeting. The virtual meeting can be attended via Google Meet at the link below or by calling in via telephone.

https://meet.google.com/viq-cvys-edu. Use of computer audio (headset/mic) works best or join by phone: 413-459-4200, PIN: 669 173 972# - press *6 to mute/unmute your phone.

1. Call to Order.

2. Public Comment.

3. Approval of Minutes:
    i. September 24, 2026 Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. Financial Statements.
        ii. Cash Encumbrance Report.
    b. Expenditure Requests – Executive Director.

5. Emergency Communication Center (ECC) Partners Reports:
    a. City and County of Broomfield (Broomfield PD PSAP).
    b. Jeffcom 911 (Jefferson County Communications Center Authority PSAP).
    c. City of Westminster (Westminster PD/FD Communications PSAP).

6. Executive Director's Report

7. Legal Counsel Report

8. New Business

9. Executive Session pursuant to §24-6-402(4)(f)(I), C.R.S., for personnel matters regarding the Executive Director 2026 annual performance review.

10. Adjournment.

For Information regarding the Jefferson County Emergency Communications Authority (JCECA) please visit the website https://jceca.org/ or contact: Jeff Irvin, Executive Director, 303-539-9410, jirvin@jceca.org.