MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
JANUARY 23, 2025

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 Andy Kerr Director Dave Lester Attorney Ryan Tharp
Also, Present:	Jeff Irvin, JCECA Executive Director Maylee Baraza, Jefferson County Clerk to the Board Office Tracie Kaminski, Pinnacle Consulting Group, Inc. Jacinda English, Broomfield PD Jeff Streeter, Jeffcom911 Gina Ramirez, Jeffcom911 Kyle Michelson, Jeffcom911 Kevin Garcia, Jeffcom911 Kinde Yetemgn, Jeffcom911 Lara Mitchell, Westy911 Sara Gallegos, Westy911

Director Goodell called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Biegert, duly seconded by Director Hopwood and by unanimous vote, approved the Minutes of November 21, 2024.

TREASURER'S REPORT

Ms. Kaminski presented the unaudited financial statements prepared by PCGI through December 31, 2024 (copy attached). Ms. Kaminski advised that JCECA recognized total revenues of $21,644,560. This increase over the original adopted budget is primarily due to the ETC increase to $2.05 effective 02/01/2024. Those revenues helped to support total expenditure through December 31st of $17,961,585, just marginally under the 2024 adopted budget. The Special Projects line was about $150,000 less than we originally budgeted. Revenues over expenditure of $3,682,975 was added to the ending fund balance. As of December 31, the JCECA had $7,342,309 in ending fund balance. That's supporting a $750,000 capital reserve, an operating reserve of 25% of your expenditure at $4.5M, and then the rest available for unrestricted use.

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

Ms. Kaminsky then presented the cash encumbrance report (copy attached).

Mr. Irvin presented the 2025 Agency Operating Fund (AOF) Distribution schedule based on the increased $2.12 ETC rate that will be in effect 02/01/2025 (copy attached).

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for January 2025 (copy attached).

The Board upon motion of Director Goodell duly seconded by Director Biegert and by unanimous vote, approved the January 2025 expenditure requests in the amount of $1,855,838.88.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English advised they're doing well, getting settled into the new year. We're looking forward to hosting Kevin Garcia from Jeffcom again to do some more Lookout Alert training with our team next week. He'll be coming out to help us train all our dispatchers. We welcomed one new dispatcher yesterday, so we're excited about that. And we have another process going on this month to hopefully fill our remaining two vacancies.
- **Jeffcom ECC** – Mr. Streeter said he was pleased to announce that the management offices moved into our new facility at 440 Indiana Street. We did that just before the holidays and it's been kind of an ongoing process. Construction is done here. We continue to work on our consoles, finishing up some radio infrastructure. We had hoped to open this facility and move operational staff over here by about this week, but we ran into a few modifications that needed to be considered and that's underway. So as of this week we're anticipating a ribbon cutting ceremony/open house on the 20th of February. We'll then swing operations here the next week. We did start an academy last Tuesday with ten new hires. We're using the new facility for training which gives us a good opportunity to "smoke test" some of our new IT and capabilities. We are now fully staffed with 136 ECs. We've got some laterals hires in there as well so it'll really bode well for us moving forward into this new facility.
  All of us are faced on the law enforcement side of with the Rule 16 (Colorado Rules of Civil Procedure Rule Change 2024(13) - Rule 16. Case Management and Trial Management) changes and the implementation through the First Judicial District which will require more discovery than in the past. I've been in some meetings with a few of your chiefs as well and the DAs. In anticipation of the increased workload we opened up and just closed an interview process last week. We're in backgrounds with a couple folks. We're going to increase staff by at least one now, potentially two just to keep up, keep up with the volume change on Rule 16 mandates. We're currently holding our own but we need to get someone on board relatively quickly.
  The building turned out beautiful. Great support from JCECA throughout this process as well. We are completely out of West Metro on the management side of the building. Operations continue to function there. Thanks to West Metro and Chief Lombardi for their hospitality over these past roughly eight years.

- **Westminster ECC** – Ms. Mitchell thanked Ms. Gallegos for covering for her while she has been out on leave. Nothing to report.

EXECUTIVE DIRECTOR'S REPORT

Lookout Alert – Mr. Irvin reported lots happening with Lookout Alert this month. He presented the monthly stats (copy attached) and advised we saw 1500 opt ins likely due to a push that Lakewood is undertaking in anticipation of the decommissioning of the warning siren system by the end of 2025. Lakewood has been pushing out Lookout Alert materials. They did a big mailing in their stormwater billing on January 16 to about 34,000 plus property owners. They'll also be printing information in the newsletter that is mailed to all addresses in the city on or about the 29th of January. We're hoping this will result in a surge in opt-ins. They also have about 6,700 inserts left over from the stormwater billing that they're going to place at the front desks of their four recreation centers, the senior community center, give to the homeless navigators, and place at the navigation center. Mr. Irvin presented copies of the English and Spanish handouts (copies attached).
Jefferson County Public Safety Fiber Optic Network (JFON) - we are in the process of getting an engineer's estimate for an expenditure request we will present next month for a JFON Connection for the Broomfield ECC. This is a relatively short section of fiber build needed to provide a path to the Denver Union Station fiber hub (DUS). We then will present a request in March for a build to connect JFON North Metro Rail Line (NMRL) fiber to ADCOM for use by Broomfield and other agencies to facilitate offsite data storage and radio backhaul. Additionally, we will be presenting an expenditure request next month for a fiber build to connect Golden FD Station 24 to the JFON network.

LEGAL COUNSEL REPORT

Mr. Tharp reported:

Lobbyists - the main thing they're working on this year is the misuse of 911 bill. That one is up for consideration again. They're hoping that this time it gets through.
PUC Matters - the two ongoing matters are the tariff amendments to add some i3 and next generation 911 capabilities to the basic emergency service offering that CenturyLink provides to PSAPs. Boulder and some other 911 authorities filed a petition for either a declaratory order or a rulemaking that is going to have some terms that implicate that tariff. Mr. Irvin and I need to talk about this more, but our intervention or comments on that are due on February 10th. I have a call next week with the lawyer for Boulder to discuss some of the issues in that proceeding. I expect CenturyLink will withdraw their tariff application until this declaratory order/rulemaking is wrapped up. They haven't exactly said that yet, but there's just kind of too many issues that are going to be addressed in the declaratory order/rulemaking.

NEW BUSINESS

Election of Officers – after discussion Director Hopwood made a motion to elect Director Goodell as Chairperson, Director Biegert as Secretary and Director Hopwood as Treasurer. The motion was seconded by Director Goodell and the board unanimously approved the motion. Mr. Tharp will prepare and circulate for signature a resolution to record the election.

Meeting Schedule for 2025 – the board agreed to continue to meet virtually on the fourth Thursday of each month at 9 AM. Mr. Tharp will prepare and circulate for signature a resolution to record the schedule.

Posting of Meeting Notices – the board agreed that notices will be posted on the JCECA website (https://www.jceca.org/) and on the Jefferson County website (https://www.jeffco.us/2079/County-Public-Meetings). Mr. Tharp will prepare and circulate for signature a resolution to record the posting places.

CCOA – in November the board authorized Mr. Irvin to move forward with application for membership in the Colorado Council of Authorities. Mr. Irvin cannot attend as the primary voting representative due to a recurring conflict with the Jeffcom board meeting each month. Ms. Gallegos agreed to be the primary representative with Mr. Irvin as alternate.

EXECUTIVE DIRECTOR ANNUAL REVIEW

Mr. Irvin requested that his review be done in open session. The board heard positive reports regarding Mr. Irvin's performance from the agency representatives present. Mr. Irvin presented information regarding his salary history and job duties. It was agreed that he and Mr. Tharp would meet and update his job duties. Mr. Tharp agreed to conduct a survey of authorities with executive directors or people in equivalent positions to get perspective on compensation. It was agreed that the review would be continued until the February meeting,

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 December 31, 2023 and December 31, 2024. We have also prepared the accompanying 2025 adopted budgets of revenues, expenditures and funds available prepared on the modified accrual basis.

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.
January 10, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
BALANCE SHEET
December 31, 2023 and December 31, 2024

	Audited Actual 12/31/2023	Unaudited Actual 12/31/2024
Assets		
Current Assets		
Cash, Checking	$ 551,005	$ 3,823,610
Cash, Savings	2,396,205	2,225,419
Accounts Receivable	1,659,260	2,281,224
Prepaid Expense	301,822	181,582
Total Current Assets	$ 4,908,292	$ 8,511,835
Long-Term Assets		
Construction in Progress	$ 4,835,724	$ 4,835,724
Infrastructure	25,895	25,895
Right of Ways	568,082	568,082
West Corridor Fiber Optic	865,614	865,614
Accumulated Depreciation	(450,178)	(450,178)
Total Long-Term Assets	$ 5,845,137	$ 5,845,137
Total Assets	**$ 10,753,429**	**$ 14,356,973**
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,248,958	$ 1,169,526
Total Current Liabilities	$ 1,248,958	$ 1,169,526
Total Liabilities	**$ 1,248,958**	**$ 1,169,526**
Fund Equity		
Net Investment in Fixed Assets	$ 5,845,137	$ 5,845,137
Fund Balance		
Nonspendable	301,822	181,582
Unassigned	3,357,512	7,160,728
Total Fund Equity	**$ 9,504,471**	**$ 13,187,446**
Total Liabilities and Fund Equity	**$ 10,753,429**	**$ 14,356,973**
	=	=

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

	(a)	(b)	(c)	(d)	(d-b)
	2023 Audited Actual	**2024 Adopted Budget**	**Actual Through 12/31/24**	**2025 Adopted Budget**	**Year to Year Budget Variance**
Revenues					
9-1-1 fee (ETC)	$ 12,178,390	$ 18,153,248	$ 19,015,790	$ 19,473,006	$ 1,319,758
9-1-1 fee (prepaid)	1,571,049	1,815,325	1,800,456	1,947,301	131,976
PUC Statewide 9-1-1 Trust Reimbursement	728,534	726,130	749,100	778,920	52,790
Interest Income	46,205	10,000	79,214	50,000	40,000
Miscellaneous Income	12	500	-	500	-
Total Revenues	**$ 14,524,190**	**$ 20,705,203**	**$ 21,644,560**	**$ 22,249,727**	**$ 1,544,524**
Expenditures					
Administrative	$ 323,461	$ 307,153	$ 341,709	$ 351,230	$ 44,077
Agency Operating Fund - BRO	1,198,241	1,377,977	1,377,977	1,515,775	137,798
Agency Operating Fund - WES	1,997,068	2,296,628	2,296,629	2,526,291	229,663
Agency Operating Fund - JEFFCOM	10,118,480	11,636,252	11,636,253	12,799,877	1,163,625
Disaster & Recovery Plan (DRP)	38,656	63,654	34,394	158,400	94,746
GIS System	196,766	190,962	175,000	192,000	1,038
Line Charges	786,570	674,648	604,484	528,129	(146,519)
Notification Systems (ENS)	153,993	210,640	246,962	389,674	179,034
Special Projects	905,661	1,395,887	1,248,178	807,000	(588,887)
Total Operating Expenditures	**$ 15,718,896**	**$ 18,153,801**	**$ 17,961,585**	**$ 19,268,376**	**$ 1,114,575**
Revenues over/(under) Expenditures	**(1,194,706)**	**$ 2,551,401**	**$ 3,682,975**	**$ 2,981,350**	**$ 429,949**
Beginning Fund Balance	**4,854,040**	**5,727,182**	**3,659,334**	**5,870,339**	**143,157**
Ending Fund Balance	**$ 3,659,334**	**$ 8,278,583**	**$ 7,342,309**	**$ 8,851,689**	**$ 573,106**
Components of Ending Fund Balance					
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000	$ -
Operating Reserve (25% of Expenses)	3,929,724	4,538,450	4,538,450	4,817,094	278,644
Unrestricted	(1,020,390)	2,990,133	2,053,859	3,284,595	294,462
Ending Fund Balance	**$ 3,659,334**	**$ 8,278,583**	**$ 7,342,309**	**$ 8,851,689**	**$ 573,106**

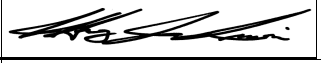
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS - DETAIL
GENERAL FUND

	(a)	(b)	(c)	(d)	(d-b)
	2023 Audited Actual	**2024 Adopted Budget**	**Actual Through 12/31/24**	**2025 Adopted Budget**	**Year to Year Budget Variance**
Administration					
Accounting	$ 86,120	$ 84,500	$ 88,764	$ 94,365	$ 9,865
Bank Charges	1,316	7,416	4,764	8,167	751
Executive Director (ED)					
401k & Benefits	27,781	26,548	25,890	25,885	(663)
Mileage Reimbursement	39	518	-	500	(18)
Payroll Tax	10,395	10,271	10,846	10,905	634
Wages & Salaries	134,124	128,510	140,070	140,070	11,560
Insurance	6,095	6,069	6,112	5,473	(596)
Legal	25,928	31,827	42,174	44,679	12,852
Meeting & Misc					
Admin Web/Listserve	833	484	20	-	(484)
Meeting & Misc - Other	10,038	4,371	9,331	14,369	9,997
Phone/Web Conferencing	147	437	152	-	(437)
Office Supplies & Postage	820	849	612	753	(96)
Payroll Expenses	19,825	5,135	4,769	4,564	(570)
Public Web	-	218	8,204	1,500	1,282
Total Administrative Expenses	$ 323,461	$ 307,153	$ 341,709	$ 351,230	$ 44,077
Agency Operating Fund (AOF)					
Broomfield	$ 1,198,241	$ 1,377,977	$ 1,377,977	$ 1,515,775	$ 137,798
Westminster	1,997,068	2,296,628	2,296,629	2,526,291	229,663
Jeffcom	10,118,480	11,636,252	11,636,253	12,799,877	1,163,625
Total Agency Operating Fund (AOF)	$ 13,313,789	$ 15,310,857	$ 15,310,858	$ 16,841,943	$ 1,531,086
Disaster & Recovery Plan (DRP)					
SRBC Recurring	$ 38,656	$ 63,654	$ 34,394	$ 158,400	$ 94,746
Total Disaster & Recovery Plan (DRP)	$ 38,656	$ 63,654	$ 34,394	$ 158,400	$ 94,746
GIS System					
GIS System Support	$ 196,766	$ 190,962	$ 175,000	$ 192,000	$ 1,038
Total GIS System	$ 196,766	$ 190,962	$ 175,000	$ 192,000	$ 1,038
Line Charges					
Call Box MRC	$ 6,201	$ 9,888	$ 12,300	$ 7,270	$ (2,618)
ESInet	780,369	659,610	591,083	518,974	(140,636)
Other	-	5,150	1,100	1,885	(3,265)
Total Line Charges	$ 786,570	$ 674,648	$ 604,484	$ 528,129	$ (146,519)
Notification Systems (ENS)					
ALI Database Extract (ADE)	$ 10,542	$ 18,540	$ 3,931	$ 11,216	$ (7,324)
ENS	126,900	188,387	243,031	244,458	56,071
VoIP Record Extract	16,551	3,713	-	4,000	287
ENS Systems Support	-	-	-	130,000	130,000
Total Notification Systems (ENS)	$ 153,993	$ 210,640	$ 246,962	$ 389,674	$ 179,034
Special Projects					
Call Box Project	$ 1,720	$ 6,896	$ 140	$ 7,000	$ 104
Fiber Special Projects	462,281	500,000	215,179	300,000	(200,000)
Fiber Optics	1,779	-	-	-	-
Last Mile Fiber Project	115,819	400,000	173,579	200,000	(200,000)
North Metro	-	100,000	-	100,000	-
Equipment Refresh Project	344,683	-	41,600	-	-
J-FON O&M	60,424	494,400	605,998	200,000	(294,400)
Smart911	89,161	94,591	89,161	100,000	5,409
Special Projects Contingency	292,075	300,000	337,700	200,000	(100,000)
Total Special Projects	$ 905,661	$ 1,395,887	$ 1,248,178	$ 807,000	$ (588,887)
Total Expenditures	**$ 15,718,896**	**$ 18,153,801**	**$ 17,961,585**	**$ 19,268,376**	**$ 1,114,575**

Jefferson County Emergency Communications Authority
2024 Cash Projection Report

	Q1	Q2	Q3	October	November	December	Q4
	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Cash on Hand	**$ 2,206,562**	**$ 3,426,928**	**$ 4,822,208**	**$ 5,026,729**	**$ 5,054,317**	**$ 4,800,288**	**$ 4,800,288**
Expected Inflows:							
2024 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 6,900,291**	**$ 5,538,920**	**$ 5,720,177**	**$ 1,580,600**	**$ 1,139,444**	**$ 3,085,167**	**$ 5,805,212**
Expected Outflows:							
2024 Obligations (As projected, less paid)							
Administrative Total	**$ 82,160**	**$ 88,811**	**$ 86,040**	**$ 22,337**	**$ 29,150**	**$ 24,227**	**$ 75,714**
Agency Operating Fund (AOF) Total	**3,661,292**	**3,827,714**	**3,827,714**	**1,275,905**	**1,275,905**	**1,275,905**	**3,827,714**
Disaster & Recovery Plan (DRP) Total	**13,156**	**9,249**	**-**	**-**	**-**	**11,989**	**11,989**
GIS System Total	**11,286**	**-**	**-**	**-**	**-**	**175,000**	**175,000**
Line Charges Total	**169,007**	**170,690**	**97,037**	**164,031**	**76,478**	**12,745**	**253,254**
Notification Systems (ENS) Total	**13,098**	**-**	**1,525**	**47,704**	**2,586**	**132,430**	**182,720**
Special Projects Total	**384,125**	**315,990**	**373,762**	**43,037**	**9,354**	**204,136**	**256,527**
Total Expected Outflows	**$ 4,334,125**	**$ 4,412,454**	**$ 4,386,080**	**$ 1,553,013**	**$ 1,393,473**	**$ 1,824,443**	**$ 4,770,930**
Net Inflows/Outflows	**$ 2,566,166**	**$ 1,126,466**	**$ 1,334,098**	**$ 27,587**	**$ (254,029)**	**$ 1,260,724**	**$ 1,034,282**
Estimated Cash Position	**$ 2,566,166**	**$ 3,692,632**	**$ 5,026,729**	**$ 5,054,317**	**$ 4,800,288**	**$ 6,061,011**	**$ 6,061,011**

2023 JCECA AOF Base Distribution Schedule														
ECC (PSAP)	**2023 AOF Budget Allocation**	**02/15/2023**	**03/15/2023**	**04/15/2023**	**05/15/2023**	**06/15/2023**	**07/15/2023**	**08/15/2023**	**09/15/2023**	**10/15/2023**	**11/15/2023**	**12/15/2023**	**01/15/2024**	**Totals**
City and County of Broomfield (BRO)	1,198,241	99,853.42	99,853.42	99,853.42	99,853.42	99,853.42	99,853.42	99,853.42	99,853.42	99,853.42	99,853.42	99,853.42	99,853.42	1,198,241.00
Jefferson County Communications Center Authority (Jeffcom)	10,118,480	843,206.67	843,206.67	843,206.67	843,206.67	843,206.67	843,206.67	843,206.67	843,206.67	843,206.67	843,206.67	843,206.67	843,206.67	10,118,480.00
City of Westminster (WES)	1,997,068	166,422.33	166,422.33	166,422.33	166,422.33	166,422.33	166,422.33	166,422.33	166,422.33	166,422.33	166,422.33	166,422.33	166,422.33	1,997,068.00
Totals	13,313,789	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	1,109,482.42	13,313,789.00
Notes:														
1) ETC revenue is collected one month in arrears. This is the reason distribution begins in February and ends in January of the following fiscal year.														
2) Payments will be remitted via electronic funds transfer (EFT) to the account specified by the ECC (PSAP).														
3) Funds are to be used to defray personnel and/or other costs as permitted by CRS 29-11-104.														
4) After the annual audit these distributions may be increased if it is determined there are funds in excess of budget that the JCECA board elects to distribute.														

JCECA - 2025 Jan Expenditure Request Authorization 012025 1534					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-001		Multi	ECC distributions for Feb 2025	AOF	1,403,495.25
2025-002		Multi	GeoComm yr 3 of 5 yr MSAG/ALI database support services agreement	GIS:Support	12,414.00
2025-003		Multi	RAVE 911 Suite, Aware INV-65512 yr 2 of 5 yr renewal	ENS	149,080.97
2025-004		Multi	RAVE Collaborate- SL Pro Bundle yr 4 of 5 yr license INV-65021	SpProj	132,430.00
2025-005		Multi	RAVE AppArmor Safety yr 3 of 5 yr license INV-65023	SpProj	80,000.00
2025-006		JCECA	Reimburse Jeffcom for purchase of 433HBC replacement workstations	DRP:433HBC	54,440.50
2025-007		JCECA	Jan and Feb lease payments to WMFR for 433 Hot Backup Center (433HBC)	DRP:433HBC	23,978.16
				Total	**1,855,838.88**
			Expenditures Approved by Executive Director (signature):		

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
Date	All Loaded Public Data	+ / -
01/25/2024	437,673	
02/22/2024	466,194	28,521
03/28/2024	466,194	0
04/25/2024	466,194	0
05/23/2024	466,194	0
06/27/2024	466,194	0
07/25/2024	466,194	0
08/22/2024	368,866	-97,328
09/26/2024	368,866	0
09/26/2024	368,866	0
11/21/2024	364,737	-4,129
01/23/2025	364,737	0

Lookout Alert

EMERGENCY NOTIFICATIONS

When an emergency happens,
be the first to know.

SIGN UP FOR LOOKOUTALERT AT

Lakewood.org/Emergency

WHAT

Receive immediate emergency notifications for:

- Natural or man-made disasters
- Severe weather
- Evacuation or shelter-in-place orders

WHERE

LookoutAlert Emergency Notification Systems serve:

- Jefferson County
- City of Lakewood
- Other cities in Jefferson County

WHO

All residents, workers, frequent visitors and those who formerly registered for CodeRed.

HOW

Users can register to receive alerts through:

- Text Message
- Email
- Voice Message

Lakewood

Emergency notifications are sent based on the type and location of each emergency.

AlertaLookout

NOTIFICACIONES DE EMERGENCIA

Cuando ocurre una emergencia,
sé el primero en saberlo.

REGÍSTRESE HOY PARA RECIBIR ALERTAS DE EMERGENCIA

Lakewood.org/Emergency

QUÉ

Reciba notificaciones de emergencia inmediatas para:

- Desastres naturales y otras emergencias
- Clima severo
- Órdenes de evacuación o refugio en el lugar

DÓNDE

El sistema de notificación de emergencia LookoutAlert sirve a:

- Condado de Jefferson
- Ciudad de Lakewood
- Otras ciudades en el condado de Jefferson

QUIÉN

Los residentes, trabajadores, visitantes frecuentes y aquellos que anteriormente se registraron en CodeRed.

CÓMO

Los usuarios pueden registrarse para recibir alertas a través de:

- Mensaje de texto
- Correo electrónico
- Mensaje de voz

Lakewood

Las notificaciones de emergencia se envían según el tipo y la ubicación de cada emergencia.

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
FEBRUARY 27, 2025, 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. January 23, 2025, 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
    a. Lookout Alert stats.

7. Legal Counsel Report
    a. Lobbyist activity report.
    b. PUC matters in process or pending.

8. New Business

9. Executive Session pursuant to §24-6-402(4)(f)(I), C.R.S., for personnel matters regarding the Executive Director 2024 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
FEBRUARY 27, 2025

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 Dave Lester Undersheriff Scott Eddy, Alternate for Director Kerr Attorney Ryan Tharp
Excused:	Director Andy Kerr
Also, Present:	Jeff Irvin, JCECA Executive Director Maylee Baraza, Jefferson County Clerk to the Board Office Kathleen LaLiberte, Jefferson County Clerk to the Board Office Tracie Kaminski, Pinnacle Consulting Group, Inc. Jacinda English, Broomfield PD Maria Gork, City and County of Broomfield Jeff Streeter, Jeffcom911 Jennifer Sandoval, Jeffcom911 Kyle Michelson, Jeffcom911 Jennifer Gustin, Jeffcom911 Geena Gomez, Jeffcom911 Candace Harris, Jeffcom911 Ethan Honaman, Jeffcom911 Kinde Yetemegn, Jeffcom911 Lara Mitchell, Westy911

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 Biegert, and by unanimous vote, approved the Minutes of January 23, 2025.

TREASURER'S REPORT

Ms. Kaminski presented the unaudited financial statements prepared by PCGI through January 31, 2025 (copy attached). Ms. Kaminski advised that JCECA recognized total revenues of just over $1.6M, offsetting total expenditure through January 31st of just over $1.5M. The largest portion of the expenditure was the monthly AOF distributions. All expenditur4es were as anticipated leaving an ending fund balance for th8e first month of the year at $6,899,009 broken into a Capital Reserve of $750,000, an Operating Reserve at 25% of the expenditures, and the remainder unrestricted. Mr. Irvin and I are actively monitoring the interest rates at COLOTRUST

to make sure the funds there are earning interest for the authority.

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

Ms. Kaminsky then presented the cash encumbrance report (copy attached).

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for February 2025 (copy attached).

The Board upon motion of Director Hopwood duly seconded by Director Biegert and by unanimous vote, approved the February 2025 expenditure requests in the amount of $1,663,929.86.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English thanked the board for approving their requests and Mr. Irvin for helping them navigate their JFON last mile connection. They're hoping to be doing some final testing on the connection over the next couple of weeks. This will help them by providing a redundant radio connection. Over the last couple of months, they have implemented a new solution called ReadyOp (https://www.readyop.com/). The system provides radio interoperability from any device with an internet connection. They have already deployed it among their command staff. It also offers some great event management tools that their emergency management team is exploring for event management this year. They are in backgrounds because of their staffing process last month and have three vacancies to fill.
- **Jeffcom ECC** – Mr. Streeter advised that last week they had their ribbon cutting. The early part of the week they finalized their move and are now 100% operational (at 440 Indiana St) as of Tuesday afternoon about 3 PM. The transition from 433 to 440 went very well. He thanked Mr. Irvin and the board for their support throughout the project. They just closed a hiring process, They're conducting interviews this week for a May 6th academy. They are in week six of an academy now with nine.
- **Westminster ECC** – Director Lester advised they are working on some initiatives to increase efficiency in their comm center. They are almost fully staffed.

EXECUTIVE DIRECTOR'S REPORT

Lookout Alert – Mr. Irvin advised this month there has been an increase of 1,616 opt-ins. reported lots happening with Lookout Alert this month. He presented the monthly stats (copy attached). He, also, presented an email from Mr. Garcia detailing outreach activities and public enhancements (copy attached). Mr. Garcia has seen a surge in social media engagement and we're hoping to see an increase in opt-ins as a result of his efforts.

LEGAL COUNSEL REPORT

Mr. Tharp reported:

- **Lobbyists** – not a lot to report on lobbyist activity this month.
- **PUC Matters**
    - **CenturyLink** – the tariff proceeding was withdrawn. Boulder and Douglas/El Paso filed a petition for rulemaking that is moving forward. The Commission met this week and ordered commission staff to hold a series of workshops to discuss new rules related to this issue.

NEW BUSINESS

No new business.

EXECUTIVE DIRECTOR ANNUAL REVIEW

Mr. Irvin requested that his review be done in an open session. Mr. Tharp advised he sent emails to several 911 Authorities that have executive directors, He received responses from JCECA, Arapahoe and Larimer Authorities. Mr. Tharp displayed and discussed a 911 Authority Salary Survey Table his office prepared. He advised the job and skills requirements were largely similar across the three authorities. There was a discussion of Director Hopwood's suggestion of a 5% base salary increase for Mr. Irvin.

The Board upon motion of Director Hopwood duly seconded by Director Goodell and by unanimous vote, approved a 5% base salary increase for Mr. Irvin retroactive to his anniversary date of October 1, 2024.

Ms. Kaminsky will be advised of the increase and asked to confirm the amount of base salary effective October 1, 2024 to which the increase will be applied.

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 December 31, 2024 and January 31, 2025.

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.
February 5, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
BALANCE SHEET
December 31, 2024 and January 31, 2025

	Unaudited Actual 12/31/2024	Unaudited Actual 1/31/2025
Assets		
Current Assets		
Cash, Checking	$ 3,823,610	$ 4,397,476
Cash, Savings	2,225,419	2,233,481
Accounts Receivable	1,659,260	1,068,290
Prepaid Expense	181,121	300,929
Total Current Assets	$ 7,889,410	$ 8,000,176
Long-Term Assets		
Construction in Progress	$ 4,835,724	$ 4,835,724
Infrastructure	25,895	25,895
Right of Ways	568,082	568,082
West Corridor Fiber Optic	865,614	865,614
Accumulated Depreciation	(450,178)	(450,178)
Total Long-Term Assets	$ 5,845,137	$ 5,845,137
Total Assets	**$ 13,734,547**	**$ 13,845,313**
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,107,368	$ 1,101,167
Total Current Liabilities	$ 1,107,368	$ 1,101,167
Total Liabilities	**$ 1,107,368**	**$ 1,101,167**
Fund Equity		
Net Investment in Fixed Assets	$ 5,845,137	$ 5,845,137
Fund Balance		
Nonspendable	181,121	300,929
Unassigned	6,600,921	6,598,080
Total Fund Equity	**$ 12,627,179**	**$ 12,744,146**
Total Liabilities and Fund Equity	**$ 13,734,547**	**$ 13,845,313**
	=	=

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

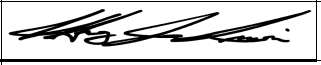
	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Unaudited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 01/31/25**	**Budget Through 01/31/25**	**Variance Through 01/31/25**
Revenues						
9-1-1 fee (ETC)	$ 18,394,428	$ 19,473,006	$ 19,473,006	$ 1,409,622	$ 1,405,389	$ 4,233
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,947,301	147,164	141,830	5,334
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	778,920	61,929	64,910	(2,981)
Interest Income	79,214	50,000	50,000	8,061	4,167	3,895
Miscellaneous Income	-	500	500	-	42	(42)
Total Revenues	**$ 21,022,596**	**$ 22,249,727**	**$ 22,249,727**	**$ 1,626,776**	**$ 1,616,337**	**$ 10,439**
Expenditures						
Administrative	$ 333,856	$ 351,230	$ 351,230	$ 19,667	$ 42,441	$ (22,774)
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	126,315	126,315	-
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	210,524	210,524	-
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	1,066,656	1,066,656	-
Disaster & Recovery Plan (DRP)	34,394	158,400	158,400	-	5,000	(5,000)
GIS System	175,000	192,000	192,000	1,035	-	1,035
Line Charges	696,871	528,129	528,129	56,758	44,011	12,747
Notification Systems (ENS)	249,127	389,674	389,674	20,741	32,140	(11,399)
Special Projects	1,266,057	807,000	807,000	8,114	58,334	(50,220)
Total Operating Expenditures	**$ 17,899,740**	**$ 19,268,376**	**$ 19,268,376**	**$ 1,509,809**	**$ 1,585,420**	**$ (75,611)**
Revenues over/(under) Expenditures	**3,122,856**	**$ 2,981,350**	**$ 2,981,350**	**$ 116,967**	**$ 30,917**	**$ 86,050**
Beginning Fund Balance	**3,659,186**	**5,870,339**	**6,782,042**	**6,782,042**		
Ending Fund Balance	**$ 6,782,042**	**$ 8,851,689**	**$ 9,763,392**	**$ 6,899,009**		
Components of Ending Fund Balance						
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000		
Operating Reserve (25% of Expenses)	4,474,935	4,817,094	4,817,094	4,817,094		
Unrestricted	1,557,107	3,284,595	4,196,298	1,331,915		
Ending Fund Balance	**$ 6,782,042**	**$ 8,851,689**	**$ 9,763,392**	**$ 6,899,009**		

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

	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Unaudited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 01/31/25**	**Budget Through 01/31/25**	**Variance Through 01/31/25**
Administration						
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 275	$ 7,864	$ (7,588)
Bank Charges	4,764	8,167	8,167	-	681	(681)
Executive Director (ED)						
401k & Benefits	25,890	25,885	25,885	2,157	2,157	-
Mileage Reimbursement	-	500	500	-	42	(42)
Payroll Tax	10,846	10,905	10,905	980	909	71
Wages & Salaries	140,070	140,070	140,070	11,673	11,673	(1)
Insurance	6,112	5,473	5,473	508	456	51
Legal	42,174	44,679	44,679	956	3,723	(2,767)
Meeting & Misc						
Admin Web/Listserve	20	-	-	-	-	-
Meeting & Misc - Other	9,470	14,369	14,369	2,835	14,369	(11,534)
Phone/Web Conferencing	152	-	-	-	-	-
Office Supplies & Postage	613	753	753	2	63	(61)
Payroll Expenses	4,769	4,564	4,564	282	380	(98)
Public Web	204	1,500	1,500	-	125	(125)
Total Administrative Expenses	$ 333,856	$ 351,230	$ 351,230	$ 19,667	$ 42,441	$ (22,774)
Agency Operating Fund (AOF)						
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 126,315	$ 126,315	$ -
Westminster	2,271,665	2,526,291	2,526,291	210,524	210,524	-
Jeffcom	11,509,771	12,799,877	12,799,877	1,066,656	1,066,656	-
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 1,403,495	$ 1,403,495	$ -
Disaster & Recovery Plan (DRP)						
SRBC Recurring	$ 34,394	$ 158,400	$ 158,400	$ -	$ 5,000	$ (5,000)
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 158,400	$ -	$ 5,000	$ (5,000)
GIS System						
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 1,035	$ -	$ 1,034.50
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 1,035	$ -	$ 1,034.50
Line Charges						
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 684	$ 606	$ 78
ESInet	683,471	518,974	518,974	56,074	43,248	12,826
Other	1,100	1,885	1,885	-	157	(157)
Total Line Charges	$ 696,871	$ 528,129	$ 528,129	$ 56,758	$ 44,011	$ 12,747
Notification Systems (ENS)						
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 845	$ 935	$ (90)
ENS	243,492	244,458	244,458	19,896	20,372	(476)
VoIP Record Extract	-	4,000	4,000	-	-	-
ENS Systems Support	-	130,000	130,000	-	10,833	(10,833)
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 20,741	$ 32,140	$ (11,399)
Special Projects						
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 462	$ -	$ 462
Fiber Special Projects	219,902	300,000	300,000	-	16,667	(16,667)
Fiber Optics	-	-	-	-	-	-
Last Mile Fiber Project	178,302	200,000	200,000	-	16,667	(16,667)
North Metro	-	100,000	100,000	-	-	-
Equipment Refresh Project	41,600	-	-	-	-	-
J-FON O&M	611,154	200,000	200,000	221	16,667	(16,445)
Smart911	89,161	100,000	100,000	7,430	8,333	(903)
Special Projects Contingency	345,700	200,000	200,000	-	16,667	(16,667)
Total Special Projects	$ 1,266,057	$ 807,000	$ 807,000	$ 8,114	$ 58,334	$ (50,220)
Total Expenditures	**$ 17,899,740**	**$ 19,268,376**	**$ 19,268,376**	**$ 1,509,809**	**$ 1,585,420**	**$ (75,611)**

Jefferson County Emergency Communications Authority
2025 Cash Projection Report

	January	February	March	Q1	Q2	Q3	Q4
	Actual	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)
Cash on Hand	$ 6,049,023	$ 6,630,949	$ 6,660,545	**$ 6,660,545**	**$ 6,749,324**	**$ 6,838,094**	**$ 6,926,856**
Expected Inflows:							
2024 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 8,267,015**	**$ 1,817,987**	**$ 1,817,987**	**$ 11,902,989**	**$ 5,453,961**	**$ 5,453,961**	**$ 5,453,961**
Expected Outflows:							
2024 Obligations (As projected, less paid)							
Administrative Total	$ 25,669	$ 29,596	$ 29,596	**$ 84,862**	**$ 88,789**	**$ 88,789**	**$ 88,789**
Agency Operating Fund (AOF) Total	1,275,905	1,415,094	1,415,094	**4,106,094**	**4,245,283**	**4,245,283**	**4,245,283**
Disaster & Recovery Plan (DRP) Total	11,989	13,310	13,310	**38,609**	**39,930**	**39,930**	**39,930**
GIS System Total	12,414	16,326	16,326	**45,066**	**48,978**	**48,978**	**48,978**
Line Charges Total	149,295	34,439	34,440	**218,175**	**103,327**	**103,336**	**103,345**
Notification Systems (ENS) Total	61,624	33,459	33,459	**128,542**	**100,377**	**100,377**	**100,377**
Special Projects Total	99,170	246,166	246,166	**591,503**	**738,499**	**738,499**	**738,499**
Total Expected Outflows	**$ 1,636,066**	**$ 1,788,392**	**$ 1,788,393**	**$ 5,212,851**	**$ 5,351,874**	**$ 5,351,883**	**$ 5,338,582**
Net Inflows/Outflows	**$ 6,630,949**	**$ 29,595**	**$ 29,594**	**$ 6,690,139**	**$ 102,087**	**$ 102,078**	**$ 115,379**
Estimated Cash Position	**$ 6,630,949**	**$ 6,660,545**	**$ 6,690,139**	**$ 6,690,139**	**$ 6,778,915**	**$ 6,867,683**	**$ 6,969,751**

JCECA - 2025 Feb Expenditure Request Authorization 022725 0526					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-007		Multi	ECC distributions for Mar 2025	AOF	1,403,495.25
2025-008		BRO/WES	2025 Arctic Wolf Cyber Security Solution Renewal	SpProj	62,995.01
2025-009		Multi	2025 CCOA Membership Dues	SpProj	10,500.00
2025-010		Multi	Reimb ECCs for National Public Safety Telecommunicator Week expenses	SpProj	7,500.00
2025-011		BRO	BRO PD JFON Last Mile connection	SpProj	16,586.30
2025-012		GOL	GFD Station 24 last mile JFON connection	SpProj	162,853.30
				Total	**1,663,929.86**
			Expenditures Approved by Executive Director (signature):		

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
Date	All Loaded Public Data	+ / -
01/25/2024	437,673	
02/22/2024	466,194	28,521
03/28/2024	466,194	0
04/25/2024	466,194	0
05/23/2024	466,194	0
06/27/2024	466,194	0
07/25/2024	466,194	0
08/22/2024	368,866	-97,328
09/26/2024	368,866	0
09/26/2024	368,866	0
11/21/2024	364,737	-4,129
01/23/2025	364,737	0
02/27/2025	364,306	-431

Jeffrey Irvin <jirvin@jceca.org>

Subject: Lookout Alert Updates, Wildfire Forum & Public Assistance Enhancements

Kevin Garcia <kevin.garcia@jeffcom911.org> Wed, Feb 26, 2025 at 5:07 PM
To: Jeffrey Irvin <jirvin@jceca.org>
Cc: Candace Harris <candace.harris@jeffcom911.org>, Laurel Strandberg <laurel.strandberg@jeffcom911.org>

Subject: Lookout Alert Updates, Wildfire Forum & Public Assistance Enhancements

Hi Jeff,

I wanted to provide you with a few updates on **Lookout Alert** and related projects:

1. **IPAWS TSSF Virtual Tabletop Exercise:**
   - I'll be attending this exercise, which runs at the same time as the JCECA meeting.
   - Focus will be on reviewing **external messaging procedures**—specifically, **when and how Lookout Alert should be used** for various types of emergencies.
2. **Social Media Engagement:**
   - February's **"Plan Ahead for Emergencies"** Lookout Alert sign-up post received **1.6K views**.
   - January's post had **2.2K views**, showing continued community engagement.
3. **Training & Policy Refinements:**
   - Conducted **two training sessions** for **Broomfield Dispatch**, focusing on refining internal alerting policies and reviewing procedures on **when and how Lookout Alert should be used**.
   - **Continued in-house training for Jeffcom alerting authorities** to ensure readiness and consistency in emergency notifications.
4. **Wildfire Forum – May 2025:**
   - Working with **Evergreen Fire Department** and **Conifer Fire** to coordinate a **Wildfire Forum** focused on emergency preparedness and public education.
5. **Public Assistance Enhancements:**
   - Working on obtaining another **dedicated landline** to help **field phone calls** from the public regarding Lookout Alert sign-ups and FAQs.
   - Established an email for public inquiries: **emergencynotifications@jeffcom911.org**.
   - A dedicated phone line will be available soon to further assist with **sign-ups and general questions**.
6. **Legislative Review:**
   - Reviewed **SB031_L_003** and its recent amendments for any potential impacts on emergency notification processes.

Let me know if you'd like additional details.

Thanks,
Kevin

Kevin Garcia

Emergency Notification Systems Coordinator

Jefferson County Communications Center Authority
t: 303-980-7300 | m: 720-654-6470
kevin.garcia@jeffcom911.org | www.jeffcom911co.gov

Please Note: On March 10th my email will change to the domain @jeffcom911co.gov!

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
MARCH 27, 2025, 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. February 27, 2025, Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. Financial Statements.
        ii. Cash Encumbrance Report.
        iii. 2024 Audit Status

    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
    a. Lookout Alert stats.

7. Legal Counsel Report
    a. Lobbyist activity report.
    b. PUC matters in process or pending.

8. New Business

9. 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
MARCH 27, 2025

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

Present:	Director Kevin Biegert Director Travis Hopwood Director Dave Lester Director Kerr Attorney Ryan Tharp
Excused:	Director Mark Goodell
Also, Present:	Jeff Irvin, JCECA Executive Director Mikhaila Zamora, Jefferson County Clerk to the Board Office Scott Eddy, JCSO Tracie Kaminski, Pinnacle Consulting Group, Inc. Jacinda English, Broomfield PD Jeff Streeter, Jeffcom911 Jennifer Sandoval, Jeffcom911 Kyle Michelson, Jeffcom911 Gina Ramirez, Jeffcom911 Jennifer Gustin, Jeffcom911 Kevin Garcia, Jeffcom911 Lara Mitchell, Westy911 Sara Gallegos, Westy911

Director Hopwood called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Biegert duly seconded by Director Lester, and by unanimous vote, approved the Minutes of February 27, 2025.

TREASURER'S REPORT

Ms. Kaminski presented the unaudited financial statements prepared by PCGI through February 28, 2025 (copy attached). She advised that JCECA recognized $2,056,695 in revenue supporting $3,367,614 in expenditure. Expenditure exceeded revenue but we will see a tick up in revenue as the new ETC collection rate begins to flow in. She said we had a very healthy fund balance at the end of February with $5,471,123 supporting the capital and operating reserves.

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

Ms. Kaminsky then presented the cash encumbrance report (copy attached).

Ms. Kaminsky then advised the 2024 audit is scheduled to begin the week of April 14th. Mr. Irvin and her team have already submitted the documents requested by the auditors.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for February 2025 (copy attached).

The Board upon motion of Director Hopwood duly seconded by Director Lester and by unanimous vote, approved the March 2025 expenditure requests in the amount of $1,403,495.25.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English advised nothing to report.
- **Jeffcom ECC** – Mr. Streeter advised that they've been a month in operations in their new facility and things are going well. They had a weekend power outage that certainly tested their systems but rebounded very nicely. They've been approached by northern fire agencies to explore further CAD to CAD options. They'll be meeting with the UASI group soon in coordination with Westminster Fire on a CAD to CAD establishment. The topic has grown a little bit over the last year or two. They have CAD to CAD now with South Metro Fire. They're seeing Douglas and Arapahoe counties coming online. It is a huge benefit. Director Hopwood advised they are completing a big upgrade between South Metro and West Metro coming up the end of this week.
- **Westminster ECC** – Ms. Gallegos reported they have two people in backgrounds who will be starting April 7th. They will be fully staffed with one over-hire so they're in a good position.

EXECUTIVE DIRECTOR'S REPORT

Lookout Alert – Mr. Irvin advised this month there has been an increase of 473 opt-ins. He had anticipated a larger increase given the recent efforts of the City or Lakewood in preparation for the decommissioning of the warning siren system at the end of 2025. Mr. Garcia continues to work diligently to promote opt-in and a telephone line has been established to assist those who need help registering in the system.

Executive Director 2025 Salary – after receiving confirmation or Mr. Irvin's 2024 base salary figures from Ms. Kaminsky and the prior completion or the annual performance review, Director Hopwood requested a motion regarding Mr. Irvin's 2025 salary adjustment.

The Board upon motion of Director Biegert duly seconded by Director Lester and by unanimous vote, approved to increase Mr. Irvin's gross annual salary of $140,070.00 by five percent retroactive to his October 2024 employment anniversary.

LEGAL COUNSEL REPORT

Mr. Tharp reported:

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- **PUC Matters**
  - **CenturyLink** – Mr. Tharp and Mr. Irvin have been attending the workshops regarding the updated 911 rules and how costs are reimbursed under the tariff. We have aligned with the group to establish two categories: core and optional components, core components are those services necessary to provide for aggregation routing and transport of voice 911 calls. ECaTs will be considered a core component. Purchase of core components would be required by all 911 authorities. Text to 911, and other future services, would be an optional component offered over the ESInet. Costs would be reimbursed 911 authorities from the state 911 surcharge fund.
- **State Legislature** – Mr. Streeter discussed his testimony with regard to the abuse of 911 bill (SB25-060 Repeated Phone Calls Obstruction of Government Operations).

NEW BUSINESS

No new business.

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 December 31, 2024 and February 28, 2025.

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.
March 6, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY						
BALANCE SHEET						
December 31, 2024 and February 28, 2025						
	Unaudited	**Unaudited**				
	Actual	**Actual**				
	12/31/2024	**2/28/2025**				
Assets						
Current Assets						
Cash, Checking	$ 3,823,610	$ 2,344,721				
Cash, Savings	2,225,419	3,243,700				
Accounts Receivable	1,659,260	1,070,220				
Prepaid Expense	181,121	271,657				
Total Current Assets	$ 7,889,410	$ 6,930,299				
Long-Term Assets						
Construction in Progress	$ 4,835,724	$ 4,835,724				
Infrastructure	25,895	25,895				
Right of Ways	568,082	568,082				
West Corridor Fiber Optic	865,614	865,614				
Accumulated Depreciation	(450,178)	(450,178)				
Total Long-Term Assets	$ 5,845,137	$ 5,845,137				
Total Assets	**$ 13,734,547**	**$ 12,775,437**				
Liabilities						
Current Liabilities						
Accounts Payable	$ 1,107,368	$ 1,459,176				
Total Current Liabilities	$ 1,107,368	$ 1,459,176				
Total Liabilities	**$ 1,107,368**	**$ 1,459,176**				
Fund Equity						
Net Investment in Fixed Assets	$ 5,845,137	$ 5,845,137				
Fund Balance						
Nonspendable	181,121	271,657				
Unassigned	6,600,921	5,199,466				
Total Fund Equity	**$ 12,627,179**	**$ 11,316,260**				
Total Liabilities and Fund Equity	**$ 13,734,547**	**$ 12,775,437**				
	=	=				

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

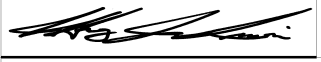
	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Unaudited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 02/28/25**	**Budget Through 02/28/25**	**Variance Through 02/28/25**
Revenues						
9-1-1 fee (ETC)	$ 18,394,428	$ 19,473,006	$ 19,473,006	$ 1,619,086	$ 1,910,778	$ (291,692)
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,947,301	296,588	283,660	12,928
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	778,920	122,740	129,820	(7,080)
Interest Income	79,214	50,000	50,000	18,281	8,333	9,948
Miscellaneous Income	-	500	500	-	83	(83)
Total Revenues	**$ 21,022,596**	**$ 22,249,727**	**$ 22,249,727**	**$ 2,056,695**	**$ 2,332,675**	**$ (275,980)**
Expenditures						
Administrative	$ 333,856	$ 351,230	$ 477,914	$ 178,687	$ 67,152	$ 111,535
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	252,629	252,629	-
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	421,049	421,049	-
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	2,133,313	2,133,313	-
Disaster & Recovery Plan (DRP)	34,394	158,400	158,400	11,989	14,390	(2,401)
GIS System	175,000	192,000	192,000	2,390	2,000	390
Line Charges	696,871	528,129	528,129	80,543	88,022	(7,479)
Notification Systems (ENS)	249,127	389,674	389,674	40,868	44,612	(3,744)
Special Projects	1,266,057	807,000	817,524	246,146	251,000	(4,854)
Total Operating Expenditures	**$ 17,899,740**	**$ 19,268,376**	**$ 19,405,584**	**$ 3,367,614**	**$ 3,274,166**	**$ 93,448**
Revenues over/(under) Expenditures	**3,122,856**	**$ 2,981,350**	**$ 2,844,143**	**$ (1,310,919)**	**$ (941,492)**	**$ (369,427)**
Beginning Fund Balance	**3,659,186**	**5,870,339**	**6,782,042**	**6,782,042**		
Ending Fund Balance	**$ 6,782,042**	**$ 8,851,689**	**$ 9,626,185**	**$ 5,471,123**		
Components of Ending Fund Balance						
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000		
Operating Reserve (25% of Expenses)	4,474,935	4,817,094	4,851,396	4,817,094		
Unrestricted	1,557,107	3,284,595	4,024,789	(95,971)		
Ending Fund Balance	**$ 6,782,042**	**$ 8,851,689**	**$ 9,626,185**	**$ 5,471,123**		

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

	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Unaudited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 02/28/25**	**Budget Through 02/28/25**	**Variance Through 02/28/25**
Administration						
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 5,767	$ 15,728	$ (9,960)
Bank Charges	4,764	8,167	8,167	-	-	-
Executive Director (ED)						
401k & Benefits	25,890	25,885	25,885	4,314	4,314	-
Mileage Reimbursement	-	500	500	-	83	(83)
Payroll Tax	10,846	10,905	10,905	1,877	1,818	59
Wages & Salaries	140,070	140,070	140,070	23,345	23,346	(1)
Insurance	6,112	5,473	5,473	1,055	912	143
Legal	42,174	44,679	44,679	11,456	5,447	6,009
Meeting & Misc						
Admin Web/Listserve	20	-	-	-	-	-
Meeting & Misc - Other	9,470	14,369	141,052	129,683	14,369	115,315
Phone/Web Conferencing	152	-	-	-	-	-
Office Supplies & Postage	613	753	753	391	125	265
Payroll Expenses	4,769	4,564	4,564	800	761	39
Public Web	204	1,500	1,500	-	250	(250)
Total Administrative Expenses	$ 333,856	$ 351,230	$ 477,914	$ 178,687	$ 67,152	$ 111,535
Agency Operating Fund (AOF)						
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 252,629	$ 252,629	$ -
Westminster	2,271,665	2,526,291	2,526,291	421,049	421,049	-
Jeffcom	11,509,771	12,799,877	12,799,877	2,133,313	2,133,313	-
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 2,806,990	$ 2,806,991	-
Disaster & Recovery Plan (DRP)						
SRBC Recurring	$ 34,394	$ 158,400	$ 158,400	$ 11,989	$ 14,390	$ (2,401)
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 158,400	$ 11,989	$ 14,390	$ (2,401)
GIS System						
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 2,390	$ 2,000	$ 390
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 2,390	$ 2,000	$ 390
Line Charges						
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 1,293	$ 1,212	$ 82
ESInet	683,471	518,974	518,974	79,249	86,496	(7,247)
Other	1,100	1,885	1,885	-	314	(314)
Total Line Charges	$ 696,871	$ 528,129	$ 528,129	$ 80,543	$ 88,022	$ (7,479)
Notification Systems (ENS)						
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 845	$ 3,869	$ (3,024)
ENS	243,492	244,458	244,458	40,023	40,743	(720)
VoIP Record Extract	-	4,000	4,000	-	-	-
ENS Systems Support	-	130,000	130,000	-	-	-
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 40,868	$ 44,612	$ (3,744)
Special Projects						
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 925	$ 1,000	$ (75)
Fiber Special Projects	219,902	300,000	300,000	12,882	16,667	(3,785)
Last Mile Fiber Project	178,302	200,000	200,000	12,882	16,667	(3,785)
North Metro	-	100,000	100,000	-	-	-
Equipment Refresh Project	41,600	-	-	-	-	-
J-FON O&M	611,154	200,000	200,000	6,955	16,667	(9,711)
Smart911	89,161	100,000	100,000	14,860	16,667	(1,807)
Special Projects Contingency	345,700	200,000	210,524	210,524	200,000	10,524
Total Special Projects	$ 1,266,057	$ 807,000	$ 817,524	$ 246,146	$ 251,000	$ (4,854)
Total Expenditures	**$ 17,899,740**	**$ 19,268,376**	**$ 19,405,584**	**$ 3,367,614**	**$ 3,274,166**	**$ 93,448**

Jefferson County Emergency Communications Authority
2025 Cash Projection Report

	January	February	March	Q1	Q2	Q3	Q4
	Actual	Actual	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)
Cash on Hand	$ 6,049,023	$ 6,630,949	$ 5,588,415	**$ 5,588,415**	**$ 6,318,911**	**$ 7,049,408**	**$ 7,779,904**
Expected Inflows:							
2024 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 8,267,015**	**$ 428,284**	**$ 1,966,314**	**$ 10,661,613**	**$ 5,898,941**	**$ 5,898,941**	**$ 5,898,941**
Expected Outflows:							
2024 Obligations (As projected, less paid)							
Administrative Total	$ 25,669	$ 147,404	$ 17,816	**$ 190,889**	**$ 53,447**	**$ 53,447**	**$ 53,447**
Agency Operating Fund (AOF) Total	1,275,905	1,066,656	1,556,604	**3,899,165**	**4,669,811**	**4,669,811**	**4,669,811**
Disaster & Recovery Plan (DRP) Total	11,989	11,989	13,442	**37,420**	**40,327**	**40,327**	**40,327**
GIS System Total	12,414	-	17,959	**30,373**	**53,876**	**53,876**	**53,876**
Line Charges Total	149,295	23,785	35,505	**208,584**	**106,515**	**106,515**	**106,515**
Notification Systems (ENS) Total	61,624	1,077	32,697	**95,398**	**98,092**	**98,092**	**98,092**
Special Projects Total	99,170	219,908	48,792	**367,871**	**146,376**	**146,376**	**146,376**
Total Expected Outflows	**$ 1,636,066**	**$ 1,470,819**	**$ 1,722,815**	**$ 4,829,700**	**$ 5,155,002**	**$ 5,155,002**	**$ 5,141,560**
Net Inflows/Outflows	**$ 6,630,949**	**$ (1,042,535)**	**$ 243,499**	**$ 5,831,914**	**$ 743,939**	**$ 743,939**	**$ 757,381**
Estimated Cash Position	**$ 6,630,949**	**$ 5,588,415**	**$ 5,831,914**	**$ 5,831,914**	**$ 6,562,410**	**$ 7,292,907**	**$ 8,036,845**

JCECA - 2025 Mar Expenditure Request Authorization 032525 0702					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-013		Multi	ECC distributions for Apr 2025	AOF	1,403,495.25
				Total	**1,403,495.25**
				Expenditures Approved by Executive Director (signature):	

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
APRIL 24, 2025, 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. March 27, 2025, Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. Financial Statements.
        ii. Cash Encumbrance Report.
        iii. 2024 Audit Status
    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
    a. Lookout Alert stats.
    b. JFON GFD Station 24 Connection Project
        i. Ownership transfer upon completion.
        ii. IRU Agreement upon completion.

7. Legal Counsel Report
    a. Lobbyist activity report.
    b. PUC matters in process or pending.

8. New Business

9. 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
APRIL 24, 2025

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 Dave Lester Undersheriff Scott Eddy - alternate for Director Kerr
Excused:	Director Kerr Attorney Ryan Tharp
Also, Present:	Jeff Irvin, JCECA Executive Director Maylee Barazza, Jefferson County Clerk to the Board Office Mikhaila Zamora, Jefferson County Clerk to the Board Office Tracie Kaminski, Pinnacle Consulting Group, Inc. Jacinda English, Broomfield PD Jeff Streeter, Jeffcom911 Jennifer Sandoval, Jeffcom911 Gina Ramirez, Jeffcom911 Jennifer Gustin, Jeffcom911 Kevin Garcia, Jeffcom911 Geena Gomez, Jeffcom911 Candace Harris, Jeffcom911 Ethan Honaman, Jeffcom911 Kinde Yetemgn, Jeffcom911 Sara Gallegos, Westy911 Cathey Raley, Arapahoe County SO

Director Goodell called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Lester duly seconded by Director Biegert, and by unanimous vote, approved the Minutes of March 27, 2025.

TREASURER'S REPORT

Ms. Kaminski presented the unaudited financial statements prepared by PCGI through March 31, 2025 (copy attached). She advised that JCECA recognized revenue of $5,459,845. In line with projected revenue, we saw the first month of the increased ETC fee. The projections were within about a $75K variance so they were left unchanged to match the original budget. They did update the interest income projection as we have just over $3.2M in a ColoTrust account averaging 4.4% interest at the end of March. We are showing just over $30K interest earned

through March and anticipate over $120K in earnings for the year. This supports expenditure through March 31st of $4,670,867. This is within $50K of the adopted budget and where they would expect expenditures to be. The fund balance at the end of March was $7.5M. The updated projection of the fund balance at the end of the year is $9.8M to support the reserves.

Director Biegert inquired regarding a large variance shown last month in the administrative expenditure. Ms. Kaminski advised this was the result of two miscoding's of AOF distributions that were subsequently corrected. *(Mr. Irvin later determined that the mis-coding was a result of a problem with setup of recurring distributions in Bill.com. This has now been corrected).*

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

Ms. Kaminsky then presented the cash encumbrance report (copy attached).

Ms. Kaminsky then advised Mr. Irvin, and her team have submitted all the work papers requested by the auditor. They have been fielding questions this week from the auditor and expect to see a draft in the next two to three weeks in alignment with meeting the July 31st submittal deadline for the state.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for April 2025 (copy attached).

The Board upon motion of Director Biegert duly seconded by Director Hopwood and by unanimous vote, approved the April 2025 expenditure requests in the amount of $1,425,404.01.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English advised they had a great time celebrating National Public Safety Telecommunicator Week (NPSTW) and thanked the board for their support in helping make that celebration special for their group. Last week they had the opportunity to attend the grand opening of the Jeffco Schools emergency dispatch center. It was great to see the results of that project. Following that they were able to tour the Jeffcom center and see the beautiful work they have done there. On the operations side they are in the middle of a hiring process and welcomed a new team member this last week. They are in the beginning stages of looking into replacing their 911 call handling system.
- **Jeffcom ECC** – Mr. Streeter echoed what Ms. English said re: NPSTW thanking the board for their contribution and support. They held their 2024 awards ceremony in the middle of the week and it was well attended. They had three laterals start on Tuesday. One from Salt Lake, one from Flagstaff AZ and one from Clear Creek. They have an academy starting up in May of eight and that's going to put them fully staffed and overstrength.
- **Westminster ECC** – Ms. Gallegos also echoed what Ms. English and Mr. Streeter said re: NPSTW thanking the board for the support. Their staffing numbers are good, and hiring is going well. No other updates

EXECUTIVE DIRECTOR'S REPORT

Lookout Alert – Mr. Irvin advised this month there has been an increase of 637 opt-ins. The City or Lakewood continues with efforts to encourage opt-ins in preparation for the decommissioning of the warning siren system at the end of 2025. Mr. Garcia continues to work diligently to promote opt-in and has implemented a telephone help line to assist those who need help registering in the system.

ETC Remittance – Mr. Irvin conducted an internal audit of the major telecom service providers to determine how well they transitioned to the 2024 ETC increase and found that all but one appeared to have done so successfully. One TSP had discrepancies in their returns and Mr. Irvin has given them notice of the needed corrections. Additionally, the PUC is conducting and audit of the TSP.

Legal Counsel Transition - Mr. Irvin advised the board that Mr. Tharp has advised that he will be moving to Frost Brown Todd, LLP. Mr. Irvin gave the board a summary of the relationship JCECA has had with Mr. Tharp and gave his recommendation that he continue to represent JCECA. Mr. Tharp then explained the transition process and the need to execute a transfer letter rescinding the services of his current firm, Fairfield and Woods, PC, and engaging the new firm.

The Board upon motion of Director Hopwood duly seconded by Director Biegert and by unanimous vote, authorized Mr. Irvin to review and execute the transfer and engagement letters.

JFON GFD Station 24 Connection Project – Mr. Irvin advised the board that the City of Golden is interested in owning the JFON build that will serve GFD Station 24 and, in-turn, agreeing to execute an Irrevocable Right of Use (IRU) agreement to provide for access for the JFON agencies. After discussion it was agreed that Mr. Irvin would convene the JFON committee to discuss these matters and report back if there are any concerns with these matters.

LEGAL COUNSEL REPORT

Mr. Tharp reported:

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- **PUC Matters**
  - **CenturyLink** – we are waiting to hear if the PUC will be opening a rule making process regarding the tariff. We will prepare comments in support.

- **State Legislature** – Mr. Irvin advised that the abuse of 911 bill (SB25-060 Repeated Phone Calls Obstruction of Government Operations) passed and is on the way to the governor's office for signature.

NEW BUSINESS

No new business.

ADJOURNMENT

Upon motion of Director Biegert duly seconded by Director Hopwood and by unanimous vote, 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 December 31, 2024 and March 31, 2025.

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.
April 15, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
BALANCE SHEET
December 31, 2024 and March 31, 2025

	Unaudited Actual 12/31/2024	Unaudited Actual 3/31/2025
Assets		
Current Assets		
Cash, Checking	$ 3,823,610	$ 4,225,809
Cash, Savings	2,225,419	3,255,845
Accounts Receivable	1,659,260	1,070,220
Prepaid Expense	181,121	242,385
Total Current Assets	$ 7,889,410	$ 8,794,259
Long-Term Assets		
Construction in Progress	$ 4,835,724	$ 5,164,297
Infrastructure	25,895	25,895
Right of Ways	568,082	568,082
West Corridor Fiber Optic	865,614	865,614
Accumulated Depreciation	(480,345)	(480,345)
Total Long-Term Assets	$ 5,814,970	$ 6,143,543
Total Assets	**$ 13,704,380**	**$ 14,937,802**
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,107,368	$ 1,223,238
Total Current Liabilities	$ 1,107,368	$ 1,223,238
Total Liabilities	**$ 1,107,368**	**$ 1,223,238**
Fund Equity		
Net Investment in Fixed Assets	$ 5,814,970	$ 6,143,543
Fund Balance		
Nonspendable	181,121	242,385
Unassigned	6,600,921	7,328,636
Total Fund Equity	**$ 12,597,012**	**$ 13,714,564**
Total Liabilities and Fund Equity	**$ 13,704,380**	**$ 14,937,802**
	=	=

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

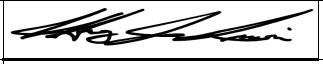
	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Unaudited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 03/31/25**	**Budget Through 03/31/25**	**Variance Through 03/31/25**
Revenues						
9-1-1 fee (ETC)	$ 18,394,428	$ 19,473,006	$ 19,473,006	$ 4,800,428	$ 4,157,001	$ 643,427
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,947,301	444,882	460,024	(15,142)
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	778,920	184,110	199,730	(15,620)
Interest Income	79,214	50,000	121,701	30,425	12,500	17,925
Miscellaneous Income	-	500	500	-	125	(125)
Total Revenues	**$ 21,022,596**	**$ 22,249,727**	**$ 22,321,428**	**$ 5,459,845**	**$ 4,829,380**	**$ 630,465**
Expenditures						
Administrative	$ 333,856	$ 351,230	$ 351,230	$ 86,527	$ 81,248	$ 5,279
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	378,944	378,944	-
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	631,573	631,573	-
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	3,199,969	3,199,969	-
Disaster & Recovery Plan (DRP)	34,394	158,400	158,400	78,419	57,390	21,029
GIS System	175,000	192,000	192,000	3,425	2,000	1,425
Line Charges	696,871	528,129	528,129	167,741	132,032	35,709
Notification Systems (ENS)	249,127	389,674	389,674	64,974	69,919	(4,945)
Special Projects	1,266,057	807,000	807,000	59,296	60,174	(878)
Total Operating Expenditures	**$ 17,899,740**	**$ 19,268,376**	**$ 19,268,376**	**$ 4,670,867**	**$ 4,613,248**	**$ 57,619**
Revenues over/(under) Expenditures	**3,122,856**	**$ 2,981,350**	**$ 3,053,052**	**$ 788,979**	**$ 216,132**	**$ 572,847**
Beginning Fund Balance	**3,659,186**	**5,870,339**	**6,782,042**	**6,782,042**		
Ending Fund Balance	**$ 6,782,042**	**$ 8,851,689**	**$ 9,835,094**	**$ 7,571,021**		
Components of Ending Fund Balance						
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000		
Operating Reserve (25% of Expenses)	4,474,935	4,817,094	4,817,094	4,817,094		
Unrestricted	1,557,107	3,284,595	4,268,000	2,003,927		
Ending Fund Balance	**$ 6,782,042**	**$ 8,851,689**	**$ 9,835,094**	**$ 7,571,021**		

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

	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Unaudited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 03/31/25**	**Budget Through 03/31/25**	**Variance Through 03/31/25**
Administration						
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 17,914	$ 18,591	$ (677)
Bank Charges	4,764	8,167	8,167	-	481	(481)
Executive Director (ED)						
401k & Benefits	25,890	25,885	25,885	6,471	6,471	-
Mileage Reimbursement	-	500	500	-	125	(125)
Payroll Tax	10,846	10,905	10,905	2,774	2,726	47
Wages & Salaries	140,070	140,070	140,070	35,018	35,019	(2)
Insurance	6,112	5,473	5,473	1,505	1,368	136
Legal	42,174	44,679	44,679	17,733	11,170	6,563
Meeting & Misc						
Admin Web/Listserve	20	-	-	-	-	-
Meeting & Misc - Other	9,470	14,369	14,369	3,557	3,592	(35)
Phone/Web Conferencing	152	-	-	-	-	-
Office Supplies & Postage	613	753	753	407	188	219
Payroll Expenses	4,769	4,564	4,564	1,149	1,141	8
Public Web	204	1,500	1,500	-	375	(375)
Total Administrative Expenses	$ 333,856	$ 351,230	$ 351,230	$ 86,527	$ 81,248	$ 5,279
Agency Operating Fund (AOF)						
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 378,944	$ 378,944	$ -
Westminster	2,271,665	2,526,291	2,526,291	631,573	631,573	-
Jeffcom	11,509,771	12,799,877	12,799,877	3,199,969	3,199,969	-
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 4,210,486	$ 4,210,486	-
Disaster & Recovery Plan (DRP)						
SRBC Recurring	$ 34,394	$ 158,400	$ 158,400	$ 78,419	$ 57,390	$ 21,029
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 158,400	$ 78,419	$ 57,390	$ 21,029
GIS System						
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 3,425	$ 2,000	$ 1,425
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 3,425	$ 2,000	$ 1,425
Line Charges						
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 2,049	$ 1,818	$ 232
ESInet	683,471	518,974	518,974	165,692	129,744	35,948
Other	1,100	1,885	1,885	-	471	(471)
Total Line Charges	$ 696,871	$ 528,129	$ 528,129	$ 167,741	$ 132,032	$ 35,709
Notification Systems (ENS)						
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 2,968	$ 3,804	$ (836)
ENS	243,492	244,458	244,458	62,006	66,115	(4,109)
VoIP Record Extract	-	4,000	4,000	-	-	-
ENS Systems Support	-	130,000	130,000	-	-	-
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 64,974	$ 69,919	$ (4,945)
Special Projects						
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 1,387	$ 1,507	$ (120)
Fiber Special Projects	219,902	300,000	300,000	17,382	17,000	382
Last Mile Fiber Project	178,302	200,000	200,000	17,382	17,000	382
North Metro	-	100,000	100,000	-	-	-
Equipment Refresh Project	41,600	-	-	-	-	-
J-FON O&M	611,154	200,000	200,000	18,237	16,667	1,570
Smart911	89,161	100,000	100,000	22,290	25,000	(2,710)
Special Projects Contingency	345,700	200,000	200,000	-	-	-
Total Special Projects	$ 1,266,057	$ 807,000	$ 807,000	$ 59,296	$ 60,174	$ (878)
Total Expenditures	**$ 17,899,740**	**$ 19,268,376**	**$ 19,268,376**	**$ 4,670,867**	**$ 4,613,248**	**$ 57,619**

Jefferson County Emergency Communications Authority
2025 Cash Projection Report

	January	February	March	Q1	Q2	Q3	Q4
	Actual	Actual	Actual	Actual	(Estimate)	(Estimate)	(Estimate)
Cash on Hand	$ 6,049,023	$ 6,630,949	$ 5,588,415	**$ 5,588,415**	**$ 7,351,742**	**$ 7,156,879**	**$ 6,962,015**
Expected Inflows:							
2025 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 8,267,015**	**$ 428,284**	**$ 3,402,541**	**$ 12,097,841**	**$ 5,400,303**	**$ 5,400,303**	**$ 5,400,303**
Expected Outflows:							
2025 Obligations (As projected, less paid)							
Administrative Total	$ 25,669	$ 147,404	$ 164,651	**$ 337,724**	**$ 4,502**	**$ 4,502**	**$ 4,502**
Agency Operating Fund (AOF) Total	1,275,905	1,066,656	1,066,656	**3,409,218**	**5,188,679**	**5,188,679**	**5,188,679**
Disaster & Recovery Plan (DRP) Total	11,989	11,989	11,989	**35,967**	**40,811**	**40,811**	**40,811**
GIS System Total	12,414	-	-	**12,414**	**59,862**	**59,862**	**59,862**
Line Charges Total	149,295	23,785	36,897	**209,977**	**106,051**	**106,051**	**106,051**
Notification Systems (ENS) Total	61,624	1,077	2,087	**64,787**	**108,296**	**108,296**	**108,296**
Special Projects Total	99,170	219,908	227,024	**546,103**	**86,966**	**86,966**	**86,966**
Total Expected Outflows	**$ 1,636,066**	**$ 1,470,819**	**$ 1,509,304**	**$ 4,616,189**	**$ 5,581,563**	**$ 5,581,563**	**$ 5,567,959**
Net Inflows/Outflows	**$ 6,630,949**	**$ (1,042,535)**	**$ 1,893,237**	**$ 7,481,652**	**$ (181,260)**	**$ (181,260)**	**$ (167,656)**
Estimated Cash Position	**$ 6,630,949**	**$ 5,588,415**	**$ 7,481,652**	**$ 7,481,652**	**$ 7,286,788**	**$ 7,091,924**	**$ 6,910,664**

JCECA - 2025 Apr Expenditure Request Authorization 042225 1325					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-014		Multi	ECC distributions for May 2025	AOF	1,403,495.25
2025-015		JCECA	Renew B&C PA Lobbyist agreement for 2025	Legal	10,666.66
2025-016		WES	Reimb final Motorola Solutions radio consoles upgrade milestone #4	SpProj	11,242.10
				Total	**1,425,404.01**
			Expenditures Approved by Executive Director (signature):		

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473
04/24/2025	210,789	637

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
MAY 22, 2025, 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. April 24, 2025, Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. Financial Statements.
        ii. Cash Encumbrance Report.
        iii. 2024 Audit Presentation – Timothy Ahopelto, Hinkle & Company, PC
    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
    a. Lookout Alert stats.

7. Legal Counsel Report
    a. Lobbyist activity report.
    b. PUC matters in process or pending.

8. New Business

9. 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
MAY 22, 2025

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 Kerr
Director Dave Lester

Attorney Ryan Tharp

Also, Present: Jeff Irvin, JCECA Executive Director
Tracie Kaminski, Pinnacle Consulting Group, Inc.
Paige Wilson, Broomfield PD
Jeff Streeter, Jeffcom911
Jennifer Sandoval, Jeffcom911
Gina Ramirez, Jeffcom911
Kevin Garcia, Jeffcom911
Geena Gomez, Jeffcom911
Candace Harris, Jeffcom911
Ethan Honaman, Jeffcom911
Kinde Yetemgn, Jeffcom911
Lara Mitchell, Westy911
Sara Gallegos, Westy911
Timothy Ahopelto, Hinkle & Company, PC

Director Goodell called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Biegert duly seconded by Director Goodell, and by unanimous vote, approved the Minutes of April 24, 2025.

TREASURER'S REPORT

Ms. Kaminski presented the unaudited financial statements prepared by PCGI through April 30, 2025 (copy attached). She advised that JCECA recognized total revenues of $7,797,743 which is offsetting our total expenditures through April of $6,442,821. The expenditures are right in alignment with where we thought the budget would be at this time. She has made some cautionary updates to the projected revenues in column C. We are seeing the increased ETC revenue. She has reallocated revenues from the Prepaid line item down to the State Trust line item based on what we are seeing from collections to-date. Interest is trending well over budget with the dividing of funds into the COLOTRUST account and accruing that interest. Through April we have a total fund balance or $8,547,325 which is supporting the Capital Reserve and the budgeted Operating Reserve with the remainder sitting in an unrestricted account.

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

Ms. Kaminsky then presented the cash encumbrance report (copy attached).

Mr. Ahopelto then presented the Financial Statements with Independent Auditor's Report dated December 31, 2024 (copy attached). He advised that the report is unmodified or a "clean" report. He was happy to report there were no uncorrected or corrected financial statement adjustments this year. They had no disagreement with management or the contracted accountants. He mentioned that after June 30, 2025, financial statements submitted to the Office the State Auditor (OSA) will be required to be ADA compliant. He stated that the financial statements they will produce for the 2025 audit will include a .pdf in the form needed to enable access for sight impaired persons.

The Board upon motion of Director Hopwood duly seconded by Director Biegert and by unanimous vote, approved acceptance of the 2024 auditor's report.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for May 2025 (copy attached).

There was a discussion in response to questions from Director Biegert regarding vandalism that has occurred damaging JFON fiber along US Hwy 36. Mr. Irvin advised that he has tasked MinnTex with developing a specification for a locking bolt for use on handholes covering JFON access points. We will determine which handholes need to be secured and equip our location contractor (Lumin8) and our splicing/testing contractor (ZeroDB) with devices to be placed when locate or splicing/repair requests are received.

There was additional discussion in response to questions from Director Hopwood regarding future budget considerations for the JFON discussion above and recurring costs of generator maintenance, UPS maintenance, CAD and radio software refresh costs at the 433HBC.

The Board upon motion of Director Biegert duly seconded by Director Lester and by unanimous vote, approved the May 2025 expenditure requests in the amount of $1,433,727.68.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. Wilson advised they are in the early stages of acquiring Carbyne as their new phone system and finalizing a quote. Their staffing situation has improved significantly over the last several months. They have one dispatcher who is due to be signed off from training at the end of the month. They have a hiring process underway and are looking to fill the remaining two positions to be fully staffed.
- **Jeffcom ECC** – Mr. Streeter advised that in early May Jeffcom was invited by the NTIA to participate in a symposium in Washington, DC. Many federal partners in telecommunications were in attendance with the intent or discussing AI technology. Jeffcom is a heavy user of AI. Mr. Streeter participated in a panel discussion. There will be a white paper produced that they are waiting to see and will share when available. They received news last week that two or their staff members will be recognized at the

APCO International conference in Baltimore, MD in July. One of their leads will receive the Telecommunicator of the Year award, and another will receive the Trainer of the Year award. Regarding staffing, they are two down out of 154. They're in a good place. They started an academy two weeks ago with eight and two or three weeks prior to that started an academy with three laterals. They will open for applications in anticipation of an academy on the ninth of September. Over the last year their attrition rate has slowed down. Jeffco Schools (R1) is evaluating the Carbyne system.

- **Westminster ECC** – Ms. Gallegos said they are working with Broomfield to get their Carbyne quote finalized then they'll meet with Mr. Irvin and get on the agenda for a future board meeting. They are doing good with staffing. They had a process that just closed.

EXECUTIVE DIRECTOR'S REPORT

Lookout Alert – Mr. Irvin advised this month there has been an increase of 790 opt-ins. Mr. Irvin intends to convene a meeting with our vendor, Mr. Garcia and the ECC representatives to discuss direct mailing as a means of encouraging registration. The mountain fire districts conducted an all call test this month.

Lakeside PD – Mr. Irvin was approached by Lakeside PD regarding funding for radio replacements as their existing equipment cannot be upgraded to accept current encryption firmware for compatibility with the DTRS.

Legal Counsel Transition – Mr. Irvin executed the transfer letter provided by Mr. Tharp's former firm, Fairfield and Woods, PC, and the engagement letter for his new firm, Frost Brown Todd, LLP.

JFON – Mr. Irvin had a discussion with Ely Garza, JCSO, re: connecting the Town of Morrison building on Hwy 8 into JFON. We will be exploring possibilities for a conduit pullover or dark fiber with CDOT and JCPS. There is also a need to connect WMFR Station 9 east of C470 near Morrison.

LEGAL COUNSEL REPORT

Mr. Tharp reported that the legislative session has ended so nothing to report re: lobbyist activity.

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- **PUC Matters**
  - **CenturyLink** – the rulemaking is underway. We filed comments on Monday regarding how rules can be added to the tariff and how reimbursements for tariff costs work.

NEW BUSINESS

No new business.

ADJOURNMENT

Upon motion of Director Biegert duly seconded by Director Goodell and by unanimous vote, the meeting was adjourned.

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 December 31, 2024 and April 30, 2025.

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.
May 14, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
BALANCE SHEET
December 31, 2024 and April 30, 2025

	Audited Actual 12/31/2024	Unaudited Actual 4/30/2025
Assets		
Current Assets		
Cash, Checking	$ 3,823,610	$ 4,155,935
Cash, Savings	2,225,419	3,267,624
Accounts Receivable	2,069,621	2,156,843
Prepaid Expense	181,121	213,113
Total Current Assets	$ 8,299,771	$ 9,793,515
Long-Term Assets		
Construction in Progress	$ 5,164,297	$ 5,164,297
Infrastructure	25,895	25,895
Right of Ways	568,082	568,082
West Corridor Fiber Optic	865,614	865,614
Accumulated Depreciation	(480,345)	(480,345)
Total Long-Term Assets	$ 6,143,543	$ 6,143,543
Total Assets	**$ 14,443,314**	**$ 15,937,058**
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,107,368	$ 1,246,190
Total Current Liabilities	$ 1,107,368	$ 1,246,190
Total Liabilities	**$ 1,107,368**	**$ 1,246,190**
Fund Equity		
Net Investment in Fixed Assets	$ 6,143,543	$ 6,143,543
Fund Balance		
Nonspendable	181,121	213,113
Unassigned	7,011,282	8,334,212
Total Fund Equity	**$ 13,335,946**	**$ 14,690,868**
Total Liabilities and Fund Equity	**$ 14,443,314**	**$ 15,937,058**
	=	=

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

	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Audited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 4/30/2025**	**Budget Through 4/30/2025**	**Variance Through 4/30/2025**
Revenues						
9-1-1 fee (ETC)	$ 18,804,788	$ 19,473,006	$ 21,500,000	$ 6,851,606	$ 6,803,224	$ 48,383
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,847,301	613,692	616,388	(2,696)
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	878,920	290,240	264,640	25,600
Interest Income	79,214	50,000	126,615	42,205	36,667	5,538
Miscellaneous Income	-	500	500	-	167	(167)
Total Revenues	**$ 21,432,956**	**$ 22,249,727**	**$ 24,353,336**	**$ 7,797,743**	**$ 7,721,085**	**$ 76,658**
Expenditures						
Administrative	$ 334,006	$ 351,230	$ 351,230	$ 127,797	$ 124,818	$ 2,979
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	505,258	505,258	-
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	842,097	842,097	-
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	4,266,626	4,266,626	-
Disaster & Recovery Plan (DRP)	34,394	158,400	158,400	103,877	93,390	10,487
GIS System	175,000	192,000	192,000	4,459	2,000	2,459
Line Charges	696,871	528,129	528,129	243,808	236,043	7,765
Notification Systems (ENS)	249,127	389,674	389,674	85,702	100,225	(14,522)
Special Projects	937,484	807,000	807,000	263,197	252,340	10,856
Total Operating Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,268,376**	**$ 6,442,821**	**$ 6,422,797**	**$ 20,025**
Revenues over/(under) Expenditures	**3,861,639**	**$ 2,981,350**	**$ 5,084,959**	**$ 1,354,922**	**$ 1,298,288**	**$ 56,634**
Beginning Fund Balance	**3,330,764**	**5,870,339**	**7,192,403**	**7,192,403**		
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 12,277,362**	**$ 8,547,325**		
Components of Ending Fund Balance						
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000		
Operating Reserve (25% of Expenses)	4,392,829	4,817,094	4,817,094	4,817,094		
Unrestricted	2,049,574	3,284,595	6,710,268	2,980,231		
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 12,277,362**	**$ 8,547,325**		

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

	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Audited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 4/30/2025**	**Budget Through 4/30/2025**	**Variance Through 4/30/2025**
Administration						
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 24,019	$ 31,455	$ (7,436)
Bank Charges	4,764	8,167	8,167	-	961	(961)
Executive Director (ED)						
401k & Benefits	25,890	25,885	25,885	9,037	8,628	408.54
Mileage Reimbursement	-	500	500	-	167	(167)
Payroll Tax	10,846	10,905	10,905	3,983	3,635	348
Wages & Salaries	140,070	140,070	140,070	50,775	49,192	1,583
Insurance	6,112	5,473	5,473	1,954	1,824	130
Legal	42,174	44,679	44,679	32,112	21,893	10,219
Meeting & Misc						
Admin Web/Listserve	20	-	-	-	-	-
Meeting & Misc - Other	9,621	14,369	14,369	3,557	4,790	(1,233)
Phone/Web Conferencing	152	-	-	-	-	-
Office Supplies & Postage	612	753	753	431	251	180
Payroll Expenses	4,769	4,564	4,564	1,496	1,521	(26)
Public Web	204	1,500	1,500	432	500	(68)
Total Administrative Expenses	$ 334,006	$ 351,230	$ 351,230	$ 127,797	$ 124,818	$ 2,979
Agency Operating Fund (AOF)						
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 505,258	$ 505,258	$ -
Westminster	2,271,665	2,526,291	2,526,291	842,097	842,097	-
Jeffcom	11,509,771	12,799,877	12,799,877	4,266,626	4,266,626	-
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 5,613,981	$ 5,613,981	-
Disaster & Recovery Plan (DRP)						
SRBC Recurring	$ 34,394	$ 158,400	$ 158,400	$ 103,877	$ 93,390	$ 10,487
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 158,400	$ 103,877	$ 93,390	$ 10,487
GIS System						
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 4,459	$ 2,000	$ 2,459
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 4,459	$ 2,000	$ 2,459
Line Charges						
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 2,805	$ 2,423	$ 382
ESInet	683,471	518,974	518,974	241,003	232,991	8,012
Other	1,100	1,885	1,885	-	628	(628)
Total Line Charges	$ 696,871	$ 528,129	$ 528,129	$ 243,808	$ 236,043	$ 7,765
Notification Systems (ENS)						
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 3,801	$ 3,739	$ 62
ENS	243,492	244,458	244,458	81,902	96,486	(14,584)
VoIP Record Extract	-	4,000	4,000	-	-	-
ENS Systems Support	-	130,000	130,000	-	-	-
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 85,702	$ 100,225	$ (14,522)
Special Projects						
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 1,849	$ 2,007	$ (158)
Fiber Special Projects	149,845	300,000	300,000	22,577	17,000	5,577
Last Mile Fiber Project	108,245	200,000	200,000	22,577	33,667	(11,090)
North Metro	-	100,000	100,000	-	-	-
Equipment Refresh Project	41,600	-	-	-	-	-
J-FON O&M	352,638	200,000	200,000	49,564	33,333	16,231
Smart911	89,161	100,000	100,000	29,720	33,333	(3,613)
Special Projects Contingency	345,700	200,000	200,000	159,487	150,000	9,487
Total Special Projects	$ 937,484	$ 807,000	$ 807,000	$ 263,197	$ 252,340	$ 10,856
Total Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,268,376**	**$ 6,442,821**	**$ 6,422,797**	**$ 20,025**

Jefferson County Emergency Communications Authority
2025 Cash Projection Report

	Q1	April	May	June	Q2	Q3	Q4
	Actual	Actual	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)
Cash on Hand	**$ 5,588,415**	$ 7,481,652	$ 7,423,558	$ 7,357,745	**$ 7,357,745**	**$ 7,162,977**	**$ 6,968,113**
Expected Inflows:							
2025 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 12,097,841**	**$ 1,661,298**	**$ 1,817,451**	**$ 1,797,932**	**$ 5,276,682**	**$ 5,400,544**	**$ 5,400,303**
Expected Outflows:							
2025 Obligations (As projected, less paid)							
Administrative Total	**$ 337,724**	$ 15,720	$ (277)	$ 1,723	**$ 17,166**	**$ 4,477**	**$ 4,502**
Agency Operating Fund (AOF) Total	**3,409,218**	1,403,495	1,770,318	1,724,465	**4,898,278**	**5,189,247**	**5,188,678**
Disaster & Recovery Plan (DRP) Total	**35,967**	66,430	7,000	14,429	**87,859**	**40,719**	**40,811**
GIS System Total	**12,414**	-	22,448	19,642	**42,090**	**59,897**	**59,862**
Line Charges Total	**209,977**	125,398	24,094	36,757	**186,249**	**105,894**	**106,051**
Notification Systems (ENS) Total	**64,787**	2,123	40,345	35,568	**78,036**	**108,355**	**108,295**
Special Projects Total	**546,103**	106,227	19,334	30,195	**155,756**	**86,831**	**86,966**
Total Expected Outflows	**$ 4,616,189**	**$ 1,719,392**	**$ 1,876,263**	**$ 1,862,780**	**$ 5,458,435**	**$ 5,581,803**	**$ 5,567,959**
Net Inflows/Outflows	**$ 7,481,652**	**$ (58,094)**	**$ (58,812)**	**$ (64,847)**	**$ (181,753)**	**$ (181,259)**	**$ (167,656)**
Estimated Cash Position	**$ 7,481,652**	**$ 7,423,558**	**$ 7,364,746**	**$ 7,292,898**	**$ 7,292,898**	**$ 7,098,023**	**$ 6,916,763**

Jefferson County Emergency Communications Authority

Financial Statements
with Independent Auditor's Report

December 31, 2024

HINKLE & COMPANY PC
Strategic Business Advisors

Jefferson County Emergency Communications Authority

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December 31, 2024

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HINKLE & COMPANY PC
Strategic Business Advisors

Independent Auditor's Report

Board of Directors
Jefferson County Emergency Communications Authority
Lakewood, Colorado

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the Jefferson County Emergency Communications Authority (the Authority) as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as of December 31, 2024, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying supplementary information described in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information described in the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information described in the table of contents is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Hinkle & Company, P.C.

Englewood, Colorado
May 13, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

Management's Discussion and Analysis
December 31, 2024

Introduction

This management discussion and analysis (this "MD&A") is designed to provide an overview of the financial activities of the Jefferson County Emergency Communications Authority ("JCECA") for the fiscal year ended December 31, 2024. The MD&A should be read in conjunction with JCECA's financial statements.

Financial Highlights

- Total assets of JCECA at the close of 2024 were $14,443,312. The assets included $6,049,029 in cash.

- Net Capital Assets in 2024 were $6,143,543. This is an increase of $289,406 over 2023 due to fiber optic network expansion and equipment upgrades. The Jefferson County Public Safety Fiber Optic Network (J-FON) owned and operated by JCECA is the predominant component of the Capital Assets.

- Total Operating Revenue for 2024 was $20,603,712. The source of this revenue is from the emergency telephone charge authorized under C.R.S. § 29-11-202 (the "ETC") and the prepaid wireless E9-1-1 charge authorized under C.R.S. § 29-11-102.5 and from PUC Statewide 9-1-1 Trust reimbursements for costs associated with ESInet operation.

- Total budgeted expenses for 2024 were $18,153,801. The actual expenses were $17,571,318.

- JCECA made 2024 Agency Operating Fund (AOF) distributions of $15,144,435 to the three supported Emergency Communication Center Public Safety Answering Points (ECC's/PSAP's) for personnel costs as permitted by statute for use of ETC revenue.

- Special Project and other expenses services include:
    - GIS Support expenses associated with 9-1-1 call routing.
    - Emergency Notification System (ENS) expenses for citizen alerting.
    - Smart911 service that provides enhanced information to 9-1-1 call takers.
    - J-FON operation and maintenance.
    - Emergency Call Box operation and maintenance.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis introduce the JCECA's basic financial statements, which are comprised of Statement of Net Position, Statement of Revenues, Expenses and Changes in Net Position, Statement of Cash Flows and Notes to Financial Statements. Additionally, there is a Budgetary Comparison Schedule.

Proprietary Fund Financial Statements

A fund is a group of accounts used to maintain control of services that have been set aside for specific activities or objectives. JCECA uses fund accounting to account for all financial activities and to ensure and demonstrate compliance with finance related legal requirements.

JCECA used only one fund for the 2024 fiscal budget year. It is a proprietary fund, and it is intended to account for all financial resources associated with the operating activities of JCECA. There were no capital funds, public utilities trust funds, personnel and benefits funds, or any other funds actively used during 2024.

Notes to Financial Statements

The notes provide detail clarifying additional information necessary for a complete understanding of the data contained in the financial statements.

Financial Analysis

In 1983 the Jefferson County E9-1-1 Emergency Telephone Service Authority was created to assist in funding the operation of the emergency telephone service. The name of the Authority was subsequently changed to the Jefferson County Emergency Communications Authority ("JCECA"). The Intergovernmental Agreement includes participants from cities, towns, and special districts within Jefferson and Broomfield Counties, as well as Jefferson County government. JCECA collects revenue through a monthly emergency telephone charge (the "ETC") for each non-governmental telephone (wireless, wireline, and VOIP). The monthly ETC rate for 2024 was $2.05.

In 2024 ETC and prepaid wireless E9-1-1 charge funds were used to pay for operating costs directly related to emergency telephone service, costs for emergency telephone notification, for the monthly recurring ESInet charges billed by the service supplier for the emergency telephone service, and for other 9-1-1 related costs authorized under C.R.S. § 29-11-104(2). Additionally, JCECA received reimbursement from the State of Colorado Public Utilities Commission (PUC) 9-1-1 Trust for expenses related to the Lumen (CenturyLink) Tariff that provides Emergency Services IP Network (ESInet) services for 9-1-1 traffic handling.

JCECA's Net Position

	Dec 31, 2024	Dec 31, 2023
Cash and Investments	$ 6,049,029	$ 2,947,210
Accounts Receivable	2,069,619	1,659,259
Prepaid Expenses	181,121	301,822
Capital Assets, Not Being Depreciated	5,732,379	5,403,806
Capital Assets, Net of Accumulated Depreciation	411,164	441,331
Total Assets	$ 14,443,312	$ 10,753,428
Current Liabilities - Accounts Payable	$ 1,064,271	$ 1,205,858
Other Liabilities - Accrued Compensated Absences	43,098	43,098
Total Liabilities	$ 1,107,369	$ 1,248,956
Net Position		
Net Investment in Capital Assets	$ 6,143,543	$ 5,845,137
Unrestricted	7,192,400	3,659,335
Total Net Position	$ 13,335,943	$ 9,504,472

JCECA's Change in Net Position

For the years ended December 31, 2024 and December 31, 2023

	Dec 31, 2024	Dec 31, 2023
Operating Revenues		
Emergency Telephone Charges	$ 20,603,712	$ 13,749,439
Miscellaneous	-	12
Total Operating Revenues	20,603,712	13,749,451
Operating Expenses		
Administrative	333,803	323,460
Agency Operating	15,144,435	13,313,789
Depreciation	30,167	48,460
Disaster & Recovery Plan	34,394	38,656
GIS System	175,000	196,766
Line Charges	696,871	786,570
Notification System	249,127	153,993
Public Education	204	-
Special Projects	937,484	905,661
Total Operating Expenses	17,601,485	15,767,355
Net Operating Loss or Gain	3,022,227	(2,017,905)
Non-operating Revenues		
Grant Income	750,030	728,534
Investment Income	79,214	46,205
Change in Net Position	3,831,471	(1,243,165)
Net Position, Beginning	9,504,472	10,747,637
Net Position, Ending	$ 13,335,943	$ 9,504,472

Budgetary Highlights

JCECA approves a budget in December based on anticipated costs for the following year. The following summarizes significant budget to actual variances.

Actual revenue from Emergency Telephone Charges of $20,603,712 was $635,140 more than the anticipated budget amount of $19,968,572.

Total Operating Expenses of $17,571,318 were $582,483 less than the budgeted amount of $18,153,801.

Capital Assets

The capital assets of the JCECA are the fiber optic cable, associated appurtenances, and right-of-way licenses for the Jefferson County Public Safety Fiber Optic Network ("JFON"). These assets provide for high bandwidth, very low recurring cost connectivity for the Emergency Communication Centers ("ECC's" fka PSAP's) and associated local governments served by JCECA. Net capital assets were $6,143,543. Depreciation expense of $30,167 was reported for the depreciable (fiber optic infrastructure) assets.

Next Year's Budget

For 2025 the board will be discussing the continued distribution of funds to the ECC's for costs associated with the operation of the PSAP's. Additionally, there will be planning for:

- Funding for additional collaboration with R-1 Schools to increase the J-FON network diversity and provide for last mile connectivity for agencies in the JCECA service area.
- Consideration of increasing AOF distributions to assist the ECC's with increasing payroll costs due to increased staffing and compensation to enhance retention.
- Consideration of future capital needs of the ECC's for facilities enhancement and expansion.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the JCECA's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to:

Jeffrey J. Irvin, JCECA Executive Director
PO Box 150085
Lakewood, CO 80215
Telephone: 303-539-9410
Email: jirvin@jceca.org, Web: https://jceca.org

Basic Financial Statements

Jefferson County Emergency Communications Authority

Statement of Net Position
Proprietary Funds
December 31, 2024

	Total
Assets	
Current Assets	
Cash and Investments	$ 6,049,029
Accounts Receivable	2,069,619
Prepaid Expenses	181,121
Total Current Assets	8,299,769
Noncurrent Assets	
Capital Assets, *Not Being Depreciated*	5,732,379
Capital Assets, *net of Accumulated Depreciation*	411,164
Total Noncurrent Assets	6,143,543
Total Assets	$ 14,443,312
Liabilities and Net Position	
Current Liabilities	
Accounts Payable	$ 1,064,271
Noncurrent Liabilities	
Accrued Compensated Absences	43,098
Total Liabilities	1,107,369
Net Position	
Net Investment in Capital Assets	6,143,543
Unrestricted	7,192,400
Total Net Position	13,335,943
Total Liabilities and Net Position	$ 14,443,312

See Notes to the Financial Statements.

Jefferson County Emergency Communications Authority

Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the Year Ended December 31, 2024

	Total
Operating Revenues	
Emergency Telephone Charges	$ 20,603,712
Total Operating Revenues	20,603,712
Operating Expenses	
Administrative	333,803
Agency Operating	15,144,435
Depreciation	30,167
Disaster and Recovery Plan	34,394
GIS System	175,000
Line Charges	696,871
Notification System	249,127
Public Education	204
Special Projects	937,484
Total Operating Expenses	17,601,485
Net Operating Gain	3,002,227
Nonoperating Revenues	
Grant Income	750,030
Investment Income	79,214
Change in Net Position	3,831,471
Net Position, *Beginning of Year*	9,504,472
Net Position, *End of Year*	$ 13,335,943

See Notes to the Financial Statements.

Jefferson County Emergency Communications Authority

Statement of Cash Flows
Proprietary Funds
For the Year Ended December 31, 2024

	Total
Cash Flows From Operating Activities	
Cash Received from Emergency Telephone Charges	$ 20,193,352
Cash Paid to Employees	(140,070)
Cash Payments to Suppliers	(17,452,134)
Net Cash Used by Operating Activities	2,601,148
Cash Flows From Capital and Related Financing Activities	
Proceeds From Grants	750,030
Asset Acquisitions	(328,573)
Net Cash Used by Capital and Related Financing Activities	421,457
Cash Flows From Investing Activities	
Investment Earnings Received	79,214
Net Increase in Cash	3,101,819
Cash, *Beginning of Year*	2,947,210
Cash, *End of Year*	$ 6,049,029
Reconciliation of Net Operating Gain to Net Cash Used by Operating Activities	
Net Operating Gain	$ 3,002,227
Adjustments to Reconcile Net Operating Gain to Net Cash Used by Operating Activities	
Depreciation	30,167
Changes in Assets and Liabilities	
Accounts Receivable	(410,360)
Prepaid Expenses	120,701
Accounts Payable	(141,587)
Net Cash Used by Operating Activities	$ 2,601,148

See Notes to the Financial Statements.

Jefferson County Emergency Communications Authority

Notes to Financial Statements
December 31, 2024

Note 1: Summary of Significant Accounting Policies

The Jefferson County Emergency Communications Authority (the Authority) was formed in October 1983. The Authority provides emergency telephone service in Jefferson and Broomfield Counties, Colorado, financed by fees assessed on telephones in the Counties.

The financial statements of the Authority have been prepared in conformity with generally accepted accounting principles (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Authority's accounting policies are described below.

Reporting Entity

The financial reporting entity consists of the Authority, organizations for which the Authority is financially accountable, and organizations that raise and hold economic resources for the direct benefit of the Authority. All funds, organizations, institutions, agencies, departments, and offices that are not legally separate are part of the Authority. Legally separate organizations for which the Authority is financially accountable are considered part of the reporting entity. Financial accountability exists if the Authority appoints a voting majority of the organization's governing board and is able to impose its will on the organization, or if the organization has the potential to provide benefits to, or impose financial burdens on, the Authority.

Based on the application of this criteria, the Authority does not include additional organizations in its reporting entity.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The Authority uses an enterprise fund to account for its operations. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where a fee is charged to external users for goods or services.

The financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Enterprise funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with ongoing operations. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for a specific purpose, the Authority uses restricted resources first, then unrestricted resources as they are needed.

Note 1: Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Net Position

Accounts Receivable - All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

Prepaid Expenses - Certain payments to vendors reflect costs applicable to future years and are reported as prepaid expenses.

Capital Assets - Under an amendment to the intergovernmental agreement forming the Authority, effective January 1, 1998, the Authority transferred title and ownership of equipment purchased for the operation of emergency telephone service to the governmental entities that are parties to the agreement, if such equipment is located at, and operated by, the governmental entities.

The Authority capitalizes all assets with an original cost of $5,000 or more, and a useful life of more than one year. Depreciation of capital assets is computed using the straight-line method over the following estimated useful lives of the assets.

Fiber Optic Network	5 - 20 years

Compensated Absences - The Authority's employees are allowed to accumulate unused leave time within limits specific to each employee. Upon separation of employment from the Authority, the employees will be compensated for unused leave time at each employee's pro rata salary. These compensated absences are recognized as a liability in the financial statements when earned.

Net Position - Net position is restricted when constraints placed on the use of resources are externally imposed.

Risk Management

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The Authority maintains commercial insurance for these risks of loss.

Subsequent Events

We have evaluated subsequent events though May 13, 2025, the date the financial statements were available to be issued.

Note 2: Stewardship, Compliance and Accountability

Budgets

Budgets are required by State statutes and are adopted on a non-GAAP budgetary basis. Capital outlay is budgeted as an expense and depreciation is not budgeted. The Authority follows these procedures to establish the budgetary information reflected in the financial statements:

- Prior to October 15, management submits to the Board of Directors a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them.
- Public hearings are conducted to obtain citizen comments.
- Prior to December 31, the budget is legally adopted through passage of a resolution.
- Expenditures may not legally exceed appropriations. Revisions that alter total appropriations must be approved by the Board of Directors.
- All appropriations lapse at year end.

Note 3: Cash and Investments

At December 31, 2024, cash and investments consisted of the following:

Deposits	$ 3,823,610
Investments	2,225,419
Total	$ 6,049,029

Deposits

The Colorado Public Deposit Protection Act (PDPA) requires all local government entities to deposit cash in eligible public depositories. Eligibility is determined by State regulations. Amounts on deposit in excess of federal insurance levels must be collateralized by eligible collateral as determined by the PDPA. The PDPA allows the financial institution to create a single collateral pool for all public funds held. The pool is to be maintained by another institution or held in trust for all uninsured public deposits as a group. The market value of the collateral must be at least equal to 102% of the uninsured deposits. At December 31, 2024, the Authority had bank deposits of $3,583,799 collateralized with securities held by the financial institution's agent but not in the Authority's name.

Investments

The Authority is required to comply with State statutes which specify investment instruments meeting defined rating, maturity, and concentration risk criteria in which local governments may invest, which include the following. State statutes do not address custodial risk.

Note 3: Cash and Investments (Continued)

- Obligations of the United States and certain U.S. Agency securities
- Certain international agency securities
- General obligation and revenue bonds of U.S. local government entities
- Bankers' acceptances of certain ban
- Commercial paper
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market funds
- Guaranteed investment contracts
- Local government investment pools

Interest Rate Risk - State statutes generally limit investments to an original maturity of five years unless the governing board authorizes the investment for a period in excess of five years.

Credit Risk - State statutes limit certain investments to those with specified ratings established by the nationally recognized statistical rating organizations, depending on the type of investment.

Concentration of Credit Risk - State statutes do not limit the amount the Authority may invest in a single issuer, except for corporate securities.

Local Government Investment Pool - At December 31, 2024, the Authority had $2,225,419 invested in the Colorado Local Government Liquid Asset Trust (COLOTRUST), an investment vehicle established for local government entities in Colorado to pool surplus funds. The Colorado Division of Securities administers and enforces the requirements of creating and operating COLOTRUST. COLOTRUST operates in conformity with the Securities and Exchange Commission's Rule 2a-7, with each share valued at $1. COLOTRUST is rated AAAm by Standard and Poor's. Investments of COLOTRUST are limited to those allowed by State statutes. A designated custodial bank provides safekeeping and depository services in connection with the direct investment and withdrawal functions. The custodian's internal records identify the investments owned by the participating governments.

Fair Value Measurements - The Authority reports its investments using the fair value measurements established by generally accepted accounting principles. As such, a fair value hierarchy categorizes the inputs used to measure the fair value of the investments into three levels. Level 1) inputs are quoted prices in active markets for identical investments; Level 2) inputs include quoted prices in active markets for similar investments, or other observable inputs; and Level 3) inputs are unobservable inputs. At December 31, 2024, the Authority's investment in ColoTrust was reported at the net asset value per share, measured utilizing quoted prices in active markets for similar investments (Level 2 inputs).

Note 4: Capital Assets

Capital asset activity for the year ended December 31, 2024, was as follows:

	Balance 12/31/23	Additions	Deletions	Balance 12/31/24
Capital Assets, *Not Being Depreciated*				
Right of Way	$ 568,082	$ -	$ -	$ 568,082
Construction in Progress	4,835,724	328,573	-	5,164,297
Total Capital Assets, *Not Being Depreciated*	5,403,806	328,573	-	5,732,379
Capital Assets, *Being Depreciated*				
Fiber Optic Network	891,509	-	-	891,509
Accumulated Depreciations	(450,178)	(30,167)	-	(480,345)
Total Capital Assets, *Being Depreciated*	441,331	(30,167)	-	411,164
Governmental Activities Capital Assets, *net*	$ 5,845,137	$ 298,406	$ -	$ 6,143,543

Note 5: Employee Compensated Absences

Changes in accrued compensated absences for the year ended December 31, 2024, were as follows:

	Balance 12/31/23	Additions	Deletions	Balance 12/31/24
Compensated Absences	$ 43,098	$ -	$ -	$ 43,098

Note 6: Retirement Commitments

The Authority has established a flexible 401(k) profit-sharing plan on behalf of its employees. The Authority contributes a matching amount up to 10% of each participating employee's compensation, depending on the employee's contract terms. Employees become fully vested in all contributions immediately. The plan provisions and contribution requirements are established and may be amended by the Board of Directors. For the year ended December 31, 2024, the Authority contributed $25,890 to the plan.

Note 7: Contingency

Colorado voters passed an amendment to the State Constitution, Article X, Section 20 (the Amendment), which has several limitations, including revenue raising, spending abilities, and other specific requirements of state and local governments. The Authority's management believes it is exempt from the provisions of the Amendment. However, the Amendment is complex and subject to interpretation. Many of its provisions may require judicial interpretation.

Note 8: Concentration of Risk

The Authority operates solely in Jefferson and Broomfield Counties including portions of the City of Arvada and the City of Westminster that is in Adams County, Colorado, and its only significant source of revenue is a surcharge on telephone service in that geographic region. A reduction in this revenue, if it were to occur, may have a significant effect on the Authority's activities.

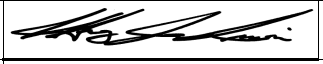
Supplementary Information

Jefferson County Emergency Communications Authority

Budgetary Comparison Schedule
Proprietary Fund
For the Year Ended December 31, 2024

	Original and Final Budget	Actual	Variance *Positive (Negative)*
Revenues			
Emergency Telephone Charges	$ 19,968,572	$ 20,603,712	$ 635,140
Miscellaneous	500	-	(500)
Grants	726,130	750,030	23,900
Investment Income	10,000	79,214	69,214
Total Revenues	20,705,202	21,432,956	727,754
Expenses			
Administrative	307,153	333,803	(26,650)
Agency Operating	15,310,857	15,144,435	166,422
Disaster and Recovery Plan	63,654	34,394	29,260
GIS System	190,962	175,000	15,962
Line Charges	674,648	696,871	(22,223)
Notification System	210,640	249,127	(38,487)
Public Education	-	204	(204)
Special Projects	1,395,887	937,484	458,403
Total Expenses	18,153,801	17,571,318	582,483
Change in Net Position, *Budgetary Basis*	$ 2,551,401	3,861,638	$ 1,310,237
Adjustments to GAAP Basis			
Depreciation		(30,167)	
Change in net Position, *GAAP Basis*		3,831,471	
Net Position, *Beginning of Year*		9,504,472	
Net Position, *End of Year*		$ 13,335,943	

See Accompanying Independent Auditor's Report.

JCECA - 2025 May Expenditure Request Authorization 052125 1231					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-017		SpProj	Repair cable cuts area Hwy 36 & 112th Ave, MinnTex 1909	SpProj	25,112.00
2025-018		Multi	ECC distributions for Jun 2025	AOF	1,403,495.25
2025-019		433HBC	JCECA share of 433HBC genset/UPS annual maintenance	DRP:433HBC	5,120.43
				Total	**1,433,727.68**
			Expenditures Approved by Executive Director (signature):		

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473
04/24/2025	210,789	637
05/22/2025	211,579	790

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
JUNE 26, 2025, 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. May 22, 2025, Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. No report this month. We will discuss the June and July financials at the July meeting and review the proforma workbook with a look to the remaining 2025 AOF allocation and 2026 budget planning.

    b. Expenditure Requests – Executive Director.
        i. Lakeside PD radio replacement funding request.

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
    a. Lookout Alert stats.

7. Legal Counsel Report
    a. Lobbyist activity report.
    b. PUC matters in process or pending.

8. New Business

9. 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
JUNE 26, 2025

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

Present:	Director Kevin Biegert Director Travis Hopwood Director Andy Kerr Director Dave Lester
Excused:	Director Mark Goodell
	Attorney Ryan Tharp
Also, Present:	Jeff Irvin, JCECA Executive Director Undersheriff Scott Eddy, JCSO Maylee Barraza, Clerk to the Board Jacinda English, Broomfield PD Paige Wilson, Broomfield PD Jeff Streeter, Jeffcom911 Gina Ramirez, Jeffcom911 Kevin Garcia, Jeffcom911 Geena Gomez, Jeffcom911 Candace Harris, Jeffcom911 Kyle Mickelson, Jeffcom911 Kinde Yetemgn, Jeffcom911 Laurel Strandberg, Jeffcom911 Sara Gallegos, Westy911 Commander Patrick Meester, Lakeside PD Sgt Stephan Hicks, Lakeside PD

Director Hopwood called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Lester duly seconded by Director Biegert, and by unanimous vote, approved the Minutes of May 22, 2025.

TREASURER'S REPORT

No report.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for June 2025 (copy attached).

There was a discussion regarding a request for funding submitted by Lakeside PD for radio

replacements. The matter was tabled pending later discussion.

The Board upon motion of Director Biegert duly seconded by Director Lester and by unanimous vote, approved the June expenditure request for July ECC distributions in the amount of $1,403,495.25.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English reported things are still going well. As mentioned last month, we're still in the early stages of information gathering, getting quotes, and evaluating system requirements with the intention of replacing our 911 phone system in coordination with Westminster. We'll be meeting with Mr. Irvin to discuss special project funding assistance. On the hiring front, we're still going strong. We have two vacancies. One of those we're hoping to fill and have someone start next month. We're going to start another hiring process this month to hopefully fill our last open position.

- **Jeffcom ECC** – Ms. Ramirez advised she is reporting this month as Mr. Streeter is at the NENA conference this week along with nine other staff members in Long Beach, CA. At Jeffcom things are going well. No staffing updates this month. We remain stable. The support of JCECA is always appreciated.

- **Westminster ECC** – Ms. Gallegos said she'd echo what Ms. English reported regarding the phone system project. They have received their quote and are now working with the vendor to fine-tune it and make sure it's correct on both of our sides before meeting with Mr. Irvin.

EXECUTIVE DIRECTOR'S REPORT

Lookout Alert – Mr. Irvin reported we saw an increase of 741 opt-ins and are steadily seeing increases every month (see attached stats report). Mr. Garcia and Mr. Irvin had a conversation before the meeting started about an opportunity to message via six new outdoor electronic sign boards being placed in Belmar. We continue to discuss marketing options to encourage opt-in.

JCECA.org – Mr. Irvin advised he attended presentation by vendor Streamline to discuss services they provide for accessibility to assure ADA and Colorado statutory compliance.

Insurance – Mr. Irvin has been working with our insurance broker to add property coverage for the 433HBC equipment.

LEGAL COUNSEL REPORT

Mr. Tharp advised nothing to report with respect to the lobbyists because the legislative session is over. The PUC rulemaking is still pending. CenturyLink filed comments to which we responded. We are now waiting for the PUC to adopt final rules after which it is expected CenturyLink will file their tariff.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

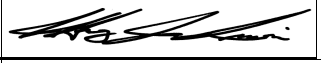
Following a discussion about the process, a motion was made by Director Hopwood to enter executive session to discuss the funding request for Lakeside PD and related policy, citing CRS 24-6-402(4)(b) and (4)(e). The motion was seconded by Director Biegert. The executive session included the board members, Mr. Irvin and Mr. Tharp.

Upon exiting the executive session, the Board upon motion of Director Hopwood, seconded by Director Lester and by unanimous vote, approved the expenditure request for Lakeside PD radio replacement funding in the amount of $61,022.50.

Note: after a discussion Mr. Irvin had with Ely Garza, JCSO IT, on 07/11/25, it was determined that this funding was not needed. Mr. Garza advised they will provide replacement mobile radios from their inventory and can provide encryption firmware upgrades for the Lakeside PD portable radios at no cost. The Lakeside PD replacement radio funding expenditure request was subsequently rescinded.

ADJOURNMENT

Director Hopwood adjourned the meeting.

JCECA - 2025 Jul Expenditure Request Authorization 062625 1100					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-021	06/26/22	Multi	ECC distributions for July 2025	AOF	1,403,495.25
				Total	**1,403,495.25**
			Expenditures Approved by Executive Director (signature):		

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473
04/24/2025	210,789	637
05/22/2025	211,579	790
06/26/2025	212,320	741

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
JULY 24, 2025, 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. June 26, 2025, Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. Discuss allocation of 2025 AOF in light of completion of 2024 audit.
        ii. Discuss budget/proforma process for 2026 budget planning.

    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
    a. Lobbyist activity report.
    b. PUC matters in process or pending.

8. New Business

9. 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
JULY 24, 2025

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

Present:	Director Kevin Biegert Director Goodell Director Travis Hopwood Director Andy Kerr Director Dave Lester Attorney Ryan Tharp
Also, Present:	Jeff Irvin, JCECA Executive Director Maylee Barraza, Clerk to the Board Jacinda English, Broomfield PD Paige Wilson, Broomfield PD Jeff Streeter, Jeffcom911 Gina Ramirez, Jeffcom911 Kevin Garcia, Jeffcom911 Geena Gomez, Jeffcom911 Candace Harris, Jeffcom911 Kyle Mickelson, Jeffcom911 Kinde Yetemgn, Jeffcom911 Laurel Strandberg, Jeffcom911 Sara Gallegos, Westy911

Director Hopwood called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Biegert duly seconded by Director Hopwood, and by unanimous vote, approved the Minutes of June 26, 2025.

TREASURER'S REPORT

Ms. Kaminski then presented the financial statements through June 30, 2025 (copy attached), reporting total revenues of nearly $12 million, with 911 ETC revenue being the majority, and anticipating an end-of-year fund balance of over $12 million. Mr. Irvin highlighted a significant 911 prepaid revenue of $1.8 million for 2024, noting a potential future impact on this revenue that Ryan would discuss later.
Ms. Kaminski presented the cash encumbrance report (copy attached), which summarizes cash activity quarterly and does not require action. Tracie Kaminski initiated a discussion about distributing the excess unrestricted fund balance of $2,049,574 from the 2024 audit to Broomfield, Jeffcom, and Westminster based on standard percentage splits, which would be added to their monthly distributions. Director Hopwood questioned the benefit of bonus distributions versus retaining funds for future needs or special projects, citing a recent radio

project as an example. Mr. Irvin also mentioned an upcoming Westminster and Broomfield phone upgrade project as a reason to potentially hold onto the funds. The board generally agreed to retain the funds, awaiting more concrete information on anticipated costs from upcoming projects.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for June 2025 (copy attached).

The Board upon motion of Director Biegert duly seconded by Director Lester and by unanimous vote, approved the July expenditure request for August ECC distributions in the amount of $1,403,495.25.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English provided an update on the Carbyne project, noting delays due to vendor unavailability and ongoing efforts to clarify large quote numbers and Lumen's involvement to determine the project timeline and cost.

- **Jeffcom ECC** – Mr. Streeter advised they are finalizing hiring for an academy in September bringing them up to full strength. Attrition is down and they've settled into the new facility. Mr. Streeter recognized a recent achievement by Ms. Ramirez.

- **Westminster ECC** – Ms. Gallegos said they were very happy to have Fourth of July behind them. It was a great time but very busy. They have two in backgrounds to fill one spot that they're down and one over hire position.

EXECUTIVE DIRECTOR REPORT

Lookout Alert – Mr. Irvin presented the Lookout Alert Stats report (copy attached) indicating an increase of 940 opt-ins. Mr. Irvin and Mr. Garcia have been discussing various marketing options to include direct mail as a possible way to increase opt-ins. They will be discussing with the Belmar owners use of six new electronic messaging boards to include Lookout Alert registration information and as a method to push alerts regarding critical incidents.

Prepaid Revenue – the 911 community learned this month that a vendor requested a determination from the CO Department of Revenue as to whether they must remit surcharge for their products given that they do not sell minutes but rather blocks of service that do not diminish with use. We are looking at this situation to see if it affects our prepaid revenue and the Colorado PUC 911 Advisory Task Force Legislative Committee and our lobbyists will be considering the issue for action in the next legislative session.

LEGAL COUNSEL REPORT

Mr. Tharp advised we're still waiting for the PUC to formally adopt rules regarding the CenturyLink tariff proposal. There was a hearing at the beginning of June and nothing has happened since then. That hearing was mostly a formality. There is an upcoming meeting with Century Link and the PUC and interested stakeholders about the tariff filing. We are hopeful the

tariff is filed soon because every day it gets pushed off, it is less and less likely they are going to be able to do this in time to raise the statewide 911 fee in time to be in place by February to pay for these additional tariff costs for 2026.

Mr. Tharp discussed participation he and Mr. Irvin have had in discussions regarding filing of additional comments with the FCC regarding multilingual WEA alerts.

There was discussion regarding outage notifications in response to information provided by Director Biegert.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

No executive session.

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 December 31, 2024 and June 30, 2025.

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.
July 7, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
BALANCE SHEET
December 31, 2024 and June 30, 2025

	Audited Actual 12/31/2024	Unaudited Actual 6/30/2025
Assets		
Current Assets		
Cash, Checking	$ 3,823,610	$ 3,174,727
Cash, Savings	2,225,419	4,796,415
Accounts Receivable	2,069,621	2,323,486
Prepaid Expense	181,121	15,904
Total Current Assets	$ 8,299,771	$ 10,310,533
Long-Term Assets		
Construction in Progress	$ 5,164,297	$ 5,164,297
Infrastructure	25,895	25,895
Right of Ways	568,082	568,082
West Corridor Fiber Optic	865,614	865,614
Accumulated Depreciation	(480,345)	(480,345)
Total Long-Term Assets	$ 6,143,543	$ 6,143,543
Total Assets	**$ 14,443,314**	**$ 16,454,076**
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,107,368	$ 1,169,295
Total Current Liabilities	$ 1,107,368	$ 1,169,295
Total Liabilities	**$ 1,107,368**	**$ 1,169,295**
Fund Equity		
Net Investment in Fixed Assets	$ 6,143,543	$ 6,143,543
Fund Balance		
Nonspendable	181,121	15,904
Unassigned	7,011,282	9,125,334
Total Fund Equity	**$ 13,335,946**	**$ 15,284,782**
Total Liabilities and Fund Equity	**$ 14,443,314**	**$ 16,454,076**
	=	=

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

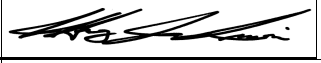
	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Audited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 6/30/2025**	**Budget Through 6/30/2025**	**Variance Through 6/30/2025**
Revenues						
9-1-1 fee (ETC)	$ 18,804,788	$ 19,473,006	$ 21,500,000	$ 10,466,687	$ 10,105,669	$ 361,018
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,847,301	942,762	952,116	(9,354)
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	878,920	462,564	414,460	48,104
Interest Income	79,214	50,000	141,992	70,996	45,000	25,996
Miscellaneous Income	-	500	500	-	250	(250)
Total Revenues	**$ 21,432,956**	**$ 22,249,727**	**$ 24,368,713**	**$ 11,943,009**	**$ 11,517,495**	**$ 425,514**
Expenditures						
Administrative	$ 334,006	$ 351,230	$ 373,078	$ 183,712	$ 199,645	$ (15,932)
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	757,887	757,887	-
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	1,263,146	1,263,146	-
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	6,399,939	6,399,939	-
Disaster & Recovery Plan (DRP)	34,394	158,400	158,400	127,855	113,390	14,465
GIS System	175,000	192,000	192,000	11,701	2,000	9,701
Line Charges	696,871	528,129	528,129	424,708	322,465	102,243
Notification Systems (ENS)	249,127	389,674	389,674	225,806	157,837	67,969
Special Projects	937,484	807,000	1,028,815	599,421	569,207	30,214
Total Operating Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,512,039**	**$ 9,994,174**	**$ 9,785,515**	**$ 208,659**
Revenues over/(under) Expenditures	**3,861,639**	**$ 2,981,350**	**$ 4,856,673**	**$ 1,948,835**	**$ 1,731,981**	**$ 216,855**
Beginning Fund Balance	**3,330,764**	**5,870,339**	**7,192,403**	**7,192,403**		
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 12,049,076**	**$ 9,141,238**		
Components of Ending Fund Balance						
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000		
Operating Reserve (25% of Expenses)	4,392,829	4,817,094	4,878,010	4,817,094		
Unrestricted	2,049,574	3,284,595	6,421,066	3,574,144		
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 12,049,076**	**$ 9,141,238**		

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

	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Audited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 6/30/2025**	**Budget Through 6/30/2025**	**Variance Through 6/30/2025**
Administration						
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 30,615	$ 52,183	$ (21,567)
Bank Charges	4,764	8,167	8,167	424	1,922	(1,499)
Executive Director (ED)						
401k & Benefits	25,890	25,885	25,885	13,463	12,943	520.01
Mileage Reimbursement	-	500	500	-	250	(250)
Payroll Tax	10,846	10,905	10,905	5,866	5,953	(86)
Wages & Salaries	140,070	140,070	140,070	75,288	77,540	(2,252)
Insurance	6,112	5,473	12,000	8,663	2,736	5,927
Legal	42,174	44,679	60,000	40,520	33,340	7,180
Meeting & Misc						
Admin Web/Listserve	20	-	-	-	-	-
Meeting & Misc - Other	9,621	14,369	14,369	5,315	9,370	(4,055)
Phone/Web Conferencing	152	-	-	-	-	-
Office Supplies & Postage	612	753	753	633	376	257
Payroll Expenses	4,769	4,564	4,564	2,494	2,282	212
Public Web	204	1,500	1,500	432	750	(318)
Total Administrative Expenses	$ 334,006	$ 351,230	$ 373,078	$ 183,712	$ 199,645	$ (15,932)
Agency Operating Fund (AOF)						
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 757,887	$ 757,887	$ -
Westminster	2,271,665	2,526,291	2,526,291	1,263,146	1,263,146	-
Jeffcom	11,509,771	12,799,877	12,799,877	6,399,939	6,399,939	-
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 8,420,972	$ 8,420,972	-
Disaster & Recovery Plan (DRP)						
SRBC Recurring	$ 34,394	$ 158,400	$ 158,400	$ 127,855	$ 113,390	$ 14,465
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 158,400	$ 127,855	$ 113,390	$ 14,465
GIS System						
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 2,000	$ 9,701
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 2,000	$ 9,701
Line Charges						
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 4,317	$ 2,035	$ 2,282
ESInet	683,471	518,974	518,974	420,391	319,487	100,904
Other	1,100	1,885	1,885	-	943	(943)
Total Line Charges	$ 696,871	$ 528,129	$ 528,129	$ 424,708	$ 322,465	$ 102,243
Notification Systems (ENS)						
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 4,634	$ 5,608	$ (974)
ENS	243,492	244,458	244,458	221,172	152,229	68,943
VoIP Record Extract	-	4,000	4,000	-	-	-
ENS Systems Support	-	130,000	130,000	-	-	-
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 225,806	$ 157,837	$ 67,969
Special Projects						
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 5,085	$ 6,007	$ (922)
Fiber Special Projects	149,845	300,000	300,000	36,246	17,000	19,246
Last Mile Fiber Project	108,245	200,000	200,000	36,246	170,333	(134,087)
North Metro	-	100,000	100,000	-	-	-
Equipment Refresh Project	41,600	-	-	-	-	-
J-FON O&M	352,638	200,000	200,000	54,543	192,867	(138,323)
Smart911	89,161	100,000	100,000	81,731	50,000	31,731
Special Projects Contingency	345,700	200,000	421,815	421,815	150,000	271,815
Total Special Projects	$ 937,484	$ 807,000	$ 1,028,815	$ 599,421	$ 569,207	$ 30,214
Total Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,512,039**	**$ 9,994,174**	**$ 9,785,515**	**$ 208,659**

Jefferson County Emergency Communications Authority
2025 Cash Projection Report

	Q1	April	May	June	Q2	Q3	Q4
	Actual	Actual	Actual	Actual	Actual	(Estimate)	(Estimate)
Cash on Hand	**$ 5,653,518**	$ 7,412,298	$ 7,346,312	$ 7,827,320	**$ 7,827,320**	**$ 8,241,152**	**$ 8,833,068**
Expected Inflows:							
2025 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 12,097,841**	**$ 1,661,298**	**$ 2,167,612**	**$ 1,815,461**	**$ 5,644,372**	**$ 5,278,269**	**$ 5,278,269**
Expected Outflows:							
2025 Obligations (As projected, less paid)							
Administrative Total	**$ 211,877**	$ 15,720	$ 47,756	$ 43,013	**$ 106,489**	**$ 16,432**	**$ 16,432**
Agency Operating Fund (AOF) Total	**4,082,895**	1,403,495	1,403,495	1,403,495	**4,210,486**	**4,274,281**	**4,274,281**
Disaster & Recovery Plan (DRP) Total	**35,967**	66,430	25,458	-	**91,888**	**15,273**	**15,273**
GIS System Total	**13,449**	-	-	-	**-**	**89,276**	**89,276**
Line Charges Total	**216,747**	125,398	96,797	37,259	**259,454**	**25,964**	**25,964**
Notification Systems (ENS) Total	**64,787**	2,123	833	833	**3,789**	**160,549**	**160,549**
Special Projects Total	**59,820**	114,119	112,265	311,640	**538,024**	**104,578**	**104,578**
Total Expected Outflows	**$ 4,685,543**	**$ 1,727,285**	**$ 1,686,604**	**$ 1,796,240**	**$ 5,210,129**	**$ 4,681,261**	**$ 4,676,171**
Net Inflows/Outflows	**$ 7,412,298**	**$ (65,986)**	**$ 481,008**	**$ 19,221**	**$ 434,243**	**$ 597,007**	**$ 602,098**
Estimated Cash Position	**$ 7,412,298**	**$ 7,346,312**	**$ 7,827,320**	**$ 7,846,541**	**$ 7,846,541**	**$ 8,438,457**	**$ 9,035,464**

JCECA - 2025 Jul Expenditure Request Authorization 072225 1325					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-022		Multi	ECC distributions for Aug 2025	AOF	1,403,495.25
				Total	**1,403,495.25**
			Expenditures Approved by Executive Director (signature):		

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473
04/24/2025	210,789	637
05/22/2025	211,579	790
06/26/2025	212,320	741
07/24/2025	213,260	940

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
AUGUST 28, 2025, 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. July 24, 2025, Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. Review proforma workbook and begin discussion of 2026 budget process.
    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
    a. Lobbyist activity report.
    b. PUC matters in process or pending.

8. New Business

9. 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
AUGUST 28, 2025

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

Present:	Director Kevin Biegert Director Goodell Director Travis Hopwood Director Andy Kerr
Excused:	Director Dave Lester
	Attorney Ryan Tharp
Also, Present:	Jeff Irvin, JCECA Executive Director Tracie Kaminski, Pinnacle Consulting Group, Inc. Zarah, Clerk to the Board Jacinda English, Broomfield PD Jeff Streeter, Jeffcom911 Gina Ramirez, Jeffcom911 Kevin Garcia, Jeffcom911 Jennifer Gustin Jeffcom911 Candace Harris, Jeffcom911 Ethan Honaman, Jeffcom911 Kyle Mickelson, Jeffcom911 Kinde Yetemgn, Jeffcom911 Jennifer Sandoval, Jeffcom911 Scott Eddy, JCSO Sara Gallegos, Westy911

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 Biegert, and by unanimous vote, approved the Minutes of July 24, 2025.

TREASURER'S REPORT

Ms. Kaminski then presented the financial statements through July 31, 2025 (copy attached), reporting total revenues $15,270,233. The revenues supported $11,556,417 in expenditure. Ms. Kaminski presented the cash encumbrance report (copy attached). She advised that expenditures are in alignment with budget and that everything is tracking well. The ending fund balance was just shy of $11M and they are projecting ending 2025 with $12,084,758. Mr. Irvin mentioned that he continues to monitor prepaid collections and has not seen a drop off so far this year.

The Board upon motion of Director Goodell duly seconded by Director Hopwood and by unanimous vote, approved the Treasurer's Report for August, 2025.

Ms. Kaminski then presented the July 2025 Cash Encumbrance Report (copy attached).

Ms. Kaminsky then presented a draft 2026 budget that she and Mr. Irvin discussed with the board. It was agreed that a budget hearing will be scheduled to be held during the October meeting.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for August 2025 (copy attached).

The Board upon motion of Director Biegert duly seconded by Director Goodell and by unanimous vote, approved the expenditure requests for August in the amount of $1,403,495.25.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English reported they have two candidates in backgrounds and are hopeful they will be filling two remaining positions. They have a meeting scheduled with Lumen next week regarding the Carbyne project. Additionally, they have met with Carbyne and the recording vendor, NICE, to discuss infrastructure changes that will be needed for the project. They are in the design phase for a new police department that will include the buildout of a new dispatch center.
- **Jeffcom ECC** – Mr. Streeter reported they have an academy starting in September. Eleven jobs have been offered and accepted, which will bring them to 100%. He will be presenting a draft budget to his board next week. Last week they had their onsite CALEA (Commission on Accreditation for Law Enforcement Agencies) assessments. They received a glowing report and will be receiving their CALEA accreditation at a conference in November.
- **Westminster ECC** – Ms. Gallegos said she did not have much to report other than to reiterate what Ms. English reported regarding the upcoming meetings regarding the Carbyne project.

EXECUTIVE DIRECTOR REPORT

Lookout Alert – Mr. Irvin presented the Lookout Alert Stats report (copy attached) and mentioned an incident that occurred in Belmar this month involving West Metro Fire Rescue needing to find a 911 caller that did not know their location. Mr. Garcia is reviewing the incident with a look to developing a PSA to encourage Lookout Alert and Smart911 registration.

LEGAL COUNSEL REPORT

Mr. Tharp advised there was not much activity with the lobbyists going on right now. There have been some conversations about a prepaid bill and the effort to change that next year. There are two issues regarding the PUC to report, one is a proceeding to increase the tariff to $2.17 (ETC cap). Several parties filed comments in that proceeding and we're just waiting for the PUC to make a decision. He advised he would expect them to go to $2.17, but they might they might go higher or do something different. Secondly, CenturyLink recently filed their updated tariff which

we will be reviewing and deciding if we need to intervene.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

No executive session.

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 December 31, 2024 and July 31, 2025.

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.
August 13, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
BALANCE SHEET
December 31, 2024 and July 31, 2025

	Audited Actual 12/31/2024	Unaudited Actual 7/31/2025
Assets		
Current Assets		
Cash, Checking	$ 3,823,610	$ 4,095,581
Cash, Savings	2,225,419	4,814,256
Accounts Receivable	2,069,621	3,122,534
Prepaid Expense	181,121	15,222
Total Current Assets	$ 8,299,771	$ 12,047,594
Long-Term Assets		
Construction in Progress	$ 5,164,297	$ 5,164,297
Infrastructure	25,895	25,895
Right of Ways	568,082	568,082
West Corridor Fiber Optic	865,614	865,614
Accumulated Depreciation	(480,345)	(480,345)
Total Long-Term Assets	$ 6,143,543	$ 6,143,543
Total Assets	**$ 14,443,314**	**$ 18,191,137**
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,107,368	$ 1,141,376
Total Current Liabilities	$ 1,107,368	$ 1,141,376
Total Liabilities	**$ 1,107,368**	**$ 1,141,376**
Fund Equity		
Net Investment in Fixed Assets	$ 6,143,543	$ 6,143,543
Fund Balance		
Nonspendable	181,121	15,222
Unassigned	7,011,282	10,890,996
Total Fund Equity	**$ 13,335,946**	**$ 17,049,762**
Total Liabilities and Fund Equity	**$ 14,443,314**	**$ 18,191,137**
	=	=

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

	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Audited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 7/31/2025**	**Budget Through 7/31/2025**	**Variance Through 7/31/2025**
Revenues						
9-1-1 fee (ETC)	$ 18,804,788	$ 19,473,006	$ 21,500,000	$ 12,878,536	$ 11,751,892	$ 1,126,644
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,847,301	1,536,934	1,118,480	418,454
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	878,920	765,926	619,370	146,556
Interest Income	79,214	50,000	177,674	88,837	49,167	39,670
Miscellaneous Income	-	500	500	-	292	(292)
Total Revenues	**$ 21,432,956**	**$ 22,249,727**	**$ 24,404,395**	**$ 15,270,233**	**$ 13,539,201**	**$ 1,731,032**
Expenditures						
Administrative	$ 334,006	$ 351,230	$ 373,078	$ 225,514	$ 224,551	$ 963
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	884,202	884,202	-
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	1,473,670	1,473,670	-
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	7,466,595	7,466,595	-
Disaster & Recovery Plan (DRP)	34,394	158,400	158,400	139,844	113,390	26,454
GIS System	175,000	192,000	192,000	11,701	11,000	701
Line Charges	696,871	528,129	528,129	512,671	365,675	146,995
Notification Systems (ENS)	249,127	389,674	389,674	227,463	174,143	53,319
Special Projects	937,484	807,000	1,028,815	614,759	391,374	223,385
Total Operating Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,512,039**	**$ 11,556,417**	**$ 11,104,600**	**$ 451,818**
Revenues over/(under) Expenditures	**$ 3,861,639**	**$ 2,981,350**	**$ 4,892,355**	**$ 3,713,815**	**$ 2,434,601**	**$ 1,279,215**
Beginning Fund Balance	**3,330,764**	**5,870,339**	**7,192,403**	**7,192,403**		
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 12,084,758**	**$ 10,906,218**		
Components of Ending Fund Balance						
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000		
Operating Reserve (25% of Expenses)	4,392,829	4,817,094	4,878,010	4,817,094		
Unrestricted	2,049,574	3,284,595	6,456,748	5,339,124		
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 12,084,758**	**$ 10,906,218**		

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

	(a)	(b)	(c)	(d)	(e)	(d-e)
	2024 Audited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 7/31/2025**	**Budget Through 7/31/2025**	**Variance Through 7/31/2025**
Administration						
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 48,351	$ 60,046	$ (11,695)
Bank Charges	4,764	8,167	8,167	424	2,403	(1,979)
Executive Director (ED)						
401k & Benefits	25,890	25,885	25,885	15,678	15,100	578
Mileage Reimbursement	-	500	500	-	292	(292)
Payroll Tax	10,846	10,905	10,905	6,808	6,562	246
Wages & Salaries	140,070	140,070	140,070	87,544	87,214	330
Insurance	6,112	5,473	12,000	11,923	3,192	8,730
Legal	42,174	44,679	60,000	45,046	35,563	9,483
Meeting & Misc						
Admin Web/Listserve	20	-	-	-	-	-
Meeting & Misc - Other	9,621	14,369	14,369	5,832	10,203	(4,371)
Phone/Web Conferencing	152	-	-	-	-	-
Office Supplies & Postage	612	753	753	633	439	194
Payroll Expenses	4,769	4,564	4,564	2,843	2,662	181
Public Web	204	1,500	1,500	432	875	(443)
Total Administrative Expenses	$ 334,006	$ 351,230	$ 373,078	$ 225,514	$ 224,551	$ 963
Agency Operating Fund (AOF)						
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 884,202	$ 884,202	$ -
Westminster	2,271,665	2,526,291	2,526,291	1,473,670	1,473,670	-
Jeffcom	11,509,771	12,799,877	12,799,877	7,466,595	7,466,595	-
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 9,824,467	$ 9,824,467	-
Disaster & Recovery Plan (DRP)						
SRBC Recurring	$ 34,394	$ 158,400	$ 158,400	$ 139,844	$ 113,390	$ 26,454
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 158,400	$ 139,844	$ 113,390	$ 26,454
GIS System						
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 11,000	$ 701
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 11,000	$ 701
Line Charges						
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 4,974	$ 1,841	$ 3,134
ESInet	683,471	518,974	518,974	507,696	362,735	144,961
Other	1,100	1,885	1,885	-	1,100	(1,100)
Total Line Charges	$ 696,871	$ 528,129	$ 528,129	$ 512,671	$ 365,675	$ 146,995
Notification Systems (ENS)						
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 6,290	$ 6,543	$ (252)
ENS	243,492	244,458	244,458	221,172	167,601	53,572
VoIP Record Extract	-	4,000	4,000	-	-	-
ENS Systems Support	-	130,000	130,000	-	-	-
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 227,463	$ 174,143	$ 53,319
Special Projects						
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 5,085	$ 6,007	$ (922)
Fiber Special Projects	149,845	300,000	300,000	42,658	42,000	658
Last Mile Fiber Project	108,245	200,000	200,000	42,658	63,667	(21,008)
North Metro	-	100,000	100,000	-	-	-
Equipment Refresh Project	41,600	-	-	-	-	-
J-FON O&M	352,638	200,000	200,000	63,470	113,367	(49,897)
Smart911	89,161	100,000	100,000	81,731	58,333	23,398
Special Projects Contingency	345,700	200,000	421,815	421,815	150,000	271,815
Total Special Projects	$ 937,484	$ 807,000	$ 1,028,815	$ 614,759	$ 391,374	$ 223,385
Total Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,512,039**	**$ 11,556,417**	**$ 11,104,600**	**$ 451,818**

Jefferson County Emergency Communications Authority
2025 Cash Projection Report

	Q1	Q2	July	August	September	Q3	Q4
	Actual	Actual	Actual	(Estimate)	(Estimate)	(Estimate)	(Estimate)
Cash on Hand	**$ 5,588,415**	**$ 7,912,458**	**$ 7,971,141**	**$ 8,909,836**	**$ 8,933,943**	**$ 8,933,943**	**$ 9,006,266**
Expected Inflows:							
2025 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 12,097,841**	**$ 5,644,372**	**$ 2,528,045**	**$ 1,605,698**	**$ 1,605,698**	**$ 5,739,442**	**$ 4,817,095**
Expected Outflows:							
2025 Obligations (As projected, less paid)							
Administrative Total	**$ 85,095**	**$ 106,489**	**$ 28,895**	**$ 26,150**	**$ 26,150**	**$ 81,196**	**$ 78,451**
Agency Operating Fund (AOF) Total	**4,082,895**	**4,210,486**	**1,403,495**	**1,429,013**	**1,429,013**	**4,261,522**	**4,287,040**
Disaster & Recovery Plan (DRP) Total	**35,967**	**91,888**	**11,989**	**3,711**	**3,711**	**19,411**	**11,134**
GIS System Total	**12,414**	**-**	**-**	**35,917**	**35,917**	**71,834**	**107,752**
Line Charges Total	**209,977**	**259,454**	**134,806**	**(15,221)**	**(15,221)**	**104,363**	**(45,664)**
Notification Systems (ENS) Total	**64,787**	**3,789**	**-**	**64,220**	**64,220**	**128,439**	**192,659**
Special Projects Total	**125,054**	**482,778**	**10,165**	**37,801**	**37,801**	**85,767**	**113,402**
Total Expected Outflows	**$ 4,616,189**	**$ 5,154,882**	**$ 1,589,351**	**$ 1,577,880**	**$ 1,581,591**	**$ 4,748,821**	**$ 4,737,350**
Net Inflows/Outflows	**$ 7,481,652**	**$ 489,489**	**$ 938,695**	**$ 27,819**	**$ 24,108**	**$ 990,621**	**$ 79,745**
Estimated Cash Position	**$ 7,481,652**	**$ 7,971,141**	**$ 8,909,836**	**$ 8,937,654**	**$ 8,958,051**	**$ 8,958,051**	**$ 9,034,085**

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

	(a)	(b)	(c)	(d)	(e)	(d-e)	(f)	
	2024	**2025**	**2025**	**Actual**	**Budget**	**Variance**	**2026**	
	Audited	**Adopted**	**Projected**	**Through**	**Through**	**Through**	**Proposed**	**2026**
Revenues	**Actual**	**Budget**	**Actual**	**7/31/2025**	**7/31/2025**	**7/31/2025**	**Budget**	**Comments**
9-1-1 fee (ETC)	$ 18,804,788	$ 19,473,006	$ 20,146,100	$ 12,878,536	$ 11,751,892	$ 1,126,644	$ 20,621,244	Estimating 80% collection of $2.17 Fee
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,847,301	1,536,934	1,118,480	418,454	2,062,124	Estimating 10% of ETC Revenue
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	878,920	765,926	619,370	146,556	1,031,062	Estimating 5% of ETC Revenue
Interest Income	79,214	50,000	177,674	88,837	49,167	39,670	200,000	Estimate
Miscellaneous Income	-	500	500	-	292	(292)	500	
Total Revenues	**$ 21,432,956**	**$ 22,249,727**	**$ 23,050,495**	**$ 15,270,233**	**$ 13,539,201**	**$ 1,731,032**	**$ 23,914,931**	
Expenditures								
Administrative	$ 334,006	$ 351,230	$ 373,078	$ 225,514	$ 224,551	$ 963	$ 403,281	
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	884,202	884,202	-	1,667,353	
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	1,473,670	1,473,670	-	2,778,920	
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	7,466,595	7,466,595	-	14,079,865	
Disaster & Recovery Plan (DRP)	34,394	158,400	158,400	139,844	113,390	26,454	232,471	
GIS System	175,000	192,000	192,000	11,701	11,000	701	184,433	
Line Charges	696,871	528,129	528,129	512,671	365,675	146,995	878,864	
Notification Systems (ENS)	249,127	389,674	389,674	227,463	174,143	53,319	367,795	
Special Projects	937,484	807,000	1,028,815	614,759	391,374	223,385	1,646,498	
Total Operating Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,512,039**	**$ 11,556,417**	**$ 11,104,600**	**$ 451,818**	**$ 22,239,479**	
Revenues over/(under) Expenditures	**$ 3,861,639**	**$ 2,981,350**	**$ 3,538,456**	**$ 3,713,815**	**$ 2,434,601**	**$ 1,279,215**	**$ 1,675,452**	
Beginning Fund Balance	**3,330,764**	**5,870,339**	**7,192,403**	**7,192,403**			**10,730,859**	
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 10,730,859**	**$ 10,906,218**			**$ 12,406,310**	
Components of Ending Fund Balance								
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000			$ -	
Operating Reserve (25% of Expenses)	4,392,829	4,817,094	4,878,010	4,817,094			5,559,870	
Unrestricted	2,049,574	3,284,595	5,102,849	5,339,124			6,846,440	
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 10,730,859**	**$ 10,906,218**			**$ 12,406,310**	

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

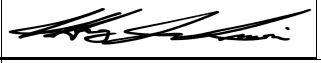
	(a)	(b)	(c)	(d)	(e)	(d-e)	(f)	
	2024 Audited Actual	2025 Adopted Budget	2025 Projected Actual	Actual Through 7/31/2025	Budget Through 7/31/2025	Variance Through 7/31/2025	2026 Proposed Budget	2026 Comments
Administration								
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 48,351	$ 60,046	$ (11,695)	$95,000	Audit $8,000 (emailed Hinkle)
Bank Charges	4,764	8,167	8,167	424	2,403	(1,979)	5,000	Estimate based on 2024 actual
Executive Director (ED)								
401k & Benefits	25,890	25,885	25,885	15,678	15,100	578	26,877	Averaged 2025 actual for 2026 budget.
Mileage Reimbursement	-	500	500	-	292	(292)	300	Contingency amount per Jeff
Payroll Tax	10,846	10,905	10,905	6,808	6,562	246	11,671	Averaged 2025 actual for 2026 budget.
Wages & Salaries	140,070	140,070	140,070	87,544	87,214	330	150,075	Averaged 2025 actual for 2026 budget.
Insurance	6,112	5,473	12,000	11,923	3,192	8,730	20,439	Averaged 2025 actual for 2026 budget.
Legal	42,174	44,679	60,000	45,046	35,563	9,483	77,222	Averaged 2025 actual for 2026 budget.
Meeting & Misc								
Admin Web/Listserve	20	-	-	-	-	-	-	No longer using these SAS services.
Meeting & Misc - Other	9,621	14,369	14,369	5,832	10,203	(4,371)	9,997	Averaged 2025 actual for 2026 budget.
Phone/Web Conferencing	152	-	-	-	-	-	-	No longer incurring costs for these services.
Office Supplies & Postage	612	753	753	633	439	194	1,085	Averaged 2025 actual for 2026 budget.
Payroll Expenses	4,769	4,564	4,564	2,843	2,662	181	4,874	Averaged 2025 actual for 2026 budget.
Public Web	204	1,500	1,500	432	875	(443)	741	Increased maintenance costs for statutory accessibility requirements.
Total Administrative Expenses	$ 334,006	$ 351,230	$ 373,078	$ 225,514	$ 224,551	$ 963	$ 403,281	
Agency Operating Fund (AOF)								
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 884,202	$ 884,202	$ -	$ 1,667,353	10% Increase for 2026
Westminster	2,271,665	2,526,291	2,526,291	1,473,670	1,473,670	-	2,778,920	10% Increase for 2026
Jeffcom	11,509,771	12,799,877	12,799,877	7,466,595	7,466,595	-	14,079,865	10% Increase for 2026
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 9,824,467	$ 9,824,467	-	$ 18,526,137	
Disaster & Recovery Plan (DRP)								
433HBC Recurring	$ 34,394	$ 158,400	$ 158,400	$ 139,844	$ 113,390	$ 26,454	$ 232,471	See 433HBC schedule tab - fka SRBC Recurring
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 158,400	$ 139,844	$ 113,390	$ 26,454	$ 232,471	
GIS System								
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 11,000	$ 701	$ 184,433	See GIS Support schedule tab
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 11,000	$ 701	$ 184,433	
Line Charges								
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 4,974	$ 1,841	$ 3,134	$ 8,528	Averaged 2025 actual for 2026 budget.
ESInet	683,471	518,974	518,974	507,696	362,735	144,961	870,336	Averaged 2025 actual for 2026 budget.
Other	1,100	1,885	1,885	-	1,100	(1,100)	-	Not used
Total Line Charges	$ 696,871	$ 528,129	$ 528,129	$ 512,671	$ 365,675	$ 146,995	$ 878,864	
Notification Systems (ENS)								
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 6,290	$ 6,543	$ (252)	$ 10,783	Averaged 2025 actual for 2026 budget.
ENS	243,492	244,458	244,458	221,172	167,601	53,572	221,112	See ENS schedule tab
VoIP Record Extract	-	4,000	4,000	-	-	-	2,000	Discrepancy found: Neustar 2025 debited to ENS rather than ADE subcategory
ENS Systems Support	-	130,000	130,000	-	-	-	133,900	Reimb Jeffcom for FTE to administer ENS systems + 3%
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 227,463	$ 174,143	$ 53,319	$ 367,795	
Special Projects								
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 5,085	$ 6,007	$ (922)	$ 8,717	Averaged 2025 actual for 2026 budget.
Fiber Special Projects	149,845	300,000	300,000	42,658	42,000	658	200,000	
Last Mile Fiber Project	108,245	200,000	200,000	42,658	63,667	(21,008)	200,000	Continues funding of last mle projects to include fire station connectioins.
North Metro	-	100,000	100,000	-	-	-	-	Eliminate this line item.
Equipment Refresh Project	41,600	-	-	-	-	-	-	Eliminate this line item.
J-FON O&M	352,638	200,000	200,000	63,470	113,367	(49,897)	227,581	JFON 2026 Network Admin salary inc 3% + avg of costs to-date)
Jeffcom radio console lease assistance	-	-	-	-	-	-	251,532	Yr 2 of 7yr Jeffcom lease purchase agreement
Smart911	89,161	100,000	100,000	81,731	58,333	23,398	89,600	See ENS schedule tab
BRO/WES Phone System Replacement								See BRO-WES APEX schedule
NRC costs yr 1	-	-	-	-	-	-	584,836	Non recurring costs yr 1
ARC costs 5 yr agreement	-	-	-	-	-	-	284,232	Annual recurring cost yr 1 per 5 yr agreement
Special Projects Contingency	345,700	200,000	421,815	421,815	150,000	271,815	-	
Total Special Projects	$ 937,484	$ 807,000	$ 1,028,815	$ 614,759	$ 391,374	$ 223,385	$ 1,646,498	
Total Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,512,039**	**$ 11,556,417**	**$ 11,104,600**	**$ 451,818**	**$ 22,239,479**	

433 Hot Backup Center, (433 HBC) 2026 Budget Schedule				
Description	Dimension	Total Sq Ft	MRC	Annual
WMFR Lease				
-Dispatch Floor (3rd Floor)	130' X 34'	4420	10,682	128,180
-Server Room (3rd Floor dispatch server area)	21' X 20'	420	1,015	12,180
-UPS Room (basement)	11' X 11'	121	292	3,509
Subtotal		4961	11,989	143,869
Maintenance and Support				
-Genset Maintenace (Gen-Tech)				3,000
-UPS Maintenance (Unified Power)				2,200
-Lakewood Communication Support and Maintenance Services				40,737
-Jefferson County Radio Communication System Support and Maintenance Services				16,995
-Console cleaning				12,000
Subtotal				74,932
Insurance property coverage				2,600
Subtotal				221,401
Conrtingency 5%				11,070
Total				232,471

GIS Support 2026 Budget Schedule	
Description	Annual
GeoComm yr 3 of 5 ,yr support agreekent	13,655
Jeffcom GIS Support Services	175,000
Subtotal	188,655
Conrtingency 5%	9,433
Total	184,433

ENS 2026 Budget Schedule	
Description	Annual
Rave 911 Suite Standard (3rd yr of 5 yr renewal)	89,161
Rave Aware Standalone Early Adopter Solution (3rd yr of ,yr renewal)	59,920
Mobile Reach (2nd yr of 5 yr renewal)	46,400
Add ons for Clear Creek population increases	5,530
Subtotal	201,011
Conrtingency 10%	20,101
Total	221,112
RAVE Smart911 annual fee	89,600

BRO/WES Phone System Replacement Project 2026 Budget Schedule and 5 Year Projection					
Description	2026	2027	2028	2029	2030
NRC (non-recurring costs)					
-BRO PD NRC Hardware	71,255				
-BRO Backup Center NRC Hardware	36,228				
-BRO NRC Professional Services	118,967				
-WES NRC Hardware	61,920				
-WES NRC Professional Services	238,967				
-C1 Project Management Professional Services-sh	57,500				
Subtotal NRC	584,836				
ARC (annual recurring costs)					
-BRO Carbyne APEX Solution ARC	105,108	105,108	105,108	105,108	105,108
-BRO C1 Masergy 100MB circuit ARC	21,000	21,000	21,000	21,000	21,000
-WES Carbyne APEX Solution ARC	137,124	137,124	137,124	137,124	137,124
-WES C1 Masergy 100MB circuit ARC	21,000	21,000	21,000	21,000	21,000
	284,232	284,232	284,232	284,232	284,232

JCECA - 2025 Aug Expenditure Request Authorization 082625 0924					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-023		Multi	ECC distributions for Sep 2025	AOF	1,403,495.25
				Total	**1,403,495.25**
			Expenditures Approved by Executive Director (signature):		

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473
04/24/2025	210,789	637
05/22/2025	211,579	790
06/26/2025	212,320	741
07/24/2025	213,260	940
08/28/2025	214,539	1,279

Date	All Loaded Public Data	+ / -
01/25/2024	437,673	
02/22/2024	466,194	28,521
03/28/2024	466,194	0
04/25/2024	466,194	0
05/23/2024	466,194	0
06/27/2024	466,194	0
07/25/2024	466,194	0
08/22/2024	368,866	-97,328
09/26/2024	368,866	0
09/26/2024	368,866	0
11/21/2024	364,737	-4,129
01/23/2025	364,737	0
02/27/2025	364,306	-431
03/27/2025	364,306	0
04/24/2025	364,306	0
05/22/2025	363,631	-675
06/26/2025	363,631	0
07/24/2025	363,631	0
08/28/2025	361,186	-2,445

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
SEPTEMBER 25, 2025, 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. August 28, 2025, Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
    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
    a. Lobbyist activity report.
    b. PUC matters in process or pending.

8. New Business

9. 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
SEPTEMBER 25, 2025

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

Present:	Director Kevin Biegert Director Goodell Director Travis Hopwood Director Dave Lester Scott Eddy, Alternate for Director Kerr
Excused:	Director Andy Kerr
	Attorney Ryan Tharp
Also, Present:	Jeff Irvin, JCECA Executive Director Tracie Kaminski, Pinnacle Consulting Group, Inc. Maylee Baraza, Clerk to the Board Mikhaila Zamora, Clerk to the Board Jacinda English, Broomfield PD Jeff Streeter, Jeffcom911 Kevin Garcia, Jeffcom911 Geena Gomez, Jeffcom911 Jennifer Gustin Jeffcom911 Ethan Honaman, Jeffcom911 Jennifer Sandoval, Jeffcom911 Sara Gallegos, Westy911

Director Goodell called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Biegert duly seconded by Director Hopwood, and by unanimous vote, approved the Minutes of August 28, 2025.

TREASURER'S REPORT

Ms. Kaminski presented the financial statements through August 31, 2025 (copy attached), reporting total revenues of $16,174,836 and total expenditures of $12,756,176, with an anticipated ending fund balance of $10,593,634.

Ms. Kaminski then presented the cash encumbrance report

The Board upon motion of Director Goodell duly seconded by Director Hopwood and by unanimous vote, approved the Treasurer's Report for September 2025.

Ms. Kaminski then presented the Cash Encumbrance Report (copy attached)

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for September 2025 (copy attached).

The Board upon motion of Director Goodell duly seconded by Director Hopwood and by unanimous vote, approved the expenditure requests for September in the amount of $1,403,495.25.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English reported that two out of three supervisors completed their CMP certifications, and the third earned their EMP certification.
- **Jeffcom ECC** – Mr. Streeter reported on the tragic events at Evergreen High School, commending their staff for handling a vast amount of calls and managing over 170 units on scene. Mr. Streeter also noted that they currently have an academy of 11, bringing their staffing level to one or two over what is needed.
- **Westminster ECC** – Ms. Gallegos provided an update on the Carbyne project, stating that they met with Lumen and are waiting on a revised quote from ConvergeOne. Ms. Gallegos further advised that they are down two positions but have 45 candidates who have passed their CritiCall phase so they will now have phone screenings the next few days. Additionally, they have an Administrator hiring process which is going well.

EXECUTIVE DIRECTOR REPORT

Mr. Irvin reported a decrease in Lookout Alert opt-ins (see attached Lookout Alert Stats worksheet), with Mr. Garcia explaining that this is due to filtering legacy Code Red data, much of which is incomplete or outdated. Mr. Garcia clarified that the system relies on Rave Mobile Reach for supplementing contact with residents who have not opted in. Director Biegert inquired about an all-call schedule for Q4, and Mr. Garcia stated they would coordinate with the emergency managers. Mr. Garcia also noted the challenge of community members not completing their Lookout Alert profiles despite receiving notifications.

LEGAL COUNSEL REPORT

Mr. Irvin mentioned that he attended a special meeting of the Colorado 911 PUC Advisory Task Force to discuss the history of 911 regulation in Colorado and explore potential improvements to 911 service. Mr. Tharp added that CenturyLink has filed their updated tariff, and the PUC is holding workshops to review the overall structure of the tariff.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

No executive session.

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 December 31, 2024 and August 31, 2025. We have also prepared the accompanying 2026 proposed budgets of revenues, expenditures and funds available prepared on the modified accrual basis.

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 15, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
BALANCE SHEET
December 31, 2024 and August 31, 2025

	Audited Actual 12/31/2024	Unaudited Actual 8/31/2025
Assets		
Current Assets		
Cash, Checking	$ 3,823,610	$ 2,875,764
Cash, Savings	2,225,419	5,835,385
Accounts Receivable	2,069,621	4,033,125
Prepaid Expense	181,121	22,598
Total Current Assets	$ 8,299,771	$ 12,766,871
Long-Term Assets		
Construction in Progress	$ 5,164,297	$ 5,164,297
Infrastructure	25,895	25,895
Right of Ways	568,082	568,082
West Corridor Fiber Optic	865,614	865,614
Accumulated Depreciation	(480,345)	(480,345)
Total Long-Term Assets	$ 6,143,543	$ 6,143,543
Total Assets	**$ 14,443,314**	**$ 18,910,415**
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,107,368	$ 1,189,380
Total Current Liabilities	$ 1,107,368	$ 1,189,380
Total Liabilities	**$ 1,107,368**	**$ 1,189,380**
Fund Equity		
Net Investment in Fixed Assets	$ 6,143,543	$ 6,143,543
Fund Balance		
Nonspendable	181,121	22,598
Unassigned	7,011,282	11,554,893
Total Fund Equity	**$ 13,335,946**	**$ 17,721,034**
Total Liabilities and Fund Equity	**$ 14,443,314**	**$ 18,910,415**
	=	=

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

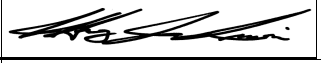
	(a)	(b)	(c)	(d)	(e)	(d-e)	(f)	
	2024	**2025**	**2025**	**Actual**	**Budget**	**Variance**	**2026**	
	Audited	**Adopted**	**Projected**	**Through**	**Through**	**Through**	**Proposed**	**2026**
Revenues	**Actual**	**Budget**	**Actual**	**8/31/2025**	**8/31/2025**	**8/31/2025**	**Budget**	**Comments**
9-1-1 fee (ETC)	$ 18,804,788	$ 19,473,006	$ 20,146,100	$ 15,568,562	$ 13,398,115	$ 2,170,447	$ 20,621,244	Estimating 80% collection of $2.17 Fee
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,847,301	1,279,277	1,947,301	(668,023)	2,062,124	Estimating 10% of ETC Revenue
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	878,920	628,683	778,920	(150,237)	1,031,062	Estimating 5% of ETC Revenue
Interest Income	79,214	50,000	164,948	109,965	50,000	59,965	200,000	Estimate
Miscellaneous Income	-	500	500	-	500	(500)	500	
Total Revenues	**$ 21,432,956**	**$ 22,249,727**	**$ 23,037,769**	**$ 17,586,487**	**$ 16,174,836**	**$ 1,411,651**	**$ 23,914,930**	
Expenditures								
Administrative	$ 334,006	$ 351,230	$ 366,551	$ 243,034	$ 247,357	$ (4,323)	$ 403,281	
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	1,010,517	1,010,517	-	1,667,353	
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	1,684,194	1,684,194	-	2,778,920	
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	8,533,251	8,533,251	-	14,079,865	
Disaster & Recovery Plan (DRP)	34,394	158,400	158,400	151,833	113,390	38,443	232,471	
GIS System	175,000	192,000	192,000	11,701	11,000	701	184,433	
Line Charges	696,871	528,129	659,155	596,350	523,477	72,873	878,864	
Notification Systems (ENS)	249,127	389,674	389,674	227,526	185,449	42,077	367,795	
Special Projects	937,484	807,000	1,028,815	742,993	447,540	295,453	1,646,498	
Total Operating Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,636,538**	**$ 13,201,399**	**$ 12,756,176**	**$ 445,223**	**$ 22,239,479**	
Revenues over/(under) Expenditures	**$ 3,861,639**	**$ 2,981,350**	**$ 3,401,231**	**$ 4,385,088**	**$ 3,418,659**	**$ 966,429**	**$ 1,675,451**	
Beginning Fund Balance	**3,330,764**	**5,870,339**	**7,192,403**	**7,192,403**			**10,593,634**	
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 10,593,634**	**$ 11,577,491**			**$ 12,269,085**	
Components of Ending Fund Balance								
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000			$ -	
Operating Reserve (25% of Expenses)	4,392,829	4,817,094	4,909,135	4,817,094			5,559,870	
Unrestricted	2,049,574	3,284,595	4,934,499	6,010,397			6,709,215	
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 10,593,634**	**$ 11,577,491**			**$ 12,269,085**	

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

	(a)	(b)	(c)	(d)	(e)	(d-e)	(f)	
	2024 Audited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 8/31/2025**	**Budget Through 8/31/2025**	**Variance Through 8/31/2025**	**2026 Proposed Budget**	**2026 Comments**
Administration								
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 53,873	$ 65,710	$ (11,837)	$ 95,000	Audit $8,000 (emailed Hinkle)
Bank Charges	4,764	8,167	8,167	424	2,884	(2,460)	5,000	Estimate based on 2024 actual
Executive Director (ED)								
401k & Benefits	25,890	25,885	25,885	17,893	17,257	637	26,877	Averaged 2025 actual for 2026 budget.
Mileage Reimbursement	-	500	500	-	333	(333)	300	Contingency amount per Jeff
Payroll Tax	10,846	10,905	10,905	7,750	7,270	479	11,671	Averaged 2025 actual for 2026 budget.
Wages & Salaries	140,070	140,070	140,070	99,800	96,388	3,412	150,075	Averaged 2025 actual for 2026 budget.
Insurance	6,112	5,473	5,473	4,548	3,649	899	20,439	Averaged 2025 actual for 2026 budget.
Legal	42,174	44,679	60,000	48,041	38,286	9,755	77,222	Averaged 2025 actual for 2026 budget.
Meeting & Misc								
Admin Web/Listserve	20	-	-	-	-	-	-	No longer using these SAS services.
Meeting & Misc - Other	9,621	14,369	14,369	6,403	11,036	(4,633)	9,997	Averaged 2025 actual for 2026 budget.
Phone/Web Conferencing	152	-	-	-	-	-	-	No longer incurring costs for these services.
Office Supplies & Postage	612	753	753	658	502	156	1,085	Averaged 2025 actual for 2026 budget.
Payroll Expenses	4,769	4,564	4,564	3,213	3,043	170	4,874	Averaged 2025 actual for 2026 budget.
Public Web	204	1,500	1,500	432	1,000	(568)	741	Increased maintenance costs for statutory accessibility requirements.
Total Administrative Expenses	$ 334,006	$ 351,230	$ 366,551	$ 243,034	$ 247,357	$ (4,323)	$ 403,281	
Agency Operating Fund (AOF)								
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 1,010,517	$ 1,010,517	$ -	$ 1,667,353	10% Increase for 2026
Westminster	2,271,665	2,526,291	2,526,291	1,684,194	1,684,194	-	2,778,920	10% Increase for 2026
Jeffcom	11,509,771	12,799,877	12,799,877	8,533,251	8,533,251	-	14,079,865	10% Increase for 2026
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 11,227,962	$ 11,227,962	-	$ 18,526,137	
Disaster & Recovery Plan (DRP)								
SRBC Recurring	$ 34,394	$ 158,400	$ 158,400	$ 151,833	$ 113,390	$ 38,443	$ 232,471	See 433HBC schedule tab - fka SRBC Recurring
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 158,400	$ 151,833	$ 113,390	$ 38,443	$ 232,471	
GIS System								
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 11,000	$ 701	$ 184,433	See GIS Support schedule tab
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 11,000	$ 701	$ 184,433	
Line Charges								
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 5,632	$ 3,247	$ 2,386	$ 8,528	Averaged 2025 actual for 2026 budget.
ESInet	683,471	518,974	650,000	590,718	518,974	71,744	870,336	Averaged 2025 actual for 2026 budget.
Other	1,100	1,885	1,885	-	1,257	(1,257)	-	Not used
Total Line Charges	$ 696,871	$ 528,129	$ 659,155	$ 596,350	$ 523,477	$ 72,873	$ 878,864	
Notification Systems (ENS)								
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 6,290	$ 7,477	$ (1,187)	$ 10,783	Averaged 2025 actual for 2026 budget.
ENS	243,492	244,458	244,458	221,236	177,972	43,264	221,112	See ENS schedule tab
VoIP Record Extract	-	4,000	4,000	-	-	-	2,000	Discrepancy found: Neustar 2025 debited to ENS rather than ADE subcategory
ENS Systems Support	-	130,000	130,000	-	-	-	133,900	Reimb Jeffcom for FTE to administer ENS systems + 3%
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 227,526	$ 185,449	$ 42,077	$ 367,795	
Special Projects								
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 5,215	$ 6,007	$ (792)	$ 8,717	Averaged 2025 actual for 2026 budget.
Fiber Special Projects	149,845	300,000	300,000	166,733	162,000	4,733	200,000	
Last Mile Fiber Project	108,245	200,000	200,000	166,733	80,333	86,400	200,000	Continues funding of last mle projects to include fire station connectioins.
North Metro	-	100,000	100,000	-	-	-	-	Eliminate this line item.
Equipment Refresh Project	41,600	-	-	-	-	-	-	Eliminate this line item.
J-FON O&M	352,638	200,000	200,000	67,499	94,533	(27,035)	227,581	JFON 2026 Network Admin salary inc 3% + avg of costs to-date)
Jeffcom Radio Console Lease Assistance	-	-	-	-	-	-	251,532	Yr 2 of 7yr Jeffcom lease purchase agreement
Smart911	89,161	100,000	100,000	81,731	66,667	15,064	89,600	See ENS schedule tab
BRO/WES Phone System Replacement								See BRO-WES APEX schedule
NRC costs yr 1	-	-	-	-	-	-	584,836	Non recurring costs yr 1
ARC costs 5 yr agreement	-	-	-	-	-	-	284,232	Annual recurring cost yr 1 per 5 yr agreement
Special Projects Contingency	345,700	200,000	421,815	421,815	200,000	221,815	-	
Total Special Projects	$ 937,484	$ 807,000	$ 1,028,815	$ 742,993	$ 447,540	$ 295,453	$ 1,646,498	
Total Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,636,538**	**$ 13,201,399**	**$ 12,756,176**	**$ 445,223**	**$ 22,239,479**	

Jefferson County Emergency Communications Authority
2025 Cash Projection Report

	Q1	Q2	July	August	September	Q3	Q4
	Actual	Actual	Actual	Actual	(Estimate)	(Estimate)	(Estimate)
Cash on Hand	**$ 5,588,415**	**$ 7,912,458**	**$ 7,971,141**	**$ 8,909,836**	**$ 8,711,166**	**$ 8,711,166**	**$ 8,950,572**
Expected Inflows:							
2025 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 12,097,841**	**$ 5,644,372**	**$ 2,528,045**	**$ 1,405,738**	**$ 1,655,689**	**$ 5,589,472**	**$ 4,967,066**
Expected Outflows:							
2025 Obligations (As projected, less paid)							
Administrative Total	**$ 85,095**	**$ 106,489**	**$ 28,895**	**$ 31,831**	**$ 24,730**	**$ 85,456**	**$ 74,191**
Agency Operating Fund (AOF) Total	**4,082,895**	**4,210,486**	**1,403,495**	**1,403,495**	**1,435,393**	**4,242,383**	**4,306,179**
Disaster & Recovery Plan (DRP) Total	**35,967**	**91,888**	**11,989**	**11,989**	**1,642**	**25,620**	**4,925**
GIS System Total	**12,414**	**-**	**-**	**-**	**44,897**	**44,897**	**134,690**
Line Charges Total	**209,977**	**259,454**	**134,806**	**35,937**	**(28,011)**	**142,732**	**(84,033)**
Notification Systems (ENS) Total	**64,787**	**3,789**	**-**	**1,657**	**79,860**	**81,517**	**239,581**
Special Projects Total	**125,054**	**482,778**	**10,165**	**119,499**	**17,376**	**147,040**	**52,128**
Total Expected Outflows	**$ 4,616,189**	**$ 5,154,882**	**$ 1,589,351**	**$ 1,592,418**	**$ 1,575,887**	**$ 4,757,655**	**$ 4,724,377**
Net Inflows/Outflows	**$ 7,481,652**	**$ 489,489**	**$ 938,695**	**$ (186,681)**	**$ 79,802**	**$ 831,816**	**$ 242,689**
Estimated Cash Position	**$ 7,481,652**	**$ 7,971,141**	**$ 8,909,836**	**$ 8,723,155**	**$ 8,790,968**	**$ 8,790,968**	**$ 9,032,015**

JCECA - 2025 Sep Expenditure Request Authorization 092425 0714					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-024		Multi	ECC distributions for Oct 2025	AOF	1,403,495.25
				Total	**1,403,495.25**
				Expenditures Approved by Executive Director (signature):	

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473
04/24/2025	210,789	637
05/22/2025	211,579	790
06/26/2025	212,320	741
07/24/2025	213,260	940
08/28/2025	214,539	1,279
09/25/2025	210,629	-3,910

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
OCTOBER 23, 2025, AT 11 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 25, 2025 Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. Financial Statements.
        ii. Cash Encumbrance Report.
        iii. Setting of 2026 ETC (emergency telephone charge) rate.
        iv. 2026 Budget Hearing (copy of proposed budget attached).
    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. 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
OCTOBER 23, 2025

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

Present: Director Biegert
Director Goodell
Director Hopwood
Director Lester
Director Kerr

Attorney Ryan Tharp

Also, Present: Jeff Irvin, JCECA Executive Director
Tracie Kaminski, Pinnacle Consulting Group, Inc.
Zahra Murad, Clerk to the Board
Jacinda English, Broomfield PD
Jeff Streeter, Jeffcom911
Kevin Garcia, Jeffcom911
Geena Gomez, Jeffcom911
Ethan Honaman, Jeffcom911
Kyle Mickelson, J(effcom911
Gina Ramirez, Jeffcom911
Jennifer Sandoval, Jeffcom911
Kinde Yetemegn, Jeffcom911
Scott Eddy, JCSO
Sara Gallegos, Westy911

Director Goodell called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Lester duly seconded by Director Goodell, and by unanimous vote, approved the Minutes of September 25, 2025.

TREASURER'S REPORT

Ms. Kaminski presented the financial statements through September 30, 2025 (copy attached), reporting total revenues of $21,384,570 and total expenditures of $14,677,724, with an anticipated ending fund balance of $13,899,249. Director Biegert requested clarification of the projected ending fund balance which Ms. Kaminsky confirmed to be $10,543,060.

The Board upon motion of Director Hopwood duly seconded by Director Biegert and by unanimous vote, approved the Treasurer's Report for October 2025.

Ms. Kaminski then presented the Cash Encumbrance Report (copy attached)

Mr. Irvin then introduced the topic of setting the 2026 ETC rate, noting the PUC authorized a cap of $2.17, which Mr. Tharp clarified needed a board motion to be set, effective February 1st, 2026.

The Board upon motion of Director Hopwood duly seconded by Director Goodell and by unanimous vote, approved setting the 2026 ETC rate at $2.17 effective February 1, 2026.

2026 BUDGET HEARING

Mr. Tharp confirmed the budget hearing was posted in the newspaper and asked for public comment, to which Mr. Irvin stated none were received. Director Goodell opened the discussion, and Ms. Kaminski confirmed no changes from the prior work session. Director Biegert inquired about the absence of the capital reserve on the budget document, which Tracie Kaminski acknowledged as an oversight it would be corrected. Mark Goodell moved to approve the 2026 budget contingent on this correction.

The Board upon motion of Director Goodell duly seconded by Director Hopwood and by unanimous vote, approved the 2026 budget subject to the correction which will be reflected in the September financials to be presented at the November board meeting.

Director Goodell adjourned the budget hearing and the board returned to the regular meeting.

Mr. Irvin discussed the need for a 2025 budget amendment due to multiple unanticipated special projects this year to include: JCPS R1 communication center upgrades, and costs for the 433 HBC which JCECA assumed responsibility for in 2025. It was agreed that a budget amendment hearing would be held during the November meeting and that the meeting will be held on 11/20/2025 at 1100MT so as not to conflict with the Thanksgiving holiday and the Jeffcom board meeting at 0900MT on 11/20/2026.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for October 2025 (copy attached).

The Board upon motion of Director Goodell duly seconded by Director Hopwood and by unanimous vote, approved the expenditure requests for September in the amount of $1,451,895.25.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English reported that they are at 17 out of 18 positions with a new hire starting next week They are reviewing an updated quote for the Carbyne APEX project. Two out of three supervisors completed their CMP certifications, and the third earned their EMP certification.
- **Jeffcom ECC** – Mr. Streeter announced the graduation of an academy class of 11, with hiring processes underway for an anticipated January academy.
- **Westminster ECC** – Ms. Gallegos reported they are down two positions but have a hiring process underway, with six candidates in background checks and an awarded third position for 2026, plus an over hire position.

EXECUTIVE DIRECTOR REPORT

- **LookoutAlert** – Mr. Irvin presented the Lookout Alert report (copy attached), noting an increase of 959 opt-ins, and advised that CodeRED data normalization had leveled out. Mr. Garcia highlighted that community events helped increase numbers and discussed the successful use of LookoutAlert for notifications during the Evergreen High School incident, including reunification details. Mr. Streeter mentioned Sheriff Marinelli's marketing push to use Explorers to increase registrations. Mr. Garcia affirmed plans to meet with the Sheriff to develop a game plan for the other agencies. Mr. Garcia also added that the Archdiocese contacted him to discuss getting their schools and staff on board to receive LookoutAlert for notifications.
- **Evergreen HS BDA –** Mr. Irvin was contacted by JCPS communications to discuss an audit they are performing in response to in-building coverage issues at Evergreen HS. JCECA as funded BDA (bi-directional amplifier) projects at other schools in the past.

LEGAL COUNSEL REPORT

Mr. Tharp reported on PUC activities, specifically CenturyLink's updated tariff filings, which appear to have addressed most 911 community concerns, expecting no objections to be filed.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

No executive session.

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 December 31, 2024 and September 30, 2025. We have also prepared the accompanying 2026 proposed budgets of revenues, expenditures and funds available prepared on the modified accrual basis.

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.
October 8, 2025

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
BALANCE SHEET
December 31, 2024 and September 30, 2025

	Audited Actual 12/31/2024	Unaudited Actual 9/30/2025
Assets		
Current Assets		
Cash, Checking	$ 3,823,610	$ 3,369,569
Cash, Savings	2,225,419	5,856,139
Accounts Receivable	2,069,621	5,774,035
Prepaid Expense	181,121	22,163
Total Current Assets	$ 8,299,771	$ 15,021,906
Long-Term Assets		
Construction in Progress	$ 5,164,297	$ 5,164,297
Infrastructure	25,895	25,895
Right of Ways	568,082	568,082
West Corridor Fiber Optic	865,614	865,614
Accumulated Depreciation	(480,345)	(480,345)
Total Long-Term Assets	$ 6,143,543	$ 6,143,543
Total Assets	**$ 14,443,314**	**$ 21,165,449**
Liabilities		
Current Liabilities		
Accounts Payable	$ 1,107,368	$ 1,122,657
Total Current Liabilities	$ 1,107,368	$ 1,122,657
Total Liabilities	**$ 1,107,368**	**$ 1,122,657**
Fund Equity		
Net Investment in Fixed Assets	$ 6,143,543	$ 6,143,543
Fund Balance		
Nonspendable	181,121	22,163
Unassigned	7,011,282	13,877,086
Total Fund Equity	**$ 13,335,946**	**$ 20,042,792**
Total Liabilities and Fund Equity	**$ 14,443,314**	**$ 21,165,449**
	=	=

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

	(a)	(b)	(c)	(d)	(e)	(d-e)	(f)	
	2024	**2025**	**2025**	**Actual**	**Budget**	**Variance**	**2026**	
	Audited	**Adopted**	**Projected**	**Through**	**Through**	**Through**	**Proposed**	**2026**
Revenues	**Actual**	**Budget**	**Actual**	**9/30/2025**	**9/30/2025**	**9/30/2025**	**Budget**	**Comments**
9-1-1 fee (ETC)	$ 18,804,788	$ 19,473,006	$ 20,146,100	$ 19,100,097	$ 15,034,337	$ 4,065,759	$ 20,621,244	Estimating 80% collection of $2.17 Fee
9-1-1 fee (prepaid)	1,798,924	1,947,301	1,847,301	1,441,075	1,385,480	55,595	2,062,124	Estimating 10% of ETC Revenue
PUC Statewide 9-1-1 Trust Reimbursement	750,030	778,920	878,920	712,678	798,830	(86,152)	1,031,062	Estimating 5% of ETC Revenue
Interest Income	79,214	50,000	173,857	130,720	54,167	76,553	200,000	Estimate
Miscellaneous Income	-	500	500	-	375	(375)	500	
Total Revenues	**$ 21,432,956**	**$ 22,249,727**	**$ 23,046,678**	**$ 21,384,570**	**$ 17,273,190**	**$ 4,111,380**	**$ 23,914,930**	
Expenditures								
Administrative	$ 334,006	$ 351,230	$ 366,551	$ 265,578	$ 269,363	$ (3,785)	$ 403,281	
Agency Operating Fund - BRO	1,362,999	1,515,775	1,515,775	1,136,831	1,136,831	-	1,667,353	
Agency Operating Fund - WES	2,271,665	2,526,291	2,526,291	1,894,718	1,894,718	-	2,778,920	
Agency Operating Fund - JEFFCOM	11,509,771	12,799,877	12,799,877	9,599,908	9,599,908	-	14,079,865	
Disaster & Recovery Plan (DRP)	34,394	158,400	217,884	163,822	113,390	50,432	232,471	
GIS System	175,000	192,000	192,000	11,701	11,000	701	184,433	
Line Charges	696,871	528,129	659,155	634,425	568,288	66,137	878,864	
Notification Systems (ENS)	249,127	389,674	389,674	227,526	196,756	30,770	367,795	
Special Projects	937,484	807,000	1,028,815	743,215	459,207	284,008	1,846,498	
Total Operating Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,696,022**	**$ 14,677,724**	**$ 14,249,461**	**$ 428,263**	**$ 22,439,479**	
Revenues over/(under) Expenditures	**$ 3,861,639**	**$ 2,981,350**	**$ 3,350,657**	**$ 6,706,846**	**$ 3,023,729**	**$ 3,683,117**	**$ 1,475,451**	
Beginning Fund Balance	**3,330,764**	**5,870,339**	**7,192,403**	**7,192,403**			**10,543,060**	
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 10,543,060**	**$ 13,899,249**			**$ 12,018,511**	
Components of Ending Fund Balance								
Capital Reserve	$ 750,000	$ 750,000	$ 750,000	$ 750,000			$ -	
Operating Reserve (25% of Expenses)	4,392,829	4,817,094	4,924,005	4,817,094			5,609,870	
Unrestricted	2,049,574	3,284,595	4,869,055	8,332,155			6,408,641	
Ending Fund Balance	**$ 7,192,403**	**$ 8,851,689**	**$ 10,543,060**	**$ 13,899,249**			**$ 12,018,511**	

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

	(a)	(b)	(c)	(d)	(e)	(d-e)	(f)	
	2024 Audited Actual	**2025 Adopted Budget**	**2025 Projected Actual**	**Actual Through 9/30/2025**	**Budget Through 9/30/2025**	**Variance Through 9/30/2025**	**2026 Proposed Budget**	**2026 Comments**
Administration								
Accounting	$ 88,772	$ 94,365	$ 94,365	$ 54,154	$ 72,874	$ (18,720)	$ 95,000	Audit $8,000 (emailed Hinkle)
Bank Charges	4,764	8,167	8,167	424	3,364	(2,940)	5,000	Estimate based on 2024 actual
Executive Director (ED)								
401k & Benefits	25,890	25,885	25,885	20,109	19,414	695	26,877	Averaged 2025 actual for 2026 budget.
Mileage Reimbursement	-	500	500	-	375	(375)	300	Contingency amount per Jeff
Payroll Tax	10,846	10,905	10,905	8,691	8,179	512	11,671	Averaged 2025 actual for 2026 budget.
Wages & Salaries	140,070	140,070	140,070	112,056	104,561	7,495	150,075	Averaged 2025 actual for 2026 budget.
Insurance	6,112	5,473	5,473	5,326	4,105	1,221	20,439	Averaged 2025 actual for 2026 budget.
Legal	42,174	44,679	60,000	50,213	39,509	10,704	77,222	Averaged 2025 actual for 2026 budget.
Meeting & Misc								
Admin Web/Listserve	20	-	-	-	-	-	-	No longer using these SAS services.
Meeting & Misc - Other	9,621	14,369	14,369	9,753	11,869	(2,116)	9,997	Averaged 2025 actual for 2026 budget.
Phone/Web Conferencing	152	-	-	-	-	-	-	No longer incurring costs for these services.
Office Supplies & Postage	612	753	753	658	565	93	1,085	Averaged 2025 actual for 2026 budget.
Payroll Expenses	4,769	4,564	4,564	3,762	3,423	339	4,874	Averaged 2025 actual for 2026 budget.
Public Web	204	1,500	1,500	432	1,125	(693)	741	Increased maintenance costs for statutory accessibility requirements.
Total Administrative Expenses	$ 334,006	$ 351,230	$ 366,551	$ 265,578	$ 269,363	$ (3,785)	$ 403,281	
Agency Operating Fund (AOF)								
Broomfield	$ 1,362,999	$ 1,515,775	$ 1,515,775	$ 1,136,831	$ 1,136,831	$ -	$ 1,667,353	10% Increase for 2026
Westminster	2,271,665	2,526,291	2,526,291	1,894,718	1,894,718	-	2,778,920	10% Increase for 2026
Jeffcom	11,509,771	12,799,877	12,799,877	9,599,908	9,599,908	-	14,079,865	10% Increase for 2026
Total Agency Operating Fund (AOF)	$ 15,144,435	$ 16,841,943	$ 16,841,943	$ 12,631,457	$ 12,631,457	-	$ 18,526,137	
Disaster & Recovery Plan (DRP)								
SRBC Recurring	$ 34,394	$ 158,400	$ 217,884	$ 163,822	$ 113,390	$ 50,432	$ 232,471	See 433HBC schedule tab - fka SRBC Recurring
Total Disaster & Recovery Plan (DRP)	$ 34,394	$ 158,400	$ 217,884	$ 163,822	$ 113,390	$ 50,432	$ 232,471	
GIS System								
GIS System Support	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 11,000	$ 701	$ 184,433	See GIS Support schedule tab
Total GIS System	$ 175,000	$ 192,000	$ 192,000	$ 11,701	$ 11,000	$ 701	$ 184,433	
Line Charges								
Call Box MRC	$ 12,300	$ 7,270	$ 7,270	$ 6,290	$ 4,653	$ 1,638	$ 8,528	Averaged 2025 actual for 2026 budget.
ESInet	683,471	518,974	650,000	628,134	562,222	65,913	870,336	Averaged 2025 actual for 2026 budget.
Other	1,100	1,885	1,885	-	1,414	(1,414)	-	Not used
Total Line Charges	$ 696,871	$ 528,129	$ 659,155	$ 634,425	$ 568,288	$ 66,137	$ 878,864	
Notification Systems (ENS)								
ALI Database Extract (ADE)	$ 5,635	$ 11,216	$ 11,216	$ 6,290	$ 8,412	$ (2,122)	$ 10,783	Averaged 2025 actual for 2026 budget.
ENS	243,492	244,458	244,458	221,236	188,344	32,892	221,112	See ENS schedule tab
VoIP Record Extract	-	4,000	4,000	-	-	-	2,000	Discrepancy found: Neustar 2025 debited to ENS rather than ADE subcategory
ENS Systems Support	-	130,000	130,000	-	-	-	133,900	Reimb Jeffcom for FTE to administer ENS systems + 3%
Total Notification Systems (ENS)	$ 249,127	$ 389,674	$ 389,674	$ 227,526	$ 196,756	$ 30,770	$ 367,795	
Special Projects								
Call Box Project	$ 140	$ 7,000	$ 7,000	$ 5,215	$ 6,007	$ (792)	$ 8,717	Averaged 2025 actual for 2026 budget.
Fiber Special Projects	149,845	300,000	300,000	166,733	162,000	4,733	200,000	
Last Mile Fiber Project	108,245	200,000	200,000	166,733	97,000	69,733	200,000	Continues funding of last mle projects to include fire station connectioins.
North Metro	-	100,000	100,000	-	-	-	-	Eliminate this line item.
Equipment Refresh Project	41,600	-	-	-	-	-	-	Eliminate this line item.
J-FON O&M	352,638	200,000	200,000	67,720	81,200	(13,480)	227,581	JFON 2026 Network Admin salary inc 3% + avg of costs to-date)
Jeffcom Radio Console Lease Assistance	-	-	-	-	-	-	251,532	Yr 2 of 7yr Jeffcom lease purchase agreement
Smart911	89,161	100,000	100,000	81,731	75,000	6,731	89,600	See ENS schedule tab
BRO/WES Phone System Replacement								See BRO-WES APEX schedule
NRC costs yr 1	-	-	-	-	-	-	584,836	Non recurring costs yr 1
ARC costs 5 yr agreement	-	-	-	-	-	-	284,232	Annual recurring cost yr 1 per 5 yr agreement
Special Projects Contingency	345,700	200,000	421,815	421,815	200,000	221,815	200,000	Allowance
Total Special Projects	$ 937,484	$ 807,000	$ 1,028,815	$ 743,215	$ 459,207	$ 284,008	$ 1,846,498	
Total Expenditures	**$ 17,571,317**	**$ 19,268,376**	**$ 19,696,022**	**$ 14,677,724**	**$ 14,249,461**	**$ 428,263**	**$ 22,439,479**	

Jefferson County Emergency Communications Authority
2025 Cash Projection Report

	Q1	Q2	July	August	September	Q3	Q4
	Actual	Actual	Actual	Actual	Actual	Actual	(Estimate)
Cash on Hand	**$ 5,588,415**	**$ 7,912,458**	**$ 7,971,141**	**$ 8,909,836**	**$ 8,711,166**	**$ 8,711,166**	**$ 9,095,491**
Expected Inflows:							
2025 Revenues (As projected, less paid)							
Total Expected Inflows	**$ 12,097,841**	**$ 5,644,372**	**$ 2,528,045**	**$ 1,405,738**	**$ 2,057,061**	**$ 5,990,843**	**$ 4,565,694**
Expected Outflows:							
2025 Obligations (As projected, less paid)							
Administrative Total	**$ 85,095**	**$ 106,489**	**$ 28,895**	**$ 31,831**	**$ 27,334**	**$ 88,060**	**$ 71,587**
Agency Operating Fund (AOF) Total	**4,082,895**	**4,210,486**	**1,403,495**	**1,403,495**	**1,192,971**	**3,999,962**	**4,548,600**
Disaster & Recovery Plan (DRP) Total	**35,967**	**91,888**	**11,989**	**11,989**	**11,989**	**35,967**	**(5,422)**
GIS System Total	**12,414**	**-**	**-**	**-**	**-**	**-**	**179,586**
Line Charges Total	**209,977**	**259,454**	**134,806**	**35,937**	**85,888**	**256,631**	**(197,932)**
Notification Systems (ENS) Total	**64,787**	**3,789**	**-**	**1,657**	**-**	**1,657**	**319,441**
Special Projects Total	**125,054**	**482,778**	**10,165**	**119,499**	**224,319**	**353,983**	**(154,815)**
Total Expected Outflows	**$ 4,616,189**	**$ 5,154,882**	**$ 1,589,351**	**$ 1,604,407**	**$ 1,542,501**	**$ 4,736,259**	**$ 4,764,661**
Net Inflows/Outflows	**$ 7,481,652**	**$ 489,489**	**$ 938,695**	**$ (198,670)**	**$ 514,560**	**$ 1,254,585**	**$ (198,967)**
Estimated Cash Position	**$ 7,481,652**	**$ 7,971,141**	**$ 8,909,836**	**$ 8,711,166**	**$ 9,225,726**	**$ 9,225,726**	**$ 9,028,566**

JCECA - 2025 Oct Expenditure Request Authorization 100325 1624					
Request Number	**Date of Board Approval**	**Agency**	**Description**	**Expense Category**	**NTE Amt Requested**
2025-025		Multi	ECC distributions for Nov 2025	AOF	1,403,495.25
2025-026		Multi	Mobile Reach SAS 1yr, RAVE_INV-70458_100125_JCECA_48,400.00.pdf	ENS	48,400.00
				Total	**1,451,895.25**
			Expenditures Approved by Executive Director (signature):		

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473
04/24/2025	210,789	637
05/22/2025	211,579	790
06/26/2025	212,320	741
07/24/2025	213,260	940
08/28/2025	214,539	1,279
09/25/2025	210,629	-3,910
10/23/2025	211,588	959

NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY ("JCECA")
NOVEMBER 20, 2025, AT 11 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. October 23, 2025, Monthly Meeting.

4. Treasurer's Report:
    a. Financial Reports – Pinnacle Consulting Group, Inc.
        i. Financial Statements.
        ii. Cash Encumbrance Report.
        iii. 2025 Budget Amendment Hearing
    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 2025 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.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
NOVEMBER 20, 2025

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

Present:	Director Kevin Biegert Director Mark Goodell Director Dave Lester Director Andy Kerr
Excused:	Director Travis Hopwood Attorney Ryan Tharp
Also, Present:	Jeff Irvin, JCECA Executive Director Tracie Kaminski, Pinnacle Consulting Group, Inc. Jacinda English, Broomfield PD Paige Wilson, Broomfield PD Jeff Streeter, Jeffcom911 Kevin Garcia, Jeffcom911 Geena Gomez, Jeffcom911 Ethan Honaman, Jeffcom911 Kyle Mickelson, Jeffcom911 Gina Ramirez, Jeffcom911 Jennifer Sandoval, Jeffcom911 Kinde Yetemegn, Jeffcom911 Jennifer Gustin. Jeffcom911 Candace Harris, Jeffcom911 Scott Eddy, JCSO Sara Gallegos, Westy911 Brian Kelley, ConvergeOne Nick Brown, Carbyne Ryan Hurley, Replay Systems

Director Goodell called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Biegert duly seconded by Director Lester, and by unanimous vote, approved the Minutes of October 23, 2025.

TREASURER'S REPORT

Ms. Kaminski presented the Treasurer's report through October 31st, 2025 (copy of financial report attached), stating that the authority recognized total revenues of $19,421,72 and total expenditures through October of $16,135,723. The majority of expenditures were AOF distributions to AOF partners as budgeted. An overage in the special projects budget for 2025 was anticipated, which was to be addressed in the next item, but the 2025 projections were

noted as "dialed in" to the anticipated year-end figures. Total estimated expenditures for 2025 were $19,712,139, adding almost $2.7 million to the fund balance, with an estimated ending fund balance of $9,884,613 for 2025.

The Board upon motion of Director Goodell duly seconded by Director Biegert and by unanimous vote, approved the Treasurer's Report for November 2025.

Ms. Kaminski then presented the cash encumbrance report (attached in financial report).

2025 BUDGET AMENDMENT HEARING

Director Goodell convened the budget hearing. Ms. Kaminski presented the request to amend the 2025 proposed expenditures from the original adopted budget of $19,268,376 to $19,712,139. The allocated amendment included costs for special projects such as the Arctic Wolf renewal, assistance with a JCPS Department of School safety dispatch center renovation, and the radio console lease participation for the Jeffcom 440 Indiana Street center. Mr. Irvin added that unanticipated costs for the 433 hot backup center (433HBC) were also included. Tere was no public comment. Director Goodell then closed the public hearing.

The Board upon motion of Director Biegert duly seconded by Director Goodell and by unanimous vote, approved the 2025 budget amendment.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for November 2025 (copy attached).

The Board upon motion of Director Biegert duly seconded by Director Lester and by unanimous vote, approved the expenditure requests for September in the amount of $2,263,374.76.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – thanked the board for supporting the large Carbyne Apex project, expressing excitement for modernizing their systems, and thanked Mr. Irvin for guiding them. Jacinda English reported that Broomfield was "holding strong" with staffing, having one vacancy, and conducting two full days of interviews the following week to fill that position
- **Jeffcom ECC** – Mr. Streeter shared that at the state APCO awards ceremony the previous Friday, one of their IT personnel, Brian Schilly, was recognized as IT support of the year. Additionally, Richard Rudy, who had retired from Lakewood but worked on the Harris side of the radio for many agencies and Jeffcom, was nominated by Jeffcom and recognized as radio support engineer of the year. Mr. Streeter noted that Mr. Rudy had a remarkable career of about 45 years. Mr. Streeter also reported that Jeffcom's budget for 2026 was approved less than an hour prior with no issues, though costs were increasing.
- **Westminster ECC** – Director Lester congratulated Sarah Gallegos on being selected to fill the role of Public Safety Telecommunicator Administrator after a long process, noting that she has been an asset for many years. Ms. Gallegos echoed thanks to the board and to Mr. Irvin for their support and guidance on the Carbyne project. Ms. Gallegos

provided a hiring update, stating they still have five candidates in backgrounds and have been authorized for two additional positions, with processes for those starting soon. Directors Biegert and Goodell offered congratulations to Ms. Gallegos.

EXECUTIVE DIRECTOR REPORT

- **ETC Increase and PUC Hearings**: Jeffrey Irvin reported on several activities, including sending out ETC increase notices in coordination with Attorney Tharp's office. Notices were sent via US mail and electronically to 549 telephone service providers. The ETC rate is increasing to $2.17 per subscriber line per month starting in February. The PUC held three hearings the day prior, approving increases considerably above this rate for three counties including La Plata and Routt, which went smoothly with no intervention.
- **Legislative and Public Safety Outreach**: Mr. Irvin detailed attending a virtual meeting on October 31st with lobbyists Ed Bowitch and Jennifer Castle and Representative Ryden. The purpose was to provide an overview of JCECA, its interface with ECCs, and anticipated legislative issues for the 2026 session, primarily concerning prepaid language that could affect them and the broader community concern about DTRS funding and potential attempts to access the 911 enterprise fund. On November 14th, a tour of Jeffcom was conducted for Representatives Tammy Story, Lisa Ferret, Lorena Garcia, and Senator Lisa Cutter. Mr. Garcia attended and was received well by the legislators.
- **Strategic Planning and Board Appointments**: Jeffrey Irvin mentioned attending several meetings for the 911 strategic planning group examining the regulation of basic emergency services in Colorado, including the existing tariff system and BESP relationship, and future considerations. Mr. Irvin announced he is now the president of the Colorado 911 Resource Center board, having taken over from Andrew Dameron, Denver911. Mr. Irvin expressed excitement for future work on 988 and other projects, contingent on enterprise board funding. Mr. Irvin continues to participate in the Colorado PUC 911 Advisory Task Force and various subcommittees to include the ESINET User Group and the legislative and outage committees.
- **LookoutAlert** – Mr. Irvin provided the Lookout Alert statistics, noting an increase of 527 opt-ins this month. Strategies for additional outreach have been discussed, including mentioning it to the legislators to encourage more registration. Kevin Garcia added that the next outreach step included contacting regional hospitals to get them involved in posting registration areas in their ER and facilities, in addition to reaching out to all rec centers and libraries, seeking larger community engagement facilities for additional signups.

LEGAL COUNSEL REPORT

Mr. Tharp confirmed that much of what they had been working on, such as getting the ETC letters out, had been covered by Mr. Irvin. He reported that things had been "kind of quiet" on their side regarding regulatory issues at the public utilities commission that dealt with JCECA.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

No executive session.

ADJOURNMENT

Director Goodell adjourned the meeting.