

NORCOM Governing Board  
Agenda Summary

**MEETING DATE:** July 13, 2012

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

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

Reviewed by:      Director      Finance Manager     \_\_\_\_\_ Attorney

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

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

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

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

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

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

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

**DISADVANTAGES:** None

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

Ayes \_\_\_\_\_ Nays \_\_\_\_\_

**RESOLUTION 49**

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

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

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

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

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

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

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

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

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

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



Chair

Attest:  
Secretary

