

APPENDIX A – FINANCIAL CALCULATIONS

I. START-UP COST

The DISTRICT shall bear full responsibility for the initial capital expenditures, equipment procurement, hiring, and training associated with establishing the RFCC. The DISTRICT will own, operate, and maintain complete authority over the dispatch center in cooperation with all Partners ("Partner" refers to any individual entity, and "Partners" refers collectively to all participating entities).

II. FISCAL YEAR

The RFCC's fiscal year begins on July 1st and ends on June 30th each year.

III. COST ALLOCATION

The cost distribution among RFCC Partners will utilize a mixed allocation method, consisting of equally shared fixed and operational expenses, indirect costs, and proportionally shared incident-count call-for-service expenses.

A. Equally Shared Fixed Costs

The following fixed operational expenses will be divided equally among all Partners:

Depreciation (Equipment)	Structure and Ground Maintenance
Printing Expenses	Motor Pool
Natural Gas	Water
Professional & Special Services	Contractual Services
General Liability	Rent
Telephone Services	Household Supplies
Copier Expenses	Books and Subscriptions
Clothing *	
* Split with Calls for Service Cost	

B. Calls for Service Costs

Incident-count costs will be proportionally allocated based on the actual number of incidents dispatched within each Partner's jurisdiction. The following expenses are incident-based and thus proportionally shared:

Salaries and benefits	Instruments & Equipment (<\$5K)
Memberships	Office Expenses
Communication Services	Transportation & Travel
Training Fees and Supplies	Training
Postage	IT Software Maintenance
Clothing*	
* Split with Fixed Cost	

C. Indirect Cost

Indirect costs are those incurred by the DISTRICT to support the RFCC, such as Accounting, Human Resources, and Legal expenses. Partner agencies are charged for indirect costs at a rate of 5% of the total allocated expenses.

D. Incident Calculation Methodology

Incident counts will be tracked in real-time, and data will be made available to each Partner upon request or in conjunction with the quarterly billing statement. The calculation will focus solely on dispatches made to specific jurisdictions, independent of responding units or the number of calls or notifications received.

EMS incidents requiring ambulance services will have costs equally shared between the fire jurisdiction where the call originated and the ambulance provider. Incidents requiring only fire suppression services will be fully charged to the originating jurisdiction. Incidents only requiring an ambulance will be fully charged to the ambulance provider.

E. Modification of Allocation Formula

Any modifications to the cost allocation methodology must be mutually agreed upon by all Parties and formalized through an amendment to the Agreement.

F. Unplanned Capital Asset Charges

If unplanned Capital Asset Charges occur, the Partners will share the cost equally.

IV. BUDGET

The DISTRICT will be responsible for preparing the annual RFCC budget each fiscal year during December and January. A budget review and input meeting will be held annually with all Partner agencies in November. The purpose of this meeting is to solicit budgetary recommendations and adjustments from Partner agencies.

A final approved budget will be distributed electronically to all Partner agencies. The DISTRICT will actively seek grants and alternative funding opportunities to mitigate operational and capital expenditures.

Quarterly budget-to-actual financial statements will be provided:

- Q1: July - September (By October 20th)
- Q2: October - December (By January 20th)
- Q3: January - March (By April 20th)
- Q4: April - June (By July 20th)

A. Billing Quarterly

Billing statements, reflecting each Partner's share of equally shared costs and service call costs from the previous quarter, will be distributed by the 20th day of each subsequent quarter.

B. Payments

Each Partner must submit their respective payments quarterly by the following due dates:

- Q1 Payment Due: November 15th
- Q2 Payment Due: February 15th
- Q3 Payment Due: May 15th
- Q4 Payment Due: August 15th

C. Late Payments

Payments overdue by 60 days will incur a penalty of 1.5% of the overdue amount, with an additional 1.5% penalty applied for every subsequent 30-day period or portion thereof. Outstanding balances exceeding 120 days will constitute a breach of this Agreement.