

## ACTION FORM BRYAN CITY COUNCIL

<b>DATE OF COUNCIL MEETING:</b> September 8, 2015	<b>DATE SUBMITTED:</b> August 18, 2015
<b>DEPARTMENT OF ORIGIN:</b> Police Department	<b>SUBMITTED BY:</b> Eric Buske

MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input checked="" type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input type="checkbox"/> INFRASTRUCTURE
			<input checked="" type="checkbox"/> QUALITY OF LIFE

**AGENDA ITEM DESCRIPTION:** Consider a Resolution approving the Fiscal Year 2016 Brazos County Emergency Communications District (911 District) budget in the amount of \$4,032,634, which is inclusive of 911 District cost, City of Bryan Dispatch Services cost, and Brazos County Dispatch Services cost.

**SUMMARY STATEMENT:** This Council Action Form and related resolution is one of two 911 District agenda items for the City Council to consider on the same agenda. This agenda item is the 911 District Fiscal Year 2016 proposed budget, which includes the funding for the dispatch services to the City of Bryan, dispatch services to Brazos County, and the 911 operations. The other agenda item relates to the emergency communications dispatching services agreement for the services the 911 District provides to the City of Bryan.

This agenda item is for the City of Bryan City Council to consider approving the Brazos County Emergency Communications District (911 District) budget for Fiscal Year 2016 in the amount of \$4,032,634. During the July 28, 2015, and the August 4, 2015, City of Bryan City Council Workshops, the City's proposed General Fund budget was reviewed, and this review included the City's funding amount for the 911 District to provide dispatch services to the City of Bryan.

The 911 District provides a valuable service to the City of Bryan Fire and Police Departments, the City of College Station Fire and Police Departments, Texas A&M University EMS and Police Departments, as well as the Brazos County Sheriff's Department, Brazos County Constables, and Brazos County Volunteer Fire Departments. On July 16, 2015, the Brazos County Emergency Communications District Board approved forwarding the 911 District's FY2016 proposed budget to the entities serviced by the 911 District. Entities served by the 911 District include Brazos County, City of Bryan, City of College Station, City of Kurten, City of Wixon Valley, City of Navasota, and the Volunteer Fire Departments in Brazos County.

The FY2016 budget represents an increase of \$214,315 when compared to the FY2015 budget. The increase can be attributed to personnel costs related to raises and slightly higher benefit costs for their employees and an increase of one call-taker/dispatcher in FY2016, in order to maintain service with higher demands in call-taking and dispatch. A historical budget perspective for the 911 District is below:

911 District Dispatch Agreement, COB Budget, and Actual Amounts								
Year		911 Total Budget		COB Agreement		COB Budget(1)		COB Actual(1)
FY2010		\$3,293,250		\$1,295,248		\$1,297,114		\$1,274,692(2)
FY2011		\$3,318,593		\$1,287,033		\$1,287,033		\$1,325,702(3)

FY2012		\$3,428,087		\$1,343,721		\$1,352,492		\$1,346,138(4)
FY2013		\$3,466,965(5)		\$1,381,763		\$1,381,763		\$1,381,763(6)
FY2014		\$4,663,970(7)		\$1,456,959		\$1,456,959		\$1,456,959(6)
FY2015		\$3,818,320		\$1,528,981		\$1,528,981		na
FY2016(8)		\$4,032,634		\$1,582,564		\$1,582,564		na

- (1) Budget amount and Agreement amounts may differ based on when the two were finalized
- (2) at year end, the 911 District made a true-up payment of \$20,556.00
- (3) at year end, the City of Bryan made a true-up payment of \$38,669.00
- (4) at year end, the City of Bryan made a true-up payment of \$2,417.44
- (5) adjusted in FY2014 to reflect approved budget change not previously captured
- (6) a true-up was not in the agreement
- (7) includes capital costs: facility improvements (~\$250K) & 911 equipment upgrades (~\$1M)
- (8) Proposed (a true-up is not in the agreement)

According to information provided by the 911 District Executive Director, entities (including the City of Bryan) have 45 days to review, submit changes, and consider the 911 District budget. In a letter dated July 28, 2015, from the 911 District, the Executive Director states, "In Accordance with Section 772.309 of the Texas Health and Safety Code, the District is required to provide your entity with a copy of our proposed budget and allow you a period of 45 days to review the document and submit any comments back to our Board of Managers prior to the adoption of the budget. If we do not receive your approval or disapproval within 60 days, your consent will be assumed." Based on this information and the timing of the 911 District budget process, taking action on the 911 District budget allows the 911 District to plan for FY2016 911 services (including dispatch services for the City of Bryan).

The 911 District Board includes five (5) voting members and one (1) non-voting member. Representing Brazos County are Commissioners Sammy Catalena and Lloyd Wassermann (911 District Chair); representing 911 District cities are College Station Fire Chief Eric Hurt and Bryan Police Chief Eric Buske; representing the Brazos County Volunteer Fire Departments is Ken Utz; and, the non-voting member representing the principal service supplier (Verizon) is Mike Hood.

**STAFF ANALYSIS AND RECOMMENDATION:** City of Bryan staff recommends approving the Brazos County Emergency Communications District budget for Fiscal Year 2016. The 911 District provides a valuable service to the City of Bryan Fire and Police Departments, the City of College Station Fire and Police Departments, Texas A&M University EMS and Police Departments, as well as the Brazos County Sheriff's Department, Brazos County Constables, and Brazos County Volunteer Fire Departments. Providing dispatch services internally would likely result in an increase in cost to the City.

On July 16, 2015, the Brazos County Emergency Communications District Board approved forwarding the 911 District's FY2016 proposed budget to the entities serviced by the 911 District.

**OPTIONS (In Suggested Order of Staff Preference):**

1. Approve the 911 District proposed budget for FY2016
2. Recommend modifications to the 911 District proposed budget for FY2016. (This action may require consideration by the City Council at a future City Council meeting, further negotiations with the 911 District, and consideration and action by the 911 District Board.)
3. Do not approve the 911 District budget for FY2016 and provide direction to staff.

**ATTACHMENTS:** (Attachments #2 and #3 are one pdf file)

1. Proposed Resolution approving the 911 District FY2016 proposed budget
2. Exhibit "A" to the proposed Resolution, which is file named "Attachment 2-FY2016 Budget 071715" (a single page pdf file)
3. 911 District FY2016 proposed budget, which is file named "Attachment 3-FY16 Budget Booklet updated 071715" and is dated 07/17/15, and related documents (pdf file)

**FUNDING SOURCE:** Emergency Service Fee funds are generated by wire line, wireless, and voice over IP (VOIP) telephones; City of Bryan (for dispatch services); and, Brazos County (for dispatch services). The City of Bryan provides funding from the General Fund and such funds have been included in the City's FY2016 proposed budget.

**APPROVALS:** Hugh R. Walker, 08/27/2015

**APPROVED FOR SUBMITTAL: CITY MANAGER** Kean Register, 8/27/2015

**APPROVED FOR SUBMITTAL: CITY ATTORNEY** Janis K. Hampton, 8/27/2015

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRYAN, TEXAS, APPROVING THE FISCAL YEAR 2016 BUDGET OF THE BRAZOS COUNTY EMERGENCY COMMUNICATIONS DISTRICT IN THE AMOUNT OF \$4,032,634; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the laws of the State of Texas provided for interlocal governmental agreements to benefit the citizens of the State; and,

**WHEREAS**, the voters of Brazos County have approved the establishment of the Brazos County Emergency Communications District ("District") in accordance with State law; and,

**WHEREAS**, the Board of Managers of the District have approved forwarding to the serviced entities the proposed budget for Fiscal Year 2015-2016; and,

**WHEREAS**, Section 772.309 of the Health and Safety Code requires the approval of the District's budget by the Commissioners Court of the County located in the District and a majority of the participating jurisdictions in the District; and,

**WHEREAS**, the City of Bryan has, in a public meeting, approved the proposed annual budget of the District as submitted;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRYAN, TEXAS THAT:**

1. The City Council of the City of Bryan, Texas hereby approves the annual budget, in the amount of \$4,032,634, of the District as submitted and as provided for by law.
2. A copy of the budget summary page (FY2016 Budget Totals) is attached hereto as Exhibit "A" and incorporated herein by this reference for all purposes.
3. This Resolution shall be effective immediately upon its adoption and passage.

**APPROVED AND ADOPTED** at a regular City Council meeting, this 8<sup>th</sup> day of September, 2015.

ATTEST:

CITY OF BRYAN:

\_\_\_\_\_  
Mary Lynne Stratta, City Secretary

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Jason P. Bienski, Mayor

APPROVED AS TO FORM:

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Janis K. Hampton, City Attorney