

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: August 27, 2013		DATE SUBMITTED: July 31, 2013	
DEPARTMENT OF ORIGIN: City Manager's Office		SUBMITTED BY: Hugh R. Walker	
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 type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input checked="" 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 2014 Brazos County Emergency Communications District (911 District) budget in the amount of \$4,663,970.00, 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 2014 proposed budget, which includes the funding for the dispatch services to the City of Bryan, dispatch services to Brazos County, <u>and</u> the 911 operations. The other agenda item relates to the emergency communications dispatching services agreement for the services that the 911 District provides to the City of Bryan.			
<p>This agenda item is for the Bryan City Council to consider approving the Brazos County Emergency Communications District (911 District) budget for Fiscal Year 2014 in the amount of \$4,663,970.00. During the July 23, 2013, City of Bryan City Council Workshop, the 911 District FY2014 budget was presented by the 911 District Executive Director, Patrick Corley.</p> <p>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 18, 2013, the Brazos County Emergency Communications District Board approved forwarding the 911 District's FY2014 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.</p> <p>The FY2014 budget represents an increase of \$1,410,242.00 when compared to the FY2013 budget. Much of the increase (approximately \$1.25M) can be attributed to facility expansion and 911 equipment upgrades. Other factors impacting the higher budget amount include increases in health insurance, the building lease, and hardware/software maintenance. The district also plans market salary adjustments to move positions to a more competitive pay structure. A historical budget perspective for the 911 District is below:</p>			

911 District Dispatch Agreement, COB Budget, and Actual Amounts								
Year		911 Total Budget		COB Agreement		COB Budget(1)		COB Actual
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		\$3,253,728		\$1,381,763		\$1,381,763		\$1,381,763(5)
FY2014(6)		\$4,663,970(7)		\$1,456,959		\$1,456,959		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) projected based on agreement amount (a true-up is not in the agreement)
- (6) Proposed
- (7) includes capital costs: facility improvements (~\$250K) & 911 equipment upgrades (~\$1M)

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 24, 2013, 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 FY2014 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 Judge Duane Peters and Commissioner Lloyd Wassermann; representing 911 District cities are College Station Police Chief Jeff Capps and Bryan Deputy City Manager Hugh Walker; representing the Brazos County Volunteer Fire Departments is Ron Mayworm (911 District Chair); 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 2014. 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 service internally would likely result in an increase in cost to the City.

On July 18, 2013, the Brazos County Emergency Communications District Board approved forwarding the 911 District's FY2014 budget to the entities serviced by the 911 District.

OPTIONS (In Suggested Order of Staff Preference):

1. Approve the 911 District proposed budget for FY2014
2. Recommend modifications to the 911 District proposed budget for FY2014. (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 FY2014 and provide direction to staff.

ATTACHMENTS: (Attachments #2 and #3 are in a single pdf file; Attachment #4 is a separate pdf file)

1. Proposed resolution approving the 911 District FY2014 proposed budget
2. Exhibit "A" to the proposed resolution (pdf file)
3. Letter dated July 24, 2013, from Patrick C. Corley, 911 District Executive Director (pdf file)
4. 911 District FY2014 proposed budget, which is titled "Fiscal Year 2014 Preliminary Budget" and is dated 07/01/13 (pdf file)

FUNDING SOURCE: Emergency Service Fee funds 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 FY2014 proposed budget.

APPROVALS: Hugh R. Walker, 07/31/2013

APPROVED FOR SUBMITTAL: CITY MANAGER Kean Register, 08-08-2013

APPROVED FOR SUBMITTAL: CITY ATTORNEY Janis K. Hampton, 08-12-2013

Revised 04/2013

RESOLUTION NO. _____

A RESOLUTION APPROVING THE FISCAL YEAR 2014 BUDGET OF THE BRAZOS COUNTY EMERGENCY COMMUNICATIONS DISTRICT IN THE AMOUNT OF \$4,663,970.00; 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 2013-2014; 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 \$4,663,970.00, of the District as submitted and as provided for by law.
- 2.** A copy of the budget summary page (FY2014 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.

ADOPTED AND PASSED by affirmative vote this 27th day of August, 2013.

ATTEST:

CITY OF BRYAN:

Mary Lynne Stratta, City Secretary

Jason P. Bienski, Mayor

APPROVED AS TO FORM:

Janis K. Hampton, City Attorney