



BAYTOWN FIRE, CONTROL, PREVENTION AND EMS DISTRICT

NOTICE OF MEETING

**BAYTOWN FIRE CONTROL, PREVENTION, AND
EMERGENCY MEDICAL SERVICES DISTRICT REGULAR MEETING
TUESDAY, JUNE 16, 2020
4:30 P.M.**

**BAYTOWN CONFERENCE ROOM, CITY HALL
2401 MARKET STREET, BAYTOWN, TEXAS 77520**

Due to the COVID 19 Disaster and the CDC's recommendation regarding social distancing measures, the public may not be allowed to be physically present at this meeting, as there is a limited amount of space when maintaining the required 6-foot separation from others.

For those members of the public that cannot or do not wish to be physically present at the meeting, they will be able to participate through two-way communications. For video conferencing, use the following website www.zoom.com, click on "join a meeting" on the top right hand corner, and input the following Meeting ID: 852 9198 4927. For telephone conferencing please use the following toll-free number: 1-888-788-0099, Meeting ID: 852 9198 4927. Any person, who is participating through video/teleconferencing and is interested in speaking on any item on the agenda, must submit his/her request via email to the Board Secretary at cityclerk@baytown.org. The request must include the speaker's name, address, and phone number that will be used if teleconferencing as well as the agenda item number. The request must be received prior to the posted time of the meeting.

The agenda packet is accessible to the public in both HTML and PDF formats at the following link: <https://www.baytown.org/city-hall/city-clerk/agendas-minutes>. After the meeting, a video recording of this meeting will be made available to the public at <https://www.baytown.org/city-hall/city-clerk/agendas-minutes>.

For more information or questions concerning the teleconference, please contact the Office of the City Clerk at 281-420-6504.

AGENDA

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

1. MINUTES

- a. Consider approving the minutes of the Baytown Fire Control, Prevention, and Emergency Medical Services District Special Meeting held on May 19, 2020.

2. FCPEMSD FISCAL YEAR 2020-21 PROPOSED BUDGET

- a. Conduct a public hearing regarding the Baytown Fire Control, Prevention, and Emergency Medical Services District's Fiscal Year 2020-21 Proposed Budget.
- b. Consider a resolution adopting the Baytown Fire Control, Prevention, and Emergency Medical Services District's Fiscal Year 2020-21 Proposed Budget.

3. BAYTOWN FIRE CONTROL, PREVENTION AND EMS DISTRICT CONTINUATION ELECTION

- a. Consider a resolution calling for a Continuation Election for the Baytown Fire Control, Prevention, and Emergency Medical Services District to be held on Tuesday, November 3, 2020.
- b. Consider a resolution authorizing the General Manager to negotiate and execute a Joint Election Agreement with Harris County, Texas, for the Baytown Fire Control, Prevention and Emergency Medical Services District's Continuation Election to be held on November 3, 2020.
- c. Consider a resolution authorizing the General Manager to negotiate and execute a Joint Election Agreement with Chambers County, Texas, for the Baytown Fire Control, Prevention and EMS District's Continuation Election to be held on November 3, 2020.

4. PROPOSED RESOLUTIONS

- a. Consider a resolution canceling the Baytown Fire Control, Prevention and EMS District Regular Meeting scheduled for Tuesday, July 21, 2020.

5. REPORTS

- b. Present an update regarding the Baytown Fire Training Field.

6. MANAGER'S REPORT

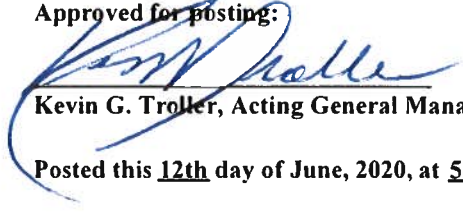
- a. The next Baytown Fire Control, Prevention, and Emergency Medical Services District meeting is scheduled for Tuesday, October 20, 2020, at 4:30 P.M. in the Baytown Conference Room located at City Hall, 2401 Market Street, Baytown, Texas.

7. ADJOURN

PUBLIC NOTICE IS GIVEN THAT IN ADDITION TO ANY EXECUTIVE SESSION LISTED ABOVE, THE DISTRICT RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE SECTIONS 551.071 - 551.089 TO DISCUSS ANY OF THE MATTERS LISTED ABOVE.

THE DISTRICT IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST. FOR ASSISTANCE PLEASE CALL 281-420-6522, FAX 281-420-6586, OR CONTACT 281-420-6522 VIA RELAY TEXAS AT 711 OR 1-800-676-3777 FOR TYY SERVICES. FOR MORE INFORMATION CONCERNING RELAY TEXAS, PLEASE VISIT: [HTTP://RELAYTEXAS.COM](http://RELAYTEXAS.COM).

Approved for posting:



Kevin G. Troller, Acting General Manager

Posted this 12th day of June, 2020, at 5:00 P.M.

Posted by:



Letitia Pugh, Secretary

(SEAL)





**BAYTOWN FIRE CONTROL, PREVENTION,
AND EMS DISTRICT**

1. a.

Meeting Date: 06/16/2020

May 19, 2020 FCPEMSD Special Meeting Minutes

Prepared For: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider approving the minutes of the Baytown Fire Control, Prevention, and Emergency Medical Services District Special Meeting held on May 19, 2020.

PREFACE

This item allows the Board to review and approve the minutes of the Baytown Fire Control, Prevention, and Emergency Medical Services District Special Meeting held on May 19, 2020.

RECOMMENDATION

Staff recommends approval.

Attachments

May 19, 2020, FCPEMSD Draft Minutes

DRAFT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND
EMERGENCY MEDICAL SERVICES DISTRICT

May 19, 2020

The Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District (FCPEMSD) met in a Regular Meeting on Tuesday, May 19, 2020, at 4:30 P.M., in the Baytown Conference Room of the Baytown City Hall, 2401 Market Street, Baytown, Texas with the following in attendance:

Brenda Bradley Smith	President
John Adkins	Vice-President
Maurice Watts	Director
Barry L. Hawkins	Director
Richard Carr	Director
Gerald Baldwin	Director
Rick Davis	General Manager
Trevor Fanning	Assistant General Counsel
Leticia Brysch	Secretary

President Bradley Smith convened the May 19, 2020, FCPEMSD Board Regular Meeting with a quorum present at 4:30 P.M., all members were present with the exception of Director Baldwin who arrived at 4:32 P.M.

1. MINUTES

a. Consider approving the minutes of the Baytown Fire Control, Prevention, and Emergency Medical Services District Regular Meeting held on April 21, 2020.

A motion was made by Director Barry L Hawkins, and seconded by Vice President John Adkins to approve the minutes of the FCPEMSD meeting held on April 21, 2020, as submitted. The vote was as follows:

Ayes: President Brenda Bradley Smith, Vice President John Adkins, Director Barry L. Hawkins, Director Maurice Watts, Director Richard Carr, and Director Gerald Baldwin

Nays: None

Other: Director Gerald Baldwin (Not Present for Vote)

Approved

2. BAYTOWN FIRE CONTROL, PREVENTION AND EMS FY2020-21 PROPOSED BUDGET

a. Discuss the Baytown Fire Control, Prevention, and Emergency Medical Services District Fiscal Year 2020-21 Proposed Budget and budget process.

Assistant General Manager Kevin Troller presented the item and stated that the District's FY2020-21 proposed budget is very conservative in its projections. He noted that the Finance Department has made the necessary adjustments to the revenue projections and this proposed expenditures, as staff is not really sure what the future holds with the current COVID-19 disaster. He noted that the proposed budget shows \$1,628,391 in total revenues, \$503,041 in total operating expenditures, \$162,854 in unforeseen and new initiatives, and a zero fund balance for a total amount of \$2,062,196. Mr. Troller noted that the expenditures include \$402,841 in personnel services to cover the wages of the three positions (1) battalion chief, (1) fire lieutenant and (1) senior administrative support specialist; other small expenditures include \$60,000 for the District's continuation election, \$200 for the required bond fees and \$245,000 in capital outlay for an ambulance. General Manager Rick Davis excused himself for his tardiness, and thanked Mr. Troller for starting the meeting in his absence. Mr. Davis noted that in these uncertain times, it was his recommendation that the staff and board move forward conservatively and cautiously with the finances and noted that in addition to being extremely conservative with its revenue projections, he recommended that the board use the contingency line item as a buffer against what might happen in the future with the COVID issues.

3. PROPOSED RESOLUTION

a. Consider a resolution adopting the Baytown Fire Control, Prevention and Emergency Medical Services District's 2020 Action Plan.

A motion was made by Director Richard Carr, and seconded by Director Barry L Hawkins to approve Resolution No. 71, related to Item 3.a. The vote was as follows:

Ayes: President Brenda Bradley Smith, Vice President John Adkins, Director Barry L. Hawkins, Director Maurice Watts, Director Richard Carr, and Director Gerald Baldwin

Nays: None

Approved

RESOLUTION NO. 71

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES

DISTRICT ADOPTING THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT'S 2020 ACTION PLAN; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

3. REPORTS

a. Receive the Baytown Fire Control, Prevention, and Emergency Medical Services District's Quarterly Financial and Investment Reports for the Quarter Ending March 31, 2020.

Finance Director Victor Brownlees introduced himself to the board as the new Finance Director for the City of Baytown. He presented the District's Quarterly Investment Report, for the Quarter Ending March 31, 2020, and noted that they are right on track for being halfway through the year. He stated that the revenue numbers during the COVID period have not yet been received; however, staff has been very conservative with its revenue projections for the rest of the year. As it relates to the District's Public Funds Investment Act, he noted that while the District's investments are very conservative in its investments, it is in a much better position than other entities that have been hit hard by the current situation.

4. MANAGER'S REPORT

a. The next Baytown Fire Control, Prevention, and Emergency Medical Services District meeting is scheduled for Tuesday, June 16, 2020, at 4:30 P.M. in the Baytown Conference Room located at City Hall, 2401 Market Street, Baytown, Texas.

General Manager Rick Davis presented the item and noted that the staff is hoping to have a ribbon-cutting ceremony on phase three of the fire training field sometime in the fall. He also reminded the Board that the next FCPEMSD meeting is scheduled for June 16, 2020, at 4:30 P.M. and thanked them for their support during this very condensed budget schedule. Board Secretary Leticia Brysch stated that the next meeting will include the public hearing and approval of the District budget and the calling of its continuation election, should all of these items be approved, the District's regularly scheduled July meeting would be canceled.

5. ADJOURN

With there being no further business to discuss, President Bradley Smith adjourned the May 19, 2020, FCPEMSD Board Regular Meeting at 4:41 P.M.

Leticia Brysch, Secretary
City of Baytown



**BAYTOWN FIRE CONTROL, PREVENTION,
AND EMS DISTRICT**

2. a.

Meeting Date: 06/16/2020

FCPEMSD FY 2020-21 Proposed Budget Public Hearing

Prepared For: Victor Brownlees, Finance

Prepared By: Raquel Martinez, City Clerk's Office

Information

ITEM

Conduct a public hearing regarding the Baytown Fire Control, Prevention, and Emergency Medical Services District's Fiscal Year 2020-21 Proposed Budget.

PREFACE

This is the public hearing regarding the Baytown Fire Control, Prevention, and Emergency Medical Services District's ("FCPEMSD") Fiscal Year 2020-21 Proposed Budget, which is required pursuant to the Board's alternate budget adoption procedures. Notice of this public hearing was posted on the City's notice boards and website on May 22, 2020, and published in *The Baytown Sun* on May 26, 2020. The notice of this public hearing and the proposed budget are attached to this item for your review.

RECOMMENDATION

Fiscal Impact

Fiscal Year:

Acct Code:

Source of Funds (Operating/Capital/Bonds):

Funds Budgeted Y/N:

Amount Needed:

Fiscal Impact (Additional Information):

There is no fiscal impact for this item.

Attachments

FCPEMSD Hearing Notice

FCPEMSD FY 2020-21 Proposed Budget



CITY OF BAYTOWN

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING REGARDING THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMS DISTRICT FY 2020-21 PROPOSED BUDGET

NOTICE is hereby given that the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District (the "District") will hold a public hearing giving residents of the District the right to appear and be heard regarding the Baytown Fire Control, Prevention, and Emergency Medical Services District Fiscal Year 2020-21 proposed budget. The hearing will be held in the Baytown Conference Room, located in Baytown City Hall, 2401 Market Street, Baytown, Texas 77520, during the meeting which commences at 4:30 p.m. on Tuesday, June 16, 2020.

However, due to the COVID 19 Disaster and the CDC's recommendation regarding social distancing measures, the public may not be allowed to be physically present at this meeting, as there is a limited amount of space when maintaining the required 6-foot separation from others.

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Posted by: Leticia Brysch, FCP EMSD Secretary
Posted on: May 22, 2020
Posting time: 12:00 p.m.



Exhibit "A"

**BAYTOWN
FIRE CONTROL, PREVENTION
AND EMERGENCY MEDICAL
SERVICE DISTRICT (FCPEMSD)**

**ANNUAL PROGRAM OF SERVICES
2020-21**

PROPOSED BUDGET



FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD)

BOARD DIRECTORS

BRENDA BRADLEY SMITH, President

JOHN ADKINS, Vice President

CITY CLERK, Secretary

GERALD BALDWIN, Director

RICHARD CARR, Director

BARRY L. HAWKINS, Director

MAURICE WATTS, Director



**BAYTOWN
FIRE - EMS SPECIAL DISTRICT FUND 207
BUDGET SUMMARY**

	Actual 2018-19	Budget 2019-20	Estimated 2019-20	Proposed 2020-21
Revenues				
Sales Tax	\$ 1,880,820	\$ 1,902,651	\$ 1,543,744	\$ 1,626,391
Investment Interest	21,076	6,209	7,694	2,000
Total Revenues	<u>1,901,896</u>	<u>1,908,860</u>	<u>1,551,439</u>	<u>1,628,391</u>
Expenditures				
Personnel	382,357	392,515	395,468	402,841
Supplies	57,224	33,065	17,500	17,500
Maintenance	125,574	60,465	60,465	22,500
Services	-	30,200	30,200	60,200
Total Operating	<u>565,154</u>	<u>516,245</u>	<u>503,633</u>	<u>503,041</u>
Capital Outlay	231,440	945,000	945,000	245,000
Construction in Progress	69,827	506,290	-	-
Transfers Out	789,753	851,400	851,400	1,151,300
Unforeseen/New Initiatives	-	322,987	-	162,854
Total Expenditures	<u>1,656,174</u>	<u>3,141,922</u>	<u>2,300,033</u>	<u>2,062,196</u>
Excess (Deficit) Revenues Over Expenditures				
	245,722	(1,233,062)	(748,594)	(433,804)
Fund Balance - Beginning	936,674	1,182,396	1,182,396	433,804
Fund Balance - Ending	<u>\$ 1,182,396</u>	<u>\$ (50,666)</u>	<u>\$ 433,804</u>	<u>\$ -</u>

BAYTOWN
FIRE - EMS SPECIAL DISTRICT FUND 207
SPECIAL DISTRICT - FIRE/EMS - 20701

	Actual 2018-19	Budget 2019-20	Estimated 2019-20	Proposed 2020-21
Expenditures				
71002 Regular Wages	\$ 259,777	\$ 267,731	\$ 266,780	\$ 272,369
71009 Overtime	1,963	-	988	-
71021 Health Insurance	35,244	35,925	38,894	39,516
71022 TMRS	48,806	49,950	49,501	50,127
71023 FICA	19,397	21,491	20,717	21,938
71028 Workers Compensation	3,969	4,218	4,188	4,491
71041 Allowances	13,200	13,200	14,400	14,400
Personnel	382,357	392,515	395,468	402,841
72007 Wearing Apparel	50,000	15,565	-	-
72026 Cleaning & Janitorial Sup	534	1,500	1,500	1,500
72031 Chemical Supplies	5,910	16,000	16,000	16,000
72032 Medical Supplies	780	-	-	-
Supplies	57,224	33,065	17,500	17,500
73011 Buildings Maintenance	4,163	22,500	22,500	22,500
73042 Machinery & Equip Maint	121,410	37,965	37,965	-
Maintenance	125,574	60,465	60,465	22,500
74070 Elections	-	30,000	30,000	60,000
74280 Bonds	-	200	200	200
Services	-	30,200	30,200	60,201
Total Operating	565,154	516,245	503,633	503,042
84043 Motor Vehicles	231,440	945,000	945,000	245,000
84045 Radio & Testing Equipment	-	-	-	-
Total Capital	231,440	945,000	945,000	245,000
85011 Engineering	69,827	506,290	-	-
Total Construction in Progress	69,827	506,290	-	-
91350 To Gen Capital Proj Fund	-	-	-	-
91401 To G O I S	789,753	851,400	851,400	851,300
91101 To General Fund	-	-	-	300,000
Total Transfers Out	789,753	851,400	851,400	1,151,300
99001 Contingencies	-	322,987	-	162,854
Total Contingencies Out	-	322,987	-	162,854
Total Expenditures	\$ 1,656,174	\$ 3,141,922	\$ 2,300,033	\$ 2,062,196

20701 FIRE CONTROL PREVENTION & EMERGENCY MEDICAL SERVICES DISTRICT FCPMSD - BUDGET NOTES

Acct #	Account Name	Amount
7100	<u>Personnel Services</u>	
71002	Regular Wages	\$ 272,369
	(1) Battalion Chief	
	(1) Fire Lieutenant	
	(1) Senior Administrative Support Specialist	
71021	Health Insurance	39,516
71022	TMRS	50,127
71023	FICA	21,938
71028	Workers Compensation	4,491
71041	Allowances	14,400
	TOTAL PERSONNEL SERVICES	402,841
7200	<u>Supplies</u>	
72026	Cleaning & Janitorial Sup	1,500
72031	Chemical Supplies	16,000
	TOTAL SUPPLIES	17,500
7300	<u>Maintenance</u>	
73011	Buildings Maintenance	22,500
	TOTAL MAINTENANCE	22,500
7400	<u>Services</u>	
74070	Elections	60,000
74280	Bonds	200
	TOTAL SERVICES	60,200
8000	<u>Capital Outlay</u>	
84043	Motor Vehicles	245,000
	Ambulance	245,000
	TOTAL CAPITAL OUTLAY	245,000

20701 FIRE CONTROL PREVENTION & EMERGENCY MEDICAL SERVICES DISTRICT FCPEMSD - BUDGET NOTES

Acct #	Account Name	Amount
9100	<u>Transfers Out</u>	
91401	To G O I S	851,300
	Principal & Interest Payment for Series 2018 CO Bond for Training Facility – Phase III	
91101	To General Fund	300,000
	One Time Transfer to the General Fund	
	TOTAL TRANSFERS OUT	<u>1,151,300</u>
9900	<u>Contingency</u>	
99001	Contingencies	162,854
	TOTAL CONTINGENCY	<u>162,854</u>
	TOTAL FCPEMSD	<u>\$ 2,062,196</u>



**BAYTOWN FIRE CONTROL, PREVENTION,
AND EMS DISTRICT**

2. b.

Meeting Date: 06/16/2020

Approval of the FCPEMSD FY 2020-21 Budget.

Prepared For: Victor Brownlees, Finance

Prepared By: Raquel Martinez, City Clerk's Office

Information

ITEM

Consider a resolution adopting the Baytown Fire Control, Prevention, and Emergency Medical Services District's Fiscal Year 2020-21 Proposed Budget.

PREFACE

This proposed resolution adopts the Baytown Fire Control, Prevention, and Emergency Medical Services District's ("FCPEMSD") Fiscal Year 2020-21 Proposed Budget. The budget is attached for your review and consideration.

The City Council is scheduled to (i) receive the adopted FCPEMSD Fiscal Year 2020-21 Budget on June 26th, (ii) hold a public hearing regarding said budget on July 9th, and (iii) consider its approval on July 23rd.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year:

Acct Code:

Source of Funds (Operating/Capital/Bonds):

Funds Budgeted Y/N:

Amount Needed:

Fiscal Impact (Additional Information):

There is no fiscal impact for this item.

Attachments

Resolution - Adopt FCPEMSD FY 2020-21 Budget

Exhibit A - Proposed FCPEMSD Proposed Budget

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021, IN ACCORDANCE WITH CHAPTER 344 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE ALTERNATIVE PROCEDURES ADOPTED BY THE DISTRICT; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the General Manager of the Baytown Fire Control, Prevention, and Emergency Medical Services District (the "District") has submitted to the District a budget estimate of the revenues of the District and the expense of conducting the affairs thereof for the ensuing fiscal year, beginning October 1, 2020, and ending September 30, 2021, being the fifth of five years of the sales and use tax authorization, and which said estimate contains all information as required by Chapter 344 of the Texas Local Government Code; and

WHEREAS, the Board of Directors of the District (the "Board") has received the General Manager's estimate and held a public hearing thereon as provided by both Chapter 344 of the Texas Local Government Code and the alternative procedures adopted thereunder; and

WHEREAS, after full and final consideration of the information contained in the proposed budget and the input received at the public hearing, it is the opinion of the Board that the budget attached hereto should be approved and adopted; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT:

Section 1: That the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District hereby adopts the budget, which is attached hereto as Exhibit "A" and incorporated herein for all intents and purposes for the District's 2020-2021 fiscal year.

Section 2: That the Secretary of the Baytown Fire Control, Prevention, and Emergency Medical Services District is hereby ordered to submit for and on behalf of the Board of Directors the budget adopted in Section 1 to the City Council of the City of Baytown not later than the tenth (10th) day after the date hereof.

Section 3: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District, this the 16th day of June, 2020.

BRENDA BRADLEY SMITH, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel

Exhibit "A"

**BAYTOWN
FIRE CONTROL, PREVENTION
AND EMERGENCY MEDICAL
SERVICE DISTRICT (FCPEMSD)**

**ANNUAL PROGRAM OF SERVICES
2020-21**

PROPOSED BUDGET



FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD)

BOARD DIRECTORS

BRENDA BRADLEY SMITH, President

JOHN ADKINS, Vice President

CITY CLERK, Secretary

GERALD BALDWIN, Director

RICHARD CARR, Director

BARRY L. HAWKINS, Director

MAURICE WATTS, Director



**BAYTOWN
FIRE - EMS SPECIAL DISTRICT FUND 207
BUDGET SUMMARY**

	Actual 2018-19	Budget 2019-20	Estimated 2019-20	Proposed 2020-21
Revenues				
Sales Tax	\$ 1,880,820	\$ 1,902,651	\$ 1,543,744	\$ 1,626,391
Investment Interest	21,076	6,209	7,694	2,000
Total Revenues	<u>1,901,896</u>	<u>1,908,860</u>	<u>1,551,439</u>	<u>1,628,391</u>
Expenditures				
Personnel	382,357	392,515	395,468	402,841
Supplies	57,224	33,065	17,500	17,500
Maintenance	125,574	60,465	60,465	22,500
Services	-	30,200	30,200	60,200
Total Operating	<u>565,154</u>	<u>516,245</u>	<u>503,633</u>	<u>503,041</u>
Capital Outlay	231,440	945,000	945,000	245,000
Construction in Progress	69,827	506,290	-	-
Transfers Out	789,753	851,400	851,400	1,151,300
Unforeseen/New Initiatives	-	322,987	-	162,854
Total Expenditures	<u>1,656,174</u>	<u>3,141,922</u>	<u>2,300,033</u>	<u>2,062,196</u>
Excess (Deficit) Revenues Over Expenditures				
	245,722	(1,233,062)	(748,594)	(433,804)
Fund Balance - Beginning	936,674	1,182,396	1,182,396	433,804
Fund Balance - Ending	<u>\$ 1,182,396</u>	<u>\$ (50,666)</u>	<u>\$ 433,804</u>	<u>\$ -</u>

BAYTOWN
FIRE - EMS SPECIAL DISTRICT FUND 207
SPECIAL DISTRICT - FIRE/EMS - 20701

	Actual 2018-19	Budget 2019-20	Estimated 2019-20	Proposed 2020-21
Expenditures				
71002 Regular Wages	\$ 259,777	\$ 267,731	\$ 266,780	\$ 272,369
71009 Overtime	1,963	-	988	-
71021 Health Insurance	35,244	35,925	38,894	39,516
71022 TMRS	48,806	49,950	49,501	50,127
71023 FICA	19,397	21,491	20,717	21,938
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Personnel	382,357	392,515	395,468	402,841
72007 Wearing Apparel	50,000	15,565	-	-
72026 Cleaning & Janitorial Sup	534	1,500	1,500	1,500
72031 Chemical Supplies	5,910	16,000	16,000	16,000
72032 Medical Supplies	780	-	-	-
Supplies	57,224	33,065	17,500	17,500
73011 Buildings Maintenance	4,163	22,500	22,500	22,500
73042 Machinery & Equip Maint	121,410	37,965	37,965	-
Maintenance	125,574	60,465	60,465	22,500
74070 Elections	-	30,000	30,000	60,000
74280 Bonds	-	200	200	200
Services	-	30,200	30,200	60,201
Total Operating	565,154	516,245	503,633	503,042
84043 Motor Vehicles	231,440	945,000	945,000	245,000
84045 Radio & Testing Equipment	-	-	-	-
Total Capital	231,440	945,000	945,000	245,000
85011 Engineering	69,827	506,290	-	-
Total Construction in Progress	69,827	506,290	-	-
91350 To Gen Capital Proj Fund	-	-	-	-
91401 To G O I S	789,753	851,400	851,400	851,300
91101 To General Fund	-	-	-	300,000
Total Transfers Out	789,753	851,400	851,400	1,151,300
99001 Contingencies	-	322,987	-	162,854
Total Contingencies Out	-	322,987	-	162,854
Total Expenditures	\$ 1,656,174	\$ 3,141,922	\$ 2,300,033	\$ 2,062,196

20701 FIRE CONTROL PREVENTION & EMERGENCY MEDICAL SERVICES DISTRICT FCPMSD - BUDGET NOTES

Acct #	Account Name	Amount
7100	<u>Personnel Services</u>	
71002	Regular Wages	\$ 272,369
	(1) Battalion Chief	
	(1) Fire Lieutenant	
	(1) Senior Administrative Support Specialist	
71021	Health Insurance	39,516
71022	TMRS	50,127
71023	FICA	21,938
71028	Workers Compensation	4,491
71041	Allowances	14,400
	TOTAL PERSONNEL SERVICES	402,841
7200	<u>Supplies</u>	
72026	Cleaning & Janitorial Sup	1,500
72031	Chemical Supplies	16,000
	TOTAL SUPPLIES	17,500
7300	<u>Maintenance</u>	
73011	Buildings Maintenance	22,500
	TOTAL MAINTENANCE	22,500
7400	<u>Services</u>	
74070	Elections	60,000
74280	Bonds	200
	TOTAL SERVICES	60,200
8000	<u>Capital Outlay</u>	
84043	Motor Vehicles	245,000
	Ambulance	245,000
	TOTAL CAPITAL OUTLAY	245,000

20701 FIRE CONTROL PREVENTION & EMERGENCY MEDICAL SERVICES DISTRICT FCPEMSD - BUDGET NOTES

Acct #	Account Name	Amount
9100	<u>Transfers Out</u>	
91401	To G O I S	851,300
	Principal & Interest Payment for Series 2018 CO Bond for Training Facility – Phase III	
91101	To General Fund	300,000
	One Time Transfer to the General Fund	
	TOTAL TRANSFERS OUT	<u>1,151,300</u>
9900	<u>Contingency</u>	
99001	Contingencies	162,854
	TOTAL CONTINGENCY	<u>162,854</u>
	TOTAL FCPEMSD	<u>\$ 2,062,196</u>



**BAYTOWN FIRE CONTROL, PREVENTION,
AND EMS DISTRICT**

3. a.

Meeting Date: 06/16/2020

Call Baytown Fire Control, Prevention, and EMS District Continuation Election - Secretary.

Prepared For: Leticia Brysch, City Clerk's Office

Prepared By: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider a resolution calling for a Continuation Election for the Baytown Fire Control, Prevention, and Emergency Medical Services District to be held on Tuesday, November 3, 2020.

PREFACE

This proposed resolution calls for a Continuation Election for the Baytown Fire Control, Prevention, and Emergency Medical Services District (the "District") for another five (5) years, to be held on Tuesday, November 03, 2020. At the election, qualified electors within the District's territory will be able to vote for or against the proposition of whether the Baytown Fire Control, Prevention, and Emergency Medical Services District and its related district sales and use tax should be continued for another five years.

Because this election is in November, the District must contract with Harris County and Chambers County for election services; thus, many of the details regarding the election have not been finalized at this time. However, below is a list of important dates that we do have regarding the upcoming election that will be helpful to the public:

- The last day to order a special election is Monday, August 17, 2020.
- Early voting by personal appearance will take place from Monday, October 19 through Friday, October 30, 2020.
- The election results will be canvassed no later than November 17, 2020.

For more information regarding this election, please visit the District's election page at www.baytown.org.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year:

Acct Code:

Source of Funds (Operating/Capital/Bonds):

Funds Budgeted Y/N:

Amount Needed:

Fiscal Impact (Additional Information):

There is no fiscal impact associated with this item at this time. The fiscal impact will be added to the election services agreements associated with election services.

Attachments

Resolution - Calling Election

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT ORDERING A CONTINUATION ELECTION TO BE HELD ON THE 3RD DAY OF NOVEMBER, 2020, FOR THE PURPOSE OF VOTING FOR OR AGAINST THE PROPOSITION OF WHETHER THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT SHOULD BE CONTINUED FOR FIVE (5) YEARS AND THE CRIME CONTROL AND PREVENTION DISTRICT SALES AND USE TAX SHOULD BE CONTINUED FOR FIVE (5) YEARS; DESIGNATING THE MANNER OF HOLDING SAID ELECTION; PRESCRIBING THE HOURS; ESTABLISHING THE CENTRAL COUNTING STATION; ESTABLISHING CERTAIN PROVISIONS RELATED THERETO; PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the Board of Directors of the Baytown Crime Control and Prevention District (the "District") finds and determines that it is necessary and advisable to call and hold an election on the question of whether to continue the District and the associated sales and use tax; and

WHEREAS, it is hereby officially found and determined that said election will be held on a uniform election date established by Section 41.001(a), Texas Election Code, as amended, as required by Texas law; and

WHEREAS, the District's Board of Directors (the "Board"), pursuant to the applicable provisions of the Texas Election Code and a separate resolution(s) of the Board, intends to contract with Harris and Chambers Counties for election services; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT:

Section 1: The statements contained in the preamble of this resolution are true and correct and are hereby adopted as findings of fact and as a part of the operative provisions hereof.

Section 2: That a continuation election of the District, pursuant to Subchapter F of Chapter 363 of the Texas Local Government Code and pursuant to Sections 41.001 and 41.031 of the Texas Election Code, shall be held between the hours of seven o'clock (7:00) a.m. and seven o'clock (7:00) p.m. on the 3rd day of November, 2020, in the City of Baytown, Texas, for the purpose of voting for or against the proposition of whether the Baytown Crime Control and Prevention District should be continued for five (5) years and the crime control and prevention district sales and use tax should be continued for five (5) years. If less than a majority of the votes cast in the continuation election are for the continuation of the District:

- (1) the Board shall certify that fact to the Texas Secretary of State not later than the tenth (10th) day after the date of the canvass of the returns; and
- (2) the District is dissolved and ceases to operate on the earlier of:
 - (A) the last day of the district's fiscal year; or
 - (B) the 180th day after the date that the continuation referendum is held.

If a majority of the votes cast in the continuation election are for the continuation of the District, the District shall continue for another five years from the fifth anniversary date that the District began to levy taxes for District purposes.

Section 3: That the proposition specified in Section 2 hereof shall be presented to the electors within the District's territory in accordance with law.

Section 4: That the form of the ballot for this special election shall be substantially as follows:

<u>OFFICIAL BALLOT</u>	
	<u>PROPOSITION NO. 1</u>
<input type="checkbox"/> FOR	Whether the Baytown Crime Control and Prevention District should be continued for five (5) years and the crime control and prevention district sales and use tax should be continued for five (5) years.
<input type="checkbox"/> AGAINST	

Section 5: That the election called for in Section 2 hereof shall be held as a joint election with the entities named in the recitals hereof, as appropriate, pursuant to joint election agreements.

Section 6: That the District shall use the polling places along with election officials for the continuation election ordered in Section 2 hereof as designated by Harris and Chambers Counties.

Section 7: Direct recording electronic (DRE) equipment shall be used for voting at the designated election precincts, and electronic counting devices and equipment shall be used for counting the ballots at the election.

Section 8: Each qualified voter who desires to cast an early vote shall be entitled to an official ballot and the right to cast such ballot in accordance with the provisions of the Texas Election Code. Early voting will be conducted by the Early Voting Clerks at the places designated by Harris County and Chambers County. Direct recording electronic (DRE) equipment shall be used for early voting by personal appearance. Early voting by personal appearance shall commence on October 19, 2020, and end on October 30, 2020, in accordance with the schedules adopted by Harris and Chambers Counties.

Direct recording electronic (DRE) equipment shall be used for early voting by mail in Harris County, and Opti Scan mail ballots shall be used for early voting by mail in Chambers County. Applications for ballots to be voted by mail should be mailed to:

Chris Hollins
Harris County Clerk
Attn: Elections Division
P.O. Box 1148
Houston, TX 77251-1148

Heather Hawthorne
Chambers County Clerk
P.O. Box 728
Anahuac, TX 77514

Section 9: The Central Counting Stations to receive and tabulate voted ballots shall be at the locations designated by Harris and Chambers Counties.

Section 10: That the continuation election shall be held in accordance with, and shall be governed by, the election laws of the State of Texas. In the continuation election, the President and the Secretary of the District shall do and perform each act as required to be done and performed respectively by the County Judge and the County Clerk of the Commissioners' Court. The notice of this election shall be given in accordance with all applicable laws. Notice of the continuation election shall also be provided to Harris County and Chambers County not later than the 60th day before the date of the election ordered herein.

Section 11: The Secretary is further authorized to give or cause to be given notices required for the election and to take such other and further action as is required to conduct the election in compliance with the Texas Election Code.

Section 12: In all matters relating to the ordering, giving notice, and holding of the elections, the District shall comply with the applicable parts of the Texas Election Code, including Chapter 272 of the Texas Election Code pertaining to bilingual requirements, and the Federal Voting Rights Act of 1965, as amended.

Section 13: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Crime Control and Prevention District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Crime Control and Prevention District on this the 9th day of June, 2020.

RIKKI WHEELER, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel



BAYTOWN FIRE CONTROL, PREVENTION, AND EMS DISTRICT

3. b.

Meeting Date: 06/16/2020

Joint Election Agreement for a Continuation Election on November 3, 2020.

Prepared For: Leticia Brysch, City Clerk's Office

Prepared By: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider a resolution authorizing the General Manager to negotiate and execute a Joint Election Agreement with Harris County, Texas, for the Baytown Fire Control, Prevention and Emergency Medical Services District's Continuation Election to be held on November 3, 2020.

PREFACE

This proposed resolution authorizes the General Manager to negotiate and execute a Joint Election Agreement with Harris County, Texas, (the "County") for the Baytown Fire Control, Prevention and Emergency Medical Services District's (the "District") Continuation Election to be held on November 3, 2020, in an amount not to exceed \$60,000, under terms and conditions deemed acceptable to the General Manager and the General Counsel.

In the past, the County was responsible for the following under the agreement:

- the voting equipment and supplies for early voting (EV) by personal appearance and mail; and for Election Day (ED);
- the polling places for EV and ED, election personnel and set-up of the polling places for EV and ED; this is the first election for the District with Harris County that will utilize county-wide polling locations on Election Day;
- the appointment of the EV Ballot Board and the employment of staff to program and operate the automatic tabulating equipment;
- the establishment and organization of the Central Counting Station; and
- the compensation for the election workers, which will be reimbursed, in part, by the District.

Likewise, in the past, the District was responsible for the following under the agreement:

- furnishing the County with ballot language in four languages (English, Spanish, Vietnamese & Chinese - traditional);
- verifying jurisdictional boundaries and streets;
- preparing, posting and publishing any and all notices required by state law;
- preparing election notices, orders and other election related documents; and
- canvassing election results.

The District will pay a pro-rata share of the total costs of the Joint Election of which the final determination will be decided once the election is completed.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year: 2020-2021
Acct Code: 20701-74070
Source of Funds (Operating/Capital/Bonds): Operating
Funds Budgeted Y/N: Y
Amount Needed: \$25,000

Fiscal Impact (Additional Information):

Fiscal Year: 2019-2020
Acct Code: 20701-74070
Source of Funds (Operating/Capital/Bonds): Operating
Funds Budgeted Y/N: Y
Amount Needed: \$35,000

Fiscal Impact (Additional Information):

Attachments

Resolution - Joint Election Agreement with Harris County

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND THE CITY CLERK TO ATTEST TO A JOINT ELECTION AGREEMENT WITH HARRIS COUNTY FOR THE CONTINUATION ELECTION TO BE HELD ON THE 3RD DAY OF NOVEMBER, 2020; AUTHORIZING PAYMENT THEREFOR IN AN AMOUNT NOT TO EXCEED SIXTY THOUSAND AND NO/100 DOLLARS (\$60,000.00); AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the Baytown Fire Control, Prevention, and Emergency Medical Services District (the "District") is holding its continuation election on November 3, 2020, for the purpose of voting for or against the proposition of whether the Baytown Fire Control, Prevention, and Emergency Medical Services District should be continued for five (5) years and whether the fire control, prevention, and emergency medical services district sales and use tax should be continued for five (5) years; and

WHEREAS, the following entities, as applicable, will be holding an election and/or will provide certain election services on the same uniform election date:

- City of Baytown,
- Baytown Crime Control and Prevention District, and
- Harris and Chambers Counties; and

WHEREAS, to the extent necessary and practicable, such entities desire to hold joint elections in the election precincts that can be served by common polling places; and

WHEREAS, pursuant to Section 271.002 of the Texas Election Code, the terms of the joint election include the District agreeing to pay a portion of the election costs in exchange for the other entities:

- providing the voting equipment and supplies for early voting by personal appearance and mail and for election day;
- providing election workers;
- setting up the polling places;
- serving as the Early Voting Ballot Board;
- programming and operating the automatic tabulating equipment; and
- establishing and organizing the Central Counting Station; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT:

Section 1: That the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District hereby authorizes the General Manager to execute and the Secretary to attest to a joint election agreement with Harris County for the continuation election to be held on the 3rd day of November, 2020, under terms and conditions satisfactory to the General Manager and the General Counsel.

Section 2: That the City Council of the City of Baytown, Texas, authorizes payment in an amount not to exceed SIXTY THOUSAND AND NO/100 DOLLARS (\$60,000.00), pursuant to the agreement identified in Section 1 hereof.

Section 3: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District on this the 16th day of June, 2020.

BRENDA BRADLEY SMITH, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel



**BAYTOWN FIRE CONTROL, PREVENTION,
AND EMS DISTRICT**

3. c.

Meeting Date: 06/16/2020

Joint Election Agreement for a Continuation Election on November 3, 2020. Joint Election Agreement for a Continuation Election on November 3, 2020.

Prepared For: Leticia Brysch, City Clerk's Office

Prepared By: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider a resolution authorizing the General Manager to negotiate and execute a Joint Election Agreement with Chambers County, Texas, for the Baytown Fire Control, Prevention and EMS District's Continuation Election to be held on November 3, 2020.

PREFACE

This proposed resolution the General Manager to negotiate and execute a Joint Election Agreement with Chambers County, Texas, (the "County") for the Baytown Fire Control, Prevention and EMS District's (the "District") Continuation Election to be held on November 3, 2020, in an amount not to exceed \$25,000, under terms and conditions deemed acceptable to the General Manager and the General Counsel.

In the past, the County was responsible for the following under the agreement:

- the voting equipment and supplies for early voting (EV) by personal appearance and mail; and for Election Day (ED);
- the polling places for EV and ED, election personnel and set-up of the polling places for EV and ED;
- the appointment of the EV Ballot Board and the employment of staff to program and operate the automatic tabulating equipment;
- the establishment and organization of the Central Counting Station; and
- the compensation for the election workers, which will be reimbursed, in part, by the District.

Likewise, in the past, the District was responsible for the following under the agreement:

- furnishing the County with ballot language in two languages (English and Spanish);
- verifying jurisdictional boundaries and total number of precincts in Chambers County;
- preparing, posting and publishing any and all notices required by state law;
- preparing election notices, orders and other election related documents; and
- canvassing election results.

The District will pay a pro-rata share of the total costs of the Joint Election of which the final determination will be decided once the election is completed.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year: 2019-2020
Acct Code: 20701-74021
Source of Funds (Operating/Capital/Bonds): Operating
Funds Budgeted Y/N: Y
Amount Needed: \$10,000
Fiscal Impact (Additional Information):

Fiscal Year: 2020-2021
Acct Code: 20701-74021
Source of Funds (Operating/Capital/Bonds): Operating
Funds Budgeted Y/N: Y
Amount Needed: \$15,000
Fiscal Impact (Additional Information):

Attachments

Resolution - Joint Election Agreement with Chambers County

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND THE CITY CLERK TO ATTEST TO A JOINT ELECTION AGREEMENT WITH CHAMBERS COUNTY FOR THE CONTINUATION ELECTION TO BE HELD ON THE 3RD DAY OF NOVEMBER, 2020; AUTHORIZING PAYMENT THEREFOR IN AN AMOUNT NOT TO EXCEED TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$25,000.00); AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the Baytown Fire Control, Prevention, and Emergency Medical Services District (the "District") is holding its continuation election on November 3, 2020, for the purpose of voting for or against the proposition of whether the Baytown Fire Control, Prevention, and Emergency Medical Services District should be continued for five (5) years and whether the fire control, prevention, and emergency medical services district sales and use tax should be continued for five (5) years; and

WHEREAS, the following entities, as applicable, will be holding an election and/or will provide certain election services on the same uniform election date:

- City of Baytown,
- Baytown Crime Control and Prevention District, and
- Harris and Chambers Counties; and

WHEREAS, to the extent necessary and practicable, such entities desire to hold joint elections in the election precincts that can be served by common polling places; and

WHEREAS, pursuant to Section 271.002 of the Texas Election Code, the terms of the joint election include the District agreeing to pay a portion of the election costs in exchange for the other entities:

- providing the voting equipment and supplies for early voting by personal appearance and mail and for election day;
- providing election workers;
- setting up the polling places;
- serving as the Early Voting Ballot Board;
- programming and operating the automatic tabulating equipment; and
- establishing and organizing the Central Counting Station; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT:

Section 1: That the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District hereby authorizes the General Manager to execute and the Secretary to attest to a joint election agreement with the appropriate entities for the continuation election to be held on the 3rd day of November, 2020, under terms and conditions satisfactory to the General Manager and the Interim General Counsel.

Section 2: That the City Council of the City of Baytown, Texas, authorizes payment in an amount not to exceed TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$25,000.00), pursuant to the agreement identified in Section 1 hereof.

Section 3: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District on this the 16th day of June, 2020.

BRENDA BRADLEY SMITH, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel



**BAYTOWN FIRE CONTROL, PREVENTION,
AND EMS DISTRICT**

4. a.

Meeting Date: 06/16/2020

Cancellation of July 21, 2020, FCPMSD Regular Meeting

Prepared For: Rick Davis, City Management

Prepared By: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider a resolution canceling the Baytown Fire Control, Prevention and EMS District Regular Meeting scheduled for Tuesday, July 21, 2020.

PREFACE

This proposed resolution cancels the Baytown Fire Control, Prevention and EMS District Regular Meeting scheduled for Tuesday, July 21, 2020.

Earlier in the year, staff reported that in order to comply with the new Senate Bill 2 (SB2) deadlines, the City of Baytown (the "City") had to approve its municipal budget towards the beginning of August, which meant that special district budgets had to begin and complete its budget process a month earlier than in past years. Since the District will complete the approval of its budget and continuation election items at its June 16, 2020, meeting, there are no action items for consideration at the regularly schedule July meeting. As such, this item cancels said meeting, but should a meeting be required, staff would reach out to the directors to scheduled a special meeting.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year:

Acct Code:

Source of Funds (Operating/Capital/Bonds):

Funds Budgeted Y/N:

Amount Needed:

Fiscal Impact (Additional Information):

There is no fiscal impact associated with this item.

Attachments

Resolution - Cancelling Regular Meeting

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT CANCELING THE REGULAR BAYTOWN FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT MEETING TO BE HELD ON JULY 21, 2020; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT:

Section 1: That the Board of Directors of the Baytown Fire Control, Prevention and Emergency Medical Services District hereby cancels the Regular Baytown Fire Control, Prevention and Emergency Medical Services District Meeting to be held on July 21, 2020.

Section 2: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Fire Control, Prevention and Emergency Medical Services District.

INTRODUCED, READ and PASSED, by the affirmative vote of the Board of Directors of the Baytown Fire Control, Prevention and Emergency Medical Services District this the 16th day of June, 2020.

BRENDA BRADLEY SMITH, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel



**BAYTOWN FIRE CONTROL, PREVENTION,
AND EMS DISTRICT**

5. b.

Meeting Date: 06/16/2020

Fire Training Field Project Update

Prepared For: Kenneth Dobson, Fire

Information

ITEM

Present an update regarding the Baytown Fire Training Field.

PREFACE

The Board will receive and discuss an update regarding the Baytown Fire Training Field.

RECOMMENDATION



**BAYTOWN FIRE CONTROL, PREVENTION,
AND EMS DISTRICT**

6. a.

Meeting Date: 06/16/2020

Next Meeting

Prepared For: Rick Davis, City Management

Information

ITEM

The next Baytown Fire Control, Prevention, and Emergency Medical Services District meeting is scheduled for Tuesday, October 20, 2020, at 4:30 P.M. in the Baytown Conference Room located at City Hall, 2401 Market Street, Baytown, Texas.

PREFACE

The next Baytown Fire Control, Prevention, and Emergency Medical Services District meeting is scheduled for Tuesday, October 20, 2020, at 4:30 P.M. in the Baytown Conference Room located at City Hall, 2401 Market Street, Baytown, Texas.

RECOMMENDATION
