



Mayor
Ben White
Mayor Pro Tem
Ron Gay
City Manager
Glenn Brown

Councilmembers
John Crompton
James Massey
Lynn McIlhane
Chris Scotti
David Ruesink

Agenda
College Station City Council
Workshop Meeting
Monday, August 06, 2007 3:00 p.m.
City Hall Council Chambers, 1101 Texas Avenue
College Station, Texas

1. Presentation, possible action and discussion on items listed on the consent agenda.
2. Presentation, possible action and discussion regarding a status report and review of key Phase I design elements for the Memorial Cemetery of College Station and the Aggie Field of Honor project.
3. Presentation, possible action, and discussion regarding an update on the process for annexing five areas under the exempt status.
4. Presentation, possible action, and discussion regarding traffic impact analysis requirements.
5. Presentation, possible action, and discussion on the FY 2007-2008 Proposed Budget.
6. Council Calendar
 - a. Aug. 3 National Night Out Proclamation signing, Brazos County Courthouse, 11:30 a.m.
 - b. Aug. 4 National Night Out "Kick Off Event" at Post Oak Mall and Target, 11:00 a.m. to 2:00 p.m.
 - c. Aug. 7 National Night Out, Police Station, 5:45 pm
 - d. Aug. 7-9 Texas Transportation Summit Irving, Texas
 - e. Aug. 13, 14, 27, 28 Budget Workshop Meetings, Council Chambers, 4:00 to 6:00 pm
 - f. Aug. 13 Joint Meeting with CSISD officials, Wolf Pen Creek Hospitality Center, 6:30 pm
 - g. Aug. 15 Open Government Training, Council Chambers, :6:00 pm
 - h. Aug. 15 CPAC Public Input Meeting; Conference Center, 6:00 pm
 - i. Aug. 20 Intergovernmental Committee Meeting, CVB office, 12:00 to 1:30 pm
 - j. Aug. 21 Transportation Committee Meeting, Adm. Conference Room, City Hall, 4:30 to 6:00 pm
 - k. Aug. 23 Workshop Regular Meetings, Council Chambers, 3:00 and 7:00 pm
 - l. Aug. 30 Dinner/Social with City of Bryan Council, Hilton, 6:30 to 9:00 pm

7. Presentation, possible action, and discussion on future agenda items: A Council Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.
8. Discussion, review and possible action regarding the following meetings: Audit Committee, Brazos County Health Dept., Brazos Valley Council of Governments, Cemetery Committee, City Center, CSISD/City Joint Meeting, Design Review Board, Fraternal Partnership, Historic Preservation Committee, Interfaith Dialogue Association, Intergovernmental Committee, Joint Relief Funding Review Committee, Library Committee, Metropolitan Planning Organization, Outside Agency Funding Review, Parks and Recreation Board, Planning and Zoning Commission, Sister City Association, TAMU Student Senate, Research Valley Partnership, Regional Transportation Committee for Council of Governments, Transportation Committee, Wolf Pen Creek Oversight Committee, Wolf Pen Creek TIF Board, Zoning Board of Adjustments, YMCA Coordinating Board(see attached posted notices for subject matters).
9. Executive Session will immediately follow the workshop meeting in the Administrative Conference Room.

Consultation with Attorney {Gov't Code Section 551.071}; possible action. The City Council may seek advice from its attorney regarding a pending and contemplated litigation subject or settlement offer or attorney-client privileged information. Litigation is an ongoing process and questions may arise as to a litigation tactic or settlement offer, which needs to be discussed with the City Council. Upon occasion the City Council may need information from its attorney as to the status of a pending or contemplated litigation subject or settlement offer or attorney-client privileged information. After executive session discussion, any final action or vote taken will be in public. The following subject(s) may be discussed:

- a. Application with TCEQ in Westside/Highway 60 area, near Brushy Water Supply Corporation.
- b. Civil Action No. H-04-4558, U.S. District Court, Southern District of Texas, Houston Division, *College Station v. U.S. Dept. of Agriculture, etc., and Wellborn Special Utility District.*
- c. Cause No. GN-502012, Travis County, *TMPA v. PUC* (College Station filed Intervention 7/6/05)
- d. Sewer CCN request.
- e. Legal aspects of Water Well and possible purchase of or lease of another water site.
- f. Civil Action No. H-04-3876, U.S. District Court, Southern District of Texas, Houston Division, *JK Development v. College Station.*
- g. Cause No. 06-002318-CV-272, 272nd Judicial District Court, Brazos County, Texas, *Taylor Kingsley v. City of College Station, Texas and Does 1 through 10, inclusive.*
- h. Cause No. 485-CC, County Court at Law No. 1, Brazos County, Texas, *City of College Station v. David Allen Weber, et al.*
- i. Bed & Banks Water Rights Discharge Permits for College Station and Bryan.
- j. Cause No. 07-001241-CV-361, 361st Judicial District Court, Brazos County, Texas *Gregory A. & Agnes A. Ricks v. City of College Station*
- k. Water CCN request

Personnel {Gov't Code Section 551.074}; possible action

The City Council may deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer. After executive session discussion, any final action or vote taken will be in public. The following public officer(s) may be discussed:

- a. Planning and Zoning Commission

- b. Zoning Board of Adjustments
- c. Parks and Recreation Board
- d. Construction Board of Adjustments

10. Final action on executive session, or any workshop agenda item not completed or discussed in today's workshop meeting will be discussed in tonight's Regular Meeting if necessary.

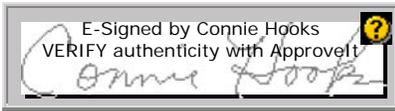
11. Adjourn.

APPROVED:

City Manager

Notice is hereby given that a Workshop Meeting of the City Council of the City of College Station, Texas will be held on the 6th day of August, 2007 at 3:00 p.m. at the City Hall Council Chambers, 1101 Texas Avenue, College Station, Texas. The following subjects will be discussed, to wit: See Agenda

Posted this 3rd day of August at 2:30 p.m.



City Secretary

I, the undersigned, do hereby certify that the above Notice of Meeting of the Governing Body of the City of College Station, Texas, is a true and correct copy of said Notice and that I posted a true and correct copy of said notice on the bulletin board at City Hall, 1101 Texas Avenue, in College Station, Texas, and the City's website, www.cstx.gov. The Agenda and Notice are readily accessible to the general public at all times. Said Notice and Agenda were posted on August 3, 2007 at 2:30 p.m. and remained so posted continuously for at least 72 hours proceeding the scheduled time of said meeting.

This public notice was removed from the official board at the College Station City Hall on the following date and time: _____ by _____.

Dated this ____ day of _____, 2007.

CITY OF COLLEGE STATION, TEXAS

By _____

Subscribed and sworn to before me on this the ____ day of _____,
_____ Notary Public – Brazos County, Texas

My commission expires: _____

This building is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive service must be made 48 hours before the meeting. To make arrangements call (979) 764-3517 or (TDD) 1-800-735-2989. Agendas may be viewed on www.cstx.gov. Council meetings are broadcast live on Cable Access Channel 19.

August 6, 2007
Workshop Agenda Item #
Cemetery Project Status Report

To: Glenn Brown, City Manager

From: Steve Beachy, Director Parks and Recreation

Agenda Caption: Presentation, possible action and discussion regarding a status report and review of key Phase I design elements for the Memorial Cemetery of College Station and the Aggie Field of Honor project.

Recommendation(s): Staff recommends approval of the Phase I design elements as presented.

Summary: This status report has three main topics.

First, several major items have been completed since the project status report given on July 13, 2006. These include:

- 1) Selection of a design team for the development of the Master Plan
- 2) Approval of the Master Plan by the City Council and President of TAMU
- 3) Initiation of design and construction documents for Phase I of the project
- 4) Approval of a contract to develop the marketing plan and materials for the project
- 5) Naming of the facility
- 6) Initiation of the option sale process

Major items to be completed in the next few months include:

- 1) Initiating of marketing efforts
- 2) Bid process for construction of Phase I
- 3) Groundbreaking
- 4) Approval of rules, regulations, and pricing
- 5) Establishment of the Cemetery Fund

The second topic is an update on space sales and availability. Staff will present the latest information regarding the number of spaces available in the existing cemetery along with the number of options that have been purchased for the new cemetery.

Third, in order to avoid potential delays in the Phase I design and bid process, City Council input and direction is requested on three key design elements:

1. The **Main Entrance** to the cemetery
2. The **Central Plaza** area
3. The **'Spirit Gate'** area.

Budget & Financial Summary: No budget or financial decisions are required on this item.

Attachments:

1. Cemetery Project Development Timeline
2. Space Sales & Availability Report
3. Pro Forma
4. CIP Report on Project #GG9905

City of College Station
Estimated
Cemetery Development Timeline
Project Number GG9905
As of: July 26, 2007

| | |
|-----------------------|--|
| April 2006 | Kinman Tract purchase complete Ⓟ |
| May 24, 2006 | Board of Regents approval of Real Estate Contract Ⓟ |
| June 25, 2006 | Prepare RFQ for design services Ⓟ |
| June 26, 2006 | Develop proposed timeline for project implementation Ⓟ |
| June 27, 2006 | Cemetery Committee Update Ⓟ |
| July 3, 2006 | RFQ for design services issued Ⓟ |
| July 13, 2006 | City Council Workshop discussion - confirm project scope, management responsibilities, oversight roles and proposed timeline Ⓟ |
| July 26, 2006 | RFQ deadline 4:00PM Ⓟ |
| July 27, 2006 | Sharp/Clark tract purchase complete Ⓟ |
| July 27, 2006 | TAMU Tract purchase complete Ⓟ |
| August 2006 | RFQ Evaluation & negotiation process -Rankings completed: 8/9/2006 Ⓟ -Contract Negotiations complete: Ⓟ |
| Sept. 27, 2006 | Site visit to State Veterans Cemetery @ Killeen Ⓟ |

- Oct. 12, 2006** City Council meeting - Award Contract for Design Services ꝑ
- Oct. 25, 2006** Site tour of new cemetery property ꝑ
- Nov. 1, 2006** Project Kickoff/Visioning Session/Goal Review led by design firm (9 a.m. to 3 p.m., The Exit Teen Center) ꝑ
- Nov. 2, 2006** Continuation of the Project Kickoff/Visioning Session/Goal Review led by design firm (9 a.m. to Noon, College Station Conference Center) ꝑ
- Nov. 14, 2006** Monthly status update by design firm with Cemetery Committee (Noon, College Station Conference Center) ꝑ
- Nov. 27, 2006** Public Hearing meeting led by design firm (7 p.m. to 9 p.m., Council Chambers) ꝑ
-40 people in attendance
- Nov. 28, 2006** Design charrette led by design firm (9 a.m. to 5 p.m., College Station Conference Center) ꝑ
-30 people in attendance
- Dec. 11, 2006** R.C. Slocum visits with Dr. Robert Gates and gains verbal approval of the master plan ꝑ
- Dec. 12, 2006** Conceptual Master Plan presented by design team to the Cemetery Committee (Noon, The Exit Teen Center) ꝑ
- Jan. 9, 2007** Design Team delivers the 1st draft of the conceptual master plan book to the City Council, Cemetery Committee, and city staff ꝑ
- Jan. 9-16, 2007** City Council, Cemetery Committee, and city staff review of the 1st draft of the conceptual master plan book ꝑ

- Jan. 16, 2007** Cemetery Committee workshop meeting on the 1st draft of the conceptual master plan book Ɪ
- Jan. 23, 2007** Public Hearing on the 1st draft of the conceptual master plan book. Cemetery Committee passes a motion to recommend adoption of the conceptual master plan by City Council. Ɪ
- Jan. 16-31, 2007** Design Team incorporate changes received on 1/16/07 into final draft of the conceptual master plan book Ɪ
- Feb. 1, 2007** Joint City Council/Cemetery Committee meeting
-Council approval of Master Plan Ɪ
- Feb. 27, 2007** Committee meeting:
-Set Phase I final scope Ɪ
- March 2007** Committee meetings:
-Initiate development of operational rules and procedures for new cemetery site and set space sizes (3/6/2007) Ɪ
-Review updated Pro Forma (3/20/2007) Ɪ
- April 2007** Initiate development of the marketing program (Staff)
-Develop RFP Ɪ
- April 10, 2007** Written acceptance of the Aggie Field of Honor size and location within the municipal cemetery received from Dr. Edward J. Davis, Interim President of Texas A & M University. Ɪ
- April 12, 2007** Council approval of:
-Phase I Design contract with Edwards & Kelcey Ɪ

- April 19, 2007 Cemetery Committee:**
-Finalize review of the option sale process Ⓟ
-Finalize naming recommendation Ⓟ
- May 11, 2007 Release Marketing RFP** Ⓟ
- May 2007 Cemetery Endowment Fund resolution developed (Staff)**
-Deliver to COCS Legal for review Ⓟ
- May 2007 Budget request for FY 2008 operations and maintenance funds** Ⓟ
- June 2007 Evaluation and selection of a marketing firm** Ⓟ
- June 5, 2007 Cemetery Committee:**
-Conference call & web-based meeting with design firm on Phase I elements Ⓟ
- June 28, 2007 City Council presentation on:**
-Naming of the new municipal cemetery Ⓟ
-Authorization to Proceed with option sales Ⓟ
- July 1, 2007 Start Option sales process** Ⓟ
- July 12, 2007 City Council approval of:**
-Consultant (Marketing) Contract #07-209 Ⓟ
-Naming Resolution #07-13-07-2C Ⓟ
- July 24, 2007 Cemetery Committee:**
-Conference call & web-based meeting with design firm on Phase I elements Ⓟ

| | |
|------------------------------------|--|
| August 6, 2007 | Status report to the City Council <ul style="list-style-type: none"> -Time line update - Space sales and availability report - Pro Forma - Phase I design elements |
| Sept. 2007 to Dec. 2007 | City Council approval of: <ul style="list-style-type: none"> -Cemetery Fund resolution -Ordinance with Rules and Regulations |
| Sept. 2007 | Initiate licensing agreement with TAMU for trademarked items to be used in marketing and on site |
| Oct. 2007 | Phase I design process complete and project out to bid |
| Oct. 2007 | Finalize agreement on use of protected names, logos, trademarks and other identifying marks with TAMU |
| Dec. 2007 | Award contract for construction |
| Dec. 28, 2007 | End option sale sign-up process |
| January 2008 | Groundbreaking ceremony |
| January 2008 | Marketing Plan delivered to the city |
| Feb. 2008 | Start marketing efforts |
| March 2008 | Start option sale space selection and payment |
| Sept. 2008 | Complete Phase I construction |
| Sept. 2008 | Dedication ceremony |

College Station Municipal Cemeteries Space Sales and Availability Report (as of July 27, 2007)

I. College Station Cemetery Remaining Spaces

- 110 standard spaces
- 505 cremate spaces
- 41 infant spaces

II. Memorial Cemetery of College Station with the Aggie Field of Honor

- 45 option requests representing
-111 spaces

Pro-Forma for City Cemetery/Aggie Field of Honor - Estimate of Cash Flow

7/26/2007 15:55

| Year | | FY 2004 | FY 2005 | FY 2006 | FY 2007 | FY 2008 | FY 2009 | FY 2010 | FY 2011 | FY 2012 | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 |
|---|--------------------|--------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 1. Field of Honor Lots Sold | | - | - | - | - | 700 | 600 | 350 | 300 | 250 | 250 | 250 | 250 | 250 | 250 |
| 2. City Lots Sold (increasing at 3% annually with pop growth) | | - | - | - | - | 100 | 103 | 106 | 109 | 112 | 115 | 118 | 122 | 126 | 130 |
| 3. Existing Cemetery | | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Cost per space | | | | | | | | | | | | | | | |
| 4. Aggie Field of Honor | | \$ - | \$ - | \$ - | \$ 1,850 | \$ 1,850 | \$ 2,000 | \$ 2,200 | \$ 2,400 | \$ 2,450 | \$ 2,450 | \$ 2,450 | \$ 2,450 | \$ 2,450 | \$ 2,450 |
| 5. City | | \$ - | \$ - | \$ - | \$ 900 | \$ 900 | \$ 975 | \$ 1,075 | \$ 1,175 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 |
| Gross Sales | | | | | | | | | | | | | | | |
| 6. Aggie Field of Honor Spaces | Cost per lot FY 07 | \$ 1,850 | \$ - | \$ - | \$ - | \$ 1,295,000 | \$ 1,200,000 | \$ 770,000 | \$ 720,000 | \$ 612,500 | \$ 612,500 | \$ 612,500 | \$ 612,500 | \$ 612,500 | \$ 612,500 |
| 7. City Spaces | | \$ 900 | \$ - | \$ - | \$ - | \$ 90,000 | \$ 100,425 | \$ 113,950 | \$ 128,075 | \$ 134,400 | \$ 138,000 | \$ 141,600 | \$ 146,400 | \$ 151,200 | \$ 156,000 |
| Gross Sales Subtotal | | \$ - | \$ - | \$ - | \$ - | \$ 1,385,000 | \$ 1,300,425 | \$ 883,950 | \$ 848,075 | \$ 746,900 | \$ 750,500 | \$ 754,100 | \$ 758,900 | \$ 763,700 | \$ 768,500 |
| Other Income | | | | | | | | | | | | | | | |
| 8. Existing Cem Spaces | \$ 600 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 9. Investment Income | | - | - | - | - | - | 39,800 | 64,200 | 65,700 | 76,800 | 75,800 | 74,000 | 72,500 | 70,400 | 71,600 |
| 10. Contributions/Donations | | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 11. Other Nonoperating Revenue | | - | - | - | 75,000 | 85,500 | - | - | - | - | - | - | - | - | - |
| Other Income Subtotal | | \$ - | \$ - | \$ - | \$ 75,000 | \$ 85,500 | \$ 39,800 | \$ 64,200 | \$ 65,700 | \$ 76,800 | \$ 75,800 | \$ 74,000 | \$ 72,500 | \$ 70,400 | \$ 71,600 |
| Gross Income | | \$ - | \$ - | \$ - | \$ 75,000 | \$ 1,470,500 | \$ 1,340,225 | \$ 948,150 | \$ 913,775 | \$ 823,700 | \$ 826,300 | \$ 828,100 | \$ 831,400 | \$ 834,100 | \$ 840,100 |
| Expense | | | | | | | | | | | | | | | |
| 12. O&M (\$9,000/A growing @3% annually) | | - | - | - | - | 65,000 | 130,000 | 133,900 | 137,900 | 142,000 | 146,300 | 150,700 | 155,200 | 159,900 | 164,700 |
| 13. One time O&M capital outlay | | - | - | - | - | 85,500 | - | - | - | - | - | - | - | - | - |
| 14. Advertising | | - | - | - | 75,000 | 75,000 | 75,000 | 75,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 15. General and Administrative Transfer | | - | - | - | - | 9,800 | 19,500 | 20,100 | 20,700 | 21,300 | 21,900 | 22,600 | 23,300 | 24,000 | 24,700 |
| 16. Debt Service | | - | - | - | (0) | 240,688 | 683,313 | 686,344 | 668,731 | 671,338 | 683,656 | 674,881 | 684,963 | 615,344 | 489,000 |
| Total Expense | | \$ - | \$ - | \$ - | \$ 75,000 | \$ 475,988 | \$ 907,813 | \$ 915,344 | \$ 837,331 | \$ 844,638 | \$ 861,856 | \$ 858,181 | \$ 873,463 | \$ 809,244 | \$ 688,400 |
| Net Income/(Expense) | | \$ - | \$ - | \$ - | \$ 0 | \$ 994,513 | \$ 432,413 | \$ 32,806 | \$ 76,444 | \$ (20,938) | \$ (35,556) | \$ (30,081) | \$ (42,063) | \$ 24,856 | \$ 151,700 |
| Beginning Balance (Cemetery Endowment Fund) | | \$ - | \$ - | \$ - | \$ - | \$ 0 | \$ 994,513 | \$ 1,426,925 | \$ 1,459,732 | \$ 1,536,175 | \$ 1,515,238 | \$ 1,479,682 | \$ 1,449,600 | \$ 1,407,538 | \$ 1,432,394 |
| Ending Balance (Cemetery Endowment Fund) | | \$ - | \$ - | \$ - | \$ 0 | \$ 994,513 | \$ 1,426,925 | \$ 1,459,732 | \$ 1,536,175 | \$ 1,515,238 | \$ 1,479,682 | \$ 1,449,600 | \$ 1,407,538 | \$ 1,432,394 | \$ 1,584,094 |
| Capital Budget and Expenditures (Estimates) | | | | | | | | | | | | | | | |
| 17. Engineering | \$ 684,000 | \$ - | \$ - | \$ 7,495 | \$ 676,505 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 18. Construction Phase I | \$ 5,783,066 | - | - | - | - | 5,783,066 | - | - | - | - | - | - | - | - | - |
| 19. Land - Additional Purchase | \$ 1,479,524 | - | - | 1,479,524 | - | - | - | - | - | - | - | - | - | - | - |
| Total Capital | | \$ 7,946,590 | \$ - | \$ 1,487,019 | \$ 676,505 | \$ 5,783,066 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 20. Debt Issuance | | | | | | | | | | | | | | | |
| 2005 Debt | 600,000 | | | | | | | | | | | | | | |
| 2006 Debt | 1,000,000 | | | | | | | | | | | | | | |
| 1998 Bond Authorization-Lan | 275,000 | | | | | | | | | | | | | | |
| Debt Issued to Date | | 1,875,000 | | | | | | | | | | | | | |
| Add'l Debt Needed | | \$ 6,150,000 | | | | | | | | | | | | | |
| Includes \$200,000 for Underground Electrical lines | | | | | | | | | | | | | | | |
| Includes \$78,410 for debt issuance costs | | | | | | | | | | | | | | | |
| Land Purchase Includes: | | | | | | | | | | | | | | | |
| 1. TAMU | 29.63 ac | 705,057 | | | | | | | | | | | | | |
| 2. Kinman | 27.09 ac | 702,666 | | | | | | | | | | | | | |
| 4. Sharp | | 45,722 | | | | | | | | | | | | | |
| 3. Related Expenses | | 26,078 | | | | | | | | | | | | | |
| Total Land | | 56.72 ac | \$ 1,479,524 | | | | | | | | | | | | |

| | | | |
|-------------------------|-------------------------------------|-------------------------|-----------------------------------|
| PROJECT: | NEW CEMETERY | PROJECT #: | GG9905 |
| FUND: | 137 - General Government CIP | PROJECT BUDGET: | \$7,950,000 |
| PROJECT MANAGER: | Ross Albrecht | FUNDING SOURCES: | Certificates of Obligation |
| PROJECT CLIENT: | Parks and Recreation | | |

PROJECT DESCRIPTION/STATUS

Development of a new municipal cemetery that will include at least 20 acres designated for the Aggie Field of Honor. First FY is set for 100% capital and 25% O&M. Based on 1 Crew Leader, 1 Ground Worker, 1 Secretary.
 \$275,000 appropriated in 1999 (99 debt issue)
 \$925,000 appropriated in 2005 (\$600,000 in CO's and \$325,000 from 001)
 \$2,070,000 appropriated in 2006 (\$1,000,000 in 06 CO's; \$1,700,000 in 07 CO's)

Construction cost includes \$200,000 to move overhead electrical lines underground.

PROJECT CALENDAR OF EXPENDITURES BY FISCAL YEAR

| FISCAL YEAR | LAND | ENG. | CONSTR. | MISC. | PROJECT TOTAL |
|--------------|--------------------|------------------|--------------------|--------------|--------------------|
| Prior Years | \$1,479,524 | \$8,299 | \$0 | \$204 | \$1,488,027 |
| 2006-07 | | \$678,907 | | | \$678,907 |
| 2007-08 | | | \$5,783,066 | | \$5,783,066 |
| 2008-09 | | | | | \$0 |
| 2009-10 | | | | | \$0 |
| 2010-11 | | | | | \$0 |
| 2011-12 | | | | | \$0 |
| 2012-13 | | | | | \$0 |
| TOTAL | \$1,479,524 | \$687,206 | \$5,783,066 | \$204 | \$7,950,000 |

OPERATING COSTS

| | First Fiscal Year | Annually | Total |
|--------------|-------------------|------------------|------------------|
| Personnel | \$50,383 | \$103,300 | \$153,683 |
| Supplies | 5,660 | 4,660 | \$10,320 |
| Service | 9,947 | 35,738 | \$45,685 |
| Capital | 85,500 | | \$85,500 |
| TOTAL | \$151,490 | \$143,698 | \$295,188 |

**6 August 2007
Workshop Agenda
Annexation Update**

To: Glenn Brown, City Manager

From: Bob Cowell, AICP, Director of Planning and Development Services

Agenda Caption: Presentation, possible action, and discussion regarding an update on the process for annexing five areas under the exempt status.

Recommendation(s): N/A

Summary: The purpose of this item is to provide Council with an update on the process for annexing five areas under the exempt status. Chapter 43 of the Texas Local Government Code requires cities to prepare, adopt and maintain an Annexation Plan. Areas included in the plan can be annexed on the third anniversary of the adoption or amendment of the plan to that same property. However, the statute also provides exceptions to the requirement to include land in an annexation plan. One of the exemptions includes areas that contain fewer than 100 tracts on which one or more residential dwellings are located on each tract. **The five areas under consideration at this time fall under this exemption.**

The 2006-2007 Strategic Plan ranks the annexation of exempt areas as an "A" (absolute must do). The survey work identifying the five exempt areas is complete and staff will present an ordinance authorizing the development of a Service Plan at the 23 August Council meeting.

Budget & Financial Summary: Upon annexation of territory currently served by emergency service districts, the Texas Local Government Code requires Cities to compensate said districts a pro rate share of their bonded or other indebtedness. The estimated payment to the three fire districts currently serving the targeted annexation areas is \$35,000.

A detailed annexation Fiscal Impact Analysis was presented to Council in February of this year. Overall, the analysis indicated that annexing all five areas currently under consideration would result in an annual revenue increase to the City of \$451,900 once the areas are fully developed.

Attachments:

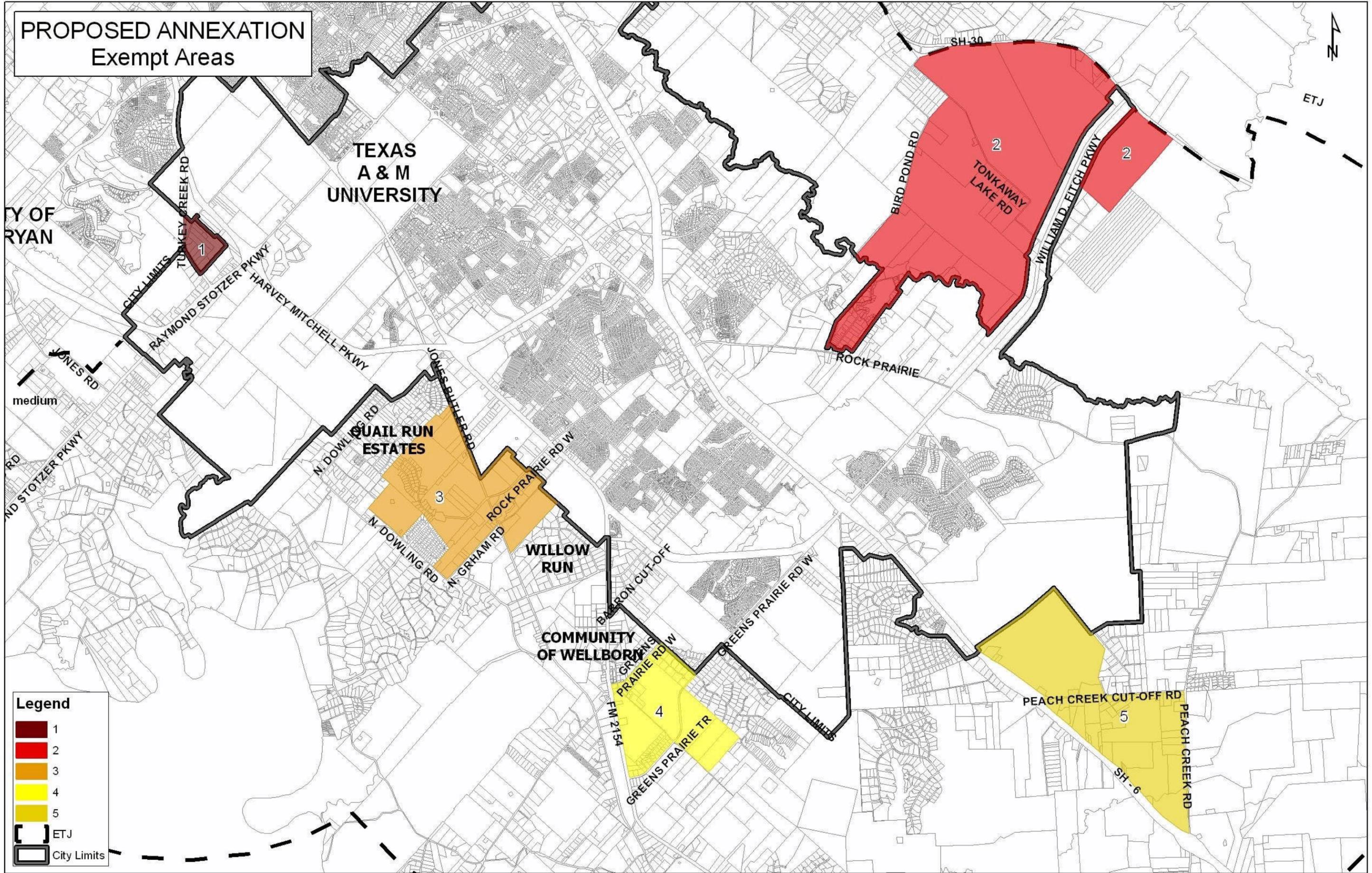
1. Annexation Timeline for Exempt Areas
2. Annexation Areas Map
3. Area 1 Small Area Map
4. Area 2 Small Area Map
5. Area 3 Small Area Map
6. Area 4 Small Area Map
7. Area 5 Small Area Map

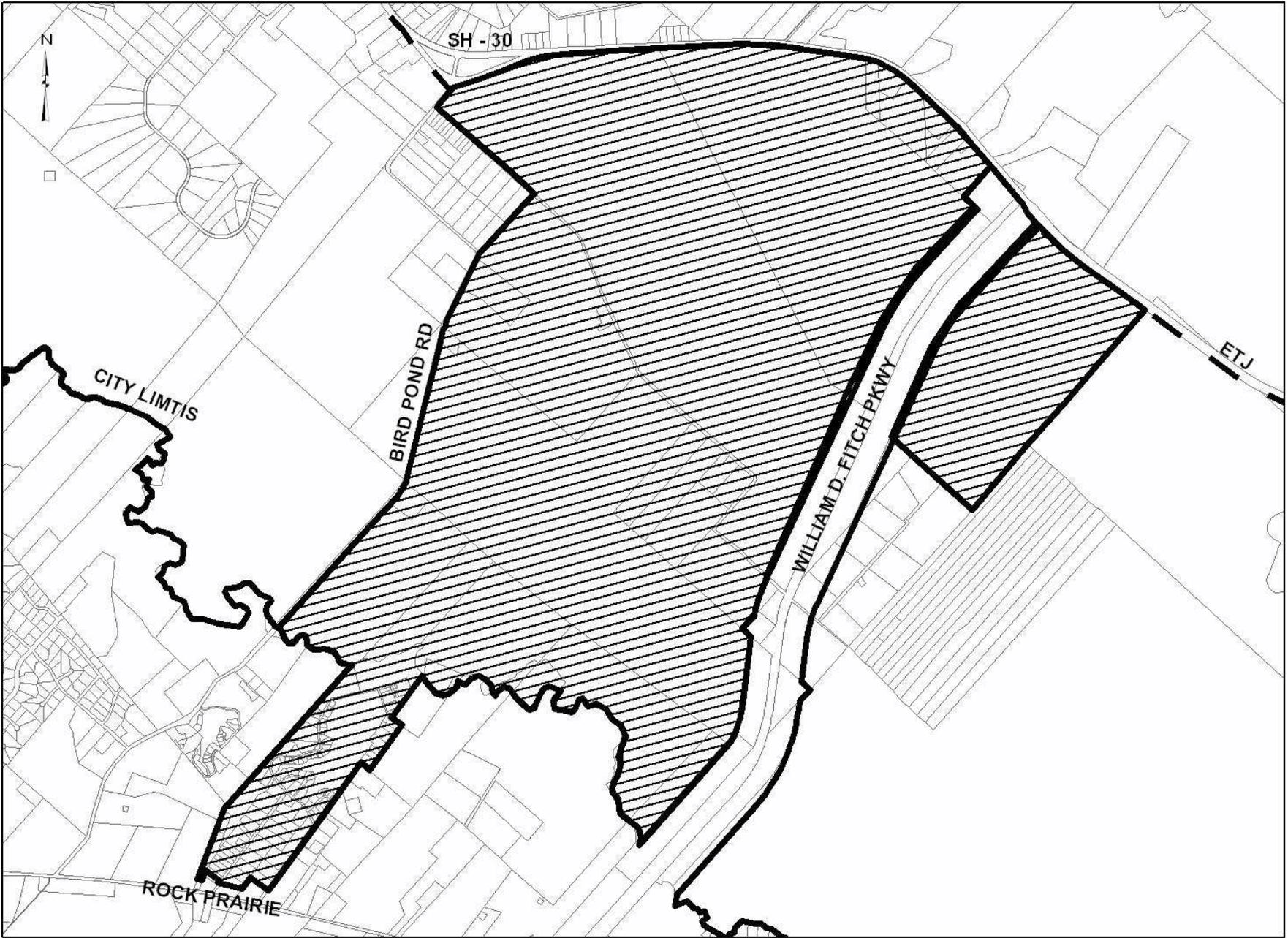
Date or Time
Horizon

Exempt Areas - Annexation Plan (Chapter 43, LGC)

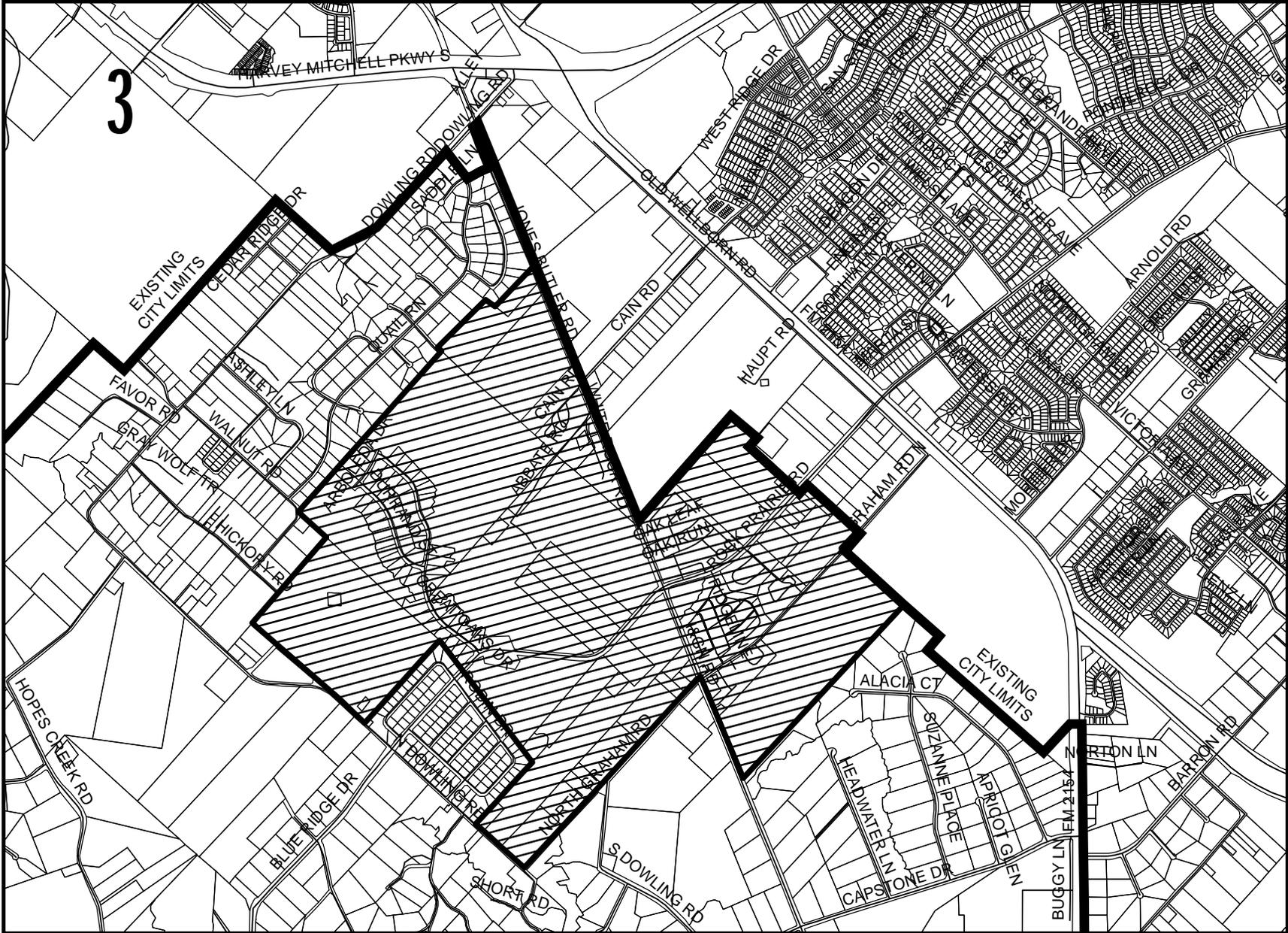
| | | |
|-------------------|---|---|
| Summer 2006 | → | Convene Staff <ul style="list-style-type: none">• Discuss Areas of Interest Map• Discuss Annexation Priorities Map |
| Fall 2006 | → | Convene Annexation Team |
| Dec 2006 | → | P&Z Meeting (for recommendation) |
| Dec 2006 | → | City Council Meeting (for direction) |
| February 2007 | → | Back to City Council (presented revised plan) |
| Spring 2007 | → | Survey Annexation Areas |
| 23 Aug 2007 | → | City Council meeting (ordinance authorizing development of service plan) |
| Sept/ Oct 2007 | → | Staff prepares Service Plan |
| Nov 2007 | → | Council conducts two public hearings |
| 13 Dec 2007 | → | Council considers final annexation Ordinance |

**PROPOSED ANNEXATION
Exempt Areas**

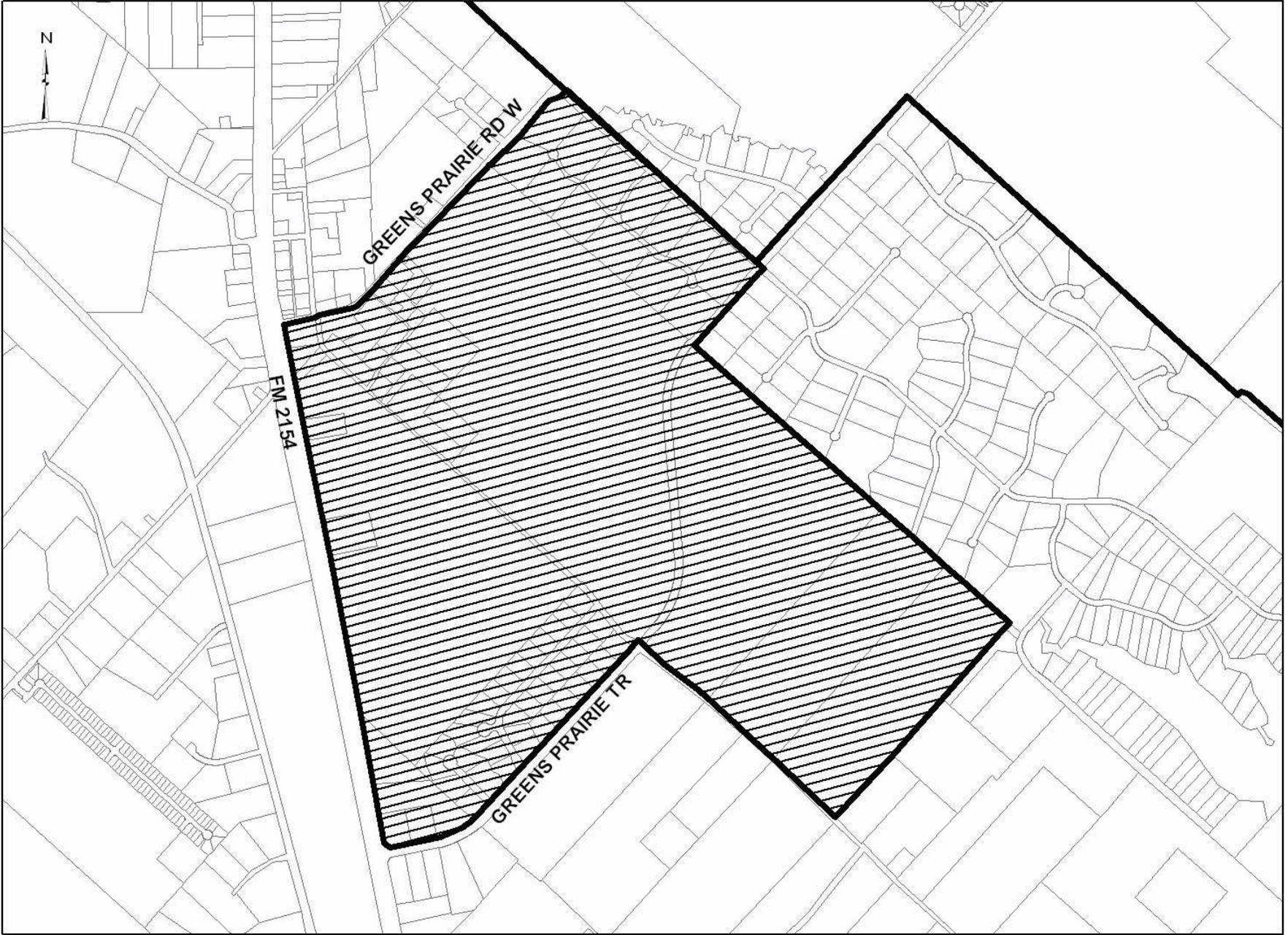




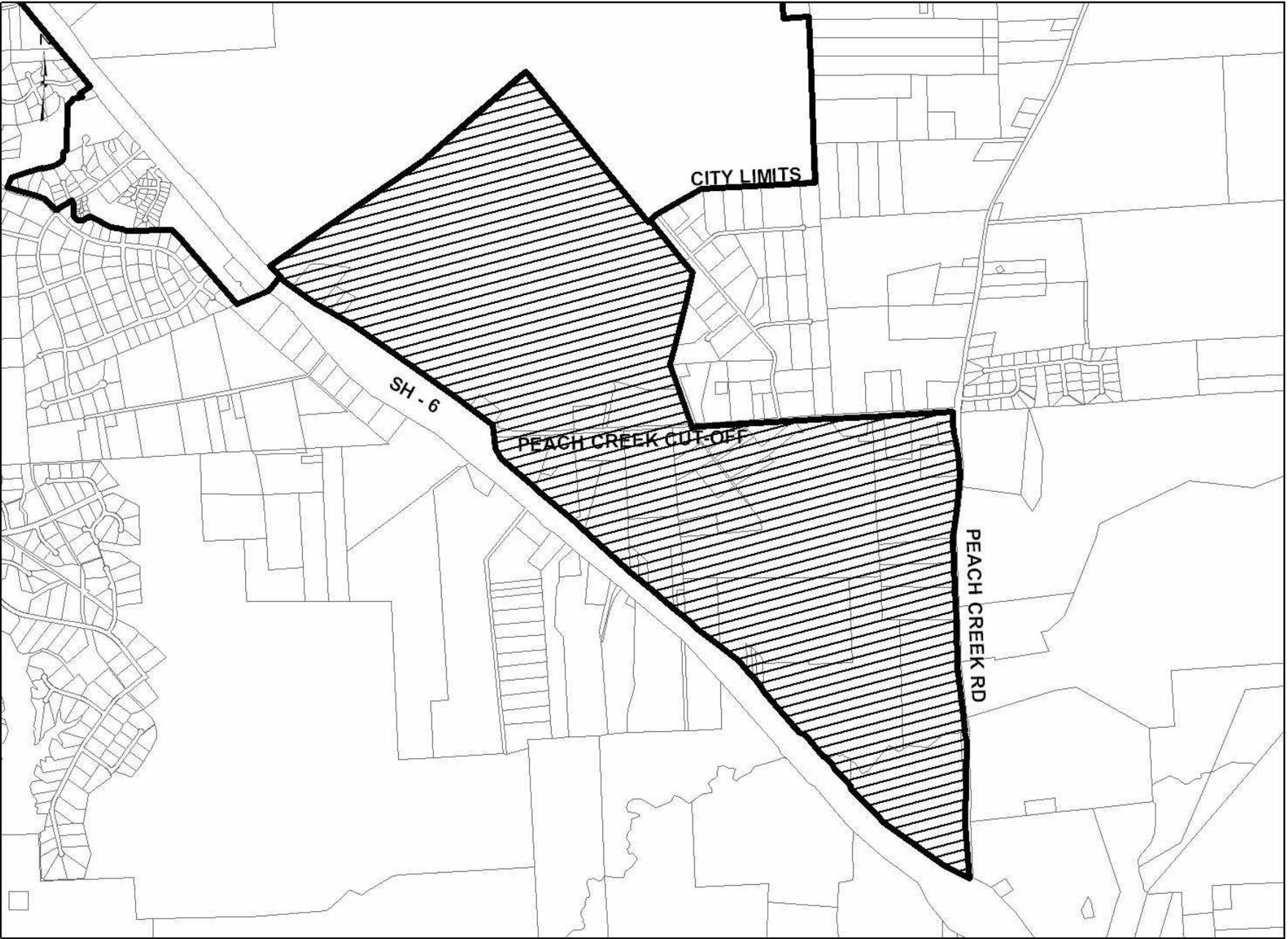
Annexation Area 2



Annexation Area 3



Annexation Area 4



Annexation Area 5

**August 6, 2007
Workshop Agenda
Traffic Impact Analysis Requirements**

To: Glenn Brown, City Manager

From: Bob Cowell, AICP, Director of Planning and Development Services

Agenda Caption: Presentation, possible action, and discussion regarding traffic impact analysis requirements.

Recommendation(s): The Planning and Zoning Commission will hear this item at their August 2, 2007 meeting. Staff will present The P&Z recommendations in the presentation. Staff recommends that council provide staff policy direction on when traffic impact analyses should be required and have included staff recommendations on the same in the attachment.

Summary: On June 28, 2007, as part of the annual review of the Unified Development Ordinance (UDO), Council provided staff direction to modify the traffic impact analysis (TIA) requirement in the UDO. Specific items of interest related to when TIAs are required include which development processes require TIAs, which land uses TIAs should be prepared for, what traffic threshold triggers the TIA requirement, and costs of preparing TIAs. These items are discussed further in the TIA issues attachment.

Budget & Financial Summary: N/A

Attachments:

1. TIA Issues

TIA Issues

Development Processes

The current requirement requires that a TIA be completed with the site plan application for proposed non-residential developments that generate over 5,000 daily trips. The Planning and Zoning Commission and City Council have expressed interest in requiring the TIA at the rezoning stage. Staff believes that this change would be appropriate and would provide beneficial information for the Planning and Zoning Commission and City Council in making decisions on rezonings. In cases where the applicant is desiring to rezone the project for a very specific development, the study from the rezoning application would be sufficient for the site plan application.

Land Uses

The current TIA requirement was adopted as part of the Non-Residential Architecture standards, and therefore does not require studies for any residential developments. While traffic related to residential developments may have different characteristics than that of non-residential land uses, there are significant impacts to the transportation system that should be analyzed prior to development for single-family and multi-family residential developments that meet the designated traffic threshold. For this reason, staff believes that the determination of whether a study should be done should not consider land use.

Traffic Thresholds

The current traffic threshold that triggers a TIA is 5,000 trips per day. This threshold was adopted primarily to require studies be done on those large scale retail developments that make significant impacts to the broader transportation system. Council expressed interest in revisiting this threshold as smaller developments can incrementally impact the transportation system similar to these larger developments. Because the transportation system is typically measured by how it performs during the morning and evening peak hours, some communities utilize a threshold based on peak hour trips rather than daily trips. Staff will present options for this type of threshold and give examples for existing developments that would trigger TIAs under this scenario if they were developed today.

Costs of TIAs

One concern of City Council was how much these studies cost. Typically, TIAs cost between \$10,000 and \$20,000 depending on the development project and the resulting scope of the study. Some communities structure the TIA requirements such that the scope is more refined for smaller developments and only a letter report is required. This approach could be used to lower the financial burden of the study on the applicant.

**August 6, 2007
Workshop Agenda
FY 08 Proposed Budget Presentation**

To: Glenn Brown, City Manager

From: Jeff Kersten, Chief Financial Officer

Agenda Caption: Presentation, possible action, and discussion on the FY 2007-2008 Proposed Budget.

Recommendation(s): Staff recommends the Council review the FY 08 Proposed Budget.

Summary: Staff will present the City of College Station 2007-2008 Proposed Budget and do an overview of the proposed budget.

The City's charter says the City Manager will prepare and submit a proposed budget to the City Council no later than 30 days prior to the end of the fiscal year. The calendar for the budget process includes a public hearing on August 23. Adoption of the Budget is scheduled for September 13. According to the charter, final action on the Proposed Budget must take place on or before September 27.

A series of 4 budget workshop meetings have been scheduled to review the proposed budget over the next several weeks. The following is the current schedule and topics planned to be discussed at the meetings.

Workshop #1 Monday August 13 4:00 PM - 6:00 PM - Review Fiscal and Budgetary Policies, Review General Fund, Pay plan, tax rate options, and Outside Agency Funding Review Committee recommendations.

Workshop #2 Tuesday August 14 4:00 PM - 6:00 PM - Review other governmental funds, general government capital projects, enterprise funds, and utility rates.

Workshop #3 Monday August 27 4:00 PM - 6:00 PM - Continue review of enterprise funds, review special revenue funds.

Workshop #4 Tuesday August 28 4:00 PM - 6:00 PM - Review Internal Services funds, review other budget issues as needed.

This schedule will be modified as needed.

Budget & Financial Summary: The budget is discussed in detail in the Proposed Budget document.

Attachments:

1. The Proposed Budget has been distributed under a separate cover

Please bring your copy of the proposed budget to the meeting.