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Mayor

Nancy Berry

Mayor Pro Tem

John Crompton

City Manager

David Neeley

Council members

Jess Fields

Dennis Maloney

Katy-Marie Lyles

Dave Ruesink

Jana McMillan

Agenda

College Station City Council

Workshop Meeting

Thursday, February 24, 2011 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 on an update of the City of College Station FY 11 Budget.
3. Presentation, possible action, and discussion concerning the City Internal Auditor's Department of Parks and Recreation Concessions and Aquatics audit reports.
4. Council Calendar
 - February 28 IGC Meeting at BVCOG, 12:00 p.m.
 - March 10 City Council Workshop/Regular Meeting at 3:00 p.m. & 7:00 p.m.
5. 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.
6. Discussion, review and possible action regarding the following meetings: Arts Council of the Brazos Valley, Audit Committee, Bicycle, Pedestrian, and Greenways Advisory Board, Brazos County Health Dept., Brazos Valley Council of Governments, Brazos Valley Wide Area Communications Task Force, BVSWMA, BVWACS. Cemetery Committee, Code Review Committee, Review Board, Historic Preservation Committee, Interfaith Dialogue Association, Intergovernmental Committee, Joint Relief Funding Review Committee, Landmark Commission, Library Board, Mayor's Council on Physical Fitness, Mayor's Development Forum, Metropolitan Planning Organization, National League of Cities, Outside Agency Funding Review, Parks and Recreation Board, Planning and Zoning Commission, Research Valley Partnership, Regional Transportation Committee for Council of Governments, Signature Event Task Force, Sister City Association, TAMU Student Senate, Texas Municipal League, Transportation Committee, Wolf Pen Creek Oversight Committee, Zoning Board of Adjustments, (Notice of Agendas posted on City Hall bulletin board).
7. Executive Session will immediately follow the workshop meeting in the Administrative Conference Room.

City Council Workshop Meeting

Thursday, February 24, 2011

Consultation with Attorney {Gov't Code Section 551.071}; possible action. The City Council may seek advice from its attorney regarding a pending or 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:

Litigation

- a. City of Bryan's application with TCEQ for water & sewer permits in Westside/Highway 60 area, near Brushy Water Supply Corporation to decertify City of College Station and certify City of Bryan
- b. Water CCN / 2002 Annexation / Wellborn Water Supply Corporation
- c. Clancey v. College Station, Glenn Brown, and Kathy Merrill
- d. Rachel Rahn v. Alma Martinez, The Arkitex Studio, Inc. et al, cause No. 09-000656-CV361
- e. Timothy Delasandro et al v. City of College Station et al; Cause No. 11-000240-CV-272
- f. City of College Station, Texas, v. Virtual Equity Group, Inc, et al relating to nonpayment of hotel occupancy taxes for College Station Inn
- g. Weingarten Realty Investors v. College Station, Ron Silvia, David Ruesink, Lynn McIlhaney, and Ben White
- h. Chavers et al v. Tyrone Morrow, Michael Ikner, City of Bryan, City of College Station, et al

Legal Advice

- a. Legal issues of purchase and lease back to Arts Council
- b. Legal issues regarding possible revenue sharing and legislation in bio-corridor

Competitive Matters {Gov't Code Section 551.086}; possible action: The City Council may deliberate, vote, or take final action on a competitive matter in closed session. The City Council must make a good faith determination, by majority vote of the City Council, that the matter is a Competitive Matter. A "Competitive Matter" is a utility-related matter that the City Council determines is related to the City of College Station's Electric Utility Competitive Activity, including commercial information, which if disclosed would give advantage to competitors or prospective competitors. The following is a general representation of the subject(s) to be considered as a competitive matter.

- a. Power Supply

8. 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 24th day of February, 2011 at 3:00 pm in the City Hall Council Chambers, 1101 Texas Avenue, College Station, Texas. The following subjects will be discussed, to wit: See Agenda

Posted this 21st day of February, 2011 at 2:00 pm

City Council Workshop Meeting
Thursday, February 24, 2011

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 February 21, 2011 at 2:00 pm 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 _____, 2011.

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.

**February 24, 2011
Workshop Agenda Item No. 2
Update on FY 11 Budget**

To: David Neeley, City Manager

From: Jeff Kersten, Chief Financial Officer

Agenda Caption: Presentation, possible action, and discussion on an update of the City of College Station FY 11 Budget.

Recommendation(s): Staff recommends the City Council receive the report and provide any desired direction.

Summary: Staff will be presenting an update on the status of the FY 11 Budget. This update will include a status report key revenue streams.

Budget & Financial Summary: Information will be presented at the workshop meeting.

Attachments: NA

**February 24, 2011
Workshop Agenda Item No. 3
Concessions and Aquatic Audit Reports**

To: Mayor and Members of the City Council

From: Ty Elliott, City Internal Auditor

Agenda Caption: Presentation, possible action, and discussion concerning the City Internal Auditor's Department of Parks and Recreation Concessions and Aquatics audit reports.

Recommendation(s): Give staff direction to implement the recommendations contained in the audit reports.

Summary:

Reasons for the audits: The fiscal year 2011 audit plan included an audit of Parks and Recreation revenue generating programs. Concessions was selected based on Council direction that originated from discussions held in the budget workshop meetings in August 2010. The Aquatics Program was selected based on financial risk to the city due to being the second largest revenue generating program within Parks and Recreation, along with the largest expenditures and general fund subsidy amongst all the programs.

Concessions Results: Two areas of concern were identified within Concessions. First, cash handling best practices were not being utilized. As a result, the potential for fraud to occur increases significantly. Second, profitability seemed to decline even though revenues increased. This was caused by a 58 percent overhead and administrative cost factor. For every dollar of direct concession cost, another 58 cents is tacked on for overhead and administrative cost. When Parks and Recreation was made aware of the concerns in November 2010, it began steps to address each of the audit recommendations and made corrections to its operations methods and policy.

Aquatics Results: Cash handling best practices were implemented; however, areas of wasteful or unnecessary expenditures were identified. These areas were attributed largely to the staffing of part-time seasonal staff during times when city pools are closed to the public, and also the payment of overtime to these employees. By discontinuing the staffing of the pools during the off-season this would generate approximately \$250,000 in savings.

Attachments: Concessions and Aquatic audit reports are on file and available for review in the City Secretary's Office.