

MINUTES OF THE CITY COUNCIL WORKSHOP
CITY OF COLLEGE STATION
MAY 18, 2015

STATE OF TEXAS §
 §
COUNTY OF BRAZOS §

Present:

Nancy Berry, Mayor

Council:

Blanche Brick
Steve Aldrich
Karl Mooney
John Nichols
Julie Schultz
James Benham

City Staff:

Kelly Templin, City Manager
Chuck Gilman, Deputy City Manager
Carla Robinson, City Attorney
Tanya McNutt, Deputy City Secretary
Ian Whittenton, Records Management Coordinator

1. Call to Order and Announce a Quorum is Present

With a quorum present, the Workshop of the College Station City Council was called to order by Mayor Berry at 4:32 p.m. on Monday, May 18, 2015 in the Council Chambers of the City of College Station City Hall, 1101 Texas Avenue, College Station, Texas 77840.

2. Executive Session

In accordance with the Texas Government Code §551.071-Consultation with Attorney, the College Station City Council convened into Executive Session at 4:32 p.m. on Monday, May 18, 2015 in order to continue discussing matters pertaining to:

- A. Consultation with Attorney to seek advice regarding pending or contemplated litigation; to wit:
- Deluxe Burger Bar of College Station, Inc. D/B/A Café Eccell v. Asset Plus Realty Corporation, City of College Station, Texas and the Research Valley Partnership, Inc., Cause No. 13 002978 CV 361, In the 361st Judicial District Court, Brazos County, Texas
 - Margaret L. Cannon v. Deputy Melvin Bowser, Officer Bobby Williams, Officer Tristan

Lopez, Mr. Mike Formicella, Ms. Connie Spence, Cause No. 13 002189 CV 272, In the 272nd District Court of Brazos County, Texas

- Bobby Trant v. BVSMA, Inc., Cause No. 33014, In the District Court, Grimes County, Texas, 12th Judicial District
- Juliao v. City of College Station, Cause No. 14-002168-CV-272, in the 272nd District Court of Brazos County, Texas
- City of College Station, Texas, v. Embrace Brazos Valley, Inc., Cause No. 15-000804-CV-85, In the 85th Judicial District Court, Brazos County, Texas.

The Executive Session adjourned at 5:35 p.m.

3. Take action, if any, on Executive Session.

No action was required from Executive Session.

4. Presentation, possible action, and discussion on items listed on the consent agenda.

Items 2b, 2c, and 2i were pulled for clarification.

(2b): Donald Harmon, Director of Public Works, explained the conceptual design process for the library and the opportunity for public input in the process.

(2c): Donald Harmon, Director of Public Works, clarified the phases of the project and the efforts to coordinate construction with the community.

Jeff Kersten, Assistant City Manager, clarified the option of using the bond funds currently assigned to this project for other transportation projects.

(2i): Alan Gibbs, City Engineer, clarified the purpose of the proposed pipeline.

5. Presentation, possible action, and discussion concerning the City Internal Auditor's Delinquent Accounts Audit.

Ty Elliott, Internal Auditor, reported on the findings of the audit. Utility Customer Services is effective in collecting, managing, and writing-off delinquent accounts. However, he also found that the current procedures could be made more efficient and that policies and procedures are not always consistently applied. The city's collections agency appears to be well managed, and the majority of delinquent accounts are properly on file with the collections agency, but he found that payment dates often do not reconcile between the city's records and the collection agency's records. The current write-off policies and procedures have control deficiencies, and could use stronger controls, and some financial records are being completely deleted from the system.

Staff recommends that policies and procedures should be updated to increase efficiency and eliminate procedural gaps; controls for the collections and write-off process could be strengthened; and the City should not delete the financial records of customers who still owe the city money.

6. Presentation, possible action and discussion on a license agreement with ExteNet for the installation and operation of a Distributed Antenna System (DAS).

Aubrey Nettles, Special Projects Coordinator, provided information to the council about a draft license agreement and pole attachment agreement was developed to allow ExteNet, utilization of City right-of-way and open space existing utility poles or street light poles in order to accommodate their infrastructure.

Alan Gibbs, City Engineer, explained that a Distributed Antenna System is a network of spatially separated antenna nodes connected to a common source to provide wireless service within a geographic area. These antennas are usually connected to existing utility poles, and require additional ground-mounted infrastructure to support the operation of the antenna.

Bebb Francis, Outside Counsel for ExteNet Systems, provided information about the technology, terminology, need for DAS, and the ability of these systems to address network capacity issues.

Joe Milone, Regional Director for External Relations, ExteNet Systems, addressed questions on the possibility of leasing conduit from the City and the feasibility of overbuilding for future connectivity and leaseback.

Tony Michalsky, Assistant Director Electric Utility, gave information on the potential design possibilities and aesthetic options for DAS.

7. Council Calendar

Council reviewed the calendar.

8. Presentation, possible action, and discussion on future agenda items: a Councilmember 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.

There were no future agenda items.

9. Discussion, review and possible action regarding the following meetings: Animal Shelter Board, Arts Council of Brazos Valley, Arts Council Sub-committee, Audit Committee, Bicycle, Pedestrian, and Greenways Advisory Board, Bio-Corridor Board of Adjustments, Blinn College Brazos Valley Advisory Committee, Brazos County Health Dept., Brazos Valley Council of Governments, Bryan/College Station Chamber of Commerce, Budget and Finance Committee, BVSWMA, BVWACS, Compensation and Benefits Committee, Convention & Visitors Bureau, Design Review Board, Economic Development Committee, Gigabit Broadband Initiative, Historic Preservation Committee, Interfaith Dialogue Association, Intergovernmental Committee, Joint Relief Funding Review Committee, Landmark Commission, Library Board, Metropolitan Planning Organization, Parks and Recreation Board, Planning and Zoning Commission, Research Valley Partnership, Research Valley Technology Council, Regional Transportation Committee for Council of

Governments, Transportation and Mobility Committee, TAMU Student Senate, Texas Municipal League, Twin City Endowment, Youth Advisory Council, Zoning Board of Adjustments.

Councilmember Mooney reported on the Intergovernmental Committee.

Councilmember Nichols reported on the Arts Council of Brazos Valley and a ribbon cutting for a new exhibit by artist George Tobolowsky.

Councilmember Brick reported on the Bicycle, Pedestrian, and Greenways Advisory Board.

Councilmember Brick reported on her attendance to the 28th Annual Law Enforcement Memorial Service.

Councilmember Aldrich reported on his attendance to the Legislative Affairs meeting.

Mayor Berry reported on a trip to Washington D.C. with the Bryan/College Station Chamber of Commerce.

10. Adjournment

MOTION: There being no further business, Mayor Berry adjourned the workshop of the College Station City Council at 6:47 p.m. on Monday, May 18, 2015.


Nancy Berry, Mayor

ATTEST:


Sherry Mashburn, City Secretary