



MEMORANDUM

Meeting Date: October 21, 2014

Item No. C-3

To: Steve Polasek, City Manager

From: Jonathan Phillips, Director of Administrative Services

Subject: **Discuss and prioritize practices for using video conferencing within the RACI form.**

At the October 7 City Council meeting, initial discussion was held regarding the review of video conferencing. The intent of this agenda item is to further that discussion.

At the meeting, staff intends to provide Council options for the review of video conferencing practices and to establish the priority of this project relative to the other projects on the RACI form.

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Discuss and prioritize practices for using video conferencing within the RACI form.

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- This item was placed on the agenda for discussion at the October 7, 2014 meeting at the request of Council Member Debbie Bryan and Council Member Bill Dodge
- In the 2013 legislative session, two bills were passed amending Texas Government Code §552.127(c), that authorized Council member attendance at Council meetings by videoconference. Each bill had different requirements. H.B. 2414; S.B. 984

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- Current Technical Capabilities
 - Video conference one person in City Council Chamber
 - Not able to video conference within pre-council
- Short Term Technical Capabilities
 - Ability for 2 people to video conference
 - Ability to video conference in pre-council
 - Would require minor programming changes and approximately \$2,000 in equipment
 - Approximately 2-4 weeks for programming changes


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- Staff Considerations
 - Possible additional staff needed to operate video conference during meeting
 - Required 5 day notification to staff in order to setup and test
- Recommended Practices
 - Limit to City Council
 - Limit number of remote to 2 City Council Members
 - Written notice to City Secretary 5 business days prior to meeting
 - "First Come First Served" Basis
 - Added to Council Rules of Order

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Questions?
Johnathan Phillips
Sean Vreeland
 817-743-4001

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REGULAR CITY COUNCIL MEETING
OCTOBER 21, 2014

The Regular City Council Meeting of the City of Keller was held on Tuesday, October 21, 2014, at Keller Town Hall, 1100 Bear Creek Parkway, Keller, Texas.

The following City Council Members were present:

Mayor Mark Mathews
Council Member Debbie Bryan
Council Member Tom Cawthra
Council Member Bill Dodge
Mayor Pro Tem Rick Barnes

Council Member Gary Reaves and Council Member Bill Hodnett were absent.

Administrative personnel present were City Manager Steve Polasek, City Secretary Sheila Stephens, City Attorney Stan Lowry, Director of Administrative and Strategic Services Jonathan Phillips, Director of Economic Development DeAnna Beseda, Director of Finance Johnny Phifer, Director of Human Resources Carolyn Nivens, Director of Public Safety/Police Chief Mark Hafner, Director of Public Works Matthew Kite, Fire Chief David Jones, and Library Director Jana Prock.

PRE-COUNCIL MEETING

A. CALL TO ORDER

The Pre-Council Meeting was called to order by Mayor Mark Mathews at 5:01 p.m.

B. EXECUTIVE SESSION

Mayor Mark Mathews adjourned the meeting to Executive Session during the Pre-Council Meeting for the following purposes allowed in Chapter 551 of the Texas Government Code.

1. Section 551.087, Texas Government Code - Deliberation Regarding Economic Development Negotiations.

- (1) To discuss or deliberate regarding commercial or financial information that the governmental body

has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or

(2) To deliberate the offer of a financial or other incentive to a business prospect described by Subdivision.

2. Section 551.071, Texas Government Code - Consultation with attorney to seek advice about pending or contemplated litigation or a settlement offer or other matters permitted by such section.

a. Michael Newman vs City of Colleyville and City of Keller.

3. Section 551.074, Texas Government Code - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

a. Planning and Zoning Commission appointees: Dave Reid, Christopher Whatley, Lee Alexandria Sevier, Carey P. Page, Leslie V. Sagar, John S. Scott, Jr., Troy DePuma.

4. Adjourn into Open Meeting.

The Pre-Council Meeting was called back to order by Mayor Mark Mathews.

5. Action on Executive Session Items 1, 2a, and 3a if necessary.

Item 1 - No action was taken.

Item 2a - No action was taken.

Item 3a - Action was taken during the Regular Meeting.

C. WORK SESSION

1. Discuss and review agenda items.

The City Council discussed and reviewed the agenda items.

2. Discuss and prioritize Unified Development Code - Tree Preservation within the RACI form.

Mr. David Hawkins, Planning Manager, gave a presentation regarding the Unified Development Code - Tree Preservation. Discussion was held by the City Council. The City Council directed City Staff to review the fee schedule relating to the Unified Development Code - Tree Preservation.

3. Discuss and prioritize practices for using video conferencing within the RACI form.

Mr. Jonathan Phillips, Director of Administrative and Strategic Services, gave a presentation regarding practices for using video conferencing. Discussion was held by the City Council. The City Council directed City Staff to move forward with video conferencing for one (1) Council Member at this time on a first come first served basis, notify the City Secretary five (5) business days prior to the meeting, and make available video conferencing in the Pre-Council Chamber.

4. Discuss and review City of Keller Debt Instruments.

Mr. David Medanich and Mr. Nick Bulaich with First Southwest gave a presentation regarding the City of Keller Debt Instruments. Discussion was held by the City Council.

5. Discuss remaining Board and Commission modifications and appointments.

Mayor Mark Mathews addressed the City Council regarding the remaining Board and Commission modifications and appointments. Discussion was held by the City Council. The City Council directed City Staff to amend the ordinances for the remaining Board Member terms that expire on November 30th to June 30th. Additionally, contact the current members of the remaining boards to confirm their desire to continue serving until June 30, 2015 and fill any vacancies that may occur.