

**CITY COUNCIL GOVERNANCE COMMITTEE MEETING  
MINUTES  
WEDNESDAY, FEBRUARY 19, 2014  
1:00 PM  
MEDIA BRIEFING ROOM, CITY HALL**

Council Present:	Mayor Julián Castro, <i>Chair</i> Councilmember Diego Bernal, <i>District 1</i> Councilmember Rebecca Viagran, <i>District 3</i> Councilmember Rey Saldaña, <i>District 4</i> Councilmember Ron Nirenberg, <i>District 8</i>
Staff Present:	Sheryl Sculley, <i>City Manager</i> ; Robbie Greenblum, <i>City Attorney</i> ; Leticia Vacek, <i>City Clerk</i> ; Erik Walsh, <i>Deputy City Manager</i> ; Di Galvan, <i>Director, Communications &amp; Public Affairs Department</i> ; Judge Bull, <i>Municipal Court Judge</i> ; Fred Garcia, <i>Municipal Court Judge</i> ; Edward Benavides, <i>Chief of Staff, City Manager's Office</i> ; Carlos Contreras, <i>Asst. City Manager</i> ; Jed Maebius, <i>Liaison, Mayor's Office</i> ; Leslie Haley, <i>Asst. City Attorney</i> ; Justin Bedard, <i>Asst. to Director of Communications &amp; Public Affairs Department</i> ; Norma Morales-Arias, <i>Court Administrator</i> ; Kristie Blust, <i>Legal Administrator, Municipal Court</i> ; John Peterek, <i>Special Projects Manager, City Manager's Office</i> ; Rebekah Jamison, <i>Sr. Executive Secretary, Office of the City Clerk</i>
Others Present	Ryan Loyd, <i>Reporter, Texas Public Radio</i>

**CALL TO ORDER**

Mayor Castro called the meeting to order.

- 1. Approval of minutes from the January 15, 2014 Governance Committee Meeting.**

Councilmember Saldaña moved to approve the minutes of the January 15, 2014 Governance Committee Meeting as submitted. Councilmember Bernal seconded the motion. Motion carried by those present.

**Individual Briefings**

Mayor Castro addressed Item 3 at this time.

- 3. A Briefing on the Appointment Process for Municipal Court Judges.**  
John Bull, Presiding Judge; Fred Garcia, Municipal Court Clerk

Judge Bull reported that the Municipal Court Judges were appointed by City Council for two-year terms. He stated that there were currently nine full-time Municipal Court Judges whose

terms would expire April 30, 2014. He added that there were two vacant full time positions at Municipal Court.

Judge Bull stated that the vacant positions had been advertised and expected to bring the interviews to the Governance Committee by mid-March while the appointment of the Judges would be brought to City Council thereafter.

Judge Bull stated that the Mayor and City Council appoint the City Manager, City Auditor, City Clerk and Municipal Court Judges.

Judge Bull reported that Municipal Court handles about 400,000 cases per year thus it is important to have knowledgeable Judges with good demeanor and temperament. He added that the qualification requirements were two years residency and three years licensure.

Mayor Castro mentioned that in the past, the Council Committee appointed an Advisory Committee to review the applications; but with the current timeframe, there was no time to compose an Advisory Committee.

Councilmember Bernal asked of the terms for the Judges. Judge Bull stated that the new terms would begin May 1, 2104 and run for two years.

Councilmember Saldaña suggested putting together a group of three or four City Staff or University Professors to review the applications. Mayor Castro stated that they could develop a policy for the next appointments, but reiterated that there was not enough time to do so for the current appointments.

Judge Bull asked if members of the Governance Committee would be willing to review the applications. Mayor Castro, Councilmember Bernal and Councilmember Saldaña all agreed to review applications to bring forth ten individuals to interview.

Judge Bull stated that he would provide the applications to Mayor Castro, and Councilmembers Bernal and Saldaña.

No action was required for said item.

## **2. Briefing and possible action on B Session Broadcast Options**

Di Galvan, Director, Communications and Public Affairs; Edward Benavides, Chief of Staff, City Manager's Office.

Ms. Galvan reported that the City broadcasts the A-Session portion of the City Council Meetings that are held in the Council Chambers, via the City's Government Access Channel (TVSA). She added that A-Session is simultaneously web-streamed on the City's Website. She stated that there is television production equipment installed in the Council Chambers, in order to produce a live broadcast on Time Warner Cable, AT& T U-Verse and Grande Communications. Currently, the City does not broadcast the City Council B Session "live". Ms. Galvan added that the B-Session is conducted in the B Room of the Municipal Plaza Building.

Ms. Galvan reported that several television options would be presented for consideration to broadcast City Council B-Sessions “live” via the City’s Government Access Channel, TVSA. The airing of the B-Session on TVSA and simultaneously web-stream on the City’s Website serves as the City’s continuous effort to provide transparency.

Ms. Galvan reported the following Interim Options:

- The cost to produce an interim “live” production of the B-Session in the Media Briefing Center at City Hall was \$48,500 and included television production equipment, installation and three-years of maintenance.
- The Department of Communications and Public Affairs would use existing resources to produce an interim “live” production of the B-Session in the Council Chamber at the Dias.

Ms. Galvan reported that there were three Fixed Options to produce a “live” broadcast of the City Council B-Session in the B Room:

- **Option One:** \$139,000 (approximately) including cameras, wireless table microphones, television monitors, video conferencing, installation and three years of maintenance.
- **Option Two:** \$138,000 (approximately) including cameras, ceiling microphones, television monitors, video conferencing, installation and three years of maintenance.
- **Option Three:** \$115,000 (approximately) including cameras, wireless table microphones, installation and three years of maintenance.

Ms. Galvan stated that the Mobile Option cost was \$216,000 (approximately) to broadcast the B-Session “live” on the floor of the Council Chambers. She added that the cost included the reconstruction of the podium, gate removal, audience chair removal, mounted camera, floor lights, wireless table microphones, carpet, conference table, chairs, document camera table, ADA table, AV system integration, installation and three years of maintenance.

Ms. Galvan reported that both the Interim and Fixed Options could be acquired through a Request for Proposal (RFP) process or through the U.S. Communities Co-Operative Process. The RFP would take approximately four months and the U.S. Communities Co-Operative Process would take approximately two months.

The Mobile Option would require a combination of utilizing internal departments and the RFP or U.S. Communities Co-Operative Process.

Ms. Galvan recommended the production of “live” broadcast of the City Council B-Sessions through the Fixed Solution of Option 1 at \$139,000 (approximately) with fixed television production equipment and acquisition of the equipment, installation and maintenance through U.S. Communities Cooperative process. She added that if an interim “live” broadcast option was needed; staff recommends broadcasting “live” from the Council Dais in the Council Chamber.

It was the Consensus of the Governance Committee Members to forward said item to the Full City Council for consideration and action.

Mayor Castro excused himself from the meeting at this time.

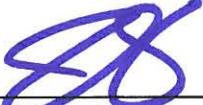
**Consideration of items for future meetings**

**4. Next Meeting Scheduled: March 19, 2014**

Mayor Pro-Tem Viagran announced that the next Governance Council Committee Meeting was scheduled for March 19, 2014. There being no further discussion, Mayor Pro-Tem Viagran adjourned the meeting at 1:39 p.m.

ATTEST:

  
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*Leticia Vacek, TRMC/MMC*  
City Clerk

  
\_\_\_\_\_  
*Julian Castro*  
Mayor