



Travis County Commissioners Court Agenda Request

Meeting Date: January 7, 2014

Prepared By/Phone Number: Peter Einhorn, 854-9222

Department Head: Roger El-Khoury – FMD & Steven Broberg – Records Management

Commissioners Court Sponsors: Bruce Todd, Precinct 2

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST FROM CAMPO TO USE TRAVIS COUNTY FACILITIES FOR REGULAR MEETINGS.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Memo attached

ISSUES AND OPPORTUNITIES:

REQUIRED AUTHORIZATIONS:

Commissioner Bruce Todd

BRUCE TODD

TRAVIS COUNTY COMMISSIONER - PRECINCT 2
TRAVIS COUNTY ADMINISTRATION BUILDING
700 LAVACA STREET, SUITE 2.300
AUSTIN, TX 78701



January 7, 2014

To: Judge Sam Biscoe
CC: Travis County Commissioners
From: Commissioner Bruce Todd
RE: CAMPO Request to Use Travis County Facilities for Regular Meetings

Overview:

The Capital Area Metropolitan Planning Organization (CAMPO) currently holds their monthly meeting of the Transportation Policy Board at the Joe C. Thompson Conference Center at the University of Texas. The monthly cost of holding those meetings at the Thompson Center is \$600 (\$7,200 annually). Travis County began to discuss with CAMPO staff the possibility of hosting these meetings here at 700 Lavaca in our Multi-Function Rooms. We have the infrastructure needed to facilitate these meetings and Facilities Management has provided a quote for hosting these meetings. Below are three scenarios. The first is the cost for CAMPO to continue at the Thompson Center. The second scenario are the facilities and audio/video costs for holding the meetings in the Multi-Function Rooms and have TCTV/Media Services record the meetings using our equipment (understanding that the Multi-Function Room may not yet be fully capable of broadcasting). The final scenario, the one being pursued at this time is for CAMPO's Policy Board to meet at 700 Lavaca, but to continue to have City of Austin Media staff on hand to record the meetings. In this scenario, County Media staff would only be required to setup CAMPO's A/V equipment ahead of each meeting.

The CAMPO Policy Board meets the second Monday of each month beginning at 6 PM. By locating the meeting at 700 Lavaca, getting to the meeting will be more convenient for the three members of the Court, the four Austin Councilmembers, and several other Board members that work in the Austin Central Business District.

Scenarios:

University TCC	Cost	Hour/Qty	Mo. Total	Yrly. Total
Room Rental	\$ 380	1	\$ 380	\$ 4,560
Audio/Visual*	\$ 25	1	\$ 25	\$ 300
Set Up fee	\$ 100	1	\$ 100	\$ 1,200
Total			\$ 505	\$ 6,060

* (CAMPO owns all the mics (25), speakers, 24 channel mixer, and wires.) - cost is for TCC staff to set up and make sure it is ready to go.

Travis Co.	Cost	Hour/Qty	Mo. Total	Yrly. Total
Room Rental	\$ 50	1	\$ 50	\$ 600
Media Srv.	\$ 260	1	\$ 260	\$ 3,120
HAVC/Chiller	\$ 35	3	\$ 105	\$ 1,260
Parking Att.	\$ 20	1	\$ 20	\$ 240
Staff Labor	\$ 40	2	\$ 80	\$ 960
Total			\$ 515	\$ 6,180

Travis Co. (minus Media)	Cost	Hour/Qty	Mo. Total	Yrly. Total
Room Rental	\$ 50	1	\$ 50	\$ 600
Audio/Visual	\$ 25	1	\$ 25	\$ 300
HAVC/Chiller	\$ 35	3	\$ 105	\$ 1,260
Parking Att.	\$ 20	1	\$ 20	\$ 240
Staff Labor	\$ 40	2	\$ 80	\$ 960
Total			\$ 280	\$ 3,360

(Audio/Visual amount assumes same cost as UT Thompson Conference Center for RCMD staff to assume setup responsibilities.)

Request:

Recently the Commissioners Court considered hosting the monthly meetings of the Community Advancement Network (CAN) as they look to vacate Austin City Hall for the coming year. In addition, my office has received requests from various non-profits in town that are looking for meeting space. Travis County has an abundance of meeting facilities in this building and I suggest that it is appropriate for the County to make its facilities available to the broader community as long as the purpose for use is nonprofit, non-political, legally allowable, and consistent with our community goals and mission. I believe CAN fits that criteria and I believe that CAMPO does as well. I request that CAMPO be allowed to meet monthly at 700 Lavaca and that the Commissioners Court consider waiving the facilities fees and consider this an in-kind contribution.