



# City of West University Place

*A Neighborhood City*

## **CITY COUNCIL**

Susan Sample, Mayor  
John Montgomery, Mayor Pro Tem  
John P. Barnes, Councilmember  
Melanie Bell, Councilmember  
Shannon Carroll, Councilmember

## **STAFF**

David Beach, City Manager  
Scott Bounds, Olson & Olson, City Attorney  
Thelma Gilliam, City Secretary

## **City Council Meeting Agenda**

Notice is hereby given of a **Workshop and Regular Meeting** of the West University Place City Council to be held on **Monday, September 13, 2021** beginning at **6:00 p.m.** in the **Municipal Building, located at 3800 University Boulevard**, for the purpose of considering the agenda of items listed.

Residents can attend in-person or via Zoom. To attend the meeting via telephonic means, please call 346-248-7799 or you can join via <https://us02web.zoom.us/j/81976217725>. The Meeting ID Number is 819 7621 7725. Should you have difficulty entering the meeting or need assistance during the meeting, email [westuzoom@westutx.gov](mailto:westuzoom@westutx.gov).

**Any person interested in speaking via Zoom** on any item on the regular agenda or during public comments must submit his/her request via email to the City Secretary at [tgilliam@westutx.gov](mailto:tgilliam@westutx.gov) at least **one (1) hour prior to the start of the meeting**. The request must include the speaker's name, address, and the phone number that will be used for the call, and the agenda item number or description, if applicable. Speakers will remain in a queue and muted until their time to speak. Handouts or other information must be emailed to [tgilliam@westutx.gov](mailto:tgilliam@westutx.gov) no later than one day prior to the start of the meeting. The information will be provided to Mayor and Council in advance of the meeting. **Any person interested in speaking in-person** at the meeting, must sign up before the start of the regular meeting at 6:30 p.m.

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and, if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

The agenda packet is accessible to the public on the City's website. A recording of this meeting will be made available to the public within three (3) business days after the meeting. **To obtain a hard copy of the agenda packet, please contact the City Secretary via the email address above.**

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### **WORKSHOP (6:00 PM)**

- 1. Call to Order/Roll Call**
- 2. Preliminary Engineering Report (PER) – East Drainage Update**  
Matters related PER-East. *Mr. Gerardo Barrera, Public Works Director*
- 3. Adjourn Workshop**

## REGULAR MEETING (6:30 PM)

### 4. Call to Order/Roll Call

### 5. Pledge of Allegiance

### 6. Proclamation in Honor of John Neighbors

Matters related to proclaiming September 13, 2021 as John Neighbors Day in West University Place.  
**Mayor Susan Sample**

### 7. Public Comments

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each.

If the topic the speaker wishes to address is on the agenda, the speaker may either speak at this time or defer his/her comments until such time the item is discussed.

Speakers are advised that comments cannot be received on matters which are the subject of a public hearing once the hearing has been closed. Public comments on matters on the agenda must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments.

Persons making personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. This rule does not prohibit criticism of the City or criticisms of actions or omissions of the City.

### 8. COVID-19 Update

Matters related to COVID-19. *Recommended Action: Discuss and take any desired action.* **Mr. Aaron Taylor, Fire Chief and Emergency Management Coordinator** [see Agenda Memo 8]

### 9. Ordinance Approving Adoption of Fee Schedules by Resolution

Matters related to the first reading of an ordinance approving adoption of the City's fee schedules by resolution. *Recommended Action: Approve ordinance to adopt the City's fee schedules by resolution on the first of two readings.* **Ms. Katherine DuBose, Finance Director** [see Agenda Memo 9]

### 10. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

#### A. City Council Meeting Minutes

Approve City Council Minutes of August 23, 2021 and Special Meeting Minutes of August 24, 2021, August 25, 2021, August 26, 2021, September 2, 2021 and September 8, 2021.  
*Recommended Action: Approve all sets of City Council Minutes.* **Ms. Thelma Gilliam, City Secretary** [see Agenda Memo 10A]

#### B. Resolution Approving Appointments of Members to the 2021-2023 Boards, Commissions, and Sustainability Task Force

Matters related to approving resolutions appointing members to the various boards and commissions and the sustainability task force. *Recommended Action: Approve the resolution appointing members to the 2021-2023 boards, commissions, and sustainability task force.* **Ms. Thelma Gilliam, City Secretary** [see Agenda Memo 10B]

**11. Adjourn Regular Meeting**

**In compliance with the Americans with Disabilities Act, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting to see whether the City can arrange for accommodations to assist in your participation in the meeting.**

I certify that the attached amended notice and agenda of items to be considered by the West University Place City Council on September 13, 2021 was posted on the Municipal Building bulletin board on September 10, 2021, at approximately 2:30 o'clock p.m.

(SEAL)

*Thelma A. Gilliam*  
Thelma A. Gilliam, City Secretary

CANCELLED