



# The City of West University Place

*A Neighborhood City*

## **CITY COUNCIL**

Bob Higley, Mayor  
John P. Barnes, Councilmember  
Lauri Lankford, Councilmember  
Ed Sobash, Councilmember  
Kevin Trautner, Councilmember

## **STAFF**

David J. Beach, City Manager  
Alan Petrov, City Attorney  
Thelma Gilliam, City Secretary

## **CITY COUNCIL ACTION MINUTES**

The City Council of the City of West University Place, Texas, met in a workshop and regular session on **Monday, August 12, 2019**, in the Municipal Building, 3800 University, West University Place.

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### **WORKSHOP**

**Call to Order.** Mayor Pro Tem Trautner called the meeting to order at approximately 5:30 p.m. in the Municipal Building Bill Watson Conference Room. Council and Staff in attendance were: Councilmembers Barnes and Lankford, City Manager Beach, City Secretary Gilliam, City Attorney Petrov, Interim Public Works Director Barrera, Interim IT Director Dang, Human Resources Director Urban, Finance Director Kalka, and Police Chief Walker. Mayor Higley and Councilmember Sobash were absent. *Note: Both Mayor Higley and Sobash did not participate but listened in on the workshop via teleconference.*

Consultant Julian Fontana was also present to report on the City's proposed benefits.

#### **1. Employee Benefits**

Matters related to the City's Employee benefits. *Recommended Action: Discuss. Mr. James Urban, HR Director and Mr. Julian Fontana, HUB/IPS Consultants*

Presentation was given by Benefits Consultant Julian Fontana followed by discussion. An item for action is on the regular meeting agenda.

#### **2. Adjourn Workshop**

Mayor Pro Tem Trautner adjourned the meeting at 6:16 p.m.

### **REGULAR MEETING (6:30 PM in the Council Chambers)**

**Call to Order.** Mayor Pro Tem Trautner called the meeting to order at 6:30 p.m. in the City Council Chambers. Council and Staff in attendance were: Councilmembers Barnes and Lankford, City Manager Beach, City Secretary Gilliam, City Attorney Petrov, Human Resources Director Urban, Interim Public Works Director Barrera, Interim IT Director Dang, Finance Director Kalka, Parks and Recreation Director White, and Police Chief Walker. Mayor Higley and Councilmember Sobash were absent.

City Secretary Gilliam confirmed that the Notice of the meeting was posted as required by law.

Henry Hilliard with Boy Scout Troop 55 led the Pledge of Allegiance.

**RECESS REGULAR MEETING OF THE CITY COUNCIL AT APPROXIMATELY 6:30 P.M. TO CONVENE A MEETING OF THE CITY OF WEST UNIVERSITY PLACE EMPLOYEE BENEFITS TRUST (EBT) FOR WHICH A SEPARATE EBT AGENDA HAS BEEN POSTED.**

At 6:31 p.m., Councilmember Barnes moved to recess the regular meeting and convene a meeting of Employee Benefits Trust. Councilmember Lankford seconded the motion. **MOTION PASSED.**

**Ayes:** Trautner, Barnes, Lankford  
**Noes:** None  
**Absent:** Higley, Sobash

See EBT Minutes for action.

**RESUME REGULAR MEETING AFTER ADJOURNING EBT MEETING**

At approximately 6:34 p.m., Councilmember Barnes moved to adjourn the Employee Benefits Trust meeting and reconvene the regular meeting. Councilmember Lankford seconded the motion. **MOTION PASSED.**

**Ayes:** Trautner, Barnes, Lankford  
**Noes:** None  
**Absent:** Higley, Sobash

**3. Transfer of Funds to Employee Benefits Trust**

Matters related to the consideration and action on authorizing the transfer of funds from the City of West University Place to the City of West University Place Employee Benefits Trust to pay for employee-related benefits beginning with the October 2019 contribution. *Recommended Action: Authorize the transfer of funds. Mr. James Urban, Human Resources Director and Mr. Julian Fontana, IPS Advisors*

Councilmember Barnes moved to authorize the transfer of funds from the City of West University Place to the Employee Benefits Trust to pay for employee-related benefits beginning with the October 2019 contribution. Councilmember Lankford seconded the motion. **MOTION PASSED.**

**Ayes:** Trautner, Barnes, Lankford  
**Noes:** None  
**Absent:** Higley, Sobash

**4. Public Comments**

This is an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

Todd Emerton, 3822 Southwestern, spoke to say that he requested that “No Parking” signs be put up in front of his house due to the homes on each side of his being bulldozed, but was denied by the West U Police Department. He said he can’t get out of his driveway due to his neighbors and the construction workers parking on the street. Mr. Emerton said the construction workers also trample along the edge of his car to go to the porta potty and he is requesting that West U do something about this issue.

**5. Appointment of Members to Boards and Commissions**

Matters related to adoption of a resolution appointing and/or reappointing members to the Zoning and Planning Commission, Zoning Board of Adjustments, Building and Standards Commission, Parks

Board, Recycling and Solid Waste Reduction Board, and the Senior Services Board. *Recommended Action: Adopt resolution appointing and/or reappointing members to the boards and commissions. **Mayor Pro Tem Kevin Trautner***

Councilmember Barnes moved to approve the resolution appointing and reappointing members to the boards and commissions. Councilmember Lankford seconded the motion. **MOTION PASSED.**

**Ayes:** Trautner, Barnes, Lankford  
**Noes:** None  
**Absent:** Higley, Sobash

Mayor Pro Tem Trautner noted that at the special meeting on August 3 to select candidates for the boards and commissions, Council agreed that Councilmember Barnes would serve as the liaison for the Seniors Board, Mayor Pro Tem Trautner would serve as the liaison for the Parks and Recreation Board, and Councilmember Sobash would serve as liaison for the Recycling Board.

**6. Software Maintenance and Support Contract**

Matters related to approving the annual contract and authorizing the City Manager to make payment on the invoice to Harris ERP in the amount of \$66,319.22 for software maintenance and support. *Recommended Action: Approve contract and authorize payment to Harris ERP in the amount of \$66,319.22 for software maintenance and support. **Mr. Tim Dang, Interim IT Director***

Councilmember Barnes moved to approve the annual contract and authorize the city manager to make payment to Harris ERP in the amount of \$66,391.22. Councilmember Lankford seconded the motion. **MOTION PASSED.**

**Ayes:** Trautner, Barnes, Lankford  
**Noes:** None  
**Absent:** Higley, Sobash

**7. Amendments to Chapter 30 of the Code of Ordinances**

Matters related to amending Chapter 30, Articles IV and VI of the Code by amending Section 30-53, Members; Acting Chief, and repealing Section 30-114, Fire Department, to remove references to an employee position schedule. *Recommended Action: Approve ordinance amending Chapter 30 of the Code of Ordinances. **Mr. James Urban, Human Resources Director***

Councilmember Barnes moved to approve amending Chapter 30 of the Code of Ordinance relating to the Fire Department on the first of two readings. Councilmember Lankford seconded the motion. **MOTION PASSED.**

**Ayes:** Trautner, Barnes, Lankford  
**Noes:** None  
**Absent:** Higley, Sobash

**8. 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 Minutes**

Approve City Council Meeting Minutes of July 22, 2019 and Special Meeting Minutes of July 31, 2019, August 1, 2019, August 2, 2019 and August 3, 2019.

Councilmember Barnes moved to approve the Consent Agenda as presented. Councilmember Lankford seconded the motion. **MOTION PASSED.**

**Ayes:** Trautner, Barnes, Lankford  
**Noes:** None  
**Absent:** Higley, Sobash

**3. Adjourn**

With no other business before the Council, Councilmember Barnes moved to adjourn the meeting at approximately 7:45 p.m. Councilmember Lankford seconded the motion. **MOTION PASSED.**

**Ayes:** Trautner, Barnes, Lankford  
**Noes:** None  
**Absent:** Higley, Sobash

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approved: