



# The 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 J. Beach, City Manager  
Scott Bounds, Olson and Olson, City Attorney  
Thelma Gilliam, City Secretary

## **CITY COUNCIL MINUTES**

The City Council of the City of West University Place, Texas, met in a workshop session on **Monday, January 31, 2022**, in the Municipal Building, 3800 University, West University Place. Interested parties were also able to attend via Zoom.

Agenda items were:

### **1. Call to Order**

Mayor Sample called the **workshop to order at 6:02** p.m. Councilmembers Montgomery, Barnes, Bell, and Carroll were present. Staff present were City Manager Beach, Assistant to the City Manager Thompson, Parks and Recreation Director White, Public Works Director Barrera, HR Director Urban, Fire Chief Drake, IT Director Davenport, and Police Chief Walker

### **2. Facilities Master Plan**

Matters related to the Facilities Master Plan. *Mr. Will Thompson, Assistant to the City Manager*

Assistant to the City Manager Thompson presented, along with Jeff Gerber, CEO of PGAL, the City's architecture consultant.

Mr. Thompson noted that completion of a Facilities Master Plan was a top priority of Council this year in order to determine a long-term plan for the location and function of city facilities. He said during the initial workshop on December 13, 2021, high-level factors of each facility was discussed, resulting in the following directions from Council:

- A desire to retain public safety functions in the City center
- A desire to have facilities and their operations connected and working in conjunction with each for the benefits or residents
- A desire to examine options to move public works operations out of the City center

Mr. Thompson said with Council's direction, staff and the consultant identified six options incorporating those directives. He said any of the pieces of each option can be incorporated into one single option. He said staff is not looking for a final decision, but rather recommending that Council discuss, provide feedback and provide any further guidelines for consideration in the master plan.

Mr. Thompson said staff's goal is to return with the refined options for Council's consideration in February and feedback from that meeting will be incorporated into options for presentation at Town Hall meetings expected to be held in March or April 2022.

Mr. Thompson introduced Jeff Gerber with PGAL.

Mr. Gerber said the objectives for this discussion is to confirm long-term plans for City facilities and then he reviewed the six (6) different scenarios for the following facilities:

- City Hall (Admin, Finance, Human Resources, EOC, IT)
- Fire Department
- Police Department
- Public Works Administration and Community Development
- Public Works Operations, Water, Sewer, Solid Waste, Facilities Maintenance and Fleet Maintenance
- Animal Services
- Community Building
- Seniors Center
- Library
- Recreation Facilities

Mr. Gerber noted that at its December 13 workshop, Council's feedback included:

- Keep Public Safety functions with City Center
  - EOC
  - Fire Department
  - Police Department
  - IT
- Have facilities and operations connected and work for the benefit of residents
- Consider options for relocation of public works functions out of the City Center
  - Public Works Operations, water, sewer, solid waste, facilities maintenance and fleet maintenance

After going over projected designs and costs of three scenarios and options, the majority of Council leaned toward Option 3 as a starting point.

Scenario 3 includes:

1. Renovate Existing City Hall Building (3800 University) to accommodate:
  - Administration
  - Human Resources
  - Finance
  - Council Chambers
  - Public Works Administration
  - Community Development
  - Police Department
  - EOC
  - IT
2. New Community Building at 6108 Auden
3. New Library at 3826 Milton
4. New Fire Department at 3826 Amherst
5. New Public Works Campus at Westpark and Dincans to accommodate:

- Vehicle Maintenance
- Operations
- Solid Waster
- Facilities Maintenance
- Animal Services

Councilmember Bell said she was leaning more toward Option 1 as it seems more of an efficient use of space, it keeps everything in the Center, and she likes the library and the senior building being together because she thinks encouraging multi-generational connection is important.

Councilmember Bell said she does not like the fact that the library is further away from the school in Scenario 3.

Councilmember Carroll said she does like Scenario 3, but agreed with Councilmember Bell that she would like the library and senior building to stay together and like the idea of intergenerational spaces.

Mr. Gerber confirmed that Council is able to choose elements from each scenario.

City Manager Beach said staff will bring back options outlining Council's preferences from tonight's discussion and options on how to make it all work.

**3. Adjourn**

With no other business before the Council, Mayor Sample adjourned the workshop at 7:31 p.m.

*Note: Audio of the meeting in its entirety is on the City's website. If for any reason you are unable to download the audio from the website, contact the City Secretary's office to obtain a copy, as well as a copy of any presentation.*

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

Council Approved: February 14, 2022