



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 MEETING MINUTES

The City Council of the City of West University Place, Texas, met in **workshop** and **regular session** on **Monday, February 13, 2023 at 6:00 p.m.**, in the Municipal Building at 3800 University Boulevard, for the purpose of considering the agenda of items listed. The meeting was held in person and via Zoom.

WORKSHOP:

Agenda items are as follows:

1. **Call Workshop to Order**

Mayor Sample called the workshop to order at 6:00 p.m. In attendance were Mayor Pro Tem Montgomery and Councilmembers Barnes, Bell, and Carroll.

Staff in attendance were City Manager Beach, City Attorney Bounds, City Secretary Gilliam, Public Works Director Cameron, Chief Building Official Hunt, Public Works Manager Orozco, Finance Director Kalka, Parks and Recreation Director White, Communications Director Cuccerre, Police Chief Walker, and Fire Chief Maxwell

Also in attendance were Zoning and Planning Commission Chair John Cutrer, Carol Harrison with IDS Engineering, Evan Duvall with BBG Consulting, and Candyce Ward with Cobb Fendley.

2. **Zoning and Planning Commission Update and Discussion**

Matters related to an update from the Zoning and Planning Commission and discussion regarding board direction. *Recommended Action: Discuss and provide direction as needed.* **Mr. Brian Hunt, Chief Building Official and Mr. John Cutrer, Chair of the Zoning and Planning Commission**

Zoning and Planning Commission Chair John Cutrer provided an update to Council on matters before the Zoning and Planning Commission and additionally sought direction on specifications/regulations for a variety of sports courts and sports activities, including pickle ball and batting cages. After discussion, direction was given by Council for the Zoning and Planning Commission (ZPC) and staff to review noise, light, visibility and hours of use relating to sports courts and sports activities.

City Manager Beach noted that staff will bring an ordinance forward at the next meeting calling for a Joint Public Hearing on March 27, 2023 to hear comments from the public relating to matters discussed tonight.

3. **Adjourn Workshop and Call Regular Meeting to Order**

At 6:40 p.m., Mayor Sample adjourned the workshop and called the regular meeting to order.

REGULAR MEETING:

4. **Pledge of Allegiance** – Councilmember Bell led the Pledge.

5. **Public Comments**

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

Alida Drewes, resident who did not provide address, spoke on various issues including the City's lack of transparency and flooding issues on the east side.

Clifford Moy, 4036 University, spoke to request drainage relief from the City's drainage project, especially on the west side.

Susie Hairston, 2620 Pittsburgh, spoke to ask that Council take staff's recommendation for curbside food waste collection.

6. **Preliminary Engineering Report (PER) West – Update**

Matters related to an update on PER West. *Recommended Action: Discuss and take any desired action.*
Danny Cameron, Public Works Director

Ms. Candyce Ward with Project Engineer Cobb Fendley, provided an update on the Preliminary Engineering Report West. She presented their findings on the locations, calculations and possible benefits of underground detention that could be incorporated into the west side drainage project.

During the presentation, it was noted that what was being presented was not what Council asked for at a previous meeting. Discussion ensued and following discussion and getting a better understanding of what Council wants, City Manager Beach said staff and the consultants will come back with a master plan for the west side.

7. **Food Waste Collection**

Matters related to an update on the food waste collection program and related vendors. *Recommended Action: Approve staff's recommendation to have two referred vendors (Zero Waste of Houston and Moon Shot) for food waste collection and composting services in West U and authorize the City Manager to implement the desire of Council.* **Mr. Danny Cameron, Public Works Director and Mr. Edward Orozco, Public Works Manager**

Public Works Manager Orozco presented. After discussion, Mayor Pro Tem Montgomery moved to approve the preferred vendors brought to Council by Public Works and the addition of the 50 percent cost shared composting bin as part of the program. Councilmember Bell seconded the motion.

MOTION PASSED.

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

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 Meeting Minutes

Matters related to approving the City Council Minutes of January 23, 2023. *Recommended Action: Approve City Council Minutes of January 23, 2023. Ms. Thelma Gilliam, City Secretary*

B. Ordinance Calling for the May 6, 2023 General Election

Matters related to an ordinance calling the May 6, 2023 General Election. *Recommended Action: Approve ordinance calling for the May 6, 2023 General Election on the first and final reading. Ms. Thelma A. Gilliam, City Secretary*

Ordenanza por la que se convoca las elecciones generales del 6 de mayo de 2023

Asuntos relacionados con una ordenanza que convoca a las elecciones generales del 6 de mayo de 2023. *Acción recomendada: Aprobar la ordenanza que pide las elecciones generales del 1 de mayo de 2023 en la primera y última lectura. Sra. Thelma A. Gilliam, Secretaria de la Ciudad*

C. November 2022 Monthly Financial Report

Matters related to the City's monthly financial report for November. *Recommended Action: Receive the City's November 2022 Monthly Financial Report. Ms. Marie Kalka, Finance Director*

D. Eastside Paving and Drainage Project – Package 2 Budget Amendment and Change Order

Matters related to approving change order and budget amendment for waterline design for Package 2. *Recommended Action: Approve the Budget Amendment and Change Order in the amount of \$97,760.50 to HDR Engineering for the design to replace the existing cast iron water lines to be bid with the east side paving and drainage improvements - Package 2 scope of work and authorize the City Manager to execute the change order.. Danny Cameron, Public Works Director*

E. Graphic Design Contract Amendment

Matters related to the City's graphic design contract. *Recommended Action: Approve the 2023 Contract Amendment with Minor Design and authorize the City Manager to execute the contract amendment. Ms. Bianca Cuccerre, Communications Coordinator*

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

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

9. Recess Regular Meeting and Convene Executive Session

City Council will recess the regular session and convene an executive session to deliberate the purchase, exchange, lease, or value of real property in accordance with Section 551.072 of the Texas Government Code.

At 7:55 p.m., Mayor Sample recessed the regular meeting and convened executive session in accordance with Section 551.072 of the Texas Government Code.

10. Adjourn Executive Session and Reconvene Regular Session

Matters related to any action resulting from Executive Session deliberation.

At 8:17 p.m., Mayor Sample adjourned executive session and reconvened the regular session. No action taken.

11. Adjourn Regular Meeting

With no other business before the Council, at approximately 8:17 p.m., Councilmember Barnes moved to adjourn the regular meeting. Councilmember Carroll seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

Audio of the meeting is temporarily on the City's website. If the audio is no longer on the website, you can obtain a copy from the City Secretary's office, as well as any presentation.

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

Council Approved: February 27, 2023