



# 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 a workshop and regular meeting on **Monday, February 14, 2022, 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.

Agenda of Items:

### **Workshop (6:00 p.m.)**

#### **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, and Bell. Staff in attendance were City Manager Beach, City Secretary Gilliam, Assistant to the City Manager Thompson, and Parks and Recreation Director White. Councilmember Carroll was absent for the workshop.

Senior Services Board Chair Ann Crowley and SSB member Candace TenBrink were also present.

#### **2. Judson Park Improvements**

Matters related to improvements to Judson Park. *Recommended Action: Discuss and take any desired action. Ms. Susan White, Parks and Recreation Director*

Parks and Recreation Director White presented and said staff is recommending the following improvements to Judson, which estimates at \$125,000, plus 10 percent contingency:

- Resurface and restripe tennis court, add Pickleball lines, new windscreens, relocate backboard to north side
- Remove grill and picnic table on north side and add new play feature for older kids -gaga ball
- Replace Artificial Turf in 2-5 Year old play area
- Paint log structures in 2-5 year old play area and rock slide in 5-12 year old area
- Site Furnishings -Upgrade BBQ grill near tennis court, replace picnic tables, replace drinking fountain with bottle filler model
- Upgrade park lighting to include solar bollards at entries and LED at deck and Northside.
- Repair fencing and paint, deep clean Ipe Deck
- Landscape Improvements –Large caliper tree planted tree in 2-5 year old area and updated landscaping beds.
- Historical Marker -Poor Farm

#### **3. Senior Services Board – Update**

Matters related to an update from the Chair of the Senior Services Board. *Recommended Action: Discuss and take any desired action. Ms. Susan White, Parks and Recreation Director and Ms. Ann Crowley, Senior Services Board Chair*

Senior Services Board (SSB) Chair Ann Crowley and member Candace TenBrink presented. Ms. Crowley provided statistics of the aging population and said that the SSB continues to look at things for residents 50 and up.

Ms. TenBrink spoke to say this update to Council was a good idea and she likes the idea of updating Council quarterly.

Ms. TenBrink said the Board has come up with a Mission Statement for the Senior Services Board and the Senior Services Division:

**Senior Services Mission Statement**

Advise City Council of issues that are of concern to seniors and make recommendations regarding facilities, services, and programs. Collaborate with and guide West University Senior Services to enhance the quality of life for West University seniors.

**Senior Services Division Mission Statement**

Enhance the quality of life for West University seniors by offering services and activities that promote lifelong learning, social and community engagement, safety, and wellness.

Ms. TenBrink said if Council approves, the SSB would like Council to adopt these Mission Statements at a future meeting.

**4. Adjourn Workshop**

Mayor Sample adjourned the workshop at 6:19 p.m.

**Regular Meeting (6:30 p.m.)**

**5. Call Meeting to Order**

Mayor Sample called the regular meeting to order at 6:30 p.m. In attendance were Mayor Pro Tem Montgomery and Councilmembers Barnes, Bell, and Carroll. Staff in attendance were City Manager Beach, City Secretary Gilliam, Assistant to the City Manager Thompson, Parks and Recreation Director White, Public Works Director Barrera, Fire Chief Drake, Finance Director Kalka, and Police Chief Walker.

The following were also present: Mike Shelton and Michael Moriety with Kimley-Horn; Carol Harrison with IDS Engineering; and Evan DuVall, Zoning Administrator.

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

**7. Public Comments**

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

**Alida Drewes**, 6112 Fordham, spoke regarding several topics, including speeding around the church and on Rice Boulevard, a dog park, a park within the east side of the City, and the lack of social distancing in the City.

**Cheryl Mifflin, 4135 Ruskin**, spoke on behalf of the West U Pickle Ball group. She said the group supports the Pickle Ball striping at Judson and Wier Parks, which would provide four (4) Pickle Ball courts for the general population. She said the senior population can play now in West U, but the general population has to go to Bellaire, so the addition of courts would allow residents to play with neighbors, friends, kids, and grandkids here in West U.

**8. Wastewater Treatment Plant Design Improvements**

Matters related to awarding engineering contracts for the Wastewater Treatment Master Plan design. *Recommended Action: Award the contract for construction design services to complete the Wastewater Treatment Plant Master Plan to Kimley Horn in an amount of \$1,247,200 and authorize the City Manager to execute the contract. Mr. Gerardo Barrera, Public Works Director*

After Public Works Director Barrera gave a brief history on this project and fielding a few questions from Council, Councilmember Barnes moved to approve awarding the contract for construction design services to complete the Wastewater Treatment Plant Master Plan to Kimley Horn in an amount not to exceed \$1,247,200 and authorize the City Manager to execute the contract. Councilmember Bell seconded the contract. **MOTION PASSED.**

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

**9. Network Switch Infrastructure Replacement**

Matters related to CIP for Network Switch Infrastructure refresh. *Recommended Action: Approve the purchase from Centre Technologies and authorize the City Manager to execute a contract in an amount of \$208,197.42. Mr. Kevin Davenport, IT Director*

After Information Technology Director Davenport provided background on this project and fielded a few questions from Council, Mayor Pro Tem Montgomery moved to approve the purchase from Centre Technologies and authorize the City Manager to execute a contract in an amount of \$208,197.42. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

**10. Virtual Gate Contract Change Order**

Matters related to approving a Change Order to allocate additional funding for the Virtual Gate project. *Recommended Action: Approve Change Order amending the Virtual Gate contract in an amount of \$246,000 and authorize the City Manager to execute the Change Order. Mr. Ken Walker, Police Chief*

Police Chief Walker presented and after some questions and answers from Council, including confirmation that this is to approve bills for payment for work already done, Councilmember Barnes moved to approve the Change Order amending the Virtual Gate contract in an amount of \$246,000 and authorize the city manager to execute the Change Order. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

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

**11. 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 January 24, 2022 and Workshop Minutes of January 31, 2022. *Recommended Action: Approve City Council Minutes of January 24, 2022 and Workshop Minutes of January 31, 2022. Ms. Thelma Gilliam, City Secretary*

**B. ENDO Opioid Settlement**

Matters related to a resolution regarding an Opioid settlement. *Recommended Action: Discuss and take any desired action. Mr. Scott Bounds, City Attorney, Olson & Olson*

**C. TexPool Resolution**

Matters related to a resolution adding Finance Director Marie Kalka as an authorized signature for TexPool. *Recommended Action: Approve the resolution amending Authorized Representatives and appointing the Authorized Representatives as Investment Officers. Ms. Marie Kalka, Finance Director*

**D. Petition in Intervention – Clark v Park**

Authorize and direct the City Attorney to intervene in Cause No. 2022-03838, Clark v. Park, in the Harris County District Court to abate nuisance activities at 4039 Browning Street. *Recommended Action: Authorize the City to join Clark's pending lawsuit against Thomas Tran Park seeking injunctive relief regarding nuisance activities at 4039 Browning Street. Mr. Scott Bounds, City Attorney*

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

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

**12. Boards and Commissions**

Matters related to boards and commissions. *Recommended Action: Discuss and take any desired action. Mr. Dave Beach, City Manager*

City Manager Beach presented and said based on discussion tonight Council can take action or take comments from tonight and come back with a plan for each board and commission for approval at the next meeting.

**Parks and Recreation Board**

Parks and Recreation Director White spoke on behalf of the Parks and Recreation Board (PRB) and inadvertently the Senior Services Board. PRB Chair Will Bertron was not able to attend. She went over the following highlights of initiatives that the PRB has discussed for the current term:

- Annual Fee Review and Recommendations for 2023
- Tennis and Pickleball Policy Updates
- Implementation of Pickleball striping at Wier and Judson Parks
- For-Profit Trainers and Park Use
- Judson Park Improvements
- Wier Park Improvements

Councilmember Bell asked if the subcommittee for tennis could include members in support of Pickle Ball so there is even distribution.

Councilmember Barnes said he would like the Parks Board and Senior Services Board to explore:

- Guidelines for identifying park and green space acquisition.
- Multiethnic and multicultural programming
- Multigenerational programming

City Manager Beach said staff would prefer to have a consensus from Council that it would like the boards and commission to explore in order not to spend time on things that are not of interest (for the majority of Council) at this time.

Council agreed that they would like representatives of the boards and commissions to provide quarterly updates.

Mayor Pro Tem Montgomery said the Parks Board has done a great job with ideas and recommended coordination of a subcommittee of the Parks Board and subcommittee of the Seniors Board with respect to Councilmember Barnes' three suggestions.

Councilmember Bell said she likes Councilmember Barnes' idea regarding generational activities and having the Senior Board provide input.

City Manager Beach summarized his understanding of the direction of Council:

- Quarterly updates from Boards and Commissions (except ZBA)
- Boards and Commissions interboard cooperation
- Multigenerational events (Senior Services Board with a subcommittee to meet with other boards)
- Objective/criteria for acquiring green space
- Even distribution of members on subcommittee for Tennis and Pickleball.
- Parks Board to continue doing what it is doing with looking at the different programming, etc.

### **Building and Standards Commission**

Public Works Director Barrera and Bruce Beneke, Chair of the Building and Standards Commission (BSC) began the update for the BSC.

Mr. Barrera noted the following BSC "clean-up" projects discussed over the past year:

- Review the requirements of limitations of bringing in additional fill and define low impact specification in Section 18-56
- 10-year property survey
- Flood Plain Ordinance
- Coordination of rules on circular driveways, garages, and off-street parking

Mayor Pro Tem Montgomery said he is having a hard time keeping up with the update. He said he did not receive information beforehand and so he does not want to provide any direction. He said he would rather this be discussed at the next meeting after getting more information. City Manager Beach said staff would provide more information for discussion at the next meeting, along with the Zoning and Planning Commission update.

### **Recycling and Solid Waste Reduction Board**

Public Works Director Barrera and Orval Marlow, Chair of the Recycling, Solid Waste and Reduction Board (RSWRB) presented and talked about their main project, which is the implementation of a food

waste program through a private vendor. Mr. Barrera said the RSWRB did a pilot program, which proved that it was not a good time to move forward with the program.

Mr. Marlow spoke to provide background on the RSWRB. He said the RSWRB's primary mission is educating the public, which they do by having several events and activities throughout the year in addition to their board meetings. Mr. Marlow said the goal is to keep working continuously to figure out ways to reduce the amount of solid waste put out. He said the next category that is high on the list is diverting food waste.

Mr. Marlow said the last Board could not reach a consensus on moving forward again with the food waste program, but there is a consensus with the new board and so the board is now working on a presentation that it hopes to present to Council at a workshop in March. Mr. Marlow said the board is also looking at other things, such as construction waste.

Mayor Pro Tem Montgomery asked if the RSWRB knows if the Sustainability Task Force is evaluating the former Recycling Center as a project and looking into the economics of opening it again. Mr. Marlow said if they were to ask him, he would say it would not make any sense. He said the facility is great on the weekends when residents cannot put their things out, but for the most part the City was losing approximately \$100,000 a year for four years until they shut it down, which was partly due to commodity prices for plastics, etc., going down and the City of Houston was expanding its recycling program.

City Manager Beach said the Recycling Center was under his purview as Public Works Director then and said the big money maker beside aluminum was paper and newsprint, which has decreased due to digital. He said the Recycling Center had great use, but as Houston started bringing on its neighborhoods with single stream, the City would see a decline in its quantity so the City was spending about \$150,000 per year in subsidy to keep it running. Mr. Beach said there was only one year that he recalls that the City almost broke even.

Mayor Sample said it would be good to see how it would do with how commodity prices are now. She said Houston picks up single streams, but there are many apartment complexes around and businesses that do not get to use the City of Houston.

City Manager Beach said staff could run an analysis and have the Recycling Center included as an option as part of the Facilities Master Plan.

Councilmember Barnes asked if there are any services that were provided to West U residents by Recycle Express that is not being offered now curbside. City Manager Beach said no.

Mayor Sample said the Recycling Center was one of those things that people liked. She said different people like different services and all the services that West U provide costs something.

Chair Marlow said from the RSWRB aspect, it is a redundant facility, which serves no other purpose than being a convenience for residents on the weekend for the most part. He said through surveys, the RSWRB found that no more than 15 or 20 percent of residents used the facility.

Chair Marlow said if Council asks the board to look into it, they will but he does not think it makes sense.

City Manager Beach said staff would come back with numbers as part of the 2023 Budget for Council to discuss and consider. Councilmember Bell said at that time the City can move forward or put a nail in its coffin.

Councilmember Bell asked if the RSWRB has expanded to reduce and reuse as well as recycle and try to get more things out of the system by never having them in the system in the first place. Mr. Marlow

said they are trying to figure that out through education. He said they are constantly looking at ways to give residents choices and are open to suggestions.

**13. Adjourn Regular Meeting**

With no other business before the Council, Councilmember Bell moved to adjourn the regular meeting at approximately 8:07 p.m. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

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

Council Approved: February 28, 2022

*Note: Audio of the regular 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.*