



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 ACTION MINUTES

The City Council of the City of West University Place, Texas, met in a workshop and regular meeting on **Monday, June 27, 2022**, at **5:45 p.m.**, in the Municipal Building at 3800 University Boulevard, to consider the agenda of items listed. The meeting was in person and via Zoom.

Workshop (5:45 pm.)

1. Call Workshop to Order

Mayor Sample called the workshop to order at 5:45 p.m. In attendance were Mayor Pro Tem Montgomery and Councilmembers Barnes, Bell, and Carroll.

Staff in attendance City Manager Beach, City Secretary Gilliam, Assistant to the City Manager Thompson, Communications Coordinator Cuccerre and Police Chief Walker

Reyne Telles, Former Vice President of Private Sector Practice, Cooksey Communication was in attendance via Zoom.

2. Communications Audit Report

Matters related to the Communications Audit Report. *Recommended Action: Receive report. Ms. Bianca Cuccerre, Communications Coordinator*

Communications Coordinator Cuccerre and Mr. Reyne Telles, who was with Cooksey Communications at the time the audit was conducted, reviewed the process and the resulting communications plans and procedures, the crisis communication plan, and the branding guidelines.

After the presentation and questions and answers, Council requested that staff come back in approximately 6 months to discuss plans and timelines for updating/amending the documents.

3. Adjourn Workshop

Councilmember Barnes moved to adjourn the workshop at 6:07 p.m. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

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

Regular Meeting (6:30 PM)

4. Call Regular 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 City Manager Beach, City Secretary Gilliam, Assistant to the City Manager Thompson, Parks and Recreation Director White, Police Chief Walker, and City Attorney Bounds

Justin Schultz, Chair of the Sustainability Task Force, was also present.

5. **Pledge of Allegiance** – Councilmember Barnes led the Pledge.

6. **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.

There were no public comments.

7. **National Parks and Recreation Month**

Matters related to proclaiming the month of July as National Parks and Recreation Month. *Recommended Action: Proclaim the month of July 2022 as National Parks and Recreation Month in the City of West University Place. Ms. Susan White, Parks and Recreation Director*

Mayor Sample read a Proclamation and proclaimed July 2022 as National Parks and Recreation Month.

8. **Facilities Master Plan Report**

Matters related to accepting the Facilities Master Plan report. *Recommended Action: Discuss and accept the proposed Facilities Master Plan. Will Thompson, Assistant to the City Manager*

After a brief report from Assistant to the City Manager Thompson, Councilmember Bell moved to accept the proposed Facilities Master Plan. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

9. **Sustainability Task Force Final Report**

Matters related to receiving a report from the Sustainability Task Force. *Recommended Action: Discuss and receive report. Mr. Will Thompson, Assistant to the City Manager*

Assistant to the City Manager Thompson introduced Mr. Justin Schultz, Chair of the Sustainability Task Force, who presented the final report, which included guiding principles, recommendations, and suggested initiatives.

After the presentation, City Council thanked Mr. Schultz and the Task Force for their hard work.

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 June 13, 2022. *Recommended Action: Approve City Council Minutes of June 13, 2022. Ms. Thelma Gilliam, City Secretary*

Councilmember Barnes moved to approve the Consent Agenda as presented. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

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

11. Recess Regular Meeting and Convene Executive Session

City Council will recess the regular session and convene an executive session in accordance with Sections 551.072 and 551.076 of the Texas Government Code to deliberate regarding real property and security devices, respectively.

At 7:18 p.m., Mayor Sample recessed the regular meeting to convene an executive session in accordance with Sections 551.072 and 551.076 of the TGC.

12. Adjourn Executive Session and Reconvene Regular Meeting

At 8:21 p.m., Mayor Sample adjourned executive session and reconvened the regular meeting. No action taken.

13. Adjourn Regular Meeting

With no other business before the Council, Councilmember Barnes moved to adjourn the meeting at approximately 8:21 p.m. Councilmember Carroll 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:

Audio of this meeting 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.