



# 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, August 22, 2022, at 6:00 p.m.**, in the Municipal Building at 3800 University Boulevard, to consider the agenda of items listed. The meeting was held in person and via Zoom.

### WORKSHOP (6:00 PM)

#### 1. Call Workshop to Order

Mayor Sample called the meeting to order at 6:03 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, and City Attorney Bounds.

#### 2. Recess Workshop and Convene Executive Session

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

At approximately 6:32 p.m., Mayor Sample recessed the worked and convened an executive session in accordance with Section 551.072 of the Texas Government Code.

#### 3. Adjourn Executive Session and Reconvene Workshop

At approximately 6:32 p.m., Mayor Pro Tem Montgomery moved to adjourn the executive session and reconvene the workshop. Councilmember Carroll seconded the motion. **MOTION PASSED.**

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

No action was taken.

#### 4. Adjourn Workshop

At approximately 6:33 p.m., Councilmember Barnes moved to adjourn the workshop. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

## REGULAR MEETING (6:30 PM)

### 5. Call Regular Meeting to Order

Mayor Sample called the meeting to order at 6:38 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, City Attorney Bounds, Fire Chief Maxell, Public Works Director Barrera, Police Chief Walker, Finance Director Kalka, Finance Manager Walker

Others in attendance were: Jason Gray, Managing Principal of the Willdan Group

### 6. Pledge of Allegiance – Councilmember Carroll led the Pledge.

### 7. Public Comments

This is an opportunity for citizens to speak to 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.

### 8. Water Conservation Program Update

Matters related to an update on water conversation. *Recommended Action: None. Informational update only. Mr. Gerardo Barrera, Public Works Director*

Public Works Director provided an update on the City's water conservation program. Following questions, answers and discussion, no action was taken.

### 9. Water and Wastewater Cost of Service and Rate Design Study

Matters related to a presentation and acceptance of the Water and Wastewater Cost of Service and Rate Design Study. *Recommended Action: Accept the 2022 Water and Wastewater Cost of Service and Rate Design Study. Ms. Neelie Walker, Finance Manager*

Finance Manager Walker, and Managing Principal of the Willdan Group, gave a presentation on the water and wastewater cost of service rate and design study. Following questions, answers and discussion, no action was taken.

### 10. Record Vote on 2022 Property Tax Rate

Matters related to the record vote on 2022 property tax rate. *Recommended Action: Adopt the resolution proposing the "not to exceed" tax rate and take a record vote on the proposed "not to exceed" tax rate of .277402. Ms. Marie Kalka, Finance Director*

After a brief presentation by Finance Director Kalka, Mayor Pro Tem Montgomery moved to adopt the resolution by record vote proposing the "not to exceed" tax rate of \$0.277402. Councilmember Barnes seconded the motion.

As required by law, a record vote was taken and the **MOTION PASSED** with the mayor and Council verbally voting as follows:

- Councilmember Carroll           Aye
- Councilmember Barnes           Aye
- Mayor Sample                    Aye
- Mayor Pro Tem Montgomery    Aye
- Councilmember Bell             Aye

**11. Alternate Meeting Dates for November and December 2022**

Matters related to alternate meeting dates for November and December 2022 due to Thanksgiving and Christmas holidays. *Recommended Action: Discuss and take any desired action. Mr. Dave Beach, City Manager*

Councilmember Barnes moved to change the Council meeting date of November 21 to November 7 and the Council meeting date of December 26 to December 5. **MOTION PASSED.**

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

**12. 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 August 8, 2022. *Recommended Action: Approve City Council Minutes of August 8, 2022. Ms. Thelma Gilliam, City Secretary*

**B. Appointment and Reappointments of Members to the Friends of West U Parks Board**

Matters related to approving a resolution appointing and reappointing members to the Friends of West University Place Board. *Recommended action: Approve resolution appointing and reappointing members to the Friends of West University Place Board. Ms. Donna LaMond, Executive Director Friends of West U Parks Board.*

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

**13. Adjourn Meeting**

With no other business before the Council, Councilmember Barnes moved to adjourn the meeting at approximately 7:47 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: September 12, 2022

*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.*