



# 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 regular meeting on **Monday, September 26, 2022**, at **6:30 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.

### Agenda Items were as follows:

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

Mayor Sample called the 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, Assistant City Attorney Smith (Olson and Olson), Fire Chief Maxell (Zoom), Police Chief Walker, Finance Director Kalka, HR Director Urban, Finance Manager Walker, IT Director Davenport, and Communications Coordinator Cuccerre (Zoom)

John Robuck with Bok Financial Securities and Marcus Dietz with Orrick were also present.

#### 2. **Pledge of Allegiance** – Mayor Pro Tem Montgomery led the Pledge.

#### 3. **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.

**Alida Drewes**, 6112 Fordham, spoke regarding concerns on several issues including drainage and flood control, senior exemptions, parks, and transparency.

#### 4. **Public Works Maintenance Facility – Construction Manager**

Matters related to construction manager services for the Public Works Facility. *Recommended Action: Approve the City Manager's finding that the City is unable to negotiate a satisfactory contract with Flintco, Inc., for construction of the public works facility, direct the City Manager to notify Flintco that negotiations have ended; and authorize the City Manager to proceed to negotiate with the next offeror a contract for construction of the public works facility.* **Mr. Will Thompson, Assistant to the City Manager**

After a brief explanation by Assistant to the City Manager Thompson, Councilmember Barnes moved to approve staff's recommendation to authorize the City Manager to end negotiations with Flintco and proceed to negotiate with the next offeror. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

**5. Approval of Bond Sale – Certificates of Obligation, Series 2022**

Matters related to the consideration and approval of an Ordinance Authorizing the Issuance of City of West University Place, Texas, Certificates of Obligation, Series 2022; Awarding the sale thereof; and containing matters incident thereto. *Recommended Action: Approve the Ordinance authorizing the issuance of City of West University Place, Texas Certificates of Obligation, Series 2022; awarding the sale thereof; and containing matters incident thereto.* **Ms. Marie Kalka, Finance Director**

After a presentation by the City's financial advisor John Robuck of Bok Financial Services, Mayor Pro Tem Montgomery moved to approve the ordinance authorizing the issuance of Certificates of Obligation, Series 2022. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

**6. 2022 Capital Budget Amendment**

Matters related to adoption of an ordinance amending the 2022 Budget to establish the Budget from the sale of the bonds. *Recommended Action: Adopt ordinance approving and adopting an amendment to the 2022 budget on the first and final reading.* **Ms. Marie Kalka, Finance Director**

Councilmember Barnes moved to approve the ordinance approving and adopting an amendment to the 2022 Budget. Councilmember Carroll seconded the motion. **MOTION PASSED.**

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

**7. Adoption of the 2023 Budget**

Matters related to adopting the 2023 Budget. *Recommended Action (two separate actions): (1) Approve, by record vote, the ordinance adopting the 2023 Budget on first and final reading and (2) Ratify the property tax increase reflected in the Budget.* **Ms. Marie Kalka, Finance Director**

After hearing from Finance Director Kalka regarding a few changes to the proposed Budget, a vote was taken to approve the ordinance adopting the 2023 Budget on first and final reading.

As required by law for this vote, 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

After the record vote, Councilmember Barnes moved to ratify the property tax increase reflected in the Budget. Councilmember Carroll seconded the motion. **MOTION PASSED.**

<b>Ayes:</b>	Sample, Montgomery, Barnes, Bell, Carroll
<b>Noes:</b>	None
<b>Absent:</b>	None

**8. Adoption of the 2022 Tax Rate**

Matters related to adopting the 2022 Tax Rate. *Recommended Action (must be made in the following form in three separate actions): (a) I move that the tax rate of \$0.192669 per \$100 valuation be approved for the purposes of maintenance and operations. The tax rate will effectively be raised by 3.50 percent and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$-1.13; (b) I move that the debt property tax rate of \$0.084733 per \$100 valuation be approved by Record Vote for the purposes of debt service; (c) I move that the property tax rate be increased by the adoption of a tax rate of 0.277402, which is effectively 3.74 percent increase in the tax rate. Ms. Marie Kalka, Finance Director*

After brief explanation from Finance Director Kalka about the 2022 tax rate, Councilmember Barnes made the following motion for recommendation related to 8(a) recommendation:

I move that the tax rate of \$0.192669 per \$100 valuation be approved for the purposes of maintenance and operations. The tax rate will effectively be raised by 3.50 percent and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$-1.13.

Councilmember Bell seconded the motion. After a record vote, **MOTION PASSED.**

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

A motion was then made by Councilmember Bell related to 8(b) recommendation:

I move that the debt property tax rate of \$0.084733 per \$100 valuation be approved by Record Vote for the purposes of debt service.

Councilmember Barnes seconded the motion. After a record vote, **MOTION PASSED.**

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

The third and final motion for this agenda item was made by Councilmember Bell related to 8(c) recommendation:

I move that the property tax rate be increased by the adoption of a tax rate of 0.277402, which is effectively 3.74 percent increase in the tax rate.

Mayor Pro Tem Montgomery seconded the motion. After a record vote, **MOTION PASSED.**

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

**9. Capital Improvement Plan – FY 2023-2027**

Matters related to adoption of the FY 2023-2027 Capital Improvement Plan. *Recommended Action: Accept the Capital Improvement Plan for FY 2023-2027. Ms. Marie Kalka, Finance Director*

Finance Director Kalka presented and discussed a few changes to the Capital Improvement Plan that were recommended by City Manager Beach. After a brief discussion, Councilmember Barnes moved to accept the CIP with the amendments recommended by City Manager Beach for the 2023-2027 Budget. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

**10. Resolution Adopting the 2023 Fee Schedule**

Matters related to a resolution adopting the 2023 Fee Schedule. *Recommended Action: Approve resolution adopting the 2023 Fee Schedule. Ms. Marie Kalka, Finance Director*

Parks and Recreation Director White moved to approve the 2023 Fee Schedule. After discussion on this item, Mayor Pro Tem Montgomery moved to approve the resolution adopting the 2023 Fee Schedule. Councilmember Carroll seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Montgomery, Carroll  
**Noes:** Barnes, Bell  
**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 September 12, 2022 and Special Meeting Minutes of September 19, 2022. *Recommended Action: Approve City Council Minutes of September 12, 2022 and Special Meeting Minutes of September 19, 2022. Ms. Thelma Gilliam, City Secretary*

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

**12. Adjourn Meeting**

With no other business before the Council, Councilmember Barnes moved to adjourn the meeting at approximately 7:30 p.m. Councilmember Bell 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: October 10, 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.*