



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, October 24, 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, but the public was also able attend via Zoom.

Agenda of as follows:

WORKSHOP (6:00 p.m.)

1. Call to Order/Roll Call

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 Secretary Gilliam, City Attorney Bounds, and Public Works Director Barrera.

Michael Shelton with Kimley-Horn and Associates, Inc., was also present.

2. Wastewater Treatment Plant Improvement Project – 60% Design Update

Matters related to an update on the design of the Wastewater Treatment Plant. *Recommended Action: Discuss and provide feedback for consideration in completing the 90% design. Mr. Gerardo Barrera, Public Works Director Mr. Gerardo Barrera, Public Works Director*

Public Works Director Barrera and Michael Shelton with Kimley-Horn Associates, provided an update on the 60 percent design of the Wastewater Treatment Plant.

There was discussion and feedback from Council, but no action taken.

3. Adjourn Workshop

At 6:26 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

Audio of the workshop in its entirety 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.

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 were City Manager Beach, City Secretary Gilliam, Public Works Director Barrera, Parks and Recreation Director White, HR Director Urban, Finance Director Kalka, Fire Chief Maxwell, and Police Chief Walker

Also present were: Chevron Houston Marathon representatives Mike Root, Brant Kotch, and John Stokes, and benefits consultant Julian Fontana with HUB International.

5. Pledge of Allegiance

Councilmember Carroll led the Pledge of Allegiance.

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.

Alida Drewes, who asked to withhold her address, spoke to say she thinks the Edloe Pathway project is a bad idea, requested an increase in tax exemption for seniors, requested equal flood protection across the city, requested better hearing equipment, and asked Council to live up to promises from many years ago.

7. Chevron Houston Marathon

Matters related to the Chevron Houston Marathon. *Recommended Action: Authorize the City Manager to take the necessary actions to support the 2023 Chevron Houston Marathon event in West University Place.* **Ms. Susan White, Parks and Recreation Director**

Parks and Recreation Director White presented and after a few words from the marathon's president Brant Kotch and long-time committee member and resident John Stokes, Councilmember Bell moved to authorize the city manager to take the necessary actions to support the 2023 Chevron Houston Marathon event in West University Place. Councilmember Carroll 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

Approve City Council Minutes of October 10, 2022. *Recommended Action: Approve City Council Minutes of October 10, 2022.* **Ms. Thelma Gilliam, City Secretary**

B. Quarterly Investment Report

Matters related to Council's receipt of the Quarterly Investment Report. *Recommended Action: Staff recommends that City Council accepts the City's September 2022 Quarterly Investment Report. Ms. Marie Kalka, Finance Director*

C. Purchase of Vehicles

Matters related to the purchase of vehicles. *Recommended Action: Staff recommends that City Council (1) adopt the ordinance amending the 2022 Budget in the amount of \$14,000 from the Vehicle Replacement Fund, and (2) approve the purchase of six (6) vehicles in the amount of \$353,300; and authorize the City Manager to execute the purchase agreement. Mr. Gerardo Barrera, Public Works Director*

Mayor Pro Tem Montgomery 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

At approximately 6:45 p.m., Mayor Pro Tem Montgomery moved to recess the City Council meeting to convene a meeting of the West University Place Employee Benefits Trust (EBT). Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

At 7:24 p.m., the Employee Benefits Trust adjourned its meeting and City Council resumed its meeting.

9. Transfer of Funds to Employee Benefits Trust

Matters related to authorizing the transfer of funds from the City of West University Place to the City of West University Place Employee Benefits Trust to pay for employee-related benefits beginning with the January 2023 contribution. *Recommended Action: Authorize the continued transfer of funds on a monthly basis from the city of West University Place to the City of West University Place Benefits Trust beginning with the January 2023 contribution. Mr. James Urban, Human Resources Director.*

Mayor Pro Tem Montgomery moved to authorize the continued transfer of funds on a monthly basis to the West University Place Employee Benefits Trust beginning with the January 2023 contribution. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

10. Recess Regular Meeting and Convene Executive Session

City Council will recess the regular session and convene an executive session to consult with the city attorney regarding pending or contemplated litigation (Clark v. Park) in accordance with Section 551.071 of the Texas Government Code and to deliberate the purchase, exchange, lease or value of real property in accordance with Section 551.072 of the Texas Government Code.

At 7:25 p.m., Councilmember Barnes moved to recess the regular meeting and convene a closed executive session in accordance with Section 551.071 and 551.072 of the Texas Government Code. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

11. Adjourn Executive Session and Reconvene Regular Session

Matters related to any action resulting from Executive Session discussions, if necessary.

At 8:08 p.m., Councilmember Barnes moved to adjourn the executive session and reconvene the regular meeting. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

No action taken.

12. Adjourn Regular Meeting

With no other business before the Council, Councilmember Carroll moved to adjourn the regular meeting at approximately 8:08 p.m. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

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

Council Approved: November 7, 2022