



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 regular meeting on Monday, November 7, 2022 at 6:30 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 was as follows:

1. 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, Public Works Director Barrera, Parks and Recreation Director White, HR Director Urban, Finance Director Kalka, Fire Chief Maxwell, Communications Coordinator Cuccerre, and Police Chief Walker

Also present was: Jenny McCarthy with Tri-Sports and Jeff Gerber with PGAL Architects.

2. Pledge of Allegiance

Councilmember Barnes led the Pledge of Allegiance.

3. 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.

Brooks Bolin 4040 Browning, spoke regarding the residence at 4039 Browning, which is known as "Browning Problem." He said the residence is a nuisance and said there was a death at the residence 2 or 3 weeks ago due to a drug overdose. He said he and his neighbors are concerned about the activity in the home.

Robert Connolly, 4038 Browning, spoke to say that there is constant activity at 4039 Browning and he has safety concerns. He asked Council for help to remedy the situation.

Amanda Gayle, 4038 Browning, spoke in regards to 4039 Browning. She said she and her husband has done everything to try and help the police with the situation and asked Council to step in and help.

Dick Yehle, 6401 Rutgers, spoke regarding parking restrictions item on the agenda. He said he understands the sentiment behind the policy, but said it needs more thought on how to manage it.

4. Citizens Academy Graduation Ceremony

Matters related to recognizing and giving awards to graduates of the Citizens Academy. *Recommended Action: Award participants with a certificate of completion of the program and naming them as ambassadors for the City. Ms. Bianca Cuccerre*

Mayor Sample presented certificates to the following residents who graduated from the Citizens Academy and are now ambassadors for the City: Theodore Kokkinis, David Hokanson, Kathy Hayward, Candyce Beneke, Arlene Wells, Eileen Oneill, Buckley Morlot, Sanford Kahn, David Aigner, Janet Aigner, Jennifer Sickman, and Susie Hairston.

At approximately 6:45 p.m., Mayor Sample recessed the meeting and convened a meeting of the West University Place Employee Benefits Trust (EBT) for which a separate EBT agenda was posted.

At approximately 6:47 p.m., Mayor Sample resumed the regular meeting.

5. Tri-Sports Reimbursement and Capital Expenditure Requests

Matters related to Tri-Sports 2022 Capital Expenditure Request. *Recommended Action: Staff recommends that City Council authorize the City Manager to approve the reimbursements and capital project expenditures related to the 2022 Tri-Sports Memorandum of Understanding for an amount not to exceed \$100,000. Ms. Susan White, Parks and Recreation Director*

After a brief presentation from Parks and Recreation Director White, Mayor Pro Tem Montgomery moved to authorize the City Manager to approve the reimbursements and capital project expenditures related to the 2022 Tri-Sports Memorandum of Understanding for an amount not to exceed \$100,000. Councilmember Carroll seconded the motion. **MOTION PASSED.**

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

6. Public Works Maintenance Facility – Construction Manager Contract

Matters related to awarding a contract and associated contract amendment for construction manager at-risk services. *Recommended Action: Award the contract to Christensen Building Group for construction manager-at-risk services for the design of the new public works facility and authorize the City Manager to execute the contract. Mr. Dave Beach, City Manager*

City Manager Beach presented. After discussion and feedback, Mayor Pro Tem Montgomery moved to approve the contract with the comments and questions from Council. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

7. Public Works Maintenance Facility Design Update

Matters related to an update on the design of the Public Works Maintenance Facility. *Recommended Action: Discuss and provide feedback. Mr. Dave Beach, City Manager*

Architect Jeff Gerber with PGAL provided an update to Council. There was discussion and feedback, but no action taken.

8. ERP and UB Software Systems – Rejection of Proposals

Matters related to rejection of proposals received for software and implementation software and implementation services for an Enterprise Resource Planning (ERP and Utility Billing (UB) Software Systems Environment. *Recommended Action: Reject all bids received for software and implementation services for ERP including HCM and UB software system environments. Ms. Marie Kalka, Finance Director*

Finance Director presented and after discussion, Councilmember Barnes moved to approve staff's recommendation. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

9. 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 24, 2022. *Recommended Action: Approve City Council Minutes of October 24, 2022. Ms. Thelma Gilliam, City Secretary*

B. Resident Requests for Parking Restrictions

Matters related to a parking policy for resident requests for parking restrictions. *Recommended Action: Discuss and take any desired action. Mr. Ken Walker, Police Chief*

C. Monthly Finance Report for August 2022

Matters related to the City's monthly financial report. *Recommended Action: Receive the City's August 2022 Monthly Financial Report. Ms. Marie Kalka, Finance Director*

Mayor Pro Tem Montgomery requested that 9B be removed for discussion.

Councilmember Barnes moved to approve 9A and 9C as presented. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

After discussion of 9B regarding resident requests for parking restrictions, Mayor Pro Tem Montgomery moved to accept the procedures with a 75 percent majority per block. Councilmember Carroll seconded the motion. **MOTION PASSED.**

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

At 8:45 p.m., Mayor Sampled moved to recess the regular meeting and convene an Executive Session in accordance with 551.072 of Chapter 51 of the Texas Government Code to consult with the City Attorney.

At approximately 9:30 p.m., Mayor Sample adjourned the Executive Session and reconvened the regular meeting.

10. Adjourn Regular Meeting

With no other business before the Council, at approximately 9:30 p.m., the meeting adjourned.

Audio of the meeting 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, as well as any presentations.

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

Council Approved: November 14, 2022