

# WOODWAY CITY COUNCIL MINUTES

October 26, 2020

The Woodway City Council met in a regular meeting via a virtual Zoom meeting, on Monday, October 26, 2020, at 5:30 p.m. The following individuals were in attendance:

Mayor:	Jane Kittner
Mayor Pro Tem:	Vic Sober
Councilmembers:	Scott A. Giddings, Amine Qourzal, David Mercer, David Russell and Storey Cook
City Manager:	Shawn Oubre
City Secretary:	Donna Barkley
City Staff:	Lenny Caballero, Bret Crook and Keith Lowrey
Contract Staff:	None
Registered Guests:	None

## **CALL MEETING TO ORDER**

Mayor Kittner called the meeting to order at 5:30 p.m.

## **INVOCATION**

### 1. INVOCATION

Mayor Pro Tem Sober provided the invocation.

## **PRESENTATIONS AND VISITORS**

### 2. HEAR VISITORS

No visitors came forward at this time.

### 3. QUARTERLY PRESENTATION – PUBLIC SAFETY DEPARTMENT

Dr. Oubre took a moment to compliment Chief Crook and noted that he is very professional and well respected in the community and amongst his peers.

Chief Crook thanked all the councilmembers for coming out and supporting the Public Safety Association Hamburger Cookout fundraiser.

Chief Crook provided the quarterly report for the Public Safety Department. He discussed statistics for Communications, Patrol and CID. He also provided that COVID is still affecting overall numbers, however, they are almost back to average as far as quantities. A summary provided that arrests and citations are down for the quarter; thefts are about the same and assaults are down; robbery, burglaries and online solicitation are up along with mental health cases.

### 4. PRESENTATION PROVIDED BY DR. LENNY CABALLERO ON THE CARLEEN BRIGHT ARBORETUM NEEDS ASSESSMENT 2020 CONDUCTED BY CARBO LANDSCAPE ARCHITECTS

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Dr. Caballero stated that with the Arboretum being the focal point of the City, staff commissioned CARBO Landscape Architecture to assist in the review and reorganization of the grounds, and maintenance to help make it a community destination and regional attraction.

A timeline was provided as to when CARBO Landscape Architecture was engaged to provide a needs assessment of the Arboretum in March and discussions and report of findings provided July through September. The scope was to provide site visit and observations, key stakeholders meetings, report findings and recommendations.

The following was provided in Dr. Caballero's presentation:

- Observation and recommendation on the identity of the Arboretum
- Observation and recommendation on the paving, furnishings and lighting
- Observation and recommendation of the arrival sequence for guests visiting the Arboretum
- Observation and recommendation of the signage and wayfinding
- Observation and recommendation of operations and maintenance
- Observation and recommendation of existing spaces
- Observation and recommendation of proposed spaces
- Observation and recommendation of development and fundraising

In conclusion, Dr. Caballero provided the Arboretum is fantastic but we feel by implementing some of these recommendations, we can make it a little better. We need to develop a master plan with material guidelines, design standards, goals and a timeline for action.

Questions were answered regarding wayfinding and maps and Dr. Oubre provided comments as well.

### **ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION**

5. DISCUSSION AND BRIEFING CONCERNING THE CORONAVIRUS (COVID-19) AND ANY ACTIONS NECESSARY THERETO

Dr. Oubre the following update:

- We continue to have a healthy workforce; no exposures on site
- With the previous Governor's order, bars are now open at fifty percent (50%) capacity
- In January, we will open up registration for spring sports at the Family Center

There are no items in need of action.

6. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD OCTOBER 5, 2020, AT 5:30 P.M.

Councilmember Giddings moved to approve the minutes of the of the regular City Council meeting held October 5, 2020, at 5:30 p.m. Councilmember Russell seconded, and the motion passed unanimously.

### **CITY MANAGER AND CITY COUNCIL REPORTS**

7. CITY MANAGER'S REPORT

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Dr. Oubre provided the following:

- A section of Old Ritchie Road behind Haley Olson Law Firm is not a street in the City's road system. However, a bicyclist hit a hole in the road and was injured. He has filed a claim with the City's insurance.
- William Klump, Director of Finance has been recognized once again for his hard work in auditing and accounting for the City by receiving the Government Finance Officers Association "Distinguished Budget Presentation Award". The City has received this consecutively for over twenty years.
- The Halloween Drive-Thru is Saturday, October 31<sup>st</sup> from 5 – 7 p.m.
- Due to the holidays in November and December there will be two meetings on November 9<sup>th</sup> and two meetings on December 14<sup>th</sup>.

### 8. CITY COUNCIL REPORTS

Councilmember Russell provided that the Parks and Recreation Commission met last Thursday at the Family Center and they were excited to see all the work that has been done. They were also excited to see the presentation and the possibility of a new Family Center building.

### CLOSING ITEM

### 9. CONSIDER ACTION ON ADJOURNMENT

Mayor Pro Tem Sober moved to adjourn the meeting. Councilmember Russell seconded the motion, and the motion passed unanimously. The meeting adjourned at 6:20 p.m.

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Donna Barkley, City Secretary

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Jane Kittner, Mayor