

## **WOODWAY CITY COUNCIL MINUTES**

January 11, 2021

The Woodway City Council met in a regular meeting via a virtual Zoom meeting, on Monday, January 11, 2021, at 5:30 p.m. The following individuals were in attendance:

Mayor:	Jane Kittner
Mayor Pro Tem:	Vic Sober
Councilmembers:	Scott Giddings, Amine Qourzal, David Mercer, David Russell and Storey Cook
Absent:	None
City Manager:	Shawn Oubre
City Secretary:	Donna Barkley
City Staff:	Lenny Caballero, Mitch Davison, Bret Crook, and Keith Lowery
Contract Staff:	None
	Sterling Massey with SBA Communications Corp.

### **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.

Councilmember Qourzal entered the meeting right after the invocation at 5:31 p.m.

### **PRESENTATIONS AND VISITORS**

#### **2. HEAR VISITORS**

No visitors came forward to speak at this time.

#### **3. QUARTERLY PRESENTATION – COMMUNITY SERVICES AND DEVELOPMENT DEPARTMENT**

Director Mitch Davison came forward to present the Community Services and Development quarterly report covering October through December, 2020. He reviewed several photographs provided on a PowerPoint presentation of residential development around the city along with the following commercial projects: Kids R Us, Office/Warehouse on Atlas, Luigi's Restaurant, The Outlook Suites 613 & 614, Republic Gun Club, commercial space in Badger Ranch and Staybridge Suites. He also provided an update on the street project.

#### **4. QUARTERLY PRESENTATION – PUBLIC SAFETY DEPARTMENT**

Chief Crook gave an overview of the quarterly report and he provided quarterly comparison statistics for October 1, 2019 – December 31, 2019 and October 1, 2020 – December 31, 2020 of the Communications Calls for Service which includes (police, fire, EMS, VCO-other) Patrol Division, CID, and Crimes. Chief provided that the COVID shut down is still affecting overall numbers. He also highlighted the recent retirements of three long-term employees and volunteers being Cpl. Kelly Painter, Reserve Officer and firefighter, Denny Stapleton and Volunteer firefighter, Ray Dobbs. The City plans to recognize them publicly at a later date.

The new fire truck will be in town tomorrow for an inspection before decals, etc. are added.

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

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

Dr. Oubre provided the following:

- The McLennan County Health District put out a reservation list which represented 1500 vaccines.
- Currently the State of Texas has shipped throughout the 254 counties 1.5 million doses of the vaccine and as of Friday of last week, about 800,000 of those doses have been administered.
- In McLennan County approximately 7000 doses to date and we encourage those interested to register if you choose to take the vaccine.
- We are still under Governor Abbott's Executive Order GA32

No action necessary at this time.

#### **6. DISCUSSION AND CONSIDER ACTION ON AUTHORIZING THE CITY MANAGER TO OBTAIN AN APPRAISAL FOR CITY PROPERTY, DESCRIBED AS THE CARLEEN BRIGHT HOUSE LOCATED AT 7600 OLD MCGREGOR RD., WOODWAY, TEXAS**

Dr. Oubre stated that this is the house Ms. Bright lived in and gifted it to the City upon her death. She set certain parameters for its use and if not used what shall happen. There was a stipulation in the endowment if the City failed to use it on a regular basis or stayed inactive for a year, the City is required to consider selling it. We haven't really been able to find a role for it in the City. If we sell, the stipulation is for the proceeds to go into the endowment for future improvements of the Arboretum.

There was a brief discussion.

Pro Tem Sober moved to authorize the City Manager to hire an appraiser for city property, described as the Carleen Bright House located at 7600 Old McGregor Rd., Woodway, Texas to determine the value of the property and use the appraisal as the minimum value to consider offers from individual bidder or buyers. Councilmember Russell seconded and the motion passed unanimously.

#### **7. DISCUSSION AND CONSIDER ACTION ON AUTHORIZING COMMUNITY BANK & TRUST TO DISTRIBUTE THE CARLEEN BRIGHT ENDOWMENT FUND ACCUMULATED INCOME BALANCE TO THE CITY OF WOODWAY**

Dr. Oubre provide this item is referring to the annual distribution from the Carleen Bright Endowment fund. This was gifted and set up for the City in 2008. An endowment to take care of, grow, and improve the area in and around the Arboretum. This account is managed by the Community Bank & Trust and they send us monthly reports. The balance available to be used is \$11,877.29. This year we are seeing some failing of the foot bridge which goes from the parking lot of Whitehall into the back area where the gazebo is. It is washing away and eroding. These funds will go towards this to make the improvements needed.

Councilmember Cook moved to authorize Community Bank and Trust to distribute the accumulated income balance of approximately \$11,877.29 from the Carleen Bright Endowment Fund to the City to be used for improvements to the Carleen Bright Arboretum. Councilmember Giddings seconded, and the motion passed

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unanimously.

8. DISCUSSION AND CONSIDER ACTION ON REQUEST FOR AN AMENDMENT TO THE SPECIAL USE PERMIT (GENERAL) AT 13013 OLD MCGREGOR ROAD, WOODWAY, TEXAS, RECEIVED FROM SBA COMMUNICATIONS CORPORATION (STERLING MASSEY) REPLACING AND UPGRADING EXISTING EQUIPMENT ON THE T-MOBILE WIRELESS COMMUNICATION TOWER

Dr. Oubre provided that Mr. Massey was available if they had any questions. He stated that the cell tower was constructed in 2007. In 2019, their special use permit was renewed for five years. One of the conditions is that no additional equipment may be added to the tower without City council approval. The request is to just swap out antennas and replace two of the equipment cabinets on the ground to hold batteries and swap out all six radio heads for newer ones.

Councilmember Giddings moved to approve the request for the amendment to the Special Use Permit (general) at 13013 Old McGregor Road, Woodway, Texas, received from SBA Communications Corporation (Sterling Massey) replacing and upgrading existing equipment on the T-Mobile wireless communication tower. Councilmember Russell seconded and the motion passed unanimously.

### **CONSENT AGENDA**

9. A. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 14, 2020, AT 5:30 P.M.
- B. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 14, 2020, AT 5:45 P.M.

No items were removed from the Consent Agenda.

10. DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

Mayor Pro Tem Sober moved that all items on the Consent Agenda be approved as follows:

- A. Approve the minutes of the regular City Council meeting held December 14, 2020, at 5:30 p.m.
- B. Approve the minutes of the regular City Council meeting held December 14, 2019, at 5:45 p.m.

Councilmember Russell seconded the motion, and the motion passed unanimously.

### **ADDENDUM - CITY MANAGER AND CITY COUNCIL REPORTS**

#### CITY MANAGER'S REPORT

- I will be moving forward with another appraisal. The City owns 1216 Wood Valley Drive which is two houses past the Pavilion. At this point, I'm not sure what to recommend to you whether to keep it, sell it, demo it or green space it. For this reason, I am going to get an appraisal to see what the value is and visit

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with staff. It was used for storage, office space and restrooms for the maintenance staff that takes care of the Arboretum and Pavilion grounds. I will come back to you in a couple weeks once I have the information needed to make a recommendation.

- Dr. Caballero will provide information to you for your review regarding policy moving forward short-term and remainder of this calendar year as far as bookings and reservations at Whitehall and the Pavilion because we are starting to get lots of requests. We want to make sure they coincide with your expectations. We will also provide you with the Governor's order regarding religious functions, weddings and group gatherings.
- There may be some budgeted line items adjusted due to COVID-19

### CITY COUNCIL REPORTS

Mayor Kittner extended happy birthday wishes to Councilmember Storey Cook.

No reports at this time.

### **CLOSING ITEMS**

#### 11. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Councilmember Cook seconded the motion, and the motion passed unanimously. The meeting adjourned at 6:18 p.m.

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Donna Barkley, City Secretary

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Jane Kittner, Mayor