

WOODWAY CITY COUNCIL MINUTES

January 25, 2021

The Woodway City Council met in a regular meeting via a virtual Zoom meeting, on Monday, January 25, 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, William Klump, John Norman, Bret Crook, and Keith Lowery
Contract Staff:	None
Registered Guests:	Logan Owens with Tex-Mix, P.O. Box 830, Leander, TX 78646 David Marek, Engineer with CP&Y, Waco, TX

CALL MEETING TO ORDER

Mayor Kittner called the meeting to order at 5:31 p.m.

INVOCATION

1. INVOCATION

Mayor Pro Tem Sober provided the invocation.

PRESENTATIONS AND VISITORS

2. HEAR VISITORS

No visitors came forward to speak at this time.

3. QUARTERLY PRESENTATION – FINANCE DEPARTMENT

Director William Klump, presented the quarterly report for the Finance Department. The report covered the first quarter of FY 2020/2021, beginning October 1, 2020 and ending December 31, 2020. Mr. Klump discussed general fund revenues and expenditures, utility fund revenues and expenditures, water system revenues and expenditures, sewer system revenues and expenditures, and tourism fund revenues and expenditures. Mr. Klump answered questions.

ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION

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

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Dr. Oubre provided the following update:

- The County Health District has been receiving for public distribution in 1A and 1B classifications about 1500 doses of the vaccine per week.
- If you want to take the vaccine, I encourage you to go to www.covidwaco.com or call the number listed on their website and be put on a waiting list for when you do qualify for the vaccine.
- The Health District advises when the county is distributed their total allotment for that week or given period, the Health District only receives about ten percent of that allotment and the rest are distributed to pharmacies or other entities who are licensed or approved to give them in-house to their employees.
- The Health District encourages you to continue to call your local pharmacies as well to be put on their waiting lists.

No action necessary at this time.

5. DISCUSSION AND CONSIDER ACTION ON ACCEPTANCE OF APPLICATION TO DEVELOP IN A PLANNED DISTRICT (CONCRETE BATCH PLANT) LOT 2, BLOCK 1, SURBER ADDITION TO THE CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS LOCATED AT 22024 WOODWAY DRIVE

Dr. Oubre stated that Mr. Logan Owens, the applicant is on the call and available to answer any questions.

This item is an application to develop for acceptance only in its current form. The application is for a concrete batch plant located at 22024 Woodway Drive. Once approved by the City Engineer, it will then go to the Planning and Zoning Commission for consideration and back to City Council for final consideration.

Mr. Owens introduced his civil engineer, David Marek who is on the call as well. He provided that Tex-Mix is a family owned and operated company and have been in business for around twenty-four (24) years. They are primarily along the I-35 corridor from San Antonio to Belton/Killeen. He also stated they have about three hundred fifty (350) employees. Mr. Owens grew up in the Waco area and is looking forward to doing business in Woodway.

There was a brief discussion and question if this was Planned Industrial. John Norman, Assistant Director of Community Services and Development stated that he thought it was in Planned Industrial but would double check.

Councilmember Russell moved to accept the Application to Develop in a Planned District (concrete batch plant) Lot 2, Block 1, Surber Addition to the City of Woodway, McLennan County, Texas located at 22024 Woodway Drive. Mayor Pro Tem Sober seconded and the motion passed unanimously.

6. DISCUSSION AND CONSIDER ACTION ON RE-OPENING THE CARLEEN BRIGHT ARBORETUM, PAVILION, WOODWAY FAMILY CENTER, AND PARK RESERVATIONS ALONG WITH THE PROCESSING OF REFUNDS AND CANCELATIONS DUE TO COVID-19 AT ALL CITY FACILITIES

Dr. Oubre provided that we are somewhat opened for business at the Pavilion and Whitehall. What we need is direction on how to take small steps in getting back to some type of normalcy. With Council stating what that policy is helps staff not disrupt scheduling of people a) coming from out of town for an event or b) making plans for a wedding which takes several weeks/months to make these plans and for us to take a new path forward in a policy that isn't really driven by COVID other than if the Governor sets a new policy. The properties we will want input on are Arboretum Pavilion and Whitehall, Woodway Family Center and outdoor activities at the Family Center as well as the park reservations. We need some direction on the new policy if we have to start dealing with cancellations. When COVID hit, we basically refunded everyone their money since their events were canceled. Now that everyone knows the risk of COVID and that things can change overnight, these bookings are being made

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with that knowledge.

Two weeks ago, I provided you with Governor Abbott's Executive Order GA-32 with some links from the CDC that were very specific. We have them available tonight if you need them.

Dr. Caballero provided that currently at the Arboretum Pavilion, we have been having three to four events a month, mainly weddings (religious events). However, looking at the upcoming schedule coming in March and April, the increase of events being scheduled are more than just weddings. They are birthday parties, conventions and conferences. In April, May and June, we have eight events which is double the amount we currently have scheduled. From last March until now, people could cancel for a refund regardless of the reason. But now, the events we have been booking are during COVID and they know the restrictions of fifty percent occupancy, the masks, sanitation and limits of groups of ten at a table, social distancing, etc. At this point, the question is do we still give that refund if for some reason they want to cancel a week or two weeks out? Our policy before COVID did not allow for a refund due to a high demand. We are starting to reach that demand again for the summer and through the end of the year. The same applies for the Arboretum Whitehall. We are getting calls for luncheons and meeting spaces that we can easily accommodate at Whitehall. But again, it is the non-religious activities we are asking for your guidance on. Due to the Governor's Order we have stayed away from that.

The Governor's Order regarding parks says that fifty percent occupancy but no group larger than ten. If someone wants to rent the park pavilion for a birthday party of thirty, the order says ten.

At the Family Center, we are looking at opening registration for the March sports season. In the Governor's Order it states that for youth clubs and group meetings they are allowed at fifty percent occupancy even outdoors but no groups of more than ten. We are not planning on opening the Family Center for events inside, just the outside sporting activities.

There was a lengthy discussion on how to enforce COVID restrictions and the possibility of waivers for participants to sign. Dr. Caballero stated that there are three different waivers and one is a COVID waiver that states requirement of a mask, if your child is sick, notify your coach, etc. We also have the means of providing each coach an oxygen tester and thermometer. We have a strict policy that we feel comfortable with the enforcement regarding the players. We are only looking at t-ball and coach pitch. We will limit it to six or eight teams instead of the regular ten or fifteen teams. This will allow time to clean the bats and balls, etc. in between games.

There was brief discussion on what other groups are opening for youth spring sports.

Dr. Caballero stated that Jack Stanley, Assistant Manager at the Family Center, has talked with lots of people while looking at what other organizations are doing and has also talked with the health experts as to what they recommend. It is the enforcement that will be the challenge. As far as the safety precautions, we are going by the Governor's orders and mandates, and we will feel very comfortable telling people this is what we are doing.

There was discussion on re-evaluating at a later date to see if the numbers are going down.

Dr. Oubre stated that we need direction on how we are going to set this policy moving forward under COVID. He also provided clarification that we cannot mandate mask wearing if you can socially distance six feet. The Governor's order is not a mask mandate. It supplements wearing a mask if you can't socially distance.

Dr. Caballero provided the procedures in place at the Arboretum to regulate social distancing.

It was decided that the Council take action on three different items:

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Councilmember Qourzal moved that the City Council re-evaluate opening the Woodway Family Center at the next scheduled sporting registration. Councilmember Mercer seconded. The motion passed with Mayor Kittner, Mayor Pro Tem Sober, Councilmember Giddings, Councilmember Qourzal, Councilmember Mercer and Councilmember Cook voting in favor with Councilmember Russell voting in opposition.

Councilmember Giddings moved to not take any action in our policy of taking park reservations for sixty days. Councilmember Mercer seconded and the motion passed unanimously.

Councilmember Cook moved to continue renting the Carleen Bright Arboretum Pavilion and Whitehall according to the Governor's Order and to adopt the new cancellation policy according to the sliding scale refund policy reviewed by the Council and allowing any COVID related cancellation requests be reviewed by the City Manager on a "case by case basis". Councilmember Russell seconded and the motion passed unanimously.

CONSENT AGENDA

7. A. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JANUARY 11, 2021, AT 5:30 P.M.
- B. DISCUSSION AND CONSIDER ACTION ON RESOLUTION R-21-01, NOMINATING CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS AT THE ANNUAL MEETING OF THE BLUEBONNET WATER SUPPLY CORPORATION

Dr. Oubre provided information on item 7B. No items were removed from the Consent Agenda.

8. 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 January 11, 2021, at 5:30 p.m.
- B. Adopt Resolution R-21-01, nominating candidates for election to the Board of Directors at the annual meeting of the Bluebonnet Water Supply Corporation

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

CITY MANAGER AND CITY COUNCIL REPORTS

9. CITY MANAGER'S REPORT

- We advertised, received and opened Request for Qualifications from engineers, architects, planners, landscapers, surveyors, traffic planners, bond counsel, and financial advisors. We are reviewing and will design a preferred list that meet the qualifications. The reason I'm trying to push this through as fast as possible is so we can get the sewer funding back on track as well as the Family Center with whatever your desire is on that. We have Zoom interviews scheduled this week with bond counsel and financial advisors.
- The audit is going smoothly and think it will meet its deadline. The audit committee will be

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seated to review with the auditors and staff and then presented to the City Council.

- Update on the condition of Brookhollow due to street construction. Please direct any complaints to the City Manager.
- Update on Bryce/Ms. Karnes. We have the area surveyed and the engineer is currently using the survey to put together a scope of work so that we get that box inlet and piping done.
- At the next Planning and Zoning meeting, pursuant to the City's charter, they will be asked to submit a list of recommended capital improvements to the City Manager to present for consideration to the City Council during the budget process. At their last meeting it was brought up that Old McGregor really needs to be a priority project for one of the next big street projects.

10. CITY COUNCIL REPORTS

Councilmember Russell provided the next Parks and Recreation Commission meets on Thursday of this week.

No reports at this time.

CLOSING ITEMS

11. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Councilmember Qourzal seconded the motion, and the motion passed unanimously. The meeting adjourned at 6:55 p.m.

Donna Barkley, City Secretary

Jane Kittner, Mayor