

## **WOODWAY CITY COUNCIL MINUTES**

March 28, 2022 – 5:30 p.m.

The Woodway City Council met in a regular meeting in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas, on Monday, March 28, 2022, at 5:30 p.m. The following individuals were in attendance:

Mayor:	Jane Kittner
Mayor Pro Tem:	Scott A. Giddings
Councilmembers:	David Mercer, David Russell, Storey Cook and Gayle Avant
Absent:	Amine Qourzal
City Manager:	Shawn Oubre
City Secretary:	Donna Barkley
City Staff:	John Norman and Bret Crook
Contract Staff:	Mike Dixon
Registered Guests:	Richard Maker, 14010 Harbor Dr., Woodway, TX Rebecca Blankenstein, 13724 Harbor Dr., Woodway, TX Lori Whitsell, 431 Woodfall Dr., Woodway, TX Bill Whitsell, 431 Woodfall Dr., Woodway, TX David and Cheryl Keyston, 400 Shadow Mountain Drive, Woodway, TX David and Priscilla Henry, 418 Riverview, Woodway, TX Alice McCabe, 10813 Rick Dr., Woodway, TX Roger McCabe 10813 Rick Dr., Woodway, TX Geri Shows, 10011 Stony Point, Woodway, TX Sherry Robinson, 14007 Horseshoe Circle, Woodway, TX Richard E. Hutyra, 14033 Horseshoe Circle, Woodway, TX Don Schreiber, 411 Shadow Mountain Drive, Woodway, TX Kristi Wright, 14045 Shadow Grove, Woodway, TX Tara Nance, 305 Hidden Oaks Cir., Woodway, TX Debbie Sartain, 410 Woodfall, Woodway, TX

### **CALL MEETING TO ORDER**

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

### **INVOCATION**

#### **1. INVOCATION**

Councilmember Cook provided the invocation.

### **DISCUSSION AND CONSIDER ACTION**

#### **2. DISCUSSION AND CONSIDER ACTION ON MEMORANDUM OF AGREEMENT WITH MCLENNAN COUNTY FOR PUBLIC SAFETY RADIO COMMUNICATIONS TOWER**

The Mayor called for a motion. Councilmember Russell moved to open this item for discussion and Mayor Pro Tem Giddings seconded.

Dr. Oubre provided that this is a Memorandum of Agreement between the City and County for a radio

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communications tower. This was previously between the City and Verizon. In this case, the City and County will be exempt from a special use permit. This tower and agreement will not be any cost to the City, other than the City's equipment on the tower. Additional information was provided.

There was a brief discussion.

Mayor Pro Tem Giddings moved to approve the Memorandum of Agreement with McLennan County for the public safety radio communications tower. Councilmember Avant seconded, and the motion passed unanimously by the councilmembers present.

### 3. DISCUSSION AND CONSIDER ACTION ON GROUND LEASE WITH MCLENNAN COUNTY FOR PUBLIC SAFETY RADIO COMMUNICATIONS TOWER

The Mayor called for a motion. Councilmember Russell moved to open this item for discussion and Mayor Pro Tem Giddings seconded.

Dr. Oubre provided that this is the ground lease portion which is very similar to what the City has with Verizon. The current tower is 180 ft., and the new tower will be about 200 ft.

There was a brief discussion.

Mayor Pro Tem Giddings moved to approve the Ground Lease Agreement with McLennan County for the public safety radio communications tower. Councilmember Cook seconded, and the motion passed unanimously by the councilmembers present.

### 4. DISCUSSION AND CONSIDER ACTION ON RESOLUTION R-22-07, SELECTING AN ELECTED OFFICIAL OF THE CITY OF WOODWAY AS THE CITY'S NOMINEE FOR SERVICE AS A MEMBER OF THE GOVERNING BODY OF THE MCLENNAN COUNTY RURAL TRANSIT DISTRICT

The Mayor called for a motion. Councilmember Russell moved to open this item for discussion and Mayor Pro Tem Giddings seconded.

Dr. Oubre provided this is an annual action that the Council takes. This originated in 2015 with the County's Rural Transportation System. We are able to seat the Place 8 Director (Precinct 4 Region) The County Judge's office has asked you as a governing body to make a nomination.

Councilmember Cook moved to adopt Resolution R-22-07, nominating Councilmember David Mercer as the City's nominee. Mayor Pro Tem Giddings seconded and the motion passed unanimously by the councilmembers present.

## **CONSENT AGENDA**

*The Consent Agenda consists of non-controversial, routine and budgeted items which require no public hearing. The Consent Agenda is subject to being approved with one single motion; however, the Mayor or any City Councilmember may remove any item from the Consent Agenda for separate discussion and consideration.*

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5.     A.     DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MARCH 14, 2022, AT 5:30 P.M.
- B.     DISCUSSION AND CONSIDER ACTION ON AGREEMENT BETWEEN MCLENNAN COUNTY AND THE CITY OF WOODWAY FOR THE PURPOSE OF CONDUCTING A JOINT ELECTION, AND APPROVING THE CONTRACT FOR ELECTION SERVICES BETWEEN THE MCLENNAN COUNTY ELECTION ADMINISTRATION DEPARTMENT AND AUTHORIZING THE MAYOR TO EXECUTE THE JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES
- C.     DISCUSSION AND CONSIDER ACTION ON AUTHORIZING CITY MANAGER OR THE MAYOR TO EXECUTE THE DISASTER GRANT MANAGEMENT CONTRACT WITH TRAYLOR & ASSOCIATES
- D.     DISCUSSION AND CONSIDER ACTION ON AUTHORIZING CITY MANAGER OR THE MAYOR TO EXECUTE THE DISASTER DEBRIS REMOVAL AND EQUIPMENT CONTRACT WITH CUSTOM TREE CARE
- E.     DISCUSSION AND CONSIDER ACTION ON AUTHORIZING CITY MANAGER OR THE MAYOR TO EXECUTE THE DISASTER DEBRIS MONITORING CONTRACT WITH DEBRISTECH
- F.     DISCUSSION AND CONSIDER ACTION ON AUTHORIZING CITY MANAGER OR THE MAYOR TO EXECUTE THE DISASTER RECOVERY GRANT MANAGEMENT AND ADMINISTRATION SERVICES CONTRACT WITH IPARAMETRICS

Mayor Kittner called for a motion. Councilmember Russell moved to open discussion. Mayor Pro Tem Giddings seconded the motion.

Dr. Oubre provided information on Items B-F. No items were removed for individual discussion.

### 6.     DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

Mayor Pro Tem Giddings moved that the Consent Agenda be approved as follows:

- A.     Approve the minutes of the regular meeting held March 14, 2022, at 5:30 p.m.
- B.     Approve the agreement and contract for election services as presented and authorize the Mayor to execute same
- C.     Authorize City Manager or the Mayor to execute the Disaster Grant Management contract with Traylor & Associates
- D.     Authorize City Manager or the Mayor to execute the Disaster Debris Removal and Equipment contract with Custom Tree Care
- E.     Authorize City Manager or the Mayor to execute the Disaster Debris Monitoring contract with DebrisTech

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- F. Authorize City manager or the Mayor to execute the Disaster Recovery Grant Management and Administration Services contract with iParametrics

Councilmember Cook seconded the motion, and the motion passed unanimously by the councilmembers present.

### **VISITORS**

#### 7. HEAR VISITORS

There were several Woodway citizens in attendance and the following citizens spoke regarding their concerns for the pending housing development between Poage Drive and Harbor Drive which include but are not limited to the following: safety, additional traffic, flood concerns, encroachment, maintenance of new streets, public utilities, escarpment zones and concern for trees and wildlife.

- Lori Whitsell, 431 Woodfall Drive, Woodway, TX
- William Whitsell, 431 Woodfall Drive, Woodway, TX
- David Henry, 418 Riverview, Woodway, TX
- Roger McCabe, 10813 Rick Dr., Woodway, TX
- Richard Maker, 14010 Harbor Dr., Woodway, TX
- Rebecca Blankenstein, 13724 Harbor, Woodway, TX
- Kristie Wright, 14045 Shadow Grove, Woodway, TX

There were lists of written questions provided to the City Manager regarding this pending development.

### **EXECUTIVE SESSION**

8. AN EXECUTIVE (CLOSED) SESSION WILL BE HELD PURSUANT TO §551.071 OF THE *TEXAS GOVERNMENT CODE* SO THAT THE CITY COUNCIL MAY SEEK AND RECEIVE ADVICE AND COUNSEL ON PENDING OR THREATENED LITIGATION, SETTLEMENTS, MEDIATIONS, AND LEGAL POSITIONS/CLAIMS OF THE CITY, CONTROVERSIES, AND DISPUTES WHERE THE PROFESSIONAL OBLIGATIONS OF THE CITY'S ATTORNEY TO THE CITY AS CLIENT CONFLICT WITH THE OPEN MEETINGS ACT – PHASE II SEWER SYSTEM CONTRACT DISPUTE

Mayor Kittner closed the open meeting at 6:14 p.m.

Mayor Kittner reconvened the open meeting at 6:40 p.m.

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

9. CITY MANAGER'S REPORT (BRIEFINGS OR UPDATES MAY BE PROVIDED REGARDING CITY SERVICES, ADMINISTRATIVE/PERSONNEL MATTERS, REAL ESTATE/DEVELOPMENT, INFRASTRUCTURE, EVENTS, REGULATIONS, COMMUNITY AND INTERGOVERNMENTAL RELATIONS ISSUES)

Dr. Oubre provided:

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- Kickoff meeting with RBDR and project manager. The meeting went well and I will ask staff to start providing a monthly update on the progress of the Family Center project
- Update on Finance director
- Congratulations to Kasia Redden – she applied for and received a grant from the Governor’s Community Achievement Award. We are this year’s Category 4 winner and with that we have received a \$160,000 to be applied to a landscaping and beautification project along the Highway 84 corridor

### 10. CITY COUNCIL REPORTS (BRIEFINGS OR UPDATES MAY BE PROVIDED REGARDING CITY COUNCIL COMMITTEE AND LIAISON ASSIGNMENTS)

Councilmember Cook – Parks and Recreation met this past Thursday. It was a very productive meeting. They were given the opportunity to choose a holiday event that they wanted to take ownership of. There were some great ideas like possibly a Turkey Trot or an Easter Egg hunt starting next year. They also decided to change their meeting schedule from monthly to only meeting in May, August, October, January and March due to having trouble seating a quorum and lack of meeting items.

### **CLOSING ITEMS**

### 11. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Councilmember Cook seconded the motion, and the motion passed unanimously by the councilmembers present. The meeting adjourned at 6:45 p.m.

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Donna Barkley, City Secretary

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Jane Kittner, Mayor