



# 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 ACTION MINUTES

The City Council of the City of West University Place, Texas, met in a workshop and regular meeting on **Monday, March 28, 2022, at 5:45 p.m.**, in the Municipal Building at 3800 University Boulevard, to consider the agenda of items listed. The meeting was in person and via Zoom.

Agenda of Items:

### Workshop (5:45 PM):

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#### 1. Call Workshop to Order

Mayor Sample called the meeting to order at 5:45 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, Assistant to the City Manager Thompson, and Police Chief Walker

The following was also present: Justin Shultz, Chair of the Sustainability Task Force

#### 2. Sustainability Task Force Update

Matters related to an update from the Sustainability Task Force. *Recommended Action: Receive update. Mr. Will Thompson, Assistant to the City Manager and Mr. Justin Shultz, Sustainability Task Force Chair*

Chair of the Sustainability Task Force, Justin Shultz, gave an update to Council for feedback and any further direction.

Mr. Shultz's said the objective of the Task Force is to advise Council on policy recommendations to improve sustainability for the community and said the process for the recommendations being presented included:

- Meeting with city staff and policy experts and conducted research on national best practices
- Assessing each recommendation based on several criteria including environment impact, cost and feasibility of implementation
- Developing a series of policy recommendations to share with Council across **five focus areas: Energy, Water, Recycling & Waste, Green space, and transportation**

Mr. Schultz reviewed the goals of each of the focus areas and after questions and comments from Council, it was agreed that Council would provide their suggestions and comments to Mr. Schultz and another workshop with Council will be held to review those comments and suggestions.

**3. Adjourn Workshop**

Mayor Sample adjourned the workshop at 6:30 p.m.

*Audio of this workshop in its entirety is on the City's website or you can contact the City Secretary's office for the audio and/or a copy of the presentation.*

**Regular Meeting (6:30 PM)**

**4. Call Meeting to Order**

Mayor Sample called the meeting to order at 6:30 p.m. In attendance were Mayor Pro Tem Montgomery and Councilmembers Barnes and Bell. Councilmember Carroll attended via Zoom.

Staff in attendance were City Manager Beach, City Secretary Gilliam, Assistant to the City Manager Thompson, Public Works Director Barrera, Finance Director Kalka, and Police Chief Walker

**5. Pledge of Allegiance** – Councilmember Barnes led the Pledge.

**6. National Public Safety Telecommunicators Week – Proclamation**

Matters related to proclaiming the week of April 10-16, 2022, as National Public Safety Telecommunicators Week in the City of West University Place. *Recommended Action: Proclaim the week of April 10-16, 2022 as National Public Safety Telecommunications week in the City of West University Place. Mr. Ken Walker, Police Chief*

Councilmember John Barnes moved to proclaim April 10-16, 2022, as National Public Safety Telecommunicators Week in West University Place. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

**7. 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.

**Alida Drewes**, 6112 Fordham, spoke on various issues including sustainability, transparency, traffic calming, street parking, and foot traffic.

**Eddie Matthews**, 5906 Fordham, deferred his comments until the discussion on traffic calming.

**Dick Yehle**, 6401 Rutgers, deferred his comments until the discussion on traffic calming.

**David Cole**, 4104 Cason, deferred his comments until the discussion on traffic calming.

**8. Sanitary Sewer Lining Project**

Matters related to awarding contract for sanitary sewer lining project. *Recommended Action: Award the contract in an amount of \$245,000 for sanitary sewer lining to National Works, Inc., with the option for staff to renew the contract annually for three additional years, and authorize the City Manager to execute the contract. Mr. Gerardo Barrera, Public Works Director*

Public Works Director Barrera presented and after discussion, Mayor Pro Tem Montgomery moved to award the contract in the amount of \$245,000 for the sanitary sewer lining to National Works, Inc., with

the option for staff to renew the contract annually for three additional years, and authorize the City Manager to execute the contract. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

#### **9. Traffic Calming Discussion for Eastside Improvement Project**

Matters related to discussing traffic calming measures for eastside improvement project. *Recommended Action: Discuss and take any desired action. Mr. Gerardo Barrera, Public Works Director*

Public Works Director Barrera presented and provided background for the project for comments and consideration on the proposed measures.

At this time, Council heard comments from the public regarding this project.

**Eddie Matthews**, 5906 Fordham, spoke against the proposed measures.

**Dick Yehle**, 6401 Rutgers, spoke against the proposed measures.

**David Cole**, 4104 Cason, spoke against the proposed measures.

After comments from the public, Council discussed the necessity of the proposed measures. City Manager Beach said traffic calming was part of the design concept and what it does is provide residents factual information on what is and what is not applicable for West U roads.

After further discussion, with Council indicating that it did not request this, City Manager Beach said staff now has clear direction in moving forward with the design work on the east side.

*Audio of this discussion in its entirety is on the City's website or you can contact the City Secretary's office for the audio and/or a copy of the presentation.*

#### **10. 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 Minutes of February 28, 2022 and the City Council Minutes of March 14, 2022. *Recommended Action: Approve Minutes of February 28, 2022 and the City Council Minutes of March 14, 2022. Ms. Thelma Gilliam, City Secretary*

##### **B. Budget Amendment Ordinance**

Matters related to an ordinance amending the 2022 Budget. *Recommended Action: Adopt an ordinance approving and adopting an amendment to the FY 2022 budget for the carryover of 2021 encumbrances and appropriations on the first and final reading. Ms. Marie Kalka, Finance Director*

Mayor Sample pulled Item A from the Consent Agenda for discussion. After discussion, Mayor Sample requested that the Minutes of March 14, 2022 be on the April 11, 2022 agenda. Therefore, Councilmember Bell moved to approve the City Council Minutes of February 28, 2022 only. Councilmember Barnes seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Montgomery, Barnes, Bell, Carroll

**Noes:** None  
**Absent:** None

Councilmember Barnes moved to approve Item B on the Consent Agenda as presented. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

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

**11. Adjourn Regular Meeting**

With no other business before the Council, Mayor Pro Tem Montgomery moved to adjourn the regular meeting at approximately 7:20 p.m. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

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

Council Approved: April 11, 2022

*Audio of this meeting in its entirety is on the City's website. If for any reason you are unable to download the audio from the website, contact the City Secretary's office to obtain a copy, as well as a copy of any presentation.*