



The City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
Mardi Turner, Mayor Pro Tem
Bob Higley, Councilmember
Kellye Burke, Councilmember
Kevin Boyle, Councilmember

STAFF

David J. Beach, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

CITY COUNCIL ACTION MINUTES

The City Council of the City of West University Place, Texas, met in a workshop and regular meeting on **Monday, April 22, 2019**, in the Municipal Building, 3800 University, West University Place.

WORKSHOP

Call to Order. Mayor Sample called the workshop to order at approximately 5:45 p.m. in the Council Conference Room. Council and Staff in attendance were: Mayor Pro Tem Turner, Councilmembers Boyle, Burke, and Higley, City Manager Beach, City Secretary Gilliam, and City Attorney Petrov.

Duane Barrett with HDR Engineering was also present.

1. Drainage Study

Matters related to a City-wide Drainage Study. *Recommended Action: Discuss and take any desired action. Mr. Dave Beach, City Manager and Mr. Duane Barrett, HDR Engineering*

Mr. Barrett and City Manager Beach gave a presentation on the City-wide Drainage Study. No action was taken.

2. Adjourn Workshop

Mayor Sample adjourned the Workshop at approximately 6:25 p.m.

REGULAR MEETING

Call to Order. Mayor Sample called the regular meeting to order at approximately 6:34 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Turner, Councilmembers Boyle, Burke, and Higley, City Manager Beach, City Secretary Gilliam, City Attorney Petrov, Finance Director Kalka, City Planner Scarcella, Chief Building Official Chew, and Operations Superintendent Walters.

Also present were: Debbie Vascik with Cahoon Consulting and Steve Brown, Chair of the BSC

Boy Scouts with Troop 505 led the Pledge of Allegiance.

City Secretary Gilliam confirmed that the Notice of the meeting was posted as required by law.

3. Repetitive Loss Area Analysis Resolution

Matters related to adoption of a resolution relating to the City's Repetitive Loss Area Analysis. **Recommended Action:** *Approve Resolution adopting the Repetitive Loss Area Analysis. Mr. Clay Chew, Chief Building Official and Ms. Debbie Vascik, Cahoon Consulting*

Councilmember Higley moved to adopt the Repetitive Loss Area Analysis Resolution. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Turner, Boyle, Burke, Higley
Noes: None
Absent: None

4. Building and Standards Commission Report on Leaf Blowers

Matters related to a presentation by the Building and Standards Commission (BSC) relating to leaf blowers. **Recommended Action:** *Receive report from the BSC. Mr. Steve Brown, BSC Chair*

Building and Standards Commissioner Chair Steve Brown said the BSC recommended no changes to the ordinance and no was action taken.

5. Joint Public Hearings with the Zoning and Planning Commission

Matters related to joint public hearings with the Zoning and Planning Commission (ZPC) to hear comments for or against porch projections, fence-like hedges, and existing elevated structures. **Recommended Action:** *Hold Joint Public Hearings with the Zoning and Planning Commission. Ms. Debbie Scarcella, City Planner*

At 6:46 p.m., Mayor Susan Sample called the City Council Public Hearing to order. Richard Wilson, Chair of the Zoning and Planning Commission, called the ZPC Public Hearing to order. ZPC Commissioners present were: John Cutrer, Mac Jensen, Michael McEnany, Pete Johnston, Mimi Tsai, and Brian Brantley.

Chair Wilson reviewed the process for the Public Hearings.

After each proposal was presented by City Planner Scarcella, public comments were heard. The majority of comments were regarding the proposal on fence-like hedges. All but one resident, Jennifer Six, was against the proposal (see citizen participation sign-in rosters attached).

After discussion, Mayor Sample closed the Public Hearings for City Council at 9:03 p.m.

Commissioner Brantley moved to close the ZPC Public Hearings at 9:03 p.m. Commissioner Johnson seconded the motion. With all Commissioners in favor, **MOTION PASSED.**

The Public Hearings for all proposals were closed.

6. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

Ed Sobash, 3031 Amherst, spoke regarding the virtual gate project.

Jay Love, 4137 Marlowe, spoke to request that Council consider an equal opportunity policy for the City.

Aurelio Diez, 4025 Southwestern, spoke regarding leaf blowers.

7. Small Cell Network Facilities Regulations Ordinance

Matters related to an ordinance amending Chapter 70, Article VIII of the Code of Ordinances pertaining to the regulation of Small Cell Network Facilities in the City's Right-of-Way. *Recommended Action: Approve ordinance regulating small cell network facilities in the City's right-of-way on the first of two readings.* **Mr. Patrick Walters, Operations Superintendent**

Councilmember Burke moved to approve the amendments to Chapter 70 Street Areas and Public Places on the first of two readings. Mayor Pro Tem Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Turner, Boyle, Burke, Higley
Noes: None
Absent: None

8. Utility Billing Services Contract

Matters related to awarding a contract to Point & Pay for utility billing services. *Recommended Action: Award contract to Point & Pay for utility billing services and authorize the city manager to execute all documents necessary to implement the contract.* **Ms. Marie Kalka, Finance Director**

Councilmember Higley moved that City Council award the utility billing payment providing contract to Point & Pay and authorize the City Manager to execute the contract. Mayor Pro Tem Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Turner, Boyle, Burke, Higley
Noes: None
Absent: None

9. Consent Agenda

All Consent Agenda listed were considered to be routine by the City Council and will be enacted by one motion. There was no separate discussion of these items u.

A. City Council Minutes

Approve City Council Meeting Minutes of April 8, 2019. [see Action Minutes]

B. Water Conservation/Drought Contingency Plan

Matters related to an ordinance adopting the Water Conservation and Drought Contingency Plan for the City of West University Place. *Recommended Action: Approve Ordinance adopting the Water Conservation and Drought Contingency Plan for the City of West University Place on second and final reading.* **Mr. Patrick Walters, Operations Superintendent**

C. Drainage Study

Matters related to receiving the City's Drainage Study. *Recommended Action: Accept the City's Drainage Study.* **Mr. Dave Beach, City Manager**

D. Quarterly Investment Report

Matters related to consideration and acceptance of the City's March 2019 Quarterly Investment Report. *Recommended Action: Consider and accept the City's March 2019 Quarterly Investment Report. Ms. Marie Kalka, Finance Director*

Councilmember Burke moved to approve the Consent Agenda as presented. Mayor Pro Tem Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Turner, Boyle, Burke, Higley
Noes: None
Absent: None

10. Adjourn

With no other business before the Council, Councilmember Higley moved to adjourn the meeting at 9:35 p.m. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Turner, Boyle, Burke, Higley
Noes: None
Absent: None

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

Council Approved: May 13, 2019