



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 regular meeting on **Monday, April 25, 2022**, at **6:30 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:

1. 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, Bell, and Carroll.

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

Jeff Gerber with PGAL and Jessica Sanford with CenterPoint were also present.

2. Pledge of Allegiance – Councilmember Barnes led the Pledge.

3. Public Service Recognition Week Proclamation

Matters related to proclaiming the week of May 1 – 7, 2022, as Public Service Recognition Week in the City of West University Place. *Recommended Action: Proclaim the week of May 1 – 7, 2022, as Public Service Recognition Week in the City of West University Place. Mr. James Urban, HR Director*

After a few words by HR Director Urban, Mayor Sample proclaimed May 1 – 7, 2022 as Public Service Recognition Week.

4. 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.

Ron Kesterson, 3915 Browning, spoke to request two stop signs be placed on College between Rice and Bissonnet (specifically where it intersects Browning and where it intersects Coleridge), due to speeding.

Alida Drewes, 6112 Fordham Street, spoke to say she revokes all previous consent for access to her health medical records by West University Place and its employees. She also said West U should spend tax monies on taxpayers and that taxpayers should be included in City plans from the beginning.

5. CenterPoint Update

Matters related to an update related to CenterPoint Energy. *Recommended Action: Discuss and take any desired action.* **Mr. Gerardo Barrera, Public Works Director**

Public Works Director Barrera presented and then turned it over to Jessica Sanford, Service Area Manager for CenterPoint who provided an update to Council regarding the two undergrounding requests received from the City. She presented a PowerPoint presentation and briefly highlighted the projects. Regarding costs, Ms. Sanford said the Buffalo Speedway undergrounding would cost roughly \$1,400,000 and the Edloe Pathway undergrounding would cost roughly \$7,300,000. Ms. Sanford said costs for both projects do not include overhead relocations, customer relocations, telecommunication relocation, or third-party easements.

After the presentation, Ms. Sanford answered questions from Council, but no action was taken.

6. Facilities Master Plan - Locations and Sequence Discussion

Matters related to the Facilities Master Plan. *Recommended Action: Discuss and take any desired action.* **Mr. Will Thompson, Assistant to the City Manager and Mr. Jeff Gerber, PGAL**

Assistant to the City Manager Thompson presented and then turned it over to Mr. Jeff Gerber with PGAL who provided a refresher on the Facilities Master Plan options that was previously presented to Council.

After the presentation and some discussion, City Manager Beach requested direction from Council as to the preferred locations for the buildings, as well as feedback on whether Council would like staff to bring forward a design contract for the Public Works facility at a May meeting. He said the Public Works facility will need to be the first domino to fall in the process in order for continuity of services throughout facilitation of the Master Plan.

City Council agreed that staff can move forward in bringing a contract for the design of Public Works before Council in May.

Regarding location of facilities, City Manager Beach said Council does not have to confirm preferred options as to the layout at this time. He said confirming the locations of the buildings is all that is necessary and that Council can get granular with the layout options during the design process.

City Manager Beach said the plan for the locations is to have Public Works at Dincans on West Park; the Community Building, Senior Center and Library where the current Public Works Building is; the Fire Station will be on the corner of Rice; and Public Works administration will move into City Hall. Council agreed to move forward as planned.

7. Interlocal Agreement with Southside Place

Matters related to the new Interlocal Agreement with the City of Southside Place for Emergency Medical and Building Regulatory Services. *Recommended Action: Approve the Interlocal Agreement with Southside Place under the new terms and authorize the City Manager to execute the contract.* **Mr. Dave Beach, City Manager**

City Manager Beach pulled this item from the agenda and said it will be added to the agenda for May 9.

8. 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 City Council Minutes of May 11, 2022. *Recommended Action: Approve City Council Minutes of May 11, 2022. Ms. Thelma Gilliam, City Secretary*

B. Parking Ordinance

Matters related to the second and final reading of an ordinance prohibiting a business on Kirby Drive from using a street in a residential district for employee or business parking. *Recommended Action: Discuss and approve the ordinance amending Chapter 46 of the Code of Ordinances on the second and final reading. Mr. Dave Beach, City Manager*

C. Resolutions Related to CenterPoint's Request for Electric Utility Rate Increase

Matters related to a resolution denying the application of CenterPoint Energy Houston Electric, LLC for approval to amend its distribution costs recovery factor filed with West University Place on April 5, 2022, and a resolution authorizing West University Place to participate in a coalition of cities regarding the determination of the appropriate distribution cost recovery factor in proceedings before the Texas Public Utilities Commission in Docket No. 49421. *Recommended Action: Approve resolutions 1) denying the application of CenterPoint Houston Electric, LLC to amend the distribution costs recovery factor used for determining its utility rates filed on April 5, 2022, and 2) authorizing the City to participate in a coalition of cities regarding the denial of the application, including joint participation in PUC Docket No. 49421 and related proceedings. Mr. Will Thompson, Assistant to the City Manager*

D. Quarterly Investment Report

Matters related to the Quarterly Investment Report. *Recommended Action: Accept the City's March 2022 Quarterly Investment Report. Ms. Neelie Walker, Finance Manager*

E. Appointment of an Acting City Manager

Matter related to designating Finance Director Marie Kalka as Acting City Manager from April 26, 2022 to May 27, 2022. *Recommended Action: Designate Finance Director Marie Kalka as Acting City Manager from April 26, 2022 to May 27, 2022. Mr. Dave Beach, City Manager*

F. Texas Department of Transportation – Buffalo Speedway Project Change Order

Matters related to a Change Order for the Texas Department of Transportation in an amount of \$110,954.07 for additional temporary pavement markings. *Recommended Action: Approve Change Order in the amount of \$110,954.07 and authorize the City Manager to execute the Change Order. Mr. Gerardo Barrera, Public Works Director*

Councilmember Barnes requested that Item 8A removed as it was not properly posted. City Secretary Gilliam noted that the date of the Minutes for approval is incorrect.

Councilmember Barnes moved to approve Items B through F as presented. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

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

9. Update from the Sustainability Task Force

Matters related to an update from the Sustainability Task Force. *Recommended Action: Discuss and provide any feedback. Mr. Will Thompson, Assistant to the City Manager*

City Manager Beach pulled this item from the agenda at the request of the Sustainability Task Force Chair.

10. Adjourn Regular Meeting

With no other business before the Council, Councilmember Barnes moved to adjourn the regular meeting at approximately 7:40 p.m. Councilmember Bell 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: May 9, 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.