



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, May 23, 2022**, at **6:00 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.

Workshop (6:00 PM):

Agenda of Items:

1. Call Workshop to Order

Mayor Sample called the meeting to order at 6:00 p.m. In attendance were Mayor Pro Tem Montgomery and Councilmembers Barnes and Carroll. Councilmember Bell was absent.

Staff in attendance were Acting City Manager/Finance Director Kalka, City Secretary Gilliam, Assistant to the City Manager Thompson, Public Works Director Barrera, IT Director Davenport, Parks and Recreation Director White, and Police Chief Walker

2. Recess Workshop and Convene Executive Session

Matters related to an Executive Session in accordance with Section 551.071 (to seek advice from the City Attorney regarding pending litigation) and Section 551.072 (to deliberate regarding real property) of the Texas Government Code. *Recommended Action: Discuss and take any desired action. Ms. Marie Kalka, Acting City Manager/Finance Director and Mr. Will Thompson, Assistant to the City Manager*

At 6:00 p.m., Mayor Pro Tem Montgomery moved to recess the workshop and convene an executive session in accordance with Sections 551.071 and 551.072 of the Texas Government Code. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

3. Adjourn Executive Session and Reconvene Workshop

Take action resulting from Executive Session, if any.

At 6:27 p.m., the executive session adjourned and, with no action taken, Mayor Pro Tem Montgomery moved to reconvene the workshop. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

4. Adjourn Workshop

Take action resulting from Executive Session, if any.

With no action taken, at 6:27 p.m., Mayor Sample adjourned the workshop.

Regular Meeting (6:30 PM)

5. 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 Carroll. Councilmember Bell was absent.

Staff in attendance were Acting City Manager/Finance Director Kalka, City Secretary Gilliam, Assistant to the City Manager Thompson, Public Works Director Barrera, IT Director Davenport, Parks and Recreation Director White, and Police Chief Walker

Carol Harrison with IDS Engineering Group was also present.

6. Pledge of Allegiance – Mayor Pro Tem Montgomery led the Pledge.

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 Street, spoke regarding senior exemption increases, coffee for seniors, dedicated gathering places for seniors, and parking for the disabled.

8. Milton Waterline Design

Matters related to a contract for construction design of the Milton Street cast iron waterline. *Recommended Action: City Council approve the contract in the amount of \$244,525 to complete the construction design for the Milton Waterline and authorize the City Manager to execute the contract. Mr. Gerardo Barrera, Public Works Director*

After a brief oral presentation from Public Works Director Barrera, Mayor Pro Tem Montgomery moved to approve the contract in the amount of \$244,525 to complete the construction design for the Milton Waterline and authorize the City Manager to execute the contract. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

9. Final Acceptance of Virtual Gate Project – Phases 1 and II

Matters related to accepting Phases I and II of the Virtual Gate project. *Recommended Action: Accept and approve Phases I and II of the project. Mr. Ken Walker, Police Chief*

After a brief oral presentation by Chief Walker, Councilmember Barnes moved to accept Phases 1 and 2 of the Virtual Gate project. Councilmember Carroll seconded the motion. **MOTION PASSED.**

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

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 City Council Minutes of May 9, 2022. *Recommended Action: Approve City Council Minutes of May 9, 2022. Ms. Thelma Gilliam, City Secretary*

B. 3642 University Franchise Ordinance

Matters related to an ordinance approving the franchise lease agreement for 3642 University on the second and final reading. *Recommended Action: Approve the proposed ordinance on second and final reading. Mr. Gerardo Barrera, Public Works Director*

C. Cobb-Fendley Contract Amendment

Matters related to approving a Change Order for Cobb Fendley in an amount of \$182,218 for completion of additional tasks associated with the west side drainage improvements. *Recommended Action: Approve Change Order to Cobb Fendley in the amount of \$182,218 and authorize the City Manager to execute the contract. Mr. Gerardo Barrera, Public Works Director*

D. Radio Replacements

Matters related to the purchase of radio hardware replacements for Public Safety. *Recommended Action: Approve the purchase from Motorola and authorize the City Manager to make payment in the amount of \$84,965.68. Mr. Kevin Davenport, IT Director*

E. Scout House Lease Renewal

Matters related to a lease agreement with HISD for use of the Scout House. *Recommended Action: Authorize the City Manager to execute the Scout House Lease Agreement between the City of West University Place and the Houston Independent School District. Ms. Susan White, Parks and Recreation Director*

F. BBG Contract Amendment

Matters related to amending a contract for ancillary services in the Public Works Department. *Recommended Action: Award the contract amendment for Texas BBG Consulting Inc., in the amount of \$50,000 and authorize the City Manager to execute the contract amendment. Mr. Gerardo Barrera, Public Works Director*

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

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

11. Adjourn Meeting

With no other business before the Council, Mayor Pro Tem Montgomery moved to adjourn the meeting at approximately 6:45 p.m. Councilmember Carroll seconded the motion. **MOTION PASSED.**

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

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

Council Approved: June 13, 2022

Audio of this meeting 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.