



# 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, September 12, 2022**, at **6:00 p.m.**, in the Municipal Building at 3800 University Boulevard, to consider the agenda of items listed. The meeting was held in person and via Zoom.

### WORKSHOP (6:00 PM)

#### 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, Bell, and Carroll.

Staff in attendance were City Manager Beach, City Secretary Gilliam, Assistant to the City Manager Thompson, and City Attorney Bounds.

Roger Martin, with Roger Martin Properties, was also in attendance.

#### 2. Recess Workshop and Convene Executive Session

City Council will recess the regular session and convene an executive session to consult with the city attorney regarding pending or contemplated litigation in accordance with Section 551.071 of the Texas Government Code and to deliberate the purchase, exchange, lease or value of real property in accordance with Section 551.072 of the Texas Government Code.

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

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

#### 3. Adjourn Executive Session and Reconvene Workshop

At approximately 6:30 p.m., Councilmember Bell moved to adjourn the executive session and reconvene the workshop. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

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

No action was taken.

**4. Adjourn Workshop**

At approximately 6:31 p.m., Councilmember Barnes moved to adjourn the workshop. Councilmember Carroll seconded the motion. **MOTION PASSED.**

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

**REGULAR MEETING (6:30 PM)**

**5. Call Regular Meeting to Order**

Mayor Sample called the meeting to order at 6:31 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, Assistant City Attorney Chan (Olson and Olson), Fire Chief Maxell, Public Works Director Barrera, Police Chief Walker, Finance Director Kalka, Finance Manager Walker, and IT Director Davenport

Jason Gray with Willdan attended remotely.

**6. Pledge of Allegiance** – Boy Scouts from Troop 125 led the Pledge.

**7. Public Comments**

This is an opportunity for citizens to speak to 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 about various concerns, including increased fees and flood control.

**Susie Hairston**, 2620 Pittsburg, spoke regarding water rates.

**8. Water and Wastewater Cost of Service and Rate Design Study**

Matters related to the water and wastewater study. *Recommended Action: Accept the 2022 Comprehensive Water and Wastewater Rate Study.* **Ms. Neelie Walker, Finance Manager**

Finance Manager Walker presented and after discussion Councilmember Barnes moved to accept the 2022 Comprehensive Water and Wastewater Rate Study. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

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

**9. Texas Municipal League Intergovernmental Risk Pool Board of Trustees**

Matters related to City Council voting on representatives to serve on the Texas Municipal League Intergovernmental Risk Pool (TMLIRP) Board of Trustees or delegating such authority to the City Manager. *Recommended Action: Discuss and take any desired action.* **Mr. Dave Beach, City Manager**

Mayor Pro Tem Montgomery moved to delegate the authority to vote on representatives to serve on the Texas Intergovernmental Risk Pool (TMLIRP) Board of Trustees to the City Manager. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

**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 August 22, 2022 and City Council Budget Workshop Minutes of September 2, 2022. *Recommended Action: Approve City Council Minutes of August 26, 2022 and Budget Workshop Minutes of September 2, 2022. Ms. Thelma Gilliam, City Secretary*

**B. Receipt of Certified Appraisal Roll**

Matters related to receipt of the Certified Appraisal Roll. *Recommended Action: Council approve the resolution accepting the 2022 Certified Appraisal Roll. Ms. Marie Kalka, Finance Director*

**C. Microsoft Licensing Renewal**

Matters related to the annual Microsoft licensing renewal and Office 365 for city departments. *Recommended Action: Approve Microsoft licensing renewal and Office 365. Mr. Kevin Davenport, IT Director*

**D. Harris-Galveston Subsidence District Interlocal Agreement (Waterwise)**

Matters related to an Interlocal Agreement with Harris-Galveston Subsidence District. *Recommended action: Approve the Interlocal Agreement with the Harris-Galveston Subsidence District and authorize the City Manager to execute the contract. Mr. Gerardo Barrera, Public Works Director*

**E. Buffalo Speedway Change Order**

Matters related to approving change order for Buffalo Speedway project. *Recommended Action: Approve the change order in the amount totaling \$1,495,500 and authorize the City Manager to execute the change order. Mr. Gerardo Barrera, Public Works Director*

As requested by Councilmember Bell, Items C and E were removed from the Consent Agenda for discussion.

Councilmember Barnes moved to approve Item A, B, and D as presented. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

After discussion of Item C with the IT Director, Councilmember Barnes moved to approve Item C as presented. Councilmember Bell seconded the motion. **MOTION PASSED.**

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

After discussion of Item E with the City Manager, Mayor Pro Tem Montgomery moved to approve Item E as presented. Councilmember Barnes seconded the motion. **MOTION PASSED.**

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

**11. Adjourn Meeting**

With no other business before the Council, Councilmember Carroll moved to adjourn the meeting at approximately 7:05 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: September 26, 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.*