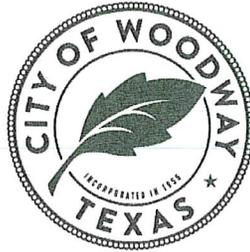


PUBLIC NOTICE OF MEETING



WOODWAY CITY COUNCIL

JANUARY 26, 2026 – 5:30 P.M.

TAKE NOTICE THAT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS, WILL BE HELD IN THE DONALD J. BAKER COUNCIL CHAMBERS AT WOODWAY CITY HALL, 922 ESTATES DRIVE, WOODWAY, TEXAS, COMMENCING AT 5:30 P.M. ON MONDAY, JANUARY 26, 2026, TO CONSIDER AND ACT UPON ANY LAWFUL SUBJECT WHICH MAY COME BEFORE IT INCLUDING, AMONG OTHERS, THE ITEMS LISTED BELOW.

AGENDA

CALL MEETING TO ORDER

INVOCATION

1. Invocation
2. Pledge of Allegiance

PUBLIC COMMENT

3. The City Council invites citizens to address the Council on any matter, including items on the agenda, except public hearings that are included on the agenda. Comments related to Public Hearings will be heard when the specific hearing starts. Please limit your comments to three (3) minutes per Resolution R-87-11. The Council is not permitted to take any action or discuss any item not listed on the agenda. When called to speak, please state your name and address, and if speaking on a specific agenda item, state the item before beginning your comments

PRESENTATIONS

4. Recognition of City of Woodway retiree, City Secretary, Donna Barkley
5. Semi-Annual presentation – Woodway Family Center’s report regarding repairs, improvements, attendance construction, and programming for previous six months

WOODWAY CITY COUNCIL AGENDA

Page 2

January 26, 2026 - 5:30 P.M.

6. Semi-Annual presentation – Carleen Bright Arboretum and Pavilion at the Arboretum’s report regarding repairs, improvements, attendance, and programming for previous six months

**ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION**

7. Discussion and consider action on acceptance of an Application to Develop in a Planned District (Office Addition) being all of that called Lot 2, Block A, Woodway City Offices Addition, to the City of Woodway, McLennan County, Texas located at 250 Sharron Drive.

**CONSENT AGENDA**

*The Consent Agenda consists of non-controversial, routine and budgeted items which require no public hearing. The Consent Agenda is subject to being approved with one single motion; however, the Mayor or any City Councilmember may remove any item from the Consent Agenda for separate discussion and consideration.*

8.
  - A. Discussion and consider action on minutes of the regular City Council meeting held January 12, 2026, at 5:30 p.m.
  - B. Discussion and consider action on Resolution R-26-02, confirming the investment policy of the City of Woodway
  - C. Discussion and consider action on Resolution R-26-03, nominating candidates for election to the Board of Directors at the annual meeting of the Bluebonnet Water Supply Corporation
  - D. Discussion and consider action on appointment to the Woodway Youth Commission
  - E. Discussion and consider action to accept a quote from Cody Custom Builds, LLC, in an amount not to exceed \$98,604.00, to replace six atrium windows at the Pavilion at The Carleen Bright Arboretum, and authorizing the City Manager to execute all documents in connection therewith
9. Consider action on Consent Agenda

**CITY MANAGER AND CITY COUNCIL REPORTS**

10. City Manager’s Report (Briefings or updates may be provided regarding City services, administrative/personnel matters, real estate/development, infrastructure, events, regulations, community and intergovernmental relations issues.)
11. City Council Reports (Briefings or updates may be provided regarding City Council committee and liaison assignments.)

WOODWAY CITY COUNCIL AGENDA

Page 3

January 26, 2026 - 5:30 P.M.

CLOSING ITEM

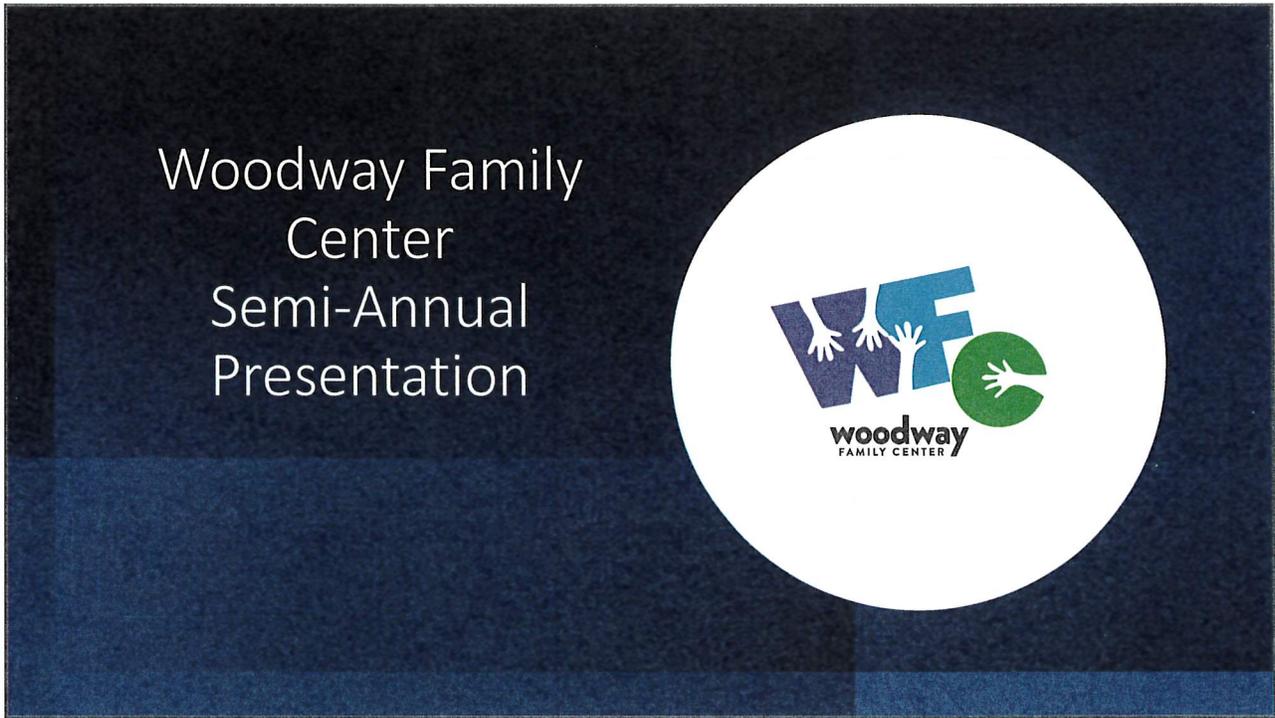
12. Consider action on adjournment

*Councilmembers unable to attend in person may participate via videoconference in accordance with Chapter 551 of the Texas Government Code.*

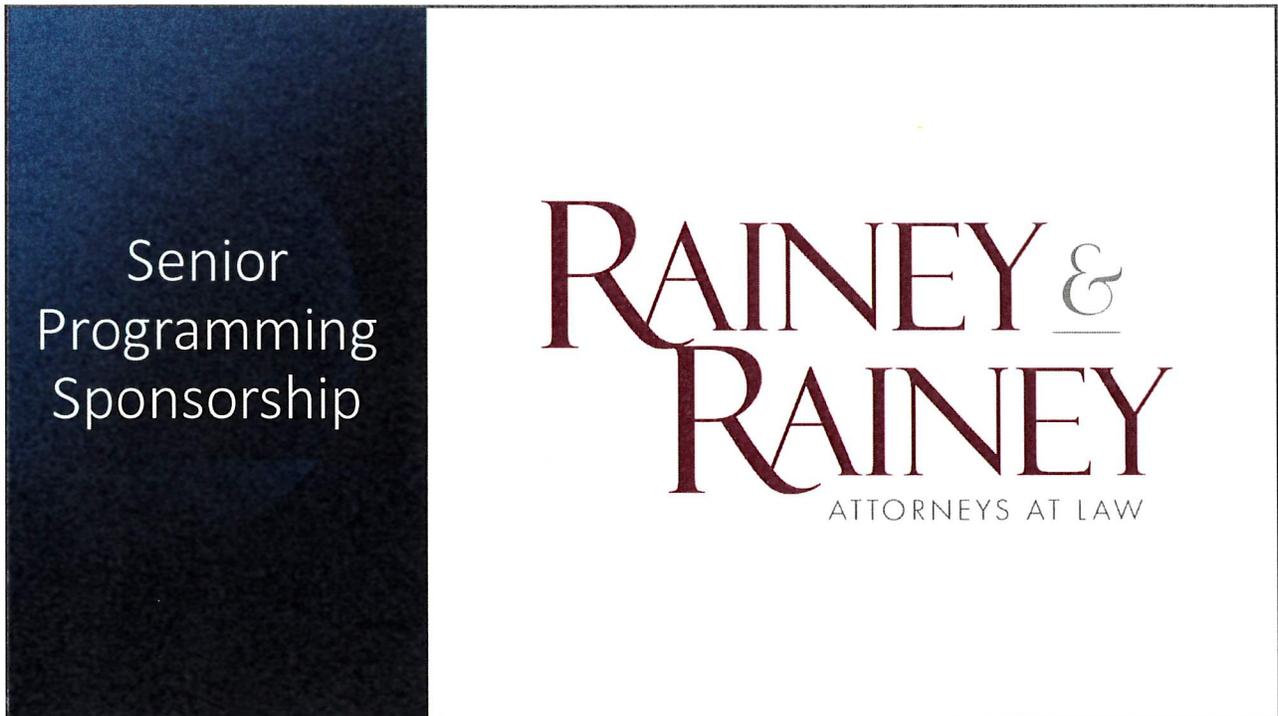
*I certify that the above notice of meeting was posted at Woodway City Hall, 922 Estates Drive, Woodway, Texas, on the 20<sup>th</sup> day of January 2026 at 5:00 p.m.*

  
Donna Barkley City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (254) 772-4480 or FAX (254) 772-0695 for further information.



1



2

## Senior Programming Attendance

	July	August	September	October	November	December	YTD
Elder Law with Rainey & Rainey	6	43	25	5	7	8	94
Create Better Health with Waco Health Dept.	20	0	19	22	0	0	61
Matter of Balance by Area Agency on Aging	90	0	0	0	0	0	90
Better at Last with Dr Teresa Gingles	132	127	130	173	86	62	710
Chair Yoga with Van Davis	190	159	206	195	107	145	1002
Strength and Stretch with Van Davis	276	309	324	284	259	251	1703
DrumFIT	6	1	7	6	9	6	35
Tech with Cody	3	0	0	0	0	0	3
Crafts with Rhonda	20	19	17	16	29	37	138
Pickleball	750	718	705	719	585	762	4239
Pickleball 101	43	52	56	59	42	33	285
Art with Lisa	66	50	59	49	47	47	318
Bingo	37	61	50	56	39	60	303
Nutrition with Veronica	4	5	0	0	0	0	9
Line Dancing	24	33	29	39	18	30	173
Social Hour	3	16	25	0	6	5	55

3

## Senior Programming Attendance

Field Trips	0	0	4	0	5	8	17
Potlucks	40	0	0	30	20	20	110
Murder Mystery	0	0	0	11	0	0	11
Book Club	0	0	0	7	2	6	15
WFC in Action	0	6	0	2	0	4	12
Advanced Pain Care	0	5	0	0	0	0	5
Fraud Prevention	0	4	0	0	0	0	4
Hearing Solutions	16	0	0	0	0	0	16
K9 for Christ	2	7	0	0	0	0	9
Senior Wellness Expo	24	0	0	0	0	0	24
Domino Train	24	0	25	0	16	0	65
ChickenFoot	0	25	0	41	0	20	86
Spades	0	12	31	0	6	0	49
Canasta	29	0	0	19	0	23	71
Mahjong	36	12	29	27	28	19	151
<b>TOTALS</b>	<b>1841</b>	<b>1664</b>	<b>1741</b>	<b>1760</b>	<b>1311</b>	<b>1546</b>	<b>9712</b>

4



## Senior Partnerships

- *Be Awesome Now!* with Van Davis
- *Better At Last* with Dr. Teresa Gingles
- Rhonda Mendez, Craft Instructor
- Lisa Koetz, Watercolor Instructor
- Law Offices of Rainey and Rainey
- Heart of Texas Council of Governments
- Area Agency on Aging
- Texas Dept of Health and Human Services
- Waco McLennan County Health Department

5

## Youth Programming Sponsorship



6

# Youth Programming Attendance

	July	August	September	October	November	December	Totals
Basketball League	0	0	0	0	0	233	233
Soccer League	0	0	169	169	169	0	507
Volleyball League	58	58	0	0	0	0	116
Explore Pickleball Clinic	0	0	0	13	0	0	13
Explore LEGO Clinic	24	0	0	0	0	0	24
Explore Golf Clinic	0	0	20	0	0	0	20
Explore Art Clinic	28	0	0	0	13	0	41
Bike Rodeo	12	0	0	0	0	0	12
Family Field Day	0	0	0	0	72	0	72
Cops and Kids	0	0	0	700	0	0	700
Open Gym	415	197	156	206	187	323	1484
Movie Nights	0	150	0	0	24	0	174
Party Rentals	32	64	96	32	64	128	416
Facility Rentals	0	0	0	400	0	0	400
<b>Totals</b>	<b>569</b>	<b>469</b>	<b>441</b>	<b>1520</b>	<b>529</b>	<b>684</b>	<b>4212</b>

7



8

## What's Happening

Staffing – Hired one full-time Recreation lead position and two part-time Recreation Aide positions  
Staff attended the TRAPS Central Workshop in November and has completed several online continuing education classes

Civic Rec - began using software for rentals in November and for youth leagues and clinics in December  
Automatic bi-parting doors installed in October

Programming changes – retooling of several classes to improve attendance, reimplemented coaches drafts to leagues, added new clinics such as LEGO and disc golf

9

## What's Coming

Civic Rec – memberships will begin in February  
Improved Movie Nights including food trucks, themes, and other activities

Adult Programming Catalog  
Disc Golf Tournament, Cornhole Tournament, Pickleball Ladder Leagues, Horseback Riding, Learn to Row clinics, Adult exercise classes, and additional open gym hours

Youth Programming Catalog  
Explore Football Clinic during Spring Break  
Explore Football, Baseball, Basketball, Disc Golf, Pickleball, Legos, and STEAM Clinics during the summer break  
Additional Open Gym Hours

10



11

# Carleen Bright Arboretum Semi-Annual Update

January 26, 2026

Jack Stanley – Arboretum Superintendent



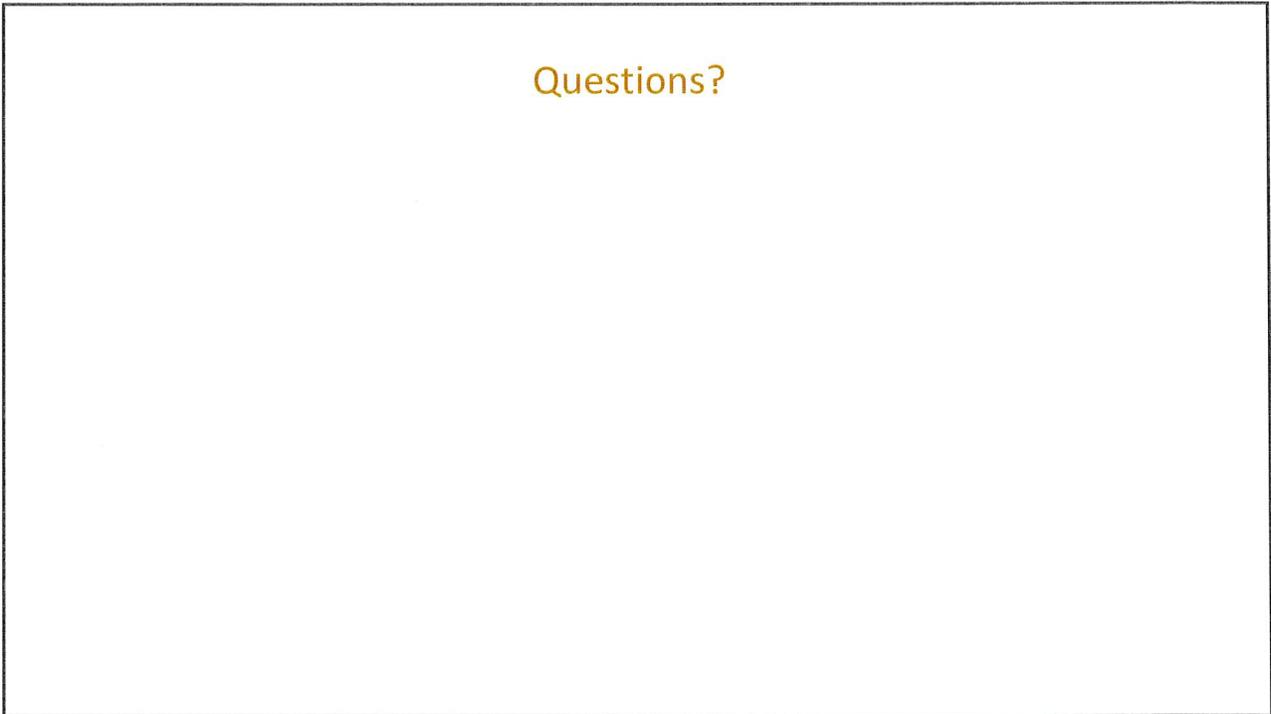
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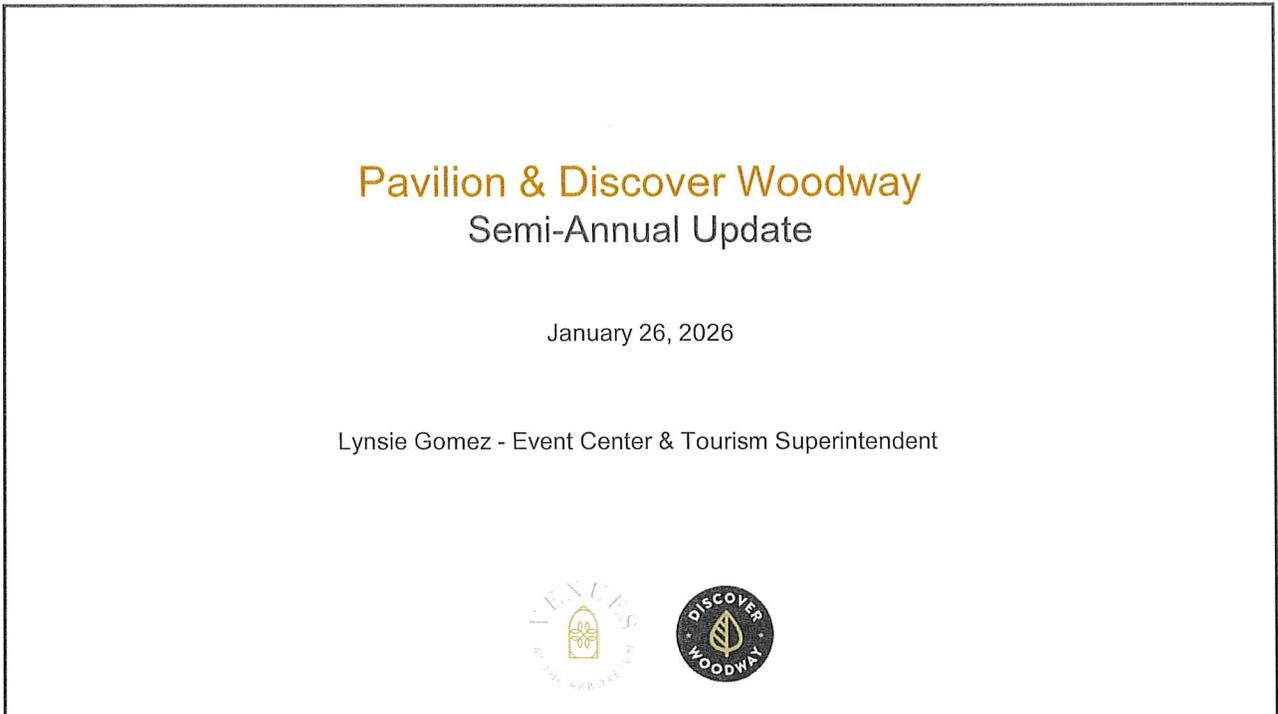
- Pavilion Parking Lot Resurfacing Project – COMPLETE
- Fall Planting (Arbo/Pavilion/City Hall) - COMPLETE
- Arboretum Event Lawn Stage – COMPLETE
- Splash Pad Resurfacing Project – COMPLETE
- Pavilion Privacy Fence Addition - COMPLETE
- Whitehall Center Upgrades
- Very Merry Woodway Christmas Additions
- Children’s Area Fencing Extension – In progress
- Central Texas Water Color Society



2



3



4



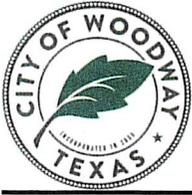
- Wine Fest (September) – SOLD OUT
- All Hallows' Groove (October) - ~ 100 guests
- Veterans Breakfast (November) – 134 guests
- Family Field Day (November) – 72 guests
- Very Merry Woodway Christmas (December) – ~ 2,250 guests
- Arboretum Programming
  - Farmers Market
  - Story Time
  - Sunset Yoga
  - Arbo Explorers Camp
  - Lemonade Lab
  - Pressed Flowers
  - Family Pottery Night
  - Mahjong Open Play
  - Beginner Mahjong
  - Ornament Making
  - Nutcracker Painting
  - 2026 Vision Boards
- Advertising Partnerships
  - KXXV Commercials
  - KXXV Digital Ads
  - Waco Moms
  - Wacoan Magazine
  - Modern Texas Living
  - Bliss Bridal Magazine
  - 106.7 & 107.9 Radio Ads
  - KWBU Radio Ads
  - Billboard Ads
  - Email Campaigns / Social Media
- Sponsorship Partnerships
  - American Bank (2 year)
  - Astound (2 year)
  - Waco Rowing Center
  - Cromwell Commercial Group | Gregg Glime
  - Secret Chef
  - Rock Ready Printing



5

Questions?

6



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** January 26, 2026

**Prepared By:** Mitch Davison

**Approved By:** 

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

**Caption:**

Discussion and consider action on acceptance of an Application to Develop in a Planned District (Office Addition) being all of that called Lot 2, Block A, Woodway City Offices Addition, to the City of Woodway, McLennan County, Texas located at 250 Sharron Drive.

**Background Information:**

Sterling Thompson (applicant) submitted an Application to Develop and Site Development in a Planned District (Office Addition), being all of that called Lot 2, Block A, Woodway City Office Addition, to the City of Woodway, McLennan County, Texas, located at 250 Sharron Drive.

City staff has requested that the applicant be present to answer any questions from the Planning and Zoning Commission.

The item is for acceptance only of the application. If accepted, the application is scheduled to be presented to the Planning and Zoning on January 27, 2026, and to the City Council on February 9, 2026.

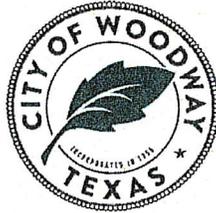
**Financial Impact:**

Total of Proposed Expenditure: N/A  
 Amount Budgeted:  
 Account No.:  
 If not budgeted, other funding options:

**Staff Recommendation:**

Staff recommends accepting the Application to Develop in a Planned District (Office Addition) being all of that called Lot 2, Block A, Woodway City Offices Addition, to the City of Woodway, McLennan County, Texas located at 250 Sharron Drive.

## NOTICE OF PUBLIC HEARINGS



### Application to Develop in a Planned District And Site Development Plan

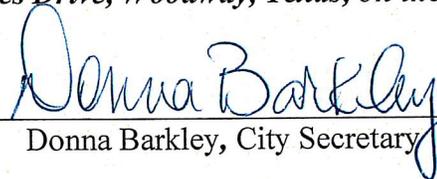
Notice is hereby given to all interested persons that the Planning and Zoning Commission of the City of Woodway, Texas, will conduct public hearings in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas, at 5:00 p.m. on Tuesday, January 27, 2026 on the following requests:

Application to Develop and Site Development Plan in a Planned District (Office Addition)  
Lot 2, Block A, Woodway City Offices Addition, to the City of Woodway, McLennan County, Texas, located at 250 Sharron Drive.

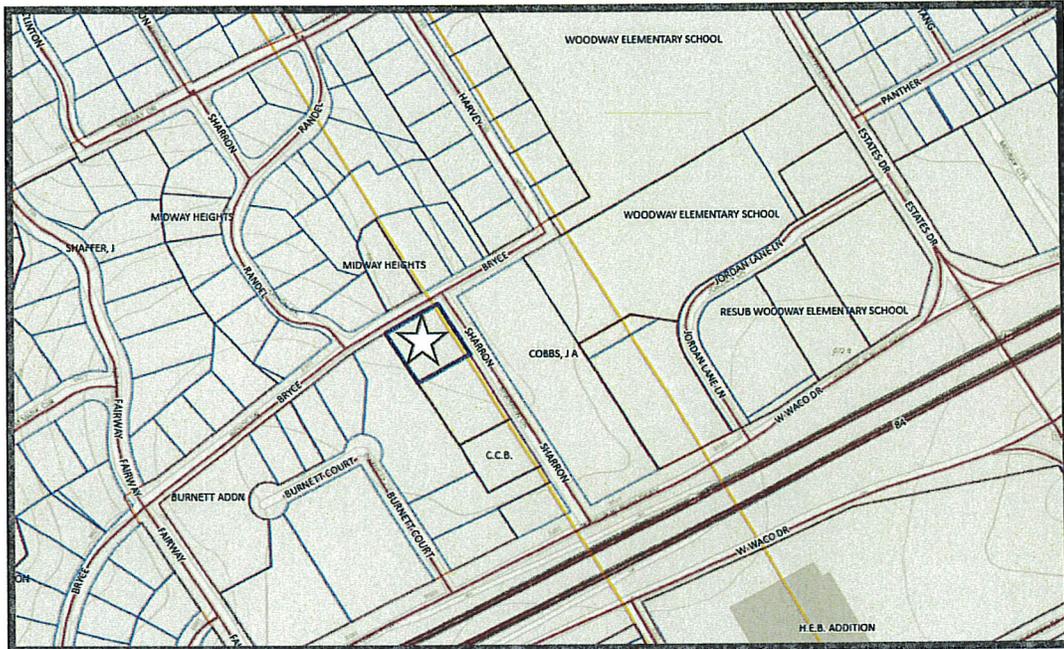
The Woodway City Council is scheduled to conduct public hearings on the requests noted above in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas, on Monday, February 9, 2026, at 5:30 p.m., and afterwards is scheduled to consider the recommendations of the Planning and Zoning Commission and take final action on the requests.

For additional information related to this request, please contact Mitch Davison, Director of Community Services and Development, 924 Estates Drive, Woodway, Texas (254-772-4050).

*This notice was posted at Woodway City Hall, 922 Estates Drive, Woodway, Texas, on the 5<sup>th</sup> day of January 2026 at 5:00 p.m.*

  
Donna Barkley, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (254) 772-4480 or FAX (254) 772-0695 for further information.



Part of the City's public hearing process includes mailing notices to the owners of all parcels of property (in the Woodway city limits) that are within 200 feet of the subject property. (We utilize McLennan County Appraisal District records - the most recently approved municipal tax roll - to compile the mailing list.) If you no longer own property within 200 feet of the subject property shown on this map, you may assist by forwarding this notice to the current owner; however, notices are also posted at Woodway City Hall and advertised in the official newspaper of the City, as required by law, to insure all notification requirements are met.

APPLICATION For App to Dev & Site

Development (Office Addition)

Lot 2, Block A  
Woodway City Offices Addition  
250 Sharron Drive

Nugget Holdings, LLC  
7021 Flagstone Circle  
McGregor, TX 76657

Larry Davis Storer  
9511 Bryce Drive  
Woodway, TX 76712

David and Patricia Agado  
300 Sharron Drive  
Woodway, TX 76712

Rachel and Russell Harlow, et al  
306 Sharron Drive  
Woodway, TX 76712

Alexandre Thiltges  
314 Sharron Drive  
Woodway, TX 76712

Andrew and Hanna Boles  
301 Sharron Drive  
Woodway, TX 76712

William L. Morrow, Jr., et ux  
311 Sharron Drive  
Woodway, TX 76712

Jacob and Jennifer Rucker  
319 Sharron Drive  
Woodway, TX 76712

Sherman LLC-Series 331 Sharron  
121 Royal Ct.  
Woodway, TX 76712

Clay Charlton  
343 Sharron Drive  
Woodway, TX 76712

Henry Durham  
8417 Spicewood Springs Rd.  
China Spring, TX 76633

Larry Davis  
307 Randle Drive  
Woodway, TX 76712

Alana Sue Wood, et al  
30534 Red Bluff Circle  
Magnolia, TX 77355

Treaty Properties LLC-Series 9317  
Bryce Dr.  
3839 Castle Avenue  
Waco, TX 76710

Curtis Lee and Monica Lynn Odle  
9309 Bryce Drive  
Woodway, TX 76712

Ricky and Anastacia Torres  
332 Harvey Drive  
Woodway, TX 76712

Blake Cody and Lindsey Reed  
324 Harvey Drive  
Woodway, TX 76712

DBB Investments LLC  
7401 Hampton Drive  
Granbury, TX 76089

Home Street Properties LP  
3809 W. Waco Drive  
Waco, TX 76710

Jo Ellen Kohl, et al  
526 River Park Rd.  
McGregor, TX 76657

Brenda Eilene Kendrick, LTE  
309 Harvey Drive  
Woodway, TX 76712

Midway School  
13885 Woodway Drive  
Woodway, TX 76712

HK Enterprises, Ltd  
8010 Hidden Bluff  
McGregor, TX 76657

TX Med Real Estate LLC  
2420 Wycon Drive, Ste. 301  
Waco, TX 76712

Central Presbyterian Church of  
Waco, Inc.  
9191 Woodway Drive  
Woodway, TX 76715

Mikeffin Inc.  
P.O. Box 21749  
Waco, TX 76702-1749

Will Fair Family Properties, LLC  
8004 Woodway Drive  
Woodway, TX 76712

CHCP LLC  
103 Burnett Court  
Woodway, TX 76712

DMJC LLC  
P.O. Box 797  
Waxahachie, TX 75168-0797

McLennan County 911 Emergency  
Assistance District  
4525 Lake Shore Drive  
Waco, TX 76710

Timothy Ray Griesse  
115 Burnett Court  
Woodway, TX 76712

Sterling Thompson  
Sterling & KAP Architects  
2416 Columbus Ave.  
Waco, TX 76701

American One Source Inc.  
111 Burnett Court  
Woodway, TX 76712

Timotht Griesse  
905 Arlington Drive  
Woodway, TX 76712

Grand Aspirations Enterprises  
Series E, LLC  
15015 Sendero Ln  
Woodway, TX 76712

Parker Faye Properties LLC  
13008 Bent Oak Drive  
Woodway, TX 76712



Physical Address of Property: 250 Sharron Drive

Brief Description of Property: Lot with existing small office building

(4) IS THIS YOUR ORIGINAL REQUEST TO DEVELOP ON THIS SITE?        YES or   No    
NO

(5) PER SECTION 2.201, APPLICATION MUST BE SUBMITTED WITH "A PLAN SHOWING IN DETAIL THE MANNER IN WHICH THE LAND IS TO BE USED, THE LOCATION, SIZE, CHARACTER AND APPEARANCE OF THE BUILDING, AND PROVISION FOR OFF-STREET PARKING, SERVICE AREAS AND LANDSCAPING; SAID PLAN SHOULD INCLUDE THE ENTIRE AREA WITHIN AN INDIVIDUAL PLANNED DISTRICT."

SIGNATURE OF APPLICANT: Sterling Thompson for Nugget Holdings LLC

*By signing above, the applicant affirms that the information submitted is true and correct and affirms that the owner (if the applicant is not the owner of the property) has been made aware of this request and fully supports the proposed development.)*

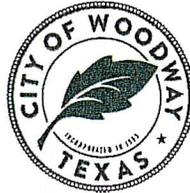
**NOTE:**  
IT IS IMPERATIVE THAT THE APPLICANT OR AN INFORMED REPRESENTATIVE OF THE APPLICANT BE PRESENT AT THE PLANNING AND ZONING COMMISSION AND CITY COUNCIL MEETINGS TO EXPLAIN THE PLANS IN DETAIL AN DETAIL AND ANSWER ANY QUESTIONS.

**PART II – THIS SECTION TO BE FILLED OUT BY CITY OF WOODWAY STAFF**

**TENTATIVE schedule for Planning & Zoning Commission and City Council**

Acceptance of application by City Council	1/27/25
Action by P&Z regarding recommendation to City Council	1/27/25
Final action by City Council	2/9/25
Application received by	AS
\$300.00 application fee paid	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Forward for review processing to	S. Dvorak
Schedule dates provided to	S. Thompson
Information provided by	A. Steeper

STAFF ONLY	
P&Z Date	1/21/22
CC Date	2/9/22
Fee PD:	N/A
Receipt #	
Accept by	



**APPLICATION FOR SITE DEVELOPMENT PLAN**

*This application is pursuant to Section 2.10 of the City of Woodway Code of Ordinances, Appendix A-Zoning. All applicants are encouraged to review this section and discuss the request with the Director of Community Services prior to submittal of the application.*

**NOTE:** Application must be **RECEIVED AT LEAST 25 DAYS** in advance of the first public hearing by mail or in person to: Community Services, 924 Estates Drive, Woodway, Texas, 76712. Applications submitted on the 25<sup>th</sup> day before the first public hearing date must be received by 3:00 p.m. to allow staff sufficient time to meet newspaper deadlines and mail notices as required by law.

**PART I TO BE COMPLETED BY APPLICANT**

- (1) Person, firm or corporation desiring to use land or erect buildings within a Planned District. Nugget Holdings, LLC Sterling Thompson**

**(2) Application information**

Mailing address: 1105 Wooded Acres Waco , Texas 76710

Telephone: ( ) 254-776-4337

Email: nuggetholdingstx@gamial.com sterling@sterlingandkap.com

If firm or corporation, name of contact person: Brad Wilson  
*(This individual will be contacted by city staff on all matters regarding the application)*

**(3) PROPERTY DESCRIPTION**

Lot: 2 Block: A

Name of addition: Woodway City Offices Addition

**PLEASE PROVIDE ACREAGE DESCRIPTION IF NOT PLATTED INTO A LOT AND BLOCK:**

\_\_\_\_\_ ACRE(S) IN THE \_\_\_\_\_ SURVEY  
*(If property is not platted, an acreage description a.k.a. field notes must be provided with the applicant as the wording must be included in the public hearing notice as required by law.)*

Physical address of property:

**250 Sharron Drive**

---

Brief description of property:

**Small lot with an existing small office building**

---

**(4) Is this your original request to develop on this site?**

Yes \_\_\_\_\_ or No No

**(5) Per Section 2.1000: The Site Development Plan and application must be submitted with the following:**

- x   Two (2) full size sets and one (1) 11x17 size of maps and drawings.
- x   Existing and proposed locations and arrangements of uses on the site, existing uses on abutting sites within fifty (50) feet of each lot line and any other information necessary to describe or identify the proposed development.
- x   Existing proposed site improvements; building elevations for buildings on the site; off-site improvements, such as utilities, and drainage facilities and structures; location of all above ground and below ground accessory structures; and, street features. (Building elevations shall indicate the general height, bulk scale and architectural character of buildings.
- x   Existing and proposed topography, watercourses, grading, landscaping, existing trees over ten (10) inches in diameter as measured one (1) foot above the ground, exterior lighting, screening, irrigation facilities, litter receptacles and erosion-control measures.

- x   When access to a public water or sanitary sewer line is available at the site, details of proposed connections if the waterline is greater than one (1) inch in diameter or if the sewer line is greater than four inches in diameter.
- x   Existing and proposed parking, driveways, loading and traffic and pedestrian circulation features on the site.
- NA   Where applicable, the location of the one hundred-year floodplain and the escarpment zone; and the approximate location of proposed signs, if known.

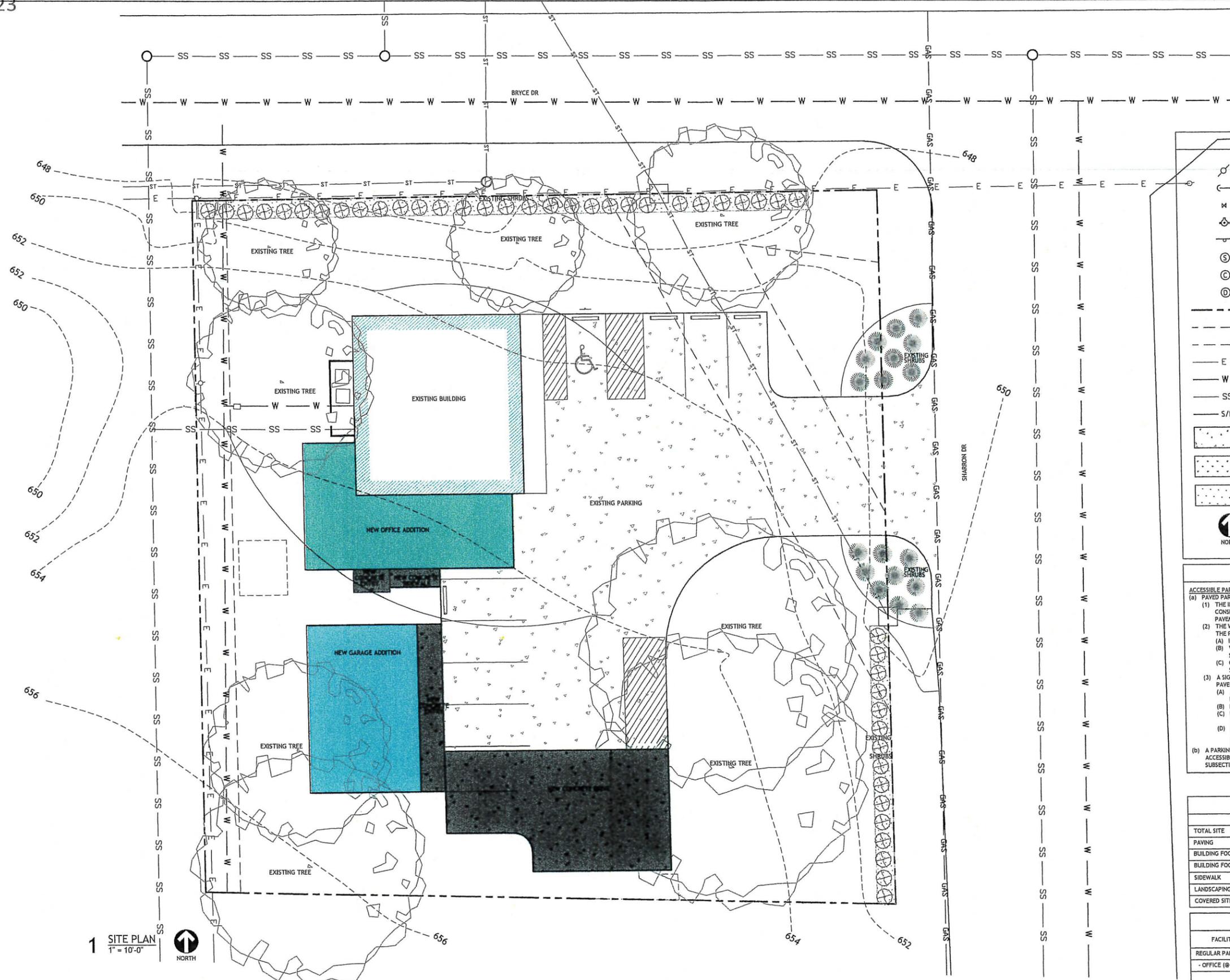
(6) Signature of applicant: \_\_\_\_\_

*Sterling Thompson*

*By signing above, the applicant that the information submitted is true and correct and affirms that the owner (if applicant is not the owner of the property) has been made aware of this request and fully supports the proposed development.*

**NOTE:**

**IT IS IMPERATIVE THAT THE APPLICANT OR AN INFORMED REPRESENTATIVE OF THE APPLICANT BE PRESENT AT THE PLANNING AND ZONING COMMISSION AND CITY COUNCIL MEETINGS TO EXPLAIN THE PLANS IN DETAIL AND ANSWER ANY QUESTIONS.**



1 SITE PLAN  
1" = 10'-0"

### SITE SYMBOLS

- = POWER POLE
- = GUY WIRE
- = WATER VALVE
- = FIRE HYDRANT
- = SIGN
- = SANITARY SEWER MANHOLE
- = SANITARY SEWER CLEANOUT
- = STORM SEWER MANHOLE
- = PROPERTY LINE
- = BUILDING SETBACK LINE
- = EASEMENT LINE
- = ELECTRIC LINE
- = WATER LINE
- = SEWER LINE
- = STORM DRAIN LINE
- = CONCRETE
- = GRASS AS PER CITY OF WACO PLANTING LIST
- = GROUNDCOVER AS PER CITY OF WACO PLANTING LIST
- = NORTH ARROW

### SITE NOTES

ACCESSIBLE PARKING SPACES (RULE 68.104 - TEXAS ADMINISTRATIVE CODE)

(a) PAVED PARKING SPACES MUST INCLUDE:

- (1) THE INTERNATIONAL SYMBOL OF ACCESSIBILITY PAINTED CONSPICUOUSLY ON THE SURFACE IN A COLOR THAT CONTRASTS THE PAVEMENT;
- (2) THE WORDS "NO PARKING" PAINTED ON ANY ACCESS AISLE ADJACENT TO THE PARKING SPACE. THE WORDS MUST BE PAINTED:
  - (A) IN ALL CAPITAL LETTERS;
  - (B) WITH A LETTER HEIGHT OF AT LEAST TWELVE INCHES, AND A STROKE WIDTH OF AT LEAST TWO INCHES; AND
  - (C) CENTERED WITHIN EACH ACCESS AISLE ADJACENT TO THE PARKING SPACE; AND
- (3) A SIGN IDENTIFYING THE CONSEQUENCES OF PARKING ILLEGALLY IN A PAVED ACCESSIBLE PARKING SPACE. THE SIGN MUST:
  - (A) AT A MINIMUM STATE "VIOLATORS SUBJECT TO FINE AND TOWING" IN A LETTER HEIGHT OF AT LEAST ONE INCH;
  - (B) BE MOUNTED ON A POLE, POST, WALL, OR FREESTANDING BOARD
  - (C) BE NO MORE THAN EIGHT INCHES BELOW A SIGN REQUIRED BY TEXAS ACCESSIBILITY STANDARDS, 502.6; AND
  - (D) BE INSTALLED SO THAT THE BOTTOM EDGE OF THE SIGN IS NO LOWER THAN 48 INCHES AND NO HIGHER THAN 80 INCHES ABOVE GROUND LEVEL.

(b) A PARKING SPACE IDENTIFICATION SIGN THAT COMPLIES WITH TEXAS ACCESSIBILITY STANDARDS, 502.6, THAT INCLUDES THE REQUIREMENTS IN SUBSECTION (a)(3)(A) SATISFIES SUBSECTION (a)(3).

### SITE DATA

	REQUIRED	SHOWN
TOTAL SITE		22,631 SQ. FT.
PAVING		6,497 SQ. FT.
BUILDING FOOTPRINT (OFFICE)		2,505 SQ. FT.
BUILDING FOOTPRINT (GARAGE)		864 SQ. FT.
SIDEWALK		236 SQ. FT.
LANDSCAPING (MIN. 10% OF SITE)	MIN. 2,263 SQ. FT.	10,102 SQ. FT.
COVERED SITE (MAX. 90% OF SITE)	MAX. 20,367 SQ. FT.	12,529 SQ. FT.

### PARKING DATA

FACILITY TYPES	SQUARE FOOTAGE	PARKING REQUIRED	PARKING SHOWN
REGULAR PARKING SPACES			
- OFFICE (@ 1:300)	2,505 SQ. FT.	9	9
HANDICAP PARKING SPACES		1	1
TOTAL PARKING SPACES		10	10



STERLING & KAP ARCHITECTS  
2416 COLUMBUS AVENUE  
WACO, TEXAS 76701  
P: 254.756.2311 F: 254.756.2577  
www.sterlingandkap.com



12/30/25

OFFICE ADDITION  
EDWARD JONES OFFICES  
250 SHARRON  
WOODWAY, TEXAS

PROJECT #: 2025-10-01  
DRAWN: SWT  
CHECKED: SWT  
DATE: 12/30/25  
REVISIONS:

NO.	DATE	DESCRIPTION
0	00/00/00	

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SITE PLAN  
**A3.1**



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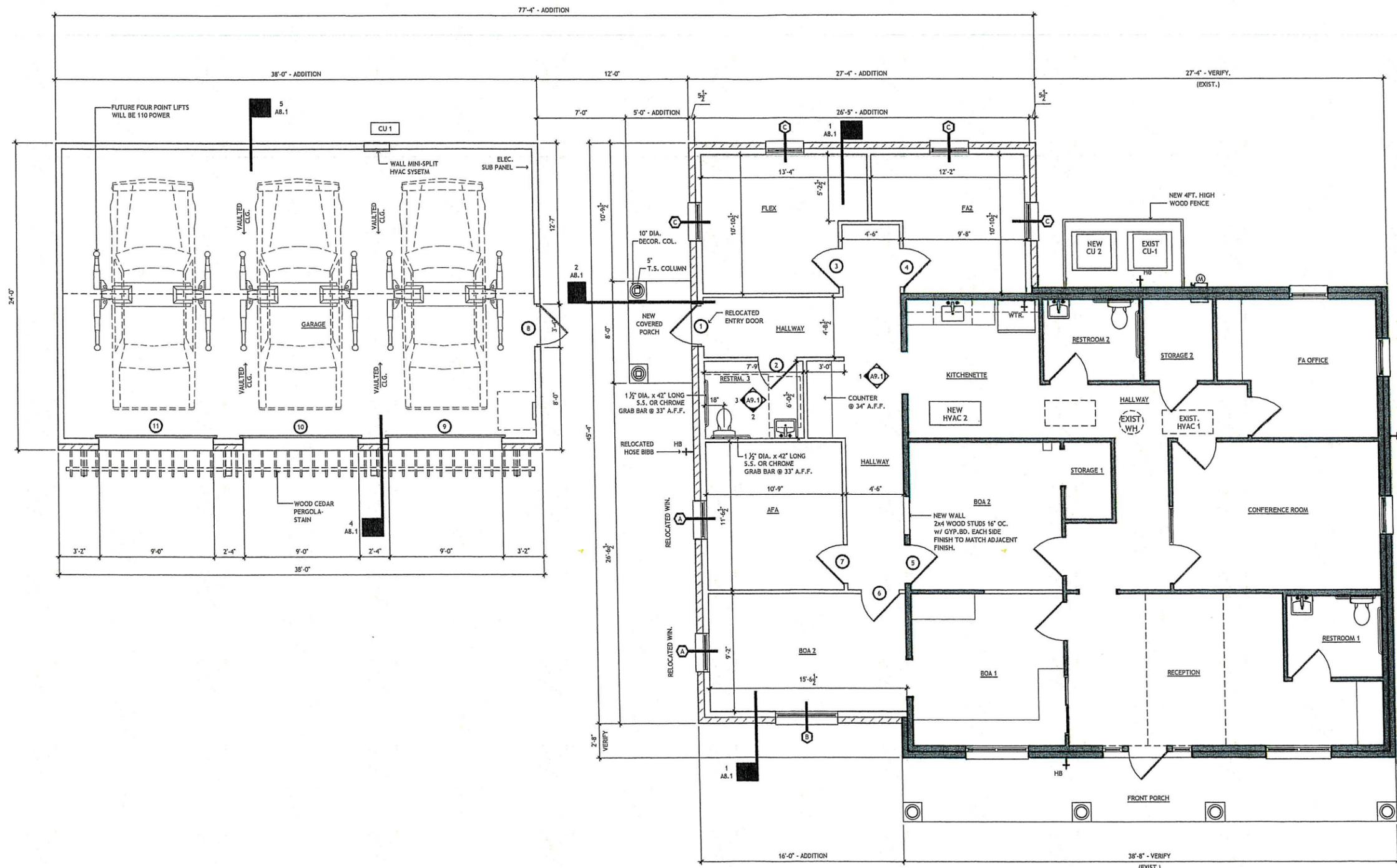
12/30/25

OFFICE ADDITION  
 EDWARD JONES OFFICES  
 250 SHARRON  
 WOODWAY, TEXAS

PROJECT #: 2025-10-01  
 DRAWN: SWT  
 CHECKED: SWT  
 DATE: 12/30/25  
 REVISIONS:

0	00/00/00

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1 FLOOR PLAN  
 1/4" = 1'-0"



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12/30/25

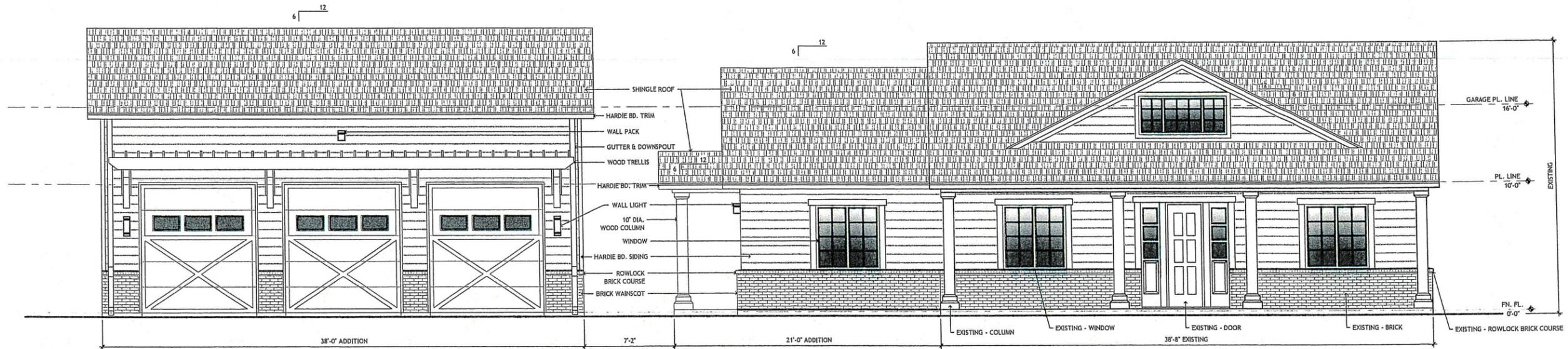
OFFICE ADDITION  
 EDWARD JONES OFFICES  
 250 SHARRON  
 WOODWAY, TEXAS

PROJECT #: 2025-10-01  
 DRAWN: SWT  
 CHECKED: SWT  
 DATE: 12/30/25  
 REVISIONS:  
 0 00/00/00

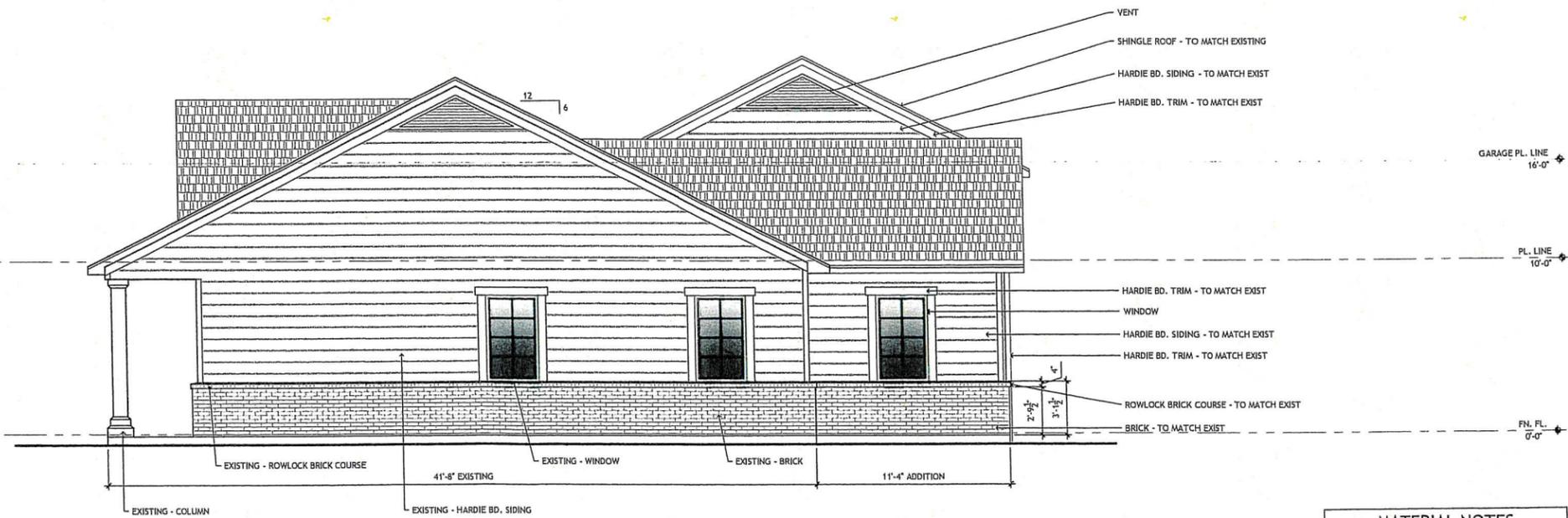
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FRONT & RIGHT EXTERIOR ELEVATIONS

**A7.1**

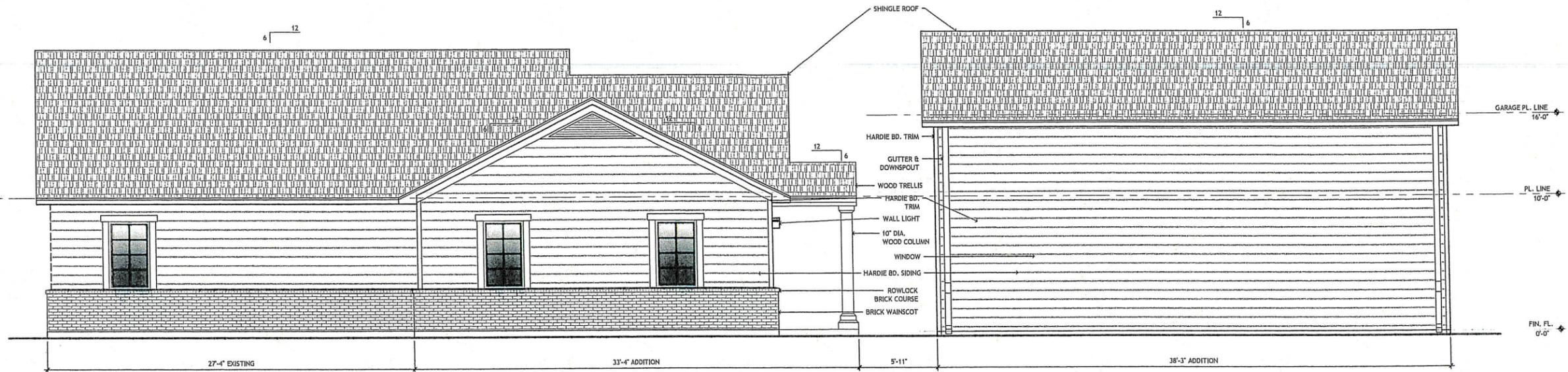


**1 FRONT ELEVATION**  
 1/4" = 1'-0"

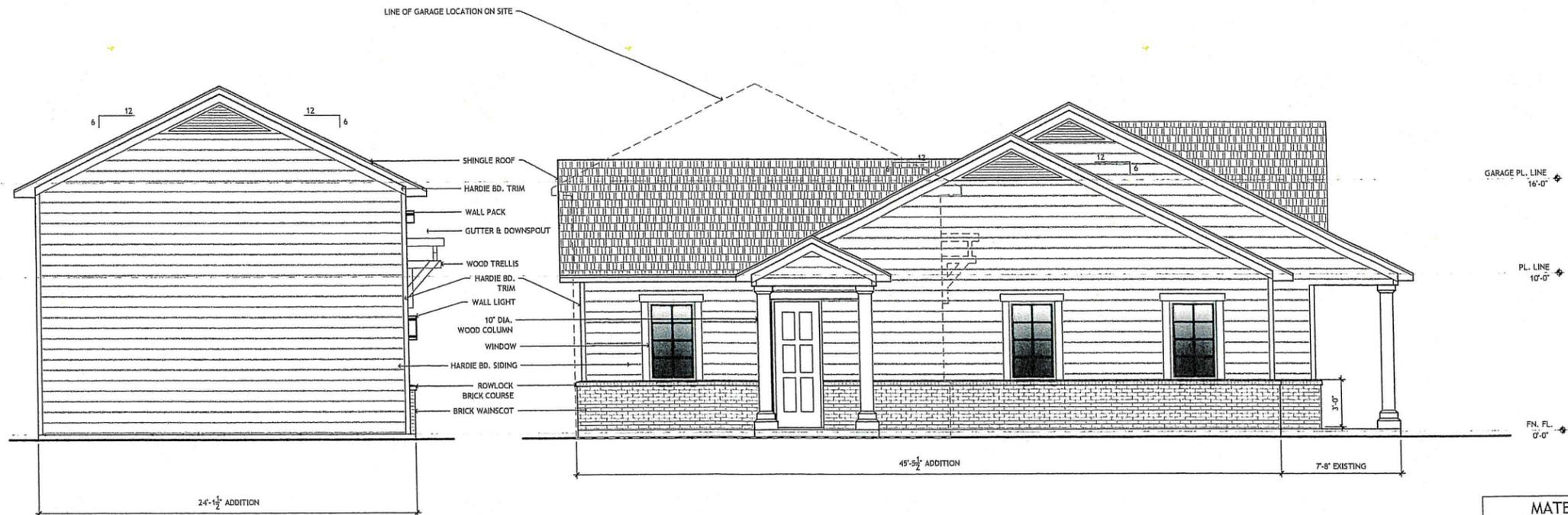


**2 RIGHT SIDE ELEVATION**  
 1/4" = 1'-0"

**MATERIAL NOTES**  
 ALL MATERIALS ARE TO MATCH EXISTING MATERIALS



**1** BACK ELEVATION  
1/4" = 1'-0"



**2** LEFT SIDE ELEVATION  
1/4" = 1'-0"

**MATERIAL NOTES**  
ALL MATERIALS ARE TO MATCH EXISTING MATERIALS



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12/30/25

**OFFICE ADDITION**  
**EDWARD JONES OFFICES**  
**250 SHARRON**  
**WOODWAY, TEXAS**

PROJECT #:	2025-10-01
DRAWN:	SWT
CHECKED:	SWT
DATE:	12/30/25
REVISIONS:	
0	00/00/00

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BACK & LEFT  
EXTERIOR ELEVATIONS

**A7.2**

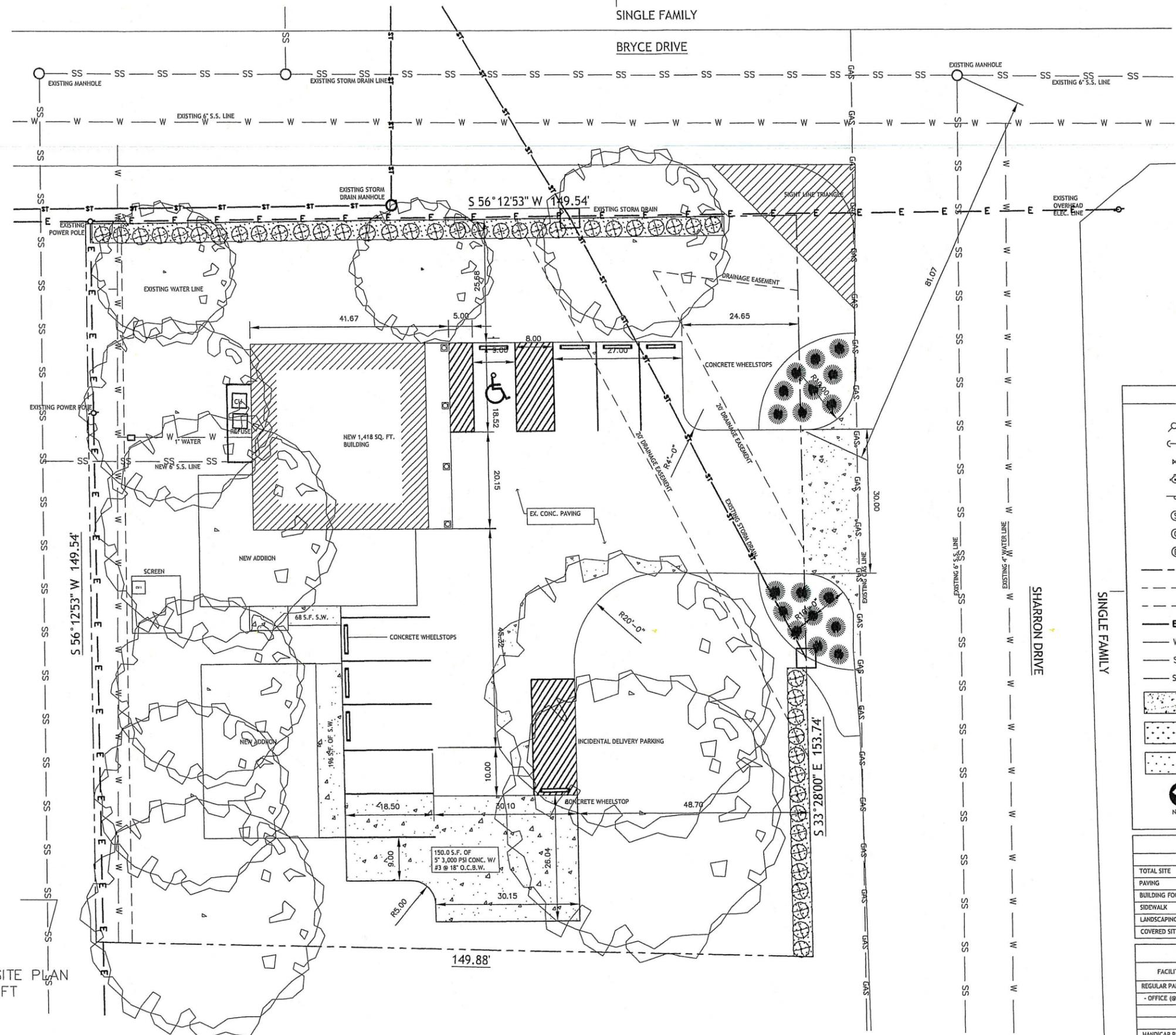


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12/24/2025



SITE SYMBOLS	
	= POWER POLE
	= GUY WIRE
	= WATER VALVE
	= FIRE HYDRANT
	= SIGN
	= SANITARY SEWER MANHOLE
	= SANITARY SEWER CLEANOUT
	= STORM SEWER MANHOLE
	= PROPERTY LINE
	= BUILDING SETBACK LINE
	= EASEMENT LINE
	= ELECTRIC LINE
	= WATER LINE
	= SEWER LINE
	= STORM DRAIN LINE
	= CONCRETE
	= GRASS AS PER CITY OF WACO PLANTING LIST
	= GROUNDCOVER AS PER CITY OF WACO PLANTING LIST
	= NORTH ARROW

SITE DATA		
	REQUIRED	SHOWN
TOTAL SITE		22,608 SQ. FT.
PAVING		5,445 SQ. FT.
BUILDING FOOTPRINT		1,418 SQ. FT.
SIDEWALK		364 SQ. FT.
LANDSCAPING (MIN. 10% OF SITE)	MIN. 2,261 SQ. FT.	15,381 SQ. FT.
COVERED SITE (MAX. 90% OF SITE)	MAX. 20,347 SQ. FT.	7,227 SQ. FT.

PARKING DATA			
FACILITY TYPES	SQUARE FOOTAGE	PARKING REQUIRED	PARKING SHOWN
REGULAR PARKING SPACES			
- OFFICE (@ 1:300)	1,418 SQ. FT.	5	9
HANDICAP PARKING SPACES		1	1
TOTAL PARKING SPACES		5	9

**NEW OFFICES FOR  
 EDWARD JONES  
 250 SHARRON DRIVE  
 WOODWAY, TX 76712**

PROJECT #:	
DRAWN:	
CHECKED:	
DATE:	
REVISIONS:	

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COVER SHEET

**C1.1**

PROP. SITE PLAN  
 1" = 10FT

PLANNED COMMERCIAL

EXISTING S.S. LINE

S 56° 12' 53" W 149.54'

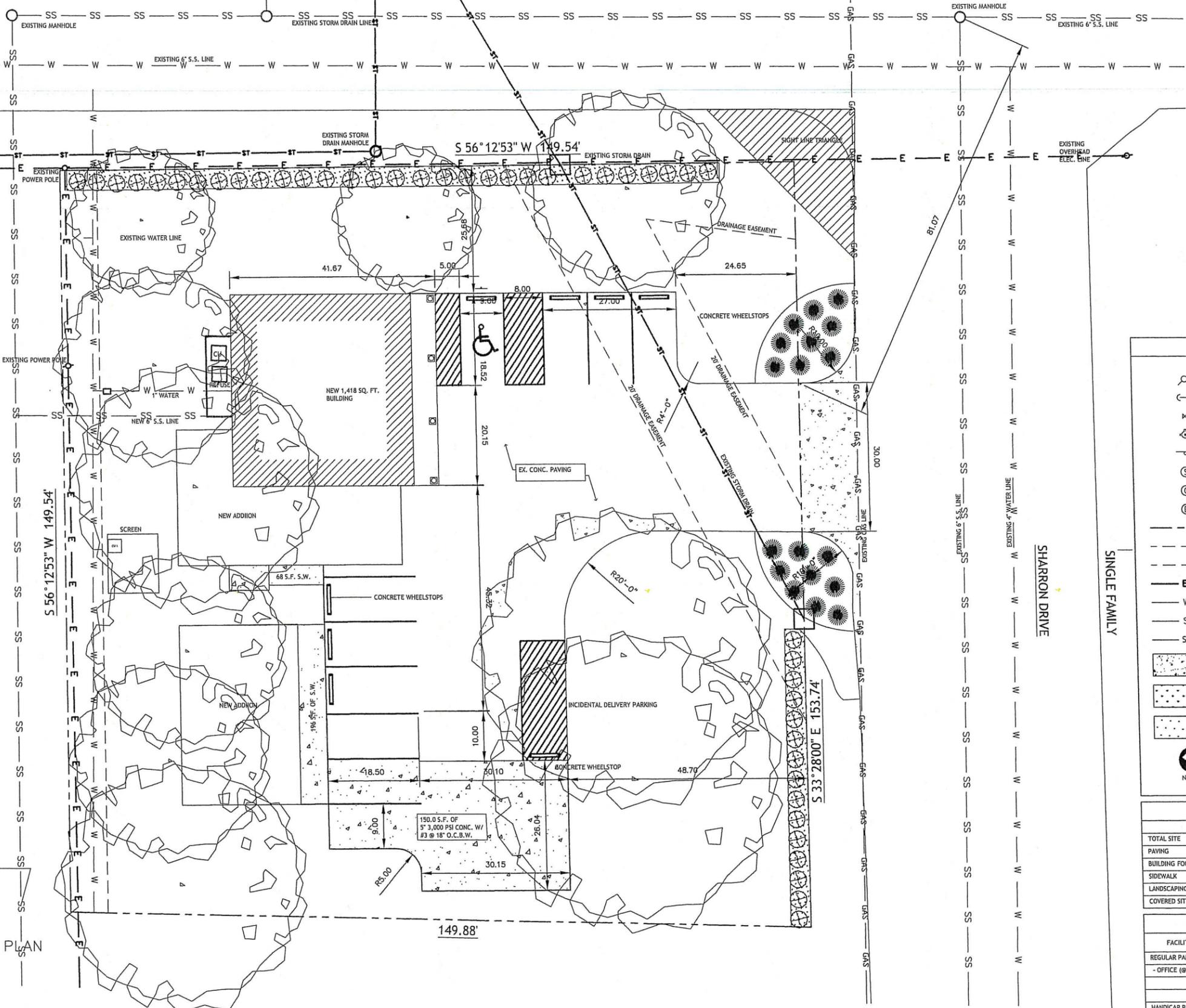
149.88'

S 33° 28' 00" E 153.74'

SHARRON DRIVE

SINGLE FAMILY

SINGLE FAMILY  
 BRYCE DRIVE

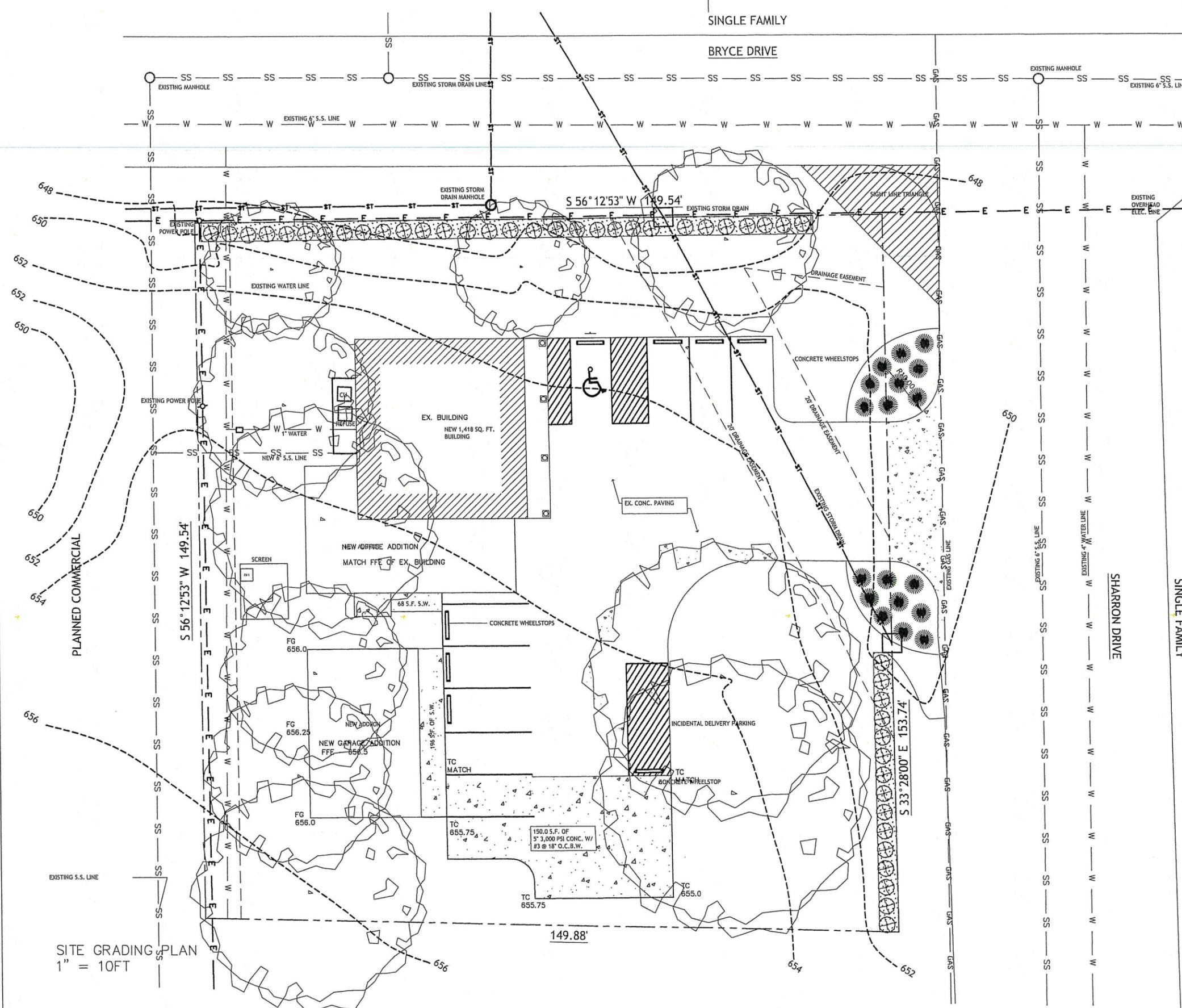


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12/24/2025



**SITE SYMBOLS**

- = POWER POLE
- = GUY WIRE
- = WATER VALVE
- = FIRE HYDRANT
- = SIGN
- = SANITARY SEWER MANHOLE
- = SANITARY SEWER CLEANOUT
- = STORM SEWER MANHOLE
- = PROPERTY LINE
- = BUILDING SETBACK LINE
- = EASEMENT LINE
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- = GROUND COVER AS PER CITY OF WACO PLANTING LIST
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**SITE DATA**

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TOTAL SITE		22,608 SQ. FT.
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FACILITY TYPES	SQUARE FOOTAGE	PARKING REQUIRED	PARKING SHOWN
REGULAR PARKING SPACES			
- OFFICE (@ 1:300)	1,418 SQ. FT.	5	9
HANDICAP PARKING SPACES		1	1
TOTAL PARKING SPACES		5	9

**NEW OFFICES FOR  
 EDWARD JONES  
 250 SHARRON DRIVE  
 WOODWAY, TX 76712**

PROJECT #:  
 DRAWN:  
 CHECKED:  
 DATE:  
 REVISIONS:

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COVER SHEET

**C1.2**

SITE GRADING PLAN  
 1" = 10FT





January 12, 2026 – 5:30 p.m.

The Woodway City Council met in a regular meeting in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas, on Monday, January 12, 2026, at 5:30 p.m. The following individuals were in attendance:

- Mayor: Amine Qourzal
- Mayor Pro Tem: Storey Cook
- Councilmembers: David Russell, Janell Gilman, David Keyston, Ken Sury and Dave Whitby
- City Manager: Adam Niolet
- Assistant City Manager: Jennifer Rogers
- City Secretary: Donna Barkley
- City Staff: Brenda Hernandez, Mitch Davison, Khalil El-Halabi and Todd Gill
- Contract Staff: David Shaw, City Attorney

**CALL MEETING TO ORDER**

Mayor Qourzal called the meeting to order at 5:31 p.m.

**INVOCATION AND PLEDGE**

1. INVOCATION

Pastor Michael Carlson with First Baptist Woodway provided the invocation.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the United States Flag was recited in unity.

**PUBLIC COMMENT**

- 3. THE CITY COUNCIL INVITES CITIZENS TO ADDRESS THE COUNCIL ON ANY MATTER, INCLUDING ITEMS ON THE AGENDA, EXCEPT PUBLIC HEARINGS THAT ARE INCLUDED ON THE AGENDA. COMMENTS RELATED TO PUBLIC HEARINGS WILL BE HEARD WHEN THE SPECIFIC HEARING STARTS. PLEASE LIMIT YOUR COMMENTS TO THREE (3) MINUTES PER RESOLUTION R-87-11. THE COUNCIL IS NOT PERMITTED TO TAKE ANY ACTION OR DISCUSS ANY ITEM NOT LISTED ON THE AGENDA. WHEN CALLED TO SPEAK, PLEASE STATE YOUR NAME AND ADDRESS, AND IF SPEAKING ON A SPECIFIC AGENDA ITEM, STATE THE ITEM BEFORE BEGINNING YOUR COMMENTS

Roger McCabe, Woodway resident – spoke on what it takes to get a permit for running a business out of one’s home and specifically one on Harbor Drive providing swimming lessons which he feels is hazardous due to traffic; what is the status of Western Star Ranch? Have the permits reached expiration and if so, what is the next action by the city; and what is the sewer project status?

**PRESENTATION**

- 4. PRESENTATION OF VALOR AWARD TO ASSISTANT CHIEF TODD GILL

WOODWAY CITY COUNCIL MINUTES

Page 2

January 12, 2026, at 5:30 p.m.

Chief El-Halabi presented Assistant Chief Todd Gill with the Chief's Valor Award for his determination to stay in the fight, developing a plan and insuring it was executed with precision and success. AC Gill was instrumental in preventing what could have been a catastrophic issue for this agency, area residents and other surrounding agencies when he noticed smoke rising in the distance and reacted swiftly to have a firetruck dispatched while he continued to investigate the location of the smoke. Once located, Woodway along with the assistance of Lorena Fire and Waco Fire, extinguished the fire with no damage to structures.

5. QUARTERLY PRESENTATION – COMMUNITY SERVICES AND DEVELOPMENT'S REPORT REGARDING PROGRESS ON NEW CONSTRUCTION, ANTICIPATED COMPLETION DATES AND THE ISSUANCE OF CERTIFICATES OF OCCUPANCY, AND INSPECTION STATISTICS FOR THE FIRST QUARTER OF FY 2026

Mitch Davison, Community Services and Development Director, presented the Community Services and Development's quarterly presentation covering October 2025 through December 2025. He reviewed several photographs provided on a PowerPoint presentation of current residential development around the City, along with several commercial projects. Mr. Davison also provided an update on the sewer project. Quarterly figures were provided for purposes of inspections. Questions were answered.

6. QUARTERLY PRESENTATION – PUBLIC SAFETY DEPARTMENT'S REPORT REGARDING CRIME STATISTICS AND LAW ENFORCEMENT ACTIVITIES IN THE FIRST QUARTER OF FY 2026

Chief El-Halabi introduced Community Resource Officer Griffin Kenneaster who presented the quarterly report. This is the quarterly comparison statistics for October 1 – December 31, 2024 and October 1 – December 31, 2025. The annual report was also provided for comparison statistics for the years 2024 and 2025. Also highlighted were Woodway's Honor Guard presenting the colors at MISD for the Special Olympics opening ceremony, Woodway's Holiday Cheer Truck that they drive through the residential neighborhoods accepting toys for the Toy Drive Program and the Cops & Kids Drive Through. Chief El-Halabi also provided a number of traffic accidents on certain streets. Questions were answered.

**ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION**

7. DISCUSSION AND CONSIDER ACTION ON AUTHORIZING COMMUNITY BANK & TRUST TO DISTRIBUTE THE CARLEEN BRIGHT ENDOWMENT FUND ACCUMULATED INCOME BALANCE OF \$28,251.24 TO THE CITY OF WOODWAY

Mr. Niolet presented this item.

Mayor Pro Tem Cook moved to authorize Community Bank & Trust to distribute the accumulated income balance of approximately \$28,251.24 from the Carleen Bright Endowment Fund to the City of Woodway. Councilmember Whitby seconded, and the motion passed unanimously.

8. DISCUSSION AND CONSIDER ACTION ON ENTERING INTO AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF WOODWAY AND MCLENNAN COUNTY FOR THE WORK AND MATERIALS TO CHIP SEAL THE BEACH PARKING AREA AND PARK II ROAD, LOCATED IN THE CITY OF WOODWAY, IN AN AMOUNT NOT TO EXCEED \$88,976.70, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS IN CONNECTION

WOODWAY CITY COUNCIL MINUTES

Page 3

January 12, 2026, at 5:30 p.m.

THEREWITH

Mr. Niolet presented this item.

Mayor Pro Tem Cook moved to authorize entering into an agreement between the City of Woodway and McLennan County, to provide work and materials to chip seal to the Beach Parking Area and Park II Road, in an amount not to exceed \$88,976.70, and authorizing the City Manager to execute all documents in connection therewith. Councilmember Gilman seconded and the motion passed unanimously.

9. DISCUSSION AND CONSIDER ACTION ON ADOPTING RESOLUTION R-26-01, SUPPORTING THE APPLICATION OF BAYLOR SCOTT AND WHITE HEALTH TO THE TCEQ FOR THE ISSUANCE OF A MUNICIPAL SETTING DESIGNATION FOR THE PROPERTY LOCATED AT 3000 HERRING AVENUE, WACO, TEXAS

Mr. Niolet presented this item.

Councilmember Sury moved to adopt Resolution R-26-01, supporting the Application of Baylor Scott and White Health to the TCEQ for the issuance of a Municipal Setting Designation for the property located at 3000 Herring Avenue, Waco, Texas. Councilmember Gilman seconded and the motion passed unanimously.

**CONSENT AGENDA**

*The Consent Agenda consists of non-controversial, routine and budgeted items which require no public hearing. The Consent Agenda is subject to being approved with one single motion; however, the Mayor or any City Councilmember may remove any item from the Consent Agenda for separate discussion and consideration.*

10.
  - A. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 8, 2025, AT 5:30 P.M.
  - B. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 8, 2025, AT 5:45 P.M.
  - C. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE SPECIAL CITY COUNCIL MEETING HELD DECEMBER 23, 2025 AT 9:00 A.M.
  - D. DISCUSSION AND CONSIDER ACTION TO AWARD A CONTRACT IN RESPONSE TO BID #25-09, FOR TATER HILL GROUND STORAGE TANK REHABILITATION TO O&J COATINGS, INC., THE LOWEST RESPONSIBLE BIDDER, IN AN AMOUNT NOT TO EXCEED \$457,702.56, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH
  - E. DISCUSSION AND CONSIDER ACTION ON REQUEST FROM JULIE ERNZEN, FOR THE RENEWAL OF A SPECIAL USE PERMIT FOR A HOME OCCUPATION (PHOTOGRAPHY-OCCASIONAL INDOOR PHOTOSHOOTS) AT 908 SLEEPY HOLLOW ROAD, WOODWAY, TEXAS

WOODWAY CITY COUNCIL MINUTES

Page 4

January 12, 2026, at 5:30 p.m.

- F. DISCUSSION AND CONSIDER ACTION RATIFYING THE EXPENDITURE OF \$128,807.00 TO JURGENSEN PUMP, LLC, FOR EMERGENCY REPAIRS TO REPLACE THE MOTOR AND PUMP AT BUSINESS ACRES WELL DUE TO UNFORESEEN DAMAGE AND NECESSARY TO PRESERVE OR PROTECT THE PUBLIC HEALTH OR SAFETY OF THE CITY'S RESIDENTS PURSUANT TO *TEX.LOC.GOV'T CODE §252.0215*

11. CONSIDER ACTION ON CONSENT AGENDA

There were no items pulled for separate discussion.

Councilmember Gilman moved to approve the consent agenda as follows:

- A. Approve the minutes of the regular City Council meeting held December 8, 2025, at 5:30 p.m.
- B. Approve the minutes of the regular City Council meeting held December 8, 2025, at 5:45 p.m.
- C. Approve the minutes of the special City Council meeting held December 23, 2025, at 9:00 a.m.
- D. Award a contract in response to Bid #25-09, for Tater Hill Ground Storage Tank Rehabilitation to O&J Coatings, Inc., the lowest responsible bidder, in an amount not to exceed \$457,702.56, and authorizing the City Manager to execute any documents in connection therewith
- E. Approve the renewal of a special use permit for a home occupation (photography-occasional indoor photoshoots) at 908 Sleepy Hollow Road, Woodway, Texas
- F. Ratify the expenditure of \$128,807.00 to Jurgensen Pump, LLC, for emergency repairs to replace the motor and pump at Business Acres Well due to unforeseen damage and necessary to preserve or protect the public health or safety of the City's residents pursuant to *Tex.Loc.Gov't Code §252.0215*

Councilmember Whitby seconded and the motion passed unanimously.

**CITY MANAGER AND CITY COUNCIL REPORTS**

12. CITY MANAGER'S REPORT (BRIEFINGS OR UPDATES MAY BE PROVIDED REGARDING CITY SERVICES, ADMINISTRATIVE/PERSONNEL MATTERS, REAL ESTATE/DEVELOPMENT, INFRASTRUCTURE, EVENTS, REGULATIONS, COMMUNITY AND INTERGOVERNMENTAL RELATIONS ISSUES)

Mr. Niolet provided the following updates:

- The Farmers' Market is on Sunday, January 18<sup>th</sup> from 11 a.m. to 2 p.m.

13. CITY COUNCIL REPORTS

- Councilmember Gilman – Planning & Zoning Commission meets tomorrow January 13<sup>th</sup> at 5 p.m.

WOODWAY CITY COUNCIL MINUTES

Page 5

January 12, 2026, at 5:30 p.m.

- Councilmember Whitby – Parks and Recreation Commission has an upcoming meeting
- Councilmember Sury – Youth Commission met last Thursday, finalizing Bound for the Brave race coming in February

**CLOSING ITEMS**

14. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Councilmember Keyston seconded the motion. The meeting adjourned at 6:13 p.m.

---

Donna Barkley, City Secretary

---

Amine Qourzal, Mayor



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** January 26, 2026

**Prepared By:** Brenda Hernandez, Finance Director

**Approved By:** \_\_\_\_\_  
*[Signature]*

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

**Caption:**

Discussion and consider action on Resolution R-26-02, confirming the City of Woodway Investment Policy

**Background Information:**

The City’s Financial Advisor, RBC Capital Markets, as well as City’s Investment Officers and the members of the City Council Audit/Investment Committee have conducted the annual review of the City of Woodway Investment Policy as required by the Public Funds Investment Act. No revisions are necessary at this time.

**Financial Impact:**

Total of Proposed Expenditure:                   \$

Amount Budgeted:                                       \$

Account No.:

If not budgeted, other funding options:

**Staff Recommendation:**

Staff recommends Council adopt Resolution R-26-02, confirming the City of Woodway Investment Policy.

**RESOLUTION R-26-02**

**A RESOLUTION BY THE CITY COUNCIL OF  
THE CITY OF WOODWAY, TEXAS,  
CONFIRMING THE CITY OF WOODWAY  
INVESTMENT POLICY; AND  
DETERMINING THAT THE MEETING AT  
WHICH THIS RESOLUTION IS PASSED WAS  
NOTICED AND HAS BEEN OPEN TO THE  
PUBLIC AS REQUIRED BY LAW**

**WHEREAS**, Resolution R-96-05 adopted an Investment Policy governing investment of City funds in compliance with the Public Funds Investment Act.

**WHEREAS**, the Public Funds Investment Act requires that an annual review of public fund investment policies and strategies be conducted.

**WHEREAS**, the members of the City of Woodway Audit/Investment Committee reviewed the Investment Policy as required and are in agreement that no changes are necessary at this time.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS:**

That the investment policies and strategies of the City of Woodway shall not be changed at this time, hereby confirming the City of Woodway's current Investment Policy.

That it is hereby officially found and determined that the meeting at which this resolution is passed was noticed and has been open to the public as required by law.

**PASSED AND APPROVED** this the 26th day of January 2026.

**CITY OF WOODWAY, TEXAS**

---

**Amine Qourzal, Mayor**

**ATTEST:**

---

**Donna Barkley, City Secretary**



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** January 26, 2026

**Prepared By:** Mitch Davison

**Approved By:** 

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

**Caption:**

Discussion and consider action on Resolution R-26-03, nominating candidates for election to the Board of Directors at the annual meeting of the Bluebonnet Water Supply Corporation.

**Background Information:**

The Bluebonnet Water Supply Corporation's By-laws provide that each member has the right to appoint two qualified persons to be elected and serve on the Bluebonnet Water Supply Corporation Board of Directors for a period of one year. The City of Woodway current members are Mitch Davison (primary member) and Steven Dvorak (alternate member).

**Financial Impact:**

Total of Proposed Expenditure: N/A  
 Amount Budgeted:  
 Account No.:  
 If not budgeted, other funding options:

**Staff Recommendation:**

Adopt Resolution R-26-03, nominating Mitch Davison (primary member) and Steven Dvorak (alternate member) for election to the Board of Directors at the annual meeting of the Bluebonnet Water Supply Corporation.

**RESOLUTION R-26-03**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS, NOMINATING CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS AT THE ANNUAL MEETING OF THE BLUEBONNET WATER SUPPLY CORPORATION; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**WHEREAS**, the City of Woodway, Texas, is a regular member of Bluebonnet Water Supply Corporation (Corporation) as a direct result of entering into a water sales and purchase contract with the Corporation; and

**WHEREAS**, the By-laws of the Corporation stipulate that at the annual meeting of the members, each regular member shall be entitled to nominate two individuals (one primary and one alternate) to serve on the Board of Directors of Bluebonnet Waer Supply Corporation, provided that the nominees are not in violation of the Bluebonnet Water Supply Corporation's Conflict of Interest Policy and that they meet the qualifications of the Texas Water Code, Section 67.0051; and

**WHEREAS**, the City of Woodway has determined that it would be to its best interest to have such a voting member on the Bluebonnet Water Supply Corporation Board of Directors and does desire to have such a board member and alternate elected at the March 17, 2026, annual meeting of the members of the Corporation.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS:**

**Section 1.** That the following individuals be and are hereby nominated for election to the Board of Directors of the Bluebonnet Water Supply Corporation at the March 17, 2026, annual meeting of the Corporation.

Mitch Davison (Primary Member)  
Director of Community Services and Development  
City of Woodway  
924 Estates Drive  
Woodway, Texas 76712  
254-772-4050

Steven Dvorak (Alternate Member)  
Assistant Director of Community Services and Development  
City of Woodway  
924 Estates Drive  
Woodway, Texas 76712  
254-772-4050

**Section 2.** That it is hereby officially found and determined that the meeting at which this resolution is adopted was noticed and has been open to the public as required by law.

**PASSED AND APPROVED** this 26<sup>th</sup> day of January 2026.

**CITY OF WOODWAY**

\_\_\_\_\_  
Amine Qourzal, Mayor

**ATTEST:**

\_\_\_\_\_  
Donna Barkley, City Secretary

**APPLICATION FOR BOARD OF DIRECTOR'S POSITION OF THE BLUEBONNET WATER  
SUPPLY CORPORATION ("CORPORATION")**

This form must be accompanied by a Resolution of the sponsoring Member, requesting that the applicant's name be placed on the ballot as a candidate for director. The application form must be completed and submitted to the Corporation's main office by **February 1, 2026** for the applicant's name to be placed on the ballot.

Biographical Information:

Applicant's Name: **Mitch Davison**

Mailing Address: **924 Estates Drive, Woodway, TX 76712**

Phone Number: **(254)772-4050**

Water System Member Since: **1996**

Director Position Sought: **Woodway**

Primary/Alternate: **Primary**

Qualifications (will be sent to Members with Ballot): **Director of Community Services & Development**

Previous Board of Directors Experience: **Served as Woodway alternate for 8 years; Woodway P&Z 2008-2010, and McKinney P&Z 2003-2007**

Business/Government Experience: **29 years in Civil Engineering profession; Licensed professional Engineer**

Education: **Bachelor of Science in Agricultural Engineering, at TAMU**

Personal Statement: **I hope that my skills and expertise can help Bluebonnet WSC succeed.**

Affirmation and Pledge to serve:

I, **Mitch Davison** will be at least 18 years of age on the first day of the director term; having been nominating by a Corporation Member; have not been determined by a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote; and have not been finally convicted of a felony.

I have reviewed the Corporation's by-laws, and I meet the qualifications set forth therein.

If elected, I pledge to serve in a director position on the Corporation's Board of Directors; and will do my best to attend all meetings, regular or called, as designated by the board.

Under Penalties of perjury, I declare that I have reviewed the information presented in this application, including accompanying documents, and to the best of my knowledge and belief, the information is true, correct and complete.

Signature of Applicant: 

Date: 1/14/26

**APPLICATION FOR BOARD OF DIRECTOR'S POSITION OF THE BLUEBONNET WATER SUPPLY CORPORATION ("CORPORATION")**

This form must be accompanied by a Resolution of the sponsoring Member, requesting that the applicant's name be placed on the ballot as a candidate for director. The application form must be completed and submitted to the Corporation's main office by **February 1, 2026** for the applicant's name to be placed on the ballot.

Biographical Information:

Applicant's Name: **Steven Dvorak**

Mailing Address: **924 Estates Drive, Woodway, TX 76712**

Phone Number: **(254)772-4050**

Water System Member Since:

Director Position Sought: **Woodway**

Primary/Alternate: **Alternate**

Qualifications (will be sent to Members with Ballot): **Assistant Director of Community Services**

Previous Board of Directors Experience: **Currently sit on the Supervisory Committee for Waco Federal Credit Union**

Business/Government Experience: **Worked in city government for 12 years and counting.**

Education: **Bachelor's Degree in Nutrition Health Science - University of Nebraska  
Associate's Degree in Construction Management – Johnson County Community College**

Personal Statement: **I have inspected and managed water line improvement projects for over 9 years; including new residential mains, transmission main rehabilitation, and maintenance/spot repair projects. I also have a Class C Distribution License from TCEQ.**

Affirmation and Pledge to serve:

I, **Steven Dvorak**, will be at least 18 years of age on the first day of the director term; having been nominating by a Corporation Member; have not been determined by a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote; and have not been finally convicted of a felony.

I have reviewed the Corporation's by-laws, and I meet the qualifications set forth therein.

If elected, I pledge to serve in a director position on the Corporation's Board of Directors; and will do my best to attend all meetings, regular or called, as designated by the board.

Under Penalties of perjury, I declare that I have reviewed the information presented in this application, including accompanying documents, and to the best of my knowledge and belief, the information is true, correct and complete.

Signature of Applicant: Steven Dvorak Date: 1/14/26



## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** January 26, 2026

**Prepared By:** Donna Barkley

**Approved By:** \_\_\_\_\_ *[Signature]*

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

**Caption:**

Discussion and consider action on appointment to the Woodway Youth Commission.

**Background Information:**

The City Council approved the City Council Nominating Committee’s recommendations at the May 12<sup>th</sup> meeting for the annual appointments to the Boards and Commissions.

However, since that time there were still several vacancies on the Woodway Youth Commission.

The attached application for volunteer service was provided to the City Council Nominating Committee for review, and they recommend that Kylie Rogers be appointed.

**Woodway Youth Commission**

Kylie Rogers            Grade 11 – At Large Seat

With this appointment, the following vacancies remain: two 7<sup>th</sup> graders, one 9<sup>th</sup> grader, and three at-large seats.

**Financial Impact:**

Total of Proposed Expenditure:            \$  
 Amount Budgeted:                                \$  
 Account No.:  
 If not budgeted, other funding options:

**Staff Recommendation:**

Confirm appointment as recommended by the City Council Nominating Committee.

## APPLICATION FOR VOLUNTEER SERVICE ON THE WOODWAY BOARDS AND COMMISSIONS

Updated February 2023

The City of Woodway conducts an annual call for board/commission applications early each year. The City Council Nominating Committee typically meets each April to consider appointments to fill all anticipated vacancies, and then makes a recommendation to the entire City Council for action in May. Newly appointed members begin their terms in June. In addition, volunteers are placed on the various boards and commissions during the year if a need arises. Please don't miss this great opportunity to get involved and help shape your community.

### PLEASE PRINT LEGIBLY

NAME OF APPLICANT: Kylie Rogers E-MAIL ADDRESS: Kyjo0819@gmail.com  
HOME ADDRESS: 819 Clarence Dr, Woodway, Tx, 76712  
DAYTIME/EVENING TELEPHONE NUMBERS: 254-733-9024 or 254-733-5709

PLEASE CHECK APPROPRIATE STATEMENTS:  I reside within the city limits of Woodway, Texas.\*  
 I do  I do not . . . own property located in Woodway, Texas.

\* **IMPORTANT** -- By checking this box, you are indicating that your legal residence or domicile (your home and fixed place of habitation to which you intend to return after any temporary absence) is located within the city limits of Woodway, Texas.

LENGTH OF TIME APPLICANT HAS RESIDED IN THE WOODWAY CITY LIMITS: 10 years

PLEASE INDICATE BELOW HOW YOU WOULD LIKE TO SERVE THE CITY OF WOODWAY...  
**IMPORTANT:** IF MORE THAN ONE AREA IS INDICATED, **NUMBER YOUR PREFERENCES** WITH "1" BEING YOUR FIRST CHOICE, "2" BEING YOUR SECOND CHOICE, ETC. PLEASE SEE REVERSE SIDE FOR DESCRIPTIVE INFORMATION AND MEETING SCHEDULES.

- Board of Adjustment (must be resident and owner of property in Woodway)
- Parks and Recreation Commission (must be resident of Woodway)
- Planning and Zoning Commission (must be resident and owner of property in Woodway)
- Youth Commission (must be in grades 7-12 during term and must be resident of Woodway)

OTHER WAYS YOU HAVE SERVED YOUR COMMUNITY: Special Olympics Partner

SPECIAL INTERESTS/SKILLS/EXPERIENCE/EDUCATION YOU FEEL MAY BE HELPFUL: I'm a good example to others my age

OCCUPATION/EMPLOYER: N/A

REFERENCES (MUST BE WOODWAY RESIDENTS): Anya Scott TELEPHONE #: 254-214-0593  
Emma King TELEPHONE #: 254-633-2244

**YOUTH COMMISSION APPLICANTS** - Please attach a letter which explains why you would like to be appointed to the Woodway Youth Commission and why you feel you should be chosen to serve your community in this capacity.

**YOUTH COMMISSION APPLICANTS** - The Youth Commission meets on the first Thursday of each month at 5:30 p.m. (No meetings are held in June or July.) With all of your extracurricular activities in mind, will you be able to attend these meetings? Yes  No

**YOUTH COMMISSION APPLICANTS** - Name of parent(s)/guardian(s) with whom you live: Lindsey & Joe Rogers  
Parent/Guardian Telephone #: 254-733-9024 Parent/Guardian E-Mail: ljrogers814@gmail.com

**ALL APPLICANTS** - By signing below, I acknowledge my interest in serving as a volunteer board/commission member for the City of Woodway. In addition, I acknowledge that I understand the importance of regular meeting attendance, as well as the importance of assisting with occasional special events and projects that may be conducted by the board or commission on which I am appointed to serve.

APPLICANT SIGNATURE: Kylie Rogers DATE: 1-8-26 CURRENT GRADE (YOUTH COMMISSION ONLY): 11<sup>th</sup>

For consideration during the annual appointment process, applications must be submitted by April 15<sup>th</sup> each year.  
For consideration during the year if vacancies occur, please feel free to submit an application at any time.

Dear Ms.Barkley,

Please accept this letter as my interest in becoming a part of the Woodway Youth Commission. I would like to be on the Woodway Youth Commission because I have a drive and dedication for volunteering. I enjoy making a positive impact on my community and encouraging others to do the same. I feel like I would be a good choice to serve my community of Woodway because I am a good example to others my age. Some ways I show my love to help in my community include volunteering for school community events and being a part of Special Olympics. I like to volunteer at my sister's school, Woodway Elementary. One of my favorite ways to show my love of community service is participating as a Special Olympics partner. As a partner, I enjoy not only helping with the events, but also joining the Special Olympics athletes as a teammate during competition.

Thank you for taking the time to read my letter. I would appreciate the opportunity to serve my community.

Sincerely,

Kylie Rogers



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** January 26, 2026

**Prepared By:** Jennifer Rogers, ACM

**Approved By:** \_\_\_\_\_  
*[Signature]*

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

**Caption:**

Discussion and consider action to accept a quote from Cody Custom Builds, LLC, in an amount not to exceed \$98,604.00, to replace six atrium windows at the Pavilion at The Carleen Bright Arboretum, and authorizing the City Manager to execute all documents in connection therewith

**Background Information:**

The Pavilion at the Carleen Bright Arboretum was constructed in 2012 and serves as one of the City’s premier event venues, hosting weddings, private events, and community gatherings throughout the year. A key feature and primary selling point of the Pavilion is its abundant natural light, provided by large window installations that create an open and scenic atmosphere overlooking the Arboretum grounds.

During construction, residential-grade glass was installed in the Pavilion windows rather than commercial-grade glazing. Over time, this has led to seal failures, allowing moisture to become trapped between the panes. As a result, many of the windows now exhibit visible discoloration and fogging that cannot be corrected through cleaning or routine maintenance. The condition of the windows has been a longstanding concern, with years of complaints received from brides, event clients, and booking inquiries noting the reduced visibility and diminished aesthetic appeal. The fogged glass has a direct impact on the venue’s visual quality, photography, and overall guest experience, undermining the Pavilion’s marketability and reputation as a high-quality event space.

Replacing the existing windows with appropriate commercial-grade glass will restore the intended natural light, improve the appearance and functionality of the Pavilion, and protect the City’s investment in one of its most frequently rented and revenue-generating facilities.

Staff recently solicited bids for the budgeted replacement of the Pavilion atrium windows (main wall). The City received no bids, but Cody Custom Builds, LLC, subsequently submitted a quote for a reduced scope of work to replace windows along the main wall.

**Financial Impact:**

Total of Proposed Expenditure:	\$ 98,604.00
Amount Budgeted:	\$ 100,000.00
Account No.:	#308-4606-4668006, Project #30830
If not budgeted, other funding options:	

**Staff Recommendation:**

Authorizing the City Manager to accept Cody Custom Build, LLC's bid for an amount not to exceed \$98,604.00 to proceed with the budgeted replacement of six atrium windows at the Pavilion at the Carleen Bright Arboretum, and authorizing the City Manager to execute all documents in connection therewith

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# Cody Custom Builds

Woodway, TX  
(254) 300 8624

## Estimate

Submitted on 1/8/26

<b>Estimate for</b>	<b>Contact</b>	<b>Estimate #</b>
City of Woodway	Lynsie Gomez	2117

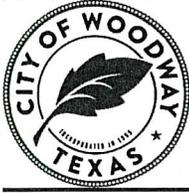
<b>Project</b>	
Arboretum City of woodway	Replacement of atrium

Description	Qty	Unit price	Total price
Removal and disposal of 6 atrium windows discussed in scope of work. Location; Main view, floor to ceiling glass windows. Replacing with commercial grade aluminum frame, thermal break, tempered glass, Aragon filled glass with black frames. Removal and replacement of all removed fixtures, blinds, trim. building to be left in as is or better condition. Turn Key Install.	1	\$98,604.00	\$98,604.00
Invoice to include a 10 year extended warranty, covering 10 years of seal failure, 10 years of accidental glass breakage. 10 years of workmanship.			\$0.00
			\$0.00
			\$0.00

Notes:

Subtotal **\$98,604.00**

**\$98,604.00**



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** January 26, 2026

**Prepared By:** Donna Barkley

**Approved By:** \_\_\_\_\_  
*[Signature]*

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

**Caption:** Discussion and consider action on consent agenda

### Background Information:

The following items are included on the consent agenda:

- A. Discussion and consider action on minutes of the regular City Council meeting held January 12, 2026, at 5:30 p.m.
- B. Discussion and consider action on Resolution R-26-02, confirming the investment policy of the City of Woodway
- C. Discussion and consider action on Resolution R-26-03, nominating candidates for election to the Board of Directors at the annual meeting of the Bluebonnet Water Supply Corporation
- D. Discussion and consider action on appointment to the Woodway Youth Commission
- E. Discussion and consider action on approval to accept Cody Custom Build's quote for an amount not to exceed \$98,604.00 to proceed with the budgeted replacement of six atrium windows at the Pavilion at The Carleen Bright Arboretum, and authorizing the City Manager to execute all documents in connection therewith

**Financial Impact:** Please see individual items on consent agenda.

**Staff Recommendation:** Approve all items on the consent agenda, as presented.



## **MISCELLANEOUS ITEMS FOR COUNCIL**

Distributed with January 26, 2026 City Council Meeting Packet

- Tentative list of agenda items for future meetings

### **Upcoming Calendar Items of Interest**

- |                       |  |
|-----------------------|--|
| - Monday, January 26  | Regular City Council meeting – 5:30 p.m. |
| - Monday, February 9  | Regular City Council meeting – 5:30 p.m. |
| - Monday, February 16 | City offices closed for Presidents' Day  |
| - Monday, February 23 | Regular City Council meeting – 5:30 p.m. |

## PENDING AGENDA ITEMS

### WOODWAY CITY COUNCIL AND PLANNING/ZONING COMMISSION (Updated 01/20/25)

*This is a tentative planning calendar utilized to assist the City Secretary to compile draft meeting agendas.*

DATE	CITY COUNCIL ITEMS	DATE	PLANNING & ZONING ITEMS
01/26/26		01/27/26	-PH, D & CA on App to Dev & Site Dev (office addition) Lot 2, Block A, Woodway City Offices Addition
2/9/26	- D & CA on Resolution Ordering a General City Election - PH, D & CA on App to Dev & Site Dec (office addition), Lot 2, Block A, Woodway City Offices Addition - Quarterly Presentation – Finance - D & CA on removing Donna Barkley & Glenda Girard as authorized signers on all accounts	2/10/26	

**RECURRING COUNCIL ITEMS:**

- January/April/July/October (first meeting of the month) - Quarterly presentations - Public Safety and Community Services
- January/April/July/October (second meeting of the month) - Quarterly presentation - Finance
- January/July (second Council meeting of the month) - Semi-annual presentations - Carleen Bright Arboretum and Woodway Family Center
- Woodway Public Safety Association Day proclamation - Annually at the meeting prior to the annual cook-out
- Appointment of Judges to Municipal Court of Record every two years (Next – 09/2026)

**RECURRING P&Z ITEMS:** Every six months - Update to P&Z from Building Official regarding current PUD projects (Next 06/2026)