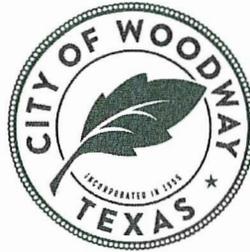


**PUBLIC NOTICE OF MEETING**



**WOODWAY CITY COUNCIL**

**MARCH 16, 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, MARCH 16, 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

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

4. A. Public hearing on Application to Develop and Site Development Plan in a Planned District (Office Addition) being all of that called Lot 2, Block A, Woodway City

## Packet Page Number 2

### WOODWAY CITY COUNCIL AGENDA

Page 2

March 16, 2026 - 5:30 P.M.

Offices Addition, to the City of Woodway, McLennan County, Texas located at 250 Sharron Drive.

B. Discussion and consider action on 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.

C. Discussion and consider action on Site Development Plan 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.

5. Discussion and consider action on Resolution R-26-06, amending the City of Woodway Master Fee Schedule regarding utility convenience fees and Woodway Family Center facility usage and rental fees

6. Discussion and consider action on acceptance of “Certification of Unopposed Candidates” and on Ordinance 26-01, declaring unopposed candidates in the May 2nd general city election to be elected to office and cancelling the election (*Análisis y consideración de las acciones sobre “Certificación de Candidatos sin Oposición” y sobre la Ordenanza 26-01, declarando candidatos sin oposición en las elecciones generales de la ciudad del 2 de mayo de 2026 que serán elegidos para sus funciones y cancelando la elección*)

### **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.*

7. A. Discussion and consider action on minutes of the regular City Council meeting held February 23, 2026, at 5:30 p.m.

B. Discussion and consider action on approval of participation with the cities of Waco, Hewitt, Lacy-Lakeview, and Bellmead in Household Hazardous Waste Day on May 16, 2026, or as rescheduled by the City of Waco

8. Consider action on Consent Agenda

## Packet Page Number 3

WOODWAY CITY COUNCIL AGENDA

Page 3

March 16, 2026 - 5:30 P.M.

### CITY MANAGER AND CITY COUNCIL REPORTS

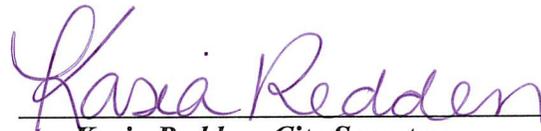
9. City Manager's Report (Briefings or updates may be provided regarding City services, administrative/personnel matters, real estate/development, infrastructure, events, regulations, community and intergovernmental relations issues.)
10. City Council Reports (Briefings or updates may be provided regarding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

### CLOSING ITEM

11. 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 10<sup>th</sup> day of March 2026 at 5:00 p.m.*

  
\_\_\_\_\_  
*Kasia Redden, City Secretary*

<p>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.</p>
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# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** March 16, 2026

**Prepared By:** Mitch Davison

**Approved By:** 

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

**Caption:**

- A. Public hearing on Application to Develop and Site Development Plan 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.
- B. Discussion and consider action on Application for 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.
- C. Discussion and consider action on Site Development Plan 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 City Council.

The plans have been reviewed by the City Engineer and City Staff and found to comply with the city's ordinances. The Planning and Zoning Commission held a public hearing on February 24, 2026 and are recommending approval of both the Application to Develop and the Application for Site Development.

**Financial Impact:**

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

**Staff Recommendation:**

- A. Conduct a public hearing.
- B. Recommend to approve or disapprove the request of 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.
- C. Recommend to approve or disapprove the request of the Application for a Site Development Plan 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.



### APPLICATION TO DEVELOP IN A PLANNED DISTRICT

This application is pursuant to Section 2.2 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 application.

**NOTE:** Application must be submitted with a **FEE OF \$300.00** and **RECEIVED AT LEAST 25 DAYS** in advance of the first public hearing by mail or in person to: Community Services, City of Woodway, 924 Estates Drive, Woodway, Texas, 76712. Applications submitted on the 25<sup>th</sup> day before the first hearing date must be received by 3 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) APPLICANT INFORMATION:

Mailing Address: 1105 Wooded Acres Suite 230

Telephone: ( ) 254-776-4337          Fax: ( ) \_\_\_\_\_

Email: nuggetholdingstx@gmail.com or 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 this 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 application 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: 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.)*

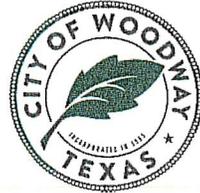
**NOTE:**  
IT IS IMPERATIVE THAT THE APPLICANT OR AN INFORMED REPRESENTATIVE OF THE APPLICANT BE PRESENT AT THE PLANNING AND ZONING COMMISSION AND CITY COUNCIL MEETINGS TO EXPLAIN THE PLANS IN DETAIL AN DETAIL AND ANSWER ANY QUESTIONS.

**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 <b>recommendation</b> to City Council	1/27/25
<b>Final action</b> 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. Stepler

STAFF ONLY	
P&Z Date	1/21/25
CC Date	2/19
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: \_\_\_\_\_

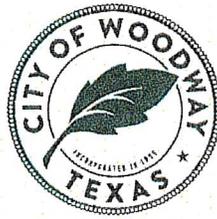
*Sterling Thompson*

*By signing above, the applicant affirms 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.**

**NOTICE OF CANCELATION  
AND RESCHEDULING OF PUBLIC HEARINGS**



Application to Develop and Application for Site Development Plan

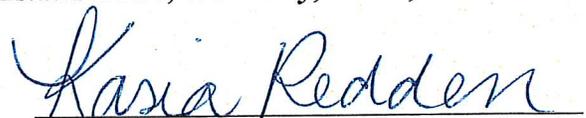
Notice is hereby given to all interested persons that the Planning and Zoning Commission of the City of Woodway, Texas, will conduct a public hearing in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas, at 5:00 p.m. on Tuesday, February 24, 2026, on the following request:

Application to Develop and Site Development Plan 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.

The public hearing scheduled for the Woodway City Council on Monday, February 9, 2026 at 5:30 p.m. has been  canceled  and  rescheduled  on the requests noted above in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas, for Monday, March 16, 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 3<sup>rd</sup> February 2026 at 5:00 p.m.*

  
Kasia Redden, Acting 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.

**NOTICE OF CANCELATION  
AND RESCHEDULING OF PUBLIC HEARINGS**

Application to Develop and  
Application for 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 a public hearing in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas, at 5:00 p.m. on Tuesday, February 24, 2026, on the following request: Application to Develop and Site Development Plan 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. The public hearing scheduled for the Woodway City Council on Monday, February 9, 2026 at 5:30 p.m. has been  canceled  and  re-scheduled  on the requests noted above in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas, for Monday, March 16, 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 3rd February 2026 at 5:00 p.m. Kasia Redden , Acting City Secretary

February 5, 2026

#####

# Packet Page Number 12

## 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

## Packet Page Number 13

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





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



01/15/26

OFFICE ADDITION  
EDWARD JONES OFFICES  
250 SHARRON  
WOODWAY, TEXAS

PROJECT #: 2025-10-01  
DRAWN: SWT  
CHECKED: SWT  
DATE: 1/15/26

REVISIONS:  
0 00/00/00

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SITE PLAN

A3.1

### 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 WOODWAY PLANTING LIST
- = GROUND COVER AS PER CITY OF WOODWAY 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.

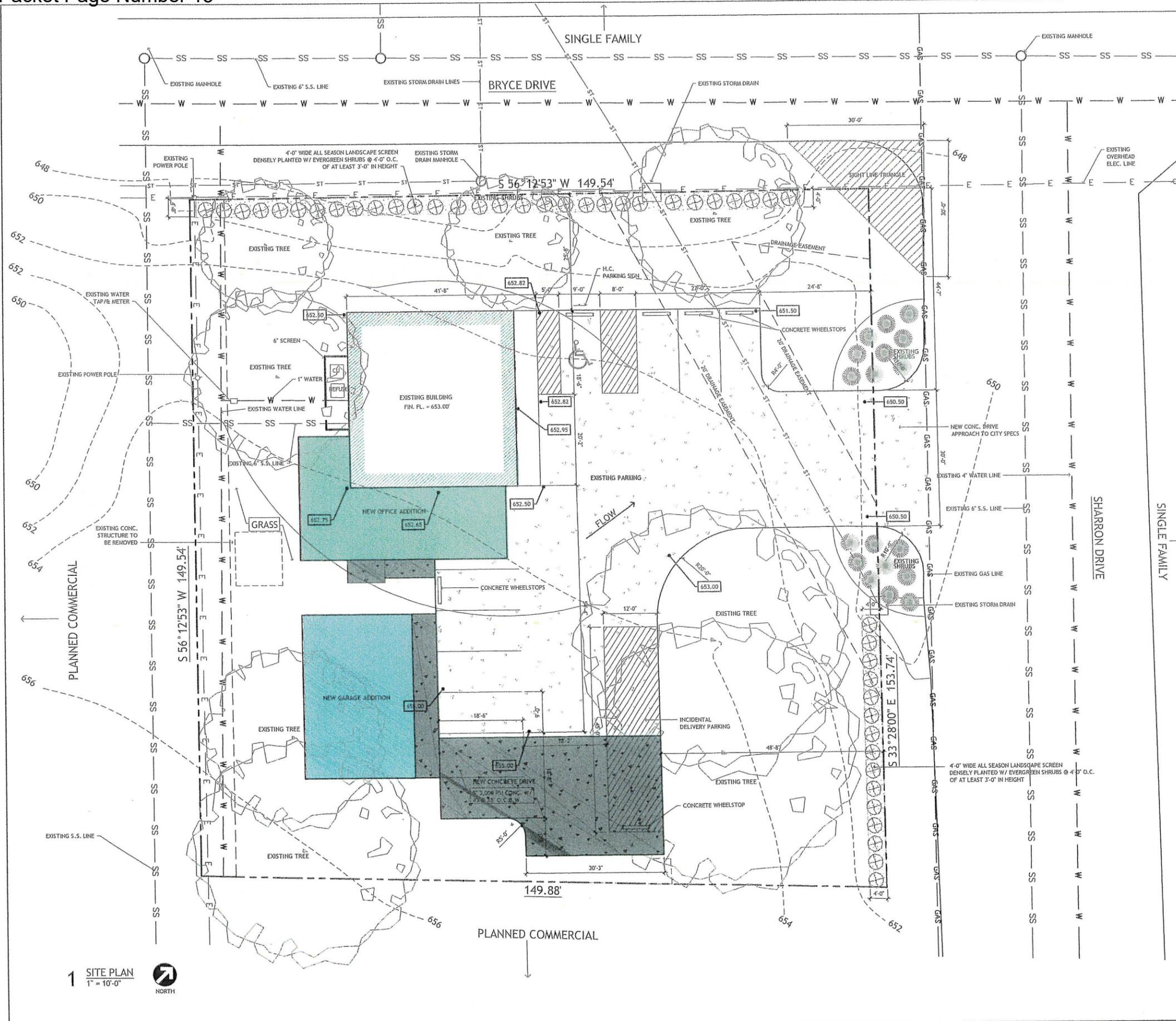
(b) A PARKING SPACE IDENTIFICATION SIGN THAT COMPLIES WITH TEXAS ACCESSIBILITY STANDARDS, 502.6, THAT INCLUDES THE REQUIREMENTS IN SUBSECTION (a)(3)(A) SATISFIES SUBSECTION (a)(3).

### SITE DATA

	REQUIRED	SHOWN
TOTAL SITE		22,608 SQ. FT.
PAVING		5,445 SQ. FT.
EXISTING BUILDING (CONDITIONED)		1,418 SQ. FT.
BUILDING ADDITION (CONDITIONED)		854 SQ. FT.
BUILDING ADDITION (UNCONDITIONED)		912 SQ. FT.
PORCHES		233 SQ. FT.
LANDSCAPING (MIN. 10% OF SITE)	MIN. 2,261 SQ. FT.	13,746 SQ. FT.
COVERED SITE (MAX. 90% OF SITE)	MAX. 20,347 SQ. FT.	8,862 SQ. FT.

### PARKING DATA

FACILITY TYPES	SQUARE FOOTAGE	PARKING REQUIRED	PARKING SHOWN
REGULAR PARKING SPACES			
- OFFICE (@ 1:300)	2,527 SQ. FT.	8.4	9
HANDICAP PARKING SPACES		1	1
TOTAL PARKING SPACES		9	10



1 SITE PLAN  
1" = 10'-0"



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



01/15/26

OFFICE ADDITION  
 EDWARD JONES OFFICES  
 250 SHARRON  
 WOODWAY, TEXAS

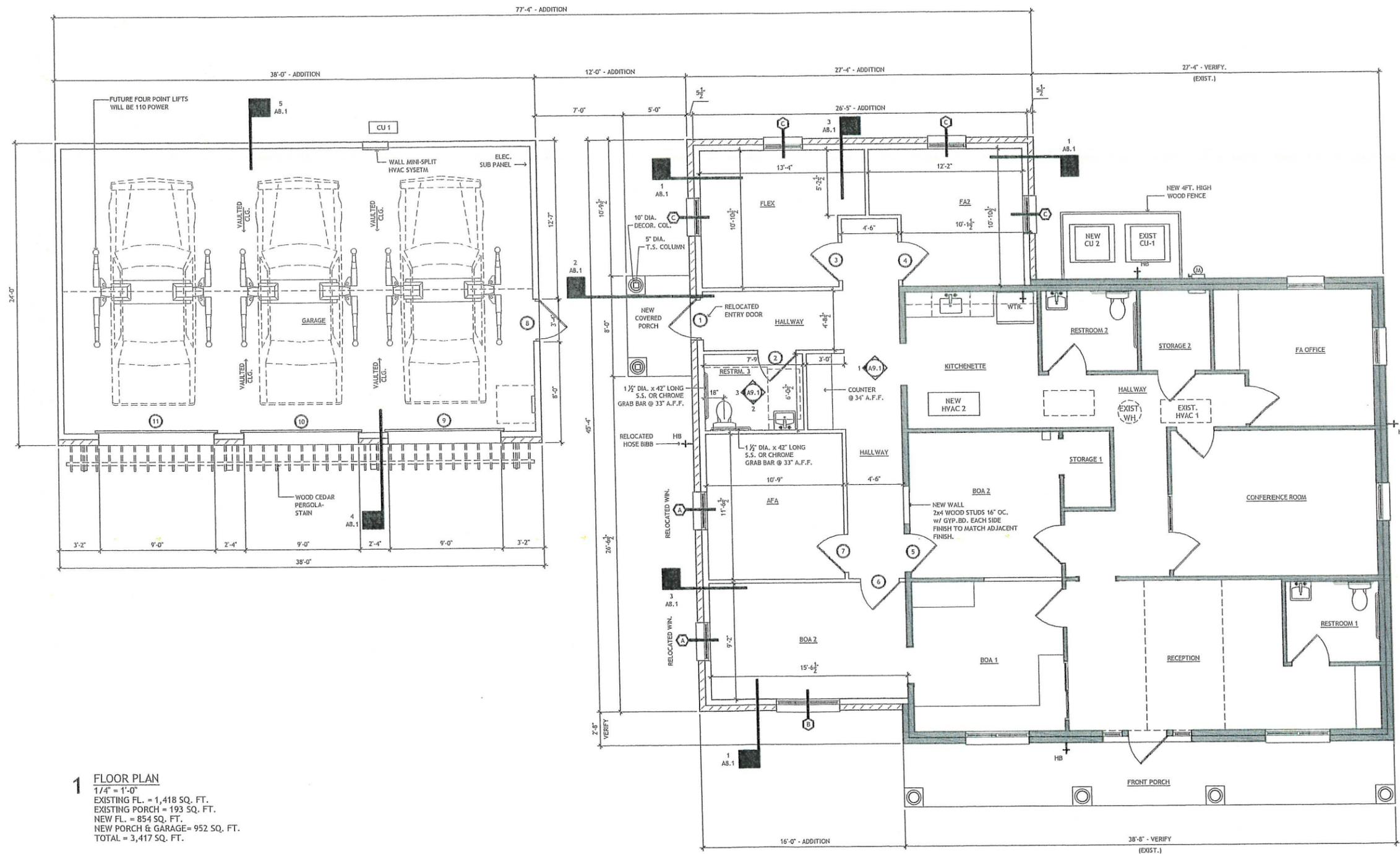
PROJECT #: 2025-10-01  
 DRAWN: SWT  
 CHECKED: SWT  
 DATE: 1/15/26  
 REVISIONS:

0 00/00/00

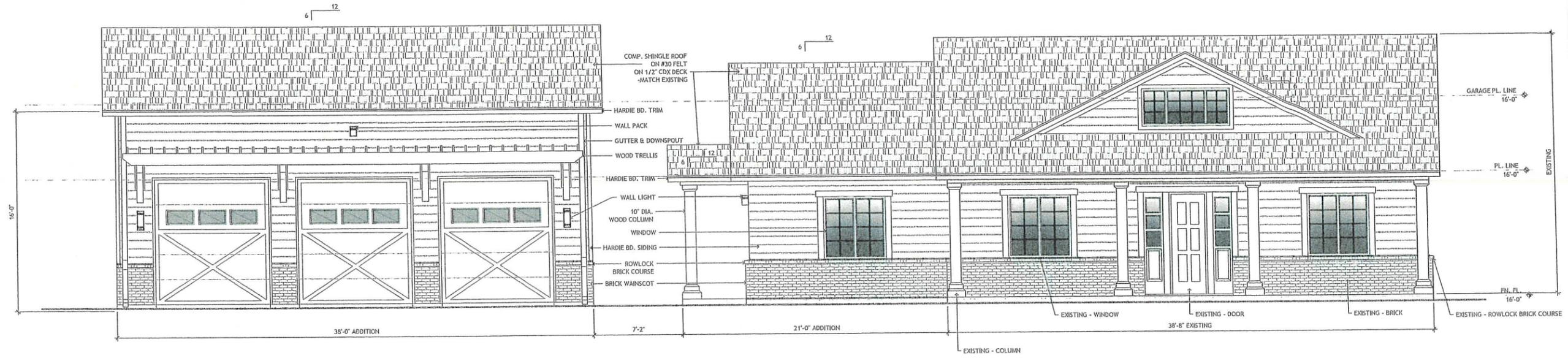
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FLOOR PLAN

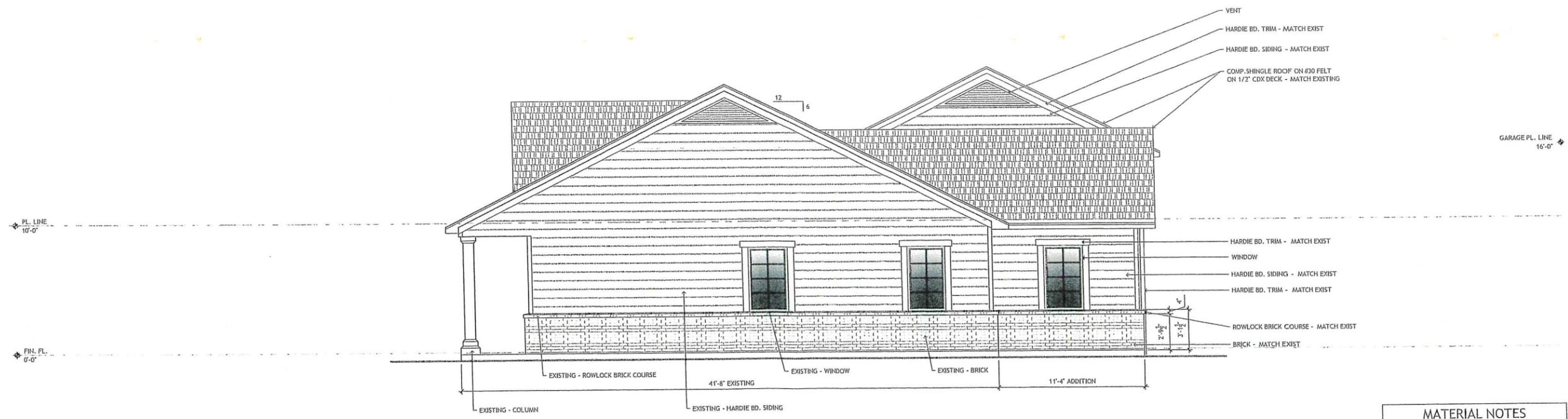
A5.1



**1 FLOOR PLAN**  
 1/4" = 1'-0"  
 EXISTING FL. = 1,418 SQ. FT.  
 EXISTING PORCH = 193 SQ. FT.  
 NEW FL. = 854 SQ. FT.  
 NEW PORCH & GARAGE = 952 SQ. FT.  
 TOTAL = 3,417 SQ. FT.



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



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



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



01/15/26

OFFICE ADDITION  
EDWARD JONES OFFICES  
250 SHARRON  
WOODWAY, TEXAS

PROJECT #: 2025-10-01  
DRAWN: SWT  
CHECKED: SWT  
DATE: 1/15/26

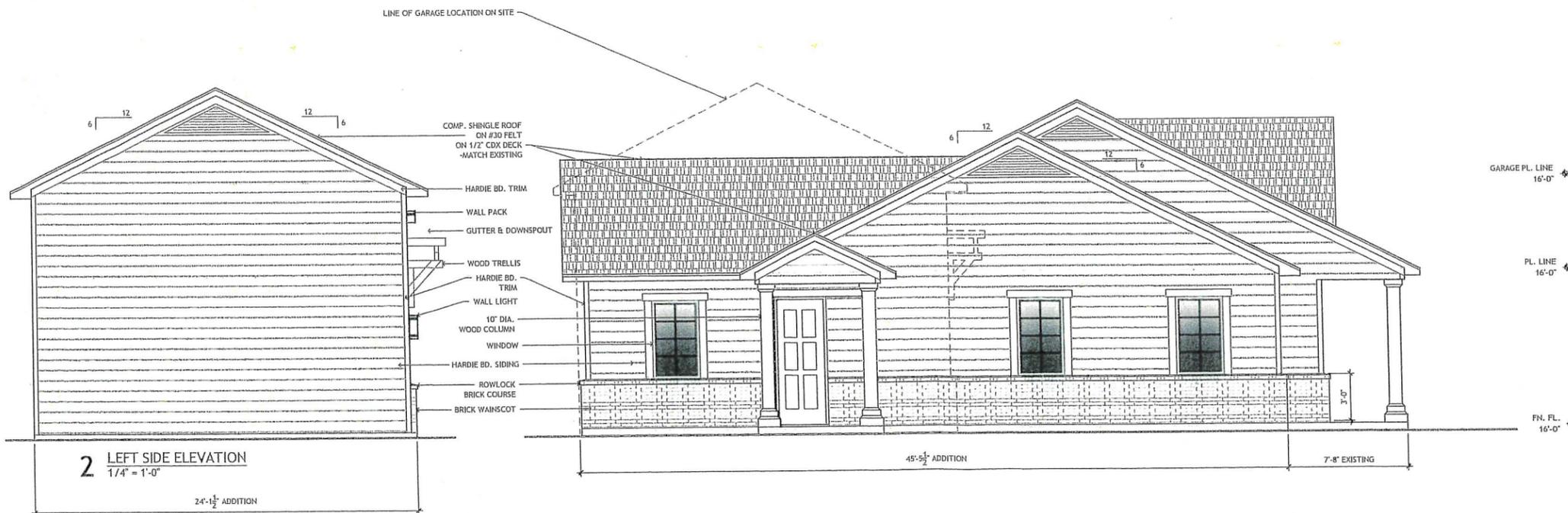
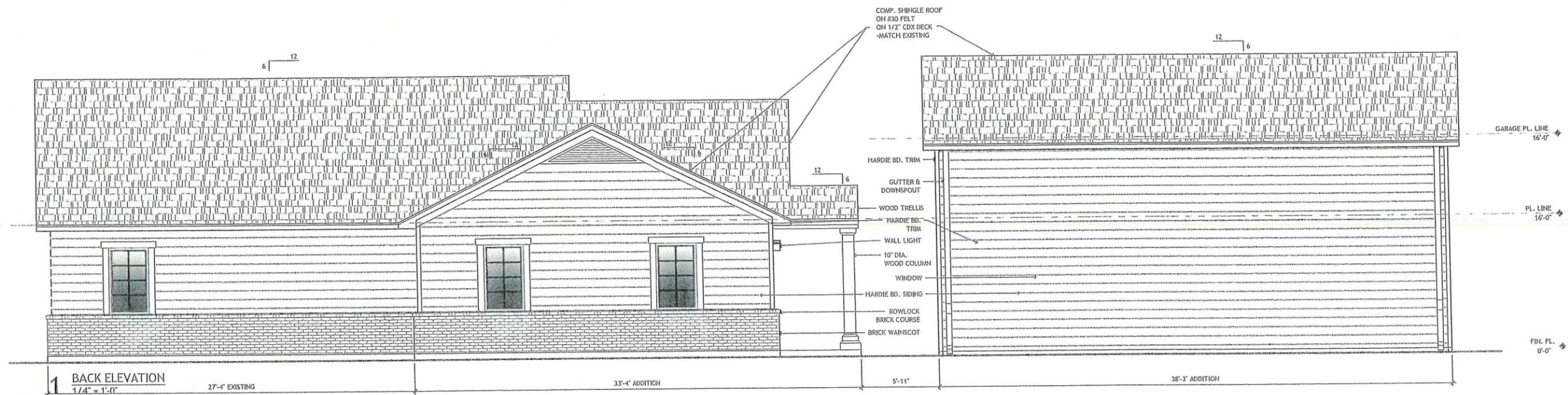
REVISIONS:

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FRONT & RIGHT EXTERIOR ELEVATIONS

**A7.1**



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01/15/26

OFFICE ADDITION  
EDWARD JONES OFFICES  
250 SHARRON  
WOODWAY, TEXAS

PROJECT #:	2025-10-01
DRAWN:	SWT
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DATE:	1/15/26
REVISIONS:	
0	00/00/00

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BACK & LEFT EXTERIOR ELEVATIONS

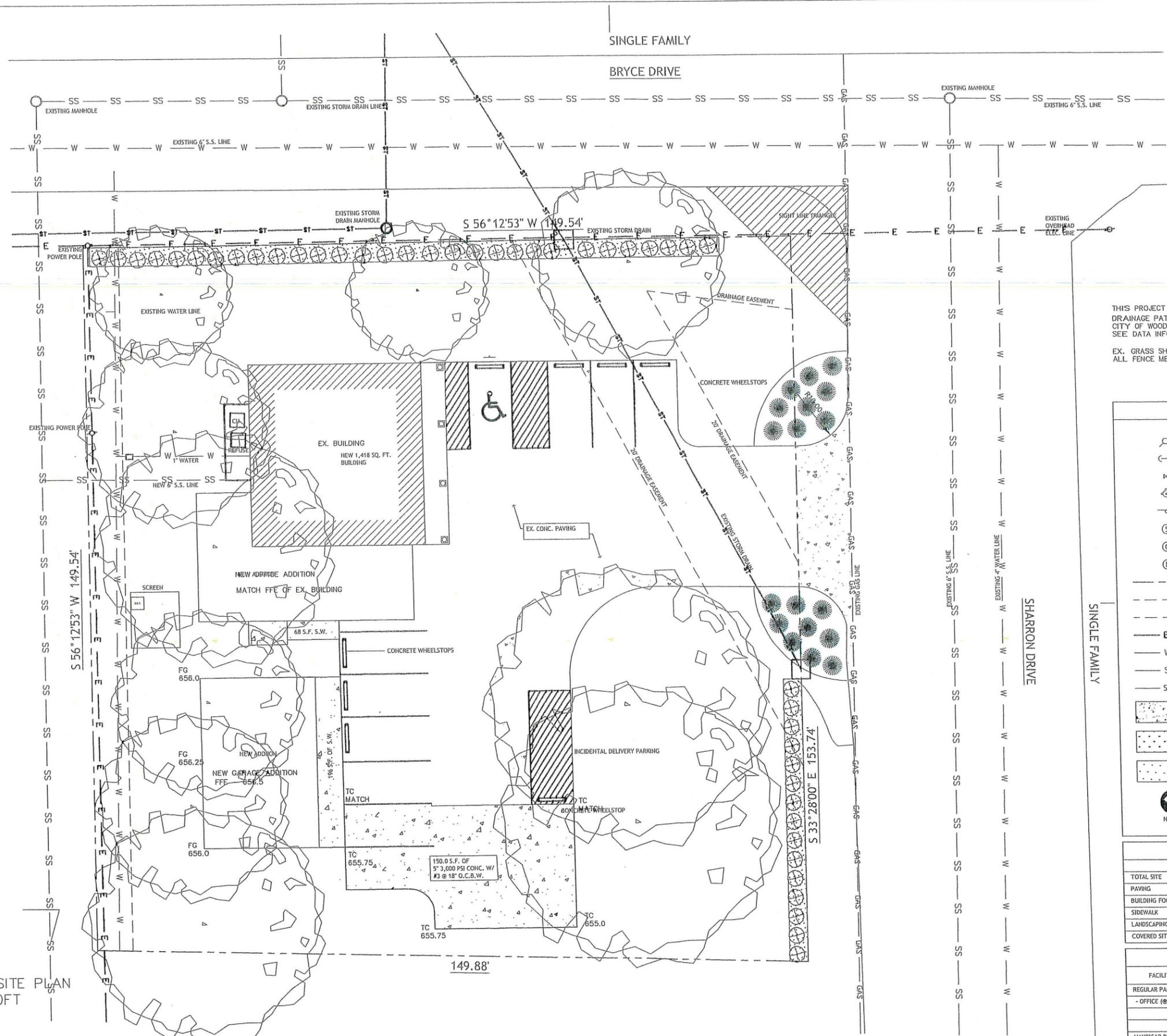
A7.2



STERLING ARCHITECTS, LLC  
 2416 COLUMBUS AVENUE  
 WACO, TEXAS 76701  
 P: 254.756.2311  
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 SterlingThompson\_architect@yahoo.com



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THIS PROJECT IS MAKE NO CHANGE TO PUBLIC UTILITIES DRAINAGE PATTERNS. THE CONSTRUCT SHALL MEET ALL CITY OF WOODWAY'S REQUIREMENTS SEE DATA INFO FOR PARKING AND LANDSCAPE REQUIREMENT

EX. GRASS SHALL BE MAINTAIN AND/OR RESTORED ALL FENCE MEETS THE 6FT REQUIREMENT

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 WOODWAY PLANTING LIST
	= GROUNDCOVER AS PER CITY OF WOODWAY PLANTING LIST
	= NORTH ARROW

SITE DATA		
	REQUIRED	SHOWN
TOTAL SITE		22,608 SQ. FT.
PAVING		5,445 SQ. FT.
BUILDING FOOTPRINT		3184 SQ. FT.
SIDEWALK		233 SQ. FT.
LANDSCAPING (MIN. 10% OF SITE)	MIN. 2,261 SQ. FT.	13,746 SQ. FT.
COVERED SITE (MAX. 90% OF SITE)	MAX. 20,347 SQ. FT.	8862 SQ. FT.

PARKING DATA			
FACILITY TYPES	SQUARE FOOTAGE	PARKING REQUIRED	PARKING SHOWN
REGULAR PARKING SPACES			
- OFFICE (@ 1:300)	2527 SQ. FT.	8.4	9
HANDICAP PARKING SPACES		1	1
TOTAL PARKING SPACES		9	10

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

PROJECT #:	
DRAWN:	
CHECKED:	
DATE:	
REVISIONS:	
0	

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COVER SHEET

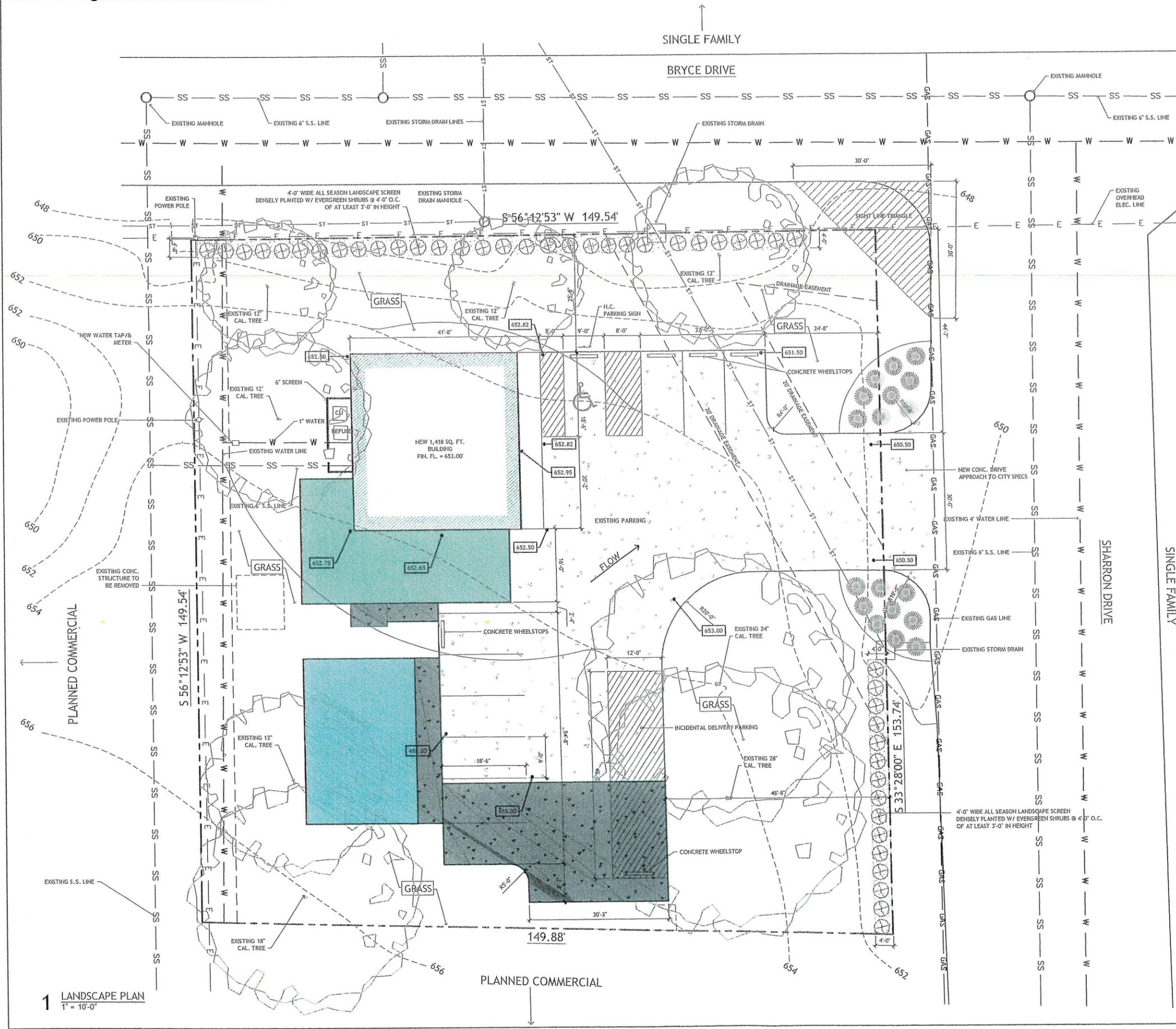
C1.1

PROP. SITE PLAN  
 1" = 10FT









**LANDSCAPING REQUIREMENTS**

LANDSCAPING REQUIREMENTS PER CITY OF WOODWAY CODE OF ORDINANCES AND 2016 WOODWAY DEVELOPMENT GUIDE

ZONING:	COMMERCIAL
TOTAL SITE AREA:	22,608 SQ. FT.
TOTAL FRONTAGE:	303 FT.
PARKING SPACES:	10
PARKING AREA:	6,342 SQ. FT.

	REQUIRED	SHOWN
TOTAL LANDSCAPED AREA	2,261 SQ. FT.	15,381 SQ. FT.
- MIN. 10% OF TOTAL SITE AREA		
INTERIOR LANDSCAPED AREA	634 SQ. FT.	1,026 SQ. FT.
10% OF PARKING LOT AREA		
REQUIRED TOTAL TREES	2	10
- 1 TREE PER 400 SQ. FT. OF REQUIRED INT. L.S.		
BOUNDARY TREES	2	5
- 1 TREE PER 150 FT. OF FRONTAGE		
INTERIOR TREES	1	3
- 25% OF TOTAL REQUIRED TREES		

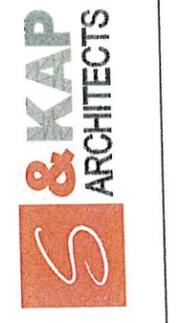
**PLANT LIST**

SYMBOL	TYPE	SIZE	QUANTITY
	EXISTING TREES	12" MIN. CALIPER	8
	MIX OF DRARF CRAPE MYRTLE, YUPOKON HOLLY, & CHINESE JUNIPER	MIN. 5 GALLON, 3 FT. HIGH	45
	KNOCK OUT ROSE	MIN. 5 GALLON, 3 FT. HIGH	18

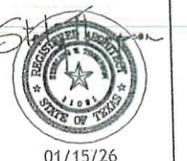
**IRRIGATION NOTE**

LANDSCAPE IRRIGATION SHALL BE PROVIDED

- LANDSCAPE NOTES**
- CONTRACTOR SHALL BE RESPONSIBLE FOR BEING FAMILIAR WITH ALL UNDERGROUND UTILITIES, PIPES, AND STRUCTURES. CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR ANY COST INCURRED DUE TO DAMAGE OF SOIL UTILITIES.
  - CONTRACTOR SHALL NOT FULLY PROCEED WITH CONSTRUCTION AS DESIGNED WHEN IT IS OBVIOUS THAT UNKNOWN OBSTRUCTIONS, AND/OR GRADE DIFFERENCES EXIST THAT MAY NOT HAVE BEEN KNOWN DURING DESIGN. SUCH CONDITIONS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL NECESSARY REVISIONS DUE TO FAILURE TO GIVE SUCH NOTIFICATION.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH GENERAL CONTRACTOR AND SUBCONTRACTORS AS REQUIRED TO ACCOMPLISH PLANTING OPERATIONS.
  - IF CONFLICTS ARISE BETWEEN SIZE OF AREAS AND PLANS, CONTRACTOR IS TO CONTACT LANDSCAPE ARCHITECT FOR RESOLUTION. FAILURE TO MAKE SUCH CONFLICTS KNOWN TO THE LANDSCAPE ARCHITECT WILL RESULT IN CONTRACTOR'S LIABILITY TO RELOCATE THE MATERIALS.
  - ALL PLANT MATERIAL SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT AND OWNER PRIOR TO INSTALLATION.
  - FINAL LOCATION OF ALL PLANT MATERIAL SHALL BE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT AND OWNER.
  - CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT 48 HOURS PRIOR TO COMMENCEMENT OF LANDSCAPE WORK TO COORDINATE PROJECT INSPECTION SCHEDULES.
  - CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ALL SHRUB AND GROUND COVER AREA IN A WEED-FREE, OBSTRUCTION-FREE, AND BURNED-FREE CONDITION. ALL EXISTING GRASSES SHALL BE DUG OUT BY THE ROOTS AND REMOVED FROM THE SITE.
  - ALL PLANTING AREA SHALL SLOPE AWAY FROM BUILDINGS TOWARDS THE WALKS AT A MINIMUM 2% SLOPE.
  - FINISH GRADE SHALL BE 1" BELOW FINISH PAVING SURFACE IN ADJACENT LAWN AREA AND 2" IN SHRUB AREAS. SOME SOIL EXCAVATION MAY BE REQUIRED TO ACCOMPLISH FINISH GRADE. (SEE SOIL PREPARATION SPECIFICATIONS.)
  - CROWN OF ALL PLANT ROOT SYSTEMS SHALL BE SLIGHTLY HIGHER AFTER SETTLING ADJACENT SOIL.
  - SEE DETAILS AND SPECIFICATIONS FOR STAKING AND BUYING METHODS, PLANT DIMENSIONS AND BACK FILL REQUIREMENTS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE TREES STABILITY FOR THE DURATION OF THE WARRANTY PERIOD.
  - SHRUBS, GROUND COVERS, AND SEASONAL COLOR SHALL BE TRIANGULARLY SPACED AT SPAN SHOWN ON PLANT LIST AND SHALL RECEIVE A 2" LAYER OF MULCH.
  - ALL GROUND COVERS TO BE HELD BACK 12" FROM EDGE OF SHRUB PLANTING AREAS AND 6" FROM EDGE OF PAVING. ALL PLANTING BEDS TO BE COVERED FROM SOIL WITH STEEL EDGING, TYPICAL.
  - SEASONAL COLOR WILL BE SELECTED BY THE LANDSCAPE ARCHITECT PRIOR TO THE INSTALLATION TIME.
  - ALL TREES SHALL BE LOCATED A MINIMUM OF 4 FEET FROM WALKS, HEADERS, WALKS, AND OTHER TREES WITHIN THE PROJECT. IF CONFLICTS ARISE BETWEEN SIZE OF AREAS AND PLANS, CONTRACTOR IS TO CONTACT ARCHITECT FOR RESOLUTION. FAILURE TO MAKE SUCH CONFLICTS KNOWN TO THE ARCHITECT WILL RESULT IN CONTRACTOR LIABILITY TO REDUCE THE MATERIALS.
  - SLOPE AREA SHALL NOT HAVE PLANTING INSTALLED UNTIL ALL GULLIES TO RUTS HAVE FILLED IN WITH ADJACENT SOIL AND COMPACTED.
  - LANDSCAPE CONTRACTOR TO RECEIVE SITE GRADED +/- 10% OF 1" OF FINISHED GRADE.
  - IT IS THE CONTRACTOR'S RESPONSIBILITY TO FURNISH PLANT MATERIALS FREE OF PEST OR PLANT DISEASE. IT IS THE CONTRACTOR'S OBLIGATION OF WARRANTY ALL PLANT MATERIAL FOR 365 DAYS FROM FINAL COMPLETION DATE.



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01/15/26

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

PROJECT #: 2025-10-01  
DRAWN: SWT  
CHECKED: SWT  
DATE: 1/15/26  
REVISIONS:

NO.	DESCRIPTION	DATE
0		00/00/00

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LANDSCAPE PLAN

**L1.1**

1 LANDSCAPE PLAN  
1" = 10'-0"



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** 03/16/2026

**Prepared By:** Jimmy Rogers

**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-26-06, amending the City of Woodway Master Fee Schedule regarding utility convenience fees and Woodway Family Center facility usage and rental fees

**Background Information:** Attached to Resolution R-26-06 is the Master Fee Schedule, with proposed amendments marked.

Page 5 reflects a request to delete the "Convenience fees: Credit/Debit Card Fee" of 3 percent. This fee was added to the Master Fee Schedule for utility billing transactions in 2025 but has not been implemented.

Page 8 reflects the changes and additions to Woodway Family Center rentals, memberships, and usage fees that were discussed by Council at the February 23, 2026, regular meeting.

**Financial Impact:**

Total of Proposed Expenditure:

Amount Budgeted:

Account No.:

If not budgeted, other funding options:

**Staff Recommendation:** Adopt Resolution R-26-06, amending the City of Woodway Master Fee Schedule regarding utility convenience fees and Woodway Family Center facility usage and rental fees

**RESOLUTION R-26-06**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS, AMENDING THE “MASTER FEE SCHEDULE”; REPEALING ALL RESOLUTIONS IN CONFLICT; DECLARING AN EFFECTIVE DATE; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

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

**Section 1.** That the City of Woodway’s current Master Fee Schedule (effective October 1, 2025, following the adoption of Resolution R-25-13) is hereby amended to implement and/or revise various fees related to City services as shown on the attachment to this resolution dated March 16, 2026, and incorporated herein by reference.

**Section 2.** That should any section, clause, or provision of this resolution be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this resolution or any other resolution of the City as a whole or any part thereof, other than the part so declared to be invalid.

**Section 3.** That this resolution shall become effective immediately upon passage and shall be applied to all charges on or after March 17, 2026.

**Section 4.** 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 16th day of March 2026.

**CITY OF WOODWAY**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
Kasia Redden, City Secretary

# WOODWAY MASTER FEE SCHEDULE

## CITY OF WOODWAY MASTER FEE SCHEDULE I. PUBLIC SAFETY FEES

A.	Alarm monitoring	
1.	Nonvalid burglar alarms responded to during a 12-month period	
a.	Five (5) or less	No charge
b.	Six (6) or more	\$35.00 each
2.	Nonvalid holdup alarms responded to during a 12-month period	
a.	Two (2) or less	No charge
b.	Three (3) to four (4)	\$50.00 each
c.	Five (5) to six (6)	\$100.00 each
d.	Seven (7) or more	\$150.00 each
B.	Animal control	
1.	Special exemption permit application fee	\$100.00
2.	Pickup fee	
a.	First pickup of animal ( <b>waived if animal is chipped</b> )	\$100.00
b.	Second pickup of animal	\$125.00
c.	Third and subsequent pickups	\$150.00
d.	Overnight boarding fee (per night)	\$ 25.00
C.	Permit for liquefied flammable gas container	\$80.00
D.	Fire services	
1.	Installation and remodeling of fire protection system	
a.	Hood and duct suppression systems	\$55.00 plus \$3.00/head
b.	Sprinkler systems	\$75.00 plus \$0.50 /head
c.	Standpipe systems	\$100.00 plus \$5.00/outlet
d.	Fire pump installation	\$75.00
e.	Fire alarm system	\$75.00 plus\$1.50/device
f.	Commercial paint booth systems	\$75.00 plus \$2.50/head
g.	Additional permits initiated	\$35.00
2.	Installation and removal of fuel storage tanks and dispensing systems	
a.	Installation of underground or above ground storage tanks and/or dispensers	\$80.00 for first tank, plus \$25.00 per additional tank at same location and \$2.00/nozzle on dispensers
b.	Removal of underground storage tanks	\$75.00 for first tank, plus \$50.00 per additional tank at same location
3.	Single events or activities	
a.	Pyrotechnical display or fireworks display	\$150.00 plus \$250.00 for each hour of standby per fire company
b.	Special assembly activities	\$150.00 plus \$250.00 for each hour of standby per fire company
c.	Trench burn	\$150.00 plus \$250.00 for each hour of standby per fire company
E.	Solicitor permit – Commercial (for-profit)	\$30.00 non-refundable
F.	Solicitor Permit – Non-Commercial (not-for-profit)	\$25.00
G.	Solicitor – individual criminal history check	\$25.00 per person
H.	Solicitor – individual identification card	\$5.00 per person
I.	Massage Therapist permit (initial)	\$50.00
J.	Massage Therapist permit (renewal)	\$25.00
K.	Activity/Filming permit	\$50.00

**CITY OF WOODWAY MASTER FEE SCHEDULE**  
**II. CARLEEN BRIGHT ARBORETUM FEES**

**Note: Rate exceptions must be approved by the City Manager.**

**Note: Employee discount is available for full-time employees with a tenure of two years or more. The rental discount can only be redeemed once per calendar year. Rentals are subject to availability and blackout dates and must have prior approval by the City Manager. The employee must be a current Woodway employee at the time of the rental agreement and at the time of the event.**

<b>A. The Pavilion at the Carleen Bright Arboretum</b>	
1. All Day Rate (8:00 a.m. – midnight) – (10% discount for Woodway residents) (50% discount for Woodway employees Sunday-Friday   25% discount for Woodway employees on Saturday)	
a. Sunday - Thursday	\$3,700.00
b. Friday	\$4,200.00
c. Saturday – all day rental only	\$4,700.00
2. Hourly Rate (Sunday – Friday) – (10% discount for Woodway residents) (50% discount for Woodway employees Sunday-Friday   25% discount for Woodway employees on Saturday)	3 hour minimum
a. Daytime (8:00 a.m. – 5:00 p.m.)	\$150.00/ hour
b. Evening (5:00 p.m. – midnight)	\$300.00 / hour
3. Kitchen Usage Fee	\$500.00
4. Cleaning Fee	\$300.00
<b>B. Grandy Gazebo &amp; Event Lawn</b>	
1. All Day Rate (8:00 a.m. – 10:00 p.m.) (Only available Friday – Sunday in tandem with Pavilion rental)	\$1,000.00
2. Hourly Rate (Monday - Thursday) – (10% discount for Woodway residents) (50% discount for Woodway employees Sunday-Friday   25% discount for Woodway employees on Saturday)	2 hour minimum
a. Daytime (8:00 a.m. – 5:00 p.m.)	\$100.00/ hour
b. Evening (5:00 p.m. – 9:00 p.m.)	\$200.00 / hour
<b>C. Whitehall Center at the Carleen Bright Arboretum</b>	
1. All Day Rate (8:00 a.m. – 10:00 p.m.) – (10% discount for Woodway residents) (50% discount for Woodway employees Sunday-Friday   25% discount for Woodway employees on Saturday)	
a. Sunday-Thursday	\$1,450.00
b. Friday	\$1,950.00
c. Saturday – all day rental only	\$2,450.00
2. Hourly Rate (Sunday – Friday) – (10% discount for Woodway residents) (50% discount for Woodway employees Sunday-Friday   25% discount for Woodway employees on Saturday)	3 hour minimum
a. Daytime (8:00 a.m. – 5:00 p.m.)	\$150.00/ hour
b. Evening (5:00 p.m. – midnight)	\$300.00 / hour
3. Kitchen Usage Fee	\$ 350.00
4. Cleaning Fee	\$200.00
<b>D. Field Trip Tour</b>	
1. 10 – 25 kids	\$40.00
2. 26 – 50 kids	\$80.00
3. 51 – 75 kids	\$120.00
4. 76 – 100 kids	\$160.00
<b>E. Farmers Market Booth Fees</b>	
1. Monthly Market Vendor Fee	\$40.00
2. Specialty Market Vendor Fee	\$50.00

**CITY OF WOODWAY MASTER FEE SCHEDULE**  
**III. REFUSE SERVICES FEES**

<b>A. Residential</b>							
1.	Household single residential unit						\$24.90/month, twice/week pickup
2.	Large trash/bulky item (per call)						\$90.15/load
<b>B. Commercial</b>							
1.	Hand pickup (per container)						\$32.64/month
2.	Bulk dumpsters/containers						
a.	Per month - scheduled pickups per week						
	<u>Size</u>	<u>1/Wk or Extra Pickup</u>	<u>2/Wk</u>	<u>3/Wk</u>	<u>4/Wk</u>	<u>5/Wk</u>	<u>6/Wk</u>
	2 Yd	\$129.11	\$238.18	\$349.48	\$456.33	\$565.40	\$708.98
	3 Yd	\$139.13	\$257.10	\$378.42	\$496.40	\$611.04	\$765.74
	4 Yd	\$150.26	\$276.02	\$404.02	\$527.56	\$657.78	\$826.96
	6 Yd	\$183.65	\$341.69	\$496.40	\$654.44	\$812.49	\$1,016.17
	8 Yd	\$223.71	\$410.70	\$607.70	\$777.99	\$963.86	\$1,207.61
	Compactor	\$355.05	\$707.87	\$1,060.69	\$1,415.74	\$1,773.01	\$2,128.06
3.	Roll-off containers (per haul, minimum one haul per billing period)						
a.	On call, non-scheduled						
	1) 15 yard						\$247.09
	2) 20 yard						\$267.12
	3) 30 yard						\$287.15
	4) 40 yard						\$307.19
	5) Compactor						\$318.00
b.	Regular, scheduled (minimum one haul per billing period)						
	1) 15 yard						\$233.73
	2) 20 yard						\$253.76
	3) 30 yard						\$297.17
	4) 40 yard						\$348.37
c.	Deposit						All roll-off/container billing accounts are required to maintain a deposit in the amount equal to one haul charge which will be applied to the final bill
d.	Delivery fee						\$155.00
e.	Excessive weight, per each ton over 10 ton maximum						\$27.83
4.	Locking lids						
a.	Monthly rate (per container)						\$12.50 /Month
5.	Recycle bin is complimentary						additional bin \$4/month
6.	Convenience fees: Credit/Debit Card Fee						3.00% of the transaction

**CITY OF WOODWAY MASTER FEE SCHEDULE**  
**IV. PARKING PERMITS**

Long-term parking special permit	\$100.00/permit
----------------------------------	-----------------

**CITY OF WOODWAY MASTER FEE SCHEDULE**  
**V. GARAGE SALE/ESTATE SALE PERMITS FEES**

A.	Garage sale permit fee	\$10.00
B.	Estate sale permit fee	\$50.00

**CITY OF WOODWAY MASTER FEE SCHEDULE**  
**VI. PARK FACILITY RENTAL FEES**

A.	Pavilion – All Parks	
	1.	
	a.	Woodway residents
		\$18.00/hour
	b.	Non-Woodway residents
		\$20.00/hour
	2.	Electrical accessibility
		\$5.00 each
		Water accessibility
	3.	Excessive water usage fee (for water slides and etc.)
		\$30.00
	4.	Excessive electricity usage fee (for overloads)
		At cost - for City staff and electrician
B.	Gazebo - Poage Park	
	1.	
	a.	Woodway residents
		\$10.00/hour
	b.	Non-Woodway residents
		\$12.00/hour
	2.	Electrical accessibility
		\$5.00 each
	3.	Excessive electricity usage fee (for overloads)
		At cost - for City staff and electrician
C.	Special Event Permit	
		\$100.00/day

**CITY OF WOODWAY MASTER FEE SCHEDULE**  
**VII. WATER RATE SCHEDULE**

A.	Residential service within the city limits	
	1.	First 2,000 gallons
		\$ 33.60 /month
	2.	2,001 to 15,000 gallons
		\$ 3.99/thousand
	3.	15,001 to 35,000 gallons
		\$ 5.04 thousand
	4.	35,001 gallons and over
		\$ 6.55 thousand
B.	Commercial service within the city limits	
	1.	First 2,000 gallons (3/4" meter), minimum
		\$44.10/month
	2.	First 2,000 gallons (1" meter), minimum
		\$54.60/month
	3.	First 2,000 gallons (1.5" meter), minimum
		\$67.20 month
	4.	First 2,000 gallons (2" meter), minimum
		\$98.70/month
	5.	First 2,000 gallons (3" meter), minimum
		\$159.60/month
	6.	First 2,000 gallons (4" to 8" meter), minimum
		\$317.10/month
	7.	2,001 to 15,000 gallons
		\$ 3.99 /thousand
	8.	15,001 to 35,000 gallons
		\$ 5.04 /thousand
	9.	35,001 gallons and over
		\$ 6.55 /thousand
C.	Irrigation Meters	
	1.	0-13,000 gallons
		\$ 3.99/thousand

2.	13,001 to 33,000 gallons	\$ 5.04/thousand
3.	33,001 gallons and over	\$ 6.55/thousand
D.	Service outside the city limits	1.5 times the rate for inside the city limits
E.	Service within the city, by multiple users	
1.	First 2,000 gallons	\$33.60/month, times number of users served
2.	2,001 to 15,000 gallons	\$3.99/thousand, times number of users served
3.	15,001 to 35,000 gallons	\$5.04/thousand, times number of users served
4.	35,001 gallons and over	\$6.55/thousand, times number of users served
F.	<del>Convenience fees: Credit/Debit Card Fee</del>	<del>3.00% of the transaction</del>

**CITY OF WOODWAY MASTER FEE SCHEDULE**  
**VIII. WATER SERVICE CONNECTION FEES**

A.	Deposit for residential service	
1.	Owners	\$100.00
2.	Renters	\$200.00
B.	Deposit for commercial water service (based on meter size)	
1.	¾" meter; 1" meter; 1.5" meter; 2" meter	\$100.00
2.	3" meter	\$150.00
3.	4" - 8" meter	\$300.00
C.	Deposit for fire hydrant meter	\$300.00
D.	Initial turn-on fee	\$20.00
E.	Delinquent processing fee	\$15.00
F.	Reconnection fee - working hours (Monday - Friday, 8:00 a.m. - 5:00 p.m.)	\$50.00
G.	Reconnection fee - after hours	\$95.00
H.	Re-read fee - after original read and one re-read	\$20.00
I.	Meter testing fee	\$130.00
J.	Collection Service Fee	17% of gross amount collected

**CITY OF WOODWAY MASTER FEE SCHEDULE**  
**IX. WASTE WATER RATE SCHEDULE**

A.	Residential service	
1.	Base (0 g.)	\$30.14/month
2.	Usage per 1,000 gallons (based on average water consumption of monthly service periods beginning in January and February)	\$3.62/thousand
B.	Commercial service	
1.	Base	\$34.35/month
2.	Usage per 1,000 gallons (based on average water consumption of monthly service periods beginning in January and February)	\$ 3.62/ thousand
C.	Any discharge to the sewer works stronger than 250 milligrams per liter BOD and/or 250 milligrams per liter suspended solid, must be approved by the City	
1.	Additional surcharge (per milligram per liter of BOD in excess of 250 milligrams per liter per 1,000,000 gallons of flow)	\$0.08
2.	Additional surcharge (per milligram per liter of suspended solids in excess of 250 milligrams per liter per 1,000,000 gallons of flow)	\$0.10
D.	Convenience fees: Credit/Debit Card Fee	3.00% of the transaction

**CITY OF WOODWAY MASTER FEE SCHEDULE**

**X. BUILDING PERMITS AND OTHER COMMUNITY SERVICES & DEVELOPMENT DEPARTMENT FEES**

A. General construction permit fees (Penalty for no permit: Double fee for first offense; double fee +\$200.00 for subsequent offenses)		
1.	New residential/commercial/industrial building/deck/patio cover, per square foot of total slab space + floor space of upper levels	\$0.21
	Minimum fee	\$75.00
2.	Additions (changes of footprint located within five feet of main structure) per square foot of added area	\$0.21
	Minimum fee	\$75.00
3.	Repairs/remodels/alterations, per square foot of repaired/remodeled/altered area (unless specified below)	\$0.40
	Minimum fee	\$75.00
a.	Replacement of windows/doors only	\$75.00
4.	Accessory structures (located five feet or more from main structure)	
a.	Buildings	\$40.00 for accessory building ≤ 200 square feet \$75.00 for accessory building ≥ 201 square feet
b.	Wind & Solar energy systems	\$200.00 each
c.	PODS/temporary storage container – per 30 calendar days, with a maximum of 60 days per one-year period	\$25.00 per 30 calendar days
5.	1st inspection review	\$50.00
	2nd inspection review	\$75.00
	3rd inspection review	\$125.00
6.	Swimming pool/spa permit	\$100.00
7.	Repair/recover/reroof existing buildings	\$40.00
8.	Lawn sprinkler system permit with new or replacement backflow assembly	\$45.00
9.	Miscellaneous - non-permit inspections	\$35.00
10.	Plumbing, mechanical, electrical, and natural gas/propane	
a.	All residential new construction/remodels/additions (unless specified below)	\$.06/square feet of living space
b.	All commercial new construction/remodels/additions (unless specified below)	\$9.00 per each \$1,000.00 of construction cost Minimum \$75.00
c.	Plumbing:	
	(1) Water heater replacement	\$40.00
	(2) Replace/repair water and/or sewer yard lines (no tunneling)	\$35.00
d.	Electrical:	
	(1) Service changeout only	\$75.00
	(2) Meter repair only	\$35.00
	(3) Roof-mounted solar panel installation only	\$75.00
	(4) Generator installation only	\$75.00
	(5) Commercial electrical release (existing structure)	\$35.00
e.	Mechanical:	
	(1) Service changeout	\$125.00 up to two unit; add \$50.00 per additional unit
	(2) Duct work changeout only	\$35.00
f.	Natural gas/propane leak repair and testing	\$35.00
11.	Commercial parking lot	\$150.00
12.	Grading/Site preparation	\$50.00
13.	Drive approach	\$50.00 per approach

14.	No permit (working without required permit)	Double permit fee
<b>B. Signs</b>		
1.	Face changes only	\$25.00
2.	Non-electrical signs: Zero (0) to thirty-six (36) square feet face area, each sign/side	\$25.00
	All over thirty-six (36) square feet area, each sign/side	\$50.00
3.	Electrical signs (per face):	\$90.00
<b>C. House moving</b>		
1.	House moved outside city limits	\$50.00
2.	House moved within city limits	\$100.00
D.	Demolition - Minimum fee, plus actual costs incurred in the event the City is required to perform any services	\$50.00
<b>E. Water system tap charges</b>		
1.	Where tap already exists and can be readily located	
a.	¾" meter water availability fee	\$550.00
b.	1" meter water availability fee	\$600.00
c.	Change out ¾" meter to 1" meter at same location	\$400.00
2.	Where tap does not exist, is not readily located, or paving cut required, the applicant will reimburse the actual costs incurred by the City based on current labor rates, materials, and equipment costs	
a.	1" water tap / ¾" meter	Minimum \$1,500.00
b.	1" water tap / 1" meter	Minimum \$1,500.00
3.	Larger mainline tap	Fee computed using standard fees plus the additional cost of labor and materials, as determined by City Manager
4.	Other charges	Charges for existing service to larger service will be accomplished on a labor and materials cost basis, as determined by the City Manager
5.	Water meter equivalency fee	\$1,400.00 per LUE (living unit equivalent)
<b>F. Public sewer system tap charges (Mandatory connection to the sanitary sewer system is required within city's limits, except where the nearest sanitary sewer is more than two hundred (200) feet from any part of the property)</b>		
1.	Mainline tap for standard 4" tap where tap already exists and can be readily located	\$325.00
2.	Mainline tap for standard 4" tap where tap is not readily available, manhole bore, or pavement cut is required, the applicant will reimburse the actual costs incurred by the City based on current labor rates, materials, and equipment costs	Minimum \$1,000.00
3.	Commercial tap	Cost to be determined by City Manager based on cost recovery
4.	Other taps	Cost to be determined by the City
<b>G. Public street and sidewalk construction permit charges</b>		
1.	Permit to construct street, drive approach, sidewalk, street intersection, or curb and gutter	\$35.00
2.	Permit to open, dig into, remove the surface from, excavate, or bore/tunnel under any street, sidewalk, alley, public way or place	\$25.00
<b>H. Platting fees</b>		
1.	Preliminary plat/replat application fee	\$150.00
2.	Final plat, final replat, or amended plat application fee	\$250.00
3.	Preliminary plat/replat, final plat/replat, or amended plat review fees	
a.	First review (fee included with application fee)	\$0.00

b.	Subsequent review(s)	Applicant to reimburse City at cost
4.	Final plat, replat, or amended plat - County filing fee	Applicant to reimburse City at cost
I.	Construction plan review	
1.	First review of non-residential construction plans	\$0.00
2.	Subsequent review(s) of non-residential construction plans	Applicant to reimburse City at cost
J.	Processing fee (due to public hearing requirements) for "Application to Develop in Planned Zoning" and "Application to Develop a Church or School in Residential Zoning"	\$300.00
K.	Processing fee (due to public hearing requirements) for "Application for Change in Zoning Classification"	\$300.00
L.	Short-term rental permits	
1.	Initial application fee	\$500.00
2.	Application for renewal	\$300.00

**CITY OF WOODWAY MASTER FEE SCHEDULE  
XI. WOODWAY FAMILY CENTER FEES**

Note: Rate exceptions must be approved by the City Manager.

Note: Employee discount is available for full-time employees with a tenure of two years or more. The rental discount can only be redeemed once per calendar year. Rentals are subject to availability and blackout dates and must have prior approval by the City Manager. The employee must be a current Woodway employee at the time of the rental agreement and at the time of the event.

A.	League Registration	\$100.00 resident / \$120.00 non-resident per sport / season
B.	Clinics (Sports, S.T.E.A.M., & Events)	\$35.00 to \$200.00 resident/ \$55.00 to \$220.00 non-resident
C.	Party Event Rental (Party Room & Court 2) (50% discount for Woodway employees Sunday-Friday   25% discount for Woodway employees on Saturday)	\$50.00 per hour resident \$70.00 per hour non-resident (3 -hour minimum)
D.	Facility Rentals – Gym <del>or Fields</del> <u>Hourly Rental -</u> (50% discount for Woodway employees Sunday-Friday   25% discount for Woodway employees on Saturday)	\$50.00 - <del>\$100</del> (3-hour minimum and tiered pricing, see <u>WFC Facility Rental Guidelines</u> ) -per hour resident \$70.00 per hour non-resident (3-hour minimum) <u>Security - \$50.00</u> <u>Custodian - \$25.00</u>
E.	<u>Memberships - Senior Programming Membership (includes Pickleball)</u>	Daily Rate - <del>\$5.00</del> <u>\$3.00</u> non-resident Weekly Rate - <del>\$10.00</del> <u>\$7.00</u> non-resident Monthly Rate - <del>\$40.00</del> <u>\$25.00</u> non-resident (add spouse) - <del>\$20.00</del> <u>\$10.00</u> non-resident
F.	<u>Pickleball Membership</u>	Daily Rate - <del>\$2.00</del> non-resident Weekly Rate - <del>\$5.00</del> non-resident Monthly rate - <del>\$20.00</del> non-resident (add spouse) - <del>\$15.00</del> non-resident
F.	Open Gym	Individual Day Pass - <del>\$2.00</del> <u>\$3.00</u> non-resident
G.		Family Day Pass - <del>\$3.00</del> <u>\$4.00</u> non-resident

**CITY OF WOODWAY MASTER FEE SCHEDULE  
 SUMMARY OF AMENDMENTS AND ADOPTING RESOLUTIONS**

Resolution #	Date of Adoption	Section Amended
R-98-10	09/14/1998	Section I
R-98-16	11/09/1998	Section II.A - II.E.
R-99-05	02/22/1999	Section II.B.
R-99-08	03/22/1999	Section III.
R-99-09	04/12/1999	Section II.F.
R-99-14	07/12/1999	Section III.B.2.b.
R-99-17	08/09/1999	Section II.A.1.c. & 2.c.; II.G., IV
R-00-01	01/10/2000	Section V.A
R-00-05	02/28/2000	Section II.F.
R-00-12	09/11/2000	Section II.A.(1.b.-c. & 2.b.-c.); II.B.2.b.; II.E.; II.H.; III; IV
R-01-18	07/23/2001	Section II.A.(4.a.-b.)
R-01-19	09/10/2001	Section I.B.1.; II.A.(1.a.-b., 2.a.-b., & 3.); II.B.; II.D.; II.E.2.; III; VI
R-02-16	09/16/2002	Section II.B.; II.E.; II.E.2.; II.G.(1. & 2.)
R-03-11	09/15/2003	Section II.C.; II.D.; II.E.; II.H.; III.B.(3.c.)
R-03-21	12/08/2003	Section VII.A.-VII.D.; Section VIII.A.-VIII.B.
R-04-03	04/26/2004	Section IV.A. - IV.C.
R-04-08	08/23/2004	Section V.B.; Section IX.A.-IX.I.
R-04-13	09/13/2004	Section III.B.1.-4.; Section V.; Section VII.A.,B.,D.; Section IX.; Section X.
R-05-19	09/12/2005	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-05-19.
R-05-27	11/28/2005	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-05-27.
R-06-05	03/27/2006	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-05.
R-06-15	09/11/2006	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-15.
R-06-18	10/02/2006	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-18.
R-07-07	04/09/2007	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-07.
R-07-15	07/09/2007	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-15.
R-07-19	09/10/2007	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-19.
R-08-17	09/08/2008	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-08-17.
R-09-16	09/01/2009	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-09-16.
R-10-11	09/01/2010	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-10-11.
R-11-03	01/24/2011	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-03.
R-11-06	02/14/11	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-06.
R-11-16	08/29/11	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-16.
R-11-18	10/24/11	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-18.
R-12-02	01/09/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-02.
R-12-17	06/11/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-17.
R-12-20	08/20/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-20.
R-12-22	09/10/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-22.
R-12-23	09/24/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-23.
R-13-04	04/08/13	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-13-04.
R-13-07	09/03/13	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-13-07.

R-14-04	03/24/14	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-14-04.
R-14-11	09/05/14	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-14-11.
R-15-06	04/13/15	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-06.
R-15-10	06/22/15	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-10.
R-15-12	08/24/15	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-12.
R-16-16	08/29/16	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-16-16.
R-17-16	08/31/17	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-17-16.
R-18-16	08/30/18	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-18-16.
R-19-14	08/30/19	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-19-14.
R-20-14	08/24/20	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-20-14.
R-21-09	05/24/21	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-21-09.
R-21-12	08/23/21	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-21-12.
R-22-13	05/23/22	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-22-13.
R-22-16	08/22/22	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-22-16.
R-23-15	08/28/23	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-23-15.
R-24-18	08/26/24	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-24-18.
R-25-13	08/25/25	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-25-13.



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well as the election of Mayor and Mayor Pro Tem, are scheduled for the May 11<sup>th</sup> City Council meeting. Please note that the oaths cannot take place until the period that the official canvass would have been held if an election were to be held, and this period is May 5<sup>th</sup> through May 13<sup>th</sup>.

### Certificados de Elección y Juramentos de Cargo

El Código Electoral indica que los Certificados de Elección deben emitirse después del día de las elecciones de la misma manera como si la Ciudad hubiera llevado a cabo la elección. Las Declaraciones de Funcionarios Electos y los Juramentos de Cargo también se gestionan en ese momento. Estos elementos, así como la elección de Alcalde y Alcalde Provisional, están programados para la reunión del Concejo Municipal del 11 de mayo. Tenga en cuenta que los juramentos no pueden realizarse hasta el período en que se habría llevado a cabo el escrutinio oficial si se hubiera celebrado una elección, y este período es del 5 al 13 de mayo.

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### **Financial Impact:**

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

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### **Staff Recommendation:**

Accept "Certification of Unopposed Candidates by the City Secretary" and adopt Ordinance 26-01, declaring Meg Wallace (Ward 1, Place 1) and Kyle A. Kriegel (Councilmember At Large) elected to office and cancelling the general election ordered for May 2, 2026.

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AW12-1  
Prescribed by Secretary of State  
Section 2.051 – 2.053, Texas Election Code  
2/14

**CERTIFICATION OF UNOPPOSED CANDIDATES  
FOR OTHER POLITICAL SUBDIVISIONS (NOT COUNTY)  
CERTIFICACIÓN DE CANDIDATOS ÚNICOS  
PARA OTRAS SUBDIVISIONES POLITICAS (NO EL CONDADO)**

**To: Presiding Officer of Governing Body**  
**Al: Presidente de la entidad gobernante**

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 2, 2026.

*Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 2 de mayo 2026.*

**List offices and names of candidates:**  
**Lista de cargos y nombres de los candidatos:**

Office(s) Cargo(s)	Candidate(s) Candidato(s)
Ward 1, Place 1 <i>Distrito Electoral 1, Sitio 1</i>	Meg Wallace <i>Meg Wallace</i>
Councilmember At Large <i>Concejal general</i>	Kyle A. Kriegel <i>Kyle A. Kriegel</i>



**Signature (Firma)**

**Kasia Redden *Kasia Redden***  
**Printed name (Nombre en letra de molde)**

**City Secretary *Secretaria de la Ciudad***  
**Title (Puesto)**

**March 6, 2026 *(6 de marzo 2026)***  
**Date of signing (Fecha de firma)**



**(Seal) (sello)**

**ORDINANCE 26-01**

**AN ORDINANCE DECLARING UNOPPOSED  
CANDIDATES IN THE MAY 2, 2026,  
GENERAL CITY ELECTION ELECTED TO  
OFFICE; CANCELLING THE ELECTION;  
PROVIDING A SEVERABILITY CLAUSE;  
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, Resolution R-26-04 passed on February 9, 2026, called the general election of two (2) Councilmembers, those being one Councilmember for Ward 1, Place 1 seat, and one Councilmember for Councilmember At Large seat, for the City of Woodway, Texas; and,

WHEREAS, at the deadline to file application for a place on the ballot and the deadline to file as a declared write-in candidate, only one candidate had filed to run for Ward 1, Place 1 and only one candidate had filed to run for Councilmember At Large; and

WHEREAS, as prescribed in the Texas Election Code, the City Secretary has certified that:

- 1) Each candidate whose name is to appear on the ballot is unopposed;
- 2) No candidate's name is to be placed on a list of write-in candidates for the above described offices under applicable law; and
- 3) No proposition will appear on the ballot.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS**, that based on information received and in accordance with Section 2.053 of the Texas Election Code, the City Council hereby authorizes the cancellation of the general election called for May 2, 2026, and hereby declares the unopposed candidates elected to the office; and,

FURTHER, the City Secretary is directed to cause a copy of the Order of Cancellation, attached hereto as Exhibit "A" and incorporated by reference, to be posted on election day at the polling place that would have been used in the election; and,

FURTHER, it is declared to be the intent of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance is declared invalid by the judgment or decree of a court of competent jurisdiction, the invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this ordinance since the City Council would have enacted them without the invalid portion.

FURTHER, this ordinance shall take effect upon its final passage.

**Ordinance 26-01**  
**Page 2**

**PASSED AND APPROVED** this the 16<sup>th</sup> day of March 2026.

**CITY OF WOODWAY, TEXAS**

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Amine Qourzal, Mayor

ATTEST:

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Kasia Redden, City Secretary

APPROVED AS TO FORM:

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David Shaw, City Attorney

**ORDER OF CANCELLATION**  
**ORDEN DE CANCELACIÓN**

The City of Woodway hereby cancels the election scheduled to be held on May 2, 2026, in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

*El Ciudad de Woodway por la presente cancela la elección que, de lo contrario, se hubiera celebrado el 2 de mayo, 2026, de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:*

<b>Candidate (Candidato)</b>	<b>Office Sought (Cargo al que presenta candidatura)</b>
<b>Meg Wallace</b> <i>Meg Wallace</i>	<b>Ward 1, Place 1</b> <i>Distrito Electoral 1, Sitio 1</i>
<b>Kyle A. Kriegel</b> <i>Kyle A. Kriegel</i>	<b>Councilmember At Large</b> <i>Concejal general</i>

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

*El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.*

\_\_\_\_\_  
Mayor (Alcalde)

\_\_\_\_\_  
Secretary (Secretario)

(seal) (sello)

\_\_\_\_\_  
Date of Adoption (Fecha de adopción)

**WOODWAY CITY COUNCIL MINUTES**

February 23, 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, February 23, 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, and Ken Sury
Councilmembers Absent:	Dave Whitby
City Manager:	Adam Niolet
Assistant City Manager:	Jennifer Rogers
City Secretary:	Kasia Redden, City Secretary
City Staff:	Brenda Hernandez, Steven Dvorak, Khalil El-Halabi, Todd Gill, Jimmy Rogers, Katrina Barrett, Tracy Becker, and Hallie Hafer
Contract Staff:	David Shaw, City Attorney

**CALL MEETING TO ORDER**

Mayor Qourzal called the meeting to order at 5:30 p.m.

**INVOCATION AND PLEDGE**

1. INVOCATION

Councilmember Gilman provided the invocation.

2. PLEDGE OF ALLEGIANCE

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

**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

There were no public comments.

WOODWAY CITY COUNCIL MINUTES

Page 2

February 23, 2026, at 5:30 p.m.

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

4. DISCUSSION AND CONSIDER ACTION ON ACCEPTANCE OF FY 2024-2025 ANNUAL FINANCIAL AUDIT PROVIDED BY BROOKS WATSON & CO.

Councilmember Russell made a motion, seconded by Councilmember Keyston, to discuss the item.

City Manager Adam Niolet provided a brief introduction. Louis Breedlove represented auditing firm Brooks Watson & Co., providing members with copies of the 2025 Annual Financial Report and a presentation of the audit results. Questions were answered.

Councilmember Ken Sury made a motion to accept the audit as presented. The motion was seconded by Councilmember Janell Gilman and passed unanimously by the councilmembers present.

5. DISCUSSION AND CONSIDER ACTION ON RECOMMENDATIONS TO AMEND THE CITY OF WOODWAY MASTER FEE SCHEDULE REGARDING WOODWAY FAMILY CENTER FACILITY USAGE FEES AND RENTALS

Councilmember Russell made a motion, seconded by Mayor Pro Tem Cook, to discuss the item.

Woodway Family Center Superintendent Jimmy Rogers presented several options for revision of the Master Fee Schedule to include facility usage and large-event rental fees. Questions were answered and, after discussion, the members provided direction to Mr. Rogers regarding the addition of fees. No action is necessary until a formal resolution to amend the Master Fee Schedule is presented.

6. DISCUSSION AND CONSIDER ACTION TO APPROVE A FIRST AMENDMENT TO AMENDED AND RESTATED EXCLUSIVE FRANCHISE AGREEMENT BETWEEN THE CITY OF WOODWAY AND FRONTIER ACCESS, LLC, ESTABLISHING NEW RATES FOR THE PROVISION OF WASTE COLLECTION, RECYCLING AND DISPOSAL SERVICES TO THE CITY OF WOODWAY, TEXAS, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH

Councilmember Russell made a motion, seconded by Councilmember Keyston, to discuss the item.

City Manager Adam Niolet provided brief background on the landfill closure and amendment to Frontier contract. Frontier Access, LLC representative Mark Chappen presented pricing for three potential options for amendment or extension. Questions were answered. The possibility of future amendments related to recycling were discussed.

Mayor Qourzal made a motion to approve the option for a 10-year contract extension, subject to the amendments discussed, and to authorize the City Manager to execute any documents in connection therewith. The motion was seconded by Mayor Pro Tem Cook and passed unanimously by all councilmembers present.

WOODWAY CITY COUNCIL MINUTES

Page 3

February 23, 2026, at 5:30 p.m.

**EXECUTIVE SESSION**

7. Pursuant to Tex. Gov't Code § 551.071, the City Council will convene in executive session to conduct a private consultation with its attorney seeking the advice of its attorney about pending litigation in Cause Number 20250886CV3, styled *City of Woodway, Texas v. Board of Adjustment of Woodway, Texas, and Kevin Vranich*, and in consultation on such matter, the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Tex. Gov't Code ch. 551.

Mayor Qourzal recessed the open meeting at 6:52 p.m.

Mayor Qourzal reconvened the open meeting at 7:30 p.m.

**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 FEBRUARY 9, 2026, AT 5:30 P.M.
  - B. DISCUSSION AND CONSIDER ACTION ON RESOLUTION R-26-05, DECLARING AN AMANA DRYER, A PANASONIC MICROWAVE, A ZOMAGAS ICEMAKER, A 2010 SILVER FORD F-150 TRUCK, TWO SETS OF COMPUTER SPEAKERS, A 36-INCH GRAVELY WALK-BEHIND MOWER, A 60-INCH GRAVELY REAR DISCHARGE MOWER, A BUNN CW SERIES COMMERCIAL COFFEE MAKER, TWO FRAMED DECORATIVE POSTERS, THREE DESKS, AND A ROUND CONFERENCE TABLE AS EXCESS CITY PROPERTY THAT IS OBSOLETE, UNREPAIRABLE, OR AT THE END OF ITS USEFUL PURPOSE AND AUTHORIZING THE DISPOSAL OF SAME BY ANY LAWFUL MEANS INCLUDING WITHOUT LIMITATION TREATMENT AS WASTE, RECYCLING, SALE AT PUBLIC AUCTION, AND/OR TRANSFER TO QUALIFIED RECIPIENT FOR PERMISSIBLE USE
  - C. DISCUSSION AND CONSIDER ACTION ON RETAINING WESLEY LLOYD OF FREEMAN MILLS, PC, TO REPRESENT THE BOARD OF ADJUSTMENT IN CAUSE NUMBER 20250886CV3, STYLED *CITY OF WOODWAY, TEXAS V. BOARD OF ADJUSTMENT OF WOODWAY, TEXAS, AND KEVIN VRANICH*, PENDING IN THE COUNTY COURT AT LAW NO. 3 OF MCLENNAN COUNTY, TEXAS, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS IN CONNECTION THEREWITH
9. CONSIDER ACTION ON CONSENT AGENDA

There were no items pulled for separate discussion.

WOODWAY CITY COUNCIL MINUTES

Page 4

February 23, 2026, at 5:30 p.m.

Councilmember Gilman moved to approve the consent agenda items 8A-8C as follows:

- A. Approve the minutes of the regular City Council meeting held February 6, 2026, at 5:30 p.m.
- B. Adopt Resolution R-26-05, declaring an Amana dryer, a Panasonic microwave, a Zomagas IceMaker, a 2010 silver Ford F-150 truck, two sets of computer speakers, a 36-inch Gravely walk-behind mower, a 60-inch Gravely rear discharge mower, a Bunn CW Series commercial coffee maker, two framed decorative posters, three desks, and a round conference table as excess city property that is obsolete, unrepairable, or at the end of its useful purpose and authorizing the disposal of same by any lawful means including without limitation treatment as waste, recycling, sale at public auction, and/or transfer to qualified recipient for permissible use
- C. Approve the retaining of Wesley Lloyd of Freeman Mills, PC, to represent the Board of Adjustment in Cause Number 20250886CV3, styled *City of Woodway, Texas v. Board of Adjustment of Woodway, Texas, and Kevin Vranich*, pending in the County Court at Law No. 3 of McLennan County, Texas, and authorizing the City Manager to execute all documents in connection therewith

Councilmember Sury seconded and the motion passed unanimously by the councilmembers present.

**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)

Mr. Niolet provided the following updates:

- Our Finance Department and Frontier were able to negotiate an additional Large Item Pickup for residents on Thursday and Friday, February 26<sup>th</sup> and 27<sup>th</sup>. This pickup service is being offered to make up for the missed recycling pickup during the freeze and has been communicated to residents via social media and their water billing accounts.

11. CITY COUNCIL REPORTS

- Councilmember Gilman – She announced that the Planning & Zoning Commission would meet on February 24, 2026, to discuss an Application to Develop and Application for Site Development.
- Councilmember Sury – Youth Commission held Bound for the Brave on February 21<sup>st</sup>. There were approximately 39 participants and 3 members of the Youth Commission in attendance. They will be working more closely with 100 Club Heart of Texas to build this event up in the future.
- Councilmember Russell – The Joint Primary election is next week (Tuesday, March 3<sup>rd</sup>), and City Hall will be a voting site on that day.

# Packet Page Number 46

WOODWAY CITY COUNCIL MINUTES

Page 5

February 23, 2026, at 5:30 p.m.

## CLOSING ITEMS

### 12. CONSIDER ACTION ON ADJOURNMENT

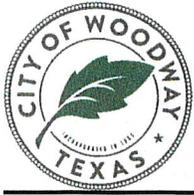
Councilmember Gilman moved to adjourn the meeting. Councilmember Sury seconded the motion, and the meeting was adjourned at 7:36 p.m.

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Kasia Redden, City Secretary

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Amine Qourzal, Mayor



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** March 16, 2026

**Prepared By:** Kasia Redden

**Approved By:** 

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

**Caption:**

Discussion and consider action on approval of participation with the cities of Waco, Hewitt, Lacy-Lakeview, and Bellmead in Household Hazardous Waste Day on May 16, 2026, or as rescheduled by the City of Waco

**Background Information:**

The City of Waco is once again holding its annual Household Hazardous Waste Day on May 16, 2026, and has invited local cities to participate. As such, an Interlocal Agreement has been drafted between the cities of Waco, Hewitt, Lacy-Lakeview, Bellmead, and Woodway to partake in the event and share the costs of disposal services.

According to Waco, Woodway can estimate its portion to cost approximately \$125-150 per household, which will allow for 125 participants, totaling \$17,187.50, which has generally been the designated funds allocated for this event.

**Financial Impact:**

Total of Proposed Expenditure:	\$ 17,187.50 (125 households at \$125-150/each)
Amount Budgeted:	\$ 24,076
Account No.:	600-4401-4414214
If not budgeted, other funding options:	

**Staff Recommendation:**

Authorize the City Manager to execute the Interlocal Agreement and all additional necessary documents allowing for Woodway's participation in the 2026 Household Hazardous Waste Day

Kody Petillo  
Director of Public Works  
PO Box 2570  
Waco, TX 76702-2570

RE: 2026 Household Hazardous Waste (HHW) Event

Dear Mr. Petillo:

The City of Waco will be hosting an HHW Event, tentatively set for May 16, 2026. The event will be held at the following location:

Waco Solid Waste Operations Office 501 Schroeder Dr. Waco, TX 76710

The City of Woodway wishes to participate in this Event and will enter an interlocal agreement for Waco to conduct the Event as stated above. As the event coordinator, Waco will purchase the services of a disposal firm and administer a regional household hazardous waste collection event.

The City of Woodway agrees to pay the cost for Woodway residents, estimated at \$17,187.50. Given the estimate of cost per participating household of \$125 - \$150 this funding will provide for approximately 125 households to participate. The City of Woodway also agrees to have representatives present at the HHW Event to monitor the number of citizens from its city who bring household hazardous waste to the Event, so that the representative can determine whether to continue receiving items once the City of Woodway funding limit is reached.

We appreciate the opportunity to have this event and should you need more information please contact me or The City of Woodway.

Sincerely,



waste pursuant to this Agreement, or the existence of a violation of environmental requirements pertaining to same, other than any imposed by Waco, and including without limitation:

1. Damages for personal injury and death or injury to property or natural resources;
2. Fees incurred for the services of attorneys, consultants, contractors, experts, laboratories, and all other costs incurred in connection with the investigation or remediation of such wastes or violation of environmental requirements, including but not limited to, the preparation of any feasibility studies, or reports, or the performance of any cleanup, remediation, removal, response, abatement, containment, closure, restoration, or monitoring work required by any federal, state, or local governmental agency or political subdivision, other than as imposed by Waco, or otherwise expended in connection with the existence of such waste or violation of environmental requirements, including without limitation, any attorney's fees, costs and expenses incurred in enforcing this contract, or collecting any sums due hereunder; and
3. Liability to any third person or governmental agency to indemnify such person or agency for costs expended in connection with the items referenced in subparagraph (2) herein.

B. Environmental requirements shall mean all applicable present and future statutes, regulations, rules, ordinances, codes, licenses, permits, orders, approvals, plans, authorizations, concessions, franchises, and similar items, of all governmental agencies, departments, commissions, boards, or bureaus of the United States, states, and political subdivisions thereof (other than any imposed by Waco), and all applicable judicial, administrative, and regulatory decrees, judgments, and orders relating to the protection of human health or the environment, including without limitation:

1. All requirements, including but not limited to those pertaining to reporting, licensing, permitting, investigation, and remediation of emissions, discharges, releases, or threatened releases of hazardous or toxic substances, materials, or wastes whether solid, liquid, or gaseous in nature, into the air, surface water, groundwater, storm water, or land, or relating to the manufacture, processing, distribution, use, treatment, storage, disposal, transport, or handling of pollutants, contaminants, or hazardous or toxic substances, materials, or wastes, whether solid, liquid, or gaseous in nature; and,
2. All requirements pertaining to the protection of the health and safety of employees or the public (other than imposed by Waco).

C. Force majeure shall include decrees of, or restraints by, a governmental instrumentality, acts of God, work stoppages due to labor disputes or strikes, failure of Waco's contractor(s) to perform pursuant to their agreements with

Waco for the conduct of the Event, fires, explosions, epidemics, pandemics, riots, war, rebellion, and sabotage.

- D. Household hazardous waste shall mean any solid waste generated in a household by a consumer which, except for the exclusion provided for in 40 CFR Sec. 261.4(b)(1), would be classified as a hazardous waste under 40 CFR Part 261. The term has the same meaning as "hazardous household waste" and may also be referred to as "HHW."
- E. Participating Cities shall mean the Cities of Waco, Woodway, Hewitt, Lacy-Lakeview, and Bellmead.
- F. Person shall mean an individual, corporation, organization, government, governmental subdivision or agency, business trust, partnership, association, or other legal entity.
- G. Waste, depending on the context, shall refer to the material presented for collection at the event and/or the actual materials accepted at the event.

## 2. PURPOSE

The purpose of this Agreement is to enter into an agreement between the Participating Cities whereby, subject to the terms and conditions specified below, Waco agrees to purchase the services of a household hazardous waste disposal firm and administer and supervise a regional Event that will be available to households within the corporate limits of the Participating Cities.

## 3. DUTIES OF WACO

Waco will serve as the Event coordinator and agrees to perform the following duties:

- A. Designate one of its employees to serve on the Event planning committee;
- B. Recruit its citizens to volunteer as workers at the Event;
- C. Coordinate Event advertising targeted to its own citizens as well as some advertising designed to alert citizens within all of the Participating Cities;
- D. Administer and supervise an Event on **SATURDAY, MAY 16, 2026**, in the parking lot of the City of Waco Solid Waste Operations Center at 501 Schroeder Drive. If weather does not permit the Event to be held on May 16, 2026, then Waco will identify a date in the month of May 2026 to hold the Event;
- E. Chair a planning committee comprised of Participating Cities;
- F. Provide a centrally located collection site within Waco for the Event;
- G. Employ personnel, perform administrative activities, and provide administrative services necessary to perform this Agreement;
- H. Cause the Event to be advertised in the local media;
- I. Enter into a contract with a household hazardous waste disposal firm ("contractor") for the handling, collection, transportation, storage, disposal,

treatment, recovery, and/or reuse of household hazardous waste collected at the Event. Such contractor shall be required pursuant to the contract:

1. to assume generator status for the waste collected at the Event, excluding materials recycled pursuant to subsection J. below;
  2. to use the storage, recycling, treatment and disposal sites set forth in the contract in performing its services under the contract. All storage, treatment, recycling and disposal sites used by the contractor shall be licensed by the EPA and/or TCEQ as required by law;
  3. to indemnify all Participating Cities; and,
  4. to name all Participating Cities as additional insureds;
- J. Arrange for recycling vendors for used oil, used oil filters, automobile batteries, household batteries, LED and fluorescent bulbs, and anti-freeze for Participating Cities;
- K. Attempt to reduce the overall expenditures of the event by implementing cost saving measures that may include bulking oil-based paint and arranging for local reuse of usable latex paint;
- L. During the term of this Agreement is in force, Waco shall provide appropriate documentation that funding has been committed and will be available to pay disposal, set up, and transportation costs as required by the contract with the contractor;
- M. This Agreement is conditioned upon Waco funding the expenditures set forth herein in Waco's budget.

#### **4. DUTIES OF CITIES OTHER THAN WACO**

Cities participating in this Event (except Waco, whose duties are set out above) agree to perform the following duties:

- A. Designate one of its employees, and another as an alternate, to act as its household hazardous waste collection Operational Contact whom Waco may communicate with in advance of the Event.
- B. Coordinate and fund advertising targeted to its own citizens related to the Event. This advertising may include such things as inclusion in water, sewer, and/or garbage bills. Such advertising shall include the type of wastes that will be accepted at the HHW Day, the requirement of proof of residency, and date, location and hours of operation.
- C. Pay for the services provided to each Participating City from current revenues available to the Participating City, as provided in Article 6.

## 5. RIGHT OF REFUSAL OF WASTE

Waco and its contractor shall have the right to refuse to accept waste at the Event from any individual if, in their reasonable judgment, Waco or its contractor, determine that:

- A. The waste is not household hazardous waste;
- B. The waste fails to meet other criteria established for the Event;
- C. The individual does not have sufficient identification to establish that he/she is in fact a resident of any of the Participating Cities; or
- D. The waste or the resident presents a hazard to the Event or to persons or property at the Event.

Participating Cities shall provide instructions to residents regarding preparation of the hazardous household waste materials to be brought for disposal to the Event. Details concerning acceptable disposable materials and proper preparation of disposing of such materials shall be provided by the contractor.

## 6. COMPENSATION

- A. Waco shall provide the Participating Cities with detailed statements of all expenses incurred for the Event. The sum due Waco under this paragraph shall be an amount calculated on a per household cost basis. With the execution of this Agreement, each city shall provide Waco with a letter stating its level of participation in dollars. Those letters shall be attached to the executed agreement as Exhibits A through D and shall be incorporated herein as though set out in their entirety. Reimbursement of such expenses shall be paid to Waco no later than thirty (30) calendar days following receipt of said expenses by the Participating Cities.
- B. The above sum is based upon an estimated one thousand (1,000) total households from the Participating Cities taking part in the Event, provided, if, after the conclusion of the Event, there remains unexpended, committed Event funds as set out above from Participating Cities, the sum agreed to be paid above shall be reduced on a pro rata basis, provided the actual cost for the number of households from the Participating Cities did not exceed the sum agreed to be paid above.
- C. The cost accounting provided by Waco shall include figures for the total number of households participating in the Event, the number of households from each participating city, and the total waste collected at the Event.
- D. Within thirty (30) calendar days of receipt of the final invoice from the contractor, Waco shall separately account for all expenses on an itemized basis and shall provide a final accounting of the pro rata share of expenses of all Participating Cities.

## 7. WAIVER OF CLAIMS

- A. **Waiver of Claims:** Each of the Participating Cities agrees to waive any and all claims against the other Participating Cities to the extent of the liability limits under the Texas Tort Claims Act, as amended.
- B. **Environmental Waiver**
1. To the extent of its allocated liability as set forth in paragraph (B)(3) below, each of the Participating Cities does hereby release, waive any and all claims, against the other Participating Cities and their officers, agents, employees, and volunteers, against any and all environmental damages resulting from the handling, collection, transportation, storage, disposal, treatment, recovery, and/or reuse, by any person, of waste which was collected pursuant to Event.
  2. To the extent of its allocated liability as set forth in paragraph (B)(3) below, each of the Participating Cities does hereby release, waive any and all claims, against the Participating Cities and their officers, agents, employees, and volunteers, against any and all violations by any person of any environmental requirements pertaining to the handling, collection, transportation, storage, disposal, treatment recovery, and/or reuse of waste collected pursuant to the Event.
  3. Participating Cities recognize that it will not be practical to distinguish between the HHW collected at the Event once the waste has been aggregated. They further recognize that it is necessary to create an equitable allocation of liability among the Participating Cities for the waste collected at the Event. Therefore, the Participating Cities agree that the allocated liability of each of the Participating Cities under this paragraph (B) shall be calculated as follows:
    - (a) The actual number of a participating city's households contributing waste to the Event divided by the actual number of total households contributing waste to the event = X percent.
    - (b) Participating Cities' Allocated Liability = X percent multiplied by the total volume of waste collected at the Event.
- C. The individual obligation of each Participating City under this Agreement shall be limited to the burden and expense of defending only itself against all claims, suits and administrative proceedings and conducting all negotiations of any description, and paying and discharging, when and as the same become due, any and all judgments, penalties or other sums due and owing against the said respective city.

## **8. IMMUNITY**

It is expressly understood and agreed that, in the execution of this Agreement none of the Participating Cities waives, nor shall be hereby deemed to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions, and that the services described in this Agreement are a governmental function.

## **9. FORCE MAJEURE**

A delay or failure of Waco to perform services pursuant to this Agreement shall be excused to the extent that the delay or failure to perform resulted from a force majeure event, and the delay or failure was beyond the control of Waco and not due to its gross negligence. Waco will make reasonable efforts to reschedule the Event if possible with the Contractor and the Participating Cities. The Participating Cities shall not have, and hereby waive, any and all claims whatsoever for any damages resulting from delays or failure to perform caused by a force majeure event.

## **10. TERMINATION**

The Participating Cities shall each have the individual right to terminate this Agreement upon thirty (30) calendar days written notice to the other Participating Cities, but such termination shall apply only to that Participating City giving such written notice.

## **11. NOTICE**

Any notice given under this Agreement shall be delivered to those listed in Exhibit E incorporated by reference herein for all intents and purposes.

## **12. ENTIRETY**

This Agreement contains all commitments and agreements of the parties hereto, and no other oral or written commitments shall have any force or effect if not contained herein.

## **13. SEVERABILITY**

In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

**14. VENUE**

Should any action arise out of the terms and conditions of this Agreement, venue for said action shall be in McLennan County, Texas.

**15. AUTHORITY**

This Agreement is made by the Participating Cities as an Interlocal Agreement, pursuant to Texas Government Code, Chapter 791.

**16. AUTHORIZATION**

The undersigned officers and/or agents of the Participating Cities hereto are properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto, and each party hereby certifies to the other that any necessary resolutions extending such authority have been duly passed and are now in full force and effect.

**EXECUTED** in multiple counterparts, each intended as an original.

*[Remainder of page intentionally left blank]*

**CITY OF WACO, TEXAS**

By: \_\_\_\_\_  
Ryan E. Holt, City Manager

**ATTEST:**

\_\_\_\_\_ Date Signed: \_\_\_\_\_  
Michelle Hicks, City Secretary

**APPROVED AS TO FORM & LEGALITY**

\_\_\_\_\_  
Lauren Jaynes Olivarez, Assistant City Attorney II

*[Remainder of page intentionally left blank]*

**CITY OF WOODWAY**

By: \_\_\_\_\_  
Adam Niolet, City Manager

**ATTEST:**

\_\_\_\_\_  
City Secretary

Date Signed: \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
City Attorney

*[Remainder of page intentionally left blank]*

**CITY OF HEWITT**

By: \_\_\_\_\_  
Bo Thomas, City Manager

**ATTEST:**

\_\_\_\_\_  
City Secretary

Date Signed: \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
City Attorney

*[Remainder of page intentionally left blank]*

**CITY OF LACY-LAKEVIEW**

By: \_\_\_\_\_  
Calvin Hodde, City Manager

**ATTEST:**

\_\_\_\_\_  
City Secretary

Date Signed: \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
City Attorney

*[Remainder of page intentionally left blank]*

**CITY OF BELLMEAD**

By: \_\_\_\_\_  
Yousry “Yost” Zakhary, City Manager

ATTEST:

\_\_\_\_\_  
City Secretary

Date Signed: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
City Attorney

**Exhibit B**

**Letter from Hewitt stating its level of participation in dollars**

**Exhibit C**

**Letter from Lacy Lakeview stating its level of participation in dollars**

**Exhibit D**

**Letter from Bellmead stating its level of participation in dollars**

## EXHIBIT E

Waco: Ryan E. Holt, City Manager  
P. O. Box 2570  
Waco, Texas 76702-2570  
750-5640, fax 750-5880  
[RyanH@wacotx.gov](mailto:RyanH@wacotx.gov)

Woodway: Adam Niolet, City Manager  
922 Estates Drive  
Woodway, Texas 76712  
772-4480, fax 772-0695  
[aniolet@woodwaytexas.gov](mailto:aniolet@woodwaytexas.gov)

Hewitt: Bo Thomas, City Manager  
200 Patriot Court  
Hewitt, Texas 76643  
666-6171, fax 666-6014  
[bthomas@cityofhewitt.com](mailto:bthomas@cityofhewitt.com)

Lacy Lakeview: Calvin Hodde, City Manager  
P.O. Box 154549  
Waco, Texas 76715-4549  
799-2458, fax 799-6265  
[calvin.hodde@lacylakeview.org](mailto:calvin.hodde@lacylakeview.org)

Bellmead: Yost Zakhary, City Manager  
3015 Bellmead Dr.  
Bellmead, TX 76705  
799-2436 ext. 6116, fax 799-5969  
[yzakhary@bellmead.com](mailto:yzakhary@bellmead.com)



## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** March 16, 2026

**Prepared By:** Kasia Redden

**Approved By:** 

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

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

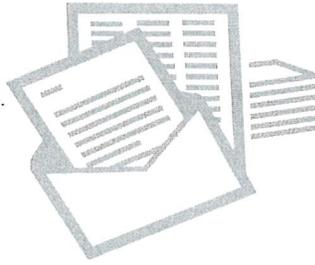
### Background Information:

The following items are included on the consent agenda:

- A. Discussion and consider action on minutes of the regular City Council meeting held February 23, 2026, at 5:30 p.m.
- B. Discussion and consider action on approval of participation with the cities of Waco, Hewitt, Lacy-Lakeview, and Bellmead in Household Hazardous Waste Day on May 16, 2026, or as rescheduled by the City of Waco

**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 March 16, 2026 City Council Meeting Packet

- Tentative list of agenda items for future meetings

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

- |                     |  |
|---------------------|--|
| - Monday, March 16  | Regular City Council meeting – 5:30 p.m.         |
| - Monday, March 23  | Regular City Council meeting – 5:30 p.m.         |
| - Tuesday, March 24 | Regular Planning & Zoning meeting – 5:00 p.m.    |
| - Friday, April 3   | City offices closed for Good Friday              |
| - Monday, April 13  | Regular City Council meeting – 5:30 p.m.         |
| - Tuesday, April 14 | Regular Planning & Zoning meeting – 5:00 p.m.    |
| - Monday, April 27  | Council Nominating Committee Meeting – 4:30 p.m. |
| - Monday, April 27  | Regular City Council meeting – 5:30 p.m.         |

**P E N D I N G   A G E N D A   I T E M S**

**WOODWAY CITY COUNCIL AND PLANNING/ZONING COMMISSION**  
(Updated 03/10/26)

*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
3/23/26	-D&CA on acceptance of App to Develop (office space) – Lot 2, Block F, Badger Ranch Addition (16300 Badger Ranch Blvd)  PH, D&CA on Final plat with public improvements for Tanglewood Addition, Ph III  - D&CA on Contract Amendment with STV, Inc. for additional Construction Administration and Resident Project Representative Services for Fairway Gravity Sewer Replacement Phase III  - D&CA on renewing agreement with Hicks Ray Associates to provide professional services – assist in acquiring federal grants for public works projects	3/24/26	-PH, D&CA on home occupation permit for Jake Rippee (baseball/softball training & lessons) at 300 Glenview
4/13/26	-Quarterly presentation – Public Safety  -Quarterly presentation – Community Services  -PH, D&CA on home occupation permit for Jake Rippee (baseball/softball training & lessons) at 300 Glenview  -D&CA on acceptance of bid for 2026 water improvements (bid opening: 3/19)  -D&CA on adoption of purchasing policy	4/14/26	-PH, D&CA on App to Develop and Site Development Plan (office space) – Lot 2, Block F, Badger Ranch Addition (16300 Badger Ranch Blvd)
4/27/26	- Quarterly Presentation – Finance  - PH, D&CA on App to Develop and Site Development Plan (office space) – Lot 2, Block F, Badger Ranch Addition (16300 Badger Ranch Blvd)	4/28/26	

**RECURRING COUNCIL ITEMS:**

- January/April/July/October (first meeting of the month) - Quarterly presentations - Public Safety & 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 & WFC
- 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)