

WOODWAY CITY COUNCIL MINUTES

June 12, 2023

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, June 12, 2023, at 5:30 p.m. The following individuals were in attendance:

Mayor:	Amine Qourzal
Councilmembers:	David Russell, Storey Cook, Gayle Avant, Janell Gilman, John Williams and David Keyston
Absent:	None
City Manager:	Shawn Oubre
City Secretary:	Donna Barkley
City Staff:	Brenda Hernandez, Mitch Davison, Bret Crook, Kahlil El-Halabi and Todd Gill
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

Pastor Cyndi Abbe with Crossroads Fellowship Church provided the invocation.

2. PLEDGE OF ALLEGIANCE

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

ITEMS RELATED TO PROPOSED 2023/2024 ANNUAL BUDGET AND PROPOSED 2023 AD VALOREM TAX RATE

3. INTRODUCTION OF THE PROPOSED 2023/2024 ANNUAL BUDGET

Dr. Oubre stated that the City Charter requires that he deliver to the Council a proposed budget by August 1 of each year and since we will be going into budget workshops next month, this is the best time to provide it to you. We have not provided a set tax rate because we will not have the certified tax roll from McLennan County until the end of July.

You have a general fund and utility fund with financial highlights at the beginning of each one. Also, included is a cost-of-living increase, merit pay (will provide health insurance costs not known yet), as well as additional contributions to the retirement system.

You have also been provided with a tentative calendar for adopting the tax rate and budget. The special meeting to discuss the budget is scheduled for July 24th.

No action taken at this time.

WOODWAY CITY COUNCIL MINUTES

Page 2

June 12, 2023

4. **DISCUSSION AND CONSIDER ACTION ON SETTING THE DATE, TIME AND PLACE TO CONDUCT THE REQUIRED PUBLIC HEARING ON THE PROPOSED 2023/2024 ANNUAL BUDGET**

Mayor Qourzal called for a motion to discuss. Councilmember Russell moved to open this item for discussion and Councilmember Gilman seconded.

Dr. Oubre provided that this item is proposing the public hearing on the proposed budget be set for August 28, 2023 at 5:30 p.m. at City Hall.

Councilmember Gilman moved to set the required public hearing on the proposed budget for August 28, 2023, at 5:30 p.m., at Woodway City Hall. Councilmember Cook seconded, and the motion passed unanimously.

ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION

5. **DISCUSSION AND CONSIDER ACTION TO APPROVE A CONTRACT AMENDMENT WITH STV, INC., SUCCESSOR IN INTEREST BY ACQUISITION OF CP&Y, INC., FOR ADDITIONAL CONSTRUCTION ADMINISTRATION AND RESIDENT PROJECT REPRESENTATIVE SERVICES FOR THE FAIRWAY GRAVITY SEWER REPLACEMENT PHASE III, IN AN AMOUNT NOT TO EXCEED \$162,760.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH**

Mayor Qourzal called for a motion to discuss. Councilmember Russell moved to open this item for discussion and Councilmember Avant seconded.

Dr. Oubre provided that this has to do with the final phase of the Sewer Project that started behind City Hall and will be completed there about Highway 84. They are probably at about forty percent (40%) complete. Their contract date ended in March of this year. When the original contract was signed with the engineer, these costs were calculated in and since the contract is going longer than expected they are incurring additional costs. That is why you have liquidated damages in your contract. Since it wasn't completed in a timely manner, and the City is receiving additional costs, we sit down with them and discuss these liquidated damages and additional costs and have the expectations of them reimbursing the City for that. To continue having construction administration and the project representative, they will incur additional costs to complete this. All these costs will be detailed back to the contractor at the close-out and we will negotiate to settle these additional expenses. For them to continue doing their work, we have to extend the contract amendment of \$162,760.00. They have been put on notice about this from CP&Y and the City Attorney has received the documentation on this and we fully expect to sit down and have a nice discussion at the end of the project which will probably be sometime next Spring.

There was a brief discussion and questions were answered.

Councilmember Gilman moved to approve a Contract Amendment with STV, Inc., successor in interest by acquisition of CP&Y, Inc., for additional Construction Administration and Resident Project Representative services for the Fairway Gravity Sewer Replacement Phase III, in an amount not to exceed \$162,760.00, and authorizing the City Manager to execute any documents in connection therewith. Mayor Qourzal seconded and the motion passed unanimously.

WOODWAY CITY COUNCIL MINUTES

Page 3

June 12, 2023

6. DISCUSSION AND CONSIDER ACTION TO RENEW PARTICIPATION IN THE WACO-MCLENNAN COUNTY PUBLIC HEALTH DISTRICT FOR THE TERM RUNNING OCTOBER 1, 2023, THROUGH SEPTEMBER 30, 2028, AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS IN CONNECTION THEREWITH

Mayor Qourzal called for a motion to discuss. Councilmember Russell moved to open this item for discussion and Mayor Pro Tem Williams seconded.

Dr. Oubre provided that for the past five years or longer, but the current contract is expiring with a five- year life with the McLennan County Health District. This includes several cities and the county providing services throughout the county and city residences. You are currently paying \$3.00 per capita and you see the increase will go in years one through five from \$3.35 to \$4.75 as outlined in you packet. This is renewing the current services and agreement and also agreeing to annual increases moving forward.

There was discussion on what services are provided by the Health District and what cities in McLennan County who aren't participating.

Public Comment:

- Barbara Tipton, Woodway resident – How many of our citizens actually use this service?

Mayor Pro Tem Williams stated that he has participated in a couple of their meetings, and you can get some general aggregate information. They also provide other services like mosquito abatement.

Dr. Oubre asked the Council what information they would like him to gather before taking action?

Councilmember Keyston – Would like an aggregate number per City who use these services.

Mayor Qourzal – What are we losing if we don't continue participating?

Mayor Pro Tem Williams – Do they have a breakdown of their general services that they are providing?

Mayor Qourzal – Asked if a representative from the Health District can come to the next meeting?

Mayor Qourzal suggested giving city staff time to get answers to these questions.

Councilmember Keyston moved to postpone action on this item until the next City Council meeting on July 10, 2023. Councilmember Russell seconded, and the motion passed six to one, with Councilmember Avant voting against.

7. DISCUSSION AND CONSIDER ACTION ON PURCHASING A CHEVROLET TAHOE IN AN AMOUNT NOT TO EXCEED \$37,071.00 FROM CALDWELL COUNTRY CHEVROLET UNDER THE COOPERATIVE PURCHASING AGREEMENT WITH BUYBOARD, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS IN CONNECTION THEREWITH

Mayor Qourzal called for a motion to discuss. Councilmember Russell moved to open this item for discussion and Mayor Pro Tem Williams seconded.

Dr. Oubre provided that we had a fleet accident in April where an officer was found at fault by an outside agency. The adjuster found that the damage to the police vehicle was so costly, that he listed it as totalled, and we are having to replace it with available funds within the Public Safety Department.

WOODWAY CITY COUNCIL MINUTES

Page 4

June 12, 2023

Councilmember Keyston moved to approve the expenditure in the amount of \$37,071.00 for the purchase of a Chevrolet Tahoe from Caldwell Country Chevrolet under the cooperative purchasing agreement with BuyBoard and authorizing the City Manager to execute all documents in connection therewith. Councilmember Russell seconded, and the motion passed unanimously.

CONSENT AGENDA

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

8. A. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MAY 22, 2023, AT 5:30 P.M.
- B. DISCUSSION AND CONSIDER ACTION ON REJECTING ALL PROPOSALS IN RESPONSE TO THE BID INVITATION ISSUED FOR REQUEST FOR PROPOSAL NO. 23-02, THE CITY OF WOODWAY ACORN WELL PUMP STATION IMPROVEMENTS
9. DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

Dr. Oubre provided comments on Item B. Councilmember Russell moved Item B for individual discussion.

Mayor Pro Tem Williams moved that the Consent Agenda with Item A be approved as follows:

- A. Approve the minutes of the regular City Council meeting held May 22, 2023 at 5:30 p.m.

Councilmember Cook seconded, and the motion passed unanimously.

8. B. DISCUSSION AND CONSIDER ACTION ON REJECTING ALL PROPOSALS IN RESPONSE TO THE BID INVITATION ISSUED FOR REQUEST FOR PROPOSAL NO. 23-02, THE CITY OF WOODWAY ACORN WELL PUMP STATION IMPROVEMENTS

Mayor Qourzal called for a motion to discuss. Councilmember Russell moved to open this item for discussion and Mayor Pro Tem Williamst seconded.

Councilmember Russell wanted clarification where the well was located.

Mayor Pro Tem asked what the difference was in the bids opposed to the budget? Mitch Davison stated that the budgeted amount was about \$600,000.00 and the lowest bid was \$1,057,148.00.

Public comments:

- Gary Gilman, Woodway resident – In the bids, something must have driven the higher bids. Have you reviewed the projected or specifications to see what might have caused the bid to go crazy?

WOODWAY CITY COUNCIL MINUTES

Page 5

June 12, 2023

Councilmember Russell moved to approve the rejection of proposals in response to Bid Invitation issued for Request for Proposal #23-02, for City of Woodway Acorn Well Pump Station Improvements. Councilmember Keyston seconded, and the motion passed unanimously.

VISITORS

10. HEAR VISITORS

- Richard Hess, Woodway resident – Thanked the Council for allowing him to buy the City owned house that once belonged to Carleen Bright. He has enjoyed living across the street from his children. He wants to be a valued part of this community.
- Bruce Hamelin, Woodway resident – Would like the council to consider a general homestead exemption.

CITY MANAGER AND CITY COUNCIL REPORTS

11. 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)

Dr. Oubre provided the following updates:

- The Woodway Forward Comprehensive Plan and Highway 84 Corridor – We recently met with representatives from Kimley-Horn and they do have some additional work to their contract since the election and their being a new councilmember and new committee members, so they are having to duplicate some of their work. They will be sending a revised engagement plan for us. We have updated all the information for the newsletter, flyers, and new information boards in all City buildings. We have updated the information on the City's website about the survey and information that Kimley-Horn has collected and will be collecting. The next public input meeting is July 27 in the Council Chambers, tentatively from 6:00 – 8:00 p.m. They are still working with getting some stakeholder interviews completed. The website also includes the public meeting recap as well as some other information. Staff has also posted this information on Facebook and Instagram. We will continue to update the website as Kimley-Horn provides us with new or additional information.
- If you decide to go to the Boards and Commissions Appreciation Dinner on June 22nd, please RSVP to Donna Barkley by June 15th.

12. CITY COUNCIL REPORTS

Councilmember Cook stated that the last Parks & Recreation Commission meeting did not make a quorum and was cancelled. The next meeting is in August. Each individual was sent an email giving them an opportunity to provide feedback for this upcoming budget.

WOODWAY CITY COUNCIL MINUTES

Page 6

June 12, 2023

She also stated that a ribbon cutting for the Whitehall Park playground equipment is scheduled for July 14th at 11:00 a.m.

Mayor Qourzal extended an invitation to the City's Fourth of July Parade at 9:00 a.m. Also, a reminder that there will be an information booth at the parade staffed by a member of Kimley-Horn to answer any questions on the Woodway Forward Comprehensive Plan.

He also reminded everyone that June 14th is Flag Day.

CLOSING ITEMS

13. CONSIDER ACTION ON ADJOURNMENT

Councilmember Avant moved to adjourn the meeting. Councilmember Russell seconded the motion, and the motion passed unanimously. The meeting adjourned at 6:32 p.m.

Donna Barkley, City Secretary

Amine Qourzal, Mayor