

# WOODWAY CITY COUNCIL MINUTES

March 11, 2024

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, March 11, 2024, at 5:30 p.m. The following individuals were in attendance:

Mayor: Amine Qourzal  
Mayor Pro Tem: John W. Williams  
Councilmembers: David Russell, Storey Cook, Gayle Avant, Janell Gilman and David Keyston  
City Manager: Shawn Oubre  
Assistant City Manager/Interim City Manager: Adam Niolet  
City Secretary: Donna Barkley  
City Staff: Brenda Hernandez, Mitch Davison, Khalil El-Halabi, Todd Gill and Keith Lowrey  
Contract Staff: David Shaw, City Attorney Grant Jones

## **CALL MEETING TO ORDER**

Mayor Qourzal called the meeting to order at 5:33 p.m.

## **INVOCATION AND PLEDGE**

### 1. INVOCATION

Councilmember Avant provided the invocation.

### 2. PLEDGE OF ALLEGIANCE

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

## **PUBLIC COMMENT**

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

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There were no public comments.

### **PRESENTATIONS**

#### 4. PRESENTATION OF GOVERNMENT FINANCE OFFICERS ASSOCIATION “DISTINGUISHED BUDGET PRESENTATION AWARD”

Mr. Niolet presented this item and stated that this is the 29<sup>th</sup> year for the City of Woodway to receive this award.

Mayor Qourzal read the Press Release and presented the award to Brenda Hernandez, Finance Director.

#### 5. PRESENTATION ON RETIRING K-9 SHAKA FROM WOODWAY PUBLIC SAFETY DEPARTMENT

Chief El-Halabi provided that K-9 Shaka has assisted with 325 total searches and is known in this area as a very reliable K-9 and “Pride of Woodway.” Corporal Hilliard spoke about his K-9 partner and stated that they have been together for about seven (7) years.

Mayor Qourzal presented K-9 Shaka and Corporal Hilliard with a plaque in recognition of her service to the City of Woodway.

#### 6. STAFF PREPARATIONS FOR THE 2024 SOLAR ECLIPSE

Chief El-Halabi provided a PowerPoint presentation regarding the Total Solar Eclipse on April 8<sup>th</sup> and what the City is doing to prepare for it. Chief El-Halabi answered questions.

Councilmember Gilman joined the meeting virtually at 5:52 p.m.

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

#### 7. 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 \$170,000.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH

Scott Wetzel with STV provided information regarding the proposed contract amendment. Questions were answered.

Councilmember Cook 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

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Representative services for the Fairway Gravity Sewer Replacement Phase III, in an amount not to exceed \$170,000.00, and authorizing the City Manager to execute any documents in connection therewith. Mayor Pro Tem Williams seconded and the motion passed unanimously.

8. DISCUSSION AND CONSIDER ACTION TO REQUEST AND/OR RECEIVE ADDITIONAL INFORMATION OR CLARIFICATIONS FROM KSA ENGINEERS, INC. AND/OR TERRACON, PROVIDERS OF PROFESSIONAL SERVICES WHO RESPONDED TO RFP #24-01 FOR THE FACILITY CONDITION AND ASSESSMENT AND COST ANALYSIS ON THE OLD WOODWAY FAMILY CENTER.

Mr. Niolet provided that after the last meeting, the Council requested additional information that comes in the form of an interview with both of these firms.

The first interview was with Terracon. Kayla Maines and Saeed Foroughi are with their Austin office. They provided an overview on a PowerPoint presentation and answered questions.

The second interview was with KSA. John Selmer provided an overview on a PowerPoint presentation and answered questions.

Mayor recessed the meeting at 7:05 p.m.

Mayor reconvened the meeting at 7:12 p.m.

Councilmember Cook moved to receive additional information from both firms. Mayor Pro Tem Williams seconded and the motion passed unanimously.

9. DISCUSSION AND CONSIDER ACTION TO EVALUATE PROPOSALS AND POSSIBLY AWARD A CONTRACT TO KSA ENGINEERS, INC. OR TO TERRACON, PROVIDERS OF PROFESSIONAL SERVICES WHO RESPONDED TO RFP #24-01 FOR THE FACILITY CONDITION AND ASSESSMENT AND COST ANALYSIS ON THE OLD WOODWAY FAMILY CENTER, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH

After each councilmember scored both firms, the scores were tallied and provided to the City Secretary to call out the scores for the record.

Total for KSA, Engineers, Inc. – 631

Total for Terracon - 551

Councilmember Keyston moved to enter into negotiations for professional services in regards to RFP #24-01 with KSA Engineers, Inc., for the Facility Condition and Assessment and Cost Analysis on the old Woodway Family Center. Councilmember Gilman seconded and the motion passed unanimously.

**CONSENT AGENDA**

*The Consent Agenda consists of non-controversial, routine and budgeted items which require no public hearing. The Consent Agenda is subject to being approved with one single motion; however, the Mayor*

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*or any City Councilmember may remove any item from the Consent Agenda for separate discussion and consideration.*

10.      A.      DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD FEBRUARY 26, 2024 AT 5:30 P.M.
- B.      DISCUSSION AND CONSIDER ACTION RETIRING K-9 SHAKA FROM THE WOODWAY PUBLIC SAFETY DEPARTMENT AND ENTERING A CONTRACT TRANSFERRING K-9 SHAKA TO THE CARE AND CUSTODY OF HIS HANDLER CORPORAL JOSHUA HILLIARD IN ACCORDANCE WITH SUBCHAPTER L OF TEXAS GOVERNMENT CODE CH. 614
- C.      DISCUSSION AND CONSIDER ACTION ON MCLENNAN COUNTY 9-1-1 EMERGENCY ASSISTANCE DISTRICT BOARD OF MANAGERS NOMINATIONS
11.      DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

Mr. Niolet provide comments on Items B and C. There were no items removed for separate discussion.

Councilmember Keyston moved that the Consent Agenda be approved as follows:

- A.      Approve the minutes of the regular City Council meeting held February 26, 2024 at 5:30 p.m.
- B.      Approve retiring K-9 Shaka from the Woodway Public Safety Department and entering a contract transferring K-9 Shaka to the care and custody of his handler Corporal Joshua Hilliard in accordance with Subchapter L of Texas Government Code Ch. 614
- C.      Authorize staff to submit form nominating Ryan Holt (Seat 1) and James Devlin (Seat 2) to continue serving on the McLennan County 9-1-1 Emergency Assistance District Board of Managers

Councilmember Russell seconded, and the motion passed unanimously.

### **EXECUTIVE SESSION**

12.      NOTICE IS HEREBY GIVEN THAT A CLOSED MEETING WILL BE HELD PURSUANT TO SEC. 551.087 OF THE TEXAS GOVERNMENT CODE (1) TO DISCUSS OR DELIBERATE REGARDING COMMERCIAL OR FINANCIAL INFORMATION THAT THE GOVERNMENTAL BODY HAS RECEIVED FROM A BUSINESS PROSPECT THAT THE GOVERNMENTAL BODY SEEKS TO HAVE LOCATE, STAY, OR EXPAND IN OR NEAR THE TERRITORY OF THE GOVERNMENTAL BODY AND WITH WHICH THE GOVERNMENTAL BODY IS CONDUCTING ECONOMIC DEVELOPMENT NEGOTIATIONS; OR (2) TO DELIBERATE THE OFFER OF A FINANCIAL OR OTHER INCENTIVE TO BUSINESS PROSPECT DESCRIBED BY SUBDIVISION (1).

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Mayor closed the open meeting at 7:32 p.m.

Mayor reconvened the open meeting at 8:17 p.m.

**CITY MANAGER AND CITY COUNCIL REPORTS**

13. 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 reported the following:

- Paving and resurfacing in the back parking lot behind City Hall; paving should be finished by the end of this week and the striping should start on Monday.
- April 6<sup>th</sup> is the targeted date for the grand opening of the new Woodway Family Center
- There is a scheduled Planning & Zoning meeting on March 12, 2024 at 5: 00 p.m.

14. CITY COUNCIL REPORTS

No reports at this time.

**CLOSING ITEMS**

15. CONSIDER ACTION ON ADJOURNMENT

Councilmember Cook moved to adjourn the meeting. Councilmember Avant seconded, and the motion passed unanimously. The meeting adjourned at 8:19 p.m.

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Donna Barkley, City Secretary

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Amine Qourzal, Mayor