

WOODWAY CITY COUNCIL MINUTES

March 25, 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 25, 2024, at 5:30 p.m. The following individuals were in attendance:

Mayor:	Absent
Mayor Pro Tem:	John W. Williams
Councilmembers:	David Russell, Storey Cook, Gayle Avant, Janell Gilman (attended virtually) and David Keyston
City Manager:	Shawn Oubre
Assistant City Manager/Interim City Manager:	Adam Niolet
City Secretary:	Donna Barkley
City Staff:	Brenda Hernandez, John Norman, Khalil El-Halabi, Todd Gill and Nolan Schaffer
Contract Staff:	David Shaw, City Attorney

CALL MEETING TO ORDER

Mayor Pro Tem Williams called the meeting to order at 5:30 p.m.

INVOCATION AND PLEDGE

1. INVOCATION

Councilmember Russell 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

There were no public comments.

PRESENTATIONS

4. RECOGNITION OF DR. SHAWN OUBRE

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Mayor Pro Tem Williams presented Dr. Oubre with a clock on behalf of the City Council and Staff in recognition and appreciation of his time at the City and on his upcoming retirement.

PUBLIC HEARINGS AND RELATED ACTION

5. A. PUBLIC HEARING ON APPLICATION FOR SITE DEVELOPMENT PLAN IN A PLANNED DISTRICT (MEDICAL OFFICE) LOT 2, BLOCK N, BADGER RANCH ADDITION, PHASE 2 TO THE CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS, LOCATED AT 16401 BADGER RANCH BLVD.

Mayor Pro Tem Williams opened the public hearing.

David Nisbet with Nisbet Architecture is representing the owner of this property and spoke in favor of this project. This is a chiropractic office. This is office only and no in-patient type of procedures nor surgeries.

With no one else to speak in favor or in opposition, Mayor Pro Tem Williams closed the public hearing.

- B. DISCUSSION AND CONSIDER ACTION ON APPLICATION FOR SITE DEVELOPMENT PLAN IN A PLANNED DISTRICT (MEDICAL OFFICE) LOT 2, BLOCK N, BADGER RANCH ADDITION, PHASE 2 TO THE CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS, LOCATED AT 16401 BADGER RANCH BLVD.

Mr. Niolet presented this item.

There was discussion regarding the exceptions requested.

Councilmember Russell moved to approve the request for an Application for the Site Development Plan in a Planned District (medical office) Lot 2, Block N, Badger Ranch Addition, Phase 2 to the City of Woodway, McLennan County, Texas, located at 16401 Badger Ranch. Councilmember Cook seconded and the motion passed unanimously by the councilmembers present.

ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION

6. DISCUSSION AND CONSIDER ACTION ON ACCEPTANCE OF FY 2022-2023 ANNUAL AUDIT PROVIDED BY BROOKS WATSON & CO.

Louis Breedlove with Brooks Watson & Co., (City's auditing firm) provided an overview of the process along with audit findings. He stated that the City received a clean opinion.

Questions were answered.

Councilmember Russell moved to accept the FY 2022-23 annual audit prepared by Brooks Watson & Co. based on the review and recommendation of the City Council Audit/Investment Committee. Councilmember Avant seconded and the motion passed unanimously by the councilmembers present.

7. DISCUSSION AND CONSIDER ACTION TO UTILIZE AND ALLOCATE REMAINING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS IN AN AMOUNT NOT TO EXCEED

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\$945,65.88 ON THE FOLLOWING PROJECTS: BOSQUE AND US 84 STORAGE TANK PAINTING AND ACORN PUMP STATION REHABILITATION, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH.

Mr. Niolet presented this item.

Councilmember Russell moved to approve utilizing and allocating remaining American Rescue Plan Act (ARPA) funds in an amount not to exceed \$945,658.88 on the following projects: Bosque and US 84 Storage Tank Painting and Acorn Pump Station Rehabilitation, and authorizing the City Manager to execute any documents in connection therewith. Councilmember Gilman seconded and the motion passed unanimously by the councilmembers present.

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 MARCH 11, 2024 AT 5:30 P.M.
- B. DISCUSSION AND CONSIDER ACTION ON ADOPTING RESOLUTION R-24-07 AMENDING RESOLUTION R-22-22 DESIGNATING TEXAS LOCAL GOVERNMENT INVESTMENT POOL "TEXPOOL" AUTHORIZED REPRESENTATIVES WHICH IS A REQUIREMENT OF THE STATE. TEXPOOL IS ONE OF THE ACCEPTED INVESTMENT METHODS IN THE CITY'S INVESTMENT POLICY
- C. DISCUSSION AND CONSIDER ACTION ON REMOVING SHAWN OUBRE AS AN AUTHORIZED SIGNOR ON ALL CITY OF WOODWAY'S AMERICAN BANK BANK ACCOUNTS AND ADDING ADAM NIOLET EFFECTIVE APRIL 1, 2024.
- D. DISCUSSION AND CONSIDER ACTION ON RESOLUTION R-24-08 AUTHORIZING ENTERING INTO AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE NEIGHBORHOOD & ELEMENTARY SCHOOL SIDEWALK PROJECT FUNDED THROUGH THE TRANSPORTATION ALTERNATIVES SET-ASIDE (TASA) PROGRAM GRANT IN AN AMOUNT OF \$1,048,233.00 AND PROVIDING FOR A TWENTY PERCENT (20%) MATCH OF AT LEAST \$262,058.00 BY THE CITY OF WOODWAY, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH
- E. DISCUSSION AND CONSIDER ACTION ON AGREEMENT BETWEEN MCLENNAN COUNTY AND THE CITY OF WOODWAY FOR THE PURPOSE OF CONDUCTING A JOINT ELECTION, AND APPROVING THE CONTRACT FOR ELECTION SERVICES BETWEEN THE MCLENNAN COUNTY ELECTION ADMINISTRATION DEPARTMENT AND AUTHORIZING THE MAYOR TO EXECUTE THE JOINT ELECTION AGREEMENT AND CONTRACT FOR

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ELECTION SERVICES

9. DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

Mr. Niolet provided comments on Items A through E. Councilmember Russell pulled Item D for separate discussion. Councilmember Russell moved to approve Items A, B, C and E on the Consent Agenda as follows:

- A. Approve the minutes of the regular City Council meeting held March 11, 2024 at 5:30 p.m.
- B. Adopt Resolution R-24-07, amending Resolution R-22-22 designating TexPool authorized representatives
- C. Authorize the removal of Shawn Oubre and add Adam Niolet as an authorized signor of all City of Woodway's American Bank bank accounts effective April 1, 2024
- E. Approve the agreement and contract for election services as presented and authorize the Mayor to execute same

Councilmember Keyston seconded, and the motion passed unanimously by the councilmembers present.

8. D. DISCUSSION AND CONSIDER ACTION ON RESOLUTION R-24-08
AUTHORIZING ENTERING INTO AN ADVANCE FUNDING AGREEMENT
(AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE
NEIGHBORHOOD & ELEMENTARY SCHOOL SIDEWALK PROJECT FUNDED
THROUGH THE TRANSPORTATION ALTERNATIVES SET-ASIDE (TASA)
PROGRAM GRANT IN AN AMOUNT OF \$1,048,233.00 AND PROVIDING FOR A
TWENTY PERCENT (20%) MATCH OF AT LEAST \$262,058.00 BY THE CITY OF
WOODWAY, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY
DOCUMENTS IN CONNECTION THEREWITH

Mayor Pro Tem Williams moved to adopt Resolution R-24-08 authorizing entering into an Advance Funding Agreement (AFA) with the Texas Department of Transportation for the Neighborhood & Elementary School Sidewalk Project funded through the Transportation Alternatives Set-Aside (TASA) program grant in an amount of \$1,048,233.00 and providing for a twenty percent (20%) match of at least \$262,058.00 by the City of Woodway, and authorizing the City Manager to execute any documents in connection therewith. Councilmember Gilman seconded and the motion failed with a three to two vote. Williams and Gilman voting in favor; Russell, Avant and Keyston voting against and Cook abstaining.

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 reported the following:

- As directed by Council, he followed up with KSA Engineering to negotiate the rest of the assessment process and what that looks like. They will get back with him next week.

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- Recognized the Public Safety Department for a new recruiting video they created recently.
- Eclipse information on social media

11. CITY COUNCIL REPORTS

Councilmember Cook reported that the Parks and Recreation Commission will have a meeting on Thursday, March 28th at 5:30 p.m.

Councilmember Keyston reported that the Planning & Zoning Commission will have a meeting on Tuesday, March 26th at 5 p.m.

CLOSING ITEMS

12. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Councilmember Avant seconded, and the motion passed unanimously by the councilmembers present. The meeting adjourned at 6:24 p.m.

Donna Barkley, City Secretary

Amine Qourzal, Mayor