

## **WOODWAY CITY COUNCIL MINUTES**

July 8, 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, July 8, 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, Janell Gilman, David Keyston and Ken Sury
City Manager:	Adam Niolet
City Secretary:	Donna Barkley
City Staff:	Jennifer Rogers, Brenda Hernandez, Mitch Davison, Khalil El-Halabi, Todd Gill, Lysie Gomez, Jack Stanley and Jimmy Rogers
Contract Staff:	David Shaw, City Attorney

### **CALL MEETING TO ORDER**

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

### **INVOCATION AND PLEDGE**

#### 1. INVOCATION

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

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- Lynn Strang, resident – Spoke on Woodway Family Center. He would like to see more usage with possibly Saturday hours. He would also like the addition of coffee service available.
- Kevin Tankersley, resident and Chair of Parks & Recreation Commission – Spoke regarding Item 14. The Commission voted unanimously to recommend this partnership to provide updated lighting around the PAW walking track. Would like to encourage the Council to approve this project.

### **PRESENTATIONS**

4. RECOGNITION OF CITY OF WOODWAY PUBLIC SAFETY DEPARTMENT RETIREE, CORPORAL TERRY MASON

Chief El-Halabi provided comments on Corporal Mason's tenure with the City and Mayor Qourzal presented him with a retirement clock.

5. PRESENTATION OF YARD OF THE MONTH FOR JULY

Mayor Qourzal presented the Yard of the Month certificate to Mr. Michael Puls, 7941 Rio Vista Drive.

6. PRESENTATION BY PUBLIC SAFETY REGARDING PURCHASE OF REPLACEMENT PUMPER FIRE TRUCK

Fire Marshal Graves presented a PowerPoint presentation providing concerns and weaknesses with the current Unit 2 and provided improvements to expect with the new fire apparatus. Questions were answered.

7. QUARTERLY PRESENTATION – COMMUNITY SERVICES AND DEVELOPMENT'S REPORT REGARDING PROGRESS ON NEW CONSTRUCTION, ANTICIPATED COMPLETION DATES AND THE ISSUANCE OF CERTIFICATES OF OCCUPANCY, AND INSPECTION STATISTICS FOR THE THIRD QUARTER OF FY 2024

Mitch Davison, Community Services and Development Director, presented the Community Services and Development's quarterly presentation covering April 2024 through June 2024. He reviewed several photographs provided on a PowerPoint presentation of current residential development around the City, along with several commercial projects. Quarterly figures were attached for purposes of inspections. Questions were answered.

8. QUARTERLY PRESENTATION – PUBLIC SAFETY DEPARTMENT'S REPORT REGARDING CRIME STATISTICS AND LAW ENFORCEMENT ACTIVITIES IN THE THIRD QUARTER OF 2024

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Chief El-Halabi introduced Corporal Detective Chris Fagner who presented the quarterly report. This is the quarterly comparison statistics for April 1 – June 30, 2023 and April 1 – June 30, 2024.

9. SEMI-ANNUAL PRESENTATION – CARLEEN BRIGHT ARBORETUM AND PAVILION AT THE ARBORETUM’S REPORT REGARDING REPAIRS, IMPROVEMENTS, ATTENDANCE, AND PROGRAMMING FOR PREVIOUS SIX MONTHS

Jack Stanley, CBA Superintendent, presented the Semi-Annual report for the Carleen Bright Arboretum covering January 2024 through June 2024.

Lynsie Gomez, Event Center and Tourism Superintendent presented the Semi-Annual report for the Pavilion and Discover Woodway covering January 2024 through June 2024.

Questions were answered.

10. SEMI-ANNUAL PRESENTATION – WOODWAY FAMILY CENTER’S REPORT REGARDING REPAIRS, IMPROVEMENTS, ATTENDANCE CONSTRUCTION, AND PROGRAMMING FOR PREVIOUS SIX MONTHS

Jimmy Rogers, Family Center Superintendent presented the Semi-Annual Update on the Woodway Family Center from January 2024 through June 2024.

### **PUBLIC HEARINGS AND RELATED ACTION**

11. A. PUBLIC HEARING ON REQUEST FROM PAUL WILCOX FOR A SPECIAL USE PERMIT FOR A HOME OCCUPATION (FFL FOR AMMUNITION PRODUCTION) AT 7709 DELHI, WOODWAY, TEXAS

Mayor Qourzal opened the public hearing.

- Mr. Wilcox, applicant – Stated that this paperwork is needed for the ATF. All the work and storage will actually be done at a ranch in McGregor, Texas.
- Sue Sellers, resident – Asked Mr. Wilcox if the ammunition would be stored at his home at any time. He responded with “no it would not”.

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

B. DISCUSSION AND CONSIDER ACTION ON REQUEST FROM PAUL WILCOX FOR A SPECIAL USE PERMIT FOR A HOME OCCUPATION (FFL FOR AMMUNITION PRODUCTION) AT 7709 DELHI, WOODWAY, TEXAS

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Mr. Niolet presented this item.

Councilmember Keyston moved to approve the request from Paul Wilcox for a new Special Use Permit for a Home Occupation (FFL for Ammunition Production) at 7709 Delhi, Woodway, Texas. Councilmember Gilman seconded, and the motion passed unanimously.

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

12. DISCUSSION AND CONSIDER ACTION ON ADOPTING ORDINANCE 24-06 AMENDING THE 2023-2024 ANNUAL BUDGET TO APPROPRIATE \$90,000 OF UN-BUDGETED REVENUES IN THE UTILITY FUND AND \$32,941 IN THE CBA/PAVILION OPERATIONS FUND TO THE FOLLOWING DEPARTMENTS: \$90,000 TO WATER; AND \$32,941 TO THE CARLEEN BRIGHT ARBORETUM

Mr. Niolet presented this item.

Councilmember Russell moved to adopt Ordinance 24-06, amending the 2023-2024 Annual Budget to appropriate \$90,000.00 of un-budgeted revenues in the utility fund and \$32,941.00 in the CBA/Pavilion operations fund to the following departments: \$90,000.00 to Water; and \$32,941.00 to the Carleen Bright Arboretum. Councilmember Cook seconded, Mayor Qourzal read aloud the caption of the ordinance as required and the motion passed unanimously.

13. DISCUSSION AND CONSIDER ACTION ON ACCEPTANCE OF THE APPLICATION TO DEVELOP IN A PLANNED DISTRICT (RECREATION COMPLEX), LOT 3, BLOCK 7, OAK RIDGE ADDITION, CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS, LOCATED AT 101 RITCHIE ROAD

Mr. Niolet presented this item. Darrell Vickers, CP&Y/STV is the architect on the project, provided information and answered questions.

Councilmember Cook moved to accept the Application to Develop in a Planned District (recreation complex) for Lot 3, Block 7, Oak Ridge Addition, to the City of Woodway, McLennan County, Texas located at 101 Ritchie Road. Councilmember Gilman seconded and the motion passed unanimously.

14. DISCUSSION AND CONSIDER ACTION ON POTENTIAL PARTNERSHIP BETWEEN MIDWAY ISD AND THE CITY OF WOODWAY FOR THE CITY TO PROVIDE UPDATED LIGHTING AROUND THE PAW WALKING TRACK (AT CORNER OF MIDWAY DRIVE AND ESTATES DRIVE)

Mr. Niolet presented this item. Ashley Schupp, resident and with the Woodway Elementary PTA provided additional information and answered questions.

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Mayor Qourzal moved to enter into an agreement with MISD and the City of Woodway to provide updated lighting around the PAW with updates to our interlocal agreement. Councilmember Cook seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

18. NOTICE IS HEREBY GIVEN THAT A CLOSED MEETING WILL BE HELD PURSUANT TO SEC. 551.071 OF THE TEXAS GOVERNMENT CODE TO CONSULT WITH THE CITY ATTORNEY REGARDING A MATTER IN WHICH THE DUTY OF THE ATTORNEY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THE OPEN MEETING PROVISIONS OF OPEN MEETINGS ACT

Mayor Qourzal recessed into Executive Session at 7:27 p.m.

Mayor Qourzal reconvened the open meeting at 7:46 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*

15.
  - A. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JUNE 10, 2024, AT 5:30 P.M.
  - B. DISCUSSION AND CONSIDER ACTION TO AWARD A CONTRACT IN RESPONSE TO REQUEST FOR BID #24-05, FOR WOOD VALLEY DRIVE AND WHITEHALL PARK PARKING IMPROVEMENTS TO BARNETT CONTRACTING, THE LOWEST RESPONSIBLE BIDDER, IN AN AMOUNT NOT TO EXCEED \$590,920.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH
  - C. DISCUSSION AND CONSIDER ACTION ON REQUEST FROM JOHN WILLIAMS FOR THE RENEWAL OF A SPECIAL USE PERMIT FOR A HOME OCCUPATION (MAIL ORDER BUSINESS - BOY SCOUT MEMORABILIA) AT 204 TAOS, WOODWAY, TEXAS
16. DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

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Mr. Niolet stated that Item B is being moved to a later meeting.

Councilmember Russell moved Item A for separate discussion and moved to approve the Consent Agenda as follows:

- C. Approve the request from John Williams for the renewal of a Special Use Permit for a Home Occupation (mail order business – Boy Scout Memorabilia) at 204 Taos, Woodway, Texas.

Councilmember Cook seconded, and the motion passed unanimously.

15. A. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JUNE 10, 2024, AT 5:30 P.M.

Councilmember Russell moved to amend the minutes to include the reason Councilmembers Keyston and Russell abstained on Item 8, Councilmember Keyston seconded and the motion failed. (For: Russell, Keyston and Williams; Against: Qourzal, Cook, Gilman and Sury)

Mayor Qourzal moved to approved the minutes of the regular City Council meeting held June 10, 2024, at 5:30 p.m., as stated. Councilmember Cook seconded and the motion passed. (For: Qourzal, Williams, Cook, Gilman and Sury; Against: Russell and Keyston)

### **ITEMS RELATED TO PROPOSED FY 2025 ANNUAL BUDGET AND PROPOSED 2024 AD VALOREM TAX RATE**

17. DISCUSSION REGARDING THE PROPOSED BUDGET FOR FY 2025 AND 2024 AD VALOREM TAX RATE

Ms. Hernandez, Finance Director answered questions and concerns regarding the proposed budget that was presented at the June meeting and asked for guidance as she worked on balancing the budget.

### **CITY MANAGER AND CITY COUNCIL REPORTS**

19. 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 spoke on the following:

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- Update on Shared Path Project on Estates Drive
- The Final Comprehensive Plan will be updated on the website
- Received a complaint on property that was previously burned, and there is a safety issue. A remedy is set to begin.
- Update on Sidewalk project

### 20. CITY COUNCIL REPORTS

Councilmember Gilman provided that the Planning & Zoning Commission will have a meeting on Tuesday, July 9th.

Councilmember Williams provided that the next Parks & Recreation Commission meeting is in August.

### **CLOSING ITEMS**

### 21. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Councilmember Gilman seconded, and the motion passed unanimously. The meeting adjourned at 8:41 p.m.

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Donna Barkley, City Secretary

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Amine Qourzal, Mayor