

## **WOODWAY CITY COUNCIL MINUTES**

August 12, 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, August 12, 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, John Norman, Khalil El-Halabi, Todd Gill, Lysie Gomez, 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

Reverend Sam Smith with Saint Paul's Episcopal Church 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.

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## **PRESENTATIONS**

### 4. INTRODUCTION OF NEW PUBLIC SAFETY OFFICER

Chief El-Halabi introduced Daniel Bucknam as one of the City's newest public safety officers.

### 5. PRESENTATION OF YARD OF THE MONTH FOR AUGUST

Mayor Qourzal presented the Yard of the Month certificate to Mrs. Helen Ann Shanley of 17035 Salado.

### 6. PROCLAMATION IN RECOGNITION OF THE 50<sup>TH</sup> ANNIVERSARY OF THE WACO METROPOLITAN PLANNING ORGANIZATION

Mayor Qourzal read aloud the proclamation and presented it to Dr. Mukesh Kumar and staff from the Waco Metropolitan Planning Organization.

### 7. UPDATE FROM GRANT CONSULTANT, TOM RAY WITH HICKS RAY ASSOCIATES, REGARDING GRANT FUNDING OPPORTUNITIES FOR THE CITY OF WOODWAY

Mr. Ray provided an update on grant funding opportunities for the City and answered questions.

### 8. QUARTERLY PRESENTATION – FINANCE DEPARTMENT'S REPORT REGARDING GENERAL FUND REVENUES AND EXPENSES, UTILITY FUND REVENUES AND EXPENSES, AND TOURISM FUND REVENUES AND EXPENSES FOR THE THIRD QUARTER OF FY 2024

Brenda Hernandez, Finance Director presented the quarterly report for the Finance Department. She reviewed comparative numbers for the third quarter of the current and prior fiscal year and reviewed budget to actual percentages for the general, utility, sanitation and tourism funds. She reviewed the City's Investment Report, Investment Portfolio and Outstanding Debt. There were questions answered.

### 9. PRESENTATION OF SPONSORS FOR YOUTH LEAGUES AND SENIOR PROGRAMMING AT THE WOODWAY FAMILY CENTER

Jimmy Rogers, Superintendent of the Woodway Family Center introduced two sponsorships. One being Ascension Living Providence Village sponsoring Woodway Family Center Senior Programming and the second being, Raising Cane's sponsoring Woodway Family Center Youth Leagues.

## **PUBLIC HEARINGS AND RELATED ACTION**

### 10. A. PUBLIC HEARING ON APPLICATION FOR SITE DEVELOPMENT PLAN IN A PLANNED DISTRICT (SELF-STORAGE EXPANSION) LOT 9, BLOCK 4, BUSINESS ACRES ADDITION, TO THE CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS,

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LOCATED AT 216 DEB AVENUE

Mayor Qourzal opened the public hearing.

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

- B. DISCUSSION AND CONSIDER ACTION ON APPLICATION FOR SITE DEVELOPMENT PLAN IN A PLANNED DISTRICT (SELF-STORAGE EXPANSION) LOT 9, BLOCK 4, BUSINESS ACRES ADDITION, TO THE CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS, LOCATED AT 216 DEB AVENUE

Mr. Niolet presented this item.

Councilmember Keyston moved to approve the request of an Application for Site Development Plan in a Planned District (self-storage expansion) Lot 9, Block 4, Business Acres Addition, to the City of Woodway, McLennan County, Texas, located at 216 Deb and to grant three of the exceptions requested, no installation of sidewalks, no onsite parking, and no staff off-street loading space. Councilmember Russell seconded, and the motion passed unanimously.

- 11. A. PUBLIC HEARING ON APPLICATION TO DEVELOP AND SITE DEVELOPMENT PLAN IN A PLANNED DISTRICT (RECREATION COMPLEX) LOT 3, BLOCK 7, OAK RIDGE ADDITION, TO THE CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS, LOCATED AT 101 RITCHIE ROAD

Mayor Qourzal opened the public hearing.

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

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

Mr. Niolet presented this item. Darrell Vickers with CP&Y/STV, Inc., answered questions.

Councilmember Cook moved to approve the request of an Application to Develop in a Planned District (Recreation Complex) Lot 3, Block 7, Oak Ridge Addition, to the City of Woodway, McLennan County, Texas, located at 101 Ritchie Road. Councilmember Keyston seconded, and the motion passed unanimously.

- C. DISCUSSION AND CONSIDER ACTION ON SITE DEVELOPMENT PLAN IN A PLANNED DISTRICT (RECREATION COMPLEX) LOT 3, BLOCK 7, OAK RIDGE ADDITION, TO THE CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS, LOCATED AT 101 RITCHIE ROAD

There were no additional comments provided by the City Manager.

Councilmember Cook moved to approve the Site Development Plan in a Planned District (Recreation Complex) Lot 3, Block 7, Oak Ridge Addition, to the City of Woodway, McLennan County, Texas, located at 101 Ritchie Road.

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Councilmember Gilman seconded, and the motion passed unanimously.

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

12. DISCUSSION AND CONSIDER ACTION ON THE APPROVAL OF AN UPGRADE TO THE DISPATCH RADIO SYSTEM IN AN AMOUNT NOT TO EXCEED \$190,031.70 THROUGH BEARCOM INC., UTILIZING HGAC CONTRACT PRICING AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS IN CONNECTION THEREWITH

Chief El-Halabi presented this item.

Councilmember Keyston moved to approve the update to Dispatch Radio System in the amount of \$190,031.70, through Bearcom Inc., utilizing HGAC Contract Pricing and authorizing the City Manager to execute all documents in connection therewith. Mayor Pro Tem Williams seconded, and the motion passed unanimously.

13. DISCUSSION AND CONSIDER ACTION ON APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF WOODWAY AND MIDWAY INDEPENDENT SCHOOL DISTRICT TO INCREASE THE EFFICIENCY AND EFFECTIVENESS OF THE ENTITIES IN CARRYING OUT THEIR GOVERNMENTAL FUNCTIONS AND SERVICES, AND SPECIFICALLY FOR THE CITY OF WOODWAY TO PROVIDE FUNDING NOT TO EXCEED \$64,000.00 FOR LIGHTING IN THE PUBLICLY ACCESSIBLE AREA OF WOODWAY ELEMENTARY SCHOOL KNOWN AS THE PAW, AND AUTHORIZING THE CITY MANAGER AND THE MAYOR TO EXECUTE ALL DOCUMENTS IN CONNECTION THEREWITH

Mr. Niolet presented this item.

Councilmember Cook moved approve an interlocal agreement between the City of Woodway and Midway Independent School District to increase the efficiency and effectiveness of the entities in carrying out their governmental functions and services, and specifically for the City of Woodway to provide funding not to exceed \$64,000.00 for lighting in the publicly accessible area of Woodway Elementary School known as the PAW, and authorizing the City Manager and the Mayor to execute all documents in connection therewith. Mayor Qourzal seconded and the motion passed 6-1 with Councilmember Russell voting Nay.

14. DISCUSSION AND CONSIDER ACTION ON RENEWING THE THREE-YEAR SPONSORSHIP AGREEMENT WITH BAYLOR UNIVERSITY, THROUGH PLAYFLY SPORTS PROPERTIES, LLC, IN AN AMOUNT NOT TO EXCEED \$154,750.00, SUBJECT TO APPROPRIATION, TO PROMOTE CITY PROGRAMS TO ATTRACT TOURISTS AND CONVENTION DELEGATES OR REGISTRANTS TO THE CITY

Lynsie Gomez, Event & Tourism Superintendent presented this item and answered questions.

Councilmember Cook moved to renew the three-year sponsorship agreement with Baylor University, through Playfly Sports Properties, LLC. Mayor Pro Tem Williams seconded and the motion passed unanimously.

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### **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 JULY 8, 2024, AT 5:30 P.M.
  - B. DISCUSSION AND CONSIDER ACTION TO AWARD A CONTRACT IN RESPONSE TO REQUEST FOR BIDS #24-05, FOR WOOD VALLEY DRIVE AND WHITEHALL PARK PARKING IMPROVEMENTS TO BARNETT CONTRACTING, INC., THE LOWEST RESPONSIBLE BIDDER, IN AN AMOUNT NOT TO EXCEED \$636,539.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH
16. DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

Councilmember Gilman moved to approve the Consent Agenda, Councilmember Sury seconded, and the motion passed unanimously.

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

17. DISCUSSION AND CONSIDER ACTION ON ACCEPTANCE OF 2024 AD VALOREM TAX VALUES AS CERTIFIED BY THE MCLENNAN CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS AND DELIVERED TO THE CITY OF WOODWAY ON JULY 24, 2024

Mr. Niolet presented this item.

Councilmember Russell moved to accept the 2024 City of Woodway ad valorem tax roll totals as certified by the McLennan Central Appraisal District Board of Directors. Councilmember Gilman seconded, and the motion passed unanimously.

18. FOLLOW-UP DISCUSSION ON PROPOSED ANNUAL BUDGET AND PROPOSED AD VALOREM TAX RATE, AND CONSENSUS ON PROPOSED TAX RATE

Ms. Hernandez provided a presentation to go over the changes from the first version of the proposed budget to the second version. There was a lengthy discussion.

Councilmember Cook left the meeting at 7:18 p.m. and returned at 7:21 p.m.

Mayor Qourzal left the meeting at 7:35 p.m. and returned at 7:37 p.m.

Although this item was not for a formal vote, per Truth-in-Taxation, a consensus on the proposed tax rate is necessary in order to move forward with subsequent items on the agenda. With no one opposed, consensus was reached that the

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proposed 2024 ad valorem tax rate would be the no-new-revenue tax rate of \$0.357865 per \$100 of property value with the ability to have future discussions.

19. DISCUSSION AND CONSIDER ACTION ON PROPOSAL TO PLACE AN ACTION ITEM ON A FUTURE MEETING AGENDA FOR THE PURPOSE OF ADOPTING A 2024 AD VALOREM TAX RATE

Councilmember Russell moved to place an action item on a future meeting agenda for the purpose of adopting a proposed tax rate of 0.357865/\$100 of property value. Councilmember Cook seconded and the motion passed unanimously. (The record vote, as required by Truth-in-Taxation, is as follows: Qourzal – Aye, Williams – Aye, Russell – Aye, Cook – Aye, Gilman – Aye, Keyston – Aye and Sury - Aye)

20. DISCUSSION AND CONSIDER ACTION ON SETTING THE DATE, TIME AND PLACE FOR THE REQUIRED PUBLIC HEARING ON THE PROPOSED 2024 AD VALOREM TAX RATE

Mr. Niolet presented this item. This item is required by Truth-in-Taxation.

Mayor Pro Tem Williams moved to set the required public hearing on the 2024 proposed tax rate for Monday, August 26<sup>th</sup> at 5:30 p.m., in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas. Councilmember Cook seconded, and the motion passed unanimously.

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

21. 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:

- Tank painting on Bosque has been completed, awaiting TCEQ clearance
- Hwy 84 well will go down for the same refinishing
- Business Acres pump has been restored and operational
- New traffic pattern for arrival and dismissal at Woodway Elementary School
- Update on a previous complaint re: 7111 Forest Oaks Drive which had been burned. The debris has now been removed.
- Kasia Redden, formerly the Plan Reviewer at Community Services, has been promoted to Executive Assistant to the City Manager
- Amy Novak, currently Administrative Assistant at Community Services is transitioning into the Plan Reviewer role

22. CITY COUNCIL REPORTS

Councilmember Gilman provided that the Planning & Zoning Commission does not have a meeting on Tuesday.

Councilmember Keyston provided that the Youth Commission has an event on Sunday, August 25<sup>th</sup> being

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sponsored by the 100 Club and being held at Hawaiian Falls to support our First Responders.

**CLOSING ITEMS**

23. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Mayor Qourzal seconded, and the motion passed unanimously. The meeting adjourned at 8:02 p.m.

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Donna Barkley, City Secretary

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Amine Qourzal, Mayor