

WOODWAY CITY COUNCIL MINUTES

January 13, 2025 – 5:30 p.m.

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, January 13, 2025, 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
Assistant City Manager:	Jennifer Rogers
City Secretary:	Donna Barkley
City Staff:	Brenda Hernandez, Mitch Davison, Khalil El-Halabi and Todd Gill
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

Mayor Qourzal 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

Debra Wickert, Woodway resident – voiced concerns regarding where she would be able to park their RV while loading, with the bike lane on Fairway.

PRESENTATION

4. INTRODUCTION OF NEW PUBLIC SAFETY EMPLOYEES

Chief El-Halabi introduced Randi Winget, the City's new Animal Control Officer/Code Enforcement Officer and new Public Safety Officer, Payton Pollard.

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5. 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 FIRST QUARTER OF FY 2025

Mitch Davison, Community Services and Development Director, presented the Community Services and Development’s quarterly presentation covering October 2024 through December 2024. He reviewed several photographs provided on a PowerPoint presentation of current residential development around the City, along with several commercial projects. Mr. Davison also provided that the Whitehall Park parking lot and the parking lot for the Arboretum off Wood Valley Drive have been completed. Quarterly figures are attached for purposes of inspections. Questions were answered.

6. QUARTERLY PRESENTATION – PUBLIC SAFETY DEPARTMENT’S REPORT REGARDING CRIME STATISTICS AND LAW ENFORCEMENT ACTIVITIES IN THE FIRST QUARTER OF FY 2025

Chief El-Halabi presented the quarterly report. This is the quarterly comparison statistics for October 1 – December 31, 2023 and October 1 – December 31, 2024. The annual report was also provided for comparison statistics for the years 2023 and 2024. Also highlighted were Community Outreach programs, training and the officers hired in this past year. Chief El-Halabi also provided a list of completed updates in 2024 along with their plans looking forward.

ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION

7. DISCUSSION AND CONSIDER ACTION ON AUTHORIZING COMMUNITY BANK & TRUST TO DISTRIBUTE THE CARLEEN BRIGHT ENDOWMENT FUND ACCUMULATED INCOME BALANCE OF \$27,618.00 TO THE CITY OF WOODWAY

Mr. Niolet presented this item.

Councilmember Cook moved to authorize Community Bank & Trust to distribute the accumulated income balance of approximately \$27,618.00 from the Carleen Bright Endowment Fund to the City of Woodway. Councilmember Gilman seconded, and the motion passed unanimously.

8. DISCUSSION AND CONSIDER ACTION ON ACCEPTANCE OF AN APPLICATION TO DEVELOP IN A PLANNED DISTRICT (BANK BUILDING) BEING ALL OF THAT CALLED 0.808 ACRE TRACT TWO, DESCRIBED IN A DEED TO FIRST NATIONAL BANK OF MCGREGOR, RECORDED UNDER INSTRUMENT NUMBER 2023028280 OF THE OFFICIAL PUBLIC RECORDS OF MCLENNAN COUNTY, TEXAS, AND ALL OF THAT CALLED 1.56 ACRE TRACT, DESCRIBED IN A DEED TO FIRST NATIONAL BANK OF MCGREGOR, RECORDED UNDER INSTRUMENT NUMBER 2022048357 OF THE OFFICIAL PUBLIC RECORDS OF MCLENNAN COUNTY, TEXAS AND LOT 1, BLOCK 1, OF THE JAMES E. TAYLOR ADDITION, AND LOT 2, BLOCK 1 OF THE HALEY-DRAKE ADDITION

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TO THE CITY OF WOODWAY, MCLENNAN COUNTY, TEXAS, LOCATED AT
9205 OAK CREEK

Mr. Niolet presented this item. Mr. Darrell Vickers with STV, Inc., answered questions.

Councilmember Cook moved to accept the Application to Develop in a Planned District (bank building) Lot 1, Block 1, of the James E. Taylor Addition and Lot 2, Block 1 of the Haley-Drake Addition to the City of Woodway, McLennan County, Texas, located at 9205 Oak Creek. Mayor Pro Tem Williams seconded and the motion passed unanimously.

9. DISCUSSION AND CONSIDER ACTION ON AWARDING A CONTRACT TO HDR ENGINEERING, INC., FOR ENGINEERING/ARCHITECTURAL/SURVEYING SERVICES FOR THE DESIGN AND IMPLEMENTATION OF THE TRANSPORTATION ALTERNATIVES SET ASIDE CONTRACT #0909-22-216, CONTINGENT UPON THE TEXAS DEPARTMENT OF TRANSPORTATION APPROVAL; AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS IN CONNECTION THEREWITH

Councilmember Cook moved to award the engineering contract for the TASA Sidewalk Project to HDR Engineering, Inc., pending approval from TxDOT, and authorizes the City Manager to execute any documents in connection therewith. Councilmember Sury 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.

10. A. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 9, 2024, AT 5:30 P.M.
- B. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 9, 2024, AT 6:15 P.M.
- C. DISCUSSION AND CONSIDER ACTION ON RESOLUTION R-25-01, CONFIRMING THE INVESTMENT POLICY OF THE CITY OF WOODWAY
- D. DISCUSSION AND CONSIDER ACTION ON ENTERING INTO AN AGREEMENT WITH STV, INC., TO PROVIDE ENGINEERING SERVICES IN CONNECTION WITH THE CITY'S 2-INCH WATERLINE REPLACEMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$80,826.78, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS IN CONNECTION THEREWITH

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11. CONSIDER ACTION ON CONSENT AGENDA

There were no items pulled for separate discussion.

Councilmember Cook moved to approve the consent agenda as follows:

- A. Approve the minutes of the regular City Council meeting held December 9, 2024, at 5:30 p.m.
- B. Approve the minutes of the regular City Council meeting held December 9, 2024, at 6:15 p.m.
- C. Adopt Resolution R-25-01, confirming the City of Woodway Investment Policy.
- D. Approve entering into an agreement with Walker Partners, LLC, to provide engineering services in connection with the 2-inch waterline replacement project in an amount not to exceed \$80,286.78, and authorizes the City Manager to execute all documents in connection therewith.

Councilmember Gilman seconded and the motion passed unanimously.

CITY MANAGER AND CITY COUNCIL REPORTS

12. 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 provided the following updates:

- Madison Reeves, with our Discover Woodway team posted a survey on January 2nd to gauge future programming and planning of events at Whitehall and the Arboretum. As of today, she has received 64 responses on the survey sent out.
- Congratulations to Ms. Hernandez and her staff for keeping the City's 30-year record of being awarded the Distinguished Budget Award by the Government Finance Officers Association (GFOA).
- First digital newsletter went out and received with good feedback. Seedhouse Creative reports that 27 individuals have opted out of receiving the digital newsletter and prefer newsletter in paper form. They also reported the average open rate is 21% and our newsletter project had an open rate of 59% overall.
- Whitehall Park parking lot and Pavilion overflow parking lot completed and came in under budget.
- City offices will be closed on Monday, for Martin Luther King, Jr., Day

13. CITY COUNCIL REPORTS

- Councilmember Gilman – Planning & Zoning Commission meets tomorrow January 14th at 5 p.m.
- Councilmember Keyston – Youth Commission has a high rate of attendance and enthusiasm
- Mayor Pro Tem Williams – Parks & Recreation Commission will meet on January 23, 2025 at 5:30 p.m.

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CLOSING ITEMS

14. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Mayor Pro Tem Williams seconded the motion. The meeting adjourned at 6:25 p.m.

Donna Barkley, City Secretary

Amine Qourzal, Mayor