

PUBLIC NOTICE OF MEETING



WOODWAY CITY COUNCIL

MAY 18, 2020 – 5:30 P.M.

TAKE NOTICE THAT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS, WILL BE HELD IN THE DONALD J. BAKER COUNCIL CHAMBERS AT WOODWAY CITY HALL, 922 ESTATES DRIVE, WOODWAY, TEXAS, COMMENCING AT 5:30 P.M. ON MONDAY, MAY 18, 2020, TO CONSIDER AND ACT UPON ANY LAWFUL SUBJECT WHICH MAY COME BEFORE IT INCLUDING, AMONG OTHERS, THE ITEMS LISTED BELOW.

IN ACCORDANCE WITH THE SOCIAL DISTANCING GUIDELINES, THE CITY COUNCIL MEETING WILL BE OPEN TO THE PUBLIC LIMITED TO TWENTY-FIVE PERCENT CAPACITY. SOME COUNCILMEMBERS MAY ATTEND, WHILE OTHERS MAY CALL IN TO PARTICIPATE.

THE MEETING AGENDA PACKET IS POSTED ONLINE AT WWW.WOODWAY-TEXAS.COM. THE PUBLIC TOLL-FREE DIAL-IN NUMBER TO PARTICIPATE IN THE TELEPHONIC MEETING IS 1-844-474-0925 WITH PARTICIPANT CODE 13244845.

THE PUBLIC WILL BE PERMITTED TO OFFER PUBLIC COMMENTS TELEPHONICALLY AS PROVIDED BY THE AGENDA AND AS PERMITTED BY THE PRESIDING OFFICER DURING THE MEETING.

AGENDA

CALL MEETING TO ORDER

INVOCATION

1. Invocation

PRESENTATIONS AND VISITORS

2. Presentation and recognition of former Councilmembers Bob Howard and Barbara Grandy
3. Hear visitors

This is the portion of the meeting where members of the public may be heard by the Council on any matter which is NOT listed as a separate item on the agenda. If you wish to address an item which is listed on the agenda for this meeting, you will be given an opportunity to speak during consideration of that agenda item

If speaking during "Hear Visitors", please read: When called to speak, please state your name and address before beginning your comments. Please limit your comments to three (3) minutes per

WOODWAY CITY COUNCIL AGENDA

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May 18, 2020 - 5:30 P.M.

Resolution R-87-11. Under Texas law, the Council and staff are not allowed to enter into a discussion with you or among themselves during this meeting, or take any action other than to provide specific factual information or a recitation of existing applicable policy and, or, discuss whether to place the matter on a future Council agenda. Thank you for your cooperation and understanding.

4. Quarterly presentation - Community Services and Development Department
5. Quarterly presentation – Public Safety Department
6. Quarterly presentation – Finance Department

ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION

7. Discussion and consider action on extending the Mayor’s Declaration of Continued State of Disaster and Public Health Emergency in Woodway, Texas due to the COVID-19 Pandemic for thirty (30) days
8. Discussion and consider action on updates and any needed items related to the Coronavirus

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.

9.
 - A. Discussion and consider action on minutes of the regular City Council meeting held May 11, 2020, at 5:30 p.m.
 - B. Discussion and consider action on Resolution R-20-09, ordering a special city election for an unexpired term in the City of Woodway on Saturday, August 15, 2020; designating the polling place; and providing other matters relating to the election (*Discuta y considere la acción sobre la Resolución R-20 -09, ordenando una elección especial de la ciudad por un término no vencido en la Ciudad de Woodway el sábado 15 de agosto de 2020; designando el lugar de votación; y proporcionar otros asuntos relacionados con la elección*)
 - C. Discussion and consider action on an 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 Elections Administration Department and the City of Woodway
 - D. Discussion and consider action on award of Bid 20-03, Micro-Surfacing Improvements
10. Discussion and consider action on Consent Agenda

WOODWAY CITY COUNCIL AGENDA

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May 18, 2020 - 5:30 P.M.

CITY MANAGER AND CITY COUNCIL REPORTS

11. 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)
12. City Council Reports (Briefings or updates may be provided regarding City Council committee and liaison assignments)

CLOSING ITEMS

13. Consider action on the Open Meetings Act Resolution
14. Consider action on adjournment

I certify that the above notice of meeting was posted at Woodway City Hall, 922 Estates Drive, Woodway, Texas, on the 15th day of May 2020 at 5:00 p.m.



Donna Barkley, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (254) 772-4480 or FAX (254) 772-0695 for further information.

QUARTERLY REPORT

MARCH 2020

72 CEDAR CREEK



THE BRANCH
ADDITION



**BADGER RANCH
PHASE 6**



17006 ESCONDIDO



206 CYPRESS COURT



13701 WOODWAY – THE OUTLOOK



**205 COLONNADE
STAYBRIDGE HOTEL**



**207 COLONNADE
CAMP BOW WOW**



QUARTERLY FIGURES ATTACHED

**WOODWAY PUBLIC SAFETY
DEPARTMENT**

Quarterly Statistic Comparison

January 1, – March 31, 2019

January 1, – March 31, 2020

**WOODWAY PUBLIC SAFETY
DEPARTMENT**

PATROL

INCIDENTS

2020 – 177

2019 – 185

4% Decrease

ARRESTS

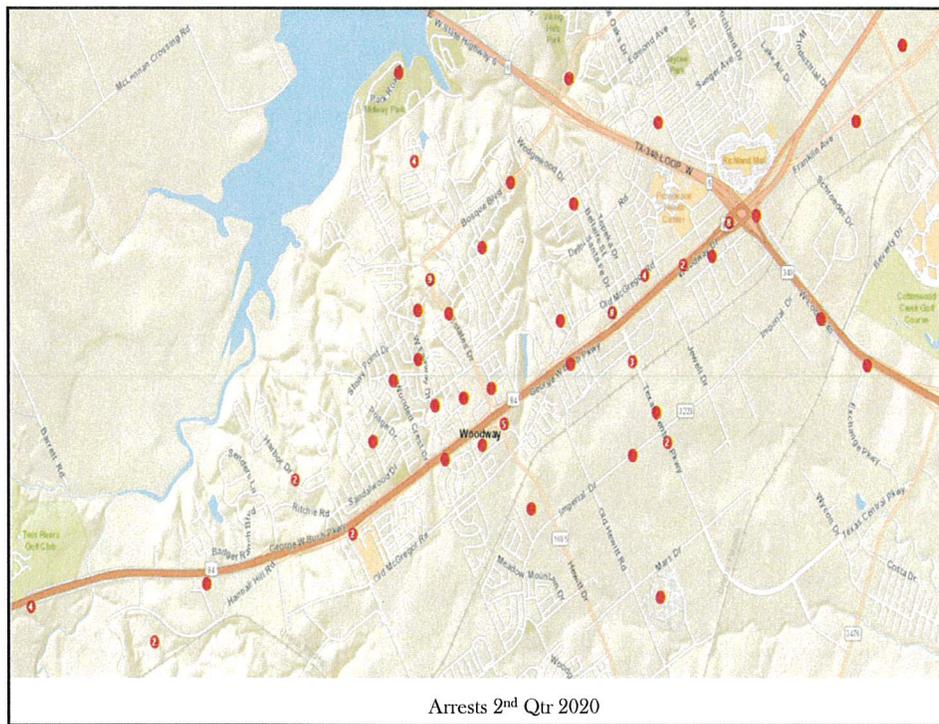
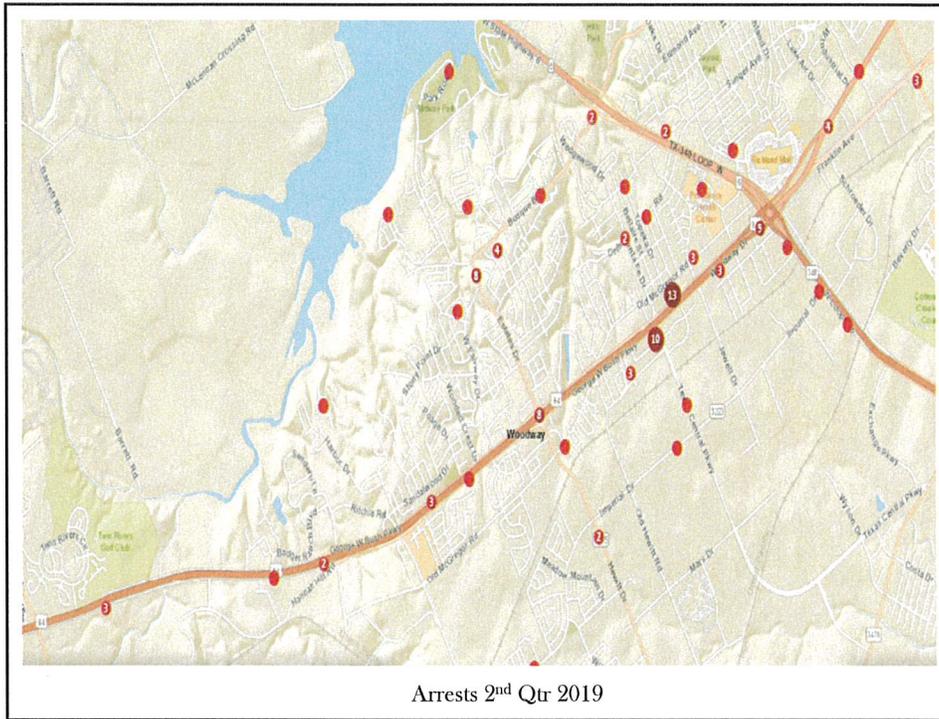
2019

143

2020

121

15% Decrease



CALLS FOR SERVICE

2020 – 5,878

2019 – 6,041

3% Decrease

CRASHES

2019	2020
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31	51
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65% Increase

TRAFFIC STOPS

	2019	2020	Percentage
Citations	734	604	18% Decrease
Warnings	1,749	1,255	28% Decrease

K9 SEARCHES

2020 - 25

2019 - 14

79% Increase

SEARCH RESULTS

Marijuana	125g
Marijuana Concentrates	n/a
Methamphetamine	1.5g
Drug Paraphernalia	30
Arrests	3

**WOODWAY PUBLIC SAFETY
DEPARTMENT**

CRIMINAL INVESTIGATIONS

TOTAL C.I.D. CASES

2020 – 35

2019 – 31

12% Increase

C.I.D. CASES CLEARED BY ARREST

2020 - 3

2019 - 5

40% Decrease

**C.I.D. CASES
CLEARED EXCEPTIONALLY**

2020 - 6

2019 - 0

600% Increase

ACTIVE C.I.D. CASES

2020 - 14

2019 - 21

33% Decrease

IN-ACTIVE C.I.D. CASES

2020 - 2

2019 - 13

84% Decrease

TOP INVESTIGATED OFFENSES

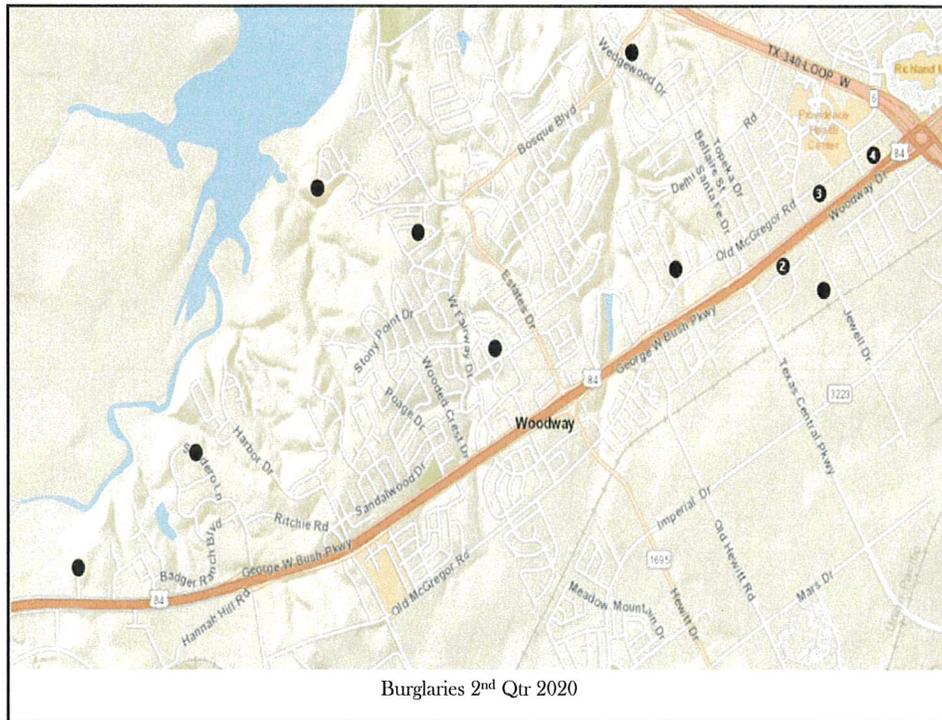
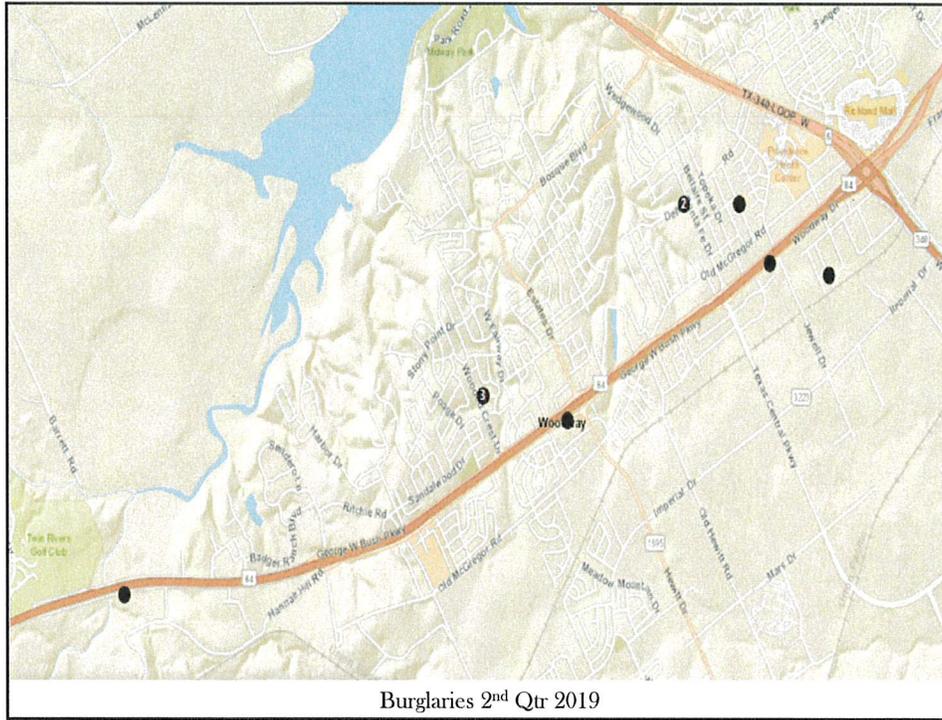
	Offense	2019	2020	Percentage
1.	Theft	13	8	38% Decrease
2.	Criminal Mischief	4	2	50% Decrease
3.	Violation of City Ordinances	100	118	26% Increase
4.	Burglary	10	19	90% Increase
5.	Forgery	2	5	100% Increase

C.I.D. CRIMES AGAINST PEOPLE

Crimes	2019	2020	Percentage
Sexual Assault	1	1	No Change
Assault	9	7	22% Decrease
Robbery	0	0	No Change

BURGLARIES

Burglaries	2019	2020	Percentage
Building	11	2	82% Decrease
Habitation	1	4	300% Increase
Coin	0	0	No Change
Vehicle	5	13	160% Increase



CID
Digital forensics

January 1, 2020 – March 31, 2020

32 Devices at 5.149 Terabytes

Total Agencies Assisted:	5
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**WOODWAY PUBLIC SAFETY
DEPARTMENT
MUNICIPAL COURT**

**MUNICIPAL COURT
CASES FILED**

2020 – 684

2019 – 921

25% DECREASE

**WOODWAY PUBLIC SAFETY
DEPARTMENT
COMMUNICATIONS**

CALLS FOR SERVICE

Calls	2019	2020	Percentage
Police	5,947	5,614	6% Decrease
Fire	37	43	16% Increase
EMS	91	113	24% Increase
Code Enforcement	160	118	26% Decrease

"Calls for service" are every police/fire/EMS call placed into the CAD (Computer Aided Dispatch) system from the dispatcher or officer.

CITY OF WOODWAY
FINANCIAL/PERFORMANCE REPORT
Six Months Ended March 31, 2020



Shawn Oubre
City Manager

William Klump
Finance Director

City of Woodway
 For Six Months Ended March 31, 2020
 (50% of Fiscal Year Expired)

GENERAL FUND REVENUES

REVENUE SOURCE	FY2020			FY2019		
	BUDGET	YTD	%	BUDGET	YTD	%
PROPERTY TAXES						
1 Property Taxes	\$4,817,300	\$4,678,790	97%	\$4,476,232	\$4,363,614	97%
Delinquent Property Taxes	17,000	19,294	113%	17,000	8,264	49%
Interest & Penalties	10,000	11,969	120%	10,000	8,187	82%
Total Property Taxes	\$4,844,300	\$4,710,053	97%	\$4,503,232	\$4,380,065	97%
SALES TAX						
Sales Tax (1%)	\$1,866,667	\$929,582	50%	\$1,760,000	\$911,837	52%
Sales Tax (.5%)	933,333	464,791	50%	880,000	455,919	52%
Sales Tax Rebates	0	0	0%	0	0	0%
Total Sales Tax	\$2,800,000	\$1,394,373	50%	\$2,640,000	\$1,367,756	52%
FRANCHISE FEES						
2 Oncor Electric Franchise	\$360,000	\$0	0%	\$358,000	\$0	0%
Telecommunications Franchise	20,000	19,280	96%	50,000	20,396	41%
3 Atmos Gas Franchise	153,000	134,081	88%	158,000	149,932	95%
Cable Television Franchise	140,000	67,982	49%	156,000	68,910	44%
Collection Road Use Fees	36,000	19,135	53%	34,000	17,787	52%
Total Franchise Fees	\$709,000	\$240,478	34%	\$756,000	\$257,025	34%
SANITATION CHARGES						
Residential	\$710,000	\$355,181	50%	\$700,000	\$356,542	51%
Commercial	450,000	250,574	56%	420,000	231,137	55%
Landfill Permits	0	0	0%	0	0	0%
Recycling	3,000	1,500	50%	3,000	1,500	50%
Total Sanitation Charges	\$1,163,000	\$607,255	52%	\$1,123,000	\$589,179	52%

Notes:

- 1 Property Taxes - Payments due by January 31 each year. Differences are due to timing of payments.
- 2 Oncor Electric Franchise - One (1) annual payment received in September of each year for the year beginning in August and ending in July.
- 3 Atmos Gas Franchise - One (1) annual payment received in February of each year for the year beginning in January and ending in December.

City of Woodway
For Six Months Ended March 31, 2020
(50% of Fiscal Year Expired)

GENERAL FUND REVENUES (Page 2)

REVENUE SOURCE	FY2020			FY2019		
	BUDGET	YTD	%	BUDGET	YTD	%
OTHER REVENUE SOURCES						
4 Permits	\$159,000	\$87,895	55%	\$148,000	\$112,467	76%
Court Fines	95,000	43,857	46%	90,000	51,803	58%
Misc. Court Fees	90,000	35,653	40%	85,000	54,565	64%
State Service Fees	9,000	3,445	38%	10,000	3,935	39%
Time Payment Fees	0	0	0%	0	0	0%
5 Grant Proceeds	0	0	0%	0	20,237	
6 Interest Income	60,000	18,316	31%	30,000	31,218	104%
Mixed Beverage Tax	2,000	876	44%	2,000	2,159	108%
Park Reservations	15,000	4,218	28%	15,000	5,025	34%
Arboretum Rentals	245,000	97,668	40%	225,000	125,735	56%
Animal Control Fees	1,300	625	48%	1,500	625	42%
Service Charges-Enterprise	123,685	61,843	50%	123,685	61,843	50%
Alarm Monitoring	17,000	14,846	87%	19,000	15,960	84%
Vehicle Trip Fees	0	0	0%	0	0	0%
7 Dispatch Services	18,000	18,000	100%	12,000	12,000	100%
8 School Resource Officer	125,000	74,904	60%	130,000	58,768	45%
Misc Income	5,000	852	17%	5,000	1,536	31%
Lease Revenue	18,000	9,000	50%	18,000	9,000	50%
Arboretum Attendant/Security	6,000	3,280	55%	5,000	3,080	62%
Arboretum Event Sponsorships	0	0	0%	0	0	0%
Arboretum Memberships	0	0	0%	0	0	0%
Arboretum Admissions (Festival)	0	0	0%	0	1,080	
Equipment Rental - CBA	0	340		0	2,320	
Catering - CBA	0	30		0	30	
Festival Vendor Fees	0	0	0%	0	0	0%
Festival Sponsorships	0	5,400		0	5,000	
Family Center Rentals	14,000	3,150	23%	13,000	6,850	53%
Family Center Sponsorships	17,000	11,400	67%	16,000	14,800	93%
Family Center Concessions	7,500	3,931	52%	10,000	4,869	49%
Family Center Program Fees	253,966	107,940	43%	212,435	122,515	58%
9 Transfer from Tourism Fund	248,235	0	0%	217,660	0	0%
Total Other Revenue Sources	\$1,529,686	\$607,469	40%	\$1,388,280	\$727,420	52%
TOTAL REVENUES	\$11,045,986	\$7,559,628	68%	\$10,410,512	\$7,321,445	70%

Notes:

- 4 Permits - The majority of water and sewer tap fees were recorded with building permits prior to FY 2020.
- 5 Grant Proceeds - \$20,237 was received in FY 2019 for Public Safety body armor.
- 6 Interest Income - Interest rates were higher in FY 2019 than in FY 2020.
- 7 Dispatch Services - FY 2020 is more than FY 2019 due to providing more dispatch services for Lorena in FY 2020.
- 8 School Resource Officer - Midway ISD is paying monthly rather than Quarterly in FY 2020.
- 9 Transfer from Tourism Fund - Transfer will be a September entry after all Hotel Occupancy Tax receipts.

City of Woodway
 For Six Months Ended March 31, 2020
 (50% of Fiscal Year Expired)

GENERAL FUND EXPENDITURES

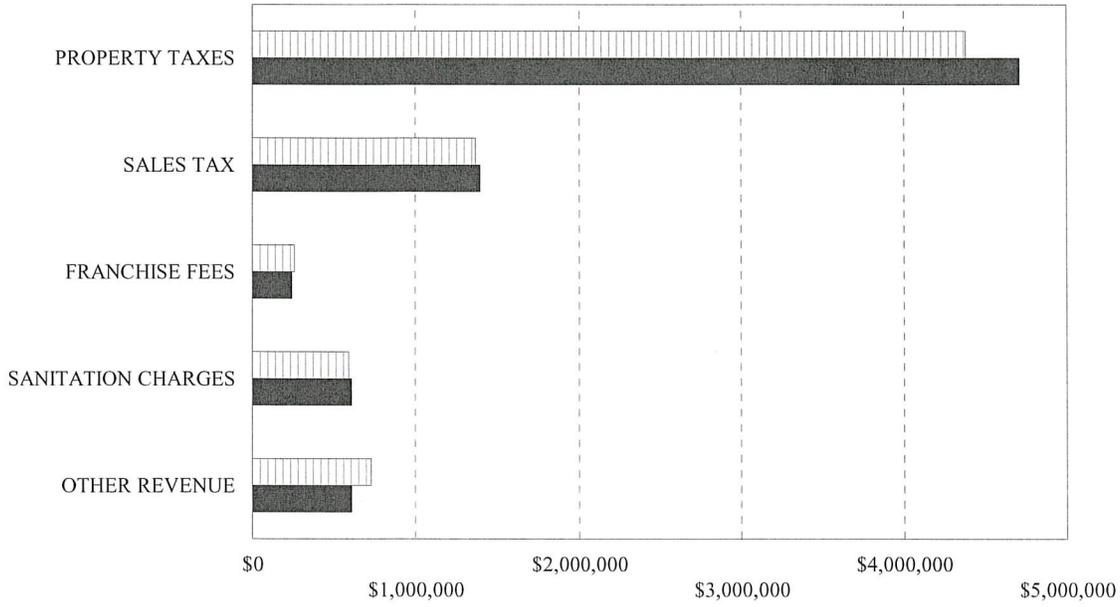
Expenditures by Division	FY2020			FY2019		
	BUDGET	YTD	%	BUDGET	YTD	%
General Government						
City Secretary	\$217,251	\$113,837	52%	\$203,156	\$102,431	50%
1 Administration	635,567	280,964	44%	550,864	228,004	41%
Finance	369,206	180,446	49%	343,825	177,612	52%
2 Non-Departmental	384,835	130,923	34%	584,224	281,558	48%
Total	\$1,606,859	\$706,170	44%	\$1,682,069	\$789,605	47%
Public Safety						
Public Safety	\$5,981,779	\$2,770,077	46%	\$5,440,292	\$2,606,158	48%
Municipal Court	227,870	107,913	47%	194,253	100,009	51%
Total	\$6,209,649	\$2,877,990	46%	\$5,634,545	\$2,706,167	48%
Community Services						
Streets	\$481,566	\$220,806	46%	\$486,777	\$238,048	49%
Sanitation	998,000	490,095	49%	920,000	449,209	49%
Parks	441,853	205,186	46%	416,274	172,326	41%
Public Buildings	152,197	78,622	52%	164,282	67,992	41%
Administration/Inspections	307,436	156,747	51%	354,219	139,958	40%
Total	\$2,381,052	\$1,151,456	48%	\$2,341,552	\$1,067,533	46%
Community Programs						
Community Development	\$53,675	\$6,322	12%	\$53,675	\$8,539	16%
Economic Development	0	0	0%	0	0	0%
Woodway Beautiful	0	0	0%	0	0	0%
Youth Commission	3,050	275	9%	3,050	104	3%
Carleen Bright Arboretum	499,235	216,320	43%	447,660	212,628	47%
Woodway Family Center	292,466	130,773	45%	247,961	113,899	46%
Total	\$848,426	\$353,690	42%	\$752,346	\$335,170	45%
TOTAL EXPENDITURES	\$11,045,986	\$5,089,306	46%	\$10,410,512	\$4,898,475	47%

Notes:

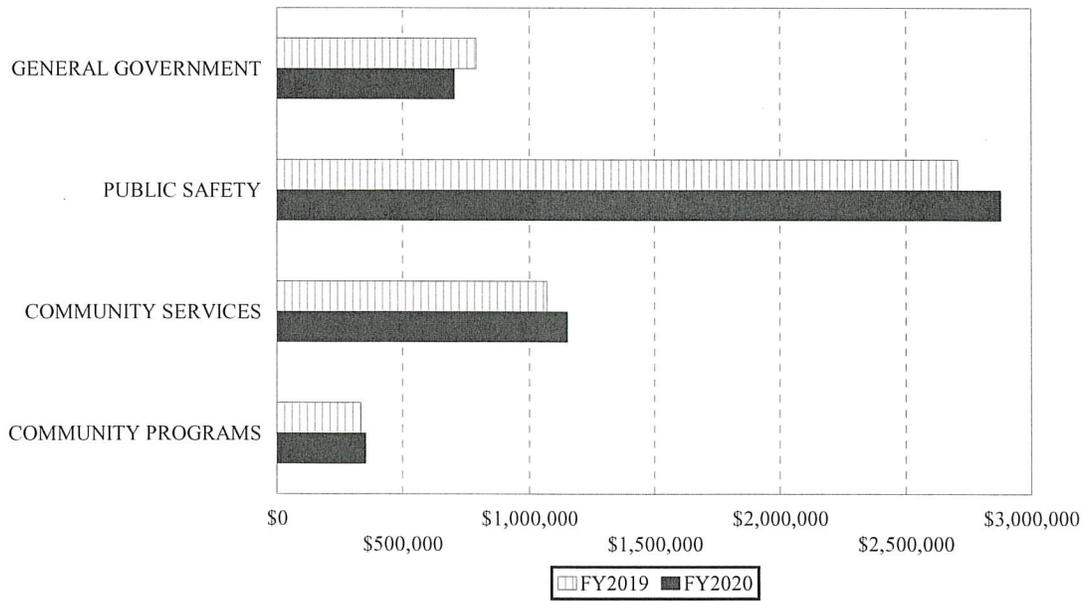
- Administration - FY 2020 is more than FY 2019, which is primarily due to upgrading the Assistant to the City Manager position to Assistant City Manager in FY 2020.
- Non-Departmental - FY 2020 is less than FY 2019 due to reduced transfers for The Family Center and Emergency Reserve Fund.

GENERAL FUND COMPARISON YTD FY2019 VERSUS YTD FY2020

REVENUES



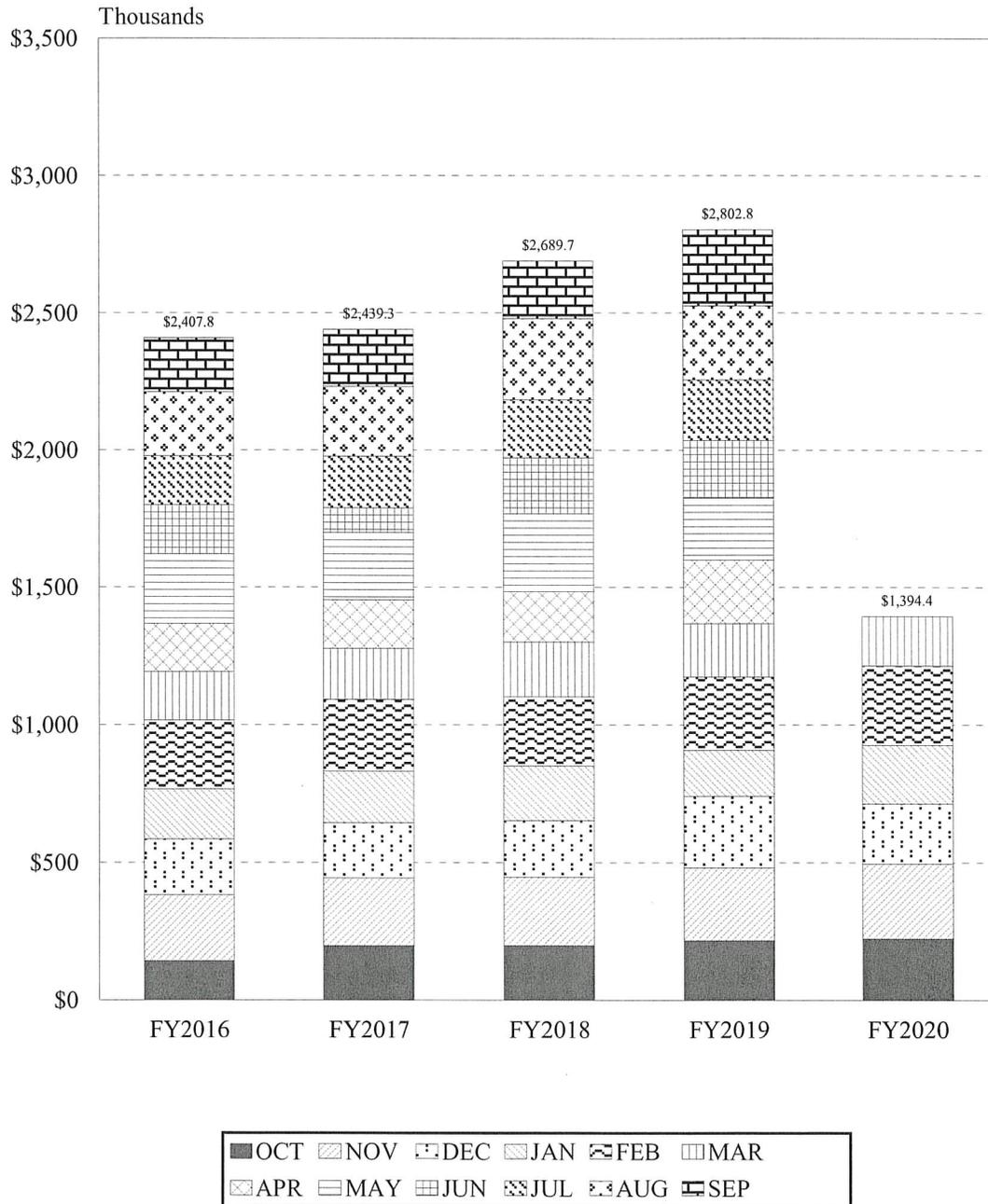
EXPENDITURES



City of Woodway
Sales & Use Tax Comparison
March 31, 2020

Month	Prior Year					Current Year					
	Budget	Actual	Adjustments	Total	%	Budget	Actual	Adjustments	Total	%	Budget vs. Actual
October	\$194,579.68	\$217,281.67		\$217,281.67	7.75%	\$217,063.65	\$223,699.28		\$223,699.28	7.99%	\$6,635.63
November	243,578.70	264,045.61		264,045.61	9.42%	263,780.66	271,257.57		\$271,257.57	9.69%	\$7,476.91
December	201,799.77	259,994.44		259,994.44	9.28%	259,733.56	218,284.31		\$218,284.31	7.80%	(\$41,449.25)
January	194,988.76	166,282.55		166,282.55	5.93%	166,115.70	213,283.56		\$213,283.56	7.62%	\$47,167.86
February	246,887.34	266,390.57		266,390.57	9.50%	266,123.27	287,808.95		\$287,808.95	10.28%	\$21,685.68
March	195,153.04	193,761.29		193,761.29	6.91%	193,566.87	180,039.69		\$180,039.69	6.43%	(\$13,527.18)
April	179,435.45	231,369.28		231,369.28	8.25%	231,137.12					
May	278,867.59	226,409.81		226,409.81	8.08%	226,182.63					
June	199,694.36	210,130.74		210,130.74	7.50%	209,919.89					
July	208,669.91	220,606.85		220,606.85	7.87%	220,385.49					
August	289,943.81	269,279.89		269,279.89	9.61%	269,009.69					
September	206,401.58	277,259.68		277,259.68	9.89%	276,981.47					
TOTAL	\$2,640,000.00	\$2,802,812.38	0.00	2,802,812.38	100.00%	\$2,800,000.00	\$1,394,373.36	0.00	1,394,373.36	49.80%	\$27,989.66

SALES & USE TAX REVENUE COMPARISON



City of Woodway
 For Six Months Ended March 31, 2020
 (50% of Fiscal Year Expired)

UTILITY FUND REVENUES

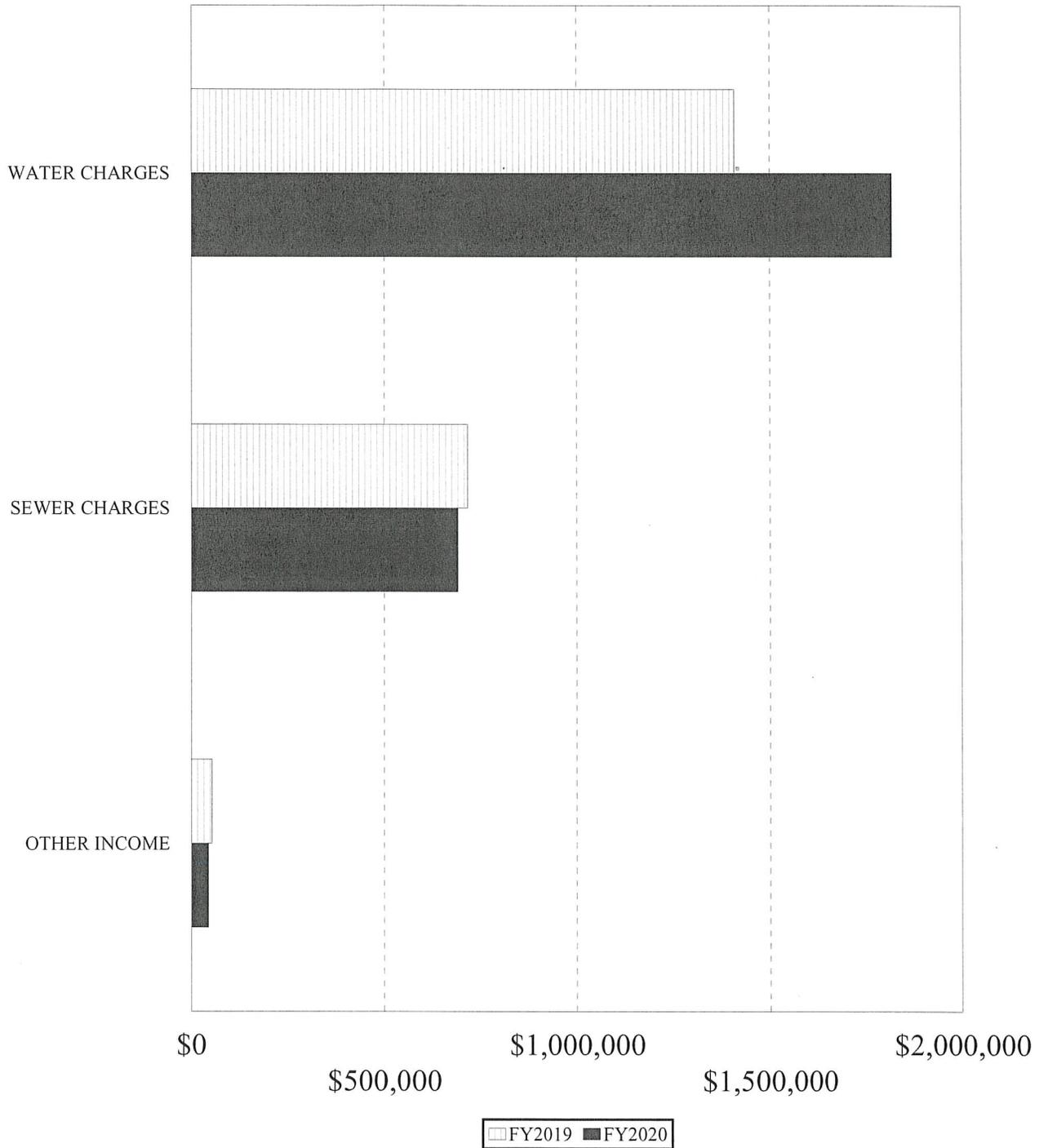
REVENUE SOURCE	FY2020			FY2019		
	BUDGET	YTD	%	BUDGET	YTD	%
WATER SERVICE CHARGES						
1 Water Sales - Residential	\$3,200,000	\$1,375,992	43%	\$3,100,000	\$1,062,944	34%
1 Water Sales - Commercial	675,000	333,569	49%	675,000	248,687	37%
Water Sales - Wholesale	118,800	48,000	40%	118,800	48,000	40%
2 Water Taps	1,000	18,950	1895%	2,500	0	0%
Reconnects & Transfers	100,000	43,990	44%	100,000	48,855	49%
Total Water Charges	\$4,094,800	\$1,820,501	44%	\$3,996,300	\$1,408,486	35%
SEWER SYSTEM CHARGES						
Sewer Charges - Residential	\$1,300,000	\$628,712	48%	\$1,310,000	\$659,828	50%
Sewer Charges - Commercial	110,000	52,566	48%	115,000	54,695	48%
2 Sewer Taps	1,000	8,525	853%	2,000	0	0%
Total Sewer Charges	\$1,411,000	\$689,803	49%	\$1,427,000	\$714,523	50%
OTHER INCOME						
3 Interest Income	\$10,000	\$6,560	66%	\$7,500	\$7,196	96%
Miscellaneous Income	45,000	37,361	83%	50,000	45,656	91%
Total Other Income	\$55,000	\$43,921	80%	\$57,500	\$52,852	92%
TOTAL INCOME	\$5,560,800	\$2,554,225	46%	\$5,480,800	\$2,175,861	40%

Notes:

- 1 Water Sales - FY 2020 water sales are up due to less rainfall compared to last year.
- 2 Water & Sewer Taps - The majority of these fees were recorded with building permits prior to FY 2020.
- 3 Interest Income - Interest rates were higher in FY 2019 than in FY 2020.

UTILITY FUND REVENUE COMPARISON

YTD FY2019 VERSUS YTD FY2020



City of Woodway
For Six Months Ended March 31, 2020
(50% of Fiscal Year Expired)

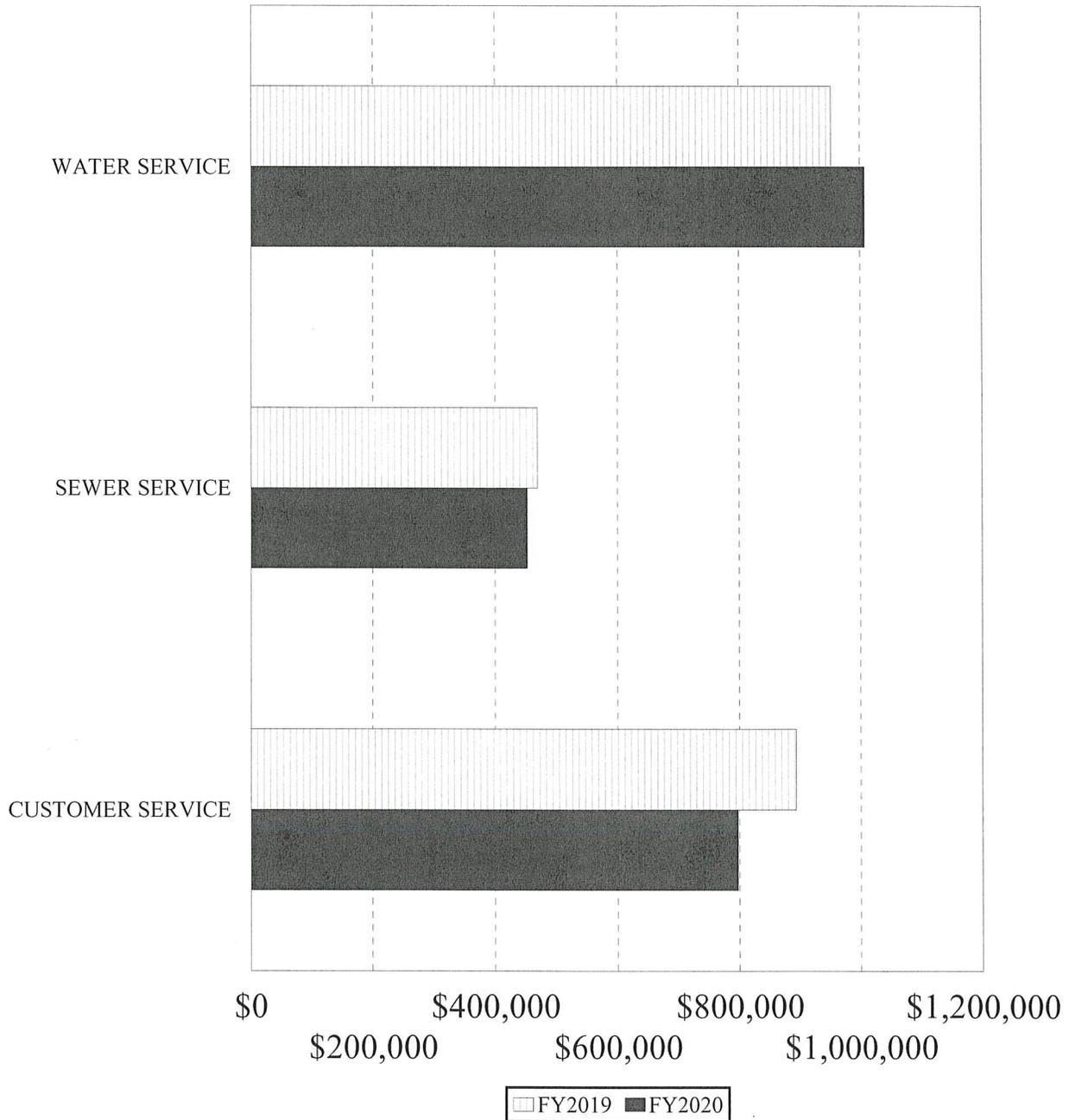
UTILITY FUND EXPENDITURES

Expenditures by Division	FY2020			FY2019		
	BUDGET	YTD	%	BUDGET	YTD	%
Water Service	\$2,970,811	\$1,007,634	34%	\$2,738,803	\$952,592	35%
Sewer Service	988,091	452,158	46%	953,450	468,801	49%
1 Customer Service	1,601,898	797,733	50%	1,788,547	893,255	50%
TOTAL EXPENDITURES	\$5,560,800	\$2,257,525	41%	\$5,480,800	\$2,314,648	42%

Notes:

1 Customer Service - FY 2020 debt service is less than FY 2019 due to retiring some debt.

UTILITY FUND EXPENDITURE COMPARISON YTD FY2019 VERSUS YTD FY2020



City of Woodway
For Six Months Ended March 31, 2020
(50% of Fiscal Year Expired)

WATER SYSTEM

	<u>FY2020</u>	<u>FY2019</u>
Revenues:		
Water Sales	\$1,757,561	\$1,359,631
Water Taps	18,950	0
Reconnects & Transfers	43,990	48,855
Other Income (75%)	<u>32,941</u>	<u>39,639</u>
	\$1,853,442	\$1,448,125
Expenditures:		
Water Service	1,007,634	952,592
Customer Service less Debt Service (75%)	139,126	131,699
Debt Service	<u>109,282</u>	<u>293,831</u>
	<u>(1,256,042)</u>	<u>(1,378,122)</u>
Excess Revenues/Expenditures	<u>\$597,400</u>	<u>\$70,004</u>

SEWER SYSTEM

	<u>FY2020</u>	<u>FY2019</u>
Revenues:		
Sewer Charges	\$681,278	\$714,523
Sewer Taps	\$8,525	\$0
Other Income (25%)	<u>10,980</u>	<u>13,213</u>
	\$700,783	\$727,736
Expenditures:		
Sewer Service	452,158	468,801
Customer Service less Debt Service (25%)	46,375	43,900
Debt Service	<u>502,950</u>	<u>423,826</u>
	<u>(1,001,483)</u>	<u>(936,527)</u>
Excess Revenues/Expenditures	<u>(\$300,700)</u>	<u>(\$208,791)</u>

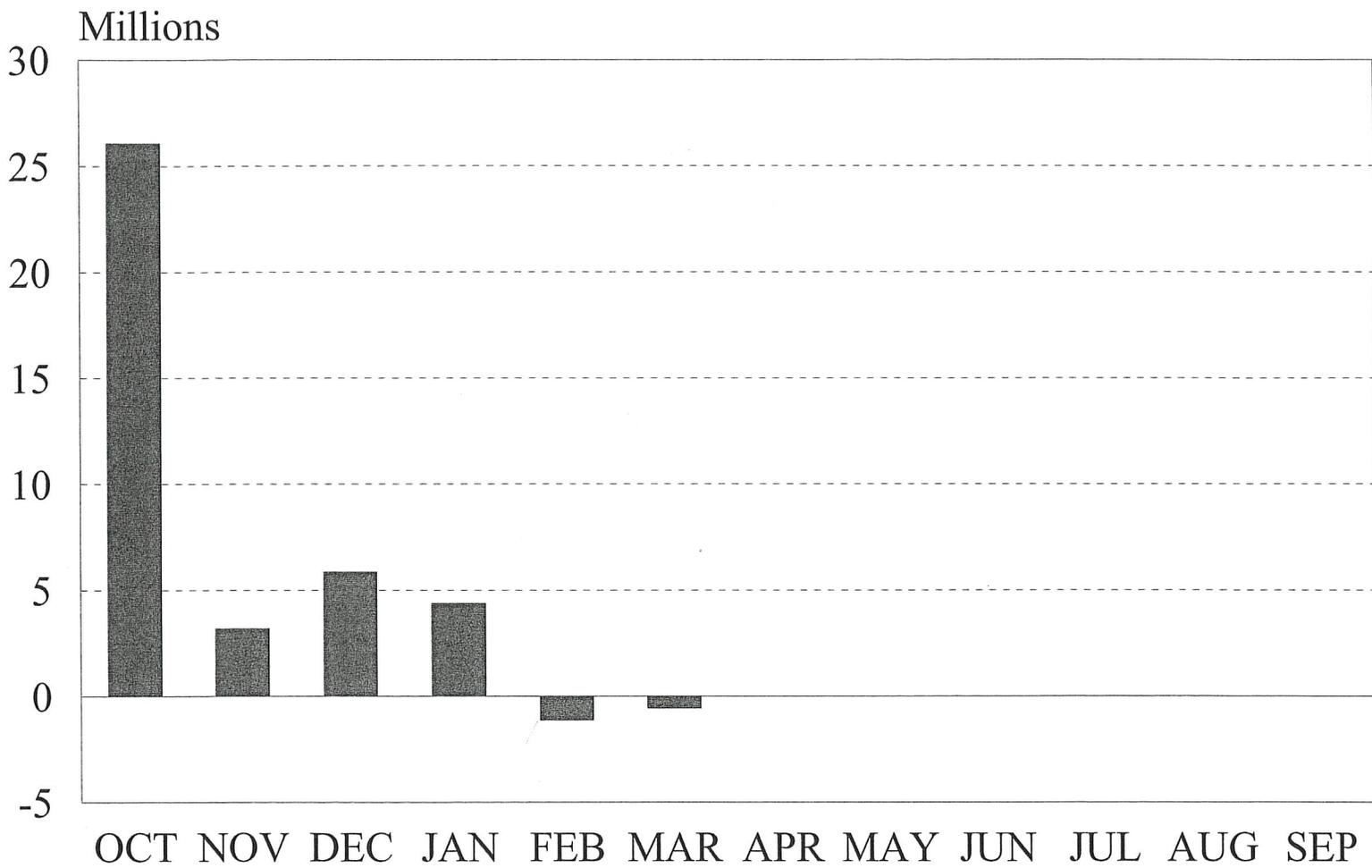
**CITY OF WOODWAY
WATER SALES (HISTORICAL)
ACTUAL GALLONS SOLD**

MONTH	FY19	FY18	FY17	FY16	FY15	MONTHLY	
						5 YR AVG	% OF AVG YR
October	48,425,778	74,842,146	67,665,511	91,212,180	73,023,600	71,033,843	11.442%
November	28,659,404	54,219,743	36,121,301	57,967,700	50,896,700	45,572,970	7.341%
December	26,820,600	40,835,101	29,763,604	28,074,600	31,398,900	31,378,561	5.054%
January	24,369,300	30,427,603	25,916,226	25,832,300	26,355,200	26,580,126	4.281%
February	22,393,100	28,669,055	29,005,397	31,410,314	30,699,100	28,435,393	4.580%
March	25,419,200	27,570,079	29,618,486	33,314,600	21,893,000	27,563,073	4.440%
April	34,662,512	36,514,752	34,650,294	37,403,500	31,218,716	34,889,955	5.620%
May	31,586,112	49,472,347	50,048,436	31,186,900	30,423,900	38,543,539	6.208%
June	41,000,011	77,281,615	53,813,883	31,066,400	31,191,000	46,870,582	7.550%
July	56,871,110	101,215,314	63,113,453	70,648,700	57,902,200	69,950,155	11.267%
August	97,424,506	115,188,231	86,430,286	113,101,900	116,801,500	105,789,285	17.040%
September	106,116,324	92,306,411	72,775,515	99,040,585	100,845,035	94,216,774	15.176%
Total Gallons	<u>543,747,957</u>	<u>728,542,397</u>	<u>578,922,392</u>	<u>650,259,679</u>	<u>602,648,851</u>	<u>620,824,255</u>	100.000%

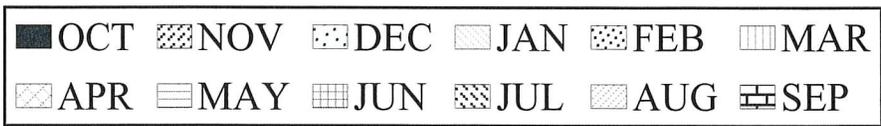
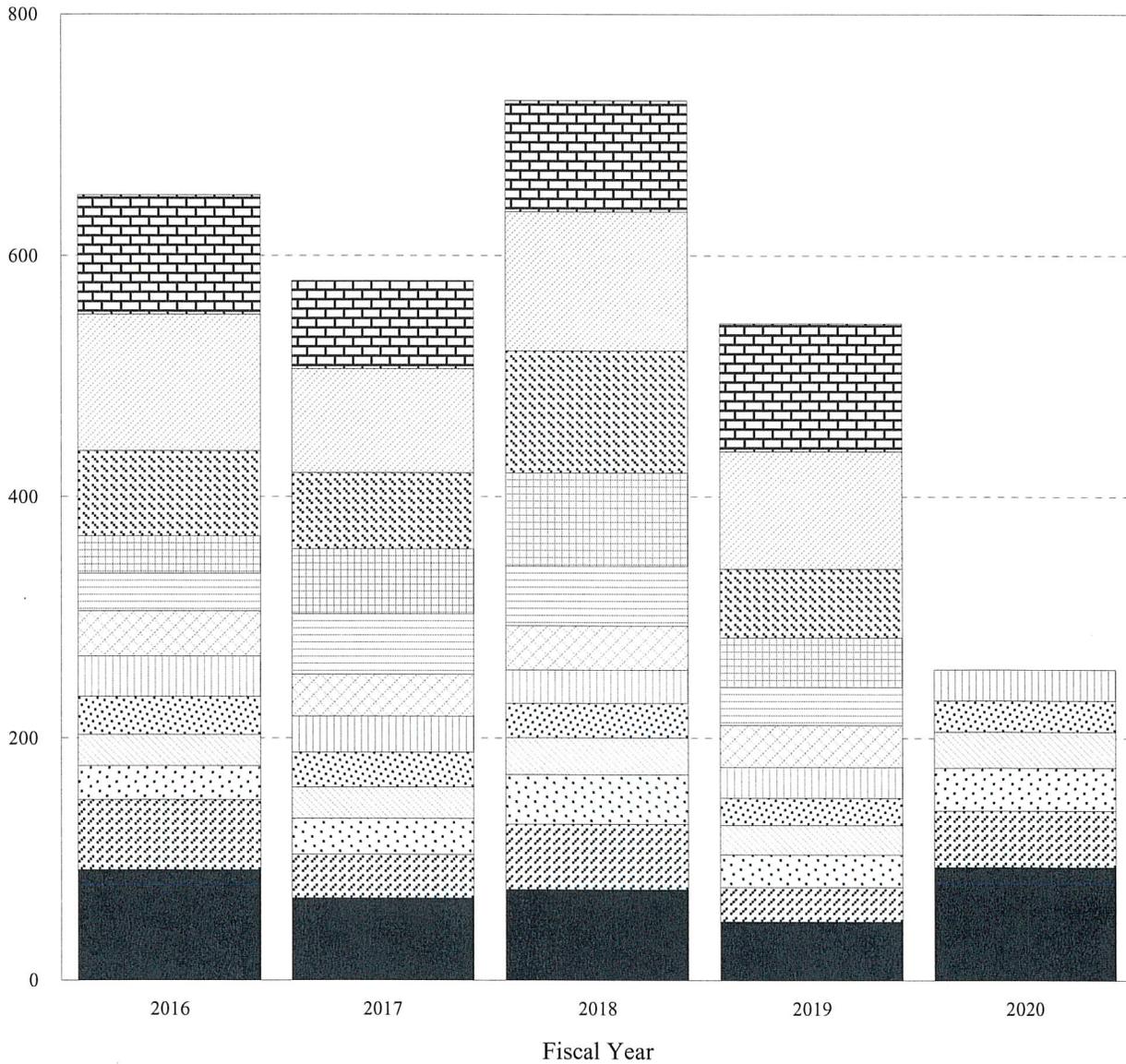
**CITY OF WOODWAY
PROJECTED WATER SALES (GALLONS)
FY 2020**

MONTH	2015-2019 MONTHLY		BUDGET FY 2020	ACTUAL FY 2020	VARIANCE FROM BUDGET	ACTUAL % OF BUDGET	VARIANCE FROM AVERAGE	ACTUAL % OF AVERAGE
	5 YR AVG	% OF AVG YR						
October	71,033,843	11.442%	67,484,091	93,566,352	26,082,261	138.649%	22,532,509	131.721%
November	45,572,970	7.341%	43,295,566	46,498,218	3,202,652	107.397%	925,248	102.030%
December	31,378,561	5.054%	29,810,490	35,681,037	5,870,547	119.693%	4,302,476	113.712%
January	26,580,126	4.281%	25,251,846	29,650,938	4,399,092	117.421%	3,070,812	111.553%
February	28,435,393	4.580%	27,014,400	25,878,627	(1,135,773)	95.796%	(2,556,766)	91.009%
March	27,563,073	4.440%	26,185,672	25,605,370	(580,302)	97.784%	(1,957,703)	92.897%
April	34,889,955	5.620%	33,146,410					
May	38,543,539	6.208%	36,617,415					
June	46,870,582	7.550%	44,528,333					
July	69,950,155	11.267%	66,454,558					
August	105,789,285	17.040%	100,502,710					
September	94,216,774	15.176%	89,508,509					
Total Gallons	<u>620,824,255</u>	100.000%	<u>589,800,000</u>	<u>256,880,542</u>	<u>37,838,477</u>		<u>26,316,576</u>	

WATER SALES BUDGET VERSUS ACTUAL (GALLONS SOLD)



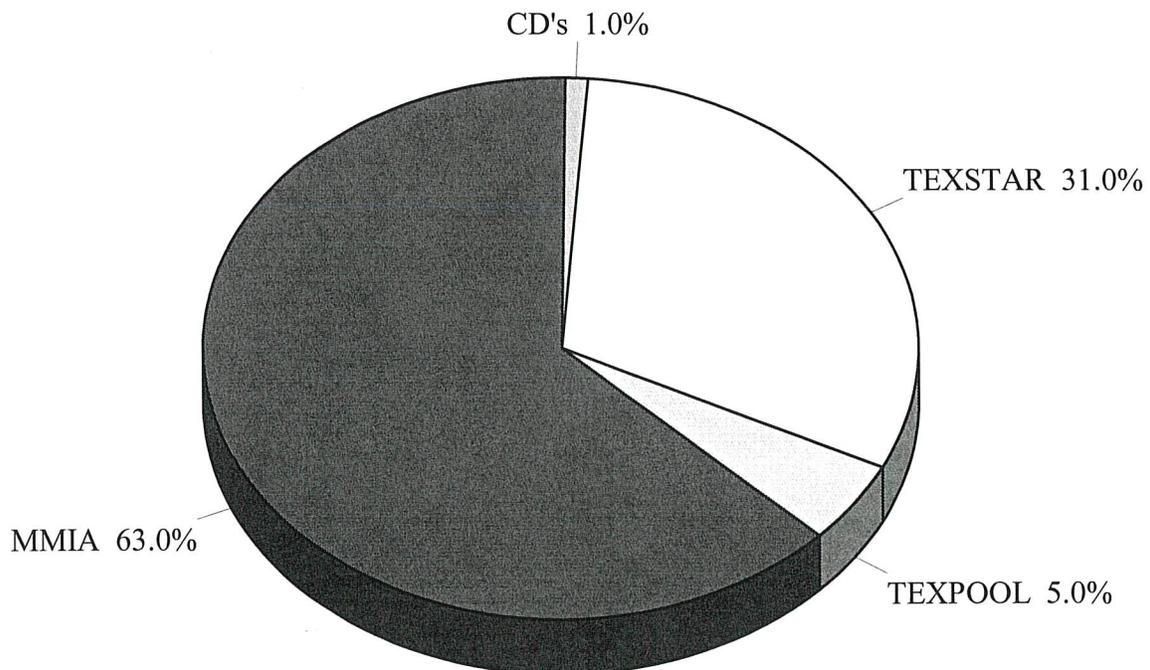
WATER SALES (GALLONS)



**City of Woodway
Cash Accounts
March 31, 2020**

TYPE	ACCOUNT NAME	RECONCILED BALANCE @ 12/31/2019	RECONCILED BALANCE @ 03/31/2020	\$ VARIANCE	% VARIANCE
Checking Accounts:					
	Combined Operating Fund	\$0.00	\$0.00	\$0.00	0.00%
	Payroll	0.00	0.00	0.00	0.00%
	Cafeteria Flexible Spending	0.00	0.00	0.00	0.00%
Sub-Total		\$0.00	\$0.00	\$0.00	0.00%
Money Market Investment Accounts:					
	Combined Investment	\$14,847,108.70	\$16,841,461.58	\$1,994,352.88	13.43%
	Water Deposit Escrow	134,325.06	136,581.72	2,256.66	1.68%
	Builder's Deposits	46,416.27	46,550.43	134.16	0.29%
Sub-Total		\$15,027,850.03	\$17,024,593.73	\$1,996,743.70	13.29%
Savings Accounts:					
	Drug Seizure Restricted Fund	\$28,049.46	\$22,409.37	(\$5,640.09)	-20.11%
	Asset Forfeiture Restricted Fund	14,302.03	14,343.37	41.34	0.29%
Sub-Total		\$42,351.49	\$36,752.74	(\$5,598.75)	-13.22%
TOTAL CASH ACCOUNTS		\$15,070,201.52	\$17,061,346.47	\$1,991,144.95	13.21%

Investment Portfolio by Type



**City of Woodway
Investments
March 31, 2020**

CERTIFICATES OF DEPOSIT

Fund	Type	CD #	Interest Rate	Date of Purchase	Date of Maturity	Balance 12/31/2019	Additions	Maturities	Balance 03/31/2020	Accrued Interest
100 - General Fund		958433	2.50%	04/24/2019	04/24/2020	\$240,000.00	\$0.00	\$0.00	\$240,000.00	\$5,621.92
Subtotal						\$240,000.00	\$0.00	\$0.00	\$240,000.00	\$5,621.92
TOTAL CERTIFICATES OF DEPOSIT						\$240,000.00	\$0.00	\$0.00	\$240,000.00	\$5,621.92

TEXPOOL

Account Name	Pool	Account	Average Interest Rate	Balance 12/31/2019	Additions	Withdrawals	Balance 03/31/2020	Accrued Interest
General Fund	449	1551700003	1.3956%	\$1,136,205.39	\$3,945.43	\$0.00	\$1,140,150.82	\$0.00
Utility Fund	449	1551700001	1.3956%	80,966.42	281.16	0.00	81,247.58	0.00
TOTAL TEXPOOL DEPOSITS				\$1,217,171.81	\$4,226.59	\$0.00	\$1,221,398.40	\$0.00

TEXSTAR

Account Name	Location	Account	Average Interest Rate	Balance 12/31/2019	Additions	Withdrawals	Balance 03/31/2020	Accrued Interest
2016 Utility Improvements	15506	2016-000	1.3575%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017 Utility Improvements	15506	2017-000	1.3575%	8,384,760.74	28,312.08	0.00	8,413,072.82	0.00
TOTAL TEXSTAR DEPOSITS				\$8,384,760.74	\$28,312.08	\$0.00	\$8,413,072.82	\$0.00
TOTAL INVESTMENTS				\$9,841,932.55	\$32,538.67	\$0.00	\$9,874,471.22	\$5,621.92

I certify, to the best of my knowledge, that the foregoing investments were made in compliance with the City of Woodway's Investment Policy as amended December, 2017.



 City Manager
 5/12/2020



 Finance Director

City of Woodway
 For Six Months Ended March 31, 2020
 (50% of Fiscal Year Expired)

TOURISM FUND REVENUES

REVENUE SOURCE	FY2020			FY2019		
	BUDGET	YTD	%	BUDGET	YTD	%
HOTEL OCCUPANCY TAX						
Hotel Occupancy Tax	\$750,000	\$304,859	41%	\$700,000	\$331,340	47%
Total Hotel Occupancy Tax	\$750,000	\$304,859	41%	\$700,000	\$331,340	47%
OTHER INCOME						
Interest Income	\$20,000	\$8,092	40%	\$14,000	\$8,971	64%
Miscellaneous Income	0	0	0%	0	0	0%
Transfer from General Fund	0	0	0%	0	0	0%
Total Other Income	\$20,000	\$8,092	40%	\$14,000	\$8,971	64%
TOTAL INCOME	\$770,000	\$312,951	41%	\$714,000	\$340,311	48%

TOURISM FUND EXPENDITURES

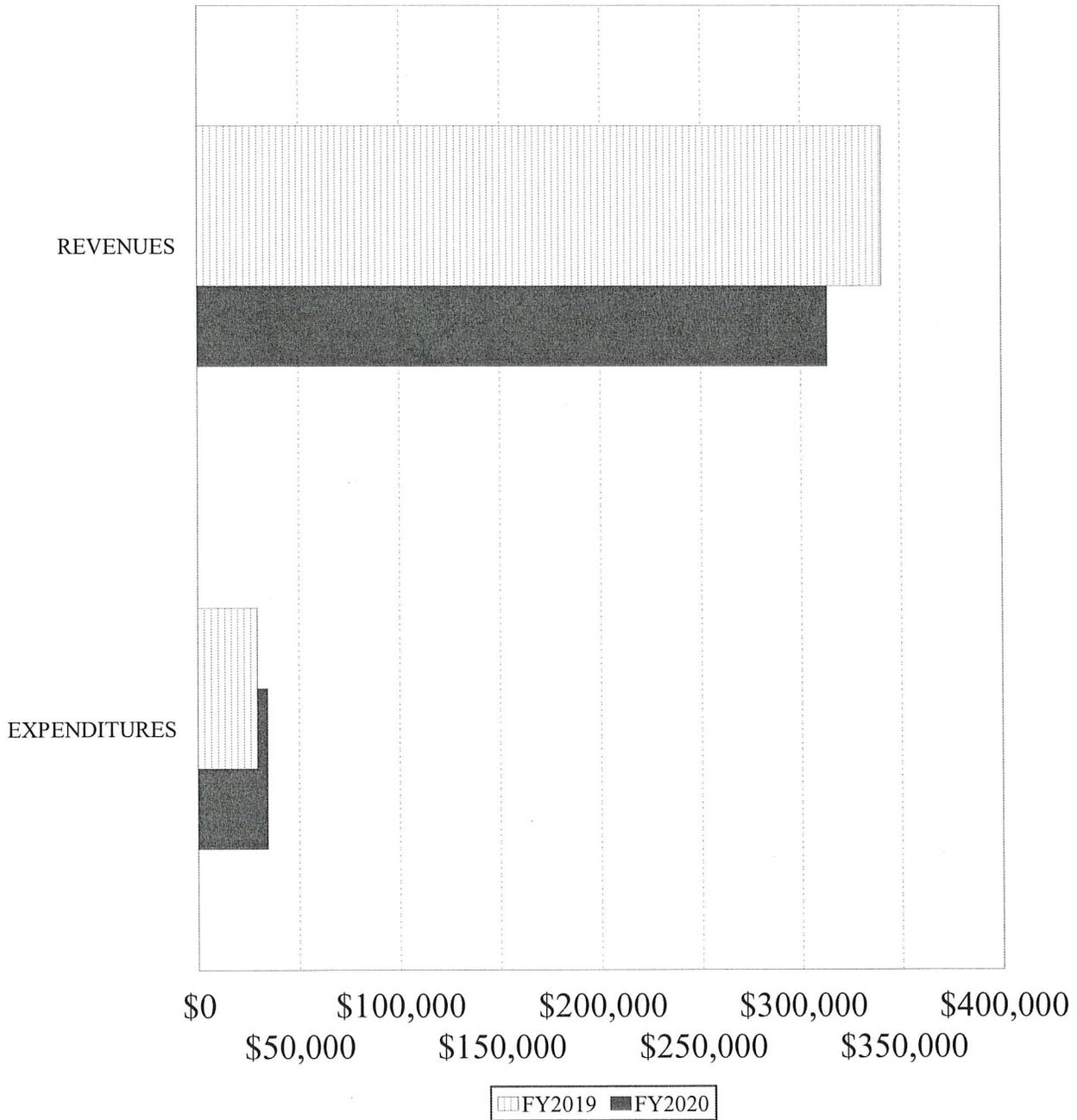
Expenditures by Division	FY2020			FY2019		
	BUDGET	YTD	%	BUDGET	YTD	%
CATEGORY A:						
VISITOR INFORMATION CENTER						
1 Principal	\$80,000	\$0	0%	\$80,000	\$0	0%
Interest	21,800	10,900	50%	24,200	12,100	50%
Paying Agent Fees	300	0	0%	300	0	0%
Schools/Conferences	2,000	2,824	141%	0	0	0%
2 Transfer to General Fund for Visitor Cente	248,235	0	0%	217,660	0	0%
CATEGORY B: CONVENTIONS						
Conference Sponsorships	0	0	0%	0	0	0%
CATEGORY C:						
TOURISM ADVERTISING & PROMOTIONS	111,343	16,554	15%	100,000	17,110	17%
FESTIVALS	0	3,980		0	0	0%
CATEGORY D:						
ARTS ORGANIZATIONS & PROGRAMS						
Art Exhibition (Outdoor sculptures)	0	0	0%	0	0	0%
TOTAL EXPENDITURES	\$463,678	\$34,258	7%	\$422,160	\$29,210	7%

Notes:

- 1 FY 2019 excludes \$727,148 related to paying off some principal early.
- 2 Transfer to General Fund - Transfer will be a September entry after all Hotel Occupancy Tax receipts.

TOURISM FUND COMPARISON

YTD FY2019 VERSUS YTD FY2020





CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 18, 2020

Prepared By: Donna Barkley

Approved By: 

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

Caption:

Discussion and consider action on extending the Mayor's Declaration of Continued State of Disaster and Public Health Emergency in Woodway, Texas due to the COVID-19 Pandemic for thirty (30) days

Background Information:

In December 2019, a novel respiratory disease named COVID-19 was detected in Wuhan City, China. The symptoms of COVID-19 include fever, cough, and shortness of breath that may result in mild to severe illness, and in some cases death. According to the Center for Disease Control (CDC). The CDC warns that widespread transmission of COVID-19 would translate into large numbers of people needing medical care at the same time and the CDC is recommending no gatherings with 10 people or more be held in the United States. In an effort to flatten the curve and maintain the health of the City of Woodway, the Mayor issued a Declaration of Local Disaster due to Public Health Emergency on March 18, 2020.

On April 28, 2020 the McLennan County Commissioners Court adopted its new COVID-19 regulations to address changes made by the Governor's Executive Order GA 18. In accordance with state and county government, the Mayor extended his declaration of continuation of state of disaster and public health emergency through May 15, 2020.

Financial Impact:

Total of Proposed Expenditure:	\$	0
Amount Budgeted:	\$	0
Account No.:		N/A
If not budgeted, other funding options:		N/A

Staff Recommendation: Approve the City Manager's proposal to extend the Mayor's previous Declaration of Continued State of Disaster and Public Health Emergency through June 15, 2020

DECLARATION OF CONTINUATION OF STATE OF DISASTER AND PUBLIC HEALTH EMERGENCY AND EXTENSION THEREOF, THROUGH JUNE 15, 2020

I, Jane Kittner, Mayor of the City of Woodway, Texas do hereby PROCLAIM and DECLARE that a state of disaster and public health emergency continues to exist in Woodway, Texas due to the COVID-19 pandemic.

On my behalf, and on behalf of the City Council, I hereby DECLARE that a state of disaster and public health emergency exists in Woodway, Texas because of the threat of COVID-19 and extend such declaration through June 15, 2020.

PROCLAIMED this 18th day of May, 2020.

Jane Kittner, Mayor
City of Woodway, Texas



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 18, 2020

Prepared By: Donna Barkley

Approved By: _____ 

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

Caption:

Discussion and consider action on updates and any needed items related to the Coronavirus

Background Information:

This item is provided so that the City Manager can provide updates regarding the Coronavirus and how it is affecting the City, staff and citizens. This will also provide an item for any discussion and possible action needed related to the Coronavirus.

Financial Impact:

Total of Proposed Expenditure: \$

Amount Budgeted: \$

Account No.:

If not budgeted, other funding options:

Staff Recommendation:

Approve items related to the Coronavirus if needed

WOODWAY CITY COUNCIL MINUTES

May 11, 2020

The Woodway City Council met in a regular meeting on Monday, May 11, 2020, at 5:30 p.m. In accordance with the Social Distancing Guidelines, the City Council of Woodway conducted the meeting in person and by telephone conference. The following individuals were in attendance either by appearance in the Donald J. Baker Council Chambers at Woodway City Hall, 922 Estates Drive, Woodway, Texas or by calling in:

Mayor:	Bob Howard/Jane Kittner
Mayor Pro Tem:	Vic Sober
Councilmembers:	Scott A. Giddings and Amine Qourzal
Absent:	Barbara Grandy
Councilmember Elect:	David Mercer and David Russell
City Manager:	Shawn Oubre
City Secretary:	Donna Barkley
City Staff:	William Klump and Mitch Davison
Contract Staff:	None
Registered Guests:	Debbie Russell

CALL MEETING TO ORDER

Mayor Howard called the meeting to order at 5:30 p.m.

The Mayor did a roll call of the councilmembers that were attendance on the call.

INVOCATION

1. INVOCATION

Mayor Howard provided the invocation.

After the invocation, Mayor Howard turned the meeting over to the City Manager.

ANNUAL ORGANIZATION OF THE CITY COUNCIL

2. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED COUNCILMEMBERS

City Secretary Donna Barkley administered the Oath of Office to David Mercer (Ward I, Place I), and David Russell (At-Large)

3. CONSIDER ACTION ON APPOINTMENT TO OFFICE OF MAYOR

Mr. Oubre, City Manager, opened the floor for nominations for the office of Mayor. Councilmember Sober nominated Jane Kittner, and Councilmember Qourzal seconded. Mr. Oubre asked if there were any other nominations and, there being none, Councilmember Giddings made a motion to cease nominations and Councilmember Sober seconded. Mr. Oubre called for a vote of those in favor of Jane Kittner for Mayor, and Ms.

WOODWAY CITY COUNCIL MINUTES

Page 2

May 11, 2020

Kittner was unanimously elected to serve as Mayor of Woodway for a term of one year.

4. CONSIDER ACTION ON APPOINTMENT TO OFFICE OF MAYOR PRO TEM

Mr. Oubre, City Manager, opened the floor for nominations for the office of Mayor Pro Tem. Councilmember Qourzal nominated Vic Sober, and Mayor Kittner seconded. Mr. Oubre asked if there were any other nominations and, there being none, Councilmember Giddings made a motion to cease nominations and Councilmember Mercer seconded. Mr. Oubre called for a vote of those in favor of Vic Sober for Mayor Pro Tem, and Mr. Sober was unanimously elected to serve as Mayor Pro Tem of Woodway for a term of one year.

5. DISCUSSION AND CONSIDER ACTION ON RESOLUTION R-20-07, DESIGNATING ROBERT'S RULES OF ORDER NEWLY REVISED (ELEVENTH EDITION) TO BE THE COUNCIL'S RULES OF PROCEDURE

Mayor Pro Tem Sober moved to adopt Resolution R-20-07, designating Roberts Rules of Order Newly Revised (Eleventh Edition), the most current edition, as the Council's rules of procedure. Councilmember Qourzal seconded, and the motion passed unanimously.

PRESENTATIONS AND VISITORS

6. HEAR VISITORS

No visitors came forward to speak at this time. There were no public comments received by email.

ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION

7. DISCUSSION AND CONSIDER ACTION ON ORDINANCE 20-04 RATIFYING THE MAYOR'S DECLARATION OF CONTINUED STATE OF DISASTER AND PUBLIC HEALTH EMERGENCY IN WOODWAY, TEXAS DUE TO THE COVID-19 PANDEMIC; DECLARING THE EXISTENCE OF A STATE OF DISASTER AND PUBLIC HEALTH EMERGENCY IN WOODWAY, TEXAS DUE TO THE COVID-19 PANDEMIC; AND ADOPTING THE SUBSTANTIVE PROVISIONS OF THE ORDER OF MCLENNAN COUNTY DATED APRIL 28, 2020 AS THE CITY'S REGULATIONS

Mr. Oubre provided information regarding the previous order signed by Mayor Howard in response to COVID-19. Since then, Governor Abbott, as well as the County Judge has also passed an emergency order, which limits or prohibits certain activities within the county. Currently we are under the Governor's directive that supersedes any mayor or county judge's orders. On March 13th, Mayor Howard signed the original order and within seven days pursuant to statute, City Council has to adopt it or suspend it. The City Council took action on March 18th to extend the order by thirty (30) days. It has since been renewed but needs another renewal to extend through May 18th. If there is ever any reimbursement or costs shared, or grant provided by state or federal government, we need to be having our own order in place so we can possibly be in line to receive those funds (whatever they may be).

Councilmember Qourzal moved to adopt Ordinance 20-04 ratifying the Mayor's Declaration of Continued State of Disaster and Public Health Emergency in Woodway, Texas due to the COVID-19 Pandemic; declaring the existence of a state of disaster and public health emergency in Woodway, Texas due to the COVID-19 pandemic;

WOODWAY CITY COUNCIL MINUTES

Page 3

May 11, 2020

and adopting the substantive provisions of the order of McLennan County dated April 28, 2020 as the City's regulations. Councilmember Mercer seconded the motion and the motion passed unanimously.

8. DISCUSSION AND CONSIDER ACTION ON UPDATES AND ANY NEEDED ITEMS RELATED TO THE CORONAVIRUS

Mr. Oubre stated that this is on the agenda to provide updates and if anything comes up that we need to take action on during the seventy-two-hour posting period, this will give us the opportunity to address it. He provided updates on the following items in the City that relates to this:

- Staff is recommending that we prepare for the increased flow of traffic at Woodway Park 1 and 2 especially with the Memorial Day weekend coming up. We will be implementing a one-way traffic pattern in Woodway Park 2 to alleviate some of the parking problems we are having but to also allow parking on one side of the road which is in addition to where the normal parking spaces are. We are also experiencing traffic problems in the beach front area so staff is going to do some striping at both locations. In our neighboring cities, their parks are closed so we are catching the overflow.
- Playgrounds are still closed at this point
- No action to take tonight

9. Discussion and consider action on McLennan County 9-1-1 Emergency Assistance District Board of Managers ballot

Mr. Oubre provided that the board for the McLennan County 9-1-1 Emergency Assistance is appointed with multiple representatives, from the cities and the county. Chief Crook is still serving on this board. However, there is one vacancy and four nominees before you.

Councilmember Giddings moved to cast a vote for Jim Devlin. Councilmember Mercer seconded the motion and the motion passed unanimously.

CONSENT AGENDA

10. A. DISCUSSION AND CONSIDER ACTION ON MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD APRIL 27, 2020, AT 5:30 P.M.
- B. DISCUSSION AND CONSIDER ACTION ON ANNUAL APPOINTMENTS AND REAPPOINTMENTS TO THE WOODWAY BOARDS AND COMMISSIONS
- C. DISCUSSION AND CONSIDER ACTION ON AWARD OF BID 20-02, WOODWAY STREET AND UTILITY RECONSTRUCTION PROJECT
- D. DISCUSSION AND CONSIDER ACTION ON RESOLUTION R-20-08, APPROVING A SUBMISSION OF GRANT #4146801 BY THE WOODWAY PUBLIC SAFETY DEPARTMENT FOR THE 2020 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF) PROGRAM

WOODWAY CITY COUNCIL MINUTES

Page 4

May 11, 2020

E. DISCUSSION AND CONSIDER ACTION ON INSTALLING RESTROOMS AT LAKE PARK 1 AND LAKE PARK 2

Mr. Oubre provided comments on items B through E. No items were removed from the Consent Agenda.

11. DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

Mayor Pro Tem Sober moved the Consent Agenda be approved as follows:

- A. Approve the minutes of the of the regular City Council meeting held April 27, 2020, at 5:30 p.m.
- B. Confirm the appointments to the various Woodway boards and commissions as recommended by the City Council Nominating Committee.
- C. Award Bid 20-02, Woodway Street and Utility Reconstruction Project, to Barsh Construction, in the amount of \$3,152,229.94.
- D. Adopt Resolution R-20-08 approving a submission of grant #4146801 by the Woodway Public Safety Department for the 2020 Coronavirus Emergency Supplemental Funding (CESF) Program.
- E. Authorize expenditure in the amount of \$157,496.00 to CXT Incorporated, for installing the restrooms at Lake Park 1 and Lake Park 2.

Councilmember Qourzal seconded the motion, and the motion passed unanimously.

CITY MANAGER AND CITY COUNCIL REPORTS

12. CITY MANAGER'S REPORT

Mr. Oubre provided information on the following:

- The City's Purchasing Policy.
- Janet Schaffer (Director of Arboretum, Tourism and Recreational Services) retired. Lenny is overseeing the Arboretum and Family Center right now.
- Lenny and Mr. Oubre have been working on conducting a study of the flow patterns, signage, themed benches, lighting and garbage receptacles in the Carleen Bright Arboretum area. They are going to engage a company Mr. Oubre has used before, Jeff Carbo Landscape Architects out of Baton Rouge, and will bring you his recommendations.
- Disaster Contracts

13. CITY COUNCIL REPORTS

No reports at this time.

Mayor Kittner thanked Bob Howard and Barbara Grandy for their steady leadership, hard work and wisdom serving as councilmembers and for Bob's service as Mayor.

WOODWAY CITY COUNCIL MINUTES

Page 5

May 11, 2020

CLOSING ITEMS

14. CONSIDER ACTION ON THE OPEN MEETINGS ACT RESOLUTION

Mayor Pro Tem Sober moved to approve the Open Meetings Act Resolution. Councilmember Qourzal seconded the motion, and the motion passed unanimously.

15. CONSIDER ACTION ON ADJOURNMENT

Councilmember Russell moved to adjourn the meeting. Mayor Pro Tem Sober seconded the motion, and the motion passed unanimously. The meeting adjourned at 6:14 p.m.

Donna Barkley, City Secretary

Jane Kittner, Mayor

RESOLUTION R-20-09

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS, ORDERING A SPECIAL CITY ELECTION TO BE HELD AS A JOINT ELECTION WITH MCLENNAN COUNTY TO BE HELD FOR THE CITY OF WOODWAY, TEXAS ON SATURDAY, AUGUST 15, 2020 TO ELECT A COUNCIL MEMBER TO FILL AN UNEXPIRED TERM; ESTABLISHING EARLY VOTING AND POLLING LOCATIONS AND DATES/TIMES; PROVIDING OTHER MATTERS RELATING TO THE ELECTION; AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS.

That notice is hereby given that a special city election will be held on Saturday, August 15, 2020 jointly with McLennan County.

That for purposes of the special election there shall be submitted to the duly qualified resident electors of the City of Woodway the question of the election of one (1) Councilmember for Ward II, Place 1, in conformity with the Charter of the City of Woodway and the laws of the State of Texas.

That applications to have the name of a candidate placed on the special election ballot may not be filed earlier than May 18, 2020, at 8:00 a.m., that the last day for filing will be June 15, 2020, by 5:00 p.m., and that applications for a place on the ballot shall be obtained from the City Secretary at Woodway City Hall, 922 Estates Drive, Woodway, Texas.

That the vote center for the Election is hereby designated to be the County Vote Center identified in Exhibit A attached hereto. Such locations incorporated herein by reference for all purposes; provided, however, such times and locations may be changed if so directed by the Elections Administrator without further action of the Commissioners Court. The Elections Administrator of McLennan County is hereby authorized and directed to make such changes in polling locations as may be necessary for the proper conduct of the Election. Each polling place shall be open from 7:00 a.m. to 7:00 p.m. on the date of the Election.

That the present boundaries of the City of Woodway constitute one election precinct for said special election.

That all necessary election officials, judges and clerks shall be appointed by McLennan County which shall administer the election.

As part of the joint election with McLennan County, early voting for the City's special election will be as follows:

**LOCATION(S) OF POLLING PLACES
(DIRECCIÓN(ES) DE LAS CASILLAS ELECTORALES)**

**See attached List
(Véase la lista adjunta)**

Early Voting by personal appearance will be conducted at:
(La votación adelantada en persona se llevará a cabo todos los días en:)

**Early Voting Sites:
(Lugares de votación adelantada)**

Woodway City Hall
922 Estates Drive
Woodway, TX 76712

The dates and times of Early Voting are:
(Los días y horas de votación adelantada son:)

Monday (lunes)	August 3, 2020 (3 de agosto de 2020)	8:00 AM - 5:00 PM
Tuesday (martes)	August 4, 2020 (4 de agosto de 2020)	8:00 AM - 5:00 PM
Wednesday (miércoles)	August 5, 2020 (5 de agosto de 2020)	8:00 AM - 5:00 PM
Thursday (jueves)	August 6, 2020 (6 de agosto de 2020)	8:00 AM - 5:00 PM
Friday (viernes)	August 7, 2020 (7 de agosto de 2020)	8:00 AM - 5:00 PM
Monday (lunes)	August 10, 2020 (10 de agosto de 2020)	7:00 AM - 7:00 PM
Tuesday (martes)	August 11, 2020 (11 de agosto de 2020)	7:00 AM - 7:00 PM

Applications to vote by mail should be mailed to:
(Las solicitudes para poder votar por deben ser enviadas a:)

Kathy E. Van Wolfe
McLennan County Elections Administrator
P.O. Box 2450
Waco, Texas 76703-2450
kathy.vanwolfe@co.mclennan.tx.us

Applications for ballot by mail must be received no later than the close of business on August 4, 2020:

(Las solicitudes para votar por correo tendrán que ser recibidas antes del fin del día laboral el 4 de agosto 2020:)

Notice of the election hereby ordered and called shall be given: (a) by publication one time in a newspaper with general circulation in the City of Woodway, not earlier than the 30th day or later than the 10th day before election day; and (b) by posting such notice at the polling place for each election precinct of the City for such election.

That it is hereby officially found and determined that the meeting at which this resolution is passed was open to the public as required by law, and that public notice of the place and purpose of said meeting was given as required by law.

PASSED AND APPROVED this the 18th day of May 2020.

THE CITY OF WOODWAY, TEXAS

Jane Kittner, Mayor

Councilmembers:

ATTEST:

Donna Barkley, City Secretary

**ORDER OF SPECIAL ELECTIONS
(ORDEN DE LA ELECCIÓN ESPECIAL)**

An election is hereby ordered to be held on August 15, 2020, for voting in a Special Election to elect one (1) person for the unexpired term of office for one (1) City Council position (Ward 2, Place 1) for the City of Woodway.

(Se ordena que se celebre una elección el 15 de agosto de 2020, para votar en una Elección Especial elegir a una (1) persona para cada puesto para servir el por término no completo para un (1) posición en el Ayuntamiento (Ward 2, Lugar 1) para la ciudad de Woodway.)

**LOCATION(S) OF POLLING PLACES
(DIRECCIÓN(ES) DE LAS CASILLAS ELECTORALES)**

**Woodway City Hall
922 Estates Drive
Woodway, TX 76712**

Early Voting by personal appearance will be conducted at:
(La votación adelantada en persona se llevará a cabo todos los días en:)

**Early Voting Sites:
(Lugares de votación adelantada)**

Woodway City Hall
922 Estates Drive
Woodway, TX 76712

The dates and times of Early Voting are:
(Los días y horas de votación adelantada son:)

Monday (lunes)	August 3, 2020 (3 de agosto de 2020)	8:00 AM - 5:00 PM
Tuesday (martes)	August 4, 2020 (4 de agosto de 2020)	8:00 AM - 5:00 PM
Wednesday (miércoles)	August 5, 2020 (5 de agosto de 2020)	8:00 AM - 5:00 PM
Thursday (jueves)	August 6, 2020 (6 de agosto de 2020)	8:00 AM - 5:00 PM
Friday (viernes)	August 7, 2020 (7 de agosto de 2020)	8:00 AM - 5:00 PM
Monday (lunes)	August 10, 2020 (10 de agosto de 2020)	7:00 AM - 7:00 PM
Tuesday (martes)	August 11, 2020 (11 de agosto de 2020)	7:00 AM - 7:00 PM

Applications to vote by mail should be mailed to:
(Las solicitudes para poder votar por deben ser enviadas a:)

Kathy E. Van Wolfe
McLennan County Elections Administrator
P.O. Box 2450
Waco, Texas 76703-2450
ballotbymail@co.mclennan.tx.us

Applications for ballot by mail must be received no later than the close of business on August 4, 2020:
(Las solicitudes para votar por correo tendrán que ser recibidas antes del fin del día laboral el 4 de agosto 2020:)

Issued this the 18th day of May, 2020.
(Emitada el día 18 de Mayo, 2020.)

Mayor, City of Woodway
(alcalde, ciudad de Woodway)



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 18, 2020

Prepared By: Donna Barkley

Approved By: 

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

Caption:

Discussion and consider action on an agreement between McLennan County and the City of Woodway for the purpose of conducting a joint special election, and approving the contract for election services between the McLennan County Elections Administration Department and the City of Woodway

Background Information:

This agreement is entered into between McLennan County, acting herein by and through the Commissioners Court and the City of Woodway, acting by and through its City Council for the purpose of conducting a joint special election, and a contract for election services between the McLennan County Election Administration Department and the City of Woodway

Financial Impact:

Total of Proposed Expenditure:	\$ 15,664.00
Amount Budgeted:	\$ 5,000.00
Account No.:	100-4101-411-6114
If not budgeted, other funding options:	
Account No.:	100-4109-419-8001 (Contingency)

Staff Recommendation:

Approve the agreement between McLennan County and the City of Woodway for the purpose of conducting a joint election and the contract for election services between the McLennan County Elections Administration Department and the City of Woodway

THE STATE OF TEXAS

COUNTY OF MCLENNAN

CONTRACT FOR ELECTION SERVICES BETWEEN THE MCLENNAN COUNTY ELECTION ADMINISTRATION DEPARTMENT AND THE CITY OF WOODWAY.

THIS CONTRACT made by and between the City of Woodway, acting by and through its City Council, hereinafter referred to as the "City," and Kathy E. Van Wolfe, Elections Administrator of McLennan County, Texas, hereinafter referred to as the "Contracting Officer," and by authority of Section 31.092 (a), Texas Election Code for the conduct and supervision of the August 15, 2020 Special Election for the selection of elected officials for the unexpired term of office of three (3) years for one (1) City Council positions (Ward 2, Place 1).

THIS CONTRACT is subject to the approval of all participating parties and shall be binding on said parties upon written approval.

WITNESSETH:

WHEREAS, the City is holding an election for the selection of elected officials for the unexpired term of office for one (1) City Council position (Ward 2, Place 1) (at the expense of the City) on August 15, 2020; and

WHEREAS, the voting precincts of the City which lie within the boundaries of the City, have been established by the City as their voting precincts; and

WHEREAS, the Vote Centers in the Joint Special Election are the Election Day voting places for the City; and

WHEREAS, the County owns the HART eSlate electronic voting system which has been duly approved by the Secretary of State, pursuant to the Texas Election Code, (Section 122.031-122.039, Section 122.091); and

WHEREAS, the City desires to use the County's electronic voting system in their elections and to compensate the County for such use and to share in certain other expenses connected with such elections in accordance with the provisions of Section 31.098 of the Texas Election Code; and

NOW, THEREFORE, in consideration of the mutual covenants, agreements and benefits to the parties, IT IS AGREED as follows:

I.

In all of the City's voting precincts, the Contracting Officer shall conduct the City's election in accordance with this contract. The City shall bear the full cost or pay a pro-rata

share of the voting centers and election judges, alternates and clerks, if applicable, to be used for the election.

II.

Judges' Booth Controllers (JBCs), eSlates and Disabled Accessible Units (DAUs) owned by the County shall be used for the City's election.

III.

The City agrees to appoint the Contracting Officer as the Clerk for Early Voting and shall furnish wording on the ballots and election order necessary for Early Voting in the election to be held at the expense of the City.

The City agrees that the location for Early Voting will be the Woodway City Hall, located at 922 Estates Drive, Woodway, TX 76712.

The above-mentioned wording on the ballot(s) and election order(s) shall be delivered to the Elections Administrator upon completion of the ballot drawing for a place on the ballot prior to the commencement of Early Voting in the election to be held at the expense of the City. The City shall bear the full cost for the Early Voting locations' personnel, at an hourly rate of \$12.00 and an overtime rate of \$18.00 per hour for Presiding Judges and Alternate Judges and an hourly rate of \$10.00 and an overtime rate of \$15.00 for Clerks and a \$25.00 pick-up and delivery fee for Early Voting supplies.

The City will forward any requests received for a ballot by mail to the McLennan County Elections Administrator for processing. The City shall pay to the County the actual cost incurred for materials and postage for the distribution of ballots by mail.

The Contracting Officer shall provide to the City one (1) copy of the Early Voting report via email on a daily basis and a cumulative final Early Voting report following the election.

IV.

The Contracting Officer shall have the City's sample ballots printed, to cover the City's election, in accordance with Texas Election Code, Section 124.004. In all of the City's voting precincts, which lie within the boundaries of the City, the ballots shall include the selection of elective officers for the City.

V.

In all instances covered by Article I of this contract, the Contracting Officer shall cause the HART eSlate voting equipment to be delivered to the Election Day voting places and Early Voting places at least one (1) hour before the time set for opening the polls in each voting precinct, pursuant to Texas Election Code, Sections 125.001, 125.004, 125.061, 127.032-.065.

VI.

The City shall bear the full cost of the rent or pay a pro-rata share, if applicable, for all voting places contemplated by Article I of this contract.

VII.

The City shall bear the full cost or pay a pro-rata share, if applicable, for any equipment as deemed necessary and/or desirable for the holding of said election and cause same to be delivered to the voting places of the City.

VIII.

The City shall bear the full cost or pay a pro-rata share, if applicable, for the employment and/or use of such personnel as the Contracting Officer deems necessary or desirable to prepare for and conduct Early Voting.

IX.

The City shall bear the full cost or pay a pro-rata cost for the employment and/or use of such personnel as the Contracting Officer deems necessary to program and operate the automatic tabulating equipment in accordance with Texas Election Code, Sections 124.066, 127.001-.006, 127.121-122.

X.

The City shall appoint, bear the full cost of or pay a pro-rata share for the Presiding Judges and Clerks in the voting precincts, which lie within the limits of the City, including the cost for the election personnel to attend an election school held by the designated Contracting Officer for the training of Election Day Judges and Alternate Judges pursuant to the Texas Election Code, Sections 32.091 - .093 and 271.013, for their services in connection with the election to be held at the expense of the City. The election school will not exceed four (4) hours in length. Election Day personnel will be compensated at an hourly rate of \$12.00 for Presiding Judges and Alternate Judges and an hourly rate of \$10.00 for Clerks and a \$25.00 pick-up and delivery fee for Election Day supplies.

The Contracting Officer shall appoint the Presiding Judge and Clerks of the Early Voting Ballot Board to process Early Voting results pursuant to Texas Election Code, Sections 87.001 - .025, 87.101, and 87.103. The City shall pay a pro-rata cost for the Presiding Judge and Clerks of the Early Voting Ballot Board.

XI.

The Contracting Officer will provide the preparation of programs and test materials for tabulation of voting equipment and of ballot by mail materials, supervision of handling and

disposition of election returns and preparation of the tabulation for the official canvass in accordance with Tex. Elec. Code, Section 31.094.

XII.

The Contracting Officer will provide advisory services in connection with decisions to be made and actions to be taken by the responsible parties of the City.

XIII.

The City shall pay to the County an Administrative Fee of ten (10) percent of the total amount of the contract for administering the election.

XIV.

It is understood that the County will incur costs and expenses in connection with the making of arrangements and preparations for the election, and that in the event the election to be held at the City is enjoined or canceled or if for any reason whatsoever the City shall decide not to proceed with the election to be held at the expense of the City or if the date of the election to be held by the respective parties is postponed or otherwise changed, the City shall be obligated to pay the County for the amount specified in Article XIII of this contract, which is agreed to be a fair and reasonable estimate of the costs and expenses incurred, or to be incurred, by the County in making such arrangements and preparations and the loss of damage to be sustained by the County in such event.

XV.

In connection with the performance of this contract, neither McLennan County nor the Administrator shall be liable to third parties for any default of the City in connection with the holding of the joint election, including the failure by such entities to pay any expenses hereunder, and such Entities shall not be liable to third parties for any default of the Administrator in connection with the holding of the joint election.

XVI.

Except as herein expressly provided otherwise, each party hereto shall do all things that may be required in connection with the election to be held at its expense. The City shall be responsible for the preparation of election resolutions and other pertinent documents for the adoption or execution by the proper officer of said party, and no party hereto shall have the responsibility or duty in connection with such preparations by any other party thereto. The Contracting Party will prepare the Special Notice of Election and submit the documents to the entities for execution by the proper officers. The City shall likewise be responsible for posting or publication of election notices, and no party hereto shall be responsible for the posting or publication by any other party hereto.

XVII.

It is understood that to the extent space is available that other cities and political subdivisions may wish to participate in the use of the above-mentioned election equipment and voting places, and it is agreed that the Contracting Officer may contract with such other cities or political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the City under this contract.

XVIII.

It is estimated that the City's obligation there under shall not exceed fifteen thousand six hundred sixty-four dollars (\$15,664.00) and the City agrees to pay a deposit of fifty (50) percent of said amount to McLennan County for an amount of seven thousand eight hundred thirty-two dollars (\$7,832.00) within five (5) days after the City's execution of this contract. The exact amount of the actual cost of the City's obligation hereunder shall be calculated after the August 15, 2020 Special Election, and if the amount of the City's obligation exceeds the amount deposited, then, in the event, the City shall pay to McLennan County the balance due within thirty (30) days after the receipt of the bill from the Contracting Officer detailing actual costs. However, if the amount of the City's obligation is less than the amount deposited, then and in that event, McLennan County shall refund to the City the excess amount paid within thirty (30) days after a final bill detailing the cost of the election has been provided to the City.

XIX.

No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations to make payments to the other party hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the party's control, including, but not limited to, the following force majeure events: (a) acts of God; (b) a natural disaster (fires, explosions, earthquakes, hurricane, flooding, storms, explosions, infestations), epidemic, or pandemic; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of this Agreement; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances; and (i) shortage of adequate power or transportation facilities.

XX.

AGREEMENT TO CONDUCT ELECTION

- **City of Woodway is the only entity conducting an election on this date.**
- **Appoint the McLennan County Elections Administrator as the Early Voting Clerk for the Special Election.**
- **Central Count Workers will be paid an hourly rate of \$10.00 per hour.**
- **Support the use of high school students to serve as election clerks, as prescribed in Section 32.0511 of the Election Code.**
- **Post the respective notice of drawing for a place on the ballot.**
- **Appoint the Elections Administrator as the general custodian of the voted ballots as authorized by the Texas Election Code, Sec. 271.010 and Sec. 66.001. Access to the election records will be available to the City, as well as the public, in accordance with the Texas Public Information Act, Chapter 552 of the Government Code.**
- **Prepare and post filing period notice by the filing authority.**
- **Provide tables and chairs at the Vote Center, if needed.**
- **Contracting Officer shall procure, allocate and distribute all election supplies; employ all election officers and personnel needed to conduct the election; provide training for the election workers on the election laws and on the use of the electronic voting equipment; conduct background checks for all election officials, staff and temporary workers, as prescribed in the Election Code 129.051(g); secure the Vote Center; operate the Central Count Station; prepare payment to election officers and personnel and billing to the City; provide precinct by precinct election returns to the Secretary of State as required by law; and any and all other duties necessary to conduct an election, as provided in the Election Services Contract.**
- **If a manual count or recount is required to be performed in accordance with Section 127.201 of the Election Code, the City shall be responsible for performing the manual count and/or recount with the Contracting Officer.**
- **The Contracting Party agrees to publish the Notice of Election with a list of Vote Center and the Notice of Public Testing of the Electronic Voting Equipment, prepared by the Contracting Officer, in the Waco Tribune Herald, as a legal ad. The City will pay the cost of for publishing these notices in the newspapers.**

In TESTIMONY HEREOF, the contract, is multiple originals all of equal force, has been executed on behalf of the parties hereto as follows, to wit:

a) It has on the _____ day of _____, 2020 been executed on behalf of McLennan County by the Elections Administrator, pursuant to the Texas Election Code, so authorizing;

b) It has on the _____ day of _____, 2020 been executed on behalf of the City by its Mayor, pursuant to the authority of the City Council, so authorizing;

ATTEST:

City of Woodway

By: _____
Mayor, City of Woodway

CONTRACTING OFFICER

Kathy E. Van Wolfe
Elections Administrator, McLennan County

COUNTY ELECTIONS SERVICES CONTRACT
FOR THE AUGUST 15, 2020
SPECIAL ELECTION

	Estimated
A. STATISTICAL INFORMATION	
1. Estimated voter turnout	1,000
2. Number of Election Day polling places	<u>1</u>
3. Number of county designated election precincts	<u>4</u>
4. Vote Centers were used for this election and all entities' ballots were available at any Vote Center; the percentage of costs for this election is based on the number and location of the Vote Centers in the Joint Election.	
5. Number of public buildings used as polling places	<u>1</u>
6. Number of Early Voting sites	<u>1</u>
7. Voting System: <u>Hart Intercivic eSlate Electronic Voting</u>	
B. COST OF GENERAL ELECTION	
1. Printing Costs (inclusive of the following)	<u>\$ 1,000.00</u>
a) Ballot Stock Paper for Ballots by Mail (\$0.06 per ballot for absentee)	
b) Sample Ballots Paper (\$0.06 per sheet for precincts)	
c) Postage (\$0.65 per ballot by mail material plus \$0.50 per BBM application/reject letters)	
d) Ballot by mail (cost of forms \$1.60 each)	
e) Military Voting Kits (\$1.50)	
f) Judges' Letters/Payroll/Ballot Board (\$0.50)	
2. Electronic voting system	
Rental of voting equipment (\$200.00 per machine)	<u>\$ 600.00</u>
(1 eSlates/1 JBCs/1 DAUs)	
3. Election kits and other supplies	<u>\$ 40.00</u>
(1 kits x <u>\$40.00</u>), inclusive of selection of contents, order, distribute, build custom kits per Vote Center)	
4. Election Day Polling site rental (churches @ \$30.00 for Election Day and Polling Place Rental)	<u>\$ 0.00</u>
5. Election Preparation Personnel	<u>\$ 500.00</u>
(Additional temporary part-time staff)	
6. Publication of Tabulation Equipment Test Notice & Notice of Election	<u>\$ 2,000.00</u>
(Waco Tribune Herald)	
7. Precinct Election Judges and Clerks (\$12.00 per hour for Judges & Alternates; \$10.00 per hour for Clerks)	<u>\$ 800.00</u>
(Inclusive of training, \$25.00 per site delivery of supplies after polls close)	
8. Personnel for Central Counting Station	<u>\$ 200.00</u>
a) 4 workers at an hourly rate of \$10.00 per hour	
b) Consultant for Internet	
c) Ballot Board/Troubleshooters	
9. Miscellaneous Election Day costs	<u>\$ 1,000.00</u>

COUNTY ELECTIONS SERVICES CONTRACT
FOR THE AUGUST 15, 2020
SPECIAL ELECTION

	Estimated
(Election supplies, translation, security, site support)	
10. Additional Personnel Costs (Overtime for Election Staff, travel to deliver supplies/post office/postings)	<u>\$ 2,000.00</u>
11. Early Voting: 1 locations a) # of Kits - @ \$40.00 each site b) EV Personnel – (1) Site: (1) Site @ \$12.00 per hour/\$18.00 per hour overtime – Judges & Alternates; \$10.00 per hour/\$15.00 per hour overtime – Clerks; \$25.00 Delivery Fee c) Rental of EV site d) Electronic Voting Equipment (1 JBCs & 2 eSlates/DAUs)	<u>\$ 5,000.00</u>
12. Air Cards for Electronic Poll Books on Election Day	<u>\$ 100.00</u>
13. Truck Rental/Gas for Electronic Machines Delivery/Pickup	<u>\$ 1,000.00</u>
14. Subtotal	<u>\$14,240.00</u>
15. County Administrative Fee (10%)	<u>\$ 1,424.00</u>
16. Cost of General Election	<u>\$15,664.00</u>



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 18, 2020

Prepared By: Mitch Davison

Approved By: _____ 

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

Caption:

Discussion and consider action on award of Bid 20-03, 2020 Micro-Surfacing Improvements.

Background Information:

Bids were received from two (2) contractors with the apparent low bidder being Viking Construction. The bids received are as follows:

CONTRACTOR	BID
VIKING CONSTRUCTION	\$292,381.45
INTERMOUNTAIN SLURRY SEAL	\$305,372.53

The amounts above were reviewed by the City Engineer and City staff recommends the award of the base bid to Viking Construction. A bid summary is attached for review.

Financial Impact:

Total of proposed expenditure: \$292,381.45
 Amount budgeted: \$300,000.00
 Account number: 302-4301-4317201 (Project #30230)
 If not budgeted, other funding options:

Staff Recommendation:

Staff recommends City Council award Bid 20-03, City of Woodway 2020 Micro-Surfacing Improvements, to Viking Construction in an amount not to exceed \$300,000.00



Job No.

Calc No.

Bid Summary

Project	FY 2020 Microsurfacing Improvements	Prepared By	mrd
System	Proposal Summaries	Date	5/7/2020
Component	Microseal	Reviewed By	
Task	Bid Tabulation	Date	

Purpose

Summarize bids received on FY 2020 Microseal Improvements project.

	Description	Intermountain		Engineer OPC
		Slurry Seal	Viking Const.	
Base Bid	Base Bid	\$ 305,372.53	\$ 292,381.45	\$ 300,767.60
	TOTAL BASE BID	\$ 305,372.53	\$ 292,381.45	\$ 300,767.60
Calendar Days	Calendar days to complete	30	30	30
Unit Prices	Microseal Unit Price	\$ 3.33	\$ 3.45	\$ 3.60



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 18, 2020

Prepared By: Donna Barkley

Approved By: _____ 

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

Caption: Discussion and consider action on consent agenda

Background Information:

The following items are included on the consent agenda:

- A. Discussion and consider action on minutes of the regular City Council meeting held May 11, 2020, at 5:30 p.m.
- B. Discussion and consider action on Resolution R-20-09, ordering a special city election for an unexpired term in the City of Woodway on Saturday, August 15, 2020; designating the polling place; and providing other matters relating to the election (*Discuta y considere la acción sobre la Resolución R-20 -09, ordenando una elección especial de la ciudad por un término no vencido en la Ciudad de Woodway el sábado 15 de agosto de 2020; designando el lugar de votación; y proporcionar otros asuntos relacionados con la elección*)
- C. Discussion and consider action on an 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 Elections Administration Department and the City of Woodway
- D. Discussion and consider action on award of Bid 20-03, Micro-Surfacing Improvements

Financial Impact: Please see individual items on consent agenda.

Staff Recommendation: Approve all items on the consent agenda, as presented.



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 18, 2020

Prepared By: Donna Barkley

Approved By: _____ 

- Presentation, Report and/or Discussion Only
- Public Hearing/Related Action
- Individual Discussion/Action
- Consent
- Executive Session

Caption:

Consider action on the Open Meetings Act Resolution

Background Information:

Attached is the Open Meetings Act Resolution. City Attorney David Cherry recommends that this item be placed on each meeting agenda and that it be adopted at each meeting.

Financial Impact:

Total of Proposed Expenditure: \$
 Amount Budgeted: \$
 Account No.: #
 If not budgeted, other funding options:

Staff Recommendation:

Adopt the Open Meetings Act Resolution.



MISCELLANEOUS ITEMS FOR COUNCIL

Distributed with May 18, 2020 City Council Meeting Packet

- Tentative list of agenda items for future meetings

Upcoming Calendar Items of Interest

- | | |
|------------------|---|
| - Monday, May 18 | Regular City Council meeting – 5:30 p.m. – Donald J. Baker Council Chambers |
| - Monday, May 25 | Memorial Day holiday for City employees |
| - Monday, June 8 | Regular City Council meeting – 5:30 p.m. – Donald J. Baker Council Chambers |

PENDING AGENDA ITEMS

WOODWAY CITY COUNCIL AND PLANNING/ZONING COMMISSION

(Updated 05/14/20)

This is a tentative planning calendar utilized to assist the City Secretary to compile draft meeting agendas.

DATE	CITY COUNCIL ITEMS	DATE	PLANNING & ZONING ITEMS
06/08/20	<ul style="list-style-type: none"> - Award of Bid #20-04 for Community Services Development Center Renovations Project - Recognition of YC members & graduating seniors - Introduction of the proposed 2020/2021 annual budget - D & CA on scheduling public hearing on proposed 2020/2021 budget - Extraco Sponsorship Agreement 	06/09/20	<ul style="list-style-type: none"> - Staff update - PH, D & CA on App to Dev (Daycare) Lot 1, Block 10, Woodway Center Addition - Oath of Office to newly appointed & reappointed commission members - Election of 2020/2021 officers
07/13/20	<ul style="list-style-type: none"> - PH, D & CA on App to Dev (Daycare) Lot 1, Block 10, Woodway Center Addition - SUP Renewal – 204 Taos - Follow-up discussion on budget (if necessary) 	07/14/20	

RECURRING COUNCIL ITEMS:

- January/April/July/October (first meeting of the month) - Quarterly presentations - Public Safety and Community Services
- January/April/July/October (second meeting of the month) - Quarterly presentation - Finance
- January/July (second Council meeting of the month) - Semi-annual presentations - Carleen Bright Arboretum and Woodway Family Center
- PH, D&CA on continuation of youth curfew - Mandatory every three years - Requires ordinance (Next - 09/2022)
- Woodway Public Safety Association Day proclamation - Annually at the meeting prior to the annual barbecue
- Appointment of Judges to Municipal Court of Record every two years (Next – 09/2020)

RECURRING P&Z ITEMS:- Every six months - Update to P&Z from Building Official regarding current PUD projects (Next 8/2020)