

WOODWAY CITY COUNCIL MINUTES

March 23, 2020

The Woodway City Council met in a regular meeting by telephone conference, on Monday, March 23, 2020, at 5:30 p.m. In accordance with the Order of the Office of the Governor issued March 16, 2020, the City Council of Woodway conducted the meeting by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). 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
Mayor Pro Tem:	Absent
Councilmembers:	Jane Kittner, Scott Giddings, Barbara Grandy, Vic Sober and Amine Qourzal
City Manager:	Shawn Oubre
City Secretary:	Donna Barkley
City Staff:	Lenny Caballero, William Klump, Bret Crook, Larry Adams and John Norman
Contract Staff:	None
Registered Guests:	David Russell, City of Woodway

CALL MEETING TO ORDER

Mayor Howard called the meeting to order at 5:31 p.m. and provided instructions for the conference call.

The Mayor also did a roll call of the councilmembers to know for sure who was in attendance on the call.

INVOCATION

1. INVOCATION

Councilmember Vic Sober provided the invocation.

PRESENTATIONS AND VISITORS

2. HEAR VISITORS

No visitors came forward to speak at this time.

ITEMS FOR INDIVIDUAL DISCUSSION, CONSIDERATION AND/OR ACTION

3. DISCUSSION AND CONSIDER ACTION ON EXTENDING THE MAYOR’S SEVEN (7) DAY DECLARATION OF LOCAL DISASTER DUE TO PUBLIC HEALTH EMERGENCY FOR THIRTY (30) DAYS

Mr. Oubre provided a recap of what has been going on for the last week before the Mayor issued the

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Declaration.

Last week, McLennan County had its first positive test and after that information was received the Mayor decided to be proactive and issue a Declaration related to the Coronavirus and stipulate certain behavior by the citizens and businesses of Woodway. That occurred on March 18, 2020. The Mayor gets his authority to issue this from the Texas Government Code of Section 418 which deals with emergency management. The Mayor's initial step is good for the first seven days and then Council has to convene to take action either to extend the declaration, modify or terminate it. This is on the agenda to meet the seven-day criteria.

The County has now issued a blanket order. On March 19th after the initial seven-day notice, the Mayor wanted to address the need to be proactive and separate social distancing and be supportive of it so he granted an emergency leave bank for the employees if they were non-emergency type of employees. These are office employees, park employees, Arboretum employees, etc. Basically, the emergency employees are public safety, water/sewer and some department head level positions. All employees are required to be available for work.

We also reduced the initial gathering limit of 50 down to 10. We closed barber shops, hair salons, nail salons and massage parlors at that time.

On today's date you saw Waco and then McLennan County Commissioner's Court convene, and they at the county level passed a county-wide order which stipulates basically only emergency or essential type activity within the city. It has been posted on the City's website. Basically, it follows what the Mayor had been doing last week with the limit of 10.

Brief discussion was had regarding the information we are receiving based on professional opinions in the medical field and what is coming from the CDC and other means. The purpose is to shorten the window that we are experiencing now and at the same time keep as many people as we can from being exposed and on the back side, the net game from the front side is quicker recovery – less economic damage to the community, region and the country as a whole.

Councilmember Kittner moved to extend the Mayor's seven (7) day Declaration of Local Disaster due to Public Health Emergency to thirty (30) days and amend the addendum by adding the shelter in place order. Councilmember Sober seconded and the motion passed unanimously by the councilmembers present.

4. DISCUSSION AND CONSIDER ACTION ON ORDINANCE 20-02 AMENDING CHAPTER 14 ½ OF THE CODE OF ORDINANCES OF THE CITY OF WOODWAY TO ADD SECTION 14 ½ - 5A WHICH EXCEPTS CERTAIN OFF-PREMISES OR NON-PREMISES SIGNS FROM THE PROHIBITION OF SECTION 14 ½ - 5(J)

Mr. Oubre provided that this is a follow-up item that came before you a month ago. There was an issue on how regulate or apply the off-premise sign to Little Leagues, schools and community events. At that time, you asked staff to limit the size of the signs and staff is recommending the limit of fifty square feet.

There was a brief discussion.

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Councilmember Kittner moved to adopt Ordinance 20-02 amending Chapter 14 ½ of the Code of Ordinances of the City of Woodway to add Section 14 ½ - 5A which excepts certain off-premises or non-premises signs from the prohibition of Section 14 ½ - f(j) as presented with a minor change on b) to change from two (2) days before the community event to four (4) days. Councilmember Giddings seconded, Mayor Howard read aloud the caption of the ordinance as required, and the motion passed unanimously by the councilmembers present.

5. DISCUSSION AND CONSIDER ACTION ON FY 2018 – 2019 ANNUAL AUDIT

Mr. Oubre provided that per the City Charter we have an audit performed annually which usually begins in November/December. Our auditors (Jaynes, Reitmeier, Boyd and Therrell) are still under contract and recently completed the annual audit. Last week the audit committee, consisting of Councilmember Giddings (Chair), Councilmember Grandy and Councilmember Sober met and were on a conference call with the auditors. The auditors reported that the City and their staff participated in the audit, it was open and transparent, provided all necessary records and back up documents as requested and they find the City has passed their audit and the books appear to be as presented to the Auditors. William Klump, Finance Director is on the call if you have any questions of him.

Councilmember Giddings also provided the City is in sound, financial condition. There were no exceptions posted. William is doing a great job and the City is in great shape.

Councilmember Qourzal stated that after reviewing the audit, he agreed with Councilmember Giddings and wanted to commend the committee and Mr. Klump for their work on this.

Councilmember Giddings moved to accept the 2018-2019 annual audit prepared by Jaynes, Reitmeier, Boyd & Therrell based on the review and recommendation of the City Council Audit/Investment Committee. Councilmember Grandy seconded and the motion passed unanimously by the councilmembers present.

6. Discussion and consider action on minutes of the regular City Council meeting held March 16, 2020, at 5:30 p.m.

Councilmember Giddings moved to approved the minutes of the regular City Council meeting held March 16, 2020, at 5:30 p.m. Councilmember Sober seconded and the motion passed unanimously by the councilmembers present.

CITY MANAGER AND CITY COUNCIL REPORTS

7. CITY MANAGER'S REPORT

Mr. Oubre provided comments on where we are at and how we are managing right now:

As you know a lot has happened in your personal lives and ours here as the City Council and as a city. I get asked all the time by staff “how long do you think this will go on”? I don't have an answer but I think you and the Mayor's action are in line with what the federal, state and local level officials are saying to try and beat this curve down. It is painful on the front side but I think it will pay dividends on the back side. You have provided the necessary tools and leadership to get us through this time right now.

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We are going to get through this and it will make us better. The most important thing through this is communication.

The citizens and the employees are all being very supportive.

I will continue to provide you with updates and make necessary change when and if they need to be made.

The Mayor agreed with everything the City Manager said and stated that the City is in sound financial shape. This gets us by until the next meeting and he hopes everyone can focus on their families. The City has great leadership here.

8. CITY COUNCIL REPORTS

No reports at this time.

CLOSING ITEMS

9. CONSIDER ACTION ON THE OPEN MEETINGS ACT RESOLUTION

Councilmember Kittner moved to approve the Open Meetings Act Resolution. Councilmember Grandy seconded the motion, and the motion passed unanimously by the councilmembers present.

10. CONSIDER ACTION ON ADJOURNMENT

Councilmember Giddings moved to adjourn the meeting. Councilmember Kittner seconded the motion, and the motion passed unanimously by the councilmembers present. The meeting adjourned at 6:02 p.m.

Donna Barkley, City Secretary

Bob Howard, Mayor