

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.

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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;

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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-20-034, APPROVING A SUBMISSION OF GRANT #4146801 BY THE WOODWAY PUBLIC SAFETY DEPARTMENT FOR THE 2020 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF) PROGRAM

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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.

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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