

## WOODWAY CITY COUNCIL MINUTES

May 18, 2020

The Woodway City Council met in a regular meeting on Monday, May 18, 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:	Jane Kittner
Mayor Pro Tem:	Vic Sober
Councilmembers:	Scott A. Giddings, Amine Qourzal, David Mercer and David Russell
Absent:	None
City Manager:	Shawn Oubre
City Secretary:	Donna Barkley
City Staff:	Lenny Caballero, William Klump, John Norman, Bret Crook and Larry Adams
Contract Staff:	None
Registered Guests:	Elaine Slaughter, 900 Austin Avenue, Waco, Tx State Representative Charles "Doc" Anderson, 900 Austin Avenue, Waco, TX Bob and Lisa Howard, 10802 Rick Dr., Woodway Barbara and Dick Grandy, 2024 Estates Dr., Woodway

### **CALL MEETING TO ORDER**

Mayor Kittner called the meeting to order at 5:33 p.m.

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

### **INVOCATION**

#### 1. INVOCATION

Mayor Pro Tem Sober provided the invocation.

### **PRESENTATIONS AND VISITORS**

#### 2. PRESENTATION AND RECOGNITION OF FORMER COUNCILMEMBERS BOB HOWARD AND BARBARA GRANDY

Mayor Kittner introduced State Representative Doc Anderson to assist with the presentations. Before he made his presentations, Mr. Oubre thanked Representative Anderson and his office on behalf of the City for their part in recognizing Bob and Barbara.

Representative Anderson presented Bob with a Certificate certifying that the Texas flag he is presenting was flown at the Capital of Texas. He also expressed his appreciation for Bob's service to the City. Mayor Kittner thanked Bob for his steadiness and his leadership in the City. She then presented him with a personalized gavel in appreciation of his time on City Council.

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Representative Anderson presented Barbara with a Certificate certifying that the Texas flag he is presenting was flown at the Capital of Texas. In Mayor Kittner's presentation to Barbara of a personalized clock in appreciation of her time on City Council, she thanked her for working so tirelessly for the City in so many capacities through the years.

### 3. HEAR VISITORS

No visitors came forward to speak at this time.

### 4. QUARTERLY PRESENTATION - COMMUNITY SERVICES AND DEVELOPMENT DEPARTMENT

Assistant Director John Norman came forward to present the Community Services and Development quarterly report covering January through March, 2020. He reviewed several photographs shown on the overhead screen of residential development around the city along with the following commercial projects: The Outlook, Staybridge Hotel and Camp Bow Wow. He also provided that inspections are still going strong. The Council did not have any questions but Mayor Kittner stated that the Quarterly Figures were left out of the packet. Mr. Norman made a copy and distributed to all the councilmembers.

### 5. QUARTERLY PRESENTATION – PUBLIC SAFETY DEPARTMENT

Assistant Chief Adams presented the quarterly comparison statistical report for January 1 – March 31, 2019 and January 1 – March 31, 2020, for the Public Safety Department. He discussed statistics related to patrol, criminal investigations, digital forensics, municipal court, communications, and animal control. Chief Adams answered questions.

### 6. QUARTERLY PRESENTATION – FINANCE DEPARTMENT

William Klump, Finance Director, presented the quarterly report for the Finance Department. He stated that this report is for the first six months which ended March 31, 2020. Mr. Klump discussed general fund revenues and expenses, utility fund revenues and expenses, and tourism fund revenues and expenses.

Mr. Klump stated that the Coronavirus has caused the City to cancel events at the Family Center and Arboretum which in turn prompted the refund of those fees that had been collected. The court fees were down a little effected by the Coronavirus as well. He is projecting revenue and expenditures to be down since fuel prices have gone down. Mr. Klump answered questions.

## **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

Mr. Oubre provided that under the statute, we can only extend these for thirty days and last time we were catching up from the previous one which carried us to May 15<sup>th</sup>. We are asking you to extend the previous one for another

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thirty days. This is to stay in compliance in case there are some reimbursements in the future. We are currently under the Governor's authority of what he sets, as well as the county, regarding what opens and when it opens.

Mayor Pro Tem Sober moved to 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. Councilmember Giddings 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 these comments are without consideration to the Governor's press conference he had at 2 p.m. today. We are in the process of summarizing those documents and will have some comments about what can be reopened.

- The previous Attorney General's Executive Order 21 which went into effect today. If you are an employer with more than five employees, you can reopen at 25% at which your work space allows.
- Gyms can open with 25% occupancy with stipulations about cleaning and checking temperature, etc.
- The State is not back open, and the Governor recommends staying at home if you don't have a need to go to the grocery store, doctor or work.
- House of worship – considered an essential operation but recommend at risk people to stay at home. However, if you do go to a house of worship there needs to be a section for at risk people, and should have six feet of separation if you aren't family members.

Many government entities as well as the state are opening up their play equipment areas within their parks. Our parks have always been open but approximately six weeks ago, we closed off the play equipment areas. We feel we have reached a point if you are in agreement to go ahead and open those up as other government entities are. There was brief discussion and City Council was in agreement but would like additional signage to remind about social distancing and bringing their own hand sanitizers.

### CONSENT AGENDA

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*)

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- 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

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

### 10. DISCUSSION AND CONSIDER ACTION ON CONSENT AGENDA

Councilmember Giddings moved the Consent Agenda be approved as follows:

- A. Approve the minutes of the of the regular City Council meeting held May 11, 2020, at 5:30 p.m.
- B. Adopt Resolution R-20-09, ordering a special city election to be held as a joint election with McLennan County for the City of Woodway, Texas, to be held on Saturday, August 15, 2020, designating the polling places, and providing other matters relating to the election
- C. 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
- D. Award Bid 20-03, City of Woodway 2020 Micro-Surfacing Improvements, to Viking Construction in an amount not to exceed \$300,000.00

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

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

### 11. CITY MANAGER'S REPORT

Mr. Oubre provided information on the following:

- Since the Family Center is closed, Dr. Caballero is taking this time to do a deep cleaning, office rearrangement and disposing of old stuff. We are going to power wash the exterior of that building and painting on the front side.
- Dr. Caballero has also been working some local groups that ride on bike trails. They are really excited about using our trails in Woodway Parks 1 and 2. They are going to come in and do some volunteer work clearing some of the trails and some signage. We will be working with them on this.
- We have also found at the Pavilion some cosmetic cracks or stress cracking in the slab and along the exterior walls. We will bring in an engineer to take a look at what the fix is and the cost of that fix.
- Monday is a recognized city holiday and the city offices will be closed in observance of Memorial Day.

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12. CITY COUNCIL REPORTS

No reports at this time.

**CLOSING ITEMS**

13. 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.

14. CONSIDER ACTION ON ADJOURNMENT

Councilmember Qourzal moved to adjourn the meeting. Councilmember Russell seconded the motion, and the motion passed unanimously. The meeting adjourned at 6:24 p.m.

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Donna Barkley, City Secretary

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Jane Kittner, Mayor