



**STATE OF TEXAS  
COUNTIES OF WALLER AND HARRIS  
CITY OF WALLER**

**BE IT REMEMBERED THAT ON THIS THE 20th day of December 2021 at 6:00 p.m.** the City Council of the City of Waller, Texas held a meeting in Regular Session at 1218 Farr St. with the following present:

Mayor Danny Marburger  
Mayor Pro Tem Dwayne Hajek  
Councilmember Nancy Arnold  
Councilmember Edna Eaton  
Councilmember Mike McCormick  
Councilmember Jason Tones

Cynthia Ward, City Secretary  
Kim Dickey, Deputy City Secretary (Absent)  
Maryann Carl, Finance Officer  
Gene Schmidt, Public Works Director  
William Llewellyn, Chief of Police  
Art Pertile, City Attorney

*Mayor called the Meeting to order at 6:00 p.m.*

**PRAYER AND PLEDGE OF ALLEGIANCE**

*Prayer by Councilmember Arnold  
Pledge led by Mayor Pro Tem Hajek*

**COMMUNICATIONS FROM THE PUBLIC**

Please fill out a "Citizen Registration Card" form in order to address the Council. Turn in the form prior to Communications from the Public to the City Secretary. Speakers are limited to three minutes. The purpose of this item is to allow the public an opportunity to address the Mayor and City Council on issues that are not on the agenda. The Council cannot take action but may refer this item to a department head or direct that this item be placed on a future regular Council agenda.

Any interested person may appear before City Council to speak on an item on the agenda. Before the start of the meeting, the person must request such appearance in writing and identify the agenda item on which he/she wishes to speak. The person will be called to speak when the agenda item comes before City Council for discussion or action. Comments are limited to 3 minutes.

**PRESENTATION BY MUNICODE FOR THE NEW WEB DESIGN  
By Chris Rodgers**

**CONSENT AGENDA ITEMS**

This agenda consists of non-controversial, or "housekeeping" items required by law. Items may be removed from the Consent Agenda by any Councilmember making such a request prior to a motion and vote on the Consent Agenda.

1. Approval of Minutes for November 15, 2021, Regular Meeting.
2. Approval to move January 17<sup>th</sup> Regular Council Meeting to January 18<sup>th</sup> due to Martin Luther King holiday.
3. Approval of a tax refund for Oxford Ranch for the 2020-year value change per HCAD.
4. Approval of a tax refund for Petroquip for the 2020-year value change per HCAD.
5. Approval of a tax refund for All Seasons for the 2020-year value change per HCAD.
6. Approval of a tax refund for Loves for the 2020-year value change per HCAD.

***Motion by Councilmember Arnold to approve the consent agenda items. Seconded by Mayor Pro Tem Hajek. Motion passed.***

## **REGULAR AGENDA ITEMS**

7. Discussion and possible action regarding a new website redesign and service agreement with Municode for the City of Waller's website.

***City Secretary Cynthia Ward addressed the Council regarding the new website, which is a budgeted item to update and create a new web design for the city.***

***Motion by Council member Nancy Arnold motion to approve new website redesign. Seconded by Council member Edna Eaton. Motion passed.***

8. Discussion and possible action regarding the renewal of the professional services contract for the municipal court prosecutor.

***City Secretary Cynthia Ward addressed the Council regarding the renewal of the professional services contract for the municipal court prosecutor, there are no changes in the contract.***

***Motion by Council member Dwayne Hajek to approve the renewal of the professional services contract for Rebecca Froman as the municipal court prosecutor. Seconded by Council member Mike McCormick. Motion passed.***

9. Discussion and possible action to approve a final partial replat # 1 for SRI SAI Business Center.

***Public Works Director Gene Schmidt addressed the Council for approval on a final replat #1 for SRI SAI Business Center. He stated the City Engineer has reviewed and had no objections.***

***Council member Mike McCormick motioned to approve the final replat. Seconded by Council member Jason Tones. Motion passed***

10. Discussion and possible action to approve Finishing Solutions to move forward on the construction of studio apartments located on Main and Smith Street, to include a possible variance to the current Ordinance.

***Public Works Director Gene Schmidt addressed the Council regarding construction of 8 studio apartments with parking underneath and discussed the possible variance.***

***Council member Nancy Arnold motioned to approve subject to amendment of the current Ordinance***

*by the City Attorney and approval by City Council. Council member Mike McCormick seconded. Motion passed.*

11. Discussion and possible action to approve the City Engineer to go out for RFQ on all the existing roads throughout the City of Waller.

*Public Works Director Gene Schmidt addressed the Council for approval for the City Engineer to move forward with advertising for RFQ's for the 29.3 miles of city streets in a ten-year plan.*

*Council member Mike McCormick motioned to approve. Council member Jason Tones seconded. Motion passed.*

12. Discussion and possible action to approve the purchase of three gas flow meters from Coastal Flow for monitoring any possible future over consumption penalties.

*Public Works Director Gene Schmidt addressed the Council regarding an approval to purchase three gas flow meters. Finance Officer Maryann Carl also stated this would help with the monitoring on a real time basis, in order help our provider know what is being used daily. The cost of the meters is \$6500.00 for each meter including installation.*

*Council member Jason Tones motioned to approve. Council member Mike McCormick seconded. Motion passed.*

13. Discussion and possible action to approve the new Police Department Policy Manual.

*Police Chief Bill Lewellyn addressed the Council for approval to implement the new Police Department Policy Manual. He stated the as the officers read the manual, they would have to sign off on each section completed, to be done by March 1, 2022.*

*Council member Nancy Arnold requested he come back and give Council a monthly update.*

*Council member Jason Tones motioned to approve. Council member Nancy Arnold seconded. Motion passed*

14. Discussion and possible action to approve an agreement between the City of Waller and Promaquina in Waller Industrial Park.

*Economic Development Director John Isom addressed the Council for approval for an agreement between the City of Waller and Promaquina.*

*Mayor Pro Tem Dwayne Hajek motioned to approve a 3-year abatement. Seconded by Jason Tones. Motion passed.*

## **MAYOR-COUNCIL REPORT**

*No report.*

## **STAFF REPORTS –**

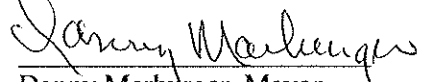
- a. Cynthia Ward, City Secretary - *submitted*
- b. Gene Schmidt, Public Works Director- *submitted*

- c. William Llewellyn, Chief of Police
  - *addressed the Council in regards to records retention, evidence, asset forfeiture, training hours and introduced Officer Holmes.*
  
- d. John Isom, WEDC Director
  - *addressed the council regarding the 2021 industrial jobs to include 8 new companies 630 jobs.*

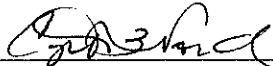
**ADJOURNMENT**

*With no further business Mayor adjourned the meeting at 7:40 p.m.*

APPROVED BY:

  
\_\_\_\_\_  
Danny Marburger, Mayor

ATTEST:

  
\_\_\_\_\_  
Cynthia Ward, City Secretary