



# Regular City Council Meeting

Tuesday, January 6, 2026 at 6:00 pm

THE WEST CITY COUNCIL WILL MEET ON TUESDAY, JANUARY 06 , 2026, AT 5:30 PM IN WORKSHOP AT THE WEST COMMUNITY CENTER, 200 TOKIO ROAD TO DISCUSS ITEMS ON THE AGENDA. THE REGULAR COUNCIL MEETING WILL START AT 6:00 PM

## OPENING OF MEETING

### 1. Call to Order

- Establish quorum
- Mayor announces meeting is called to order

### 2. Invocation & Pledge of Allegiance

### 3. Roll Call

### 4. Announcements & Public Comments

*(Citizen Comments will be heard, but please note that speakers are strictly limited to 3 minutes. It is important to remember that the council will only discuss matters that are listed on an official agenda as required by law, and no discussion will be held on any other topics.)*

### 5. Consent Agenda

*(All items listed are considered routine. The Council may approve the consent agenda by a single motion. Any Councilmember may request an item be removed and considered separately.)*

#### a. Approval of minutes from the December 2, 2025 and December 12, 2025 Council meeting

#### b. Approval of financial reports for December 2025

#### c. Approval of invoices and routine expenditures

#### d. Monthly Departmental Reports:

- Fire Marshal Report
- Fire Department Report
- Code/Permitting Report
- Engineer Report
- Project expenditure report
- Sales tax allocation/ EDC report

## REGULAR AGENDA – ACTION & DISCUSSION ITEMS

### 6. Presentation(s)

### 7. Public Hearing(s)

#### a. Conduct a public hearing regarding variance request for 1510 N. Davis

Variance requests by the applicant, Jessica Kapavik, on .3788 acres out of the Stillmeadow Addition, lots 14 of Block 3. The property is colloquially known as 1510 North Davis Street. The property is located approximately 100 feet south of the intersection of North Davis Street and Peach Street. The Applicant is seeking a variance on the following items. ♣ Maximum height requirement of an accessory structure (Sec. 14A-21B) ♣ Minimum side setback requirement for an accessory Structure (Sec. 14A-21B) ♣ Maximum impervious coverage requirement for properties zoned as SF-1, Single Family Residential. (Sec. 14A-20)

- Receive staff report
- Receive public input
- Close public hearing

### 8. Business / Action Items

*(Each item is individually listed per TOMA requirements)*

#### a. Discuss and consider variance request for 1510 N. Davis

Variance requests by the applicant, Jessica Kapavik, on .3788 acres out of the Stillmeadow Addition, lots 14 of Block 3. The property is colloquially known as 1510 North Davis Street. The property is located approximately 100 feet south of the intersection of North Davis Street and Peach Street.

The Applicant is seeking a variance on the following items.

- ♣ Maximum height requirement of an accessory structure (Sec. 14A-21B)
- ♣ Minimum side setback requirement for an accessory Structure (Sec. 14A-21B)
- ♣ Maximum impervious coverage requirement for properties zoned as SF-1, Single Family Residential. (Sec. 14A-20)

#### b. Discuss and consider approval of Resolution Amending EDC Bylaws

A resolution of the City of West, approving an amendment to the bylaws of the City of West Type 4B EDC and providing the corporation with management liability insurance.

#### c. Discuss and consider approval of Resolution Amending Fee Schedule

Resolution amending the fee schedule to reflect changes made under the new contract with Frontier Waste.

#### d. Discuss and consider Liquidated Damages for the WWTP

The WWTP construction contract provides for liquidated damages of \$1,000 per day for delays beyond the adjusted Substantial Completion date. After approval of 80 weather days, Substantial Completion was required by September 8, 2025, and was achieved on November 5, 2025, resulting in 58 days of delay. Based on the contract, anticipated

liquidated damages are approximately \$58,000. Staff is confirming final excusable delay calculations with the Engineer prior to issuing a formal notice and will advise Council accordingly.

**e. Discuss and consider approval of 2024/ 2025 Annual Audit**

**f. Any additional action items:**

**9. Staff Reports**

*(No action is taken under staff reports unless separately listed.)*

**a. Police Department report**

**b. Public Works / Water / Sewer report**

**c. Code Enforcement report**

**d. Any other staff reports**

**10. City Manager Report / Requests for Information**

*(No action may be taken unless the item is separately listed on this agenda.)*

**11. Executive Session (if needed)**

The Council may convene into executive session pursuant to:

**a. Executive Session Item(s):**

- Texas Government Code §551.071 – Consultation with Attorney

**12. Reconvene into Open Session and Take Action (if any) on Executive Session Items**

**13. Adjournment**

*I certify that the above notice of meeting was posted at West City Hall, 110 North Reagan, West, Texas, on the 30th day of December 2025 at 4:00 p.m.*

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Robin Wylie, City Secretary