

NOTICE OF MEETING  
FOR THE GOVERNING BODY OF THE  
CITY OF WILLIS, TEXAS

Notice is hereby given that a special meeting of the governing body of the above named City will be held on the 19<sup>h</sup> of March, 2013 at 6:00 p.m. in the City Hall at 200 N. Bell Street, Willis, Texas at which time the following subjects will be discussed, to-wit:

1. Hearing for 110 Felder Street, Block 2, Lot 7, Turner Heights Subdivision substandard structure and take action deemed necessary.
2. Adjourn special meeting.

Notice is hereby given that a regular meeting of the governing body of the above named City will be held on the 19<sup>h</sup> of March, 2013 at 6:30 p.m. in the City Hall at 200 N. Bell Street, Willis, Texas at which time the following subjects will be discussed, to-wit:

1. Call to order the regular meeting.
2. Roll call, Pledge of Allegiance, and Invocation  
I Pledge Allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.  
Honor the Texas Flag. I pledge allegiance to thee Texas; one state under God, one and indivisible.
3. CITIZENS INQUIRY
4. CONSENT AGENDA
  - a. Consider the minutes of the previous meetings; February 19, 2013.
  - b. Approval of accounts payable.
  - c. Approval of financial statements and tax collection report.
5. NEW BUSINESS
  - a. Consider approval of a contract for collection of delinquent municipal court fines and fees and delinquent accounts receivable.
  - b. Select and approve services for management consultant for the 2012 HOME Program Grant.
  - c. Consider appointment of members to the Willis Community Development Corporation for the expiring terms.
  - d. Consider appointment of members to the Willis Economic Development Corporation for the expiring terms.
6. ORDINANCES
  - 2<sup>nd</sup> Reading
    - a. Consider approval of an ordinance amending the rates for garbage and trash pickup.
    - b. Consider approval of an ordinance amending Title VII Chapter 74, Parking Schedules and repealing Ordinance #92-1215
    - c. Consider approval of an ordinance prescribing permits and fees for water and sewer tap connections inside and outside of the city corporate limits.
7. Reports  
Input from Council related to issues for possible inclusion on future agendas; related to issues such as (but not limited to) municipal projects, personnel, public property, development, and other city/public

business.

- a. City Engineer's report
  1. Catahoula Wells
- b. City Manager's report
  1. Council's Retreat Update
  2. Park Regulations
  3. Future Annexations

8. Adjourn.

Dated this 15<sup>th</sup> day of March, 2013.

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Brenda Burns, City Secretary

I, the undersigned authority, do hereby certify that the above Notice of meeting of the governing body of the above named City Council is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin board, at the City Hall of said City in Willis, Texas a place convenient and readily accessible to the general public at all times, and said Notice was posted on March 15, 2013 at 3:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the 15<sup>th</sup> day of March, 2013.

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Brenda Burns, City Secretary

The City Council for the City of Willis reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney); 551.072 (Deliberation about Real Property); 551.073 (Deliberations about Gifts & Donations); 551.074 (Personnel Matters); 551.076 (Deliberation about Security Devices; and 551.086 (Economic Development).

It is the policy of the City of Willis to afford disabled persons maximum access to all public meetings. The City of Willis will make reasonable accommodations to address the needs of persons with vision or hearing impairments or other disabilities, including the provision of readers or sign language interpreters when requested reasonably in advance.

Willis, Texas  
March 19, 2013  
6:30 p.m.

The City Council of the City of Willis, Texas convened in regular session at the City Hall on the date and time aforesaid, with the following members present:

Leonard Reed, Mayor  
Anna Ross, Council Member  
John Lovelady, Council Member  
Tamara Young-Hector, Council Member  
Thomas Belinoski, Council Member  
Bill Van Alstyne, Council Member  
Hector Forestier, City Manager  
James Nowak, Police Chief  
Larry Foerster, City Attorney  
John Mangiameli, Community Development Director  
Arthur Faiello, Public Works Director  
Brenda Burns, City Secretary

And the following members absent: none, constituting a quorum at which time the following business was transacted to-wit:

1. Call to order the regular meeting.  
Mayor called the meeting to order at 6:30 p.m.
2. Roll call, Pledge of Allegiance, and Invocation  
I Pledge Allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.  
Honor the Texas Flag. I pledge allegiance to thee Texas; one state under God, one and indivisible.  
Mayor Reed called roll. All members were present.  
Pledges were recited.  
Larry Foerster said the invocation.
3. CITIZENS INQUIRY  
No citizen comments.
4. CONSENT AGENDA
  - a. Consider the minutes of the previous meetings; February 19, 2013.
  - b. Approval of accounts payable.
  - c. Approval of financial statements and tax collection report.  
Mayor Reed called for any questions or comments on the consent agenda. None were received.  
Mayor and Council approved items 4a – 4c by unanimous consent.
5. NEW BUSINESS
  - a. Consider approval of a contract for collection of delinquent municipal court fines and fees and delinquent accounts receivable.  
Mr. Forestier stated on the current contract for court fines the additional 30% fee is added to the fine, but on utility delinquencies the 20% collection fee is taken out of the amount due on the account. Randall Rice with McCreary, Veselka, Bragg and Allen, P.C. (MVBA) reported on the collections made for the courts and expanding the contract for court collections to include utility delinquencies. Anna Ross asked the length of the contract. Mr. Rice stated it would be for two

years with a year to year thereafter. Any party may terminate with 30 day notice. Motion was made by Tamara Young-Hector approve the collection contract for municipal court and utility billing with MVBA. Anna Ross seconded the motion. Motion passed unanimously.

- b. Select and approve services for management consultant for the 2012 HOME Program Grant.  
Mr. Forestier stated the staff advertised for proposals and only received one proposal from Public Management. Motion was made by Tamara Young-Hector to select and approve Public Management as the management consultant for the 2012 HOME Program Grant. Thomas Belinoski seconded the motion. Motion passed unanimously.
- c. Consider appointment of members to the Willis Community Development Corporation for the expiring terms.  
Mr. Forestier stated Mike Davis, Tamara Young-Hector and Sheila Patrk were interested in serving another term. Jay Hrivnatz is to be considered as a replacement for Patricia Harvey. Motion was made by Thomas Belinoski to appoint Mike Davis, Tamara Young-Hector, Sheila Patrick and Jay Hrivnatz to the Willis Community Development Corporation Board. John Lovelady seconded the motion. Motion passed unanimously.
- d. Consider appointment of members to the Willis Economic Development Corporation for the expiring terms.  
Mr. Forestier stated Anthony Williams and James Patrick were interested in serving another term. Motion was made by Tamara Young-Hector to appoint Anthony Williams and James Patrick to the Willis Economic Development Corporation Board. Bill Van Alstyne seconded the motion. Motion passed unanimously.

## 6. ORDINANCES

### 2<sup>nd</sup> Reading

- a. Consider approval of an ordinance amending the rates for garbage and trash pickup.  
Mr. Forestier stated this was an increase due to the 7.7% increase from Waste Management allowed for in the contract at the third year. This would increase residential rates to \$11.85 and commercial hand loads to \$23.70. Mayor read the following caption, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLIS, TEXAS AMENDING THE RATES TO BE CHARGED FOR GARBAGE AND TRASH PICKUP SERVICE INSIDE THE CITY OF WILLIS, TEXAS; PROVIDING FOR A PENALTY FOR FAILURE TO PAY ACCOUNTS; PROVIDING CONDITIONS UPON WHICH SERVICE WILL BE RESUMED; REPEALING ORDINANCE NO. 10-1221A, DATED DECEMBER 21, 2010, AND ALL AMENDMENTS TO SAID ORDINANCE; PROVIDING A SAVINGS CLAUSE; PROVIDING A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE OF APRIL 1, 2013." Motion was made by Tamara Young-Hector to approve the ordinance amending the garbage rates. John Lovelady seconded the motion. Motion passed unanimously.
- b. Consider approval of an ordinance amending Title VII Chapter 74, Parking Schedules and repealing Ordinance #92-1215  
Mr. Forestier stated Council has applied the no parking of commercial vehicles to the entire city with two exceptions the area next to Jack in the Box and Chick Fil A. Mayor read the following caption, "AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WILLIS, TEXAS AMENDING THE CITY CODE OF ORDINANCES BY AMENDING TITLE VII, CHAPTER 74, "PARKING SCHEDULES," SCHEDULE I, BY PROHIBITING COMMERICAL MOTOR VEHICLE PARKING ON ALL STREETS IN THE CITY OF WILLIS EXCEPT FOR PICKUP AND DELIVERY PURPOSES; PROVIDING LIMITED EXCEPTIONS AT CERTAIN LOCATIONS IN THE CITY; PROVIDING A FINE OF NOT LESS THAN \$1 NOR MORE THAN \$200 FOR VIOLATING SAME; REPEALING CITY ORDINANCE NO. 92-1215 AND

ALL CONFLICTING ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A TEXAS OPEN MEETINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE UPON PUBLICATION.” Motion was made by Thomas Belinoski to approve amendment to the parking ordinance. Bill Van Alstyne seconded the motion. Motion passed unanimously.

- c. Consider approval of an ordinance prescribing permits and fees for water and sewer tap connections inside and outside of the city corporate limits.

Arthur Faiello stated the only two changes to the ordinance are to add a fee to replace a meter that has been pulled and to restrict the use of compound meters. Mayor read to the following caption, “AN ORDINANCE AMENDING CITY ORDINANCE NO. 08-0520A, DATED MARCH 13, 2008, AND CITY CODE OF ORDINANCES, SECTION 51.02, AND PRESCRIBING PERMITS AND FEES FOR WATER TAPS AND SEWER CONNECTIONS INSIDE AND OUTSIDE OF THE CITY OF WILLIS, TEXAS' CORPORATE LIMITS; PROVIDING FOR METER REGULATION; RESTRICTING THE USE OF COMPOUND METERS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, PROVIDING A SAVINGS CLAUSE; PROVIDING AN OPEN MEETINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE OF APRIL 1, 2013.” Motion was made by John Lovelady to approve the ordinance amending the water and sewer tap ordinance. Thomas Belinoski seconded the motion. Motion passed unanimously.

## 7. Reports

Input from Council related to issues for possible inclusion on future agendas; related to issues such as (but not limited to) municipal projects, personnel, public property, development, and other city/public business.

- a. City Engineer’s report

1. Catahoula Wells

Mike Mathena, Bleyl & Associates stated the casings were being set and pumps would be set within the next two weeks.

- b. City Manager’s report

1. Council’s Retreat Update

Plan will be presented at a special meeting on April 2<sup>nd</sup> at 5:30 p.m.

2. Park Regulations

Mr. Forestier stated the park hours need to be reviewed.

3. Future Annexations

John Mangiameli reported that to annex properties with ag or timber exemptions the city will need to have a development agreement with property owners prior to annexation.

Mr. Forestier stated the TIRZ board would be meeting on May 23<sup>rd</sup> at 5:30 p.m. and invited Mayor and Council to an employee appreciation lunch.

## 8. Adjourn.

Anna Ross made a motion to adjourn the meeting. John Lovelady seconded the motion. Motion carried unanimously. The meeting adjourned at 7:12 p.m.

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Leonard Reed, Mayor

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Brenda Burns, City Secretary