

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

Notice is hereby given that a regular meeting of the governing body of the above named City will be held on the 16<sup>th</sup> of July, 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 512 W. Stewart Street, Block 32, Lot 3-B, Town of Willis substandard structure and take action deemed necessary.
2. Call to order the regular meeting.
3. 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.
4. CITIZENS INQUIRY
5. CONSENT AGENDA
  - a. Consider the minutes of the previous meetings; June 18, 2013 and July 1, 2013.
  - b. Approval of accounts payable.
  - c. Approval of financial statements and tax collection report.
  - d. Approval of the Health Reimbursement Service Agreement with TML Intergovernmental Employee Benefits Pool.
  - e. Approval of the Health Reimbursement Arrangement (HRA) Plan with TML Intergovernmental Employee Benefits Pool.
  - f. Approval of the Section 125 Flexible Spending Arrangement (FSA) Account with TML Intergovernmental Employee Benefits Pool.
  - g. Approval of the Continuation of Coverage Administration Agreement with TML Intergovernmental Employee Benefits Pool.
6. NEW BUSINESS
  - a. Consider adoption of post-issuance compliance for tax-exempt obligations.
  - b. Consider appointment to the Willis Community Development Corporation to fill a vacancy.
7. ORDINANCES
  - 1<sup>st</sup> Reading
    - a. Amendment to Ordinance #94-816A establishing a new procedure for abandoning, altering, closing and vacating streets, alleys, easements and right-of-ways.
    - b. Amendment to Ordinance #10-0406C establishing exceptions for certain charitable and non-profit organizations.
8. 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. Hill Street lift station
    2. Catahoula wells

3. 2013 Street Improvements projects
  - b. City Manager's report
    1. Business revitalization along Highway 75
  - c. Public Works Department
    1. Update on the Emergency Management Plan.
  - d. Police Department
    1. Update on the Emergency Management Plan.

9. Adjourn.

Dated this the 12<sup>th</sup> day of July, 2013.

---

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 July 12, 2013 at 10:00 a.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the 12<sup>th</sup> day of July, 2013.

---

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  
July 16, 2013  
6:00 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  
John Lovelady, Council Member  
Anna Ross, 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. Hearing for 512 W. Stewart Street, Block 32, Lot 3-B, Town of Willis substandard structure and take action deemed necessary.  
Mayor opened the public hearing. Mr. Forestier stated the notification of hearing that was sent out for last month had the wrong date on the notice, therefore we are having the hearing again so that the property owners are allowed to offer any information. John Mangiameli stated the property owners were given 30 days by Council at the last meeting. Alicia Caberra stated she would like to have 30 days to clean the property. Mr. Forestier stated if the property is not cleaned on the 31<sup>st</sup> day the City will go in and complete the cleanup and place a lien upon the property for the cost. Larry Foerster asked to make sure Ms. Caberra understands that the property has to be totally cleaned and cleared of all materials. Ms. Caberra stated she understood. Motion was made by Tamara Young-Hector to grant 30 days to property owner starting on July 16<sup>th</sup> and ending on August 15<sup>th</sup> to have the property located at 512 W. Stewart cleaned and cleared of all materials including the demolition of house. Thomas Belinoski seconded the motion. Motion carried unanimously.
2. Call to order the regular meeting.  
Mayor called the regular meeting to order at 6:10 p.m.
3. 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.  
John Lovelady said the invocation.
4. CITIZENS INQUIRY  
Mr. Forestier introduced Jay Hrivnatz and Cal Todd who were studying and hoping for future City Manager positions.  
Mayor introduced Robert Walker, Candidate for Montgomery County Justice of the Peace Precinct #1.

## 5. CONSENT AGENDA

- a. Consider the minutes of the previous meetings; June 18, 2013 and July 1, 2013.
- b. Approval of accounts payable.
- c. Approval of financial statements and tax collection report.
- d. Approval of the Health Reimbursement Service Agreement with TML Intergovernmental Employee Benefits Pool.
- e. Approval of the Health Reimbursement Arrangement (HRA) Plan with TML Intergovernmental Employee Benefits Pool.
- f. Approval of the Section 125 Flexible Spending Arrangement (FSA) Account with TML Intergovernmental Employee Benefits Pool.
- g. Approval of the Continuation of Coverage Administration Agreement with TML Intergovernmental Employee Benefits Pool.

Mayor Reed called for any questions or comments on the consent agenda. None were received. Mayor and Council approved items 5a – 5g by unanimous consent.

## 6. NEW BUSINESS

- a. Consider adoption of post-issuance compliance for tax-exempt obligations.  
Mr. Forestier explained the post-issuance compliance to Council which would be written policy when receiving tax-exempt obligations. Motion was made by Tamara Young-Hector to approve the post-issuance compliance for tax-exempt obligations. John Lovelady seconded the motion. Motion passed unanimously.
- b. Consider appointment to the Willis Community Development Corporation to fill a vacancy.  
Mr. Forestier informed Council that Sharon Luster had resigned from the board due to health reasons. Motion was made by Anna Ross to table the item. John Lovelady seconded the motion. Motion passed unanimously.

## 7. ORDINANCES

### 1<sup>st</sup> Reading

- a. Amendment to Ordinance #94-816A establishing a new procedure for abandoning, altering, closing and vacating streets, alleys, easements and right-of-ways.  
Arthur Faiello stated the new ordinance for closures will put the burden on the property owner to follow through with utility companies on existing lines prior to the request. Mayor read the caption to the ordinance and stated this was the first reading and second reading and final approval will be at the next council meeting.
- b. Amendment to Ordinance #10-0406C establishing exceptions for certain charitable and non-profit organizations.  
James Nowak stated the amendment would move the exempt organizations out of the exception to the ordinance to requiring a permit but with no fee. Thomas Belinoski asked if the city would be liable for issuing a permit to allow them to sale. Mr. Foerster stated the city would have sovereign immunity. Mayor read the caption to the ordinance and stated the second reading and final approval will be next month.

## 8. 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.

Bill Van Alstyne stated the Independence Day Celebration was wonderful, but on the 4<sup>th</sup> fireworks were going off all over the city and citizens need to be made aware that fireworks within the city are illegal.

- a. City Engineer's report
  - 1. Hill Street lift station  
Everything is ready to go just waiting on the electrical power.
  - 2. Catahoula wells  
Bids were taken to complete the project.
  - 3. 2013 Street Improvements projects  
Rogers and Paddock will be the first two street projects to start.
  
- b. City Manager's report
  - 1. Business revitalization along Highway 75  
Mr. Forestier stated the Highway was improved six years ago. Mr. Forestier gave an update on the businesses located on the Highway. Elmore Properties improved property, Mr. Hatcher was working on an improvement, Church's Fried Chicken opened six months ago, Zach's Barbeque opened just off of the Highway, Willis Supermarket recently underwent a facelift to the property, Kay Gaido opened a nail place and a new snow cone place, Woodforest National Bank stated they were not going anywhere, Stripes would be getting underway soon at the corner of Highway 75 and FM 1097, CDC purchased the old Moran building and is considering the lots right next to it, Charro Restaurant has been in business for 18 months, Lazer Shoppe just sold to New Way Printing and was doing well, Wise was doing good, Original Super Burger is doing good, a new boat shop opened and cleaned up the area, property at the corner of Rogers and Highway 75 just sold and a gas station would be going in. Mr. Van Alstyne thanked Mr. Forestier for the report.  
Mr. Forestier gave an update on Ricky Cathey.
  
- c. Public Works Department
  - 1. Update on the Emergency Management Plan.  
Arthur Faiello stated after Hurricane Ike generators were added to the water wells, wastewater treatment plant and the largest lift stations. Also available are two mounted generators and several small portable generators. The city has an agreement with WISD for diesel and there is a diesel tank in the yard. Radios and cell phones are available. The City also has a debris agreement with Montgomery County for cleanup after a storm.
  
- d. Police Department
  - 1. Update on the Emergency Management Plan.  
Chief Nowak stated public awareness inserts were mailed out in the utility bills. Employees have received their NIMS training. Chief attended the disaster recovery training. Chief was making progress with server issues to guarantee access.

9. Adjourn.

Anna Ross made a motion to adjourn the meeting. John Lovelady seconded the motion. Motion carried unanimously. The meeting adjourned at 6:48 p.m.

---

Leonard Reed, Mayor

---

Brenda Burns, City Secretary