



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

Leonard Reed, Mayor  
Tom Luster, Mayor Pro-Tem  
Ashley Nixon, Place 1  
Barney Stone, Place 2  
Thomas Belinoski, Place 3  
William Brown, Place 5

Sheyi I. Ipaye, City Manager  
Marissa Quintanilla, City Secretary  
Larry Foerster, City Attorney

Notice is hereby given that a regular meeting of the governing body of the above name city will be held on the 15<sup>th</sup> of November 2022, at 5:30 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 of 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. PUBLIC HEARING
  - a. Public hearing on voluntary annexation of approximately 238.225 acres of land in the Uriah Springer Survey, Abstract 532 and the F.K Henderson Survey, Abstract 248
4. CITIZENS INQUIRY
  - a. Public Comments
5. CONSENT AGENDA
  - a. Consider the minutes of the previous meeting: October 18, 2022
  - b. Approval of Accounts Payable
  - c. Approval of Financial Statements and Tax Collection reports
  - d. Approval of Willis Police Department Policy 1.7 – Texas Law Enforcement Support Office (LESO) Program
  - e. Approval of Willis Police Department Policy 7.45 – Use of Automated License Plate Readers
  - f. Approval of Willis Police Department Policy 7.46 – Tracking Devices
  - g. Approval of Cash collection Procedures for city hall departments
6. ORDINANCES
  - First Reading
    - a. An Ordinance of the City of Willis, Texas, extending the boundaries of the City of Willis, Texas, by annexation of approximately 238.225-acre territory adjacent and contiguous to the City which is part of the Woodland Hills Development
    - b. An Ordinance of the City of Willis, Texas, extending the boundaries of the City of Willis, Texas by annexation of approximately 15.875-acre territory adjacent and contiguous to the City which is part of the Woodland Hills Development
  - Second Reading
    - a. An Ordinance of the City of Willis, Texas amending Title XV, Chapter 155, “Zoning,” of the City Code of Ordinances by reclassifying two tracts of approximately 11.39 acres of land in the JB Tong Survey, Abstract 39 from “GC” General Commercial to “R-2” Manufactured Home Residential Zoning
    - b. An Ordinance of the City of Willis, Texas amending Title XV, Chapter 155, “Zoning,” of the City Code of Ordinances by classifying a tract of land approximately 8.20 acres in the J. Elkins Survey, Abstract 198 as “R-2” Manufactured Home Residential Zoning
    - c. An Ordinance of the City of Willis, Texas amending Title XV, Chapter 155, “Zoning,” of the City Code of Ordinances by classifying three tracts of land of approximately 102.855 acres in the F.K. Henderson Survey, Abstract 248 as “R-1” Single Family Residential District Zoning

## 7. NEW BUSINESS

- a. Discuss and consider approval of a resolution of the City of Willis, Texas, granting a petition for voluntary annexation of approximately 15.875 acres of land in the Uriah Springer Survey, Abstract 532 and the F.K Henderson Survey, Abstract 248 and setting a public hearing for December 13, 2022, at 5:30 p.m. on the proposed annexation
- b. Discuss and consider approval of a resolution of the City of Willis, Texas consenting to a petition to include additional land in Montgomery County Municipal Utility District No. 129 in Montgomery County, Texas and establishing conditions applicable to annexation into the district
- c. Discuss and consider approval of an Annexation Service Agreement with HF Management Development Company, LLC
- d. Discuss and consider approval of Engineer's Preliminary Opinion of Cost for Big Pin Oaks, Big North Forest, and Rogers Road Lift Station Improvements
- e. Discuss and consider approval of a preliminary plat of Moran Ranch Section 4, being 12.5860 acres of land in the F. K. Henderson Survey, Abstract 248
- f. Discuss and consider approval of a preliminary plat of Moran Ranch Section 5, being 18.6312 acres of land blocks 2, 3, 6, 7, 8, and 9, Lots 3, part of Cargill Street and Campbell street and all of Lewis Street of South Park, in the F.K. Henderson Survey Abstract 248
- g. Discuss and consider approval of a preliminary plat of Moran Ranch Section 6, being 24.4182 acres of land, blocks 1 and 10, lots 3, part of Cargill Street of South Park, in the F. K. Henderson Survey, Abstract 248
- h. Discuss and consider approval of a preliminary plat of Moran Ranch Boulevard Street Dedication being 4.1733 acres of land in the F. K. Henderson Survey, Abstract 248
- i. Discuss and consider approval of a final plat of Moran Ranch Section 1, a subdivision of 25.0835 acres in the F. K. Henderson Survey, Abstract 248
- j. Discuss and consider approval of a final plat of Moran Ranch Section 2, a subdivision of 6.7370 acres in the F. K. Henderson Survey, Abstract 248
- k. Discuss and consider approval of a final plat of Moran Ranch Kennedy Street Dedication, a subdivision of 7.4678 acres in the F. K. Henderson Survey, Abstract 248
- l. Discuss and take action on the selection of an Independent Financial Audit Services for the City of Willis
- m. Discuss and consider approval of Certification of Notification for Law Enforcement Agency to Potentially Acquire Controlled Property
- n. Discuss and consider approval of Personnel Policy 2.20 Policy on Longevity Pay
- o. Discuss and consider approval of Updated Personnel Policy 3.6 Policy on Officer/Employee Incurred Expenses and Reimbursement

## 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. Engineer's Report
  1. Water Plant 3 Improvements
  2. MLK Park Improvements
- b. City Manager's Report
  1. 2022 TML Economic Development Conference
  3. TMRS Contribution Rate and reporting
  4. Request from Montgomery County for use of the City Landfill
  4. Vacation Notification
  5. Employee Christmas Luncheon
  6. Christmas Parade – 12/10/2022
  7. December Council Meeting

## 9. EXECUTIVE SESSION

- a. Convene into executive session as provided by the Texas Open Meetings Act under section 551.074 (Deliberation on Personnel Matters) of the Texas Government Code
  1. City Manger's Evaluation

- b. Reconvene into open session and take action, if necessary, on matters deliberated in closed executive session

## 10. ADJOURN

Dated this the 10<sup>th</sup> day of November 2022

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Marissa Quintanilla, 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 November 10, 2022, 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 10<sup>th</sup> day of November 2022

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Marissa Quintanilla, City Secretary

The City Council of 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 551.087 (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