

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

Leonard Reed, Mayor
Thomas Belinoski, Mayor Pro-Tem
Teresa Herod, Council Member
Tom Luster, Council Member
Barney Stone, Council Member
Larry Foerster, City Attorney
Robert Evans, City Manager
James Nowak, Chief of Police
Taylor Whichard, Director of Public Works
Beth Rodriguez, Director of Finance

And the following members absent: William Brown, constituting a quorum at which time the following business was transacted to-wit:

1. Call to order the regular meeting.
Mayor Pro-Tem called the meeting to order at 5:53 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 Pro-Tem called roll. Pledges were recited. James Nowak gave the invocation.
3. CITIZENS INQUIRY
 - a. Public Comments
Beth Rodriguez introduces new employee, Michelle Garner as the new administrative executive assistant.
4. CONSENT AGENDA
 - a. Consider the minutes of the previous meetings: January 19, 2021
 - b. Approval of Accounts Payable
 - c. Approval of financial statements and tax collection reports
 - d. Approval of Willis Police Department Policy 4.8 Reserve Officer Program
 - e. Approval of Willis Police Department Policy 7.11 – Prisoner Transportation
 - f. Approval of the 2020 Traffic Stop Data Report
 - g. Approval of the 2020 Accident and Injury Report
 - h. Approval of the 2020 Use of Force Report
 - i. Approval of the 2020 Pursuit Report
Mayor Pro-Tem stated if no objections he entertained a motion to approve as is. Barney Stone seconded the motion. Motion passed unanimously.
5. ORDINANCES
 - Second Reading
 - a. Discuss and consider approval of an ordinance authorizing participation with other Entergy service area cities in matters concerning Entergy Texas, Inc. at the Public Utility Commission of Texas 2021.
Mr. Foerster stated that every year we have the same ordinance request. Mr. Foerster stated Lawton Law Firm represents the cities that are served by Entergy and invites them to approve an ordinance by which they are authorizing his law firm to represent them. Motion was made by Barney Stone to approve an ordinance authorizing participation with other Entergy service area cities in matters concerning Entergy Texas, Inc. at the Public Utility Commission of Texas 2021. Tom Luster seconded the motion. Motion passed unanimously.

- b. Discuss and consider adoption of an Ordinance authorizing the issuance and sale of City of Willis, Texas, General Obligation Refunding Bonds, to be issued in one or more series, in an aggregate maximum principal amount not to exceed \$8,900,000; levying in a tax in payment thereof; authorizing the execution and delivery of a Bond Purchase Contract, a Paying Agent/Registrar Agreement, and an Officer's Pricing Certificate, calling certain obligations for redemption or prepayment; appointing an authorized representative to determine the final terms of the Bonds subject to certain specified parameters; finding and determining that the meeting at which this Ordinance is passed is open to the public as required by law; and enacting other provisions relating thereto.

Mr. Evans stated this was the refinancing bond saving the City a million and a half dollars, give or take depending on the rates. Motion was made by Tom Luster to approve the adoption of an ordinance authorizing the issuance and sale of City of Willis, Texas General Obligation Refunding Bonds. Barney Stone seconded the motion. Motion passed unanimously.

6. NEW BUSINESS

- a. Discuss and take action on approving a Resolution for the approval of a voluntary petition for annexation of approximately 38.31 acres of land in the F.K. Henderson Survey, requesting the City Planning and Zoning Commission to recommend zoning for the tract and setting a public hearing on the annexation on March 16, 2021.

Mr. Foerster stated this was the second annexation request from the Moran Ranch developer. Mr. Foerster stated this specifically has to do with roughly 130 new homes that are going to be development in an area that's designated coming off Kennedy Street going south. Mr. Foerster stated the first step is to recognize and approve the receipt of the voluntary petition of annexation. Mr. Foerster stated his recommendation would be to approve the resolution as it has been submitted. Mayor Pro-Tem asked for a motion. Motion was made by Teresa Herod to approve a Resolution for the approval of a voluntary petition for annexation of approximately 38.31 acres of land in the F.K. Henderson Survey, requesting the City Planning and Zoning Commission to recommend zoning for the tract and setting a public hearing on the annexation on March 16, 2021. Tom Luster seconded the motion. Motion passed unanimously.

- b. Discuss and take action on approving an interlocal agreement between the Willis Community Development Corporation and the City of Willis, Texas pertaining to Corporation Administration.

Mr. Foerster stated that every few years the City reaches out to the Willis Community Development Corporation for them to help pay for some of the cost related to the services that the City staff provides to the CDC. Mr. Foerster stated this included a portion of the City Secretary's salary, 50% of the public works employee's wages for maintain various parks int the city and 5% of the Finance Director's salary. Mr. Foerster stated it was for a term of 5 years and recommended approval. Motion was made by Barney Stone to approve an interlocal agreement between the Willis Community Development Corporation and the City of Willis, Texas pertaining to Corporation Administration. Tom Luster 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.

Mayor Pro-Tem thanks City staff for all their work during Winter Storm Uri.

- a. Engineer's Report

- 1. Maple Ridge Paving Project

Derek Wind stated that the Maple Ridge paving project, Council authorized Pavecon to come back and repave and correct the driveability of the road. Mr. Wind stated they have scheduled a preconstruction meeting for late this week, and are waiting on more conducive weather conditions.

- 2. CDBG Storm Sewer Replacement Project

Mr. Wind stated this was the same update as last month. They filed an extension has been submitted on City Letterhead by Public Management to request an extension to the grant office to grant the deadline.

- b. City Manager's Report

Mr. Evans stated that we've had a lot of request for help from residents, who are requesting for assistance on any leaks/busted pipes. Mr. Evans asked Council to think on it and let him know at the next meeting.

1. Request for annual evaluation of the City Manager
Mr. Evans stated he will be needing an evaluation from the Council. Mr. Evans stated he know he's contract is going to be up and need time to respond to any issues.
2. Personnel additions/updates
Mr. Evans stated that the new hire in Public Works is helping in installing new meters.
3. MCSO towing policy update
Chief Nowak stated that several questions on this at the last meeting. Mr. Nowak stated one questions was how many wrecker calls in the city. Chief Nowak stated in 2020 they were able to document 524 tows that include abandoned vehicles, wrecks, and arrest, repossessions, and other non-consent tows. Chief Nowak stated another question was how much would it cost for the City of Willis to have its own dispatching function. Chief Nowak stated this was a big question. Chief Nowak stated if the city would want to have a dispatching function, or for it to have a 911 answering point, because that influences the cost. Chief Nowak stated that just in personnel because in Texas if you're a 911 dispatch you have to have 2 people for each shift, so you're looking at 10 to 12 people. For just dispatching you could do it with 5 people. Chief Nowak stated for 911 dispatch for salaries and benefits the cost would be about \$972,000 if you did just dispatch with 5 people for salaries and benefits the cost would be about \$486,000. Chief Nowak stated this did not include the equipment, radio, console and things like that. Chief Nowak stated another question was how much was the City charge for dispatching service provided by the County. Chief Nowak stated there was no charge to the City it was paid for by tax money that the County collects. Chief Nowak stated there were some questions brought up by the wreckers about how the calls were dispatched through the rotation system. Chief Nowak stated that they had a commissioner's court meeting after the last council meeting where that was brought up, so they are looking at redoing that. Chief Nowak stated there was questions about the number of towing districts, because they have 24 and they are looking into consolidating that to 4. Chief Nowak stated we still don't have a deadline from the County of when they would stop dispatching tow trucks for us, or when they would switch to the encrypted radio system.

8. EXECUTIVE SESSION

- a. Convene into closed executive session as provided by the Texas Open Meetings Act under Section 551.071 (consultation with city attorney on confidential matters); and Section 551.087 (deliberation on economic development proposals) under the Texas Government Code.
 1. Discuss an economic development agreement with Market at Willis Associates.
 2. Discuss an interlocal agreement with Montgomery County Emergency Services District No. 1.

Mayor Pro-Tem closed open session 6:20 p.m. and stated they would reconvene into closed executive session at 6:25 p.m.
Mayor Reed entered the meeting at 6:25 p.m.
- b. Reconvene into opens session and take action if necessary, on matters deliberated in closed executive session:
Mayor and Council reconvened into open session at 7:26 p.m.
 1. Consider and take action on an economic development agreement with Market at Willis Associates.
Motion was made by Barney Stone to approve and economic development agreement with Market at Willis Associates. Tom Luster seconded the motion. Mayor asked for any discussion. None was received. Motion passed unanimously.
 2. Consider and take action on an interlocal agreement with Montgomery County Emergency Services District No. 1.
Motion was made by Thomas Belinoski to approve an interlocal agreement with Montgomery County Emergency Services District No. 1 with changes recommended by the City Attorney. Barney Stone seconded the motion. Mayor asked for any discussion. None was received. Motion passed unanimously.

9. ADJOURN

Motion was made by Barney Stone to adjourn. Tom Luster seconded the motion. Motion passed unanimously. The meeting adjourned at 7:29 p.m.

