

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 21st of August, 2012 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:

PUBLIC HEARING: Proposed 2012-2013 Budget.

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; July 17, 2012 and July 31, 2012.
 - b. Approval of accounts payable.
 - c. Approval of financial statements and tax collection report.
5. NEW BUSINESS
 - a. Ron Cox presentation on Council Retreat.
 - b. Consider approval of a sound permit for Abundant Life Church for September 9, 2012 from 1 p.m. to 7 p.m.
 - c. Consider approval of a street closure on Young Street from the intersection of Young and Perkins to Lincoln Ridge Drive for September 15, 2012 from 12 noon to 8 p.m.
 - d. Commission Bob Van Wassehnova to conduct the audit for the fiscal year ending September 30, 2012.
 - e. Consider approval of an amendment to the interlocal agreement between City of Willis, Montgomery County, and Reinvestment Zone Number One.
 - f. Approval of Texas Municipal Retirement System City Portal Use Agreement.
 - g. Approval of Section 125 flexible spending account service agreement with TML Intergovernmental Employee Benefits Risk Pool.
 - h. Approval of health reimbursement service agreement for plan supervisor with TML Intergovernmental Employee Benefits Risk Pool.
 - i. Approval of continuation of coverage administrative agreement with TML Intergovernmental Employee Benefits Risk Pool.
 - j. Consider approval of an interlocal cooperation contract between the City and Texas School Safety Center at Texas State University for FY 2013 Tobacco Enforcement Program.
 - k. Approval a resolution adopting the 2012-2013 Budget.
 - l. Consider, adopt, and set by resolution the 2012 Ad Valorem Tax Rate for Maintenance and Operations.
 - m. Consider, adopt, and set by resolution the 2012 Ad Valorem Tax Rate for Debt Service.
 - n. Consider appointments to the Willis Planning and Zoning Commission.

6. ORDINANCES

2nd Reading

- a. Consider an ordinance protecting the water supply of all public and private wells in the City by creating sanitary control easements.

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. Engineering reports
 - 1. Young Street Extension Phase I and II
 - 2. Campbell/Hill Intersection
 - 3. Gerald Street Rehab
 - 4. Longstreet Rehab
 - 5. Hill Street Lift Station
- b. Building/Code Enforcement report
 - 1. Dilapidated structures update
- c. City Manager's report

8. Adjourn.

Dated this 17th day of August, 2012.

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 August 17, 2012 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 17th day of August, 2012.

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
August 21, 2012
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
Bill Van Alstyne, Council Member
Thomas Belinoski, Council Member
Hector Forestier, City Manager
James Nowak, Police Chief
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:

PUBLIC HEARING: Proposed 2012-2013 Budget.

Mayor opened the public hearing at 6:30 p.m. and called for any questions or comments. None were received. The Mayor closed the public hearing at 6:32 p.m.

1. Call to order the regular meeting.

Mayor called the regular meeting to order at 6:32 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.

John Lovelady said the invocation.

3. CITIZENS INQUIRY

John Gillaspie, 7363 County Line Road spoke concerning the ordinance for keeping of livestock. Mr. Gillaspie would like to have the ordinance revisited to consider owners that have large acreage and would like to work with staff on the matter.

Kevin Lawson, FM 1097 East also would like for the same matter to be revisited.

James Lucas, FM 1097 East also would like for the same matter to be revisited.

4. CONSENT AGENDA

a. Consider the minutes of the previous meetings; July 17, 2012 and July 31, 2012.

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. Ron Cox presentation on Council Retreat.
Mr. Forestier stated Mr. Cox was here to present the plan for the retreat planned for next budget year. Mr. Cox stated he had worked with both small and large cities. The retreat will be for one day and prior to the retreat he will visit each Council Member individually and these visits will set the agenda. The retreat will allow the City to work toward a strategy plan for weaknesses and strengths.
- b. Consider approval of a sound permit for Abundant Life Church for September 9, 2012 from 1 p.m. to 7 p.m.
Motion was made by Tamara Young-Hector to approve the sound permit. Anna Ross seconded the motion. Motion passed unanimously.
- c. Consider approval of a street closure on Young Street from the intersection of Young and Perkins to Lincoln Ridge Drive for September 15, 2012 from 12 noon to 8 p.m.
Mr. Forestier stated Denise Stella was present if Council had questions. Motion was made by Thomas Belinoski to approve the street closure. Tamara Young-Hector seconded the motion. Motion passed unanimously.
- d. Commission Bob Van Wassehnova to conduct the audit for the fiscal year ending September 30, 2012.
Mr. Forestier stated the agreement was the same as previous years. It would be \$15,000 for the regular audit and a single audit. Motion was made by John Lovelady to approve the agreement with Bob Van Wassehnova. Bill Van Alstyne seconded the motion. Motion carried unanimously.
- e. Consider approval of an amendment to the interlocal agreement between City of Willis, Montgomery County, and Reinvestment Zone Number One.
Mr. Forester stated the request came from J. R. Moore, Montgomery County Tax Assessor-Collector to make yearly payments vs. quarterly payments and the city has no problem with that. Motion was made by John Lovelady to approve the amendment. Thomas Belinoski seconded the motion. Motion passed unanimously.
- f. Approval of Texas Municipal Retirement System City Portal Use Agreement.
Mr. Forestier stated this will automate the human resource duties. Motion was made by Bill Van Alstyne to approve the agreement. Tamara Young-Hector seconded the motion. Motion passed unanimously.
- g. Approval of Section 125 flexible spending account service agreement with TML Intergovernmental Employee Benefits Risk Pool.
Mr. Forestier stated this was an annual occurrence and the program was a use it or lose it program. Motion was made by Thomas Belinoski to approve the Section 125 agreement. John Lovelady seconded the motion. Motion passed unanimously.
- h. Approval of health reimbursement service agreement for plan supervisor with TML Intergovernmental Employee Benefits Risk Pool.
Motion was made by John Lovelady to approve the reimbursement service agreement. Tamara Young-Hector seconded the motion. Motion carried unanimously.
- i. Approval of continuation of coverage administrative agreement with TML Intergovernmental Employee Benefits Risk Pool.
Mr. Forestier stated the coverage allows terminated employees to continue benefits and TML will administer those benefits. Motion was made by Bill Van Alstyne to approve the continuation of coverage agreement. Thomas Belinoski seconded the motion. Motion passed unanimously.

- j. Consider approval of an intermodal cooperation contract between the City and Texas School Safety Center at Texas State University for FY 2013 Tobacco Enforcement Program.
Mr. Forestier stated this was a grant program in the amount of \$1,650 for 9/2012 to 08/2013 to ensure underage children are not purchasing tobacco products. Motion was made by John Lovelady to approve the interlocal agreement. Tamara Young-Hector seconded the motion. Motion carried unanimously.
- k. Approval a resolution adopting the 2012-2013 Budget.
Mr. Forestier stated there have been several meetings of Council and staff to develop the final budget and he was recommending approval. Motion was made by Thomas Belinoski to approve the resolution adopting the 2012-2013 Budget. John Lovelady seconded the motion. Motion passed unanimously.
- l. Consider, adopt, and set by resolution the 2012 Ad Valorem Tax Rate for Maintenance and Operations.
Mr. Forestier stated the maintenance and operations rate was .4746 per \$100 and recommended approval. Motion was made by John Lovelady to approve the .4746/\$100 tax rate for maintenance and operations. Anna Ross seconded the motion. Motion passed unanimously.
- m. Consider, adopt, and set by resolution the 2012 Ad Valorem Tax Rate for Debt Service.
Mr. Forestier stated the debt service rate was .0462 per \$100 and recommended approval. Motion was made by John Lovelady to approve the .0462/\$100 tax rate for debt service. Tamara Young-Hector seconded the motion. Motion passed unanimously.
- n. Consider appointments to the Willis Planning and Zoning Commission.
Mr. Forestier stated Tom Luster was interested in serving again, but Ben Ross would not be able to serve again. Staff contacted members of the previous building and standards board to fill some of the vacancies. Pam George, Rodney Robertson, and Robbie Odell were willing to serve on the Planning and Zoning Commission. Tamara Young-Hector made a motion to appoint Tom Luster, Pam George, Rodney Robertson, and Robbie Odell to the board. Thomas Belinoski seconded the motion. Motion passed unanimously.

6. ORDINANCES

2nd Reading

- a. Consider an ordinance protecting the water supply of all public and private wells in the City by creating sanitary control easements.
Mr. Forestier stated the easement would protect the area around the Catahoula wells that are to be drilled. Mayor read the following caption, "AN ORDINANCE PROTECTING THE WATER SUPPLY OF ALL PUBLIC AND PRIVATE WELLS IN THE CITY OF WILLIS BY MEANS OF CREATING SANITARY CONTROL EASEMENTS WITHIN 150 FEET OF WELLS AND ESTABLISHING EXCEPTIONS TO SUCH EASEMENTS; PROVIDING ENFORCEMENT AUTHORITY; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PENALTIES OF UP TO \$2000 FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE IF ANY PORTION HEREOF IS DEEMED TO BE INVALID; PROVIDING A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE AFTER PUBLICATION AS PROVIDED BY LAW". Motion was made by John Lovelady to approve the ordinance providing for a sanitary control easement. Anna Ross 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. Engineering reports

1. Young Street Extension Phase I and II

Mike Mathena, Bleyl & Associates reported that a settlement agreement was reached with A-1 Utilities and the minor punch list was complete.

2. Campbell/Hill Intersection

Mr. Mathena reported the asphalt was ground out.

3. Gerald Street Rehab

Mr. Mathena reported the asphalt would be put down the following morning.

4. Longstreet Rehab

Mr. Mathena reported the west side rehab was complete, east side was being worked on, trees are still to come out, and the road was milled.

5. Hill Street Lift Station

Mr. Mathena reported all three quit claim deeds were complete and the design work will be done within the next 30 days.

b. Building/Code Enforcement report

1. Dilapidated structures update

John Mangiameli gave an update on substandard structures and the process for abating and cleaning up areas.

c. City Manager's report

Mr. Forestier stated there will be a special meeting on September 4th and the Small Cities Problem Solving Clinic on October 5th.

8. Adjourn.

Motion was made by Anna Ross to adjourn the meeting. Tamara Young-Hector seconded the motion. Motion carried unanimously. The meeting adjourned at 7:29 p.m.

Leonard Reed, Mayor

Brenda Burns, City Secretary