

**MINUTES OF A COUNCIL MEETING**  
**AUGUST 15, 2017**

The Hollywood Park City Council met in a regular session on August 15, 2017 at 7:00p.m. in Town Hall. Notice was posted in accordance with the Texas Open Meeting Laws.

Mayor Chris Fails called the meeting to order with the following Council Members present: Mike Howe, Oscar Villarreal, Chris Murphy and Scott Bailey. Also present: Fire Chief-John Butrico, Police Chief-Shad Prichard, City Attorney- Michael Brenan and City Secretary-Janice Alamia. Absent: Councilwoman Trueman

**PRESENTATIONS:** Phil Vaughn from Vaughn, Armstrong & Associates, the auditors for the Town of Hollywood Park. Mr. Vaughn spoke to the Council about the procedures used in auditing the Town of Hollywood Park. They do a risk assessment, look at the minutes, do all the processes that impact the financial statement. They confirm all balances and collections along with historical averages. They look into Court comparing revenue to the historical average or inappropriate dispositions. They compare ratios in payroll and look at approved expenditures and risky accounts such as miscellaneous going through a drill down of line items. Councilman Howe stated he had met with Mr. Vaughn and City Secretary, Janice Alamia and was satisfied with all the responses he received to his answers in a meeting he had the previous day. Councilman Villarreal asked who is responsible for making decisions on which GL account and how they get charged to expenses. Mr. Vaughn stated that was a Council decision since they set the policies and procedures into place. The current system the City uses is the usual with department heads approving first, the city secretary has the final approval and you have multiple people signing checks so there is a system of checks and balances. Our audits are also peer reviewed every three years. Councilman Murphy thanked Mr. Vaughn for all the work they do for Hollywood Park.

**ANNOUNCEMENTS/ MAYOR AND CITY EMPLOYEES:**

1. Fire Report: Chief Butrico presented his August report to council and announced his upcoming bike rodeo.
2. Police Report: Chief Prichard presented his August report to council
3. Financial Report: City Secretary, Janice Alamia stated the dates for the 2 Public Hearings on the tax rate and budget for the residents to come and speak. The dates are August 28, 2017 and September 5, 2017. There were no questions on the financial statements.
4. Public Works Report: Public Works Director, Kelly Cowan gave out a tree survey to the Council and spoke to the Council concerning the status of Voigt Park.
5. City Secretary Report: Janice Alamia reported the August Business of the Month is Parker Uniforms in Galleria Oaks Shopping Center, EDC Sponsored Mayors Movie Night will be showing CARS, she also announced Boy Scout Troop 90 was in the audience.
6. City Attorney Report: Nothing to report.
7. Mayors report: Mayor Fails stated representatives from Hill Country Village approached Hollywood Park to have joint ownership of the Fire Department. Mayor Fails declined. He announced a new restaurant coming into Hollywood Park called The Dog House.

### **CONSENT AGENDA:**

1. Approve the Minutes of a Special Council Meeting 7/3/2017.
2. Approve the Minutes of Council Budget Workshop #1 on 7/11/2017.
3. Approve the Minutes of Council Budget Workshop #2 on 7/13/2017.
4. Approve the Minutes of the Regular Council Meeting 7/18/2017.
5. Approve the Minutes of Council Budget Workshop #3 on 7/19/2017.
6. Accept the Financial Statements as of 7/31/2017.

Councilman Murphy made a motion to approve the Consent Agenda in its entirety. Councilman Villarreal seconded the motion. The motion passed unanimously.

### **CITIZEN PARTICIPATION:**

- Kevin Gallivan: Mr. Gallivan is a resident is opting for a year- round pool program since the pool is heated. He has been coaching for 35 years and is with NE Independent Aquatic Team also. They would like to rent the pool for 15 months at 8.00 per lane hour while Blossom Athletic Center is being remodeled. Potential revenue for Hollywood Park is \$54,000 for the 15 months. He would like to know if Council is interested in such a proposal so he can move forward.

### **CLOSE REGULAR MEETING**

Mayor Fails closed the regular meeting to go into Executive Session at 7:46pm

### **EXECUTIVE SESSION**

The City Council will convene into a closed session to discuss the position of the City Treasurer, including employment, duties, and discipline, as authorized by Section 551.074 of the Texas Government Code.

### **OPEN THE REGULAR MEETING**

Mayor Fails opened the regular meeting at 8:05pm

### **OLD BUSINESS:** None

### **NEW BUSINESS:**

1. Discussion/Take Possible Action to approve the renewal of the Insurance Policy for FY 2017-2018 for the Town of Hollywood Park employees.
  - a. Citizen Comments: None
  - b. Discussion: Jenni Haff with Wortham Insurance Brokers presented the new insurance rates to the Council for approval. Councilman Murphy made the motion and Councilman Bailey seconded. The motion passed unanimously.
2. Discuss/Take Possible Action to approve an RFP for Donella repaving.
  - a. Citizen Comments: None
  - b. Discussion: David Costales and Kyle Gass from CEC [our City Engineers] spoke to the Council concerning the work they have already done on Donella which was phase I. They reconstructed 2,843 feet of pavement, built new curb and driveway approaches, graded roadside ditches and installed new water and gas mains. This phase dealt with the

road from 281 to Mustang Circle. Phase II would encompass Donella Drive from Mustang Circle to Meadowbrook Drive, then along Meadowbrook to Voigt. It would include work at the intersections of Voigt, Meadowbrook and El Cerrito Circle. The reconstruction of pavement would be approximately 4,200 feet and again they would build new curb and driveway approaches. They would grade shallower roadside ditches and install storm sewers. There would be installation of new water and gas mains. Probable construction costs would be \$3,220,000.00 and probable engineering costs would be \$1,069,500.00 for a total probable budget of \$4,289,500.00. These costs do not include joint bid utilities. Council decided to have CEC come back with an estimate with different options such as no ribbon curbing, driveway replacement, etc.. Maybe we should be looking at an overlay without a total reconstruction.

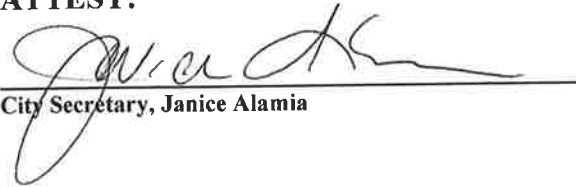
3. Discuss/Take Possible Action to approve an **Ordinance #994** transferring funds to replace a police vehicle.
  - a. Citizen Comments: None
  - b. Discussion: Chief Prichard stated one of his vehicles was totaled in an accident and he needed funds to replace the totaled Ford Explorer. Councilman Murphy made the motion to approve an Ordinance amending the budget of the Town of Hollywood Park for the 2017 fiscal year to transfer \$26,000 to the Police Department to replace totaled vehicle. Councilman Villarreal seconded the motion. The motion passed unanimously.
4. Discuss/Take Possible Action on recommendation of new EDC member to fill vacant member position.
  - a. Citizen Comments: None
  - b. Discussion: The EDC has requested resident Julie Chudnow fill the vacancy on the EDC Board. Councilman Murphy made the motion to approve Julie Chudnow to the EDC. Councilman Howe seconded. The motion passed unanimously.
5. Discuss/Take Possible Action for the Hollywood Park City Council to authorize the Mayor to engage one or more attorneys to initiate appropriate legal action against San Antonio Water System for the imposition of a franchise fee for the use of the town's public rights-of-way for its water and sewer system located within the town.
  - a. Citizen Comments: None
  - b. Discussion: Mayor Fails stated he was not happy with the fact that SAWS is giving franchise fees to other cities but will not give any franchise fees to Hollywood Park. Councilman Bailey made the motion to authorize the Mayor to engage one or more attorneys with a \$10,000 cap for now, to initiate legal action against SAWS for the imposition of a franchise fee for the use of the town's public rights-of-way for its water and sewer system located within the town. Councilman Bailey seconded the motion. The motion passed unanimously.
6. Discuss/Take Possible Action to approve the purchase of a drone for Police and Fire Department using Asset Seizure Funds.
  - a. Citizen Comments: None
  - b. Discussion: This item was tabled because Chief Prichard decided he needed to do more research on this and he is not ready to move forward with this.

**ADJOURNMENT:** There being no other business, Mayor Fails adjourned the meeting at 9:02pm.

MINUTES OF THIS MEETING APPROVED AS SUBMITTED   
CORRECTED ( ) THIS 9<sup>th</sup> DAY OF September, 2017.

  
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Mayor, Chris Fails

**ATTEST:**

  
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City Secretary, Janice Alamia