

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code.

Town of Hollywood Park
Regular City Council Meeting
Tuesday, July 21, 2020
Meeting Duration: 6:00 p.m. to 7:52 p.m.

CALL TO ORDER

Mayor Chris Murphy called the meeting to order at 6:00 p.m.

INVOCATION:

Councilmember Oscar Villarreal, Jr.

ROLL CALL

Members of City Council present: Mayor Chris Murphy, Delaine Hall, Oscar Villarreal, Jr., Debbie Trueman, and Michael Howe.

Hollywood Park Staff Present: City Attorney Ryan Henry, Police Chief Shad Prichard, Fire Chief John Butrico, City Treasurer Jeff Hinson, Public Works Director Kelly Cowan, and Interim City Secretary Jeannette Huggins

PRESENTATIONS

Police Chief Shad Prichard presented Cruising Kitchens, Northrock Church and Black Rifle Coffee with appreciation plaques for their support of first responders during the Covid19 pandemic.

Chief Prichard presented Rebecca Bass with a certificate of appreciation for her assistance and commitment to the Hollywood Police Department.

Chief Shad Prichard recognized employees for their tenure with the Hollywood Police Department:

Det. Clint Bass – 5 years of service – *7-year employee*
Sgt. Jennifer Pineda – 5 years of service – *6-year employee*
Officer Diana Wilburn – 5 years of service
Sgt. Robert Hernandez – 10 years of service – *12-year employee*
Sgt. Steve Anderson – 15 years of service – *17-year employee*
Officer David Gutierrez - 15 years of service
Task Force Officer – 30 years of service – *32-year employee*

ANNOUNCEMENTS/REPORTS FROM MAYOR AND CITY EMPLOYEES:

- 1. Fire Department:** Fire Chief Butrico reported 42 calls for service for the month of June 2020. Calls for service included EMS calls, fire alarm calls and hazardous spill. Fire Chief Butrico reported they have been testing fire hydrants in Hollywood Park, which is done once a year. HFD has tested 115 fire hydrants have been tested so far with about 35 more to test. Due to the Covid19 pandemic there hasn't been much activity in the town of Hollywood Park. The fire department continues to participate in the birthday drive-by events for residents. The Hollywood Park Fire Department was asked to participate in the funeral services for Bexar County Deputy Timothy De La Fuente by assisting to fly the American flag using the HFD Ladder Truck.
- 2. Police Department:** Police Chief Prichard reported 293 calls for service during the month of June 2020. Offenses are on a slight increase from last year. Citation count is starting to go back up, since the Covid19 pandemic started. The Police Department has begun fingerprinting services again, as there have been many requests for this service.
- 3. Public Works:** Public Works Director Kelly Cowan reported that the Voigt Center rentals are beginning to decrease again due to Covid19 and cancellations. He did have a church organization rent the Voigt Center on Sundays until the end of August. Kelly reported that the swimming pool running much smoother now and being used quite a bit. Kelly thanked Bruce Graham for assisting him sort out the issue with the solar panels, which has now been fixed. He also noted that Angela, Code Enforcement, has been dealing with roofing contractors and tree trimming contractors. Code Compliance has 7 pending and 81 closed Code Compliance cases

for the month of June. Kelly reported that the air conditioning units in the Council Chambers and the Fire Department went out this week.

4. **Financial Report:** City Treasurer Jeff Hinson reported he's starting to receive more property tax checks from the Tax Assessor's Office, and we are starting to catch up. We are at 98% of the budget. Sales tax we are 61% and should be at 75%. Jeff reported he checked the sales tax for July and it was down 22% so it's going to be \$44,000.00, so his estimate is that the end of the year we will be \$140,000.00 below on sales tax. The revenue is at \$4,253,000.00 and expenses at this point are \$3,205,000.00 so we are \$1,000,000.00 on the plus side still. Jeff indicated he does believe we will end up on the positive side this year, which is good news.
Councilmember Trueman asked if the sales tax listed for \$38,500.00 is from April. Jeff advised that amount is from April. Councilmember Trueman also asked if we are working with the new bank now. Jeff advised a deposit has been made at the new bank he will be working on setting up the automatic deposits/transfers with the new bank that we have set up with the current bank so that there are no issues later...
5. **Administration:** Interim City Secretary Jeannette Huggins briefed Council on the two new employees in the Administration department. Marcella Ontiveros, Court Clerk and Michelle McCool, Permit Clerk. Jeannette explained that the Hollywood Park Municipal Court has implemented a Covid19 Operating Plan for municipal court hearings. Jeannette explained that the Municipal Court staff, Police Department and Public Works Department have collaborated to ensure the operating plan is followed. The next court day is scheduled for August 5, 2020. Jeannette reported the June permit activity indicates numerous tree permits and pool passes sold during the month of June.
6. **City Attorney:** City Attorney Ryan Henry advised he didn't have anything to report to Council at this time.
7. **Mayor:** Mayor Chris Murphy thanked everyone for coming. He explained it's been an interesting month trying to navigate the pandemic. He expressed the importance of wearing a mask when out in public along with practicing social distancing. Mayor Murphy added that he thinks the election went smoothly. He explained he is thrilled that people have an active interest in helping the City Council and thanked the candidates for the open Council position.

CONSENT AGENDA

1. Approve the Minutes of the Regular Council Meeting on 06/16/2020.
 2. Approve the Minutes of the Special Council Meeting on 06/22/2020.
 3. Accept the Financial Statements as of 06/30/2020.
- Councilmember Villarreal asked who records the meetings. He explained that Councilmember Trueman had to provide the recording for the 06/16/2020 Council meeting. Councilmember Villarreal also asked if YouTube is considered "official minutes". City Attorney Ryan Henry explained the minutes are written. The recording device records the meetings to assist the City Secretary when she is writing out the minutes. There just needs to be some recording device to record the meetings. When there is a change in staff, like Jeannette stepping into the Interim City Secretary position, it's more difficult for her to write minutes for a meeting she wasn't present for. She can rely on the recordings if they still exist. Once the minutes are approved, the recordings are supposed to be destroyed. Mr. Henry explained that the recording system in Council Chambers does not have to stream to be official. If it's streaming and it records on the internet and there is a malfunction in the recording system on site, you technically don't have an office recording. Jeannette could still utilize the streamed recording or another recorded copy from someone else to write the minutes. Councilmember Villarreal asked if anyone got the flash drive of the official minutes of the meeting and the video. Councilmember Trueman explained that she recorded the last meeting and provided a copy to Jeannette. Councilmember asked if the recording Janice made of the June meeting was kept, he was advised by Councilmember Trueman that Janice recorded the meeting on her phone. Councilmember Villarreal asked, for

the record, if we were going to continue recording minutes on cell phones. Jeannette advised him the meeting is being recorded on a voice recorder. Councilmember Villarreal asked if all the minutes were included or does the City Secretary get to pick and choose what is indicated in the minutes. Mr. Henry explained the minutes are typed, absent a policy from City Council on how they prefer the minutes, the Texas Municipal Clerks Association recommends the minutes not be verbatim and not contain a lot of documents. The minutes have to contain motions and votes to determine what passed and what action was taken.

Councilmember Trueman made a motion to approve the Consent Agenda in its entirety. Councilmember Villarreal seconded the motion, which passed unanimously.

CITIZEN PARTICIPATION

- Kevin Gallivan of 201 Sagecrest Dr. thanked City Council for approving the aquatics team he is putting together for September 8th. Mr. Gallivan advised that the registration program has been open for only two weeks and he only has twelve slots available. He explained that recent Covid19 pandemic issues have caused the UIL has suspended all athletic activities until September 7, 2020. Because of these stipulations the swimmers from NEISD have no place to swim. Mr. Gallivan explained he does not follow UIL or NEISD regulations, it will be possible for those athletes to swim at Hollywood Park. Mr. Gallivan asked that City Council consider extending practice times from 6:00 a.m. to 8:30 a.m. on Monday through Friday to allow those swimmers access to the pool during that time frame.
- Bruce Graham of 134 Canyon Oaks discussed heated temperatures of the Hollywood Park swimming pool. Mr. Graham advised that he went into the swimming pool pump room. He researched how the pump was supposed to operate and determined that two of the three valves were incorrectly switched. Mr. Graham had Kelly Cowan meet him at the location and they were able to get the issue fixed, which dropped the water temperature from 95°. The water temperature is now tolerable. Mr. Graham stated he had hoped for an agenda item to consider the purchase of a water cannon system that will cool the swimming pool up to 10°.
- Tonya Cummings of 129 Grand Oak spoke about all the department heads working well together and the Council working well together. She is glad to see everyone joining forces. Tonya also expressed her thanks to Kelly Cowan for working on the live streaming service. Tonya thanked Chief Prichard for honoring his employees and expressed her hope that all the other department heads would follow suit.

OLD BUSINESS

None

NEW BUSINESS

1. Discuss/Take possible action on appointment to fill Place 5 vacant position on City Council.
 - (a) **Citizen Comments:** None.
Each candidate introduced themselves to the City Council:
Delizia Gallivan of 201 Sagecrest Dr.
Paul Homburg of 119 Sequoia Dr.
Michael Voorhies of 613 El Portal Dr
Jim Rodriguez of 107 Canyon View
Scott Glenn of 404 Meadowbrook Dr.
Duane Ramirez of 134 Donnella Dr.
 - (b) **Discussion:** Council member Delaine Hall recommended Paul Homburg. Council member advised her first choice is Paul Homburg. Council member Villarreal advised he supports Paul Homburg. Council member Howe also supports Paul Homburg.
Council member Hall moved to appoint Paul Homburg to City Council Place 5.
Council member Trueman seconded the motion, which passed unanimously.

Paul Homburg was sworn in for City Council Place 5 by Mayor Chris Murphy.

2. Discuss/Take possible action on FY 2020-2021 Tax and Budget calendar. [J. Hinson]
 - (a) **Citizen Comments:** None
 - (b) **Discussion:** City Treasurer Jeff Hinson advised the FY 2020-2121 calendar was based on last years calendar for budget presentation. The calendar reflects two budget meetings in August, maybe a third and if needed a fourth budget meeting in September. Public Hearings will be scheduled for August and September if Council decides to go above the no new revenue rate. If Council does not go above the no new revenue rate the Public Hearings will not be required. Any increases in taxes will be due to new property, therefore we do not have to have any hearings for that. On September 15, 2020 we should be able to adopt the FY 2020-2021 budget and tax rate. Mayor Murphy advised that the Council's objective is not to have to increase taxes for a second year in a row.
3. Discuss/Take possible action to ratify appointment of the Interim City Secretary.
 - (a) **Citizen Comments:** None
 - (b) **Discussion:** City Attorney Ryan Henry advised the Special Meeting Agenda had a typographical error in that the day listed was incorrect. The date, time and location were correct. For this reason, Mr. Henry suggested this matter be brought before the City Council at this meeting to ratify the appointment of the Interim City Secretary. Council Member Debbie Trueman moved to ratify the appointment of the Interim City Secretary.
Council Member Oscar Villarreal seconded the motion, which passed unanimously.
4. Discuss City Code No. 1989; City Ordinance No. 526; and Ordinance No. 646 – Address to be identified with clearly visible numbers. [Chief Prichard]
 - (a) **Citizen Comments:** None
 - (b) **Discussion:** Mayor Murphy stated that while the Town of Hollywood Park has an ordinance that clearly specified the need for residents to have their address visible from the street, several are not in compliance. He indicated that this matter is important for first responders and wants to stress to residents the importance of having their addresses posted clearly. Chief Prichard spoke about brining this issue up tonight to have discussion about the matter before making it a punitive issue for residents. Mayor Murphy and Chief Prichard discussed reaching out to the Hollywood Park EDC for assistance in accomplishing the goal of having addresses posted for all houses in Hollywood Park. Council Member Trueman suggested a campaign to have residents to post their addresses. Council Member Trueman stated that because mailboxes are different it's not really feasible to have uniformity to how the addresses are posted. Council Member Hall asked Chief Prichard to have his Officers make note of those houses without an address posted. Council Member Homburg suggested that Police, Fire and/or Code Compliance personnel leave a notice at the door of houses without addresses posted to bring their attention to the issue.

EXECUTIVE SESSION

At 7:28 p.m. City Council convened in Executive Session to discuss the following:

The City Council will convene into a closed executive session under Texas Government Code § 551.071 and Texas Government Code § 551.074 regarding:

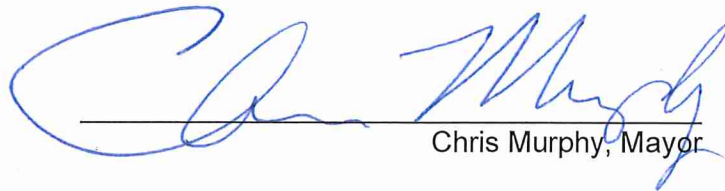
1. Anticipated litigation from Moxie Pest Control.
2. City Attorney's Office report on legal fees and cost analysis.

At 7:50 p.m. the City Council reconvened from executive session and took no action on these items.

ADJOURNMENT

There being no further business to come before the City Council, Mayor Murphy adjourned the meeting at 7:52 p.m.

Minutes of this meeting are approved as submitted [] corrected [☒] on this the 19 day of August, 2020.


Chris Murphy, Mayor

ATTEST


Jeannette Huggins, Interim City Secretary

