

**MINUTES  
OF THE TOWN OF HOLLYWOOD PARK  
REGULAR CITY COUNCIL MEETING  
ON TUESDAY, FEBRUARY 20, 2024, AT 6:00 P.M.**

**I. CALL TO ORDER**

Mayor Moore called the meeting to order 6:00 p.m.

**II. INVOCATION**

Councilmember Gonzalez

**III. PLEDGE OF ALLEGIANCE**

Mayor Moore led the Pledge of Allegiance.

**IV. ROLL CALL**

Members of the City Council present: Mayor Sean Moore, and Councilmembers Chester Drash, Todd Kouse, Dale Randol, Wendy Gonzalez, and Glenna Pearce.

**V. REPORTS / ANNOUNCEMENTS / PRESENTATIONS [2:04]**

- Fire Department monthly report
  - Fire Chief Morgan reported on the ladder trucks, new personnel, and 41 calls for service in January. Chief Morgan announced the promotions of Josh Bates and Wes Zimmerman to Lieutenant, and Jeff Froboese and Kyle Skinner to Engineer.
- Police Department monthly report
  - Police Chief Prichard reported 240 calls for service in January.
  - a. Annual Report and Awards
    - Chief Prichard recognized Officers Wilburn, Stevens, and Platte for certifications and service awards, Dayna Petrucci and Officer Thornton for their service, and recognized Officer Brian Stevens as Officer of the Year.
    - Chief Prichard presented the annual report.
- Public Works Department monthly report
  - Kelly Cowan reported 25 Voigt Center rentals, 82 code enforcement cases, and updates on maintenance and drainage in January.
- Finance monthly report
  - City Treasurer Fred Timmons provided an overview of revenues and expenditures.
- Administration Department monthly report
  - City Secretary Patrick Aten reported 9 open record requests, 104 defendants in Municipal Court, 137 permits processed, updates on the May election, and other events in January.
- City Attorney monthly report
  - None.
- Mayor's monthly report
  - Mayor Moore read a letter from a resident praising Kelly Cowan's service.

**VI. CITIZEN PARTICIPATION [1:10:02]**

- Bruce Graham spoke about salary increases.
- Delaine Hall asked questions about finances and spoke about the water information meeting.
- Patrick Aten read an email from Timothy Peters about the water information meeting.

**VII. CONSENT AGENDA [1:19:04]**

1. Approval of the Minutes for the January 16 City Council Meeting.
2. Acceptance of the Financial Statements as of December 31, 2023.
3. Acceptance of the quarterly investment report.
4. Approval of an ordinance adopting the investment policy.
  - Councilmember Drash moved to approve the Consent Agenda. Mayor Pro Tem Pearce seconded the motion which passed unanimously.

**VIII. NEW BUSINESS [1:19:43]**

1. Discuss and consider approval of a recommendation from the Parks and Recreation Advisory Board to approve an ordinance amending the Code of Ordinances Section 58-152 regarding pool wristbands.
  - Kelly Cowan introduced the item.
  - Councilmember Kounse moved to approve the item. The motion died for lack of a second. The item failed.
2. Discuss and consider approval of an agreement between the Town of Hollywood Park and Texas Gold Swimming.
  - Mayor Moore introduced the item.
  - Bruce Graham spoke about home school swim students and pool covers.
  - Mayor Pro Tem Pearce moved to approve the agreement with the amended hours of 1:00 p.m. to 7:00 p.m. Councilmember Gonzalez seconded the motion which passed unanimously.
3. Discuss and consider approval of the roof replacement at Town Hall.
  - Kelly Cowan presented the item.
  - Mark Walker spoke on the item.
  - Mayor Pro Tem Pearce moved to approve the item. Councilmember Kounse seconded the motion which passed unanimously.
  - Kelly Cowan will develop a Request For Proposals to accept sealed bids for the roof replacement project.
4. Discuss and consider approval of a resolution/ordinance adopting a policy regarding modifications to the current agenda submittal process.
  - Mayor Pro Tem Pearce presented the item.
  - Councilmembers provided corrections and clarifications within the proposed ordinance language.
  - Delaine Hall spoke on the item.
  - Mayor Pro Tem Pearce moved to approve the item as written. The motion died for lack of a second. The item failed.

- Councilmember Randol moved to approve the item with the amendment that Councilmembers must inform the Mayor of discussions with department heads. Councilmember Kounse seconded the motion which passed unanimously.
5. Discuss and consider approval of an ordinance amending the Code of Ordinances Section 2-56 regarding appointment of department heads.
    - Councilmember Kounse presented the item.
    - City Attorney Henry said he was still accepting input.
    - No action was taken.
  6. Discuss and consider approval of an ordinance amending the personnel policy manual regarding notifications about employee staffing changes.
    - Councilmember Kounse presented the item.
    - After discussion, the Council chose to bring this item back to a later Council agenda.
    - No action was taken.
  7. Discuss and consider approval of an ordinance amending the personnel policy manual regarding the grievance policy.
    - Mayor Moore presented the item.
    - City Attorney Henry and Mayor Pro Tem Pearce provided amendments for clarification and informing the complainant the grievance went to Council.
    - Councilmember Gonzalez moved to approve the item as amended. Councilmember Drash seconded the motion which passed unanimously.
  8. Discuss and consider approval of an ordinance amending the personnel policy manual regarding employee salaries.
    - The Mayor announced the item was not ready for discussion. No action was taken.
  9. Discuss and consider approval of an ordinance amending Section 2-152 of the Code of ordinances regarding Ethics.
    - Mayor Moore presented the item.
    - Martha Sanchez and Delaine Hall spoke on the item.
    - Councilmember Kounse moved to approve the item as amended. Councilmember Randol seconded the motion which passed 4-1 with Mayor Pro Tem Pearce opposed.

**IX. EXECUTIVE SESSION**

1. Deliberate the evaluation and duties of the City Attorney in accordance with Section 551.074 of the Texas Government Code.

City Council recessed into Executive Session at 9:44 p.m. No action was taken.

The City Council reconvened into Open Session at 10:13 p.m. No action was taken.

**X. ADJOURNMENT**

Mayor Moore adjourned the meeting at 10:13 p.m.

The minutes of this meeting were approved on March 19, 2024.

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Sean Moore, Mayor

Attest:

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Patrick Aten, City Secretary