

**MEETING MINUTES  
TOWN OF HOLLYWOOD PARK  
REGULAR CITY COUNCIL MEETING  
TUESDAY, MAY 20, 2025 AT 6:00 P.M**

**I. CALL TO ORDER**

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

**II. INVOCATION:**

Mayor Chester Drash led the invocation.

**III. PLEDGE OF ALLEGIANCE**

Mayor Drash led the Pledge of Allegiance.

**IV. ROLL CALL**

**Members of City Council present:** Mayor Chester Drash, Councilmember Jim Rodriguez, Councilmember Todd Kounse (*arrived 6:02pm*), Councilmember Dale Randol, Councilmember Wendy Gonzalez, and Councilmember Glenna Pearce

**Town Staff present:** Interim Fire Chief Eric Burnside, Police Chief Shad Prichard, City Treasurer Fred Timmons, Interim City Secretary Jeannette Huggins, and City Attorney Frank Garza (*arrived 6:23 pm*)

**V. REPORTS / ANNOUNCEMENTS / PRESENTATIONS**

1) **4:09** Interim Fire Chief, Eric Burnside, recognized Fidencio "Vincent" Gonzales as Firefighter of the Year.

Chief Burnside reported 39 calls for service for the month of April (22 EMS calls and the remainder were fire or hazard related. He reported a vehicle fire that occurred by Starbucks. Chief Burnside reported that the Fire Department is preparing for ISO (Insurance Services Office). Fire Department staff have been participating in training, of which 95% of the costs are being covered by TIFMAS (Texas Intrastate Fire Mutual Aid System) and grants. For the first time in 10-20 years, HPFD completed live fire training at San Antonio College Fire Academy. Chief Burnside also mentioned the HPFD will be participating in the San Antonio Project Cool to collect box fans to be donated to those in need.

2) **15:37** Police Chief Shad Prichard reported 259 calls for service in the month of April as well as 601 citations, 1 assault, 2 thefts, 135 patrol by's. Chief Prichard spoke on a case involving a company by the name of Give Back Auctions and how they have scammed a local resident and information received from other victims of this company. Chief Prichard thanked the Administration staff for helping the Police Department celebrate National Police Week. The Police Department participated in the Drug Take Back event and collected eight boxes and 225 pounds of unused medications. Chief Prichard spoke about issues with motorists driving around barricades during street work. He also encouraged residents to report stolen license plates, if it should happen to them.

3) **22:19** City Treasurer Fred Timmons provided an overview of revenues and expenditures as of March 31, which show revenues in the General Fund for the were \$207,963.00, total expenses were \$433,993.00, which resulted in excess expenses of \$226,030 for the month of March. Fred also reported he would present budget amendments next month. Fred also presented the Quarterly Investment Report for Quarter 1 2025.

4) **37:41** City Attorney Frank Garza reported he has assisted the City Secretary with some open records responses, reviewed and revised the HVAC maintenance contract, and

reviewed the contract with Seeking HR. Mr. Garza also worked with Mr. Lopez in his office regarding the item on the agenda today pertaining to the conveyance of Havenhurst Drive.

- 5) **38:17** Interim City Secretary Jeannette Huggins reported municipal court statistics being 222 cases on the docket and a total of 84 defendants appearing in court in April. The permit count was low for the month of April. Jeannette reported a total of 10 public information requests with one still pending clarification. She also reported pool pass sales began in April and so far 13 nonresident sales and 24 resident sales.  
**43:30** The floor was turned over to the three municipal court collection firms present to make brief presentations to the City Council for consideration of their services MVBA, Perdue Brandon, and Linebarger. Representatives from each firm made their presentations.
- 6) **01:16:24** Mayor Drash reported a total of 120 code enforcement calls for service and a total of 29 Voigt Center rentals for the month of April.
- 7) **01:20:06** Mayor Drash reported the splash pad is working after a brief malfunction which turned out to be a motor the burned out after the emergency shut off but was activated. The button causes the water to cut off, but the motor continues running. Mayor Drash also reported he had a meeting with representatives from Tiger Sanitation regarding issues that the town had been experiencing with their services. He stated that the Public Works staff can replace damaged trash/recycle bins if the residents reach out to Town Hall for assistance. Mayor Drash explained there will be a change to the bulk item pick up schedule to be similar to brush pick up schedule. He also reported discussions with Tiger Sanitation staff about hazardous waste pick up, however this type of event has not been worked out as of now. Mayor Drash asked that if any resident has a deceased animal on their property it will need to be moved to the edge of their property, then call Town Hall to have it pick up. Town staff cannot pick these up from private property.  
**1:31:00** Mayor Drash spoke about the street work being done by Public Works staff at the intersection of Voigt Dr. and Sagecrest Dr. and the intersection being closed. He reported that the City Engineer is working on the culvert crossing design plans discussed last month. Mayor Drash the City Secretary and Fire Chief job postings will expire this weekend. He also reported that the roofing contract will be signed next week.

**VI. CITIZEN PARTICIPATION 1:36:10**

None

**VII. CONSENT AGENDA 1:36:47**

1. Approval of the Minutes of the April 15, 2025, City Council Meeting Minutes.
2. Acceptance of the Financial Statements as of March 31, 2025.
3. Approval of the Quarterly Investment Report.  
Councilmember Randol moved to approve the Consent Agenda.  
Council member Kounse seconded the motion, which passed unanimously.

**VIII. NEW BUSINESS**

1. **1:37:30** Discuss, consider, and take potential action for the appointment of the Mayor Pro Tem.  
(*J. Huggins, Interim City Secretary*)
  - a) Citizen Comments: None

b) Discussion: Mayor explained he would like the opportunity to be shared. Councilmember Randol is currently the Mayor Pro Tem and can continue in that position. Councilmember Kounse moved to appoint Councilmember Gonzalez as Mayor Pro Tem. Councilmember Randol seconded the motion, which passed unanimously.

2. 1:39:48 Discuss, consider, and take potential action to approve an amendment to Ordinance No. 2046 outlining when the abandonment and conveyance of Havenhurst Drive will become effective.

(Mayor Drash)

a) Citizen Comments: Ben Jordan of 548 Ventura Dr. – spoke about issues involving this piece of property to include no city maintenance of the piece of property in question. He is seeking clarification in the ordinance and feels the amended ordinance provides that clarification.

b) Discussion: Mayor Drash explained that Ordinance #2046 refers to the piece of property where Havenhurst Dr. and Ventura Dr. meet. The Jordan's have requested that the ordinance be amended to allow each neighboring property owner to replat their property when convenient and that the property be divided equally between the two neighboring property owners. City Attorney, Frank Garza, explained that the property owner on Havenhurst Dr. decided not to move forward with replatting. The amendment allows Mr. Jordan to proceed without the requirement that the other party replat at the same time.

Councilmember Pearce moved to approve amendment to Ordinance No. 2046 outlining when the abandonment and conveyance of Havenhurst Drive will become effective today. Councilmember Gonzalez seconded the motion, which passed unanimously.

3. 1:55:10 Discuss, consider, and take potential action to amend Ordinance No. 2038 to reflect the most recent State Law(s) regarding the requirement for license plates on golf carts and the requirement for liability insurance.

(Chief S. Prichard)

a) Citizen Comments: None

b) Discussion: Chief Prichard explained this is a State regulation and he is seeking input from the City Attorney to make sure this is an actual legal requirement for the Town due to some discrepancies in the DMV information. The City Attorney explained that golf carts do not need a license plate if they are in a gated community or if they are within two miles of a golf course. Councilmember Gonzalez explained that Hollywood Park connects to the Sonterra Golf Course at Voigt Park, but it's unknown if all of Hollywood Park is within two miles of that golf course. Within two miles a lot of the restrictions do not apply, unless the Town requires them. If the operation of the golf cart is outside of the two-mile range, then the restrictions would apply. Councilmember Rodriguez offered to do more research on this matter. Councilmember Pearce explained she reached out to some residents who own golf carts for their input. Most golf cart owners do not want this, if it's not a requirement. One person responded by saying if we make it harder for people to have golf carts it will reduce community involvement and we will see more vehicle traffic. Councilmember Pearce chooses not to add any other regulations for golf carts. Councilmember Gonzalez agrees with

Councilmember Pearce. Councilmember Randol stated if we don't have to require license plates then he doesn't want to require them. Councilmember Kounse agrees. Councilmember Pearce moved to keep golf cart regulations the exact same. Councilmember Kounse seconded the motion, which passed unanimously.

4. **2:10:14** Discuss, consider, and take potential action to amend 1.08 Appointment and Hiring Procedures for Municipal Officers (a) Job Posting of Hollywood Park Ordinance No. 2071 and Sec. 2-56. Appointment of other officers and term of office (d) (1) Job Posting of Hollywood Park Ordinance No. 2072 to modify the minimum number of days for a job posting.

*(Mayor Drash)*

- a) Citizen Comments: None
- b) Discussion: Mayor Drash explained after going through the process the 30-day period is too long. At the end of 30 days the applicants may no longer be available. Mayor Drash doesn't think it is necessary to wait 30 days to make a decision on filling the positions and he would like the City Councils input. Mayor would like the City Council to consider changing the 30-day period to "until filled" or fewer days. Councilmember Pearce explained someone should be coordinating with the applicants so that they are aware of our posting and hiring process and time frame. Councilmember Randol explained we should be able to start reviewing applications with the review committee as applications are received. Councilmember Pearce explained she is opposed to changing the 30-day posting period to "until filled." Councilmember Randol stated he can't support removing the time frame, but he would support shortening the time frame to 21 days. Councilmember Gonzalez proposes 21 days is efficient for city government.  
Councilmember Kounse moved to revise the ordinance to 21 days. Councilmember Gonzalez seconded the motion, which passed unanimously.

## IX. **EXECUTIVE SESSION** **2:49:30**

The City Council will convene into a closed executive session at 8:49 p.m.

**3:33:20** The City Council reconvened into open session at 9:33.

1. Discussion with legal counsel regarding legal options the Town may pursue regarding perceived harassment of Hollywood Park employees by non-employee individuals.

No action taken.

## **NEW BUSINESS** *continued*

5. **3:33:40** Discuss, consider, and take potential regarding the type of budget adopted by the Town.

*(Mayor Drash)*

- a) Citizen Comments: None
- b) Discussion: Mayor Drash explained he is trying to clarify the budget type Hollywood Park operates with and how funds can or can't be moved from one line item account to another. Councilmember Randol stated the underlying problem is the budget

policy. He recommended that he and Councilmember Pearce draft an ordinance, with the City Attorney's assistance, for the budget operations defining the type of budget we use, moving funds, and when such matter would need to go before City Council. Councilmember Pearce said we need our legal counsel to advise what type of budget Hollywood Park is supposed to be operating with and could be something we add to the City Council onboarding packet. Mayor Drash explained the need to transfer money within a department budget line item to another line item within the same department, not from one department to another department. The City Attorney explained that the type of budget is a policy decision. He added that most municipal budgets are general no line-by-line budgets. Mayor Drash gave examples of how being able to move money within a department would help the Town continue to operate without delaying things like vehicle maintenance. Councilmember Gonzales explained the Town has adopted a line-by-line budget. She understands and agrees with Mayor Drash. She asked the City Attorney what can be done now to allow the Treasurer to transfer funds if the Town adopted a line-by-line budget. The City Attorney explained that the budget is adopted by ordinance. There is also an ordinance that allows the mayor to move money within a department without council approval up to \$5,000 and to make adjustments within parameters.

4:20:31 Mayor Drash agreed to allow Councilmember Randol, Councilmember Pearce, and the City Attorney to proceed with creating an ordinance to clarify operations of the budget.

**X. ADJOURNMENT**

Mayor Drash adjourned the meeting at 10:22 p.m.

The minutes of this meeting were approved on this 15<sup>th</sup> day of July, 2025.

  
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Chester Drash  
Mayor

Attest:

  
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Jeannette Huggins  
Interim City Secretary