



REGULAR MEETING AGENDA  
CITY COUNCIL OF THE TOWN OF HOLLYWOOD PARK  
TUESDAY, OCTOBER 21, 2025, AT 6:00 P.M.  
2 MECCA DRIVE, HOLLYWOOD PARK, TEXAS 78232

**AGENDA**

- I. **CALL TO ORDER**
- II. **INVOCATION**: Councilmember Jim Rodriguez
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**
- V. **EMPLOYEE SERVICE AWARD**
- VI. **SWEARING-IN CEREMONY FOR FIRE CHIEF BURNSIDE**
- VII. **SWEARING-IN CEREMONY FOR POLICE DEPARTMENT EMPLOYEES**
- VIII. **REPORTS / ANNOUNCEMENTS / PRESENTATIONS**
  - 1) Fire Department monthly report.
  - 2) Police Department monthly report
  - 3) Finance Department monthly report.  
Financial Reports
  - 4) Administration Department monthly report
  - 5) City Attorney's monthly report
  - 6) Code Enforcement/Public Works monthly report
  - 7) Mayor's monthly report
- IX. **CITIZEN PARTICIPATION**

*Those wishing to speak should sign up prior to the start of the meeting.  
Each speaker is permitted a maximum of three (3) minutes.  
Time cannot be passed to other speakers.  
The City Council cannot discuss any presented issue or take any action at this time.*
- X. **CONSENT AGENDA**
  1. Approval of the Minutes of the August 19, 2025, Regular City Council meeting.
  2. Approval of the Minutes of the September 16, 2025, Regular City Council meeting.
  3. Acceptance of the Financial Statements as of August 31, 2025.
- XI. **NEW BUSINESS**
  1. Discuss and take action to approve a Resolution of the Town of Hollywood Park City Council Honoring the Life and Service of Richard W. McIlveen, former City Councilmember Hollywood Park Mayor. [*Mayor Pro Tem Gonzalez*]
    - a) Citizen Comment
    - b) Discussion

2. Discuss and take potential action to accept the bid recommendation from the City Engineer and to approve funding for street maintenance for the culvert crossings on N. Oak Dr., Sagecrest Dr., Sterling Browning, and west of Trailcrest Dr. and the reconstruction of the William Classen Dr. and Donella Dr. [*Frank Jaster, KCI-City Engineer*]
  - a) Citizen Comment
  - b) Discussion
3. Discuss and take action to set the Fiscal Year 2025-2026 employee holiday schedule. [*Jeannette Huggins*]
  - c) Citizen Comment
  - d) Discussion
4. First reading of a Resolution Authorizing the Hollywood Park EDC to Purchase a Hollywood Park Police Department Vehicle. [*Jeannette Huggins*]
  - c) Citizen Comment
5. First reading of a Resolution Authorizing the Hollywood Park EDC to Purchase a Hollywood Park Fire Department Vehicle. [*Jeannette Huggins*]
  - a. Citizen Comment
6. Discuss, consider, and take potential action on the second reading of a Resolution Authorizing the Hollywood Park EDC to Purchase a Hollywood Park Police Department Vehicle. [*Jeannette Huggins*]
  - a. Citizen Comment
  - b. Discussion
7. Discuss, consider, and take potential action on the second reading of a Resolution Authorizing the Hollywood Park EDC to Purchase a Hollywood Park Fire Department Vehicle. [*Jeannette Huggins*]
  - a. Citizen Comment
  - b. Discussion
8. Discuss, consider, and take potential action to approve updates to Sec. 7.08 Appendix B. - Incentive Pay Rates of the Hollywood Park Personnel Policy Manual. [*Jeannette Huggins, Chief Burnside*]
  - a. Citizen Comment
  - b. Discussion
9. Discuss, consider, and take potential action regarding security services at Voigt Pool during the pool season. [*Jeannette Huggins*]
  - a. Citizen Comment
  - b. Discussion

## **XII. EXECUTIVE SESSION**

The City Council will convene into a closed executive session regarding any matter listed on this agenda if such discussion is permitted under the law under the Texas Government Code § 551.071, consult with attorney.

The City Council may take action on any item from the executive session upon returning into open session.

## **XIII. ADJOURNMENT**

### **CERTIFICATION**

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the Town of Hollywood Park was posted on the bulletin board in front of Hollywood Park Town Hall by Thursday, September 15, 2025, by 7:00 p.m.



Jeannette Huggins  
City Secretary

### **AGENDA NOTICES**

Action by Council Authorized: The City Council may vote and/or act upon any item listed within this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, whether designated for executive session or not, whenever it is considered necessary and legally justified under Chapter 551 of the Texas Government Code. The attorney may appear in executive session in person or by conference call in accordance with applicable state law.

Executive Sessions Approved by City Attorney: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of the Texas Government Code Chapter 551 by legal counsel for the body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code § 551.144 (c) and the meeting is conducted by all participants in reliance on this opinion.

Members of the public wishing to view or listen to the meeting may do so through our city website under the "watch our meetings" tab on the Town's YouTube channel. Any resident who would like to comment on any of the topics listed on the agenda, please attend the City Council meeting in-person and sign up to speak prior to the start of the meeting. Each speaker has no more than three minutes to speak. If you cannot attend the meeting in-person, you may submit your comment(s) on items listed on the agenda via email to [jhuggins@hollywoodpark-tx.gov](mailto:jhuggins@hollywoodpark-tx.gov) no later than two hours prior to the scheduled start of the meeting. All emails timely submitted may be read aloud during the meeting if you include your name, address, and meet decorum requirements with your comment(s), and provided to the Council upon request. During the meeting, fifteen minutes will be allotted for the City Secretary to read emails aloud submitted on an agenda item. Priorities for reading emails aloud are given to those who are verifiably homebound due to medical necessity. No email will be read aloud for anyone who appears in-person. Each email read aloud can only be read for up to three minutes. No more than one email per person/topic may be read aloud per meeting.

Decorum Required: Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request from the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

The order in which items on this agenda are to be taken up may be changed at the meeting by the City Council.

**Attendance by Other Elected or Appointed Officials:** It is anticipated that members of the City Council, or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission, or committee subject to the Texas Open Meetings Act.

Hollywood Park Town Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodation must be made 48 hours prior to the meeting. Please contact the City Secretary at 210-494-2023 ext. 222 for information or assistance.