

**TOWN OF HOLLYWOOD PARK  
REGULAR CITY COUNCIL MEETING  
TUESDAY, MARCH 18, 2026, AT 6:00 P.M.**

**MEETING MINUTES**

**I. CALL TO ORDER**

Mayor Drash called the meeting to order at 6:03 p.m.

**II. INVOCATION:**

Councilmember Todd Kounse led the invocation.

**III. PLEDGE OF ALLEGIANCE**

Mayor Drash led the Pledge of Allegiance.

**IV. ROLL CALL**

Members of the City Council present: Mayor Drash, Councilmember Rodriguez, Councilmember Kounse, Councilmember Randol, Councilmember Gonzalez, and Councilmember Pearce.

Members of Town staff present: Police Chief Prichard; Fire Chief Burnside, City Treasurer Fred Timmons, City Secretary Jeannette Huggins, and City Attorney Mike McCann

**V. PRESENTATION 2:02**

Town of Hollywood Park Annual Financial Audit Report for FY 2024-2025 Jacob Twomey of Armstrong Vaughan & Associates presented the FY 2024-2025 Audit Report and noted the following:

The Governance letter outlines roles and findings, thanks to staff for assistance. Governance letter summary: two compliance comments included one late state criminal court cost payment; PFIA noncompliance (investment officer training lapsed; EDC investments not in reports); plan to correct next year. The financial officer needs to attend Public Funds Investment Act (PFIA) training to be in compliance. The Investment Policy needs to be renewed annually, and EDC quarterly investment reports need to be provided to the EDC. The opinion given to the Town is that the financials are materially correct and can be relied on.

Councilmember Randol moved to accept the Audit Report FY 2024-2025 for the Town of Hollywood Park. Councilmember Kounse seconded the motion, which passed unanimously.

**VI. EMPLOYEE RECOGNITION 25:42**

- a) Administration Department-City Secretary, Jeannette Huggins and Mayor Drash presented Municipal Court Clerk, Victoria Barnash with a Certificate of Service for 5 years of service to the Town of Hollywood Park.
- b) Fire Department-Fire Chief Burnside presented the Firefighter of the Year award to Lieutenant Joshua Bates.

**VII. REPORTS / ANNOUNCEMENTS / PRESENTATIONS**

- 1) 34:39 Fire Department: Fire Chief Burnside presented a fire safety message regarding 8-1-1 services. Call before you dig to have your property checked for utility lines. Chief Burnside reported a total of 23 EMS calls for service (CFS) for the month of February, of which 13 of those required advanced life support (ALS) care calls for service. HPFD completed 78 hours of training. Chief Burnside also spoke about the Town's ISO rating and a possible rating change. HPFD staff completed 336 hours of training.

- 2) **51:35** Police Department: Chief Prichard reported a total of 349 calls for service (CFS) to include seven (7) arrests, and 856 citations issued in the month of February. Chief Prichard reported another skimmer found at the Circle K. It's best to tap to pay and you'll be ok. He spoke about an old asphalt pavement scam going around again. A resident did buy into the scam, so residents need to be aware. Chief Prichard also spoke about the recent incident involving the skunk that tested positive for rabies.
- 3) **1:10:48** City Treasurer: City Treasurer, Fred Timmons, reported Total revenues in the General Fund for the month of January were \$1,795,685. Total expenses for the month were \$433,286, which resulted in excess revenues for the month of \$1,361,859. For the 4 months ending January 31, 2025, total revenues in the General Fund were \$3,399,206. Total expenses for the 4 months to date were \$2,182,244. This resulted in excess expenditures for the three months ending January 31 of \$1,216,962. Total earned investments for the month ending January 31 is \$115,402.
- 4) **1:13:29** City Secretary: Jeannette Huggins reported the February municipal court was a very busy day with a large court docket. There were 494 defendants on the docket with a total of 751 violations. The Court Clerk issued a total of 248 warrants in the month of February. The Permit Clerk issued a total of 29 residential permits, which was the most of all the permit categories. The tree permit count has decreased due to the moratorium. Jeannette also spoke about the primary elections having been moved to the Voigt Center and explained that Hollywood Park will not be an early voting location. Town Hall will be a voting site for the May 2<sup>nd</sup> General Election.
- 5) **1:19:40** Mayor's Office: Mayor Drash reported 52 calls for service by the Code Enforcement Officer. There were 30 tree trimming violations. Mayor Drash reported the Voigt Center continues to be busy. He spoke about the upcoming HPCA garage sale event and the Town's bulk item pick up schedule.
- 6) **1:29:02** City Attorney's office: No report.

**VIII. CITIZEN PARTICIPATION 1:29:16**

None

**IX. CONSENT AGENDA 1:29:20**

1. Approval of the Meeting Minutes of the February 5, 2026, regular city council meeting.
2. Acceptance of the Financial Statements as of January 31, 2025.
3. Ordinance Cancelling the May 2, 2026, General Election for City Council Place 2, Place 4, and Mayor.

Mayor Drash pulled Consent Agenda items #1 and #2 were due to typographical errors in the agenda.

Councilmember Pearce requested Item #3 be pulled. Councilmember Pearce expressed concern that without the three City Councilmember elections there might be less of a voter turnout for the sales tax Special Election, which is very important.

**1:37:08** Councilmember Pearce moved to approve the Ordinance cancelling the May 2<sup>nd</sup> General election for City Council Place 2, 4, and Mayor. Councilmember Randol seconded the motion, which passed unanimously.

**X. NEW BUSINESS**

1. **1:37:32** Discuss, consider, and take action to create a position in the HPFD for a part time fire inspector at an increased hourly rate.

- a) Citizen Comment: None
- b) Discussion: Chief Burnside explained he is asking to create a part-time inspector position for the fire department. This position would be at an increased hourly rate as compared to what we currently pay our part-time firefighters because it's a completely different position and a completely different skill set. Chief Burnside explained he would like to compensate this position at \$24.00 per hour instead of \$19.00, with a maximum of sixty hours per month, which would equal approximately \$17,000.00. This position is needed to help maintain consistency when performing commercial fire inspections, train newly certified inspectors, perform fire code enforcement in commercial districts, and to assess fees for the proposed new fire permit schedule. This position will work directly under the Fire Marshal.

Mayor Drash spoke about this matter being prompted by the number of commercial related incidents that have recently come up. Mayor asked City Council to consider the duties of the requested position would assist in taking care of tasks that, in the past, were ignored.

Councilmember Pearce asked if there was a risk assessment performed that helped Chief Burnside in his decision to request this position. Chief Burnside explained he and one other person have completed all the inspections within the town within the last fourteen months. Even though there are about 86 commercial businesses, having one or two people doing that and all the follow ups and completing all that and making sure all businesses comply is an immense amount of time.

Councilmember Randol expressed concern about the position remaining in place beyond it's need. He explained if he agreed to this, he would want it to be for 12 months. If the position is needed after 12 months the matter should go back to City Council.

Councilmember Gonzalez agreed with Councilmember Randol.

Mayor Drash asked that City Council consider the importance of staffing pressures and the need for this position. He would support the 12-month time limit.

**2:33:36** Councilmember Gonzalez moved to create a position in the Hollywood Park Fire Department for part-time Fire Inspector for a maximum of \$17,000.00 per year, and the position is created through September 30, 2027.

Councilmember Rodriguez seconded the motion, which passed unanimously.

- 2. **2:34:38** Discuss, consider, and take action to implement, enforce and expand upon the current permit fee schedule for fire department related permits as allowed by the International Fire Code adopted by City Council.

- a) Citizen Comment: None

b) Discussion: Fire Chief Burnside explained that every municipality does have a fire-based fee schedule system for permitting of some sorts. In the background, the town has a limited permit fee schedule structure with very minimal fire department-based permits. The only permit that the fire department is involved with, other than the certificate of occupancy, is fire alarm/fire sprinkler. Chief Burnside presented a schedule of fire related permit fees the Town could consider imposing. Chief Burnside at least wants to make sure that the commercial properties are compensating the fire department for our time to go out there and do the various inspections. With the current fee schedule in place, there is no compensation for the time.

Councilmember Gonzalez expressed concern that businesses would be overwhelmed with the number of permits they may be required to have based on the schedule provided.

Chief Burnside explained Council could opt not to charge for the permit, but having the permit would allow our fire department personnel to know what types of hazards may be associated with the property.

Councilmember Kounse inquired if these fees were standard in other municipalities.

Councilmember Randol also expressed concern with the number of permits listed in the schedule.

Mayor Drash asked Chief Burnside to break down the list by the different types of businesses to help Council have a better understanding of its purpose.

No action taken.

3. **3:26:23** Discuss, consider, and take action to authorize Mayor Drash and Chief Burnside to purchase fire apparatus not to exceed an amount set by City Council.

a) Citizen Comment: None

b) Discussion: Mayor stated the HPFD has an aerial and a pumper. The pumper is paid for, and the Town owes one more payment for the aerial and the funds are already set aside for that payment. Chief Burnside indicated, upon taking office as Fire Chief, that the Town's two trucks were larger than needed for HPFD. We know the current pumper is about seventeen years old, and the aerial is about three years now. The Town's problem with the aerial is that it truly is not able to maneuver on every street of this town. It has its limitations. Mayor Drash explained we need to eventually replace the pumper. If we can get the aerial sold, the funds from the sale can be used to purchase more appropriate equipment for HPFD.

**3:34:17** City Council recessed at 9:37 p.m.

City Council reconvened at 9:45 p.m.

**3:34:55** Chief Burnside explained he is requesting the City Council authorize he and Mayor Drash to purchase added apparatus up to an amount approved by Council. He and Mayor Drash anticipate that the sale of the aerial platform is going to be \$1.8 million. The Town will need to replace this unit immediately prior to it leaving us or shortly after it leaves us. The current pumper will need to be replaced within the next four years. It's coming up to its end of life. The fire department would like to propose the purchase of a new pumper, a new aerial truck, after the sale of the aerial platform. The overall final cost to the Town would be approximately \$500,000.00. That's for two brand new apparatus, and that is an end cost. The industry standard per NFPA 1900 is 15 years for a frontline service apparatus, and a reserve status for an additional 5 years, which normally takes your apparatus to 20 years. Once twenty years hit, you normally just retire the apparatus. The reason being performance, safety, and maintenance costs. They're usually all factored when deciding when to replace an apparatus or a truck. So, what we currently have—I want to make sure everybody's aware that we have a 2010 Pierce Velocity pumper that's paid off. Those are the statistics. It's about 10 feet tall and 38 feet long. The mileage is low, the engine hours are low, and the pump hours are low. Your 2023 Pierce Velocity aerial you owe \$200,000.00. It's 10 feet and 11 inches high, it's 45 feet long. It has 5000 miles in 600 engine hours and pump hours, which are all very low for it. It's a brand-new apparatus. Chief Burnside's stated his recommendation is preferred specifically due to the value of the deal, not the price. The quality and amount of equipment in the estimated price. With this option the HPFD would be getting a used apparatus available because they would have to replace the unit they are getting rid of. That cost would be roughly \$200,000.00 right now. He stated he has found one truck for \$150,000.00 to \$160,000.00. That truck should last 3-4 years until HPFD receives a new aerial. A new aerial has a delivery time of 3-4 years, and it's going to cost the Town roughly \$1.75 million less the \$211,000.00 in discounts. For a new pumper there is roughly a 2-year build time and a price of \$1.09 million with a pre-purchase discount of \$115,000.00. Chief Burnside discussed two other options the City Council could consider. He explained he also considered different apparatus manufacturers. Councilmember Pearce inquired how this plan would fit into a 20-year replacement and maintenance plan. Whether the city can sustain the cost without a tax increase in the future. She also vocalized she

did not feel comfortable handing off a multi million dollar decision to two individuals. Councilmember Randol questions whether HPFD should have an aerial unit. He thinks there are valid questions on replacing the pumper. Councilmember Randol suggested the sale of the aerial and the City Council to authorize Chief Burnside to find a used aerial for which the Council would authorize a dollar amount, sell the big fire truck, buy a used aerial so that HPFD would have an aerial/pumper. Use funds from the sale to pay off the loan and put the remaining money in a designated fund for fire equipment. Possibly have outsiders analyze what HPFD really needs. Councilmember Kounse and Pearce agree.

**4:30:44** Councilmember Randol moved to give the Fire Chief and the Mayor authority to spend up to \$350,000.00 to buy a temporary replacement apparatus and sell the fire truck, the big aerial for \$1.8 million. Councilmember Rodriguez seconded the motion, which passed unanimously.

**XI. EXECUTIVE SESSION**

**4:40:22** City Council convened into executive session at 10:51 p.m.

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).

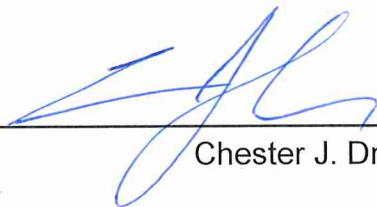
1. Discussion with legal counsel on options under state law regarding Hollywood Park EDC. The City Council may take action on any item from the executive session upon returning into open session.


**4:40:14** City Council reconvened into open session at 11:07 p.m.  
No action taken.

**ADJOURNMENT**

Mayor Drash adjourned the meeting at 11:07 p.m.

The minutes of this meeting were approved on the 21<sup>st</sup> day of April, 2026.

  
\_\_\_\_\_  
Chester J. Drash, Mayor

Attest:  
  
\_\_\_\_\_  
Jeannette Huggins, City Secretary