



**NOTICE OF MEETING  
FOR THE GOVERNING BODY OF THE  
CITY OF WILLIS, TEXAS**

Leonard Reed, Mayor  
William Brown, Mayor Pro-Tem  
Ashley Nixon, Place 1  
Barney Stone, Place 2  
Thomas Belinoski, Place 3  
Tom Luster, Place 4

Sheyi I. Ipaye, City Manager  
Marissa Quintanilla, City Secretary  
Larry Foerster, City Attorney

Notice is hereby given that the special meeting of the governing body of the above name city will be held on the 12<sup>th</sup> of September 2023, at 5:30 p.m. in the City Hall at 200, N. Bell Street, Willis, Texas at which time the following subjects will be discussed to-wit:

1. Call to order the regular meeting
2. Roll Call, Pledge of Allegiance, and Invocation  
I Pledge of Allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.  
Honor the Texas Flag. I Pledge of Allegiance to thee Texas; one state under God, one and indivisible.
3. PUBLIC HEARING
  - a. Public hearing to hear comments on FY 2023-2024 Budget
4. CITIZENS INQUIRY
  - a. Introduction of Finance Director – Harrison Nicholson
  - b. Public Comments
5. CONSENT AGENDA
  - a. Consider the minutes of the previous meetings: August 15, 2023
  - b. Approval of Accounts Payable
  - c. Approval of Financial Statements and Tax Collection reports
  - d. Approval of proclaiming October 5, 2023, City of Willis Teachers' Day
6. ORDINANCES
  - First Reading**
    - a. Ordinance regarding the City of Willis' Texas Municipal Retirement System Benefits adopting annually accruing updated service credits and transfer updated service credits and an annuity increase (COLA) for retirees and their beneficiaries
  - Second Reading**
    - a. Discuss and consider approval of an ordinance granting Universal Natural Gas, LLC (d/b/a Universal Natural Gas, Inc.) and its successors and assigns, for a period of twenty-five years from the effective date, a non-exclusive franchise and right to enter the public ways to install, operate and maintain a distribution system within the City of Willis, Texas
    - b. Discuss and consider approval of an ordinance amending the City Code of Ordinances by amending title VII, "Traffic Code" by adding schedule II to Chapter 74 authorizing the City Manager to prohibit parking on certain portions of City streets after publishing notice
    - c. Discuss and consider approval of an ordinance of the City of Willis, Texas amending the rates to be charged for residential, commercial, and industrial garbage and trash pickup service by Waste Management
7. NEW BUSINESS
  - a. Discuss and consider approval of a resolution approving the City of Willis FY 2023-2024 Budget
  - b. Consider, adopt, and set by resolution the 2023 Ad Valorem Tax Rate for Maintenance and Operation, \$0.4183/\$100
  - c. Consider, adopt, and set by resolution the 2023 Ad Valorem Tax Rate for Debt Service \$0.0934/\$100
  - d. Discuss and consider approval of a resolution submitting nominee(s) as candidates for the election of the Montgomery County Central Appraisal District's Board of Directors 2024-2025 Term

- e. Discuss and consider approval of a replat of Clearwater Express West, a subdivision of 1.290 acres in the W.M. Hulon Survey, Abstract 265, to create one commercial reserve
- f. Discuss and consider approval of awarding bid for the 2023 Water System Improvements

#### 8. REPORTS

Input from Council related to issues for possible inclusion on future agendas; related to issues such as (but not limited to) municipal projects, personnel, public property, development, and other city/public business.

- a. Engineer's Report
  - 1. Catahoula Wells Upsizing
  - 2. Calvary Lift Station
  - 3. ARP Lift Stations
  - 4. WWTP Buffer Zone
- c. City Manager's Report
  - 1. Willis Animal Shelter
  - 2. ICMA Conference September 30<sup>th</sup> – October 4<sup>th</sup>, 2023
  - 3. ILGM Conference October 17<sup>th</sup> – 20<sup>th</sup>, 2023

#### 9. EXECUTIVE SESSION

- a. Convene into closed executive session as provided by the Texas Open Meetings Act under Section 551.072 (Deliberation on Real Property) and Section 551.074 (Personnel Matters) of the Texas Government Code
  - 1. Real Estate
  - 2. Personnel
- b. Reconvene into open session and take action, if necessary, on matters deliberated in closed executive session.

#### 10. ADJOURN

Dated this the 8<sup>th</sup> day of September 2023

---

Marissa Quintanilla, City Secretary

I, the undersigned authority, do hereby certify that the above Notice of meeting of the governing body of the above named City Council is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin board, at the City Hall of said City in Willis, Texas a place convenient and readily accessible to the General public at all times, and said Notice was posted on September 8, 2023 at 3:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the 8<sup>th</sup> day of September 2023

---

Marissa Quintanilla, City Secretary

The City Council of the City of Willis reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney); 551.072 (Deliberation about Real Property); 551.073 (Deliberations about Gifts & Donations) 551.074 (Personnel Matters); 551.076 (Deliberation about Security Devices); and 551.087 (Economic Development).

It is the policy of the City of Willis to afford disabled persons maximum access to all public meetings. The City of Willis will make reasonable accommodations to address the needs of persons with vision or hearing impairments or other disabilities, including the provision of readers or sign language interpreters when requested reasonably in advance.