

The City Council of the City of Willis, Texas convened in special session via teleconference on the date and time aforesaid, with the following members present:

Leonard Reed, Mayor  
Thomas Belinoski, Mayor Pro-Tem  
Teresa Herod, Council Member  
Barney Stone, Council Member  
Tom Luster, Council Member  
William Brown, Council Member  
Robert Evans, City Manager  
Marissa Quintanilla, City Secretary  
James Nowak, Chief of Police  
Taylor Whichard, Director of Public Works  
Steven Hill, Director of Community Development  
Rachel Kulhavy, Finance Director  
Christina Dahse, Court Administrator

And the following members absent: none, constituting a quorum at which time the following business was transacted to-wit:

1. Call to order the special meeting.  
Mayor called the meeting to order at 5:30 p.m.
2. Roll Call, Pledge of Allegiance, and Invocation  
I Pledge 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 allegiance to thee Texas; one state under God, one and indivisible.  
City Secretary called roll.  
Pledges were recited.  
Councilman William Brown gave the invocation
3. CITIZENS INQUIRY
  - a. Public Comments  
Matthew Chambers of 13839 Forest Springs Lane, Willis, Texas. Mr. Chambers ask the Council about eventually creating a mask ordinance requiring mask or face coverings to be required. Mr. Chambers stated his belief is that personal responsibility alone does not prevent us from being able to catch COVID-19 from an asymptomatic, or alternatively someone who is not acting as responsibly as should be. Mr. Chambers stated that as someone who has people in his home who fall in the high risk pool, not just by age but by pre-existing conditions. Mr. Chambers stated that it is particular scary for him that we can do everything right and still end up in a situation where your breathing out of tubes. Mr. Chambers stated that this is the biggest epidemic in the world going on next door in Harris County, and is foolish to think there's not going to be people sleeping in Willis, who weren't in Harris County earlier today, and as long that is happening, community spread is happening, we all have a chance to catch this. Mr. Chambers stated that he like for the Council at some point to consider some discussion about a mask ordinance. Mayor Reed stated that he wholeheartedly agreed, but his understanding right now is that our hands are tied, the Governor has made his decision not to mandate them so far and also our County Judge. Mayor Reed stated that we would look into and get back with him, but did agree that we should be wearing mask.
4. NEW BUSINESS
  - a. Budget Workshop

Robert Evans presented the decision packages to the Council. Mr. Evans stated that he has ranked ordered the decision packages. Mr. Evans stated that we have three general categories of items we would like for Council to consider and give guidance on. Mr. Evans stated the first one was personnel. Mr. Evans stated that personnel is critical and has seen ample evidence with additional people, money could have been saved due to workloads, for instance, work orders on changing register for water meters, overtime spent in the finance department, personnel health. Mr. Evans stated that he thinks it's really difficult for one person to be a Finance Director and Human Resources, and those are good reason to put personnel as our first priority. Mr. Evans stated the second category is programs. Mr. Evans stated that we have a system here that has multiply different software programs and staff has spent a lot of extra time navigating the new financial software, and integrating it with our billing, and have spent time that we could have run more efficient and saved money. Mr. Evans stated that his first priority is an admin/executive assistance, that will mainly work with finance. Mayor asked if the executive assistance, would they be doing a combination of both finance and human resources. Mr. Evans stated they would. Mayor asked why not hire a person for human resources. Ms. Kulhavy stated that at this time the City does not need a full time Human Resource Director. Ms. Kulhavy stated that its' not a full-time position, but there are a lot of HR duties that the Finance Director has had to do. As the City grows their may be a need. Ms. Kulhavy stated that she was wanting to create a position to provide administrative support for the finance and public works area and general support for other areas as needed. Mr. Evans stated that other departments had also request more personnel. Chief Nowak went over his decision packages which included promotion of two officers to sergeant, the addition of hiring patrol officer in the fourth quarter of FY 2021, the purchase of 3 new vehicles with equipment, replacing four computer systems, behavioral health services, replacing the HVAC unit at PD Building, and Command Central Analytics Subscription. The Council and staff continued to discuss the budget decision packages in length. Mayor asked that each decision package be ranked by priority for Council.

5. 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. Tom Luster stated that he was glad that the City was looking at budgeting to repair the roads every year.

6. ADJOURN

Motion was made by Thomas Belinoski to adjourn. Tom Luster seconded the motion. Motion passed unanimously. The meeting ended at 7:05 p.m.

---

Leonard Reed, Mayor

---

Marissa Quintanilla, City Secretary