

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
Barney Stone, Council Member
Tom Luster, Council Member
William Brown, Council Member
Robert Evans, City Manager
Larry Foerster, City Attorney
Derek Wind, City Engineer
Marissa Quintanilla, City Secretary
James Nowak, Chief of Police
Taylor Whichard, Director of Public Works
Steven Hill, Director of Community Development

And the following members absent: Teresa Herod, constituting a quorum at which time the following business was transacted to-wit:

1. Call to order the special meeting.
Mayor calls the meeting to order at 5:42 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 calls roll, Councilman Belinoski leads the pledge recitals, and Councilman Brown gives the invocation.
3. PUBLIC HEARING
 - a. Public hearing on the annexation of 50.65-Acre tract of land situated in the G.W. Lonis Survey, and the F.K. Henderson Survey.
No public hearing due to the meeting being rescheduled.
4. CITIZENS INQUIRY
 - a. Public Comments
No public comments.
5. CONSENT AGENDA
 - a. Consider the minutes of the previous meetings: July 21, 2020, and July 28, 2020
 - b. Approval of tax collection reports
Mayor asked for comments or questions on the consent agenda. None were received. Mayor and Council approved the consent agenda by unanimous consent.
6. ORDINANCES
First Reading
 - a. Consider approval of an ordinance extending the boundaries of the City of Willis, Texas, by the Annexation by Voluntary Petition of Approximately 50.65 Acres.
Larry Foerster stated that this was for the MRSS Partners and what they are doing is annexation in phases as they try to decide how they want to develop their property. Mr. Foerster stated that these 50 acres is the drainage area that runs through the middle of the property. Mayor asked for questions. None were received. No action taken this is only the first reading.

7. NEW BUSINESS

- a. Consider approval of a re-plat of Endeavor Cochran Subdivision in the F.K. Henderson Survey.
Mr. Hill stated that the property is on Cochran and directly across the street from Kongsberg. Mr. Hill stated there is currently a warehouse facility already on one portion of the property, the other portion is a detention pond. Mr. Hill stated that the developers wanted to separate the property into two pieces to better serve the needs of the property. Mr. Hill stated that the Planning and Zoning Commission review and recommended approval. Motion was made by William Brown to approve a re-plat of Endeavor Cochran Subdivision in the F.K. Henderson Survey. Thomas Belinoski seconded the motion. Motion passed unanimously.

- b. Consider awarding the bid for the Maple Ridge Full Depth Reclamation Paving
Mr. Wind stated that the City has budgeted \$115,000 for roadway improvement within the City. Mr. Wind stated they were instructed by staff to focus on the area of Maple Ridge Drive. Mr. Wind stated that the project was bid with a base bid and a few alternates in order to utilize the amount of money to get as far as we could on replacing the roads. Mr. Wind stated that they originally included Maple Ridge Drive down to Aspen Way, and then section of Aspen Way going south. Mr. Wind stated that based on the bids that were received they were able to determine for the amount of \$114,103.41, we would be able to complete Maple Ridge Drive from the highway up to Aspen Way. Mr. Wind stated all references were checked, and all spoke highly of the contractor, and are recommending that the Council award Pavecon LTD with a total base bid of \$114,103.41. Mayor stated that this paving was in this year's budget but the drawings show turning down Aspen Way and going down to Aspen Way. Mr. Wind stated this was correct. The original construction drawings included that section as well, however based on the bid that were received, if we were to stay within the budget, we would not be able to include the last section. Mayor asked if it was bid with Aspen Way included, Mr. Wind stated it was but was bid as an alternate so that Council could decide whether or not to award that portion of the project. Mr. Wind stated they are recommending not awarding that portion to stay within the budget. Mr. Stone asked how much more it would cost to include Aspen Way. Mr. Wind stated that it would be about an additional \$40,000. Mayor asked since Felder wasn't paved, which was budgeted for, for \$45,000 is there anywhere that we could use that to cover the difference. Mr. Evans stated the way he understands it, is that \$115,000 was budgeted for all street projects including Felder Street. Mayor stated that this year when we budget for Aspen Way, we're going to be paying another mobilization charge, plus the cost of repaving, and the cost of repaving. Mr. Wind stated this was correct. Mr. Belinoski stated that he'd like to see if there was a way for the City to include Aspen Way. Mr. Evans stated that if Council chose to fund this from different areas from the budget, we would be able to. Mayor stated that if we took bids for it and decided not to award it because of the money that was budgeted for street, he would prefer to go ahead and do it while out there. Mr. Wind stated that the second lowest bidder for the work that was being proposed if you include Aspen Way then they would become the lowest bidder, not the second. Mr. Foerster stated that we won't have enough money in our budget line item for roads and streets, but there is money that could be transferred by budget amendment. Mr. Wind stated that we had 60 days to reject or accept the bid. Mr. Foerster stated that Council could defer until references could be contacted on the second lowest bidder which would now be the lowest bidder. Motion was made by Thomas Belinoski to look into completing the entire paving project Maple Ridge, and Aspen Way. William Brown seconded the motion. Mayor asked for any discussion. Mr. Wind asked for some clarification on the motion. Mr. Wind asked if the motion stated if the money is available and reference check out for the lowest bidder, then its awarded to the lowest bidder, or are we waiting until the next meeting to award the bid. Mr. Foerster stated that he suggested that the item be tabled until next meeting. Mr. Belinoski withdrew his motion and made a motion to table item 7b. Tom Luster seconded the motion. Motion passed unanimously.

- c. Consider approval of a development agreement with Lusk, Willis Hillside RV Resort.
Mr. Foerster stated, we had what we thought was a final development agreement, but was contacted by the developer this week. Mr. Foerster stated the banker was concerned about lending the money without some assurance that the City was going to approve all the permits. Mr. Foerster stated that Mr. Whichard spoke with the banker on that regard. Mr. Whichard stated that the banker was worried, and he told him that we would not put any language in the development agreement stating that the City was going to give them conditional approval, and told him about the permitting process is such that we need guarantee that the City would get the money from the developer and that the developer would follow all rules set forth by state and local laws. Mr. Foerster and Mr. Whichard both stated they had no issues with moving forward with the recommendation of the development agreement. Mayor asked for any discussion from Council. None was

received. Motion was made by Tom Luster to approve a development agreement with Lusk, Willis Hillside RV Resort. William Brown seconded the motion. Motion passed unanimously.

- d. Consider approval of a Field Order No 10 for Wastewater Treatment Plant Hoist Installation
Mr. Wind stated this as for the Wastewater Treatment Plant project. Mr. Wind stated this was an item that has been discussed since the beginning of project that would like to include it in the project if funds were available, but wanted to wait until later on in the project before it was suggested to Council. Mr. Wind stated this will add an electric hoist to the lift station so that operator is more capable of removing pumps and working on pumps. Mr. Wind stated that currently equipment has to be rented in order to do that. Mr. Wind stated the price from the contractor was \$15,355 and are also asking an extension on the contract for 14 days to include this item. Mr. Wind stated this was a field order that comes from the original contract cash allowance. Mr. Wind stated that if Council would agree to this field order the remaining amount would be \$7,567. Motion was made by Thomas Belinoski to approve Field Order No. 10 in the amount of \$15, 355. Barney Stone seconded the motion. Motion passed unanimously.
- e. Discuss the proposed budget for 2020/2021 and take any necessary action to include setting a public hearing date.
Mr. Evans stated he needed Council approval for a draft budget to present to the County. Mr. Evans stated this was just a draft and changes could be made. Mr. Evans stated that a public hearing also needed to be scheduled for September 15, 2020 at 5:30 p.m. Motion was made by Barney Stone to set a public hearing for September 15, 2020 at 5:30 p.m. Thomas Belinoski seconded the motion. Motion passed unanimously.
- f. Consider approval of removal of the previous finance director's signature from all financial bank account.
Ms. Quintanilla stated since the resignation of the finance director, her signature had to be removed from all financial bank accounts. Motion was made by William Brown to remove the previous finance director's signature from all financial bank accounts. Tom Luster seconded the motion. Motion passed unanimously.

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. WWTP rehabilitation and expansion
Mr. Wind stated that the new aeration basin and clarifiers are fully operational. Mr. Wind stated demo of the existing plant has commenced and are making good progress.
 2. Utility Extension on SH 75 North
Mr. Wind stated that they have had the final walkthrough. The contractor is working on the punch list items. Mr. Wind stated that the SCADA has been order and will be installed once it is received.
 3. 2016 CDBG Drainage Culvert Lining
Mr. Wind stated the culvert lining project is complete and have had a final inspection and has addressed all punch list items. Mr. Wind stated Council did approve to start the survey for the next phase of the project to use the additional funds available from the CDBG grant, and survey has started.
- b. City Manager's Report
 1. Update on Finance Director position
Mr. Evans stated that the position for the Finance Director was expanded and have received several responses and hopes to have the position filled by October 1, 2020.

9. EXECUTIVE SESSION

- a. Convene into closed executive session to deliberate on a proposal for an economic development agreement with Market at Willis Associates, LLC as authorized under section 551.087 of the Texas Government Code.
Mayor closed open session at 6:27 p.m. Mayor and Council convened in closed executive session at 6:32 p.m.
- b. Reconvene into open session and take action, if necessary, on a proposal for business incentives from Market of Willis Associates, LLC.
Mayor and Council reconvened in open session at 7:58 p.m. Mayor asked for any action coming out of executive session. Motion was made by Thomas Belinoski to authorize the City Attorney to negotiate for the Council to consider and economic development agreement with the City of Willis and the Fidelis Corporation. Motion passed unanimously.

10. ADJOURN

Motion was made by Barney Stone to adjourn. Tom Luster seconded the motion. Motion passed unanimously. The meeting adjourned at 7:59 p.m.

Leonard Reed, Mayor

Marissa Quintanilla, City Secretary