

**CITY OF HOLLAND
CITY COUNCIL MEETING
CITY HALL - 104 WEST TRAVIS
Monday, February 16, 2004
7:00 PM**

MINUTES

- A. Meeting called to Order by Frank Horak, the Mayor, at 7:00 P.M. All council members were present.
- B. Citizen's Comments: None
- C. Consider/Act On: Minutes from Previous Meetings:
Mae Smith inquired as to the status regarding items B1 and B2 on the City Council Work Session Minutes for Monday, January 26, 2004. Interim City Secretary, Peggy Tracy, clarified that those items had been identified as "to be discussed at a later date." Sharon Simmons moved to accept minutes and Curt Murray seconded the motion. All in favor. Motion carried.
- D. Old Business
1. Consider/Act On: Recommendations for Inspection Fees from Steve Rinehart for New Construction, Remodel, and Water Taps: Roy Schlickeisen moved to accept Mr. Rinehart's recommendations with the following changes: Item #1A: change to \$15.00; Item #1I: change to \$25.00; Item #2A: change to \$15.00; Item #2E: change to \$25; Item#3A(1): change to \$600.00; Items #3A(2) through 3A(4): will be evaluated for time, materials and labor as needed; and Item #B: change to \$600.00. (All other items to remain as listed by Mr. Rinehart.) Curt Murray seconded the motion. All in favor. Motion carried. Additionally, Roy Schlickeisen asked that a comment be placed in the newspaper explaining to the citizens that the City of Holland has been losing money on these charges and that is the reason for the increases.
 2. Consider/Act On: Recommendations from the office of Frank Phelan were presented for Road Repairs South Austin, Dixie Street Extension and Latham Circle: The Council unanimously voted to take no action at this time.

E. New Business

1. Consider/Act On: Awarding of Contract for Administration of 2004 TCDP Grant #723391 to Leo Wood & Associates: Curt Murray moved to award this contract and Mae Smith seconded the motion. All in favor. Motion carried.
2. Consider/Act On: Awarding of Contract for Engineering of 2004 TCDP Grant #723391 to Jay Engineering: Roy Schlickeisen moved to award this contract and Sharon Simmons seconded the motion. All in favor. Motion carried.
3. Consider/Act On: Resolution Appointing Signatories on the 2004 TCDP Grant #723391: Curt Murray moved to approve this resolution and Eddie Bookman seconded the motion. All in favor. Motion carried.
4. Consider/Act On: Resolution Appointing City Representative to the Central Texas Water Supply Corporation Board of Director: Roy Schlickeisen moved to appoint Mae Smith for this position and to approve this resolution. Eddie Bookman seconded the motion. All in favor. Motion carried.
5. Consider/Act On: Ordinance Ordering the General Election for May 15, 2004, to Fill the Position of Mayor and Council Seats 1, 3, and 5: Sharon Simmons moved to approve this ordinance and Mae Smith seconded the motion. All in favor. Motion carried.
6. Consider/Act On: Ordinance Ordering an Election on the Adoption of a Local Sales and Use Tax in the City of Holland at the Rate of One-Fourth of One Percent to Provide Revenue for Maintenance and Repair of Municipal Streets. Roy Schlickeisen moved to approve this ordinance and Sharon Simmons seconded the motion. All in favor. Motion carried. Frank Horak emphasized to those present that this was a retail-type tax, and not a home tax. He further indicated that the monies would be collected for a 5-year period without being used. At the end of that 5-year period, he explained that it would require a full council vote to use those monies.

F. Council Adjourned to Executive Session on Personnel Matters Pursuant to Texas Government Code, Section 551.074, to discuss:

1. 90-Day Review to Deliberate the Performance of the Responsibilities and Duties of Utility Director, Richard Reaves

2. Deliberate the Performance of the Responsibilities and Duties of Part-Time Utility Department Employee, Ricky Maupin, to Possibly Elevate the Position to Full-Time
 3. Deliberate the Responsibilities and Duties of and the Appointment of Court Clerk/City Clerk
 4. Deliberate the Responsibilities and Duties of and the Appointment of City Secretary
 5. Deliberate the Performance, Responsibilities, and Duties of Mayor Pro-Tem
- G. The Council Reconvened to Public Session and Took Action as Appropriate as per the Council's Discretion Regarding:
1. 90-Day Review of Utility Director: The Council voted to accept this Review: 4 voted for; 1 no vote. Motion carried. Also indicated that licensing within the next 60 days would occur for Richard Reaves, Utility Director.
 2. Elevating Utility Department Part-Time Position to Full-Time: Roy Schlickeisen moved to elevate this part-time position to full-time pending background and driver's license checks. Seconded by Curt Murray. 4 voted for, 1 no vote.
 3. Appointment of Court Clerk/City Clerk: The Council indicated that there was no action to be taken on this item, as Peggy Tracy will be returning to this position.
 4. Appointment and Oath of City Secretary: Sharon Simmons moved to appoint and administer the Oath of Office to Janice Bracewell for the City Secretary position. Seconded by Roy Schlickeisen. All in favor. Motion carried, and Oath of Office was administered to Ms. Bracewell.
 5. Responsibilities and Duties of Mayor Pro-Tem: Frank Horak indicated that this item listed for executive session discussion would not be discussed.

H. Committee Reports

1. Planning & Zoning Commission: Ronnie Guthrie, Chairman of the Planning & Zoning Commission, presented his report. He requested that he receive a monthly conveyance report in future. There was further discussion clarifying of deeds, leases, etc. Frank Horak indicated he would be scheduling a workshop on these issues in the near future.
2. Beautification Committee: Ann Jarolik, Chairman of the Beautification Committee, reported that flowers were to be planted approximately April 1.

I. Council & Staff Reports

1. Mayor: Frank Horak indicated he had nothing to report at this time.
2. Council Members
 - a. Central Texas Water Supply Corporation Report: Mae Smith, the City of Holland's representative, reported that while she had been unable to attend the last Board meeting, that she did receive the minutes and that Kempner had elected to build their own water facility. She emphasized that they have a contract with the City of Holland, and would still be getting water from the City as per their contract. The Council unanimously voted to accept this report.
3. Utility Director
 - a. Water Report for Month of January: Richard Reaves, Utility Director, reported that the average flow for January, 2004 was 59 gallons per minute (gpm); he will be reporting chlorine quarterly; and provided the Council with updates on the various road projects in the City. Sharon Simmons moved to accept this report and Curt Murray seconded the motion. All in favor. Motion carried.

4. City Secretary

- a. Financial Reports for Month of January: Mae Smith asked Richard Reaves why we purchased another compressor, and he explained the need and differences to the Council. Then discussed the need for an auction for the old police car, a trailer, and the blue one-ton pickup. Discussed open auction vs. sealed bids and titles regarding these items. Roy Schlickeisen moved to accept this report and Sharon Simmons seconded the motion. All in favor. Motion carried.

5. Police Chief

- a. Department Activities for Month of January: Jeff Green, Chief of Police, reported that the video system in the police vehicle malfunctioned, and was repaired before the warranty expired. Further, the warranty renewal is due and will cost \$500 annually. Mae Smith asked Officer Green to explain how sex offenders are reported and monitored, and he explained in detail what the current law states about this issue. Officer Green then reported that he had reopened the burglary case for Koosen's Grocery, and that a car that was seized during the commission of this crime will be available for auction on the 26th. Roy Schlickeisen moved to accept this report and Curt Murray seconded the motion. All in favor. Motion carried.

6. Court Clerk

- a. Court Activity for Month of January: Sharon Simmons moved to accept this report and Eddie Bookman seconded the motion. All in favor. Motion carried.

H. The Council Adjourned at 11:47 P.M.

Respectfully submitted,

Janice E. Bracewell, City Secretary