



CITY COUNCIL REGULAR MEETING MINUTES

City Hall, 120 El Chico Trl., Suite A, Willow Park, TX 76087

Tuesday, April 23, 2024 at 6:00 PM

CALL TO ORDER AND THE ROLL OF ELECTED AND APPOINTED OFFICERS WILL BE TAKEN

Mayor Pro Tem Young called the meeting to order at 6:00 p.m.

PRESENT

Councilmember Eric Contreras
Councilmember Chawn Gilliland
Councilmember Greg Runnebaum
Mayor Pro Tem Lea Young
Councilmember Nathan Crummel

ABSENT

Mayor Doyle Moss

STAFF PRESENT

City Manager Bryan Grimes
Assistant City Manager Bill Funderburk
City Attorney Pat Chesser

PLEDGE OF ALLEGIANCE AND INVOCATION

Invocation and pledge led by Pastor Jack Hunt, The Well Church.

PUBLIC COMMENTS (Limited to three minutes per person)

Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to three (3) minutes. The Texas Open Meetings Act provides the following:

A. If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:

- (1) A statement of specific factual information given in response to the inquiry; or
- (2) A recitation of existing policy in response to the inquiry.

B. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

There were no public comments.

CONSENT AGENDA

All matters listed in the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Approve City Council Minutes - Regular City Council Meeting March 26, 2024.

To approve City Council Minutes - Regular City Council Meeting March 26, 2024.

Motion made by Councilmember Gilliland, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

REGULAR AGENDA ITEMS

2. PUBLIC HEARING: to consider a request for Zoning Change from “Class II – Residential: ‘R-1’ Single-Family District” to Commercial “Class III – Business: ‘C’ Commercial District” for 129 South Ranch House Road: 5.686-acre tract of Lot 1, Block 1 of the Willow Park Baptist Church Addition; 0.737-acre tract of Lot PT 1-B, Tract A and 1.463-acre tract Lot PT Tract B, Block 1 of the Eastern Parker County Industrial Park, City of Willow Park, Parker County, Texas.

Open: 6:03 p.m.

Public Hearing was none.

Closed: 6:04 p.m.

3. Discussion/Action: to adopt an ordinance for a Zoning Change from “Class II – Residential: ‘R-1’ Single-Family District” to Commercial “Class III – Business: ‘C’ Commercial District” for 129 South Ranch House Road: 5.686-acre tract of Lot 1, Block 1 of the Willow Park Baptist Church Addition; 0.737-acre tract of Lot PT 1-B, Tract A and 1.463-acre tract Lot PT Tract B, Block 1 of the Eastern Parker County Industrial Park, City of Willow Park, Parker County, Texas.

To adopt an ordinance for a Zoning Change from “Class II – Residential: ‘R-1’ Single-Family District” to Commercial “Class III – Business: ‘C’ Commercial District” for 129 South Ranch House Road: 5.686-acre tract of Lot 1, Block 1 of the Willow Park Baptist Church Addition; 0.737-acre tract of Lot PT 1-B, Tract A and 1.463-acre tract Lot PT Tract B, Block 1 of the Eastern Parker County Industrial Park, City of Willow Park, Parker County, Texas.

Motion made by Councilmember Runnebaum, Seconded by Councilmember Gilliland.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

4. Discussion Action: to renew a contract with I & E Landscape for mowing services.

To renew a contract with I & E Landscape for mowing and landscape services in the amount of \$71,460.

Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young

5. Discussion/Action: to approve a Municipal Court Confidentiality Policy and Agreement.

To approve a Municipal Court Confidentiality Policy and Agreement.

Motion made by Councilmember Gilliland, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

6. Discussion/Action: the City Council will consider, discuss and take action on adopting an ordinance setting forth the City's updated Drought Contingency and Emergency Water Plan. The City Council will hear and consider any public input on the proposed updated Plan.

To adopt an ordinance setting forth the City's updated Drought Contingency and Emergency Water Plan. The City Council will hear and consider any public input on the proposed updated Plan.

Motion made by Councilmember Young, Seconded by Councilmember Gilliland.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

7. Quarterly Department Reports

- a. Development

- b. Parks

- c. Public Works

- e. Projects

- f. Police

- g. Court

- h. Fire Marshal

- i. Communications

Toni Fisher, Planning & Development Director, commented that the WMBC and the City of Willow Park completed the fundraising for the Trinity Track and Kid's Mountain Bike Skills Area at Kings Gate Park with a total donation amount collected in the amount of \$19,550, which exceeded the goal. Fisher thanked Mayor Moss and the community of Willow Park for their help and generosity.

Mayor Pro Tem Young asked about the Drainage Improvement Project, which Gretchen Vazquez, City Engineer, commented that Channel F was removed from the Drainage Improvement Plan and its expenses were removed from the project total.

Mayor Pro Tem Young asked Chief Franklin about the tally for traffic speeds on Crown Road to which he replied that speeders are few, but the ones that have been detected are traveling at very high speeds.

INFORMATIONAL

Mayor and City Council Comments

Councilman Runnebaum thanked city staff for the work on city projects.

City Manager Comments

Bryan Grimes, City Manager, stated that the quarterly financials will be at a subsequent Council meeting.

EXECUTIVE SESSION *It is anticipated that all, or a portion of the discussion of the foregoing item will be conducted in closed executive session under authority of the Section 551 of the Texas Open Meetings Act. However, no action will be taken on this item until the City Council reconvenes in open session.*

City Council convened into Executive Session at 6:15 p.m.

8. Section 551.072 - Discussing the purchase, exchange, lease, or value of real property; 205 Canyon Ct.
9. 551.087 - Economic Development Negotiations; 551.071 Consultation with City Attorney; Beall Development Agreement.
10. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.

RECONVENE *into Open Session and consider action, if any, on the item discussed in Executive Session.*

Mayor Pro Tem Young reconvened at 6:37 p.m.

No action taken.

ADJOURNMENT

**Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.
Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember
Runnebaum, Councilmember Young, Councilmember Crummel**

Mayor Pro Tem Young adjourned the meeting at 6:40 p.m.

These minutes were approved on the 14th of May, 2024.

Mayor Pro Tem Lea Young

Crystal R. Dozier, TRMC, CMC
City Secretary

DRAFT