



## CITY COUNCIL REGULAR MEETING MINUTES

Municipal Complex, 516 Ranch House Rd, Willow Park, TX 76087

Tuesday, November 15, 2022 at 6:00 PM

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

#### **PRESENT**

Mayor Doyle Moss  
Councilmember Eric Contreras  
Councilmember Greg Runnebaum  
Councilmember Lea Young  
Councilmember Nathan Crummel

#### **ABSENT**

Councilmember Chawn Gilliland

#### **STAFF PRESENT**

City Manager Bryan Grimes  
City Attorney Pat Chesser  
City Secretary Crystal Dozier

### **PLEDGE OF ALLEGIANCE AND INVOCATION**

Mayor Moss requested a moment of silence followed by the pledge of allegiance.

### **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.**

## **PROCLAMATION**

1. Presentation of a Proclamation to Jim Martin.

**Mayor Moss presented a Proclamation to Jim Martin.**

## **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.*

2. Approve City Council Meeting Minutes - Regular City Council Meeting Minutes October 25, 2022.

**To approve City Council Meeting Minutes - Regular City Council Meeting Minutes October 25, 2022.**

**Motion made by Councilmember Contreras, Seconded by Councilmember Young.**

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

## **REGULAR AGENDA ITEMS**

3. PUBLIC HEARING to Consider Special Use Permit regarding request to add Boat Dealership/Sales as an allowable use for Lot 3, Block 1; Porter Addition, currently zoned as Commercial/I-20 Overlay District in the City of Willow Park, Parker County, Texas.

**Open Public Hearing at 6:08 PM.**

**Close Public Hearing at 6:09 PM.**

4. Discussion/Action: to consider a Special Use Permit regarding request to add a Boat Dealership/Sales/Service as an allowable use for Lot 3, Block 1, in the Porter Addition, currently zoned as Commercial/I-20 Overlay District in the City of Willow Park, Parker County, Texas.

**To approve a Special Use Permit regarding request to add a Boat Dealership/Sales/Service as an allowable use for Lot 3, Block 1, in the Porter Addition, currently zoned as Commercial/I-20 Overlay District in the City of Willow Park, Parker County, Texas.**

**Motion made by Councilmember Contreras, Seconded by Councilmember Runnebaum.**

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

5. Discussion/Action: to consider a request by Basic Development, LLC to abandon a 0.36 acre right-of-way of Bankhead Highway adjacent to Lot 3, Block 1, Porter Addition, in the City of Willow Park, Parker County, Texas.

**To adopt an ordinance to abandon a 0.36 acre right-of-way of Bankhead Highway adjacent to Lot 3, Block 1, Porter Addition, in the City of Willow Park, Parker County, Texas.**

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

6. Discussion/Action: to consider a Preliminary Plat for Lots 1-5 of 29.99 acres, David Addington Survey, Abstract No. 21, in the Extraterritorial Jurisdiction of the City of Willow Park, Parker County, Texas.

**To approve a Preliminary Plat for Lots 1-5 of 29.99 acres, David Addington Survey, Abstract No. 21, in the Extraterritorial Jurisdiction of the City of Willow Park, Parker County, Texas.**

**Motion made by Councilmember Runnebaum, Seconded by Councilmember Contreras.**

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

7. Discussion/Action: to approve the City's 4th Quarter Financial Report.

**To approve the City's 4th Quarter Financial Report.**

**Motion made by Councilmember Contreras, Seconded by Councilmember Runnebaum.**

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

8. Discussion/Action: to consider the implementation of the STEP - Impaired Driving Mobilization Safety e-Grant.

**To approve the implementation of the STEP - Impaired Driving Mobilization Safety e-Grant.**

**Motion made by Councilmember Contreras, Seconded by Councilmember Young.**

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

9. Consider/Action: to consider the proposed amendments to the City Employee Handbook (Personnel Policy).

**To postpone the proposed amendments to the City Employee Handbook (Personnel Policy) to the December meeting.**

**Motion made by Councilmember Young, Seconded by Councilmember Contreras.**

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

10. Discussion/Action: to consider compensation to city employees who have exceeded 240 hours in comp time.

**To approve compensation to city employees who have exceeded 240 hours in comp time.**

**Motion made by Councilmember Contreras, Seconded by Councilmember Runnebaum.**

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

## **INFORMATIONAL**

### Mayor and Council Comments

**Mayor Moss stated he is excited for the Fire Chief and Fire Department and the results from the election last Tuesday. He thanked the Fire Chief, Fire Department and City Council for all of their hard work.**

**The First Annual Christmas Tree Lighting event will happen next Tuesday, November 22nd at 6:00 PM.**

### City Manager Comments

**City Manager, Bryan Grimes announced the new City Engineer, Gretchen Vazquez began employment with the city on Monday, November 14th. He wished Assistant City Manager Bill Funderburk a happy birthday. He also thanked the Mayor, City Council and Staff for allowing him to attend his son's football games a couple of days out of the month.**

**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.*

**Mayor Moss adjourned the open meeting at 6:49 PM.**

11. 551.071 Consultation with Attorney - deliberation about dispute with Halff Associates regarding the Fort Worth Water Project.

**No action taken.**

12. 551.072 Discussing the purchase, exchange, lease, or value of real property.

**No action taken.**

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

**Mayor Moss reconvened the open meeting at 7:28 PM.**

**ADJOURNMENT**

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

**Mayor Moss adjourned the meeting at 7:28 PM.**

These minutes were approved on the 15<sup>th</sup> of November, 2022.

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Doyle Moss, Mayor

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Crystal R. Dozier, TRMC  
City Secretary

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