



CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, September 10, 2024 at 6:00 PM

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

Mayor Moss called the meeting to order at 6:01 pm.

PRESENT

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

STAFF PRESENT

City Manager Bryan Grimes
Assistant City Manager Bill Funderburk
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.

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 Meeting Minutes - Regular Meeting August 27, 2024.

To approve City Council Meeting Minutes - Regular Meeting August 27, 2024.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

REGULAR AGENDA ITEMS

2. Discussion/Action: to consider the recommendations from HUB Insurance to award a contract for City Employee Health, Dental, Vision and Life Insurance for the 2024-2025 Fiscal Year.

To accept and approve the recommendation from HUB Agency to provide employee benefits.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

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

3. The City of Willow Park City Council will hold a public hearing on the proposed 2024-2025 fiscal year budget at a City Council meeting at 6:00 p.m. on September 10, 2024, in the Willow Park City Hall, Council Chambers, 120 El Chico Trl., Suite A, Willow Park, Texas.

Open Public Hearing

Close Public Hearing

Mayor Moss opened the Public Hearing at 6:04 pm

Hearing was none.

Mayor Moss closed the Public Hearing at 6:05 pm

4. Discussion/Action: to adopt an ordinance providing for the adoption of the City of Willow Park Municipal Budget for the Fiscal Year 2024-2025.

I move the Willow Park City Council adopt an ordinance providing for the adoption of the City of Willow Park Municipal Budget for Fiscal Year 2024-2025.

Motion made by Councilmember Runnebaum, Seconded by Councilmember Contreras.

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

Since the budget will raise total property tax revenue, the City Council must take a separate ratification vote.

Ratification Vote:

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

5. The Willow Park City Council will conduct a public hearing on the City of Willow Park Proposed Tax Rate for Tax Year 2024 at a City Council meeting at 6:00 p.m. on September 10, 2024, in the Willow Park City Hall, Council Chambers, 120 El Chico Trl., Suite A, Willow Park, Texas.

Open Public Hearing

Close Public Hearing

Mayor Moss opened the Public Hearing at 6:09 pm

Hearing was none.

Mayor Moss closed the Public Hearing at 6:10 pm

6. Discussion/Action: to adopt an ordinance levying the 2024 Ad Valorem Tax Rate of the City of Willow Park, Texas on all taxable property within the corporate limits of the City, not exempt by law; providing revenues for payment of current municipal expenses; and for the interest and sinking funds on outstanding City of Willow Park Bonds; providing for enforcement of collection; providing for severability clause; and providing an effective date.

I move that the property tax rate be increased by the adoption of a tax rate of \$0432546, which is effectively a 15.08% increase in the tax rate.

Motion made by Councilmember Runnebaum, Seconded by Councilmember Gilliland.

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

7. PUBLIC HEARING: For Special Use Permit regarding the placement of a temporary, free-standing, off-premise sign on Lot S PT 1, Block 1, Trinity Meadows Subdivision, in the City of Willow Park, Parker County, Texas.

Open Public Hearing

Close Public Hearing

Mayor Moss opened the Public Hearing at 6:11 pm

Hearing was none.

Mayor Moss closed the Public Hearing at 6:12 pm

8. Consideration/Action: to adopt an ordinance to approve a Special Use Permit regarding the placement of a temporary, free-standing, off-premise sign on Lot S PT 1, Block 1, Trinity Meadows Subdivision, in the City of Willow Park, Parker County, Texas.

To adopt and ordinance approving the Special Use Permit as stated with the condition of expiration in twenty-four (24) months from City Council's approval or change in the property ownership of the sign's location, whichever comes first.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

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

INFORMATIONAL

Mayor and City Council Comments

Mayor Moss thanked everyone for their service and the city has a lot of great things going on.

Councilman Runnebaum stated he appreciated all hard work staff is doing and to keep up the great work.

City Manager Comments

City Manager Grimes announced city employee Michael Flores tested for A Wastewater License and passed. He is official a AA license holder. This means he hold an A License in water and wastewater. There are only 63 people in the state of Texas that hold these two licenses and now two of them work for the City of Willow Park.

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 convened into closed session at 6:15 pm.

9. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.
10. 551.087 - Economic Development Negotiations; 551.071 Consultation with City Attorney; Beall Development Agreement; and Brothers In Christ Annexation.
11. Section 551-074 Personnel Matters; City Secretary Review

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

Mayor Moss reconvened into open session at 7:11 pm.

No action was taken.

ADJOURNMENT

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

Mayor Moss Adjourned the meeting at 7:15 pm.

These minutes were approved on the 24th of September, 2024

Mayor Doyle Moss

Crystal R. Dozier, TRMC, CMC
City Secretary

DRAFT