



## CITY COUNCIL MINUTES

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

Tuesday, June 28, 2022 at 7:00 PM

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

### 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.

**KJ Hannah at 117 Melbourne Drive spoke before the council regarding agenda item 3.**

### 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 June 14, 2022.

**To approve the City Council Meeting Minutes of the Regular Meeting on June 14, 2022.**

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

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

## **REGULAR AGENDA ITEMS**

2. Discussion/Action: to appoint a Municipal Judge for a two-year term.

**To appoint Josh Norrell as Municipal Judge for a two-year term.**

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

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

3. Consideration/Action: regarding a contractual commitment for lease and installation of Christmas lighting and decorations.

**To approve a 3-year contractual commitment for lease and installation  
of Christmas lighting and decorations not to exceed \$17k.**

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

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

4. Discussion/Action: to award bid from those received in response to Request for Bid for sale of real property: R-1 Residential Property commonly known as 100 Block Circle Court, Lot 5, Block 3, Hillcrest Subdivision, Parker County, Willow Park, Texas, 76087 consisting of approximately 4,250 square feet (50' x 85') of vacant land.

**To award a bid to Shelli Johnson in the amount of \$2,500.00 for the purchase  
of R-1 Residential Property commonly known as 100 Block Circle Court, Lot 5,  
Block 3, Hillcrest Subdivision, Parker County, Willow Park, Texas, 76087.**

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

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

5. Consideration/Action: on a Final Plat of Blocks 2, 3, 4; Porter Addition, being 21.752 acres J.M. Froman Survey Abstract No. 471, City of Willow Park, Parker County, Texas.

**To approve a Final Plat of Blocks 2, 3, 4; Porter Addition, being 21.752 acres J.M.  
Froman Survey Abstract No. 471, City of Willow Park, Parker County, Texas.**

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

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

6. Discussion/Action: to approve a proposal from Franklin Legal Publishing for codification services.

**To approve a proposal from Franklin Legal Publishing for codification services.**

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

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

## **INFORMATIONAL**

### **Mayor and Council Comments**

Mayor Pro Tem mentioned the Budget Workshop being held at the next meeting July 12, 2022 at 6:00 pm. She also informed council to please get with the City Manager if they wish to have any budget items broken down by line item.

Councilman Contreras reminded everyone there is a firework banned within Parker County and wished everyone a safe and happy July 4th.

Mayor Moss thanked Council and Staff for their work and time. He thanked everyone for their efforts with the Christmas lights He wished everyone a happy July 4th.

### **City Manager Comments**

City Manager Bryan Grimes informed everyone he will be filing the Preliminary Budget with the City Secretary on Friday, July 8th.

**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.*

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

## **ADJOURNMENT**

*As authorized by Section 551.127, of the Texas Government Code, one or more Council Members or employees may attend this meeting remotely using video conferencing technology.*

**Mayor Moss adjourned the meeting at 7:36 pm.**

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

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Crystal R. Dozier, TRMC

City Secretary

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-441-7108, or by email at [cdozier@willowpark.org](mailto:cdozier@willowpark.org). Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at [www.willowpark.org](http://www.willowpark.org)