



CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, June 25, 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 6:00 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.

Public comments were made during 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 the City Council Meeting Minutes - Regular Meeting June 11, 2024.

To approve the City Council Meeting Minutes - Regular Meeting June 11, 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. Discussion/Action: to adopt an ordinance amending Ordinance 879-23, the Original Budget Ordinance for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024.

To adopt an ordinance of the City of Willow Park, Texas amending Ordinance 879-23, the original budget ordinance for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024, for the City of Willow Park, Texas funding accounts in the budget due to unforeseen situations; containing findings; providing for savings and severability; providing an effective date.

Motion made by Councilmember Young, Seconded by Councilmember Contreras.

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

3. Discussion/Action: to consider the expansion of driveway approaches for the 2022 Street Projects.

Frances Horch at 901 Sam Bass Ct.; Jon Ivonen at 49 Crown Rd.; Brad McKerley at 109 Trinity Dr.; Teresa Palmer at 3521 Ranch House Rd.; and Jordan Phillips at 80 Crown Rd. all spoke before the City Council regarding this agenda item. Elizabeth J. Ivonen submitted written comments.

To approve the expansion of driveway approaches as presented by staff.

Motion made by Councilmember Crummel, Seconded by Councilmember Gilliland.

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

4. Discussion/Action: to approve an Interlocal Agreement between the City of Willow Park and the Texas Municipal League for 2024-2025 Cyber Liability and Data Breach Response Coverage.

To authorize the City Manager to execute the 2024-2025 Cyber Liability & Data Breach Response Coverage Interlocal Agreement.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

5. Discussion/Action: to authorize the Mayor to sign a contract with Aledo Independent School District for advertisement.

To authorize the Mayor to sign a contract with the Aledo Independent School District for an advertising campaign promoting the City of Willow Park using Hotel Occupancy Tax Funds.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

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

6. Discussion/Action: to approve a conceptual schematic design for the City Hall's parking lot frontage as prepared by Westwood Professional Services, Inc., and create plans for design development and construction.

To approve the conceptual schematic design for City Hall's parking lot frontage as prepared by Westwood Professional Services, Inc., as presented and create plans for design development and construction.

Motion made by Councilmember Gilliland, Seconded by Councilmember Young.

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

7. Discussion/Action: to approve a resolution to designate the Designated Officer or Employee for Truth in Taxation.

To approve a resolution designating an officer or employee of the City of Willow Park, Texas, to calculate the no0new revenue tax rate and voter-approval tax rate for the City of Willow Park as required by the Texas Tax Code 26.04.

Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.

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

8. Discussion/ Action: to approve an Interlocal Agreement between the City of Hudson Oaks and the City of Willow Park providing wastewater treatment service to the City of Hudson Oaks.

To approve an interlocal agreement between the City of Hudson Oaks and the City of Willow Park providing wastewater treatment service to the City of Hudson Oaks.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

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

9. Discussion/Action: to approve a resolution to announce the City's intent to annex an approximately 1.034 acre portion of FM 1187, out of the Francisco Sanchez Survey, Abstract No. 2346, and H&T.B. RR CO Survey, Abstract No. 647.

No action taken.

10. Discussion/Action: to consider a resolution authorizing the City of Willow Park to acquire and/or use the power of eminent domain to acquire the following two described properties for public use, i.e., the replacement of the King's Gate Road Bridge over Clear Fork Trinity River: (a) 0.1185 of an acre of land, situated in the Isaac O. Hendley Survey, Abstract Number 619, City of Willow Park, Parker County, Texas, and being a part of Lot 1, Block 1, Bell's Natural Stone Addition, an addition to the City of Willow Park, Texas recorded in Cabinet C, Slide 117, Plat Records, Parker County, Texas, and also being a part of that certain tract of land described in a Warranty Deed to RTSB Enterprises, Inc. from RTSB Enterprises, Inc, dba Red's recorded in Instrument Number 201911978, Official Public Records, Parker County, Texas, executed on May 15, 2019; and (b) 0.0807 of an acre (3,514 square feet) tract of land, situated in the Isaac O. Headley Survey, Abstract Number 619, City of Willow Park, Parker County, Texas, and being a part of Lot 1, Block 1, Trinity Meadows Addition, an addition to the City of Willow Park, Texas, recorded in Cabinet A, Slide 740, Plat Records, Parker County, Texas, and also being a part of that certain tract of land described in a Warranty Deed to Larry Lawley from Parker County's Squaw Creek Downs, L.P. recorded in Volume 2539, Page 1447, Official Public Records, Parker County, Texas, executed on May 18, 2007.

To approve a resolution of the City Council of the City of Willow Park designating and authorizing the City Manager or his designee to approve the acquisition and execute all contracts and other legal instruments necessary or convenient to acquire two tracts of real property required for the Kings Gate Road Bridge Replacement Project; and to authorize initiation of eminent domain proceedings pursuant to law if necessary.

Motion made by Councilmember Runnebaum, Seconded by Councilmember Gilliland.

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

INFORMATIONAL

Mayor and City Council Comments

Mayor Moss announced the City of Willow Park Public Works Department received a Regional Cooperation Award from the North Texas Council of Governments for their cooperation with the cities for Fort Worth and Hudson Oaks.

Mayor Moss also wished City Manager, Bryan Grimes a happy birthday.

Mayor Pro Tem Young acknowledged the citizens who spoke before the council and requested staff to go over some the specific concerns. She also thanked the citizens for participating during this project. She encouraged the citizens to communicate with city staff regarding their concerns.

City Manager Comments

City Manager Bryan Grimes announced Andrea Saylor, Utility Clerk will be the new Financial Director upon the retirement of Candy Scott, CFO/HR Director. He also mentioned after he returns from vacation he will begin working on the budget calendar and budget.

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 executive session at 6:52 pm.

11. Section 551.072 - Discussing the purchase, exchange, lease, or value of real property; 205 Canyon Ct.
12. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.
13. 551.087 - Economic Development Negotiations; 551.071 Consultation with City Attorney; Beall Development Agreement and Brothers In Christ Annexation Petition.

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

Mayor Moss reconvened into open session at 8:24 pm.

To approve a contract for the purchase of 205 Canyon Court.

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

ADJOURNMENT

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

Mayor Moss adjourned the meeting at 8:28 pm.

Mayor Doyle Moss

Crystal R. Dozier, TRMC, CMC
City Secretary

DRAFT