



## CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, July 12, 2022 at 6:00 PM

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

Mayor Pro Tem Lea Young called the meeting to order at 6:10 pm.

#### **PRESENT**

Councilmember Eric Contreras  
Councilmember Chawn Gilliland  
Councilmember Greg Runnebaum  
Councilmember Lea Young  
Councilmember Nathan Crummel

#### **ABSENT**

Mayor Doyle Moss

#### **STAFF PRESENT**

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

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

Mayor Pro Tem Young requested a moment a 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. A. Approve City Council Meeting Minutes - Regular Meeting on June 28, 2022.

**To approve the City Council Meeting Minutes - Regular Meeting on June 28, 2022.**

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

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

**Voting Abstaining: Councilmember Crummel**

## REGULAR AGENDA ITEMS

2. Budget Workshop

**City Manager Bryan Grimes a presentation of the proposed Fiscal Year Budget 2022-2023.**

**No action was taken.**

3. Discussion/Action: to accept the retirement letter from Mike LeNoir, Fire Chief/Fire Marshal/Emergency Management Coordinator.

**To accept the retirement letter from Mike LeNoir, Fire Chief/Fire Marshal/Emergency Management Coordinator effective August 2, 2022.**

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

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

4. Discussion/Action: to remove Mike LeNoir as Fire Marshal and Fire Chief.

**To remove Mike LeNoir as Fire Marshal and Fire Chief effective August 2, 2022.**

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

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

5. Discussion/Action: to remove Mike LeNoir as Emergency Management Coordinator.

**To remove Mike LeNoir as Emergency Management Coordinator effective August 2, 2022.**

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

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

6. Discussion/Action: to appoint John Schneider as Fire Marshal and Fire Chief.

**To appoint John Schneider as Fire Marshal and Fire Chief effective August 2, 2022.**

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

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

7. Discussion/Action: to appoint John Schneider as Emergency Management Coordinator.

**To appoint John Schneider as Emergency Management Coordinator effective August 2, 2022.**

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

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

8. Discussion/Action: to approve a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Article 103.0031 of the Code of Criminal Procedure, said contract being for the collection of delinquent government receivables owed to City of Willow Park and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.

**No action taken.**

9. Discussion/Action: Derek Turner may present an update to the Land Use Assumptions, Capital Improvements Plan and the proposed updated water and wastewater impact fees. Following the presentation, the City Council may consider approving a resolution setting a public hearing to consider an update to the Land Use Assumptions, Capital Improvements Plan for water and wastewater impact fees, and proposed water and wastewater impact fees.

**To approve a resolution setting a public hearing to consider an update to the Land Use Assumptions, Capital Improvements Plan for water and wastewater impact fees, and proposed water and wastewater impact fees.**

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

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

10. Consideration/Action: to waiver of penalty and interest for sanitary sewer lien (May 18, 1994) on property located on 5100 Block IH-20 Service Road North.

**To waiver of penalty and interest for sanitary sewer lien (May 18, 1994) on property located on 5100 Block IH-20 Service Road North.**

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

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

11. Discuss/Action: To approve a resolution adopting the ARPA/Federal Procurement Policies and Procedures Addendum.

**To approve a resolution adopting the ARPA/Federal Procurement Policies and Procedures Addendum.**

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

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

## **INFORMATIONAL**

Mayor and Council Comments

**Mayor Pro Tem Young notified everyone of a Parks Board meeting in August. She also thanked all parties involved in getting Fort Worth water.**

**Councilman Runnebaum asked for information regarding water well levels and the status of road reconstruction.**

**Councilman Contreras requested staff to draft a sponsorship policy.**

City Manger Comments

**City Manager, Bryan Grimes gave a brief update on the noise ordinance regarding a new sound engineer. He also mentioned how thankful he was for the Fort Worth Water as well. The TML Conference will be held in San Antonio this year from October 5-7.**

**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**

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

**Mayor Pro Tem Young adjourned the meeting at 7:21 P.M.**

These minutes were approved on the 9th of August, 2022.

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Lea Young, Mayor Pro Tem

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Crystal R. Dozier, TRMC  
City Secretary

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