



## CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, May 09, 2023 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 Young called the meeting to order at 6:00 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 of silence followed by the pledge of allegiance led Councilman Gilliland.

### 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 on April 25, 2023.

**To approve City Council Meeting Minutes - Regular Meeting on April 25, 2023.**

**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 approve a Letter of Support for HB 5406.

**To approve a Letter of Support for HB 5406.**

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

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

3. **PUBLIC HEARING** to consider a request for 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.

**Open Public Hearing: at 6:12 pm**

**Close Public Hearing: at 6:13 pm**

4. Consideration/Action: Request 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.

**To approve a Special Use Permit for 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 be single-sided 5'X10' wooden sign advertising homes for rent at Canvas a Willow Park, as per design attached hereto; said to expire 12 months from date of issuance.**

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

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

5. Discussion/Action: to approve an Interlocal Agreement between the City of Willow Park and the City Hudson Oaks for a water meter telemerty equipment on the City of Willow Park water tower for the purpose of reading water meters for the City of Hudson Oaks.

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

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

6. Discussion/Action: to approve a resolution adopting the City's Public Funds Investment Policy.

**To approve a resolution adopting the City's Public Funds Investment Policy.**

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

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

7. Discussion/Action: to approve the 2nd Quarterly Financial Report.

**To accept the 2nd Quarterly Financial Report.**

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

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

8. Discussion/Action: to adopt an ordinance amending the City's solid waste fee schedule.

**TO ADOPT AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, ADOPTING A FEE SCHEDULE FOR SOLID WASTE COLLECTION AND RECYCLING SERVICES IN THE CITY; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

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

## **INFORMATIONAL**

Mayor and Council Comments

**Councilman Contreras met with the Stagecoach area residents regarding drainage. He requested an update on the drainage project.**

Councilman Runnebaum complimented on the construction of Crown Road and is looking forward to it being complete.

Councilman Crummel requested when the appraisal values will be received from the Tax Assessor' office. Mr. Grimes said the preliminary numbers have come in and the taxable value is \$1,300,000,000. Mr. Grimes said the City typically set the tax rate off of 78% of the taxable value which has been the trend for the last 5 years. A preliminary budget will be available sometime in June. He also said the City will be at the no new revenue tax rate or lower. The budget will need to be filed with the City Secretary 30 days prior to the adoption of the budget and tax rate. The proposed budget will be filed sometime in July. Mr. Grimes is projecting the budget and tax rate to be adopted sometime before Labor Day, if not the week after.

#### City Manager Comments

City Manager Grimes sent well wishes to Mayor Moss and his wife as they are on vacation. He reported the next city council meeting will be held on May 23rd and Councilmen Contreras and Gilliland will be sworn in for their next term of office. Mayor Moss will not be in attendance of the next meeting but will be sworn in when he returns from vacation. He also mentioned the Certificate of Obligation for city hall will be on the next agenda for approval.

Mr. Grimes asked Toni Fisher, Director of Planning and Development, to come forward to the City Council. He announced her accomplishments in earning her bachelor's degree in business administration from Tarleton University.

**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 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.*

#### **The City Council did not convene into Executive Session.**

9. Agreement with Parker County ESD No. 1 to sell Public Safety Building, Fire Station No. 2 and 516 Ranch House Road. Section 551.071 - Consultation with attorney.
10. Discussion of purchase contracts for the purchase of 120 El Chico along with adjoining unimproved property. Section 551.071 - Consultation with Attorney; Section 551.072 - Deliberations Regarding Real Property

#### **ADJOURNMENT**

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

**Mayor Pro Tem Young adjourned the meeting at 6:46 pm**

These minutes were approved on the 23<sup>rd</sup> of May, 2023.

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Lea Young, Mayor Pro Tem

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Crystal R. Dozier, TRMC  
City Secretary

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