



## CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, July 23, 2024 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 Greg Runnebaum  
Councilmember Lea Young  
Councilmember Nathan Crummel

#### ABSENT

Mayor Doyle Moss  
Councilmember Chawn Gilliland

#### STAFF PRESENT

City Manager Bryan Grimes  
Assistant City Manager Bill Funderburk  
City Secretary Crystal Dozier

### PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Pro Tem Young requested a moment of silenced followed by the pledge of allegiance led by Boy Scout, Zachary Taipale.

### 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.

Zachary Taipale at 1116 E. West Oak spoke before the City Council requesting to place retired flag box at the Public Safety Building as an Eagle Scout Project. Francis Horch at 901 Sam Ct. spoke before the City Council and Eric Hoopes at 41 Crown Rd. submitted written comments via email to the City Council.

## 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 25, 2024.

**To approve the City Council Meeting Minutes - Regular Meeting June 25, 2024.**

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

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

## REGULAR AGENDA ITEMS

2. Willow Park Police Department Accreditation presentation made by Chief Lance Arnold with Texas Police Chiefs Association.

**The Willow Park Police Department was honored by the Texas Police Chiefs Association with a re-accreditation. Weatherford Police Chief Lance Arnold had the honors of presenting the accreditation.**

3. Presentation of TextMyGov the City's new communications software.

**Rose Hoffman, Communications and Marketing Director gave a presentation on the City's new communications software TextMyGov. TextMyGov will allow citizens to text questions to 817-458-3443 for assistance with question or issues they may have.**

4. Discussion/Action: to approve an amendment to the Interlocal Agreement between the City of Willow Park and Parker County for dispatch services.

**To approve an amendment to the Interlocal Agreement between the City of Willow Park and Parker County for dispatch services in the amount \$101,526.00.**

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

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

5. Discussion/Action: to approve advertisement with Trinity Christian Academy.

**To authorize Mayor Pro Tem to sign and an agreement for advertisement with Trinity Christian Academy promoting the City of Willow Park.**

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

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

6. Quarterly Department Reports

- a. Development

- b. Parks

- c. Public Works

- e. Projects

- f. Police

- g. Court

- h. Fire Marshal

- i. Communications

**City Manager Bryan Grimes stated there are some updates. The Trinity Trails System will be having a ribbon cutting in August. Chase McBride, Assistant Public Works Director stated the month of June total production of water was over 16 million. Bryan Grimes also mentioned the 3rd Quarter Financial Report will be presented in August.**

**Derek Turner, City Engineer gave an update on the Wastewater Treatment Plant. Concrete has been poured for concrete basins. The utilities are being laid to bring water and sewer to the site. He stated the project is moving along well.**

**Gretchen Vasquez, City Engineer gave a brief summary on the street projects. City Staff met with the residents of Crown Road and Ranch House Road regarding their driveways.**

7. Discussion Only: Budget Workshop for the FY 24-25 Budget.

**City Manager, Bryan Grimes did the presentation of the proposed budget. He will be filing the preliminary FY 24-25 Budget with the City Secretary. July 25th is the deadline for the Certified Appraisal Tax Roll to be provided to the city. At the August 27th city council meeting, City Council will discuss the tax rate, vote on proposed tax rate and set the public hearing for the budget and tax rate for September 10th.**

8. Discussion Only: Certificate of Obligation for Series 2024A Water and Wastewater.

**Derek Turner, City Engineer presented and gave a summary of the improvements to the city's water and wastewater for the proposed Debt Issuance Certificate of Obligation.**

**City Manager Bryan Grimes stated the issuance of debt will be postponed to a later date.**

## **INFORMATIONAL**

Mayor and City Council Comments

**Councilman Contreras asked City Staff to contact Zach Taipale regarding his proposed Eagle Scout Project.**

**Councilman Runnebaum requested an update on the Squaw Creek Road reconstruction and waterline replacement.**

City Manager Comments

**City Manager Grimes stated he appreciated staff for their hard work on this street projects. He mentioned the Texas Municipal League Annual Conference registration has opened. The city has reserved 4 registrations. The City Council has the first right of refusal. The conference will be held in Houston from October 9th - 11th.**

**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 Pro Tem convened into closed session at 6:52 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.

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

**Mayor Pro Tem reconvened into open session at 7:22 pm.**

**To approve the Second Empire Brewing, LLC Chapter 380 agreement.**

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

**ADJOURNMENT**

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

**Mayor Pro Tem adjourned the meeting at 7:23 pm.**

These minutes were approved on the 23<sup>rd</sup> of July, 2024

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Mayor Pro Tem Lea Young

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Crystal R. Dozier, TRMC, CMC  
City Secretary

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