



## **CITY COUNCIL REGULAR MEETING MINUTES**

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

**Tuesday, January 09, 2024 at 6:00 PM**

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### **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  
City Attorney Pat Chesser  
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 inquiries 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.**

## PROCLAMATIONS

1. A presentation of a proclamation to the Aledo High School Football Team.

**Mayor Moss presented the Aledo Football Team and Head Coach Robbie Jones with a proclamation on their 12th state championship.**

## 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.*

2. Approve City Council Minutes - Regular City Council Meeting December 12, 2023.

**To approve City Council Minutes - Regular City Council Meeting December 12, 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

3. Discussion/Action: to consider all matter incident and related to the issuance and sale of "City of Willow Park, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2024" including the adoption of an ordinance authorizing the issuance of such certificates in the amount not to exceed \$4,000,000 to finance costs of paying contractual obligations to be incurred for (i) constructing, acquiring, purchasing, renovating, enlarging, equipping, and improving wastewater system properties or facilities, including the acquisition of land and rights-of-way therefor, and (ii) professional services rendered in connection with such projects and the financing thereof.

**To adopt an ordinance authorizing the issuance of "CITY OF WILLOW PARK, TEXAS, COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024"; providing for the payment of said certificates of obligation by the levy of an ad valorem tax upon all taxable property within the City and a pledge of surplus net revenues derived from the operation of the City's combined Waterworks and Sewer System; providing the terms and conditions of such certificates and resolving other matters incident and relating to the issuance, payment, security, sale and delivery of said Certificates, including the approval and execution of a Paying Agent/Registrar Agreement, Purchase Agreement, and the approval and distribution of an Official Statement; and 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**

4. Discussion/Action: to adopt an ordinance annexing a portion of East Bankhead Highway and approving a Service Plan for the annexed property, such annexed property to be described as follows: Being 7,815 feet more or less of East Bankhead Highway (a variable width right-of-way) out of the following Surveys and Abstracts in Parker County, Texas: I&G.N.R.R. Co. Survey, Abstract No. 1821, John Cole Survey, Abstract No. 218, James Ozer Survey, Abstract No. 1029, A.J. Hood Survey, Abstract No. 2587, and Eliza Ozer Survey, Abstract No. 1031, containing approximately 10.95 acres of land.

**Moved to amend the service plan as presented by City Attorney, Pat Chesser.**

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

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

**To adopt an ordinance annexing a portion of East Bankhead Highway and approving a Service Plan for the annexed property, such annexed property to be described as follows: Being 7,815 feet more or less of East Bankhead Highway (a variable width right-of-way) out of the following Surveys and Abstracts in Parker County, Texas: I&G.N.R.R. Co. Survey, Abstract No. 1821, John Cole Survey, Abstract No. 218, James Ozer Survey, Abstract No. 1029, A.J. Hood Survey, Abstract No. 2587, and Eliza Ozer Survey, Abstract No. 1031, containing approximately 10.95 acres of land.**

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

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

5. Discussion/Action: to adopt an ordinance annexing property an approximately 31.247 acre tract of land owned by Dustin Kyle Haney and Jayme Lynne Haney and approving a Service Agreement for the annexed property, such annexed property to be described as follows: BEING a tract of land situated in the Eliza Ozer Survey, Abstract Number 1031, Parker County, Texas, and being all of Tracts 1-3 as described by deed to Dustin Kyle Haney and Jayme Lynne Haney as recorded in Document Number 202200494, Deed Records, Parker County, Texas (DRPCT), containing approximately 31.247 acres of land.

**To adopt an ordinance annexing property an approximately 31.247 acre tract of land owned by Dustin Kyle Haney and Jayme Lynne Haney and approving a Service Agreement for the annexed property, such annexed property to be described as follows: BEING a tract of land situated in the Eliza Ozer Survey, Abstract Number 1031, Parker County, Texas, and being all of Tracts 1-3 as described by deed to Dustin Kyle Haney and Jayme Lynne Haney as recorded in Document Number 202200494, Deed Records, Parker County, Texas (DRPCT), containing approximately 31.247 acres of land.**

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

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

6. Discussion/Action: to approve a lease agreement between the City of Willow Park and Parker County ESD 1 for the use of the Public Safety Building located at 101 Stagecoach.

**To approve a lease agreement between the City of Willow Park and Parker County ESD 1 for the use of the Public Safety Building located at 101 Stagecoach.**

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

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

7. Discussion/Action: to approve a contract with Parker County for 2024 General Election Services.

**To approve a contract with Parker County for 2024 General Election Services.**

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

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

8. Discussion/Action: to adopt an ordinance ordering the May 4, 2024 General Election.

**To adopt an ordinance ordering a General Municipal Election to be held on May 4, 2024 for the purpose of electing certain Municipal Officers for the City of Willow Park, specifically City Councilmembers for Place No. 3, Place No. 4 and Place No. 5; designating a polling place, within the Municipal Limits, appointing a Presiding Election Judge and Alternate Presiding Election Judge; establishing other procedures for the conduct of the election; providing a severability clause; providing for publication of notice; and providing for an effective date.**

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

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

9. Discussion/Action: to approve a professional services agreement with Cultivate Real Estate services for appraisal services for the King's Gate Road Bridge Replacement project.

**To approve an agreement with Cultivate Real Estate for appraisal services for the King's Gate Road Bridge Replacement Project.**

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

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

10. Discussion/Action: to approve a professional services agreement with ML&M Realty Advisors, LLC for appraisal review services for the King's Gate Road Bridge Replacement project.

**To approve a professional services agreement with ML&M Realty Advisors, LLC for appraisal review services for the King's Gate Road Bridge Replacement project.**

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

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

11. Discussion/Action: to approve an agreement for professional services with Westwood Professional Services, Inc. for the Green Ribbon Grant Program.

**To approve the Contract for Professional Services with Westwood Professional Services, Inc., as presented, in the amount not to exceed \$23,600.**

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

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

## **INFORMATIONAL**

### **Mayor and City Council Comments**

**Mayor Moss thanked the citizens of Willow Park for this city council. He stated 2023 was a really good year for the city and it could not have been done without this council. He thanked the city council for the staff they have provided for the city. Lastly, he thanked Mr. Grimes for putting together a great staff for the city. The staff does a great job, and he is looking forward to 2024.**

**Councilman Contreras asked if the city is prepared for the upcoming freeze. He also requested an update on the wastewater treatment plant.**

### **City Manager Comments**

**City Manager, Bryan Grimes stated the city is now the proud owner of King's Gate Park. The park is approximately 20 acres of parkland that was given to the city by Wilks Development. There will be restrooms installed sometime in this fiscal year.**

**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.*

12. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.

13. 551.087 - Economic Development Negotiations; 551.071 Consultation with Attorney; Wilks Development 380 Agreement.

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

**Mayor Moss reconvened into open session at 6:31 pm.**

Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.

**No action taken.**

551.087 - Economic Development Negotiations; 551.071 Consultation with Attorney; Wilks Development 380 Agreement.

**To approve a Chapter 380 Economic Development Agreement with Wilks Development for a new business in Willow Park.**

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

## **ADJOURNMENT**

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

**Mayor Moss adjourned the meeting at 6:45 pm.**

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

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Mayor Doyle Moss

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Crystal R. Dozier, TRMC, CMC  
City Secretary