



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: October 11, 2022	Department: Admin	Presented By: City Manager
--	-----------------------------	--------------------------------------

AGENDA ITEM: Discussion Only: Transition Plan for ESD Annexation

BACKGROUND:

At the request of Council and the public, city staff, working with ESD #1 Chief Stephen Watson, developed the following transition points should the Annexation Vote be approved by the voters. Staff has developed the following transition points / objectives that will be codified into a binding, Interlocal Agreement that will be approved by both the Willow Park City Council and the ESD #1 Board. The talking points are general in nature and should reflect a starting point of discussion, with both governing bodies having the final word before passage.

PLEASE NOTE: THESE ARE NON-BINDING AND ARE SUBJECT TO APPROVAL OF THE CITY COUNCIL AND THE ESD #1 BOARD—UPON VOTER APPROVAL OF THE ESD ANNEXATION ON NOVEMBER 8, 2022.

THESE ARE FOR DISCUSSION ONLY. NO ACTION WILL BE TAKEN.

Transition Deal Points:

1. ESD will guarantee employment of current WPPD Personnel.
2. ESD will lease the current Fire Station (attached to the Willow Park Public Safety Building (PSB); AND, will purchase the existing City Hall Property (516 Ranch House Road) for construction of a future Fire Station.
3. The City will lease the current Fire Station and the ESD will lease the current City Hall to the other respective entity at an agreed upon fair market rate. The lease for both entities will be for a 2 – 3 Year period, or until the City can construct a City Hall at a site to be determined.
4. The Sale of Real Property will be an agreed upon amount based off appraisals and supporting documentation.
5. ESD #1 will acquire all assets as needed for the operation of the fire service. With respect to the current Willow Park Fire Department Fleet, each entity will secure an appraisal on each vehicle, and then agree upon an amount for each vehicle based on the two appraisals.
6. ESD #1 will be required to have a ladder truck stationed in Willow Park.

7. The purchase of Station 2, located near the City of Willow Park Public Works Building, will be determined by ESD #1 to see if it is required for operations. If not purchased, the City of Willow Park has need for the building and will utilize it. However, fire service operations are the priority with this facility.
8. Upon the transition of personnel from the City to the ESD (See Dates below), the City will pay the ESD for fire services. It is anticipated it will be for Q3 and Q4 of the current fiscal year.
9. The Interlocal Agreement will be completed by April 1, 2023. This is also the transition date for fire personnel to go from the City of Willow Park to ESD #1. All talking points and action items will be concluded on or before September 30, 2023—the end of the fiscal year for both entities.

NO MOTION OR ACTION IS TO BE TAKEN.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
		Cost
	Source of Funding	\$