



CITY COUNCIL MEETING - APRIL 22, 2025 MINUTES

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

Tuesday, April 22, 2025 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

Mayor Doyle Moss called the regular meeting of the Willow Park City Council to order at 6:00 p.m. and asked if a quorum was present for this meeting. City Secretary Deana McMullen confirmed that a quorum was present at this meeting.

PRESENT

Mayor Doyle Moss
Councilmember Eric Contreras
Councilmember Chawn Gilliland
Councilmember Lea Young
Councilmember Nathan Crummel

ABSENT

Councilmember Greg Runnebaum

Staff Present:

Bryan Grimes, City Manager

Deana McMullen, City Secretary

PLEDGE OF ALLEGIANCE AND INVOCATION

Invocation was given by Pastor Clark Boshier of Willow Park Baptist Church. Pastor Clark Boshier also led the Pledge of Allegiance given by all present.

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.

Forest Collins addressed the Council in reference to the Project for the Restroom Facility at King Gates Park. He stated that he helped the students get involved with this project and thanked the Council for their leadership and for working together. When this happens everyone wins.

PROCLAMATION

1. Mayor Doyle Moss will present a Proclamation to Nishna Mendez and Patti Wilson of Freedom House

Mayor Doyle Moss presented a Proclamation to Nishna Mendez and Patti Wilson of Freedom House, proclaiming the month of April as Sexual Assault Awareness Month in the City of Willow Park.

REGULAR AGENDA ITEMS

2. Approval of Regular City Council Meeting Minutes: April 8, 2025

Motion was made to approve the Regular City Council Meeting Minutes from April 8, 2025 as presented.

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

3. Presentation from AISD Students on Restroom Facility at Kings Gate Park

Aledo ISD Students, Faith Bartlett, Samuel Ghent, Amelia Buck, and Matthew Dominick gave a presentation in reference to the proposed Restroom Facility at Kings Gate Park. They want to create a pavilion that fits into the park, balancing the needs and preferences of the park's guests with practical and aesthetic features. Their design is practical through the incorporation of the ADA Guidelines, while also remaining aesthetically pleasing. They got their inspiration from the surroundings such as The Shops at Willow Park, and other photos from park restrooms and pavilions. Design elements will include Windows, a Mural and Pillars. Adding a mural to the building would help add personality and fun and AHS art students could be commissioned to paint it. Adding slanted round pillars to the building would give it structural support while also keeping the design clean and simple.

Mayor Doyle Moss told the Students that they did a great job with this project and thanked them for participating.

City Manager Bryan Grimes also stated that the students did an outstanding job and that the City was proud of them and to keep up the good work.

4. Consideration & Action: all matters incident and related to the issuance and sale of "City of Willow Park, Texas, Single Tax Note, Series 2025", including the adoption of an ordinance authorizing the issuance of such tax note

Council has been briefed previously on a financial instrument known as a Tax Note. Such an instrument funds projects similar to GO or CO Bonds. Tax notes do not have any recall provisions or advertisement requirements. The maximum Maturity date for Tax notes is seven (7) years.

The City Financial Advisor Erick Macha, with Hilltop Securities has prepared various repayment schedules for an issuance of \$1,500,000 (&1,560,000 PAR) that would result in construction funding for various street improvement projects and park system improvements. The interest rate is 3.85% with a callable feature meaning the City can call the note at a future date prior to maturity.

Motion to move to adopt the ordinance authorizing the issuance and sale of the "City of Willow Park, Texas, Tax Note, Series 2025" and resolving other matters incident and relating to issuance and sale of such tax note.

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

5. Discussion & Action: to Approve an Interlocal Agreement and Addendum with Parker County for street repairs and improvements in Precinct Four

City Manager Bryan Grimes addressed the Council regarding approval of an Interlocal Agreement and Addendum with Parker County for street repairs and improvements in Precinct Four.

The Interlocal agreement with Parker County was approved by the Parker County Commissioner's Court on April 14, 2025. It is an annual agreement that defines the scope of responsibilities, obligations and procedures for each party for street repair and improvements. The addendum outlines specific performance measures related to this project, including street identification, and pricing for the street repair as outlined in Exhibit A.

Motion was made to accept the Interlocal Agreement between the City and Parker County, the accompanying Addendum and Exhibit A as presented.

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

6. Discussion/Action to Consider Bids and Award a contract with JRM Construction for the Sewer Lift Station which is a part of the Beall-Dean Utility Extension Project.

Assistant City Manager Michelle Guelker addressed the Council in reference to considering bids and awarding a contract with JRM Construction for the Sewer lift station which is part of the Beall-Dean Utility Extension Project.

The city received bids for a sewer lift station which is Phase 1 of the water and sewer expansion project for the Beall-Dean development. Bids were publicly opened on Thursday, April 10, 2025. The lowest bid was submitted by JRM Construction in the amount of \$488,750.00. The results of the evaluation of the contractor confirmed that they meet all required qualifications, and no issues were identified.

Motion to approve the awarding of the bid contract to JRM Construction for a sewer lift station of the Beall-Dean Utility Extension Project.

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

7. Consideration & Action: appointing 2025 Planning & Zoning Alternate Commissioner.

Assistant City Manager Tony Fisher addressed the Council regarding an appointment to the Planning & Zoning Commission for an Alternate Commissioner that is vacant due to the recent changes on the board. Ms. Fisher recommended Michael Chandler to be appointed to the Planning and Zoning Commission as an Alternate to fill the vacancy.

Motion was made to appoint Michael Chandler to be appointed to the Planning & Zoning Commission as an Alternant to fill the vacancy.

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

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.*

There was No Executive Session for this meeting.

8. Section 551.071; Consultation with Attorney; City of Willow Park v. Halff & Associates

No executive session was held.

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

There was no executive session at this meeting.

INFORMATIONAL COMMENTS

9. Mayor & City Council Comments

Mayor Doyle Moss asked the Council if there were any comments:

Mayor Pro Tem Lea Young stated that she would be absent from the next regular meeting on May 13, 2025 and realize this is when a Mayor Pro Tem would be appointed for the next year. Ms. Young stated she would be willing to serve another year as Mayor Pro Tem if the Council so desired.

10. City Manager Comments

City Manager Bryan Grimes had no comments for this meeting

ADJOURNMENT

Motion to adjourn the regular meeting at 6:29 pm

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

THESE MINUTES WERE APPROVED BY WILLOW PARK CITY COUNCIL:

Mayor

Date

City Secretary