



## CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, June 27, 2023 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 Lea Young  
Councilmember Nathan Crummel

#### **ABSENT**

Councilmember Greg Runnebaum

#### **STAFF PRESENT**

City Manager Bryan Grimes  
City Attorney Pat Chesser  
City Secretary Crystal Dozier

### **PLEDGE OF ALLEGIANCE AND INVOCATION**

Pastor Clark Bosher with Willow Park Baptist Church gave the invocation 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 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 June 13, 2023.

**To approve City Council Meeting Minutes - Regular Meeting June 13, 2023.**

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

## **REGULAR AGENDA ITEMS**

2. Pinning of Police Chief, Daniel Franklin

**Crystal Dozier, City Secretary swore the newly appointed Chief of Police, Daniel Franklin.**

3. Presentation of a Proclamation for Betty Chew.

**Mayor Moss presented a proclamation to Betty Chew.**

4. Discussion/Action: to approve an agreement between the City of Willow Park and HUB Insurance for insurance brokerage services.

**To approve an agreement the consulting services agreement with HUB International Texas, Inc. to solicit sealed proposals for the City's group health, dental, vision and life insurance.**

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

5. Discussion/Action: to approve a resolution establishing an Insurance Trust Fund.

**To approve a resolution of the City Council of the City of Willow Park, Texas establishing the City of Willow Park, Texas Insurance Trust Fund, Authorizing the Trust Agreement and Appointing Trustees for the City of Willow Park, Texas.**

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

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

6. The City Council may consider awarding a contract for the construction of a wastewater treatment plant to the lowest, responsible bidder.

**No action taken.**

7. Budget Workshop

**City Manager, Bryan Grimes, presented the proposed FY 23-24 budget.**

## **INFORMATIONAL**

Mayor and Council Comments

**Mayor Moss read a short summary of the history of city hall. Today the city closed on the new city hall. He thanked each city councilmember, City Manager Bryan Grimes, Assistant City Manager Bill Funderburk, and Chance Smith.**

**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 Moss convened into executive session at 6:06 pm.**

8. Section 551.071 - Consultation with Attorney;
  - Status of negotiations/potential litigation with Halff Engineering;
  - Bid of MH Civil Constructors

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

**Mayor Moss reconvened into open session at 7:20 pm.**

**No action was taken.**

## **ADJOURNMENT**

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

**Mayor Moss adjourned the meeting at 7:35 pm.**

These minutes were approved on the 11<sup>th</sup> of July, 2023.

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Mayor Doyle Moss

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Crystal R. Dozier, TRMC  
City Secretary

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