



## CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, November 14, 2023 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 Lea Young called the meeting to order at 6:00 PM.

#### **PRESENT**

Councilmember Eric Contreras  
Councilmember Chawn Gilliland  
Councilmember Greg Runnebaum  
Councilmember Lea Young  
Councilmember Nathan Crummel

#### **ABSENT**

Mayor Doyle Moss

#### **STAFF PRESENT**

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

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

Mayor Pro Tem Young requested a moment of silence followed by the pledge of allegiance led by Councilman Gilliland.

### **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.

Dave Laurenzo at 133 Sam Bass Rd. and Cindy Voorhees both spoke before 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 City Council Minutes - Regular City Council Meeting October 24, 2023.

**To approve City Council Minutes - Regular City Council Meeting October 24, 2023.**

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

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

## **REGULAR AGENDA ITEMS**

2. Discussion/Action: to award a contract for the construction of a wastewater treatment plant.

**Gracon Construction, Inc be awarded the bid for the construction of the wastewater treatment plant in the amount of \$13,606,655.00 and the award include the additive alternate bid of \$940,780.00 for a total bid award of \$14,547,435.00 contingent upon release of funds by the Texas Water Development Board.**

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

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

3. Discussion/Action: to consider all matters incident and related to approving and authorizing publication and posting of notice of intention to issue certificates of obligation, including the adoption of a resolution pertaining thereto.

**To direct staff to authorize a publication and posting of notice of intention to issue certificates of obligation in an amount not to exceed \$4,000,000 for the purpose of paying contractual obligations to be incurred for (i) wastewater utilities, and the financing thereof; including the adoption of a resolution pertaining thereto.**

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

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

4. Discussion/Action: to approve a resolution finding and declaring that the City of Willow Park has more than 5,000 inhabitants in the corporate limits of the City.

**To approve a resolution certifying the population of the City of Willow Park to be greater than 5000 as presented.**

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

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

5. Consider and take action on a resolution declaring the City's intent to begin annexation of approximately 7,815 feet, comprising 10.95 acres of East Bankhead Highway, directing City staff to prepare a service plan and scheduling two public hearings on the proposed annexation.

**To approve a resolution declaring the City's intent to begin annexation of approximately 7,815 feet, comprising 10.95 acres of East Bankhead Highway, directing City staff to prepare a service plan and scheduling two public hearings on the proposed annexation.**

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

6. Consider and take action on a resolution accepting the annexation petition from Dustin Kyle Haney and Jayme Lynne Haney requesting annexation of an approximately 31.247 acre tract, directing City staff to prepare and negotiate an annexation services agreement and scheduling a public hearing on the proposed annexation.

**To approve a resolution accepting the annexation petition from Dustin Kyle Haney and Jayme Lynne Haney requesting annexation of an approximately 31.247 acre tract, directing City staff to prepare and negotiate an annexation services agreement and scheduling a public hearing on the proposed annexation.**

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

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

7. Discussion/Action: to approve the City's 4th Quarter Financial Report.

**To approve the City's 4th Quarter Financial Report as presented.**

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

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

8. Discussion/Action: to approve a contract with Axon for the Taser 7 over a five year period.

**To approve a contact with Axon for the Taser 7 over a five year period.**

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

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

9. Discussion/Action: to approve a resolution electing a Board of Directors for the Parker County Appraisal District of Parker County.

**To approve a resolution electing a Board of Directors for the Parker County Appraisal District of Park County.**

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

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

10. Discussion/Action: to approve an agreement between the City of Willow Park and the Weatherford Mountain Bike Club.

**To approve an agreement between the City of Willow Park and the Weatherford Mountain Bike Club.**

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

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

11. Discussion/Action: to adopt an ordinance amending Ordinance 887-23 "Development Fee Schedule".

**To adopt an ordinance of the City Council of the City Of Willow Park, Texas, amending Development Services Fee Schedule, Including Fees for Building Permits and Inspections, Miscellaneous Permits, Other Inspections or Plan Reviews, and Irrigation Permits; onsite Sewage Facility Permits and Repair Permits; Oil and Gas Well Permits; Demolition Permits; Sign Permits; Health Permits; Fire Permits and Services, Including Fire Alarm Code Review, Fire Sprinkler Code Plan Review, and Additional Fire Code Review and Inspections; Special Event Permits; Code Enforcement; and Administrative Services; amending various City Ordinances; Providing a Repealer Clause, Providing a Severability Clause; and Providing an Effective Date.**

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

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

12. Discussion Only: Public Improvement District.

City Manager Bryan Grimes gave a brief introduction on Public Improvement District discussion. Mr. Grimes introduced Erik Macha with Hilltop Securities. Mr. Macha gave a presentation on what a Public Improvement District commonly known as a "PID". The presentation included the difference between a Tax Increment Reinvestment Zones commonly known as "TIRZ" and PID.

## INFORMATIONAL

### Mayor and City Council Comments

**Councilman Runnebaum requested Staff to regulate requests from residents who are wanting changes made to their property during road construction at the cost of other taxpayers.**

**Mayor Pro Tem Young requested an update from Staff on drainage issues that have been brought to the city council.**

**Councilman Contreras wished everyone a happy Thanksgiving.**

### City Manager Comments

**City Manager Bryan Grimes thanked the City Council and Mayor Moss for allowing him to be excused from the last several city council meetings and attend all his son's football games. He praised the city staff for being one of the best in the state of Texas but most of all he thanked the Assistant City Manager, Bill Funderburk. He presented Mr. Funderburk with a Texas Rangers World Series shirt as a token of gratitude.**

**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 Young convened into Executive Session at 7:15 pm.**

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

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

**Mayor Pro Tem Young reconvened into Open Session at 7:25 pm.**

**A motion was made to approve the filing of the lawsuit against Halff Associates, Inc.**

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

## ADJOURNMENT

**Mayor Pro Tem Young adjourned the meeting at 7:27 pm.**

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

These minutes were approved on the 28<sup>th</sup> of November, 2023.

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Mayor Pro Tem Young

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Crystal R. Dozier, TRMC  
City Secretary

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