



CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, October 10, 2023 at 6:00 PM

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 Chawn Gilliland
Councilmember Greg Runnebaum
Councilmember Lea Young
Councilmember Nathan Crummel

ABSENT

Councilmember Eric Contreras

STAFF PRESENT

Assistant City Manager Bill Funderburk
City Attorney Pat Chesser
City Secretary Crystal Dozier

PLEDGE OF ALLEGIANCE AND INVOCATION

Jon Sherman with Trinity Bible 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.

PROCLAMATION

1. Mayor Moss presented World Teacher's Day Proclamation and Domestic Violence Month.

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 September 12, 2023.

To approve City Council Minutes - Regular City Council Meeting September 12, 2023.

Motion made by Councilmember Runnebaum, Seconded by Councilmember Young.

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

REGULAR AGENDA ITEMS

3. Discussion/Action: to repeal the existing utilities ordinance contained in Chapter 13 "Utilities" of the City's Code of Ordinances and restate, amend and adopt a new Chapter 13 "Utilities" ordinance.

To adopt an ordinance reorganizing renumbering, restating and amending Chapter 13, "Utilities" of the City's Code of Ordinances and restate, amend and adopt a new Chapter 13 "Utilities" ordinance.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

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

4. Discussion/Consider: to approve a Resolution amending the Advance Funding Agreement between Texas Department of Transportation and the City of Willow Park for the King's Gate Bridge.

To approve a Resolution amending the Advance Funding Agreement between Texas Department of Transportation and the City of Willow Park for the King's Gate Bridge.

Motion made by Councilmember Young, Seconded by Councilmember Gilliland.

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

5. Discussion/Action: to approve and adoption of City of Willow Park's Parks & Trails Master Plan Addendum.

To approve and adoption of City of Willow Park's Parks & Trails Master Plan Addendum.

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

6. Discussion/Action: to award a bid for the City's Bank Depository Services.

To accept a contract with First Financial Bank for the City' Bank Depository Services.

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

7. Discussion/Action: to approve the 2023-2024 City Holiday Schedule.

To approve the 2023-2024 City Holiday Schedule.

Motion made by Councilmember Runnebaum, Seconded by Councilmember Crummel.

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

8. Discussion/Action: to approve an amendment to the School Resource Officer agreement between the City of Willow Park and Trinity Christian Academy.

To approve an amendment to the School Resource Officer agreement between the City of Willow Park and Trinity Christian Academy.

Motion made by Councilmember Crummel, Seconded by Councilmember Gilliland.

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

9. Discussion/Action: to remove a sewer lien placed against the property located at Block 56, Lot 1 of the El Chico Addition, more commonly known as 116 Ranch House Road.

To remove a sewer lien placed against the property located at Block 56, Lot 1 of the El Chico Addition, more commonly known as 116 Ranch House Road.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

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

10. Discussion/Action: ordinance amending Ordinance 859-22 "Development Services 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 Young, Seconded by Councilmember Runnebaum.

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

INFORMATIONAL

Mayor and City Council Comments

Councilman Runnebaum announced Crown Road was complete and open. Sam Bass will begin construction in 2-3 weeks once King's Gate is complete.

Mayor Moss thanked City Council and Staff for doing a great job.

City Manager Comments

There were no City Manager Comments

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.*

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

City Council did not convene into Executive Session.

ADJOURNMENT

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

Mayor Moss adjourned the meeting at 6:35 pm.

These minutes were approved on the 24th of October, 2023.

 /s/
Mayor Doyle Moss

 /s/
Crystal R. Dozier, TRMC
City Secretary