



## **CITY COUNCIL MEETING MINUTES**

**Municipal Complex, 516 Ranch House Rd, Willow Park, TX 76087**

**Tuesday, August 09, 2022 at 7:00 PM**

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### **CALL TO ORDER AND THE ROLL OF ELECTED AND APPOINTED OFFICERS WILL BE TAKEN**

#### **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**

Mayor Moss requested a moment of silence followed by the pledge of allegiance.

### **PUBLIC HEARING**

#### **NOTICE OF INTENTION TO ISSUE CITY OF WILLOW PARK, TEXAS CERTIFICATES OF OBLIGATION**

TAKE NOTICE that the City Council of the City of Willow Park, Texas, shall convene at 7:00 o'clock P.M. on the 9th day of August, 2022, at the City Hall, 516 Ranch House Road, Willow Park, Texas, and, during such meeting, the City Council will consider the passage of an ordinance authorizing the issuance of certificates of obligation in an amount not to exceed \$4,250,000 for the purpose of paying contractual obligations to be incurred for (i) designing, constructing, acquiring, improving, enlarging, and equipping the City's municipal drainage utility system, including any repair, replacement, and relocation of streets and utilities in connection therewith, and the acquisition of land and rights-of-way therefor, and (ii) professional services rendered in relation to such projects and the financing thereof; such certificates to be payable from ad valorem taxes and a pledge of the net revenues of the City's Municipal Drainage Utility System. In accordance with Texas Local Government Code Section 271.049 (i) the current principal amount of all of the City's outstanding public securities secured by and payable from ad valorem taxes is \$14,973,544; (ii) the current combined principal and interest required to pay all of the City's outstanding public securities secured by and payable from ad valorem taxes on

time and in full is \$20,334,709; (iii) the estimated combined principal and interest required to pay the certificates of obligation to be authorized on time and in full is \$6,007,428 (iv) the maximum interest rate for the certificates may not exceed the maximum legal interest rate; and (v) the maximum maturity date of the certificates to be authorized is February 15, 2047. The above information excludes \$37,241,456 in principal amount of outstanding debt obligations the City has designated as self-supporting in Resolution No. 2021-06 which the City reasonably expects to pay from revenue sources other than ad valorem taxes; provided, however, that in the event such self-supporting revenue sources are insufficient to pay debt service, the City is obligated to levy ad valorem taxes to pay such debt obligations. The certificates are to be issued, and this notice is given, under and pursuant to the provisions of Texas Local Government Code, Subchapter C of Chapter 271.

**Mayor Moss opened the Public Hearing at 7:01 P.M.**

**Hearing was none.**

**Mayor Moss closed the Public Hearing at 7:03 P.M.**

**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.

**KJ Hannah at 177 Melbourne Drive; Dale Lewis at 113 Camouflage; and Amy Fennel at 1304 Saddle Trail all spoke before the City Council during agenda item 10 regarding the petition of annexation of the Willow Park Fire Department.**

**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 on July 12, 2022.

**To approve City Council Meeting Minutes - Regular Meeting on July 12, 2022.**

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

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

## **REGULAR AGENDA ITEMS**

2. Discussion /Action: to consider and act on approving a proposed ad valorem tax rate for the period beginning October 1, 2022 thru September 30, 2023.

**The City of Willow Park assess a proposed maintenance and operations tax rate of \$0.283941 and an interest and sinking rate of \$0.252498 for a total tax rate of \$0.53643 and that a roll call vote to take per state statute.**

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

**Voting Yea:**

**Councilmember Contreras**

**Councilmember Gilliland**

**Councilmember Young**

**Councilmember Crummel**

**Voting Nay: None**

3. Discussion /Action: to consider and act on to setting the date, time, and place for a public hearing on a proposed ad valorem tax rate and budget for the period beginning October 1, 2022 thru September 30, 2023.

**The City of Willow Park hold a public hearing on the tax rate and budget for FY 22-23, a period beginning on October 1, 2022 and ending on September 30, 2023 on August 23, 2022 at 7:00 PM at Willow Park City Hall located at 516 Ranch House Road and authorize staff to place public notices as required.**

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

**Voting Yea:**

**Councilmember Contreras**

**Councilmember Gilliland**

**Councilmember Young**

**Councilmember Crummel**

**Voting Nay: None**

4. Discussion/Action: to consider all matters incident and related to the issuance and sale of "City of Willow Park, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2022A" including the adoption of an ordinance authorizing the issuance of such certificates in the amount not to exceed \$4,250,000 to finance the costs of paying contractual obligations to be incurred for (i) designing, constructing, acquiring, improving, enlarging, and equipping the City's municipal drainage utility system, including any repair, replacement, and relocation of streets and utilities in connection therewith, and the acquisition of land and rights-of-way therefor, and (ii) professional services rendered in relation to such projects and the financing thereof.

**To postpone the consideration of the ordinance authorizing the issuance of the City of Willow Pak, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2022A to the August 23, 2022 City Council meeting which will be begin at 7:00 pm.**

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

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

5. Discussion/Action: to approve the City's 3rd Quarter Financial Report.

**To approve the City's 3rd Quarter Financial Report.**

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

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

6. Discussion/Action: to approve a consulting services agreement with the Tommy Morris Agency to solicit sealed proposals for the City's group health, dental, vision and life insurance.

**To approve the consulting services agreement with the Tommy Morris Agency to solicit sealed proposals for the City's group health, dental, vision, and life insurance.**

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

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

7. Discussion/Action: to approve an ordinance providing for a fee to defray costs of collecting delinquent fines, fees, court costs and other debts pursuant to article 103.0031 of the Texas Code of Criminal Procedure.

**To adopt an ordinance providing for a fee to defray costs of collecting delinquent fines, fees, court costs and other debts pursuant to article 103.0031 of the Texas Code of Criminal Procedure.**

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

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

8. Discussion/Action: to approve a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Article 103.0031 of the Code of Criminal Procedure, said contract being for the collection of delinquent government receivables owed to City of Willow Park and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.

**To approve a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Article 103.0031 of the Code of Criminal Procedure, said contract being for the collection of delinquent government receivables owed to City of Willow Park and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.**

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

9. Discussion / Action: to enter into agreement with Sowden and Associates for Acoustical Consulting Services.

**To enter into agreement with Sowden and Associates for Acoustical Consulting Services for acoustical services and authorize city staff to execute the agreement as presented.**

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

10. Discussion only: Petition received for Annexation by Emergency Services District #1.

**Stephen Watson, Fire Chief for ESD 1 gave a presentation on the petition received for Annexation by Emergency Services District #1.**

## **REPORTS**

11. Development Department Report

**No report is given.**

## **INFORMATIONAL**

Mayor and Council Comments

**No Mayor and Council Comments were given.**

City Manager Comments

**City Manager, Bryan Grimes reported the city is full staffed after summer vacations. He mentioned he will be out of the office August 11th and 12th and will not be at the September 13th City Council meeting.**

**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.*

**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 8:13 P.M.**

These minutes were approved on the 23<sup>rd</sup> of August, 2022.

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*/s/*  
Doyle Moss, Mayor

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*/s/*  
Crystal R. Dozier, TRMC  
City Secretary