



## CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, August 13, 2024 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 Greg Runnebaum  
Councilmember Lea Young  
Councilmember Nathan Crummel

#### **STAFF PRESENT**

City Manager Bryan Grimes  
Assistant City Manager Bill Funderburk  
City Secretary Crystal Dozier

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

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

**Francis Horch at 901 Sam Bass Ct. and Brad McKerley at 109 Trinity Drive 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 the City Council Meeting Minutes - Regular Meeting July 23, 2024.

**To approve the City Council Meeting Minutes - Regular Meeting July 23, 2024.**

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

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

## REGULAR AGENDA ITEMS

2. Discussion/Action: approval for Westwood Professional Services to proceed with the bid process and start the City Hall parking lot project.

**To table approval for Westwood Professional Services to proceed with the bid process and start the City Hall parking lot project after discussion of agenda item 3.**

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

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

**To postpone the bid process until the City can get a conceptual design adding Memorial Park.**

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

3. Discussion/Action: Kings Gate Park Concept Plans and Memorial Park consideration for relocation.

**No action was taken.**

4. Discussion/Action: to approve the 3rd Quarter Financial Report.

**To approve the 3rd Quarter Financial Report as presented by Jake Weber, CPA.**

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

5. Discussion/Action: to adopt the City's Financial Policy.

**To accept and approve the Financial Policy for the City of Willow Park.**

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

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

6. 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 2024A" including the adoption of an ordinance authorizing the issuance of such certificates in the amount not to exceed \$5,135,000 to finance the costs of paying contractual obligations to be incurred for (i) constructing, acquiring, purchasing, renovating, enlarging, equipping, and improving water and wastewater system properties or facilities, including the acquisition of land and rights-of-way therefor, and (ii) professional services rendered in connection with such projects and the financing thereof.

**To postpone consideration of all matters relating to the issuance and sale of "City of Willow Park, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2024A" to the regular City Council meeting on September 24, 2024.**

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

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

7. Discussion Only: Tax Rate and Budget Workshop for the FY 24-25.

**City Manager Bryan Grimes presented the proposed Tax Rate and Budget for FY 24-25.**

**City Council will vote to approve the tax rate and adopt the budget at September 10th meeting.**

8. Discussion/Action: to adopt an ordinance enacting the City's new Code of Ordinances.

**To adopt an ordinance enacting the City's new Code of Ordinances.**

**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 appointing a voting member and alternate to the Fort Worth Wholesale Water and Wastewater Customer Advisory Committee.

**To approve a resolution appointing Michelle Guelker, Public Works Director as voting member and Gretchen Vazquez, City Engineer as alternate to the Fort Worth Wholesale Water and Wastewater Customer Advisory Committee.**

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

**Agenda items 10 – 12 were moved and discussed in executive session.**

10. Consider and take action on an ordinance rescinding Ordinance No. 905-24 adopted at the June 11, 2024 Council meeting accepting a petition to expand the City of Willow Park's Extraterritorial Jurisdiction to include a 3.208 acre tract and a 228.4 acre tract of land owned by Brothers in Christ Properties, LLC.
11. Consider and take action on a resolution rescinding Resolution No. 2024-01 adopted at the June 11, 2024 Council meeting declaring the City's intent to begin annexation of 7,313 feet of East Bankhead Highway.
12. Consider and take action on a resolution rescinding Resolution No. 2024-02 adopted at the June 11, 2024 Council meeting accepting the annexation petitions from Brothers in Christ Properties, LLC for a 3.208 acre tract and a 228.4 acre tract.

## **INFORMATIONAL**

Mayor and City Council Comments

**Mayor Moss thanked everyone for their continued time and service.**

City Manager Comments

**City Manager Grimes announced Texas Municipal League Conference will be held in Houston, TX from October 9<sup>th</sup> – 11<sup>th</sup>. The Parker County Chamber Luncheon will be on Wednesday, August 14<sup>th</sup> and the Ribbon Cutting for Trinity Trails at Kings Gate Park will be held on Thursday, August 15<sup>th</sup>.**

**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 closed session at 6:42 pm.**

13. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.
14. 551.087 - Economic Development Negotiations; 551.071 Consultation with City Attorney; Beall Development Agreement; and Brothers In Christ Annexation.

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

**Mayor Moss reconvened into open session at 7:14 pm.**

**The City Council acted on the following items:**

10. Consider and take action on an ordinance rescinding Ordinance No. 905-24 adopted at the June 11, 2024 Council meeting accepting a petition to expand the City of Willow Park's Extraterritorial Jurisdiction to include a 3.208 acre tract and a 228.4 acre tract of land owned by Brothers in Christ Properties, LLC.

**To adopt an ordinance rescinding Ordinance No. 905-24 adopted at the June 11, 2024 Council meeting accepting a petition to expand the City of Willow Park's Extraterritorial Jurisdiction to include a 3.208 acre tract and a 228.4 acre tract of land owned by Brothers in Christ Properties, LLC.**

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

11. Consider and take action on a resolution rescinding Resolution No. 2024-01 adopted at the June 11, 2024 Council meeting declaring the City's intent to begin annexation of 7,313 feet of East Bankhead Highway.

**To approve a resolution rescinding Resolution No. 2024-01 adopted at the June 11, 2024 Council meeting declaring the City's intent to begin annexation of 7,313 feet of East Bankhead Highway.**

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

12. Consider and take action on a resolution rescinding Resolution No. 2024-02 adopted at the June 11, 2024 Council meeting accepting the annexation petitions from Brothers in Christ Properties, LLC for a 3.208 acre tract and a 228.4 acre tract.

**To approve a resolution rescinding Resolution No. 2024-02 adopted at the June 11, 2024 Council meeting accepting the annexation petitions from Brothers in Christ Properties, LLC for a 3.208 acre tract and a 228.4 acre tract.**

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

## **ADJOURNMENT**

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

**Mayor Moss adjourned the meeting at 7:20 pm.**

