



CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, October 24, 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 Eric Contreras
Councilmember Chawn Gilliland
Councilmember Greg Runnebaum
Councilmember Nathan Crummel

ABSENT

Councilmember Lea Young

STAFF PRESENT

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

PLEDGE OF ALLEGIANCE AND INVOCATION

Matt Lentz with Christ Chapel 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 Minutes - Regular City Council Meeting October 10, 2023.
2. Discussion/ Action: to designate the official newspaper of the City of Willow Park for the fiscal year 2023-2024.

To approve the consent agenda approving the city council meeting minutes from the regular city council meeting on October 10, 2023 and to designate the Community News as the City's official newspaper for the fiscal year 2023-2024.

Motion made by Councilmember Gilliland, Seconded by Councilmember Crummel.

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

REGULAR AGENDA ITEMS

3. Discussion/Action: to repeal the existing Municipal Court ordinance contained in Chapter 7 "Municipal Court" of the City's Code of Ordinances and restate, amend and adopt a new Chapter 7 "Municipal Court" ordinance.

To adopt an ordinance of the City Council of the City of Willow Park, Texas repealing and rescinding the ordinance regulating Municipal Court as contained in Chapter 7, Municipal Court; and amending the City Of Willow Park Code of Ordinances Chapter 7, Municipal Court, by adopting a new Chapter 7, Municipal Court; providing for General Provisions including: providing for creation, Jurisdiction of Municipal Court; providing for a Municipal Court Judge; providing for a Court Clerk; providing for Sessions; providing for Hours for Receiving Fines and other services by the Clerk; providing for a City Jail; providing for Fines, Costs and Special Expenses, including: providing for a Technology Fund; providing for a Building Security Fund; providing for a Collection Fee; providing for a Warrant Fee; providing for a Driving Safety Course Fee; providing for Payment by Credit Card; providing a Cumulative Repealer Clause; providing a Severability Clause; and Providing an Effective Date.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

4. Discussion/Action: to repeal the existing Alcohol Sales ordinance contained in Chapter 4 "Alcohol Sales" of the City's Code of Ordinances and restate, amend and adopt a new Chapter 4 "Alcoholic Beverages" ordinance.

To adopt an ordinance of the City Council of the City Of Willow Park, Texas repealing and rescinding the existing Article 4.11, Alcohol Sales, of the City of Willow Park Code of Ordinances; and Amending the City Of Willow Park Code of Ordinances Article 4.11, Alcohol Sales, by adopting a new Article 4.11, Alcoholic Beverages; providing for authority; providing for Definitions; providing for Zoning Compliance; providing for Regulations Prohibiting Sale of Alcoholic Beverages near a Church, Public or Private School, Public Hospital, Day Care Centers and Child Care Facilities; providing for Hours of Sale, including Late Hours for Mixed Beverages; providing a Penalty Clause; providing a Severability Clause; providing a Cumulative Repealer; and providing for Publication and an Effective Date.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

5. Discussion/Action: to adopt an ordinance adopting Municipal Services Fee schedule.

To adopt an ordinance of the City Council of the City Of Willow Park, Texas, adopting a Municipal Service Fee Schedule, including Municipal Service Fees, Police Department Services Fees; Municipal Court Fines and Fees; amending various City Ordinances; and Containing a Severability Clause and an Effective Date.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

6. Discussion/Action: to consider a Developer's Agreement with 9901 Bankhead Park, LLC, for the annexation and development of Lots 5-7, Block 1, Broadway Business Park II, located in the City of Willow Park's Extraterritorial Jurisdiction.

To approve a Developer's Agreement with 9901 Bankhead Park, LLC, for the annexation and development of Lots 5-7, Block 1, Broadway Business Park II, located in the City of Willow Park's Extraterritorial Jurisdiction.

Motion made by Councilmember Runnebaum, Seconded by Councilmember Gilliland.

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

7. Discussion/Action: to consider a Developer's Agreement with RBRS Ventures, LLC, for the annexation and development of Lots 1-4, Block 1, Broadway Business Park, located in the City of Willow Park's Extraterritorial Jurisdiction.

To approve a Developer's Agreement with RBRS Ventures, LLC, for the annexation and development of Lots 1-4, Block 1, Broadway Business Park, located in the City of Willow Park's Extraterritorial Jurisdiction.

Motion made by Councilmember Gilliland, Seconded by Councilmember Crummel.

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

8. Discussion/Action: to approve a Final Plat for Country Hollow residential subdivision, 102 Lots, being 19.167 acres, John H. Phelps Survey Tract, Abstract No. 1046, in the City of Willow Park, Parker County, Texas.

To approve a Final Plat for Country Hollow residential subdivision, 102 Lots, being 19.167 acres, John H. Phelps Survey Tract, Abstract No. 1046, in the City of Willow Park, Parker County, Texas.

Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.

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

9. Discussion Only: to receive a report on the Capital Improvement Advisory Committee meeting.

Toni Fisher, Planning and Development Director gave brief summary on the report presented to City Council. No action was taken.

10. Discussion/Action: to approve an agreement with North Texas Inspection Service, L.L.C. to provide commercial and residential inspections.

To approve an agreement with North Texas Inspection Service, L.L.C. to provide commercial and residential inspections.

Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.

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

INFORMATIONAL

Mayor and City Council Comments

Councilman Runnebaum requested information regarding possible loss of power to the Fort Worth El Chico Water Facility. He also requested the status of upcoming road projects.

Councilman Gilliland wished Mayor Pro Tem Lea Young a happy birthday and to get well soon.

Mayor Moss thanked City Council and City Staff for continuing to do 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.

The City Council did not convene into Executive Session.

ADJOURNMENT

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

Mayor Moss adjourned the meeting at 6:10 pm.

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

/s/
Mayor Doyle Moss

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