



CITY COUNCIL SPECIAL CALLED MEETING DECEMBER 16, 2025 AGENDA

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

Tuesday, December 16, 2025 at 5:30 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

REGULAR AGENDA ITEMS

- 1. Discussion/Action: to consider authorizing Engineer Jacob & Martin to proceed to seek bids for Bankhead Highway Phase II Water and Waste Water utility extension project.**

ADJOURN

As authorized by Texas Government Code, §551.127, one or more Council members or employees may attend this meeting remotely using video conferencing technology.

The City Council may convene a public meeting and then recess into closed executive session, to discuss any of the items listed on this agenda, if necessary, and if authorized under chapter 551 of the Texas Government Code. Situations in which a closed executive session may be authorized by law include, without limitation: (1) consulting with the Council's attorney to seek or receive legal advice concerning pending or contemplated litigation, a settlement offer, or any other matter in which the ethical duty of the attorney to the Council clearly conflicts with the general requirement that all meetings be open, § 551.071; (2) discussing the purchase, exchange, lease, or value of real property, § 551.072; (3) discussing a prospective gift or donation, § 551.073; (4) discussing certain personnel matters, §551.074; and (5) discussing security personnel or devices, § 551.076.

CERTIFICATION I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 120 El Chico Trail, Suite A, Willow Park, TX 76087, a place convenient and readily accessible to the general public at all times and was posted on the city website, and said Notice was posted on the following date and time: December 10,, 2025, at /by 6:00 p.m. and remained so posted continuously for at least three (3) business days before said meeting is to convene.

Deana McMullen
City Secretary

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are

deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-441-7108, or by email at dmcmullen@willowpark.org. Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at <http://www.willowparktx.gov/>



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: December 16, 2025	Department: Public Works	Presented By: Michelle Guelker
---	------------------------------------	--

AGENDA ITEM

Discussion and Action to authorize Jacob & Martin Engineering to proceed with advertising and bidding the Bankhead Phase 2 Utility Extension Project.

BACKGROUND:

Council approved moving forward with the Bankhead Phase 1 Utility Extension Project in early 2025. Phase 1 includes installation of a 12-inch water line along the south service road to the Beall–Dean property, as well as improvements to the sewer force main that will relocate the existing line from Willow Park Village Lift Station—currently routed between residential homes—to Bankhead Highway and up Willow Bend Drive. A second component of Phase 1 consists of constructing a new lift station south of Broadway Boulevard on the south side of Bankhead Highway. Both components of Phase 1 are currently under construction.

Phase 2 of the project extends both water and sewer utilities along Bankhead Highway to the Beall–Dean property. Under the City’s development agreement with Robert Beall, both water and sewer service must be available on-site by November 2026. The City initially delayed moving forward with Phase 2 to evaluate whether the utility extension could be coordinated with Parker County’s planned project to widen and resurface Bankhead Highway, potentially creating cost savings for both entities. The County’s project, however, remains in the engineering phase.

Given the remaining timeline of less than one year to complete the utility extension and the County’s continued engineering schedule, staff is requesting authorization for Jacob & Martin Engineering to proceed with the Phase 2 bidding process.

STAFF/BOARD/COMMISSION RECOMMENDATION:

To authorize Jacob & Martin Engineering to proceed with advertising and bidding the Bankhead Phase 2 Utility Extension Project.

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	
	Source of Funding	