



CITY COUNCIL REGULAR MEETING AGENDA

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

Tuesday, October 08, 2024 at 6:00 PM

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

PLEDGE OF ALLEGIANCE AND INVOCATION

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.

PROCLAMATION

- 1. Presentation of Proclamation for 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 Meeting Minutes - Regular Meeting September 24, 2024.

REGULAR AGENDA ITEMS

- 3. Discussion/Action: to approve the 2024-2025 City Holiday Schedule.

4. Discussion/Action: to designate the official newspaper of the City of Willow Park for the fiscal year 2024-2025.
5. Discussion Only: Staff Transitions and Appointments.

INFORMATIONAL

Mayor and City Council Comments

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.*

6. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.
7. 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.*

ADJOURNMENT

As authorized by Section 551.127, of the Texas Government Code, 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 said Notice was posted on the following date and time: October 4, 2024, at 3:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

Crystal R. Dozier, TRMC, CMC
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 cdozier@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 www.willowpark.org



A Proclamation Honoring Domestic Violence Awareness Month

***WHEREAS**, the crime as domestic violence violates an individual’s privacy and dignity, security, and humanity, due to systematic use of physical, emotional, sexual, psychological, economic control and/or abuse including abuse to children and the elderly; and*

***WHEREAS**, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial, and societal barriers, and are supported by societal indifferences; and*

***WHEREAS**, the impact of domestic violence is wide ranging, directly affecting individuals and society, here in this community, throughout the United States, and the world; and*

***WHEREAS**, in Parker County since 1995, **Freedom House**, their staff, volunteers, and board members directly confront this local crisis with help from all law enforcement agencies, healthcare providers, the clergy, and other concerned citizens who are working together to aid in the effort to end domestic violence in our community; and*

***WHEREAS**, survivors of domestic violence themselves have been at the forefront of efforts to bring peace and equality to the home.*

***NOW THEREFORE**, in recognition of the important work done by domestic violence programs, I do hereby proclaim the month of October 2024 to be **Domestic Violence Awareness Month** in the City of Willow Park and urge all citizens to actively participate in the scheduled activities and programs to work toward eradicating domestic violence, improving victim safety, and holding perpetrators of domestic abuse accountable for their actions against individual victims, and our society as a whole.*

***IN WITNESS WHEREOF**, I have set my hand and caused the seal of Willow Park Texas, to be affixed this 8th day of October, 2024.*

Mayor Doyle Moss

Attest:

Crystal R. Dozier, City Secretary



CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, September 24, 2024 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 Greg Runnebaum
 Councilmember Lea Young
 Councilmember Nathan Crummel

ABSENT

Councilmember Eric Contreras
 Councilmember Chawn Gilliland

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 of allegiance.

PUBLIC COMMENTS (Limited to three minutes per person)

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- (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 Meeting Minutes - Regular Meeting September 10, 2024.

To approve City Council Meeting Minutes - Regular Meeting September 10, 2024.

Motion made by Councilmember Runnebaum, Seconded by Councilmember Crummel.

Voting Yea: Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

REGULAR AGENDA ITEMS

2. 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.

I move that the City Council postpone consideration of all matter relating to Series 2024A to the Regular City Council meeting on October 22, 2024.

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

3. Discussion/Action: to adopt a resolution of the City Council of the City of Willow Park, Texas finding that a public necessity exists and authorizing condemnation to acquire fee acquisition of property on one tract for municipal purposes to acquire right of way for King's Gate Road and other public uses, which tract is generally described being located in Parker County, the Issac O. Headley survey, abstract no. 619, and being part of lot 1, block 1, Trinity Meadows Addition, an addition of the City of Willow Park, Parker County, Texas, being an approximate 0.0807 acre (3,514 sq ft), property ID# r000091194, generally located northwest from the intersection of King's Gate Road and Interstate Highway 20 Frontage Road in Willow Park, Texas, at 4200 E. Interstate 20 Service Road S, Willow Park, Texas 76087, and being more particularly described herein providing notice of an official determination to acquire real property for a 0.0807 acre fee acquisition for use as a right of way; authorizing the City Manager to obtain the necessary appraisal report(s) and the making of bona fide offers of just compensation

for the property; ratifying prior documents made for acquisition of the property; authorizing legal counsel to institute eminent domain proceedings on behalf of the city for the acquisition of the property if negotiations are unsuccessful; appropriating funds from a lawful source; providing a cumulative repealer clause; providing a severability clause; and providing for an effective date.

I move that the City of Willow Park authorize the use of the power of eminent domain to acquire a tract of land containing approximately 0.0807 acres in fee simple located at 4200 E. Interstate 20 Service Road S in the City of Willow Park located in the Issac O. Headley Survey, Abstract No. 619, Property ID R000091194 and more fully described and depicted in Exhibit A of the proposed written resolution for this item, for right-of-way, roadway, and other public uses, and such appurtenant facilities as may be necessary, that the record vote on this single motion apply to all units of property to be condemned, if applicable, and that Resolution No. 2024-09 be adopted.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

Voting Yea: Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

4. Discussion/Action: to adopting a Resolution to authorize the execution of an Advance Funding Agreement for the King's Gate Bridge.

I move that we take no action on funding agreement per correspondence with TXDot.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

Voting Yea: Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

5. Discussion/Action: to approve a contract with FlashVote to conduct community surveys during FY 2024-2025.

To approve a contract with FlashVote to conduct community surveys during FY 2024-2025.

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

INFORMATIONAL

Mayor and City Council Comments

Mayor Moss thanked everyone for their service.

City Manager Comments

City Manager Grimes announced the Annual Texas Municipal League Conference dates and availability.

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 did not convene into executive session. No action was taken.

6. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.
7. 551.087 - Economic Development Negotiations; 551.071 Consultation with City Attorney; Beall Development Agreement; and Brothers In Christ Annexation.
8. Section 551.072 - Discussing the purchase, exchange, lease, or value of real property.

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

ADJOURNMENT

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

Mayor Moss Adjourned the meeting at 6:16 pm.

These minutes were approved on the 22nd of October, 2024.

Mayor Doyle Moss

Crystal R. Dozier, TRMC, CMC
City Secretary



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: October 8, 2024	Department: Admin	Presented By: City Manager
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Discussion/ Action: To consider and act on Approving Holiday Schedule for FY 2024 – 2025

BACKGROUND:

Staff is providing two proposed schedules for Council consideration. The Holiday Schedule the same schedule that has been approved by Council for the past several years.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$

CITY OF WILLOW PARK
FY 2024 – 2025 HOLIDAY SCHEDULE

Monday, November 11	Veteran’s Day
Thursday, November 29	Thanksgiving Day
Friday, November 30	Day after Thanksgiving
Tuesday, December 24	Christmas Eve
Wednesday, December 25	Christmas Day
Tuesday, December 31	New Year’s Eve
Wednesday, January 1	New Year’s Day
Monday, January 20	Martin Luther King, Jr. Day
Monday, February 17	President’s Day
Friday, April 18	Good Friday
Monday, May 2	Memorial Day
Thursday, June 19	Juneteenth
Friday, July 4	Independence Day
Monday, September 1	Labor Day



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: October 8, 2024	Department: Admin	Presented By: City Manager
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AGENDA ITEM:

Discussion/Action: to designate the official newspaper of the City of Willow Park for the fiscal year 2024 – 2025.

BACKGROUND:

Staff recommends retaining *The Community News* as the official Newspaper of Record for the City of Willow Park.

Suggested Motion: I move to retain *The Community News* as the official Newspaper of Record for the City of Willow Park.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$