



CITY COUNCIL REGULAR MEETING AGENDA

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

Tuesday, November 26, 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.

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. Approval of **City Council Meeting Minutes - Regular Meeting November 12, 2024.**

REGULAR AGENDA ITEMS

2. **Discussion/Action: to approve resolution for Parker County Appraisal District Board of Directors nomination.**
3. **Discussion/Approval: for the renewal of North Texas Inspection Service (NTIS) Contract.**

4. Discussion/Approval: for the renewal of two Lamar Billboard contract leases for City Hall frontage at eastbound and westbound I-20.
5. Discussion/Action: for approval of a Resolution declaring the City's intent to begin annexation of approximately 7,313 feet of East Bankhead Highway right-of-way, comprising approximately 10.98 acres of land into the territorial limits of the City of Willow Park; directing city staff to prepare a service plan for the extension of municipal services to the proposed annexation area; and setting two Public Hearings on annexation.
6. Discussion/Action: to authorize Jacob and Martin to produce a spacing study and plan for the use of the City's building located at 120 El Chico, and form a committee to oversee the project.
7. Discussion/Action: to consider the Squaw Creek Street and Utility Improvement Project.
8. Discussion/Action: Crown Road Update.

REPORTS

9. Report regarding update on Flash Vote survey tool.

INFORMATIONAL

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.*

10. **City Secretary Position application review, discussion, and consideration.**
11. Sec. 551.071 (Consultation with Attorney): **The Bluffs of Willow Park Development Agreement**

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: November 22, 2024 at/by 5:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

Antonette A. Fisher
Interim 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 tfisher@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 REGULAR MEETING MINUTES

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

Tuesday, November 12, 2024 at 6:00 PM

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

Meeting called to order by Mayor Pro Tem Young at 6:00 p.m.

Quorum confirmed.

PRESENT

Councilmember Eric Contreras
Councilmember Chawn Gilliland
Councilmember Greg Runnebaum
Councilmember Lea Young

ABSENT

Mayor Doyle Moss
Councilmember Nathan Crummel

STAFF PRESENT:

City Manager, Bryan Grimes
City Attorney, Pat Chesser
Interim City Secretary, Toni Fisher

PLEDGE OF ALLEGIANCE AND INVOCATION by Ted Kitchens.

The invocation and pledge led by Ted Kitchens.

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.

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 October 22, 2024.

To approve City Council Meeting Minutes - Regular Meeting October 22, 2024.

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

REGULAR AGENDA ITEMS

2. Discussion/Action: for Approval of a Resolution accepting a Policy prohibiting the installation or use of TikTok and other prohibited technologies on city devices pursuant to Texas SB1893.

City attorney Chesser explained Texas SB1893 and this policy's compliance.

TO APPROVE A RESOLUTION OF THE CITY OF WILLOW PARK ADOPTING A POLICY PROHIBITING THE INSTALLATION OR USE OF TIKTOK AND OTHER PROHIBITED TECHNOLOGIES ON CITY DEVICES PURSUANT TO TEXAS SB 1893

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

3. Discussion/Action: For Approval of Financial Report for 4th Fiscal Quarter 2023-24.

Jake Weber, CPA, presented financial report.

To approve the Financial Report for 4th Fiscal Quarter 2023-24.

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

4. **Discussion/Action: Consider and take action on an ordinance expanding the City of Willow Park's Extraterritorial Jurisdiction to include a 321 acre tract of land owned by Beall-Dean Ranch, Ltd. described as Parts of the F.H. Hammon Survey, Abstract No. 673, the Heirs of Francisco Sanchez Survey, Abstract No. 2346, and H.T. & B.R.R. Co. Survey No. 5, Abstract No. 647 situated in Parker County, Texas; embracing all of Parcel 4, the 323-336/1000 acres tract described in the deed to John Henry Dean III recorded in volume 1441, page 424 of the Official Public Records of Parker County, Texas and further described by metes and bounds.**

Agenda order was skipped to Agenda Item #5, and Executive Session was called. Upon reconvening from Executive Session, Council resumed with this Agenda Item:

City Attorney Chesser explained the purpose of the annexation petition as voluntarily submitted by the property owner, Bealle-Dean Ranch, Ltd., and the procedure for expansion of the ETJ. Attorney Chesser stated that this is the first step of annexation as contemplated by the Development Agreement.

TO ACCEPT AN ORDINANCE EXPANDING THE CITY OF WILLOW PARK'S EXTRATERRITORIAL JURISDICTION TO INCLUDE A 321 ACRE TRACT OF LAND OWNED BY BEALL-DEAN RANCH, LTD. DESCRIBED AS PARTS OF THE F.H. HAMMON SURVEY, ABSTRACT NO. 673, THE HEIRS OF FRANCISCO SANCHEZ SURVEY, ABSTRACT NO. 2346, AND H.T. & B.R.R. CO. SURVEY NO. 5, ABSTRACT NO. 647 SITUATED IN PARKER COUNTY, TEXAS; EMBRACING ALL OF PARCEL 4, THE 323-336/1000 ACRES TRACT DESCRIBED IN THE DEED TO JOHN HENRY DEAN III RECORDED IN VOLUME 1441, PAGE 424 OF THE OFFICIAL PUBLIC RECORDS OF PARKER COUNTY, TEXAS AND FURTHER DESCRIBED BY METES AND BOUNDS.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

It was clarified by Attorney Chesser that the property is actually 317.8 acres, but that the motion of approximately 321-acres was acceptable for the motion.

5. **Discussion/Action: Consider and take action on a resolution authorizing the Mayor and/or Mayor Pro Tem to execute a Development Agreement with Beall-Dean Ranch, Ltd. regarding the development of 321 acres of land in the Extraterritorial Jurisdiction of the City of Willow Park.**

City Attorney Chesser explained the general contents of the Beall-Dean Development Agreement.

Developer, Mr. Robert Beall, addressed the Council and thanked them for their acceptance [of the Beall-Dean Ranch] into the ETJ of Willow Park. He expressed the importance and necessity of having utilities provided to the parcel for its development, and that development will utilize the financial instruments of a PID [Public Improvement District] and TIRZ [Tax Increment Reinvestment Zone].

Jason Hughes of Hilltop Securities spoke to the Council to refresh what a PID and TIRZ is, and how each benefits development. He stated that a PID is simply a development district which is created, controlled, and administered by the city, and it does not levy water and sewer rates or anything other than the assessment. The TIRZ component is used to offset certain costs. Mr. Hughes explained that this meeting marked the beginnings of the financing plan and other components which will be coming back to City Council for ultimate approval, but he expressed clarity that none of these assessments would incur increased taxes or an increase in water/sewer rates as PIDs are self-contained with assessment powers but no taxing powers, and only within the boundaries of that PID. His opinion was that this was positive for the city as it encourages development in this area with restrictions in place.

City Manager Grimes and members of city staff addressed several anticipated general concerns for this mixed use development. Topics including water supply, wastewater expansion and demands, and payment of these items; utility rates and property tax impacts; zoning of the Beall-Dean Development, its parks and trails planned, and traffic analysis for this corridor; and, the coordinated installation of utilities along East Bankhead Highway and maintenance.

TO APPROVE A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, AUTHORIZING THE MAYOR AND/OR MAYOR PRO TEM TO EXECUTE A DEVELOPMENT AGREEMENT WITH BEALL-DEAN RANCH, LTD REGARDING APPROXIMATELY 321 ACRES OF LAND IN PARKER COUNTY, TEXAS, LOCATED WITHIN THE EXTRATERRITORIAL JURISDICTION OF THE CITY OF WILLOW PARK.

Motion made by Councilmember Contreras, Seconded by Councilmember Runnebaum.

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

6. **Discussion/Action: Consider and take action on a resolution accepting an annexation petition from Beall-Dean Ranch, Ltd. requesting annexation of the following 321 acre tract of land described as Parts of the F.H. Hammon Survey, Abstract No. 673, the Heirs of Francisco Sanchez Survey, Abstract No. 2346, and H.T. & B.R.R. Co. Survey No. 5, Abstract No. 647 situated in Parker County, Texas; embracing all of Parcel 4, the 323-336/1000 acres tract described in the deed to John Henry Dean III recorded in volume 1441, page 424 of the Official Public Records of Parker County, Texas and further described by metes and bounds.**

Attorney Chesser explained the annexation procedure of the subject property, and acceptance of the voluntary petition by the property owner, Beall-Dean Ranch, Ltd.

TO APPROVE A RESOLUTION ACCEPTING A PETITION FROM PROPERTY OWNER BEALL-DEAN RANCH, LTD. REQUESTING ANNEXATION OF AN APPROXIMATELY 321 ACRE TRACT OF LAND; SETTING A DATE, TIME, AND PLACE FOR A PUBLIC HEARING ON THE PROPOSED ANNEXATION; DIRECTING CITY STAFF TO PREPARE AND NEGOTIATE AN ANNEXATION SERVICES AGREEMENT WITH THE PROPERTY OWNER PURSUANT TO SECTION 43.0672 OF THE TEXAS LOCAL GOVERNMENT CODE AND CONSISTENT WITH THE TERMS AND CONDITIONS CONTAINED IN THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WILLOW PARK AND BEALLDEAN RANCH, LTD.; AND AUTHORIZING AND DIRECTING THE CITY SECRETARY OF THE CITY OF WILLOW PARK TO PUBLISH NOTICE OF SUCH PUBLIC HEARING.

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

- 7. Discussion/Action: For A Resolution of The City of Willow Park, Texas, accepting a Petition Seeking The Creation Of The Beall-Dean Ranch Public Improvement District Within The Extraterritorial Jurisdiction Of The City And Calling For A Public Hearing For The City Council’s December 10, 2024 Meeting.**

Attorney Chesser explained the process by which was being followed.

TO APPROVE A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS ACCEPTING A PETITION CONCERNING THE CREATION OF A PUBLIC IMPROVEMENT DISTRICT; FINDING THE PETITION TO BE COMPLIANT WITH APPLICABLE LAWS; APPROVING AND AUTHORIZING THE MAILING AND PUBLICATION OF NOTICE OF A PUBLIC HEARING REGARDING THE POSSIBLE CREATION OF A PUBLIC IMPROVEMENT DISTRICT; AND RESOLVING OTHER MATTERS IN CONNECTION THEREWITH

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

- 8. Discussion/Action: To amend the Financial Advisory Agreement with Hilltop Securities to provide for Amended Forms and Basis of Compensation for PID-related activities.**

Mr. Hughes explained the different fee structure for Hilltop Securities.

To approve the amendment of the Financial Advisory Agreement with Hilltop Securities to provide for Amended Forms and Basis of Compensation for PID-related activities.

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

9. Discussion/Action: To enter into a Sales Tax Allocation Agreement with ESD #1.

Mr. Grimes described the history of this Agreement and reason for this request.

Chief Stephen Watson addressed Council to commend the partnership between the ESD#1 and the City of Willow Park, and the understanding of growth and protection of its investment. This item is on ESD#1 agenda for their meeting next Thursday, 11/21/24.

Mr. Grimes explained the sales tax analysis which was provided to the city, sharing its growth expectations from what we currently collect. Attorney Chesser explained the term change, and Chief Watson agreed to take the requested change to his board.

To approve the Sales Tax Allocation Agreement with ESD#1 with a 20-year base term and 20-year renewal.

Motion made by Councilmember Contreras, Seconded by Councilmember Runnebaum.

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

10. Discussion/Action: 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.

Mr. Hughes addressed the City Council to explain the particulars of the certificates, repayment, and terms. Ms. Kristin Sevant of Rose Norton Rose Fulbright, the city's bond council, described the structure of the obligations and the procedures for its completion.

To approve an ORDINANCE authorizing the issuance of "CITY OF WILLOW PARK, TEXAS, COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024A"; providing for the payment of said certificates of obligation by the levy of an ad valorem tax upon all taxable property within the

City and a pledge of the surplus net revenues derived from the operation of the City's combined Waterworks and Sewer System; providing the terms and conditions of such certificates and resolving other matters incident and relating to the issuance, payment, security, sale and delivery of said Certificates, including the approval and execution of a Paying Agent/Registrar Agreement, Purchase Agreement, and the approval and distribution of an Official Statement; and providing an effective date.

To approve 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.

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

INFORMATIONAL

Councilmember Runnebaum and Councilmember Gilliland each thanked staff for their time and effort toward this project.

Mayor Pro Tem Young extended thanks for Robert and Logan Beall for working so extensively with the City of Willow Park and expressed the City's excitement for this project. She also thanked resident, David Allen, for his coordination of a Veteran's Day event at our Memorial Park. Mayor Pro Tem Young also thanked our citizens who attended our Parks Town Hall Meeting a couple of weeks ago and shared some of the input the city received.

City Manager Grimes thanked Robert and Logan Beall for their professionalism and commitment to this project and the City of Willow Park. He continued that this project will be historic within the City of Willow Park: the first chapter by the works of Marcy Galle, Gene Martin, [Mayor] Neverdousky, and Councilmember Runnebaum with the Wilks' TIRZ that changed Willow Park; the second, by the Bealls for this development. Mr. Grimes specifically called out city staff members for their contributions to the city for this project: Bill Funderburk, Michelle Guelker, Mandy McCarley, Andi Saylor, Chelsea Kirkland, Jake Weber, and Toni Fisher. Mayor Pro Tem Young also thanked Mayor Moss.

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.*

City Council adjourned to Executive Session at 6:09 p.m.

11. Sec. 551.071 (Consultation with Attorney): **Beall-Dean Ranch Development Agreement**

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

City Council reconvened to Open Session at 6:41 p.m.

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.

Meeting adjourned at 7:30 p.m.

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

These minutes were approved on the 26th of November, 2024.

Lea Young, Mayor Pro Tem

Antonette A. Fisher, Interim City Secretary

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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: NOVEMBER 8, 2024, at or by 5:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

/s/

Antonette A. Fisher
Interim City Secretary

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CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: November 26, 2024	Department: Admin	Presented By: City Manager
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AGENDA ITEM:

Discuss and take action on selection of Appraisal District Directors

BACKGROUND:

Section 6.03 (k) of the Texas Property Code requires each voting tax unit to vote in open meeting, record its vote by written resolution, and submit the resolution to the Chief Appraiser by December 15, 2024. A taxing unit may cast its votes for one candidate or distribute the votes among any number of candidates.

A voting tax unit may only cast votes for persons nominated and named on the ballot. The five candidates who receive the highest number of votes will be declared the winners. The 2025 Official Ballot Candidates are:

- Richard Barrett
- Jerry Durant
- Phil Garcia
- John Hinton
- Cody Lane
- John McGuire
- Sterling Naron

The City of Willow Park has 55 of the total 5000 votes as noted in the packet.

Staff Suggested Memo: I move to cast all 55 votes for Cody Lane.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

Supplemental information from the Parker County Appraisal District



1108 SANTA FE DRIVE
WEATHERFORD, TEXAS 76086

TELEPHONE: 817-596-0077
THANSON@PARKERCAD.ORG

October 29, 2024

RE: Selection (Voting) of the Five (5) Appointed Members to serve on the Board of Directors.

Nominations for the Parker County Appraisal District Board of Directors are completed and closed. The next step in the selection process is for taxing units to cast their votes for the nominees. Section 6.03 (k) of the Texas Property Tax Code requires each voting tax unit to (1) vote in an open meeting, (2) record its vote by written resolution, and (3) submit the resolution to the Chief Appraiser before December 15.*

*Section 6.03 (k-1) of the Texas Property Tax Code requires taxing units entitled to at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting after the Chief Appraiser delivers the ballot. This special procedural requirement (TPTC: 6.03(k-1)) applies to the following taxing units for this election: **Aledo ISD | Azle ISD | Springtown ISD | Weatherford ISD | City of Weatherford | Parker County | Weatherford College**

A taxing unit may cast its votes for one candidate or distribute the votes among any number of candidates. A tax unit may only cast votes for people previously nominated and named on the ballot. There is no provision for write-in candidates. The Chief Appraiser shall not count votes cast for a name not listed on the official ballot.

Enclosed is the official ballot, the number of votes allocated to each taxing unit, and a sample resolution for recording the votes. The following people currently serve as appointed members with a term expiring on December 31, 2024: **Richard Barret | Jerry Durant | John Hinton | Cody Lane | Sterling Naron**

The taxing units will be notified of the final results of the election before December 31. The candidates receiving the largest number of votes will be declared the winners with a term beginning January 1, 2025.

Please put this important action item on your first or second board meeting agenda after receiving this letter. The voting resolution may be returned by email to thanson@parkercad.org, or in person or by mail to our office.

For any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Troy Hanson".

Troy Hanson
Chief Appraiser

PARKER COUNTY APPRAISAL DISTRICT

2025

OFFICIAL BALLOT

CANDIDATES

RICHARD BARRET

JERRY DURANT

PHIL GARCIA

JOHN HINTON

CODY LANE

JOHN MCGUIRE

STERLING NARON

PARKER COUNTY APPRAISAL DISTRICT

2025

VOTING ENTITLEMENT

TAXING UNIT	NUMBER OF VOTES
ALEDO ISD	930
AZLE ISD	285
BROCK ISD	225
GARNER ISD	30
GRANBURY ISD	20
LIPAN ISD	10
MILLSAP ISD	100
MINERAL WELLS ISD	5
PEASTER ISD	125
PERRIN-WHITT ISD	10
POOLVILLE ISD	45
SPRINGTOWN ISD	285
WEATHERFORD ISD	1040
CITY OF ALEDO	45
CITY OF AZLE	35
CITY OF FORT WORTH	55
CITY OF MILLSAP	0
CITY OF MINERAL WELLS	10
CITY OF RENO	15
CITY OF SANCTUARY	0
CITY OF SPRINGTOWN	30
CITY OF WEATHERFORD	255
CITY OF WILLOW PARK	55
PARKER COUNTY	1020
WEATHERFORD COLLEGE	370

RESOLUTION

RESOLUTION ELECTING CANDIDATES FOR THE PARKER COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

WHEREAS, an election is to be held whereby all taxing units of Parker County, Texas entitled to vote will cast ballots for the election of the Board of Directors for the Parker County Appraisal District of Parker County, Texas for a term beginning January 1, 2025; and

WHEREAS, the _____ of Parker County is a taxing unit in said county and is entitled to cast votes in said election; and

NOW THEREFORE, BE IT RESOLVED by the _____ that the votes of said taxing unit be cast as follows:

CANDIDATE	VOTES CAST

BE IT HEREBY FURTHER RESOLVED, that the vote as stated above be certified to the Chief Appraiser of the Parker County Appraisal District, Parker County, Texas.

Passed this _____ day of _____, 2024.

ATTEST:



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: November 26, 2024	Department: Administration	Presented By: Bill Funderburk
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AGENDA ITEM

Discussion/Action of Approving Agreement with North Texas Inspection Service, L.L.C. to Provide Commercial and Residential Inspections.

BACKGROUND:

We are in need to have a backup option for Chief Building Official, randy Law. Since Randy is our only building inspector, at times we need inspections when he is sick or on vacation. NTIS will provide this service as needed. NTIS will perform these duties at a cost of Commercial/ Multi-Family, \$150.00 per inspection and Residential at \$75.00 per inspection.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommend the City Council approve the agreement with NTIS.

EXHIBITS:

Agreement

RECOMMENDED MOTION:

Motion to approve the agreement with North Texas Inspection service to provide inspection services.

STATE OF § TEXAS
COUNTY OF § PARKER

Item 3.

This Consultant Agreement (hereinafter referred to as "Agreement") is entered into by and between the _____ City of Willow Park _____ and North Texas Inspection Service, L.L.C. (hereinafter referred as "NTIS"). In consideration of the mutual promises herein contained the party's agree as follows:

RECITALS

It is the desire of City to engage the services of NTIS to provide plan review and building inspection services. NTIS shall provide services in its capacity as an independent contractor. As requested by City, inspection services shall be provided on all new building construction and building construction in progress upon the date of execution of this agreement. Such services shall include the review of plans performance of on-site inspections, the issuance of written reports related to each inspection, and other services necessary for the performance of NTIS's obligations under this agreement (hereinafter "Services").

TERMS

Term/termination. This Agreement shall be for an initial period of one (1) year, commencing on the _____ day of _____, 20____ and may be extended for five (5) additional one-year periods by mutual written agreement of the parties. NTIS may terminate this agreement at any time for any reason upon receipt by CITY of at least thirty (30) days prior written notice. CITY may terminate this Agreement at any time for any reason upon receipt by NTIS of at least thirty (30) days prior written notice.

1. **Scope of work/Compensation.** NTIS shall review, and prepare plans exam and inspection costs for the City. NTIS shall provide written notice of the costs to the applicant and City. The applicant shall pay City and City shall then pay NTIS as specified in this Agreement. *There shall be no permit issued or inspection approval by NTIS until all code and ordinances adopted by the City are met.* Permits shall be issued when copies of all applications, completed plans, and fees have been provided to the City. NTIS shall be compensated in accordance with the following fee schedule for Services provided hereunder. Such fees shall be full and complete compensation for the Services performed:

- A. NTIS will preform *stand-alone* inspections on *existing Commercial & Multi-Family Homes* at a total cost of One Hundred Fifty Dollars (\$150.00) per inspection.
- B. NTIS will preform *stand-alone* inspections on existing *Residential* at a total cost of Seventy-Five dollars (\$75.00) per inspection.

2. **Independent Contractor.** It is expressly understood and agreed that NTIS will perform the Services hereunder as an independent contractor and not as an officer or employee of The City; that NTIS has the right to control the day-to-day details of the Services performed under this agreement; that the manner and means of the performance of the Services by NTIS hereunder are within the sole discretion of NTIS; other than the providing of an end result, which must comply with requirements promulgated by the City; that the doctrine of respondent superior shall not apply as between the City and NTIS in that nothing herein shall be construed as creating a partnership or joint enterprise between the City and NTIS. NTIS will have no authority to bind City or otherwise incur liability on behalf of the City. Further, the City will have no obligation to provide insurance or other benefits for or on behalf of NTIS and all taxes due on compensation received by NTIS hereunder shall be the sole responsibility of NTIS.

3. **Indemnification/Remedies Cumulative.** NTIS, its, officers, agents, employees, contractors, subcontractors, permitted assigns, grantees, trustees and other legal representatives do hereby agree to fully release, indemnify, defend, and hold harmless the City and its officials, officers, employees, agents, contractors and subcontractors from and against all claims, suits, losses, demands, judgments and costs, including reasonable attorney's fees and expenses, which in any way are related to, arise out of, result from, or accrue as a result of the services performed by NTIS, its officers, agents, employees, contractors, subcontractors, licensees, invitees, or any other third parties for whom NTIS is legally responsible (hereinafter "Claim"). NTIS is expressly required to defend City against all such Claims to the extent requested by the City. NTIS's indemnification obligation shall be in addition to all rights, remedies, and privileges available at law or in equity. All such rights, remedies and privileges are cumulative and not exclusive, and the exercise of one or more such rights, remedies or privileges shall not be a waiver or election of remedies to any other right, remedy or privilege. Likewise, one (1) or more instances of forbearance by City in the exercise of its rights, remedies or privileges hereunder shall in no way constitute a waiver of the exercise of any such rights, remedies, or privileges.
4. **Insurance.** At its sole cost and expense, NTIS shall purchase and maintain comprehensive general liability insurance, auto liability coverage, and worker's compensation insurance covering the liability assumed under the indemnification provisions of this Agreement. At minimum, such coverage shall be in amount equal to the limitations of City's liability as specified in the Texas Tort Claims Act. General liability coverage shall be provided on an occurrence basis. Workers compensation coverage shall be in an amount specified under applicable law. Certificates of insurance shall be provided to the City upon execution of this Agreement, shall list the City as additional insured, and shall provide City with a waiver of subrogation for worker's compensation coverage.
5. **Qualified.** NTIS represents and warrants that all persons performing Services for the City hereunder are qualified to perform such Services have current licenses and certifications to perform such Services as required by applicable law, and are in good standing with the appropriate regulatory authorities governing the Services performed by each such person under this agreement.
6. **Entire Agreement.** This Agreement contains the entire agreement between the parties hereto with respect to the Services described herein. All prior agreements and understanding are hereby superseded. No amendments to this Agreement shall be effective unless in writing and signed by the parties hereto.
7. **Notice.** Any notice required or desired to be given under this Agreement shall be in writing and signed by the party giving the same and shall be personally delivered or sent by registered or certified mail, return receipt requested, to the other party hereto at the address of that party set forth below or at such other address designated in writing by that party:

CITY: City of Willow Park

NTIS: North Texas Inspection Services
8220 Clifford St.
P.O Box 150629
White Settlement, TX 76108

- 8. **Successors and Assigns.** City and NTIS each bind themselves, their successors, executors, administrators and assigns to the other party to this Agreement. Neither City nor NTIS shall assign, sublet, subcontract or transfer any interest in this Agreement without the written consent of the other party. Subject to the provision regarding assignment, this Agreement shall be binding on the administrators, legal representatives, successors, and assigns of the respective parties.

Subject to the foregoing, to the extent reasonably necessary for NTIS to perform its duties hereunder, NTIS may engage the services of any agents or assistants which it may deem proper, and it may further employ, engage, or retain the services of such other persons or corporations to aid or assist it in the proper performance of its duties. The cost of the services of such agents or assistants shall be borne by NTIS at its sole cost and expense. NTIS further agrees that retaining the services of agents or assistants for any portion or feature of the work, or materials required in the performance of this Agreement, shall not relieve NTIS from its full obligations to City as provided by this agreement.

- 9. **Venue.** This Agreement shall be construed, defined and interpreted under the laws of the State of Texas. All obligations of the parties created hereunder are performable in the County of Tarrant, State of Texas. Exclusive venue shall lie in Tarrant County, Texas.

EXECUTED THIS _____ DAY OF _____, 20 ____ IN PARKER COUNTY, TEXAS.

CITY OF WILLOW PARK

NORTH TEXAS INSPECTION
SERVICES, L.L.C.
Jim West
President



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: November 26, 2024	Department: Parks Dept.	Presented By: Mandy McCarley, Parks Director Toni Fisher, ACM – Dvmt/Parks
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AGENDA ITEM:

Discussion/Action: to Authorize Use of Hotel Occupancy Tax funds for renewals of billboard advertising.

BACKGROUND:

At the November 28, 2023, and February 13, 2024, City Council meetings, two contracts were approved for the use of \$31,680 each of the City’s Hotel Occupancy Tax funds (“HOT Tax”) for one year of advertising space on the eastbound and westbound sides of the Lamar billboard located on the southeast corner of the City Hall property.

As of this date, the signs have been changed with the seasons and the feedback has been extremely favorable. The billboards are getting over 500,000 views weekly per stats given by Lamar.

The rate for each has increased by 3% for new totals of \$32,136.00. Funds are available in the City’s Hotel Occupancy Tax account to pay for the billboard advertising.

STAFF RECOMMENDATION:

Staff recommends authorization of the use of HOT funds for the renewal of billboard advertising contracts for the eastbound and westbound Lamar billboard sign referenced above, effective as of the current expirations of each contract.

EXHIBITS:

- Lamar Contract #4803103
- Lamar Contract #4819894
- Lamar Weekly Traffic Stats

RECOMMENDED MOTION:



To Authorize Use of Hotel Occupancy Tax funds for renewals of billboard advertising, as presented.

Item 4.

LOCATION LIST

CITY OF WILLOW PARK

*Impression values based on: Total Population

Map Icon	Label	Panel #	Geopath Id	Media/Style	Facing	H x W	*Weekly Impressions	Illum.
	1	60084	392620	Permanent Bulletin / PanelFree	East	12' 0" x 40' 0"	291,058	YES
Location: I-20 E/O RANCH HOUSE, N/S Current Advertiser: CITY OF WILLOW PARK								
	2	60085	392621	Permanent Bulletin / PanelFree	West	12' 0" x 40' 0"	211,595	YES
Location: I-20 E/O RANCH HOUSE, N/S Current Advertiser: CITY OF WILLOW PARK								

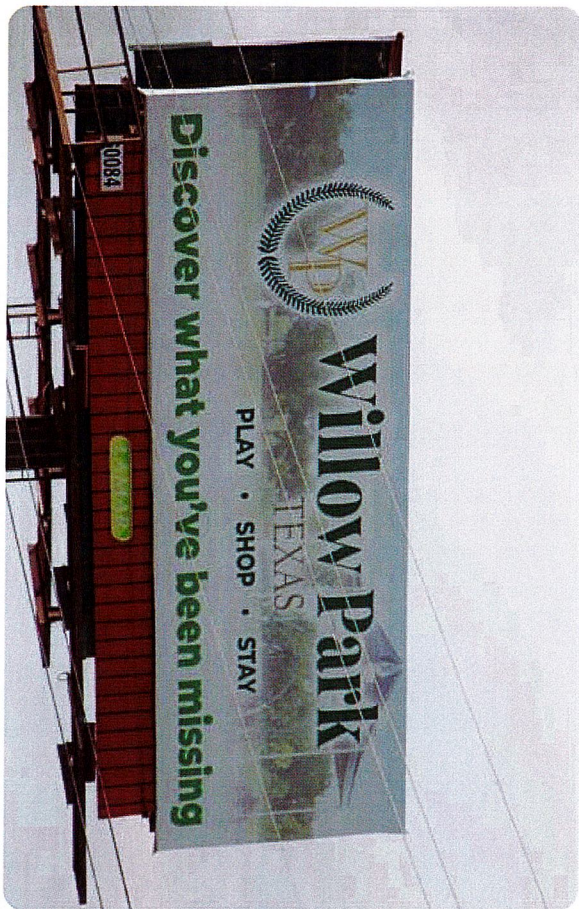
Total Weekly Impressions: 502,653

Item 4.

PANEL #60084

📍 I-20 E/O RANCH HOUSE, N/S

Location #1



ADVERTISING STRENGTHS: Located on I-20 between Weatherford and Fort Worth, this billboard targets drivers heading west toward Weatherford and Abilene. It reaches commuters from Weatherford and transient traffic traveling from as far west as El Paso. I-20 runs through the DFW Metroplex, connecting major cities like Abilene, Tyler, and Shreveport, offering prime exposure to regional and long-distance travelers.

WEEKLY IMPRESSIONS: 291,058*

MEDIA TYPE/STYLE: Permanent Bulletin - PanelFree

LAT/LONG: 32.73391 / -97.62808

MARKET: PARKER COUNTY

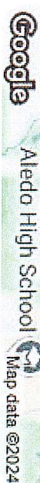
GEOPATH ID: 392620

PANEL SIZE: 12' 0" x 40' 0" [View Spec Sheet](#)

FACING/READ: East / Right

ILLUMINATED: YES

SHIPPING ADDRESS: 625-109th Street, Arlington, TX 76011



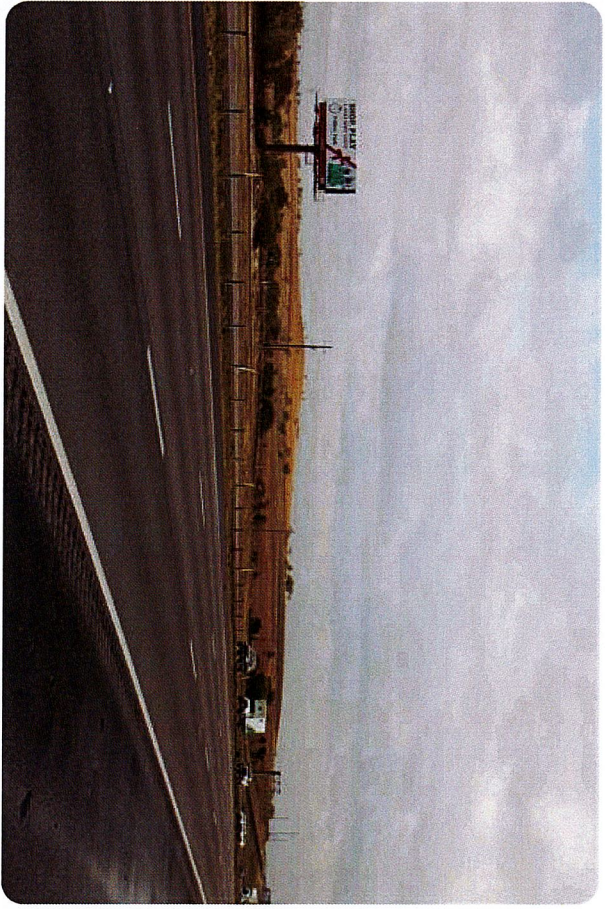
Map data ©2024

Item 4.

PANEL #60085

📍 I-20 E/O RANCH HOUSE, N/S

Location #2



ADVERTISING STRENGTHS: Located on I-20 between Weatherford and Fort Worth, this billboard targets drivers heading east toward Fort Worth and Dallas. It reaches commuters from Weatherford and transient traffic from as far west as El Paso. I-20 is a key route through the DFW Metroplex, connecting major cities like Abilene, Tyler, and Shreveport, offering prime visibility to both local and regional travelers.

- WEEKLY IMPRESSIONS:** 211,595*
- MEDIA TYPE/STYLE:** Permanent Bulletin - PanelFree
- LAT/LONG:** 32.73391 / -97.62808
- MARKET:** PARKER COUNTY
- GEOPATH ID:** 392621
- PANEL SIZE:** 12' 0" x 40' 0" [View Spec Sheet](#)
- FACING/READ:** West / Left
- ILLUMINATED:** YES
- SHIPPING ADDRESS:** 625-109th Street Arlington, TX 76011

Item 4.

IAP #1

CITY OF WILLOW PARK



Dallas
 625 109th Street
 Arlington, TX 76011
 Phone: 817-640-7555
 Fax: 817-640-7561



CONTRACT # 4819894

Date: 11/18
 New/Renewal: REN
 Account Executive: Staci Schofield
 Phone: 817-640-7555

Item 4.

CONTRACTED DIRECTLY BY ADVERTISER	
Customer #	839602-0
Name	CITY OF WILLOW PARK
Address	120 EL CHICO TRAIL, STE A
City/State/Zip	WILLOW PARK, TX 76087
Contact	Toni Fisher
Email Address	tfisher@willowpark.org
Phone #	817 8880058
Fax #	
P.O./ Reference #	
Advertiser/Product	CITY OF WILLOW PARK
Campaign	(13) 4-Week Invoices

Space										
# of Panels: 1									Billing Cycle: Every 4 weeks	
Panel # TAB ID	Market	Location	Illum	Media Type	Size	Misc	Service Dates	# Service Periods	Invest Per Period	Cost
60085 392621	263-PARKER COUNTY, TX	I-20 E/O RANCH HOUSE, N/S	Yes	Perm Bulletin	12' 0" x 40' 0"		03/10/25-03/08/26	13	\$2,472.00	\$32,136.00
Total Space Costs:									\$32,136.00	

Special Considerations: All vinyl will be recycled upon removal from structure unless terms in paragraph 8 have been met. Setup and Install Fees are non-refundable.

Advertiser authorizes and instructs The Lamar Companies (Lamar) to display in good and workmanlike manner, and to maintain for the terms set forth above, outdoor advertising displays described above or on the attached list. In consideration thereof, Advertiser agrees to pay Lamar all contracted amounts within thirty (30) days after the date of billing. Advertiser acknowledges and agrees to be bound by the terms and conditions on all pages of this contract.

The Agency representing this Advertiser in the contract executes this contract as an agent for a disclosed principal, but hereby expressly agrees to be liable jointly and severally and in solidio with Advertiser for the full and faithful performance of Advertiser's obligations hereunder. Agency waives notice of default and consents to all extensions of payment.

The undersigned representative or agent of Advertiser hereby warrants to Lamar that he/she is the Media Buyer (Officer/Title) of the Advertiser and is authorized to execute this contract on behalf of the Advertiser.

Customer:	CITY OF WILLOW PARK
Signature:	(signature above)
Name:	(print name above)
Date:	(date above)

THE LAMAR COMPANIES	This contract is NOT BINDING UNTIL ACCEPTED by a Lamar General Manager.	
<i>Staci Schofield</i>		
ACCOUNT EXECUTIVE: Staci Schofield	GENERAL MANAGER	DATE

STANDARD CONDITIONS

1. Late Artwork: The Advertiser must provide or approve art work, materials and installation instructions ten (10) days prior to the initial Service Date. In the case of default in furnishing or approval of art work by Advertiser, billing will occur on the initial Service Date.



Dallas
625 109th Street
Arlington, TX 76011
Phone: 817-640-7555
Fax: 817-640-7561



CONTRACT # 4819894

Date: 11/18
New/Renewal: RENEWAL
Account Executive: Staci Schaefer
Phone: 817-640-7555

Item 4.

2. Copyright/Trademark: Advertiser warrants that all approved designs do not infringe upon any trademark or copyright, state or federal. Advertiser agrees to defend, indemnify and hold Lamar free and harmless from any and all loss, liability, claims and demands, including attorney's fees arising out of the character contents or subject matter of any copy displayed or produced pursuant to this contract.

3. Payment Terms: Lamar will, from time to time at intervals following commencement of service, bill Advertiser at the address on the face hereof. Advertiser will pay Lamar within thirty (30) days after the date of invoice. If Advertiser fails to pay any invoice when it is due, in addition to amounts payable thereunder, Advertiser will promptly reimburse collection costs, including reasonable attorney's fees plus a monthly service charge at the rate of 1.5% of the outstanding balance of the invoice to the extent permitted by applicable law. Delinquent payment will be considered a breach of this contract. Payments will be applied as designated by the Advertiser; non designated payments will be applied to the oldest invoices outstanding.

4. Service Interruptions: If Lamar is prevented from posting or maintaining any of the spaces by causes beyond its control of whatever nature, including but not limited to acts of God, strikes, work stoppages or picketing, or in the event of damage or destruction of any of the spaces, or in the event Lamar is unable to deliver any portion of the service required in this contract, including buses in repair, or maintenance, this contract shall not terminate. Credit shall be allowed to Advertiser at the standard rates of Lamar for such space or service for the period that such space or service shall not be furnished or shall be discontinued or suspended. In the case of illumination, should there be more than a 50% loss of illumination, a 20% pro-rata credit based on four week billing will be given. If this contract requires illumination, it will be provided from dusk until 11:00p.m. Lamar may discharge this credit, at its option, by furnishing advertising service on substitute space, to be reasonably approved by Advertiser, or by extending the term of the advertising service on the same space for a period beyond the expiration date. The substituted or extended service shall be of a value equal to the amount of such credit.

5. Entire Agreement: This contract, all pages, constitutes the entire agreement between Lamar and Advertiser. Lamar shall not be bound by any stipulations, conditions, or agreements not set forth in this contract. Waiver by Lamar of any breach of any provision shall not constitute a waiver of any other breach of that provision or any other provision.

6. Copy Acceptance: Lamar reserves the right to determine if copy and design are in good taste and within the moral standards of the individual communities in which it is to be displayed. Lamar reserves the right to reject or remove any copy either before or after installation, including immediate termination of this contract.

7. Termination: All contracts are non-cancellable by Advertiser without the written consent of Lamar. Breach of any provisions contained in this contract may result in cancellation of this contract by Lamar.

8. Materials/Storage: Production materials will be held at customer's written request. Storage fees may apply.

9. Installation Lead Time: A leeway of five (5) working days from the initial Service Date is required to complete the installation of all non-digital displays.

10. Customer Provided Production: The Advertiser is responsible for producing and shipping copy production. Advertiser is responsible for all space costs involved in the event production does not reach Lamar by the established Service Dates. These materials must be produced in compliance with Lamar production specifications and must come with a 60 day warranty against fading and tearing.

11. Bulletin Enhancements: Cutouts/extensions, where allowed, are limited in size to 5 feet above, and 2 feet to the sides and 1 foot below normal display area. The basic fabrication charge is for a maximum 12 months.

12. Assignment: Advertiser shall not sublet, resell, transfer, donate or assign any advertising space without the prior written consent of Lamar.



Dallas
 625 109th Street
 Arlington, TX 76011
 Phone: 817-640-7555
 Fax: 817-640-7561



CONTRACT # 4819894

Invoice Schedule

Date: 11/11/2025
 New/Renewal: REN
 Account Executive: Staci Sc
 Phone: 817-640-7555

Item 4.

Year	Invoice Date	Service Period	Total Investment
2025	03/10/2025	03/10-04/06	\$2,472.00
	04/07/2025	04/07-05/04	\$2,472.00
	05/05/2025	05/05-06/01	\$2,472.00
	06/02/2025	06/02-06/29	\$2,472.00
	06/30/2025	06/30-07/27	\$2,472.00
	07/28/2025	07/28-08/24	\$2,472.00
	08/25/2025	08/25-09/21	\$2,472.00
	09/22/2025	09/22-10/19	\$2,472.00
	10/20/2025	10/20-11/16	\$2,472.00
	11/17/2025	11/17-12/14	\$2,472.00
	12/15/2025	12/15-01/11	\$2,472.00
	2026	01/12/2026	01/12-02/08
02/09/2026		02/09-03/08	\$2,472.00
			\$32,136.00

* Custom Invoicing Date

Dallas
 625 109th Street
 Arlington, TX 76011
 Phone: 817-640-7555
 Fax: 817-640-7561



CONTRACT # 4803103

Date: 11/7
 New/Renewal: REN
 Account Executive: Staci Schofield
 Phone: 817-640-7555

Item 4.

CONTRACTED DIRECTLY BY ADVERTISER	
Customer #	839602-0
Name	CITY OF WILLOW PARK
Address	120 EL CHICO TRAIL, STE A
City/State/Zip	WILLOW PARK, TX 76087
Contact	Toni Fisher
Email Address	tfisher@willowpark.org
Phone #	817 8880058
Fax #	
P.O./ Reference #	
Advertiser/Product	CITY OF WILLOW PARK
Campaign	(13) 4-Week Invoices

Space										
# of Panels: 1									Billing Cycle: Every 4 weeks	
Panel # TAB ID	Market	Location	Illum	Media Type	Size	Misc	Service Dates	# Service Periods	Invest Per Period	Cost
60084 392620	263-PARKER COUNTY, TX	I-20 E/O RANCH HOUSE, N/S	Yes	Perm Bulletin	12' 0" x 40' 0"		01/27/25-01/25/26	13	\$2,472.00	\$32,136.00
Total Space Costs:									\$32,136.00	

Special Considerations: All vinyl will be recycled upon removal from structure unless terms in paragraph 8 have been met. Setup and Install Fees are non-refundable.

Advertiser authorizes and instructs The Lamar Companies (Lamar) to display in good and workmanlike manner, and to maintain for the terms set forth above, outdoor advertising displays described above or on the attached list. In consideration thereof, Advertiser agrees to pay Lamar all contracted amounts within thirty (30) days after the date of billing. Advertiser acknowledges and agrees to be bound by the terms and conditions on all pages of this contract.

The Agency representing this Advertiser in the contract executes this contract as an agent for a disclosed principal, but hereby expressly agrees to be liable jointly and severally and in solido with Advertiser for the full and faithful performance of Advertiser's obligations hereunder. Agency waives notice of default and consents to all extensions of payment.

The undersigned representative or agent of Advertiser hereby warrants to Lamar that he/she is the Media Buyer (Officer/Title) of the Advertiser and is authorized to execute this contract on behalf of the Advertiser.

Customer:	CITY OF WILLOW PARK
Signature:	(signature above)
Name:	(print name above)
Date:	(date above)

THE LAMAR COMPANIES	This contract is NOT BINDING UNTIL ACCEPTED by a Lamar General Manager.	
<i>Staci Schofield</i>		
ACCOUNT EXECUTIVE: Staci Schofield	GENERAL MANAGER	DATE

STANDARD CONDITIONS

1. Late Artwork: The Advertiser must provide or approve art work, materials and installation instructions ten (10) days prior to the initial Service Date. In the case of default in furnishing or approval of art work by Advertiser, billing will occur on the initial Service Date.



Dallas
625 109th Street
Arlington, TX 76011
Phone: 817-640-7555
Fax: 817-640-7561



CONTRACT # 4803103

Date: 11/7/2003
New/Renewal: REN
Account Executive: Staci Sch
Phone: 817-640-7555

Item 4.

2. Copyright/Trademark: Advertiser warrants that all approved designs do not infringe upon any trademark or copyright, state or federal. Advertiser agrees to defend, indemnify and hold Lamar free and harmless from any and all loss, liability, claims and demands, including attorney's fees arising out of the character contents or subject matter of any copy displayed or produced pursuant to this contract.
3. Payment Terms: Lamar will, from time to time at intervals following commencement of service, bill Advertiser at the address on the face hereof. Advertiser will pay Lamar within thirty (30) days after the date of invoice. If Advertiser fails to pay any invoice when it is due, in addition to amounts payable thereunder, Advertiser will promptly reimburse collection costs, including reasonable attorney's fees plus a monthly service charge at the rate of 1.5% of the outstanding balance of the invoice to the extent permitted by applicable law. Delinquent payment will be considered a breach of this contract. Payments will be applied as designated by the Advertiser; non designated payments will be applied to the oldest invoices outstanding.
4. Service Interruptions: If Lamar is prevented from posting or maintaining any of the spaces by causes beyond its control of whatever nature, including but not limited to acts of God, strikes, work stoppages or picketing, or in the event of damage or destruction of any of the spaces, or in the event Lamar is unable to deliver any portion of the service required in this contract, including buses in repair, or maintenance, this contract shall not terminate. Credit shall be allowed to Advertiser at the standard rates of Lamar for such space or service for the period that such space or service shall not be furnished or shall be discontinued or suspended. In the case of illumination, should there be more than a 50% loss of illumination, a 20% pro-rata credit based on four week billing will be given. If this contract requires illumination, it will be provided from dusk until 11:00p.m. Lamar may discharge this credit, at its option, by furnishing advertising service on substitute space, to be reasonably approved by Advertiser, or by extending the term of the advertising service on the same space for a period beyond the expiration date. The substituted or extended service shall be of a value equal to the amount of such credit.
5. Entire Agreement: This contract, all pages, constitutes the entire agreement between Lamar and Advertiser. Lamar shall not be bound by any stipulations, conditions, or agreements not set forth in this contract. Waiver by Lamar of any breach of any provision shall not constitute a waiver of any other breach of that provision or any other provision.
6. Copy Acceptance: Lamar reserves the right to determine if copy and design are in good taste and within the moral standards of the individual communities in which it is to be displayed. Lamar reserves the right to reject or remove any copy either before or after installation, including immediate termination of this contract.
7. Termination: All contracts are non-cancellable by Advertiser without the written consent of Lamar. Breach of any provisions contained in this contract may result in cancellation of this contract by Lamar.
8. Materials/Storage: Production materials will be held at customer's written request. Storage fees may apply.
9. Installation Lead Time: A leeway of five (5) working days from the initial Service Date is required to complete the installation of all non-digital displays.
10. Customer Provided Production: The Advertiser is responsible for producing and shipping copy production. Advertiser is responsible for all space costs involved in the event production does not reach Lamar by the established Service Dates. These materials must be produced in compliance with Lamar production specifications and must come with a 60 day warranty against fading and tearing.
11. Bulletin Enhancements: Cutouts/extensions, where allowed, are limited in size to 5 feet above, and 2 feet to the sides and 1 foot below normal display area. The basic fabrication charge is for a maximum 12 months.
12. Assignment: Advertiser shall not sublet, resell, transfer, donate or assign any advertising space without the prior written consent of Lamar.



Dallas
625 109th Street
Arlington, TX 76011
Phone: 817-640-7555
Fax: 817-640-7561



CONTRACT # 4803103

Invoice Schedule

Date: 11/7
New/Renewal: REN
Account Executive: Staci Sch
Phone: 817-640-7555

Item 4.

Year	Invoice Date	Service Period	Total Investment
2025	01/27/2025	01/27-02/23	\$2,472.00
	02/24/2025	02/24-03/23	\$2,472.00
	03/24/2025	03/24-04/20	\$2,472.00
	04/21/2025	04/21-05/18	\$2,472.00
	05/19/2025	05/19-06/15	\$2,472.00
	06/16/2025	06/16-07/13	\$2,472.00
	07/14/2025	07/14-08/10	\$2,472.00
	08/11/2025	08/11-09/07	\$2,472.00
	09/08/2025	09/08-10/05	\$2,472.00
	10/06/2025	10/06-11/02	\$2,472.00
	11/03/2025	11/03-11/30	\$2,472.00
	12/01/2025	12/01-12/28	\$2,472.00
	12/29/2025	12/29-01/25	\$2,472.00
			\$32,136.00

* Custom Invoicing Date



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: November 26, 2024	Department: City Administration	Presented By: Bryan Grimes, City Manager Toni Fisher, ACM - Dvmt
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AGENDA ITEM:

Discussion & Action: Approval of a Resolution declaring the city’s intent to begin annexation of approximately 7,313 feet of East Bankhead Highway right-of-way, comprising approximately 10.98 acres of land into the territorial limits of the City of Willow Park; directing city staff to prepare a service plan for the extension of municipal services to the proposed annexation area; and setting two public hearings on annexation.

BACKGROUND:

On November 12, 2024, City Council accepted the one tract of land, totaling approximately 317.7 acres, described as Parts of the F.H. Hammon Survey, Abstract No. 673, the Heirs of Francisco Sanchez Survey, Abstract No. 2346, and H.T. & B.R.R. Co. Survey No. 5, Abstract No. 647 situated in Parker County, Texas; embracing all of Parcel 4, the 323-336/1000 acres tract described in the deed to John Henry Dean III recorded in volume 1441, page 424 of the Official Public Records of Parker County, Texas and further described by metes and bounds, into its extraterritorial jurisdiction (the “Beall-Dean Ranch Property”), and approved the Developer’s Agreement. Per the Development Agreement, the Developer has submitted a petition requesting that the City annex the Beall Property.

This Resolution will commence the annexation of East Bankhead Highway to connect the City limits to the Beall-Dean Ranch Property.

STAFF & BOARD RECOMMENDATION:

Staff recommend approval of this Resolution, as presented.

EXHIBITS:

- Resolution No. 2024-14
- Exhibit A – Map & Legal Description

RECOMMENDED MOTION:

Move to approve a Resolution declaring the city’s intent to begin annexation of approximately 7,313 feet of East Bankhead Highway right-of-way, comprising approximately 10.98 acres of land into the territorial limits of the City of Willow Park; directing city staff to prepare a service plan for the extension of municipal services to the proposed annexation area; and setting two public hearings on annexation.

RESOLUTION NO. 2024-14

RESOLUTION DECLARING THE CITY'S INTENT TO BEGIN ANNEXATION OF APPROXIMATELY 7,313 FEET OF EAST BANKHEAD HIGHWAY RIGHT-OF-WAY, COMPRISING APPROXIMATELY 10.98 ACRES OF LAND INTO THE TERRITORIAL LIMITS OF THE CITY OF WILLOW PARK; DIRECTING CITY STAFF TO PREPARE A SERVICE PLAN FOR THE EXTENSION OF MUNICIPAL SERVICES TO THE PROPOSED ANNEXATION AREA; AND SETTING TWO PUBLIC HEARINGS ON ANNEXATION

WHEREAS, the City of Willow Park (the "City") intends to annex approximately **7,313 feet** of East Bankhead Highway, comprising approximately **10.98 acres** of land (the "Property") into the territorial limits of the City pursuant to Section 43.1055 of the Local Gov't Code, in accordance with the procedures provided under Subchapter C-1 of Chapter 43 of the Local Gov't Code; and

WHEREAS, the City has received a request to annex the Property from Parker County, the political subdivision that maintains the East Bankhead Highway right-of-way, in accordance with Section 43.1055(c) of the Local Gov't Code;

WHEREAS, state law requires the City to direct its staff to prepare a service plan that provides for the extension of municipal services to the area to be annexed; and

WHEREAS, state law provides that the City shall conduct two public hearings, which must be conducted on or after the 40th day but before the 20th day of the adoption of the annexation ordinance, at which persons interested in the annexation are given the opportunity to be heard; and

WHEREAS, state law provides that the notice for each public hearing must be published at least once on or after the 20th day but before the 10th day before the date of the hearing, in the newspaper and on the City's internet website;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK THAT:

1. The City Council declares its intent to begin the process of annexing the Property identified in Exhibit "A" and depicted on the map in Exhibit "A" attached hereto and incorporated herein, consisting of approximately **10.98 acres** lying contiguous to the City of Willow Park, Texas into the territorial limits of Willow Park, Texas.
2. In accordance with Texas Local Government Code section 43.065, the City Council directs the staff to prepare a service plan that provides for the extension of municipal services to the annexation area.

- 3. In accordance with Texas Local Government Code section 43.063, the City Council hereby schedules two public hearings on this annexation on **January 14, 2025** during a regular City Council meeting beginning at 6:00 p.m. in the Willow Park City Council Chambers, 120 El Chico Trail, Suite A, Willow Park, Texas.
- 4. If more than 10 percent of the adults who are permanent residents of the area file a written protest of the annexation with the City Secretary within 10 days of the publication of the notice, then the City Manager is authorized and directed to reschedule at least one of the hearings to a suitable site, if available, in the area proposed for annexation.
- 5. The provisions of this resolution shall become effective immediately upon final passage and approved by the City Council.

PASSED AND APPROVED this the 26th day of November, 2024.

DOYLE MOSS, Mayor
LEA YOUNG, Mayor Pro Tem

ATTEST:

ANTONETTE A. FISHER, Interim City Secretary

APPROVED AS TO FORM:

WILLIAM P. CHESSER, City Attorney

The Willow Park City Council, acting on **Resolution No. 2024-14**, did on the 26th day of November, 2024 vote as follows:

	<u>FOR</u>	<u>AGAINST</u>	<u>ABSTAIN</u>
Doyle Moss	_____	_____	_____
Eric Contreras, Place 1	_____	_____	_____
Chawn Gilliland, Place 2	_____	_____	_____
Greg Runnebaum, Place 3	_____	_____	_____
Lea Young, Place 4	_____	_____	_____
Nathan Crummel, Place 5	_____	_____	_____



TBPLS FIRM# 10194493

FIRM# F-2448

3465 CURRY LANE
ABILENE, TX 79606
325-695-1070

1925 FORT WORTH HWY.
WEATHERFORD, TX 76086
817-594-9880

1014 BROADWAY STREET
LUBBOCK, TX 79414
806-368-6375

EXHIBIT "A"




Item 5.

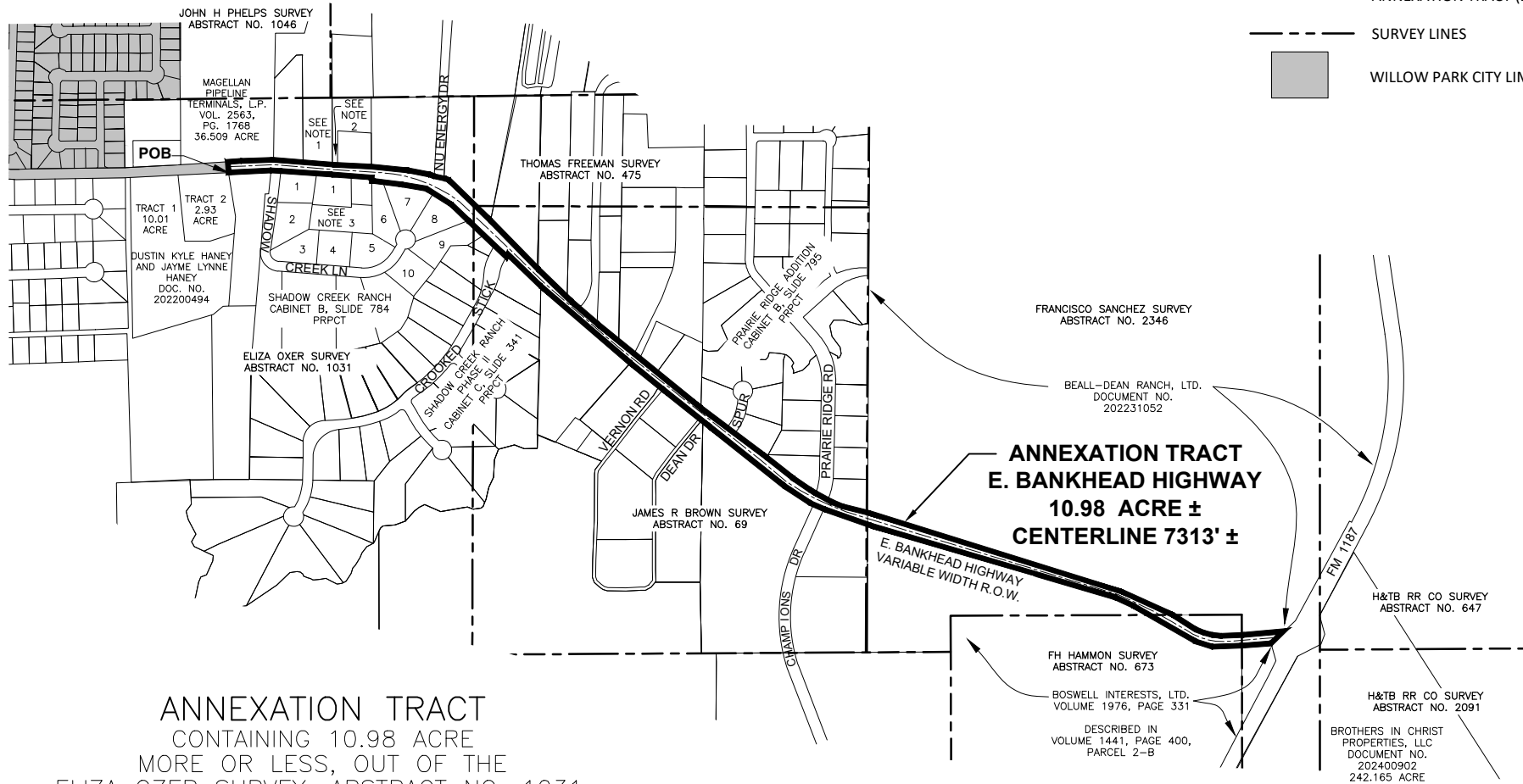


SCALE: 1" = 1000'

NOTES:

1. 9901 Bankhead Park, LLC, 13.94 Acre, Document Number 202233894
2. Ward A. Campbell, 3,439 Acre, Volume 2435, Page 839
3. Apolinar - Phillips Addition, Lot 1, Block 1, Cabinet E, Slide 106, Plat Records

-  ANNEXATION TRACT (BOLD)
-  SURVEY LINES
-  WILLOW PARK CITY LIMITS



ANNEXATION TRACT
 CONTAINING 10.98 ACRE
 MORE OR LESS, OUT OF THE
 ELIZA OZER SURVEY, ABSTRACT NO. 1031,
 JAMES R. BROWN SURVEY, ABSTRACT NO. 69,
 THOMAS FREEMAN SURVEY, ABSTRACT NO. 475,
 FRANCISCO SANCHEZ SURVEY, ABSTRACT NO. 2346, AND
 F.H. HAMMON SURVEY, ABSTRACT NO. 673,
 PARKER COUNTY, TEXAS

DRAWING COMPLETED: MARCH 11, 2024

EXHIBIT A
ANNEXATION TRACT
METES AND BOUNDS DESCRIPTION

BEING 10.98 acre more or less, having a centerline of 7313 feet, more or less, of East Bankhead Highway (a variable width right-of-way) out of the Eliza Oxer Survey, Abstract No. 1031, James R. Brown Survey, Abstract No. 69, Thomas Freeman, Survey, Abstract No. 475, Francisco Sanchez Survey, Abstract No. 2346, and F.H. Hammon Survey, Abstract No. 673;

BEGINNING at a point being in the Eliza Oxer Survey, Abstract No. 1031, being a corner of the existing City of Willow Park, Texas, City Limits Line, being on the south right-of-way line of said East Bankhead Highway, being the northeast corner of a 2.93 acre tract, Tract Two, conveyed in Warranty Deed with Vendor's Lien, to Dustin Kyle Haney and Jayme Lynne Haney, recorded in Document Number 202200494, Official Public Records, Parker County, Texas, same being the northwest corner of a 3.549 acre tract conveyed in a Warranty Deed with Vendor's Lien to Stillwater Meadow, LLC recorded in Document Number 201522788, Official Public Records, Parker County, Texas, from which a ½ inch rebar rod for the northeast corner of said 3.549, same being in the west line of Shadow Creek Lane, bears N87°05'53"E 261.34 feet, being the southwest corner of this described tract;

THENCE northerly crossing said East Bankhead Highway, with the existing City of Willow Park, City Limits Line, to a point on the north right-of-way line of said East Bankhead Highway, same being the south line of a 36.509 acre tract conveyed in Special Warranty Deed, to Magellan Pipeline Terminals. L.P. recorded in Volume 2563, Page 1768, Official Public Records, Parker County, Texas, for the northwest corner of this described tract;

THENCE southeasterly along the north right-of-way of said East Bankhead Highway, 7371 feet more or less to a 2 inch pipe fence corner, being the occupied corner, being the most southerly southeast corner of a called 321.406 acre tract conveyed in Special Warranty Deed, to Beall-Dean Ranch, LTD, recorded in Document Number 202231052, Official Public Records, Parker County, Texas, and being on the westerly right-of-way of FM 1187, for the northeast corner of this described tract;

THENCE southwesterly with westerly right-of-way of said FM 1187, crossing said East Bankhead Highway to a 3 inch pipe fence corner on the south right-of-way line of said East Bankhead Highway, same being the occupied corner of the most northerly northeast corner of a tract conveyed in a Deed Without Warranty to Boswell Interest, LTD., recorded in Volume 1976, Page 331, Deed Records, Parker County, Texas, being described in Volume 1441, Page 400 as Parcel 2-B, for the southeast corner of this described tract;

THENCE northwesterly along the south right-of-way line of said East Bankhead Highway, to the **POINT OF BEGINNING**, containing 10.98 acres more or less.



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: 11/25/2024	Department: Admin	Presented By: City Manager
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AGENDA ITEM: Discussion / Action: To authorize Jacob and Martin to produce a spacing study and plan for the use of the City's building located at 120 El Chico, and form a committee to oversee the project.

BACKGROUND: At the request of Mayor Pro Tem Lea Young, staff has reached out to Tal Fillingham, with Jacob and Martin, who we have worked with previously to develop a spacing plan for city building located at 120 El Chico with the goal of determining the City's future needs. The estimated cost is \$10,000.

To assist and oversee the project, staff recommends the Council form a committee of Council members and city staff to provide direction and guidance to Jacob and Martin. It is expected that the Committee would bring recommendations back to the Council no later than May of 2025.

Suggested Memo: I move to authorize the City Manager to execute a contract with Jacob and Martin for the purpose producing a spacing plan for 120 El Chico, and forming a Committee including the following members: _____
_____.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

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



INTEGRITY
EXCELLENCE
TRUST

PROPOSAL FOR PROFESSIONAL SERVICES

November 21, 2024

Client Information:

City of Willow Park
120 El Chico Trail
Willow Park, Texas 76087
817-441-7108

Project Summary:

Prepare feasibility and conceptual floor plans for remodel improvements to City Hall and adjacent connected building

Prepared by:

William R. Duncan II, AIA, NCARB
Architect / Project Manager
Jacob | Martin

Overview of Services

Jacob | Martin will provide a building remodel feasibility to include conceptual floor plans and associated cost estimates. This scope will include all necessary meetings and site/facility evaluations to prepare concept plans. Existing building plans shall be provided by the client. Jacob | Martin will provide measurements of the existing facility that are not represented in the provided plans.

Compensation

Jacob | Martin will complete conceptual services as requested by the client on an hourly fee basis not to exceed \$8,000, see attachment A for hourly fee schedule. The fee will be based upon actual hours worked by Jacob | Martin staff to complete the requested service. Once the terms of this proposal are agreed upon Jacob | Martin will forward an agreement of services contract. Please let me know if you have any questions.

Accepted:

Signature _____

Name _____

Title _____



325.695.1070
817.594.9880



info@jacobmartin.com
www.jacobmartin.com



3465 Curry Lane
Abilene, TX 76906

1508 Santa Fe, Suite 203
Weatherford, TX 76086



INTEGRITY
EXCELLENCE
TRUST

FEEES FOR PROFESSIONAL SERVICES

ENGINEERING SERVICES

Senior Principal Engineer	\$ 230.00
Principal Engineer	210.00
Registered Professional Engineer - 1	200.00
Registered Professional Engineer - 2	165.00
Engineer-in-Training (E.I.T.)	125.00
Engineering Technician - 1	130.00
Engineering Technician - 2	110.00
CAD Draftsman - 1	100.00
CAD Draftsman - 2	85.00
Engineering / Architectural Intern	60.00

ARCHITECTURAL SERVICES

Principal Architect	\$ 200.00
Licensed Architect - 1	190.00
Licensed Architect - 2	150.00
Licensed Interior Designer	115.00
Architectural Associate	110.00

ANCILLARY SERVICES

Environmental Scientist	\$ 120.00
Environmental Technician	75.00
GIS Technician - 1	130.00
GIS Technician - 2	90.00
Senior Land Man	105.00
Clerical - 1	100.00
Clerical - 2	75.00

Effective 1/1/2024



3465 Curry Lane
Abilene, TX 79606
325.695.1070

908 S. Main Street, Suite 100
Boerne, TX 78006
325.695.1070

4920 S. Loop 289, Suite 106
Lubbock, TX 79414
806.368.6375

1925 Fort Worth Highway
Weatherford, TX 76086
817.594.9880



INTEGRITY
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SURVEYING SERVICES

Principal Surveyor	\$ 175.00
Registered Professional Land Surveyor	175.00
Surveyor-in-Training (S.I.T.)	110.00
1-Man Crew	100.00
General Overtime (Weekends, Holidays or before 8 am or after 5 pm)	125.00
2-Man Crew	150.00
General Overtime (Weekends, Holidays or before 8 am or after 5 pm)	175.00
3-Man Crew	175.00
General Overtime (Weekends, Holidays or before 8 am or after 5 pm)	200.00
GPS Equipment	80.00
Robotic Total Station	65.00
Vehicle Charge (per day) plus IRS rate per mile	50.00

FIELD SERVICES

Resident Project Representative - 1	\$ 105.00
General Overtime (Weekends, Holidays or before 8 am or after 5 pm)	125.00
Resident Project Representative - 2	80.00
General Overtime (Weekends, Holidays or before 8 am or after 5 pm)	100.00
Licensed Water/Wastewater Operator (A/B)	100.00
Licensed Water/Wastewater Operator (C/D)	85.00
Vehicle Charge (per day) plus IRS rate per mile	50.00

A FACTOR OF 1.1 SHALL BE APPLIED TO THE FOLLOWING

1. Actual cost of subsistence and lodging
2. Actual cost of postage and shipping fees
3. Actual cost of materials required for the project used in surveying, drafting and associated activities
4. Actual cost of special tests and services of special consultants, if required

Effective 1/1/2024



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Abilene, TX 79606
325.695.1070

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817.594.9880



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: November 26, 2024	Department: Public Works	Presented By: Gretchen Vazquez Chase McBride
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AGENDA ITEM: Discuss and consider the Squaw Creek Estates West subdivision Street Improvements and Water Line Upgrade Project

BACKGROUND:

The City of Willow Park strives to maintain its roadway network as best as possible. Streets that have exceeded their life expectancy and can no longer be effectively maintained are considered for reconstruction as a Capital project. The reconstruction of Squaw Creek, Yucca, Mesa, Cactus, and Verde Roads, if approved, will become the street maintenance projects to be performed during the next paving season.

The planning of the utility upgrades prior to roadway improvements is also of primary importance. The project also includes the installation of approximately 14,130 linear feet of 8” PVC water line, water service/meter reconnections, and associated appurtenances.

The estimated cost of the Street Improvements and Water Line Upgrades is \$9,700,000. With the consensus of the City Council, staff will work to finalize the project listing and work to obtain a professional services agreement to begin the design phase of the project. An engineering contract will be presented to the City Council at a later date.

Proposed Street Segments:

- Squaw Creek Road from Sam Bass Road to Ranch House Road
- Yucca Road from Verde Road to Squaw Creek Road
- Mesa Road from Verde Road to Squaw Creek Road
- Cactus Road from Verde Road to Squaw Creek Road
- Cactus Court from Cactus Road to End of Cul-de-Sac
- Verde Road from HOA Entrance to Yucca Road

STAFF RECOMMENDATION:

Staff recommends the reconstruction of Squaw Creek, Yucca, Mesa, Cactus, Cactus Court, and Verde Roads and water line upgrades.

EXHIBITS:

Street Improvements and Water Line Upgrade Presentation
Squaw Creek Estates West Plat



**Squaw Creek, Yucca, Mesa, Cactus,
Verde Road Improvements and
Water Line Upgrade Project**

November 26, 2024

Squaw Creek, Yucca, Mesa, Cactus, and Verde Road Improvements

Functional Classification

- Collector

Determination of Right-of-Way

- 60' right-of-way

Pavement Type

- Asphalt Pavement

Maintenance Records

- Pavement Deterioration

Pavement Condition Rating

- Poor

Utility Work

- Water upgrade
- Undersized culverts

Citizen Input

- General public support

Funding

- To be determined





Raveling



Patches



Alligator Cracks



Distortion



Potholes



Longitudinal cracks



Block cracks



Rutting

Squaw Creek Road

- The **Squaw Creek Road** Improvements consists of a 12" pulverized (road-mixed) P2 stabilized asphalt and base, compacting, and resurfacing with 6" hot-mix asphaltic concrete (HMAC) pavement. Included is a 9" concrete ribbon curb along the edge of the new pavement.
- **Yucca, Mesa, Cactus, and Verde Road** Improvements consists of an 8" pulverized (road-mixed) P2 stabilized asphalt and base, compacting, and resurfacing with 2" hot-mix asphaltic concrete (HMAC) pavement.



Aerial Map

- Drainage improvements include upsizing existing culverts at creek crossings.
- The undersized culverts will be designed to convey the 100-year storm.



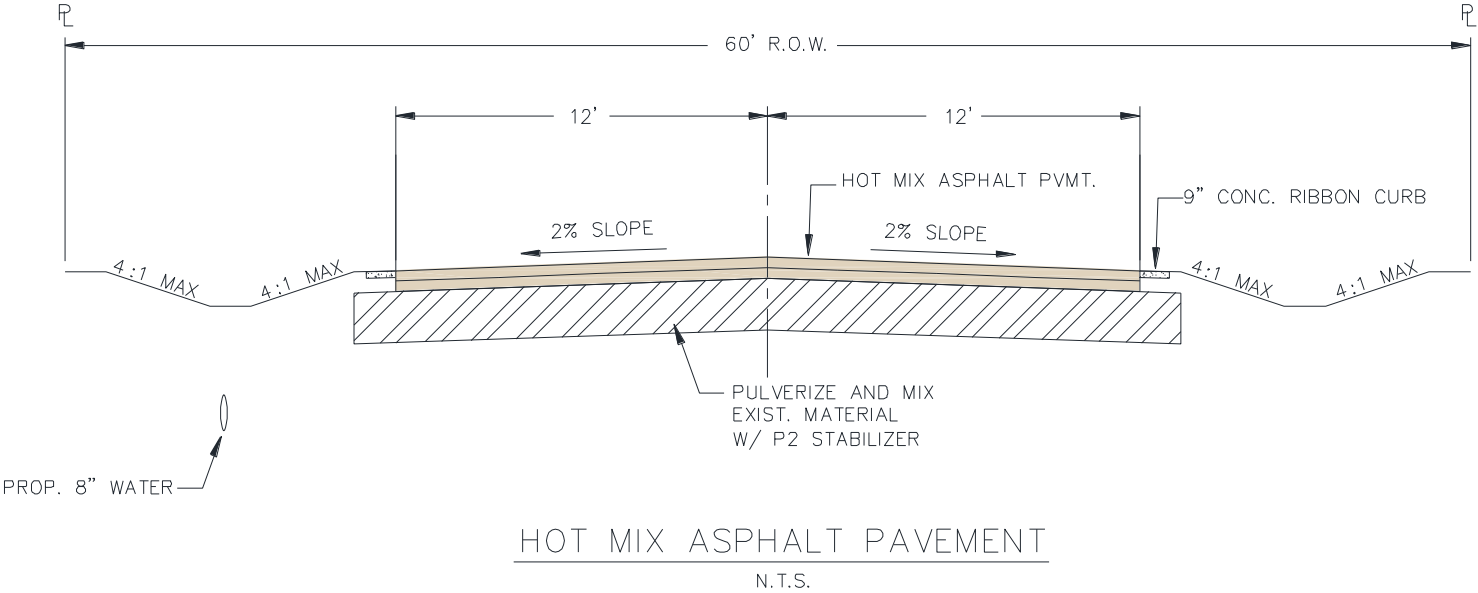
Squaw Creek Road – Undersized Culverts

Water Line Upgrade

- **Squaw Creek Road** - Installation of approximately 7,950 linear feet (1.5 miles) of 8" PVC water line, water service/meter reconnections, and associated appurtenances.
- **Yucca, Mesa, Cactus, and Verde Roads** - Installation of approximately 6,180 linear feet (1.2 miles) of 8" PVC water line, water service/meter reconnections, and associated appurtenances.



Typical Street Section Detail



Squaw Creek Road Improvements – Preliminary Estimate

ITEM	ITEM DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
1	12" Pulverized (Road-Mixed) P2 Stabilized Asphalt & Base	SY	22,970	\$16.00	\$367,520
2	P2 Stabilizer	Gal	34,450	\$5.00	\$172,250
3	Prime Coat	Gal	10,600	\$5.00	\$53,000
4	4" HMAC Base Course TYB	SY	21,200	\$35.00	\$742,000
5	2" HMAC Surface Course TYD	SY	21,200	\$18.00	\$381,600
6	9" Concrete Ribbon Curb	LF	15,900	\$33.00	\$524,700
7	Reflective Pvmt Marking (TY I) (Y) (4")(100MIL)	LF	15,900	\$3.00	\$47,700
8	Drainage Improvements	LS	1	\$450,000.00	\$450,000
9	Hydromulch	SY	17,680	\$2.50	\$44,200
10	Mobilization, TCP, SWPPP, Materials Testing	@ 15 % LS	1	\$417,500	\$417,500
11	Construction Contingency	@ 20 % LS	1	\$556,600	\$556,600
12	Engineering and Surveying	@ 12 % LS	1	\$334,000	\$334,000

Total: \$4,091,100.00

Note: The above Opinion of Probable Construction Cost is only an opinion and is based on the information known to the Engineer at this time. The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Squaw Creek Road Water Upgrade – Preliminary Estimate

ITEM	ITEM DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
1	8" PVC AWWA C900, DR-18, Water Line (By Open-cut)	LF	6,315	\$110.00	\$694,650
2	8" PVC AWWA C900, DR-18, Water Line (By Other than Open-cut)	LF	810	\$175.00	\$141,750
3	Bore & Encasement	LF	825	\$450.00	\$371,250
4	Fire Hydrant Assembly	EA	20	\$7,500.00	\$150,000
5	8" Gate Valve and Box	EA	10	\$3,500.00	\$35,000
6	Connection to Existing Water line	EA	7	\$8,500.00	\$59,500
7	Water Service Replace & Recon (3/4")	EA	68	\$2,700.00	\$183,600
8	Trench Safety	LF	6,315	\$4.00	\$25,260
9	Hydromulch Seeding	SY	13,250	\$2.50	\$33,125
10	Mobilization, TCP, SWPPP, Materials Testing @	15 % LS	1	\$254,200	\$254,200
11	Construction Contingency @	20 % LS	1	\$338,900	\$338,900
12	Engineering and Surveying @	12 % LS	1	\$203,300	\$203,300
Total:					\$2,490,600.00

Note: The above Opinion of Probable Construction Cost is only an opinion and is based on the information known to the Engineer at this time. The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Yucca, Mesa, Cactus, and Verde Road Improvements – Preliminary Estimate

ITEM	ITEM DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
1	8" Pulverized (Road-Mixed) P2 Stabilized Asphalt & Base	SY	17,860	\$15.00	\$267,900
2	P2 Stabilizer	Gal	26,780	\$5.00	\$133,900
3	Prime Coat	Gal	4,120	\$5.00	\$20,600
4	2" HMAC Surface Course TYD	SY	16,480	\$18.00	\$296,640
5	Drainage Improvements	LS	1	\$220,000.00	\$220,000
6	Hydromulch	SY	13,740	\$2.50	\$34,350
7	Mobilization, TCP, SWPPP, Materials Testing	@ 15 % LS	1	\$146,100	\$146,100
8	Construction Contingency	@ 20 % LS	1	\$194,700	\$194,700
9	Engineering and Surveying	@ 12 % LS	1	\$116,900	\$116,900

Total: \$1,431,100.00

Note: The above Opinion of Probable Construction Cost is only an opinion and is based on the information known to the Engineer at this time. The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Yucca, Mesa, Cactus, and Verde Roads Water Upgrade – Preliminary Estimate

ITEM	ITEM DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
1	8" PVC AWWA C900, DR-18, Water Line (By Open-cut)	LF	5,130	\$110.00	\$564,300
2	8" PVC AWWA C900, DR-18, Water Line (By Other than Open-cut)	LF	870	\$175.00	\$152,250
3	Bore & Encasement	LF	180	\$450.00	\$81,000
4	Fire Hydrant Assembly	EA	8	\$7,500.00	\$60,000
5	8" Gate Valve and Box	EA	9	\$3,500.00	\$31,500
6	Connection to Existing Water line	EA	11	\$8,500.00	\$93,500
7	Water Service Replace & Recon (3/4")	EA	46	\$2,700.00	\$124,200
8	Trench Safety	LF	5,130	\$4.00	\$20,520
9	Hydromulch Seeding	SY	10,310	\$2.50	\$25,775
10	Mobilization, TCP, SWPPP, Materials Testing @	15 % LS	1	\$173,000	\$173,000
11	Construction Contingency @	20 % LS	1	\$230,700	\$230,700
12	Engineering and Surveying @	12 % LS	1	\$138,400	\$138,400

Total: \$1,695,200.00

Note: The above Opinion of Probable Construction Cost is only an opinion and is based on the information known to the Engineer at this time. The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Thank you

Gretchen Vazquez, City Engineer
Chase McBride, Public Works Director
Michelle Guelker, Assistant City Manager

BLOCKS 1 thru 9 SQUAW CREEK ESTATES WEST

Out of the B.B.B. & C.R.R. Co. Sur., Abst. No. 147, the W.M. McDonald Sur., Abst. No. 2140 and the J.A. Pritchard Sur., Abst. No. 1092

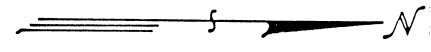
WILLOW PARK - PARKER COUNTY TEXAS

BROWN and DAVIES Engineers FORT WORTH TEXAS
 Surveyed: Summer & Fall, 1970

Approved -
 CITY COUNCIL
 CITY of WILLOW PARK TEXAS
 BY: A.V. Rice
 MAYOR
 DATE: Dec 17, 1970

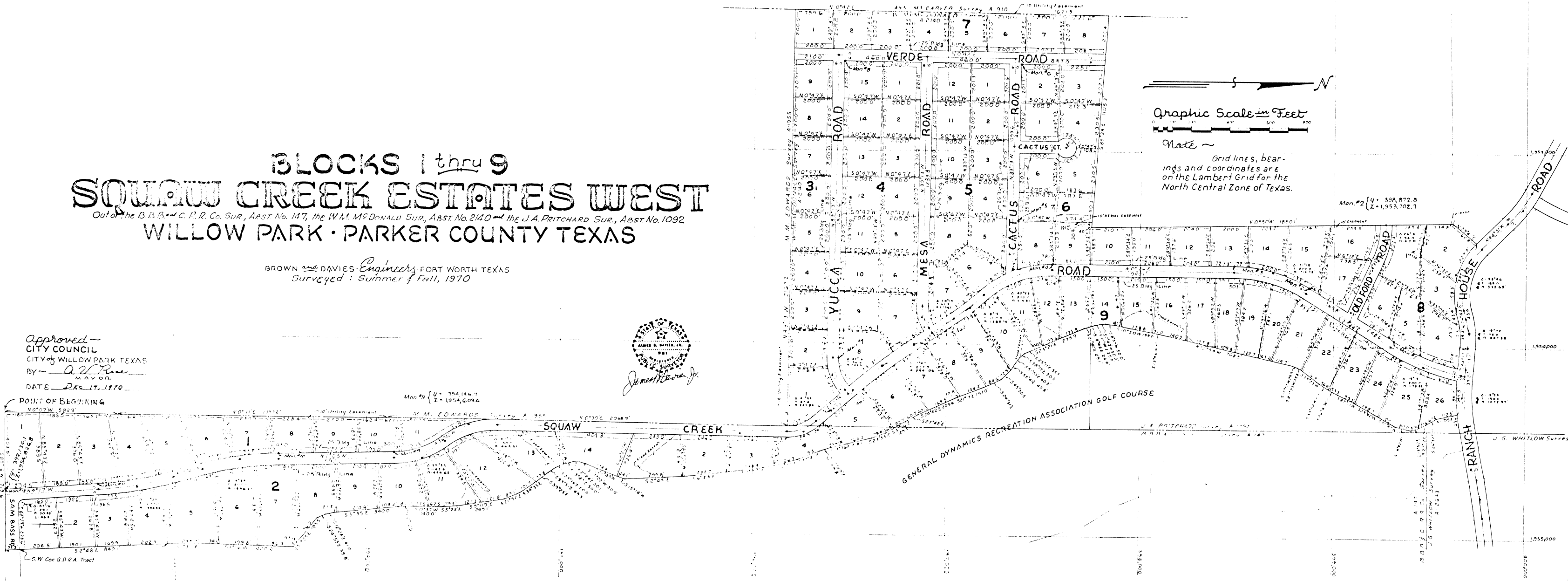


James B. Davies, Jr.



Graphic Scale in Feet

Note -
 Grid lines, bearings and coordinates are on the Lambert Grid for the North Central Zone of Texas.



JOHN EDGEMAN Survey A-471

J.G. WHITLOW Survey A-2013



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: November 26, 2024	Department: Admin	Presented By: City Manager
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AGENDA ITEM: Discussion / Action on Crown Road Update

BACKGROUND: At the request of Council, staff deployed speed trailers to measure the effectiveness of the recently installed speed humps. Attached are two data sets, one prior to the installation of speed humps, and one after the installation of speed humps.

Summary of findings:

Site 1 (Approximately 30 Crown)

Measurement	Before	After
Below Speed Limit:	56.0%	88.5%
Moderately Above Speed Limit:	26.8%	10.5%
Excessively Above Speed Limit:	0.2%	1.0%
Average Speed Violation	36.50 mph	35.74 mph

Site 2 (Approximately 80 Crown)

Measurement	Before	After
Below Speed Limit:	40.1%	73.0%
Moderately Above Speed Limit:	50.3%	26.8%
Excessively Above Speed Limit:	9.7%	0.2%
Average Speed Violation	35.93 mph	33.96 mph

STAFF/BOARD/COMMISSION RECOMMENDATION: Given the data provided, city staff's opinion is that the speed humps have achieved the goal of reducing the speeding along Crown Road. Therefore, it is our opinion that any additional speed humps along Crown Road would provide minimal benefit and are not required. It is the opinion of staff that the speed humps are working, and that this project should be concluded.

Suggested Motion: I move that the current amount speed hump installed is sufficient to meet the Council goal of reducing speeding along Crown Road, and the project is concluded. No further improvements are required.

EXHIBITS:

Speed Trailer Data Sets

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

Willow Park Police Department

Survey Description

Survey Details

Survey Location	0 Crown Road	
Survey GPS Coordinates	32.756109, -97.660052	
Survey Dates	Start	Stop
	Friday, 02/16/2024 9:34 AM	Wednesday, 02/28/2024 9:41 PM
Posted Speed Limit	30 mph	
Traffic Zone	Normal	
File Name	Stats-03.04.2024-01.39.48 PM@2024-03-04_14-14-09.xml	
Device Type	PMG	
Device Serial Number	SA001286	
Survey Note		

Total Vehicle Count	15848	
<i>Traffic Direction</i>	South (Closing)	North (Away)
<i>Vehicle Count</i>	7053	8795

Survey Map



Willow Park Police Department

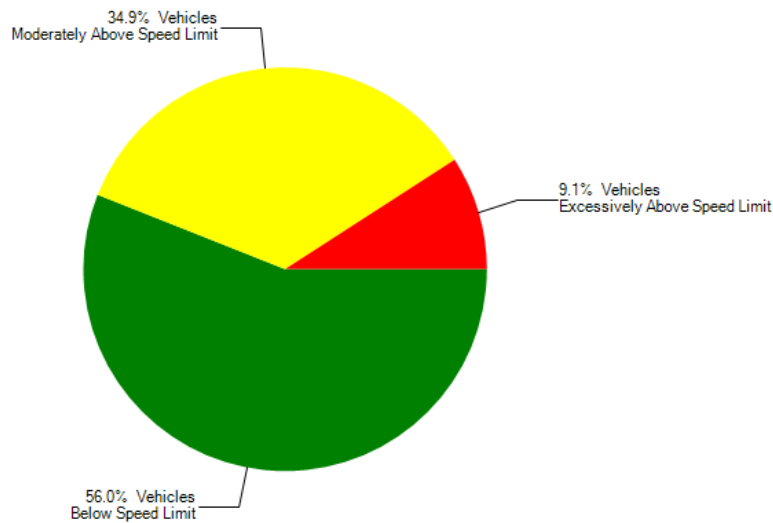
Survey Description

Survey Location 0 Crown Road
Survey GPS Coordinates 32.756109, -97.660052
Survey Dates **Start** Friday, 02/16/2024 9:34 AM **Stop** Wednesday, 02/28/2024 9:41 PM
Posted Speed Limit 30 mph
Traffic Zone Normal

Speed Pie Chart

Date Range: 2024-02-16 - 2024-02-28

Direction: Both



	Traffic Direction	Closing	Away	Combined
Posted Speed Limit			30 mph	
<i>Vehicles Under the Speed Limit Count</i>		4480	4397	8877
<i>Vehicles Under the Speed Limit Percentage</i>		63.52%	49.99%	56.01%
<i>Vehicles Over the Speed Limit Count</i>		2573	4398	6971
<i>Vehicles Over the Speed Limit Percentage</i>		36.48%	50.01%	43.99%
Excessive Speed Threshold			40 mph	
<i>Vehicles Over the Excessive Speed Count</i>		457	989	1446
<i>Vehicles Over the Excessive Speed Percentage</i>		6.48%	11.25%	9.12%
<i>Average Violation Speed</i>		35.88 mph	36.87 mph	36.5 mph

Willow Park Police Department

Survey Description

Survey Details

Survey Location	Crown	
Survey GPS Coordinates	32.761033, -97.659832	
Survey Dates	Start	Stop
	Tuesday, 03/05/2024 2:23 PM	Monday, 04/01/2024 11:41 AM
Posted Speed Limit	30 mph	
Traffic Zone	Normal	
File Name	Stats-04.01.2024-01.47.19 PM@2024-04-01_13-58-48.xml	
Device Type	PMG	
Device Serial Number	SA001286	
Survey Note		

Total Vehicle Count	17376	
<i>Traffic Direction</i>	North (Closing)	South (Away)
<i>Vehicle Count</i>	7221	10155

Survey Map



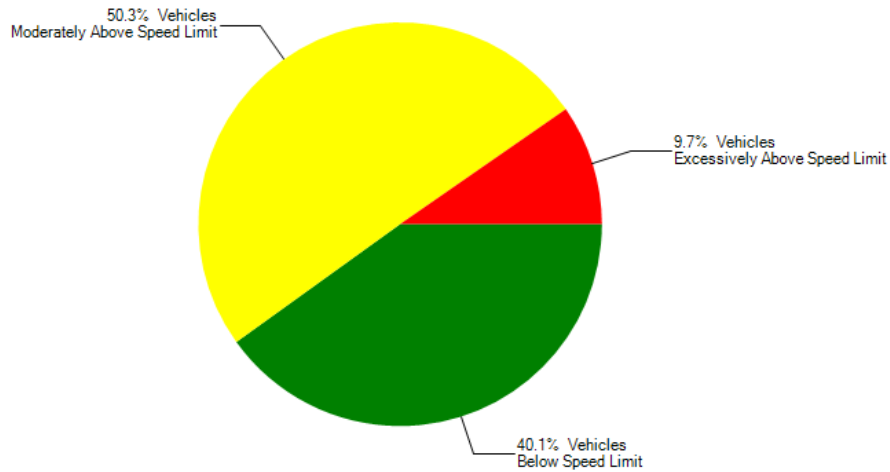
Willow Park Police Department

Survey Description

Survey Location Crown
Survey GPS Coordinates 32.761033, -97.659832
Survey Dates **Start** Tuesday, 03/05/2024 2:23 PM **Stop** Monday, 04/01/2024 11:41 AM
Posted Speed Limit 30 mph
Traffic Zone Normal

Speed Pie Chart

Date Range: 2024-03-05 - 2024-04-01
 Direction: Both



	Traffic Direction	Closing	Away	Combined
Posted Speed Limit			30 mph	
<i>Vehicles Under the Speed Limit Count</i>		2813	4151	6964
<i>Vehicles Under the Speed Limit Percentage</i>		38.96%	40.88%	40.08%
<i>Vehicles Over the Speed Limit Count</i>		4408	6004	10412
<i>Vehicles Over the Speed Limit Percentage</i>		61.04%	59.12%	59.92%
Excessive Speed Threshold			40 mph	
<i>Vehicles Over the Excessive Speed Count</i>		616	1061	1677
<i>Vehicles Over the Excessive Speed Percentage</i>		8.53%	10.45%	9.65%
<i>Average Violation Speed</i>		35.69 mph	36.1 mph	35.93 mph

WILLOW PARK POLICE DEPARTMENT

Survey Description

Survey Details

Survey Location	30 CROWN ROAD, WILLOW PARK, TX	
Survey GPS Coordinates		
Survey Dates	Start	Stop
	Tuesday, 10/22/2024 7:09 AM	Tuesday, 10/29/2024 4:13 PM
Posted Speed Limit	30 mph	
Traffic Zone	RESIDENTIAL	
File Name	Stats-10.29.2024-04.15.21 PM@2024-10-30_06-56-16.xml	
Device Type	PMG	
Device Serial Number	SA001286	
Survey Note		

Total Vehicle Count	5736	
<i>Traffic Direction</i>	South (Closing)	North (Away)
<i>Vehicle Count</i>	2457	3279

Survey Map



WILLOW PARK POLICE DEPARTMENT

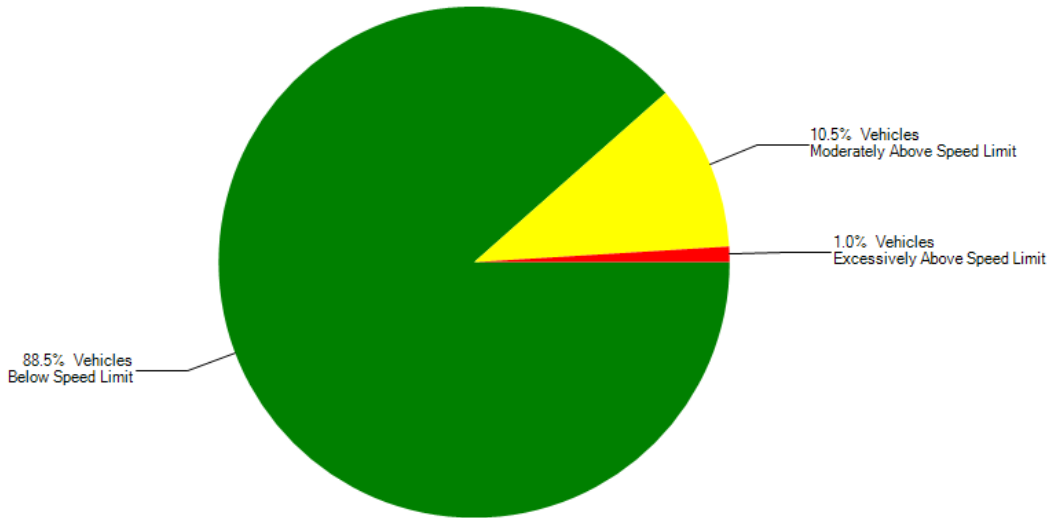
Survey Description

Survey Location 30 CROWN ROAD, WILLOW PARK, TX
Survey GPS Coordinates
Survey Dates **Start** Tuesday, 10/22/2024 7:09 AM **Stop** Tuesday, 10/29/2024 4:13 PM
Posted Speed Limit 30 mph
Traffic Zone RESIDENTIAL

Speed Pie Chart

Date Range: 2024-10-22 - 2024-10-29

Direction: Both



	Traffic Direction	Closing	Away	Combined
Posted Speed Limit			30 mph	
<i>Vehicles Under the Speed Limit Count</i>		2262	2813	5075
<i>Vehicles Under the Speed Limit Percentage</i>		92.06%	85.79%	88.48%
<i>Vehicles Over the Speed Limit Count</i>		195	466	661
<i>Vehicles Over the Speed Limit Percentage</i>		7.94%	14.21%	11.52%
Excessive Speed Threshold			45 mph	
<i>Vehicles Over the Excessive Speed Count</i>		1	55	56
<i>Vehicles Over the Excessive Speed Percentage</i>		0.04%	1.68%	0.98%
<i>Average Violation Speed</i>		33.82 mph	36.54 mph	35.74 mph

Willow Park P.D.

Survey Description

Survey Details

Survey Location	80 Crown Road	
Survey GPS Coordinates		
Survey Dates	Start	Stop
	Tuesday, 10/29/2024 4:25 PM	Tuesday, 11/12/2024 5:09 PM
Posted Speed Limit	30 mph	
Traffic Zone	Normal	
File Name	Stats-11.15.2024-06.51.14 AM@2024-11-15_07-06-59.xml	
Device Type	PMG	
Device Serial Number	SNAA000000	
Survey Note		

Total Vehicle Count	8264	
<i>Traffic Direction</i>	Undefined (Closing)	Undefined (Away)
<i>Vehicle Count</i>	4580	3684

Survey Map



Willow Park P.D.

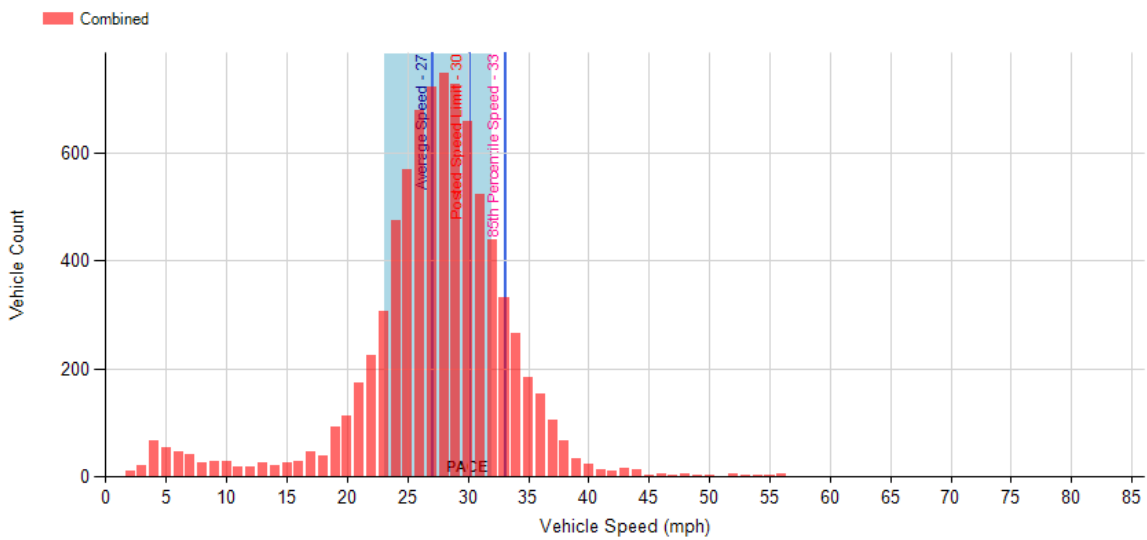
Survey Description

Survey Location 80 Crown Road
Survey GPS Coordinates
Survey Dates **Start** Tuesday, 10/29/2024 4:25 PM **Stop** Tuesday, 11/12/2024 5:09 PM
Posted Speed Limit 30 mph
Traffic Zone Normal

Count vs Speed - StackedBar Chart

Date Range: 2024-10-29 - 2024-11-12

Direction: Both



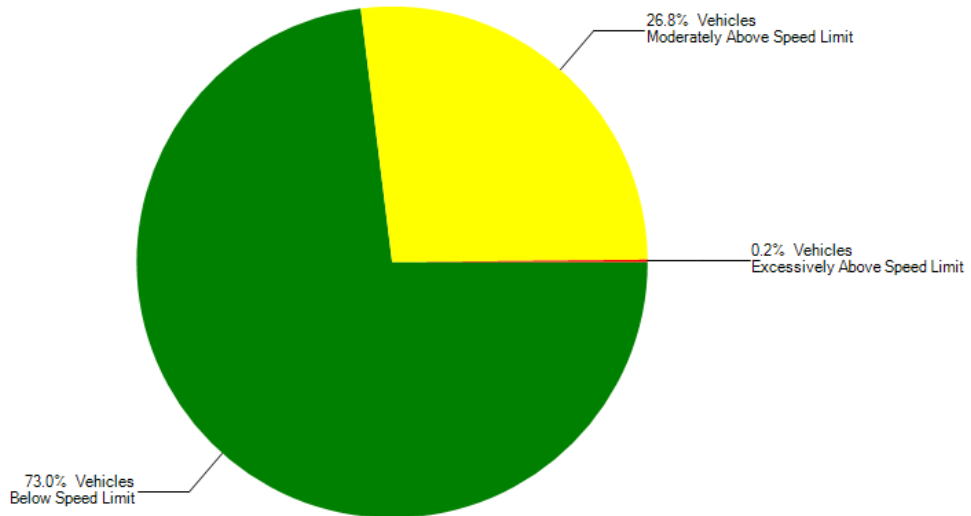
Willow Park P.D.

Survey Description

Survey Location 80 Crown Road
Survey GPS Coordinates
Survey Dates **Start** Tuesday, 10/29/2024 4:25 PM **Stop** Tuesday, 11/12/2024 5:09 PM
Posted Speed Limit 30 mph
Traffic Zone Normal

Speed Pie Chart

Date Range: 2024-10-29 - 2024-11-12
 Direction: Both



	Traffic Direction	Closing	Away	Combined
Posted Speed Limit			30 mph	
<i>Vehicles Under the Speed Limit Count</i>		3331	2705	6036
<i>Vehicles Under the Speed Limit Percentage</i>		72.73%	73.43%	73.04%
<i>Vehicles Over the Speed Limit Count</i>		1249	979	2228
<i>Vehicles Over the Speed Limit Percentage</i>		27.27%	26.57%	26.96%
Excessive Speed Threshold			55 mph	
<i>Vehicles Over the Excessive Speed Count</i>		1	12	13
<i>Vehicles Over the Excessive Speed Percentage</i>		0.02%	0.33%	0.16%
<i>Average Violation Speed</i>		33.54 mph	34.49 mph	33.96 mph



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: 12-10-24	Department: Marketing and Communications	Presented By: Communications Director
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AGENDA ITEM: Discussion only: update on FlashVote registration and surveys

BACKGROUND: The city council approved using FlashVote to conduct community surveys this fall. The communications director will provide an update on the registration process and when the community can expect to see its first survey.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	NA
	Source of Funding	NA