



## CITY COUNCIL REGULAR MEETING AGENDA

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

Tuesday, September 12, 2023 at 6:00 PM

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### 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. Approve City Council Minutes - Regular City Council Meeting August 22, 2023.

### REGULAR AGENDA ITEMS

2. PUBLIC HEARING to consider a request for change in rezoning of "PD" Planned Development District for Red River Development's single-family dwelling subdivision of Country Hollow of 19.16 acres John H. Phelps Survey, Abstract No. 1046, City of Willow Park, Parker County, Texas.
3. Discussion/Action: to adopt an ordinance of the City of Willow Park, Texas, providing for a zoning change of "PD" Planned Development District for Red River Development's

single-family dwelling subdivision of Country Hollow, 19.16 acres situated within the John Phelps survey, abstract no 1046, City of Willow Park, Texas; repealing conflicting ordinances; providing for a severability; and providing for an effective date.

4. Discussion/Action: to approve an interlocal agreement with Parker County for road repairs in Precinct Four.
5. Discussion/Action: to approve an addendum with Parker County for road repairs on Emsley Road in Precinct Four.
6. Discussion/Action: to approve an amendment to the Interlocal Agreement between Parker County and the City of Willow Park for dispatch services.
7. Discussion/Action: to adopt an ordinance of the City Council of the City of Willow Park, Texas rescinding and repealing article 8.02 minors of the Willow Park Cod of Ordinances which established a juvenile curfew; providing a severability clause; providing a savings clause; providing for an effective date.
8. Discussion/Action: to adopt an ordinance of the City of Willow Park, Texas repealing and rescinding the previous Noise Ordinance contained in Chapter 8 “OFFENSES AND NUISANCES”, Article 8.03 “NOISE” and amending the Code of Ordinances of the City of Willow Park, Texas, Chapter 8 “OFFENSES AND NUISANCES,” by adopting a new Article 8.03, “NOISE”; providing definitions; providing applicability; providing offenses; providing for the authorization of Temporary Noise Permits; providing for appeal of the denial of a Temporary Noise Permit; providing for a penalty not to exceed \$500 for violations and that each day during or on which a violation occurs shall be deemed a separate offense; providing a severability clause; providing a cumulative repealer clause; providing for publication; providing for engrossment and enrollment; and providing an effective date.
9. Discussion/Action: to adopt an ordinance of the City Council of the City of Willow Park, Texas, adopting a Comprehensive Fee and Rate Schedule for the following Enterprise Fund Utility Rates/Services/Charges for Fiscal Year 2023/24, including Water Impact Fees, Water Tap Fees Wastewater Impact Fees, Wastewater Tap Fees Drainage Impact Fees, Utility Deposits/Fees, Water Base Rates, Water Volumetric Charges, Wastewater Rates, Solid Waste Rates, Additional Utility Services Charges, and Water Meter Costs; amending various city ordinances; and containing a severability clause and an effective date.
10. Discussion/Action: to approve a Resolution appointing a voting member and alternate to the Wholesale Water and Wastewater Customer Advisory Committee.

## **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.*

11. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.

12. Section 551.074 Personnel Matters; City Secretary Review

**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: September 8, 2023, at 2:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

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Crystal R. Dozier, TRMC

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](mailto: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](http://www.willowpark.org)



**CITY COUNCIL REGULAR MEETING MINUTES**

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

**Tuesday, August 22, 2023 at 6:00 PM**

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

**PRESENT**

- Councilmember Eric Contreras
- Councilmember Chawn Gilliland
- Councilmember Lea Young
- Councilmember Nathan Crummel

**ABSENT**

- Councilmember Greg Runnebaum

**STAFF PRESENT**

- City Manager Bryan Grimes
- City Attorney Pat Chesser
- City Secretary Crystal Dozier

**PLEDGE OF ALLEGIANCE AND INVOCATION**

Jonathan Mansur with Cross Timbers Baptist Church followed by the pledge of allegiance.

**PUBLIC COMMENTS (Limited to three minutes per person)**

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A. If, at a meeting of a governmental body, a member of the public or of the governmental body inquiries about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:

- (1) A statement of specific factual information given in response to the inquiry; or
- (2) A recitation of existing policy in response to the inquiry.

B. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

**There were no public comments.**



## CONSENT AGENDA

*All matters listed in the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

1. Approve City Council Minutes - Regular City Council Meeting August 8, 2023.

**To approve City Council Minutes - Regular City Council Meeting August 8, 2023.**

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

## REGULAR AGENDA ITEMS

2. **The City Council may conduct a public hearing on the City of Willow Park Fiscal Year 2023-2024 Proposed Budget.**

**Mayor Moss opened the Public Hearing at 6:04 pm**

**Hearing was none.**

**Mayor Moss closed the Public Hearing at 6:05 pm**

3. Discussion/Action: to adopt an ordinance providing for the adoption of the City of Willow Park Municipal Budget for Fiscal Year 2023 - 2024.

**To approve Ordinance No. 879-23 approving and adopting a budget for the City of Willow Park for the fiscal year beginning October 1, 2023, and ending September 30, 2024.**

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

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

**Voting Nay: None**

4. The City Council may conduct a public hearing on the City of Willow Park Proposed Ad Valorem Tax Rate for Tax Year 2023.

**Mayor Moss opened the Public Hearing 6:08 pm**

**KJ Hannah at 177 Melbourne Drive and Charlie Hodges at 122 Pony Express Trail both spoke before the City Council during the Public Hearing.**

**Mayor Moss closed the Public Hearing at 6:12 pm**

5. Discussion/Action: to adopt an ordinance adopting an Ad Valorem Tax Rate and levy on assessed property not to exceed \$0.397597 per \$100 valuation for tax year 2023 for the City of Willow Park, Texas including a Levy of Debt obligations (\$0.208872) and a levy for Maintenance and Operations (\$0.188725) consistent with the Fiscal Year 2023-2024 Municipal Budget.

**To adopt an ordinance adopting an Ad Valorem Tax Rate and levy on assessed property not to exceed \$0.397597 per \$100 valuation for tax year 2023 for the City of Willow Park, Texas including a Levy of Debt obligations (\$0.208872) and a levy for Maintenance and Operations (\$0.188725) consistent with the Fiscal Year 2023-2024 Municipal Budget.**

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

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

**Voting Nay: None**

6. Discussion/Action: to authorize the request for Bank Depository Services Proposal.

**To authorize Staff to advertise for Bank Depository Services Proposal.**

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

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

7. Discussion/Action: to approve the City's 2022-2023 3rd Quarter Financial Report.

**Jake Weber gave a brief summary of the FY 2022-2023 3rd Quarter Financial Report.**

**To approve the City's 2022-2023 3rd Quarter Financial Report.**

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

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

8. Discussion/Action: to accept the water and wastewater study from NewGen Strategies and Solutions.

**To accept the water and wastewater study from NewGen Strategies and Solutions.**

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

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

9. Discussion/Action: the City Council may consider authorizing staff to amend the bid specifications for the new wastewater plant to reduce the plant from a 1 million gallon capacity plant to a 750K gallon capacity plant and authorize City staff to re-advertise to seek competitive proposals.

**I move to authorize staff to amend the bid specifications for the new wastewater plant to reduce the plant from a 1 million gallon capacity plant to a 750K gallon capacity plant and authorize City staff to re-advertise to seek competitive proposals.**

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

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

10. Consideration/Action: to approve a replat of 4900 IH-20 Service Road South, Lot 3R, Block 1, Porter Addition, City of Willow Park, Parker County, Texas.

**To approve a replat of 4900 IH-20 Service Road South, Lot 3R, Block 1, Porter Addition, City of Willow Park, Parker County, Texas.**

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

11. Consideration/Action: to approve a final Plat for Lots 1-4, Block 1, Broadway Business Park Addition, being 8.046 acre tract in the McKinney & Williams Survey, Abstract No. 954, in the Extraterritorial Jurisdiction of the City of Willow Park, Parker County, Texas.

**To approve a final Plat for Lots 1-4, Block 1, Broadway Business Park Addition, being 8.046 acre tract in the McKinney & Williams Survey, Abstract No. 954, in the Extraterritorial Jurisdiction of the City of Willow Park, Parker County, Texas.**

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

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

12. Discussion/Action: to adopt an ordinance regarding the City of Willow Park's Texas Municipal Retirement System Benefits: (1) Adopting Non- Retroactive Repeating COLAS, For Retirees and Their Beneficiaries Under TMRS Act ACT §853.404(f) and (f-1), and (2) Authorizing Annually Accruing Updated Service Credits and Transfer Updated Service Credits.

**To adopt an ordinance regarding the City of Willow Park's Texas Municipal Retirement System Benefits: (1) Adopting Non- Retroactive Repeating COLAS, For Retirees and Their Beneficiaries Under TMRS Act ACT §853.404(f) and (f-1), and (2) Authorizing Annually Accruing Updated Service Credits and Transfer Updated Service Credits.**

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

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

## **DEPARTMENT REPORTS**

### 13. Quarterly Department Reports

**City Manager, Bryan Grimes gave a brief summary of the following quarterly reports.**

- a. Municipal Court
- b. Police
- c. Fire Marshal
- d. Public Works
- e. City Engineer
- f. Planning and Development
- g. Communications and Marketing

## **INFORMATIONAL**

### Mayor and Council Comments

**Mayor Pro Tem Young commended the Staff on the quality and the amount of information given on the quarterly department reports. She also mentioned the availability of the information is accessible on our website. She requested staff to come up with some recommendations for the Tourism Fund.**

**Mayor Moss concurred with the Mayor Pro Tem in regard to City Manager, Bryan Grimes putting together a great staff. He thanked Fire Chief Watson with ESD 1 for taking care of the grass fire on White Settlement Road on Sunday, August 20th. He also mentioned the passing of former Planning and Zoning Commissioner, Fred McCully.**

**Councilman Contreras acknowledged and praised Chief Watson with ESD 1 and his team for doing a great job and quickly responding to the grass fire.**

### City Manager Comments

**City Manager Bryan Grimes praised city staff on a job well done on some significant challenges in the last twelve months. He thanked city council for their approval on the TMRS COLA.**

**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.*

14. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.

**City Council did not convene into Executive Session.**

**ADJOURNMENT**

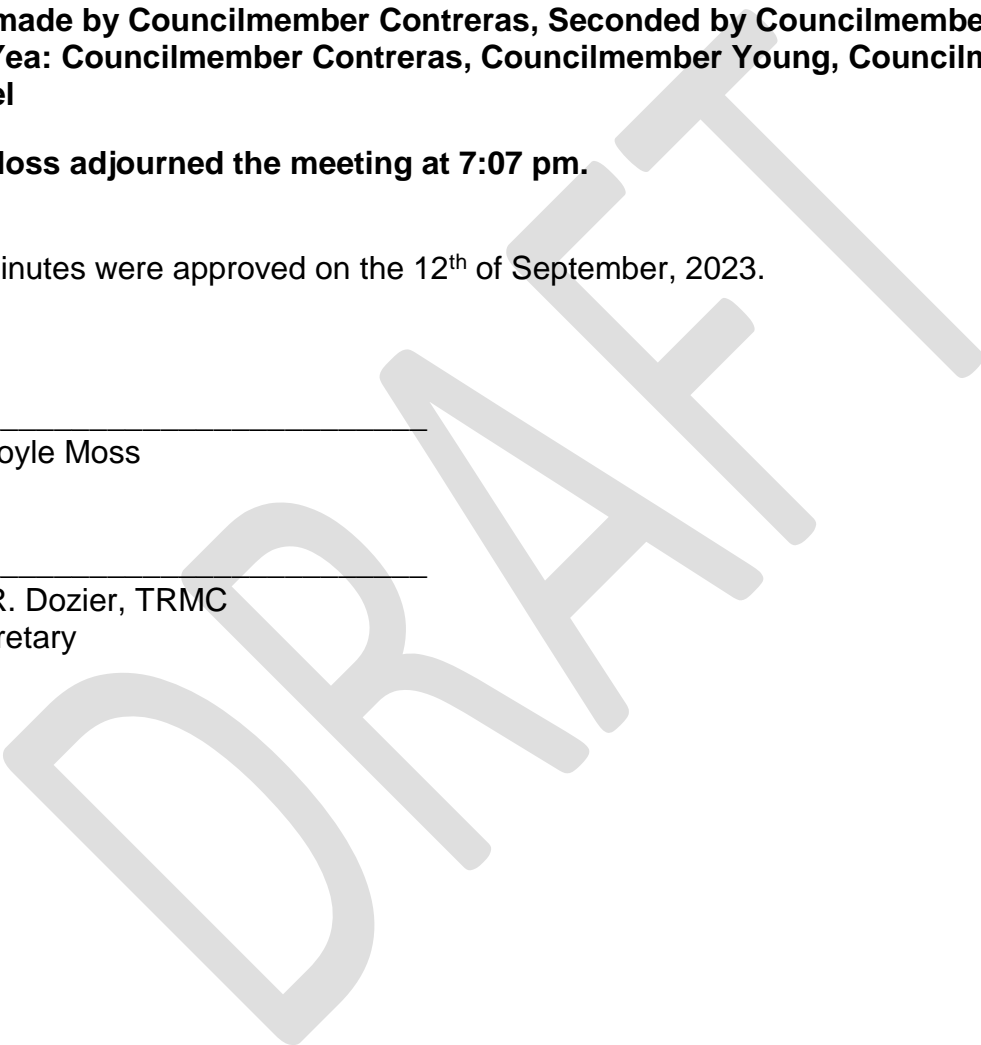
**Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.  
Voting Yea: Councilmember Contreras, Councilmember Young, Councilmember Crummel**

**Mayor Moss adjourned the meeting at 7:07 pm.**

These minutes were approved on the 12<sup>th</sup> of September, 2023.

\_\_\_\_\_  
Mayor Doyle Moss

\_\_\_\_\_  
Crystal R. Dozier, TRMC  
City Secretary





## City of Willow Park

### Notice of Public Hearing

The City of Willow Park City Council will hold a public hearing on the matter listed below:

**PUBLIC HEARING to consider a request for change in rezoning of “PD” Planned Development District for Red River Development’s single-family dwelling subdivision of Country Hollow of 19.16 acres John H. Phelps Survey, Abstract No. 1046, City of Willow Park, Parker County, Texas.**

City Council Meeting: Tuesday, September 12, 2023  
Time: 6:00 PM

Location: Willow Park City Hall  
120 El Chico Trail, Ste A  
Willow Park, TX 76087

Any member of the public has the right to appear at the Public Hearing. Please contact the Development Department at 817-441-7108 or [tfisher@willowpark.org](mailto:tfisher@willowpark.org) with any questions.

The above notice was posted on the bulletin board at the City of Willow Park City Hall, Willow Park, Texas on/before August 25, 2023 by 5:00 p.m.





# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> September 12, 2023	<b>Department:</b> Planning & Development	<b>Presented By:</b> Toni Fisher
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**AGENDA ITEM:**

**Discussion & Action: to consider a request for change in rezoning of “PD” Planned Development District for Red River Development’s single-family dwelling subdivision of Country Hollow of 19.16 acres John H. Phelps Survey, Abstract No. 1046, City of Willow Park, Parker County, Texas.**

**BACKGROUND:**

The proposed Planned Development PD R-5, subdivision of Country Hollow, consists of 19.16 acres of land to be developed with single-family housing on individual lots. The property was annexed by petition on November 9, 2021, and the PD R-5 Planned Development District was approved by City Council on April 12, 2022, Ordinance 857-22. Approval of this request will also require the amendment of Ordinance No. 857-22 to amend the PD.

The Applicant is requesting changes to the PD zoning to accommodate the existing architectural plans of the new home builder who has issued a Letter of Intent to purchase and develop the subdivision.

**STAFF RECOMMENDATION:**

The Planning & Zoning Commission conducted a public hearing for the Zoning Ordinance amendments as presented here on August 15, 2023, with no public comments; the Commissioners approved the amended PD with a 3-1 vote. Note, section (16)(D)1. was amended after the P&Z meeting.

Staff recommends approval of the rezoning request to the Planned Development for Country Hollow, as presented.

**EXHIBITS:**

- Rezoning Application
- Proposed Ordinance 2023-\_\_\_\_
- Ordinance Exhibit A – Concept Construction (Site) Plan
- Final Plat approved by City Council on 2/28/23
- Redlined Mark-Up of Ordinance 857-22 with Staff Revisions included

**RECOMMENDED MOTION:**

**Motion to approve the request for change in rezoning of “PD” Planned Development District for the subdivision of Country Hollow, City of Willow Park, Parker County, Texas, as presented.**

**CITY OF WILLOW PARK**

**ORDINANCE NUMBER 2023-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A ZONING CHANGE OF “PD” PLANNED DEVELOPMENT DISTRICT FOR RED RIVER DEVELOPMENT’S SINGLE-FAMILY DWELLING SUBDIVISION OF COUNTRY HOLLOW, 19.16 ACRES SITUATED WITHIN THE JOHN PHELPS SURVEY, ABSTRACT NO 1046, CITY OF WILLOW PARK, TEXAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Willow Park, Texas, is a Type A general law municipality located in Parker County, created in accordance with the provisions of Chapter 211 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, Red River Development 2020 LLC (Owner) has applied for a change in zoning for the single-family dwelling subdivision of Country Hollow, 19.16 acres situated within the John Phelps Survey, Abstract No. 1046, (the “Property”) amending the “PD/R-5” Planned Development District, Single Family Medium Density, for Country Hollow; and.

**WHEREAS**, the City has complied with all requirements of Chapter 211 of the Local Government Code and all other laws dealing with notice, publication and procedural requirements of the rezoning of the Property; and

**WHEREAS**, the City of Willow Park, Texas does hereby deem it advisable and in the public interest to grant the requested zoning.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS:**

**Section 1.** The Zoning Ordinance, and the Official Zoning Map are hereby amended insofar as they relate to certain land located in Willow Park, Texas, as shown on the preliminary Zoning Site Plan attached hereto as Exhibit ‘A’, and described by metes and bounds description attached as Exhibit ‘B’, by changing the zoning of said property from R-1 Single Family to PD Planned Development district, including any other conditions and restrictions imposed and approved by the City Council, which are incorporated herein.

**Section 2. PD Development Standards**

**2.0 Planned Development - Single Family**

**2.01 Purpose:** The purpose of this Planned Development District (PD) is to allow for development of standard single-family detached housing.

**2.02 Requirements:** This Planned Development District shall be subject to the requirements of the R-5 Zoning District, except as modified below. The site plan provided shows the general schematic layout of the site and intended uses only. This site plan is subject to change, and

modifications are allowed in the planning and design process, provided that the final site plan matches the characteristic and intent of the plan provided in this ordinance as Exhibit 'A'.

**2.03 Permitted Uses:** Uses as allowed in the "R-5" zoning are allowed in this Planned Development District.

**2.04 Zoning Standards:** Standards as defined in the "R-5" zoning are required except as modified below.

- (1) Maximum height. Two (2) stories, but not to exceed thirty-five (35) feet.
- (2) Minimum lot area. Five thousand (5,000) square feet.
- (3) Maximum family dwelling units. Six (6) dwelling units per acre.
- (4) Minimum gross living area. The following ranges must be followed per each defined subdivision: 50% 1700 - 2000 square feet; 50% greater than 2000 square feet.
- (5) Front yard setback. Twenty (20) feet, from the edge of the sidewalk closest to the residence.
- (6) Rear yard setback. Ten (10) feet.
- (7) Side yard setback. Five (5) feet.
- (8) Corner lot side yard setback. Ten (10) feet.
- (9) Maximum lot coverage by structure. Average max coverage of Fifty percent (50%) with Lots 27 – 32 Block A and Lots 12-19 Block B max lot coverage of Fifty-Six percent (56%)
- (10) Required parking. Two (2) car attached garage per dwelling unit. Front entrance garages are permitted.
- (11) Required screening. Rear and rear-side yards shall be enclosed with masonry or wooden screening. Screening shall be a minimum of six (6) feet and a maximum of eight (8) foot in height. Screening poles shall be metal and set in concrete. All screening shall be uniform throughout individual subdivisions. Developments done in phases shall ensure that screening is complimentary in style and colors.
- (12) Minimum masonry coverage. One hundred percent (100%) masonry on all sides, except where prohibited by Fire Code and excluding areas over roof or that bear on foundation or considered an architectural feature.
- (13) Landscape requirements. Front and front side yards shall be sodded. The front yard shall have minimum of one (1) tree with minimum three (3) inch trunk diameter as measured twelve (12) inches above the ground and a minimum of thirteen (13) shrubs. Said shrubs shall be a minimum of two (2) ten-gallon shrubs, six (6) five-gallon

shrubs and five (5) three-gallon shrubs at the time of planting.

(14) Architectural relief required. All dwellings shall have one or more offsets in the front façade of at least 24” depth. Covered porches are included as an offset.

(15) Repetition of building form.

(A) Repetition of facade. The same floor plan with the same house elevation and brick color may not be duplicated within three (3) lots adjacent to the applicable lot on the same side of the street and on the lot directly across the street from that applicable lot.

(B) Determination by building official.

1. The building official shall have discretion to approve minor variations in the requirements of this section, so long as those variations are consistent with the overall intent of this section.

2. The following process shall be used to approve a front building elevation plan for master elevation approval for the community:

a. The applicant shall submit a dimensioned rendering of the front building elevation to the building official.

b. The building official shall determine the elevation plan's compliance with this section for use of the elevation to be built within the community.

c. The applicant shall prepare and submit construction plans and one of the elevation plans from the approved master elevation set to the building official, who shall process the plans in accordance with city ordinances and policies.

d. The master elevation plan approval shall remain in effect until the completion of all construction has been completed within the community.

f. Construction plans shall be consistent with the approved elevation plan. If construction plans are inconsistent, consistent plans shall be submitted or a new elevation plan must be approved for the construction plans under the criteria of this section.

(C) Minimum roof pitch required. A minimum 8:12 roof pitch is required for each primary structure, with the exception of garages, patios and porches, which shall have a minimum of a 4:12 roof pitch.

(D) Minimum overhang required. Each primary structure must be constructed

with a roof overhang of not less than eleven (11) inches as measured from the finished exterior building facade to the soffit.

(E) Roofing system required. Installed roofing shingles must consist of dimensional shingles with a minimum manufacturer's rating of twenty (20) years.

(16) Special regulations.

(A) Portable trailers may be used as offices or storage trailers located within a new sub-development subject to the following provisions:

1. No more than one (1) trailer per platted subdivision;
2. Trailer must be located at least one hundred fifty (150) feet from any occupied residence prior to placement of trailer.

(B) All streets shall be constructed of concrete, with curb and gutter and adjacent sidewalks.

(C) Connectivity to adjacent subdivisions or commercial areas must be provided.

(D) Amenity provisions:

1. Pocket parks or subdivision specific green space, or parkland dedication fee in lieu of either/both;
2. Benches in common areas;
3. Enhanced landscaping;
4. Enhanced lighting, where appropriate;
5. Trees planted along streets or roadways;
6. Home owner association shall maintain all common area or common to all amenities;
7. All utilities shall be buried underground.

**Section 3. Severability Clause.** This ordinance shall be cumulative of all provisions of ordinances of the City of Willow Park, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinance. in which event the conflicting provisions of such ordinances are hereby repealed. To the extent that the provisions of the City of Willow Park's various development ordinances conflict with this ordinance, the terms of this ordinance shall control.

It is hereby declared to be the intention of the City Council that the phrases, clauses sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgement of decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**Section 4. Penalty Clause.** Any person, firm, association or persons, company, corporation, or their agents, servants, or employees violating or failing to comply with any of the provision of this article shall be fined, upon conviction, not less than one dollar (\$1.00) nor more than two thousand dollars (\$2,000.00), and each day any violation of noncompliance continues shall constitute a separate and distinct offense. The penalty provided herein shall be cumulative of other remedies provided by State Law, and the power of injunction as provided in V.T.C.A. Local Government Code 54.012 and as may be amended, may be exercised in enforcing this article whether or not there has been a complaint filed.

**Section 5. Effective Date.** This Ordinance shall become effective immediately upon its passage and publication as required by law.

**PASSED by an affirmative vote of all members of the City Council, this 12th day of September, 2023.**

**APPROVED:**

\_\_\_\_\_  
Doyle Moss, Mayor

**ATTEST:**

\_\_\_\_\_  
Crystal R. Dozier TRMC, City Secretary

\_\_\_\_\_  
Pat Chesser, City Attorney



The Willow Park City Council in acting on Ordinance 2023-\_\_\_\_\_, did on the 12 day of September, 2023, vote as follows:

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

**EXHIBIT A**  
**PRELIMINARY PD SITE PLAN**



**CITY OF WILLOW PARK  
PLANNING & DEVELOPMENT DEPARTMENT  
ZONING CHANGE APPLICATION**

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It is our mission at the City of Willow Park to promote commerce while preserving neighborhoods through orderly review, study, and consideration of zoning issues relative to state and local laws. The Zoning Ordinances adopted by the City of Willow Park specify the zoning districts within our city limits as per the city's Comprehensive Plan. There are certain guidelines to which a zoning change must adhere to become a legal district.

Each submittal is reviewed by designated members of City Staff within the Planning & Development, Public Works, and Fire Marshal departments for confirmation of compliance within City Ordinances. Once the Application is reviewed and accepted by Staff, the Application will move to the next step, along with any Staff comments, to the Planning & Zoning Commission. There will be a Public Notice posted in the local newspaper for the zoning request, not less than 15 days before the Public Hearing; and, surrounding property owners within 200 feet of the subject property will be notified by Certified Letter, not less than 10 days before the Public Hearing.

**For important deadline date information, please review the “Planning & Development Department – Project Review Schedule” on the City’s website or contact the Planning & Development Director.**

To allow for effective and efficient handling of your request, please review the following Checklist and provide all required documentation with the Application payment to the City of Willow Park’s permits technician as per the directions stated.

**Should you have any questions or concerns at all, please do not hesitate to contact the Planning & Development Department at 817-441-7108. We are here to help you.**

**SUBMITTAL:**

Please electronically submit the completed Application, Checklist, and all supporting documents to [permits@willowpark.org](mailto:permits@willowpark.org). Application Fee payment may be paid by check, money order, cashier’s check, or credit card (over the phone or in person; convenience fees apply).



**CITY OF WILLOW PARK  
PLANNING & DEVELOPMENT DEPARTMENT  
ZONING CHANGE APPLICATION**

Item 3.

**Name of Applicant:** Chris Hartke

**Mailing Address:** 3200 S. Interstate 35E, Suite 1129 Denton TX 76210  
Street City State Zip

**Business Phone:** 940.383.4177 **Cell:** 817.668.6238

**Email Address:** chartke@tnpinc.com

**Name of Property Owner:** Scott Moehlenbrock

**Mailing Address:** 3333 Welborn St; Suite 350 Dallas TX 75219  
Street City State Zip

**Business Phone:** 405.245.6968 **Cell:** 405.245.6968

**Email Address:** scott@redriverdevelopment.com

**Address of property requesting to be re-zoned:** South of 5720 E I20, West Freeway, Aledo, TX 76008

**Legal Description:** Remainder Tract of D&M, A Texas General Partnership Vol. 1403 Pg. 113 R.P.R.P.C.T.

**Current Zoning District:** PD/R-5 Planned Development District

**Requested Zoning District:** PD/R-5 Planned Development District

**Reason for zoning request:** The entire project site is located within the existing Planned Development described in Ordinance Number 857-22. The request is to revise certain language.

Does the Request conform to the proposed Future Land Use Map in the City's Comprehensive Plan?  **Y**

**APPLICATION FEE: \$250** and/or as per "Development Fee Schedule"

*Any additional reasonable fees and/or costs which are required by the City of Willow Park for a proper review of this request are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building/property inspections and/or testing(s).*

*Christopher Hartke*

7/27/2023

SIGNATURE OF APPLICANT

DATE

*Scott Moehlenbrock*

7/28/23

SIGNATURE OF PROPERTY OWNER\*

DATE

\* If the Property Owner is represented by an alternate, a notarized letter of authorization must be submitted with Application.



**CITY OF WILLOW PARK**  
**PLANNING & DEVELOPMENT DEPARTMENT**  
**ZONING CHANGE APPLICATION CHECKLIST**

**Please include this Checklist with your Application.**

An Application may be deemed incomplete and not accepted unless all applicable information noted below is submitted to the City of Willow Park's Planning & Development Department, and accompanies Application Fee payment, at the time of Application.

*Please Initial below to confirm, or write "N/A" if not applicable:*

CH Site location/vicinity map clearly showing the location of the subject.

CH Site Plan showing: The currently approved Final Plat for the project location, known as Country Hollow, along with accompanying sheets are attached to this application. A link to the current construction plans can be made available upon request.

CH Boundary of subject property, indicated by a heavy dashed line, and distances, and distance to the nearest cross street.

CH A north arrow is provided with drawing, oriented such as that north is located to the top or left side of drawing sheet.

CH A written and bar scale is provided. 1"= 200' unless previously approved by City Staff.

CH Accurately located, labeled and dimensioned footprint of existing structure(s) to remain is/are shown by a heavy dashed line.

CH Show adjacent property lines and names of property owners within 200 feet of the subject property.

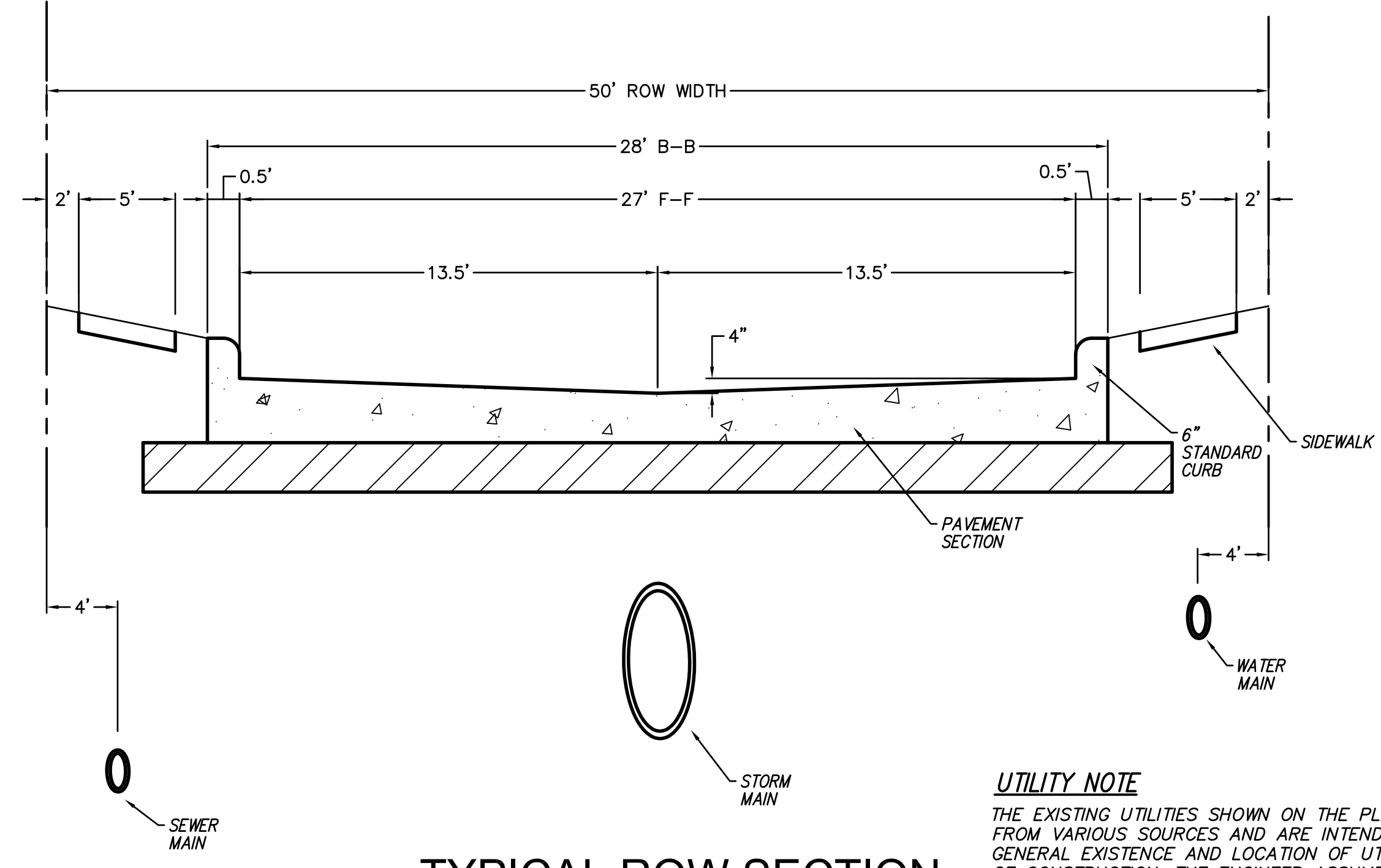
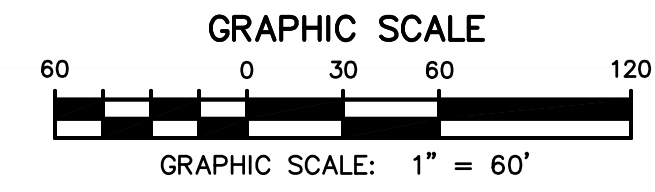
N/A Adjacent zoning and land use (e.g. bank with drive-thru, office building, undeveloped, etc.) within 200 feet of the property line is indicated.

N/A Names of all adjacent property owners and/or subdivisions within 200 ft. of the subject property, including Lot, Block, and County Clerk recording information (Property ID on Parker County Appraisal District) is shown.

**SUBMITTAL:**

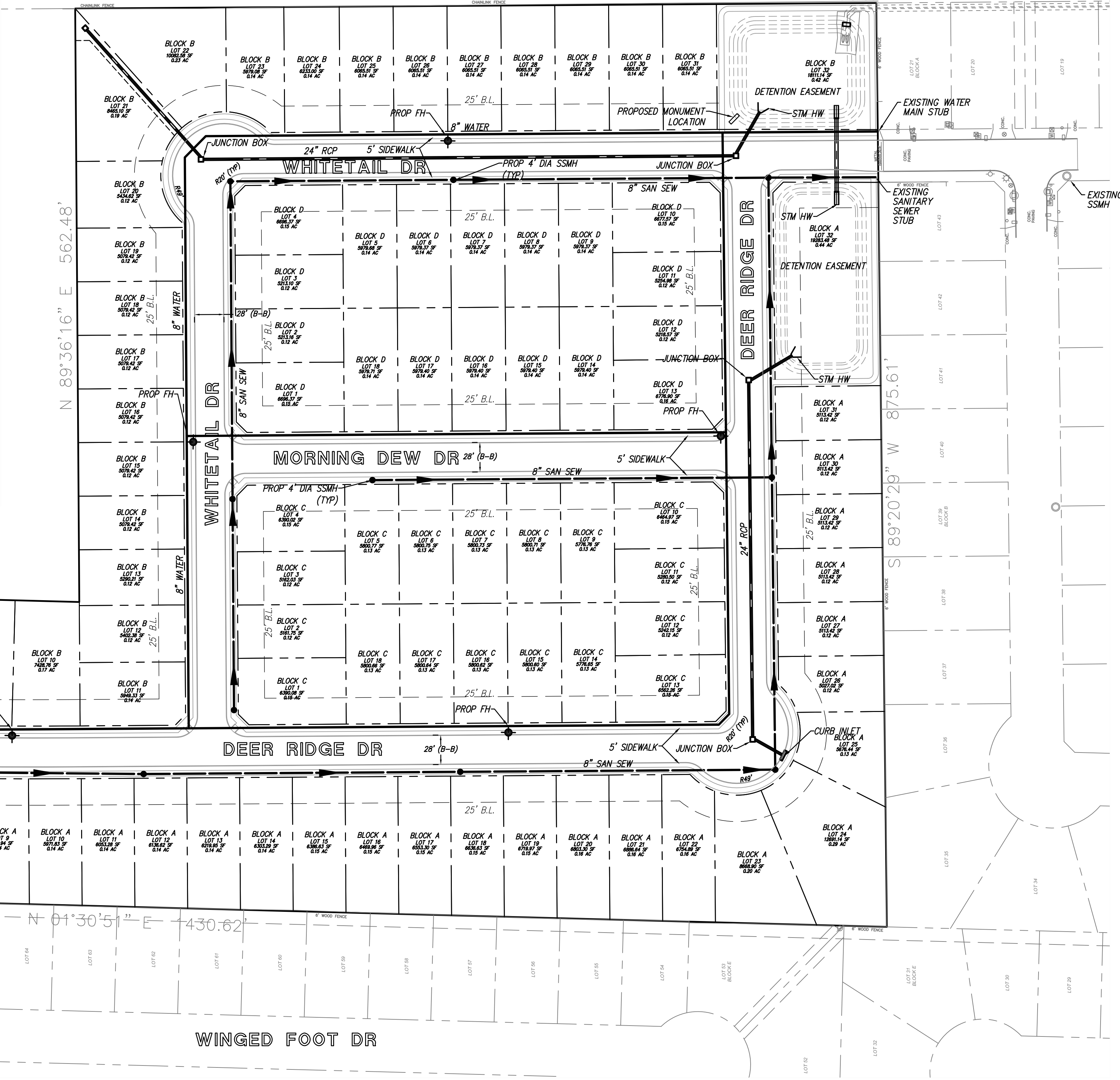
Please electronically submit the completed Application, Checklist, and all supporting documents to [permits@willowpark.org](mailto:permits@willowpark.org). Application Fee payment may be paid by check, money order, cashier's check, or credit card (over the phone or in person; convenience fees apply).

**Please contact the Planning & Development Department with any questions, or if you need any assistance in completing this Application.**



TYPICAL ROW SECTION

**UTILITY NOTE**  
 THE EXISTING UTILITIES SHOWN ON THE PLANS WERE COMPILED FROM VARIOUS SOURCES AND ARE INTENDED TO SHOW THE GENERAL EXISTENCE AND LOCATION OF UTILITIES IN THE AREA OF CONSTRUCTION. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION SHOWN ON THE PLANS. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL CONTACT UTILITY COMPANIES 48 HOURS IN ADVANCE OF ANY CONSTRUCTION ACTIVITIES IN ORDER TO DETERMINE IF THERE IS ANY CONFLICT WITH THE PROPOSED FACILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY WHEN CONFLICTS WITH EXISTING UTILITIES ARE DISCOVERED.

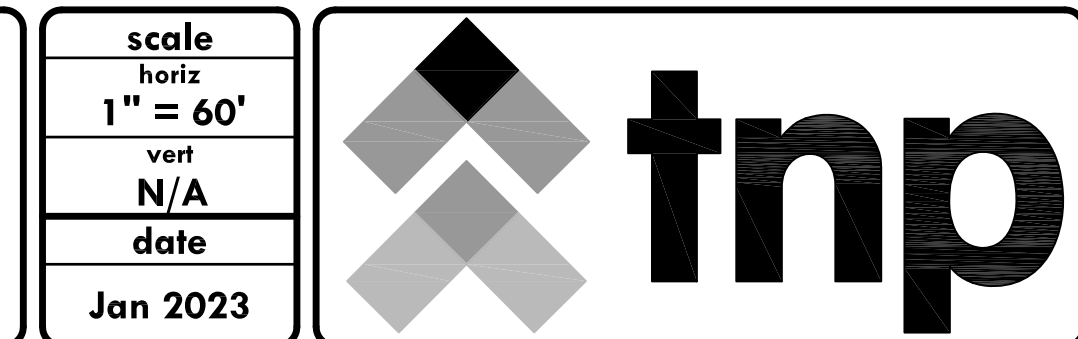


Drawing: T:\Projects\RRD22419\City\Plan\Utility\Plan.dwg, dt: Jan 27, 2023, 11:41am, by: antbilbitz  
 Layout: 3 - CONCEPT CONSTRUCTION PLAN - Views: XSD - MSS.dwg - XSD - BASE.dwg - XSD - GRADING.dwg - XSD - SD.dwg - XREF - TNS.DWG

no.	revision	by	date

**teague nall and perkins, inc**  
 3200 S. Interstate 35E, Suite 1129  
 Denton, Texas 76210  
 940.383.4177 ph  
 www.tnppinc.com  
 TBPE: F-230; TBPLS: 10011600, 10011601, 10194381

scale  
 horiz  
**1" = 60'**  
 vert  
 N/A  
 date  
**Jan 2023**

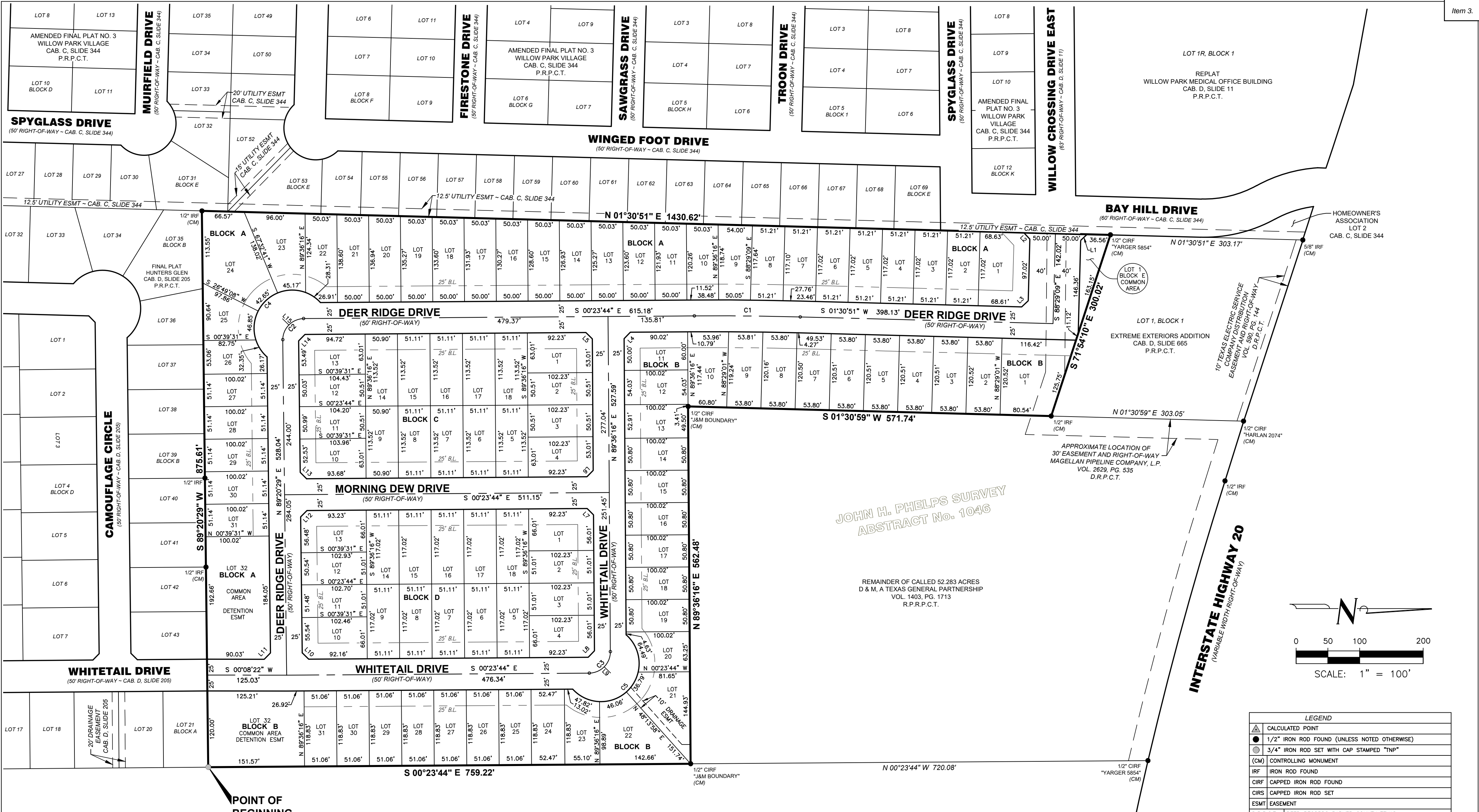


This document is for interim review and is not intended for construction, bidding or permit purposes.  
**ANTHONY MILBITZ, P.E.** Date: January 27, 2023  
 Tx. Reg. # 142911

City of Willow Park, Texas  
 Improvements for  
**Country Hollow**  
**CONCEPT CONSTRUCTION PLAN**

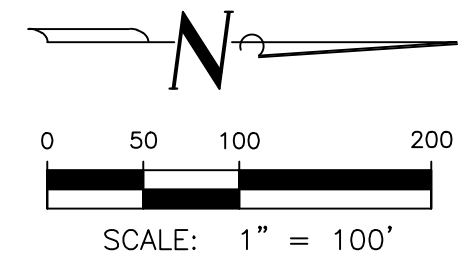
tnp project  
**RRD22419**  
 sheet  
**3**





JOHN H. PHELPS SURVEY  
ABSTRACT No. 1046

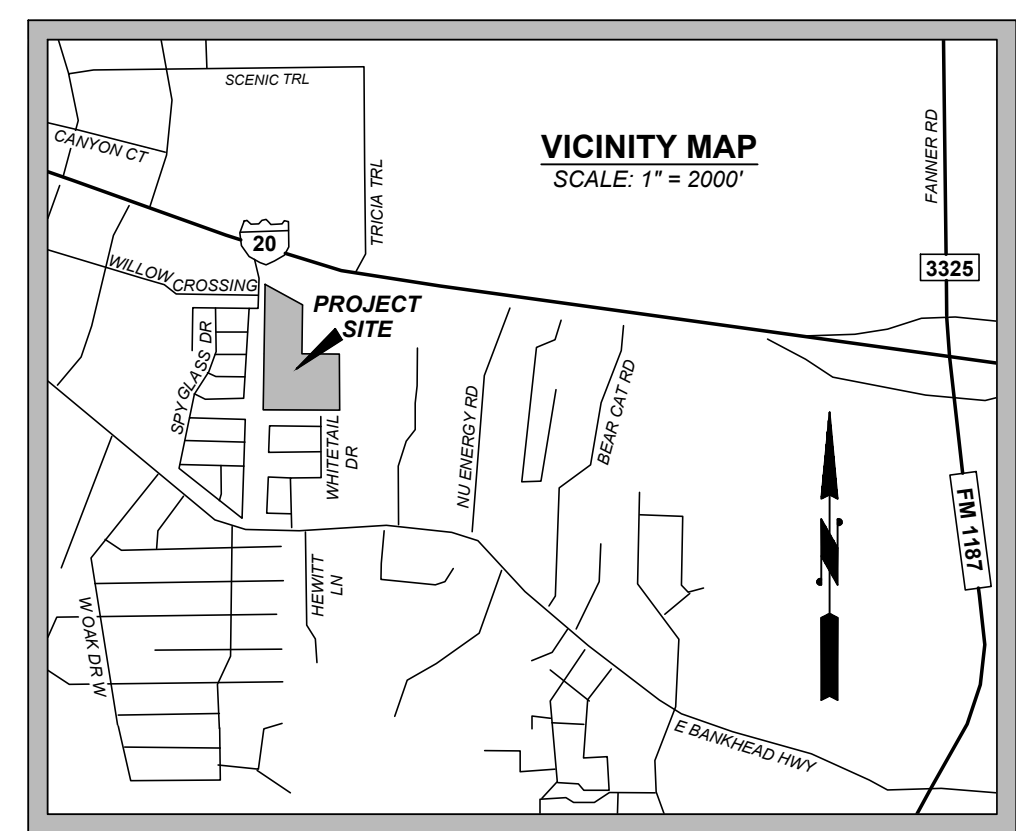
REMAINDER OF CALLED 52.283 ACRES  
D & M. A TEXAS GENERAL PARTNERSHIP  
VOL. 1403, PG. 1713  
R.P.R.P.C.T.



LEGEND	
▲	CALCULATED POINT
●	1/2" IRON ROD FOUND (UNLESS NOTED OTHERWISE)
○	3/4" IRON ROD SET WITH CAP STAMPED "TNP"
(CM)	CONTROLLING MONUMENT
IRF	IRON ROD FOUND
CIRF	CAPPED IRON ROD FOUND
CIRS	CAPPED IRON ROD SET
ESMT	EASEMENT
D.R.P.C.T.	DEED RECORDS PARKER COUNTY TEXAS
P.R.P.C.T.	PLAT RECORDS PARKER COUNTY TEXAS
R.P.R.P.C.T.	REAL PROPERTY RECORDS PARKER COUNTY TEXAS
---	PLAT BOUNDARY LINE
---	RIGHT-OF-WAY LINE
---	PROPERTY LINE
---	EASEMENT LINE
---	BUILDING LINE
---	CENTERLINE

CURVE	DELTA ANGLE	RADIUS	CHORD BEARING	CHORD LENGTH	ARC LENGTH
C1	1°54'35"	5000.76'	S 00°33'34" W	166.66'	166.67'
C2	88°12'53"	33.50'	S 45°31'37" E	46.63'	51.58'
C3	90°00'00"	33.50'	S 45°23'44" E	47.38'	52.62'
C4	186°31'39"	60.00'	S 45°32'32" E	119.81'	195.33'
C5	186°22'07"	60.00'	N 45°23'52" W	119.81'	195.16'

LINE	BEARING	DISTANCE
L1	N 43°29'09" W	14.14'
L2	N 46°30'51" E	14.14'
L3	S 43°29'09" E	14.14'
L4	S 45°23'44" E	14.14'
L5	N 44°36'16" E	14.14'
L6	S 45°23'44" E	14.14'
L7	N 44°36'16" E	14.14'
L8	S 45°23'44" E	14.14'
L9	N 44°36'16" E	13.88'
L10	N 44°28'23" E	14.17'
L11	S 45°15'35" E	14.04'
L12	S 45°31'37" E	14.11'
L13	N 44°28'23" E	14.17'
L14	S 45°31'37" E	14.11'
L15	N 44°28'23" E	13.98'



**SURVEYOR**  
**teague nall and perkins**  
3200 S. Interstate 35E, Suite 1129  
Denton, Texas 76210  
940.383.4177 ph 940.383.8026 fx  
www.tnpsc.com  
TBPCLS FIRM 10011601

**OWNER**  
TH WILLOW PARK, LLC  
3333 Welborn St., Ste. 350  
Dallas, Texas 75219  
PH: 405-245-6968

**DEVELOPER**  
RED RIVER DEVELOPMENT 2020, LLC  
3333 Welborn St., Ste. 350  
Dallas, Texas 75219  
PH: 405-245-6968

**FINAL PLAT**  
**COUNTRY HOLLOW**  
BEING 19.167 ACRES OF LAND  
SITUATED IN THE JOHN H. PHELPS SURVEY, ABSTRACT NO. 1046  
City of Willow Park, Parker County, Texas  
FEBRUARY 2023

**OWNER'S CERTIFICATE**

STATE OF TEXAS §  
COUNTY OF PARKER §

**BEING** a 19.167-acre tract of land situated in the John H. Phelps Survey, Abstract No. 1046, in the City of Willow Park, Parker County, Texas, being part of the remainder called 52.283-acre tract of land as described in deed to D & M, a Texas General Partnership, recorded in Volume 1403, Page 1713 of the Real Property Records of Parker County, Texas (R.P.R.P.C.T.), and being more particularly described as follows:

**BEGINNING** at a 3/4-inch iron rod with cap stamped "TNP" set at the southeast corner of the remainder of said 52.283-acre tract, same being the northeast corner of Lot 21 in Block A of Hunters Glen, an Addition to the City of Willow Park, Texas, according to the Plat recorded in Cabinet D, Slide 205 of the Plat Records of Parker County, Texas (P.R.P.C.T.), and located in the west line of a called 36.509-acre tract of land as described in deed to Magellan Pipeline Terminals, L.P., recorded in Volume 2563, Page 1768 (R.P.R.P.C.T.);

**THENCE** South 89°20'29" West, departing the west line of said 36.509-acre tract, and along the common north line of said Hunters Glen Addition and the south line of the remainder of said 52.283-acre tract, a distance of 875.61 feet to a 1/2-inch iron rod found at the northwest corner of Lot 35, Block B in said Hunters Glen Addition, same being the southwest corner of the remainder of said 52.283-acre tract, and located in the east line of Lot 31 in Block E of the Amended Final Plat No. 3 of Willow Park Village, an Addition to the City of Willow Park, Texas, according to the Plat recorded in Cabinet C, Slide 344 (P.R.P.C.T.);

**THENCE** North 01°30'51" East, departing the north line of said Block B, and along the common east line of said Willow Park Village Addition and the west line of the remainder of said 52.283-acre tract, a distance of 1430.62 feet to a 1/2-inch iron rod with cap stamped "YARGER 5854" found at the southwest corner of Lot 1 in Block 1 of the Extreme Exteriors Addition, an Addition to the City of Willow Park, Texas, according to the Plat recorded in Cabinet D, Slide 665 (P.R.P.C.T.), same being the most westerly northwest corner of the remainder of said 52.283-acre tract;

**THENCE** South 71°54'10" East, departing the east line of said Willow Park Village, and along the common southwesterly line of said Block 1 and the northeasterly line of the remainder of said 52.283-acre tract, a distance of 300.02 feet to a 1/2-inch iron rod found at the southeast corner of said Block 1, same being an interior corner of the remainder of said 52.283-acre tract;

**THENCE** South 01°30'59" West, departing the last stated common line, over and across the remainder of said 52.283-acre tract, a distance of 571.74 feet to a 1/2-inch iron rod with cap stamped "J&M BOUNDARY" found for corner;

**THENCE** North 89°36'16" East, a distance of 562.48 feet to a 1/2-inch iron rod with cap stamped "J&M BOUNDARY" found at the intersection with the common east line of the remainder of said 52.283-acre tract and the west line of said 36.509-acre tract;

**THENCE** South 00°23'44" East, along the last stated common line, a distance of 759.22 feet to the **POINT OF BEGINNING**, and containing 19.167 acres of land, more or less.

**NOW, THEREFORE, KNOW BY ALL MEN BY THESE PRESENTS, THAT TH WILLOW PARK, LLC** acting herein by and through its duly authorized agents, does hereby certify and adopt this plat designating the herein described property as **COUNTRY HOLLOW**, an addition to the City of Willow Park, Parker County, Texas, and does hereby dedicate to the public use forever, the public right-of-way, easements, and encumbrances shown hereon.

**TH WILLOW PARK, LLC, HEREIN CERTIFIES THE FOLLOWING:**

- 1. The public improvements and dedications shall be free and clear of all debt, liens, and/or encumbrances.
- 2. The easements, streets, and public use areas, as shown, are dedicated for the public use forever for the purposes indicated or shown on this plat.
- 3. No buildings, fences, trees, shrubs, or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements if approved by the City.
- 4. The City is not responsible for replacing any improvements in, under, or over any easements caused by maintenance or repair.
- 5. Utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to particular utilities, said use by the public utilities being subordinate to the public's and the city's use thereof.
- 6. The City and public utilities shall have the right to remove and keep removed all or part of any building, fences, trees, shrubs, or other improvements or growths which may in any way endanger or interfere with the construction, maintenance, or efficiency of their respective systems or public use in the easements.
- 7. The City and public utilities shall at all times have the right of ingress and egress to or from their respective easements for the purpose of constructing reconstructing, inspecting, patrolling, maintaining, reading meters, and adding to or removing all or parts of their respective systems or public use without the necessity of procuring permission from anyone.
- 8. Any modification of this document shall be by means of plat and shall be approved by the City.

**TH WILLOW PARK, LLC**

BY: \_\_\_\_\_  
AUTHORIZED REPRESENTATIVE

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

STATE OF TEXAS §  
COUNTY OF \_\_\_\_\_ §

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purpose and considerations therein expressed and the capacity therein stated.

**WITNESS MY HAND AND SEAL OF OFFICE**, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires on \_\_\_\_\_.

**PLAT NOTES:**

- 1. The purpose of this Final Plat is to create 98 single-family residential lots and 3 common lots.
- 2. All Lot corners, angle points, PC's and PT's are marked with a 3/4 inch iron rod with cap stamped "TNP" set, unless otherwise noted.
- 3. Bearings of lines shown hereon are referenced to Grid North of the Texas Coordinate System of 1983 (North Central Zone 4202: NAD83 (2011) Epoch 2010) as derived locally from RTK Network continuously operating reference stations (CORS) via real time kinematic (RTK) survey methods. The distances shown hereon represent surface values using a surface adjustment factor of 1.000152216 to scale from grid to surface.
- 4. Common Areas of Lot 32/Block A, Lot 32/Block B, and Lot 1/Block E, shall be maintained by the established Home Owner's Association (HOA).
- 5. This property lies within ZONE "X" (UNSHADED), as depicted by scaled map location and graphical plotting of FEMA Flood Insurance Rate Map, Community Panel No. 48367C0450E, Map Revision Date September 26, 2008 and Community Panel No. 48367C0425F, Map Revision Date April 5, 2019. ZONE "X" (UNSHADED) - Other Areas is defined as areas determined to be outside the 0.2% annual chance floodplain.

**SURVEYOR'S CERTIFICATE**

I, Marvin King, Registered Professional Land Surveyor, State of Texas, do hereby certify that I prepared this plat from an actual survey of the land and that the corner monuments shown hereon were found or set as described, and that this plat correctly represents the survey made by me or under my direct supervision was prepared in accordance with the Platting Rules and Regulations of the City of Willow Park, Texas.

*PRELIMINARY. THIS DOCUMENT IS FOR REVIEW PURPOSES ONLY AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT. TBPELS RULE §138.33 (e)*

Marvin King, R.P.L.S.  
Texas Registration Number 5581

*THIS DOCUMENT WAS RELEASED ON FEBRUARY 15, 2023 FOR REVIEW PURPOSES ONLY. BY MARVIN KING, RPLS NO. 5581. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE. TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS RULE §138.33 (e).*

STATE OF TEXAS §  
COUNTY OF DENTON §

BEFORE ME, the undersigned authority, on this day personally appeared Marvin King, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purpose and considerations therein expressed and in the capacity therein stated.

**WITNESS MY HAND AND SEAL OF OFFICE**, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires on April 4, 2026.

APPROVED BY THE CITY OF WILLOW PARK  
APPROVED BY \_\_\_\_\_ CITY COUNCIL  
CITY OF WILLOW PARK  
SIGNED: \_\_\_\_\_ MAYOR \_\_\_\_\_ DATE  
ATTEST: \_\_\_\_\_ CITY SECRETARY \_\_\_\_\_ DATE

LOT AREA			
BLOCK, LOT	SQ FT	AC	
BLOCK A, LOT 1	9101	0.209	
BLOCK A, LOT 2	5993	0.138	
BLOCK A, LOT 3	5993	0.138	
BLOCK A, LOT 4	5993	0.138	
BLOCK A, LOT 5	5993	0.138	
BLOCK A, LOT 6	5993	0.138	
BLOCK A, LOT 7	5993	0.138	
BLOCK A, LOT 8	6008	0.138	
BLOCK A, LOT 9	6146	0.141	
BLOCK A, LOT 10	5974	0.137	
BLOCK A, LOT 11	6055	0.139	
BLOCK A, LOT 12	6138	0.141	
BLOCK A, LOT 13	6222	0.143	
BLOCK A, LOT 14	6305	0.145	
BLOCK A, LOT 15	6389	0.147	
BLOCK A, LOT 16	6472	0.149	
BLOCK A, LOT 17	6555	0.150	
BLOCK A, LOT 18	6639	0.152	
BLOCK A, LOT 19	6722	0.154	
BLOCK A, LOT 20	6805	0.156	
BLOCK A, LOT 21	6889	0.158	
BLOCK A, LOT 22	6757	0.155	
BLOCK A, LOT 23	8672	0.199	
BLOCK A, LOT 24	12695	0.291	
BLOCK A, LOT 25	5678	0.130	
BLOCK A, LOT 26	5029	0.115	
BLOCK A, LOT 27	5115	0.117	
BLOCK A, LOT 28	5115	0.117	
BLOCK A, LOT 29	5115	0.117	
BLOCK A, LOT 30	5115	0.117	
BLOCK A, LOT 31	5115	0.117	
BLOCK A, LOT 32	19289	0.443	

LOT AREA			
BLOCK, LOT	SQ FT	AC	
BLOCK B, LOT 1	11869	0.272	
BLOCK B, LOT 2	6484	0.149	
BLOCK B, LOT 3	6484	0.149	
BLOCK B, LOT 4	6484	0.149	
BLOCK B, LOT 5	6483	0.149	
BLOCK B, LOT 6	6483	0.149	
BLOCK B, LOT 7	6483	0.149	
BLOCK B, LOT 8	6477	0.149	
BLOCK B, LOT 9	6443	0.148	
BLOCK B, LOT 10	7431	0.171	
BLOCK B, LOT 11	5951	0.137	
BLOCK B, LOT 12	5404	0.124	
BLOCK B, LOT 13	5292	0.121	
BLOCK B, LOT 14	5081	0.117	
BLOCK B, LOT 15	5081	0.117	
BLOCK B, LOT 16	5081	0.117	
BLOCK B, LOT 17	5081	0.117	
BLOCK B, LOT 18	5081	0.117	
BLOCK B, LOT 19	5081	0.117	
BLOCK B, LOT 20	5436	0.125	
BLOCK B, LOT 21	8468	0.194	
BLOCK B, LOT 22	10086	0.232	
BLOCK B, LOT 23	5981	0.137	
BLOCK B, LOT 24	6235	0.143	
BLOCK B, LOT 25	6067	0.139	
BLOCK B, LOT 26	6067	0.139	
BLOCK B, LOT 27	6067	0.139	
BLOCK B, LOT 28	6067	0.139	
BLOCK B, LOT 29	6067	0.139	
BLOCK B, LOT 30	6067	0.139	
BLOCK B, LOT 31	6067	0.139	
BLOCK B, LOT 32	18117	0.416	

LOT AREA			
BLOCK, LOT	SQ FT	AC	
BLOCK C, LOT 1	6392	0.147	
BLOCK C, LOT 2	5163	0.119	
BLOCK C, LOT 3	5164	0.119	
BLOCK C, LOT 4	6392	0.147	
BLOCK C, LOT 5	5803	0.133	
BLOCK C, LOT 6	5803	0.133	
BLOCK C, LOT 7	5802	0.133	
BLOCK C, LOT 8	5802	0.133	
BLOCK C, LOT 9	5779	0.133	
BLOCK C, LOT 10	6467	0.148	
BLOCK C, LOT 11	5282	0.121	
BLOCK C, LOT 12	5244	0.120	
BLOCK C, LOT 13	6564	0.151	
BLOCK C, LOT 14	5778	0.133	
BLOCK C, LOT 15	5802	0.133	
BLOCK C, LOT 16	5802	0.133	
BLOCK C, LOT 17	5802	0.133	
BLOCK C, LOT 18	5802	0.133	

LOT AREA			
BLOCK, LOT	SQ FT	AC	
BLOCK D, LOT 1	6698	0.154	
BLOCK D, LOT 2	5215	0.120	
BLOCK D, LOT 3	5215	0.120	
BLOCK D, LOT 4	6698	0.154	
BLOCK D, LOT 5	5982	0.137	
BLOCK D, LOT 6	5981	0.137	
BLOCK D, LOT 7	5981	0.137	
BLOCK D, LOT 8	5981	0.137	
BLOCK D, LOT 9	5981	0.137	
BLOCK D, LOT 10	6680	0.153	
BLOCK D, LOT 11	5257	0.121	
BLOCK D, LOT 12	5220	0.120	
BLOCK D, LOT 13	6779	0.156	
BLOCK D, LOT 14	5981	0.137	
BLOCK D, LOT 15	5981	0.137	
BLOCK D, LOT 16	5981	0.137	
BLOCK D, LOT 17	5981	0.137	
BLOCK D, LOT 18	5982	0.137	

LOT AREA			
BLOCK, LOT	SQ FT	AC	
BLOCK E, LOT 1	3590	0.082	



**SURVEYOR**  
**teague nall and perkins**  
3200 S. Interstate 35E, Suite 1129  
Denton, Texas 76210  
940.383.4177 ph 940.383.8026 fx  
www.tnpinc.com  
TBPELS FIRM 10011601

**OWNER**  
TH WILLOW PARK, LLC  
3333 Welborn St., Ste. 350  
Dallas, Texas 75219  
PH: 405-245-6968

**DEVELOPER**  
RED RIVER DEVELOPMENT 2020, LLC  
3333 Welborn St., Ste. 350  
Dallas, Texas 75219  
PH: 405-245-6968

**FINAL PLAT**  
**COUNTRY HOLLOW**  
BEING 19.167 ACRES OF LAND  
SITUATED IN THE JOHN H. PHELPS SURVEY, ABSTRACT NO. 1046  
City of Willow Park, Parker County, Texas  
**FEBRUARY 2023**

SHEET 2 OF 2

Redlines based on approved PD from 4/12/22

CITY OF WILLOW PARK  
ORDINANCE NUMBER 857-22 **Need to revise language accordingly.**

**AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A ZONING CHANGE FROM "R-1" SINGLE FAMILY DISTRICT TO "PD" PLANNED DEVELOPMENT DISTRICT FOR 19.16 ACRES SITUATED IN THE JOHN PHELPS SURVEY, ABSTRACT NO 1046, CITY OF WILLOW PARK, TEXAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Willow Park, Texas, is a Type A general law municipality located in Parker County, created in accordance with the provisions of Chapter 211 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, Red River Development 2020 LLC (Owner) has applied for a change in zoning for 19.16 acres situated in the John Phelps Survey, Abstract No. 1046, (the "Property") from "R-1", Single Family District to "PD/R-5" Planned Development District, Single Family Medium Density; and

**WHEREAS**, the City has complied with all requirements of Chapter 211 of the Local Government Code and all other laws dealing with notice, publication and procedural requirements of the rezoning of the Property; and

**WHEREAS**, the City of Willow Park, Texas does hereby deem it advisable and in the public interest to grant the requested zoning.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS:**

**Section 1.** The Zoning Ordinance, and the Official Zoning Map are hereby amended insofar as they relate to certain land located in Willow Park, Texas, as shown on the preliminary Zoning Site Plan attached hereto as Exhibit 'A', and described by metes and bounds description attached as Exhibit 'B', by changing the zoning of said property from R-1 Single Family to PD Planned Development district, including any other conditions and restrictions imposed and approved by the City Council, which are incorporated herein.

**Section 2. PD Development Standards**

**2.0 Planned Development - Single Family**

**2.01 Purpose:** The purpose of this Planned Development District (PD) is to allow for development of standard single family detached housing.

**2.02 Requirements:** This Planned Development District shall be subject to the requirements of the R-5 Zoning District, except as modified below. The site plan provided shows the general schematic layout of the site and intended uses only. This site plan is subject to change, and



modifications are allowed in the planning and design process, provided that the final site plan matches the characteristic and intent of the plan provided in this ordinance as Exhibit 'A'.

**2.03 Permitted Uses:** Uses as allowed in the "R-5" zoning are allowed in this Planned Development District.

**2.04 Zoning Standards:** Standards as defined in the "R-5" zoning are required except as modified below.

- (1) Maximum height. Two (2) stories, but not to exceed ~~thirty (30) feet~~ thirty-five (35) feet.
- (2) Minimum lot area. Five thousand (5,000) square feet.
- (3) Maximum family dwelling units. Six (6) dwelling units per acre.
- (4) Minimum gross living area. The following ranges must be followed per each defined subdivision: 50% 1700 - 2000 square feet; 50% greater than 2000 square feet.
- (5) Front yard setback. ~~Twenty (25)~~ Twenty (20) feet, from the edge of the sidewalk closest to the residence.
- (6) Rear yard setback. Ten (10) feet.
- ~~(7)~~ Side yard setback. Five (5) feet.
- ~~(7)(8)~~ Corner lot side yard setback. Ten (10) feet.
- ~~(8)(9)~~ Maximum lot coverage by structure. ~~Forty five percent (45%).~~ Sixty percent (60%)
- ~~(9)(10)~~ Required parking. Two (2) car attached garage per dwelling unit. Front entrance garages are permitted.
- ~~(10)(11)~~ Required screening. Rear and rear-side yards shall be enclosed with masonry or wooden screening. Screening shall be a minimum of six (6) foot and a maximum of eight (8) foot in height. ~~Wooden screening shall be built with steel reinforced concrete footer which shall be four (4) inches in depth and a minimum six (6) inches wide. Footer shall have drainage holes as necessary.~~ Screening poles shall be metal and set in concrete. All screening shall be uniform throughout individual subdivisions. Developments done in phases shall ensure that screening is complimentary in style and colors.
- ~~(11)(12)~~ Minimum masonry coverage. ~~One hundred percent (100%) below highest top plate. Fireplaces and chimneys must be 100% masonry.~~ One hundred percent (100%) masonry on all sides, except where prohibited by Fire Code and excluding areas over roof or that bear on foundation or considered an architectural feature.

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~~(12)~~(13) Landscape requirements. Front and front side yards shall be sodded. The front yard shall have minimum of ~~two (2) trees~~one (1) tree with minimum three (3) inch trunk diameter as measured twelve (12) inches above the ground and a minimum of ~~six (6) thirteen (13) shrubs.~~ Said shrubs shall be a minimum of two (2) ten gallon shrubs, six (6) five (5) gallon shrubs and five (5) three gallon shrubs at the time of planting. ~~At time of planting, trees shall not be placed nearer than six (6) feet on center.~~

(13) Architectural relief required. ~~The outside shape of a dwelling unit shall contain a minimum of five (5) outside corners with a minimum wall length of two (2) feet. All dwellings shall have one or more offsets in the front façade of at least 24" depth.~~ Covered porches are included as an offset.

(14) Repetition of building form.

(A) Repetition of facade. ~~No front building elevation or plan for a primary structure shall be repeated within any three contiguous lots along a street or streets. The same floor plan with the same house elevation and brick color may not be duplicated within three (3) lots adjacent to the applicable lot on the same side of the street and on the lot directly across the street from that applicable lot.~~

~~(i) "Block Face" means lots taking access from a street that are contiguous to each other and that are not separated by a street.~~

~~(ii) The three hundred (300) foot distance along a street shall be measured from the centerline of the street on which the proposed structure faces at a point perpendicular to a the center point of the lot to contain the structure, thence along the centerline of such street or along an intersecting street for a distance of three hundred (300) feet.~~

~~(B) Criteria for determining difference in elevation. A front building elevation or elevation plan shall be considered repeated if it is not visually different from another front building elevation or elevation plan. A front building elevation or elevation plan shall be considered visually different if any three (3) of the following five (5) criteria are met:~~

~~(i) "Block face" means lots taking access from a street that are contiguous to each other and that are not separated by a street.~~

~~(ii) There is a difference in roof pitch of two (2) inches per twelve (12) inches or greater;~~

~~(iii) Articulations in the front facade, i.e., the planes that advance or recede from the line of the main facade by three (3) or more feet, vary in height or width by a minimum of fifteen (15) percent;~~

~~(iv) The articulation of windows shall vary a minimum of two (2) of the following methods:~~

- ~~a. The aggregate area of windows on the front facade varies by at least fifteen (15) percent;~~
- ~~b. The distance between two (2) or more windows varies by at least ten (10) percent; or~~
- ~~c. The shape of two (2) or more windows varies in width or height or radius by at least fifteen (15) percent.~~

~~(v)(i) The size and shape, or mix, or [of] masonry units (i.e. individual bricks or blocks of stone) are noticeably different. "Noticeably different" as specified herein shall mean at least a fifteen (15) percent variance in size, shape or mix.~~

~~(C) Variations not considered. Variations in the following characteristics shall not be considered in determining whether a building elevation for a primary structure is dissimilar:~~

- ~~(i) Color, or~~
- ~~(ii) Roofing materials.~~

~~(D)(B) Determination by building official.~~

~~(i) The building official shall have discretion to approve minor variations in the requirements of this section, so long as those variations are consistent with the overall intent of this section.~~

~~(ii) The following process shall be used to approve a front building elevation plan for master elevation approval for the community:~~

- ~~a. The applicant shall submit a dimensioned rendering of the front building elevation to the building official.~~
- ~~b. The building official shall determine the elevation plan's compliance with this section and issue an elevation plan approval letter or disapproval letter to the applicant for use of the elevation to be built within the community.~~
- ~~c. The applicant shall prepare and submit construction plans and one of the elevation plans from the approved master elevation set to the building official, who shall process the plans in accordance with city ordinances and policies.~~
- ~~d. The master elevation plan approval letter(s), if issued, shall remain in effect until the completion of the all construction plan approval process~~



~~and the issuance of the building permit for the proposed structure has been completed within the community.~~

~~c. Complete construction plans shall be submitted to the building official within thirty (30) calendar days of the date of the approval letter. If construction plans are not submitted within such period, the elevation plan approval expires.~~

f. Construction plans shall be consistent with the approved elevation plan. If construction plans are inconsistent, consistent plans shall be submitted or a new elevation plan must be approved for the construction plans under the criteria of this section.

~~(E)(C)~~ Minimum roof pitch required. A minimum ~~7:12~~ 8:12 roof pitch is required for each primary structure, ~~with the exception of garages, patios and porches, which shall have a minimum of a 4:12 roof pitch.~~

~~(F)(D)~~ Minimum overhang required. Each primary structure must be constructed with a roof overhang of not less than ~~twelve (12)~~ eleven (11) inches as measured from the finished exterior building facade to the soffit.

~~(G)(E)~~ Roofing system required. Installed roofing shingles must consist of dimensional shingles with a minimum manufacturer's rating of twenty (20) years. ~~Roofing systems or materials exceeding the standards established herein may be used pursuant to approval by the building official or his designee.~~

(c) Special regulations.

(I) Portable trailers may be used as offices or storage trailers located within a new sub-development subject to the following provisions:

(A) No more than one (1) trailer per platted subdivision [;]

(B) Trailer must be located at least one hundred fifty (150) feet from any occupied residence ~~prior to placement of trailer~~ [;]

(C) ~~A time limit of one (1) year~~ [;]

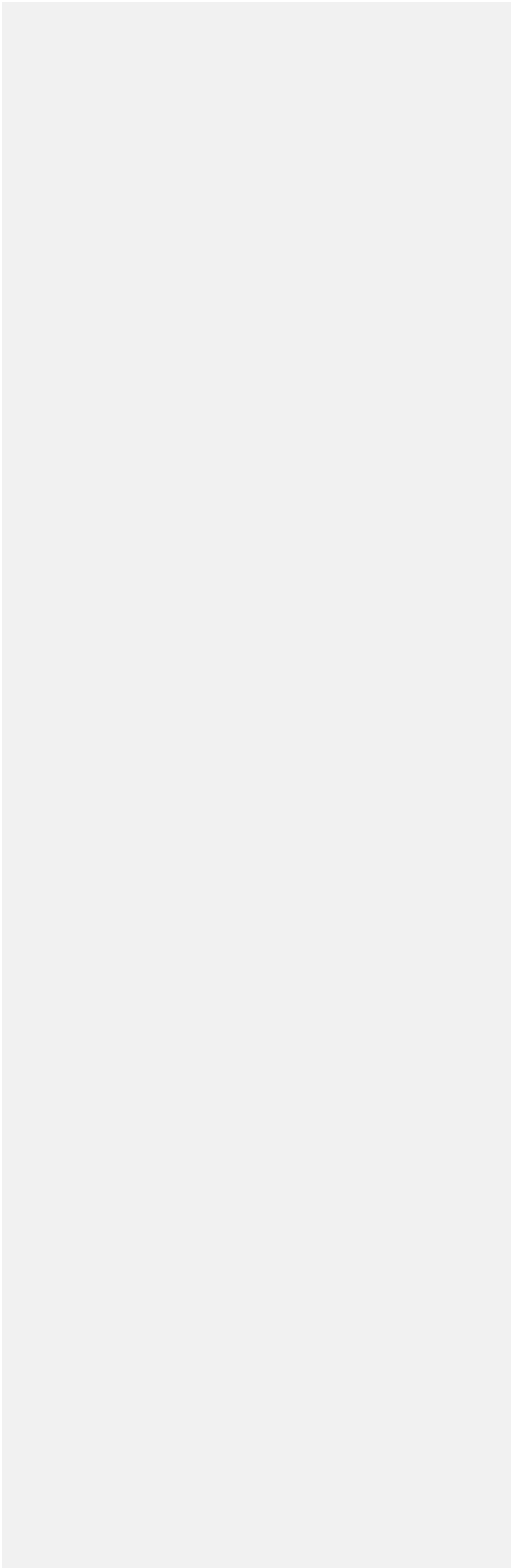
(2) All streets shall be constructed of concrete, with curb and gutter and adjacent sidewalks.

(3) Connectivity to adjacent subdivisions or commercial areas must be provided.

(4) Amenity provisions [;]

(A) Pocket parks or subdivision specific green space, or parkland dedication fee in lieu of either/both;

- (B) Benches in common areas [;]
- (C) Enhanced landscaping [;]
- (D) Enhanced lighting, where appropriate [;]
- (E) Trees planted along streets or roadways [;]
- (F) Home owner association shall maintain all common area or common to all amenities [;]
- (G) All utilities shall be buried underground [.]



**Section 3. Severability Clause.** This ordinance shall be cumulative of all provisions of ordinances of the City of Willow Park, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinance. in which event the conflicting provisions of such ordinances are hereby repealed. To the extent that the provisions of the City of Willow Park's various development ordinances conflict with this ordinance, the terms of this ordinance shall control.

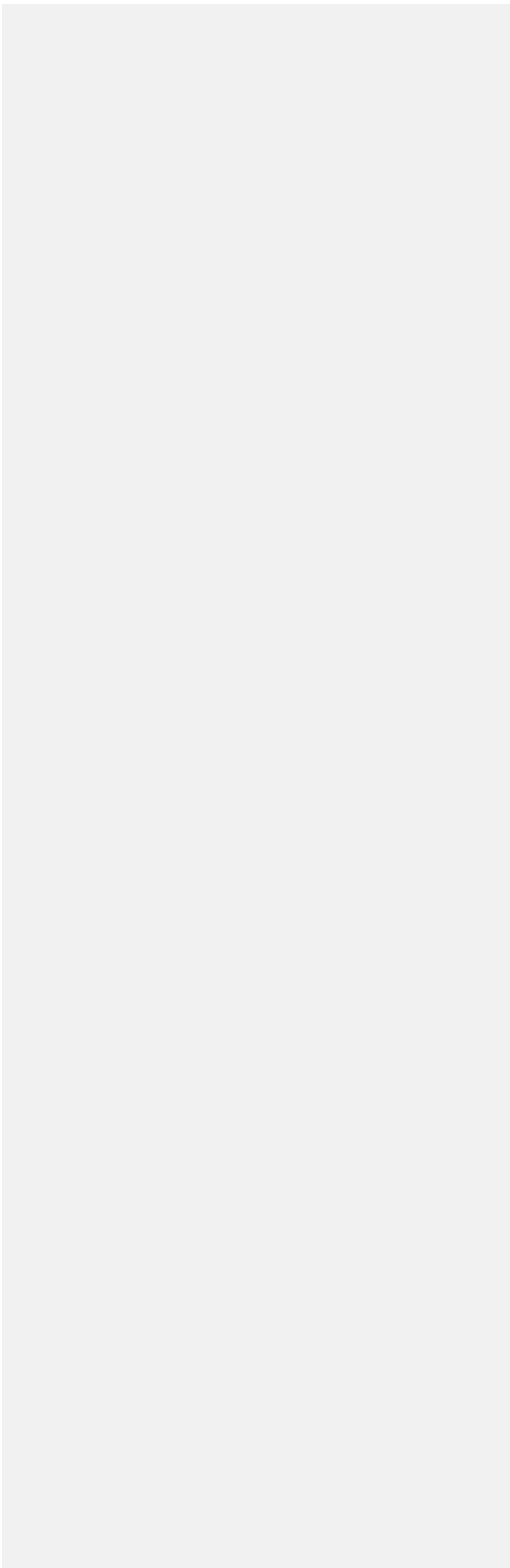
It is hereby declared to be the intention of the City Council that the phrases, clauses sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgement of decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**Section 4. Penalty Clause.** Any person, firm, association or persons, company, corporation, or their agents, servants, or employees violating or failing to comply with any of the provision of this article shall be fined, upon conviction, not less than one dollar (\$1.00) nor more than two thousand dollars (\$2,000.00), and each day any violation of noncompliance continues shall constitute a separate and distinct offense. The penalty provided herein shall be cumulative of other remedies provided by State Law, and the power of injunction as provided in V.T.C.A. Local Government Code 54.012 and as may be amended, may be exercised in enforcing this article whether or not there has been a complaint filed.

**Section 5. Effective Date.** This Ordinance shall become effective immediately upon its passage and publication as required by law.

PASSED by an affirmative vote of all members of the City Council, this 12<sup>th</sup> day of ~~April 2022~~ 2023.

**EXHIBIT A**  
**PRELIMINARY PD SITE PLAN**





# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> September 12, 2023	<b>Department:</b> Admin	<b>Presented By:</b> Assistant City Manager
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**AGENDA ITEM:** Discussion/Action: to approve an interlocal agreement with Parker County for road repairs in Precinct Four.

**BACKGROUND:**

The Interlocal Agreement with Parker County for road repairs is renewed annually. Parker County approved the agreement August 28, 2023.

**Suggested motion:** I move to approve an interlocal agreement with Parker County for road repairs in Precinct Four.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

**EXHIBITS:**

Interlocal Agreement

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$
	<b>Source of Funding</b>	\$

THE STATE OF TEXAS

INTERLOCAL AGREEMENT

COUNTY OF PARKER

**BACKGROUND**

This Interlocal Agreement is between County of PARKER (“COUNTY”), and the City of Willow Park (“CITY”);

Sections 791.001 – 791.032 of the Texas Government Code provide legal authority for this Agreement;

During the performance of the governmental functions and the payment for the performance of those governmental functions, the parties will make the performance and payment from current revenues legally available to that party; and

The Commissioners Court of the COUNTY and the City Council of the CITY each find:

- a. This Agreement serves the common interest of both parties;
- b. This Agreement will benefit the public;
- c. The division of costs fairly compensates both parties to this Agreement; and
- d. The CITY and COUNTY have authorized their representative to sign this Agreement.
- e. This agreement does not limit the City’s authority to repair or maintain any part of its streets or roads without use of County assistance.

The Parties therefore agree as follows:

**TERMS AND CONDITIONS**

**1. COUNTY RESPONSIBILITY**

1.1 The County agrees to perform road repair, maintenance and construction. The roads and streets to be repaired, maintained, or constructed and work to be performed, shall be specifically described by an **Addendum** to this contract, which shall be signed and dated by the City Mayor upon approval of the City Council of the municipality in which the work is to be performed and signed and dated by the County Judge upon approval of the Commissioner’s Court. A copy of said **Addendum** shall be filed with the City Secretary and Commissioner’s Court.

- 1.2 County agrees to perform minor repairs without an addendum as long as cumulative actual costs for repairs, equipment, material and labor do not exceed \$1,000.00 for the total project. County will schedule and complete the work in a reasonable time upon receipt of the request.
- 1.3 The County agrees to use County equipment and labor to repair and maintain the aforementioned streets or public roads.
- 1.4 The County may provide materials for repair and maintenance of said roads, if not, then the City may obtain, haul and transport any materials needed for repair and maintenance.
- 1.5 The County agrees to keep accurate record of the equipment and labor, used in repair or maintenance of said roads and present same to City with monthly bills for the cost of use of equipment and labor. Copies of invoices or bills for materials and cost of transportation of same shall be presented monthly for reimbursement to the City Secretary.

## **2. CITY RESPONSIBILITY**

- 2.1 CITY will furnish all materials for the project and pay trucking charges.
- 2.2 CITY will furnish a site for dumping waste materials generated during this project.
- 2.3 CITY will furnish all rights of way, plan specifications and engineering drawings.
- 2.4 CITY will furnish necessary traffic controls including Type A barricades to redirect traffic flow to alternate lanes during the construction phase of the project; and
- 2.5 CITY will provide temporary driving lane markings.
- 2.6 If a Storm Water Pollution Prevention Plan is required, the CITY will be responsible for the design and development of the Plan. CITY will pay for all cost (including subcontractor materials, labor and equipment) associated with the implementation and maintenance of the Plan.
- 2.7 CITY agrees to pay actual cost of equipment and man-hours calculated using the current year FEMA rate schedule. Material cost will be calculated based on the purchase price. Upon completion of work performed by the County, the Department Head responsible for such work shall prepare and deliver an invoice to the County Treasure who will be responsible to send the City a bill. The County and the City Department Head responsible for supervising work under this contract shall complete and file such work orders on such form as prescribed by the City Secretary. In the event that repairs



and maintenance is not done with such regularity as to make monthly billing of the City practicable, then billing shall be done at the conclusion of each job. City shall pay costs of labor, use of equipment and materials and transportation within 45 days of receipt of said bills. The County Treasurer or if none the County Auditor shall be the agent for the County for receipt of said bills.

### **3. PROCEDURES DURING PROJECT**

COUNTY retains the right to inspect and reject all materials provided for this project if provided by the CITY.

If the CITY has a complaint regarding the construction of the project, the CITY must complain in writing to the COUNTY within 30 days of project completion. Upon expiration of 30 days after project completion, the CITY becomes responsible for the maintenance of the project.

### **4. NO WAIVER OF IMMUNITY**

This agreement does not waive COUNTY rights under a legal theory of sovereign immunity. This agreement does not waive CITY rights under a legal theory of sovereign immunity.

### **5. OPTIONAL SERVICES**

- 5.1 If requested by CITY, the COUNTY may apply permanent striping;
- 5.2 If necessary, COUNTY may furnish flag persons;
- 5.3 If required, the CITY will pay for engineering services, stormwater run-off plans, and continuation of services and plan;
- 5.4 If a Storm Water Prevention Plan is provided by CITY, COUNTY will be responsible for the implementation and maintenance of the Plan during the duration of the project.

### **6. TIME PERIOD FOR COMPLETION**

CITY will give the COUNTY notice to proceed at the appropriate time. However, COUNTY is under no duty to commence construction at any particular time. It is also understood that the County must give priority to its own network of public roads and that this contract does not require the County to divert its resources to the maintenance of City streets or roads when such diversion would cause neglect of County road maintenance.

### **7. THIRD PARTY**



The parties do not enter into this agreement to protect any specific third party. The intent of this agreement excludes the idea of a suit by a third-party beneficiary. The parties to this agreement do not consent to the waiver of sovereign immunity under Texas law to the extent any party may have immunity under Texas law.

**8. JOINT VENTURE & AGENCY**

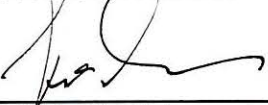
The relationship between the parties to this agreement does not create a partnership or joint venture between the parties. This agreement does not appoint any party as agent for the other party.

**9. EFFECTIVE DATE**

This agreement becomes effective when signed by the last party whose signature makes the agreement fully executed. This contract shall be renewed annually; however, it may be terminated at any time by either party upon 10 days written notice to the other party. The City Mayor and the County Judge shall be agents of the parties for the receipt of such notice.

COUNTY OF PARKER

CITY OF WILLOW PARK

  
\_\_\_\_\_  
COUNTY JUDGE  
Date: 8-14-23

\_\_\_\_\_  
Authorized City Official  
Date: \_\_\_\_\_




  
\_\_\_\_\_  
COMMISSIONER, PRECINCT FOUR

Attest:  
  
\_\_\_\_\_  
Pulaski County Clerk

Attest:  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED AS TO FORM\*

APPROVED AS TO FORM AND LEGALITY

  
\_\_\_\_\_  
COUNTY ATTORNEY

\_\_\_\_\_  
CITY ATTORNEY

\*By law, the County Attorney's Office may only approve contracts for its clients. We reviewed this document from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.\*



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> September 12, 2023	<b>Department:</b> Admin	<b>Presented By:</b> Assistant City Manager
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**AGENDA ITEM:** Discussion/Action: to approve an interlocal agreement with Parker County for road repairs in Precinct Four.

**BACKGROUND:**

The Interlocal Agreement with Parker County for road repairs is renewed annually. Parker County approved the agreement August 28, 2023.

**Suggested motion:** I move to approve an interlocal agreement with Parker County for road repairs in Precinct Four.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

**EXHIBITS:**

Interlocal Agreement

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$
	<b>Source of Funding</b>	\$



# ADDENDUM NO. 1 TO MUNICIPAL-COUNTY CONTRACT FOR ROAD REPAIR

This **ADDENDUM NO.1 TO MUNICIPAL-COUNTY CONTRACT FOR ROAD REPAIR** is intended to amend a prior written Contract between Parker County, Texas (hereinafter referred to as “**COUNTY**”) and the City of Willow Park (hereinafter referred to as “**CITY**”) previously executed on behalf of the **COUNTY** on August 28, 2023, and previously executed on behalf of the **CITY** on \_\_\_\_\_.

**I.**

In accordance with the attached Contract, both **COUNTY** and **CITY** agree and otherwise covenant with each other as to the following:

For purposes of the **COUNTY** providing road repair assistance to **CITY** :

<u>Location</u>	<u>Description of Work being Performed</u>	<u>Cost</u>
<b>Emsley Road Repair</b>		
<b>Reclaim and Stabilizer</b>		<b>\$32,700.80</b>
<b>Chip Seal</b>		<b>\$14,827.60</b>
<b>Grade 4 Rock</b>		<b>\$132,292.25</b>
<b>Equipment &amp; Labor</b>		<b><u>\$47,528.40</u></b>
	<b>Total Project Cost</b>	<b>\$227,349.05</b>

**The assistance to be provided** above shall include labor and equipment needed for road repair.

Furthermore, **COUNTY** will deliver all materials and **CITY** will pay Vendors directly for all materials. **CITY** shall reimburse **County** for all labor and equipment.

**II.**

Any and all work to be performed by **COUNTY** for the benefit of **CITY** for the road repairs enumerated above shall be provided by the County Commissioner of Precinct Four (4) of Parker County, Texas, and his road crew of that precinct.

**III.**

All other obligations between **COUNTY** and **CITY** not otherwise amended by the Addendum No. 1 shall continue in full force and in effect.

**IV.**

The County Commissioner of Precinct Four (4) is designated as the agent for the **COUNTY** in regard to the road repair otherwise described in accordance with this Addendum No. 1.

**V.**

It is agreed between **COUNTY** and **CITY** that in exchange for the work to be performed as described in the enumerated item section I above, **CITY** shall pay to **COUNTY A TOTAL SUM, AND NOT TO EXCEED, TWO HUNDRED TWENTY SEVEN THOUSAND THREE HUNDRED FORTY NINE DOLLARS and 05/100 (\$227,349.05)**. Said payment shall be made in accordance with the original Contract between **COUNTY** and **CITY**.

**VI.**

It is further understood and agreed by and between **COUNTY** and **CITY** that the execution of same by the current County Judge of Parker County, Texas, and by the current Mayor of the City of Willow Park, Texas, shall constitute an acknowledgment that each contracting party hereto has approved this Addendum No. 1 by proper order, resolution, or ordinance by that respective governing body.

COUNTY OF PARKER

CITY OF WILLOW PARK



\_\_\_\_\_  
County Judge

\_\_\_\_\_  
Authorized City Official

Date: 8.28.23

Date: \_\_\_\_\_



*[Handwritten Signature]*

COMMISSIONER, PRECINCT FOUR

Date: 8/28/23

Attest:

Attest:



*[Handwritten Signature]*

County Clerk, Parker County

\_\_\_\_\_  
City Secretary

*[Handwritten Signature]*

COUNTY ATTORNEY

**\*By law, the County Attorney's Office may only approve contracts for its clients. We reviewed this document from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel. \***

# Emsley Rd - Willow Park

1.2 miles long x 22' wide

8/28/2025

Item 5.

A1 Base	\$12.35 /ton	x	435 tons	\$5,372.25	
P2 Stabilizer	\$2.96 /gal	x	25000 gal	\$74,000.00	
Prime Oil - AEP	\$3.30 /gal	x	1,200 gal	\$3,960.00	
CRS2 Asphalt	\$2.88 /gal	x	12,000 gal	\$34,560.00	
Grade 4 Rock	\$36.00 /ton	x	400 ton	\$14,400.00	= \$132,292.25

(ESTIMATED MATERIAL TOTAL - MAY VARY)

(PRICES MAY VARY - ABOVE ARE COUNTY PRICES)

## Reclaim & Stabilizer - 4 - 10 hr days

Employee	Per Hr	Equipment	Unit #	Per Hr
Brian R.	\$56.74 /hr	Asphalt Truck	450	\$39.34
Carroll	\$57.23 /hr	Reclaimer	455	\$214.97
Mark	\$53.51 /hr	Cat Blade	408	\$100.61
Lucas	\$50.09 /hr	Roller Pad Foot	433	\$29.12
Brent	\$50.09 /hr	Rubber Tire Roller	438	\$27.29
Al	\$52.85 /hr	Ford Flatbed	437	\$19.87
Tim	\$54.06 /hr	Ford	439	\$11.75
	\$374.57 /hr			\$442.95

\$374.57 x 10 = \$3,745.70      \$442.95 x 10 = \$4,429.50

\$3,745.70 + \$4,429.50 = \$8,175.20

\$8,175.20 X 4 DAYS = \$32,700.80

Labor and equipment could vary

## 2 Course Chip Seal

Employee	Per Hr	Equipment	Unit #	Per Hr
Mark	\$53.51	Asphalt Truck	450	\$39.34
Alonzo	\$69.46	Chip Spreader	418	\$88.36
Michael	\$53.51	F350 Ford	425	\$16.81
Lucas	\$50.09	Rubber Tire Roller	438	\$27.29
Tim	\$54.06	Steel wheel roller	474	\$155.03
Ritchie	\$52.85	Rubber Tire Loader	424	\$39.35
Gary	\$54.18	6 yrd Dump Truck	435	\$52.96
George	\$55.91	6 yrd Dump Truck	404	\$52.96
Wayne	\$52.85	6 yrd Dump Truck	436	\$52.96
Carroll	\$57.23	6 yrd Dump Truck	458	\$52.96
Brian R.	\$56.74	6 yrd Dump Truck	460	\$52.96
Johnny	\$52.85	6 yrd Dump Truck	461	\$52.96
Al	\$52.85	F250 Ford Flatbed	437	\$19.87
Brent (including trusties)	\$50.09	3/4 ton Dodge	423	\$12.77
	\$766.18			\$716.58

\$766.18 x 10 = \$7,661.80      \$716.58 x 10 = \$7,165.80

\$7,661.80 + \$7,165.80 = \$14,827.60

ESTIMATED TOTAL FOR LABOR & EQUIPMENT = \$47,528.40

Labor and equipment could vary



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> September 12, 2023	<b>Department:</b> Police	<b>Presented By:</b> Chief Daniel Franklin
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**AGENDA ITEM:**

First Addendum to the interlocal cooperation agreement between Parker County and the City of Willow Park.

**BACKGROUND:**

Addendum to the Interlocal Cooperation Agreement between Parker County and the City of Willow Park for law enforcement dispatch services to be effective October 1, 2023.

Addendum will raise compensation services from \$77,048.00 to \$91,967.00 in order for Parker County to provide dispatch services to the City of Willow Park.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

The City Council to accept and approve the addendum to the dispatch interlocal agreement for a cost increase to provide dispatch services.

**EXHIBITS:** Addendum

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$91,967.00
	<b>Source of Funding</b>	\$ 0.00

**FIRST ADDENDUM TO THE INTERLOCAL COOPERATION AGREEMENT  
BETWEEN COUNTY OF PARKER AND THE CITY OF WILLOW PARK, TEXAS**

This **First Addendum** to the Interlocal Cooperation Agreement (AGREEMENT) between Parker County (COUNTY) and the City of Willow Park, Texas (CITY) for law enforcement dispatch services effective on **October 1<sup>st</sup>, 2023**.

**WHEREAS**, the parties hereto desire to enter into a First Addendum for law enforcement dispatch services; and

**WHEREAS**, the entering into this Addendum is found to be in the best interests of the parties and;

**WHEREAS**, the First Addendum is not intended to, and shall not release any person or entity from any obligations established or incurred under the AGREEMENT effective October 1<sup>st</sup>, 2022, except to the extent specifically superseded by this First Addendum's express terms and;

**NOW, THEREFORE**, in consideration of the mutual rights, benefits and obligations herein exchanged, the parties do covenant, agree and bind themselves as follows:

**Section III. COMPENSATION** is amended by replacing with the following:

**III. COMPENSATION**

In consideration for the services provided by COUNTY, CITY agrees to pay the below listed portion of minimum labor costs associated with the shared law enforcement dispatch console manned 24 hours a day/7 days a week in the Sheriff's Office Communications Center. Total minimum labor costs of one shared Parker County Sheriff's Office (COUNTY) dispatch console, manned 24 hours a day/7 days a week (168 hours), was \$312,106.00 for budget year 2021-2022. **The costs for budget year 2022-2023 are \$341,326.00.** The actual costs are derived from the average cost of a dispatcher (salary plus benefits) and is subject to change due to annual raises or cost of living allowance increases. Listed below are all entities percentage share for labor costs associated with the console. Full Actual Costs to Willow Park (CITY) will be implemented over a four (4) year period with incremental price increases based on the below listed percentages until reaching the end of contract costs. After four (4) years the CITY's maximum percentage will reach and remain at 31.461 % of the Actual Costs for the shared dispatch console. For Agreement Year 1 (fiscal year 2022-2023), the amount equivalent to 24.686 % of the ACTUAL COSTS associated with the dispatch console will be billed. Subsequent year's billed amount will be based on the previous budget year costs and subject to employee raises and/or cost of living allowances, as provided by the COUNTY to the CITY utilizing the below listed percentages, (i.e. budget year 2023-2024 figures will be based on the COUNTY'S 2022-2023 labor costs). The COUNTY will provide the CITY with any proposed labor changes by April 1<sup>st</sup> of the current budget year. CITY's share for fiscal year 2023-2024 is **Ninety-One Thousand Nine**



Hundred Sixty-Seven dollars and no/100 cents (\$91,967.00) and made payable quarterly at (\$22,991.75).

FISCAL YEAR	ACTUAL COSTS	PERCENTAGE	AMOUNT OWED
2022-2023	\$ 312,106.00	24.686	\$ 77,048.00
2023-2024	\$ 341,326.00	26.944	\$ 91,967.00
2024-2025	TBD	29.203	TBD
2025-2026	TBD	31.461	TBD
SUBSEQUENT YRS	TBD	31.461	TBD

\*Fiscal year 2023-2024 cost in the table above is based on current year ('22-'23) salaries and benefits.

End of Contract Billed Percentages for Current Entities

Willow Park	31.461 %
Hudson Oaks	31.461 %
Reno	31.461 %
Aledo ISD	<u>5.617 %</u>
Total	100 %

This cost may be modified upon mutual written agreement of the Parties hereto. Should the CITY fail to appropriate the funds necessary to fund this agreement for any renewal year, this Agreement shall terminate at the end of quarter for which funding was tendered to the County.

Should the PARKER COUNTY Commissioner's Court fail to appropriate funds for that cost of complying with this Agreement for any renewal year, this agreement shall terminate at the end of the fiscal year funded by the County.

Executed this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
PAT DEEN  
COUNTY JUDGE OF PARKER COUNTY

\_\_\_\_\_  
DOYLE MOSS  
MAYOR OF WILLOW PARK



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> September 12, 2023	<b>Department:</b> Police	<b>Presented By:</b> Lieutenant Jaclin Ramirez
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**AGENDA ITEM:**  
Juvenile Curfew Ordinance

**BACKGROUND:**  
Texas Legislature passed House Bill 1819 that prohibits a political subdivision from adopting or enforcing an ordinance that imposes a curfew to regulate the movements or actions of person younger than 18 years of age.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**  
Recommend approval of the Ordinance as submitted to rescind and repeal the juvenile curfew ordinance in order to comply with House Bill 1819

**EXHIBITS:**

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$ 0.00
	<b>Source of Funding</b>	\$ 0.00

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, RESCINDING AND REPEALING ARTICLE 8.02 MINORS OF THE WILLOW PARK CODE OF ORDINANCES WHICH ESTABLISHED A JUVENILE CURFEW; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Willow Park (“City”), located in Parker County, Texas, is a Type A, general law municipality authorized under Texas state law to legislate in the best interests of its residents; and

**WHEREAS**, Section 51.001 of the Texas Local Government Code provides, in part, that the City “may adopt . . . an ordinance, rule or police regulation that is for the good government, peace, or order of the municipality . . . and is necessary or proper for carrying out a power granted by law to the municipality”; and

**WHEREAS**, Section 51.012 of the Texas Local Government Code provides, in part, that a municipality may adopt an ordinance “that is necessary for the government, interest, welfare, or good order of the municipality as a body politic”; and

**WHEREAS**, the City Council adopted a juvenile curfew pursuant to Ordinance Number 840-21 adopted on or about September 28, 2021 that was codified in the Willow Park Code of Ordinances in Article 8.02 Minors (the “Juvenile Curfew Ordinance”); and

**WHEREAS**, the Texas 88th Legislature, in its regular session, enacted House Bill 1819 prohibiting a political subdivision from adopting or enforcing an ordinance that imposes a curfew to regulate the movements or actions of persons younger than 18 years of age; and

**WHEREAS**, the City desires to comply with House Bill 1819 and rescind and repeal the Juvenile Curfew Ordinance.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS:**

I. **ENACTMENT.** The Juvenile Curfew Ordinance codified in Article 8.02 Minors, contained in the Willow Park Code of Ordinances, is hereby rescinded and repealed in its entirety.

II. **SEVERABILITY CLAUSE:** If any section, subsection, phrase, sentence, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holdings shall not affect the validity of the remaining portions thereof.

III. **SAVINGS CLAUSE**: All ordinances, or parts of ordinances, in conflict herewith are, to the extent of such conflict, hereby repealed. The balance of such ordinance not in conflict is hereby saved from repeal.

IV. **EFFECTIVE DATE**: This Ordinance shall take effect and be in full force and effect from and after the date of its passage and publication of the caption of the Ordinance in a newspaper of general circulation within the City, as may be required by law.

**PASSED, APPROVED, and ADOPTED** by the City Council of the City of Willow Park, Texas, on this the 12<sup>th</sup> day of September, 2023.

\_\_\_\_\_  
Doyle Moss, Mayor

**ATTEST:**

\_\_\_\_\_  
Crystal Dozier, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William P. Chesser, City Attorney

The Willow Park City Council is acting on Ordinance No. \_\_\_\_\_, did on the 12<sup>th</sup> day of September, 2023 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	_____	_____	_____



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> September 12, 2023	<b>Department:</b> Police	<b>Presented By:</b> Chief Daniel Franklin
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**AGENDA ITEM:**  
New Noise Ordinance

**BACKGROUND:**

The current noise ordinance is confusing and difficult to enforce. Several sections of the current ordinance tend to contradict other sections. The current ordinance also gives terms that are easily misinterpreted, and those terms are what create a violation. Current ordinance also does not state in any way who is responsible for the noise violation.

Due to the discrepancies and unclear terms, a new ordinance that is clear and easily enforceable has been drafted. The proposed new ordinance clearly defines what constitutes a violation and list who is responsible for the violation of the ordinance.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

Recommend approval of the Ordinance as submitted.

**EXHIBITS:**

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$ 0.00
	<b>Source of Funding</b>	\$ 0.00

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS REPEALING AND RESCINDING THE PREVIOUS NOISE ORDINANCE CONTAINED IN CHAPTER 8 “OFFENSES AND NUISANCES”, ARTICLE 8.03 “NOISE” AND AMENDING THE CODE OF ORDINANCES OF THE CITY OF WILLOW PARK, TEXAS, CHAPTER 8 “OFFENSES AND NUISANCES,” BY ADOPTING A NEW ARTICLE 8.03, “NOISE”; PROVIDING DEFINITIONS; PROVIDING APPLICABILITY; PROVIDING OFFENSES; PROVIDING FOR THE AUTHORIZATION OF TEMPORARY NOISE PERMITS; PROVIDING FOR APPEAL OF THE DENIAL OF A TEMPORARY NOISE PERMIT; PROVIDING FOR A PENALTY NOT TO EXCEED \$500 FOR VIOLATIONS AND THAT EACH DAY DURING OR ON WHICH A VIOLATION OCCURS SHALL BE DEEMED A SEPARATE OFFENSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING FOR PUBLICATION; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Willow Park (“City”), located in Parker County, Texas, is a Type A, general law municipality authorized under Texas state law to legislate in the best interests of its residents; and

**WHEREAS**, Section 51.001 of the Texas Local Government Code provides, in part, that the City “may adopt . . . an ordinance, rule or police regulation that is for the good government, peace, or order of the municipality . . . and is necessary or proper for carrying out a power granted by law to the municipality”; and

**WHEREAS**, Section 51.012 of the Texas Local Government Code provides, in part, that a municipality may adopt an ordinance “that is necessary for the government, interest, welfare, or good order of the municipality as a body politic”; and

**WHEREAS**, the City Council of the City of Willow Park, Texas (“City Council”), finds and has determined that unlawful noise disturbances pose a threat to the health, safety, and welfare of the City’s inhabitants and the well-being, quality of life, and tranquility of the community; and

**WHEREAS**, the City Council finds that the City’s current noise ordinance difficult to enforce and desires to simplify the enforcement of unlawful noise disturbances by adopting this amended noise ordinance to promote the health, safety, and welfare of the City’s inhabitants and the well-being, quality of life, and tranquility of the community; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, THAT:**

**SECTION 1.** All of the above premises are found to be true and correct legislative determinations of the City Council and they are hereby incorporated into the body of this Ordinance as if copied and set forth herein in their entirety.

**SECTION 2.** The Code of Ordinances of the City of Willow Park, Texas, Chapter 8: “Offenses and Nuisances,” Article 8.03 “Noise,” is hereby repealed and rescinded in its entirety and a new Article 8.03 “Noise” is adopted to read in its entirety from the date of passage as follows:

**“Article 8.03**

**NOISE**

**§8.03.001. Purpose.** This article is adopted to prevent unlawful noise disturbances to protect the general health, safety, and welfare of the City’s inhabitants and it is also intended to safeguard the well-being, quality of life, and tranquility of the community.

**§8.03.002. Definitions.**

The following words, terms and phrases, when used in this article shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- (1) *Accountable official* means the City officer or employee designated by the city administrator with a particular administrative or enforcement responsibility under this article.
- (2) *Decibel(s)* means sound pressure level as measured by a sound level meter using the “A” weighting network and either the slow or fast meter response as specified by the American National Standards Institute.
- (3) *Noise* means sound which: a. is louder than is permitted under this article; or b. disturbs a reasonable person of normal sensibilities as provided herein.
- (4) *Person* means any individual, firm, association, partnership, corporation, or any other entity, public or private.
- (5) *Property line* means an imaginary line at the ground surface and its vertical extension, which separates the real property owned by one person from that owned by another person.
- (6) *Quiet zone* means property on which a school, hospital, clinic, library or other designated noise disturbance sensitive facility is located.
- (7) *Residential* or *residence* means property zoned for residential use in accordance with the City’s zoning ordinance.
- (8) *Sound equipment* means a loudspeaker, public address system, amplification system, or other sound producing device.
- (9) *Temporary noise permit* or *permit* shall mean a permit approved by the accountable official, allowing noise levels to exceed the permissible sound levels of this article on a temporary basis. Temporary noise permits are issued in accordance with the process and procedures identified in Section 8.03.005.

**§8.03.003. Applicability.**



- A. This article does not apply to:
1. An employee of a governmental entity engaged in the employee's official duty;
  2. A person at a stadium or ball-park during a sports event;
  3. A person at an authorized parade or street event;
  4. A person operating a bell for a religious activity; or
  5. A person operating an emergency vehicle.
- B. This article does not apply to a person issued a temporary noise permit as provided in Section 8.03.005.

#### **§8.03.004. Offenses.**

- A. Noise Disturbance. A person commits an unlawful noise disturbance in violation of this article, if the person makes, causes to be made, or allows any noise:
1. Such that it is a nuisance that annoys, distresses, or disturbs the quiet, comfort, or repose of any reasonable person with ordinary sensibilities; or
  2. Which exceeds the maximum permissible decibel levels identified in Section 8.03.004.C; or
  3. Which violates the other noise offenses identified in Section 8.03.004.D.
- B. In determining whether a person commits an unlawful noise disturbance in violation of Section 8.03.004.1., the following factors shall be considered by the accountable official:
1. the level of the noise at any location at or beyond the property line of the property on which the noise is being generated;
  2. whether the nature of the noise is usual or unusual;
  3. the proximity to residential properties or a quiet zone;
  4. whether the noise is recurrent, intermittent, or constant;
  5. the time of day or night the noise occurs;
  6. whether the noise has been enhanced in volume or range by any type of electronic or mechanical means; and
  7. whether the noise is subject to being controlled without unreasonable effort or expense to the creator thereof.
- C. Restriction on Decibel Levels
1. A person may not operate sound equipment or conduct an activity at a business that produces sound audible:
    - (a) In excess of 85 decibels between 8:00 a.m. and 9:00 p.m., as measured at the property line of the business where the sound is being generated; or

- (b) In excess of 70 decibels between 9:00 p.m. and 8:00 a.m., as measured at the property line of the business where the sound is being generated.
2. A person may not operate sound equipment or conduct an activity in a residential area that produces sound audible:
- (a) In excess of 60 decibels between 9:00 p.m. and 8:00 a.m., as measured at the property line where the sound is being generated; or
- (b) In excess of 70 decibels between 8:00 a.m. and 9:00 p.m., as measured at the property line where the sound is being generated.
3. A person may not operate sound equipment or conduct an activity within 300 feet of a quiet zone that produces sound audible:
- (a) In excess of 60 decibels between 9:00 p.m. and 8:00 a.m., as measured at the property line of the property where the sound is being generated; or
- (b) In excess of 70 decibels between 8:00 a.m. and 9:00 p.m., as measured at the property line of the property where the sound is being generated.
- D. Other Noise Offenses
1. A person may not:
- (a) Operate a machine that separates gathers, grades, loads, or unloads sand, rock or gravel within 300 feet of an occupied residence, motel, hotel, or quiet zone between 7:00 p.m. and 6:00 a.m., except for the installation of concrete as authorized under separate permit;
- (b) Use or authorize or allow the use of a vehicle, equipment, attachment, or device associated with a vehicle, for cold hold, refrigeration, or freezing of any consumable food or beverage product, including water in any form such as consumer ice or ice used to refrigerate food or beverage, between 7 p.m. and 6 a.m. if noise or sound originating from the vehicle or any associated equipment (such as an engine or generator, equipment, attachment, trailer or device) is audible or causes vibration at a residence;
- (c) Operate sound equipment in a vehicle that is audible or causes a vibration 50 feet from the equipment;
- (d) Perform construction work within 300 feet of an occupied residence involving the erection, excavation, demolition, alteration, or repair of any building, structure, or flatwork before 7:00 a.m. or after 8:00 p.m. is prohibited as follows:
- Before 7:00 a.m. or after 8:00 p.m. on Monday thru Friday;
- Before 9:00 a.m. or after 8:00 p.m. on Saturday and Sunday.

**§8.03.005. Temporary noise permits authorized; application; issuance**

- A. Permits Authorized. The city administrator, or designee, is authorized to grant temporary noise permits for:
1. Events, concerts, or sound occurrences that are anticipated to exceed the sound levels herein if:
    - a. The event or occurrence happens infrequently, not exceeding six times a year in the city;
    - b. The sound levels permitted are not medically or physically harmful to anyone exposed to the sound;
    - c. Reasonable measures are taken by the permittee to mitigate impact on the geographic areas where there will be noise dB(A) exceedance; and
    - d. A specific procedure is adopted and implemented by the permittee to respond to noise complaints or sound levels that exceed permit levels.
  2. Relief of any provision in this article on the basis of undue hardship in cases where:
    - a. The sound source will be of short duration and the activity cannot be conducted in a manner as to comply with this article; and
    - b. No reasonable alternative is available to the applicant.
- B. Application; contents.
1. The application for a temporary noise permit shall be submitted to the accountable official, and contain the following information:
    - a. The date of the application and the date and hours for which the permit is requested.
    - b. The name and address of the applicant.
    - c. The name, address and mobile telephone number of the person who will have charge of the sound-amplifying equipment and who will be responsible for sound complaints while the sound event is occurring.
    - d. The address and a description of the location where the sound equipment will be used.
    - e. A description of the type of sound-amplifying equipment to be used.
    - f. A statement of the maximum noise level and/or the exception requested.
  2. All approved permits shall specify the date, hours, and location the permit is valid; the maximum sound level permitted; a description of the equipment that may be used under the permit; and any other details necessary.
- C. Events organized by political subdivisions. An automatic variance will be granted without the payment of permits fees for the purpose of conducting parades or other events organized by a political subdivision; provided that any noise disturbance created by such activity will be abated when such request is made by the city administrator, or designee.
- D. Authority of accountable official. The accountable official may prescribe any reasonable condition or requirements deemed necessary to minimize adverse effects of the sound event and may immediately suspend any permit issued for violating any provision or terms prescribed in the permit or variance.

- E. Permit fee. A fee in the amount established by the city council shall be charged to each applicant for processing permit applications.

**§8.03.006 Appeal of denial or suspension of temporary noise permit.**

- A. Any applicant who has been denied a permit or variance, or any permittee whose permit has been suspended, shall have the right to a hearing before the city council.
- B. Requests for a hearing shall be made in writing and filed with the city administrator within ten (10) days of the date of the denial or the date of the notice of the suspension. The city administrator may review the appeal at a staff level. If the city administrator upholds the denial or suspension of a permit, the applicant may request a hearing before the city council with thirty (30) days of the city administrator's finding.
- C. The city council shall have the authority to review all pertinent files and information regarding the applicant/permittee which are in the custody of the city. Additionally, the city council shall have the authority to accept written and verbal testimony from the city administrator, any appropriate city staff, the applicant/permittee and any interested citizens. The city council shall also have the authority to place time restrictions on the testimony to be given at the hearing.
- D. The city council shall have the authority to determine whether the city administrator acted properly and within the powers granted under this article in the denial or suspension of a permit. A majority vote of a quorum of the city council shall determine whether to uphold or reject the city administrator's action. Upholding the action of the city administrator shall affirm the denial or suspension. Rejection of the city administrator's or his/her designee's action shall automatically grant a permit or reinstate a suspended permit. The decision of the city council shall be final.
- E. No person whose permit has been denied or suspended shall create or allow the creation of the noise disturbance in dispute prior to final determination by the city council.

**Sec. 8.03.007 Penalties.**

- (a) Any person, firm, corporation, or other entity that violates any provision of this Ordinance shall be deemed guilty of a Class C misdemeanor and, upon conviction, shall be subject to a fine not to exceed Five Hundred Dollars (\$500.00) for each offense, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.
- (b) The City shall have the power to administer and enforce the provisions of this Ordinance as may be required by governing law. If the City Council determines that a violation of this Ordinance creates a threat to the public safety, the City is authorized to bring suit in district court to enjoin the person, firm, corporation, or other entity from engaging in the prohibited activity. The City is not required to give bond as a condition to the issuance of injunctive relief."

**SECTION 3.** It is the intent of the City Council that each clause, phrase, sentence, paragraph, section, or subsection of this Ordinance be deemed severable, and

should such clause, phrase, sentence, paragraph, section, or subsection be declared invalid or unconstitutional by a court of competent jurisdiction, such declaration in invalidity or unconstitutionality shall not be construed to affect or impair the validity of those provisions of this Ordinance left standing, or the validity of any other ordinance of the City of Willow Park.

**SECTION 4.** The City of Willow Park Code of Ordinances shall remain in full force and effect save and except as amended herein.

**SECTION 5.** This Ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Willow Park, and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other ordinance or ordinances area hereby repealed.

**SECTION 6.** The caption of this Ordinance shall be published one time in a newspaper having general circulation in the City of Willow Park, and this Ordinance shall take effect and shall be in full force from and after the date of its final passage and publication as provided by law.

**SECTION 7.** This Ordinance shall take effect immediately upon its adoption and publication in accordance with and as provided by law.

**PASSED, APPROVED, and ADOPTED** by the City Council of the City of Willow Park, Texas, on this the 12<sup>th</sup> day of September, 2023.

\_\_\_\_\_  
Doyle Moss, Mayor

**ATTEST:**

\_\_\_\_\_  
Crystal Dozier, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William P. Chesser, City Attorney

The Willow Park City Council is acting on Ordinance No. \_\_\_\_\_, did on the 12<sup>th</sup> day of September 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	_____	_____	_____



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> September 12, 2023	<b>Department:</b> Public Works	<b>Presented By:</b> Michelle Guelker
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## AGENDA ITEM

To adopt an ordinance adopting the Enterprise Fund Rate Schedule.

## PRESENTATION HIGHLIGHTS

Changes include the increase on the sewer rate as proposed by New Gen from \$20.00 to \$24.80 for residential and \$20.00 to \$31.74 for commercial. The volumetric charge will increase from \$5.15 to \$6.39 for residential and \$8.18 for Commercial.

The rate ordinance also includes a multi-family base rate change. Currently multi-family is paying a \$20.00 flat base and under the new ordinance, the base will be a charge of 80% on the total number of units at the facility.

Account	Units	Current Base	New Base
Gates	209	\$ 20.00	\$ 4,146.56
Preserve	152	\$ 20.00	\$ 3,015.68
Olympus	259	\$ 20.00	\$ 5,138.56
Canvas	111	\$ 20.00	\$ 2,202.24

Other changes include requiring a \$50.00 deposit on garbage only accounts and an after-hours fee for non-emergencies and standbys.

A separate category of Residential Rental was also created with a deposit amount of \$200.00. Unfortunately, the current deposit for \$100.00 does not usually cover the bills left behind by renters. The increase, while may not cover the entire bill, will reduce the amount lost when renters move out unexpectedly.

## STAFF/BOARD/COMMISSION RECOMMENDATION:

To approve the utility rate ordinance as presented.

## EXHIBITS:

Utility Rate Ordinance

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	
	<b>Source of Funding</b>	



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, ADOPTING A COMPREHENSIVE FEE AND RATE SCHEDULE FOR THE FOLLOWING ENTERPRISE FUND UTILITY RATES/SERVICES/CHARGES FOR FISCAL YEAR 2023/24, INCLUDING WATER IMPACT FEES, WATER TAP FEES WASTEWATER IMPACT FEES, WASTEWATER TAP FEES DRAINAGE IMPACT FEES, UTILITY DEPOSITS/FEES, WATER BASE RATES, WATER VOLUMETRIC CHARGES, WASTEWATER RATES, SOLID WASTE RATES, ADDITIONAL UTILITY SERVICES CHARGES, AND WATER METER COSTS; AMENDING VARIOUS CITY ORDINANCES; AND CONTAINING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of Willow Park has adopted numerous ordinances that provide for various utility fees/rates/service/charges that are subject to change from time to time; and

**WHEREAS**, the City has determined that it would be convenient to consolidate many of those utility fees/rates/services/charges in one ordinance that can be reviewed and amended as needed from time to time; and

**WHEREAS**, the City has determined that the utility fees/rates/services/charges specified herein are reasonable, necessary, fair and designed to fund the various activities to which they pertain; and

**WHEREAS**, the City has determined that the utility fees/rates/services/charges set forth herein will promote the health, safety, and welfare of the citizens of Willow Park; and

**WHEREAS**, this ordinance was adopted at a meeting of the Willow Park City Council held in strict compliance with the Texas Open Meetings Act at which a quorum of the City council was present and voting;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS:**

**Section 1. Rates Imposed**

The City hereby adopts the Enterprise Fund Utility Rates/Services attached as Exhibit “A” hereto and imposes the utility fees/rates/services/charges set forth therein upon the services, activities, events and materials that are described therein. These fee, rates and charges shall be collected by the City in accordance with the various City ordinances that more particularly describe each of these fees, rates, services and charges.

**Section 2. Ordinances Amended**

Each City ordinance that originally provided an enterprise utility fee, rate, service or charge that is mentioned on Exhibit “A” is hereby amended as shown on Exhibit “A”.

**Section 3. Severability**

Should any portion or part of this ordinance be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

**Section 4. Effective Date.**

This Ordinance shall be effective upon its passage.

**PASSED, APPROVED AND ADOPTED** this the 12<sup>th</sup> day of September, 2023.

\_\_\_\_\_  
Doyle Moss, Mayor

**ATTEST:**

\_\_\_\_\_  
Crystal Dozier, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William P. Chesser, City Attorney

The Willow Park City Council, acting on Ordinance No. \_\_\_\_\_, did on the 12<sup>th</sup> day of September 2023 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	_____	_____	_____

# Enterprise Fund Utility Rates/Services

## Exhibit "A"

### Water Impact Fees

Meter Size	AWWA Capacity	Meter Equivalent	Willow Park Impact Fee	Equivalency Factor	Ft. Worth Impact Fee
3/4"	30	#	\$2,993	1.50	\$2,972
1"	50	#	\$4,988	2.50	\$4,953
1 1/2"	100	#	\$9,975	5.00	\$9,905
2"	160	#	\$15,960	8.00	\$15,848
3"	320	#	\$29,925	21.75	\$43,087
4"	500	#	\$49,875	37.50	\$74,288
6"	1000	#	\$99,750	80.00	\$158,480

### Water Tap Fees

Water Tap Fee ( 1" or less)	\$500
Water Tap Fee ( 1 1/2" - 2")	\$750
Water Tap Fee ( 3" - 4")	\$1,000
Water Tap Fee ( 6")	\$1,500

### Wastewater Impact Fee

Meter Size	AWWA Capacity	Meter Equivalent Factor	Impact Fee
3/4"	30	1	\$3,248
1"	50	1.67	\$5,413
1 1/2"	100	3.33	\$10,825
2"	160	5.33	\$17,320
3"	320	10.67	\$32,475
4"	500	16.67	\$54,125
6"	1,000	33.33	\$108,250

### Wastewater Tap Fees

Wastewater Tap Fee ( 1" or less)	\$500
Wastewater Tap Fee ( 1 1/2" - 2")	\$750
Wastewater Tap Fee ( 3" - 4")	\$1,000
Wastewater Tap Fee ( 6")	\$1,500

### Drainage Impact Fee

\$34.74 per stormwater service unit

# Enterprise Fund Utility Rates/Services

## Exhibit “A”

### Utility Deposits/Fees

	Residential	Residential Sr	Res. Outside	Res. Rental	Commercial	Irrigation
New Account Deposit	\$100	\$100	\$200	\$200	\$200	\$100
New Account Application Fee	\$50	\$50	\$60	\$60	\$60	\$50
Reconnect Fee	\$50	\$50	\$50	\$50	\$50	\$50
Unscheduled Acct. Closure Fee	\$25	\$25	\$25	\$25	\$25	\$25
Acct. Re-Activation Fee	\$50	\$50	\$50	\$50	\$50	\$50
Garbage Only New Account	\$50	\$50	\$60	\$60	N/A	N/A
After-hour (Non-Emergency) Connect/ Disconnect*	\$75	\$75	\$75	\$75	\$75	\$75

\*Each trip will be a separate charge. Requests for standby service will be charged fee for each hour from time request received until return from call.

Late Payment Charge		5% of Delinquent Balance
Non-Sufficient (NSF) Funds Fee		\$30
Credit/Debit Card Processing Fee		3% of Transaction

- ❖ All Residential and Residential Sr. accounts include Residential Waste (curbside garbage).
- ❖ All Residential Outside (ETJ) accounts must provide proof of an on-site sewage facility (OSSF) and solid waste service prior to water service activation.
- ❖ Commercial accounts must provide proof of solid waste services through Republic Services
- ❖ All construction accounts are classified as Commercial accounts.
- ❖ Residential Outside (ETJ) accounts that do not have a deposit on file will be charged a \$10 per month prorated deposit charge.

### Water Base Rates (meter charge is assessed as a monthly base charge for connecting to City Utility Water)

Meter Charge	Residential	Residential Sr.	Res. Outside (ETJ)	Commercial	Irrigation
3/4”	\$41.71	\$31.29	\$47.97	\$41.71	\$41.71
1”	\$104.29	\$78.21	\$119.93	\$104.29	\$104.29
1 ½”	\$208.57	\$156.43	\$239.86	\$208.57	\$208.57
2”	\$333.72	\$250.29	\$383.77	\$333.72	\$333.72
3”	\$625.72	\$469.29	\$719.57	\$625.72	\$625.72
4”	\$1,042.86	\$782.15	\$1,199.29	\$1,042.86	\$1,042.86
6”	\$2,085.72	\$1,564.29	\$2,298.58	\$2,085.72	\$2,085.72

### Water Volumetric Charges (water volume charges are assessed based on 1,000-gallon usage)

Volumetric Charge	Residential	Residential Sr.	Res. Outside (ETJ)
0 - 9,000 Gallons	\$3.89	\$2.92	\$4.47
9,000 – 20,000 Gallons	\$4.87	\$4.87	\$5.60
20,001 – 40,000 Gallons	\$6.08	\$6.08	\$6.99
40,000 Gallons +	\$7.60	\$7.60	\$8.74

# Enterprise Fund Utility Rates/Services

## Exhibit “A”

Volumetric Charge	Commercial	Irrigation
0 - 25,000 Gallons	\$3.89	\$4.87
25,001 – 50,000 Gallons	\$4.87	\$6.08
50,001 Gallons +	\$6.08	\$7.60

### Wastewater Rates

Base Charges	Residential	Commercial
Monthly	\$24.80	\$31.74

- ❖ Wastewater base charges are assessed as monthly charge for connecting to the City Wastewater Facility

Volumetric Charge	Residential	Commercial
Per 1,000 Gallons	\$6.39	\$8.18

- ❖ Wastewater volumetric charges are assessed based on the winter (Dec, Jan, Feb) average per 1,000-gallon water usage for residential customers. The city-wide average of 6,000 gallons is used for new customers until a winter average is established.
- ❖ Wastewater volumetric charges are assessed based on actual water usage for commercial customers.

Multi-Family	Base Charge	Volumetric Charge
Total number of units will be charge at 80% of residential base rate, plus volumetric charge of actual water usage, not including irrigation.	\$19.84	\$6.39

### Solid Waste Rates

Total Solid Waste Fees	\$22.49
Residential Solid Waste Pick-up (includes bulk/brush pick-up)	\$12.94
Residential Recycling	\$4.69
Cart Rental Fee	\$3.15
Sales Tax (8.25%)	\$1.71

- ❖ Monthly charges based on contracted service provider.

Additional Utility Services	
Water Meter Installation/Change Out	\$250 + Cost of Equipment
Meter Box Installation/Change Out	\$250 + Cost of Equipment
Boring for Installation of line (Water or Sewer)	\$500
Water Meter Testing (fee is refunded if meter is found to outside industry tolerances)	\$75
Equipment Damage Fee	\$75 + Cost of Equipment
Meter Tampering- (meter lock broken or removed, curbstop broken, meter broken or stole or disconnected, radio broken, stolen, or disconnected, unauthorized connection)	
1 <sup>st</sup> Offense-	\$500 + Cost of Equipment
2 <sup>nd</sup> Offense-	\$750 + Cost of Equipment
3 <sup>rd</sup> Offense-	\$1000 + Cost of Equipment and Termination of Service
Construction Water Meter Deposit (fire hydrant meter)	\$2,300

# Enterprise Fund Utility Rates/Services

## Exhibit "A"

### Meter Costs

Meter Size	3/4"	1"	1 1/2"	2"	3"	4"	6"
Meter Cost	\$178.46	\$276.92	\$1,547.69	\$1,785.79	\$2,262.01	\$3,928.75	\$6,786.00
Radio	\$202.10	\$202.10	\$202.10	\$202.10	\$202.10	\$202.10	\$202.10
<b>Total</b>	<b>\$380.57</b>	<b>\$479.03</b>	<b>\$1,749.79</b>	<b>\$1,987.90</b>	<b>\$2,464.12</b>	<b>\$4,130.86</b>	<b>\$6,988.10</b>



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> September 12, 2023	<b>Department:</b> Admin	<b>Presented By:</b> Assistant City Manager
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**AGENDA ITEM:** Discussion/Action: to approve a resolution appointing a voting member and alternate to the Wholesale Water and Wastewater Customer Advisory Committee.

**BACKGROUND:**

The City of Willow Park is a wholesale water customer for the City of Forth Worth. Under the terms of the Wholesale Contract for Services the City will have a Voting Member and Alternate for the water and wastewater System Advisory Committee.

**Suggested motion:** I move to approve a resolution appointing a voting member and alternate to the Wholesale Water and Wastewater Customer Advisory Committee.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

Staff will need City Council to appoint a Voting Member and an Alternate member to the Committee. The term for the fiscal year beginning October 1, 2023 through September 30, 2024.

**EXHIBITS:**

- Resolution No. 2023-07
- Appointment Form

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$
	<b>Source of Funding</b>	\$



**CITY OF WILLOW PARK, TEXAS**  
**RESOLUTION NO. 2023-07**

**A RESOLUTION OF THE CITY OF WILLOW PARK, TEXAS APPOINTING A VOTING MEMBER AND ALTERNATE MEMBER TO FORT WORTH WHOLESALE WATER AND WASTEWATER CUSTOMER ADVISORY COMMITTEE.**

**WHEREAS**, the City of Willow Park, Texas is a wholesale water customer for the City of Fort Worth, Texas; and

**WHEREAS**, under the terms of the Wholesale Contract for Services the City Council of the City of Willow Park, Texas shall appoint a voting member and alternate member to the Wholesale Water and Wastewater Customer Advisory Committee; and

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

- (1) The City Council shall appoint a voting member and alternate member to serve on the Water and Wastewater Customer Advisory Committee for Fiscal Year beginning October 1, 2023 through September 30, 2024.
- (2) This Resolution is effective immediately upon passage.

**PASSED by an affirmative vote of all members of the City Council, this 12th day of September, 2023.**

**APPROVED:**

\_\_\_\_\_  
Doyle Moss, Mayor

**ATTEST:**

\_\_\_\_\_  
Crystal R. Dozier TRMC, City Secretary



**APPOINTMENT FORM**  
**Wholesale Water and Wastewater Customer Advisory Committee**

DATE: 09/12/2023

WHOLESALE CUSTOMER: City of Willow Park

Check all that apply:       Water       Wastewater

The following individuals have been officially appointed by the **CUSTOMER's GOVERNING BODY**, under the terms of the Wholesale Contract for Services as the **VOTING MEMBER** and **ALTERNATE** for the Water and/or Wastewater System Advisory Committee. The term is for the Fiscal Year beginning October 1, 2022 through September 30, 2023.

**Voting Member:**

**Alternate Member**

Michelle Guelker

Gretchen Vasquez

Name

Name

Public Works Director

City Engineer

Title

Title

817-441-7108 ext 304

817-441-7108 ext 110

Office Phone

Office Phone

325-242-2168

817-903-1245

Cell Phone

Cell Phone

mguelker@willowpark.org

gvasquez@willowpark.org

Email Address

Email Address

Mailing Address:

Mailing Address:

120 El Chico Trail, Suite A

120 El Chico Trail, Suite A

Willow Park, Texas 76087

Willow Park, Texas 76087

\_\_\_\_\_  
Signature of Mayor/Board President

Official Seal

***Please complete and return as soon as possible, but no later than October 31, 2022 to:***

[WaterWholesale@fortworthtexas.gov](mailto:WaterWholesale@fortworthtexas.gov)

*or*

City of Fort Worth  
Water Utility Billing Section/Wholesale  
P. O. Box 870  
Fort Worth, Texas 76101