



## CITY COUNCIL REGULAR MEETING AGENDA

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

Tuesday, May 28, 2024 at 6:00 PM

---

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

**PLEDGE OF ALLEGIANCE AND INVOCATION**

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

*Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to three (3) minutes. The Texas Open Meetings Act provides the following:*

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

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

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

**CONSENT AGENDA**

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

- 1. Approve City Council Meeting Minutes - Regular Meeting May 14, 2024.

**REGULAR AGENDA ITEMS**

- 2. Discussion/Action: to accept the presentations from Staff regarding the 2022 Street Projects.
- 3. Discussion/Action: to adopt an ordinance amending Ordinance 879-23, the Original Budget Ordinance for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024.

**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.*

4. Section 551.072 - Discussing the purchase, exchange, lease, or value of real property; 205 Canyon Ct.
5. 551.087 - Economic Development Negotiations; 551.071 Consultation with City Attorney; Beall Development Agreement.
6. Section 551.071 - Consultation with Attorney; Halff & Associates Litigation.

**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: May 24, 2024, at 9:00 a.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

---

Crystal R. Dozier, TRMC, CMC  
City Secretary

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-441-7108, or by email at [cdozier@willowpark.org](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, May 14, 2024 at 6:00 PM

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

Mayor Moss called the meeting to order at 6:00 pm.

#### PRESENT

Mayor Doyle Moss  
 Councilmember Eric Contreras  
 Councilmember Chawn Gilliland  
 Councilmember Greg Runnebaum  
 Councilmember Lea Young  
 Councilmember Nathan Crummel

#### STAFF PRESENT

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

### PLEDGE OF ALLEGIANCE AND INVOCATION

Pastor Jon Sherman with Trinity Bible Church gave the invocation and Troop 1099 led the pledge of allegiance.

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

*Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to three (3) minutes. The Texas Open Meetings Act provides the following:*

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

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

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

**Marina Sears at 1925 Kelly Rd. spoke before the council regarding an invitation to the Supernova documentary. Sam Minnich at 35 Crown Rd.; Jon Ivonen at 49 Crown Rd.; Tara Hoopes at 41 Crown Rd.; Elizabeth Ivonen at 49 Crown Rd.; Clifford Voorhees at 116 Sam Bass Rd.; Dennis Evans at 75 Crown Rd.; Ruth Taylor at 81 Crown Rd.; Roy Ramos at 101 Trinity Dr.; Ned Hannah at 66 Crown Rd.; Teresa Palmer at 3521 Ranch House Rd.; Marsh Weiershausen at 70 Crown Rd.; Ellen Wilson at 713 W. Jockey; Brad McKerley at 109 Trinity Dr.; Jordan Phillips at 80 Crown Rd.; and James Smith at 45 Crown Rd. all spoke before the city council regarding various issues on Crown Rd. and Ranch House Rd. Eric Hoopes at 41 Crown Rd. submitted his public comment request via email along with a petition addressing Crown Rd. construction and speeding.**

## **CONSENT AGENDA**

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

1. Approve City Council Meeting Minutes - Regular Meeting April 23, 2024.

**To approve the City Council Meeting Minutes - Regular Meeting April 23, 2024.**

**Motion made by Councilmember Runnebaum, Seconded by Councilmember Gilliland.**

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

## **REGULAR AGENDA ITEMS**

2. Discussion/Action: City Secretary will issue the certificate of election, administer the statement of elected officials and the oaths of office to the newly elected council members:

Place 3 - Greg Runnebaum

Place 4 - Lea Young

Place 5 - Nathan Crummel

**Crystal Dozier, City Secretary administered the oaths and statement of elected officials of City Council Place No. 3 Greg Runnebaum; Place No. 4 Lea Gore Young; and Place No. 5 Nathan Crummel.**

3. Discussion/Action: to consider appointing a Mayor Pro Tem.

**To appoint Councilmember Lea Young as Mayor Pro Tem.**

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

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

4. Discussion/Action: to consider appointing an Alternate Mayor Pro Tem.

**To appoint City Councilmember Nathan Crummel at the Alternate Mayor Pro Tem.**

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

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

5. Discussion/Action: to approve the 2nd Quarter Financial Report.

**To approve the 2nd Quarter Financial Report as present by the City's CPA, Jake Weber.**

**Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.**

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

6. Discussion/Action: to approve an agreement with Westwood Professional Services for Kings Gate Park.

**To approve the agreement with Westwood Professional Services in the amount of \$32,400.00 for the 2024 Parks Master Plan Addendum Project.**

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

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

7. Discussion/Action: to adopt an ordinance reorganizing, renumbering, restating and amending Chapter 13 "Utilities" of the Willow Park Code of Ordinances, including amending the City's ordinance and regulations regarding On-Site Sewage Facilities ("OSSF").

**To adopt an Ordinance Reorganizing, Renumbering, Restating and Amending Chapter 13, "Utilities" of the Willow Park City Code of Ordinances; Providing the Following Regulations Governing Utilities: General Provisions; A Public Works Director; A Water System; A Sewer System; Solid Waste; Private Water Wells; On-Site Sewage Facilities; Impact Fees; Pollution Control Near Public Water Supply Wells; Drought Contingency and Emergency Water Management; Cross-Connection Control; Drainage; Drainage Impact Fees; Providing For Penalties For Violations of the Ordinance In The Amount Of \$500.00; Providing a Repealer Clause; Providing a Severability Clause; and Providing An Effective Date.**

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

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

8. Discussion/Action: to adjust the City's operating hours on a trial basis from May 20th through September 13, 2024.

**To approve adjusted work hours on a trial basis from May 20th through September 13, 2024 and authorize the City Manager to amend or extend the work schedule as presented.**

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

**Voting Yea: Councilmember Runnebaum, Councilmember Young**

**Mayor Moss declared the motion failed as the motion only received two Aye votes.**

## INFORMATIONAL

### Mayor and City Council Comments

**Mayor Moss informed everyone of the passing of former Mayor Marvin Glasgow. His memorial service will be held on Saturday, May 18th at 2:00 pm at the Cross Timber Baptist Church in Willow Park. He stated Marvin was a great Mayor and supporter of the city and the staff. Mayor Moss thanked Councilmembers Nate, Greg and Lea for their service again and willingness to serve Willow Park.**

**Councilman Runnebaum requested to have the Crown Road construction on as a future agenda item. City Manager Grimes stated the City has requested punch list items for the street construction by May 31st. Councilman Contreras asked if the City can begin addressing the speeding issue on Crown Road and Mayor Moss stated the City has been working with the police department regarding the speeding. Mayor Pro Tem Young requested full staff reports addressing all of the issues regarding Crown Road and Ranch House Road.**

### City Manager Comments

**City Manager Bryan Grimes echoed Mayor Moss's comments on Mayor Glasgow. He stated city hall will be closed on Memorial Day. The next city council meeting will be the Tuesday after Memorial Day.**

**EXECUTIVE SESSION** *It is anticipated that all, or a portion of the discussion of the foregoing item will be conducted in closed executive session under authority of the Section 551 of the Texas Open Meetings Act. However, no action will be taken on this item until the City Council reconvenes in open session.*

**Mayor Moss recessed into executive session at 7:29 pm.**

9. Section 551.072 - Discussing the purchase, exchange, lease, or value of real property; 205 Canyon Ct. and Kings Gate Road

10. 551.087 - Economic Development Negotiations; 551.071 Consultation with City Attorney; Beall Development Agreement.

11. Section 551.074 Personnel Matters; Police Chief Review

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

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

**Mayor Moss reconvened into open session at 8:15 pm.**

**No action was taken.**

**ADJOURNMENT**

**Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.**

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

**Mayor Moss adjourned the meeting at 8:20 pm.**

These minutes were approved on the 28<sup>th</sup> of May, 2024.

---

Mayor Doyle Moss

---

Crystal R. Dozier, TRMC, CMC  
City Secretary

# 2022 Street Improvements

Owner: City of Willow Park | Engineer: Jacob Martin, LLC | Contractor: XIT Paving & Construction Inc.



# Background

- Pre-construction
  - An inventory of the City’s existing streets was performed including arterial, collector, and local streets.
  - An evaluation was made of the condition of each street and improvements recommended based on the type of street, traffic volume, condition, and community input.
  - Local streets that saw lower traffic volume as well as lower weight vehicles were reconstructed, while streets that saw heavier traffic volumes and loads warranted more expensive concrete paving.
  
- Post-construction
  - A signed petition was submitted to the City Council on May 14<sup>th</sup>, 2024 from residents of Willow Park regarding remedies for roadway safety and property damage.
  - The key elements of the petition included speeding on Crown Road, narrow drive approaches, roadside ditch grading/slope, and landscaping damages.
  - City staff set forth to explore the issues comprehensively and present our ideas for a resolution.

## Project Description

- The 2022 Street Improvements project consisted of removing and replacing approximately 36,500 square yards of existing asphalt pavement with concrete paving and replacing approximately 18,600 square yards of asphalt pavement with 2” hot-mix asphaltic concrete (HMAC) pavement. The project also included roadside ditch grading, driveway replacement, and new bike lanes.
- The streets included in the 2022 Street Improvements project were Crown Road, Ranch House Road, King's Gate Road, Sam Bass Road, Old Ford Road, Sam Bass Court, Trinity Court, Trinity Drive, Crested Butte Court, Ridge Haven Court, and Ridge Haven Court.

## Project Goals

- Improve Road Infrastructure
  - Rehabilitate pavement
  - Promote bicycle mobility
- Improve Surface Drainage System
  - Protect property from the potential damages caused by storm water runoff.
- Reduce Infrastructure Costs
  - For the streets that were identified as in need of major rehabilitation, consideration was given to the type of improvement that resulted in the most economical solution while providing the longest life cycle for the street.

## Residents' Concerns

- Roadside Ditch Grading/Slope
- Narrow Drive Approaches
- Landscaping Damages
- Neighborhood Traffic Calming

# Roadside Ditch Grading/Slope

- Design Criteria
  - Earthen slopes shall have proper vegetative cover and be no steeper than three horizontal to one vertical (3:1)
  - Roadside ditches and culverts designed to convey the design storm
- Residents' Concerns
  - Steep roadside ditches
- Resolution
  - Ensure 3:1 ratio is met

# Drive Approaches

- Design Criteria
  - Residential driveways to serve single-car garages, carports and/or storage areas shall be not less than eleven feet (11') nor more than fifteen feet (15') in width, measured at the property line.
  
- Residents' Concerns
  - Narrow drive approaches.
  
- Resolution
  - The estimated cost to widen the driveways on Crown Road an additional two (2) feet is **\$144,000**. The cost to widen driveways an additional four (4) feet is **\$192,000**.
  - The estimated cost to widen the driveways on Ranch House Road an additional two (2) feet is **\$39,000**. The cost to widen an additional four (4) feet is **\$52,000**.
  - All the driveways reconstructed on Crown and Ranch House Roads met or exceeded the city's design criteria.

# Landscaping Damages

- Design Criteria
  - Roadside ditches must have proper vegetative cover to control erosion. Hydromulch seeding shall be in accordance with the Specifications located in the Contract Documents, Division 32 92 13 – Hydromulch Seeding, Section 2.1.
  
- Residents' Concerns
  - Vegetation is different from homeowner's cultivated landscapes.
  
- Resolution
  - Hydromulch (@ \$1.75/s.y.)
    - The estimated cost to hydromulch the city right-of-way along Crown Road is **\$17,000**.
  - Sod (@ \$15/s.y.)
    - The estimated cost to sod the city right-of-way along Crown Road is **\$145,725**.
  - Concrete Rip-Rap (@ \$89/s.y.)
    - The estimated cost of the total ditch area not already in concrete on Crown Road from the top of the hill to the end is **\$290,000**.

# Neighborhood Traffic Calming

What is Traffic Calming?

According to the Federal Highway Administration (FHWA), traffic calming reduces automobile speeds or volumes, mainly through the use of physical measures, to improve the quality of life in both residential and commercial areas and increase the safety and comfort of walking and bicycling.

Traffic Calming programs involve:

- Applying road design and engineering measures to obtain appropriate speeds;
- Setting speed limits that are safe and reasonable;
- Applying enforcement efforts and appropriate technology that effectively address speeders and deter speeding.



# Safety Benefits of Traffic Calming

## Speed impacts crash severity

- Lower speeds result in greater survivability when crashes occur.

## Slower speeds save lives

- Average risk of death for a pedestrian at impact rises as speed increases.
- A person walking struck by a person driving 40 mph is 8x's more likely to die than one struck by person driving 20 mph.

## Slower speeds

- Promote safety in residential neighborhoods
- Prevent crashes
- Safer for pedestrians and cyclists, specifically where infrastructure does not exist.



### DEATH DUE TO SPEED

U.S. DEPARTMENT OF TRANSPORTATION, LITERATURE REVIEWED ON VEHICLE TRAVEL SPEEDS AND PEDESTRIAN INJURIES, MARCH 2008.  
SOURCE: NATIONAL HIGHWAY TRAFFIC SAFETY BOARD, PEDESTRIAN INJURIES

## Traffic Calming Tools

- Vertical Deflection countermeasures create a change in roadway height that forces a vehicle to reduce speed. Examples include:
  - Speed Humps
  - Speed Bumps

# Vertical Deflection

## Speed Bumps

- Raised areas of pavement primarily used in parking lots
- They pose a safety hazard for vehicles traveling too fast and can be more damaging to vehicles.
- Emergency Response Impact - unknown as bumps are used primarily in parking lots



**Speed Bump**

# Vertical Deflection

## Speed Humps

- Rounded raised areas of pavement typically 12 to 14 feet long, often placed in a series (spaced 260 to 500 feet apart) at mid-block locations
- Appropriate for residential streets and residential collectors that are one-lane/two-lane and have posted speed of 35 mph or less
- Not typically used on major roads, bus routes, or primary emergency response routes.
- Series of speed humps may result in traffic diversion
  - Comprehensive traffic calming approach needed to ensure problem isn't moved to another roadway.
- Emergency Response Impact – Approximately 3 and 5 seconds delay per hump for fire trucks and up to 10 seconds for ambulances with patients.



Speed Hump

# City of Willow Park Design Criteria

## Subdivision Ordinance

### Division 9. Subdivision Standards and Specifications

#### Sec. 10.02.243 Streets

- (9) Driveways.
- (A) One- and two-family residential driveways.
- (ii) Residential driveways to serve single-car garages, carports and/or storage areas shall be not less than eleven feet (11') nor more than fifteen feet (15') in width, measured at the property line. Residential driveways to serve two (2) car garages, carports and/or storage areas shall be not less than eleven feet (11') nor more than twenty-four feet (24') in width, measured at the property line.

#### Sec. 10.02.244 Drainage

- (6) All drainage facilities shall be designed and constructed in conformance with Exhibit A “Storm Drainage”.

#### Exhibit A “Storm Drainage”

- B. Design of Facilities
- 1. Design of all bridges, culverts, underpasses and open channels are to be based on the 100-year frequency.

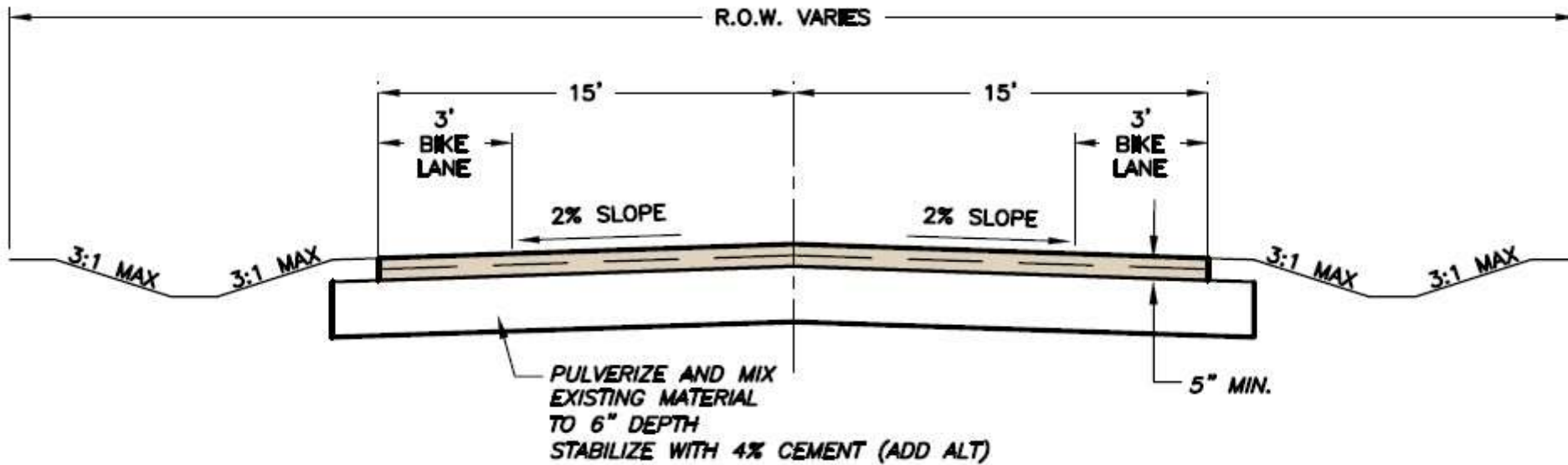
# Street System Improvements

**Priority and Type of Improvements**

Priority	Street	Begin	End	Length (LF)	Street Classification	Recommendation
1	Crown Road	Ranch House Road	Crown Valley Drive	3,850	Arterial	Concrete
1	Ranch House Road	Bridge	Castlemount	2,378	Arterial	Concrete
1	King's Gate Road	Crown Road	Vista Drive	2,400	Arterial	Concrete
1	Sam Bass Road	Squaw Creek Road	Ranch House Road	3,650	Local	Concrete
1	Old Ford Road	Squaw Creek Road	End	1,600	Local	Reconstruction
1	Sam Bass Court	Sam Bass Road	End	1,300	Local	Reconstruction
1	Trinity Court	Trinity Drive	End	900	Local	Reconstruction
1	Trinity Drive	Sam Bass Court	Ranch House Road	1,450	Local	Reconstruction
1	Crested Butte Court	Old Ford Road	End	200	Local	Reconstruction
1	Ridge Haven Court	Old Ford Road	End	220	Local	Reconstruction
1	Pleasant Court	Old Ford Road	End	400	Local	Reconstruction
				Total Linear Feet	18,348	
				Miles	3.48	

Source: 2022 Capital Improvement Plan, Table V.1

# Street Section Detail



REINFORCED CONCRETE PAVEMENT

N.T.S.

Source: 2022 Street Improvements Plans



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> May 28, 2024	<b>Department:</b> Planning & Development/Parks	<b>Presented By:</b> Toni Fisher, Director
--------------------------------------	----------------------------------------------------	-----------------------------------------------

**Discussion & Action:** to consider various construction issues on Crown Road and Ranch House Road.

**BACKGROUND:**

I&E Services, Inc. is the City’s contractor for landscaping and mowing.

Due to resident complaints regarding the slope of the new bar ditches, City Staff requested I&E to mowing the rights-of-way from the city limits on Crown Road, Ranch House Road, to Vista Drive (see map exhibit). This expense was \$1,000 for the first cut. Regular mowing maintenance of this area is **\$700 per cut**.

Additionally, Staff also requested a one-time mowing of the rights-of-way along Trinity Drive, Trinity Court, Sam Bass Drive, and Sam Bass Court at an expense of **\$1,080 per cut**.

**STAFF RECOMMENDATION:**

None.

**EXHIBITS:**

- Additional Crown Rd. Right-of-Way Mowing Map



# Neighborhood Traffic Calming

# What is Traffic Calming?

According to the Federal Highway Administration (FHWA), traffic calming reduces automobile speeds or volumes, mainly through the use of physical measures, to improve the quality of life in both residential and commercial areas and increase the safety and comfort of walking and bicycling.

Traffic Calming programs involve:

- Applying road design and engineering measures to obtain appropriate speeds;
- Setting speed limits that are safe and reasonable;
- Applying enforcement efforts and appropriate technology that effectively address speeders and deter speeding.

# Safety Benefits of Traffic Calming

## Speed impacts crash severity

- Lower speeds result in greater survivability when crashes occur.

## Slower speeds save lives

- Average risk of death for a pedestrian at impact rises as speed increases.
- A person walking struck by a person driving 40 mph is 8x's more likely to die than one struck by person driving 20 mph.

## Slower speeds

- Promote safety in residential neighborhoods
- Prevent crashes
- Safer for pedestrians and cyclists, specifically where infrastructure does not exist.



### DEATH DUE TO SPEED

U.S. DEPARTMENT OF TRANSPORTATION. LITERATURE REVIEWED ON VEHICLE TRAVEL SPEEDS AND PEDESTRIAN INJURIES. MARCH 2000.  
[HTTP://WWW.NHTSA.GOV/ABOUT-NHTSA/TRAFFIC+TECHS/CURRENT/LITERATURE+REVIEWED+ON+VEHICLE+TRAVEL+SPEEDS+AND+PEDESTRIAN+INJURIES](http://www.nhtsa.gov/about/nhtsa/traffic+techs/current/literature+reviewed+on+vehicle+travel+speeds+and+pedestrian+injuries)

# Traffic Calming Tools

- Vertical Deflection countermeasures create a change in roadway height that forces a vehicle to reduce speed. Examples include:
  - Speed Humps
  - Speed Bumps
  - Speed Tables
  - Speed Cushions
- Horizontal Deflection countermeasures create a horizontal shift in the roadway so that a vehicle cannot travel in a straight line and must reduce speed. Examples include:
  - Curb Extensions
  - Chicanes
  - Mini Roundabouts/Traffic Circles

# Vertical Deflection

## Speed Bumps

- Raised areas of pavement primarily used in parking lots
- They pose a safety hazard for vehicles traveling too fast and can be more damaging to vehicles.
- Emergency Response Impact - unknown as bumps are used primarily in parking lots



# Vertical Deflection

## Speed Humps

- Rounded raised areas of pavement typically 12 to 14 feet long, often placed in a series (spaced 260 to 500 feet apart) at mid-block locations
- Appropriate for residential streets and residential collectors that are on-lane/two-lane and have posted speed of 35 mph or less
- Not typically used on major roads, bus routes, or primary emergency response routes.
- Series of speed humps may result in traffic diversion
  - Comprehensive traffic calming approach needed to ensure problem isn't moved to another roadway.
- Emergency Response Impact - Approximately 3 and 5 seconds delay per hump for fire trucks and up to 10 seconds for ambulances with patients



# Vertical Deflection

## Speed Tables

- Raised speed humps with flat section on top and ramps on the ends
- Serve as raised crosswalks when placed at pedestrian crossings
- Appropriate for residential streets and residential collectors that are on-lane/two-lane and have posted speed of 35 mph or less
- Can be implemented at mid-block or intersection locations
- Series of speed tables may result in traffic diversion
  - Comprehensive traffic calming approach needed to ensure problem isn't moved to another roadway.
- Emergency Response Impact - less than 3 seconds of delay per speed table



# Vertical Deflection

## Speed Cushions

- Two or more raised areas placed laterally across a roadway with gaps between raised areas, often placed in a series at mid-block locations
- Appropriate for residential streets and residential collectors that are on-lane/two-lane and have posted speed of 35 mph or less
- Gaps allow emergency vehicles to pass at higher speeds
- Series of speed cushions may result in traffic diversion
  - Comprehensive traffic calming approach needed to ensure problem isn't moved to another roadway.
- Emergency Response Impact - less than a one-second delay experienced by most emergency vehicles





# Horizontal Deflection

## Curb Extensions

- Horizontal extension of the sidewalk into the street, which visually and physically narrows the roadway and creates shorter crossings for pedestrians
- Can create protected on-street parking
- Emergency Response Impact – limited



## Chicanes

- Alternating curbs or lane shifts that force a vehicle to reduce speed and veer back and forth out of a straight travel path.
- Appropriate for residential streets and residential collectors that are on-lane/two-lane and have posted speed of 35 mph or less.
- Alternating on-street parking can serve as a chicane.
- Emergency Response Impact - limited



# Horizontal Deflection

## Mini Roundabout or Traffic Circle

- A raised island that forces vehicles to reduce speed when traveling through an intersection
- Fits within an existing intersection and can be landscaped.
- Emergency Response Impact - limited





# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> May 28, 2024	<b>Department:</b> Admin	<b>Presented By:</b> Jake Weber & City Manager
--------------------------------------	-----------------------------	---------------------------------------------------

**AGENDA ITEM: Discussion / Action:** to adopt an ordinance amending Ordinance 879-23, the Original Budget Ordinance for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024.

**BACKGROUND:** At the previous Council meeting, Jake Weber, CPA presented the council with 2Q Financials and informed Council of Budget Amendments for your consideration. Those Budget amendments can be found in Exhibit A of the Ordinance. Notably, the M/O Levy and Sales Tax revenues are reduced, and the M/O Transfer and Council Approved Expenditures are reduced as well. Furthermore, Engineering expenses were increased due to significant development projects that were unforeseen at the time of budget adoption. These expenses may be reimbursed at a later date.

Water distribution and production expenses are increased, however the transfer from water to wastewater is reduced by \$200K as Wastewater User Fees are tracking to be more robust than expected.

**Suggested Motion: I move to amend the Budget Ordinance as presented.**

---

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

---

**EXHIBITS:**

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

**ORDINANCE NO. 905-24**

**AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, AMENDING ORDINANCE 879-2023, THE ORIGINAL BUDGET ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, FOR THE CITY OF WILLOW PARK, TEXAS, FUNDING ACCOUNTS IN THE BUDGET DUE TO UNFORESEEN SITUATIONS; CONTAINING FINDINGS; PROVIDING FOR SAVINGS AND SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Willow Park, Texas Fiscal Year 2023-2024 Budget (the “Budget”) was adopted by Ordinance 879-2023 within the time and in the manner required by State Law; and

**WHEREAS**, the City of Willow Park, Texas has reviewed the Budget; and

**WHEREAS**, the City Council of the City of Willow Park, Texas has considered the status of the expenses incurred and the projected revenue for the rest of the fiscal year; and

**WHEREAS**, the City Council of the City of Willow Park, Texas hereby finds and determines that it is prudent to amend the Budget in accordance with the line items as set forth in Exhibit A, due to unforeseen situations that have occurred in the City; and

**WHEREAS**, the City Council of the City of Willow Park, Texas further finds that these amendments will serve in the public interest; and

**WHEREAS**, the City Council of the City of Willow Park, Texas finds and determines that the change in the Budget for the stated municipal purpose is warranted and necessary, and that the amendment of the Budget to fund these line items due to unforeseen situations and a matter of public necessity warranting action at this time.

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

Section 1. Findings.

The facts and matters set out above are found to be true and correct.

Section 2. Purpose.

The City of Willow Park, Texas, Fiscal Year 2023-2024 Budget is hereby amended to mitigate the effect of unforeseen circumstances, as set forth in Exhibit A attached hereto and incorporated herein as though set out in full.

Section 3. Savings/Repealing Clause.

All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

Section 4. Severability.

It is hereby declared to be the intention of the City Council that if any of the sections, paragraphs, sentences, clauses, and phrases of the Ordinance shall be declared unconstitutional or invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this Ordinance of unconstitutional or invalid phrases, clauses, sentences, paragraphs, or sections.

Section 5. Effective Date.

This Ordinance shall be effective upon its approval and adoption by the City Council on the date set forth below.

PASSED AND APPROVED on this the 28<sup>th</sup> day of May, 2024.

\_\_\_\_\_  
**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. 905-24, did on the 28<sup>th</sup> day of May, 2024 vote as follows:

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

Exhibit A

City of Willow Park  
Budget Amendment  
Fiscal Year 2023-2024

Account	Name	Current	Change
10-001-46000	M & O Tax	1,901,211	(275,000)
10-001-46001	Sales Tax	2,250,000	(175,000)
	Net Revenue Decrease		(450,000)
10-001-58716	M&O to I&S	340,000	(340,000)
10-003-58424	Engineering/City Engineer	5,000	275,000
10-001-58651	Council Approved Expenditures	385,000	(385,000)
	Net Expense Decrease		(450,000)
20-020-58469	Water Distribution Contractual	45,000	(40,000)
20-020-58470	Water Production Contractual	200,000	(160,000)
20-020-58764	Transfer to Wastewater Fund	400,000	(200,000)
20-020-58611	Water Purchases	-	400,000
	Net Expense Change		-
30-030-45000	User Charges	973,067	200,000
30-030-46094	Transfer from Water Fund	400,000	(200,000)
	Net Revenue Change		-

**New**

1,626,211  
2,075,000

-  
280,000  
-

5,000  
40,000  
200,000  
400,000

1,173,067  
200,000