



**City of Willow Park  
City Council  
Regular Meeting Agenda  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087 Tuesday,  
August 27, 2019 at 7:00 p.m.**

**Call to Order**

**Invocation & Pledge of Allegiance**

**Public Comments (Limited to five 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 Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to five (5) 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.

- A. Approve City Council Meeting Minutes – July 09, July 12, July 13, July 23, August 13 Workshop and August 13 Regular Meeting minutes.

## **Regular Agenda Items**

1. Discussion/Action: The City Council may consider, discuss or take action on approving a resolution determining that competitive sealed proposals are the purchase method providing the best value to the City for the purchase of outdoor warning sirens, authorizing the City Administrator to issue a request for proposals for the purchase of outdoor warning sirens and delegating to the City Administrator the determination of which purchase method provides the best value to the City on all future purchases.
2. Discussion/Action: The City Council may consider, discuss or take action on approving a resolution determining that competitive sealed proposals are the purchase method providing the best value to the City for the purchase of servers for the INCODE software program, authorizing the City Administrator to issue a request for proposals for the purchase of outdoor warning sirens and delegating to the City Administrator the determination of which purchase method provides the best value to the City on all future purchases.
3. Discussion/Action: The City Council may consider, discuss or take action to approve an ordinance disannexing an 11.69 acre tract of land owned by Bar-Ko Land Company, LLC.

## **Executive Session**

**§ 551.071. Texas Government Code. Consultation with Attorney.** The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

- A. Disannexation of 11.69 acre tract under Item 3.
- B. Any Posted item.

Following Executive Session, the City Council will reconvene into Regular Session and may take any action deemed necessary as a result of the Executive Session.

## **Informational**

A. Mayor & Council Member Comments

B. City Manager's Comments

## **Adjournment**

I certify that the above notice of this meeting posted on the bulletin board at the municipal complex of the City of Willow Park, Texas on or before August 27, 2019 at 5:00 p.m.

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Candice Scott,

If you plan to attend this public meeting and you have a disability that requires special arrangements at this meeting, please contact City Secretary's Office at (817) 441-7108 ext. 6 or fax (817) 441-6900 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

This public notice was removed from the official posting board at the Willow Park City Hall on the following date and time:

By: \_\_\_\_\_  
City Secretary's Office  
City of Willow Park, Texas



City of Willow Park  
City Council  
Regular Meeting Minutes  
Municipal Complex  
516 Ranch House Rd, Willow Park, Tx 76087  
Tuesday, July 09, 2019 at 7:00 PM

**Call to Order**

Mayor ProTem Lea Young called the meeting to order at 7:00 PM

Present:

Mayor ProTem Lea Young

Councilmember Eric Contreras

Councilmember Amy Fennell

Councilmember Greg Runnebaum

Councilmember Gary McKaughan

City Manager Bryan Grimes

City Secretary Alicia Smith

Absent:

Mayor Doyle Moss

**Invocation & Pledge of Allegiance**

Public Works Director, Ramon Johnson led the invocation and pledge of allegiance.

**Public Comments**

None

**Consent Agenda**



**A. Approve City Council Meeting Minutes –May 14, May 21, June 4, and June 11 2019.**

Motion made by Councilmember Fennell

To approve the minutes from May 14, May 21, June 4 and June 11, 2019.

Seconded by Councilmember Runnebaum.

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

**Regular Agenda Items**

- 1. Discussion/ Action: To consider and act on a request to rezone from LR Local Retail/IH-20 Overlay District to Commercial/IH-20 Overlay District , 19.80 acres situated in the Wesley Franklin Survey, Abstract No. 468 and the McKinney & Williams Survey, Abstract No. 954, City of Willow Park, Parker County, Texas located in the 4200 Block of 1-20 Service Rd N.**
  - a. Open Public Hearing**
  - b. Close Public Hearing**
  - c. Act on Ordinance 795-19**

Public Hearing was opened at 7:02PM

Public Hearing was closed at 7:05 PM

Motion made by Councilmember McKaughan

To approve Ordinance 795-19, an ordinance to rezone from LR Local Retail/IH-20 Overlay District to Commercial/IH-20 Overlay District , 19.80 acres situated in the Wesley Franklin Survey, Abstract No. 468 and the McKinney & Williams Survey, Abstract No. 954, City of Willow Park, Parker County, Texas located in the 4200 Block of 1-20 Service Rd N.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

2. **Discussion/ Action: To consider and act on a Final Plat of a Replat of Lots 3R-1 thru 3R-5, Block A, Crown Pointe Addition, Phase 2, City of Willow Park, Parker County, Texas, located on Crown Pointe Blvd. and J.D. Towles Drive.**

Motion made by Councilmember Young

To approve a Final Plat of a Replat of Lots 3R-1 thru 3R-5, Block A, Crown Pointe Addition, Phase 2, City of Willow Park, Parker County, Texas, located on Crown Pointe Blvd. and J.D. Towles Drive.

Seconded by Councilmember McKaughan

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

3. **Discussion/ Action: To consider and act on a Site Plan for a bank on 3.35-acre part of Lot1, Pyle Addition, City of Willow Park, Parker County, Texas located on the southwest corner of 1-20 Service Road South and Willow Bend Drive.**

Motion made by Councilmember Fennell

To approve a Site Plan for a bank on 3.35-acre part of Lot1, Pyle Addition, City of Willow Park, Parker County, Texas located on the southwest corner of 1-20 Service Road South and Willow Bend Drive.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

4. **Discussion/ Action: To consider and act to accept the dedication of 0.41-acre tract of land as right-of-way for Mary Lou Drive.**

Motion made by Councilmember Contreras

To accept the dedication of 0.41-acre tract of land as right-of-way for Mary Lou Drive.

Seconded by Councilmember Fennell

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

**5. Discussion/ Action: To consider and act on approving a LifeCare EMS/First Responder Agreement.**

Motion made by Councilmember Runnebaum

To approve a LifeCare EMS/First Responder Agreement.

Seconded by Councilmember Contreras

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

**6. Discussion/ Action: To consider and act on approving a contract with Halff & Associates for engineering services for the Fort Worth Water Project.**

Motion made by Councilmember Runnebaum

To approve a contract with Halff & Associates for engineering services for the Fort Worth Water Project.

Seconded by McKaughan

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

**7. Discussion/ Action: To consider and act on an amendment to an agreement with Bureau Veritas North America, Inc. regarding new plan review and inspection fees for residential construction**

Motion made by Councilmember Fennell

To approve an amendment to an agreement with Bureau Veritas North America, Inc. regarding new plan review and inspection fees for residential construction.

Seconded by Councilmember Runnebaum

Motion made by Councilmember Fennell

To amend the original motion to include authorizing the Mayor or the City Manager to enter into the agreement with Bureau Veritas North America, Inc. regarding new plan review and inspection fees for residential construction.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion to amend the motion passed with a vote of 5-0.

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

**8. Discussion/ Action: To consider and act on amending the City's Fee schedule regarding residential building permit fees**

Motion made by Councilmember Contreras

To approve the amendment to the City's Fee schedule regarding residential building permit fees

Seconded by Councilmember McKaughan

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0



Council convened into executive session at 7:43 PM

**Executive Session**

**A. 380 agreement with local developer**

Council reconvened into Regular session at 8:41 PM

**Adjournment**

Motion made by Councilmember McKaughan

To adjourn

Seconded by Contreras

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and McKaughan.

Motion passed with a vote of 5-0

Meeting was adjourned at 8:42 PM

**ATTEST:**

\_\_\_\_\_  
Lea Young, Mayor ProTem

**ATTEST:**

\_\_\_\_\_  
Alicia Smith, City Secretary



City of Willow Park  
City Council - Special  
Strategic Planning / Off Site Meeting Minutes  
Granbury Hilton Garden Inn  
635 E. Pearl St. Granbury, Texas 76048  
Friday, July 12, 2019, 1:00 PM

**Call to Order**

Mayor Moss called the meeting to order at 1:10 PM.

Present:

Mayor Doyle Moss

Councilmember Eric Contreras

Councilmember Amy Fennell

Councilmember Greg Runnebaum

Councilmember Lea Young

Councilmember Gary McKaughan

City Manager Bryan Grimes

Asst City Manager Bernie Parker

City Secretary Alicia Smith

Citizens present:

Val Vierling

**Workshop Items:**

City of Roanoke Mayor Pro Tem Holly Gray-Moore spoke to the council regarding the roles and duties of the Mayor and Council.

Aaron Farmer spoke to the council regarding Economic Development in the Willow Park area.

City Manager Bryan Grimes spoke to the council regarding new legislation that was passed during the most recent Texas Legislative session.

**Adjournment**

The workshop was adjourned at 5:00 pm.

APPROVED:

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

ATTEST:

\_\_\_\_\_  
Alicia Smith, City Secretary



City of Willow Park  
City Council - Special  
Strategic Planning / Off Site Meeting Minutes  
Granbury Hilton Garden Inn  
635 E. Pearl St. Granbury, Texas 76048  
Saturday, July 13, 2019, 9:00 AM

**Call to Order**

Mayor Moss called the workshop to order at 9:10 am.

**Councilmembers Present:**

Mayor Doyle Moss

Mayor ProTem Lea Young

Councilmember Eric Contreras

Councilmember Amy Fennell

Councilmember Greg Runnebaum

Councilmember Gary McKaughan

City Manager Bryan Grimes

Asst City Manager Bernie Parker

City Secretary Alicia Smith

**Citizens Present:**

Angela McKaughan

**Workshop Items:**

City Manager Bryan Grimes discussed the City's financial status.

Each department Head discussed their wants and needs for the upcoming budget cycle.

Each councilmember discussed their ideas for where they believed the focus should be for the next budget cycle and beyond.



No action was taken at this meeting.

**Adjournment**

Workshop was adjourned at 12:05 PM.

ATTEST:

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

ATTEST:

\_\_\_\_\_  
Alicia Smith, City Secretary



City of Willow Park  
City Council - Special  
Budget Workshop/ Special Called Meeting Minutes  
Municipal Complex  
516 Ranch House Rd, Willow Park, Texas 76087  
Saturday, August 13, 2019, 5:30 PM

**Call to Order**

Mayor Moss called the workshop to order at 5:31 pm.

**Present:**

Mayor Doyle Moss

Mayor ProTem Lea Young

Councilmember Amy Fennell

Councilmember Greg Runnebaum

Councilmember Gary McKaughan

City Manager Bryan Grimes

City Secretary Alicia Smith

**Absent:**

Councilmember Eric Contreras

**Workshop Items:**

Court Administrator Michelle Lowe spoke regarding the Court Department budget and answered questions from Council.

Fire Chief Mike LeNoir spoke regarding the Fire Department budget and answered questions from Council.

Police Chief Carrie west spoke regarding the Police Department budget and answered questions from Council.

City Manager Bryan Grimes spoke regarding how the tax rate is calculated.

No action was taken at this meeting.

**Adjournment**

Workshop was adjourned at 6:52 PM.

ATTEST:

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Doyle Moss, Mayor

ATTEST:

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Alicia Smith, City Secretary



**City of Willow Park  
City Council  
Regular Meeting Minutes  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, July 23, 2019 at 7:00 p.m.**

**Call to Order**

Call to Order Mayor Moss called the meeting to order at 7:00 PM

**Present:**

Mayor Doyle Moss

Councilmember Eric Contreras

Councilmember Amy Fennell

Councilmember Greg Runnebaum

Councilmember Lea Young

**Absent:**

Councilmember Gary McKaughan

**Staff Present:**

City Manager Bryan Grimes

City Attorney Pat Chesser

City Secretary Alicia Smith

A moment of silence was observed and the pledge of allegiance was led by Chief Carrie West.

**Public Comments**

The following citizens spoke:

Marcy Galle – 500 Squaw Creek, Willow Park

Paul Kenney – 138 Muirfield, Willow Park

Laura Gloor – 107 Parkway Dr, Willow Park



## **Regular Agenda Items**

- 1. Discussion/ Action: To consider and act on awarding a bid for drainage work on:  
Bid Schedule A: Ranch House Road and in the area of Willow Crest Drive and  
Parkway Drive and  
Bid Schedule B: Meadow Place culvert crossing Squaw Creek.**

Derek Turner addressed the council and answered questions regarding the bid process and results.

Motion made by Councilmember Young

To award bid for drainage work on Ranch House Road and in the area of Willow Crest Drive and Parkway Drive and Meadow Place culvert crossing Squaw Creek to Pennington Utility Construction in the amount of \$ 488,875.80.

Seconded by Councilmember

Aye votes: Councilmembers Contreras, Fennell, Runnebaum and Young

Motion passed by a vote of 4-0

- 2. Discussion/ Action: The City Council may consider, discuss or take action on approving a resolution determining that competitive sealed proposals are the purchase method providing the best value to the City for the purchase of outdoor warning signs, authorizing the City Administrator to issue a request for proposals for the purchase of outdoor warning signs and delegating to the City Administrator the determination of which purchase method provides the best value to the City on all future purchases.**

Motion made by Councilmember Young

To table this item until the August meeting

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Contreras, Fennell, Runnebaum and Young  
Motion passed with a vote of 4-0.

**3. Discussion/ Action: To consider and take action to approve an updated budget calendar.**

Motion made by Councilmember Young

To approve the budget calendar as presented with the addition of two budget workshops to be held at 5:30 pm on the same night as each August called council meeting.

Seconded by Councilmember Fennell

Aye cotes: Councilmembers Contreras, Fennell, Runnebaum, and Young

Motion passed with a vote of 4-0.

**4. Discussion/ Action: To consider and take action to elect an alternate mayor protem.**

Mayor Moss opened nominations to elect an alternate Mayor ProTem.

Councilmember Young nominated Council Runnebaum to be the Alternate Mayor ProTem.

Mayor Moss asked if there were any other nominations.

All Councilmembers responded with a nay.

Aye votes: Councilmembers Contreras, Fennell, Runnebaum and Young.

Motion passed with a vote of 4-0.

**5. Discussion/ Action: To consider and take action on items to be considered for future council meetings.**

No action

**Adjournment**

Motion made by Councilmember Runnebaum

To adjourn

Seconded by Councilmember Fennell

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, and Young

Motion passed with a vote of 4-0

**APPROVED:**

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Doyle Moss, Mayor

**ATTEST:**

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Alicia Smith, City Secretary



**City of Willow Park  
City Council  
Regular Meeting Minutes  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, August 13, 2019 at 7:00 p.m.**

**Call to Order**

Call to Order Mayor Moss called the meeting to order at 7:00 PM

**Present:**

Mayor Doyle Moss

Councilmember Amy Fennell

Councilmember Greg Runnebaum

Councilmember Lea Young

Councilmember Gary McKaughan

**Absent:**

Councilmember Eric Contreras

**Staff Present:**

City Manager Bryan Grimes

City Secretary Alicia Smith

**Invocation & Pledge of Allegiance**

Janette Hahn with the Fellowship of Christian Athletes will lead the invocation and pledge.

**Public Comments**

None

**Regular Agenda Items**

- 1. Discussion/ Action: To consider and act on a Site Plan for a church on Lot 1, Block B, Fawcett Addition, located at 700 Willow Crossing East.**



Motion made by Councilmember Runnebaum

To approve a Site Plan for a church on Lot 1, Block B, Fawcett Addition, located at 700 Willow Crossing East and to allow the cement siding and residential windows to be replaced within 5 years of the Phase 1 completion or the addition to the building.

Seconded by Councilmember Fennell

Aye votes: Councilmembers Fennell, Runnebaum, Young and McKaughan

Motion passed with a vote of 4-0

- 2. Discussion/ Action: To consider and act on a Final Plat of a Replat of 3.358 acres, Pyle Addition, City of Willow Park, Parker County, Texas, located at 100 Block of Willow Bend.**

Motion made by Councilmember Fennell

To approve a Final Plat of a Replat of 3.358 acres, Pyle Addition, City of Willow Park, Parker County, Texas, located at 100 Block of Willow Bend.

Seconded by Councilmember McKaughan

Aye votes: Councilmembers Fennell, Runnebaum, Young and McKaughan

Motion passed with a vote of 4-0

- 3. Presentation of quarterly financial reports by Jake Weber.**

Jake Weber presented an overview of the City's 2<sup>nd</sup> Quarter financial reports.

- 4. Discussion/ Action: To consider and act on authorizing the Mayor to execute Texas Department of Emergency Management (TDEM) Form 147, appointing an Emergency Management Coordinator.**

Motion made by Councilmember Young

To authorize the Mayor to execute Texas Department of Emergency Management (TDEM) Form 147, appointing an Emergency Management Coordinator.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Fennell, Runnebaum, Young and McKaughan

Motion passed with a vote of 4-0.

**Adjournment**

Motion made by Councilmember Runnebaum

To adjourn

Seconded by Councilmember Fennell

Aye votes: Councilmembers Fennell, Runnebaum, Young, and McKaughan

Motion passed with a vote of 4-0

Meeting was adjourned at 7:33 PM

**APPROVED:**

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Doyle Moss, Mayor

**ATTEST:**

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Alicia Smith, City Secretary



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> August 27, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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**AGENDA ITEM:**

Discussion/Action: The City Council may consider, discuss or take action on approving a resolution determining that competitive sealed proposals are the purchase method providing the best value to the City for the purchase of outdoor warning sirens, authorizing the City Administrator to issue a request for proposals for the purchase of outdoor warning sirens and delegating to the City Administrator the determination of which purchase method provides the best value to the City on all future purchases.

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**BACKGROUND:**

The resolution will allow the City of Willow Park to use the best value method in determining a recommendation and ultimately the awarding of the bid for the outdoor warning sirens.

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**STAFF/BOARD/COMMISSION RECOMMENDATION:**

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**EXHIBITS:**

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

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, DETERMINING THAT COMPETITIVE SEALED PROPOSALS IS THE PURCHASE METHOD THAT PROVIDES THE BEST VALUE TO THE CITY; AUTHORIZING THE CITY ADMINISTRATOR TO ISSUE A REQUEST FOR PROPOSALS FOR THE PURCHASE OF OUTDOOR WARNING SIRENS; AND DELEGATING THE DETERMINATION AS TO WHICH PURCHASE METHOD PROVIDES THE BEST VALUE TO THE CITY TO THE CITY ADMINISTRATOR ON ALL FUTURE PURCHASES.**

**WHEREAS**, the City of Willow Park (the "City") desires to purchase outdoor warning sirens to be located at locations determined by the City; and

**WHEREAS**, Chapter 252.021(c) of the Local Government Code provides that the governing body of a municipality that is considering using a method other than competitive sealed bidding must determine before notice is given the method of purchase that provides the best value for the municipality; and

**WHEREAS**, the City Council has determined that competitive sealed proposals is the method that provides the best value for the municipality; and

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

Section 1: The City Council has determined that competitive sealed proposals is the method that provides the best value for the municipality.

Section 2: The City Council authorizes the City Administrator to issue a request for proposal to purchase the outdoor warning sirens.

Section 3: The City Council hereby delegates to the City Administrator the determination of which purchase method that provides the best value for the City on all future purchases, until revoked by future Council action.

PASSED AND APPROVED this the \_\_\_\_\_ day of August, 2019.

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

ATTEST:

\_\_\_\_\_  
Alicia Smith, City Secretary





## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> August 27, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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### AGENDA ITEM:

Discussion/Action: The City Council may consider, discuss or take action on approving a resolution determining that competitive sealed proposals are the purchase method providing the best value to the City for the purchase of servers for the INCODE software program, authorizing the City Administrator to issue a request for proposals for the purchase of outdoor warning sirens and delegating to the City Administrator the determination of which purchase method provides the best value to the City on all future purchases.

### BACKGROUND:

The resolution will allow the City of Willow Park to use the best value method in determining a recommendation and ultimately the awarding of the bid for the purchase of servers for the INCODE software program.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

### EXHIBITS:

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

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, DETERMINING THAT COMPETITIVE SEALED PROPOSALS IS THE PURCHASE METHOD THAT PROVIDES THE BEST VALUE TO THE CITY; AUTHORIZING THE CITY ADMINISTRATOR TO ISSUE A REQUEST FOR PROPOSALS FOR THE PURCHASE OF SERVERS FOR THE INCODE SOFTWARE PROGRAM; AND DELEGATING THE DETERMINATION AS TO WHICH PURCHASE METHOD PROVIDES THE BEST VALUE TO THE CITY TO THE CITY ADMINISTRATOR ON ALL FUTURE PURCHASES.**

**WHEREAS**, the City of Willow Park (the “City”) desires to purchase servers for the INCODE software program; and

**WHEREAS**, Chapter 252.021(c) of the Local Government Code provides that the governing body of a municipality that is considering using a method other than competitive sealed bidding must determine before notice is given the method of purchase that provides the best value for the municipality; and

**WHEREAS**, the City Council has determined that competitive sealed proposals is the method that provides the best value for the municipality; and

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

Section 1: The City Council has determined that competitive sealed proposals is the method that provides the best value for the municipality.

Section 2: The City Council authorizes the City Administrator to issue a request for proposal to purchase the servers for the INCODE software program.

Section 3: The City Council hereby delegates to the City Administrator the determination of which purchase method that provides the best value for the City on all future purchases, until revoked by future Council action.

PASSED AND APPROVED this the \_\_\_\_\_ day of August, 2019.

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

ATTEST:

\_\_\_\_\_  
Alicia Smith, City Secretary



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> August 27, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager / City Attorney
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**AGENDA ITEM:**

Discussion/Action: The City Council may consider, discuss or take action to approve an ordinance disannexing an 11.69 acre tract of land owned by Bar-Ko Land Company, LLC.

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**BACKGROUND:**

The property owners, Bar-Ko Land Company, LLC have requested to be de-annexed from the City of Willow Park. In a letter, their request comes as a result of a potential survey error that could call into question the validity of the annexation. Additionally, they are seeking to locate the project in another location.

City Attorney Pat Chesser will discuss potential legal issues in Executive Session.

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**STAFF/BOARD/COMMISSION RECOMMENDATION:**

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**EXHIBITS:**

Ordinance for disannexation of Bar-Ko Land Company LLC  
Letter from Bar-Ko Land Company LLC requesting disannexation

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



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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR THE DISANNEXATION FROM THE CORPORATE BOUNDARIES OF THE CITY OF WILLOW PARK, TEXAS, 11.69 ACRES SITUATED IN THE J. OZER SURVEY, ABSTRACT NO. 1029, PARKER COUNTY, TEXAS, PURSUANT TO SECTION 43.144 OF THE TEXAS LOCAL GOVERNMENT CODE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A CUMULATIVE/REPEALER CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Willow Park, Texas, has received a request from Bar-Ko Land Company, LLC (“Bar-Ko”) to disannex a 11.69 acre tract of land, out of the J. OZER SURVEY, Abstract No. 1029, Parker County, Texas, with a situs of 8892 Bankhead Highway, the legal description of which is attached hereto as Exhibit “A” (the “Property”), and said request was presented to the City Council on the 27th day of August, 2019; and

**WHEREAS**, the Property was voluntarily annexed on the request of Bar-Ko on or about February 22, 2018 by the City pursuant to Ordinance 765-18;

**WHEREAS**, Bar-Ko and the City of Willow Park agree that the disannexation of the Property is voluntarily pursued by both parties and is not the result of a disputed service plan or any other obligation on the part of the City; and

**WHEREAS**, the City of Willow Park is not responsible for services to the Property nor reimbursement of property taxes paid during the time the Property was in the City limits; and

**WHEREAS**, Chapter 43.144 of the Texas Local Government Code, authorizes the disannexation of the Property; and

**WHEREAS**, after considering such request, attached hereto as Exhibit “B”, the City Council has voted to grant such request and to disannex the Property from the City of Willow Park, Texas.

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

**Section 1. Recitals Incorporated.**

The recitals set forth above are incorporated into the body of this ordinance as if fully set forth herein.

**Section 2. Disannexation of the Property; repeal of service plan.**

The City Council of the City of Willow Park hereby disannexes from the City limits the Property, which is described as 11.69 acres out of the J. OZER SURVEY, Abstract No. 1029,

Parker County, Texas, with a situs of 8892 Bankhead Highway, further described in attached Exhibit "A", which is incorporated herein and made a part of this ordinance. The Property shall upon disannexation be removed and discontinued from the City limits of the City of Willow Park, Texas.

The City Secretary is hereby directed to file with the County Clerk of Parker County, Texas a certified copy of this ordinance.

The service plan adopted with Ordinance 765-18 is hereby repealed and is no longer of any force and effect. By this ordinance, the City of Willow Park completes all service obligations described in said plan.

### **SECTION 3. Severability Clause.**

If any word, section, article, phrase, paragraph, sentence, clause or portion of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect, for any reason, the validity of the remaining portions of this ordinance and the remaining portions shall remain in full force and effect.

### **SECTION 4. Cumulative/Repealer Clause.**

This ordinance shall be cumulative of all provisions of State or Federal law and other ordinances of the City of Willow Park, Texas, whether codified or uncoded, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed to the extent of such conflict.

### **SECTION 5. Effective Date.**

This ordinance shall become effective immediately upon its passage and publication, if required by law.

**PASSED, APPROVED AND ADOPTED** on this the \_\_\_\_ day of August, 2019.

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

**ATTEST:**

\_\_\_\_\_  
Alicia Smith TRMC, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William P. Chesser



The Willow Park City Council is acting on Ordinance No. \_\_\_\_\_, did on the \_\_\_\_\_ day of August, 2019:

	<u>FOR</u>	<u>AGAINST</u>	<u>ABSTAIN</u>
Doyle Moss	_____	_____	_____
Erick Contreras, Place 1	_____	_____	_____
Amy Fennell, Place 2	_____	_____	_____
Greg Runnebaum, Place 3	_____	_____	_____
Lea Young, Place 4	_____	_____	_____
Gary McKaughan, Place 5	_____	_____	_____

**EXHIBT "A"**

**LEGAL DESCRIPTION**

BEING 11.69 acres situated in the J. OZER SURVEY, Abstract No. 1029, Parker County, Texas, being all of that certain tract of land described in deed to 4G SPORTS ENTERPRISES, LLC, recorded in D201716264, Real Property Records, Parker County, Texas, said 11.69 acres being more particularly described as follows:

BEGINNING at a 1/2" iron rod set for the northwest corner of said 4G Sports Enterprises, LLC tract, the northeast corner of Lot 6, Block 1, JENKINS BLUFF, an Addition in Parker County, Texas, according to the Plat recorded in Plat Cabinet B, Slide 416, Plat Records, Parker County, Texas, said BEGINNING POINT also being in the south line of Lot 2, Block 1, LANTHRUM ADDITION, an Addition in Parker County, Texas, according to the Plat recorded in Plat Cabinet C, Slide 561, Plat Records, Parker County, Texas, from which a 1/2" iron rod found at the southeast corner of said Lot 2, Block 1, LANTHRUM ADDITION, bears N 89° 44'39" E, a distance of 121.12 feet, for reference;

THENCE N 89°44'39" E, along the common line of said 4G Sports, Enterprises, LLC tract and said Lot 2, Block 1, LANTHRUM ADDITION, at a distance of 121.12 feet, passing said 1/2" iron rod found at the southeast corner of said Lot 2, Block 1, LANTHRUM ADDITION and being the southwest corner of Lot 1, Block 1 of said LANTHRUM ADDITION, and continuing along the common line of said Sports Enterprises, LLC tract and said Lot 1, Block 1, LANTHRUM ADDITION, in all, a distance of 952.86 feet to a 12" steel fence corner post found at the northeast corner of said 4G Sports Enterprises, LLC tract, in the southwesterly line of East Bankhead Highway (Right-of-Way varies);

THENCE N 36°17'57" E, a distance of 30.32 feet to the centerline of East Bankhead Highway

THENCE S 53°11'25" E, along the centerline of said East Bankhead Highway, a distance of 657.03 feet to a point for a corner;

THENCE S 36°52'55" W, a distance of 34.83 feet to the southwesterly line of said East Bankhead Highway;

THENCE S 89°32'58" W, along the common line of said 4G Sports Enterprises, LLC tract and said Elder tract, generally along a fence, a distance of 1472.05 feet to a 1/2" iron rod found at the southwest corner of said 4G Sports Enterprises, LLC tract and the southeast corner of said Lot 6, Block 1, JENKINS BLUFF;

THENCE N 00°33'22" W, along the common line of said 4G Sports Enterprises, LLC tract and said Lot 6, Block 1, JENKINS BLUFF, a distance of 404.44 feet to the POINT OF BEGINNING and containing 11.69 acres (509,216 square feet) of land, more or less.

# Exhibit B

**Bryan Grimes**

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**From:** Bryson Adams <Bryson704@hotmail.com>  
**Sent:** Friday, August 23, 2019 3:34 PM  
**To:** Bryan Grimes; Jim Martin  
**Cc:** Pat Chesser; Bernie Parker  
**Subject:** Re: De-Annexation of Lots 1 & 2, Block 1 - Bankhead Commons

Bryan,

As you are aware, Bar-Ko Land Company, LLC ("Bar-Ko") recently petitioned and received approval of Annexation as well as a PD Zoning from the City of Willow Park relative to 11.69 acres, having a situs of 8892 Bankhead Highway but having a legal description as attached hereto. Due to possible errors in Annexation and Zoning as a result of a possible surveying error in this property as well as what was thought to be the City Limits on contiguous property, Bar-Ko respectfully requests De-Annexation of the subject property. In addition Bar-Ko holds the City of Willow Park harmless and accepts responsibility for the surveyor's error. Bar-Ko is considering submitting an alternate site as an independent or senior living site.

We appreciate your assistance and coordination in this time-sensitive matter.

Sincerely,

Bryson Adams  
President