



**City of Willow Park  
City Council  
Regular Meeting Agenda  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, June 11, 2019 at 7:00 p.m.**

**Call to Order**

**Invocation & Pledge of Allegiance**

Mr. Rayfield Wright, resident

**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 –May 14, May 21 and June 4, 2019.

## **Regular Agenda Items**

1. Presentation by Chief Mike LeNoir and Engineer Jared Junker on the Hazard Mitigation Plan.
  - a. Public Hearing on the Hazard Mitigation Plan
2. Discussion/ Action: To consider and act on a Final Plat of a Replat of Lot 6R, 7R, 8R1, 8R2, 9R1, 10R, 11R1, 11 R2, 13, Block B, Crown Pointe Addition, being 22.75 acres, Wesley Franklin Survey, Abstract No. 468 and Isaac Headley Survey, Abstract No. 619, City of Willow Park, Parker County, Texas, located on Shops Blvd.
3. Discussion/ Action: To consider and act on a Preliminary Plat of Block E, F, G, Crown Pointe Addition Phase IV being a 19.80-acre tract of land Wesley Franklin Survey, Abstract No. 468, and McKinney and Williams Survey Abstract No. 954, City of Willow Park, Parker County, Texas, located in 4200 Block of 1-20 Service Road N.
4. Discussion/ Action: To consider and act on adopting a revised Zoning Map.
5. Presentation: Briefing of Master Park Plan.
6. Presentation: Debt Discussion with Hilltop Securities.
7. Discussion/ Action: To consider and act to finance the costs of paying contractual obligations to be incurred (i) for acquiring, constructing, improving and maintaining streets, thoroughfares, bridges, alleyways and sidewalks within the City, including related storm drainage improvements, traffic signalization and signage, streetscaping and median improvements, and utility relocations and the acquisition of land and rights of way therefor, (ii) acquiring [playground] equipment for the City's Parks and Recreation Department, and (iii) to pay professional services rendered in relation to such projects and the financing thereof.
8. Discussion/ Action: To consider and act on awarding bid on Ranch House Road from Fox Hunt Trail to Scenic Trail.
9. Discussion/ Action: To consider and act to award water line replacement contract on Chuckwagon Trail.

10. Discussion/ Action: To consider and act on a dangerous, substandard building Ordinance.
11. Discussion/ Action: To consider and act on Halff Water Engineering Contract.
12. Discussion/ Action: To consider and act on Resolution 2019-04, a resolution approving a Chapter 380 program.
13. Discussion/ Action: To consider and act on Ordinance 793-19, an ordinance establishing a 2<sup>nd</sup> Regular Monthly Meeting Date for the Willow Park City Council.
14. Discussion/ Action: To consider and act on canceling the City Council's second regular monthly meeting for the month of June.

### **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. Any Posted Item

### **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 June 7, 2019 at 5:30 p.m.

Alicia Smith TRMC, CMC  
City Secretary

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



The May 14, 2019 meeting minutes are not ready to be sent out at this time. I will send them out in an email as soon as they are complete.

Thank you for your patience.

Alicia Smith TRMC, CMC

City Secretary



**City of Willow Park  
City Council  
Special Called Meeting Minutes  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, May 21, 2019 at 8:00 a.m.**

**Call to Order**

Mayor Moss called the meeting to order at 8:00 am.

**Determination of Quorum**

**Present:**

Mayor Doyle Moss

Councilmember Eric Contreras

Councilmember Amy Fennell

Councilmember Greg Runnebaum

Councilmember Lea Young

**Absent:**

Councilmember Gary McKaughan

**Staff Present:**

City Administrator Bryan Grimes

City Secretary Alicia Smith

**Regular Agenda Items**

- 1. Discussion/ Action: To consider and act on a revised Site Plan for a hotel in the PD Commercial/ IH-20 Overlay District on Lot 12R, Block B, Crown Pointe Addition, Located at 338 Shops Blvd.**

Motion made by Councilmember Young

2. To purchase approve a revised Site Plan for a hotel in the PD Commercial/ IH-20 Overlay District on Lot 12R, Block B, Crown Pointe Addition, Located at 338 Shops Blvd.

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 4-0.

### **Adjournment**

Motion made by Councilmember Young

To Adjourn

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 4-0.

APPROVED:

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Doyle Moss, Mayor  
City of Willow Park, Texas

ATTEST:

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Alicia Smith TRMC, CMC  
City Secretary  
City of Willow Park, Texas



**City of Willow Park  
City Council  
Special Called Meeting Minutes  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, June 04, 2019 at 6:30 p.m.**

**Call to Order**

Mayor ProTem Young called the meeting to order at 6:30 p.m.

**Determination of Quorum**

**Present:**

Mayor Doyle Moss  
Councilmember Eric Contreras  
Councilmember Amy Fennell  
Councilmember Greg Runnebaum  
Councilmember Lea Young

**Absent:**

Mayor Doyle Moss  
Councilmember Greg Runnebaum  
Councilmember Gary McKaughan

**Staff Present:**

City Manager Bryan Grimes  
Asst City Manager Bernie Parker  
City Secretary Alicia Smith

**Presentation by the Parks Master Plan Steering Committee regarding proposed Parks Master Plan**

**Public Comment Forum: Members of the public asked questions and made comments regarding the Parks Master Plan.**

**No action will be taken by the City Council at this meeting.**

**Adjournment**

APPROVED:

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Doyle Moss, Mayor  
City of Willow Park, Texas

ATTEST:

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Alicia Smith TRMC, CMC  
City Secretary  
City of Willow Park, Texas



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

**Council Date:**

June 11, 2019

**Department:**

Fire Department

**Presented By:**

Chief Mike LeNoir

Engineer Jared Junker

**AGENDA ITEM:**

Present/Discuss Hazard Mitigation Plan

**BACKGROUND:**

1. The hazard mitigation plan is a stakeholder-driver document that a State, tribal, or local government uses to describe risk and vulnerabilities as well as long-term strategies and implementation approaches for reducing loss of life and property from natural disasters.
2. Allows for Federal Funding thru Grants
3. Sweat Equity from Staff resulted in No monetary commitment
4. This is the required Public Forum
5. There will need to be an adoption of the Hazard Mitigation Plan at a TBD date

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

Staff recommendations

Public Input

**EXHIBITS:**

Hazard Mitigation Slide Show

**ADDITIONAL INFO:****FINANCIAL INFO:**

Cost

\$

Source of  
Funding

\$

# Hazard Mitigation Plan

# What is a Hazard Mitigation Plan

- ▶ A hazard mitigation plan is a stakeholder-driver document that a State, tribal, or local government uses to describe risk and vulnerabilities as well as long-term strategies and implementation approaches for reducing loss of life and property from natural disasters.



# How it works

- ▶ We determine the Natural Hazards
- ▶ We determine how the Hazards will affect our Jurisdiction
- ▶ We start making a plan and have two ways to mitigate the Hazards
- ▶ We asses and reassess as needed

# Things we consider

- ▶ Natural Hazards Profile
- ▶ Capabilities assessment (i.e. Building codes, fire codes, Staffing levels, etc. )
- ▶ Community profile
- ▶ National Flood Insurance Program(NIFP) Compliance

# What Hazards Affect Willow Park



Natural Hazard	Location	Probability of Future Events	Level of Possible Damage	Maximum Probable Extent/Strength	Overall Risk Ranking
Drought	Extensive	Highly Likely	Minor	Minor	7
Earthquake	Negligible	Unlikely	Minor	Minor	9
Expansive Soils	Negligible	Possible	Minor	Minor	8
Extreme Heat	Extensive	Highly Likely	Minor	Medium	6
Flooding	Significant	Likely	Limited	Major	3
Thunderstorm (including hail, lightning, wind)	Extensive	Highly Likely	Limited	Major	2
Tornado	Extensive	Likely	Catastrophic	Medium	1
Wildfire	Significant	Highly Likely	Limited	Major	4
Winter Storms	Extensive	Likely	Limited	Medium	5

# What can it do for the city



- ▶ It allows for us to receive grant funding thru the Hazard Mitigation Grant program
- ▶ The Grant Program provides resources to assist states, tribal governments, territories and local communities in their efforts to implement a sustained pre-disaster natural hazard mitigation program, as authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended (42 U.S.C. 5133). The 2015 Hazard Mitigation Assistance (HMA) Unified Guidance

# Benefits of HMGP



- ▶ **Supports risk reduction activities**
- ▶ **Improves resiliency**
- ▶ **Eliminates the impact of future events**
- ▶ **Provides a long-term solution to a problem**
  - ▶ For example, a project to elevate a home reduces the risk of flood damage from future floods; whereas, buying sandbags and using pumps reduces the risk of damage from a single flood.
- ▶ **Offers a cost-effective solution**
  - ▶ To be funded, a project's potential savings must be more than the cost of implementing the project.
- ▶ **Helps avoid repetitive damage from disasters**
  - ▶ Funds may be used to protect either public or private property or to purchase property that has been subject to or is in danger of repetitive damage.

# There is a Cost-Share Requirement

- ▶ FEMA provides up to 75 percent of the funds for mitigation projects. The remaining 25 percent can come from a variety of sources. A cash payment from the state, local government or in some cases directly from the individual is the most direct option. Other sources may include donated resources, such as construction labor; Increased Cost of Compliance (ICC) funds from a flood insurance policy; or loans from other government agencies, such as the Small Business Administration.

# Type of available grants



- ▶ Hazard Mitigation Grant Program
- ▶ Pre-disaster Mitigation Grant Program
- ▶ Flood mitigation Grant program
- ▶ Earthquake grants
- ▶ FEMA Technical Assistance
- ▶ Risk MAP(Mapping, Assessment, and Planning) Program
- ▶ Building Science Branch

# Current Project Status

TASK	% COMPLETED	DUE DATE	DRIVER	NOTES
Kickoff Meeting	100	11/14/18	NCTCOG	Parker County EOC
Local Planning Teams	100	12/20/18	Hazard Mitigation Planning Team	Jurisdictions create planning teams
Review Community Capabilities	100	3/29/19	Hazard Mitigation Planning Team	
Conduct Hazard Identification and Risk Assessment	100	3/29/19	Hazard Mitigation Planning Team	
Mitigation Workshop	0	June	Hazard Mitigation Planning Team	Combine with public meeting
Review and Adopt the Plan	0	Once received	Hazard Mitigation Planning Team	



# Current Cost to the City

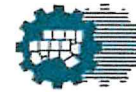
- ▶ This mitigation planning process is being funded by FEMA PDM (Pre-Disaster Mitigation) 2017, this requiring a local match requirement of 25% of the total project cost. Currently the total project cost is \$180,000 and match requirement is \$45,000. Divided by the 13 participants in the grant, match is roughly \$3,750 per jurisdiction.
- ▶ Willow Park has submitted \$4,663.43 in in-kind match.

# In Conclusion

- ▶ Here is a small snap shot of information about Hazard Mitigation Plan and the Hazard mitigation grants program
- ▶ This is merely a chance for us to present council with information that will be forth coming and will need to be voted on at a later time.



Questions or comments?



# PARKER COUNTY HAZMAP PROJECT STATUS REPORT

## PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
May 3, 2019	Parker County Hazard Mitigation Action Plan	Alayna Payne

## STATUS SUMMARY

- Each participating jurisdiction is responsible for the tasks below.
- Note that future tasks and dates are subject to change.

## PROJECT OVERVIEW

TASK	% COMPLETED	DUE DATE	DRIVER	NOTES
Kickoff Meeting	100	11/14/18	NCTCOG	Parker County EOC
Local Planning Teams	100	12/20/18	Hazard Mitigation Planning Team	Jurisdictions create planning teams
Review Community Capabilities	100	3/29/19	Hazard Mitigation Planning Team	
Conduct Hazard Identification and Risk Assessment	100	3/29/19	Hazard Mitigation Planning Team	
Mitigation Workshop	0	June	Hazard Mitigation Planning Team	Combine with public meeting
Review and Adopt the Plan	0	Once received	Hazard Mitigation Planning Team	

## MATCH

This mitigation planning process is being funded by FEMA PDM (Pre-Disaster Mitigation) 2017, this requiring a local match requirement of 25% of the total project cost. Currently the total project cost is \$180,000 and match requirement is \$45,000. Divided by the 13 participants in the grant, match is roughly \$3,750 per jurisdiction.

As of 5/03/2019, \$13,232.90 has been collected out of the \$45,000. Match is collected via in-kind hours or in the form of a check.

Willow Park has submitted \$4,663.43 in in-kind match.

## NEXT STEP

The mitigation workshop will focus on:

- Review of existing mitigation goals and previous mitigation actions.
- Identify new mitigation action for the profiled hazards that could be funded over the next 5 years.
- Incorporation of mitigation plan into exiting planning mechanisms.

Mandatory

## Community Profile

Community Profile from US Census Bureau Quick Facts (Source-www.census.gov)	
Population Estimates (V2017)	5,340
Persons under 5 years (%)	6.1%
Persons 65 years and over (%)	16.0%
Language other than English spoken at home (%)	3.9%
With a disability, under age 65 (%)	7.3%
Persons without health insurance, under age 65 (%)	14.1%
Persons in poverty (%)	2.2%
Median household income	\$96,051
Households, 2012-2016	x
Median value of owner-occupied housing units, 2012-2016	\$206,200

## Changes in Development since 2012

*(In compliance with 201.6(d)(3))*

<b>Increasing Vulnerability</b>
<b>Describe new development in hazard-prone areas:</b> <i>None</i>
<b>Decreasing Vulnerability</b>
<b>Describe mitigation actions implemented to reduce risk or the adopted codes to protect future development:</b> City Ordinances

## Natural Hazards Profiles

### Instructions

Please answer the following question using your planning team and any resources you have available in order to document the most accurate and current information. Data from the previous HazMAP is obsolete.

If a specific hazard could not potentially occur in your jurisdiction or it does not negatively affect your jurisdiction, please specify why and leave that specific hazard's questions blank.

## Mandatory- Natural Hazards

### **Resources**

Besides the use your own jurisdictional and county resources, such as GIS, the following are useful resources:

- Historical Weather Events:
  - National Centers for Environmental Information-  
<https://www.ncdc.noaa.gov/stormevents/choosedates.jsp?statefips=48%2CTEXAS>
- Natural Environment:
  - Texas Parks and Wildlife-  
[https://tpwd.texas.gov/landwater/land/habitats/cross\\_timbers/](https://tpwd.texas.gov/landwater/land/habitats/cross_timbers/)
- Dams:
  - National Dam Inventory- [http://nid.usace.army.mil/cm\\_apex/f?p=838:12](http://nid.usace.army.mil/cm_apex/f?p=838:12)
- Population, Demographics, Land Use, and Economy:
  - US Census Bureau- <https://www.census.gov/>
  - Appraisal districts
  - Historical Districts and Sites- <https://nationalregisterofhistoricplaces.com/>
- Wildfire Threat and Urban Interface:
  - Texas A&M Forest Service- <https://texaswildfirerisk.com/> and  
<http://texasforestservice.tamu.edu/>
- FIRMs
  - FEMA- <https://msc.fema.gov/portal>



## Hazard Summary

Natural Hazard	Location	Probability of Future Events	Level of Possible Damage	Maximum Probable Extent/Strength	Overall Risk Ranking
Drought	Extensive	Highly Likely	Minor	Minor	7
Earthquake	Negligible	Unlikely	Minor	Minor	9
Expansive Soils	Negligible	Possible	Minor	Minor	8
Extreme Heat	Extensive	Highly Likely	Minor	Medium	6
Flooding	Significant	Likely	Limited	Major	3
Thunderstorm (including hail, lightning, wind)	Extensive	Highly Likely	Limited	Major	2
Tornado	Extensive	Likely	Catastrophic	Medium	1
Wildfire	Significant	Highly Likely	Limited	Major	4
Winter Storms	Extensive	Likely	Limited	Medium	5

Use the following terms to complete each box-

**Location:** Location is the geographic area within the planning area that is affected by the hazard, such as a floodplain. The entire planning area may be uniformly affected by some hazards, such as drought or winter storm, while only portions of the planning area may be affected by others, like wildfires.

- **Negligible-** Less than 10% of planning area.
- **Limited-** 10 to 25% of planning area.
- **Significant-** 25 to 75% of planning area.
- **Extensive-** 75 to 100% of planning area.

**Probability of Future Events:** (based on historic events and changing climate)

- **Unlikely-** Less than 1% annual probability.
- **Possible-** Between 1 and 10% annual probability.
- **Likely-** Between 10 and 100% annual probability.
- **Highly Likely-** 100% annual probability.

**Level of Possible Damage:**

- **Minor-** Only minor property damage and minimal disruption of life. Temporary shutdown of critical facilities. Very few injuries, if at all.
- **Limited-** More than 10% of property in affected area damaged/destroyed. Complete shutdown of critical facilities for more than one day. Minor injuries possible.
- **Critical-** More than 25% of property in affected area damaged/destroyed. Complete shutdown of critical facilities for more than one week. Multiple deaths/injuries.
- **Catastrophic-** More than 50% of property in affected area damaged/destroyed. Complete shutdown of critical facilities for 30 days or more. High number of deaths/injuries possible.



**Maximum Probable Extent** (based on historic events and future probability):

- **Minor**- Minor classification on the scientific scale.
- **Medium**- Medium classification on the scientific scale.
- **Major**- Major classification on the scientific scale. '

Extent Scale			
	Minor	Medium	Major
<b>Drought</b>	PDSI -1.99 to +1.99	PDSI -2.00 to -2.99	PDSI -3.00 to -5.00
<b>Earthquake</b>	Richter Scale: 0-4.8	Richter Scale: 4.9-6.1	Richter Scale: 6.2->8.1
<b>Expansive Soils</b>	EI Expansion Potential: 21-50 (Low) EI Expansion Potential: 0-21 (Very Low)	EI Expansion Potential: 51-90 (Medium)	EI Expansion Potential: 91-130 (High) EI Expansion Potential: >130 (Very High)
<b>Extreme Heat</b>	Heat Index 80F-105F	Heat Index 105F-129F	Heat Index >130F
<b>Flooding</b>	Outside of 100yr and 500yr Flood Zones, Zone A, AE, X	500yr Flood Zone, Zone X	100yr Flood Zone, Zone AE, A
<b>Thunderstorm</b>	Hail 0"-1.6" Wind Knots <1-10	Hail 1.6"-2.4" Wind Knots 11-27	Hail 2.4"->4" Wind Knots 28-64+
<b>Tornado</b>	EFO	EF1-EF2	EF3-EF5
<b>Wildfire</b>	KBDI 0-300	KBDI 300-500	KBDI 500-800
<b>Winter Storms</b>	Temperatures 40F to 35F Wind Speed <25 MPH Ice Accumulation <.50 inches	Temperatures 30F to 20F Wind Speed 25-35 MPH Ice Accumulation .10-1.00 inches	Temperatures 15F to -45F Wind Speed >35 MPH Ice Accumulation >.25 inches

**Overall Risk Ranking**

Rank each natural hazard by the overall risk it poses to your jurisdiction, with 1 being the highest risk. Risk, for the purposes of hazard mitigation planning, is the potential for damage or loss created by the interaction of natural hazards with community assets. Use extent, previous occurrences, and potential impacts to inform your decision.

Each hazard will have a separate numerical rank. No hazards will have the same number. If a natural hazard has not and could not impact your jurisdiction in any way, please write N/A.

The separate PRI can help you risk your hazards.

## Hazards

### Drought

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to drought in your jurisdiction? Please elaborate.	Currently the entire city is susceptible to the effects of drought conditions due to the city relying on water wells for its water supply. Along with that the city is a Wild land urban interface having lots of areas that could be prone to Wild fires.
➤ Where does your jurisdiction's ground-water or surface-supply come from?	Ground-water with surface water coming 2021
➤ Describe the type of water restrictions your jurisdiction enforces, either year-round or during a drought:	Year Round due to requirements from Fort Worth water agreement.
➤ Describe any economic, property, or crop damage done since 2012 by drought:	2017-2,300 acre grass fire

## Mandatory- Natural Hazards

### Earthquakes

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to earthquakes in your jurisdiction? Please elaborate.	All major critical facilities and infrastructures would be susceptible depending of the severity as no earthquake prevention measures are in place. The city does currently have monitoring equipment located 3508 Indian Camp Rd.
➤ Describe any economic, property, or crop damage done since 2012 by earthquakes:	Unknown
➤ Does your jurisdiction require a permit for foundation repairs?	No

## Mandatory- Natural Hazards

### Expansive Soils

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to expansive soils in your jurisdiction? Please elaborate.	N/A
➤ Describe any economic, property, or crop damage done since 2012 by expansive soils:	unknown
➤ Does your jurisdiction require a permit for foundation repairs?	No

## Mandatory- Natural Hazards

### Extreme Heat

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to extreme heat in your jurisdiction? Please elaborate.	We have a large geriatric and adolescent population that would be susceptible to extreme heat. We also have two restaurants that host weekly outdoor concerts. There is a baseball complex located at 9000-blk Bankhead hwy. We also have a school that we be building a sports complex in the area of Crown Rd and Crown Pointe Blvd.
➤ What special events or sporting events are held outside during the summer?	Numerous outdoor venues at multiple locations.
➤ How many extreme heat exposures have been reported since 2012 at these events?	Data collected by EMS
➤ Describe any economic, property, or crop damage done since 2012 by extreme heat:	Unknown



## Mandatory- Natural Hazards

### Flooding

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to flooding in your jurisdiction? Please elaborate.	There are multiple areas of the city that are susceptible to flooding that could have various consequences. We also several areas within the city that are prone to street flooding. Ranch house Rd at Canyon. Chuckwagon Trail at Interstate 20 North service Rd. 200-blk Crown Pointe Blvd.
➤ Describe any economic, property, or crop damage done since 2012 by flooding:	Unknown
➤ Does your jurisdiction require a permit for foundation repairs?	No
➤ Describe future development that may be at risk to flooding based on current zoning maps.	Unknown
➤ What rivers, creeks, and/or lakes are in your jurisdiction?	Squaw creek, Trinity River, Lake Weatherford, Site 23, and several small feeder creeks.
➤ Which of these water sources have a history of flooding?	Squaw creek, Trinity River, Site 23, and Lake Weatherford
➤ Name any streets or intersections that experience flooding or flash flooding:	Ranch House, North service rd, Crown Pointe, and unknown future development.
➤ Identify low water crossings and whether they are bridges or vented/unvented fords:	None
➤ What critical facilities or infrastructure (airports, dams, water treatment facilities, waste water treatment facilities, schools, hospitals, fire stations, and police stations) are located in the 100-year floodplain?	None
➤ What dams are in your jurisdiction and what would be negatively affected if they failed (both within and outside your jurisdiction)?	If Site 23 were to fail there are 118 homes that would be flood with approx. 12' of water within minutes. There would also be impacts to the commercial district and areas downstream.
➤ In the event of a wildfire, will flooding and erosion be an issue in restoring destroyed forested slopes?	yes

Provide maps where possible.

Residential Parcels Located in 100-year Floodplain	Percentage of Total Residential Parcels Located in 100-year Floodplain	Commercial and Industrial Parcels in 100-year Floodplain	Percentage of Commercial and Industrial Parcels in 100- year Floodplain

Record your source of information:

Mandatory- Natural Hazards

Land Cover Types and Acreage Located Within the 100-year Floodplain			
Land Cover Type	Total Area in Jurisdiction (Acres)	Total Area in the 100-year Floodplain (Acres)	Percentage (%) of Area in the 100-year Floodplain
<b>Total</b>			

Record your source of information:

## Mandatory- Natural Hazards

### Thunderstorms (to include hail, high wind, and lightning)

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to thunderstorms in your jurisdiction? Please elaborate.	Multiple outdoor concert venues as well as several outdoor sporting complexes. A Large portion of our elderly population may not receive sufficient notifications thru mass media. Also, we have a hospital that could be impacted by severe weather. The cities infrastructure greatly relies on having power and lacks generators during power loss.
➤ Describe any economic, property, or crop damage done since 2012 by a thunderstorm, including which part of the thunderstorm (hail, lightning, or wind) caused the damage:	unknown



## Tornadoes

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to tornadoes in your jurisdiction? Please elaborate.	The entire city would be at a grave risk of damage from a tornado. If the I20 corridor were to be impacted it would restrict citizens as well as emergency services from being able to gain access to areas. City infrastructure may or may not be operable. There are several nursing homes and an apartment complex in close proximity to each other that if impacted would strain Emergency services and would result in a MCI incident.
➤ Describe any economic, property, or crop damage done since 2012 by a tornado:	unknown
➤ Are there any community safe rooms in your jurisdiction?	No.

## Mandatory- Natural Hazards

### Wildfires (only fires that grow beyond 25 acres)

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to wildfires in your jurisdiction? Please elaborate.	We have several medical and nursing facilities that would be highly impacted from the smoke caused by a wildfire. We also have the interstate 20 corridor that could be impacted. There are also multiple residential and commercial areas that back up to open land as well as a school that is in close proximity to a large open area that caught fire in 2017.
➤ Describe any economic, property, or crop damage done since 2012 by a wildfire:	2017-2300 acres grass fire that threatened multiple homes and schools.
➤ Where are sources of open space, greater than 25 acres, in your jurisdiction?	North and East of the city limits
➤ Does your jurisdiction participate in prescribed burns?	Not trees but grasslands provide the greatest threat for our jurisdiction.

Provide maps where possible.

Residential		Commercial		Industrial	
Residential Parcels Within WUI	Percentage (%) Within WUI	Commercial Parcels Within WUI	Percentage (%) Within WUI	Industrial Parcels Within WUI	Percentage (%) Within WUI

Record your source of information:

## Winter Storms

Question	Answer
➤ Considering population, economy, existing and future structures, improved property, critical facilities, critical infrastructure, and protected species, what is specifically vulnerable to winter storms in your jurisdiction? Please elaborate.	Multiple Nursing homes and a hospital facility that would be directly impacted. The Interstate 20 corridor as well as most of the city surfaces would be impacted. Utilities in the area could also be impacted due to the large number of large trees in the area.
➤ List bridges and overpasses that could be impacted by a winter storm, including names and their location within your jurisdiction, and what that impact could be:	Interstate 20 has 2 over passes one at ranch house rd. and one at Mikus. Then also has two bridges of the Trinity river. There are also various smaller bridges throughout the city that could be impacted.
➤ Describe any economic, property, or crop damage done since 2016 by a winter storm:	Unknown

## Greatest Vulnerability

One recommended approach to identifying your greatest vulnerability is to develop problem statements. For instance, your analysis of impacts and losses helps you to identify which critical facilities are located in identified hazard areas, the neighborhood that has experienced the most flood damage in the past, or which hazard-prone areas are zoned for future development. This information on the issues of greatest concern can be summarized into problem statements. The planning team may evaluate the impacts and develop problem statements for some or all hazards, as well as identify the problems or issues that apply to all hazards.

**Identify key issues or problem statements that clearly describe your jurisdiction's GREATEST vulnerabilities to any natural hazards:**

- A major disaster in our community would quickly overwhelm local resources.
- Communication systems would be overwhelmed during a major disaster.
- Tornadoes have caused severe damage in the past, and we have not retrofitted a majority of the critical facilities to withstand more.
- We have a large geriatric population that lives in nursing facilities that may not receive advanced warnings.
- We have multiple outdoor venues that are susceptible to various weather conditions and are left unprotected from quickly approaching storms.
- Our city Infrastructure is aging and is not prepared for impacts or stresses due to adverse weather.
- We have an extremely high volume of traffic that travels the interstate 20 corridor that could also be impacted by the various weather conditions.

## Disaster Declarations in Texas since 2012

Disaster	Event	Incident Period	Declared	Physical Impact (if no impact, put N/A)
DR-4337	Severe Storms and Flooding	June 19, 2018- July 13, 2018	July 06, 2018	N/A
DR-4332	Hurricane Harvey	August 23, 2017- September 15, 2017	August 25, 2017	N/A
DR-4272	Severe Storms and Flooding	May 22, 2016- June 24, 2016	June 11, 2016	N/A
DR-4269	Severe Storms and Flooding	April 17, 2016- April 30, 2016	April 25, 2016	Storm Damage Multiple trees down
DR-4266	Severe Storms, Tornadoes, and Flooding	March 07, 2016- March 29, 2016	March 19, 2016	N/A
DR-4255	Severe Winter Storms, Tornadoes, Straight-line Winds, and Flooding	December 26, 2016- January 21, 2016	February 09, 2016	N/A
DR-4245	Severe Storms, Tornadoes, Straight-line Winds, and Flooding	October 22, 2015- October 31, 2015	November 25, 2015	N/A
DR-4223	Severe Storms, Tornadoes, Straight-line Winds, and Flooding	May 04, 2015- June 22, 2015	May 29, 2015	N/A
DR-4159	Severe Storms and Flooding	October 30, 2013- October 31, 2013	December 20, 2013	N/A
DR-4136	Explosion	April 17, 2013- April 20, 2013	August 02, 2013	N/A



## Mandatory

### National Flood Insurance Program (NFIP) Compliance

Please highlight one:

- Yes, my jurisdiction is a NFIP participant.
- No, my jurisdiction is not a NFIP participant.
  - If you are not an NFIP participant, DO NOT complete this packet.

Please complete this table using the source provided.

CID	481164#
Community Name	City of Willow Park
County	Parker
Initial FHBM Identified	11/12/1976
Initial FIRM Identified	03/18/1987
Current Effective Map Date	09/26/2008
Reg-Emer Date	03/18/1987
Tribal	No

Source: <http://www.fema.gov/cis/TX.html>.

Please answer the following three questions and table below to the best of your ability. If you do not have any answer, please put "Data unavailable."

- Who acts as your floodplain administrator/manager? City Manager
- Number of repetitive loss properties in your jurisdiction: \_Unknown\_\_\_\_
  - Repetitive loss properties are those for which two or more losses of at least \$1,000 each have been paid under the National Flood Insurance Program (NFIP) within any 10-year period since 1978.
- Number of severe repetitive loss properties in your jurisdiction: \_Unknown\_\_\_\_
  - Severe repetitive loss properties are residential properties that have at least four NFIP payments over \$5,000 each and the cumulative amount of such claims exceeds \$20,000, or at least two separate claims payments with the cumulative amount exceeding the market value of the building.

Insurance Summary		
NFIP Topic	Source of Information	Comments
How many NFIP policies are in the community? What is the total premium and coverage?	State NFIP Coordinator or FEMA NFIP Specialist	No Data available

## Mandatory

How many claims have been paid in the community? What is the total amount of paid claims? How many of the claims were for substantial damage?	FEMA NFIP or Insurance Specialist	No Data available
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NFIP Topic	Source of Information	Comments
How many structures are exposed to flood risk within the community?	Community Floodplain Administrator (FPA)	No data available
Describe any areas of flood risk with limited NFIP policy coverage	Community FPA and FEMA Insurance Specialist	No Data available
<b>Staff Resources</b>		
NFIP Topic	Source of Information	Comments
Is the Community FPA or NFIP Coordinator certified?	Community FPA	Choose: Yes or No
Is floodplain management an auxiliary function?	Community FPA	Choose: Yes or No
Provide an explanation of NFIP administration services (e.g. permit review, GIS, education or outreach, inspections, engineering capability)	Community FPA	None
What are the barriers to running an effective NFIP program in the community, if any?	Community FPA	N/A
<b>Compliance History</b>		
NFIP Topic	Source of Information	Comments
Is the community in good standing with the NFIP?	State NFIP Coordinator, FEMA NFIP Specialist, community records	Choose: Yes or No
Are there any outstanding compliance issues (i.e. current violations)?		Choose: Yes or No
When was the most recent Community Assistance Visit (CAV) or Community Assistance Contact (CAC)?		N/A

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Is a CAV or CAC scheduled or needed?		Choose: Yes or No
<b>Regulation</b>		
<b>NFIP Topic</b>	<b>Source of Information</b>	<b>Comments</b>
When did the community enter the NFIP?	Community Status Book <a href="https://www.fema.gov/national-flood-insurance-program-community-status-book">https://www.fema.gov/national-flood-insurance-program-community-status-book</a>	11/12/1976
Are the FIRMs digital or paper?	Community FPA	Choose: Digital or Paper
Do floodplain development regulations meet or exceed FEMA or state minimum requirements? If so, in what ways?	Community FPA	Unknown
Provide an explanation of the permitting process.	Community FPA, State, FEMA NFIP  Flood Insurance Manual: <a href="https://www.fema.gov/flood-insurance-manual">https://www.fema.gov/flood-insurance-manual</a> .  Community FPA, FEMA CRS Coordinator, ISO representative  CRS Manual: <a href="https://www.fema.gov/media-library/assets/documents/8768?id=2434">https://www.fema.gov/media-library/assets/documents/8768?id=2434</a>	N/A
<b>Community Rating System (CRS)</b>		
<b>NFIP Topic</b>	<b>Source of Information</b>	<b>Comments</b>
Does the community participate in CRS?	Community FPA, State, FEMA NFIP	Choose: Yes or No
What is the community's CRS Class Ranking?	Flood Insurance Manual: <a href="https://www.fema.gov/flood-insurance-manual">https://www.fema.gov/flood-insurance-manual</a>	



Mandatory

## CAPABILITIES ASSESSMENT

Jurisdiction: City of Willow Park

Local mitigation capabilities are existing authorities, policies, programs, and resources that reduce hazard impacts or can be used to implement hazard mitigation activities. Please complete the tables. Most questions can be answered with yes/no. **Only answer the columns on the right if your answer to “Have capability?” is Yes.**

### Planning and Regulatory Assessment

Planning and regulatory capabilities are the plans, policies, codes, and ordinances that prevent and reduce the impacts of natural hazards. If check box does not work, please highlight answer.

Type of Plans	Have capability?	Level	If Yes...		
Comprehensive or Master Plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Local <input type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Capital Improvement Plan (CIP)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Local <input type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Economic Development Plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Local <input type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:

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Local Emergency Operations Plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Local <input checked="" type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Continuity of Operations Plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Local <input checked="" type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Transportation Plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Local <input checked="" type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Stormwater Management Plan	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Local <input type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:

## Mandatory

Community Wildfire Protection Plan	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Local <input type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
Green Infrastructure Plan	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Local <input type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
Parks or Open Space Plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Local <input type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Hazard Mitigation Plan	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Local <input type="checkbox"/> County <input type="checkbox"/> Region	Does the plan address natural hazards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Does the plan identify projects to include in the mitigation strategy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:
			Can the plan be used to implement mitigation actions?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Comments:



## Mandatory

Land Use Planning and Ordinances	Have capability?	If Yes...		
Zoning Ordinance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Is the ordinance an effective measure for reducing hazard impacts?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
		Is the ordinance adequately administered and enforced?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Subdivision Ordinance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Is the ordinance an effective measure for reducing hazard impacts?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
		Is the ordinance adequately administered and enforced?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Floodplain Ordinance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Is the ordinance an effective measure for reducing hazard impacts?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
		Is the ordinance adequately administered and enforced?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Flood Insurance Rate Maps (FIRM)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Is the FIRM an effective measure for reducing hazard impacts?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
		Is the FIRM adequately administered and enforced?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Natural Hazard Specific Ordinance (e.g., stormwater, wildfire)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Is the ordinance an effective measure for reducing hazard impacts?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
		Is the ordinance adequately administered and enforced?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Acquisition of land for open space and public recreation uses	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Is the ordinance an effective measure for reducing hazard impacts?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
		Is the ordinance adequately administered and enforced?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments:

## Mandatory

Building Code, Permitting, and Inspections		Have capability?	
Building Code	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Version/Year: 2012/IBC 2012/COG AMENDMENTS
Building Code Effectiveness Grading Schedule (BGEES) Score	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Score: 4
Fire Department ISO Rating	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Rating: 3
Site Plan Review Requirements	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Review method: IBC

Mandatory

## Administrative and Technical Assessment

Administrative and technical capabilities include staff and their skills and tools that can be used for mitigation planning and to implement specific mitigation actions.

Administration	Have capability?	If Yes...
Planning Commission	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<b>Describe capability:</b> Determines if plans submitted to the city are within planning and zoning requirements.
Mitigation Planning Committee	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<b>Describe capability:</b> Identifies hazards, conducts a risk and vulnerability assessment, and creates and monitors mitigation actions.
Maintenance programs to reduce risk (e.g., tree trimming, clearing drainage systems)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<b>Describe capability:</b> Done by city public works department as needed or requested.
Mutual Aid Agreements	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<b>Describe capability:</b> Fire and police use for coverage and manpower.
Staff	Have capability? FT/PT*	If Yes...
<b>*Full-time (FT) or part-time (PT) position</b>		
Chief Building Official	<input checked="" type="checkbox"/> Yes-FT <input type="checkbox"/> Yes- PT <input type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Is staff trained on natural hazards and mitigation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Floodplain Administrator	<input type="checkbox"/> Yes-FT <input type="checkbox"/> Yes- PT <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Is staff trained on natural hazards and mitigation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Emergency Manager	<input type="checkbox"/> Yes-FT <input type="checkbox"/> Yes- PT <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Is staff trained on natural hazards and mitigation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## Mandatory

Community Planner	<input checked="" type="checkbox"/> Yes-FT <input type="checkbox"/> Yes- PT <input type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Is staff trained on natural hazards and mitigation?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Civil Engineer	<input type="checkbox"/> Yes-FT <input checked="" type="checkbox"/> Yes- PT <input type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Is staff trained on natural hazards and mitigation?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
GIS Coordinator	<input type="checkbox"/> Yes-FT <input type="checkbox"/> Yes- PT <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Is staff trained on natural hazards and mitigation?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Public Works Director	<input checked="" type="checkbox"/> Yes-FT <input type="checkbox"/> Yes- PT <input type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Is staff trained on natural hazards and mitigation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Fire Chief	<input checked="" type="checkbox"/> Yes-FT <input type="checkbox"/> Yes- PT <input type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Is staff trained on natural hazards and mitigation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Environmental Director	<input type="checkbox"/> Yes-FT <input type="checkbox"/> Yes- PT <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Is staffing adequate to enforce regulations?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Is staff trained on natural hazards and mitigation?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No



## Mandatory

Technical	Have capability?	If Yes...
Warning Systems/Services (e.g., Reverse 911, outdoor warning signals)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Have the ability to use Reverse 911 for citizens living in the city.
		<div>Has capability been used to assess or mitigate risk in the past?</div> <div> <input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No         </div>
		If yes, for what type of event? Grass fire evacuations in 2018.
Hazard data and information	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Describe capability:
		<div>Has capability been used to assess or mitigate risk in the past?</div> <div> <input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No         </div>
		If yes, for what type of event?
Grant writing	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Describe capability.
		<div>Has capability been used to assess or mitigate risk in the past?</div> <div> <input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No         </div>
		If yes, for what type of event?
HaZUS analysis or GIS software	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Describe capability:
		<div>Has capability been used to assess or mitigate risk in the past?</div> <div> <input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No         </div>
		If yes, for what type of event?



## Mandatory

### Education and Outreach Assessment

Education and outreach programs and methods can be used to implement mitigation activities and communicate hazard-related information.

Program or Organization	Have capability?	If Yes...	
Local citizen groups or non-profit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Could the program or organization help implement future mitigation activities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
		Describe program or organization and how it relates to disaster resilience and mitigation:	
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the program or organization help implement future mitigation activities? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
		Describe program or organization and how it relates to disaster resilience and mitigation: Fire Department does annual fire safety programs that could include information of water safety, weather safety, and house hold preparedness.	
Natural disaster or safety related school programs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Could the program or organization help implement future mitigation activities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
		Describe program or organization and how it relates to disaster resilience and mitigation:	
Public/private partnership initiatives addressing disaster-related issues	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the program or organization help implement future mitigation activities? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
		Describe program or organization and how it relates to disaster resilience and mitigation: Fire department has partnered with several local churches and businesses in the event of a disaster.	
StormReady certification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Answer will be pre-filled.	
Firewise Communities Certification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Answer will be pre-filled.	

## Mandatory

## Financial Assessment

Identify whether your jurisdiction has access to or is eligible to use the following funding resources for hazard mitigation.

Funding Resources	Have capability?	If Yes...	
Capital Improvements Project funding	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
Authority to levy taxes for specific purposes	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
Fees for water, sewer, gas, and/or electric services	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
Impact fees for new development	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
Stormwater utility fee	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
Incurrence of debt through general obligation bonds and/or special tax bonds	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	

## Mandatory

Incur debt through private activities	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
Community Development Block Grant	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
Other federal funding programs (e.g. FEMA mitigation grants)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
State funding programs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Could the resource be used to fund future mitigation actions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		If yes, for what type of mitigation activities?	
		Has the funding resource been used in past?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		If yes, for what type of mitigation activities?	

How can these capabilities be expanded and improved to reduce risk? **Edit as needed**

Actions that can expand and improve existing authorities, plans, policies, and resources for mitigation include budgeting and passing policies and procedures for mitigation actions, adopting and implementing stricter mitigation regulations, approving the hiring and training of staff for mitigation activities, and approving mitigation updates to existing plans as new needs are recognized.

# **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;

### **Notice of Public Hearing to consider the Parker County Hazard Mitigation Action Plan (HazMAP).**

This HazMAP is being completed through a cooperative effort of officials from Parker County and the City/Township of Aledo, Hudson Oaks, Springtown, Weatherford, and Willow Park.

By completing and updating the HazMAP, Parker County and participating jurisdictions are entitled to apply for future federal relief dollars to fund specific mitigation projects, designed to reduce and/or eliminate vulnerabilities resulting from disaster events throughout the County.

City Council:

Tuesday, June 11<sup>th</sup>, 2019

Time:

7:00 PM

Location:

City Hall, 516 Ranch House Rd

Willow Park, TX 76087

During the meeting, the public is invited to make comments or suggestions. City emergency management officials will be on hand to answer any questions. All comments received from the public will be documented and considered for inclusion in the Hazard Mitigation Action Plan (HazMAP).

Please contact Jared Junker or Chief Mike LeNoir at 817-441-8020 or [jjunker@willowpark.org](mailto:jjunker@willowpark.org) with any questions.





## P&Z AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> June 11, 2019	<b>Department:</b> Development Services	<b>Presented By:</b> Betty Chew
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### AGENDA ITEM: 2

Consider and Act on a Final Plat of a Replat of Lot 6R, 7R, 8R1, 8R2, 9R1, 10R, 11R1, 11R2, 13, Block B, Crown Pointe Addition, being 22.75 acres, Wesley Franklin Survey, Abstract No. 468 and Isaac Headley Survey, Abstract No. 619, City of Willow Park, Parker County, Texas, located on Shops Blvd.

### BACKGROUND:

This Final Plat represents a Replat of Lots 6 through 11, Block B, Crown Pointe Addition. This is 22.75 acres of commercial and park property located northeast of Shops Blvd.

Lot 6R – 1.77 acres (private drive abandoned)  
Lot 7R – 1.02 acres (realign Store Front Drive)  
Lot 8R1 – 1.29 acres (realign Fire Lanes)  
Lot 8R2 - .68 acres (realign Fire Lanes)  
Lot 9R1 – 3.83 acres (remove park and green space)  
Lot 10 R – 1.48 acres (remove park, green space and circle)  
Lot 11R1 – 1.25 acres (split and reconfigure)  
Lot 11 R2 – 1.73 acres (split and reconfigure)  
Lot 13 – 9.70 acres (park and green space and traffic circle)

The properties will be served with 8 inch water and 10 sanitary sewer mains, installed by the developer. These were established and approved with the Final Plat in August 2015.

The private drives and fire lanes will be installed by the developer in the approved locations per the replat.

Checkout Lane is renamed per this plat to Bridge Street to provide street name continuity.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the Final Plat as presented.

The Planning and Zoning Commission recommends approval of the Final Plat as presented.

The Commission vote was unanimous.

### EXHIBITS:

Plat Application  
Final Plat  
Final Plat (MARKED)

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>
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# City of Willow Park Development Services

516 Ranch House Road  
Willow Park, Texas 76087  
Phone: (817) 441-7108 · Fax: (817) 441-6900

**PLAT APPLICATION**  
**MUST BE AN ORIGINAL DOCUMENT – FAXED COPIES WILL NOT BE ACCEPTED**  
**ALL SIGNATURES MUST BE ORIGINAL**

Type of Plat: ☐ Preliminary ☐ Final ☒ Replat ☐ Amended

**PROPERTY DESCRIPTION:**

SUBMITTAL DATE: APRIL 30, 2019

Address (if assigned): MULTIPLE

Name of Additions: CROWN POINTE

Location of Addition: IH NO. 20 WEST OF TRINITY MEADOWS LANE & EAST OF SHOPS BLVD

Number of Lots: 9 Gross Acreage: 22.75 Zoning: R-1 & R-2 # of New Street Intersections: 0

**IH-20 OVERLAY**

**PROPERTY OWNER:**

Name: WILLOW PARK NORTH, LLC Contact: KYLE WILKS

Address: 17010 IH-20 Phone: 817-819-2574

City: CISCO Fax: \_\_\_\_\_

State: TX Zip: 76437 Email: kyle@wilkshg.com

Signature: *[Signature]*

*AUTHORIZED AGENT*

**APPLICANT:**

Name: BARRON-STARK ENGINEERS Contact: CHARLES F. STARK, PE

Address: 6221 SOUTHWEST BLVD, #100 Phone: 817-296-9550

City: FORT WORTH Fax: 817-231-8144

State: TX Zip: 76132 Email: chucks@barronstark.com

Signature: *[Signature]*

**SURVEYOR:**

Name: BARRON-STARK ENGINEERS Contact: CHARLES F. STARK, RPLS

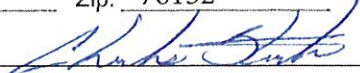
Address: 6221 SOUTHWEST BLVD, #100 Phone: 817-296-9550

City: FORT WORTH Fax: 817-231-8144

State: TX Zip: 76132 Email: chucks@barronstark.com

Signature: *[Signature]*

**ENGINEER:**


Name: BARRON-STARK ENGINEERS Contact: CHARLELS F. STARK, PE  
Address: 6221 SOUTHWEST BLVD, #100 Phone: 817-296-9550  
City: FORT WORTH Fax: 817-231-8144  
State: TX Zip: 76132 Email: chucks@barronstark.com  
Signature: 

PRINCIPAL CONTACT:            Owner   X   Applicant            Surveyor            Engineer  
• Staff comment letters and mark-ups will be distributed only to the designated principle contact  
• Comments will be sent via email unless otherwise specified

**UTILITY PROVIDERS**

Electric Provider: ONCOR  
Water Provider: CITY OF WILLOW PARK  
Wastewater Provider: CITY OF WILLOW PARK  
Gas Provider (if applicable): ~~ATMOS~~ TEXAS GAS

**APPLICATION FEES**

 \$525<sup>00</sup> \$25<sup>00</sup>  
\$300.00 PLUS ~~\$40~~ PER LOT FOR LOTS UP TO 1/2 ACRE IN SIZE OR  
\$300.00 PLUS \$10 PER ACRE OR FRACTION THEREOF FOR LOTS LARGER THAN 1/2 ACRE  
Additional fees (if applicable):

Any 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(s)/property inspections and/or testing(s).

**City Use Only**

Fees Collected: \$                                  \$                                   
\$                                  \$                                   
Receipt Number:



**PLAT REVIEW CHECKLIST:**

**\*\*This checklist must be submitted with the initial plat application\*\***

**I. GENERAL:**

Name of Addition: CROWN POINTE ADDITION

Applicant: BARRON-STARK ENGINEERS

Property Owner(s): WILLOW PARK NORTH, LLC

Location of Addition: IH-20 WEST OF TRINITY MEADOWS LN & EAST OF SHOPS BLVD

**II. REQUIRED DOCUMENTS FOR A PRELIMINARY PLAT**

**APPLICANT**

**STAFF**

- A. Preliminary Plat Application (original signatures)
- B. Preliminary Plat Drawing (5 paper copies & 1 digital)
- C. Preliminary Drainage Analysis (5 paper copies & 1 digital)
- D. Concept Construction Plan (5 paper copies & 1 digital)
- E. Tree Survey
- F. Location and Dimensions of Existing Structures
- G. Sectionalizing or Phasing of Plats
- H. Zoning Classification of All Properties Shown on the Plat
- I. Dimensions of all Proposed or Existing Lots
- J. Location of 100-year Flood Limits Where Applicable

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**III. REQUIRED DOCUMENTS FOR A FINAL PLAT**

- A. Final Plat Application (original signatures)
- B. Final Plat Drawing (5 paper copies & 1 digital copy)
- C. Drainage Study (5 paper copies & 1 digital)
- D. Submit 1 mylar copy and 1 paper copy from county filing
- E. Written Metes and Bounds Description
- F. Dimensions of All Proposed or Existing Lots
- G. Area in acres for each lot
- H. Any Existing Structures which Encroach and Setback Lines
- I. Parker County Tax Certificate
- J. Plans for all water & sewer lines
- K. Plans for fire hydrants
- L. Plans for all proposed streets and sidewalks

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
_____	_____
_____	_____
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
_____	_____
_____	_____
_____	_____
_____	_____

**IV. REQUIRED DOCUMENTS FOR A REPLAT**

- A. Replat Application (original signatures)
- B. Replat Drawing (5 paper copies & 1 digital copy)
- C. Original Plat for comparison
- D. Drainage Study (5 paper copies & 1 digital)
- E. Submit 1 mylar copy and 1 paper copy from county filing
- F. Written Metes and Bounds Description
- G. Dimensions of All Proposed or Existing Lots
- H. Area in acres for each lot
- I. Any Existing Structures which Encroach and Setback Lines
- J. Parker County Tax Certificate

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**V. REQUIRED DOCUMENTS FOR AN AMENDED PLAT**

- A. Amended Plat Application (original signatures)
- B. Final Plat Drawing (5 paper copies & 1 digital)
- C. Original Plat for comparison
- D. Drainage Study (5 paper copies & 1 digital)
- E. Submit 1 mylar copy and 1 paper copy from county filing
- F. Written Metes and Bounds Description
- G. Dimensions of All Proposed or Existing Lots
- H. Area in acres for each lot
- I. Any Existing Structures which Encroach and Setback Lines

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



VI.	REQUIREMENTS ON ALL PLATS	APPLICANT	STAFF
A.	Adjacent Property Lines, Streets, Easements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Names of Owners of Property within 200 feet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Names of Adjoining Subdivisions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
D.	Front and Rear Building Setback Lines	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
E.	Side Setback Lines	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
F.	City Boundaries Where Applicable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
G.	Date the Drawing was Prepared	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
H.	Location, Width, Purpose of all Existing Easements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I.	Location, Width, Purpose of all Proposed Easements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
J.	Consecutively Numbered or Lettered Lots and Blocks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
K.	Map Sheet Size of 18"x24" to 24"x36"	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
L.	North Arrow	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
M.	Name, Address, Telephone, of Property Owner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
N.	Name, Address, Telephone of Developer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
O.	Name, Address, Telephone of Surveyor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
P.	Seal of Registered Land Surveyor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Q.	Consecutively Numbered Plat Notes and Conditions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
R.	City of Willow Park Plat Dedication Language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
S.	Location and Dimensions of Public Use Area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
T.	Graphic Scale of Not Greater Than 1" = 200'	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
U.	All Existing and Proposed Street Names	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
V.	Dimensions of All Existing and Proposed Rights-of-Way as Specified on Master Thoroughfare Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
W.	Subdivision Boundary in Bold Lines	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
X.	Subdivision Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Y.	Title Block Identifying Plat Type	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Z.	Key Map at 1"=2000'	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
AA.	Surveyor's Certification of Compliance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BB.	Texas NAD83 State Plane Coordinates (Grid) (at least 2 corners)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC.	Show relationship of plat to existing "water, sewage, and drainage	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

VII.	ADDITIONAL DOCUMENTS REQUIRED ON FINAL PLATS	APPLICANT	STAFF
A.	A written and notarized statement describing the minimum improvements which the subdivider agrees to provide, conditional upon City Council approval of the final plat	_____	_____
B.	A written and notarized statement that all property taxes and assessments have been paid for past years and up to Current date. This statement shall be signed by the owner or owners (original and one copy)	_____	_____
C.	A written and notarized acknowledgement of the dedication to public use of streets, parks, water courses, drains, easements and other such public places as shown on the plat, and of payments in lieu of certain public dedications. Property designated for schools, churches, hospitals, municipal purposes, and other uses, shall be noted, as well as the conditions and procedures by which such property and monies shall be made available to prospective purchasers or governing bodies. This statement shall be signed by the owner or owners, and all persons having a mortgage or lien interest in the property. (if applicable)	_____	_____

**PLEASE NOTE:** After staff approval, up to fifteen (15) additional paper copies may be required for review by the Planning & Zoning Commission and City Council.

Willow Park  
Plat  
Building Official Review

---

Applicant Questions:

Front building setback: 40 ~~40~~ 25 ft.

Rear building setback: \_\_\_\_\_ ft.

Side building setback: 25 ft.

Side building setback: \_\_\_\_\_ ft.

Does the site include any utility/electric/gas/water/sewer easements? ☒ Yes ☐ No

Does the site include any drainage easements? ☒ Yes ☐ No

Does the site include any roadway/through fare easements? ☒ Yes ☐ No

Staff Review:

Does the plat include all the required designations? ☒ Yes ☐ No

Are the setbacks for the building sufficient? ☒ Yes ☐ No

Are there any easement conflicts? ☐ Yes ☒ No

Do the proposed easements align with neighboring easements? ☒ Yes ☐ No

Are the proposed easements sufficient to provide service? ☒ Yes ☐ No

Does the proposed project pose any planning concerns? ☐ Yes ☒ No

NOTE 25' BLDG. SETBACK. LOT 6R, 7R

☒ Approved

☐ Not Approved

☐ Needs More Information or Corrections

Building Official Approval Signature:

BETTY L. CHEW

Date: 05/20/2019

Willow Park

Plat \_\_\_\_\_

Public Works Review

Applicant Questions:

Is the project serviced by an existing road?

Yes

No

If yes, which road? IH-20 & SHOPS BLVD

Is the project serviced by an existing water line?

Yes

No

If yes, what size line? 8"

Will the project require the extension of a water line?

Yes

No

Does the project use well water?

No

Drinking

Irrigation

If yes, which aquifer does the well pull from? N/A

Is the project serviced by an existing sewer line?

Yes

No

If yes, what size line? 10"

If no, what type and size is the septic system? N/A

Staff Review:

Will servicing this project require additional infrastructure beyond what is identified in the Capital Improvement Plan?

Yes

No

Any additional concerns: \_\_\_\_\_

WATER & SEWER MAINS INSTALLED BY DEVELOPER  
APPROVED WITH PREVIOUS PLAT

Approved

Not Approved

Needs More Information or Corrections

Public Works Approval Signature: \_\_\_\_\_

RAYMON JOHNSON

Date: 05/20/2019

Willow Park  
Plat  
Flood Plain Review

**Applicant Questions:**

Is any part of the plat in the 100-year flood plain? Yes No  
If yes, what is the base flood elevation for the area? VARIES  
Is the footprint of any built improvement in the 100-year flood plain? Yes No  
If yes, what is the base flood elevation for the area? N/A  
Is the footprint of any habitable structure in the 100-year flood plain? Yes No  
If yes, what is the base flood elevation for the area? N/A

**Staff Review:**

Base flood elevations confirmed? Yes No  
Does the proposed project pose any safety concerns? Yes No  
APPROVED WITH PREVIOUS PLAT

Approved

Not Approved

Needs More Information or Corrections

Flood Plain Manager Approval Signature: DEREK TURNER Date: 05/16/2019



FINAL PLAT  
LOT 6R, LOT 7R, LOT 8R1, LOT 8R2  
LOT 9R1, 10R, 11R1, 11R2 & LOT 13 BLOCK B  
CROWN POINTE ADDITION

BEING A REPLAT OF  
LOTS 6 Through 11 BLOCK B  
CROWN POINTE ADDITION  
AS RECORDED IN CABINET D, SLIDE 451  
PLAT RECORDS PARKER COUNTY, TEXAS

BEING 22.75 ACRES SITUATED IN THE  
WESLEY FRANKLIN SURVEY, ABSTRACT No. 468, AND THE  
ISAAC HEADLEY SURVEY, ABSTRACT No. 619

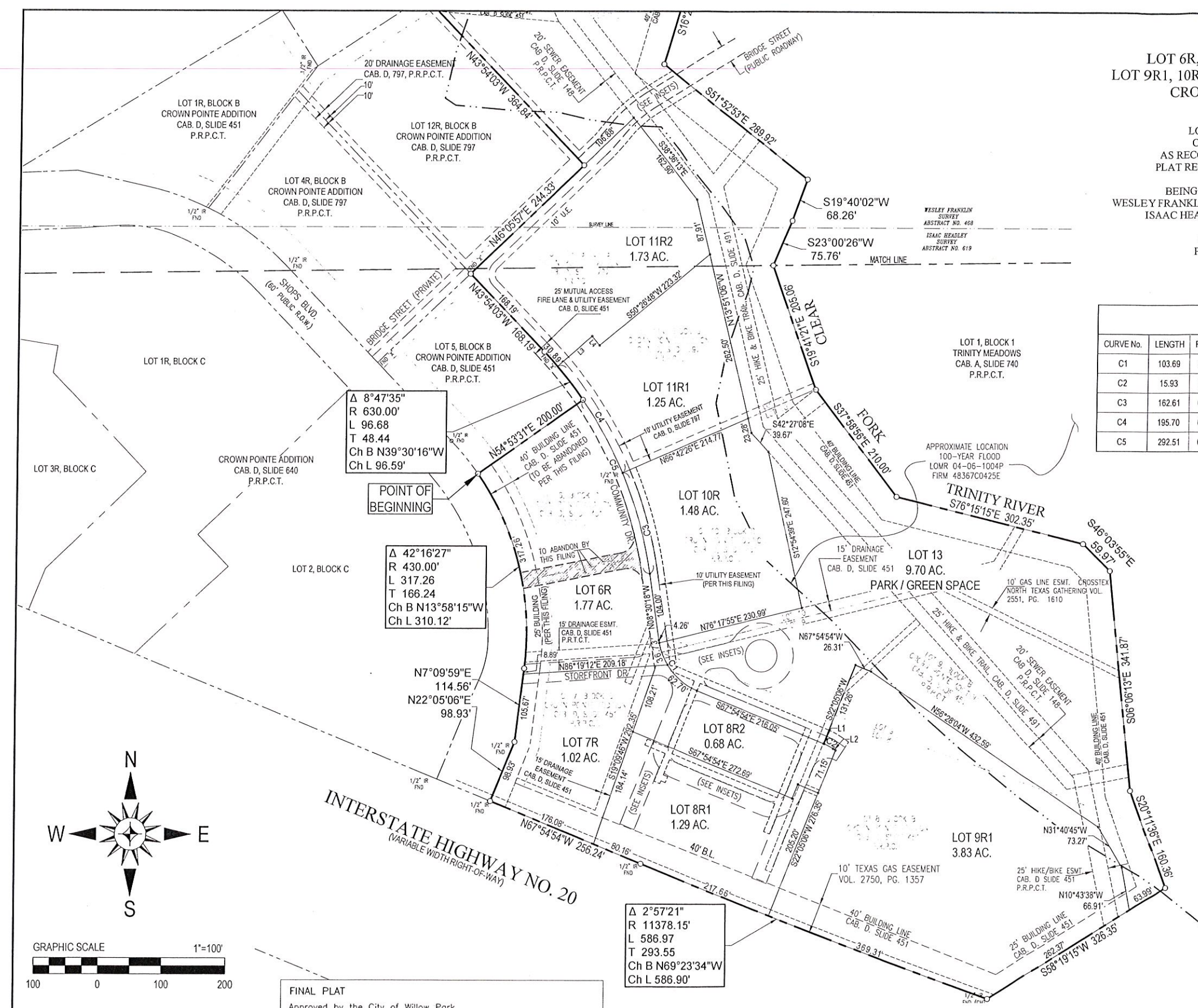
CITY OF WILLOW PARK  
PARKER COUNTY, TEXAS

CURVE TABLE

CURVE No.	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C1	103.69	100.00	59°24'36"	S38°12'36"E	99.11
C2	15.93	80.00	11°24'23"	N62°12'42"W	15.90
C3	162.61	630.00	14°47'18"	N15°53'58"W	162.16
C4	195.70	630.00	17°47'53"	N32°11'33"W	194.91
C5	292.51	630.00	26°36'10"	N21°48'23"W	289.89

LINE TABLE

LINE No.	LENGTH	BEARING
L1	1.28	N67°54'54"W
L2	4.49	N56°30'31"W
L3	71.50	S48°55'15"W
L4	18.82	N40°19'18"W



NOTE:  
1. 1/2" CAPPED IRON RODS STAMPED "C.F. STARK RPLS 5084"  
WILL BE SET AT ALL LOT CORNERS UPON COMPLETION OF  
CONSTRUCTION.

FINAL PLAT  
Approved by the City of Willow Park

APPROVED BY:	CITY COUNCIL
Signed: _____	City of Willow Park, Texas
Signed: _____	date _____
Signed: _____	date _____

FILED FOR RECORD  
PARKER COUNTY, TEXAS PLAT RECORD

CABINET \_\_\_\_\_, SLIDE \_\_\_\_\_

DATE \_\_\_\_\_



6221 Southwest Boulevard, Suite 100  
Fort Worth, Texas 76132  
(O) 817.231.8100 (F) 817.231.8144  
Texas Registered Engineering Firm F-10998  
Texas Registered Survey Firm F-10158800  
www.barronstark.com

OWNER:  
WILLOW PARK NORTH, LLC

17010 IH-20  
CISCO, TEXAS 76437  
PH: (817) 819-2574

JOB No. 171-9493  
DATE APRIL 2019







OWNER DEDICATION:

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That WILLOW PARK NORTH, LLC acting herein by and through their duly authorized officers, do hereby certify and adopt this plat designating the herein above described property as LOTS 6R, 7R, 8R1, 8R2, 9R1, 10R, 11R1, 11R2, AND 13, BLOCK B, CROWN POINTE ADDITION, an addition to the City of Willow Park, TX ("City") and does hereby dedicate to the public use forever, right of ways, easements and encumbrances shown hereon. WILLOW PARK NORTH, LLC herein certifies the following:

- The public improvements and dedication shall be free and clear of all debt, liens, and/or encumbrances.
- The easements and public use areas, as shown, are dedicated for the public use forever for the purposes indicated or shown on this plat.
- 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.
- The City is not responsible for replacing any improvements in, under, or over any easements caused by maintenance or repair.
- 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.
- 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.
- The City and public utilities shall at all times have a 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.
- Any modification of this document shall be by means of plat and shall be approved by the City.

This plat is approved subject to the conditions herein and to all platting ordinances, rules, regulations and resolutions of the City of Willow Park, Texas.

WITNESS, my hand, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

WILLOW PARK NORTH, LLC  
A Texas limited liability company

By: \_\_\_\_\_  
Kyle Wilks, President

STATE OF TEXAS

COUNTY OF PARKER

Before me, the undersigned authority, on this day appeared Kyle Wilks, known by me to be the persons whose names are subscribed to the foregoing instrument.

GIVEN UNDER MY HAND AND SEAL OF OFFICE

on the \_\_\_\_\_ day of \_\_\_\_\_, 2019

Notary Public in and for the State of \_\_\_\_\_

LEGAL DESCRIPTION

BEING a 27.25 acre tract, situated in the Wesley Franklin Survey, Abstract No. 468, City of Willow Park, Parker County, Texas and the Isaac Headley Survey, Abstract No. 619, City of Willow Park, Texas and being a portion of Lot 11R, Block B, Crown Pointe Addition, as evidenced by plat recorded in Cabinet D, Slide 797, Plat Records, Parker County, Texas, and includes all of Lots 6, 7, 8, 9, and 11, Block B, Crown Pointe Addition, as evidenced by plat recorded in Cabinet D, Slide 451, Plat Records, Parker County, Texas, said 22.75 acres described by metes & bounds as follows:

BEGINNING at a 1/2 inch iron rod found in the north right-of-way line of Shops Boulevard (recorded 60 foot right-of-way) for the most western northwest corner of this tract, said most western northwest corner also being the southeast corner of Lot 5, Block B, Crown Pointe Addition, recorded in Cabinet D, Slide 451, Plat Records, Parker County, Texas;

THENCE, North 45°53'31" East, along the east line of said Lot 5, Block B, a distance of 200.00 feet to a 1/2" iron rod found for an interior corner of this tract, said interior corner also being the northeast corner of said Lot 5, Block B and the beginning of a curve to the left with a radius of 630.00 feet;

THENCE, along a curve to the left and the east line of said Lot 5, Block B, with a length of 96.68 feet and a chord bearing of North 39°30'16" West to a found "X" cut in concrete for a angle point;

THENCE, North 43°54'03" West, along the north line of said Lot 5, Block B, a distance of 168.19 feet to a found "X" cut in concrete for a corner of this tract, said corner also being the northwest corner of said Lot 5, Block B, and the southeast corner of Lot 12R, Block B, Crown Pointe Addition, recorded in Cabinet D, Slide 797, Plat Records, Parker County, Texas;

THENCE, North 46°05'57" East, along the east line of said Lot 12R, Block B, a distance of 244.33 feet to a 1/2" iron rod found for an interior corner of this tract, said interior corner also being the northeast corner of said Lot 12R, Block B;

THENCE, North 43°54'03" West, along the north line of said Lot 12R, Block B, a distance of 364.84 feet to a 1/2" iron rod found in the south line of Lot 2R, Block B, Crown Pointe Addition, recorded in Cabinet D, Slide 451, Plat Records for the most northern northwest corner of this tract, said northern northwest corner also being the northwest corner of said Lot 12R, Block B;

THENCE, North 56°38'29" East, along the south line of said Lot 2R, Block B, a distance of 487.66 feet to a point in the approximate center of the Clear Fork Trinity River and the west line of Lot 1, Block I, Trinity Meadows, recorded in Cabinet A, Slide 740, Plat Records, Parker County, Texas, for the northwest corner of this tract, said northwest corner also being the southeast corner of said Lot 2R, Block B, from which a 1/2" iron rod found bears South 56°38'29" West for a witness monument to the northeast corner of this tract;

THENCE, along the center line of said Westfork, Trinity River, and the west line of said Lot 1, Block I, as follows:

South 50°13'20" East, a distance of 29.06 feet to a point;

South 07°24'55" East, a distance of 123.34 feet to a point;

South 16°27'11" West, a distance of 242.57 feet to a point;

South 51°52'53" East, a distance of 289.92 feet to a point;

South 19°40'02" West, a distance of 68.26 feet to a point;

South 23°00'26" West, a distance of 75.76 feet to a point;

South 19°41'21" East, a distance of 205.06 feet to a point;

South 37°58'56" East, a distance of 210.00 feet to a point;

South 76°15'15" East, a distance of 302.35 feet to a point;

South 46°03'55" East, a distance of 59.97 feet to a point;

South 06°06'13" East, a distance of 341.87 feet to a point;

South 20°11'36" East, a distance of 160.36 feet to a 1/2" iron rod found for the most eastern southeast corner of this tract;

THENCE South 58°19'15" West, a distance of 326.35 feet to a 1/2" iron rod found in the north line of Interstate Highway 20 (variable right-of-way) for the most southern southeast corner of this tract, and the beginning of a curve to the left with a radius of 11,378.15 feet;

THENCE, along a curve to the left and the north line of said Interstate Highway 20, a length of 586.97 feet and a chord bearing of North 69°23'34" West to a 1/2" iron rod found in the north line of said Interstate Highway 20 for an angle point of this tract;

THENCE, North 67°54'54" West, along the north line of said Interstate Highway 20, a distance of 256.24 feet to a 1/2" iron rod found in the north line of said Interstate Highway 20 and the east line of Shops Boulevard for the southwest corner of this tract;

THENCE, North 22°05'06" East, along the north line of Shops Boulevard, a distance of 98.93 feet to a 1/2" iron rod found for an angle point of this tract;

THENCE, North 07°09'59" East, along the north line of Shops Boulevard, a distance of 114.56 feet to a 1/2" iron rod found for the beginning of a curve to the left with a radius of 430.00 feet;

THENCE, along a curve to the left and the north line of Shops Boulevard, with a length of 317.26 feet and a chord bearing of North 13°58'15" West, to the POINT OF BEGINNING, and containing 27.25 acres (1,187,010 square feet) more or less.

SURVEYOR CERTIFICATE

I, Charles F. Stark, a Registered Professional Land Surveyor in the State of Texas, hereby certify this drawing correctly reflects the facts found at the time of this survey and that this drawing correctly shows all visible easements and rights-of-way known to me at the time of this survey.

PRELIMINARY  
THIS DOCUMENT SHALL NOT BE RECORDED  
FOR ANY PURPOSE AND SHALL NOT BE USED  
OR VIEWED OR RELIED UPON AS A FINAL  
SURVEY DOCUMENT.  
Charles F. Stark, R.L.S., No. 5084



STATE OF TEXAS

COUNTY OF PARKER

Before me, the undersigned authority, on this day appeared Charles F. Stark, known by me to be the persons whose names are subscribed to the forgoing instrument.

GIVEN UNDER MY HAND AND SEAL OF OFFICE

on the \_\_\_\_\_ day of \_\_\_\_\_, 2019

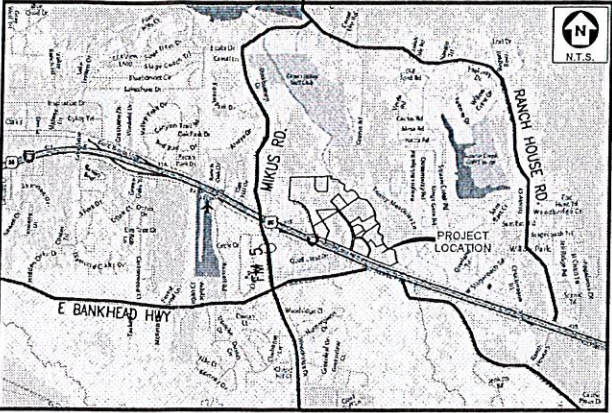
Notary Public in and for the State of \_\_\_\_\_

INSET LINE TABLE		
CURVE No.	LENGTH	BEARING
L5	63.52	S76°17'55"W
L9	11.59	N84°23'32"E
L12	17.60	N56°30'31"W
L13	25.00	N33°29'29"E

INSET CURVE TABLE					
CURVE No.	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C6	41.38	25.00	94°49'30"	S38° 54' 27"W	36.81
C7	41.54	25.00	95°11'47"	N56° 06' 12"W	36.92
C8	18.28	25.00	41°53'48"	S55° 21' 01"W	17.88
C9	258.51	51.00	290°25'29"	N0° 23' 09"W	58.19
C10	26.37	25.00	60°26'04"	S65° 23' 26"E	25.16
C11	39.87	15.00	152°18'26"	N8° 14' 19"E	29.13
C12	12.44	62.50	11°24'23"	N62° 12' 42"W	12.42
C13	44.25	25.00	101°24'23"	N72° 47' 18"E	38.69
C14	76.97	49.00	90°00'00"	N67° 05' 06"E	69.30
C15	76.97	49.00	90°00'00"	S22° 54' 54"E	69.30
C16	50.51	25.00	115°45'54"	S35° 47' 51"E	42.35
C17	22.68	200.00	6°29'46"	N42° 51' 04"E	22.66
C18	65.03	200.00	18°37'52"	N48° 55' 07"E	64.75

GENERAL NOTES

- BEARINGS SHOWN HEREON ARE CORRELATED TO DEED CALL N89°00'36"E ALONG THE NORTH LINE OF WWC/JPCD COMPANY TRACT RECORDED IN VOLUME 1867, PAGE 1220, DEED RECORDS PARKER COUNTY, TEXAS.
- PUBLIC SIDEWALKS WITHIN THE PLANNED DEVELOPMENT SHALL BE LOCATED ADJACENT TO ANY AND ALL PUBLIC ROADWAYS, WITHIN THE PUBLIC RIGHT-OF-WAY. PUBLIC SIDEWALKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF WILLOW PARK STANDARD SPECIFICATIONS. CONSTRUCTION OF SAID SIDEWALKS SHALL BE PHASED WITH DEVELOPMENT, AND SHOWN WITH RELEVANT SITE PLAN APPLICATIONS. PUBLIC SIDEWALKS WITHIN THE RIGHT-OF-WAY ARE SUBJECT TO CITY OF WILLOW PARK INSPECTION, AND SHALL BE MAINTAINED BY THE CITY OF WILLOW PARK.
- CONSTRUCTION OF THE HIKE/BIKE TRAIL SHALL BE PHASED WITH THE DEVELOPMENT, AND SHOWN WITH RELEVANT SITE PLAN APPLICATIONS. SAID TRAIL SHALL BE CENTERED WITHIN A TWENTY-FIVE (25) FOOT WIDE EASEMENT, AS SHOWN HERON. SAID EASEMENT SHALL BE DEDICATED TO THE CITY FOR PUBLIC USE AND MAINTENANCE.
- ELEVATION CERTIFICATE SHALL BE PROVIDED AFTER FINAL GRADING IS COMPLETED FOR ANY BUILDING ADJACENT TO FLOODPLAIN.



LOCATION MAP

FINAL PLAT  
LOT 6R, LOT 7R, LOT 8R1, LOT 8R2  
LOT 9R1, 10R, 11R1, 11R2 & LOT 13 BLOCK B  
CROWN POINTE ADDITION

BEING A REPLAT OF  
LOT 4, LOT 11, LOT 12, BLOCK B  
CROWN POINTE ADDITION  
AS RECORDED IN CABINET D, SLIDE 451  
PLAT RECORDS PARKER COUNTY, TEXAS

BEING 11.16 ACRES SITUATED IN THE  
WESLEY FRANKLIN SURVEY, ABSTRACT No. 468, AND THE  
ISAAC HEADLEY SURVEY, ABSTRACT No. 619

CITY OF WILLOW PARK  
PARKER COUNTY, TEXAS

FINAL PLAT Approved by the City of Willow Park	
APPROVED BY:	CITY COUNCIL City of Willow Park, Texas
Signed: _____ Mayor	_____ date
Signed: _____ City Administrator	_____ date

FILED FOR RECORD PARKER COUNTY, TEXAS PLAT RECORD
CABINET _____, SLIDE _____
DATE _____



6221 Southwest Boulevard, Suite 100  
Fort Worth, Texas 76132  
(O) 817.231.8100 (F) 817.231.8144  
Texas Registered Engineering Firm F-10998  
Texas Registered Survey Firm F-10158800  
www.barronstark.com

OWNER:  
WILLOW PARK NORTH, LLC

17010 IH-20  
CISCO, TEXAS 76437  
PH: (817) 819-2574

JOB No. 171-9493  
DATE APRIL 2019

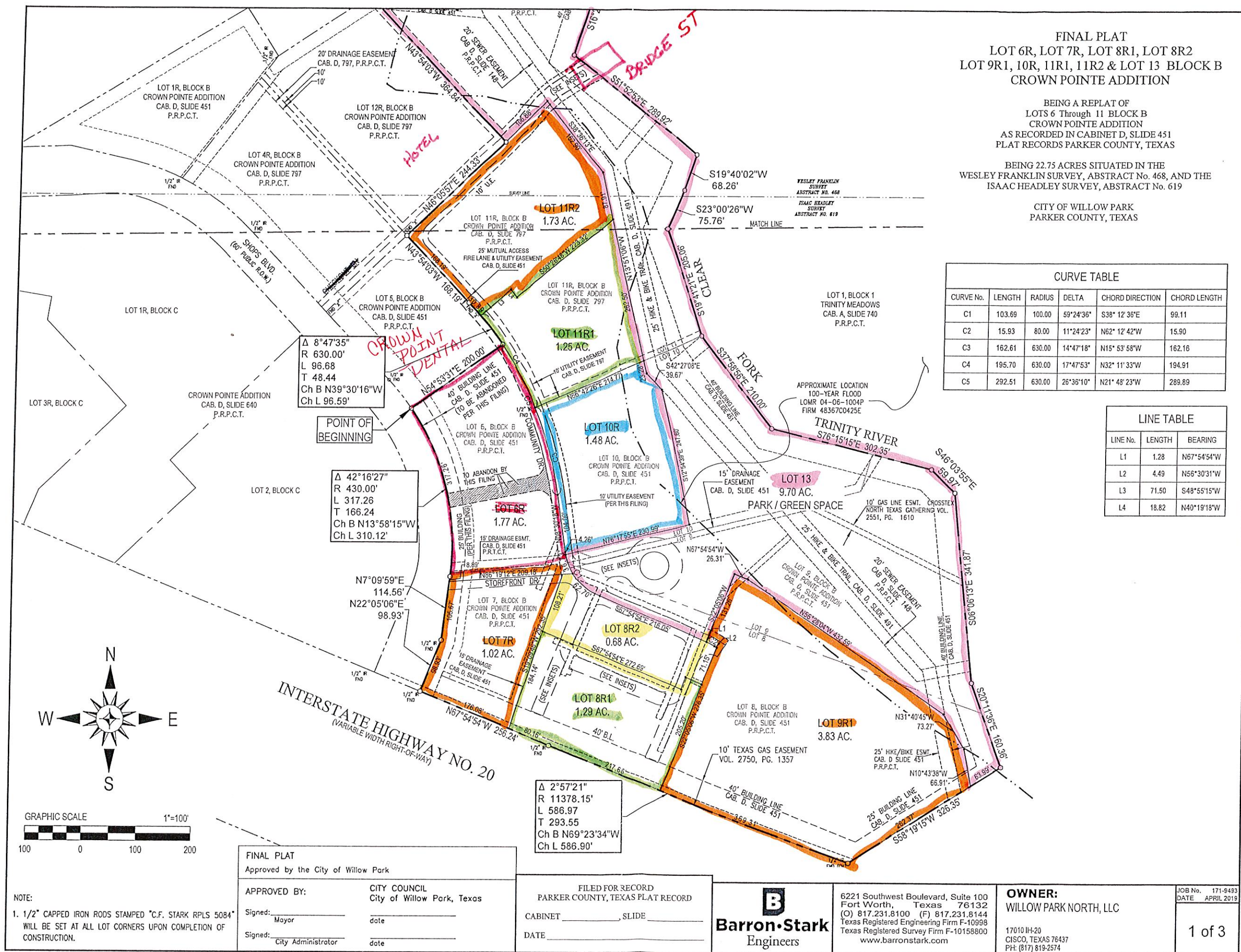


BEING A REPLAT OF  
LOTS 6 Through 11 BLOCK B  
CROWN POINTE ADDITION  
AS RECORDED IN CABINET D, SLIDE 451  
PLAT RECORDS PARKER COUNTY, TEXAS

CITY OF WILLOW PARK  
PARKER COUNTY, TEXAS

CURVE TABLE					
CURVE No.	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C1	103.69	100.00	59°24'36"	S38° 12' 36"E	99.11
C2	15.93	80.00	11°24'23"	N62° 12' 42"W	15.90
C3	162.61	630.00	14°47'18"	N15° 53' 58"W	162.16
C4	195.70	630.00	17°47'53"	N32° 11' 33"W	194.91
C5	292.51	630.00	26°36'10"	N21° 48' 23"W	289.89

LINE TABLE		
LINE No.	LENGTH	BEARING
L1	1.28	N67°54'54"W
L2	4.49	N56°30'31"W
L3	71.50	S48°55'15"W
L4	18.82	N40°19'18"W







## P&Z AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> June 11, 2019	<b>Department:</b> Development Services	<b>Presented By:</b> Betty Chew
---------------------------------------	--	------------------------------------

### AGENDA ITEM: 3

Consider and Act on a Preliminary Plat of Block E, F, G Crown Pointe Addition Phase IV being a 19.80 acre tract of land Wesley Franklin Survey, Abstract No. 468, and McKinney and Williams Survey Abstract No. 954, City of Willow Park, Parker County, Texas, located in the 4200 Block of I-20 Service Road N.

### BACKGROUND:

This is a preliminary plat for a proposed 19.80 acre subdivision. The owner proposes to subdivide the property into 3 acreage lots. The property is zoned LR/I-20 Overlay "Light Retail/I-20 Overlay District". Application for a zoning change to C/I-20 Overlay "Commercial/I-20 Overlay District" has been submitted and will be considered in June.

Access to the subdivision will be from the I-20 Service Road and Mary Lou Drive (70' ROW). J.D. Towles Drive a proposed (50' ROW) in this area will be extended west and connect with the I-20 Service Road. J.D. Towles Drive to the east is designed and being constructed as a minor collector street (60' ROW). J.D. Towles Drive should be continued in the subdivision as a minor collector street. The proposed commercial zoning and the traffic from the commercial areas to the north and east as well as the church and medical facilities require continuation of the collector street. Jimma Drive (50' ROW) will extend from the I-20 Service Rd northwest to J.D. Towles Drive. TXDOT will review and approve intersection/spacing prior to approval of the Final Plat.

The subdivision will be served by the City of Willow Park utility system. Water service will be extended, by the developer, from mains in the I-20 Service Road, Mary Lou Drive and J.D. Towles Drive. A looped water system will be provided to service the subdivision. Fire hydrants will be installed in the subdivision in compliance with I.S.O. regulations for commercial development. Sanitary sewer service will be provided by utility extension of an 8 inch sanitary sewer main in J.D. Towles Drive. Utility extension will be in accordance with the City Of Willow Park Utility Extension Policy.

Stormwater in the subdivision flows primarily west to east with the west part of the subdivision Stormwater flowing northwest. An existing TXDOT culvert passes under IH-20 east of the subdivision. A concrete culvert, which is being evaluated, is located on the southeast corner of the subdivision. This structure will need to be evaluated and approved by both the City of Willow Park and TXDOT. There are two box culverts (Double 5'X5') being installed in Mary Lou Drive. A detailed stormwater drainage plan will be submitted and approved by the City Engineer with the final plat of the subdivision. The drainage plan will determine impact of offsite properties as well as capacities of existing and proposed drainage structures.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the Preliminary Plat subject to the following being included on the Final Plat:

1. J.D. Towles Drive to be dedicated and constructed as a minor collector or submittal of a traffic impact analysis.
2. TXDOT approval of the street intersection separations.
3. Drainage improvement plan for the entire property.
4. City and TXDOT review and approval of concrete culverts.

The Planning and Zoning Commission recommends approval of the Preliminary Plat with the recommendations being incorporated in the Final Plat.

The Commission vote was unanimous.

**EXHIBITS:**

Plat Application

Final Plat

Final Plat (MARKED)

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$ N/A
	Source of Funding	\$ N/A



# City of Willow Park Development Services

516 Ranch House Road  
Willow Park, Texas 76087  
Phone: (817) 441-7108 · Fax: (817) 441-6900

**PLAT APPLICATION**  
**MUST BE AN ORIGINAL DOCUMENT – FAXED COPIES WILL NOT BE ACCEPTED**  
**ALL SIGNATURES MUST BE ORIGINAL**

Type of Plat: ☒ Preliminary ☐ Final ☐ Replat ☐ Amended

**PROPERTY DESCRIPTION:**

SUBMITTAL DATE: APRIL 30, 2019

Address (if assigned): \_\_\_\_\_

Name of Additions: CROWN POINTE ADDITION, PHASE IV

Location of Addition: INTERSTATE HIGHWAY NO. 20 WEST OF CROWN LANE

Number of Lots: 3 Gross Acreage: 19.80 Zoning: LR & # of New Street Intersections: 2

IH20 OVERLAY

**PROPERTY OWNER:**

Name: MIT-MAR LAND, LP

Contact: JIM MARTIN, MARTIN LAND

Address: 66470 S. F.M. 56

Phone: 817-441-2102

City: GLEN ROSE

Fax: \_\_\_\_\_

State: TX Zip: 76043

Email: Jim@MartinLandSales.com

Signature: *Charles Stark*

*AUTHORIZED AGENT*

**APPLICANT:**

Name: BARRON-STARK ENGINEERS

Contact: CHARLES F. STARK, PE

Address: 6221 SOUTHWEST BLVD, #100

Phone: 817-296-9550

City: FORT WORTH

Fax: 817-231-8144

State: TX Zip: 76132

Email: chucks@barronstark.com

Signature: *Charles Stark*

**SURVEYOR:**

Name: BARRON-STARK ENGINEERS

Contact: CHARLES F. STARK, RPLS

Address: 6221 SOUTHWEST BLVD, #100

Phone: 817-296-9550

City: FORT WORTH


Fax: 817-231-8144

State: TX Zip: 76132

Email: chucks@barronstark.com

Signature: *Charles Stark*

ENGINEER:


Name: BARRON-STARK ENGINEERS Contact: CHARLES F. STARK, PE  
Address: 6221 SOUTHWEST BLVD, #100 Phone: 817-296-9550  
City: FORT WORTH Fax: 817-231-8144  
State: TX Zip: 76132 Email: chucks@barronstark.com  
Signature: 

PRINCIPAL CONTACT:            Owner   X   Applicant            Surveyor            Engineer  
• Staff comment letters and mark-ups will be distributed only to the designated principle contact  
• Comments will be sent via email unless otherwise specified

UTILITY PROVIDERS

Electric Provider: ~~ONCOR~~ TRI-COUNTY  
Water Provider: CITY OF WILLOW PARK  
Wastewater Provider: CITY OF WILLOW PARK  
Gas Provider (if applicable): ~~ATMOS~~ TEXAS GAS

APPLICATION FEES

 \$345.00 \$15.00  
\$300.00 PLUS \$10 PER LOT FOR LOTS UP TO 1/2 ACRE IN SIZE OR  
NA \$300.00 PLUS \$10 PER ACRE OR FRACTION THEREOF FOR LOTS LARGER THAN 1/2 ACRE

Additional fees (if applicable):

Any 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(s)/property inspections and/or testing(s).

City Use Only

Fees Collected: \$                      \$                       
\$                      \$                       
Receipt Number:



**PLAT REVIEW CHECKLIST:**

**\*\*This checklist must be submitted with the initial plat application\*\***

**I. GENERAL:**

Name of Addition: CROWN POINTE ADDITION, PHASE IV  
Applicant: BARRON-STARK ENGINEERS, CHUCK STARK  
Property Owner(s): MIT-MAR LAND, LP  
Location of Addition: INTERSTATE HIGHWAY NO. 20 WEST OF CROWN LANE

**II. REQUIRED DOCUMENTS FOR A PRELIMINARY PLAT**

**APPLICANT**

**STAFF**

A.	Preliminary Plat Application (original signatures)	<u>✓</u>	<u>✓</u>
B.	Preliminary Plat Drawing (5 paper copies & 1 digital)	<u>✓</u>	<u>✓</u>
C.	Preliminary Drainage Analysis (5 paper copies & 1 digital)	<u>  </u>	<u>  </u>
D.	Concept Construction Plan (5 paper copies & 1 digital)	<u>  </u>	<u>  </u>
E.	Tree Survey	<u>  </u>	<u>  </u>
F.	Location and Dimensions of Existing Structures	<u>✓</u>	<u>✓</u>
G.	Sectionalizing or Phasing of Plats	<u>  </u>	<u>N/A</u>
H.	Zoning Classification of All Properties Shown on the Plat	<u>✓</u>	<u>✓</u>
I.	Dimensions of all Proposed or Existing Lots	<u>✓</u>	<u>✓</u>
J.	Location of 100-year Flood Limits Where Applicable	<u>NA</u>	<u>N/A</u>

**III. REQUIRED DOCUMENTS FOR A FINAL PLAT**

A.	Final Plat Application (original signatures)	<u>  </u>	<u>  </u>
B.	Final Plat Drawing (5 paper copies & 1 digital copy)	<u>  </u>	<u>  </u>
C.	Drainage Study (5 paper copies & 1 digital)	<u>  </u>	<u>  </u>
D.	Submit 1 mylar copy and 1 paper copy from county filing	<u>  </u>	<u>  </u>
E.	Written Metes and Bounds Description	<u>  </u>	<u>  </u>
F.	Dimensions of All Proposed or Existing Lots	<u>  </u>	<u>  </u>
G.	Area in acres for each lot	<u>  </u>	<u>  </u>
H.	Any Existing Structures which Encroach and Setback Lines	<u>  </u>	<u>  </u>
I.	Parker County Tax Certificate	<u>  </u>	<u>  </u>
J.	Plans for all water & sewer lines	<u>  </u>	<u>  </u>
K.	Plans for fire hydrants	<u>  </u>	<u>  </u>
L.	Plans for all proposed streets and sidewalks	<u>  </u>	<u>  </u>

**IV. REQUIRED DOCUMENTS FOR A REPLAT**

A.	Replat Application (original signatures)	<u>  </u>	<u>  </u>
B.	Replat Drawing (5 paper copies & 1 digital copy)	<u>  </u>	<u>  </u>
C.	Original Plat for comparison	<u>  </u>	<u>  </u>
D.	Drainage Study (5 paper copies & 1 digital)	<u>  </u>	<u>  </u>
E.	Submit 1 mylar copy and 1 paper copy from county filing	<u>  </u>	<u>  </u>
F.	Written Metes and Bounds Description	<u>  </u>	<u>  </u>
G.	Dimensions of All Proposed or Existing Lots	<u>  </u>	<u>  </u>
H.	Area in acres for each lot	<u>  </u>	<u>  </u>
I.	Any Existing Structures which Encroach and Setback Lines	<u>  </u>	<u>  </u>
J.	Parker County Tax Certificate	<u>  </u>	<u>  </u>

**V. REQUIRED DOCUMENTS FOR AN AMENDED PLAT**

A.	Amended Plat Application (original signatures)	<u>  </u>	<u>  </u>
B.	Final Plat Drawing (5 paper copies & 1 digital)	<u>  </u>	<u>  </u>
C.	Original Plat for comparison	<u>  </u>	<u>  </u>
D.	Drainage Study (5 paper copies & 1 digital)	<u>  </u>	<u>  </u>
E.	Submit 1 mylar copy and 1 paper copy from county filing	<u>  </u>	<u>  </u>
F.	Written Metes and Bounds Description	<u>  </u>	<u>  </u>
G.	Dimensions of All Proposed or Existing Lots	<u>  </u>	<u>  </u>
H.	Area in acres for each lot	<u>  </u>	<u>  </u>
I.	Any Existing Structures which Encroach and Setback Lines	<u>  </u>	<u>  </u>

VI.	REQUIREMENTS ON ALL PLATS	APPLICANT	STAFF
A.	Adjacent Property Lines, Streets, Easements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Names of Owners of Property within 200 feet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Names of Adjoining Subdivisions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
D.	Front and Rear Building Setback Lines	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
E.	Side Setback Lines	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
F.	City Boundaries Where Applicable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
G.	Date the Drawing was Prepared	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
H.	Location, Width, Purpose of all Existing Easements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I.	Location, Width, Purpose of all Proposed Easements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
J.	Consecutively Numbered or Lettered Lots and <u>Blocks</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
K.	Map Sheet Size of 18"x24" to 24"x36"	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
L.	North Arrow	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
M.	Name, Address, Telephone, of Property Owner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
N.	Name, Address, Telephone of Developer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
O.	Name, Address, Telephone of Surveyor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
P.	Seal of Registered Land Surveyor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Q.	Consecutively Numbered Plat Notes and Conditions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
R.	City of Willow Park Plat Dedication Language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
S.	Location and Dimensions of Public Use Area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
T.	Graphic Scale of Not Greater Than 1" = 200'	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
U.	All Existing and Proposed Street Names	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
V.	Dimensions of All Existing and Proposed Rights-of-Way as Specified on Master Thoroughfare Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
W.	Subdivision Boundary in Bold Lines	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
X.	Subdivision Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Y.	Title Block Identifying Plat Type	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Z.	Key Map at 1"=2000'	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
AA.	Surveyor's Certification of Compliance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BB.	Texas NAD83 State Plane Coordinates (Grid) (at least 2 corners)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC.	Show relationship of plat to existing "water, sewage, and drainage	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

VII.	ADDITIONAL DOCUMENTS REQUIRED ON FINAL PLATS	APPLICANT	STAFF
A.	A written and notarized statement describing the minimum improvements which the subdivider agrees to provide, conditional upon City Council approval of the final plat	WITH FINAL PLAT	
B.	A written and notarized statement that all property taxes and assessments have been paid for past years and up to Current date. This statement shall be signed by the owner or owners (original and one copy)	WITH FINAL PLAT	
C.	A written and notarized acknowledgement of the dedication to public use of streets, parks, water courses, drains, easements and other such public places as shown on the plat, and of payments in lieu of certain public dedications. Property designated for schools, churches, hospitals, municipal purposes, and other uses, shall be noted, as well as the conditions and procedures by which such property and monies shall be made available to prospective purchasers or governing bodies. This statement shall be signed by the owner or owners, and all persons having a mortgage or lien interest in the property. (if applicable)	WITH FINAL PLAT	

**PLEASE NOTE:** After staff approval, up to fifteen (15) additional paper copies may be required for review by the Planning & Zoning Commission and City Council.



Willow Park  
Plat  
Building Official Review

---

**Applicant Questions:**

Front building setback: 25 ft.                      Rear building setback: 25 ft.

Side building setback: 25 ft.                      Side building setback: 25 ft.

Does the site include any utility/electric/gas/water/sewer easements?      ☒ Yes      No

Does the site include any drainage easements?      ☒ Yes      No

Does the site include any roadway/through fare easements?      ☒ Yes      No

**Staff Review:**

Does the plat include all the required designations?      ☒ Yes      No

Are the setbacks for the building sufficient?      ☒ Yes      No

Are there any easement conflicts?      Yes      ☒ No

Do the proposed easements align with neighboring easements? N/A      Yes      No

Are the proposed easements sufficient to provide service?      ☒ Yes      No

Does the proposed project pose any planning concerns?      Yes      No

SUBJECT TO REZONING - C/I-20 OVERLAY  
APPROVAL.

Approved

Not Approved

Needs More Information or Corrections

Building Official Approval Signature:

BETTY L. CHEW

Date: 05/21/2019

Willow Park  
Plat  
Public Works Review

Applicant Questions:

Is the project serviced by an existing road? ☒ Yes ☐ No  
If yes, which road? IH 20 & CROWN LANE  
Is the project serviced by an existing water line? ☒ Yes ☐ No  
If yes, what size line? 8" & 12"  
Will the project require the extension of a water line? ☒ Yes ☐ No  
Does the project use well water? ☒ No ☐ Drinking ☐ Irrigation  
If yes, which aquifer does the well pull from? \_\_\_\_\_  
Is the project serviced by an existing sewer line? ☒ Yes ☐ No  
If yes, what size line? 8"  
If no, what type and size is the septic system? N/A

Staff Review:

Will servicing this project require additional infrastructure beyond what is identified in the Capital Improvement Plan?

Yes

☒ No

Any additional concerns: \_\_\_\_\_

SUBJECT TO UTILITY DESIGN

Approved

Not Approved

Needs More Information or Corrections

Public Works Approval Signature: \_\_\_\_\_

RAYMON JOHNSON  
DEREK TURNER

Date: 05/20/2019

Willow Park  
Plat  
Flood Plain Review

**Applicant Questions:**

Is any part of the plat in the 100-year flood plain?	Yes	<input checked="" type="radio"/> No
If yes, what is the base flood elevation for the area? _____		
Is the footprint of any built improvement in the 100-year flood plain?	Yes	<input checked="" type="radio"/> No
If yes, what is the base flood elevation for the area? _____		
Is the footprint of any habitable structure in the 100-year flood plain?	Yes	<input checked="" type="radio"/> No
If yes, what is the base flood elevation for the area? _____		

**Staff Review:**

Base flood elevations confirmed?	Yes	No
Does the proposed project pose any safety concerns?	Yes	No

SUBJECT TO DRAINAGE IMPROVEMENT  
PLAN, CONCRETE CULVERT EVALUATION

Approved

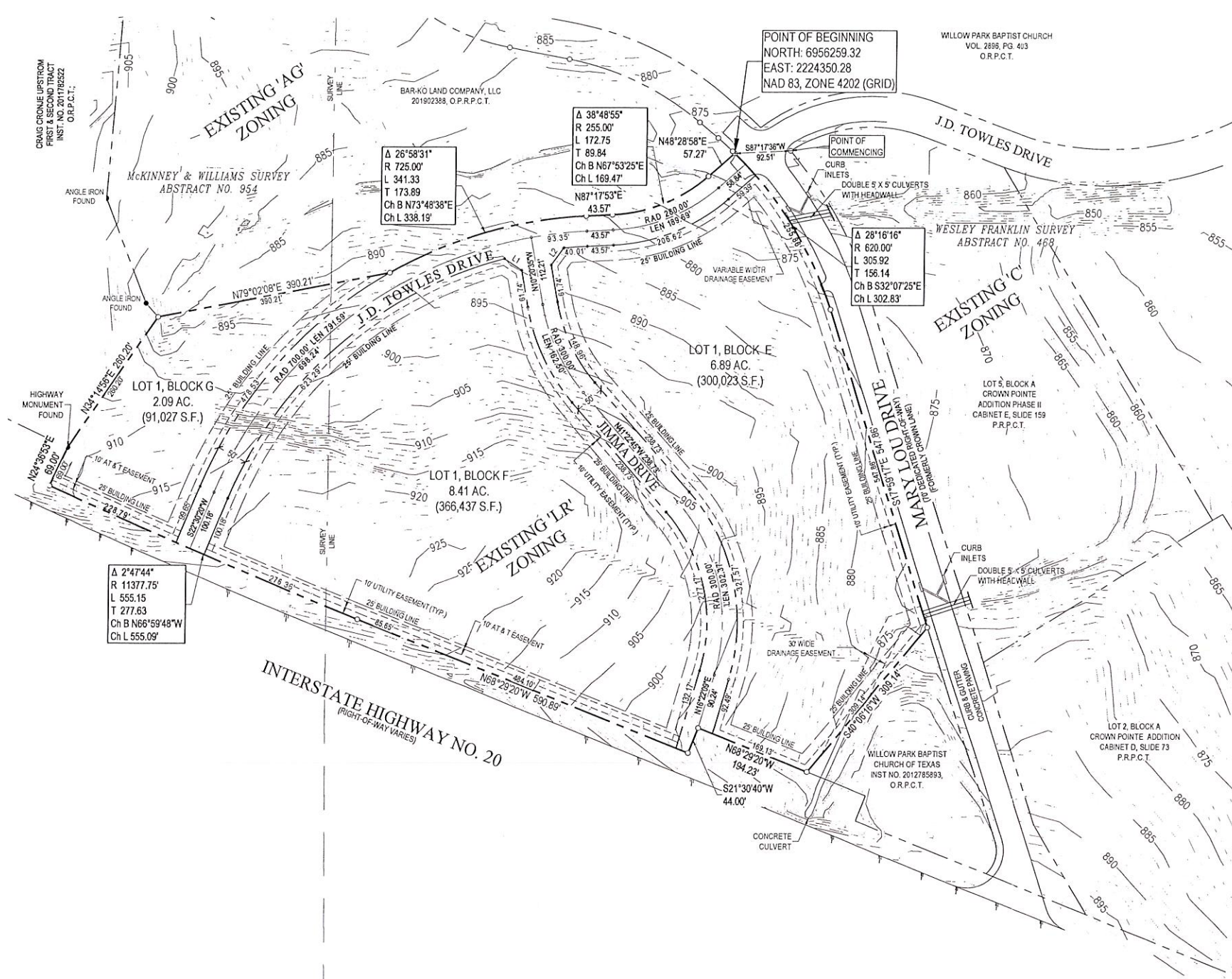
Not Approved

Needs More Information or Corrections

Flood Plain Manager Approval Signature:

DEREK TURNER Date: 05/21/2019





**LEGAL DESCRIPTION**

BEING 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, being all of that certain tract of land described in deed to MIT-MAR LAND, LP, recorded in Instrument Numbers 201907266 and 201907277 Official Public Records, Parker County, Texas, being more particularly described, as follows:

COMMENCING at a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084", at the intersection of the east line of Crown Lane, (a 70' Dedicated Right-of-Way), and the south line of J.D. Towles Drive (a 60' Dedicated Right-of-Way), said COMMENCING point being the Northwest corner of Lot 5, Block A, CROWN POINTE ADDITION, PHASE II, an Addition to the City of Willow Park, Parker County, Texas, according to the Plat recorded in Cabinet E, Slide 159, Plat Records, Parker County, Texas;

THENCE S 87°17'36" E, a distance of 92.51 feet to a 1/2" capped iron rod set stamped "C.F. Stark RPLS 5084", in the west line of said Crown Lane (70' Dedicated Right-of-Way), the POINT OF BEGINNING and the most north, northeast corner of the herein described 19.80 acre tract, being at the beginning of a curve to the right, whose radius is 620.00 feet and whose long chord bears S 32°07'25" E, a chord distance of 302.83 feet;

THENCE along the west line of said Crown Lane and along said curve, in a southeasterly direction, through a central angle of 28°16'16", an arc distance of 305.92 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084";

THENCE S 17°59'17" E, continuing along the west line of said Crown Lane, a distance of 547.86 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084" in the northwesterly line of that certain tract of land described in deed to Willow Park Baptist Church, recorded in Instrument Number 2012785893, Official Records, Parker County, Texas;

THENCE S 40°06'16" W, along the common line of said MIT-MAR LAND, LP tract and said Willow Park Baptist Church tract, a distance of 309.14 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084" in the northwesterly line of Interstate Highway No. 20 (Right-of-Way varies), at the most easterly southeast corner of said MIT-MAR LAND, LP tract and being the most westerly southwest corner of said Willow Park Baptist Church tract;

THENCE along the northwesterly line of said Interstate Highway No. 20, as follows:

N 68°29'20" W, a distance of 194.23 feet to a 1/2" capped iron rod set stamped "C.F. Stark RPLS 5084"

S 21°30'40" W, a distance of 44.00 feet to a 1/2" capped iron rod set stamped "C.F. Stark RPLS 5084"

N 68°29'20" W, a distance of 599.89 feet to a 1/2" capped iron rod set stamped "C.F. Stark RPLS 5084" at the beginning of a curve to the right, whose radius is 1137.75 feet and whose long chord bears N 66°59'48" W, a chord distance of 555.09 feet;

Along said curve, in a northeasterly direction, through a central angle of 00°47'44", an arc distance of 555.15 feet to a 1/2" capped iron rod set stamped "C.F. Stark RPLS 5084" at the most westerly southwest corner of said MIT-MAR LAND, LP tract;

N 24°36'53" E, a distance of 69.00 feet to a Highway Monument found at the most south corner of that certain tract of land described in deed as Second Tract, to Craig Conje Upstream, recorded in Instrument Number 2011782522, Official Records, Parker County, Texas;

THENCE N 34°14' 56" E, along the common line of said MIT-MAR LAND, LP tract and said Second Tract, a distance of 260.20 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084" at the most south corner of that certain tract of land described in deed to BAR-KO Land Company, LLC, recorded in Instrument Number 201902388, Official Public Records, Parker County, Texas;

THENCE along the north line of the herein described 19.80 acre tract, as follows:

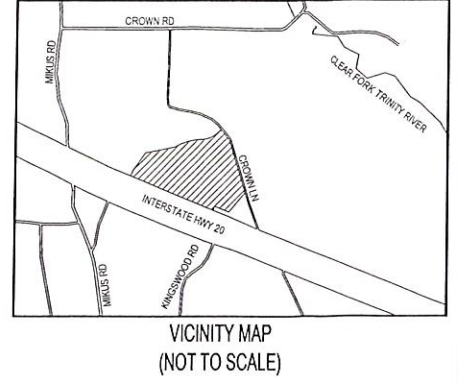
N 79°02'08" E, a distance of 390.21 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084" at the beginning of a curve to the right, whose radius is 725.00 feet and whose long chord bears N 73°48'38" E, a chord distance of 338.19 feet;

Along said curve, in a northeasterly direction, through a central angle of 26°58'31", an arc distance of 341.33 feet to a 1/2" capped iron rod set stamped "C.F. Stark RPLS 5084";

N 87°17'33" E, a distance of 43.57 feet to a 1/2" capped iron rod set stamped "C.F. Stark RPLS 5084" at the beginning of a curve to the left, whose radius is 255.00 feet and whose long chord bears N 67°53'25" E, a chord distance of 169.47 feet;

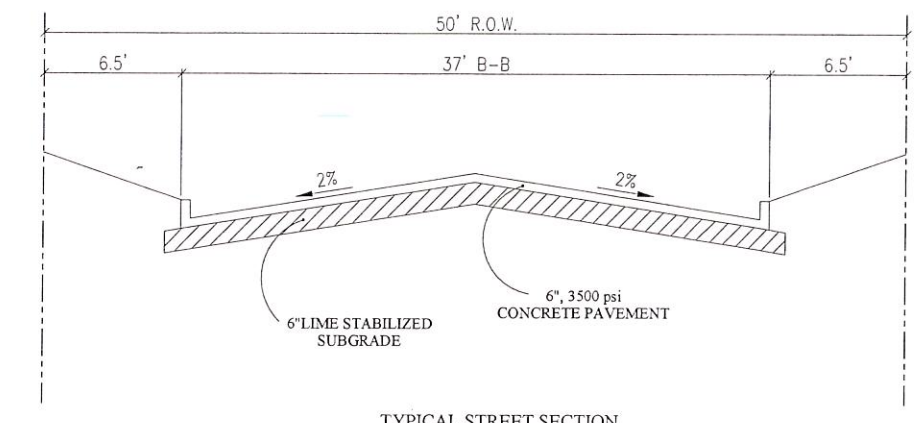
Along said curve, in a northeasterly direction, through a central angle of 38°48'55", an arc distance of 172.75 feet to a 1/2" capped iron rod set stamped "C.F. Stark RPLS 5084";

N 48°28'58" E, a distance of 57.27 feet to the POINT OF BEGINNING and containing 19.80 acres (862,350 square feet) of land, more or less.



**FLOOD STATEMENT:**

ANY REFERENCE TO THE 100 YEAR FLOOD PLAIN OR FLOOD HAZARD ZONES ARE AN ESTIMATE BASED ON THE DATA SHOWN ON THE FLOOD INSURANCE RATE MAP PROVIDED BY FEMA AND SHOULD NOT BE INTERPRETED AS A STUDY OR DETERMINATION OF THE FLOODING PROPENSITIES OF THIS PROPERTY. ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR PARKER COUNTY, DATED SEPTEMBER 26, 2009 MAP NO. 480700000E, THE PROPERTY DESCRIBED HEREIN DOES NOT APPEAR TO LIE WITHIN "ZONE" A, SPECIAL FLOOD HAZARD AREA.



LINE TABLE		
LINE No.	LENGTH	BEARING
L1	34.36	S56°56'05"E
L2	34.36	N36°14'56"E

I, Charles F. Stark, a Registered Professional Land Surveyor in the State of Texas, have planned the above subdivision from an actual survey on the ground and all lot corners, angle points, and points of curve shall be properly marked on the ground upon completion of construction, and that this plat correctly represents the survey from which it is made.

Charles F. Stark, RPLS  
Texas Registration No. 5084

STATE OF TEXAS  
COUNTY OF PARKER

Before me, the undersigned authority, on this day appeared Charles F. Stark, known to me to be the person whose name is subscribed to the foregoing instrument.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, TEXAS, REGISTRATION NO. 5084  
On the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Notary Public in and for the State of Texas



Preliminary Plat  
Blocks E, F and G  
**CROWN POINTE ADDITION, PHASE IV**  
An Addition to the City of Willow Park  
Parker County, Texas  
Being 19.80 Acres Situated in the  
MCKINNEY & WILLIAMS SURVEY, Abstract No. 954  
and the  
WESLEY FRANKLIN SURVEY, Abstract No. 468  
City of Willow Park  
Parker County, Texas

FILED FOR RECORD  
PARKER COUNTY, TEXAS PLAT RECORD  
CABINET \_\_\_\_\_, SLIDE \_\_\_\_\_  
DATE \_\_\_\_\_

**OWNER:**  
MIT-MAR LAND, LP  
66470 S. F. M. 55  
GLEN ROSE, TX 76043

**Barron-Stark**  
Engineers

6221 Southwest Boulevard, Suite 100  
Fort Worth, Texas 76132  
(O) 817.231.8100 (F) 817.231.8144  
Texas Registered Engineering Firm F-10998  
Texas Registered Survey Firm F-10158800  
www.barronstark.com

JOB No. 298-9626  
DATE: APRIL 2019  
SHEET  
1 of 1

NOTARY PUBLIC, STATE OF TEXAS, CHARLES F. STARK, REGISTRATION NO. 5084, EXPIRATION DATE: APRIL 2021. THIS PLAT IS SUBJECT TO THE RECORDING ACT AND THE RECORDING ACT DOES NOT CONSTITUTE A WARRANTY OF ANY KIND.



## P&Z AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> June 11, 2019	<b>Department:</b> Development Services	<b>Presented By:</b> Betty Chew
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### AGENDA ITEM: 4

Consider and Act to approve the revised Zoning Map

### BACKGROUND:

The current Zoning Map was adopted in 2015. There have been changes in the Municipal boundaries as well as a number of changes since that adoption.

The ordinance rezoning properties since the 2015 Zoning Map adoption have been incorporated in this map.

The proposed Zoning Map is GIS/CAD based and will be maintained by the City's Consulting Engineer Jacob & Martin.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the revised Zoning Map in accordance with Sec. 14.05.004 Replacement of Official Zoning Map

The Planning and Zoning Commission recommends adoption of the revised Zoning Map.

The Commission vote was unanimous.

### EXHIBITS:

Zoning Map

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



# CITY OF WILLOW PARK

## ZONING MAP

JUNE 2019



**JACOB  
MARTIN**

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

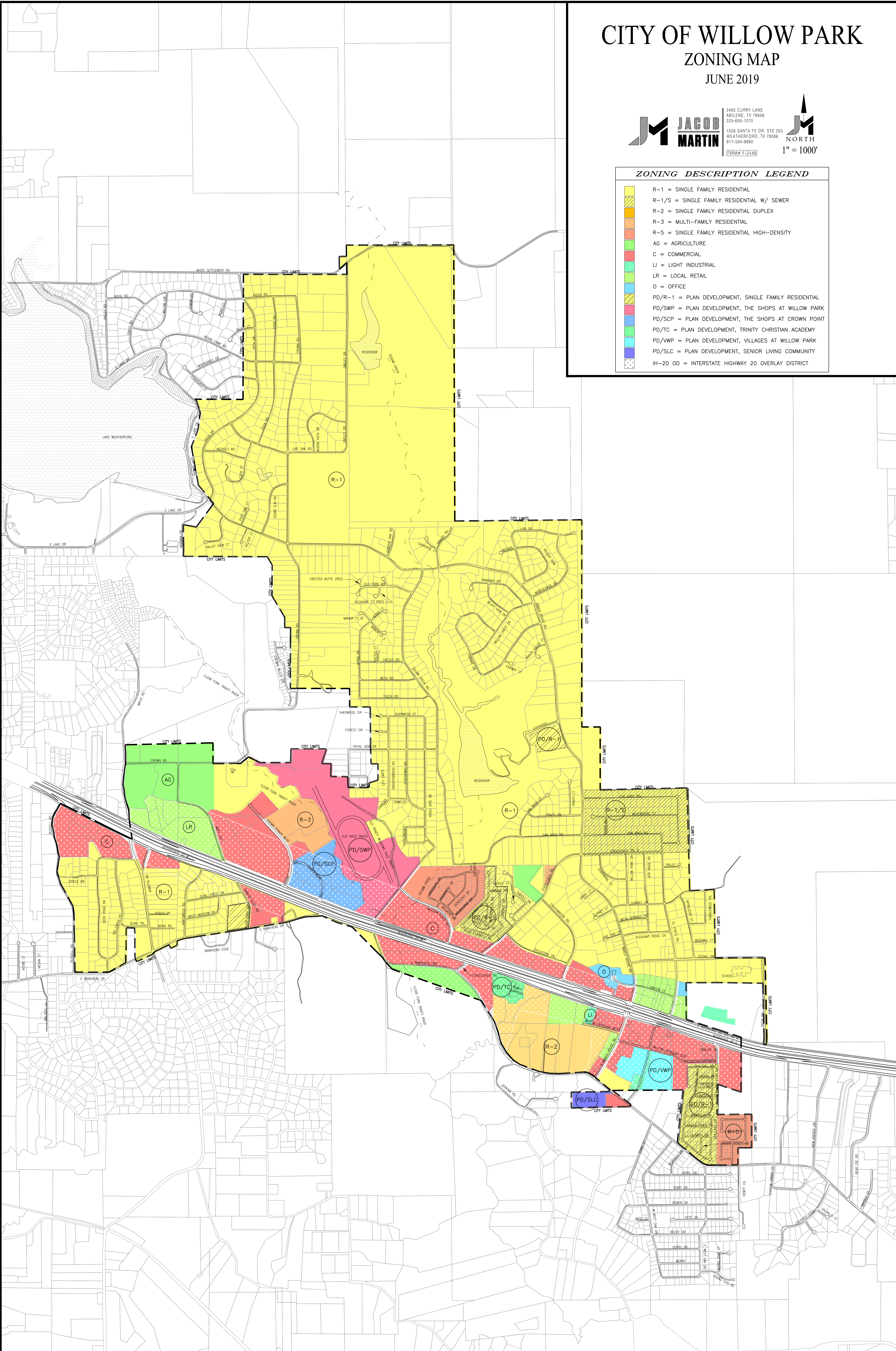
1508 SANTA FE DR, STE 203  
WEATHERFORD, TX 76086  
817-524-9890  
FIRM # F-2448



**NORTH**  
1" = 1000'

**ZONING DESCRIPTION LEGEND**

- R-1 = SINGLE FAMILY RESIDENTIAL
- R-1/S = SINGLE FAMILY RESIDENTIAL W/ SEWER
- R-2 = SINGLE FAMILY RESIDENTIAL DUPLEX
- R-3 = MULTI-FAMILY RESIDENTIAL
- R-5 = SINGLE FAMILY RESIDENTIAL HIGH-DENSITY
- AG = AGRICULTURE
- C = COMMERCIAL
- LI = LIGHT INDUSTRIAL
- LR = LOCAL RETAIL
- O = OFFICE
- PD/R-1 = PLAN DEVELOPMENT, SINGLE FAMILY RESIDENTIAL
- PD/SWP = PLAN DEVELOPMENT, THE SHOPS AT WILLOW PARK
- PD/SCP = PLAN DEVELOPMENT, THE SHOPS AT CROWN POINT
- PD/TC = PLAN DEVELOPMENT, TRINITY CHRISTIAN ACADEMY
- PD/WVP = PLAN DEVELOPMENT, VILLAGES AT WILLOW PARK
- PD/SLC = PLAN DEVELOPMENT, SENIOR LIVING COMMUNITY
- IH-20 OD = INTERSTATE HIGHWAY 20 OVERLAY DISTRICT







## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> 6-11-19	<b>Department:</b> Administration	<b>Presented By:</b> Bernie Parker
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### AGENDA ITEM:

Presentation: Briefing of Master Park Plan

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### BACKGROUND:

The City of Willow Park's update on where we currently are within the process of developing a Parks and Trails Master Plan.

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### STAFF/BOARD/COMMISSION RECOMMENDATION:

N/A

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### EXHIBITS:

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



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 11, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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**AGENDA ITEM:**

Discussion of City Debt with Hilltop Securities

**BACKGROUND:**

At the request of Mayor Pro-Tem Lea Young, Hilltop Securities will present the City's debt load, future outlook, and provide comments and insight.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

Discussion Only—No Action Taken

**EXHIBITS:**

Hilltop Securities Presentation

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



# City of Willow Park

## Financial Discussion

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June 11, 2019

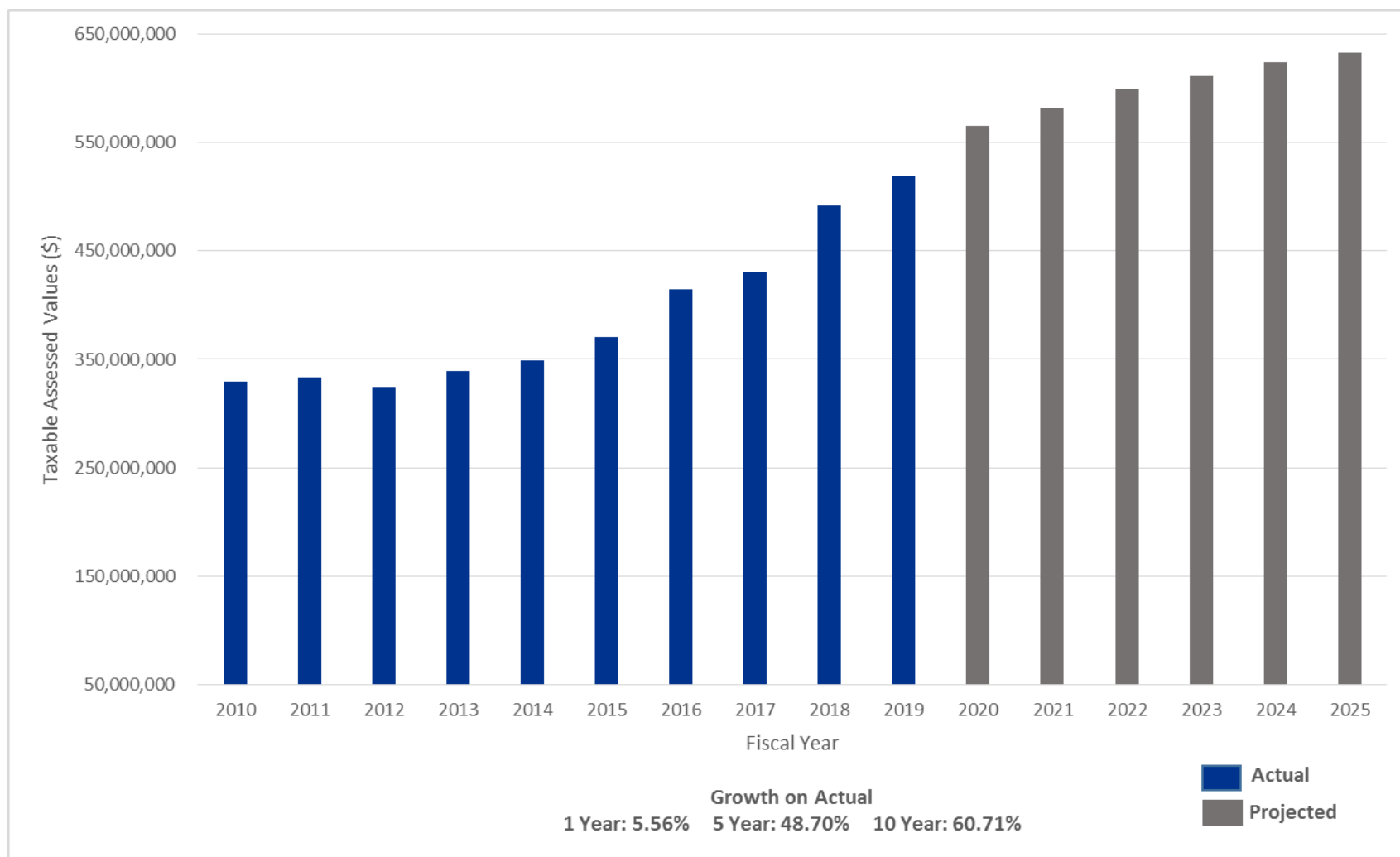
# City of Willow Park

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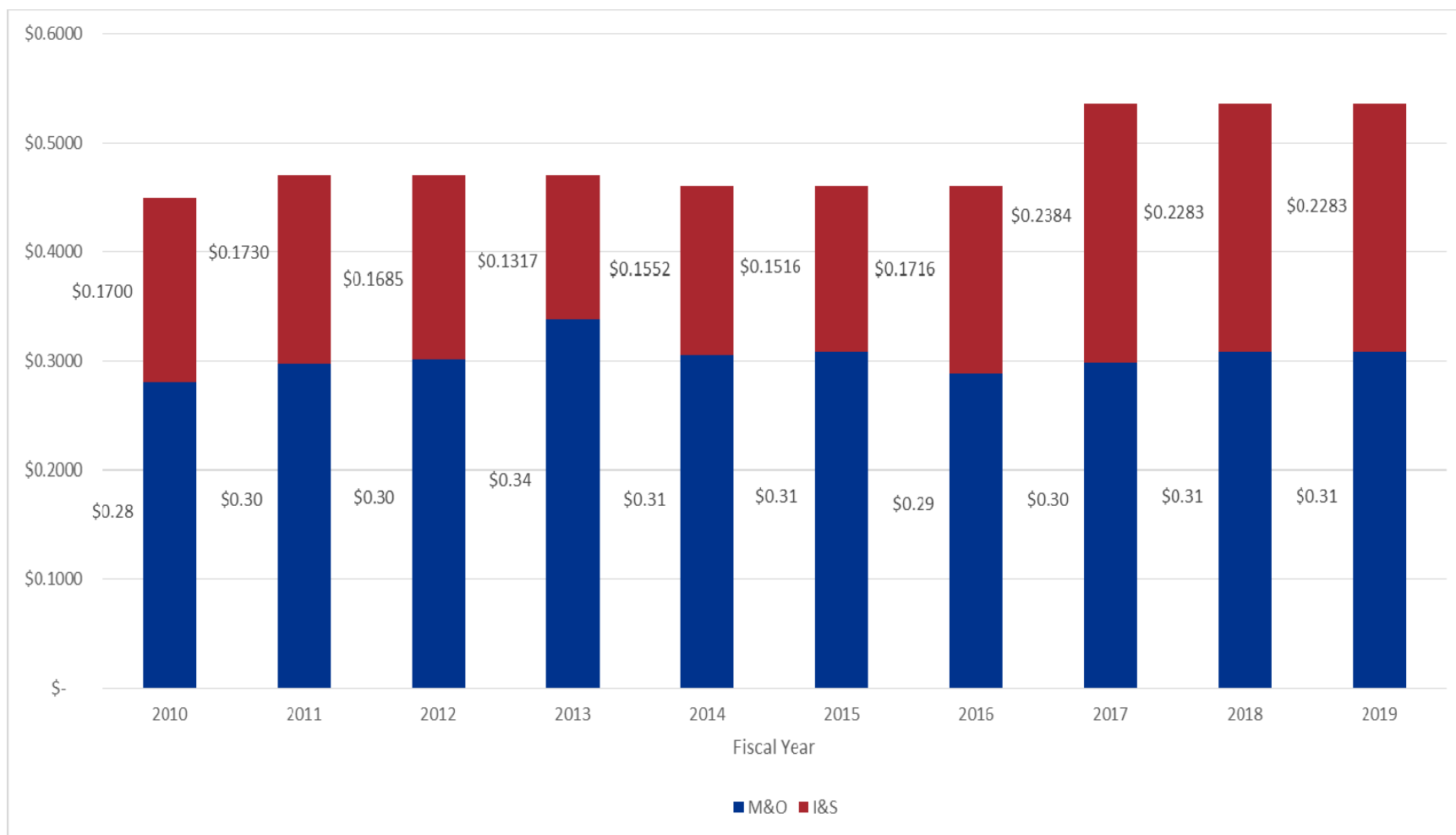
# Historical and Projected Taxable Assessed Valuation

## Taxable Assessed Valuation



# Tax Rate History

## Tax Rate History



# Outstanding Debt Service

	A	B	C	D	E	F	G	H	I	J	K	L
	Total Aggregate Debt <sup>(1)</sup>			Utility Portion - Water			Utility Portion - Sewer			I&S Tax Portion		
FYE	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2019	1,120,571	520,822	1,641,393	289,826	51,051	340,877	-	74,665	74,665	830,746	395,106	1,225,851
2020	1,379,547	537,991	1,917,538	295,384	44,021	339,404	-	74,665	74,665	1,084,164	419,305	1,503,469
2021	1,533,168	625,473	2,158,641	305,962	36,595	342,557	195,000	71,994	266,994	1,032,206	516,884	1,549,091
2022	1,607,736	513,112	2,120,847	232,868	30,293	263,161	200,000	66,582	266,582	1,174,868	416,236	1,591,105
2023	1,697,944	466,465	2,164,408	245,736	25,315	271,051	205,000	61,034	266,034	1,247,208	380,116	1,627,324
2024	1,657,813	418,511	2,076,323	129,236	22,469	151,705	210,000	55,348	265,348	1,318,577	340,694	1,659,270
2025	1,710,562	369,056	2,079,619	111,468	20,418	131,886	215,000	49,526	264,526	1,384,094	299,112	1,683,207
2026	1,785,260	319,169	2,104,429	111,475	18,887	130,361	225,000	43,498	268,498	1,448,786	256,785	1,705,570
2027	1,005,361	277,063	1,282,425	110,386	17,601	127,987	230,000	37,264	267,264	664,975	222,199	887,174
2028	992,527	242,259	1,234,786	112,694	15,851	128,544	235,000	30,894	265,894	644,833	195,515	840,348
2029	974,886	207,727	1,182,613	112,694	13,990	126,683	240,000	24,386	264,386	622,192	169,351	791,544
2030	1,012,603	173,865	1,186,469	112,694	12,050	124,743	250,000	17,673	267,673	649,909	144,143	794,052
2031	855,000	138,577	993,577	120,002	9,948	129,950	255,000	10,755	265,755	479,998	117,874	597,873
2032	520,000	116,938	636,938	90,000	8,008	98,008	265,000	3,631	268,631	165,000	105,300	270,300
2033	265,000	104,823	369,823	90,000	6,323	96,323	-	-	-	175,000	98,500	273,500
2034	275,000	95,953	370,953	95,000	4,553	99,553	-	-	-	180,000	91,400	271,400
2035	285,000	86,699	371,699	95,000	2,699	97,699	-	-	-	190,000	84,000	274,000
2036	250,000	77,626	327,626	55,000	1,326	56,326	-	-	-	195,000	76,300	271,300
2037	260,000	68,746	328,746	55,000	446	55,446	-	-	-	205,000	68,300	273,300
2038	210,000	61,050	271,050	-	-	-	-	-	-	210,000	61,050	271,050
2039	215,000	54,675	269,675	-	-	-	-	-	-	215,000	54,675	269,675
2040	225,000	48,075	273,075	-	-	-	-	-	-	225,000	48,075	273,075
2041	230,000	41,250	271,250	-	-	-	-	-	-	230,000	41,250	271,250
2042	235,000	34,275	269,275	-	-	-	-	-	-	235,000	34,275	269,275
2043	245,000	27,075	272,075	-	-	-	-	-	-	245,000	27,075	272,075
2044	250,000	19,650	269,650	-	-	-	-	-	-	250,000	19,650	269,650
2045	260,000	12,000	272,000	-	-	-	-	-	-	260,000	12,000	272,000
2046	270,000	4,050	274,050	-	-	-	-	-	-	270,000	4,050	274,050
	21,327,979	5,662,973	26,990,953	2,770,422	341,841	3,112,263	2,725,000	621,912	3,346,912	15,832,557	4,699,221	20,531,778

## Utility Portion - Water Includes:

A portion of General Obligation, Series 2010  
A portion of General Obligation, Series 2012  
Certificates of Obligation, Series 2014  
A portion of Certificates of Obligation, Series 2015  
Certificates of Obligation, Series 2016  
A portion of Governmental Capital Lease 6804

## Utility Portion - Sewer Includes:

Certificates of Obligation, Series 2017

## I&S Tax Portion Includes:

A portion of General Obligation, Series 2010  
A portion of General Obligation, Series 2012  
A portion of Certificates of Obligation, Series 2015  
General Obligation, Series 2016  
Tax Notes, Series 2018, 2018A, & 2019  
A portion of Governmental Capital Lease 6804  
Governmental Capital Leases 6802, 6737, 7744, 8085, 8381, 8526  
Governmental Capital Lease 6737  
Governmental Capital Lease 7744

<sup>(1)</sup> Includes all capital leases.

## Projected Tax Impact

FYE	Assessed Valuation	Assumed Growth	Existing Net	Calculated	FYE
			Tax Supported Debt Service <sup>(1)</sup>	I&S Tax Rate @ 98%	
2019	\$ 518,825,180		\$ 1,225,851	<b>0.2283</b>	2019
2020	565,000,000	8.90%	1,503,469	<b>0.2715</b>	2020
2021	581,950,000	3.00%	1,549,091	<b>0.2716</b>	2021
2022	599,408,500	3.00%	1,591,105	<b>0.2709</b>	2022
2023	611,396,670	2.00%	1,627,324	<b>0.2716</b>	2023
2024	623,624,603	2.00%	1,659,270	<b>0.2715</b>	2024
2025	632,978,972	1.50%	1,683,207	<b>0.2713</b>	2025
2026	642,473,657	1.50%	1,705,570	<b>0.2709</b>	2026
2027	652,110,762	1.50%	887,174	<b>0.1388</b>	2027
2028	661,892,423	1.50%	840,348	<b>0.1296</b>	2028
2029	671,820,810	1.50%	791,544	<b>0.1202</b>	2029
2030	681,898,122	1.50%	794,052	<b>0.1188</b>	2030
2031	692,126,594	1.50%	597,873	<b>0.0881</b>	2031
2032	702,508,493	1.50%	270,300	<b>0.0393</b>	2032
2033	713,046,120	1.50%	273,500	<b>0.0391</b>	2033
2034	723,741,812	1.50%	271,400	<b>0.0383</b>	2034
2035	734,597,939	1.50%	274,000	<b>0.0381</b>	2035
2036	745,616,908	1.50%	271,300	<b>0.0371</b>	2036
2037	756,801,162	1.50%	273,300	<b>0.0368</b>	2037
2038	768,153,179	1.50%	271,050	<b>0.0360</b>	2038
2039	779,675,477	1.50%	269,675	<b>0.0353</b>	2039
2040	791,370,609	1.50%	273,075	<b>0.0352</b>	2040
2041	803,241,168	1.50%	271,250	<b>0.0345</b>	2041
2042	815,289,786	1.50%	269,275	<b>0.0337</b>	2042
2043	827,519,132	1.50%	272,075	<b>0.0335</b>	2043
2044	839,931,919	1.50%	269,650	<b>0.0328</b>	2044
2045	852,530,898	1.50%	272,000	<b>0.0326</b>	2045
2046	865,318,862	1.50%	274,050	<b>0.0323</b>	2046
			<u>\$ 20,531,778</u>		

<sup>(1)</sup> Includes all capital leases and Series 2019 Tax Note.

# Tax Rate Impact Analysis

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# Tax Impact Schedule

A	B	C	D	E	F	G	H	I	J	K	L
FYE	Assessed Valuation	Growth	Existing Net Tax Supported Debt Service <sup>(1)</sup>	Calculated I&S Tax Rate <sup>(2)</sup>	\$2,365,000* - Series 2019 7/10/2019 - 2.15%			City Contribution	Aggregate Net Tax Supported Debt Service	Calculated I&S Tax Rate <sup>(2)</sup>	FYE
					Principal	Interest	Debt Service				
2019	\$ 518,825,180		\$ 1,225,851	0.2283	\$ -	\$ -	\$ -	\$ -	\$ 1,225,851	0.2283	2019
2020	565,000,000	8.90%	1,244,882	0.2248	205,000	53,587	258,587	-	1,503,469	0.2715	2020
2021	581,950,000	3.00%	1,398,779	0.2453	105,000	45,311	150,311	-	1,549,091	0.2716	2021
2022	599,408,500	3.00%	1,423,266	0.2423	125,000	42,839	167,839	-	1,591,105	0.2709	2022
2023	611,396,670	2.00%	1,387,979	0.2317	200,000	39,345	239,345	-	1,627,324	0.2716	2023
2024	623,624,603	2.00%	1,186,805	0.1942	440,000	32,465	472,465	-	1,659,270	0.2715	2024
2025	632,978,972	1.50%	1,180,632	0.1903	480,000	22,575	502,575	-	1,683,207	0.2713	2025
2026	642,473,657	1.50%	886,863	0.1409	810,000	8,708	818,708	-	1,705,570	0.2709	2026
2027	652,110,762	1.50%	887,174	0.1388				-	887,174	0.1388	2027
2028	661,892,423	1.50%	840,348	0.1296				-	840,348	0.1296	2028
2029	671,820,810	1.50%	791,544	0.1202				-	791,544	0.1202	2029
2030	681,898,122	1.50%	794,052	0.1188				-	794,052	0.1188	2030
2031	692,126,594	1.50%	597,873	0.0881				-	597,873	0.0881	2031
2032	702,508,493	1.50%	270,300	0.0393				-	270,300	0.0393	2032
2033	713,046,120	1.50%	273,500	0.0391				-	273,500	0.0391	2033
2034	723,741,812	1.50%	271,400	0.0383				-	271,400	0.0383	2034
2035	734,597,939	1.50%	274,000	0.0381				-	274,000	0.0381	2035
2036	745,616,908	1.50%	271,300	0.0371				-	271,300	0.0371	2036
2037	756,801,162	1.50%	273,300	0.0368				-	273,300	0.0368	2037
2038	768,153,179	1.50%	271,050	0.0360				-	271,050	0.0360	2038
2039	779,675,477	1.50%	269,675	0.0353				-	269,675	0.0353	2039
2040	791,370,609	1.50%	273,075	0.0352				-	273,075	0.0352	2040
2041	803,241,168	1.50%	271,250	0.0345				-	271,250	0.0345	2041
2042	815,289,786	1.50%	269,275	0.0337				-	269,275	0.0337	2042
2043	827,519,132	1.50%	272,075	0.0335				-	272,075	0.0335	2043
2044	839,931,919	1.50%	269,650	0.0328				-	269,650	0.0328	2044
2045	852,530,898	1.50%	272,000	0.0326				-	272,000	0.0326	2045
2046	865,318,862	1.50%	274,050	0.0323				-	274,050	0.0323	2046
			\$ 17,921,948		\$ 2,365,000	\$ 244,830	\$ 2,609,830	\$ -	\$ 20,531,778		

Notes:

(1) Includes capital leases.

(2) Tax collection percentage of 98%. Actual tax rate for FY 2019.

\* Includes costs of issuance.

Maximum Tax Rate 2020 and after - \$ 0.2716  
Increase (decrease) above FY 2019 - \$ 0.0433

## Capacity and Homeowner Tax Impact

### Estimated Capacity

- 5 cent I&S tax rate increase generates approximately \$6 million in project proceeds.
- 10 cent I&S tax rate increase generates approximately \$12 million in project proceeds.

I&S Tax Rate Increase	Home Taxable Value					
	\$100,000		\$200,000		\$300,000	
	Annual	Monthly	Annual	Monthly	Annual	Monthly
\$0.01	\$ 10.00	\$ 0.83	\$ 20.00	\$ 1.67	\$ 30.00	\$ 2.50
0.02	20.00	1.67	40.00	3.33	60.00	5.00
0.03	30.00	2.50	60.00	5.00	90.00	7.50
0.04	40.00	3.33	80.00	6.67	120.00	10.00
0.05	50.00	4.17	100.00	8.33	150.00	12.50
0.06	60.00	5.00	120.00	10.00	180.00	15.00
0.07	70.00	5.83	140.00	11.67	210.00	17.50
0.08	80.00	6.67	160.00	13.33	240.00	20.00
0.09	90.00	7.50	180.00	15.00	270.00	22.50
0.10	100.00	8.33	200.00	16.67	300.00	25.00

# Water and Sewer Analysis

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## TWDB: Drinking Water Proforma

<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>
	Net Available	Existing Utility	<b>\$13,770,000 DWSRF</b>			Aggregate Utility	Annual	FYE
FYE	Revenues <sup>(1)</sup>	Debt Service <sup>(2)</sup>	Principal	Interest	Debt Service			
			<b>11/14/2019 - 2.20%</b>			Debt Service	Coverage	
2019	\$ 887,480	\$ 415,542	\$ -	\$ -	\$ -	\$ 415,542		2019
2020	996,942	414,069	-	228,047	228,047	642,116	<b>1.55x</b>	2020
2021	1,362,747	609,551	330,000	299,310	629,310	1,238,861	<b>1.10x</b>	2021
2022	1,361,635	529,743	335,000	291,995	626,995	1,156,738	<b>1.18x</b>	2022
2023	1,362,845	537,084	345,000	284,515	629,515	1,166,599	<b>1.17x</b>	2023
2024	1,361,575	417,053	350,000	276,870	626,870	1,043,923	<b>1.30x</b>	2024
2025	1,362,627	396,412	360,000	269,060	629,060	1,025,472	<b>1.33x</b>	2025
2026	1,361,199	398,859	365,000	261,085	626,085	1,024,944	<b>1.33x</b>	2026
2027	1,362,091	395,251	375,000	252,945	627,945	1,023,196	<b>1.33x</b>	2027
2028	1,360,505	394,438	380,000	244,640	624,640	1,019,078	<b>1.34x</b>	2028
2029	1,361,239	391,069	390,000	236,170	626,170	1,017,239	<b>1.34x</b>	2029
2030	1,361,868	392,416	400,000	227,480	627,480	1,019,896	<b>1.34x</b>	2030
2031	1,362,391	395,704	410,000	218,570	628,570	1,024,274	<b>1.33x</b>	2031
2032	1,360,435	366,638	415,000	209,495	624,495	991,133	<b>1.37x</b>	2032
2033	1,360,800	96,323	425,000	200,255	625,255	721,578	<b>1.89x</b>	2033
2034	1,361,059	99,553	435,000	190,795	625,795	725,348	<b>1.88x</b>	2034
2035	1,361,213	97,699	445,000	181,115	626,115	723,814	<b>1.88x</b>	2035
2036	1,361,261	56,326	455,000	171,215	626,215	682,541	<b>1.99x</b>	2036
2037	1,361,203	55,446	465,000	161,095	626,095	681,541	<b>2.00x</b>	2037
2038	1,361,040	-	475,000	150,755	625,755	625,755	<b>2.18x</b>	2038
2039	1,360,771	-	485,000	140,195	625,195	625,195	<b>2.18x</b>	2039
2040	1,362,771	-	500,000	129,360	629,360	629,360	<b>2.17x</b>	2040
2041	1,362,238	-	510,000	118,250	628,250	628,250	<b>2.17x</b>	2041
2042	1,361,599	-	520,000	106,920	626,920	626,920	<b>2.17x</b>	2042
2043	1,360,855	-	530,000	95,370	625,370	625,370	<b>2.18x</b>	2043
2044	1,362,379	-	545,000	83,545	628,545	628,545	<b>2.17x</b>	2044
2045	1,361,371	-	555,000	71,445	626,445	626,445	<b>2.17x</b>	2045
2046	1,362,631	-	570,000	59,070	629,070	629,070	<b>2.17x</b>	2046
2047	1,361,359	-	580,000	46,420	626,420	626,420	<b>2.17x</b>	2047
2048	1,362,355	-	595,000	33,495	628,495	628,495	<b>2.17x</b>	2048
2049	1,360,819	-	605,000	20,295	625,295	625,295	<b>2.18x</b>	2049
2050	1,361,551	-	620,000	6,820	626,820	626,820	<b>2.17x</b>	2050
		<b>\$ 6,459,175</b>	<b>\$ 13,770,000</b>	<b>\$ 5,266,597</b>	<b>\$ 19,036,597</b>	<b>\$ 25,495,771</b>		

**Notes:**

(1) FYE 2019 based on audited FYE 2018 figures. Assumes revenue growth to meet 1.10x coverage.

(2) Includes portions of existing capital leases.

\* Based on estimated TWDB rates. Actual rates subject to change.



# TWDB: Drinking Water + 2020 Clean Water Proforma

A	B	C	D	E	F	G	H	I	J	K	L
FYE	Net Available Revenues	Existing Utility Debt Service <sup>(1)</sup>	\$13,770,000 DWSRF 11/14/2019 - 2.20%			\$5,000,000 CWSRF 8/15/2020 - 2.26%			Aggregate Utility Debt Service	Annual Coverage	FYE
			Principal	Interest	Debt Service	Principal	Interest	Debt Service			
2019	\$ 887,480	\$ 415,542							\$ 415,542		2019
2020	996,942	414,069	\$ -	\$ 228,047	\$ 228,047	\$ -	\$ -	\$ -	642,116	1.55x	2020
2021	1,487,047	609,551	330,000	299,310	629,310	-	113,000	113,000	1,351,861	1.10x	2021
2022	1,527,220	529,743	335,000	291,995	626,995	120,000	111,644	231,644	1,388,382	1.10x	2022
2023	1,535,084	537,084	345,000	284,515	629,515	120,000	108,932	228,932	1,395,531	1.10x	2023
2024	1,533,815	417,053	350,000	276,870	626,870	125,000	106,164	231,164	1,275,087	1.20x	2024
2025	1,534,866	396,412	360,000	269,060	629,060	125,000	103,339	228,339	1,253,810	1.22x	2025
2026	1,533,438	398,859	365,000	261,085	626,085	130,000	100,457	230,457	1,255,401	1.22x	2026
2027	1,534,331	395,251	375,000	252,945	627,945	130,000	97,519	227,519	1,250,715	1.23x	2027
2028	1,532,744	394,438	380,000	244,640	624,640	135,000	94,525	229,525	1,248,602	1.23x	2028
2029	1,533,479	391,069	390,000	236,170	626,170	140,000	91,417	231,417	1,248,656	1.23x	2029
2030	1,534,108	392,416	400,000	227,480	627,480	140,000	88,253	228,253	1,248,149	1.23x	2030
2031	1,534,631	395,704	410,000	218,570	628,570	145,000	85,033	230,033	1,254,307	1.22x	2031
2032	1,532,675	366,638	415,000	209,495	624,495	150,000	81,699	231,699	1,222,832	1.25x	2032
2033	1,533,040	96,323	425,000	200,255	625,255	150,000	78,309	228,309	949,887	1.61x	2033
2034	1,533,299	99,553	435,000	190,795	625,795	155,000	74,863	229,863	955,210	1.61x	2034
2035	1,533,452	97,699	445,000	181,115	626,115	160,000	71,303	231,303	955,117	1.61x	2035
2036	1,533,500	56,326	455,000	171,215	626,215	160,000	67,687	227,687	910,228	1.68x	2036
2037	1,533,443	55,446	465,000	161,095	626,095	165,000	64,015	229,015	910,555	1.68x	2037
2038	1,533,280	-	475,000	150,755	625,755	170,000	60,229	230,229	855,984	1.79x	2038
2039	1,533,011	-	485,000	140,195	625,195	175,000	56,331	231,331	856,526	1.79x	2039
2040	1,535,010	-	500,000	129,360	629,360	175,000	52,376	227,376	856,736	1.79x	2040
2041	1,534,477	-	510,000	118,250	628,250	180,000	48,364	228,364	856,614	1.79x	2041
2042	1,533,839	-	520,000	106,920	626,920	185,000	44,240	229,240	856,160	1.79x	2042
2043	1,533,095	-	530,000	95,370	625,370	190,000	40,002	230,002	855,372	1.79x	2043
2044	1,534,619	-	545,000	83,545	628,545	195,000	35,652	230,652	859,197	1.79x	2044
2045	1,533,611	-	555,000	71,445	626,445	200,000	31,188	231,188	857,633	1.79x	2045
2046	1,534,871	-	570,000	59,070	629,070	205,000	26,612	231,612	860,682	1.78x	2046
2047	1,533,599	-	580,000	46,420	626,420	205,000	21,979	226,979	853,399	1.80x	2047
2048	1,534,595	-	595,000	33,495	628,495	210,000	17,289	227,289	855,784	1.79x	2048
2049	1,533,059	-	605,000	20,295	625,295	215,000	12,487	227,487	852,782	1.80x	2049
2050	1,533,791	-	620,000	6,820	626,820	220,000	7,571	227,571	854,391	1.80x	2050
2051	1,232,917	-	-	-	-	225,000	2,543	227,543	227,543	5.42x	2051
		\$ 6,459,175	\$ 13,770,000	\$ 5,266,597	\$ 19,036,597	\$ 5,000,000	\$ 1,995,015	\$ 6,995,015	\$ 32,490,786		

**Notes:**

(1) FYE 2019 based on audited FYE 2018 figures. Assumes revenue growth to meet 1.10x coverage.

(2) Includes portions of existing capital leases.

\* Based on estimated TWDB rates. Actual rates subject to change.

## Rating Information

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## Credit Rating Scales

Rating				Interest Rate
The higher the bond rating...	Fitch	Moody's	Standard & Poor's	The lower the interest rate
	AAA	Aaa	AAA	
	AA+	Aa1	AA+	
	AA	Aa2	AA	
	AA-	Aa3	AA-	
	A+	A1	A+	
	A	A2	A	
	A-	A3	A-	
	BBB+	Baa1	BBB+	
	BBB	Baa2	BBB	
	BBB-	Baa3	BBB-	
BELOW BBB- or Baa3: Non Investment Grade / Junk				

S&P upgraded the City of Willow Park to "AA" on 6/30/2016.

## S&P Rating Methodology

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<b>Standard &amp; Poor's</b>		
	<b>Rating Factor</b>	<b>Weighting</b>
<b>1</b>	<b>Institutional Framework</b>	<b>10%</b>
<b>2</b>	<b>Economy</b>	<b>30%</b>
<b>3</b>	<b>Management</b>	<b>20%</b>
<b>4</b>	<b>Budgetary Flexibility</b>	<b>10%</b>
<b>5</b>	<b>Budgetary Performance</b>	<b>10%</b>
<b>6</b>	<b>Liquidity</b>	<b>10%</b>
<b>7</b>	<b>Debt and Contingent Liabilities</b>	<b>10%</b>



## Number of Texas Cities by Rating

Moody's	Cities	S&P	Cities	Fitch	Cities
Aaa	10	AAA	34	AAA	11
Aa1	30	AA+	63	AA+	26
Aa2	60	AA	112	AA	43
Aa3	50	AA-	126	AA-	22
A1	45	A+	101	A+	11
A2	26	A	51	A	5
A3	22	A-	29	A-	3
Baa1	11	BBB+	10	BBB+	1
Baa2	7	BBB	6	BBB	
Baa3	4	BBB-	8	BBB-	
Ba1		BB+	1	BB+	
Ba2	2	BB	5	BB	
Ba3	2	BB-		BB-	
B1		B+		B+	
B2		B		B	
B3		B-		B-	
Caa1		CCC+		CCC+	

Source: Municipal Advisory Council of Texas

# Peer Comparison

City	Ratings	FYE 2018 Audit			2018-19 Tax Rates			Gross General Obligation		FYE 2018-19 TAV	Est. Population	Gross Debt		Gross Overlapping	
		Unassigned General Fund Balance	General Fund Expenditures	Unassigned %	M&O Tax Rate	I&S Tax Rate	Total Tax Rate	Gross Debt	Total Overlapping Debt			Debt/TAV	Debt/Capita	Debt/TAV	Debt/Capita
Aledo, TX	AA	3,270,891	2,393,118	137%	0.2920	0.0859	0.3779	12,210,000	23,500,078	383,810,826	4,400	3.18%	2,775	6.12%	5,341
Annetta, TX	A+	257,543	240,297	107%	-	-	-	7,535,000 <sup>(2)</sup>	11,948,096	326,282,125	3,090	2.31%	2,439	3.66%	3,867
Azle, TX	AA/AA	8,333,797	9,459,609	88%	0.5756	0.0917	0.6673	15,550,000	27,711,415	891,542,375	12,140	1.74%	1,281	3.11%	2,283
Benbrook, TX	NR	8,315,151 <sup>(1)</sup>	17,020,855 <sup>(1)</sup>	49%	0.6075	0.0325	0.6400	5,420,000	53,459,629	2,039,051,366	23,590	0.27%	230	2.62%	2,266
Fort Worth, TX	Aa3/AA+/AA+	107,272,000	615,266,000	17%	0.6300	0.1550	0.7850	630,400,000	2,763,304,069	70,810,447,940	829,560	0.89%	760	3.90%	3,331
Hudson Oaks, TX	AA	1,169,993	2,317,438	50%	-	-	-	15,005,000 <sup>(2)</sup>	16,127,311	385,556,721	2,345	3.89%	6,399	4.18%	6,877
Lake Worth, TX	A1/AA-	5,447,930	10,566,905	52%	0.1909	0.2439	0.4348	11,850,000	34,166,340	445,662,914	4,710	2.66%	2,516	7.67%	7,254
Reno, TX	NR	301,300	998,001	30%	0.4138	0.1062	0.5200	385,000	6,246,395	117,070,489	2,792	0.33%	138	5.34%	2,237
Springtown, TX	A2	1,305,049	2,972,936	44%	0.3325	0.2544	0.5869	15,390,000	11,830,742	178,361,677	2,870	8.63%	5,362	6.63%	4,122
Weatherford, TX	Aa3/AA-	6,601,952	33,159,127	20%	0.3343	0.1555	0.4898	68,030,000	82,738,174	2,595,838,254	30,654	2.62%	2,219	3.19%	2,699
White Settlement, TX	A1/AA-	11,160,474	10,123,415	110%	0.6124	0.1498	0.7622	22,770,000	64,039,681	851,405,978	17,370	2.67%	1,311	7.52%	3,687
<b>Willow Park, TX</b>	<b>AA</b>	<b>1,226,362</b>	<b>3,325,908</b>	<b>37%</b>	<b>0.3084</b>	<b>0.2283</b>	<b>0.5367</b>	<b>15,420,000 <sup>(3)</sup></b>	<b>26,698,142</b>	<b>518,825,180</b>	<b>5,500</b>	<b>2.97%</b>	<b>2,804</b>	<b>5.15%</b>	<b>4,854</b>
<b>Minimum</b>		257,543	240,297	17%	-	-	-	385,000	6,246,395	117,070,489	2,345	0.27%	138	2.62%	2,237
<b>Maximum</b>		107,272,000	615,266,000	137%	0.6300	0.2544	0.7850	630,400,000	2,763,304,069	70,810,447,940	829,560	8.63%	6,399	7.67%	7,254

Source: Texas Municipal Advisory Council website.

(1) FYE 2017 Audit.

(2) 100% self-supporting.

(3) Does not Include Governmental Capital Leases.



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 11, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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**AGENDA ITEM:**

Consider all matters incident and related to the issuance and sale of “City of Willow Park, Texas, Tax Notes, Series 2019”, including the adoption of an ordinance authorizing the issuance of such tax notes.

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**BACKGROUND:**

As directed by Council in the May 2019 Meeting, staff has prepared in conjunction with Kristen Savant with Norton, Rose, and Fulbright, an ordinance authorizing the City to issue \$2 Million in Tax Notes for Road Improvements and Park Improvements. The intent of the Tax Note is to reconstruct Ranch House Road from Fox Hunt Trail to Scenic Trail. Additionally, fund will be used to replace playground equipment that was removed during the construction of the Public Safety Building. Attached is the Ordinance as well as the estimated tax impact on the I/S rate as determined by Erick Macha with Hilltop Securities

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**STAFF/BOARD/COMMISSION RECOMMENDATION:**

**Adoption of the Ordinance authorizing the issuance of “City of Willow Park, Texas, Tax Notes, Series 2019” in the principal amount of \$\_\_\_\_\_.**

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**EXHIBITS:**

Tax Note Ordinance

I/S Tax Impact Estimate as presented by Hilltop Securities

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

# **City of Willow Park, Texas**

## **\$2,365,000 Tax Note, Series 2019**

June 11, 2019



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## City of Willow Park, Texas

### Summary of Financing

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<b>Issuance:</b>	\$2,365,000 Tax Note, Series 2019
<b>Construction Proceeds:</b>	\$2,300,000
<b>Interest Payment Dates:</b>	February 15 and August 15
<b>First Interest Payment Due:</b>	February 15, 2020
<b>First Principal Payment Due:</b>	February 15, 2020
<b>Maturity of Issue (Final Payment):</b>	February 15, 2026
<b>Closing Date:</b>	July 10, 2019
<b>Interest Rate:</b>	2.150%
<b>Optional Redemption:</b>	Non-callable

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## City of Willow Park, Texas

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### Tax Note, Series 2019

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#### Tabulation of Bids

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Bids Due Tuesday, June 4, 2019 at 12:00pm

Bidder	Rate	Call Feature	Fees
First National Bank	2.35%	Anytime @ par	\$2,000 Legal; \$500 PA
	2.26%	2/15/2024 @ par	
	2.15%	Non callable	
Chase Bank	2.09%*	Non callable	\$1,500
	2.11%*	2/15/2025 @ par	
	2.25%*	2/15/2022 @ par	
Amegy Bank	2.300%	Anytime @ par	606.50 MAC Fee
TIB The Independent Bankers Bank	2.350%	Anytime @ par	N/A
Frost Bank	2.25%	Non callable	\$2,500 Legal + MAC fee
	2.55%	2/15/2023 @ par	
Sterling National Bank	2.630%	1-2 year non Call	\$7,500 Legal
		3 year @ 101%	
		Thereafter @ 100%	
BB&T	2.770%	Anytime @ par	\$3,606.50 Legal & MAC Fee

\* Preliminary rate. Final rate subject to rate adjustment Monday June 10, 2019.

## City of Willow Park, Texas

### \$2,300,000 Construction Proceeds

Final Numbers

\$2,365,000 Tax Note, Series 2019				
7/10/2019 - 2.15%				
FYE	Principal	Interest	Debt Service	Annual Debt Service
9/30/2019	\$ -	\$ -	\$ -	\$ -
2/15/2020	205,000	30,367	235,367	
8/15/2020	-	23,220	23,220	
9/30/2020	-	-		258,587
2/15/2021	105,000	23,220	128,220	
8/15/2021	-	22,091	22,091	
9/30/2021	-	-		150,311
2/15/2022	125,000	22,091	147,091	
8/15/2022	-	20,748	20,748	
9/30/2022	-	-		167,839
2/15/2023	200,000	20,748	220,748	
8/15/2023	-	18,598	18,598	
9/30/2023	-	-		239,345
2/15/2024	440,000	18,598	458,598	
8/15/2024	-	13,868	13,868	
9/30/2024	-	-		472,465
2/15/2025	480,000	13,868	493,868	
8/15/2025	-	8,708	8,708	
9/30/2025	-	-		502,575
2/15/2026	810,000	8,708	818,708	
9/30/2026	-	-		818,708
	<u>\$ 2,365,000</u>	<u>\$ 244,830</u>	<u>\$ 2,609,830</u>	<u>\$ 2,609,830</u>

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SOURCES AND USES OF FUNDS

Willow Park, TX  
Tax Note, Series 2019  
Final Numbers

Dated Date 07/10/2019  
Delivery Date 07/10/2019

Sources:

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Bond Proceeds:	
Par Amount	2,365,000.00
	<hr/>
	2,365,000.00

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Uses:

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Project Fund Deposits:	
Project Fund	2,300,000.00
	<hr/>
Delivery Date Expenses:	
Cost of Issuance	65,000.00
	<hr/>
	2,365,000.00

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## BOND SUMMARY STATISTICS

### Willow Park, TX Tax Note, Series 2019 Final Numbers

Dated Date	07/10/2019
Delivery Date	07/10/2019
Last Maturity	02/15/2026
Arbitrage Yield	2.149708%
True Interest Cost (TIC)	2.149708%
Net Interest Cost (NIC)	2.150000%
All-In TIC	2.769340%
Average Coupon	2.150000%
Average Life (years)	4.815
Weighted Average Maturity (years)	4.815
Duration of Issue (years)	4.565
Par Amount	2,365,000.00
Bond Proceeds	2,365,000.00
Total Interest	244,829.76
Net Interest	244,829.76
Total Debt Service	2,609,829.76
Maximum Annual Debt Service	818,707.50
Average Annual Debt Service	395,595.25
Underwriter's Fees (per \$1000)	
Average Takedown	-
Other Fee	-
Total Underwriter's Discount	-
Bid Price	100.000000

Bond Component	Par Value	Price	Average Coupon	Average Life	Average Maturity Date	PV of 1 bp change
Bond Component	2,365,000.00	100.000	2.150%	4.815	05/02/2024	1,081.80
	2,365,000.00			4.815		1,081.80

	TIC	All-In TIC	Arbitrage Yield
Par Value	2,365,000.00	2,365,000.00	2,365,000.00
+ Accrued Interest	-	-	-
+ Premium (Discount)	-	-	-
- Underwriter's Discount	-	-	-
- Cost of Issuance Expense	-	-65,000.00	-
- Other Amounts	-	-	-
Target Value	2,365,000.00	2,300,000.00	2,365,000.00
Target Date	07/10/2019	07/10/2019	07/10/2019
Yield	2.149708%	2.769340%	2.149708%

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BOND DEBT SERVICE

Willow Park, TX  
Tax Note, Series 2019  
Final Numbers

Dated Date 07/10/2019  
Delivery Date 07/10/2019

Period Ending	Principal	Coupon	Interest	Debt Service
09/30/2020	205,000	2.150%	53,587.26	258,587.26
09/30/2021	105,000	2.150%	45,311.25	150,311.25
09/30/2022	125,000	2.150%	42,838.75	167,838.75
09/30/2023	200,000	2.150%	39,345.00	239,345.00
09/30/2024	440,000	2.150%	32,465.00	472,465.00
09/30/2025	480,000	2.150%	22,575.00	502,575.00
09/30/2026	810,000	2.150%	8,707.50	818,707.50
	2,365,000		244,829.76	2,609,829.76

BOND DEBT SERVICE

Willow Park, TX  
Tax Note, Series 2019  
Final Numbers

Dated Date 07/10/2019  
Delivery Date 07/10/2019

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2020	205,000	2.150%	30,367.26	235,367.26	-
08/15/2020	-	-	23,220.00	23,220.00	-
09/30/2020	-	-	-	-	258,587.26
02/15/2021	105,000	2.150%	23,220.00	128,220.00	-
08/15/2021	-	-	22,091.25	22,091.25	-
09/30/2021	-	-	-	-	150,311.25
02/15/2022	125,000	2.150%	22,091.25	147,091.25	-
08/15/2022	-	-	20,747.50	20,747.50	-
09/30/2022	-	-	-	-	167,838.75
02/15/2023	200,000	2.150%	20,747.50	220,747.50	-
08/15/2023	-	-	18,597.50	18,597.50	-
09/30/2023	-	-	-	-	239,345.00
02/15/2024	440,000	2.150%	18,597.50	458,597.50	-
08/15/2024	-	-	13,867.50	13,867.50	-
09/30/2024	-	-	-	-	472,465.00
02/15/2025	480,000	2.150%	13,867.50	493,867.50	-
08/15/2025	-	-	8,707.50	8,707.50	-
09/30/2025	-	-	-	-	502,575.00
02/15/2026	810,000	2.150%	8,707.50	818,707.50	-
09/30/2026	-	-	-	-	818,707.50
	2,365,000		244,829.76	2,609,829.76	2,609,829.76

BOND PRICING

Willow Park, TX  
Tax Note, Series 2019  
Final Numbers

Bond Component	Maturity Date	Amount	Rate	Yield	Price
Bond Component:					
	02/15/2020	205,000	2.150%	2.150%	100.000
	02/15/2021	105,000	2.150%	2.150%	100.000
	02/15/2022	125,000	2.150%	2.150%	100.000
	02/15/2023	200,000	2.150%	2.150%	100.000
	02/15/2024	440,000	2.150%	2.150%	100.000
	02/15/2025	480,000	2.150%	2.150%	100.000
	02/15/2026	810,000	2.150%	2.150%	100.000
		2,365,000			

Dated Date	07/10/2019	
Delivery Date	07/10/2019	
First Coupon	02/15/2020	
Par Amount	2,365,000.00	
Original Issue Discount	-	
Production	2,365,000.00	100.000000%
Underwriter's Discount	-	-
Purchase Price	2,365,000.00	100.000000%
Accrued Interest	-	
Net Proceeds	2,365,000.00	

FORM 8038 STATISTICS

Willow Park, TX  
Tax Note, Series 2019  
Final Numbers

Dated Date 07/10/2019  
Delivery Date 07/10/2019

Bond Component	Date	Principal	Coupon	Price	Issue Price	Redemption at Maturity
Bond Component:						
	02/15/2020	205,000.00	2.150%	100.000	205,000.00	205,000.00
	02/15/2021	105,000.00	2.150%	100.000	105,000.00	105,000.00
	02/15/2022	125,000.00	2.150%	100.000	125,000.00	125,000.00
	02/15/2023	200,000.00	2.150%	100.000	200,000.00	200,000.00
	02/15/2024	440,000.00	2.150%	100.000	440,000.00	440,000.00
	02/15/2025	480,000.00	2.150%	100.000	480,000.00	480,000.00
	02/15/2026	810,000.00	2.150%	100.000	810,000.00	810,000.00
				2,365,000.00	2,365,000.00	2,365,000.00

	Maturity Date	Interest Rate	Issue Price	Stated Redemption at Maturity	Weighted Average Maturity	Yield
Final Maturity	02/15/2026	2.150%	810,000.00	810,000.00	-	-
Entire Issue	-	-	2,365,000.00	2,365,000.00	4.8150	2.1497%

Proceeds used for accrued interest	0.00
Proceeds used for bond issuance costs (including underwriters' discount)	65,000.00
Proceeds used for credit enhancement	0.00
Proceeds allocated to reasonably required reserve or replacement fund	0.00



PROOF OF ARBITRAGE YIELD

Willow Park, TX  
Tax Note, Series 2019  
Final Numbers

Date	Debt Service @ 2.1497075127%	Present Value to 07/10/2019
02/15/2020	235,367.26	232,380.72
08/15/2020	23,220.00	22,681.57
02/15/2021	128,220.00	123,914.91
08/15/2021	22,091.25	21,122.48
02/15/2022	147,091.25	139,145.26
08/15/2022	20,747.50	19,417.99
02/15/2023	220,747.50	204,404.81
08/15/2023	18,597.50	17,037.54
02/15/2024	458,597.50	415,662.42
08/15/2024	13,867.50	12,435.53
02/15/2025	493,867.50	438,160.56
08/15/2025	8,707.50	7,643.16
02/15/2026	818,707.50	710,993.05
	2,609,829.76	2,365,000.00

Proceeds Summary

Delivery date	07/10/2019
Par Value	2,365,000.00
Target for yield calculation	2,365,000.00

**CITY OF WILLOW PARK  
ORDINANCE NO. 792-19**

**AN ORDINANCE authorizing the issuance of "CITY OF WILLOW PARK, TEXAS, TAX NOTE, SERIES 2019"; specifying the terms and features of said note; levying a continuing direct annual ad valorem tax for the payment of said note; and resolving other matters incident and related to the issuance, sale, payment and delivery of said note, including the approval and execution of a Paying Agent/Registrar Agreement and a Note Purchase Agreement; and providing an effective date.**

**WHEREAS**, pursuant to Texas Government Code, Chapter 1431, as amended (hereinafter called the "Act"), the City Council is authorized and empowered to issue anticipation notes to pay contractual obligations to be incurred (i) for the construction of any public work and (ii) for the purchase of materials, supplies, equipment, machinery, buildings, lands and rights-of-way for the City's authorized needs and purposes; and

**WHEREAS**, in accordance with the provisions of Act, the City Council hereby finds and determines that an anticipation note should be issued and sold at this time to finance the costs of paying contractual obligations to be incurred (i) for acquiring, constructing, improving and maintaining streets, thoroughfares, bridges, alleyways and sidewalks within the City, including related storm drainage improvements, traffic signalization and signage, streetscaping and median improvements, and utility relocations and the acquisition of land and rights of way therefor, (ii) constructing draining improvements, (iii) acquiring playground equipment for the City's Parks and Recreation Department, and (iv) to pay professional services rendered in relation to such projects and the financing thereof; now, therefore,

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

**SECTION 1: Authorization - Designation - Principal Amount - Purpose.** A Note of the City shall be and is hereby authorized to be issued in the aggregate principal amount of \$2,365,000, to be designated and bear the title "CITY OF WILLOW PARK, TEXAS, TAX NOTE, SERIES 2019" (hereinafter referred to as the "Note"), for the purpose of paying contractual obligations to be incurred (i) for acquiring, constructing, improving and maintaining streets, thoroughfares, bridges, alleyways and sidewalks within the City, including related storm drainage improvements, traffic signalization and signage, streetscaping and median improvements, and utility relocations and the acquisition of land and rights of way therefor, (ii) constructing draining improvements, (iii) acquiring playground equipment for the City's Parks and Recreation Department, and (iv) to pay professional services rendered in relation to such projects and the financing thereof, in conformity with the Constitution and laws of the State of Texas, including the Act.

**SECTION 2: Fully Registered Obligations - Note Date - Authorized Denominations - Stated Maturities - Interest Rate.** The Note shall be issued as a single fully registered obligation only, shall be dated July 10, 2019 (the "Note Date"), shall be in the denominations of \$100,000 or any integral multiple thereof, and shall become due and payable finally on February 15, 2026 (the "Stated Maturity") with principal installments thereof to become due and payable on February 15 in each of the years in accordance with the following schedule:

<u>Installment Due February 15</u>	<u>Principal Installments</u>
2020	\$205,000
2021	\$105,000
2022	\$125,000
2023	\$200,000
2024	\$440,000
2025	\$480,000
2026	\$810,000

The Note shall bear interest on the unpaid principal installments from the date of delivery to the initial purchasers, anticipated to be July 10, 2019 (the "Delivery Date") at the rate of 2.15% per annum. Interest on the Note shall be calculated on the basis of a 360-day year of twelve 30-day months, and such interest shall be payable on February 15 and August 15 of each year, commencing February 15, 2020, until maturity.

**SECTION 3: Terms of Payment - Paying Agent/Registrar.** The principal of, premium, if any, and the interest on the Note, due and payable by reason of maturity or otherwise shall be payable only to the registered owners or holders of the Note (hereinafter called the "Holders") appearing on the registration and transfer books maintained by the Paying Agent/Registrar and the payment thereof shall be in any coin or currency of the United States of America, which at the time of payment is legal tender for the payment of public and private debts, and shall be without exchange or collection charges to the Holders.

The selection and appointment of First National Bank Texas, Killeen, Texas, to serve as Paying Agent/Registrar for the Note is hereby approved and confirmed. Books and records relating to the registration, payment, transfer and exchange of the Note (the "Security Register") shall at all times be kept and maintained on behalf of the City by the Paying Agent/Registrar, as provided herein and in accordance with the terms and provisions of a "Paying Agent/Registrar Agreement", substantially in the form attached hereto as **Exhibit A**, and such reasonable rules and regulations as the Paying Agent/Registrar and the City may prescribe. The Mayor or Mayor Pro Tem and City Secretary are authorized to execute and deliver such Paying Agent/Registrar Agreement in connection with the delivery of the Note. The City covenants to maintain and provide a Paying Agent/Registrar at all times until the Note is paid and discharged, and any successor Paying Agent/Registrar shall be a bank, trust company, financial institution or other entity qualified and authorized to serve in such capacity and perform the duties and services of Paying Agent/Registrar. Upon any change in the Paying Agent/Registrar for the Note, the City agrees to promptly cause a written notice thereof to be sent to each Holder by United States Mail, first class postage prepaid, which notice shall also give the address of the new Paying Agent/Registrar.

Principal of and interest on the Note shall be payable to the Holder whose name appears in the Security Register at the close of business on the Record Date (the last business day of the month next preceding each interest payment date with respect to payment of interest and the last business day of the month next preceding each principal installment date with respect to the payment of principal) and shall be paid by the Paying Agent/Registrar (1) by check sent United States Mail, first class postage prepaid, to the address of the Holder recorded in the Security Register or (2) by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the Holder; provided, however, the final

installment of principal shall be paid only upon presentation and surrender of the Note to the Paying Agent/Registrar for cancellation at its designated offices, initially in Killeen, Texas (the "Designated Payment/Transfer Office. If the date for the payment of the principal or interest on the Note shall be a Saturday, Sunday, a legal holiday, or a day when banking institutions in the city where the Designated Payment/Transfer Office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not such a Saturday, Sunday, legal holiday, or day when banking institutions are authorized to close; and payment on such date shall have the same force and effect as if made on the original date payment was due.

In the event of a nonpayment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/ Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be 15 days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States Mail, first class postage prepaid, to the address of each Holder appearing on the Security Register at the close of business on the last business day next preceding the date of mailing of such notice.

**SECTION 4: Prepayment.** The Note is not subject to prepayment at the option of the City prior to maturity.

**SECTION 5: Registration - Transfer - Exchange of Note - Predecessor Note.** The Paying Agent/Registrar shall obtain, record, and maintain in the Security Register the name and address of the registered owner of the Note issued under and pursuant to the provisions of this Ordinance, or if appropriate, the nominee thereof. The registration of the Note shall be transferrable only in whole and only on the Security Register and only to an affiliate of the Purchaser, or to a bank, accredited investor, or qualified institutional buyer, by the Holder in person or by his duly authorized agent, upon surrender of such Note to the Paying Agent/Registrar for cancellation, accompanied by a written instrument of transfer or request for exchange duly executed by the Holder or by his duly authorized agent, in form satisfactory to the Paying Agent/Registrar.

When the registration of the transfer in the Security Register has been recorded and the Note is surrendered for cancellation, the Paying Agent/Registrar shall provide, in the name of the transferee, a new single fully registered Note in the principal amount remaining to be paid at the time of the transfer or assignment.

When a Note has been duly assigned and transferred, a new Note shall be delivered to the Holder at the Designated Payment/Transfer Office of the Paying Agent/Registrar or sent by United States Mail, first class, postage prepaid to the Holder and, upon the registration and delivery thereof, such Note shall be the valid obligation of the City evidencing the same obligation to pay, and entitled to the same benefits under this Ordinance, as the Note surrendered in such assignment and transfer.

All transfers or exchanges of a Note pursuant to this Section shall be made without expense or service charge to the Holder, except as otherwise herein provided, and except that the Paying Agent/Registrar shall require payment by the Holder requesting such transfer or exchange of any tax or other governmental charges required to be paid with respect to such transfer or exchange.

A Note cancelled by reason of an exchange or transfer pursuant to the provisions hereof is hereby defined to be a "Predecessor Note," evidencing the same obligation to pay evidenced by the new Note registered and delivered in the exchange or transfer therefor. Additionally, the term "Predecessor Note" shall include any mutilated, lost, destroyed, or stolen Note for which a replacement Note has been issued, registered, and delivered in lieu thereof pursuant to the provisions of Section 10 hereof and such new replacement Note shall be deemed to evidence the same obligation as the mutilated, lost, destroyed, or stolen Note.

**SECTION 6: Execution - Registration.** The Note shall be executed on behalf of the City by the Mayor or Mayor Pro Tem under its seal reproduced or impressed thereon and countersigned by the City Secretary. The signature of said officers on the Note may be manual or facsimile. A Note bearing the manual or facsimile signatures of individuals who are or were the proper officers of the City on the date of adoption of this Ordinance shall be deemed to be duly executed on behalf of the City, notwithstanding that such individuals or either of them shall cease to hold such offices at the time of delivery of the Note to the initial purchaser and with respect to Note delivered in subsequent exchanges and transfers, all as authorized and provided in Texas Government Code, Chapter 1201, as amended.

No Note shall be entitled to any right or benefit under this Ordinance, or be valid or obligatory for any purpose, unless there appears on such Note either a certificate of registration substantially in the form provided in Section 8(c), manually executed by the Comptroller of Public Accounts of the State of Texas, or his duly authorized agent, or a certificate of registration substantially in the form provided in Section 8(d), manually executed by an authorized officer, employee or representative of the Paying Agent/Registrar, and either such certificate duly signed upon any Note shall be conclusive evidence, and the only evidence, that such Note has been duly certified, registered, and delivered.

**SECTION 7: Initial Note.** The Note herein authorized shall be initially issued as a single fully registered note in the total principal amount stated in Section 1 hereof with principal installments to become due and payable as provided in Section 2 hereof and numbered T-1 (hereinafter called the "Initial Note") and the Initial Note shall be registered in the name of the initial purchaser or the designee thereof. The Initial Note shall be the Note submitted to the Office of the Attorney General of the State of Texas for approval, certified and registered by the Office of the Comptroller of Public Accounts of the State of Texas and delivered to the initial purchaser). Any time after the delivery of the Initial Note, the Paying Agent/Registrar, pursuant to written instructions from the initial purchaser, or the designee thereof, shall cancel the Initial Note delivered hereunder and exchange therefor a definitive Note of authorized denominations, Stated Maturity, principal amount and bearing applicable interest rate for transfer and delivery to the Holders named at the addresses identified therefor; all pursuant to and in accordance with such written instructions from the initial purchaser, or the designee thereof, and such other information and documentation as the Paying Agent/Registrar may reasonably require.

**SECTION 8: Forms.**

(a) **Forms Generally.** The Note, the Registration Certificate of the Comptroller of Public Accounts of the State of Texas the Registration Certificate of Paying Agent/Registrar, and the form of Assignment to be printed on the Note, shall be substantially in the forms set forth in this Section with such appropriate insertions, omissions, substitutions, and other variations as are permitted or required by this Ordinance and may have such letters, numbers, or other marks of identification (including identifying numbers and letters of the Committee on Uniform Securities Identification Procedures of the American Bankers Association) and such



legends and endorsements (including insurance legends in the event the Note, or any maturities thereof, are purchased with insurance and any reproduction of an opinion of counsel) thereon as may, consistently herewith, be established by the City or determined by the officers executing such Note as evidenced by their execution. Any portion of the text of the Note may be set forth on the reverse thereof, with an appropriate reference thereto on the face of the Note.

The definitive Note and the Initial Note shall be printed, lithographed, or engraved, typewritten, photocopied or otherwise reproduced in any other similar manner, all as determined by the officers executing such Note as evidenced by their execution thereof.

(b) Form of Note.

REGISTERED  
NO. \_\_\_\_\_

REGISTERED  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA  
STATE OF TEXAS  
CITY OF WILLOW PARK, TEXAS  
TAX NOTE, SERIES 2019

Note Date:  
July 10, 2019

Interest Rate:  
2.15%

Final Stated Maturity:  
February 15, 2026

Delivery Date:  
July 10, 2019

Registered Owner:

Principal Amount:

DOLLARS

The City of Willow Park (hereinafter referred to as the "City"), a body corporate and political subdivision in the County of Parker, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the Registered Owner named above, or the registered assigns thereof, the Principal Amount hereinabove stated on the Stated Maturity date specified above and payable in principal installments on February 15 in each year in accordance with the following schedule:

<u>Year</u>	<u>Principal Installments</u>
2020	\$205,000
2021	\$105,000
2022	\$125,000
2023	\$200,000
2024	\$440,000
2025	\$480,000
2026	\$810,000

and to pay interest on the unpaid principal amount hereof from the interest payment date next preceding the "Registration Date" of this Note appearing below (unless this Note bears a "Registration Date" as of an interest payment date, in which case it shall bear interest from such date, or unless the "Registration Date" of this Note is prior to the initial interest payment date in which case it shall bear interest from the Delivery Date) at the per annum rate of interest specified above computed on the basis of a 360-day year of twelve 30-day months; such

interest being payable on February 15 and August 15 in each year, commencing February 15, 2020 until maturity.

Principal installments of this Note are payable in each of the years stated above. Principal installments and interest on this Note shall be payable to the registered owner of this Note (or one or more Predecessor Note, as defined in the Ordinance hereinafter referenced) whose name appears on the "Security Register" maintained by the Paying Agent/Registrar at the close of business on the "Record Date" (the last business day of the month next preceding each interest payment date with respect to payment of interest and the last business day of the month next preceding each principal installment date with respect to the payment of principal), and shall be paid by the Paying Agent/Registrar (i) by check sent United States Mail, first class postage prepaid, to the address of the registered owner recorded in the Security Register or (ii) by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the registered owner; provided, however, the final principal installment of the Note shall be paid only upon presentation and surrender of the Note to First National Bank Texas, Killeen, Texas (the "Paying Agent/Registrar") for cancellation at its designated offices in Killeen, Texas (the "Designated Payment/Transfer Office"), or its successor. If the date for the payment of the principal of or interest on the Note shall be a Saturday, Sunday, a legal holiday, or a day when banking institutions in the city where the Designated Payment/Transfer Office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not such a Saturday, Sunday, legal holiday, or day when banking institutions are authorized to close; and payment on such date shall have the same force and effect as if made on the original date payment was due. All payments of principal of and interest on this Note shall be without exchange or collection charges to the owner hereof and in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts.

This Note is one of the series specified in its title issued in the aggregate principal amount of \$2,365,000 (herein referred to as the "Note") for the purpose of paying contractual obligations to be incurred (i) for acquiring, constructing, improving and maintaining streets, thoroughfares, bridges, alleyways and sidewalks within the City, including related storm drainage improvements, traffic signalization and signage, streetscaping and median improvements, and utility relocations and the acquisition of land and rights of way therefor, (ii) constructing draining improvements, (iii) acquiring playground equipment for the City's Parks and Recreation Department, and (iv) to pay professional services rendered in relation to such projects and the financing thereof, under and in strict conformity with the Constitution and laws of the State of Texas and pursuant to an Ordinance adopted by the City Council of the City (herein referred to as the "Ordinance").

The Note is not subject to prepayment at the option of the City prior to maturity.

The Note is payable from the proceeds of an ad valorem tax levied, within the limitations prescribed by law, upon all taxable property in the City. Reference is hereby made to the Ordinance, a copy of which is on file in the Designated Payment/Transfer Office of the Paying Agent/Registrar, and to all of the provisions of which the owner or holder of this Note by the acceptance hereof hereby assents, for definitions of terms; the description of and the nature and extent of the tax levied for the payment of the Note; the terms and conditions relating to the transfer or exchange of this Note; the conditions upon which the Ordinance may be amended or supplemented with or without the consent of the Holders; the rights, duties, and obligations of the City and the Paying Agent/Registrar; the terms and provisions upon which this Note may be discharged at or prior to its maturity, and deemed to be no longer Outstanding thereunder; and

for other terms and provisions contained therein. Capitalized terms used herein have the meanings assigned in the Ordinance.

This Note, subject to certain limitations contained in the Ordinance, may be transferred in whole but not in part on the Security Register only upon its presentation and surrender at the Designated Payment/Transfer Office of the Paying Agent/Registrar, with the Assignment hereon duly endorsed by, or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar duly executed by, the registered owner hereof, or his duly authorized agent. When a transfer on the Security Register occurs, new single fully registered Note of the same Stated Maturity, bearing the same rate of interest, and of the same aggregate principal amount will be issued by the Paying Agent/Registrar to the designated transferee.

The City and the Paying Agent/Registrar, and any agent of either, shall treat the registered owner whose name appears on the Security Register (i) on the Record Date as the owner entitled to payment of the principal installments thereof and interest hereon, (ii) on the date of surrender of this Note as the owner entitled to payment of final principal installment at its Stated Maturity, and (iii) on any other date as the owner for all other purposes, and neither the City nor the Paying Agent/Registrar, or any agent of either, shall be affected by notice to the contrary. In the event of nonpayment of interest on a Note on a scheduled payment date and for thirty (30) days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be 15 days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States Mail, first class postage prepaid, to the address of each Holder of a Note appearing on the Security Register at the close of business on the last business day next preceding the date of mailing of such notice.

It is hereby certified, recited, represented and declared that the City is a body corporate and political subdivision duly organized and legally existing under and by virtue of the Constitution and laws of the State of Texas; that the issuance of the Note is duly authorized by law; that all acts, conditions and things required to exist and be done precedent to and in the issuance of the Note to render the same a lawful and valid obligation of the City have been properly done, have happened and have been performed in regular and due time, form and manner as required by the Constitution and laws of the State of Texas, and the Ordinance; that the Note does not exceed any Constitutional or statutory limitation; and that due provision has been made for the payment of the principal of and interest on the Note by the levy of a tax as aforesated. In case any provision in this Note shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. The terms and provisions of this Note and the Ordinance shall be construed in accordance with and shall be governed by the laws of the State of Texas.

IN WITNESS WHEREOF, the City Council of the City has caused this Note to be duly executed under the official seal of the City.

CITY OF WILLOW PARK, TEXAS

\_\_\_\_\_  
Mayor

COUNTERSIGNED:

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

(City Seal)

(c) Form of Registration Certificate of Comptroller of Public Accounts to appear on Initial Note only.

REGISTRATION CERTIFICATE OF  
COMPTROLLER OF PUBLIC ACCOUNTS

OFFICE OF THE COMPTROLLER  
OF PUBLIC ACCOUNTS  
THE STATE OF TEXAS

(  
( REGISTER NO. \_\_\_\_\_  
(

I HEREBY CERTIFY that this Note has been examined, certified as to validity and approved by the Attorney General of the State of Texas, and duly registered by the Comptroller of Public Accounts of the State of Texas.

WITNESS my signature and seal of office this \_\_\_\_\_.

\_\_\_\_\_  
Comptroller of Public Accounts  
of the State of Texas

(SEAL)

(d) Form of Certificate of Paying Agent/Registrar.

REGISTRATION CERTIFICATE OF PAYING AGENT/REGISTRAR

This Note has been duly issued and registered under the provisions of the within-mentioned Ordinance; the note of the above entitled and designated series originally delivered having been approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts, as shown by the records of the Paying Agent/Registrar.

The designated office of the Paying Agent/Registrar located in Killeen, Texas, is the "Designated Payment/Transfer Office" for this Note.

FIRST NATIONAL BANK TEXAS,  
Killeen, Texas,  
as Paying Agent/Registrar

Registration Date:

\_\_\_\_\_

By: \_\_\_\_\_  
Authorized Signature

(e) Form of Assignment.

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns, and transfers unto  
(Print or typewrite name, address, and zip code of transferee:) \_\_\_\_\_

\_\_\_\_\_  
(Social Security or other identifying number: \_\_\_\_\_)  
\_\_\_\_\_ the within Note and all rights thereunder, and hereby  
irrevocably constitutes and appoints \_\_\_\_\_

\_\_\_\_\_  
attorney to transfer the within Note on the books kept for registration thereof, with full power of  
substitution in the premises.

DATED: \_\_\_\_\_

Signature guaranteed:

\_\_\_\_\_

\_\_\_\_\_  
NOTICE: The signature on this assignment  
must correspond with the name of the  
registered owner as it appears on the face  
of the within Note in every particular.



**SECTION 9: Levy of Taxes.** To provide for the payment of the "Debt Service Requirements" of the Note, being (i) the interest on the Note and (ii) a sinking fund for the payment at maturity or a sinking fund of 2% (whichever amount is the greater), there is hereby levied, and there shall be annually assessed and collected in due time, form, and manner, a tax on all taxable property in the City, within the limitations prescribed by law, and such tax hereby levied on each one hundred dollars' valuation of taxable property in the City for the Debt Service Requirements of the Note shall be at a rate from year to year as will be ample and sufficient to provide funds each year to pay the principal of and interest on said Note while Outstanding; full allowance being made for delinquencies and costs of collection; separate books and records relating to the receipt and disbursement of taxes levied, assessed and collected for and on account of the Note shall be kept and maintained by the City at all times while the Note is Outstanding, and the taxes collected for the payment of the Debt Service Requirements on the Note shall be deposited to the credit of a "Special 2019 Note Account" (the "Interest and Sinking Fund") maintained on the records of the City and deposited in a special fund maintained at an official depository of the City's funds; and such tax hereby levied, and to be assessed and collected annually, is hereby pledged to the payment of the Note.

The Mayor, Mayor Pro Tem, City Administrator, Assistant City Administrator, Finance Director and City Secretary of the City, individually or jointly, are hereby authorized and directed to cause to be transferred to the Paying Agent/Registrar for the Note, from funds on deposit in the Interest and Sinking Fund, amounts sufficient to fully pay and discharge promptly each installment of interest and principal of the Note as the same accrues or matures; such transfers of funds to be made in such manner as will cause collected funds to be deposited with the Paying Agent/Registrar on or before each principal and interest payment date for the Note.

Notwithstanding the requirements contained in this Section, to the extent other lawfully available funds of the City are actually on deposit in the Interest and Sinking Fund in advance of the time when ad valorem taxes are scheduled to be levied for any year, then the amount of taxes that otherwise would have been required to be levied pursuant to this Section may be reduced to the extent and by the amount of the lawfully available funds then on deposit in the Interest and Sinking Fund.

**SECTION 10: Mutilated - Destroyed - Lost and Stolen Notes.** In case any Note shall be mutilated, or destroyed, lost or stolen, the Paying Agent/Registrar may execute and deliver a replacement Note of like form and tenor, and in the same denomination and bearing a number not contemporaneously outstanding, in exchange and substitution for such mutilated Note, or in lieu of and in substitution for such destroyed, lost or stolen Note, only upon the approval of the City and after (i) the filing by the Holder thereof with the Paying Agent/Registrar of evidence satisfactory to the Paying Agent/Registrar of the destruction, loss or theft of such Note, and of the authenticity of the ownership thereof and (ii) the furnishing to the Paying Agent/Registrar of indemnification in an amount satisfactory to hold the City and the Paying Agent/Registrar harmless. All expenses and charges associated with such indemnity and with the preparation, execution and delivery of a replacement Note shall be borne by the Holder of the Note mutilated, or destroyed, lost or stolen.

Every replacement Note issued pursuant to this Section shall be a valid and binding obligation, and shall be entitled to all the benefits of this Ordinance; notwithstanding the enforceability of payment by anyone of the destroyed, lost, or stolen Note.

The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of a mutilated, destroyed, lost or stolen Note.

**SECTION 11: Satisfaction of Obligation of City.** If the City shall pay or cause to be paid, or there shall otherwise be paid to the Holders, the principal of, premium, if any, and interest on the Note, at the times and in the manner stipulated in this Ordinance, then the pledge of taxes levied under this Ordinance and all covenants, agreements, and other obligations of the City to the Holders shall thereupon cease, terminate, and be discharged and satisfied.

The Note or any principal amount(s) thereof shall be deemed to have been paid within the meaning and with the effect expressed above in this Section when (i) money sufficient to pay in full such Note or the principal amount(s) thereof at maturity, together with all interest due thereon, shall have been irrevocably deposited with and held in trust by the Paying Agent/Registrar, or an authorized escrow agent, or (ii) Government Securities shall have been irrevocably deposited in trust with the Paying Agent/Registrar, or an authorized escrow agent, which Government Securities have been certified by an independent accounting firm to mature as to principal and interest in such amounts and at such times as will insure the availability, without reinvestment, of sufficient money, together with any moneys deposited therewith, if any, to pay when due the principal of and interest on such Note, or the principal amount(s) thereof, on and prior to the Stated Maturity thereof. The City covenants that no deposit of moneys or Government Securities will be made under this Section and no use made of any such deposit which would cause the Note to be treated as "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, or regulations adopted pursuant thereto.

The term "Government Securities", as used herein, means (i) direct noncallable obligations of the United States of America, including obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, (ii) noncallable obligations of an agency or instrumentality of the United States, including obligations unconditionally guaranteed or insured by the agency or instrumentality and on the date of their acquisition or purchase by the City are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent, (iii) noncallable obligations of a state or an agency or a county, municipality, or other political subdivision of a state that have been refunded and on the date of their acquisition or purchase by the City, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent, and (iv) any other authorized securities or obligations under applicable law that may be used to defease obligations such as the Note.

Any moneys so deposited with the Paying Agent/ Registrar, or an authorized escrow agent, and all income from Government Securities held in trust by the Paying Agent/Registrar, or an authorized escrow agent, pursuant to this Section which is not required for the payment of the Note, or any principal amount(s) thereof, or interest thereon with respect to which such moneys have been so deposited shall be remitted to the City or deposited as directed by the City. Furthermore, any money held by the Paying Agent/Registrar for the payment of the principal of and interest on the Note and remaining unclaimed for a period of three (3) years after the Stated Maturity of the Note such moneys were deposited and are held in trust to pay shall upon the request of the City be remitted to the City against a written receipt therefor. Notwithstanding the above and foregoing, any remittance of funds from the Paying Agent/Registrar to the City shall be subject to any applicable unclaimed property laws of the State of Texas.

**SECTION 12: Ordinance a Contract-Amendments-Outstanding Notes.** This Ordinance shall constitute a contract with the Holders from time to time, be binding on the City, and shall not be amended or repealed by the City so long as any Note remains Outstanding except as permitted in this Section. The City may, without the consent of or notice to any Holders, from time to time and at any time, amend this Ordinance in any manner not detrimental to the interests of the Holders, including the curing of any ambiguity, inconsistency, or formal defect or omission herein. In addition, the City may, with the consent of Holders holding a majority in aggregate principal amount of the Note then Outstanding, amend, add to, or rescind any of the provisions of this Ordinance; provided that, without the consent of all Holders of Outstanding Notes, no such amendment, addition, or rescission shall (1) extend the time or times of payment of the principal of, premium, if any, and interest on the Note, reduce the principal amount thereof or the rate of interest thereon, or in any other way modify the terms of payment of the principal of, premium, if any, or interest on the Note, (2) give any preference to any Note over any other Note, or (3) reduce the aggregate principal amount of Note required to be held by Holders for consent to any such amendment, addition, or rescission.

The term "Outstanding" when used in this Ordinance with respect to Note means, as of the date of determination, all Notes theretofore issued and delivered under this Ordinance, except:

- (1) those Notes cancelled by the Paying Agent/Registrar or delivered to the Paying Agent/Registrar for cancellation;
- (2) those Notes deemed to be duly paid by the City in accordance with the provisions of Section 11 hereof; and
- (3) those mutilated, destroyed, lost, or stolen Notes which have been replaced with Notes registered and delivered in lieu thereof as provided in Section 10 hereof.

**SECTION 13: Covenants to Maintain Tax-Exempt Status.**

(a) Definitions. When used in this Section 13, the following terms have the following meanings:

"Closing Date" means the date on which the Note is first authenticated and delivered to the initial purchasers against payment therefor.

"Code" means the Internal Revenue Code of 1986, as amended by all legislation, if any, effective on or before the Closing Date.

"Computation Date" has the meaning set forth in Section 1.148-1(b) of the Regulations.

"Gross Proceeds" means any proceeds as defined in Section 1.148-1(b) of the Regulations, and any replacement proceeds as defined in Section 1.148-1(c) of the Regulations, of the Note.

"Investment" has the meaning set forth in Section 1.148-1(b) of the Regulations.

"Nonpurpose Investment" means any investment property, as defined in section 148(b) of the Code, in which Gross Proceeds of the Note is invested and which is not acquired to carry out the governmental purposes of the Note.

"Rebate Amount" has the meaning set forth in Section 1.148-1(b) of the Regulations.

"Regulations" means any proposed, temporary, or final Income Tax Regulations issued pursuant to Sections 103 and 141 through 150 of the Code, and 103 of the Internal Revenue Code of 1954, which are applicable to the Note. Any reference to any specific Regulation shall also mean, as appropriate, any proposed, temporary or final Income Tax Regulation designed to supplement, amend or replace the specific Regulation referenced.

"Yield" of (1) any Investment has the meaning set forth in Section 1.148-5 of the Regulations and (2) the Note has the meaning set forth in Section 1.148-4 of the Regulations.

(b) Not to Cause Interest to Become Taxable. The City shall not use, permit the use of, or omit to use Gross Proceeds or any other amounts (or any property the acquisition, construction or improvement of which is to be financed directly or indirectly with Gross Proceeds) in a manner which if made or omitted, respectively, would cause the interest on any Note to become includable in the gross income, as defined in Section 61 of the Code, of the owner thereof for federal income tax purposes. Without limiting the generality of the foregoing, unless and until the City receives a written opinion of counsel nationally recognized in the field of municipal bond law to the effect that failure to comply with such covenant will not adversely affect the exemption from federal income tax of the interest on any Note, the City shall comply with each of the specific covenants in this Section.

(c) No Private Use or Private Payments. Except as permitted by Section 141 of the Code and the Regulations and rulings thereunder, the City shall at all times prior to the last Stated Maturity of the Note:

- (1) exclusively own, operate and possess all property the acquisition, construction or improvement of which is to be financed or refinanced directly or indirectly with Gross Proceeds of the Note, and not use or permit the use of such Gross Proceeds (including all contractual arrangements with terms different than those applicable to the general public) or any property acquired, constructed or improved with such Gross Proceeds in any activity carried on by any person or entity (including the United States or any agency, department and instrumentality thereof) other than a state or local government, unless such use is solely as a member of the general public; and
- (2) not directly or indirectly impose or accept any charge or other payment by any person or entity who is treated as using Gross Proceeds of the Note or any property the acquisition, construction or improvement of which is to be financed or refinanced directly or indirectly with such Gross Proceeds, other than taxes of general application within the City or interest earned on investments acquired with such Gross Proceeds pending application for their intended purposes.

(d) No Private Loan. Except to the extent permitted by Section 141 of the Code and the Regulations and rulings thereunder, the City shall not use Gross Proceeds of the Note to

make or finance loans to any person or entity other than a state or local government. For purposes of the foregoing covenant, such Gross Proceeds are considered to be "loaned" to a person or entity if: (1) property acquired, constructed or improved with such Gross Proceeds is sold or leased to such person or entity in a transaction which creates a debt for federal income tax purposes; (2) capacity in or service from such property is committed to such person or entity under a take-or-pay, output or similar contract or arrangement; or (3) indirect benefits, or burdens and benefits of ownership, of such Gross Proceeds or any property acquired, constructed or improved with such Gross Proceeds are otherwise transferred in a transaction which is the economic equivalent of a loan.

(e) Not to Invest at Higher Yield. Except to the extent permitted by Section 148 of the Code and the Regulations and rulings thereunder, the City shall not at any time prior to the final Stated Maturity of the Note directly or indirectly invest Gross Proceeds in any Investment (or use Gross Proceeds to replace money so invested), if as a result of such investment the Yield from the Closing Date of all Investments acquired with Gross Proceeds (or with money replaced thereby), whether then held or previously disposed of, exceeds the Yield of the Note.

(f) Not Federally Guaranteed. Except to the extent permitted by Section 149(b) of the Code and the Regulations and rulings thereunder, the City shall not take or omit to take any action which would cause the Note to be federally guaranteed within the meaning of section 149(b) of the Code and the Regulations and rulings thereunder.

(g) Information Report. The City shall timely file the information required by Section 149(e) of the Code with the Secretary of the Treasury on Form 8038-G or such other form and in such place as the Secretary may prescribe.

(h) Rebate of Arbitrage Profits. Except to the extent otherwise provided in Section 148(f) of the Code and the Regulations and rulings thereunder:

- (1) The City shall account for all Gross Proceeds (including all receipts, expenditures and investments thereof) on its books of account separately and apart from all other funds (and receipts, expenditures and investments thereof) and shall retain all records of accounting for at least six years after the day on which the last outstanding Note is discharged. However, to the extent permitted by law, the City may commingle Gross Proceeds of the Note with other money of the City, provided that the City separately accounts for each receipt and expenditure of Gross Proceeds and the obligations acquired therewith.
- (2) Not less frequently than each Computation Date, the City shall calculate the Rebate Amount in accordance with rules set forth in Section 148(f) of the Code and the Regulations and rulings thereunder. The City shall maintain such calculations with its official transcript of proceedings relating to the issuance of the Note until six years after the final Computation Date.
- (3) As additional consideration for the purchase of the Note by the Purchaser and the loan of the money represented thereby and in order to induce such purchase by measures designed to insure the excludability of the interest thereon from the gross income of the owners thereof for federal income tax purposes, the City shall pay to the United States from the general fund, other appropriate fund, or if permitted by applicable Texas



statute, regulation or opinion of the Attorney General of the State of Texas, the Interest and Sinking Fund, the amount that when added to the future value of previous rebate payments made for the Note equals (i) in the case of a Final Computation Date as defined in Section 1.148-3(e)(2) of the Regulations, one hundred percent (100%) of the Rebate Amount on such date; and (ii) in the case of any other Computation Date, ninety percent (90%) of the Rebate Amount on such date. In all cases, the rebate payments shall be made at the times, in the installments, to the place and in the manner as is or may be required by Section 148(f) of the Code and the Regulations and rulings thereunder, and shall be accompanied by Form 8038-T or such other forms and information as is or may be required by Section 148(f) of the Code and the Regulations and rulings thereunder.

- (4) The City shall exercise reasonable diligence to assure that no errors are made in the calculations and payments required by paragraphs (2) and (3), and if an error is made, to discover and promptly correct such error within a reasonable amount of time thereafter (and in all events within one hundred eighty (180) days after discovery of the error), including payment to the United States of any additional Rebate Amount owed to it, interest thereon, and any penalty imposed under Section 1.148-3(h) of the Regulations.

(i) Not to Divert Arbitrage Profits. Except to the extent permitted by Section 148 of the Code and the Regulations and rulings thereunder, the City shall not, at any time prior to the earlier of the Stated Maturity or final payment of the Note, enter into any transaction that reduces the amount required to be paid to the United States pursuant to Subsection (h) of this Section because such transaction results in a smaller profit or a larger loss than would have resulted if the transaction had been at arm's length and had the Yield of the Note not been relevant to either party.

(j) Elections. The City hereby directs and authorizes the Mayor, Mayor Pro Tem, City Administrator, Assistant City Administrator, Finance Director or City Secretary, individually or jointly, to make elections permitted or required pursuant to the provisions of the Code or the Regulations, as they deem necessary or appropriate in connection with the Note, in the Certificate as to Tax Exemption or similar or other appropriate certificate, form or document.

**SECTION 14: Sale of Note.** The offer of First National Bank Texas, Killeen, Texas (herein referred to as the "Purchaser") to purchase the Note in accordance with a Note Purchase Agreement, dated as of June 11, 2019, attached hereto as **Exhibit B** and incorporated herein by reference as a part of this Ordinance for all purposes is hereby accepted, and the sale of the Note to said Purchaser is hereby approved and authorized, and declared to be in the best interest of the City. The Mayor or Mayor Pro Tem is hereby authorized and directed to execute the acceptance clause thereof for and on behalf of the City and as the act and deed of this City Council. Delivery of the Note to the Purchaser shall occur as soon as possible upon payment being made therefor in accordance with the terms of sale.

**SECTION 15: Control and Custody of Note.** The Mayor of the City shall be and is hereby authorized to take and have charge of all necessary orders and records pending investigation by the Attorney General of the State of Texas, including the printing and supply of definitive Note, and shall take and have charge and control of the Initial Note pending the

approval thereof by the Attorney General, the registration thereof by the Comptroller of Public Accounts and the delivery thereof to the initial purchasers.

**SECTION 16: Proceeds of Sale.** The proceeds of sale of the Note, excluding amounts to pay costs of issuance, shall be deposited in a construction fund maintained at the City's depository bank. Pending expenditure for authorized projects and purposes, such proceeds of sale may be invested in authorized investments in accordance with the provisions of Texas Government Code, Chapter 2256, as amended, and the City's investment policies and guidelines, and any investment earnings realized shall be expended for such authorized projects and purposes or deposited in the Interest and Sinking Fund as shall be determined by the City Council. Any excess note proceeds, including investment earnings, remaining after completion of all authorized projects or purposes shall be deposited to the credit of the Interest and Sinking Fund.

**SECTION 17: Notices to Holders - Waiver.** Wherever this Ordinance provides for notice to Holders of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and sent by United States Mail, first class postage prepaid, to the address of each Holder appearing in the Security Register at the close of business on the business day next preceding the mailing of such notice.

In any case where notice to Holders is given by mail, neither the failure to mail such notice to any particular Holders, nor any defect in any notice so mailed, shall affect the sufficiency of such notice with respect to all other Notes. Where this Ordinance provides for notice in any manner, such notice may be waived in writing by the Holder entitled to receive such notice, either before or after the event with respect to which such notice is given, and such waiver shall be the equivalent of such notice. Waivers of notice by Holders shall be filed with the Paying Agent/Registrar, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

**SECTION 18: Cancellation.** A Note surrendered for payment, transfer, exchange, or replacement, if surrendered to the Paying Agent/Registrar, shall be promptly canceled by it and, if surrendered to the City, shall be delivered to the Paying Agent/Registrar and, if not already canceled, shall be promptly canceled by the Paying Agent/Registrar. The City may at any time deliver to the Paying Agent/Registrar for cancellation any Note previously certified or registered and delivered which the City may have acquired in any manner whatsoever, and any Note so delivered shall be promptly canceled by the Paying Agent/Registrar. Any canceled Note held by the Paying Agent/Registrar shall be returned to the City.

**SECTION 19: Legal Opinion.** The Purchaser's obligation to accept delivery of the Note is subject to being furnished a final opinion of Norton Rose Fulbright US LLP, Dallas, Texas, approving the Note as to its validity, said opinion to be dated and delivered as of the date of delivery and payment for the Note.

**SECTION 20: CUSIP Numbers.** CUSIP numbers may be printed or typed on the definitive Note. It is expressly provided, however, that the presence or absence of CUSIP numbers on the definitive Note shall be of no significance or effect as regards the legality thereof and neither the City nor attorneys approving the Note as to legality are to be held responsible for CUSIP numbers incorrectly printed or typed on the definitive Note.

**SECTION 21: Benefits of Ordinance.** Nothing in this Ordinance, expressed or implied, is intended or shall be construed to confer upon any person other than the City, the Paying

Agent/Registrar and the Holders, any right, remedy, or claim, legal or equitable, under or by reason of this Ordinance or any provision hereof, this Ordinance and all its provisions being intended to be and being for the sole and exclusive benefit of the City, the Paying Agent/Registrar and the Holders.

**SECTION 22: Inconsistent Provisions.** All ordinances, orders or resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters contained herein.

**SECTION 23: Governing Law.** This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**SECTION 24: Effect of Headings.** The Section headings herein are for convenience only and shall not affect the construction hereof.

**SECTION 25: Construction of Terms.** If appropriate in the context of this Ordinance, words of the singular number shall be considered to include the plural, words of the plural number shall be considered to include the singular, and words of the masculine, feminine or neuter gender shall be considered to include the other genders.

**SECTION 26: Severability.** If any provision of this Ordinance or the application thereof to any circumstance shall be held to be invalid, the remainder of this Ordinance and the application thereof to other circumstances shall nevertheless be valid, and the City Council hereby declares that this Ordinance would have been enacted without such invalid provision.

**SECTION 27: Further Procedures.** Any one or more of the Mayor, Mayor Pro Tem, City Administrator, Assistant City Administrator, Finance Director or City Secretary are hereby expressly authorized, empowered and directed from time to time and at any time to do and perform all such acts and things and to execute, acknowledge and deliver in the name and on behalf of the City all agreements, instruments, certificates or other documents, whether mentioned herein or not, as may be necessary or desirable in order to carry out the terms and provisions of this Ordinance and the issuance, sale and delivery of the Note. In addition, prior to the initial delivery of the Note, the Mayor, Mayor Pro Tem, City Administrator, Assistant City Administrator, Finance Director, City Secretary or Bond Counsel to the City are each hereby authorized and directed to approve any changes or corrections to this Ordinance or to any of the documents authorized and approved by this Ordinance: (i) in order to cure any ambiguity, formal defect, or omission in the Ordinance or such other document; or (ii) as requested by the Attorney General of the State of Texas or his representative to obtain the approval of the Note by the Attorney General. In the event that any officer of the City whose signature shall appear on any document shall cease to be such officer before the delivery of such document, such signature nevertheless shall be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

**SECTION 28: Incorporation of Findings and Determinations.** The findings and determinations of the City Council contained in the preamble hereof are hereby incorporated by reference and made a part of this Ordinance for all purposes as if the same were restated in full in this Section.

**SECTION 29: Public Meeting.** It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time,

place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Texas Government Code, Chapter 551, as amended.

**SECTION 30: Effective Date.** This Ordinance shall take effect and be in full force from and after its adoption on the date shown below in accordance with Texas Government Code, Section 1201.028, as amended.

*[remainder of page left blank intentionally]*

PASSED AND ADOPTED this June 11, 2019.

CITY OF WILLOW PARK, TEXAS

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

ATTEST:

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

(City Seal)

The Willow Park City Council in acting on Ordinance No. 792-19 did on the 11th day of June I, 2019, vote as follows:

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



EXHIBIT A  
PAYING AGENT/REGISTRAR AGREEMENT

EXHIBIT B  
NOTE PURCHASE AGREEMENT



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> 6-11-19	<b>Department:</b> Administration	<b>Presented By:</b> Bryan Grimes/Derek Turner
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### AGENDA ITEM:

Discussion/ Action: To consider and act on awarding bid on Ranch House Road from Fox Hunt Trail to Scenic Trail. (BG)

### BACKGROUND:

We have reviewed the bids for the above referenced project. There were six bids received and accepted. The low bid was provided by Jackson Construction, Ltd for the base bid amount of \$1,154,007.50. Alternate bids were also received for cement stabilization of the subgrade and rerouting the existing street in front of City Hall. We do not anticipate the need to stabilize the subgrade at this time. Also, re-routing the street in front of City Hall would require additional work to the parking area and the adjacent park, as well as requiring acquisition of property to the south.

We've found no reason to disqualify the low bidder and do not believe that rebidding will result in better pricing at this time. We would recommend award of the bid to Jackson Construction, Ltd for the base bid in the amount of **\$1,154,007.50**.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff is requesting and the approval of **\$1,154,007.50** dollars to Ranch House Road from Fox Hunt Trail to Scenic Trail..

### EXHIBITS:

Exhibit "A" Related Bid Documents

ADDITIONAL INFO:	FINANCIAL INFO:	
	<b>Cost</b>	\$ 1,154,007.50
	<b>Source of Funding</b>	\$ Tax Note

**BASE BID SCHEDULE**

**For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:**

				Jackson Construction, Ltd 5112 Sun Valley Dr Fort Worth, TX 76119		Reliable Paving, Inc. 1903 N. Peyco Arlington, TX 76001		McMahon Contracting, LP 3019 Roy Orr Blvd Grand Prairie, TX 75050		Quality Excavation, Ltd. 5580 US Hwy 377 Aubrey, TX 76227	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 54,000.00	\$ 54,000.00	\$ 30,000.00	\$ 30,000.00	\$ 131,492.37	\$ 131,492.37	\$ 72,763.00	\$ 72,763.00
2	Excavate Existing Asphalt and Haul Off	1,900	CY	\$ 32.00	\$ 60,800.00	\$ 28.00	\$ 53,200.00	\$ 34.59	\$ 65,721.00	\$ 47.00	\$ 89,300.00
3	Excavate R.O.W. (outside paved areas) and Haul Off	595	CY	\$ 34.00	\$ 20,230.00	\$ 18.00	\$ 10,710.00	\$ 17.88	\$ 10,638.60	\$ 29.00	\$ 17,255.00
4	Top Soil (Hauled In)	335	CY	\$ 62.00	\$ 20,770.00	\$ 40.00	\$ 13,400.00	\$ 44.18	\$ 14,800.30	\$ 55.00	\$ 18,425.00
5	Subgrade Preparation	14,665	SY	\$ 4.50	\$ 65,992.50	\$ 2.60	\$ 38,129.00	\$ 3.37	\$ 49,421.05	\$ 2.00	\$ 29,330.00
6	6" Concrete Paving	13,800	SY	\$ 42.50	\$ 586,500.00	\$ 52.00	\$ 717,600.00	\$ 42.40	\$ 585,120.00	\$ 50.00	\$ 690,000.00
7	Concrete Driveway Paving	1,220	SY	\$ 87.00	\$ 106,140.00	\$ 56.00	\$ 68,320.00	\$ 61.54	\$ 75,078.80	\$ 55.00	\$ 67,100.00
8	12" RCP Driveway Culvert	620	LF	\$ 170.00	\$ 105,400.00	\$ 90.00	\$ 55,800.00	\$ 212.63	\$ 131,830.60	\$ 127.00	\$ 78,740.00
9	15" RCP Driveway Culvert	24	LF	\$ 175.00	\$ 4,200.00	\$ 110.00	\$ 2,640.00	\$ 99.02	\$ 2,376.48	\$ 135.00	\$ 3,240.00
10	12" RCP Culvert	135	LF	\$ 75.00	\$ 10,125.00	\$ 88.00	\$ 11,880.00	\$ 112.66	\$ 15,209.10	\$ 62.00	\$ 8,370.00
11	18" RCP Culvert	40	LF	\$ 150.00	\$ 6,000.00	\$ 115.00	\$ 4,600.00	\$ 83.45	\$ 3,338.00	\$ 53.00	\$ 2,120.00
12	24" RCP Culvert	40	LF	\$ 155.00	\$ 6,200.00	\$ 125.00	\$ 5,000.00	\$ 100.51	\$ 4,020.40	\$ 414.00	\$ 16,560.00
13	R.O.W. Grading	20,000	SY	\$ 1.50	\$ 30,000.00	\$ 3.50	\$ 70,000.00	\$ 0.89	\$ 17,800.00	\$ 2.00	\$ 40,000.00
14	Concrete Headwall (4-Barrel 18" Culvert)	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 7,200.00	\$ 7,200.00	\$ 20,165.00	\$ 20,165.00	\$ 13,200.00	\$ 13,200.00
15	12" 6:1 Safety End Treatment	4	EA	\$ 1,600.00	\$ 6,400.00	\$ 2,200.00	\$ 8,800.00	\$ 1,034.17	\$ 4,136.68	\$ 1,280.00	\$ 5,120.00
16	18" 6:1 Safety End Treatment	1	EA	\$ 1,750.00	\$ 1,750.00	\$ 3,000.00	\$ 3,000.00	\$ 1,034.38	\$ 1,034.38	\$ 1,370.00	\$ 1,370.00
17	12" Flared Headwall	2	EA	\$ 2,500.00	\$ 5,000.00	\$ 3,600.00	\$ 7,200.00	\$ 2,009.82	\$ 4,019.64	\$ 1,350.00	\$ 2,700.00
18	Traffic Control	1	LS	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00	\$ 23,182.00	\$ 23,182.00	\$ 16,000.00	\$ 16,000.00
19	Hydromulch	20,000	SY	\$ 1.85	\$ 37,000.00	\$ 1.00	\$ 20,000.00	\$ 0.78	\$ 15,600.00	\$ 0.25	\$ 5,000.00
20	Erosion Control	1	LS	\$ 5,500.00	\$ 5,500.00	\$ 12,000.00	\$ 12,000.00	\$ 5,443.88	\$ 5,443.88	\$ 7,100.00	\$ 7,100.00
<b>TOTAL BASE BID (Items 1 - 20)</b>				<b>\$ 1,154,007.50</b>		<b>\$ 1,159,479.00</b>		<b>\$ 1,180,428.28</b>		<b>\$ 1,183,693.00</b>	

**BASE BID SCHEDULE**

**For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:**

				Joe Funk Construction, Inc. 11226 Indian Trail Dallas, TX 75229		Pavecon Public Works, LP 3022 Roy Orr Blvd Grand Prairie, TX 75050	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 78,999.70	\$ 78,999.70	\$ 81,000.45	\$ 81,000.45
2	Excavate Existing Asphalt and Haul Off	1,900	CY	\$ 28.60	\$ 54,340.00	\$ 41.35	\$ 78,565.00
3	Excavate R.O.W. (outside paved areas) and Haul Off	595	CY	\$ 19.50	\$ 11,602.50	\$ 125.75	\$ 74,821.25
4	Top Soil (Hauled In)	335	CY	\$ 58.50	\$ 19,597.50	\$ 77.65	\$ 26,012.75
5	Subgrade Preparation	14,665	SY	\$ 12.48	\$ 183,019.20	\$ 3.20	\$ 46,928.00
6	6" Concrete Paving	13,800	SY	\$ 63.14	\$ 871,332.00	\$ 51.55	\$ 711,390.00
7	Concrete Driveway Paving	1,220	SY	\$ 84.50	\$ 103,090.00	\$ 66.50	\$ 81,130.00
8	12" RCP Driveway Culvert	620	LF	\$ 58.50	\$ 36,270.00	\$ 126.50	\$ 78,430.00
9	15" RCP Driveway Culvert	24	LF	\$ 71.50	\$ 1,716.00	\$ 132.85	\$ 3,188.40
10	12" RCP Culvert	135	LF	\$ 58.50	\$ 7,897.50	\$ 126.50	\$ 17,077.50
11	18" RCP Culvert	40	LF	\$ 71.50	\$ 2,860.00	\$ 137.10	\$ 5,484.00
12	24" RCP Culvert	40	LF	\$ 97.50	\$ 3,900.00	\$ 162.65	\$ 6,506.00
13	R.O.W. Grading	20,000	SY	\$ 2.60	\$ 52,000.00	\$ 14.85	\$ 297,000.00
14	Concrete Headwall (4-Barrel 18" Culvert)	1	LS	\$ 16,250.00	\$ 16,250.00	\$ 23,648.75	\$ 23,648.75
15	12" 6:1 Safety End Treatment	4	EA	\$ 3,620.50	\$ 14,482.00	\$ 5,447.20	\$ 21,788.80
16	18" 6:1 Safety End Treatment	1	EA	\$ 4,550.00	\$ 4,550.00	\$ 5,659.75	\$ 5,659.75
17	12" Flared Headwall	2	EA	\$ 5,525.00	\$ 11,050.00	\$ 2,370.20	\$ 4,740.40
18	Traffic Control	1	LS	\$ 32,500.00	\$ 32,500.00	\$ 24,190.80	\$ 24,190.80
19	Hydromulch	20,000	SY	\$ 2.60	\$ 52,000.00	\$ 1.85	\$ 37,000.00
20	Erosion Control	1	LS	\$ 32,500.00	\$ 32,500.00	\$ 12,913.80	\$ 12,913.80
<b>TOTAL BASE BID (Items 1 - 20)</b>				<b>\$ 1,589,956.40</b>		<b>\$ 1,637,475.65</b>	





ADDITIVE ALTERNATE BID SCHEDULE A

For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:

Jackson Construction, Ltd 5112 Sun Valley Dr Fort Worth, TX 76119		Reliable Paving, Inc. 1903 N. Peyco Arlington, TX 76001		McMahon Contracting, LP 3019 Roy Orr Blvd Grand Prairie, TX 75050		Quality Excavation, Ltd. 5580 US Hwy 377 Aubrey, TX 76227	
Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
\$ 4.25	\$ 62,326.25	\$ 7.00	\$ 102,655.00	\$ 7.01	\$ 102,801.65	\$ 7.25	\$ 106,321.25
\$ 62,326.25		\$ 102,655.00		\$ 102,801.65		\$ 106,321.25	

ADDITIVE ALTERNATE BID SCHEDULE B

For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:

Jackson Construction, Ltd 5112 Sun Valley Dr Fort Worth, TX 76119		Reliable Paving, Inc. 1903 N. Peyco Arlington, TX 76001		McMahon Contracting, LP 3019 Roy Orr Blvd Grand Prairie, TX 75050		Quality Excavation, Ltd. 5580 US Hwy 377 Aubrey, TX 76227	
Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
\$ 105.00	\$ 14,700.00	\$ 135.00	\$ 18,900.00	\$ 55.41	\$ 7,757.40	\$ 54.50	\$ 7,630.00
\$ 34.00	\$ 42,500.00	\$ 18.00	\$ 22,500.00	\$ 17.83	\$ 22,287.50	\$ 35.00	\$ 43,750.00
\$ 62.00	\$ 21,700.00	\$ 40.00	\$ 14,000.00	\$ 44.18	\$ 15,463.00	\$ 65.00	\$ 22,750.00
\$ 81.00	\$ 49,410.00	\$ 66.00	\$ 40,260.00	\$ 78.55	\$ 47,915.50	\$ 59.00	\$ 35,990.00
\$ 7.00	\$ 19,250.00	\$ 3.00	\$ 8,250.00	\$ 4.91	\$ 13,502.50	\$ 13.00	\$ 35,750.00
\$ 42.50	\$ (6,332.50)	\$ 52.00	\$ (7,748.00)	\$ 42.40	\$ (6,317.60)	\$ 50.00	\$ (7,450.00)
\$ 68.00	\$ 48,960.00	\$ 56.00	\$ 40,320.00	\$ 64.37	\$ 46,346.40	\$ 55.00	\$ 39,600.00
\$ 1.50	\$ 3,667.50	\$ 3.50	\$ 8,557.50	\$ 0.78	\$ 1,907.10	\$ 5.50	\$ 13,447.50
\$ 500.00	\$ 500.00	\$ 1,600.00	\$ 1,600.00	\$ 2,552.00	\$ 2,552.00	\$ 2,600.00	\$ 2,600.00
\$ 194,355.00		\$ 146,639.50		\$ 151,413.80		\$ 194,067.50	

**ADDITIVE ALTERNATE BID SCHEDULE A**

For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:

Joe Funk Construction, Inc. 11226 Indian Trail Dallas, TX 75229		Pavecon Public Works, LP 3022 Roy Orr Blvd Grand Prairie, TX 75050	
Unit Price	Total	Unit Price	Total
\$ 11.70	\$ 171,580.50	\$ 5.30	\$ 77,724.50
\$ 171,580.50		\$ 77,724.50	

**ADDITIVE ALTERNATE BID SCHEDULE B**

For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:

Joe Funk Construction, Inc. 11226 Indian Trail Dallas, TX 75229		Pavecon Public Works, LP 3022 Roy Orr Blvd Grand Prairie, TX 75050	
Unit Price	Total	Unit Price	Total
\$ 26.00	\$ 3,640.00	\$ 95.20	\$ 13,328.00
\$ 19.50	\$ 24,375.00	\$ 29.25	\$ 36,562.50
\$ 58.50	\$ 20,475.00	\$ 76.20	\$ 26,670.00
\$ 62.40	\$ 38,064.00	\$ 105.75	\$ 64,507.50
\$ 6.50	\$ 17,875.00	\$ 9.40	\$ 25,850.00
\$ 65.00	\$ (9,685.00)	\$ 51.55	\$ (7,680.95)
\$ 84.50	\$ 60,840.00	\$ 67.65	\$ 48,708.00
\$ 6.50	\$ 15,892.50	\$ 18.50	\$ 45,232.50
\$ 19,500.00	\$ 19,500.00	\$ 1,727.15	\$ 1,727.15
\$ 190,976.50		\$ 254,904.70	



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 11, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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**AGENDA ITEM:**

To Consider and act to award a water line replacement contract on Chuckwagon Trail on other water line replacement / installment activities

**BACKGROUND:**

At the request of Public Works, and as requested by Council via the current FY Budget, the City has taken bids to replace and install new water lines along Chuckwagon Trail. The benefits of this project are:

1. Update antiquated water lines
2. Loop the water system in the target area

The second phase of the bid is to install a water line at Well #11. Pending approval of an Upper Trinity Permit, the City has requested to drill an additional Well at Well site #11. The additional function of the bid is to install a water line from the potential new well into the water distribution system.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

Staff recommends Council "Move to award the bid to replace water lines along Chuckwagon Trail and to install a new water line at Well #11 as presented."

**EXHIBITS:**

Chuckwagon Target Area Map  
Bid Tab Sheet

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



INTEGRITY  
EXCELLENCE  
TRUST

June 6, 2019

Mr. Bryan Grimes  
City Administrator  
City of Willow Park  
516 Ranch House Road  
Willow Park, Texas 76087

Re: Water Distribution Improvements

Dear Mr. Grimes:

We have reviewed the bids for the above referenced project. There were six bids received and accepted for two separate bid schedules. Bid Schedule A included looping a line on Chuckwagon Trail and Bid Schedule B included installing a well water supply line. The low bid for the combination of both bid schedules was provided by A&M Construction & Utilities for the total bid amount of \$174,327.50.

We've found no reason to disqualify the low bidder and do not believe that rebidding will result in better pricing at this time. We would recommend award of the total bid to A&M Construction & Utilities for the base bid in the amount of **\$174,327.50**.

Assuming Council concurs, we will begin preparing executable contract documents. Please feel free to contact me if you have any questions or concerns.

Sincerely,

**JACOB | MARTIN**

Derek Turner, P.E.  
Firm No. F-2448

Enclosures



325.695.1070  
817.594.9880



info@jacobmartin.com  
www.jacobmartin.com



3465 Curry Lane  
Abilene, TX 76906

1508 Santa Fe, Suite 203  
Weatherford, TX 76086

TBPE Firm #: 2448

TBAE Firm #: BR 2261

TBPLS Firm #: 10024300 – Abilene

TBPLS Firm #: 10193992 - Weatherford

**BASE BID SCHEDULE A - CHUCKWAGON TRAIL WATER LINE**

**For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:**

				A & M Construction & Utilities 4950 Grisham Dr. Rowlett, TX 75088		ZT Jackson Construction, Inc. 1473 Industrial Loop 287 Breckenridge, TX 76424		Housley Communications, Inc. 3550 S. Bryant Blvd. San Angelo, TX 76903		Quality Excavation, Ltd. 5580 US Hwy 377 Aubrey, TX 76227	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 3,500.00	\$ 3,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,050.00	\$ 5,050.00	\$ 22,000.00	\$ 22,000.00
2	6" DR 18 C900 PVC Water Line	1,900	LF	\$ 35.25	\$ 66,975.00	\$ 24.99	\$ 47,481.00	\$ 32.00	\$ 60,800.00	\$ 40.00	\$ 76,000.00
3	14" Bore & Encasement	50	LF	\$ 173.90	\$ 8,695.00	\$ 300.00	\$ 15,000.00	\$ 275.00	\$ 13,750.00	\$ 255.00	\$ 12,750.00
4	6" Gate Valve	1	EA	\$ 953.00	\$ 953.00	\$ 1,500.00	\$ 1,500.00	\$ 925.00	\$ 925.00	\$ 1,300.00	\$ 1,300.00
5	Fire Hydrant w/ 6" Gate Valve	3	EA	\$ 4,277.00	\$ 12,831.00	\$ 3,800.00	\$ 11,400.00 *	\$ 4,525.00	\$ 13,575.00	\$ 4,000.00	\$ 12,000.00
6	Existing Water Line Connection	2	EA	\$ 1,929.00	\$ 3,858.00	\$ 2,500.00	\$ 5,000.00 *	\$ 2,860.00	\$ 5,720.00	\$ 3,000.00	\$ 6,000.00
7	Metal Tape	1,900	LF	\$ 0.15	\$ 285.00	\$ 0.50	\$ 950.00	\$ 0.15	\$ 285.00	\$ 0.15	\$ 285.00
8	6" x 1" Service Tap & 1" Corp Stop	10	EA	\$ 673.00	\$ 6,730.00	\$ 500.00	\$ 5,000.00	\$ 975.00	\$ 9,750.00	\$ 2,500.00	\$ 25,000.00
<b>TOTAL BASE BID A (Items 1 - 8)</b>					<b>\$ 103,827.00</b>	<b>\$ 91,331.00 *</b>		<b>\$ 109,855.00</b>		<b>\$ 155,335.00</b>	

**BASE BID SCHEDULE B - GROUNDWATER SUPPLY LINE**

**For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:**

				A & M Construction & Utilities 4950 Grisham Dr. Rowlett, TX 75088		ZT Jackson Construction, Inc. 1473 Industrial Loop 287 Breckenridge, TX 76424		Housley Communications, Inc. 3550 S. Bryant Blvd. San Angelo, TX 76903		Quality Excavation, Ltd. 5580 US Hwy 377 Aubrey, TX 76227	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 3,780.00	\$ 3,780.00	\$ 18,000.00	\$ 18,000.00
2	4" DR 18 C900 PVC Water Line	2,350	LF	\$ 25.20	\$ 59,220.00	\$ 24.50	\$ 57,575.00	\$ 26.75	\$ 62,862.50	\$ 31.00	\$ 72,850.00
3	8" Bore & Encasement	50	LF	\$ 93.20	\$ 4,660.00	\$ 300.00	\$ 15,000.00	\$ 240.00	\$ 12,000.00	\$ 156.00	\$ 7,800.00
4	4" Gate Valve	1	EA	\$ 790.00	\$ 790.00	\$ 1,000.00	\$ 1,000.00	\$ 790.00	\$ 790.00	\$ 1,100.00	\$ 1,100.00
5	Existing Water Line Connection	2	EA	\$ 1,489.00	\$ 2,978.00	\$ 2,500.00	\$ 5,000.00	\$ 2,300.00	\$ 4,600.00	\$ 2,000.00	\$ 4,000.00
6	Metal Tape	2,350	LF	\$ 0.15	\$ 352.50	\$ 0.50	\$ 1,175.00	\$ 0.15	\$ 352.50	\$ 0.15	\$ 352.50
<b>TOTAL BASE BID B (Items 1 - 6)</b>					<b>\$ 70,500.50</b>	<b>\$ 84,750.00</b>		<b>\$ 84,385.00</b>		<b>\$ 104,102.50</b>	

<b>TOTAL BASE BID (Base Bid A - Base Bid B)</b>					<b>\$ 174,327.50</b>	<b>\$ 176,081.00</b>		<b>\$ 194,240.00</b>		<b>\$ 259,437.50</b>	
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BASE BID SCHEDULE A - CHUCKWAGON TRAIL WATER LINE				GRod Construction LLC		R & D Burns Brothers, Inc.	
For all Labor, Materials, Equipment, and Incidentals to				889 E. Rock Island Ave.		PO Box 786	
Furnish and Install the Following:				Boyd, TX 76023		Burleson, TX 76097	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 42,000.00	\$ 42,000.00	\$ 10,000.00	\$ 10,000.00
2	6" DR 18 C900 PVC Water Line	1,900	LF	\$ 27.00	\$ 51,300.00	\$ 75.00	\$ 142,500.00
3	14" Bore & Encasement	50	LF	\$ 480.00	\$ 24,000.00	\$ 225.00	\$ 11,250.00
4	6" Gate Valve	1	EA	\$ 1,400.00	\$ 1,400.00	\$ 1,200.00	\$ 1,200.00
5	Fire Hydrant w/ 6" Gate Valve	3	EA	\$ 4,500.00	\$ 13,500.00	\$ 5,000.00	\$ 15,000.00
6	Existing Water Line Connection	2	EA	\$ 4,100.00	\$ 8,200.00	\$ 2,500.00	\$ 5,000.00
7	Metal Tape	1,900	LF	\$ 1.00	\$ 1,900.00	\$ 1.00	\$ 1,900.00
8	6" x 1" Service Tap & 1" Corp Stop	10	EA	\$ 1,150.00	\$ 11,500.00	\$ 650.00	\$ 6,500.00
TOTAL BASE BID A (Items 1 - 8)					\$ 153,800.00	\$ 193,350.00	

BASE BID SCHEDULE B - GROUNDWATER SUPPLY LINE				GRod Construction LLC		R & D Burns Brothers, Inc.	
For all Labor, Materials, Equipment, and Incidentals to				889 E. Rock Island Ave.		PO Box 786	
Furnish and Install the Following:				Boyd, TX 76023		Burleson, TX 76097	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 59,000.00	\$ 59,000.00	\$ 7,500.00	\$ 7,500.00
2	4" DR 18 C900 PVC Water Line	2,350	LF	\$ 21.00	\$ 49,350.00	\$ 55.00	\$ 129,250.00
3	8" Bore & Encasement	50	LF	\$ 350.00	\$ 17,500.00	\$ 200.00	\$ 10,000.00
4	4" Gate Valve	1	EA	\$ 1,100.00	\$ 1,100.00	\$ 900.00	\$ 900.00
5	Existing Water Line Connection	2	EA	\$ 4,100.00	\$ 8,200.00	\$ 2,500.00	\$ 5,000.00
6	Metal Tape	2,350	LF	\$ 1.00	\$ 2,350.00	\$ 1.00	\$ 2,350.00
TOTAL BASE BID B (Items 1 - 6)					\$ 137,500.00	\$ 155,000.00	

TOTAL BASE BID (Base Bid A - Base Bid B)				\$ 291,300.00		\$ 348,350.00	
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## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 11, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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**AGENDA ITEM:**

To consider and act on the attached Dangerous Building Ordinance

**BACKGROUND:**

Per the Texas Local Government Code Section 54.012, municipalities have the authority to adopt, publish, amend, or repeal and may bring a civil action for, among other things, the enforcement of an ordinance relating to dangerously damaged or deteriorated structures or improvements.

Section 214.001 of the Local Government Code gives the City the authority to order the repair, removal, or demolition of a substandard building or structure and to repair, remove, or demolish a substandard structure and assess such costs against property owner or owner of the structure.

The City will be required to appoint a 5 member "Building and Standards Board" to review any and all cases under this ordinance.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

Staff recommends passage of the Ordinance as presented

**EXHIBITS:**

Proposed Ordinance on Dangerous Buildings

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

## ORDINANCE NO. 794-19

**AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, AMENDING CHAPTER 3 (BUILDING REGULATIONS) OF THE CITY OF WILLOW PARK'S CODE OF ORDINANCES BY ADDING AN ARTICLE 3.09 DANGEROUS BUILDINGS; CREATING AND AUTHORIZING A BUILDING AND STANDARDS BOARD; PROVIDING A PENALTY FOR VIOLATIONS OF THIS ORDINANCE IN AN AMOUNT NOT TO EXCEED \$2,000.00; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Willow Park (the "City") has investigated and determined that it would be advantageous and beneficial to the citizens of the City to amend Chapter 3 (Building Regulations) of the City Code of Ordinances by adding an Article 3.09 Dangerous Buildings, as authorized by Texas Local Government Code Chapter 54 and Chapter 214, to regulate substandard, dangerous buildings in the City; and

**WHEREAS**, the City Council of the City of Willow Park finds that this ordinance is necessary to insure the health and safety of, and is in the best interests of, the citizens of Willow Park, Texas;

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

**SECTION I. ENACTMENT.** That Chapter 3, (Building Regulations) is hereby amended by adding and enacting an Article 3.09 to the City of Willow Park Code of Ordinances, regulating dangerous and substandard buildings within the City, such amendment and enactment to read as follows:

### **"ARTICLE 3.09 DANGEROUS BUILDINGS**

#### **Sec. 3.09.001 Definitions**

The words and phrases contained herein shall have the following meanings ascribed to them unless the context states otherwise:

*Abatement.* Any action the city may take on public or private property and any adjacent property as may be necessary to remove or alleviate a nuisance, including, but not limited to, demolition, removal, repair, boarding and securing or replacement of property.

*Administrative enforcement order.* An order issued by the Building and Standards Board, after a hearing, requiring a responsible person to correct a violation, abate a public nuisance, pay civil penalties and administrative costs or take any other action as authorized or required by this Code and applicable state laws and codes. Such term may also include an order authorizing the city to abate a public nuisance or assess a code enforcement lien.

*Building.* Includes, but is not limited to, any building, fence, awning, canopy, sign, shed, garage, house, tent, trailer or other structure whatsoever.

*Building and Standards Board.* A board appointed by the City Council to conduct administrative hearings under this Article as authorized in Local Government Code Chapter 54.

*Code enforcement official.* Any person authorized to enforce violations of this Article or applicable state laws and codes.

*Dangerous building.* Any building that does not comply with the minimum standards as set forth in section 3.09.003 herein.

*Minimum standards.* The minimum standards for continued use and occupancy of a building as set forth in section 3.09.003 herein.

*Owner of record.* Any person, agent, firm, corporation or governmental agency shown to be the owner or owners of a building in:

- (1) The real property, assumed name, or appraisal district records of the county;
- (2) The tax and utility records of the city; or
- (3) The records of the secretary of state.

*Public nuisance.*

- (1) Whatever is dangerous to human life or health; whatever renders the ground, water, air or food hazardous to human life, or health, or that is offensive to the senses; or that is or threatens to become detrimental to the public health; or
- (2) Any building that is a hazard to public health, safety, or welfare.

### **Sec. 3.09.002      Abatement**

(a) It shall be unlawful for any owner, occupant, or other person in control of a building to allow that building to be in a condition that does not conform to the minimum standards, as defined herein.

(b) Any building that does not conform to the minimum standards is hereby declared to be a public nuisance and shall be abated by vacation, relocation of occupants, repair, demolition, or removal, as necessary, upon the issuance of an order to abate issued in accordance with the procedures specified in this article.

### **Sec. 3.09.003      Minimum standards**

A building is considered to be dilapidated, substandard, or unfit for human habitation and a hazard to the public health, safety and welfare, regardless of its date of construction, under any of the following conditions:

- (1) The building or structure has been damaged by fire, earthquake, tornado, wind, flood, vandals or any other cause, to such an extent that the structural strength or stability thereof is subject to partially or fully collapsing.
- (2) The building or structure was constructed or maintained in violation of any provision of the City's adopted building codes, fire code or any other applicable ordinance or law of the City, county, state, or federal government.
- (3) Any wall or other vertical structural members list, lean or buckle to such an extent that a plumb line passing through the center of gravity falls outside of the middle one-third (1/3) of its base.
- (4) The foundation or the vertical or horizontal supporting members are twenty-five (25) percent or more damaged or deteriorated.
- (5) The non-supporting coverings of walls, ceilings, roofs, or floors are fifty (50) percent or more damaged or deteriorated.
- (6) The structure has improperly distributed loads upon the structural members, or they have insufficient strength to be reasonably safe for the purpose used.
- (7) The structure or any part thereof has been damaged by fire, water, earthquake, wind, tornado, vandalism, or other cause to such an extent that it has become dangerous to the public health, safety and welfare.
- (8) A portion of a building or structure remains on a site when construction or demolition work is abandoned.
- (9) A door, aisle, passageway, stairway, fire escape or other means of egress is not of sufficient width or size, or is damaged, dilapidated, obstructed or otherwise unusable, or so arranged so as not to provide safe and adequate means of egress in case of fire or emergency.
- (10) The structure, because of its condition, is unsafe, unsanitary, or dangerous to the health, safety or general welfare of the City's citizens including all conditions conducive to the harboring of rats or mice or other disease carrying animals or insects reasonably calculated to spread disease.
- (11) The structure has been found to contain molds which are known to be harmful to humans, and that remediation of such mold contamination would exceed fifty (50) percent of the value of the structure.
- (12) Whenever the building or structure has been so damaged by fire, wind, tornado,



earthquake or flood, or has become so dilapidated or deteriorated as to become:

- (A) An attractive nuisance to children;
  - (B) A harbor for vagrants, criminals or trespassers; or as to
  - (C) Enable persons to resort thereto for the purpose of committing unlawful acts.
- (13) A portion of the building or member or appurtenance thereof (e.g. porch, chimney, signs) is likely to fall, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
- (14) The building or structure has any portion, member or appurtenance, ornamentation on the exterior thereof which is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of safely resisting wind pressure, snow, ice, or other loads.
- (15) The electrical system is totally or partially damaged, destroyed, removed or otherwise made inoperable, unsafe or hazardous.
- (16) The plumbing system is totally or partially damaged, destroyed, removed or otherwise made inoperable or unsanitary.
- (17) The mechanical system or any portion of the mechanical system is totally or partially damaged, destroyed, removed or otherwise made inoperable or unsafe.
- (18) The building or structure, because of obsolescence, dilapidated condition, deterioration or damage, is detrimental to the sale, loan or taxable values of surrounding properties or which renders such surrounding properties uninsurable or which constitutes a blighting influence upon the neighborhood or which constitutes an eyesore so as to deprive owners or occupants of neighboring property of the beneficial use and enjoyment of their premises or which presents an appearance which is offensive to persons of ordinary sensibilities.
- (19) Any building that is not occupied by its owners, lessees or other invitees and is not secure from unauthorized entry so that it could be entered or used by uninvited persons or children regardless of its structural condition.
- (20) Any building that is boarded up, fenced or secured if:
  - (A) The building constitutes a danger to the public even though secured from entry; or
  - (B) The means used to secure the building are inadequate to prevent unauthorized entry or use of the building.

**Sec. 3.09.004      Authority**

(a) The city manager, or their designee, or any of the city's designated code enforcement officials, including staff members of the code enforcement department ("code enforcement officials") shall have the authority and powers necessary to gain compliance with the provisions of this article. Such powers include the power to issue notices of violation, issue citations, inspect public and private property and use whatever judicial and administrative remedies are available under this article or applicable state laws. The city manager, or their designee, and any code enforcement official are authorized to enter upon any property or premises to ascertain whether the provisions of this article or applicable state codes and statutes are being obeyed, and to make any examinations and surveys as may be necessary in the performance of their enforcement duties. Such duties may include the taking of photographs, samples or other physical evidence

(b) Any code enforcement official shall have the authority to issue citations for any violation of this article. If the person being cited is not present, the code enforcement official may send the citation to the alleged offender by certified mail, return receipt requested. If a person who receives a citation by personal service or as provided under this subsection fails to appear on the return date of the citation, the court may issue a warrant for the person's arrest for the violation described in the citation.

(c) It shall be unlawful for any person to interfere with a code enforcement official in the performance of his or her duties and enforcement under this section.

(d) The city may secure a building that it determines does not meet the minimum standards and is unoccupied or occupied only by persons who do not have a right to possess the building.

(e) Before the 11th day after the date the building is secured, the city shall give notice to the owner of record by:

- (1) Personally serving the owner with written notice;
- (2) Depositing the notice in the United States mail addressed to the owner at the owner's last known post office address;
- (3) Publishing the notice at least twice within a ten-day period in a newspaper of general circulation in the city if personal service cannot be obtained and the owner's post office address is unknown; or
- (4) Posting the notice on or near the front door of the building if personal service cannot be obtained and the owner's post office address is unknown.

(f) The notice shall contain identification of the building and the property on which it is located, a description of the existing violation(s) of the minimum standards, and a statement that the municipality will secure or has secured the building.

(g) The notice shall also state that the owner may request a hearing about any matter related to the city's securing of the building, and that if such a hearing is requested, it shall be held pursuant to Texas Local Government Code sec. 214.0011(e) and heard by the Building and Standards Board.

#### **Sec. 3.09.005 Inspection and notice of abatement**

(a) Inspection. The city manager shall designate a code enforcement official to inspect or cause to be inspected any building the official has probable cause to believe does not meet the minimum standards. If the code enforcement official is unable to obtain permission to search the building from the owner or a person in control of the premises, the city shall apply for an administrative search warrant pursuant to Texas Code of Criminal Procedure Article 18.05 unless an exception to the warrant requirement exists. All inspections, entries, examinations and surveys shall be done in a reasonable manner. If an owner, occupant or agent refuses permission to enter or inspect, a code enforcement officer, first authorized by the city manager, may seek an administrative inspection warrant or search warrant as provided for by Vernon's Ann. C.C.P. art. 18.05.

(b) Determination. After completing the inspection, the inspecting official shall determine if the building is a dangerous building, as defined herein.

(c) Notice of Abatement. After an initial determination that a building is a dangerous building, the inspecting official shall notify the owner of record of the building, by certified mail, return receipt requested, of the nature of the violation(s) of the minimum standards. The inspecting official shall also notify the owner of record of the building that the building is dangerous and that the owner must vacate and/or repair, demolish, or remove the building for the good of the public health, safety and welfare. The notice may also state that civil penalties are being assessed against the property owner for failure to repair, remove, or demolish the building as provided herein. A notice shall be posted on the dangerous building as follows:

“THIS BUILDING IS DANGEROUS ACCORDING TO THE MINIMUM STANDARDS SET FORTH IN THE OFFICIAL CODE OF THE CITY, CHAPTER 3, ARTICLE 3.09 AND THE OWNER MUST REPAIR, DEMOLISH OR REMOVE IT. CONTACT \_\_\_\_\_ AT \_\_\_\_\_ FOR FURTHER INFORMATION.

“DATE \_\_\_\_\_”

(d) Request for public hearing before Building and Standards Board. If the owner does not reply or take action within fifteen (15) days from the date the notice was mailed, the inspecting official may request that a public hearing be held before the Building and Standards Board, as defined in Sec. 3.09.006, to determine whether the building complies with the minimum standards set forth in this article. The city shall then order a public hearing.

- (1) If a public hearing is ordered, the city shall make a diligent effort to discover the identity and address of the owner(s) of record and any lienholders or mortgagees of the building and the underlying property.
- (2) The city shall notify each owner, lienholder, or mortgagee by certified mail, return receipt requested, and notify any unknown owners by posting a copy of the notice on the front door of each improvement situated on the affected property or as close to the front door as practicable that a public hearing will be held in reference to the building and that the interested party may appear at the public hearing, be heard, and present evidence in reference to the condition of the building. The notice shall further advise the owner, lienholder, or mortgagee or unknown owner that he will have the burden of proof at such hearing and will be required to submit at the hearing proof of the scope of any work that may be required to make the building comply with this article and the amount of time it will take to reasonably perform the work.
- (3) The city will publish notice of the public hearing in a newspaper of general circulation in the city. The city may also file a notice of the public hearing in the official public records of real property in the county. The notice must contain the name and address of the owner of the property (if it can be determined from a reasonable search of county records), a legal description of the affected property and a description of the proceeding, including the date, location and time of the public hearing.

**Sec. 3.09.006 Building and Standards Board**

(a) Created. In accordance with Local Government Code, Chapter 54, the city hereby creates the Building and Standards Board consisting of one, five-member panel to be appointed by the city council for a term of two years. The city council may appoint four alternate members to the board to serve in the absence of one or more regular members, as provided by state law. The Building and Standards Board shall conduct its activities and enforce this article in accordance with the provisions of the Local Government Code.

(b) Powers and duties. The Building and Standards Board shall have the power and duty to:

- (1) Require the reduction in occupancy load of an overcrowded structure or vacation of a structure that is hazardous to the health, safety and welfare of the occupants;
- (2) Permit the repair of a substandard structure as an alternative to demolition of the structure; or
- (3) Require the demolition of structures found to be substandard and a public nuisance.
- (4) Require the removal of personalty from a structure ordered vacated or demolished. Removal may be accomplished by use of city forces or a private transfer company if the owner of the personalty is not known, the whereabouts of the owner cannot be ascertained or the owner fails to remove the personalty. The Building and Standards Board may cause any personalty removed to be stored in the care and

custody of a bonded warehouse facility. Cost of removal and storage is the responsibility of the owner of the personalty;

- (5) Require that a vacant structure or vacant portion of a structure constituting a hazard be securely closed and made safe;
- (6) Grant a variance when, in the opinion of the Building and Standards Board, a literal interpretation of the city's housing standards or other regulations would result in an imposition of an unnecessary or unreasonable hardship; and
- (7) Interpret the provisions of this article in a way so as to carry out their intent and purpose and, from time to time, as it deems advisable, make suggestions and recommendations to the city council for improvement of the city's housing standards regulations.

(c) Applicability. This provision applies only to buildings that are considered not to meet the minimum standards defined in Section 3.09.003, herein. This section does not affect the ability of a municipality to proceed under the jurisdiction of the municipal court.

### **Sec. 3.09.007      Order to abate**

(a) If it is found at the public hearing that the building is in violation of the minimum standards, one of the following orders or any combination thereof may be issued by the Building Standards Board:

- (1) An order to secure or vacate the building and relocate occupants; or
- (2) If it is determined that the order provided for in subsection (a)(1) above is not sufficient to protect the public health, safety or welfare, an order may be issued to repair, demolish or remove the building within a reasonable time.
- (3) An order to assess civil penalties against the property owner for failure to repair, remove, or demolish the building.

(b) The city shall promptly mail by certified mail, return receipt requested, a copy of any order issued pursuant to subsection (a) of this section to the owner of record of the building and to any lienholder or mortgagee along with a notice containing an identification of the building and the property on which it is located; a description of the violation(s) of the minimum standards; a statement that the municipality will secure, vacate, repair, remove or demolish the building if the ordered action is not taken by the owner within a reasonable time.

(c) The order shall allow the owner thirty (30) days to complete the ordered action, unless it is determined from the evidence presented at the public hearing that additional time is required. If more than thirty (30) days is allowed to repair, remove or demolish the building, specific time schedules shall be established for the commencement and performance of the work.

(d) The order shall also state that any lienholders or mortgagees of the building and/or the underlying property shall have an additional thirty (30) days to complete the ordered action if the owner fails to comply within the time allotted in subsection (c) above.



(e) The owner, lienholder or mortgagee may not be allowed more than ninety (90) days to complete any part of the work required, remove or demolish the building unless the requirements of Texas Local Government Code Sec. 214.001(k) are met.

**Sec. 3.09.008 Filing and publication of order**

Within then (10) days following the date that an order is issued, the Building and Standards Board shall:

- (1) File a copy of the order in the office of the city secretary; and
- (2) Publish in a newspaper of general circulation in the city a notice containing the following:
  - (A) The street address or legal description of the property;
  - (B) The date the hearing was held;
  - (C) A brief statement indication the results of the hearing and the contents of the order; and
  - (D) Instructions stating where a complete copy of the order may be obtained.

**Sec. 3.09.009 Appeal and Judicial Review.**

Any owner, lienholder or mortgagee of record of a property jointly or severally aggrieved by any order issued under this article shall be entitled to judicial review in district court. A petition must be filed in district court by an owner, lienholder or mortgagee within thirty days after delivery of said order pursuant to Texas Local Government Code Sec. 214.0012

**Sec. 3.09.010 Violation and Penalty**

(a) Criminal penalty. Any person, firm, entity or corporation who violates any provision of this ordinance shall be deemed guilty of a misdemeanor, and upon conviction therefore, shall be fined in a sum not exceeding Two Thousand Dollars (\$2,000.00). Each such person, firm, entity or corporation may be charged with a separate offense for each and every day, or portion thereof, during which any violation of any provision of this ordinance is committed, continued or permitted by such person and shall, upon conviction, be punished accordingly.

(b) Civil violations. In addition to any other remedy provided by this Code, any provision of this Code or applicable state law may be enforced by injunction issued by a court of competent jurisdiction upon a suit brought by the city. As part of a civil action filed to enforce provisions of this Code, a court may assess a maximum civil penalty as allowed by law per violation of this Code or state law for each day during which any person commits, continues, allows or maintains a violation of any provision of this Code or state law.

(c) Recovery of civil penalties. The city manager may collect all civil penalties and related administrative costs by the use of all appropriate legal means, including referral to the city attorney, the recordation of a code enforcement lien pursuant to the procedures set forth in this chapter and state law, and the filing of a court action to recover such penalties and costs.

#### **Sec. 3.09.011      Expense of lien**

(a) If an owner or other interested party does not vacate, secure, repair, remove, demolish, or relocate occupants of a building within the time allotted in an order issued pursuant to this article, the city may take the ordered action at its expense at the direction of the city manager. If the city repairs the building, such repairs shall only be to the extent required to meet minimum standards and only if the building is a residential building with ten (10) or fewer dwelling units.

(b) As an alternative to subsection (a) a civil penalty may be assessed against the property owner for failure to repair, remove or demolish the building. A notice of penalty shall be mailed by certified mail, return receipt requested, to the property owner advising the amount and duration of the penalty, the date on which it is due, and notice that failure to pay said penalty shall result in a lien being placed on the property.

(c) In addition to subsections (a) and (b) above, the city may assess and recover a civil penalty against a property owner at the time of the hearing in front of the Building and Standards Board for violations of this article, pursuant to Texas Local Government Code sec. 214.0015.

(d) Any expenses incurred by the city pursuant to subsection (a) of this section and any civil penalties incurred by the owner pursuant to subsections (b) and (c) of this section will be assessed against the property on which the building stands or stood. The city will have a privileged lien upon filing same in the official public records of the county clerk subordinate only to tax liens against the property unless it is a homestead as protected by the state constitution. Then lien will be extinguished if the property owner or other interested party reimburses the city for all expenses and penalties. ”

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#### **SECTION II. MISCELLANEOUS**

(A) Cumulative Repealer Clause. This ordinance shall be cumulative of all other ordinances of the City, and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this ordinance; provided, however, that any complaint, action, claim or lawsuit that has been initiated or has arisen under or pursuant to any of the ordinances or sections thereof that have been specifically repealed on the date of adoption of this ordinance shall continue to be governed by the provisions of such ordinance or sections thereof and for that purpose the ordinance or sections thereof shall remain in full force and effect.

(B) Severability Clause. If any article, paragraph or subdivision, clause or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than part so decided to be invalid or unconstitutional.

(C) Effective Date. This ordinance shall take effect immediately upon its adoption and publication in accordance with and as provided by Texas law.

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

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

The Willow Park City Council, acting on Ordinance No. \_\_\_\_\_, did on the \_\_\_\_\_ day of June, 2019 vote as follows:

	<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	_____	_____	_____



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 11, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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**AGENDA ITEM:**

To consider and act on Contract with Halff Engineering for Fort Worth Water Project

**BACKGROUND:**

We had previously procured Halff Engineering for the Fort Worth Water Project in accordance with TWDB procurement process. This will execute the Agreement with Halff and will allow them to begin engineering on the project. As with every aspect of the FW Water project, all engineering fees related to this project will be split between Willow Park and Hudson Oaks 52 / 48.

TWDB staff is expected to recommend a funding award to Willow Park for the full amount of approximately \$13.7 Million on July 22, 2019. By executing this contract now, it will allow Halff and Jacob and Martin to begin preliminary engineering activities (surveying, plans, etc.) on the project.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

Staff recommends Council accept the Contract as presented and award Halff Engineering Services Contract for the Fort Worth Water Project.

**EXHIBITS:**

Proposed contract with Halff Engineering

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



INTEGRITY  
EXCELLENCE  
TRUST

June 6, 2019

Mr. Bryan Grimes  
City Administrator  
City of Willow Park  
516 Ranch House Road  
Willow Park, Texas 76087

Re: Water Distribution Improvements

Dear Mr. Grimes:

We have reviewed the bids for the above referenced project. There were six bids received and accepted for two separate bid schedules. Bid Schedule A included looping a line on Chuckwagon Trail and Bid Schedule B included installing a well water supply line. The low bid for the combination of both bid schedules was provided by A&M Construction & Utilities for the total bid amount of \$174,327.50.

We've found no reason to disqualify the low bidder and do not believe that rebidding will result in better pricing at this time. We would recommend award of the total bid to A&M Construction & Utilities for the base bid in the amount of **\$174,327.50**.

Assuming Council concurs, we will begin preparing executable contract documents. Please feel free to contact me if you have any questions or concerns.

Sincerely,

**JACOB | MARTIN**

Derek Turner, P.E.  
Firm No. F-2448

Enclosures



325.695.1070  
817.594.9880



info@jacobmartin.com  
www.jacobmartin.com



3465 Curry Lane  
Abilene, TX 76906

1508 Santa Fe, Suite 203  
Weatherford, TX 76086

TBPE Firm #: 2448

TBAE Firm #: BR 2261

TBPLS Firm #: 10024300 – Abilene

TBPLS Firm #: 10193992 - Weatherford



**BASE BID SCHEDULE A - CHUCKWAGON TRAIL WATER LINE**

**For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:**

				A & M Construction & Utilities 4950 Grisham Dr. Rowlett, TX 75088		ZT Jackson Construction, Inc. 1473 Industrial Loop 287 Breckenridge, TX 76424		Housley Communications, Inc. 3550 S. Bryant Blvd. San Angelo, TX 76903		Quality Excavation, Ltd. 5580 US Hwy 377 Aubrey, TX 76227	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 3,500.00	\$ 3,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,050.00	\$ 5,050.00	\$ 22,000.00	\$ 22,000.00
2	6" DR 18 C900 PVC Water Line	1,900	LF	\$ 35.25	\$ 66,975.00	\$ 24.99	\$ 47,481.00	\$ 32.00	\$ 60,800.00	\$ 40.00	\$ 76,000.00
3	14" Bore & Encasement	50	LF	\$ 173.90	\$ 8,695.00	\$ 300.00	\$ 15,000.00	\$ 275.00	\$ 13,750.00	\$ 255.00	\$ 12,750.00
4	6" Gate Valve	1	EA	\$ 953.00	\$ 953.00	\$ 1,500.00	\$ 1,500.00	\$ 925.00	\$ 925.00	\$ 1,300.00	\$ 1,300.00
5	Fire Hydrant w/ 6" Gate Valve	3	EA	\$ 4,277.00	\$ 12,831.00	\$ 3,800.00	\$ 11,400.00 *	\$ 4,525.00	\$ 13,575.00	\$ 4,000.00	\$ 12,000.00
6	Existing Water Line Connection	2	EA	\$ 1,929.00	\$ 3,858.00	\$ 2,500.00	\$ 5,000.00 *	\$ 2,860.00	\$ 5,720.00	\$ 3,000.00	\$ 6,000.00
7	Metal Tape	1,900	LF	\$ 0.15	\$ 285.00	\$ 0.50	\$ 950.00	\$ 0.15	\$ 285.00	\$ 0.15	\$ 285.00
8	6" x 1" Service Tap & 1" Corp Stop	10	EA	\$ 673.00	\$ 6,730.00	\$ 500.00	\$ 5,000.00	\$ 975.00	\$ 9,750.00	\$ 2,500.00	\$ 25,000.00
<b>TOTAL BASE BID A (Items 1 - 8)</b>					<b>\$ 103,827.00</b>	<b>\$ 91,331.00 *</b>		<b>\$ 109,855.00</b>		<b>\$ 155,335.00</b>	

**BASE BID SCHEDULE B - GROUNDWATER SUPPLY LINE**

**For all Labor, Materials, Equipment, and Incidentals to  
Furnish and Install the Following:**

				A & M Construction & Utilities 4950 Grisham Dr. Rowlett, TX 75088		ZT Jackson Construction, Inc. 1473 Industrial Loop 287 Breckenridge, TX 76424		Housley Communications, Inc. 3550 S. Bryant Blvd. San Angelo, TX 76903		Quality Excavation, Ltd. 5580 US Hwy 377 Aubrey, TX 76227	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 3,780.00	\$ 3,780.00	\$ 18,000.00	\$ 18,000.00
2	4" DR 18 C900 PVC Water Line	2,350	LF	\$ 25.20	\$ 59,220.00	\$ 24.50	\$ 57,575.00	\$ 26.75	\$ 62,862.50	\$ 31.00	\$ 72,850.00
3	8" Bore & Encasement	50	LF	\$ 93.20	\$ 4,660.00	\$ 300.00	\$ 15,000.00	\$ 240.00	\$ 12,000.00	\$ 156.00	\$ 7,800.00
4	4" Gate Valve	1	EA	\$ 790.00	\$ 790.00	\$ 1,000.00	\$ 1,000.00	\$ 790.00	\$ 790.00	\$ 1,100.00	\$ 1,100.00
5	Existing Water Line Connection	2	EA	\$ 1,489.00	\$ 2,978.00	\$ 2,500.00	\$ 5,000.00	\$ 2,300.00	\$ 4,600.00	\$ 2,000.00	\$ 4,000.00
6	Metal Tape	2,350	LF	\$ 0.15	\$ 352.50	\$ 0.50	\$ 1,175.00	\$ 0.15	\$ 352.50	\$ 0.15	\$ 352.50
<b>TOTAL BASE BID B (Items 1 - 6)</b>					<b>\$ 70,500.50</b>	<b>\$ 84,750.00</b>		<b>\$ 84,385.00</b>		<b>\$ 104,102.50</b>	

<b>TOTAL BASE BID (Base Bid A - Base Bid B)</b>					<b>\$ 174,327.50</b>	<b>\$ 176,081.00</b>		<b>\$ 194,240.00</b>		<b>\$ 259,437.50</b>	
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BASE BID SCHEDULE A - CHUCKWAGON TRAIL WATER LINE				GRod Construction LLC		R & D Burns Brothers, Inc.	
For all Labor, Materials, Equipment, and Incidentals to				889 E. Rock Island Ave.		PO Box 786	
Furnish and Install the Following:				Boyd, TX 76023		Burleson, TX 76097	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 42,000.00	\$ 42,000.00	\$ 10,000.00	\$ 10,000.00
2	6" DR 18 C900 PVC Water Line	1,900	LF	\$ 27.00	\$ 51,300.00	\$ 75.00	\$ 142,500.00
3	14" Bore & Encasement	50	LF	\$ 480.00	\$ 24,000.00	\$ 225.00	\$ 11,250.00
4	6" Gate Valve	1	EA	\$ 1,400.00	\$ 1,400.00	\$ 1,200.00	\$ 1,200.00
5	Fire Hydrant w/ 6" Gate Valve	3	EA	\$ 4,500.00	\$ 13,500.00	\$ 5,000.00	\$ 15,000.00
6	Existing Water Line Connection	2	EA	\$ 4,100.00	\$ 8,200.00	\$ 2,500.00	\$ 5,000.00
7	Metal Tape	1,900	LF	\$ 1.00	\$ 1,900.00	\$ 1.00	\$ 1,900.00
8	6" x 1" Service Tap & 1" Corp Stop	10	EA	\$ 1,150.00	\$ 11,500.00	\$ 650.00	\$ 6,500.00
TOTAL BASE BID A (Items 1 - 8)					\$ 153,800.00	\$ 193,350.00	

BASE BID SCHEDULE B - GROUNDWATER SUPPLY LINE				GRod Construction LLC		R & D Burns Brothers, Inc.	
For all Labor, Materials, Equipment, and Incidentals to				889 E. Rock Island Ave.		PO Box 786	
Furnish and Install the Following:				Boyd, TX 76023		Burleson, TX 76097	
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total
1	Mobilization, Bond, and Insurance	1	LS	\$ 59,000.00	\$ 59,000.00	\$ 7,500.00	\$ 7,500.00
2	4" DR 18 C900 PVC Water Line	2,350	LF	\$ 21.00	\$ 49,350.00	\$ 55.00	\$ 129,250.00
3	8" Bore & Encasement	50	LF	\$ 350.00	\$ 17,500.00	\$ 200.00	\$ 10,000.00
4	4" Gate Valve	1	EA	\$ 1,100.00	\$ 1,100.00	\$ 900.00	\$ 900.00
5	Existing Water Line Connection	2	EA	\$ 4,100.00	\$ 8,200.00	\$ 2,500.00	\$ 5,000.00
6	Metal Tape	2,350	LF	\$ 1.00	\$ 2,350.00	\$ 1.00	\$ 2,350.00
TOTAL BASE BID B (Items 1 - 6)					\$ 137,500.00	\$ 155,000.00	

TOTAL BASE BID (Base Bid A - Base Bid B)				\$ 291,300.00		\$ 348,350.00	
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## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 11, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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### AGENDA ITEM:

To consider and act on a Resolution adopting a Chapter 380 Program

### BACKGROUND:

Chapter 380 of the Local Government Code authorizes municipalities to offer incentives designed to promote economic development such as commercial and retail projects. Specifically, it provides for offering loans and grants of city funds or services at little or no cost to promote state and local economic development and to stimulate business and commercial activity. This is a common practice for several municipalities, especially in lieu of any 4A or 4B funding.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends Council “Move to approve a resolution adopting a Chapter 380 Program as presented.”

### EXHIBITS:

Chapter 380 Resolution

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

**RESOLUTION NO. 2019-04**

**A RESOLUTION ADOPTING AN ECONOMIC DEVELOPMENT PROGRAM PURSUANT TO TEXAS LOCAL GOVERNMENT CODE CHAPTER 380**

**WHEREAS**, Texas Local Government Code Chapter 380 provides that a municipality may establish an economic development program to promote state or local economic development and to stimulate business and commercial activity in the municipality; and

**WHEREAS**, pursuant to Texas Local Government Code Chapter 380, the City of Willow Park desires to establish an Economic Development Program.

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

**Section 1.**

Pursuant to Texas Local Government Code Chapter 380, the City of Willow Park adopts an Economic Development Program (the "Program") to facilitate and diversify economic development and redevelopment within the City; to promote sound growth of the City and minimize conditions of economic blight which pose a danger to public health, safety, morals or welfare; to reduce unemployment; to improve and diversify a base of revenue for the City; and to improve the quality of life for all its residents. To accomplish these goals, the City hereby adopts and establishes the following programs and economic incentives:

- A. Ad valorem tax abatement, in accordance with State law and policies that may be adopted by the City Council;
- B. Reinvestment Zone incentives as provided in the Texas Tax Code, Chapters 311 and 312;
- C. Enterprise Zone incentives as provided in Texas Government Code, Chapter 2303;
- D. Loans, grants, assistance and contracts as provided in the Texas Constitution, Article III, Section 52-a, and Texas Local Government Code Chapter 380; and
- E. Any other programs or incentives that may be established in the future by law or by the City Council of the City of Willow Park to accomplish the goals of the City as set forth above.

**Section 2.**

The Program established by this resolution shall be administered under the authority, and subject to the discretion, of the City Council.

**Section 3.**

Any requests or applications submitted pursuant to the Program shall be evaluated, approved and/or denied in accordance with policies adopted by the City Council from time to time or, in the absence of any such applicable policy statement, upon a case-by-case basis.

**PASSED AND APPROVED** on this 11<sup>th</sup> day of June, 2019.

**ATTEST:**

\_\_\_\_\_  
**DOYLE MOSS**, Mayor

\_\_\_\_\_  
**ALICIA SMITH**, City Secretary



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 11, 2019	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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**AGENDA ITEM:**

Discussion and take action on an Ordinance establishing a 2<sup>nd</sup> Regular Meeting Date for Willow Park City Council

**BACKGROUND:**

As in other communities, General Law Type A cities have established a 2<sup>nd</sup> Regular City Council Meeting for a number of reasons, including urgency of time sensitive issues, does not require a super majority for Council action, and reduces the need to for “Called Meetings”. While a potential 2<sup>nd</sup> Regular City Council meeting sets a date, time, and place like the current Regular Meeting, it can be cancelled if no business is necessary at that time.

As a side note, our neighbor, Hudson Oaks, has a 2<sup>nd</sup> Called meeting that is rarely used, but is available should the need arise.

Staff recommends that the 2<sup>nd</sup> Regular City Council Meeting to be held on the 4<sup>th</sup> Tuesday of the month, at 7:00 PM, at the Willow Park City Hall.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

Pass Ordinance Establishing a 2<sup>nd</sup> Called Meeting for the Willow Park City Council

**EXHIBITS:**

Ordinance Establishing 2<sup>nd</sup> Called Meeting for the Willow Park City Council

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



## **ORDINANCE NO. 793-19**

**AN ORDINANCE AMENDING SECTION 1.03.031 OF THE CITY OF WILLOW PARK CODE OF ORDINANCES TO PROVIDE FOR A SECOND REGULAR MEETING OF THE CITY COUNCIL TO BE HELD ON THE FOURTH TUESDAY OF EACH MONTH; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Section 1.03.031 currently provides that the City Council of the City of Willow Park shall hold at least one (1) regular meeting each month; and

**WHEREAS**, the City Council desires to add a second regular monthly meeting of the City Council, such meeting to be held on the Fourth Tuesday of each month;

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

**Section 1:** Section 1.03.031 of the Code of Ordinances is hereby amended to provide for a second regular monthly meeting of the City Council, such meeting to be held on the Fourth Tuesday of each month, such amendment to read in its entirety as follows:

**“Sec. 1.03.031 Time and place; rules of procedure**

The city council shall hold two (2) regular meetings each month and may hold as many special meetings as may be necessary to conduct city business. The first regular monthly meeting of the city council shall normally be held on the second (2nd) Tuesday of each month, at 7:00 p.m. in the municipal complex of the city. The second regular monthly meeting of the city council shall normally be held on the fourth (4<sup>th</sup>) Tuesday of each month, at 7:00 p.m. in the municipal complex of the city. The mayor or the city council shall retain the right to convene for only one (1) regular meeting in any month should they so desire or should circumstances so warrant. The mayor or the city council shall retain the right to change such regular monthly meeting dates in the event of a conflict with holiday schedules or other appropriate circumstances. The mayor, of his or her own motion, or on the application of three (3) councilmembers may call special meetings by notice to each member of the city council, the city secretary and the city attorney. Notice of all meetings shall be posted in accordance with the Texas Open Meeting Law. The procedure at all meetings of the city shall be in accordance with the provisions of the latest edition of Roberts Rules of Order.”

**Section 2:** The City Council of the City of Willow Park declares that any prior ordinance or any provision in any prior ordinance, as may be applicable, is hereby repealed to the extent that such ordinance or provision of an ordinance conflicts or contradicts the amendments and provisions enacted herein.

**Section 3:** It is hereby declared to be the intention of the City Council of the City of Willow Park that if any phrase, sentence, section, or paragraph of this Ordinance shall be declared unconstitutional or otherwise invalid by final judgment of a court of competent jurisdiction such unconstitutionality or invalidity shall not affect any of the remainder of this Ordinance since the same would have been enacted by the City Council without the incorporation of the unconstitutional or invalid phrase, sentence, section or paragraph.

**Section 4:** This Ordinance shall become effective after enactment as provided by State law.

**PASSED, APPROVED AND ADOPTED** on this the 11<sup>TH</sup> day of June, 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. 793-19, did on the 11<sup>TH</sup> day of June, 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	_____	_____	_____