



**City of Willow Park
Special Council Meeting Agenda
Municipal Complex
516 Ranch House Rd, Willow Park, TX 76087
Tuesday, March 27, 2018 at 7:00 p.m.**

Section I – Presentations

- 1. Call to Order**
- 2. Determination Of Quorum**

Section II – General Items

3. Receive and accept petition requesting annexation of a 44.99 acre tract of land, situated in the Wesley Franklin Survey, Abstract No. 468, Parker County Texas, owned by Willow Park Baptist Church of Texas; Willow Park Services, LLC; and Willow Park Professional Plaza, Ltd. located south of Crown Road and adjacent to the City of Willow Park Wastewater Treatment Plant.
4. Discussion/Action: To consider and adopt Resolution No. 05-2018, setting two (2) public hearings for April 17, 2018 at 7:00 P.M. and 7:15 P.M. Regarding the voluntary annexation of property located south of Crown Road and adjacent to the City of Willow Park Wastewater Treatment Plant.

Section VI – Adjournment

- 5. 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 March 22, 2018 at 5:00 p.m.

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

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.



CITY COUNCIL BRIEFING SHEET

Meeting Date:	Department:	Presented By:
March 27, 2018	Development Services	Betty Chew

AGENDA ITEM:

Receive and accept a petition requesting annexation of a 44.99 acre tract of land located south of Crown Road and adjacent to the Wastewater Treatment Plant.

BACKGROUND:

The Willow Park Baptist Church submitted a petition for annexation of this 44.99 acre tract of land to the City in October 2015. The City Council tabled action on the request and the annexation was not completed within the 90 day time period as required by the Texas Local Government Code, Chapter 43 Municipal Annexation, Sec. 43.064.

The property owners have submitted a new petition requesting voluntary annexation of this 44.99 acre tract of land adjacent to the City of Willow Park and located in the City's extraterritorial jurisdiction (ETJ).

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends the City Council accept the petition and adopt Resolution No. 05-2018, setting two (2) public hearings for April 17, 2018 at 7:00 P.M. and 7:15 P.M. in the Council Chambers, 516 Ranch House Road, Willow Park, Texas.

EXHIBITS:

Petition for annexation
Annexation Map
Annexation Calendar
Resolution No. 05-2018

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

State of Texas)(
)(
County of Parker)(

Petition for Annexation

**Presented to the City of Willow Park,
Parker County, Texas**

We, Clark Boshier, Senior Pastor of Willow Park Baptist Church of Texas; Jim Martin, Member of Willow Park Services, LLC; and Louie Lu, Manager of Willow Park Professional Plaza, Ltd. do state and certify that Willow Park Baptist Church, Willow Park Services, LLC, and Willow Park Professional Plaza, Ltd., are the sole owners of that certain 44.99 acre tract of land, further described herein by metes and bounds, and do hereby petition to the City of Willow Park, Parker County, Texas for annexation of said tract, which is less than one-half (1/2) mile in width, contiguous to the municipal boundary of the City of Willow Park, within its exclusive extraterritorial jurisdiction, and upon which fewer than three qualified voters reside, by filing said Petition with the City. The 44.99 acre tract of land is further described as follows:

Being a 44.99 acre tract of land situated in the Wesley Franklin Survey, Abstract No. 468, Parker County, Texas and being a portion of the Willow Park Baptist Church of Texas tract as recorded in Volume 2896, Page 403, Deed Records Parker County, Texas; a portion of the Willow Park Services tract as recorded in County Clerk Document #201610372, Deed Records Parker County, Texas; and all of the Willow Park professional Plaza, Ltd. tract as recorded in County Clerk Document #201603288, Deed Records Parker County, Texas, said 44.99 acres being more particularly described by metes and bounds as follows:

Beginning at a point in the approximate centerline of Clear Fork Trinity River for the northeast corner of Lot 1, Block A, The Village at Crown Park, an addition to the City of Willow Park as recorded in Cabinet D, Slide 195, Plat Records Parker County, Texas;

Thence South 56°58'06" West with the north line of said Lot 1, Block A, a distance of 599.53 feet to a point for the southeast corner of that certain 10.10 acre tract annexed into the City of Willow Park, Texas by ordinance 659-13, dated February 26, 2013;

Thence North 42°30'00" West a distance of 628.93 feet to a point;

Thence South 47°30'00" West a distance of 517.53 feet to a point;



Thence South 42°30'00" East a distance of 399.43 feet to a point;

Thence South 86°43'19" West a distance of 847.12 feet to a point;

Thence South 33°01'54" East a distance of 401.57 feet to a point for the southwest corner of said 10.10 acre annexation, said point being in the north line of Lot 1, Block A, Crown Pointe Addition, an addition to the City of Willow Park as recorded in Cabinet D, Slide 73, Plat Records Parker County Texas;

Thence South 58°26'06" West with the north line of said Lot 1, Block A, Crown Pointe Addition a distance of 261.68 feet to a point for the intersection of said north line and the existing City of Willow Park corporate boundary line;

Thence North 33°48'51" West with the existing corporate boundary line a distance of 586.28 feet to a point;

Thence North 04°48'59" West, continuing with the existing corporate boundary line a distance of 1416.06 feet to a point in the south line of Crown Road and the north line of said Willow Park Baptist Church tract;

Thence North 89°00'36" East with the south line of Crown Road a distance of 392.47 feet to a point for the northwest corner of the City of Willow Park tract acquired by condemnation June 20, 1996;

Thence South 00°24'40" West with said City of Willow Park tract a distance of 501.31 feet to a point;

Thence South 44°00'30" East, continuing with said City of Willow Park tract, a distance of 192.91 feet to a point;

Thence North 87°52'19" East, continuing with said City of Willow Park tract a distance of 269.19 feet to a point;

Thence North 88°07'29" East, continuing with said City of Willow Park tract a distance of 130.74 feet to a point;

Thence North 00°24'24" East, continuing with said City of Willow Park tract a distance of 635.03 feet to a point in the south line of Crown Road for the northeast corner of said City of Willow Park tract;

Thence North 89°00'37" East with the south line of Crown Road a distance of 170.53 feet to a point in the approximate centerline of the Clear Fork Trinity River for the northeast corner of said Willow Park Baptist Church tract;

Thence with the approximate centerline of the Clear Fork Trinity River and east line of said Willow Park Baptist Church tract the following calls;

South 11°03'45" East, 47.28 feet;

North 89°40'13" West, 32.53 feet;

South 14°41'36" West, 57.57 feet;

South 84°21'42" East, 338.86 feet;

South 35°37'04" East, 169.13 feet;

South 63°27'11" East, 213.66 feet;

South 10°42'27" West, 179.00 feet;

South 48°48'55" East, 181.64 feet;

North 71°14'08" East, 225.01 feet;

South 72°01'15" East, 133.71 feet;

South 40°27'12" East, 215.16 feet;

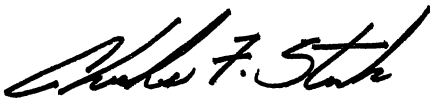
South 35°12'35" East a distance of 112.05 feet to the Point of Beginning and Containing 1,959,642 square feet, 44.99 acres of land, more or less.

Signed, acknowledged and executed this the 13 day of MARCH, 2018.

Willow Park Baptist Church of Texas

Willow Park Services, LLC

Willow Park Professional Plaza, Ltd.

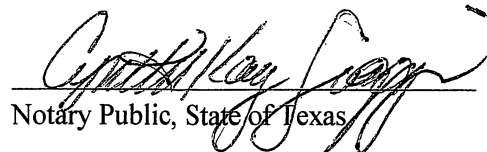


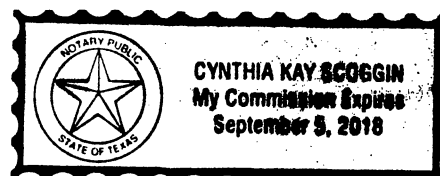
By: Charles F. Stark, Authorized Representative

Before me this the 13th day of MARCH, 2018 appeared Charles F. Stark, PE, Managing Principal of Barron-Stark Engineers, LP, who swears that he is in the capacity stated herein, and with the authority to sign, execute and bind Willow Park Baptist Church of Texas, Willow Park Services, LLC, and Willow Park Professional Plaza, Ltd. as set forth in said Petition; subscribed to and sworn before me, the undersigned authority, to certify which witness my hand and seal of office.

My Commission Expires:

SEPTEMBER 5, 2018


Notary Public, State of Texas



**Willow Park Baptist Church
129 S. Ranch House Road
Willow Park, Texas 76008**

January 22, 2018

Honorable Mayor & City Council
City of Willow Park
516 Ranch House Road
Willow Park, TX 76087

Re: Voluntary Zoning and Annexation Application
Land Owned by: Willow Park Baptist Church

Mayor & Council:

Please accept this letter as authorization for Barron-Stark Engineers, LP to submit and process a voluntary annexation and zoning request for land owned by Willow Park Baptist Church situated in Crown Pointe Addition, Wesley Franklin Survey Abstract No 468, City of Willow Park, Texas

I may be reached at 817-441-1596 if there are any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Clark Boshier". The signature is fluid and cursive, with the first name "Clark" being more prominent than the last name "Boshier".

Clark Boshier
Sr. Pastor

**Willow Park Services, LLC
PO Box 1840
Aledo, Texas 76008**

January 22, 2018

Honorable Mayor & City Council
City of Willow Park
516 Ranch House Road
Willow Park, TX 76087

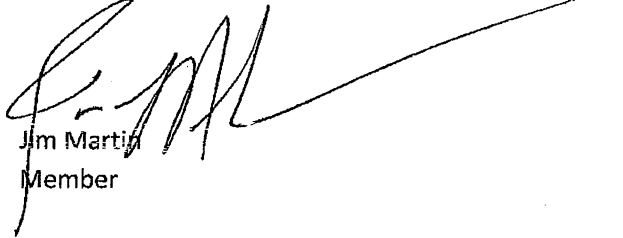
Re: Voluntary Zoning and Annexation Application
Land Owned by: Willow Park Services, LLC

Mayor & Council:

Please accept this letter as authorization for Barron-Stark Engineers, LP to submit and process a voluntary annexation and zoning request for land owned by Willow Park Services, LLC situated in Crown Pointe Addition, Wesley Franklin Survey Abstract No 468, City of Willow Park, Texas

I may be reached at 817-538-6846 if there are any questions.

Sincerely,



Jim Martin
Member

Willow Park Professional Plaza, LTD.

365 Miron Drive, Suite A

Southlake, Texas 76092

January 22, 2018

Honorable Mayor & City Council

City of Willow Park

516 Ranch House Road

Willow Park, TX 76087

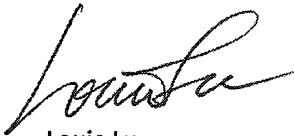
Re: Voluntary Zoning and Annexation Application
Land Owned by: Willow Park Professional Plaza

Mayor & Council:

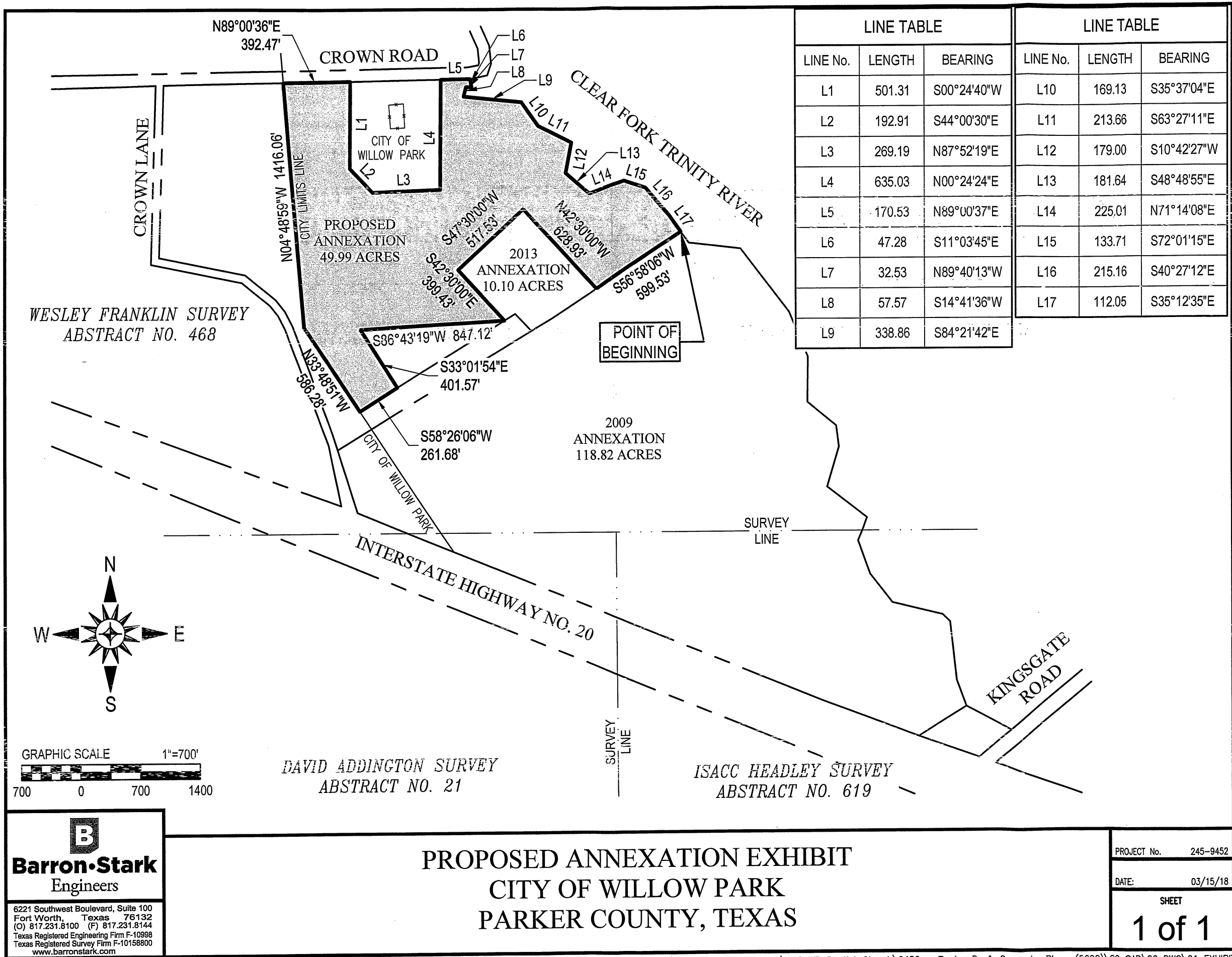
Please accept this letter as authorization for Barron-Stark Engineers, LP to submit and process a voluntary annexation and zoning request for land owned by Willow Park Professional Plaza, LTD. situated in Crown Pointe Addition, Wesley Franklin Survey Abstract No 468, City of Willow Park, Texas

I may be reached at 817-944-7681 if there are any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Louie Lu', is written over a horizontal line.

Louie Lu
Manager



44.99 ACRES WESLEY FRANKLIN SURVEY, ABSTRACT NO. 468, PARKER COUNTY, TEXAS

**Annexation of Area Exempt
From the Annexation Plan Requirement (Including Annexation on Petition of Area Landowners
or Voters)¹**

Note: Prior to any other action, the city must determine whether an area is subject to the requirements of Section 43.016 – required offer of development agreement (see detailed discussion above), and must comply with those requirements if so. N/A

- March 22: Post notice to receive and accept petition under Open Meetings Act.
- March 27: City Council Receives and Accepts Petition.
- March 30: Publish notice of both hearings. §43.063. Obtain required affidavit of publication from newspaper.
- March 30: Post notice of public hearings on Internet Web site, if city has an Internet Web site. §43.063(c).
- Send written notice to each public school district in the area to be annexed. §43.905.
- Send written notice to railroads with right-of-way in area to be annexed. §43.063(c).
- Send written notice to “public entities” as added by S.B. 6 (2017). §43.9051(c).
- April 12: Post notice of public hearings under Open Meetings Act.
- April 17: Hold both public hearings. §43.063.
- May 3: Post notice of annexation ordinance adoption under Open Meetings Act.
- May 8: Adopt Annexation Ordinance (Institution of Proceedings—proceedings are instituted and completed at same time in city that only requires one reading).²

Annexation Completed 43 Days

¹ Annexation by petition obviously would first require the submission of a petition prior to commencing the process.

² Prior to beginning the process shown by this calendar, a city must prepare a service plan that details the specific services that will be provided to the area after it has been annexed. TEX. LOC. GOV'T CODE §43.065(a). The service plan should be available for inspection at the public hearings. Also, the internal procedures of the city are not included here, such as giving notice of, and passing, the ordinance calling the public hearings and preparing a metes and bounds description of the area to be annexed.

³ Following the adoption of the annexation ordinance, the city must send notice to appropriate federal, state, and local agencies and service providers. See “Other Matters Affecting All Annexations.”

**RESOLUTION SETTING A PUBLIC HEARING ON A PROPOSED
ANNEXATION**

RESOLUTION NO. 05-2018

A RESOLUTION SETTING A DATE, TIME, AND PLACE FOR TWO PUBLIC HEARINGS ON THE PROPOSED ANNEXATION OF CERTAIN PROPERTY BY THE CITY OF WILLOW PARK, TEXAS, AND AUTHORIZING AND DIRECTING THE MAYOR TO PUBLISH NOTICE OF SUCH PUBLIC HEARING.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS:

SECTION 1. On the 17th day of April, 2018, at 7:00 P.M. and 7:15P.M. in the City Council Chamber of the City Hall of the City of Willow Park, Texas, the City Council will hold public hearings giving all interested persons the right to appear and be heard on the proposed annexation by the City of Willow Park, Texas of the following described property, to-wit:

44.99 acre tract, situated in the Wesley Franklin Survey, Abstract No. 468, Parker County, Texas, owned by Willow Park Baptist Church, Willow Park Services, LLC., and Willow Park Professional Plaza, Ltd, located adjacent to the City of Willow Park Wastewater Treatment Plant.

SECTION 2. The Mayor of the City of Willow Park, is hereby authorized and directed to cause notice of such public hearings to be published once in a newspaper having general circulation in the city and in the above described territory not more than twenty days nor less than ten days prior to the date of such public hearing, in accordance with the Municipal Annexation Act.

PASSED AND APPROVED this the 27th day of March, 2018.

Doyle Moss, Mayor

ATTEST:

Alicia Smith TRMC, City Secretary