



**City of Willow Park  
City Council  
Regular Meeting  
City Hall  
101 Stagecoach Trail, Willow Park, TX 76087  
Tuesday, January 12, 2016 at 7:00 p.m.  
Minutes**

**Section I – Presentations**

**1. Call to Order**

Mayor Neverdousky called the meeting to order at 7:04 p.m.

**2. Determination Of Quorum**

Mayor Richard Neverdousky  
Councilmember Brian Thornburg  
Councilmember Gene Martin  
Councilmember Greg Runnebaum  
Councilmember James Mullins  
Councilmember Tim Griffiths

Staff Present:  
City Administrator Matt Shaffstall  
City Attorney Rider Scott  
City Secretary Josh Armstrong

**3. Invocation & Pledge of Allegiance**

Mayor Neverdousky started off the meeting with the invocation and by leading the room in the Pledge of Allegiance.

**4. Special Recognitions**

\*\*\*No Special Recognitions

**5. Citizen Presentations & Public Comment**

\*\*\*No Citizen Presentations

**Section II – Consent Agenda**

**6. Approve and Act on Consent Agenda**

**A. Approve City Council Meeting Minutes – November 19, 2015**

**B. Approve City Council Meeting Minutes – December 10, 2015**

\*\*\*Councilmember Martin made a motion to approve the consent agenda.

Seconded by Councilmember Griffiths

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

**Section III – Planning & Development**

- 7. Discussion Only: Hold Public Hearing on Extra Territorial Jurisdiction (ETJ) boundary adjustment with the City of Annetta North regarding property in McDavid Estates subdivision, along Jenkins Road, and the West Oak subdivision.**

A. Open Public Hearing @ 7:08 p.m.

B. Close Public Hearing @ 7:20 p.m.

\*\*\*Discussion Only

- 8. Discussion/Action: Take Action on a Developer's Agreement with Parker County Holdings LLC related to the development of a residential sub-division known as Meadow Place Estates.**

\*\*\*Mayor Neverdousky recessed to executive session at 7:21 p.m.

\*\*\*Mayor Neverdousky reconvened the meeting at 7:51 p.m.

\*\*\*No action taken

- 9. Discussion/Action: Hold Public Hearing and make a Recommendation on a Final Plat for Meadow Place Estates, 39.12 acres further described as a tract of land situated in the John Forman Survey, Abstract No. 471, City of Willow Park, Parker County, Texas and being a portion of Lot 1, Block 2 Trinity Meadows, an addition to the City of Willow Park, Texas, located just west of Stage Coach Estates and south of Sam Bass Road & east of Kings Gate Road.**

A. Open Public Hearing @ 7:53 p.m.

B. Close Public Hearing @ 8:11 p.m.

C. Take Action

\*\*\*Councilmember Martin made a motion to disapprove the current final plat for Meadows Place Estates until certain technical issues are resolved. The council agrees to waive any and all refiling fees for 120 days and allow resubmittal directly to the city council rather than through the planning and zoning commission.

Seconded by Councilmember Mullins

Aye votes: Councilmembers Thornburg, Martin, Mullins and Griffiths

Nay votes: Councilmember Runnebaum

Motion passed with a vote of 4-1

- 10.** Discussion/Action: Hold Public Hearing and take action of Ordinance 725-16 on a Rezoning request for an approximate 2.02 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, to change from R-1 Residential to C-Commercial zoning district, located at approximately 401 Crown Pointe Blvd. more commonly known as the Medical Office Site.

- A. Open Public Hearing @ 8:17 p.m.
- B. Close Public Hearing @ 8:21 p.m.
- C. Take Action

\*\*\*Councilmember Thornburg made a motion to approve Ordinance 725-16 with removal of any mention of "A.22. Diagnostic and Treatment Healthcare Facility or Assisted Living Facility," and adding language for the effective date to include an update to the zoning map.

Seconded by Councilmember Griffiths

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

- 11.** Discussion/Action: Hold Public Hearing and take action of Ordinance 726-16 on a Rezoning for an approximate 12.60 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, to change from C – Commercial to PD-Planned Development zoning district, located at approximately 400 Crown Lane more commonly known as the Senior Living Campus.

- A. Open Public Hearing @ 8:24 p.m.
- B. Close Public Hearing @ 8:35 p.m.
- C. Take Action

\*\*\*Councilmember Thornburg made a motion to direct staff to draft and submit a letter of compliance to the applicant regarding land use as a diagnostic or treatment healthcare facility or assisted living facility in the current "C" commercial zoning.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Thornburg, Runnebaum, Mullins and Griffiths

Abstain: Councilmember Martin

Motion passed with a vote of 4-0

- 12.** Discussion/Action: Hold Public Hearing and take action on a Right of Way Dedication for the extension of Crown Pointe Boulevard for an approximate 44.99 acre tract, more or less, 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 recorded in Volume 2896, Page 403, Deed Records Parker County, Texas, more commonly known as the Willow Park Baptist New Campus Site.

- A. Open Public Hearing @ 8:37 p.m.
- B. Close Public Hearing @ 8:38 p.m.
- C. Take Action

\*\*\*Combined with item 13

- 13.** Discussion/Action: Hold Public Hearing and take action on a Right of Way Dedication for the extension of Crown Pointe Boulevard for an approximate 7.220 acre tract, more or less, situated in the Wesley Franklin Survey, Abstract No. 468, Parker County, Texas, owned by the City with a street address of 30 Crown Road, Willow Park, Parker County, Texas more commonly known as the City of Willow Park Existing Wastewater Treatment Plant Site.
- A. Open Public Hearing @ 8:41 p.m.
  - B. Close Public Hearing @ 8:43 p.m.
  - C. Take Action

\*\*\*Councilmember Runnebaum made a motion to that the City of Willow Park, Texas, accept the dedication of that certain 1.154 acre tract of land, more or less, and that certain 1.277 acre tract of land, more or less from the Willow Park Baptist Church to the city for the use of road right of way.

Seconded by Councilmember Martin

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

#### **Section IV- Public Works Items**

- 14.** Discussion/Action: Schedule Town Hall meet to discuss future wastewater treatment plant locations on Thursday, March 3, 2016 at 7 p.m. at Willow Park Baptist Church, 129 S. Ranch House Road.

\*\*\*Councilmember Runnebaum made a motion to schedule Town Hall meet to discuss future wastewater treatment plant locations on Thursday, March 3, 2016 at 7 p.m. at Willow Park Baptist Church, 129 S. Ranch House Road.

Seconded by Councilmember Griffiths

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

#### **Section V- General Items**

- 15.** Discussion/Action: Receive Financial and Investment Report.

\*\*\*Report received

- 16.** Discussion/Action: Act on agreement with STW for Accounting Software Conversion.

\*\*\*Councilmember Mullins made a motion to allow the mayor and city administrator to enter into an agreement with STW for accounting software conversion.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

- 17.** Discussion/Action: Act of Interlocal agreement with Parker County for use of digital radios.

\*\*\*Councilmember Martin made a motion to authorize the mayor to sign the interlocal agreement with Parker County for use of digital radios.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

**18. Discussion/Action: Receive Public Safety Report.**

- A. Annual Police Activity Report
- B. Receive 2015 City of Willow Park Police Department Racial Profiling Report
- C. Use of Force Reporting
- D. Status of Digital Radio Conversion
- E. Status of Fleet Improvements
- F. Status Digital Accident Report Filing

\*\*\*Report received

**Section VI – Council Requested Items**

**19. Discussion/Action: Act on an agreement with Republic Services for Solid Waste collection services.**

\*\*\*Tabled until February meeting

**20. Discussion/Action: Act on Resolution 1-16 to consider all matters incident and related to approving and authorizing publication of notice of intention to issue certificates of obligation related to Waterline Rehabilitation Phase II project financed through the Texas Water Development Board.**

\*\*\*Councilmember Griffiths made a motion to approve Resolution 1-16.

Seconded by Councilmember Mullins

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

**Section VII - Informational**

**21. Mayor & Council Member Announcements**

**22. City Administrator's Report**

- a. City Hall Remodel
- b. Annual Audit
- c. Litigation Ruling
- d. Joint Meeting with Annetta North – Thursday, January 14, 2016
- e. Bond Committee Meeting – Wednesday, January 20, 2016

**Section VIII – Executive Session**

**23. Executive Session**

- a. Personnel – Hiring and Position Classifications
- b. Personnel – City Administrator Agreement
- c. Economic Development - Development Agreement(s)

\*\*\*Mayor Neverdousky recessed to executive session at 9:44 p.m.

\*\*\*Mayor Neverdousky reconvened the meeting session at 10:39 p.m.

\*\*\*Councilmember Martin made a motion to adjust rates for two employees as discussed by council.

Seconded by Councilmember Griffiths

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

### **Section IX – Adjournment**

#### **24. Adjournment**

\*\*\*Councilmember Mullins made a motion to adjourn.

Seconded by Councilmember Griffiths

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths

Motion passed with a vote of 5-0

Mayor Neverdousky adjourned the meeting at 10:40 p.m.

APPROVED

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Richard Neverdousky, Mayor  
City of Willow Park, Texas

ATTEST:

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Josh Armstrong, City Secretary  
City of Willow Park, Texas