



**City of Willow Park  
City Council  
Regular Meeting Minutes  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, October 12, 2021 at 7:00 p.m.**

The City Council of the City of Willow Park reserves the right to meet in closed, executive session on any of the items listed below should the need arise and if authorized by Title 5, Chapter 551, of the Texas Government Code.

**Call to Order**

With a quorum of the Council Members present, Mayor Doyle Moss called the meeting to order at 7:01 P.M.

Present:

Mayor Doyle Moss  
Councilmember Eric Contreras  
Councilmember Greg Runnebaum  
Mayor Pro Tem Lea Young  
Councilmember Nathan Crummel

Absent:

Councilmember Tyler VanSant

Staff Present:

City Manager Bryan Grimes  
City Attorney Pat Chesser  
City Secretary Crystal Dozier

**Invocation & Pledge of Allegiance**

Mike Skaggs, Head of School for Trinity Christian Academy gave the invocation followed by the pledge of allegiance.

**Public Comments (Limited to three minutes per person)**

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

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

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

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

**KJ Hannah at 177 Melbourne Drive; Kyle Bryson at 210 Willow Bend Dr.; Chad Dotson at 1236 Sam Bass Rd.; Harold Heisch at 79 Crown Rd.; Dale Lewis at 113 Camouflage Cir.; and Marcy Galle at 500 Squaw Creek Rd. all spoke before the Council. Steve Gould at 313 Buena Vista Dr., submitted a public comment via email. See attached.**

### **Public Hearing**

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS, THAT:

The City of Willow Park, Texas proposes to institute annexation proceedings to enlarge and extend the boundary of said city to include the following described territory.

To-wit:

BEING 19.16 acres of land situated in the John H. Phelps Survey, Abstract No. 1046, Parker County, Texas, and being a portion of a 52.283 acre tract described in deed to D & M, a Texas General Partnership recorded in Volume 1403, Page 1713, Real Property Records, Parker County, Texas.

A public hearing will be held by and before the City Council of the City of Willow Park, Texas on the 12th day of October 2021 at 7:00 pm in the City Chamber City Hall, 516 Ranch House Road, City of Willow Park, Texas, for all persons interested in the above proposed annexation. At said time and place all such persons shall have the right to appear and be heard. Of all said matters and things, all persons in the things and matter herein mentioned, will take place.

#### **a. Open Hearing**

**Mayor Moss opened the public hearing at 7:20 pm. Ryan Neill at 172 Whitetail Dr.; David Snider at 7012 Golden Gate Dr., FTW., TX; and Marcy Galle at 500 Squaw Creek Rd. all spoke before the Council.**

#### **b. Close Hearing**

**Mayor Moss closed the public hearing at 7:25 pm.**

1. Discussion/Action: An ordinance annexing the approximately 19.16 acres of land into the City limits of Willow Park and approving an annexation services agreement with the property owners of the annexed tract.

**A motion was made by Councilman Young to postpone the item to the next meeting and Councilman Runnebaum seconded the motion. The vote to approve the motion was unanimous.**

### **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.

Approve City Council Meeting Minutes – Regular Meeting September 28, 2021.

**A motion was made by Councilman Contreras to approve the City Council Meeting Minutes – Regular Meeting September 28, 2021. Councilman Runnebaum seconded the motion. The vote to approve the motion was unanimous.**

### **Regular Agenda Items**

1. Discussion/Action: A Preliminary Plat for Dove Ridge Addition being 11.461 acres of land International & Great Northern Railroad Company Survey, Abstract No. 2007, City of Willow Park, Parker County, Texas located on the southwest corner of Emsley Road and White Settlement Road.

**A motion was made by Councilman Young to approve a Preliminary Plat for Dove Ridge Addition being 11.461 acres of land International & Great Northern Railroad Company Survey, Abstract No. 2007, City of Willow Park, Parker County, Texas located on the southwest corner of Emsley Road and White Settlement Road. Councilman Contreras seconded the motion. The vote to approve the motion was unanimous.**

2. Discussion/Action: A Final Plat for Dove Ridge Addition being 11.461 acres of land International & Great Northern Railroad Company Survey, Abstract No. 2007, City of Willow Park, Parker County, Texas located on the southwest corner of Emsley Road and White Settlement Road.

**A motion was made by Councilman Young to approve a Final Plat for Dove Ridge Addition being 11.461 acres of land International & Great Northern Railroad Company Survey, Abstract No. 2007, City of Willow Park, Parker County, Texas located on the southwest corner of Emsley Road and White Settlement Road. Councilman Crummel seconded the motion. The vote to approve the motion was unanimous.**

3. Discussion / Action: Setting the Date, Time, and Location of Regular Council meetings for the Willow Park City Council.

**A motion was made by Councilman Young to set the Regular City Council meeting for every second and fourth Tuesday of the month at 7:00 pm at City Hall. Councilman Contreras seconded the motion. The vote to approve the motion was unanimous.**

4. Discussion/ Action: To consider and act on designating the official newspaper of the City of Willow Park for the fiscal year 2021-2022.

**A motion was made by Councilman Young to postpone the item to the next meeting and Councilman Contreras seconded the motion. The vote to approve the motion was unanimous.**

5. Discussion/ Action: To consider and act on Approving Holiday Schedule for FY 2021 – 2022.

**A motion was made by Contreras to approve the Holiday Schedule for FY 2021 – 2022. Councilman Runnebaum seconded the motion. The vote to approve the motion was unanimous.**

6. Discussion/ Action: To consider and act on all matters incident and related to approving and authorizing publication of notice of intention to issue certificates of obligation in an amount not to exceed \$7,500,000 for the purpose of paying contractual obligations to be incurred for (i) 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 rights of way therefor, (ii) constructing, acquiring, purchasing, renovating, enlarging, and equipping park facilities and the acquisition of rights of way therefor, and (iii) professional services rendered in relation to such projects and the financing thereof, including the adoption of a Resolution pertaining thereto.

**A motion was made by Councilman Runnebaum to approve and authorize publication of notice of intention to issue certificates of obligation in an amount not to exceed \$7,500,000 for the purpose of paying contractual obligations to be incurred for (i) 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 rights of way therefor, (ii) constructing, acquiring, purchasing, renovating, enlarging, and equipping park facilities and the acquisition of rights of way therefor, and (iii) professional services rendered in relation to such**

**projects and the financing thereof, including the adoption of a Resolution pertaining thereto. Councilman Young seconded the motion. The vote to approve the motion was unanimous.**

### **Executive Session**

**Mayor Moss recessed to Executive Session at 8:04 P.M.**

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the City Council may convene into closed, Executive Session in accordance with the following authority: Sections 551.071 (consultation with attorney), 551.072 (real property), 551.073 (prospective gifts), 551.074 (personnel matters), 551.076 (security matters), 551.087 (economic development). Executive Session may be held, under these exceptions, at the end of the Regular Session, Workshop and/or Special Session, or at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting. Without limiting the foregoing, City Council may convene into closed, Executive Session on the following:

- A. 551.087 (economic development negotiations); 551.071 (consultation with attorney): Chapter 380 incentives.

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

**Mayor Moss reconvened into open meeting at 8:15 P.M.**

**No action taken.**

### **Informational**

- A. Mayor & Council Member Comments

**Mayor Moss gave a brief report on the successful Rayfield Wright Golf Tournament. He also gave a special thanks to all the sponsors, former NFL players, Chief West, Chief Lenoir and Chairman Penny Shelton.**

**Councilman Young requested the following to be placed on the regular November or December council agenda: Future Agenda Items; proposed amended ordinances; an update on the rate study on waste water; a report from the City Engineer on specific road projects to set the final amount for the Certificate of Obligation for the December 14<sup>th</sup> council meeting. She also thanked everyone who helped with the golf tournament.**

**Councilman Contreras requested an update on the amended ordinances.**

**Councilman Crummel requested an update on the City Hall project.**

B. City Manager's Comments

**Bryan Grimes, City Manager gave a sales tax update. The city has brought in \$120,970.33 in sales tax revenue which is up 22 percent from last October.**

**Adjournment**

**Councilman Runnebaum moved to adjourn the meeting. Councilman Crummel seconded the motion. The vote to approve the motion as unanimous.**

**Mayor Moss adjourned the meeting at 8:19 P.M.**

These minutes were approved on the 9<sup>th</sup> of November, 2021.

APPROVED:

\_\_\_\_\_/s/  
Doyle Moss, Mayor

ATTEST:

\_\_\_\_\_/s/  
Crystal R. Dozier, TRMC, City Secretary