



**City of Willow Park
City Council
Executive & Regular Meeting Amended Minutes
City Hall
516 Ranch House Road, Willow Park, TX 76087
Tuesday, September 12, 2017 at 6:00 p.m.**

Section I – Presentations

1. Call to Order

Mayor Moss called the meeting to order at 6:03 p.m.

2. Determination of Quorum

Mayor Doyle Moss
Councilmember Norman Hogue
Councilmember Amy Fennell
Councilmember Greg Runnebaum
Councilmember John Gholson
Councilmember Bruce Williams

Staff Present:
City Secretary Kandice Garrett

3. Executive Session Items

- a. Pursuant to Chapter 551, Texas Government Code, VTCS, (Open Meetings Law): In accordance with the authority contained in:
 - 1. Section 551.074 Personnel Matters – to deliberate the appointment, reappointment, and or evaluation of a public officer or employee – City Administrator.

***Mayor Moss recessed to executive session at 6:10 p.m.

***Mayor Moss reconvened the meeting session at 6:40 p.m.

4. Action on Executive Session Items

- b. To take action, if necessary, Pursuant to Chapter 551, Texas Government Code, VTCS, (Open Meetings Law): In accordance with the authority contained in:
 - 1. Section 551.074 Personnel Matters – to deliberate the appointment, reappointment, and or evaluation of a public officer or employee – City Administrator.

***Mayor Moss announced that Council made a decision to interview the following applicants:

- A. Bernie Parker
- B. Bryan Grimes

5. Recess at 6:45 p.m.

Regular Session Agenda

Section I – Presentations

1. Call to Order

***Mayor Moss called the meeting to order at 6:55 p.m.

2. Determination of Quorum

Mayor Doyle Moss
Councilmember Norman Hogue
Councilmember Amy Fennell
Councilmember Greg Runnebaum
Councilmember John Gholson
Councilmember Bruce Williams

Staff Present:
Interim City Administrator Bernie Parker
City Secretary Kandice Garrett

3. Invocation & Pledge of Allegiance

Pastor Clark Boshier, Willow Park Baptist Church, led the meeting with the invocation and the Pledge of Allegiance.

4. Citizen Presentations & Comments

***Libby Afflerbach, 421 Big Creek Road, addressed council regarding Item #8.

Section II – Minutes

5. Approve and Act on Minutes

- A. Approve City Council Regular Meeting Minutes – August 8, 2017

***Councilmember Fennell made a motion to approve the City Council Regular Meeting Minutes.

Seconded by Councilmember Gholson
Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams
Motion passed with a vote of 5-0

B. Approve City Council Budget Workshop Meeting Minutes – August 12, 2017

***Councilmember Gholson made a motion to approve the City Council Budget Workshop Meeting Minutes.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

C. Approve City Council Special Meeting Minutes – August 14, 2017

***Councilmember Runnebaum made a motion to approve the City Council Special Meeting Minutes.

Seconded by Councilmember Fennell

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

D. Approve City Council Special Meeting Minutes – August 22, 2017

***Councilmember Williams made a motion to approve the City Council Special Meeting Minutes.

Seconded by Councilmember Gholson

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

E. Approve City Council Special Meeting Minutes – August 31, 2017

***Councilmember Fennell made a motion to approve the City Council Special Meeting Minutes.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

Section III – General Items

6. Discussion/Action: To Consider and act on a Final Plat for a 5.13 acre subdivision being Lot 1R and 2, Block A, DeWees Addition, City of Willow Park, Parker County, Texas. The property is located on Emsley Road. (Betty Chew)

***Councilmember Gholson made a motion to approve the Final Plat.

Seconded by Councilmember Hogue

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

7. Discussion/Action: To Consider and act on a Site Plan for “Veranda Village,” a Medical Office and Assisted Living Center located on Lot 4, Block A, Crown Pointe Addition, Phase 2. The property is located on Crown Pointe Blvd. (Betty Chew)

***Councilmember Runnebaum made a motion to approve the Site Plan.

Seconded by Councilmember Hogue

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Williams

Nay votes: Councilmember Gholson

Motion passed with a vote of 4-1

8. Discussion/Action: To Consider and act on a Site Plan addendum for a 9,332 square foot classroom addition to Christ Chapel Bible Church - West Campus located at 3910 E. 1-20 Service Road, Willow Park, Parker County, Texas. (Betty Chew)

***Councilmember Gholson made a motion to approve the Site Plan.

Seconded by Councilmember Fennell

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

9. Discussion/Action: To consider and act on the appointment of members to the Planning and Zoning Commission by the Mayor, by and with advice and consent of the City Council. (Mayor Moss)

***Councilmember Runnebaum made a motion to approve the following members to the Planning and Zoning Commission:

- A. Commissioner, Place 1 – Rodney Wilkins
- B. Commissioner, Place 2 – Joe Lane
- C. Commissioner, Alternate 1 – Sharon Bruton
- D. Commissioner, Alternate 2 – Gary McKaughan

Seconded by Councilmember Hogue

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

10. Discussion/Action: To consider and act on Resolution No. 12-17, a Resolution authorizing the City to enter into an agreement, memorandum of understanding, or other cooperative procedures with Parker County Emergency Services District No. 1 to coordinate, route or dispatch to Willow Park Fire and Rescue calls for emergency services. (Mike LeNoir)

***Councilmember Hogue made a motion to approve Resolution No. 12-17.

Seconded by Councilmember Gholson

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

11. Discussion/Action: To discuss and consider making appointments to the Audit Committee.

***Councilmember Fennell made a motion to appoint the following members to the Audit Committee:

- A. Mayor Moss
- B. Councilmember Hogue
- C. Councilmember Williams
- D. Jake Weber, CPA
- E. Candy Scott, Budget & Financial Analyst
- F. City Administrator

Seconded by Councilmember Gholson

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

12. Discussion/Action: To discuss and act on accepting City Secretary, Kandice Garrett's resignation.

***Councilmember Runnebaum made a motion to accept City Secretary, Kandice Garrett's resignation.

Seconded by Councilmember Fennell

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

Section IV- Informational

13. Mayor & Council Member Announcements

***Councilmember Hogue announced he would be meeting with County Commissioner Steve Dugan and Judge Mark Riley on Friday, September 15 to discuss Bankhead Highway.

***Council also announced there is an upcoming meeting with Trent for further discussion of Wastewater Feasibility Study.

14. City Administrator's Report

***Interim City Administrator announced the upcoming Public Hearing meetings on the proposed 2017-18 tax rate and annual budget will be held September 19 and September 26, the Board of Adjustments meeting will be held on September 14, and the Planning and Zoning Commission meeting will be held on September 21. Mr. Parker also provided an update on the capital improvement project for the Public Safety Building.

Section VI – Adjournment

15. Adjournment

***Councilmember Gholson made a motion to adjourn.

Seconded by Councilmember Fennell

Aye votes: Councilmembers Hogue, Fennell, Runnebaum, Gholson, Williams

Motion passed with a vote of 5-0

Mayor Moss adjourned the meeting at 7:35 p.m.

APPROVED

Doyle Moss, Mayor
City of Willow Park, Texas

ATTEST:

Kandice Garrett, City Secretary
City of Willow Park, Texas