



**City of Willow Park
City Council
Regular Meeting
City Hall**

516 Ranch House Rd., Willow Park, TX 76087

Tuesday, September 8, 2015 at 7:00 p.m.

Minutes

Section I – Presentations

1. Call to Order

Mayor Neverdousky called the meeting to order at 7:00 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
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

5. Citizen Presentations & Public Comment

Hold Public Hearing to receive public comment on proposed FY 2015-15 Annual Budget and Ad Valorem (property) tax rate

- a. Open Public Hearing @ 7:02 p.m.
- b. Close Public Hearing @ 7:09 p.m.

***Comment made by Brad Johnson

Section II – Consent Agenda

6. Approve and Act on Consent Agenda

- i. Approve City Council Meeting Minutes – August 11, 2015
- ii. Approve City Council Special Meeting Minutes – August 17, 2015

***Councilmember Martin made a motion to approve the consent agenda with a change to the August 11, 2015 minutes.

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. Public Hearing on application for a zoning change, and possible action thereon, for that certain 19.14 acres, more or less, from Class I – Special Purpose: “PD” Planned Development District (Racetrack) to Class III – Business: “C” Commercial District, said tract further described as a 19.14 acre tract of land situated in the John Forman Survey, Abstract No. 471 and being a portion of Lot 1, Block 2 Trinity Meadows, an addition to the City of Willow Park, Texas as recorded in Cabinet A, Slide 740, Plat Records Parker County, Texas.**

- a. Open Public Hearing @ 7:11 p.m.
- b. Close Public Hearing @ 7:16 p.m.
- c. Take Action

***Councilmember Mullins made a motion to adopt Ordinance 716-15.

Seconded by Councilmember Griffiths

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

Motion passed with a vote of 5-0

- 8. Public Hearing on application for a zoning change, and possible action thereon, for Lot 1, Block 2 and Lot 1, Block 3 of the Village at Willow Park from Class IV – Industrial: “LI” Light Industrial District, to Class I – Special Purpose: “PD” Planned Development District, an addition to the City of Willow Park, Parker County, Texas, and Lot 1, Block 2 being 10.09 acres, more or less, and Lot 1, Block 3 being 13.98 acres, more or less, both said tracts being further described as being a tract of land out of the John Cole Survey, Abstract No. 218, Parker County, Texas, and being the same tract of land as described in Deed Records as Instrument no. 201328039, Deed Records, Parker County, Texas.**

- a. Open Public Hearing @ 7:18 p.m.
- b. Close Public Hearing @ 7:35 p.m.
- c. Take Action

***Councilmember Mullins made a motion to adopt Ordinance 717-15 as amended to require the PD agreement to come back to City Council within 90 days.

Seconded by Councilmember Griffiths

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

Motion passed with a vote of 5-0

9. Public Hearing on application for a Preliminary Plat for The Village at Willow Park located in Willow Park Crossing, Phase One, an addition to the City of Willow Park, Parker County, Texas, according to the plat recorded in Cabinet C, Slide 763, Plat Records, Parker County, Texas, and possible action thereon.

- a. Open Public Hearing @ 7:40 p.m.
- b. Close Public Hearing @ 7:46 p.m.
- c. Take Action

***Councilmember Griffiths made a motion to approve the Preliminary Plat for The Village at Willow Park located in Willow Park Crossing, Phase One.

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 5-0

10. Discussion/Action: Review and Discuss application of extended hours on premise alcohol sale permit, and set Public Hearing date.

***Councilmember Martin made a motion to schedule a public hearing to discuss extended hours on premise alcohol sale permit at the October council meeting.

Seconded by Councilmember Griffiths

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

Motion passed with a vote of 5-0

Section IV- Public Works Items

11. Discussion/Action: Review provisions and standards for design and construction of street projects including formal incorporation into Code.

***Councilmember Thornburg made a motion to accept the Review provisions and standards for design and construction of street projects and to direct staff to prepare an ordinance for the October council meeting.

Seconded by Councilmember Griffiths

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

Motion passed with a vote of 5-0

12. Discussion/Action: Discussion of public safety and associated traffic control devices, including installation and documentation thereof.

*** No Action Taken

13. Discussion/Action: To consider and adopt Resolution 08-15 authorizing publication of Notice of Intent to issue Certificates of Obligation for a certain Texas Water Development Board Project and setting a Public Hearing date related thereto.

***Councilmember Martin made a motion to approve and adopt Resolution 08-15. Councilmember Martin requested a statement be added to indicate Water revenues will cover the cost of the Certificates of Obligation.

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 5-0

Section V – General Item

14. Receive Financial & Investment Report

***Report Received

15. Discussion/Action: Designate a financial depository consistent with the submittals from the request for proposals concerning the same.

***Councilmember Thornburg made a motion to adopt Resolution 09-15.

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 5-0

16. Discussion/Action: Consider and adopt Resolution 10-15 authorizing the Mayor and City Administrator to enter into an Interlocal Agreement with Texas Municipal League MultiState Intergovernmental Employee Benefits Pool as a participating member.

***Councilmember Mullins made a motion to adopt Resolution 10-15.

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 5-0

17. Discussion/Action: Consider and adopt Resolution 11-15 acknowledging the annual review and approval of the City Investment and Financial Policies including changes thereto.

***Councilmember Thornburg made a motion to adopt Resolution 11-15.

Seconded by Councilmember Martin

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

Motion passed with a vote of 5-0

18. Discussion/Action: Consider and adopt Resolution 12-15 Authorizing an update of the City Employee Handbook

***Councilmember Griffiths made a motion to adopt Resolution 12-15.

Seconded by Councilmember Martin

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths
Motion passed with a vote of 5-0

19. Discussion/Action: Set City Hall operating hours

***Councilmember Griffiths made a motion to set City Hall hours from 8am-12, 1-5pm.

Seconded by Councilmember Thornburg

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths
Motion passed with a vote of 5-0

Section VI – Council Requested Items

20. Discussion/Action: Planning & Zoning Commission member appointments (Mayor Neverdousky)

***Tabled until October Council Meeting

21. Discussion/Action: Review elements and potential improvements to the Willow Park Proposed Budget for Fiscal Year 2015-2016 (Council Member Martin)

***Discussion Only. No Action Taken.

Section VII - Informational

22. Mayor & Council Member Announcements

23. City Administrator's Report

Section VIII – Executive Session

Mayor Neverdousky recessed to executive session at 9:07 p.m.

24. Executive Session

- A. Consultation with Attorney
 - i. Republic Waste
- B. Economic Development
- C. Personnel including compensation study
- D. Deliberation concerning Real Property

Mayor Neverdousky reconvened to open meeting at 10:04 p.m.

Section IX – Adjournment

25. Adjournment

***Councilmember Runnebaum made a motion to adjourn.

Seconded by Councilmember Mullins

Aye votes: Councilmembers Thornburg, Martin, Runnebaum, Mullins and Griffiths
Motion passed with a vote of 5-0

Mayor Neverdousky adjourned the meeting at 10:05 p.m.

APPROVED

Richard Neverdousky, Mayor
City of Willow Park, Texas

ATTEST:

Josh Armstrong, City Secretary
City of Willow Park, Texas