



**City of Willow Park  
City Council  
Regular Meeting  
City Hall  
516 Ranch House Road, Willow Park, TX 76087  
Tuesday, November 15, 2016 at 7:00 p.m.  
Minutes**

**Section I – Presentations**

**1. Call to Order**

Mayor Neverdousky called the meeting to order at 7:10 p.m.

**2. Determination of Quorum**

Mayor Richard Neverdousky  
Councilmember Norman Hogue  
Councilmember Gene Martin  
Councilmember Greg Runnebaum  
Councilmember John Gholson  
Councilmember Marcy Galle

Staff Present:  
City Administrator Scott Wall  
City Secretary Josh Armstrong  
City Attorney Rider Scott

**3. Invocation & Pledge of Allegiance**

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

**4. Special Recognitions**

**5. Citizen Presentations & Public Comment**

\*\*\*Libby Afflerbach addressed the council regarding tree removal

\*\*\*Amy Fennell addressed the council regarding tree removal

**Section II – Consent Agenda**

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

- A. Approve City Council Regular Meeting Minutes – October 11, 2016
- B. Approve City Council Town Hall Meeting Minutes – October 25, 2016

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

Seconded by Councilmember Galle

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

### **Section III – General Items**

7. Discussion/Action: Authorize the City Administrator to execute a professional services contract with George, Morgan and Sneed, Certified Public Accountants, to conduct, complete and prepare an Audit and Report of the City of Willow Park Finances for Fiscal year 2015-2016.

\*\*\*Councilmember Martin made a motion to authorize the City Administrator to execute a professional services contract with George, Morgan and Sneed, Certified Public Accountants, to conduct, complete and prepare an Audit and Report of the City of Willow Park Finances for Fiscal year 2015-2016.

Seconded by Councilmember Gholson

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

8. Discussion/ Action: Authorize the City Administrator to engage Jacob and Martin for the purpose of preparing the Capital Improvement Plan.

\*\*\*Councilmember Martin made a motion to negotiate with Jacob and Martin for preparing a Capital Improvement Plan.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

### **Section IV- Planning & Development Items**

9. Discussion/Action: Consider and act on Final Plat of a Replat for a 10.44 acre tract of land Isaac Headley Survey, Abstract No. 619, Lots 1R, 2R, 3R, Block C, Crown Pointe Addition, City of Willow Park, Parker County, Texas. The property is located at 210 Shops Blvd aka The Shops at Willow Park.
- A. Open Public Hearing at 7:24 p.m.
  - B. Close Public Hearing at 7:25 p.m.

\*\*\*Councilmember Gholson made a motion to approve the final plat.

Seconded by Councilmember Galle

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

10. Discussion/Action: Consider and act on a Final Plat of a Replat for a 1.13 acre tract of land, John Froman, Survey. Abstract No. 471, Lots 5R1, 5R2, 5R3, Block A, Meadow Place Estates, City of Willow Park, Parker County, Texas. The property is located on Breeders Drive.
- A. Open Public Hearing at 7:27 p.m.

B. Close Public Hearing at 7: p.m.

\*\*\*Councilmember Runnebaum made a motion to approve the final plat.

\*\*\*Motion failed for lack of a second.

**11. Discussion/Action:** To consider and approve Addendum Number One to that certain Development Agreement, Meadow Place Subdivision by and between Parker County Holdings, LLC (Developers) and the City.

\*\*\*Councilmember Gholson made a motion to table this item until the next council meeting.

Seconded by Councilmember Hogue

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

**12. Public Hearing:** To Consider and act on a Final Plat Lot 1, Block 1, of Sundowner Addition a 3.248 acre tract of land, Heirs of Fransico Sanchez Survey, Abstract No. 2347 John H Phelps, Survey, Abstract No. 1046 Lots C2-1, C2-2, Willow Business Park, City of Willow Park, Parker County, Texas. The property is located at 5600 E. I-20 Service Road.

A. Open Public Hearing at 7:50 p.m.

B. Close Public Hearing at 7:51 p.m.

\*\*\*Councilmember Runnebaum made a motion to approve the final plat.

Seconded by Councilmember Gholson

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

**13. Discussion/Action:** To consider and act on a Site Plan for a 5775 square foot office building on Lot 1R, Block 5R, El Chico Addition, City of Willow Park, Texas located at 4971 E. I-20 Service Rd.

A. Open Public Hearing at 7:54 p.m.

B. Close Public Hearing at 7:55 p.m.

\*\*\*Councilmember Runnebaum made a motion to approve the site plan.

Seconded by Councilmember Martin

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

#### **Section V – Council Requested Items**

**14. Discussion:** Status update for capital improvement plan items. (Councilmember Galle)

\*\*\*Discussion of CIP items

**15. Discussion:** Tree Removal on Property Located at 420 E IH 20 SERVICE RD N. (Councilmember Galle)

\*\*\*Discussion relating to tree removal on I-20 Frontage Rd.

## **Section VI - Informational**

### **16. Mayor & Council Member Announcements**

### **17. City Administrator's Report**

\*\*\*City Administrator Scott Wall delivered his CIP report to council during the discussion of item 14.

**18. Discussion/Action:** To appoint the Chair of the TIRZ Board, to be immediately effective through December 31, 2016 and the Chair of the TIRZ Board for a one-year term beginning January 1, 2017 through December 31, 2017.

\*\*\*Councilmember Runnebaum made a motion to appoint the Mayor as the Chair of the TIRZ Board.

Seconded by Councilmember Martin

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

**19. Discussion/Action:** To consider and act on Ordinance 741-16, an Ordinance authorizing and approving the *"Final Project and Financing Plan"* for Reinvestment Zone Number One, City of Willow Park, Texas.

\*\*\*Councilmember Runnebaum made a motion to approve Ordinance 741-16.

Seconded by Councilmember Galle

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Galle

Nay votes: Councilmember Gholson

Motion passed with a vote of 4-1

**20. Discussion/Action:** To consider and act on Resolution 20-16, a Resolution authorizing the execution of the TIRZ Reimbursement Agreement for Reinvestment Zone Number One between the City of Willow Park Reimbursement Zone Number One, and WPD Trinity, LLC.

\*\*\*Councilmember Runnebaum made a motion to approve Resolution 20-16.

Seconded by Councilmember Martin

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

## **Section VII – Executive Session**

The City Council reserves the right to adjourn into executive session at any time during the course of the this meeting to discuss an matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 55.1071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters),

551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.175-183 (Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code, including, but not limited, Section 321.3022 (Sales Tax Information). The City Council may take action on any agenda item listed for executive session consideration upon reconvening in open session.

\*\*\*Mayor Neverdousky recessed to executive session at 8:36 p.m.

\*\*\*Mayor Neverdousky reconvened the meeting session at 10:01 p.m.

## **21. Executive Session**

- A. Consultation with Attorney, pending Litigation
  - Weatherford vs. Willow Park
- B. Personnel: City Administrator Evaluation
- C. Economic Development

\*\*\* Councilmember Martin made a motion to authorize the city administrator to meet with the property owner of the property located at 420 East HWY 20 Service Rd. N., to review recommendations provided by the city attorney to address remediation of the rampant destruction of trees including native hard wood and old growth trees.

Seconded by Councilmember Galle

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, Galle

Motion passed with a vote of 5-0

## **Section VIII – Adjournment**

## **22. Adjournment**

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

Seconded by Councilmember Martin

Aye votes: Councilmembers Hogue, Martin, Runnebaum, Gholson, and Galle

Motion passed with a vote of 5-0

Mayor Neverdousky adjourned the meeting at 10:02 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