



**City of Willow Park
City Council
Regular Meeting
City Hall
516 Ranch House Road, Willow Park, TX 76087
Tuesday, March 8, 2016 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
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

***Michael Martin addressed the council
***Amy Fennell addressed the council
***John Ieronymides addressed the council
***Dave Henson addressed the council

Section II – Consent Agenda

6. Approve and Act on Consent Agenda

- A.** Approve City Council Meeting Minutes – February 9 2016
- B.** Approve Special City Council Meeting Minutes – February 18, 2016

***Councilmember Martin made a motion to table the consent agenda until the April council meeting.

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 5-0

Section III – Public Works Items

7. Discussion/Action: Authorize Staff and City Engineer to take all necessary actions to begin permitting process for new wastewater treatment plant including development of bid specifications and site analysis not to exceed \$50,000.

- a. Survey Results from 3/3/16 Town Hall Meeting
- b. Receive recommendation from staff and engineers
- c. Take action to authorize develop Engineering RFQ for a bio-wheel treatment plant
- d. Take action to authorize site negotiations with Willow Park Baptist Church

***Councilmember Thornburg made a motion to authorize staff to generate an RFQ not to exceed \$50,000.

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 5-0

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. **This item may be tabled pending City Attorney Review.******

***Mayor Neverdousky recessed to executive session at 7:33 p.m.

***Mayor Neverdousky reconvened the meeting session at 7:41 p.m.

***Discussion Only

Section IV- Planning & Development

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 @ 7:41 p.m.
- B. Close Public Hearing @ 7:56 p.m.
- C. Take Action

***Marcella Olson spoke on behalf of the applicant
***Joe Brooks addressed the council regarding this item
***Amy Fennell addressed the council regarding this item
***Chuck Stark spoke on behalf of the applicant
***J.R. Cox addressed the council regarding this item
***David Eels addressed the council regarding this item
***Michael Salvator addressed the council regarding this item
***Phillip Frasier addressed the council regarding this item

***Councilmember Martin made a motion to postpone action on approval of the site plan to a special meeting scheduled for March 15, 2016.

Seconded by Councilmember Griffiths

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

Motion passed with a vote of 5-0

10. Discussion/Action: Consider a Site Plan for an approximately 3,480 square foot commercial building located at 4969 E Interstate 20. Situation in Plat info lot 1R & 2R, Block 5R El Chico Addition. Being a re-plat of lots 5-7 El Chico Addition and lots 3-5, block 73 El Chico Addition. Being 5.15 acres situated in the G&G Teeter Survey, abstract # 486 and G. N. R. R. Co Survey abstract # 1821 City of Willow Park Parker County. Zoning district C- Commercial. More commonly known as the dentist office site.

***Councilmember Mullins made a motion to allow dirt work with approved utility work only for the site.

Seconded by Councilmember Griffiths

Aye votes: Councilmembers Martin, Runnebaum, Mullins, Griffiths

Nay votes: Councilmember Thornburg

Motion passed with a vote of 4-1

***Councilmember Mullins made a motion to amend motion to include that the public works director and the city engineer must approve the work.

Seconded by Councilmember Runnebaum

Aye votes: Councilmembers Martin, Runnebaum, Mullins, Griffiths

Nay votes: Councilmember Thornburg

Motion passed with a vote of 4-1

11. Discussion/Action: Consider a Zoning change recently annexed property from R1-Residential to C-Commercial as intended by annexation. For an approximate 12.6 acre tract of land located west of 400 Crown Road, situation in the Wesley Franklin Survey, Abstract No. 468, Parker County, Texas

recorded in Volume 2896, page 403. Deed records Parker County, Texas. More commonly known as the senior living campus.

- A. Open Public Hearing
- B. Close Public Hearing
- C. Take Action

***Councilmember Martin made a motion table this item receives a recommendation from the Planning and Zoning Commission.

Seconded by Councilmember Runnebaum

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

Motion passed with a vote of 5-0

- 12.** Discussion/Action: Consider a Site Plan for site an approximate 3.37 acres site including a total of 4 structures with an approximate 5,900, 5,900, 8,530, and 8,500 square foot commercial buildings. Located east of 401 Crown Pointe Boulevard. Situation in the Wesley Franklin Survey, Abstract No. 468, Parker County, Texas recorded in Volume 2896, page 403. Deed records Parker County, Texas. More commonly known as the medical office site.

***Councilmember Runnebaum made a motion to provide approval for dirt work and limited infrastructure construction for this site as approved by the city engineer and public works director.

Seconded by Councilmember Martin

Aye votes: Councilmembers Martin, Runnebaum, Mullins, Griffiths

Nay votes: Councilmember Thornburg

Motion passed with a vote of 4-1

Section V- General Items

- 13.** Discussion/Action: Act on Ordinance 727-16 To consider all matters incident and related to the issuance and sale of "City of Willow Park, Texas, support by Water Utility Fund Revenue with additional pledge support of General Fund Tax revenue and Wastewater Utility Fund Revenue if necessary, Certificates of Obligation, Series 2016", including the adoption of an ordinance authorizing the issuance of such certificates of obligation related to the Phase 2 Waterline Replacement Project.

***Councilmember Martin made a motion approve Ordinance 727-16. Clarified that the certificates of obligation are to be derived solely from revenues of the Willow Park water system.

Seconded by Councilmember Thornburg

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

Motion passed with a vote of 5-0

- 14.** Discussion/Action: Act on Resolution 04-16 to consider all matters incident and related to approving and authorizing the execution of a Loan Forgiveness Agreement with the Texas Water

Development Board and related Escrow Agreement, including the adoption of a resolution pertaining thereto related to the Phase 2 Waterline Replacement Project.

***Councilmember Runnebaum made a motion adopt Resolution 04-16.

Seconded by Councilmember Griffiths

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

Motion passed with a vote of 5-0

15. Discussion: Receive Financial & Investment Report.

***Report received from Candy Scott

16. Discussion/Action: Authorize staff to proceed with selection and professional service agreement with development of a new city website.

***Discussion Only

17. Discussion/Action: Authorize staff to proceed with application for Staffing for Adequate Fire & Emergency Response (S.A.F.E.R.) grant from the Department of Homeland Security's Federal Emergency Management Agency (F.E.M.A.).

***Councilmember Mullins made a motion authorize staff to proceed with application for the S.A.F.E.R. grant.

Seconded by Councilmember Martin

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

Motion passed with a vote of 5-0

Section VI – Council Requested Items

18. Discussion/Action: Discuss a proposed agreement with Republic Services for Solid Waste collection services.

***Councilmember Martin made a motion to table items 18, 19, and 20 until the special meeting on March 15, 2016.

Seconded by Councilmember Griffiths

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

Motion passed with a vote of 5-0

19. Discussion/Action: Discuss a proposed agreement with Waste Management for Solid Waste tipping services. **Item may be tabled pending City Attorney review******

***See motion for Item 18

- 20. Discussion/Action: Interlocal agreement with Cities of Aledo, Annetta, Annetta North, Annetta South, and Hudson Oaks for regional Solid Waste collections and tipping services. ****Item may be tabled pending City Attorney review******

***See motion for Item 18

- 21. Discussion on any distinctions between reimbursement of expenses and compensation paid to Willow Park elected Officials.**

***Discussion Only

Section VII – Informational

- 22. Mayor & Council Member Announcements**

- 23. City Administrator's Report**

- a. Codification – MOU
- b. Comptroller Transparency Stars Program

Section VIII – Executive Session

- 24. Executive Session**

- a. Economic Development - Development Agreement(s)
- b. Personnel – City Administrator Agreement

***Mayor Neverdousky recessed to executive session at 8:52 p.m.

***Mayor Neverdousky reconvened the meeting session at 10:33 p.m.

Section IX – Adjournment

- 25. Discussion/Action: Authorize and Approve Contractual Service Agreement with Matthew Brandon Shaffstall**

***Councilmember Martin made a motion to table item 25 until the special meeting on March 15, 2016.

Seconded by Councilmember Griffiths

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

Motion passed with a vote of 5-0

- 26. Adjournment**

***Councilmember Runnebaum made a motion to adjourn.

Seconded by Councilmember Martin

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

Motion passed with a vote of 5-0

Mayor Neverdousky adjourned the meeting at 10:34 p.m.

APPROVED

Richard Neverdousky, Mayor
City of Willow Park, Texas

ATTEST:

Josh Armstrong, City Secretary
City of Willow Park, Texas