



**City of Willow Park
City Council
Regular Meeting Agenda
Municipal Complex
516 Ranch House Rd, Willow Park, TX 76087
Tuesday, July 27, 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

Invocation & Pledge of Allegiance

Proclamations

1. **Susan Bohn (Aledo ISD)**
2. **Aledo ISD School Board**

Public Comments (Limited to five 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 five (5) 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.

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.

- A. Approve City Council Meeting Minutes – Regular Meeting July 13, 2021.

Regular Agenda Items

1. Discussion / Action: Accept the Letter of Resignation of City Secretary Alicia Smith and approve a severance agreement between the City and Ms. Smith
2. Discussion / Action: Appoint Interim City Secretary
 - a. Candy Scott
3. Discussion / Action: Discussion of Preliminary Budget for the FY 2021 – 2022 period.
4. Discussion /Action: To discuss, consider and act on to set the date, time, and place for a public hearing on a proposed ad valorem tax rate and budget for the period beginning October 1, 2021 thru September 30, 2022
5. Discussion /Action: To discuss, consider and act on approving a proposed ad valorem tax rate for the period beginning October 1, 2021 thru September 30, 2022
6. Discussion/ Action: To discuss, consider and act on the proposals received for Employee Health benefits, including health insurance, and act on awarding a contract(s) for Employee Health benefits, including health insurance

7. Discussion Only: Update on Fort Worth Water Project
8. Discussion Only: Update on Wastewater Treatment Plant
9. Discussion / Action: To discuss and act upon amending certain Public Comment Procedures
 - a. Email and written public comments to Council
10. Discussion / Action: Extension of Land Exchange Agreement between the City and the Willow Park Baptist Church of Texas
11. Discussion / Action: on Cause No. CV10-0429, City of Willow Park v. Todd C. Brennan, et. al. v. Parker County Appraisal District, Parker County Appraisal Review Board, City of Aledo, Larry Hammonds in his official capacity as Parker County Appraisal District Director (Executive Session)
12. Discussion / Action to authorize the City staff to seek proposals through an RFP for a professional service provider to assist in administration services for the Coronavirus Local Fiscal Recovery Fund programs through the American Rescue Plan Act of 2021
13. Discussion / Action to authorize the City staff to seek proposals through an RFP for a professional service provider to assist in engineering services for the Coronavirus Local Fiscal Recovery Fund programs through the American Rescue Plan Act of 2021
14. Discussion / Action on approve ordinance 835-21: An ordinance of the City of Willow Park, Texas, providing authorization to amend "appendix a - fee schedule" of the municipal code of ordinances, by adjusting the water base rate table to remove the 5/8 meter and setting the 5/8 inch base rate as the 3/4 inch base rate, providing for a penalty a severability clause and an effective date

15. Discussion/ Action: To consider and act on items to be considered for future council meetings
16. Discussion/ Action: To consider and act on setting the date and time for the next council meeting

Informational

- A. Mayor & Council Member Comments
- B. City Manager's Comments

Executive Session

The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

- A. § 551.071. Texas Government Code. Consultation with Attorney
- B. Any Posted item

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

Adjournment

I certify that the above notice of this meeting posted on the bulletin board at the municipal complex of the City of Willow Park, Texas on or before July 24, 2021 at 7:00p.m.

Bryan Grimes, City Manager

If you plan to attend this public meeting and you have a disability that requires special arrangements at this meeting, please contact City Secretary's Office at (817) 441-7108 ext. 6 or fax (817) 441-6900 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.



PROCLAMATION

DR. SUSAN BOHN

REGION 11 SUPERINTENDENT OF THE YEAR

***WHEREAS**, the mission of the public schools is to meet the diverse educational needs of all children and to empower them to become competent, productive contributors to a democratic society and an ever-changing world; and*

***WHEREAS**, the superintendent of schools must work closely with the board of trustees, parents, educational professionals, and other community members to create the educational vision we want for our students; and*

***WHEREAS**, Dr. Susan Bohn has been selected as the Region 11 Superintendent of the Year, based on leadership, relationships; school improvement; and fiscal management;*

***NOW, THEREFORE, I**, Mayor Doyle Moss, do hereby declare my appreciation to Dr. Bohn and urge all citizens to join me in recognizing her dedication and hard work leading an education system that meets the needs of students and creates life-long learners.*

***IN OFFICIAL RECOGNITION WHEREOF**, I hereby affix my signature this 27th day of July, 2021.*

Doyle Moss, Mayor



PROCLAMATION

ALEDO ISD BOARD OF TRUSTEES

REGION 11 SCHOOL BOARD OF THE YEAR

***WHEREAS,** local school board members are strong advocates for public education and are responsible for communicating the needs of the school district to the public and the public's expectations to the district; and*

***WHEREAS,** the Aledo ISD Board of Trustees has been recognized as the Region 11 School Board of the Year, demonstrating outstanding dedication and rendering ethical service to the students of Aledo ISD; and*

***WHEREAS,** the Aledo ISD Board of Trustees will now advance to the state level for consideration as the state board of the year;*

***NOW, THEREFORE, I,** Mayor Doyle Moss, do hereby declare my appreciation to the members of the Aledo ISD School Board and urge all citizens to join me in recognizing the dedication and hard work of local school board members and work with them to mold an education system that meets the needs of both today's and tomorrow's students.*

***IN OFFICIAL RECOGNITION WHEREOF,** I hereby affix my signature this 27th day of July, 2021.*

Doyle Moss, Mayor



City of Willow Park
City Council
Regular Meeting Minutes
Municipal Complex
516 Ranch House Rd, Willow Park, TX 76087
Tuesday, July 13, 2021, at 7:00 p.m.

Call to Order

Mayor Moss called the meeting to order at 7:00 pm.

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 Alicia Smith

Invocation & Pledge of Allegiance

Father Sam Wilgus of St. Francis of Assisi Church led the invocation and the pledge of allegiance.

Public Comments (Limited to five minutes per person)

Mr. Bryson from Parker County Ice House addressed the Council with an announcement regarding the opening of their new establishment.

Consent Agenda

A. Approve City Council Meeting Minutes – Regular Meeting June 22, 2021.

Mayor Pro Tem Young moved to approve the minutes of the June 22, 2021, Regular City Council Meeting as presented. Councilmember Runnebaum seconded the motion.

Aye votes: Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes: None

Motion passed with a vote of 4 to 0.

Regular Agenda Items

1. Discussion/ Action: PUBLIC HEARING to consider comments regarding a petition requesting annexation of a 20.31-acre tract of land, situated in the A. McCarver Survey, Abstract No. 910, and the M.M. Edwards Survey, Abstract No. 1955, Parker County, Texas, being a portion of that certain tract of land described in deed to Bulwark Asset Management, Ltd., recorded in Instrument Number 201732162, Official Public Records, Parker County, Texas, located between Yucca Road and Royal View Drive.

A. Open Public Hearing

Mayor Moss opened the Public Hearing at 7:06 P.M.

City Planner Betty Chew addressed the Council on the petition for annexation.

Tamara Dean of 600 Royal View Ct. addressed the Council with her concerns on the zoning of the property if the annexation is approved.

City Secretary Smith read comments regarding the annexation received by email from Marcy Galle. The comments are attached to the minutes.

B. Close Public Hearing

There being no further comments Mayor Moss closed the Public Hearing at 7:11 P.M.

2. Discussion/Action: Consider and Act on adopting Ordinance 832-21, an ordinance to annex a 20.31-acre tract of land situated in the A. McCarver Survey, Abstract No. 910, and the M.M. Edwards Survey, Abstract No. 1955, Parker County, Texas, being a portion of that certain tract of land described in deed to Bulwark Asset Management, Ltd., recorded in Instrument Number 201732162, Official Public Records, Parker County, Texas.

City Secretary Smith read the heading for Ordinance 832-21:

An ordinance annexing the hereinafter described territory to the City of Willow Park, Parker County, Texas, and extending the boundary limits of said city so as to include

said hereinafter described property within said city limits and granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of said city; and adopting a service plan.

Mayor Pro Tem Young moved to approve Ordinance 832-21 as read. Councilmember Runnebaum seconded the motion.

Aye votes: Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes: None

Motion passed with a vote of 4 to 0.

3. Discussion/Action: Consider and Act on a Final Plat of a Replat Block E, Crown Pointe Addition, Phase IV, City of Willow Park, Parker County, Texas, located in the 4200 Block IH-20 Service Road N. at Jimma Drive and Mary Lou Drive.

City Planner Betty Chew addressed the Council on the Final Plat.

Councilmember Runnebaum moved to approve the Final Plat of a Replat Block E, Crown Pointe Addition, Phase IV, City of Willow Park, Parker County, Texas, located in the 4200 Block IH-20 Service Road N. at Jimma Drive and Mary Lou Drive. Councilmember Contreras seconded the motion.

Aye votes: Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes: None

Motion passed with a vote of 4 to 0.

4. Discussion/ Action: Public Hearing to consider amending the Zoning Ordinance to remove "Public Storage and Climate Controlled Public Storage as permitted uses in all zoning districts.

- A. Open Public Hearing

Mayor Moss opened the Public Hearing at 7:17 P.M.

- B. Close Public Hearing

There being no comments from the public Mayor Moss closed the Public Hearing at 7:19 P.M.

- C. Consider and Act on approving Ordinance 833-21 amending the zoning ordinance to remove "Public Storage and Climate Controlled Public Storage as permitted uses in all zoning districts.

City Planner Betty Chew addressed the Council on the zoning amendment.

City Secretary Smith read the heading for Ordinance 833-21:

An ordinance providing for an amendment to Chapter 14 "Zoning Regulations," Article Sec. 14.06.014(a)(21) "C" Commercial District use Regulations Climate-

Controlled, Self-Contained Public Storage; (removed); as amended providing for publication; and an effective date.

Councilmember Contreras moved to approve Ordinance 833-21 as read. Mayor Pro Tem Young seconded the motion.

Aye votes: Councilmembers Contreras, Young and Crummel

Nay votes: Councilmember Runnebaum

Motion passes with a vote of 3 to 1.

5. Discussion/Action: PUBLIC HEARING to consider amending the Zoning Ordinance to include definitions for "Commercial Amusement – Indoor and Commercial Amusement – Outdoor" and to classify each as permitted uses in the C-Commercial District and LI – Light Industrial District.

- A. Open Public Hearing

Mayor Moss opened the Public Hearing at 7:21 P.M.

City Planner Betty Chew addressed the Council on the Ordinance.

- B. Close Public Hearing

There being no comments from the public Mayor Moss closed the Public Hearing at 7:23 P.M.

- C. Consider and Act on approving Ordinance 834-21 amending the zoning ordinance to include definitions for "Commercial Amusement – Indoor and Commercial Amusement – Outdoor" and to classify each as permitted uses in the C-Commercial District and LI – Light Industrial District.

City Secretary Smith read the heading for Ordinance 834-21:

An ordinance providing for an amendment to Chapter 14 "Zoning Regulations," Article sec.14.04.001 definitions Commercial Amusement - Indoor and Commercial Amusement - Outdoor; Article Sec. 14.06.014(a) "C" Commercial District and Article Sec.14.06.015 (a) "LI" Light Industrial District Use Regulations Commercial Amusement - Indoor and Commercial Amusement - Outdoor; as amended providing for publication; and an effective date.

Councilmember Runnebaum moved to approve Ordinance 834-21 as read. Councilmember Contreras seconded the motion.

Aye votes: Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes: None

Motion passes with a vote of 4 to 0.

6. Discussion/Action: Public hearing on the City's Land Use Assumptions (future land use plan) and Capital Improvements Plan under which a storm water drainage impact fee may be imposed.

- A. Open public hearing.

Mayor Moss opened the Public Hearing at 7:25 P.M.

B. Close public hearing.

There being no comments from the public Mayor Moss closed the Public Hearing at 7:25 P.M.

C. City Council may approve a resolution approving the Land Use Assumptions and Capital Improvements Plan under which a storm water drainage impact fee may be imposed.

Mayor Pro Tem Young moved to approve a Resolution of the City Council of the City of Willow Park, Texas approving the Land Use Assumptions and Capital Improvements Plan for the city's Storm Water Impact Fee Service Area; and declaring an effective date. Councilmember Contreras seconded the motion.

Aye votes: Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes: None

Motion passed with a vote of 4 to 0.

7. Discussion/Action: The City Council may consider approving a resolution setting a public hearing to discuss the imposition of a storm water drainage impact fee.

Mayor Pro Tem Young moved to approve Resolution 2021-0713.2, A Resolution of the City Council of the City of Willow Park, Texas setting the date of a Public Hearing to be held at the regular called meeting of the City Council on August 24, 2021, at 7:00 P.M. to consider the adoption of a Storm Water Impact Fee, Councilmember Runnebaum seconded the motion.

Aye votes: Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes: None

Motion passes with a vote of 4 to 0.

8. Budget Workshop Discussion only: Fiscal Year 2021- 2022 budget and tax rate.

Public Works Director Guelker presented the proposed FY 21-22 Budgets for the water and wastewater systems. City Manager Grimes presented the Council with the proposed FY 21-22 Budget for the General Fund.

9. Discussion/Action: To consider and act on items to be considered for future Council meetings.

Items for the next agenda:

- Proclamation for Dr. Bohn
- Update on Fort Worth Water Project
- Update on Wastewater Treatment Plant Property Swap
- Half & Associates Update on Ground Storage
- Budget Workshop

- Formal and Official Vote on the Tax Rate
- Health Insurance Renewal

Mayor Moss called for a 5-minute break at 8:18 P.M.

Mayor Moss reconvened the meeting at 8:23 P.M.

10. Discussion/Action: To consider and act on setting the date and time for the next council meeting.

The date for the next Regular Council meeting was set for July 27, 2021, at 7:00 P.M.

Executive Session

Mayor Moss convened to executive session at 8:25 P.M.

- A. § Section 551.074 Personnel Matters; City Secretary Review
- B. § 551.071. Texas Government Code. Consultation with Attorney
- C. Any Posted item

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 the open meeting at 9:02 P.M.

No action was taken.

Adjournment

Councilmember Runnebaum moved to adjourn the meeting. Mayor Pro Tem Young seconded the motion.

Aye votes: Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes: None

Motion passed with a vote of 4 to 0.

Mayor Moss adjourned the meeting at 9:02 P.M.

APPROVED:

Doyle Moss, Mayor

ATTEST:

Candice J Scott, Acting City Secretary



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date:

July 27, 2021

Department:

City Admin

Presented By:

Bryan Grimes

AGENDA ITEM:

Discussion / Action: Accept the Letter of Resignation of City Secretary Alicia Smith and approve related severance package

BACKGROUND:

City Secretary Alicia Smith has submitted her letter of resignation to the City Council effective July 27, 2021. The City Attorney has drafted a severance package for the Council to consider.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
Source of Funding	\$	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: July 27, 2021	Department: City Admin	Presented By: Bryan Grimes
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AGENDA ITEM:

1. Discussion / Action: Appointment of Interim City Secretary
 - a. Candy Scott

BACKGROUND:

Upon the resignation of City Secretary Alicia Smith, Council will need to appoint an interim City Secretary until a permanent appointment can be made. City Manager Bryan Grimes recommends Chief Financial Officer Candy Scott to fill the interim appointment. Candy has previously served as City Secretary for the City of Willow Park and has a familiarity with the roles and responsibilities of the position.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested Motion: I move the City Council of the City of Willow Park appoint Candy Scott as Interim City Secretary until a permanent appointment can be made.

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date:

July 27, 2021

Department:

City Admin

Presented By:

Bryan Grimes

AGENDA ITEM:

Discussion / Action: Discussion of Preliminary Budget for the FY 2021 – 2022 period.

BACKGROUND:

This agenda item was requested by Mayor Pro Tem Young in the event that further discussion was required on the Preliminary Budget presented at the July 13 Council meeting.

STAFF/BOARD/COMMISSION RECOMMENDATION:**EXHIBITS:**

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
Source of Funding	\$	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: July 27, 2021	Department: City Admin	Presented By: Bryan Grimes
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AGENDA ITEM:

Discussion /Action: To discuss, consider, and act on to setting the date, time, and place for a public hearing on a proposed ad valorem tax rate and budget for the period beginning October 1, 2021 thru September 30, 2022.

BACKGROUND:

State statute requires that Council set the date, time, and location for the single Public Hearing to discuss the ad valorem tax rate and the budget for FY 21 – 22, beginning on October 1, 2021 and ending September 30, 2022. Upon the passage of this motion, and the subsequential vote on the proposed tax rate, staff will place an ad with *The Community News* per state statute.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested Motion: I move that the City of Willow Park hold a public hearing on the tax rate and budget for FY 21 – 22, a period beginning on October 1, 2021 and ending on September 30, 2022 on August 10, 2021 at 7:00 PM at the Willow Park City Hall located at 516 Ranch House Road and authorize staff to place public notices as required.

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: July 27, 2021	Department: City Admin	Presented By: Bryan Grimes
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AGENDA ITEM:

Discussion /Action: To discuss, consider and act on approving a proposed ad valorem tax rate for the period beginning October 1, 2021 thru September 30, 2022.

BACKGROUND:

State statute requires that Council take a roll call vote on the proposed tax rate for the upcoming budget for FY 21 – 22. This is part of the rate setting process. As we have discussed at previous workshops the tax rate for your consideration is as follows:

M/O: \$0.2561
 I/S: \$0.2582
 Total Tax Rate: \$0.5143

For your review, please find the tax rate calculations from the Parker County Appraisal District and the staff worksheet that has been previously discussed.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested Motion: I move that the City of Willow Park assess a proposed maintenance and operations tax rate of \$0.2561 and an interest and sinking rate of \$0.2582 for a total tax rate of \$0.5143 and that a roll call vote be taken per state statute.

EXHIBITS:

2021 Certified Tax Roll

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$

**PARKER COUNTY APPRAISAL DISTRICT
1108 SANTA FE DRIVE
WEATHERFORD, TEXAS 76086**

TELEPHONE: 817-596-0077

FAX: 817-613-8096

parkercad@parkercad.org

STATE OF TEXAS

**PROPERTY TAX CODE
SECTION 26.01**

COUNTY OF PARKER

**CERTIFICATION OF APPRAISAL ROLL
CITY OF WILLOW PARK**

I, Rick Armstrong, Chief Appraiser for the Parker County Appraisal District, do solemnly swear that \$741,818,198 is the grand total of the approved 2021 appraisal roll of the City of Willow Park which lists the property taxable by the City of Willow Park and constitutes the 2021 taxable value for the City of Willow Park.

July 21, 2021



Rick Armstrong, Chief Appraiser

TAX ROLL INFORMATION

2021 TOTAL MARKET VALUE	\$	841,914,834
2021 TOTAL TAXABLE VALUE	\$	741,818,198
New improvements added since January 1, 2020	\$	14,170,610
2021 Frozen Value of O/65 Homesteads	\$	130,968,303
2021 Frozen Levy of O/65 Homesteads	\$	389,480

Approval of the appraisal records by the Parker County Appraisal Review Board occurred on the 19th day of July, 2021.

2021 CERTIFIED TOTALS

CWP-CITY WILLOW PARK (2021)

Count : 2,605

Market		Count	Value	Land	Count	Value	Prod Mkt	Count	Value	Other	Count	Value
Improvement		1,899	583,616,028	Homestead	2,256	194,368,755	Agricultural	79	19,608,411	Mineral	2	24,400
Non Homestead		1	1,440	Non Homestead	1	1,440	Inventory	0	0	Personal	267	29,396,730
New Homestead		82	14,898,970	New Homestead	0	0	Timber	0	0	New Personal	0	0
New Non HS		0	0	New Non HS	0	0						

Impr Market	Count	Value	Land Market	Count	Value	Prod Market	Count	Value	Other	Count	Value
Impr Market	598,515,098	(+)	Land Market	194,370,195	(+)	Prod Market	19,608,411	(+)	Other	29,421,130	(=)

Loss	Count	Value	Prod Loss	Count	Value
Total Market	841,914,834		Prod Loss	70,826	19,537,585

Hs Cap Loss		Count	Value	Productivity		Count	Value	Prod Loss	Count	Value
General	738	14,994,282	Inventory	79	70,826	0	0	0	0	0
			Timber	0	0	0	0	0	0	0

Cap Loss		Count	Value	Prod Loss		Count	Value
Cap Loss	14,994,282	(+)	Prod Loss	19,537,585	(=)	34,531,867	

Deductions		Count	Value	Over 65		Count	Value	Disabled		Count	Value	Assessed
General	0	0	General	0	0	0	0	General	0	0	0	807,382,967
Frozen	0	0	Frozen	0	0	0	0	Frozen	0	0	0	
Local	0	0	Local	30	300,000	0	0	Local	0	0	0	
Local Frozen	0	0	Local Frozen	477	4,747,170	0	0	Local Frozen	0	0	0	
Local %	0	0										
Local % Fzn	0	0										

Total Hs		Count	Value	Total Os		Count	Value	Total Dis		Count	Value
Total Hs	0	0	Total Os	5,047,170	(+)	Total Dis	0				

Disabled Veteran		Count	Value	Miscellaneous		Count	Value	Const Exempt		Count	Value
General	45	432,500	Abatements	1	13,182,230	General	60	31,712,979	General	60	31,712,979
Frozen	31	370,000	Pollution Control	0	0	Prorated	0	0	Prorated	0	0
100% Homestead	42	14,163,769	Freeport	0	0						
			Minimum Value	10	1,490						
			Other	0	0						

Total Dis Vet		Count	Value	Total Other		Count	Value	Total Exempt		Count	Value
Total Dis Vet	14,966,269	(+)	Total Other	13,183,720	(+)	Total Exempt	31,712,979	(=)	64,910,138		

Taxable / Tax		Count	Value	Taxable Frozen		Count	Value	Taxable Non Frozen		Count	Value
New Frozen Taxable	36,380	(+)	Taxable Frozen	130,968,303	(+)	Taxable Non Frozen	610,813,515	(=)	741,818,198		

New Frozen Tax		Count	Value	Tax Frozen		Count	Value	Tax Non Frozen		Count	Value
New Frozen Tax	195.25	(+)	Tax Frozen	389,479.92	(+)	Tax Non Frozen	3,278,235.99	(=)	3,667,911.16		

Additional Totals		Count	Value	TIFF #1		Count	Value	TIFF		Count	Value	TIFF #2		Count	Value
Miscellaneous	1,403	410,369,764	Total Taxable	1	88,612,499	Total Taxable	0	0	Total Taxable	0	0	Total Taxable	0	0	
Subj to Hs	81	14,170,610	Total Tax	475,582.91	Total Tax	2016	2016	0.00	Total Tax	0.00	0.00	Origination Year	0	0	
Legal Acres			Origination Year	0.00	Origination Year	26,569,160	Origination Year	0	0	0	0	Taxable Base	0	0	
Ag Acres			Taxable Base	0.000	Taxable Base	62,043,339	Taxable Base	0	0	0	0	Taxable Captured	0	0	
Inv Acres			Taxable Captured	0	Taxable Captured	332,986.60	Taxable Captured	0	0	0	0	Tax Captured	0	0	
Tmb Acres			Tax Captured	0.000	Tax Captured	0.000	Tax Captured	0.000	0.000	0.000	0.000				
Annexed	0	0	Disaster Avg %	0	Disaster Avg %	0	Disaster Avg %	0	0	0	0				
DeAnnexed	0	0	Est Recognizable Txbi	0	Est Recognizable Txbi	0	Est Recognizable Txbi	0	0	0	0				

Chapter 313 Value Limitation		Count	Value	Chapter 313 Value Limitation		Count	Value
I&S Taxable	741,818,198		I&S Taxable	741,818,198			
M&O Taxable	741,818,198		M&O Taxable	741,818,198			
VLA Cap Loss	0		VLA Cap Loss	0			

* Please contact Chief Appraiser to obtain estimated recognizable values of property under protest



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: July 27, 2021	Department: City Admin	Presented By: Bryan Grimes
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AGENDA ITEM:

Discussion/ Action: To discuss, consider and act on the proposals received for Employee Health benefits, including health insurance, and act on awarding a contract(s) for Employee Health benefits, including health insurance

BACKGROUND:

Staff had issued a public notice to accept RFPs for the City’s health insurance renewal through Nancy Johnson with the Tommy Morris Agency. The City only received one proposal, which was from our current provider—Blue Cross Blue Shield. The average rate increase will be approximately 6.5%. Staff recommends renewal of health insurance coverage with Blue Cross Blue Shield and the Tommy Morris Agency.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested Motion: I move that the Willow Park City Council direct staff to renew the City Health Insurance and Benefits plan, including Health, Vision, and Dental with the providers that have been recommended by staff and direct staff to work with Nancy Johnson of the Tommy Morris Agency to broker those benefits.

EXHIBITS:

Renewal Notice from Blue Cross Blue Shield

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$



BlueCross BlueShield of Texas
Experience. Wellness. Everywhere.®

**City of Willow Park
 Health Plan Renewal
 October 1, 2021 – September 30, 2022**

	Current Rates	Renewal Rates	Change
\$1,500 Deductible Traditional Plan			
Employee Only	\$692.14	\$731.19	5.65%
Employee & Spouse	\$1,384.28	\$1,462.38	5.65%
Employee & Children	\$1,384.28	\$1,462.38	5.65%
Employee & Family	\$2,076.42	\$2,193.57	5.65%
\$3,000 Deductible HSA Plan			
Employee Only	\$660.23	\$731.19	10.75%
Employee & Spouse	\$1,320.46	\$1,462.38	10.75%
Employee & Children	\$1,320.46	\$1,462.38	10.75%
Employee & Family	\$1,980.69	\$2,193.57	10.75%
\$3,000 Deductible Traditional Plan			
Employee Only	\$594.93	\$636.57	7.00%
Employee & Spouse	\$1,189.86	\$1,273.14	7.00%
Employee & Children	\$1,189.86	\$1,273.14	7.00%
Employee & Family	\$1,784.79	\$1,909.71	7.00%





City of Willow Park

Dental/Vision Plan Renewal
 October 1, 2021 – September 30, 2022

	Current Rates	Renewal Rates	Change
Dental			
Employee Only	\$41.04	\$42.68	4.00%
Employee & Spouse	\$84.24	\$87.60	4.00%
Employee & Children	\$88.56	\$92.08	4.00%
Employee & Family	\$125.96	\$131.00	4.00%
Vision			
Employee Only	\$8.88	\$8.88	0%
Employee & Spouse	\$19.12	\$19.12	0%
Employee & Children	\$15.44	\$15.44	0%
Employee & Family	\$25.72	\$25.72	0%



BlueCross BlueShield of Texas
Experience. Wellness. Everywhere.®

**City of Willow Park
 Group Life/Voluntary Life Plan Renewal
 October 1, 2021 – September 30, 2022**

	Current	Renewal	Change
Employer-Paid Group Life			
Employee \$50,000 Life/ADD per \$1,000	\$0.133/\$0.033	\$0.133/\$0.033	0%
Voluntary Life			
<i>Employee and Spouse (per \$10,000)</i>			
<25	\$0.42	\$0.42	0%
25-29	\$0.51	\$0.51	0%
30-34	\$0.67	\$0.67	0%
35-39	\$0.76	\$0.76	0%
40-44	\$0.84	\$0.84	0%
45-49	\$1.27	\$1.27	0%
50-54	\$1.94	\$1.94	0%
55-59	\$3.63	\$3.63	0%
60-64	\$5.57	\$5.57	0%
65-69	\$10.71	\$10.71	0%
70+	\$17.37	\$17.37	0%
AD&D	\$0.33	\$0.33	0%
Guaranteed Issue			
Employee	\$100,000	\$100,000	
Spouse	\$20,000	\$20,000	

	Current	Renewal	Change
Voluntary Life – Cont'd.			
<i>Child (per \$1,000)</i>			
Life	\$0.182	\$0.182	0%
AD&D	\$0.033	\$0.033	0%
Guaranteed Issue	\$10,000	\$10,000	0%



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date:

July 27, 2021

Department:

City Admin

Presented By:

Bryan Grimes

AGENDA ITEM:

Discussion Only: Update on Fort Worth Water Project

BACKGROUND:

Per Council request, Halff Engineering will update Council on the progress of the Fort Worth Water Project.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:

FINANCIAL INFO:

Cost

\$

**Source of
Funding**

\$



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date:

July 27, 2021

Department:

City Admin

Presented By:

Bryan Grimes

AGENDA ITEM:

Discussion Only: Update on Wastewater Treatment Plant

BACKGROUND:

Per Council request, Derek Turner with Jacob and Martin Engineering, will update Council on the progress of the new Wastewater Treatment Plant

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
Source of Funding	\$	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: July 27, 2021	Department: City Admin	Presented By: Bryan Grimes
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AGENDA ITEM:

Discussion / Action: To discuss and act upon amending certain Public Comment Procedures

- a. Email and written public comments to Council

BACKGROUND:

During the COVID-19 Pandemic, Council informally initiated a practice where any email public comments would be read aloud by staff as part of the discussion as part of the precautionary measures. However, since the COVID-19 procedures are no longer being applied, Staff was asked to provide recommendations to alter this practice. As such, staff recommends that any email or written comments will be acknowledged at either the “Public Comment” Agenda Item, or when / if the Comment is part of a regular agenda item. The acknowledgement will be that “Citizen X has provided a written comment and those comments will be codified into the minutes as an attachment.

STAFF/BOARD/COMMISSION RECOMMENDATION:

I move that the City of Willow Park no longer read into the record email or written comments received prior to 5:00 PM of the date of any City Council meeting and that such communications be made available as an attachment to the minutes of said meeting.

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: July 27, 2021	Department: City Admin	Presented By: Bryan Grimes
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AGENDA ITEM:

Discussion / Action: Extension of Land Exchange Agreement between the City and the Willow Park Baptist Church of Texas

BACKGROUND:

Per City Attorney Pat Chesser, we have added this item in the event more time is required to get forms, documents and other instruments executed prior to the July 31, 2021 deadline. The new deadline will be August 31, 2021 The land exchange has not changed in any way.

STAFF/BOARD/COMMISSION RECOMMENDATION:

I move the City of Willow Park extend the land exchange agreement deadline with Willow Park Baptist Church of Texas until August 31, 2021.

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$

AMENDMENT TO THE REAL PROPERTY EXCHANGE AGREEMENT

THIS AMENDMENT TO THE REAL PROPERTY EXCHANGE AGREEMENT (this “Amendment”) is made and entered into this ____ day of July 2021 (the “Effective Date”) by and between the City of Willow Park, Texas, a Type A General law municipality (the “City”) and the Willow Park Baptist Church of Texas (referred to herein as the “WPBCT”).

RECITALS

WHEREAS, the City and the WPBCT originally entered into a Real Property Exchange Agreement dated to be effective on November 4, 2020 (the “Agreement”); and

WHEREAS, Article 9, Closing, Paragraph 9.3, Date of Closing of the Agreement provides that the closing on the land exchange between the City and the WPBCT shall occur on or before sixty (60) days after the City closes on the TWDB loan and that the Agreement will terminate if all conditions for closing have not been met on or before July 31, 2021; and.

WHEREAS, the City and WPBCT desire to amend Article 9, Closing, Paragraph 9.3, Date of Closing of the Agreement to extend the time to complete all conditions of closing and close on the exchange until on or before August 31, 2021; and

NOW THEREFORE, in consideration of the agreements herein contained and other consideration, the receipt and adequacy of which is hereby acknowledged, the parties agree to amend the Agreement as follows:

1.0 All terms utilized in this Amendment shall have the same meaning as set forth in the Agreement except as otherwise indicated herein.

2.0 Article 9, Closing, Paragraph 9.3, Date of Closing, is hereby amended to read as follows:

9.3 Date of Closing. The closing (“Closing”) shall occur on or before August 31, 2021 after the City closes on the TWDB loan and is funded to construct the New Sewer Facility, unless otherwise agreed to by the parties. All conditions of Article 8 and Article 9 must have been satisfied unless a condition is waived by the non-obligated party in writing. However, notwithstanding anything contained in this Agreement to the contrary, in the event that all conditions have not been met on or before August 31, 2021, then this Agreement shall terminate and be of no further force or effect unless the Closing date is extended by the mutual agreement of the parties.

3.0 Except as expressly modified by this Amendment, the terms and conditions of the Agreement shall remain in full force and effect and are hereby ratified and confirmed.

4.0 This Amendment shall bind and inure to the benefit of the parties hereto and their respective legal representatives, successors and assigns.

5.0 This Amendment may be signed in counterparts, and by facsimile, each of which shall be an original document but all of which taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Amendment through their duly authorized officers or representatives effective as of the Effective Date set out above.

City:

City of Willow Park

WPBCT:

Willow Park Baptist Church of Texas,
a Texas nonprofit corporation

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

ATTEST:

Candy Scott, Interim City Secretary



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date:

July 27, 2021

Department:

City Admin

Presented By:

Bryan Grimes

AGENDA ITEM:

Discussion / Action: on Cause No. CV10-0429, City of Willow Park v. Todd C. Brennan, et. al. v. Parker County Appraisal District, Parker County Appraisal Review Board, City of Aledo, Larry Hammonds in his official capacity as Parker County Appraisal District Director (Executive Session)

BACKGROUND:

Per state statute, Council will deliberate in Executive Session on this item.

STAFF/BOARD/COMMISSION RECOMMENDATION:**EXHIBITS:**

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
Source of Funding	\$	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: July 27, 2021	Department: Admin	Presented By: City Manager
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AGENDA ITEM: Discussion / Action to authorize the City staff to seek proposals through an RFP for a professional service provider to assist in administration services for the Coronavirus Local Fiscal Recovery Fund programs through the American Rescue Plan Act of 2021.

BACKGROUND:

As part of the American Rescue Plan Act of 2021, Congress has appropriated funds for local governments to be used for various infrastructure projects. Unlike previous funding, it may be necessary to procure administrative services for these funds. By authorizing staff to submit and RFP for these services now, it will help expedite that requirement if needed at a future date.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested Motion: I move to authorize staff to develop and proceed with a Request for Proposal for Administrative Services in compliance with the American Rescue Plan Act of 2021.

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: July 27, 2021	Department: Admin	Presented By: City Manager
---------------------------------------	-----------------------------	--------------------------------------

AGENDA ITEM: Discussion / Action to authorize the City staff to seek proposals through an RFP for a professional service provider to assist in engineering services for the Coronavirus Local Fiscal Recovery Fund programs through the American Rescue Plan Act of 2021.

BACKGROUND:

As part of the American Rescue Plan Act of 2021, Congress has appropriated funds for local governments to be used for various infrastructure projects. Unlike previous funding, it may be necessary to procure engineering services for these funds. By authorizing staff to submit and RFP for these services now, it will help expedite that requirement if needed at a future date.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested Motion: I move to authorize staff to develop and proceed with a Request for Proposal for Engineering Services in compliance with the American Rescue Plan Act of 2021.

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
Source of Funding	\$	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: 07/27/21	Department: Utility Billing	Presented By: Candy Scott
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AGENDA ITEM:

Ordinance No. 835-21 Amending Appendix A – Fee Schedule by adjusting the water base rate fee table.

BACKGROUND:

When we did the meter change outs, we needed to change the meter size in the utility billing software system from a 5/8” meter to a 3/4" meter due to the fact that a 5/8” meter no longer exists. The utility billing program automatically moved the base rate up to the 3/4" meter base rate. This is an increase of \$20.86 to each customer.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff is recommending an amendment to the rate table to remove the 5/8” meter and set those rates to the 3/4" meter base rate.

Suggested Motion: I move to approve Ordinance No. 835-21, an Ordinance of the City of Willow Park, Texas, providing authorization to amend "Appendix A - Fee S chedule" of the Municipal Code of Ordinances, by adjusting the water base rate table to remove the 5/8 meter and setting the 5/8 inch base rate as the 3/4 inch base rate, providing for a penalty a severability clause and an effective date.

EXHIBITS:

Ordinance No. 835-21, Exhibit A

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$

CITY OF WILLOW PARK

ORDINANCE NO. 835-21

AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING AUTHORIZATION TO AMEND "APPENDIX A - FEE SCHEDULE" OF THE MUNICIPAL CODE OF ORDINANCES, BY ADJUSTING THE WATER BASE RATE TABLE TO REMOVE THE 5/8 METER AND SETTING THE 5/8 INCH BASE RATE AS THE 3/4 INCH BASE RATE, PROVIDING FOR A PENALTY A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, the City of Willow Park, is a municipal corporation duly and legally formed in the State of Texas; and

WHEREAS, the City is a general law municipality with specific powers delegated to it to protect the health, safety and general welfare of its citizens; and,

WHEREAS, the City has the authority to adopt and amend ordinances and pass laws in the best interests of the City pursuant to §51.012 TEX. LOCAL GOV'T CODE.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS:

SECTION 1. AUTHORIZATION

The Mayor is hereby authorized and directed to implement the applicable provisions of this Ordinance.

SECTION 2. AMENDMENT

APPENDIX A – “FEE SCHEDULE” of the Municipal Code of Ordinances is amended as follows:

“ARTICLE 17.000 MUNICIPAL SERVICE FEES (see attached Exhibit “A” for service fee amendments in Article 17.000 of Appendix A)

SECTION 3. SEVERABILITY

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid by any court, such invalidity shall not affect the validity of other provisions or applications, and to this end the provisions of this Ordinance are severable.

SECTION 4. RECITALS

The City Council hereby finds and declares all precatory language herein to be true and correct and approves and adopts the same herein as part of this Ordinance.

SECTION 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its adoption by the City Council of the City of Willow Park and after publication.

PASSED AND ADOPTED this 27th day of July 2021.

/s/ _____
Doyle Moss, Mayor

ATTEST:

/s/ _____
Candice J Scott, Interim City Secretary

The Willow Park City Council in acting on Ordinance No. 835-21, did on the 27th day of July 2021 vote as follows:

	FOR	AGAINST	ABSTAIN
Doyle Moss, Mayor	_____	_____	_____
Eric Contreras, Place 1	_____	_____	_____
Tyler VanSant, Place 2	_____	_____	_____
Greg Runnebaum, Place 3	_____	_____	_____
Lea Young, Place 4	_____	_____	_____
Nathan Crummel, Place 5	_____	_____	_____

EXHIBIT "A"
Enterprise Fund Utility Rates Services

Utility Billing Services

	Residential	Residential Sr.	Res. Outside (ETJ)	Commercial	Irrigation
Account Deposit	\$100	\$100	\$200	\$200	\$100
New Account Application & Set Up	\$50	\$50	\$60	\$60	\$50
Existing Account Re-Activation	\$35	\$35	\$45	\$45	\$35
Unscheduled Account Closure	\$25	\$25	\$25	\$25	\$25
Payment Plan Application Fee	\$25	\$25	\$25	\$50	\$50
Medical Hardship Application Fee	\$10	\$10	\$10	N/A	N/A

*All Residential and Residential Sr. accounts include Residential Solid Waste (curbside garbage)

**All Residential Outside (ETJ) accounts must provide proof of on-site sewage facility (OSFF) and solid waste service prior to water service activation

***Commercial accounts must provide proof of solid waste services through Duncan Disposal/Republic Services

****All construction accounts are classified as Commercial accounts

*****Residential Outside (ETJ) accounts that do not have a deposit on file will be charged a \$10 per month pro rated deposit charge

Late Payment Charge	5% of Delinquent Balance
Non-Sufficient Funds Fee	\$30
Credit/Debit Card Processing Fee	3% of Transaction

Water Rates

Meter Charge is assessed as a monthly base charge for connecting to City Water Utility

Meter Charge	Residential	Residential Sr.	Res. Outside (ETJ)	Commercial	Irrigation
5/8-inch	\$41.71	\$31.29	\$47.97	\$41.71	\$41.71
3/4 inch	\$41.71	\$31.29	\$47.97	\$41.71	\$41.71
3/4-inch	\$62.57	\$46.93	\$71.96	\$62.57	\$62.57
1 inch	\$104.29	\$78.21	\$119.93	\$104.29	\$104.29
1 1/2 inch	\$208.57	\$156.43	\$239.86	\$208.57	\$208.57
2 inch	\$333.72	\$250.29	\$383.77	\$333.72	\$333.72
3 inch	\$625.72	\$469.29	\$719.57	\$625.72	\$625.72
4 inch	\$1,042.86	\$782.15	\$1,199.29	\$1,042.86	\$1,042.86

EXHIBIT "A"

Enterprise Fund Utility Rates Services

6 inch	\$2,085.72	\$1,564.29	\$2,398.58	\$2,085.72	\$2,085.72
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Volumetric Charged is assessed based on 1,000 gallon usage

Volumetric Charge	Residential	Residential Sr.	Res. Outside (ETJ)	Commercial	Irrigation
0 - 9,000 gallons	\$3.89	\$2.92	\$4.47	\$3.89	\$4.87
9,001 - 20,000 gallons	\$4.87	\$4.87	\$5.60	\$4.87	\$6.08
20,001 - 40,000 gallons	\$6.08	\$6.08	\$6.99	\$6.08	\$7.60
40,000 gallons +	\$7.60	\$7.60	\$8.74	\$6.08	\$7.60

Volumetric Charge	Commercial	Irrigation
0 - 25,000 gallons	\$3.89	\$4.87
25,000 - 50,000 gallons	\$4.87	\$6.08
50,000 gallons	\$6.08	\$7.60

Wastewater Rates

Base Charge is assessed as monthly charge for connecting to City Wastewater Utility

Base Charge	Residential	Commercial
	18.43	18.43

Volumetric Charges is assessed based on a Winter Average per 1,000 gallon water usage

Volumetric Charge	Residential	Commercial
	4.75	4.75

Solid Waste Rates

Monthly charge based on contracted service provider

Residential Solid Waste Pick Up	\$13.01
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EXHIBIT "A"

Enterprise Fund Utility Rates Services

Additional Utility Services

Water Meter Installation/Change Out	\$250 + cost of equipment
Meter Box Installation/Change Out	\$250 + cost of equipment
Water Meter Testing	\$75
Equipment Damage Fee	\$75 + equipment replacement cost
Meter Tampering	\$500
Construction Water Meter Deposit	\$1,200

Fee is refunded if meter is found to be outside industry tolerances

Meter lock broken or removed, curb stop damaged or broken, dialog damaged or disconnected, meter broken or stolen, unauthorized connection inserted, and unauthorized water usage

* All construction accounts

Water Tap Fees

Water Tap Fee (1" or less)	\$500
Water Tap Fee (1 1/2" - 2")	\$750
Water Tap Fee (3" - 4")	\$1,000
Water Tap Fee (6")	\$1,500