

**WILLOW PARK CITY COUNCIL REGULAR MEETING  
516 RANCH HOUSE ROAD, WILLOW PARK, TEXAS 76087  
TUESDAY, MARCH 18, 2008**

**I. Call to Order**

Mayor Glasgow called the Regular Meeting of the City Council to order at 7:01 P.M

**II. Quorum Check**

**Present:**

Mayor Marvin Glasgow  
Council Member Barry Tatum  
Council Member Theresa Welch  
Council Member Hale Alderman  
Mayor Pro-tem Kenneth Hawkins

**Also Present:**

City Administrator Claud Arnold  
City Secretary Candy Scott  
City Attorney Rider Scott

**Absent:**

Council Member Barry Brown

**III. Invocation**

The invocation was given by Council Member Tatum

**IV. Pledge of Allegiance**

Mayor Glasgow led the Pledge of Allegiance.

**V. Approval of Minutes**

A. Regular City Council Meeting of February 19, 2008

B. Special City Council Meeting of February 25, 2008

C. Special City Council Meeting of March 3, 2008

**\*\*Mayor Pro-tem Hawkins moved to approve all three sets of minutes as presented, seconded by Council Member Tatum**

Aye votes: Council Members: Tatum, Welch, Alderman, & Hawkins

Nay votes: None

Abstained: None

Motion passed with a vote of 4-0-0

**VI. Community Announcements**

None

## **VII. Citizens Presentations**

Mickey Thomas of MJ Thomas Engineering addressed the Council to give a statement of qualifications for engineering services for road repairs.

Jeff Ground of Lockwood, Andrews & Newnam, Inc addressed the Council and gave a power point presentation on their qualifications for engineering services for road repairs.

John Dewer and Chris Boscow of Freese & Nichols addressed the Council to give a statement of qualifications for engineering services for road repairs.

Kevin Miller of Baird, Hampton & Brown addressed the Council to give a statement of qualifications for engineering services for road repairs.

## **VIII. Mayor's Update**

It was reported by one of our engineers at our last council meeting that Willow Park has experienced a 40% water loss. That loss was reported about 5 or 6 years ago when the city was looking for a "Water Bandit". Some of you may remember that. It turns out that when 5 previously unknown water valves were discovered and turned off, the water stopped disappearing, and no one reported their water being cut off. It seems that a certain pond south of I-20 that always seemed to be full while others in the area were low or dry suddenly started drying up when those valves were turned off. Also, there were several fields that were located south of I-20 that were green, when other fields were brown, that suddenly started turning brown when the valves were closed. We don't know who installed those valves or where the water lines went, but when we closed them, we no longer had a water loss. Now for the record, Mr. Arnold was instrumental in locating those valves, and led the efforts to find where our water loss was going. He then arranged for the termination of our contract with Severn-Trent, hired our own public works crew who found numerous problems that the former contractor did not fix, cleaned up our well sites and made the necessary repairs to have our water system in proper working order, and ultimately saved the city over \$300,000 that first year by doing the work ourselves instead of outsourcing it. As a result of his leadership, we have now earned a Superior Water System rating, given to us by the state.

I am pleased to report that our City Administrator has jumped back into the driver's seat and is making great progress in managing our city. We have received many positive reports regarding his efforts, and I am sure this council appreciates his efforts.

Our road study is moving forward, and engineers and contractors are doing their studies and preparing bids to start road repair, probably within the next month to six weeks.

Our Police and Fire Departments are working together as a team, something that has not happened in a very long time.

Our City Staff is one of the finest you could ever ask for. They are doing a fantastic job, and our city has one of the best City Secretaries that could be asked for.

**IX. City Administrator's Update**

City Administrator Arnold reported that he has spent the last three weeks on roads getting ready for the new school to open. There was an overflow at the lift station in Deer Creek, the street signs for truck traffic will be ready to go up soon and we have gotten bids from the County on small road jobs.

**X. Department Head Updates**

A. Fire Department

Lieutenant Walker Lawrence reported that the Fire Department had received a \$1000.00 grant from Texas Gas Service. The ISO test will be done on April 3<sup>rd</sup>, and the Fire Department has responded to 29 calls so far this month.

B. Police Department

Deputy Chief Brad Johnson reported that the Police Department has had 352 calls for service through March 17<sup>th</sup>, there were 142 citations written in February and the department is getting ready for the Ride for Heroes.

C. Public Works

Superintendent Rudy Ragle reported that in February the Public Works Department handled 490 works orders and 6 major main breaks, they also had employees attending training classes.

D. Building Department

Building Clerk Ebbie Wooten reported that there were 33 permits, 5 registrations, 6 plan reviews and 77 inspections for the month of February.

E. Parks & Recreation

No report was given.

F. Administration

City Secretary Candy Scott reported on the budget performance for February and the revenue received from sales tax and mixed beverage tax for March.

**XI. New Business**

A. Discussion/Action – Proclamation from Mayor on *The Big Read: Parker County Reads Together* (Mayor Glasgow)

Mayor Glasgow read and signed a Proclamation declaring that April 15 through May 14, 2008 be known and appreciated as *The Big Read: Parker County Reads Together*.

- B. Discussion/Action – Ordinance No. \_\_\_\_\_ accepting the voluntary petition for annexation received from the Aledo Independent School District requesting annexation of approximately 19.287 acres in the F. Sanchez Survey, A-2347, Parker County, Texas, being a portion of all of that certain tract of land conveyed to Boswell Interests Ltd., by deed recorded in Volume 1976, Page 331, Deed Records, Parker County, Texas. (Mayor Glasgow)

**\*\*Mayor Pro-tem Hawkins moved to adopt Ordinance No. 571-08, An Ordinance providing for granting the petition of annexation filed with the City of Willow Park, Texas by Aledo Independent School district, the owner of that certain 19.287 acre tract of land situated in the Heirs of Francisco Sanchez Survey, abstract No. 2347, Parker County, Texas and being a portion of all that certain tract of land conveyed to Boswell Interest, LTD, by deed recorded in Volume 1976, Page 331, Deed Records, Parker County, Texas providing for encompassing the area described by the petition within the Municipal Limits of the City and extending to the inhabitants of the area the rights and privileges of other citizens of the municipality and extending the jurisdiction of the ordinances and regulations of the City to said 19.287 acre tract; and, providing for recordation and an effective date, seconded by Council Member Tatum**

Aye votes: Council Members: Tatum, Welch, Alderman & Hawkins

Nay votes: None

Abstained: None

Motion passed with a vote of 4-0-0

- C. Discussion/Action – Willow Park Road Study being performed by MJ Thomas Engineering, LLC. (Mayor Glasgow)

Mickey Thomas of MJ Thomas Engineering presented the Council with the street evaluation and summary and recommendations for street repairs and improvements. A lengthy discussion followed.

No Action

- D. Discussion/Action –Traffic Impact Analysis for Boswell Elementary School being performed by Innovative Transportation Solutions (Mayor Glasgow)

Dean Stellar of Innovative Transportation Solutions presented the Council with a preliminary traffic overview for the McCall Elementary School. A lengthy discussion followed.

No Action

- E. Discussion/Action – Resolution No. \_\_\_\_\_ to authorize execution of a Contract and Agreements for certain election services to be performed by Parker County Elections Administration for the City of Willow Park. (Mayor Glasgow)

**\*\*Mayor Pro-tem Hawkins moved to adopt Resolution No. 03-08, A Resolution of the City of Willow Park, Texas, providing for authorization to enter into certain contracts and agreements with Parker County, Texas, the Election Administration of Parker County Texas, or other designated individuals, to provide certain services for the City of Willow Park, Texas to conduct a Municipal Election on or about May 10, 2008; and, providing for an effective date, seconded by Council Member Welch**

Aye votes: Council Members: Tatum, Welch, Alderman & Hawkins

Nay votes: None

Abstained: None

Motion passed with a vote of 4-0-0

- F. Discussion/Action – Resolution No. \_\_\_\_\_ to authorize the Request for Qualifications, receipt of responses, selection of most qualified and negotiation of a Professional Services Agreement with an engineering firm for certain road improvement projects

**\*\*Mayor Pro-tem Hawkins moved to adopt Resolution No. 04-08, A Resolution of the City of Willow Park, Texas, providing for authorization to publish notice for qualifications, review and negotiate an agreement for professional engineering services and/or contract management services related to the design, plans specification and/or project management for municipal road improvements including, but not limited to Scenic Trail and El Chico Trail; and, providing for ratification and an effective date, seconded by Council Member Tatum**

Aye votes: Council Members: Tatum, Welch, Alderman & Hawkins

Nay votes: None

Abstained: None

Motion passed with a vote of 4-0-0

## **XII. Recess To Executive Session**

Mayor Glasgow recessed the meeting to Executive Session at 9:10 P.M.

Pursuant to the Provision of Chapter 551, Government Code, Vernon's Texas Codes Annotated, in Accordance with Authority contained in...

A. ...Section 551.071 – Consultations with Attorney or Contemplated Litigation

B. ...Section 551.072 – Deliberations Regarding Real Property

## **XIII. Reconvene to Open Meeting**

Mayor Glasgow reconvened to the open meeting at 9:33 P.M.

A. ...Discussion/Action – Consultations with Attorney or contemplated Litigation (Mayor Glasgow)

No Action

B. ...Discussion/Action – Deliberations Regarding Real Property (Mayor Glasgow)

No Action

**XVI. Adjournment**

The meeting adjourned at 9:33 P.M.

APPROVED

---

Marvin Glasgow, Mayor  
City of Willow Park, Texas

ATTEST:

---

Candice J. Scott, City Secretary  
City of Willow Park, Texas