

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

I. Call to Order

Mayor Pro-tem Hawkins called the Regular Meeting of the City Council to order at 6:32 P.M

II. Quorum Check

Present:

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

Also Present:

City Secretary Candy Scott
Deputy City Secretary Yael Hoffman
City Attorney Rider Scott

Absent:

Mayor Marvin Glasgow
City Administrator Claud Arnold

III. Invocation

The invocation was given by Council Member Welch

IV. Pledge of Allegiance

Mayor Pro-tem Hawkins led the Pledge of Allegiance

V. Approval of Minutes

A. Regular City Council Meeting of July 21, 2008

**** Council Member Brown moved to accept the minutes of the Regular City Council Meeting of July 21, 2008, as presented, seconded by Council Member Tatum**

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

Nay votes: None

Abstained: None

Motion passed with a vote of 4-0-0

VI. Community Announcements

None

VII. Citizens Presentations

Jane Braswell of 712 Squaw Creek addressed the Council stating she doesn't think the Council borrowed enough money to do correct road repairs.

John Gholson of 713 Squaw Creek addressed the Council stating he doesn't think the road repairs are adequate.

Sue Hupp of 801 Squaw Creek addressed the Council stating that Squaw Creek has premature road failure, drainage issues, a wash board effect, pot holes and bleed through.

Bill Long of 813 Squaw Creek asked the Council to get the road back to where it was.

Cecil Wallace of 500 Knightsbridge addressed the Council regarding roads.

Ray LaPosa of 120 Olympic handed a letter from a neighbor who is in the Navy out to the Council.

VIII. Mayor's Update

Mayor Pro-tem Hawkins gave a brief update and read a letter from the City of Hudson Oaks commending the Police and Fire Departments on their support during a trench rescue.

IX. City Administrator's Update

City Secretary Scott reported that she is working on a report for the City Attorney that will be brought to the Council regarding the need for increased Building Permit Fees. Mrs. Scott also reported on a meeting with the Texas Water Development Board regarding recommended changes to the Flood Damage Prevention Ordinance by FEMA and the completion of road work on Scenic Trail and El Chico Trail.

X. Planning & Zoning Update

Vice-Chair Mark Hickerson reported to the Council on the Planning & Zoning Meeting of August 12, 2008.

XI. Department Head Updates

A. Fire Department

Lieutenant Walker Lawrence reported that the Fire Department is current at 364 calls and they are averaging a 3.5 minute response time

B. Police Department

Chief Johnson reported that the Police Department had 716 calls in June. Of these 28 were reportable calls, there were 4 accidents, 277 citations were issued and there were 12 arrests.

C. Public Works

Public Works Director Lance Petty reported that his department completed 644 work orders and repaired 5 major main breaks in June. The Willow Park Water System produced 28,299,000 gallons of water, Deer Creek produced 16,000,000 gallons and Dyegard produced 5,000,000 gallons.

D. Building Department

Building Clerk Becky Stokes reported that building permits were down in the month of June.

E. Parks & Recreation

No Parks & Recreation report was given.

F. Administration

No administrative report was given.

XII. Old Business

- A. Discussion/Action – To Consider and Take Action on Ordinance No. _____, An Ordinance Providing for the Participation in the Texas Municipal Retirement System (Mayor Glasgow)

**** Council Member Alderman moved to address this item after Executive Session, seconded by Council Member Tatum**

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

Nay votes: None

Abstained: None

Motion passed with a vote of 4-0-0

XIII. New Business

- A. Discussion/Action - Request for funding from the Tourism Fund for Parkfest (LaDonna Allen)

City Secretary Scott reported to the Council that Mrs. Allen is requesting \$2,500.00 from the Tourism Fund to promote Parkfest. The money will be used for flyers, ads, banners and signs.

**** Council Member Alderman moved to give \$2,500.00 from the Hotel Tax in the Tourism Fund to Parks & Recreation for Parkfest, seconded by Council Member Tatum**

Aye votes: Council Members: Tatum, Welch, Brown & Alderman
Nay votes: None
Abstained: None
Motion passed with a vote of 4-0-0

- B. Discussion/Action - Preliminary Plat Willow Park Church of Christ – 721 Ranch House Rd. (Donna Smith)

Vice-Chair Mark Hickerson reported that the Planning & Zoning Commission has reviewed the Re-Plat and recommends its approval by the Council.

**** Council Member Brown moved to accept the Re-Plat as recommended, seconded by Council Member Tatum**

Aye votes: Council Members: Tatum, Welch, Brown & Alderman
Nay votes: None
Abstained: None
Motion passed with a vote of 4-0-0

- C. Discussion/Action – To Consider and Take Action on Authorization and Contracts for Pitchfork Trail/Canyon Court Connection (Mayor Glasgow)

Mayor Pro-tem Hawkins gave an update on the progress of this item. A short discussion followed.

**** Council Member Brown moved to postpone this item until the September Council Meeting, seconded by Council Member Tatum**

Aye votes: Council Members: Tatum, Welch & Brown
Nay votes: None
Abstained: Alderman
Motion passed with a vote of 3-0-1

- D. Discussion/Action – To Consider and Take Action on an Ordinance amending the fee schedule for Licenses and Permits in the Building Department (Mayor Glasgow)

City Secretary Scott gave a report on the reasons for recommending the increase of these fees. A short discussion followed.

**** Council Member Alderman moved to postpone this item until the September Council Meeting, seconded by Council Member Brown**

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

Nay votes: None
Abstained: None
Motion passed with a vote of 4-0-0

- E. Discussion/Action – To Consider and Take Action on Amending Ordinance 399-96 Flood Damage Prevention (Mayor Glasgow)

City Attorney Scott reported that he has not completed his review of this item.

**** Council Member Brown moved to postpone this item until the September Council Meeting,** seconded by Council Member Welch

Aye votes: Council Members: Tatum, Welch, Brown & Alderman
Nay votes: None
Abstained: None
Motion passed with a vote of 4-0-0

- F. Discussion/Action – To Consider and Take Action on Amending Ordinance No. 466-01, Chapter 11, Public Utilities, Article 11.209 “Emergency Water Rationing Plan” (Mayor Glasgow)

City Attorney Scott recommended an Advisory Committee be set up to review and recommend the changes to this Ordinance. The Committee should consist of a Council Member, the Public Works Director, the City Engineer and a citizen.

No Action

- G. Discussion/Action - Water System improvements (Council Member Brown)

Council Member Brown asked the Council to follow the Capital Improvements Plan on time lines for improvements. A short discussion followed.

No Action

- H. Discussion/Action – Capital Improvements Plan/Impact Fees (Council Member Brown)

Council Member Brown reported that it is time to revisit the Capital Improvements Plan and Impact Fee Structure. A short discussion followed.

**** Council Member Brown moved to set up a CIP Advisory Committee to review the Capital Improvement Plan/Impact Fees and report back to Council any recommended changes or updates,** seconded by Council Member Tatum

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

Nay votes: None
Abstained: None
Motion passed with a vote of 4-0-0

XIV. Recess To Executive Session

Mayor Pro-tem Hawkins recessed the meeting to Executive Session at 8:33 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 on Legal Advice or Contemplated Litigation

B. ...Section 551.074 – Personnel Matters

1. Discussion/Action – Appointment or Approval of Persons for the Office of Chief of Police and/or City Administrator

XV. Reconvene to Open Meeting

Mayor Pro-tem Hawkins reconvened the open meeting at 10:02 P.M.

A. ...Discussion/Action – Resulting from Consultations with Attorney on Legal Advice or contemplated Litigation (Mayor Glasgow)

No Action

B. ...Discussion/Action – Personnel Matters (Mayor Glasgow)

1. Discussion/Action – Appointment or Approval of Persons for the Office of Chief of Police and/or City Administrator

**** Council Member Tatum moved to appoint Brad Johnson as Police Chief, seconded by Council Member Welch**

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

Nay votes: None

Abstained: None

Motion passed with a vote of 4-0-0

XIV. Old Business

A. Discussion/Action – To Consider and Take Action on Ordinance No. _____, An Ordinance Providing for the Participation in the Texas Municipal Retirement System (Mayor Glasgow)

**** Council Member Brown moved to postpone this item until the September Council Meeting, seconded by Council Member Welch**

Aye votes: Council Members: Tatum, Welch, Brown & Alderman
Nay votes: None
Abstained: None
Motion passed with a vote of 4-0-0

XVI. New Business Continued

- I. Discussion/Action – To Consider and Act on Ordinance No. _____, An Ordinance Eliminating the position of Deputy Police Chief and Amending the Duties of Chief of Police

**** Council Member Brown moved adopt Ordinance No. 580-08, An Ordinance Providing for the Elimination of the Office of Deputy Chief of Police and Amending the Duties of the Office of Chief of Police by Amending Article 8.300 “Department of Police”, section 8.302 “Powers and Duties of the Chief”; and Providing for an Effective Date, seconded by Council Member Tatum**

Aye votes: Council Members: Tatum, Welch, Brown & Alderman
Nay votes: None
Abstained: None
Motion passed with a vote of 4-0-0

- I. Discussion/Action – To Consider and Act on Ordinance No. _____, An Ordinance Creating the Office of Economic Development

**** Council Member Alderman moved adopt Ordinance No. 581-08, An Ordinance Providing for the Creation of the Office of Economic Development by Amending Chapter 8, Personnel” by Adding Article 8.600, “Office of Economic Development”; and Providing an Effective Date, seconded by Council Member Tatum**

Aye votes: Council Members: Tatum, Welch & Alderman
Nay votes: Brown
Abstained: None
Motion passed with a vote of 3-1-0

- K. Discussion/Action - Discussion/Action – To discuss, accept and file the Fiscal Year 2008 - 2009 Budget with the City Secretary (Mayor Glasgow)

**** Council Member Alderman moved to place the higher of the Proposed Budget B’s on file with the City Secretary, seconded by Council Member Welch**

Aye votes: Council Members: Tatum, Welch, Brown & Alderman
Nay votes: None
Abstained: None
Motion passed with a vote of 4-0-0

XVII. Adjournment

The meeting adjourned at 10:10 P.M.

APPROVED

Kenneth Hawkins, Mayor Pro-tem
City of Willow Park, Texas

ATTEST:

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