



City of Willow Park
City Council
Regular Meeting
516 Ranch House Road, Willow Park, TX 76087
Tuesday, July 9, 2013 at 7:00 p.m.
Minutes

Section I – Presentations

1. Call to Order

Mayor Neverdousky called the meeting to order at 7:00PM

2. Determination Of Quorum

Mayor Richard Neverdousky
Council Member Brian Thornburg
Council Member Gene Martin
Mayor Pro-tem Amy Podany
Council Member Dan Stalling
Council Member Bernard Suchocki

Also Present:

City Administrator Matt Shaffstall
City Secretary Yael Hoffman
City Attorney Rider Scott

3. Invocation & Pledge of Allegiance

Mayor Neverdousky gave the invocation and led the Pledge of Allegiance

4. Special Recognitions

Mayor pro-tem Podany has been on the Council for two years.

5. Citizen Presentations & Public Comment

An opportunity for citizens to address the Mayor and City Council on matters which are not scheduled for consideration by the City Council or another City Board or Commission at a later date. In order to address the Council, please complete a Public Meeting Appearance Card and present it to the City Secretary prior to the start of the Council meeting. The Texas Open Meeting Act prohibits deliberation by the City Council of any subject which is not on the posted agenda, therefore the Council will not be able to discuss or take any action on items brought up during the citizen presentations.

6. Budget Hearing

Mayor Neverdousky recessed to public hearing at 7:02PM

Public Hearing to receive public comment on any priorities or requests for the FY 2013-2014 budget.

No comments

Mayor Neverdousky closed the public hearing at 7:03PM

Section II – Consent Agenda

All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of the items unless a Council Member so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence.

7. Approve and Act on Consent Agenda

- A. Regular Meeting Minutes – June 11, 2013
- B. Special Meeting Minutes - June 17, 2013
- C. Special Meeting Minutes – June 19, 2013
- D. Special Meeting Minutes – June 25, 2013

***** Council Member Martin moved to accept the minutes of June 11, 17, 19 and 25 -2013 as corrected.** Seconded by Mayor Pro-tem Podany

Aye votes: Council Members: Thornburg, Martin, Podany, Stalling and Suchocki

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

Section III – Planning & Development

Section IV – Public Works

- 8. Discussion/Action to authorize the issuance by the City of a Request for Proposals for *“Sewer System Improvements Serving the City of Willow Park”* (Project No. 21111); a part of the Municipal Capital Improvement Program: Lift Station Upgrades.

***** Council Member Thornburg moved to authorize the issuance by the city for requests for proposals for *“Sewer System Improvements Serving the City of Willow Park”* (project No. 21111), a part of the Municipal Capital improvement Program; Lift Station Upgrades”. Seconded by Mayor pro-tem Podany The project Number is a Wasteline Engineering project.**

Aye votes: Council Members: Thornburg, Martin, Podany, Stalling

Nay votes: None

Abstained: Council Member Suchocki

Motion passed with a vote of 4-0-1

9. Discussion/Action to accept and approve the selection of the best value proposer for the "*City of Willow Park Water and Wastewater Study*", said study to be utilized as a component of the Impact Fee analysis and implementation by the City.

***** Council Member Thornburg moved to accept and approve the selection of J. Stow & Co. as the best value proposal for the city of Willow Park Water and Wastewater Study, said study to be utilized as a component of the Impact Fee analysis and implementation by the City. Seconded by Mayor Pro-tem Podany**

Aye votes: Council Members: Thornburg, Martin, Podany, Suchocki

Nay votes: None

Abstained: Council Member Stalling

Motion passed with a vote of 4-0-1

Section V- General Items

10. Discussion/Action to authorize issuance of a Request for Proposals and competitive bids for software or component programs to perform enterprise Utility Billing functions and/or municipal Budget and Finance software that is compatible with said utility billing software.

***** Council Member Suchocki moved to accept the RFQ for Utility billing software that was put together jointly by Ms. Scott, Mr. Martin and my self. Seconded by Pro-tem Podany**

Aye votes: Council Members: Thornburg, Martin, Podany, Stalling & Suchocki

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

Section VI – Council Member Requested Items

- 11. Discussion/Action - on ordinance _____ amending Chapter 1, General Provisions, Article 1.400 City Council, § 1.404 meeting subpart (G) agenda items to establish procedures to request an agenda item(s) and to ensure the timely placement of such item(s) on a City Council agenda, and effective date (Council Member Suchocki)**

***** Council Member Suchocki moved to approve ordinance amending Chapter 1, General Provisions, Article 1.400 City Council §1.404 meeting subpart (G) agenda items to establish procedures to request an agenda item(s) and ensure the timely placement of such item(s) on a City Council agenda, and effective date Seconded by Council Member Stalling**

Council Member Suchocki withdrew his motion
Council Member Stalling withdrew his second.

- 12. Discussion/ Action – on ordinance ____ amending chapter 8, “personnel”, article 8.100 “ Office of the City Administrator” in the Code of Ordinances, City of Willow Park, Texas; providing for a written report of the city government operations, clarifying the authority of the City Administrator and the Chain of Command; providing for repealer and effective date; (Council Member Suchocki)**

***** Council Member Suchocki moved to approve ordinance amending chapter 8, “personnel”, article 8.100 “Office of the City Administrator” in the Code of Ordinances, City of Willow Park, Texas; providing for a written report of the city government operations, clarifying the authority of the City Administrator and the Chain of Command; providing for repealer and effective date; Seconded by Council Member Stalling**

Aye votes: Council Members: Stalling & Suchocki

Nay votes: Thornburg, Martin, Podany

Abstained: None

Motion failed with a vote of 2-3-0

Mr. Suchocki requested to attached the proposed ordinance as exhibit A to the Minutes

- 13. Discussion – continuing definition / refinement of City Administrator’s Executive summary for City Council (Council Member Suchocki)**

No Action

- 14. Discussion/Action regarding the potential terms, conditions or obligations of the City to permit the contractual sale of treated municipal effluent for certain commercial irrigation purposes. (Council Member Martin)**

***** Council Member Martin moved to authorize the Mayor and the City Administrator to gather information and data necessary to draft plan to implement a facility capable of delivering Willow Park Wastewater effluent to customer within the city and to then draft a feasible**

proposal for Council approval and to get status on this action at the next council meeting
Seconded by Pro-tem Podany

Aye votes: Council Members: Thornburg, Martin, Podany, Stalling & Suchocki

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

Section VI – Informational

15. Mayor & Council Member Announcements

The City Council may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city.

A ribbon cutting at the ground breaking of the Skilled Nursing Facility on July 27th at 11:00 am.

Council Member Suchocki is going to make a presentation in Weatherford College on August 1st
“The success of Apollo 13 and tribute to the America spirit” August 1st. 7:00PM

16. City Administrator’s Report

Hear City Administrator’s report on city’s finances, capital improvement projects, and departmental operations.

The new Utility drop box in the parking lot is something the residents asked for, we asked the Post Office to put a drop box right next to it.

Parkfest - we started a planning committee back in January. Every department was assigned activities for Parkfest. Ms. Scott was selected to be the head of the committee. We are going to have a main stage and a kids stage.

July 15th we are going to release the budget memo and the monthly reports as well.

Section VII – Executive Session

Mayor Neverdousky recessed to executive session at 8:52PM

The City Council reserves the right to adjourn into executive session at any time during the course of the this meeting to discuss any 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.

17. Executive Session

Mayor Neverdousky reconvened to open meeting 10:25 PM

a. Consultation with Attorney

- i. *ES&CM v. Willow Park,*
- ii. *Personnel; employment contract*
- iii. *Water contract*
- iv. *Personnel*

18. Take Action on employment contract

***** Mayor Pro-tem Podany moved to allow the City of Willow Park to enter into discussion for purpose of obtaining surface water with the City of Weatherford** Seconded by Council Member Martin

Aye votes: Council Members: Thornburg, Martin, Podany,

Nay votes: Stalling & Suchocki

Abstained: None

Motion passed with a vote of 3-2-0

***** Council Member Suchocki moved to authorize the Mayor to enter into an employment contract as discussed in Executive Session** Seconded by Council Member Martin

Aye votes: Council Members: Thornburg, Martin, Podany, Stalling & Suchocki

Nay votes: None

Abstained: None

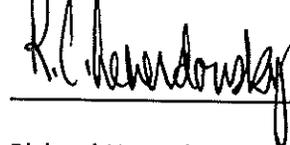
Motion passed with a vote of 5-0-0

Section VIII – Adjournment

19. Adjournment

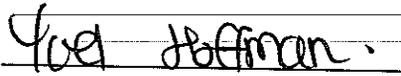
Mayor Neverdousky adjourned the meeting at 10:28 PM

APPROVED

A handwritten signature in black ink, appearing to read "R. Neverdousky", written over a horizontal line.

Richard Neverdousky, Mayor
City of Willow Park, Texas

ATTEST:

A handwritten signature in black ink, appearing to read "Yael Hoffman", written over a horizontal line.

Yael Hoffman, City Secretary

City of Willow Park, Texas