



City of Willow Park
City Council
Regular Meeting
516 Ranch House Road, Willow Park, TX 76087
Tuesday, August 13, 2013 at 7:00 p.m.
Minutes

Section I – Presentations

1. Call to Order

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

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

Congratulations to Michael Lions upon completion of his "Eagle Scout" project, the Gazebo in the City Park

Mayor Neverdousky and the Council Members congratulate Michael Lion – Michael completed his "Eagle Scout" project the Gazebo in the City Park.

Congratulations to Matt Shaffstall and his wife for the new baby boy.

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.

None

6. Budget Hearing

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

None

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 Councilmember 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 – July 9, 2013
- B. Budget Workshop Minutes - July 31, 2013

***** Council Member Thornburg moved to accept the above minutes; Seconded by Council Member Martin**

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

- 8. Discuss and act on a Site Plan submitted to the City on behalf of "Sprouts Day Care" 5073 Interstate 20 Service Road, Willow Park 76087 (El Chico Addition, Lot 4R, Block 38) (Chairman Mullins)**

***** Council Member Thornburg moved to follow the recommendation of the Planning and Zoning Commission by approving the proposed site plan for Willow Park Commercial Building also referred to as "Sprouts Daycare" El Chico Addition Block 4R lot 38, 5073 I-20 Service Road, Willow Park, TX 76087 with the amendment to add the railing at both sides of the building, the**

proposed site plan as received dated 08-13-2013 and submitted to the City Secretary Seconded by Council Member Martin

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

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

9. Conduct a Public Hearing and Discussion/Action on Ordinance No. 672-13 Authorizing an amendment to the municipal "Flood Damage Prevention Ordinance" by amending Article 5 "Provisions for Flood Hazard Reduction", Section B "Specific Standards" to regulate placement of certain electrical equipment

- A. Open Public Hearing.

Mayor Neverdousky opened the Public Hearing at 7:35 PM

- B. Close Public Hearing.

Mayor Neverdousky closed the Public hearing at 7:36 PM

- C. Take Action on Ordinance 672-13

***** Council Member Stalling moved to adopted ordinance no. 672-13 authorizing an amendment to the municipal "Flood Damage Prevention Ordinance" by amending article 5 "Provisions for Flood Hazard Reduction", Section B " Specific Standards" to regulate placement of certain Electrical Equipment; Seconded by Council Member Suchocki**

Council Member Suchocki amended the motion by changing item 6 as follows; "Power Handling Equipment – Require that electrical power handling equipment for commercial or residential structures including, but not limited to, switches, distribution panels, terminal boxes, or transformers be located so that the electrical power handling equipment is elevated to a minimum of three (3) feet above the base flood elevation."

Council Member Stalling accepted the amendment to the motion.

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

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

10. Conduct a Public Hearing and Discussion/Action on Ordinance 673-13 providing for an amendment to Chapter 12 "Zoning Regulations", Article 12.500 "Use Restrictions and Zoning Regulations", Section

12.507 "Class II – Residential 'R-3' Multi-Family District", Subparagraph "B. Zoning Standards," Subsection "1. Density" by amending the said Subsection "1. Density" relating to the maximum multi-family dwelling units per acre.

- A. Open Public Hearing.
Mayor Neverdousky opened the Public Hearing at 7:47 PM
- D. Close Public Hearing.
Mayor Neverdousky closed the Public hearing at 7:50 PM
- B. Take Action on Ordinance 673-13

***** Council Member Suchocki moved to adopted ordinance no. 673-13 an Ordinance providing for an amendment to Chapter 12 " Zoning Regulations", article 12.500 "Use Restrictions and Zoning Regulation", section 12.507 " class II – Residential `R-3` Multi-Family district", subparagraph "B. Zoning Standards," subsection"1. Density" relating to the maximum multi – family dwelling units per acre; Seconded by Council Member Stalling**

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 IV – Public Works

- 11. Report or Update from Director of Public Works; Discussion thereon.
- 12. Report on Municipal Wastewater Systems; Discussion thereon.

Public Works Director Lance Petty updated the Mayor and Council on the Water and Wastewater systems and streets repair.

Section V- General Items

- 13. Discuss and receive a financial report.

Budget and Financial Analyst Candice Scott updated the Mayor and Council on revenues and expenditures of the City.

Section IV – Councilmember Requested Items

- 14. Discussion/Action – on Ordinance 674-13 providing authorization for and ratification of that certain action taken by the Governing Body of the City of Willow Park, Texas, on October 11, 2010 by unanimous vote relating to a change in zoning classification for that certain 17.336 acre tract; and providing for an effective date (Mayor Pro-tem Podany)

***** Mayor Pro-tem Podany moved to adopt ordinance no. 674-13 an ordinance providing authorization for and ratification of that certain action taken by the governing body of the City of Willow Park, Texas, on October 11 2010, by unanimous vote relating to a change in zoning classification for that certain 17.336 acre tract; and, providing for an effective date; Seconded by Council Member Martin**

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

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

15. Discussion - City of Willow Park Rules of Procedure, (revision no. 1, August 13, 2013) regarding General Rules and Guidelines to enable City Council action to survive future scrutiny; Rules or Procedures for : (i) Placement of Agenda Items including prioritization of Agenda Items;(ii) City Contract procedures and, (iii) the drafting of City Council Minutes (Council Member Suchocki)

Council Member Suchocki presented before council a rules and procedures draft to review by the city council and to be brought before council to approval in the next city council meeting.

16. Discuss/Approve - an initial plan identifying tasks, milestone events, and proposed dates to form or create a municipal fire department which may include or absorb the Willow Park Volunteer Fire and Rescue Department (Council Member Suchocki & Fire Chief Brent Sauble)

***** Council Member Suchocki moved to establish a committee consisting of Chief Sauble, City Administrator Shaffstall, City Attorney Scott, Council Member Suchocki and any other Council Members that would like to join and one or two members of the Fire/Rescue Department Board to developed a detailed plan identifying tasks, mile stone required legal documentation and dates leading to the incorporation of the Willow Park Fire/Rescue Department into the City of Willow Park, and to present the plan to City Council at the next regular City Council meeting for City Council consideration; Seconded by Council Member Martin**

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

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

17. Discuss/Review the assigned City Action items or tasks and the status of each (Council Member Suchocki)

This was discussed along with Item 15

Section VII – Informational

18. **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.

There was a ribbon cutting Ceremony for the Mikus Road Ramp

There was a ground breaking for the new Rehabilitation Center

On 08-14-13 in the afternoon a Ribbon Cutting Ceremony for the apartments.

19. **City Administrator’s Report**

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

Budget Workshop Scheduled for Saturday 24th at 9:00 am.

Parkfest – moving along, Candy is the head of the parkfest committee and now they meet weekly.

Section VII – Executive Session

Mayor Neverdousky recessed to Executive session at 9:25 PM

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.

20. **Executive Session**

a. **Consultation with Attorney**

i. *ES&CM v. Willow Park*

ii. *Economic Development*

- iii. RFQs
- iv. Personnel and Security
- v. Development Agreement

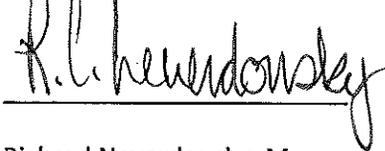
Mayor Neverdousky reconvened to open meeting at 10:45PM

Section VIII – Adjournment

21. Adjournment

Mayor Neverdousky adjourned the meeting at 10:45 PM

APPROVED



Richard Neverdousky, Mayor
City of Willow Park, Texas

ATTEST:



Yael Hoffman, City Secretary

City of Willow Park, Texas