



**City of Willow Park
Parks Board
Regular Meeting Agenda
Public Safety Building
101 Stagecoach Trail, Willow Park, TX 76087
Monday, November 8, 2021 at 6:00 p.m.**

I. Call to Order

II. Quorum Check

III. Public Comments (Limited to five minutes per person)

Residents may address the Park Board 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 inquiries 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.

IV. New Business

- A. Presentation and Discussion by FFA President, Gabby Shultz
- B. Discussion regarding chronology of Meadows Place
- C. Discussion regarding Park Land Dedication changes
- D. Update and Discussion regarding Trails Master Plan
- E. Discussion and Update on Restrooms for Cross Timbers Park
- F. Discussion regarding Cross Timbers Park – Phase II
- G. Discussion regarding future Park Project budget costs in relation to upcoming proposed City debt
- H. Discussion regarding upcoming Board appointments and reappointments
- I. Consideration and Action on setting Date and Time for Next Parks Board Meeting

V. Adjournment

CERTIFICATION I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 516 Ranch House Road, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: November 5, 2021 at 10:30 a.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

_____/s/_____
Toni Fisher
Planning and Development Director

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-441-7108, or by email at cdozier@willowpark.org. Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at www.willowpark.org



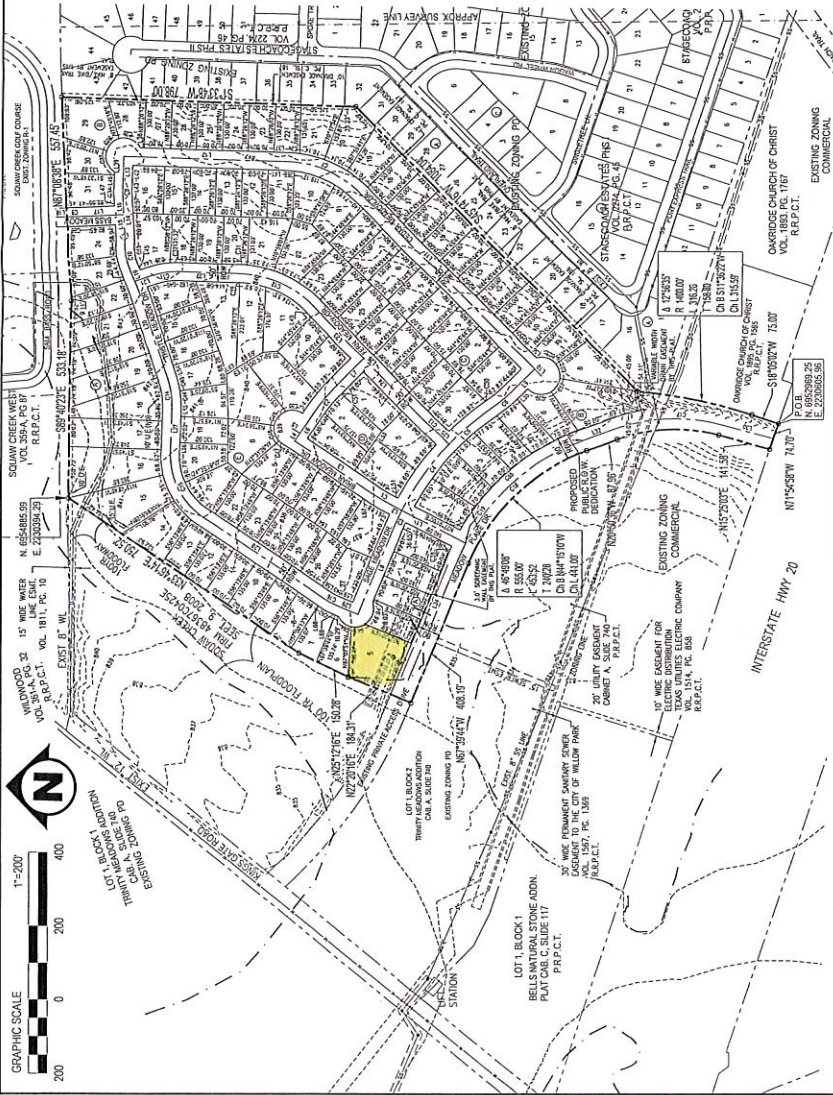
TO: PARKS BOARD
FROM: BETTY L. CHEW, CITY PLANNER
DATE: OCTOBER 26, 2021
RE: **MEADOW PLACE ADDITION – DEVELOPER’S AGREEMENT**

Below is a chronology of the Meadow Place Addition regarding the City Council’s action regarding the park dedication:

1. Preliminary Plat for Meadow Place Addition was approved by the City Council on August 11, 2015. The Preliminary Plat notes Lot 5, Block A to be regulated to “ ‘Park Use’ and Proposed as a Drainage Easement in its entirety”.
2. Developer’s Agreement for Meadow Place Addition was presented on January 12, 2016 to City Council with no action being taken. Recommendation for a Developer’s Agreement to address several infrastructure issues prior to accepting the Final Plat.
 - a. Water & Wastewater System Capacity – The City is requesting 25% of impact fees for the entire neighborhood to be paid prior to the first housing permit being issued. The advanced funding will allow the City to move quicker on either a temporary sewer package plant or development of a new wastewater treatment plant.
 - b. Wastewater Line Sizing – The Development Agreement requires the upsizing of the wastewater collection line that this neighborhood would flow directly into.
 - c. Road Completion – The Development Agreement identifies that the party who develops the tract of land to the West of the site and North of Trinity Meadow Parkway will be responsible for bringing the remainder of the road up to the City’s street standard.
 - d. Land Swap – In lieu of developing an on-site park, the Developer is offering to give the City the site South of Trinity Meadows Parkway along Kings Gate Rd.
3. Final Plat for Meadow Place Addition was disapproved for technical issues. Filing fees were waived for resubmittal, and resubmittal directly to City Council within 120 days.
4. Developer’s Agreement for Meadow Place Addition approved on March 15, 2016:

“Section 6. A. 6

(c) The Developer shall dedicate and convey to the City an approximately 4-acre tract shown on **Exhibit D** (“the Park Land”) in full satisfaction of Developer’s park dedication and improvement obligations for Development, in lieu of the 1.13 acres depicted on the Preliminary Plat as Lot 5, Block A, which was previously designated as a public park and will be developed for single-family residences.”
5. Final Plat for Meadow Place Addition was approved by City Council on March 15, 2016. The Final Plat was approved in accordance with the Developer’s Agreement.



Line #	Length	Bearing	Line #	Length	Bearing
1	193.00	N 87° 01' 00" E	51	11.17	N 87° 01' 00" E
2	37.44	N 87° 01' 00" E	52	11.17	N 87° 01' 00" E
3	256.76	N 87° 01' 00" E	53	11.17	N 87° 01' 00" E
4	25.00	S 87° 01' 00" E	54	11.17	N 87° 01' 00" E
5	25.00	S 87° 01' 00" E	55	11.17	N 87° 01' 00" E
6	89.50	S 87° 01' 00" E	56	11.17	N 87° 01' 00" E
7	104.80	S 87° 01' 00" E	57	11.17	N 87° 01' 00" E
8	242.61	S 87° 01' 00" E	58	11.17	N 87° 01' 00" E
9	89.50	S 87° 01' 00" E	59	11.17	N 87° 01' 00" E
10	25.00	S 87° 01' 00" E	60	11.17	N 87° 01' 00" E
11	666.20	S 87° 01' 00" E	61	11.17	N 87° 01' 00" E
12	440.80	S 87° 01' 00" E	62	11.17	N 87° 01' 00" E
13	87.27	S 87° 01' 00" E	63	11.17	N 87° 01' 00" E
14	138.98	S 87° 01' 00" E	64	11.17	N 87° 01' 00" E
15	83.94	S 87° 01' 00" E	65	11.17	N 87° 01' 00" E
16	55.94	S 87° 01' 00" E	66	11.17	N 87° 01' 00" E
17	107.50	S 87° 01' 00" E	67	11.17	N 87° 01' 00" E
18	32.38	S 87° 01' 00" E	68	11.17	N 87° 01' 00" E
19	315.00	S 87° 01' 00" E	69	11.17	N 87° 01' 00" E
20	215.00	S 87° 01' 00" E	70	11.17	N 87° 01' 00" E
21	51.91	S 87° 01' 00" E	71	11.17	N 87° 01' 00" E
22	159.00	S 87° 01' 00" E	72	11.17	N 87° 01' 00" E
23	188.00	S 87° 01' 00" E	73	11.17	N 87° 01' 00" E
24	218.00	S 87° 01' 00" E	74	11.17	N 87° 01' 00" E
25	60.04	S 87° 01' 00" E	75	11.17	N 87° 01' 00" E
26	460.32	S 87° 01' 00" E	76	11.17	N 87° 01' 00" E
27	123.00	S 87° 01' 00" E	77	11.17	N 87° 01' 00" E
28	393.37	S 87° 01' 00" E	78	11.17	N 87° 01' 00" E
29	61.25	S 87° 01' 00" E	79	11.17	N 87° 01' 00" E
30	142.88	S 87° 01' 00" E	80	11.17	N 87° 01' 00" E
31	87.27	S 87° 01' 00" E	81	11.17	N 87° 01' 00" E
32	330.32	S 87° 01' 00" E	82	11.17	N 87° 01' 00" E
33	39.80	S 87° 01' 00" E	83	11.17	N 87° 01' 00" E

PRELIMINARY PLAT

LOTS 1-34, BLOCK A
LOTS 35-68, BLOCK B
LOTS 69-102, BLOCK C
LOTS 103-136, BLOCK D
LOTS 137-170, BLOCK E

MEADOW PLACE ADDITION
AN ADDITION TO THE CITY OF WILLOW PARK
PARKER COUNTY, TEXAS

BEING A REPLAT OF A PORTION OF LOT 1, BLOCK 2
FRONT MEADOWS AS RECORDED IN
CABINET A, SLIDE 140, PLAT RECORDS, PARKER COUNTY, TEXAS
BEING 39.02 ACRES SITUATED IN THE
JOHN FROMAN SURVEY, ABSTRACT NO. 471



LOCATION MAP

BASIS OF BEARING FOR THIS PLAT IS
TEXAS STATE PLANE COORDINATE SYSTEM,
NORTH CENTRAL ZONE NAD83 & NAD88.

PRELIMINARY PLAT
Approved by the City of Willow Park
Planning & Zoning Commission
City of Willow Park, Texas
Signature: _____
Chairperson
Signature: _____
City Secretary
Signature: _____
Mayor
Signature: _____
City Council
City of Willow Park, Texas
Signature: _____
date of Approval
Signature: _____
date

Curve #	Length	Radius	Delta
C49	52.35	50.0	0.067000"
C50	48.15	50.0	0.039231"
C51	4.34	475.0	0.001376"
C52	44.90	225.0	0.172537"
C53	40.00	50.0	0.045001"
C54	43.97	50.0	0.091013"
C55	45.04	615.0	0.093533"

Curve #	Length	Radius	Delta
C17	297.45	4750.0	0.031530"
C18	478.03	3650.0	0.046938"
C19	430.36	3650.0	0.040874"
C20	67.23	50.0	0.077070"
C21	43.05	50.0	0.047034"
C22	41.15	50.0	0.047033"
C23	58.01	50.0	0.062783"
C24	32.76	325.0	0.024595"
C25	67.90	50.0	0.074831"
C26	46.38	50.0	0.093571"
C27	65.98	50.0	0.073587"
C28	18.84	250.0	0.011307"
C29	56.40	225.0	0.172537"
C30	2.97	885.0	0.001039"
C31	26.65	325.0	0.044135"
C32	24.35	225.0	0.041207"
C46	44.62	50.0	0.031808"

Curve #	Length	Radius	Delta
C1	58.84	500.0	0.084513"
C2	100.07	500.0	0.172803"
C3	63.70	780.0	0.044044"
C4	222.09	780.0	0.161830"
C5	151.84	780.0	0.108191"
C6	66.86	415.0	0.091325"
C7	278.87	300.0	0.042408"
C8	17.35	225.0	0.007251"
C9	43.37	1500.0	0.014340"
C10	53.48	225.0	0.163939"
C11	71.86	200.0	0.042507"
C12	228.87	300.0	0.042408"
C13	264.53	800.0	0.015427"
C14	31.80	225.0	0.009317"
C15	202.67	200.0	0.080344"
C16	39.91	200.0	0.172537"

1. TOTAL NUMBER OF RESIDENTIAL LOTS = 113 LOTS.
2. AVERAGE LOT SIZE = 70'x130' (9,100 sq. ft.).
3. SMALLEST LOT SIZE = 70'x130' (9,100 sq. ft.).
4. BUILDING SETBACK LINES
SIDE & REAR = 10 FEET
5. SEWER SERVICE-CITY OF WILLOW PARK
6. WATER SERVICE-CITY OF WILLOW PARK
7. A PORTION OF THIS PROPERTY DOES
LIE WITHIN A DESIGNATED "AE" FLOODPLAIN
AS SHOWN ON A FLOODPLAIN MAP.
8. EXIST. ZONING "PD" PROP. ZONING "RS"
9. EXIST. ZONING "PD" PROP. ZONING "RS"
10. LOT 5, BLOCK 4 SHALL BE REGULATED TO
"PARK" USE & PROPOSED AS A DRAINAGE
EASEMENT IN ITS ENTIRETY.

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Division 7. Public Space Dedications

Sec. 10.02.181 Purpose

(a) This division is adopted to provide recreational areas in the form of neighborhood parks as a function of subdivision development in the City of Willow Park. It is hereby declared by the City Council that recreational areas in the form of neighborhood parks are necessary and in the public welfare, and that the procedure to provide for same is by integrating such a requirement into the procedure for planning and developing property for subdivision in the city.

(b) Neighborhood parks are those parks providing for a variety of outdoor recreational opportunities and within convenient distances from a majority of the residences to be served thereby. The park zones identified shall be in the Future Land Use Plan and the Parks and Trails Master Plan. The primary cost of neighborhood parks should be borne by the ultimate residential property owners who, by reason of the proximity of their property to such parks, shall be the primary beneficiaries of such facilities. Therefore, the following requirements are adopted to affect the purposes stated.

(1986 Code, ch.11, sec. 7(A); 1993 Code, sec. 9.701)

Sec. 10.02.182 General requirements

These requirements shall apply to land zoned for single-family, duplex, townhome, and/or apartment residential purposes.

(1) Whenever a final plat is filed on record with the county clerk of Parker County for development of a residential area in accordance with the planning and zoning regulations of the city, such plat shall contain a clear fee simple dedication of an area of land to the city for park purposes, which area shall equal one (1) acre for each one hundred (100) proposed dwelling units. Any proposed plat submitted to the city for approval shall show the area proposed to be dedicated under this section. The required dedication may be met by a payment of money in lieu of land when permitted or required by the other provisions of this section.

(2) The city council declares that development of an area smaller than one (1) acre for public park purposes is impractical. Therefore, if fewer than one hundred (100) units are proposed by a plat filed for approval, the developer shall be required to pay the applicable cash fee in lieu of land, amount provided herein, rather than to dedicate any land area. No Plats showing a dedication of less than one (1) acre shall not be approved.

(3) In instances where an area of more than one (1) acre is required to be dedicated, the city shall have the right to accept the dedication for approval on the final plat, or to refuse same, after consideration of the recommendation of the Planning and Zoning committee Commission and to require payment of cash fee in lieu of land in the amount provided herein, if the city determines that sufficient park area is already in the public domain in the area of the proposed development, or if the recreation potential for that zone would be better served by expanding or improving existing parks.

(4) The dedication required by this section shall be made by filing of the final plat or contemporaneously by separate instrument unless additional dedication is required subsequent to after the filing of the final plat. If the actual number of completed dwelling units exceed the figure upon which the original dedication was based, such additional dedication shall be required, and shall be made by payment of the cash fee in lieu of land. amount provided herein, or by the conveyance of an entire numbered lot to the city.

(5) Where a private park is designated by the developer/landowner within a residential area and shown on a Final Plat, as approved by City Council, the entire designated park area, all equipment, maintenance,

and/or improvements within the park shall be made and maintained by the subdivision's Homeowners' Association in perpetuity. In no capacity is the City responsible for any part of the park.

(1986 Code, ch. 11, sec. 7(B); 1993 Code, sec. 9.702)

Sec. 10.02.183 Payment in lieu of land

Subject to veto of the city council, a landowner responsible for dedication under this division may elect to meet the requirements of this division in whole or in part by a cash payment in lieu of land, in the amount set forth in the fee schedule. Such payment in lieu of land shall be made at or prior to the time of final plat approval. (1986 Code, ch. 11, sec. 7(C); 1993 Code, sec. 9.703)

Sec. 10.02.184 City purchase of park land

The city may from time to time decide to purchase land for parks in or near the area of actual or potential development. If the city does purchase park land in a park zone, subsequent park land dedications for that zone shall be in cash only, and calculated to reimburse the city's actual cost of acquisition and development of such land for parks. The cash amount shall be equal to the sum of the average price per acre of such land, and the actual cost of adjacent streets and on-site utilities, or an estimate of such actual cost provided by the city engineer. Once the city has been reimbursed entirely for all such park lands with [within] a park zone, this provision shall cease to apply, and the other provisions of this division shall again be applicable. (1986 Code, ch. 11, sec. 7(D); 1993 Code, sec. 9.704)

Sec. 10.02.185 Payments in lieu of land dedication

To the extent that the previous section is not applicable, the dedication requirement shall be met by a payment in lieu of land at a per acre price set in the fee schedule by the City Council. ~~from time to time by resolution by the city council sufficient to acquire land and provide for adjacent streets and utilities for a neighborhood park to serve the park zone in which such development is located. Unless changed by.~~ The City Council shall establish such per acre price per dwelling unit. ~~shall be computed on the basis of two hundred fifty dollars (\$250.00) per dwelling unit. Cash payments may be used only for acquisition or improvement of a neighborhood park located within the same zone as the development, unless the developer executes a waiver and requests that the funds be used for some other park project, in which case the funds may be used for such project.~~ (1986 Code, ch. 11, sec. 7(E); 1993 Code, sec. 9.705)

Sec. 10.02.186 Comprehensive plan considerations

Land shown on the comprehensive plan or Parks and Trails Master Plan as being suitable for development of the city for a major recreational center, school site, park or other public use, shall be reserved for a period of one (1) year after the preliminary plat is approved by the city, if within two (2) months after such approval the city council advises the subdivider of its desire to acquire the land or of the interest of another government unit to acquire the land for purchase by the interested governmental authority at land appraisal value at the time of purchase. A failure by the city council to so notify the subdivider shall constitute a waiver of the right to reserve the land. Any waiver of the right to reserve the land shall no longer be effective if the preliminary plat shall expire without adoption of a final plat. (1986 Code, ch. 11, sec. 7(F); 1993 Code, sec. 9.706)

Sec. 10.02.187 Special fund; right to refund

(a) There is hereby established a special fund for the deposit of all sums paid in lieu of land dedication under this division or any preceding ordinance which fund shall be known as the parkland dedication fund.

~~(b) The city shall account for all sums paid in lieu of land dedication under this division with reference to the individual plats involved. Any funds paid for such purposes must be expended by the city within three and one-half (3-1/2) years from the date received by the city for acquisition or development of a neighborhood park as defined herein. Such funds shall be considered to be spent on a first in, first out basis. If not so~~

~~expended, the owners of the property on the last day of such period shall be entitled to a pro-rata refund of such sum, computed on a square footage of area basis. The owners of such property must request such refund within one (1) year of entitlement, in writing, or such right shall be barred.~~

(1986 Code, ch. 11, sec. 7(G); 1993 Code, sec. 9.707)

Sec. 10.02.188 Additional requirements; definitions

(a) Any land dedicated to the city under this division must be suitable for park and recreation uses. The following characteristics of a proposed area are generally unsuitable:

- (1) Any area primarily located in the 100-year floodplain; and
- (2) Any areas of unusual topography or slope which renders same unusable for organized recreational activities.

The above characteristics of a park land dedication area may be ground for refusal of any preliminary plat.

(b) Drainage areas may be accepted as part of a park if the channel is constructed in accordance with city engineering standards and if no significant area of the park is cut off from access by such channel.

(c) Each park must have ready access to public street.

(d) Unless provided otherwise herein, an action by the city shall be by the city council, after consideration of the recommendations of the planning and zoning commission.

(1986 Code, ch. 11, sec. 7(H); 1993 Code, sec. 9.708)

Secs. 10.02.189–10.02.210 Reserved



LANDSCAPE ARCHITECT'S PRELIMINARY OPINION OF PROBABLE CONSTRUCTION COST

Client Name: City of Willow Park, Texas
Project Title: Cross Timbers Park: Parking Lot & Playground - Phase II

PK No.: 4469-19.592
Date: 11/4/2021

Bid No.	Spec No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
SITE PREP						
1		Mobilization	LS	1	\$ 24,000.00	\$ 24,000.00
		TOTAL SITE PREP				\$ 24,000.00
SHADE STRUCTURE						
2		Shade Structure (10x18) Includes footings, stone wrap and installation	EA	2	\$ 30,000.00	\$ 60,000.00
3		4" Reinforced Concrete	SF	1,500	\$ 7.50	\$ 11,250.00
4		Trash Receptacle	EA	1	\$ 1,200.00	\$ 1,200.00
		TOTAL SHADE STRUCTURE				\$ 72,450.00
PICNIC TABLE AREA						
5		Picnic Tables	EA	3	\$ 2,400.00	\$ 7,200.00
6		Lueders Stone Bench	EA	10	\$ 950.00	\$ 9,500.00
7		4" Reinforced Concrete	SF	1,000	\$ 7.50	\$ 7,500.00
8		Retaining Walls (Less and 36")	LF	50	\$ 240.00	\$ 12,000.00
9		Unclassified Excavation, Finish Grading, Haul Off and Turf Prep	LS	1	\$ 8,000.00	\$ 8,000.00
		TOTAL PICNIC TABLE AREA				\$ 44,200.00
PARK ENTRY SIGN						
10		Park Entry Sign	LS	1	\$ 35,000.00	\$ 35,000.00
11		Planting	LS	1	\$ 8,000.00	\$ 8,000.00
12		Irrigation	LS	1	\$ 8,000.00	\$ 8,000.00
		TOTAL ENTRY SIGN				\$ 51,000.00
STREET CROSSING - AT RANCH HOUSE ROAD						
13		4" Reinforced Concrete	SF	2,000	\$ 7.50	\$ 15,000.00
14		Striping	LS	1	\$ 1,500.00	\$ 1,500.00
15		Hawk Signal	LS	1	\$ 95,000.00	\$ 95,000.00
16		Unclassified Excavation, Finish Grading, Haul Off and Turf Prep	LS	1	\$ 8,000.00	\$ 8,000.00
		TOTAL STREET CROSSING				\$ 119,500.00
		SUB-TOTAL CONSTRUCTION COSTS				\$ 311,150.00
		30% CONTINGENCY				\$ 93,345.00
		TOTAL OPINION OF CONSTRUCTION COSTS				\$ 404,495.00

The quantities and prices shown hereon are an indication of the Engineer's opinion of probable construction costs associated with the referenced project and are NOT a guarantee of individual or total construction costs.