



CITY COUNCIL SPECIAL MEETING JULY 28, 2025 MINUTES

City Hall, 120 El Chico Trl., Suite A, Willow Park, TX 76087

Monday, July 28, 2025 at 6:00 PM

CALL TO ORDER AND DETERMINE IF QOURUM IS PRESENT

PRESENT:

MAYOR Teresa Palmer

COUNCILMEMBER Chawn Gilliland

COUNCILMEMBER Eric Contreras

COUNCILMEMBER Greg Runnebaum

COUNCILMEMBER Nathan Crummel

City Manager Bryan Grimes

City Secretary Deana McMullen

PLEDGE OF ALLEGIANCE AND INVOCATION

The Invocation was given by Nancy Brown. The Pledge of Allegiance was given by all present.

PUBLIC COMMENTS (Limited to five minutes per person)

Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City 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 for each speaker provided that there are no more than ten (10) speakers. If there are more than ten (10) speakers, the Mayor and/or the City Council may reduce the applicable time limits to speak to three (3) 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.

The Following gave Public Comments:

REGULAR AGENDA ITEMS

1. Mayor Comments - Resignations of Councilmembers Lea Young and Greg Runnebaum

Mayor Teresa Palmer stated that as a housekeeping measure and recommendation from City Manager Bryan Grimes to establish a record of the resignations in our meeting minutes, I want to clarify when I received resignations from Councilmembers Lea Young and Greg Runnebaum.

Lea Young issued her resignation from council on on Friday, July 18, 2025 and it automatically became effective on the 8th day, Saturday, July 26, 2025.

Greg Runnebaum issued his resignation from City Council on Monday, July 21, 2025, and it would have become effective on Tuesday, July 29, 2025, but he then withdrew his resignation on Friday, July 25, 2025.

2. Discussion/Action: to accept letter of resignation of Lea Young from City Council Place 4

Motion was made to accept the resignation of Lea Young-City Council Place 4.

Motion made by COUNCILMEMBER Contreras, Seconded by COUNCILMEMBER Gilliland.

Voting Yea: COUNCILMEMBER Gilliland, COUNCILMEMBER Contreras, COUNCILMEMBER Runnebaum, COUNCILMEMBER Crummel

3. Discussion/Action: the process of filling vacancy for Councilmember Place 4

Mayor Teresa Palmer stated that we should take steps to fill the vacancy that now exists for the unexpired term for Place 4. We need to take immediate action to ensure that our ability to hold special meetings, approve the 2025 tax rate and all other necessary business of Willow Park is not prohibited by a two-thirds quorum requirement.

The following individuals have expressed interest and provided their qualifications for consideration: Judge Roy Kurban, Michael Chandler, Johnathan Stickland, Paul Kenney, Scott Smith and Catherine Davis.

There was a brief break at 6:45 pm for a medical emergency with an member of the audience.

Mayor Teresa Palmer called the meeting back to order at 7:04 pm.

Motion was made to postpone this decision for one week to post on the City Website for anyone interested in being selected for City Council and we we have a clear definition on procedure with all transparency to hear from everyone who is interested and can meet again to make our decision, based on that once we have had time to review properly.

Motion made by COUNCILMEMBER Crummel, Seconded by COUNCILMEMBER Runnebaum.

Voting Yea: COUNCILMEMBER Gilliland, COUNCILMEMBER Contreras, COUNCILMEMBER Runnebaum, COUNCILMEMBER Crummel

Councilmember Nathan Crummel made an additional motion to have the deadline for submitting an application for City Council until noon on Friday, August first. Councilmember Greg Runnebaum seconded the motion.

Voting Yea, Councilmember Runnebaum, Councilmember Crummel, Councilmember Gilliland, Councilmember Contreras.

4. Discussion/Action: to consider appointment to fill vacancy City Council Place 4

This item was not acted upon at this time. The deadline to accept applications for the vacancy of City Council Place 4 will be extended to August 1, 2025.

A Special meeting will be held on August 5, 2025 to discuss this item further.

No formal action was taken on this item.

5. Administer Oath of Office by Mayor Palmer

This item was not acted upon at this time.

6. Discussion/Action to consider approval of Resolution 2025- 2011 suspending July 31, 2025, effective date of Oncor Electric Delivery Company's Rate Increase Request.

Motion was made to approve Resolution 2025-11 suspending July 31, 2025 effective date of Oncor Electric Delivery Company's Rate Increase Request.

Motion made by COUNCILMEMBER Gilliland, Seconded by COUNCILMEMBER Contreras.

Voting Yea: COUNCILMEMBER Gilliland, COUNCILMEMBER Contreras, COUNCILMEMBER Runnebaum, COUNCILMEMBER Crummel

7. Discussion/Action: to consider approval of Interlocal Agreement with the City of Hudson Oaks

Motion was made to approve the Interlocal Agreement with the City of Hudson Oaks as discussed.

Motion made by COUNCILMEMBER Contreras, Seconded by COUNCILMEMBER Runnebaum.

Voting Yea: COUNCILMEMBER Gilliland, COUNCILMEMBER Contreras, COUNCILMEMBER Runnebaum, COUNCILMEMBER Crummel

8. Discussion/Action: to consider approval of expanding the wastewater treatment plant from 0.075 MGD to 1.0 MGD

Motion was made to approve the expansion of the wastewater treatment plant from 0.075 MGD to 1.0 MGD as discussed.

Motion made by COUNCILMEMBER Contreras, Seconded by COUNCILMEMBER Runnebaum.

Voting Yea: COUNCILMEMBER Gilliland, COUNCILMEMBER Contreras, COUNCILMEMBER Runnebaum, COUNCILMEMBER Crummel

9. Discuss/Action: consider approval of advertising RFQ for a City Attorney

Mayor Teresa Palmer asked the Council to consider approval of advertising an RFQ for a City Attorney due to the current City Attorney submitting his resignation on July 18, 2025. During discussion Councilmembers brought up several discrepancies in the RFQ document that was presented to them. It was also discussed that currently the City of Willow Park has an ordinance # 749-17 passed in March of 2017 that puts the City Attorney under the supervision of the City Administrator who also determines the pay for the Attorney. This ordinance does not make the City Attorney an officer of the City.

There was additional discussion regarding the RFQ as well as the procedural steps needed to make this happen. Councilmember Runnebaum asked who prepared the RFQ that was on the Council table? Other Councilmembers stated that this RFQ had errors and also wanted to know who prepared the one in front of us. Mayor Palmer stated that this RFQ was given to her by a citizen. (see attachment)

The ordinance should be changed to make the City Attorney an Officer of the City and report to the City Council rather than the City Administrator.

Criteria needs to be made for the RFQ before sending it out for advertising.

Needs to be decided if a Simple majority of the Council can do this or does it need to be a Super Majority requiring 2/3 members votes to take any action on.

This item can be discussed on the August 5, 2025 Special City Council meeting Agenda.

Motion was made to add discussion of procedures to hire a City Attorney on the Agenda for the August 5, 2025 City Council meeting.

Motion made by COUNCILMEMBER Gilliland, Seconded by COUNCILMEMBER Contreras.

Voting Yea: COUNCILMEMBER Gilliland, COUNCILMEMBER Contreras, COUNCILMEMBER Runnebaum, COUNCILMEMBER Crummel

EXECUTIVE SESSION *It is anticipated that all, or a portion of the discussion of the foregoing item will be conducted in closed executive session under authority of the Section 551 of the*

Texas Open Meetings Act. However, no action will be taken on this item until the City Council reconvenes in open session.

10. Section 551.074, Personnel Matters-City Manager Bryan Grimes

Mayor Palmer adjourned the regular session into Executive Session at 7:42 pm to discuss items regarding Section 551.074, Personnel Matters - City Manager Bryan Grimes.

Those in attendance were Mayor Teresa Palmer, Mayor Pro Tem Eric Contreras, Councilmember Chawn Gilliland, Councilmember Greg Runnebaum and Councilmember Nathan Crummel.

RECONVENE *into Open Session and consider action, if any, on the item discussed in Executive Session.*

11. Discussion/Action: Possible terms of Severance Agreement for City Manager Bryan Grimes

Mayor Palmer called the regular meeting back to order at 8:39 pm.

There was no action on any item discussed in Executive Session.

INFORMATIONAL

12. CLOSING COMMENTS FROM CITY COUNCIL

Councilmember Eric Contreras stated that he was praying that David Allen health issues were better. I want the best for him

Councilmember Nathan Crummel - Quoted Proverbs

13. CLOSING COMMENTS FROM MAYOR

Allow us some grace while we are pushing to try to get things done.

Keep showing up at the meetings.

Thank you all for coming. Heard from David Allen's mom and he is doing fine.

We have ordered more chairs for the Council chambers.

ADJOURNMENT

With there being nothing further to discuss or consider Mayor Palmer asked for a motion to adjourn.

Motion was made to adjourn the Special meeting of the Willow Park City Council at 8:43 pm.

Motion made by COUNCILMEMBER Crummel, Seconded by COUNCILMEMBER Contreras.

Voting Yea: COUNCILMEMBER Gilliland, COUNCILMEMBER Contreras, COUNCILMEMBER Runnebaum, COUNCILMEMBER Crummel

PASSED AND APPROVED THIS THE _____ DAY OF _____ 2025.

Mayor, Teresa Palmer

Deana McMullen
City Secretary