



CITY COUNCIL MEETING MARCH 24, 2026 MINUTES

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

Tuesday, March 24, 2026 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

Mayor Teresa Palmer called the meeting to order at 6:00 pm. and determined there was a quorum present for the meeting.

PRESENT

Mayor Teresa Palmer
Councilmember Eric Contreras
Councilmember Buddy Wright
Councilmember Scott Smith
Councilmember Nathan Crummel

ABSENT

Councilmember Chawn Gilliland

STAFF PRESENT:

Interim City Manager Toni Fisher

City Secretary Deana McMullen

City Attorney Andy Messer

INVOCATION, PLEDGE OF ALLEGIANCE AND TEXAS PLEDGE

Bill Green gave the invocation and led the Pledge of Allegiance and the Texas Pledge given by all present.

- 1. MAYOR COMMENTS: Bible Verse; Discussion regarding Decorum regarding Public Comments.**

Mayor Palmer read bible verse: Isaih 43:19

Mayor Palmer then explained how the decorum regarding public comments were going to work.

Executive Session Items were moved to the top of the Agenda at the request of the City Attorney. Mayor Teresa Palmer asked for a motion to adjourn the regular meeting of the Willow Park City Council into Executive Session at 6:06 pm. to discuss the items listed on the Agenda in Executive Session.

Motion was made to adjourn the regular meeting into Executive Session.

Motion made by Councilmember Crummel, Seconded by Councilmember Smith.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

Those in attendance at this session included:

Mayor Teresa Palmer, Mayor Pro Tem Nathan Crummel, Councilmember Eric Contreras, Councilmember Buddy Wright, Councilmember Scott Smith, City Attorney Andy Messer, Interim City Manager Toni Fisher and Interim City Manager Michelle Guelker.

PUBLIC COMMENTS (Limited to five minutes per person)

To address the City Council, residents must complete a speaker form and turn it in to the City Secretary at least five (5) minutes before the start of the meeting. The Rules of Procedure state that all 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. Pursuant to the Texas Open Meetings Act, the Council is not permitted to take action on or discuss any item not listed on the agenda. The Council may: (1) make a statement of fact regarding the item; (2) make a statement concerning the policy regarding the item; (3) propose the item be placed on a future agenda (Tex. Govt. Code §551.042). Each speaker shall approach the podium or designated speaker location and state his/her name and address before speaking. Speakers shall address the City Council with civility that is conducive to appropriate public discussion. Speakers may only address the City Council and not individual officials, commission members, committee members, or employees. The public cannot speak from the gallery, but only from the podium or designated speaker location.

The following residents spoke during Public Comments:

Scott Caron

Carol Wagner

Amy Fennell

Gene Martin

PUBLIC HEARINGS

- 2. Public Hearing: to consider a request for change in zoning from “Class II: Residential: ‘R-1’ Single-Family District” to a “Class III - Business: “C” Commercial District” being a 0.80 acre tract of land in the HAVINS SUBDIVISION Block 1 of said Havins Sub-division of Lot 7 of the C.E. Beavers Subdivision of a**

part of the following Surveys, McKinney and Williams Abstract 954, J.M. Moore Abstract 882 and I&G.N. RR. Co. Abstract 1998 all in Parker County, Texas further identified as being a portion of Parker County Appraisal District as Property ID#9527.

Public Hearing: to consider a request for change in zoning from “Class II: Residential: ‘R-1’ Single-Family District” to a “Class III - Business: “C” Commercial District” being a 0.80 acre tract of land in the HAVINS SUBDIVISION Block 1 of said Havins Sub-division of Lot 7 of the C.E. Beavers Subdivision of a part of the following Surveys, McKinney and Williams Abstract 954, J.M. Moore Abstract 882 and I&G.N. RR. Co. Abstract 1998 all in Parker County, Texas further identified as being a portion of Parker County Appraisal District as Property ID#9527.

OPENED HEARING: Mayor Teresa Palmer opened the Public Hearing at 7:31 p.m. for anyone wishing to speak for or against this item.

Mr. Bill Green -- 224 Vista Drive spoke on this item

Mr. Joe the owner of 6603 Bankhead Highway spoke on this item explaining what the purpose of the request and what the property would be used for.

CLOSED HEARING: Mayor Teresa Palmer closed the Public Hearing at 7:37 p.m.

3. **Public Hearing:** to consider approval of a Specific Use Permit (SUP) to allow for an existing static (non-electronic) sign to a Digital Message Sign for a 3.14 acre tract of land legally described as “Shopping Center” Lot 1-A & 1-B Block 5 of the Willow Springs Oak Abstract, City of Willow Park, TX. Identified as being in a portion of the Parker County Appraisal District as Parcel#33643, Parker County, TX.

Public Hearing: to consider approval of a Specific Use Permit (SUP) to allow for an existing static (non-electronic) sign to a Digital Message Sign for a 3.14 acre tract of land legally described as “Shopping Center” Lot 1-A & 1-B Block 5 of the Willow Springs Oak Abstract, City of Willow Park, TX. Identified as being in a portion of the Parker County Appraisal District as Parcel#33643, Parker County, TX.

OPENED HEARING: Mayor Teresa Palmer opened the Public Hearing for anyone wishing to speak for or against this item at 7:38 pm

Mr. Bill Green 224 Vista Drive asked some questions regarding this item.

Ms. Libby Afflerbach, 421 Big Creek Road asking questions regarding the sign in question

CLOSED HEARING: Mayor Teresa Palmer closed the Public Hearing at 7:41 pm

4. **Public Hearing:** To consider approval of an ordinance annexing into the corporate limits of the City of Willow Park, an approximate 61.405 acre tract of land situated in Abstract No. 468, W. Franklin Survey, and in Abstract No. 910, A. McCarver

Survey, Parker County, Texas, as further identified as being a portion of Parker County Appraisal District as Property ID #106134, thereby extending the boundary limits, amending the official map, and providing for matters related thereto

Public Hearing: To consider approval of an ordinance annexing into the corporate limits of the City of Willow Park, an approximate 61.405 acre tract of land situated in Abstract No. 468, W. Franklin Survey, and in Abstract No. 910, A. McCarver Survey, Parker County, Texas, as further identified as being a portion of Parker County Appraisal District as Property ID #106134, thereby extending the boundary limits, amending the official map, and providing for matters related thereto

Opened Public Hearing: Mayor Teresa Palmer opened the Public Hearing for anyone wishing to speak for or against this item at 7:42 pm.

Bill Green 224 Vista Drive - asked questions about this item.

Closed Public Hearing: Mayor Teresa Palmer closed the Public Hearing at 7:43 p.m.

CONSENT AGENDA

These items consist of non-controversial or "housekeeping" items required by law. Items may be considered individually by any Council member making such request prior to a motion and vote on the Consent Items.

5. Approval of Regular City Council Meeting Minutes: March 10, 2026

Motion was made to approve the minutes from the March 10, 2026 Regular City Council meeting.

Motion made by Councilmember Smith, Seconded by Councilmember Wright.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

REGULAR AGENDA ITEMS

6. Discussion only: Home Rule Charter Update by City Attorney Andy Messer.

City Attorney Andy Messer stated that the Charter was presented to the Council on February 10, 2026 and this item was tabled to the next regular Election date which will be in November 2026. There were some questions from the Council regarding some legalities. I will have to work on this and get back in two to four weeks to have the answers.

No action was taken on this item.

7. Discussion/Action: Home Rule Charter appointment process (Councilmember Eric Contreras)

Motion was made to table this item until we get the information back from the City Attorney.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

- 8. Discussion/Action: to consider approval of Water conservation Impact Fee Credit** (*City Engineer Gretchen Vazquez, public Works Director Chase McBride*)

Motion was made to adopt Ordinance 933-26 approving the Water Conservation Impact Fee Credit as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Wright.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

- 9. Discussion/Action: to consider approval of the Advanced Funding Agreement (AFA) for Transportation Alternative grant** (*Parks Director Mandy McCarley, Interim City Manager Toni Fisher*)

Motion was made to approve the Advanced Funding Agreement (AFA) for Transportation Alternative Grant as presented by Resolution No. 2026-22.

Motion made by Councilmember Smith, Seconded by Councilmember Wright.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

- 10. Discussion/Action: Traffic Control/Speeding Enforcement issue on Kingsgate** (*Police Commander Quincy Hamilton, Public Works Director Chase McBride*)

Commander Quincy Hamilton spoke on this item stating the Police Department had placed a speed trailer in the are in question. However there were some issues on the trailer, so we had it repaired and now is placed once more. Will bring back information once we are able to retrieve the date.

Motion was made to table this item until we can get the date from the Police department.

Motion made by Councilmember Wright, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

11. **Discussion/Action:** to consider and approve an application from 760 Fest for presenting sponsorship of the festival (*Communications Director Rose Hoffman*)

Motion was made to approve an application from 760 Fest presenting sponsorship of the festival in the amount of \$15,000 using HOT (Hotel Occupancy Funds) as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Wright.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

12. **Discussion/Action:** Decorum Rules for Public Comments (*Councilmember Scott Smith*)

Motion was made to withdraw and remove this item.

Motion made by Councilmember Crummel, Seconded by Councilmember Smith.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

Amy Fennel spoke on this item.

13. **Discussion/Action:** To approve an Ordinance of the City of Willow Park, Texas amending the City of Willow Park Code Of Ordinances, Chapter 9 "Personnel", Article 9.02 "Officers and Employees", Division 2 "City Manager" amending 9.02.033 "Nature and Duties of Position"; Providing For Repeal, Savings And Severability Clauses; And Providing For An Effective Date of This Ordinance. (*Mayor Teresa Palmer, Councilmember Chawn Gilliland*)

Motion was made to table this item until Councilmember Chawn Gilliland was in attendance to discuss.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

14. **Discussion & Action:** to consider approval of a Specific Use Permit (SUP) to allow for an existing static (non-electronic) sign to a Digital Message Sign for a 3.14 acre tract of land legally described as "Shopping Center" Lot 1-A & 1-B Block 5 of the Willow Springs Oak Abstract, City of Willow Park, TX. Identified as being in a portion of the Parker County Appraisal District as Parcel#33643, Parker County, TX. (*City Planner Chelsea Kirkland, Interim City Manager Toni Fisher*)

Motion was made to approve a Specific Use Permit (SUP) to allow for an existing static (non-electronic) sign to a Digital Message Sign for a 3.14 acre tract of land legally described as "Shopping Center" Lot 1-A & 1-B Block 5 of the Willow

Springs Oak Abstract, City of Willow Park, TX. Identified as being in a portion of the Parker County Appraisal District as Parcel#33643, Parker County, TX.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith. Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

- 15. Discussion & Action: to consider a request for change in zoning from “Class II: Residential: ‘R-1’ Single-Family District” to a “Class III - Business: “C” Commercial District” being a .80 acre tract of land in the HAVINS SUBDIVISION Block 1 of said Havins Sub-division of Lot 7 of the C.E. Beavers Subdivision of a part of the following Surveys, McKinney and Williams Abstract 954, J.M. Moore Abstract 882 and I&G.N. RR. Co. Abstract 1998 all in Parker County, Texas further identified as being a portion of Parker County Appraisal District as Property ID#9527 (City Planner Chelsea Kirkland, Interim City Manager Toni Fisher)**

Motion was made to deny a request for change in zoning from “Class II: Residential: ‘R-1’ Single-Family District” to a “Class III - Business: “C” Commercial District” being a .80 acre tract of land in the HAVINS SUBDIVISION Block 1 of said Havins Sub-division of Lot 7 of the C.E. Beavers Subdivision of a part of the following Surveys, McKinney and Williams Abstract 954, J.M. Moore Abstract 882 and I&G.N. RR. Co. Abstract 1998 all in Parker County, Texas further identified as being a portion of Parker County Appraisal District as Property ID#9527 due to it opening up for any type of business that would classify as a Commercial Business. It needs to come back to P&Z and City Council as a Specific Use Permit vs. the Commercial Zone Change.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

- 16. Discussion & Action: to consider a Resolution accepting a voluntary petition for annexation, and calling a public hearing for the proposed annexation of property owned by Bar-Ko Land Company LLC, to annex approximately 7.290 Acres of land being situated in the James Ozer Survey, Abstract Number 1029, Parker County, Texas into the city limits and being more particularly described in Exhibit A attached and incorporated into this Agenda. (City Planner Chelsea Kirkland, Interim City Manager Toni Fisher)**

Motion was made to approve Resolution 227-26 accepting a voluntary petition for annexation, and calling a public hearing for the proposed annexation of property owned by Bar-Ko Land Company LLC, to annex approximately 7.290 Acres of land being situated in the James Ozer Survey, Abstract Number 1029, Parker County, Texas into the city limits and being more particularly described in Exhibit A attached and incorporated into this Agenda as presented and discussed.

Motion made by Councilmember Smith, Seconded by Councilmember Crummel.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

17. **Discussion/Action:** to consider approval of an Ordinance annexing into the corporate limits of the City of Willow Park an approximate 61.405 acre tract of land situated in Abstract No. 468, W. Franklin Survey, and in Abstract No. 910, A. McCarver Survey, Parker County, Texas, as further identified as being a portion of Parker County Appraisal District as Property ID #106134, thereby extending the boundary limits, amending the official map, and providing for matters related thereto. (*City Planner Chelsea Kirkland, Interim City Manager Toni Fisher*)

Motion was made to approve Ordinance 935-26 annexing into the corporate limits of the City of Willow Park an approximate 61.405 acre tract of land situated in Abstract No. 468, W. Franklin Survey, and in Abstract No. 910, A. McCarver Survey, Parker County, Texas, as further identified as being a portion of Parker County Appraisal District as Property ID #106134, thereby extending the boundary limits, amending the official map, and providing for matters related thereto as presented.

Motion made by Councilmember Crummel, Seconded by Councilmember Wright. Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

18. **Discussion & Action:** to consider approval of Preliminary Plat for the Beall-Dean Ranch Development, being a tract of land in the F.H. HAMMON SURVEY, Abstract No. 673, the HEIRS OF FRANCISCO SANCHEZ SURVEY, Abstract No. 2346, and H.T. & B.R.R. CO. SURVEY NO. 5, Abstract No. 647, described in the deed to John Henry Dean III recorded in volume 1441, page 424 of the Official Public Records of Parker County, Texas, containing approximately 317.732 acres, more or less, and within the City of Willow Park, Texas. (*Chelsea Kirkland, City Planner; Toni Fisher, Interim City Manager*)

Motion was made to approve a Preliminary Plat for the Beall-Dean Ranch Development, being a tract of land in the F.H. HAMMON SURVEY, Abstract No. 673, the HEIRS OF FRANCISCO SANCHEZ SURVEY, Abstract No. 2346, and H.T. & B.R.R. CO. SURVEY NO. 5, Abstract No. 647, described in the deed to John Henry Dean III recorded in volume 1441, page 424 of the Official Public Records of Parker County, Texas, containing approximately 317.732 acres, more or less, and within the City of Willow Park, Texas as presented.

Motion made by Councilmember Crummel, Seconded by Councilmember Wright.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

EXECUTIVE SESSION

In accordance with the Texas Government Code, Chapter 551, Subchapter D, the City Council will recess in Executive Session (closed meeting) to discuss the following:

Mayor Teresa Palmer asked for a motion to adjourn into Executive Session to discuss the items listed on the agenda at the beginning of the meeting.

Motion was made to adjourn the regular session into Executive Session at 6:06 pm.

Motion made by Councilmember Crummel, Seconded by Councilmember Smith.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

This session was attended by Mayor Teresa Palmer, Councilmember Contreras, Councilmember Wright, Mayor Pro Tem Crummel, Councilmember Smith, Interim City Manager Toni Fisher and City Attorney Andy Messer.

- 19. Section 551.071; Consultation with City Attorney regarding revised rules of decorum**
- 20. Section 551.072 (Consultation with Attorney); Section 551.072 (Deliberation Regarding Real Property) - 120 El Chico Trail Lease Agreements.**
- 21. Section 551.071, Consultation with City Attorney; *City of Aledo, Texas and City of Fort Worth, Texas v. City of Willow Park, Texas*, cause number: CV26-0175 in Parker County District Court, 43rd District.**
- 22. Section 551.071, Consultation with City Attorney regarding Police Investigation**

RECONVENE INTO OPEN SESSION

In accordance with the Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

Mayor Teresa Palmer reconvened the Executive Session at 7:03 pm. and asked if there was any action on any item discussed.

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

INFORMATIONAL COMMENTS

- 23. City Manager Comments: Response/Reaction to meeting**

There were no City Manager Comments

- 24. City Council/Mayor Comments: Response/Reaction to meeting**

There were no Mayor/Council comments

- 25. Items of Community Interest**

There was no information for items of Community Interest

26. Future Agenda Items Requested by Mayor, City Council or City Staff

Mayor Teresa Palmer asked for Certificates of Recognition to be given to the Home Rule Charter Committee members who worked so hard during the process of creating a Home Rule Charter.

Councilmember Eric Contreras asked for Michelle Guelker and Chase McBride to give an update on the Wastewater Treatment Plant.

ADJOURN

Mayor Teresa Palmer asked for a motion to adjourn the regular meeting of the Willow Park City Council meeting.

Motion was made to adjourn the regular meeting at 8:32 pm.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

Voting Yea: Councilmember Contreras, Councilmember Wright, Councilmember Smith, Councilmember Crummel

THESE MINUTES WERE APPROVED BY WILLOW PARK CITY COUNCIL:

Mayor Teresa Palmer

Date

City Secretary Deana McMullen