



CITY COUNCIL MEETING OCTOBER 14, 2025 MINUTES

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

Tuesday, October 14, 2025 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

Mayor Teresa Palmer called the meeting to order at 6:00 p.m.

There was a quorum present for this meeting.

PRESENT

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

Also Present:

Andy Messer - City Attorney

Deana McMullen-City Secretary

PLEDGE OF ALLEGIANCE AND INVOCATION - Michael Fernihough Associate Pastor of West Campus Christ Chapel Baptist Church will do the Invocation and Led the Pledge of Allegiance.

Kelton Gunter, Republic Chair of Parker County Conservatives gave the Invocation and led the Pledge of Allegiance given by all present.

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 citizens gave comments at this meeting:

- 1) Roy Ramos
- 2) Alicia
- 3) Tandy Blackstock
- 4) Nick Jones
- 5) Marcy/Gwendolyn Galle - Also spoke on items #10, #6 and #16
- 6) Spencer Hodge
- 7) Kelton Gunter - Republican Chair Parker County Conservatives
- 8) Gene Martin
- 9) Judge Roy Kurban
- 10) Paul Kenney

INFORMATIONAL COMMENTS

1. Mayor Comments-City Manager Separation Details

Mayor Teresa Palmer gave the details of the City Manager Bryan Grimes separation agreement stating that many citizens had asked her for the information.

Former City Manager Bryan Grimes was paid \$143,000 by the City of Willow Park. TML Insurance Company will pay \$32,000 for a total of \$175,000. and Mr. Grimes waived all legal actions and did not sign a Non Disclosure agreement.

PROCLAMATION

2. Proclamation: Mayor Teresa Palmer will present a Proclamation to Allison Hudnall of Freedom House.

Mayor Teresa Palmer read aloud the Proclamation that proclaims October as Domestic Violence Awareness Month in the City of Willow Park. Mayor Palmer and Councilmember Chawn Gilliland presented the Proclamation to Ms. Carol Sutton of Freedom House who was present for Ms. Allison Hudnall.

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.

3. Approval of Regular City Council Meeting Minutes:

July 28, 2025 for correction, September 9, 2025, September 23, 2025, September 24, 2025

City Secretary Deana McMullen asked for minutes from the September 24, 2025 meeting be removed from the consent agenda and moved to the next regular meeting for consideration as they were not complete.

Motion was made to approve the July 28, 2025 regular city council minutes, September 9, 2025 regular city council minutes, September 23, 2025 regular city council minutes and remove the September 24, 2025 Special City Council minutes to the next regular meeting for approval.

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

REGULAR AGENDA ITEMS

4. Discussion and action: Representative from Oncor to address tree trimming issues in Willow Park (Mayor Teresa Palmer)

Mr. Rick Beall was in attendance at this meeting at the request of Mayor Teresa Palmer due to the many complaints from citizens regarding the trimming of the trees by Oncor.

Mr. Beall stated that Oncor has invested over \$3 billion dollars into Fire protection and automated repairs in this area. There are over 1500 poles and they are 77% complete. Part of the program is remove of vegetation for Fire Protection and automated repair systems.

Residents complained that there has been excessive removal of trees, some 100 year old trees not just trimmed, but cut to the ground.

Mr. Beall said that he would speak to those with complaints and questions in the other room after he presented to council. He stated the best way to make a complaint is to go to oncor.com/Claims.

The Council stated that Oncor should put out notifications of where they are going to be working and what citizens could expect as well as before crews were to start working so that everyone would be aware of what was happening.

Mr. Beall met with several citizens in the city conference room to file claims for their properties.

No action was taken on this item.

5. Status Report on Home Rule from Gene Martin (Mayor Teresa Palmer)

Mr. Gene Martin, Chair of the Home Rule Charter Committee gave an update of the committee progress to the Council. Mr. Martin stated that there would be two (2) Town Hall meetings held at the Willow Park Baptist Church Fellowship Hall on Thursday, October 16, 2025 at 6:30 pm as well as Thursday, November 13, 2025 at 6:30 pm at the same location. Everyone is invited to attend.

No action was taken on this item.

6. Discussion/Action: to approve an amendment to Developer's Obligation terms of "Chapter 380 Economic Development Agreement Between the City of Willow Park and Pulido's Westland Willow Park, LLC". (City Staff)

Staff requested this item be pulled from this Agenda.

No action taken.

7. Discussion/Action: to approve FY2025-26 Holiday Schedule. (Assistant City Manager Toni Fisher; Assistant City Manager Michelle Guelker)

Assistant City manager Toni Fisher addressed the Council in reference to the Holiday schedule for the 2025-2026 Fund Year. She stated there were 2 options in the packet for City Council to consider. Option one is the regular schedule with the normal days off. Option two would allow to take away the November 11th - Veterans Day Holiday and June 19th- Juneteenth Holiday and allow for Offices to be closed and extend the holiday for Christmas and New Year's to have the Friday after Christmas and the Friday after New Year's off as well since it would be a skeleton crew for those days.

Motion was made to approve Option 2 Holiday Schedule with the following change: Move Veteran's Day Holiday to Monday, November 10th and be open on the 11th and allow for the Friday after Christmas and Friday after New Years to be scheduled days off this year.

Motion made by Councilmember Gilliland, Seconded by Councilmember Smith.

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

8. Discussion and Action: to consider approval of a Resolution to submit candidate director nominations for Parker County Appraisal District for terms expiring December 31, 2025. (City Secretary Deana McMullen)

Motion was made to approve the Resolution to submit candidate nominations for Parker County Appraisal District for terms expiring December 31, 2025, naming Richard Barret and Jerry Durant as the nominee(s) for Willow Park.

Motion made by Councilmember Gilliland, Seconded by Councilmember Wright.

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

9. Discussion only: for the repeated request of the Willow Park resident's name who created the Request for Qualifications document for legal services, dated May 2025, for Mayor Teresa Palmer. (Eric Contreras)

Councilmember Eric Contreras stated that he would like Mayor Palmer to answer the repeated request of the Willow Park resident's name who created the Request for Qualifications document for legal services, dated May 2025, for Mayor Palmer. Mr. Contreras stated that 75 days have passed since the initial request for who wrote the RFP came in and we still do not have any answers. There have also been several FOIA requests for this information that has

Mayor Palmer stated that anyone can look for forms on the computer. It was a google document.

There was no action on this item.

10. Discussion and Action: to consider approval of amending Ordinance 802-9, an Ordinance of the City of Willow Park Texas Amending Chapter 1 "General Provisions", Article 1.03 "City Council", Division 2 "Governance Policy and Rules of Procedure", § 1.03.035 "Meetings" Subsection (m) "Agenda" Providing the mayor and city administrator have control of the city council agenda including supplements and amendments, Providing for Savings and Severability Clauses and an Effective Date. (City Attorney Andy Messer)

There was discussion regarding the possible removing the Mayor from the Agenda process and let the City Administrator be the one to finalize the Agenda. There has to be a process in regards to removing/adding items to the Agenda. It creates issues for staff when changes are being made 20 minutes prior to the requirement posting date/time. City Secretary Deana McMullen stated there needs to be firm deadlines for any changes on the Agenda as there is more to posting an Agenda than just pushing a button or hanging it on the bulletin board. City Attorney Andy Messer stated that we can set a dead line, however it is normally a process that follows policy. Councilmember Eric Contreras stated that he was ok with leaving the Mayor/ City Administrator as both being able to make changes on the Agenda, as long as there is some kind of deadline to make things easier for staff. Tuesday at noon before the Agenda has to be posted on Wednesday would make everything work correctly and would take care of the issue.

City Attorney stated that he would work on all the changes that were discussed and bring the new Ordinance back to the next regular meeting for consideration. No action was taken on this item at this meeting.

11. Discussion and Action: Approval of Resolution of Advanced Funding Agreement with the Texas Department of Transportation for the Green Ribbon Program for Beautification Improvements (City Staff)

Motion was made to approve the Resolution of Advanced Funding Agreement with the Texas Department of Transportation for the Green Ribbon Program for Beautification improvements.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

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

12. Discussion & Action: Approval of Texas Department of Transportation Landscape Maintenance Agreement for the Green Ribbon Grant (City Staff)

Motion was made to approve the Texas Department of Transportation Landscape Maintenance Agreement for the Green Ribbon Grant as discussed.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

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

13. Discussion and Action: to approve a budget amendment for employee retention (Scott Smith)

Councilmember Scott Smith requested this item be removed from this Agenda for consideration.

No action on this item.

14. Discussion only - to receive an update on the City Hall spacing plan being developed by Jacob & Martin approved in November, 2024, with recommendations to council no later than May 2025. (Mayor Teresa Palmer)

Mayor Palmer asked for this item to be on the Agenda. She said that this item was supposed to come back to the City Council by May of 2025. In discussion with Derek Turner of Jacob & Martin it was said that the item was discussed at the December 2024 City Council meeting and was placed on hold due to the lack of a scope of work or any specifications and plans for work to be done on the city hall building.

No action was taken on this item.

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 adjourned the regular City Council meeting into Executive Session at 8:19 pm to discuss the items listed on this Agenda under Executive Session.

Those in attendance of the Executive session were Mayor Teresa Palmer, Mayor Pro Tem Nathan Crummel, Councilmember Eric Contreras, Councilmember Chawn Gilliland, Councilmember Buddy Wright, Councilmember Scott Smith, Assistant City manager(s) Michelle Guelker and Toni Fisher. and City Attorney Andy Messer.

15. Section 551.071 (Consultation with Attorney); 551.072 (Deliberation Regarding Real Property) - 120 El Chico Trail Lease Agreements.

16. Section 551. 071, Consultation with City Attorney; Section 551.087, Economic Development Negotiations, Economic Development Negotiations, proposed residential development consisting of approximate 82.37 acres, situated in the McCarver Survey, Abstract 910, the W. Franklin Survey, Abstract Number 468, the M.M. Edwards Survey, Abstract 195, & the JB Wynn Survey, Abstract 1637, a portion being within the Extraterritorial Jurisdiction and remainder within the city limits of the City of Willow Park, Parker County, Texas.

17. Pursuant to the Texas Government Code, Section 551.071 Consultation with Attorney, Section 551.074 (Personnel Matters: Closed Meeting): to deliberate the appointment, employment, and evaluation of a public officer or employee.

Interim City Manager

18. Executive Session, Section 551.071 Consultation with City Attorney, Texas Open Meetings Act, Decorum for Mayor and City Councilmembers

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 called the regular session of the Willow Park City Council back to order at 9:48 pm.

Motion was made to appoint both Toni Fisher and Michelle Guelker as Interim City Manager with Toni Fisher taking the lead, and give both a temporary raise of \$4,000 per month for the additional duties they will be doing in addition to their regular jobs.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

INFORMATIONAL COMMENTS

19. City Council Comments- There were no City Council Comments

Mayor Comments:

Mayor Teresa Palmer - Criticism of Councilmember Contreras for verbally attacking private citizens.

Items of Community Interest:

Future Agenda Items requested by the Mayor, City Councilmembers or City Staff.

Mayor Teresa Palmer: to discuss the appointment of a Financial Oversight Advisory Committee.

Mayor Teresa Palmer - to discuss beginning the process to update our 2014 Comprehensive Plan.

City Council Comments: There were no Council comments at this meeting.

Mayor Comments: Had no specific comments for this item

Mayor Teresa Palmer - Criticism of Councilmember Contreras for verbally attacking private citizens. We had discussions about decorum, so will not go back over that and we have to work on that. There will be no more verbal attacks on private citizens coming from the Dais.

This kind if outburst is embarrassing and I will not allow it any more.

This was a big Agenda and we have had a lot of meetings, I would suggest we take the next meeting off, October 28th. The Council stated they would like to keep the schedule and hold the meeting on the 28th.

Future Agenda Items requested by Mayor, Council members or Staff:

Mayor Teresa Palmer requested to discuss the appointment of a Financial Oversight Advisory Committee.

Mayor Teresa Palmer-to discuss beginning the process to update our 2014 Comprehensive Plan.

Councilmember Buddy Wright stated he would like to add an Update on the Squaw Creek Project with Engineering updates and Summary from Town Hall meeting with Citizen feed back.

Councilmember Buddy Wright requested Bankhead Highway Extension Status.

ADJOURN

With nothing further to discuss or consider Mayor Teresa Palmer asked for a motion to adjourn the regular meeting of the Willow Park City Council.

Motion was made to adjourn the regular meeting of the Willow Park City Council at 9:57 pm.

Motion made by Councilmember Contreras, Seconded by Councilmember Wright.

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

THESE MINUTES WERE APPROVED BY WILLOW PARK CITY COUNCIL:

Mayor

Date

City Secretary