



CITY COUNCIL MEETING SEPTEMBER 22, 2026 MINUTES

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

Tuesday, September 22, 2026 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

Mayor Teresa Palmer called the regular meeting of Willow Park City Council to order at 6:00 pm. and determined a quorum was present for this meeting.

PRESENT

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

ABSENT

Councilmember Chawn Gilliland

STAFF PRESENT:

City Manager Toni Fisher

City Secretary Deana McMullen

City Attorney Judy El Masri

INVOCATION, PLEDGE OF ALLEGIANCE AND TEXAS PLEDGE

Pastor Clark Boshier of Willow Park Baptist Church will give the Invocation.

Pastor Clark Boshier of Willow Park Baptist Church gave the Invocation and led the Pledge of Allegiance and the Texas Pledge.

1. Mayor Comments: 1) Bible Verse 2) Business Recognition

Mayor Teresa Palmer read Bible verse: Isaiah 26.3

Mayor Palmer recognized Business: 589 Hickory BBQ at 480 Shops Blvd. Owners Amanda and Scott Hamilton. Encouraged everyone to shop local and eat at all the great restaurants.

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 were present to give Citizen comments:

- 1) Chris Wood
- 2) Bill Green
- 3) Lee Miller
- 4) Gene Martin

CONSENT AGENDA

All items listed below are considered routine or "housekeeping" by the City Council and will be enacted with one motion. There will be no separate discussion of items unless a Council Member requests, in which event the item will be removed from the general order of business and considered in its normal sequence. Approval of the Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendation.

Motion was made to approve the items 2, 3 and 4 on Consent Agenda as presented.

Motion made by Councilmember Smith, Seconded by Councilmember Wright.

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

- 2. Approval of Regular City Council Meeting Minutes: September 8, 2026**
- 3. Approval of a Resolution appointing a Voting Member and Alternate to the Fort Worth Water and Wastewater Wholesale Advisory Committee. (Public Works Director Chase McBride, Assistant City Manager Michelle Guelker)**

4. **Approval of the Weatherford Mountain Bike Club (WMBC) User Agreement renewal.** *(City Manager Toni Fisher; Parks Director Mandy McCarley; Public Works Director Chase McBride)*

REGULAR AGENDA ITEMS

5. **Discussion/Action: to consider approval of a Resolution to participate in the Parker County Utility Agency program.** *(Freese & Nichols; Assistant City Manager, Michelle Guelker)*

Motion was made to approve item number 5, 6 & 7 approving Resolution No 2026-36 for Willow Park to participate in the Parker County Utility Agency program; Approval of the Inter local Agreement for the creation of the Parker County Utility Agency and Resolution number 2026-37 appointing Chase McBride and Michelle Guelker as a Director and Alternate Director for the Parker County Utility Agency as presented by Freese & Nichols and Assistant City Manager Michelle Guelker.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

6. **Discussion/Action: to consider approval of the Interlocal Agreement for the creation of the Parker County Utility Agency.** *(Freese & Nichols; Asst City Manager Michelle Guelker)*

This item was approved with one motion for items 5, 6 & 7.

7. **Discussion/Action: to consider appointments of a Director and an Alternate for the Parker County Utility Agency** *(Freese & Nichols; Assistant City Manager Michelle Guelker, City Manager Toni Fisher)*

This item was approved with one motion under item number 5, including items 5, 6 & 7.

8. **Notice of Public Hearing: to consider the establishment of an initial zoning classification of Class III – Business: “C” Commercial District upon approximately 0.82 acres of land, more or less, currently located within the city limits of the City of Willow Park, TX. The property being legally described as being situated in the James Ozer Survey, Abstract No. 1029, Parker County, Texas. (Owner: BAR-KO Land Company, LLC)**

Mayor Teresa Palmer opened the public hearing for anyone wishing to speak for or against the consideration of the establishment of an initial zoning classification of Class III – Business: “C” Commercial District upon approximately 0.82 acres of land, more or less, currently located within the city limits of the City of Willow Park, TX. The property being legally described as being situated in the James Ozer Survey, Abstract No. 1029, Parker County, Texas at 6:33 pm.

With no one wishing to speak for or against this item Mayor Teresa Palmer closed the Public Hearing at 6:33 pm

9. **Discussion/Action:** to consider the establishment of an initial zoning classification of Class III – Business: “C” Commercial District upon approximately 0.82 acres of land, more or less, currently located within the of the City of Willow Park. The property being legally described as being situated in the James Oxer Survey, Abstract No. 1029, Parker County, Texas. (Owner: BAR-KO Land Company, LLC) (*City Planner Chelsea Kirkland; City Manager Toni Fisher*)

Motion was made to approve Ordinance No. 951-26 approving the establishment of an initial zoning classification of Class III – Business: “C” Commercial District upon approximately 0.82 acres of land, more or less, currently located within the of the City of Willow Park. The property being legally described as being situated in the James Oxer Survey, Abstract No. 1029, Parker County, Texas as presented.

Motion made by Councilmember Smith, Seconded by Councilmember Crummel.

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

10. **Notice of Public Hearing:** to consider the establishment of an initial zoning classification of Class III Business: “C” Commercial District upon approximately 0.33 acres of land, more or less, currently located within the city limits of the City of Willow Park. The property being legally described as being situated in the James Oxer Survey, Abstract No. 1029, Parker County, Texas, and being a portion of Lot 2, Block 1, in the Bankhead Commons Addition, an addition to Willow Park, Texas, as recorded in Cabinet F, Slide 494, in the Parker County, Texas Plat Records. (Owner: Willow Park Services, LLC)

Mayor Teresa Palmer opened the Public Hearing at 6:35 pm for anyone wishing to speak for or against the establishment of an initial zoning classification of Class III Business: “C” Commercial District upon approximately 0.33 acres of land, more or less, currently located within the city limits of the City of Willow Park. The property being legally described as being situated in the James Oxer Survey, Abstract No. 1029, Parker County, Texas, and being a portion of Lot 2, Block 1, in the Bankhead Commons Addition, an addition to Willow Park, Texas, as recorded in Cabinet F, Slide 494, in the Parker County, Texas Plat Records. (Owner: Willow Park Services, LLC)

With no one wishing to speak for or against this item, Mayor Teresa Palmer closed the public hearing at 6:36 pm

11. **Discussion/Action:** to consider the establishment of an initial zoning classification of Class III – Business: “C” Commercial District upon approximately 0.33 acres of land, more or less, currently located within the city limits of the City of Willow Park. The property being legally described as being situated in the James Oxer Survey, Abstract No. 1029, Parker County, Texas, and being a portion of Lot 2, Block 1, in the Bankhead Commons Addition, an addition to Willow Park, Texas, as recorded in Cabinet F, Slide 494, in the Parker County, Texas Plat Records. (Owner: Willow Park Services, LLC) (*City Planner Chelsea Kirkland; City Manager Toni Fisher*)

Motion was made to approve Ordinance No. 952-26 that establishes an initial zoning classification of Class III – Business: “C” Commercial District upon approximately 0.33 acres of land, more or less, currently located within the city limits of the City of Willow Park. The property being legally described as being situated in the James Oxer Survey, Abstract No. 1029, Parker County, Texas, and being a portion of Lot 2, Block 1, in the Bankhead Commons Addition, an addition to Willow Park, Texas, as recorded in Cabinet F, Slide 494, in the Parker County, Texas Plat Records. (Owner: Willow Park Services, LLC) as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

12. Discussion/Action: to consider approval of the Final Plat for Tractor Supply Addition being 8.441 Acres, Lot 1 and Lot 2, Block 1, in the James Oxer Survey, AbstractNo. 1029 City of Willow Park, Texas. Property ID: 118980 (City Planner, Chelsea Kirkland; City Manager Toni Fisher)

Motion was made to approve the Final Plat for tractor Supply Addition being 8.441 Acres, Lot 1 and Lot 2, Block 1, in the James Oxer Survey, AbstractNo. 1029 City of Willow Park, Texas contingent upon correcting Travis County to Parker County on the actual plat.

Motion made by Councilmember Wright, Seconded by Councilmember Contreras.

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

13. Discussion/Action: to consider appointment of 7-11 members of the Comprehensive Planning Advisory Committee (City Manager Toni Fisher)

City Manager Toni Fisher informed the City Council that we only had four (4) citizens that were interested and applied for the Comprehensive Planning Committee and after discussing with Jacob & Martin we would like to recommend that the City move forward with only the Public Meetings, which will be three (3) meetings. Meeting One will be Monday October 5, 2026 from 5pm-9pm here at city hall. The second one would be Saturday November 21, 2026 from 10:00 am to 1:00 pm at City Hall, and the last one will be determined at a later date.

Ms. Fisher requested that no action be taken on this item and no committee be appointed.

No action was taken on this item.

14. Discussion/Action: to consider approval of Information Technology 2026-2027 Annual Contract with Covington Services. (Assistant City Manager Michelle Guelker; City Manager Toni Fisher)

Motion was made to brring this item back to a future meeting for further discussion regarding an itemized contract for Information Technology with Covington Services.

Motion made by Councilmember Contreras, Seconded by Councilmember Wright.

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

15. Discussion/Action: to authorize Jacob & Martin Engineering to solicit bids for the replacement of the ground storage tank at the El Chico Pump Station. (*Jacob & Martin; Public Works Director Chase McBride*)

Motion was made to authorize Jacob & Martin Engineering to solicit bids for the replacement of the ground storage tank at the El Chico Pump Station as discussed.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

16. Discussion and Action: to consider approval of Utility Fee Ordinance for Fiscal Year 2026-27. (*Public Works Director Chase McBride; Assistant City Manager Michelle Guelker*)

Following discussion motion was made to approve Ordinance No. 953-26 that approves the Utility Fee Ordinance for Fiscal Year 2026-2027 as discussed following a final legal review.

Motion made by Councilmember Wright, Seconded by Councilmember Contreras.

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

17. Discussion/Action: Consideration and approval of a voter information document for the November 3, 2026, special election regarding certificates of obligation, including the adoption of an ordinance pertaining thereto. (*Assistant City Manager Michelle Guelker*)

Motion was made to approve ordinance 954-26 that approves of a voter information document for the November 3, 2026, special election regarding certificates of obligation, including the adoption of an ordinance pertaining thereto as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

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 adjourned the regular session into Executive Session to discuss the items that are listed on the Agenda for Executive Session at 7:05 pm

Those Present were:
Mayor Teresa Palmer
Councilmember Eric Contreras
Councilmember Buddy Wright
Councilmember Scott Smith
Councilmember Nathan Crummel

ABSENT
Councilmember Chawn Gilliland

STAFF PRESENT Were:

City Manager Toni Fisher

City Attorney Judy El Masri

City Attorney Melissa Cromwell via Video Conference

- 18. Section 551.071, Consultation with City Attorney: City of Aledo, Texas and City of Fort Worth, Texas v. City of Willow Park, Texas, Beall-Dean Ranch and Parker County cause number: CV26-0175 in Parker County District Court, 43rd District; Mediated Settlement Agreement & Mutual Release.**
- 19. Section 551.074 Personnel; Section 551.071 Consultation with Attorney: Police Chief Position**
- 20. Section 551.071(2): Consultation with the City Attorney on a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act regarding: Discussion regarding employee complaints.**
- 21. Section 551.071 (2): Consultation with the City Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act regarding: Discussion of Mayor requests for confidential documents.**
- 22. Section 551.074 Personnel Matters: (a) (2) to hear a complaint or a charge against an officer of employee and 551.074 (b) Subsection (a) does not apply if the officer or employee who is the subject to the deliberation or hearing requests a public hearing; Public hearing to discuss a complaint submitted by the City Manager against the Mayor.**

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 regular meeting of the City of Willow Park City Council at 8:11 pm and asked if there were any motions following the Executive Session.

Motion was made by Councilmember Buddy Wright, Seconded by Councilmember Eric Contreras to authorize the City Attorney to conduct an investigation and engage an independent investigator for a privileged investigation and to postpone any public hearing until that privileged report has been received by the council.

Motion carried with four (4) votes in approval and zero (0) votes opposed.

Motion was made by Councilmember Scott Smith, seconded by Councilmember Eric Contreras to accept and sign the Beall-Dean and Parker County CV26-0175 in Parker County District Court, 43rd District mediated settlement agreement mutual release to accept the terms and sign.

Motion carried with four (4) votes in approval and zero (0) votes opposed.

23. Discussion/Action: to consider action related to the complaint submitted by the City Manager against the Mayor. (Mayor Teresa Palmer)

Mayor Teresa Palmer stated that she wanted to table this item for now as she cannot speak of it in the public.

No action was taken on this item.

INFORMATIONAL COMMENTS

24. City Manager Comments - Staff Thanks/ Recognition(s); Response/Reaction to meeting.

Community Interest - "National Night Out Event " - October 6, 2026, 6-8 pm @The District at Willow Park

City Manager Toni Fisher said Thank You to our amazing staff for an incredible fiscal year. We have a Phenomenal Team and I am honored to work with all of them and to have the opportunity to lead them.

Recognition for our Utility Clerk Robyn Collette for obtaining her FEMA PIO Certificate.

Willow Park Resident Cynty West is a 1950 Graduate of Baylor University and will be performing at the half time show at the Baylor Game on Saturday at 11:00 am

National Night Out is Tuesday, October 6, 2026 from 6-8pm at the District of Willow Park. We will have a Super Time honoring our Super Heroes, our Police Dept.. We look forward to seeing everyone there.

25. City Council/Mayor Comments: Response/Reaction to meeting

Councilmember Scott Smith reminded everyone that Coffee with a Councilmember will be held on Friday October 2, 2026 from 8:30 am to 9:30 pm in the conference room.

Hope everyone can attend.

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

There were no requests for Future Agenda items at this time.

ADJOURN

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

Motion was made to adjourn the regular meeting at 8:14 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