



CITY COUNCIL REGULAR MEETING DECEMBER 9, 2025 MINUTES

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

Tuesday, December 09, 2025 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

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

INVOCATION, PLEDGE OF ALLEGIANCE AND TEXAS PLEDGE

Mr. Bill Green gave the Invocation and led the Pledge of Allegiance and the Texas Pledge.

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.

- 1) Bill Green
- 2) Bryan Holland
- 3) Gene Martin
- 4) Carol Waggoner

1. Mayor Comments: Bible Verse; Decorum for Citizens, Council and Mayor

Mayor Palmer read aloud a bible verse; She then addressed the decorum that will be expected by Citizens, Council and herself during City Council meetings.

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.

The item on the Consent Agenda regarding approval of the minutes was removed as corrections needed to be made.

2. Approval of Regular City Council Meeting Minutes: November 17, 2025

Motion was made to pull approval of the regular City Council meeting minutes from November 17, 2025 for corrections.

Motion made by Councilmember Crummel, Seconded by Councilmember Gilliland.

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

3. Approval to cancel Regular City Council Meeting scheduled for December 23, 2025 due to the Christmas Holiday.

Motion was made to cancel the regular scheduled meeting on December 23, 2025 due to the Christmas Holidays.

Motion made by Councilmember Gilliland, Seconded by Councilmember Crummel.

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

PUBLIC HEARING

4. PUBLIC HEARING to consider Zoning Change Request from "CLASS II - RESIDENTIAL: 'R-1' SINGLE-FAMILY DISTRICT." TO "CLASS IV - INDUSTRIAL: 'LI' LIGHT INDUSTRIAL DISTRICT." FOR 4.656 ACRES TRACT OF LAND OUT OF THE I. HEADLEY SURVEY, ABSTRACT NO. 619, PARKER COUNTY, TEXAS, AND WITHIN THE CITY OF WILLOW PARK, TEXAS. (City Planner Chelsea Kirkland, Interim City Manager Toni Fisher)

Mayor Palmer Opened the Public Hearing for anyone wishing to speak for or against the item to consider a Zoning Change Request from "CLASS II - RESIDENTIAL: 'R-1' SINGLE-FAMILY DISTRICT." TO "CLASS IV - INDUSTRIAL: 'LI' LIGHT INDUSTRIAL DISTRICT." FOR 4.656 ACRES TRACT OF LAND OUT OF THE I. HEADLEY SURVEY, ABSTRACT NO. 619, PARKER COUNTY, TEXAS, AND WITHIN THE CITY OF WILLOW PARK, TEXAS at 6:13 pm.

Those speaking in Favor of the request for Zoning Change:

None

Those speaking Against the request for Zoning Change:

None

Mayor Teresa Palmer closed the Public Hearing for the Zoning Change at 6:20 pm.

5. **PUBLIC HEARING to consider amending the Planned Development Agreement ORDINANCE NO. 740-16 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A CHANGE IN ZONING TO PD PLANNED DEVELOPMENT ZONING DISTRICT CLASSIFICATION AND USE DESIGNATION FOR THAT CERTAIN 140.3 ACRES OF LAND LOCATED IN THE A. MCCARVER SURVEY, ABSTRACT NO. 910, THE W. FRANKLIN SURVEY, ABSTRACT NO. 468, THE I. HENDLEY SURVEY, ABSTRACT NO. 619, THE M. EDWARDS SURVEY, ABSTRACT NO, 1955, AND THE J. FROMAN SURVEY, ABSTRACT NO. 471, ALL IN PARKER COUNTY AND THE CITY OF WILLOW PARK, TEXAS.** *(City Planner Chelsea Kirkland, Interim City Manager Toni Fisher)*

Mayor Teresa Palmer opened the Public Hearing at **6:35** pm for anyone wishing to speak for or against the item to consider amending the Planned Development Agreement ORDINANCE NO. 740-16 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A CHANGE IN ZONING TO PD PLANNED DEVELOPMENT ZONING DISTRICT CLASSIFICATION AND USE DESIGNATION FOR THAT CERTAIN 140.3 ACRES OF LAND LOCATED IN THE A. MCCARVER SURVEY, ABSTRACT NO. 910, THE W. FRANKLIN SURVEY, ABSTRACT NO. 468, THE I. HENDLEY SURVEY, ABSTRACT NO. 619, THE M. EDWARDS SURVEY, ABSTRACT NO, 1955, AND THE J. FROMAN SURVEY, ABSTRACT NO. 471, ALL IN PARKER COUNTY AND THE CITY OF WILLOW PARK, TEXAS.

Those speaking in Favor of the item: None

Those speaking Against the item: Gene Martin - stated a blanket change does not seem correct due to the TIRZ Zoning.

Marcy Galle - Asked Council to not approve the change.

Bill Green - Asked how many houses does that change affect.

Josh Stager- The reduction of the size of house will give larger yards. The lot sizes are not changing. This is being market driven.

Mayor Teresa Palmer closed the public hearing at 6:29 pm.

REGULAR AGENDA ITEMS

6. **Discussion and Action: to consider approval of a Professional Services Agreement with Jacob & Martin for Design of Restroom Facilities at Kings Gate Park** *(Parks Director Mandy McCarley; Interim City Manager Toni Fisher)*

Parks Director Mandy McCarley addressed the Council regarding the consideration of approving the Professional Services Agreement with Jacob & Martin for Design of the Restroom Facilities at Kings Gate Park.

Motion was made to approve the professional services agreement with Jacob & Martin for the design of the restroom facilities at Kings Gate Park

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

7. **Discussion and Action: To consider and act on all matters incident and related to approving and authorizing publication and posting of notice of intention to issue certificates of obligation in an amount not to exceed \$10,110,000 for the purpose of paying contractual obligations to be incurred for (i) constructing, acquiring, purchasing, renovating, enlarging, equipping, and improving waterworks and sewer system properties and facilities, including the acquisition of land and rights-of-way therefor, (ii) constructing, acquiring, maintaining, improving and equipping streets, roads, and intersections, including drainage, landscaping, curbs, gutters, sidewalks, entryways, pedestrian pathways, signage and traffic signalization, the relocation of utilities in connection therewith and the acquisition of land and rights-of-way therefor, (iii) designing, constructing, acquiring, improving, enlarging, and equipping the City's municipal drainage utility system and the acquisition of land and rights-of-way therefor, and (iv) professional services rendered in connection with such projects and the financing thereof; including the adoption of Resolution 2025-17 pertaining thereto. (Erick Macha, Interim City Manager Toni Fisher, Interim City Manager Michelle Guelker)**

Mr. Erick Macha, Financial Consultant with Hilltop Securities was present to address the Council as to the steps needed to approve and authorize publication and posting of notice of intention to issue certificates of obligation in an amount not to exceed \$10,110,000 for the purpose of paying contractual obligations to be incurred for (i) constructing, acquiring, purchasing, renovating, enlarging, equipping, and improving waterworks and sewer system properties and facilities, including the acquisition of land and rights-of-way therefor, (ii) constructing, acquiring, maintaining, improving and equipping streets, roads, and intersections, including drainage, landscaping, curbs, gutters, sidewalks, entryways, pedestrian pathways, signage and traffic signalization, the relocation of utilities in connection therewith and the acquisition of land and rights-of-way therefor, (iii) designing, constructing, acquiring, improving, enlarging, and equipping the City's municipal drainage utility system and the acquisition of land and rights-of-way therefor, and (iv) professional services rendered in connection with such projects and the financing thereof; including the adoption of Resolution 2025-17 pertaining thereto.

Motion was made to approve and authorize posting and publication the notice of intent to issue Certificate of Obligation Bonds in the amount not to exceed \$10,110,000.

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

8. **DISCUSSION AND ACTION: to consider and approve a Zoning Change Request from “CLASS II - RESIDENTIAL: ‘R-1’ SINGLE-FAMILY DISTRICT.” TO “CLASS IV - INDUSTRIAL: ‘LI’ LIGHT INDUSTRIAL DISTRICT.” FOR 4.656 ACRES TRACT OF LAND OUT OF THE I. HEADLEY SURVEY, ABSTRACT NO. 619, PARKER COUNTY, TEXAS, AND WITHIN THE CITY OF WILLOW PARK, TEXAS.** *(City Planner Chelsea Kirkland, Interim City Manager Toni Fisher)*

Motion was made to approve a Zoning Change from: “CLASS II - RESIDENTIAL: ‘R-1’ SINGLE-FAMILY DISTRICT.” TO “CLASS IV - INDUSTRIAL: ‘LI’ LIGHT INDUSTRIAL DISTRICT.” FOR 4.656 ACRES TRACT OF LAND OUT OF THE I. HEADLEY SURVEY, ABSTRACT NO. 619, PARKER COUNTY, TEXAS, AND WITHIN THE CITY OF WILLOW PARK, TEXAS.

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

9. **DISCUSSION AND ACTION: to consider and approve a Zoning Change Request to Amend Ordinance No. 740-16 Planned Development Standards for The Reserves at Trinity Phase 2, also known as 140.3 ACRES OF LAND LOCATED IN THE A. MCCARVER SURVEY, ABSTRACT NO. 910, THE W, FRANKLIN SURVEY, ABSTRACT NO. 468, THE I. HENDLEY SURVEY, ABSTRACT NO. 619, THE M. EDWARDS SURVEY, ABSTRACT NO, 1955, AND THE J, FROMAN SURVEY, ABSTRACT NO. 471, ALL IN PARKER COUNTY AND THE CITY OF WILLOW PARK, TEXAS.** *(City Planner Chelsea Kirkland, Interim City Manager Toni Fisher)*

Motion was made to approve a Zoning Change Request to Amend Ordinance No. 740-16 Planned Development Standards for The Reserves at Trinity Phase 2, also known as 140.3 ACRES OF LAND LOCATED IN THE A. MCCARVER SURVEY, ABSTRACT NO. 910, THE W, FRANKLIN SURVEY, ABSTRACT NO. 468, THE I. HENDLEY SURVEY, ABSTRACT NO. 619, THE M. EDWARDS SURVEY, ABSTRACT NO, 1955, AND THE J, FROMAN SURVEY, ABSTRACT NO. 471, ALL IN PARKER COUNTY AND THE CITY OF WILLOW PARK, TEXAS as presented.

Motion made by Councilmember Crummel, Seconded by Councilmember Smith.

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

Voting Nay: Councilmember Gilliland

10. **Discussion & Action: to consider approval of a Chapter 380 Economic Development Agreement between the City of Willow Park, Texas, and Cork & Pig**

Tavern - Willow Park, LLC. (*Interim City Manager Toni Fisher, City Planner Chelsea Kirkland*)

Motion was made to approve a Chapter 380 Economic Development Agreement between the City of Willow Park, Texas and Cork & Pig Tavern-Willow Park, LLC.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

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

11. Discussion and Action: to consider approval of a Resolution to cast votes for candidate(s) for director for Parker County Appraisal District for terms expiring December 31, 2025. (*City Secretary Deana McMullen*)

Motion was made to approve Resolution 2025-18 to cast votes for candidate(s) for Parker County Appraisal District Board of Directors for terms expiring December 31, 2025 with votes as follows: All votes (22) for Candidate Joe Wilkinson.

Motion made by Councilmember Gilliland, Seconded by Councilmember Contreras.

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

12. Discussion: Update on Willow Park Wastewater Treatment Plant (*Interim City Manager Michelle Guelker, Public Works Director Chase McBride*)

Public Works Director Chase McBride and Interim City Manager Michelle Guelker addressed the City Council and gave a brief update on the Wastewater Treatment Plant.

No action was taken on this item.

13. Discussion And Action: to consider a budget amendment for a one-time \$200 longevity pay for each of the current forty-one full-time City Staff employees. (*Council member Scott Smith*)

Councilmember Scott Smith stated he was the one who put this item on the Agenda and wanted to do this for the employees to say we appreciate them and thank them for being loyal during all the changes that have happened the past few months.

During discussion Interim City Manager Toni Fisher explained that the money in question was actually in the budget for all city employees marked as Longevity pay.

Following discussion motion was made to grant the budgeted \$300 to all 41 employees of the City of Willow Park.

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

14. Discussion and Update from Chairperson Gene Martin regarding the Home Rule Charter

Mr. Gene Martin addressed the City Council regarding the update and progress of the Home Rule Charter and Committee meetings. Mr. Martin stated they had the 7th meeting of the Home Rule Commission on December 3rd. with the next scheduled meeting for December 17th. At the meeting on the 17th the Commission will address comments from Council, Staff, and City Attorney. We will discuss the process of getting the Charter on the ballot and when to get a final draft to the City Council for review. Chapter 9.003 of Texas Local Gov't Code says that the Commission will have the final say as to what actually goes to the voters. City Attorney Andy Messer stated that this is correct. He also recommended that the City Council and the Charter Committee consider having a joint Town Hall work session.

Mayor Pro Tem Nathan Crummel thanked Mr. Gene Martin for keeping things on task even during controversial times.

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 meeting of the Willow Park City Council at 8:01 p.m. to discuss the items listed on the Agenda for Executive Session. Those present in the Executive Session were Mayor Teresa Palmer, Mayor Pro Tem Nathan Crummel, Councilmember Eric Contreras, Councilmember Chawn Gilliland, Councilmember Buddy Wright, Councilmember Scott Smith, Interim City Manager Toni Fisher, and City Attorney Andy Messer.

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

16. Section 551.071, Consultation with City Attorney regarding pending or contemplated litigation: Beall Dean Ranch Development and East Bankhead Highway/claims of Aledo, Fort Worth against Willow Park.

17. Section 551.071, Consultation with City Attorney; Section 551.87, Economic Development Negotiations, proposed residential development (currently known as "Clearion") 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 1955, & the J.B. 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.

18. Section 551.074, Personnel Matters; review of City Manager resumes/applications

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 meeting back to order at 9:18 pm.

Action on Item# 15. Motion was made by Councilmember Buddy Wright, seconded by Councilmember Chawn Gilliland to negotiate the lease agreement with the tenant at 120 El Chico Trail.

Motion carried 5-0

Action taken on Item #16. Motion was made by Mayor Pro Tem Nathan Crummel, seconded by Councilmember Scott Smith to call for a Special Meeting on Tuesday, December 16, 2025 at 5:30 pm. to discuss and consider approval of Jacob & Martin to proceed with obtaining bids for the water/wastewater extension project on Bankhead Hwy,

Motion carried 5-0

INFORMATIONAL COMMENTS

19. City Council Comments:

Mayor Pro Tem Nathan Crummel - Merry Christmas

Mayor Pro Tem Nathan Crummel wished everyone a Merry Christmas and a Happy New Year to Willow Park. Thank you for turning out, support and the questions. Discord does not mean disrespect. Merry Christmas. Peace and Goodwill.

20. City Manager Comments:

Thanks to citizen volunteers, Dave Lorenzo & Paul Kenney!

Having an issue? Contact City Staff at 817-441-7108

City Hall Holiday Closings: Christmas - Closed Wed, 12/24 through Fri, 12/26; New Year's - Closed Wed, 12/31 through Fri, 1/02. **In case of emergency, call 817-773-4594.**

Happy Holidays from our "family" to yours!

Interim City Manager Toni Fisher had the following comments:

Thanks to citizen volunteers, Dave Lorenzo & Paul Kenney!

Having an issue? Contact City Staff at 817-441-7108

City Hall Holiday Closings: Christmas - Closed Wed, 12/24 through Fri, 12/26; New Year's - Closed Wed, 12/31 through Fri, 1/02. **In case of emergency, call 817-773-4594.**

Happy Holidays from our "family" to yours!

21. Mayor Comments: Holiday Wishes

Mayor Teresa Palmer wished everyone Happy Holidays.

22. Items of Community Interest:

Christmas Charity Donation opportunities at City Hall:

***Angel Tree gift tags** to benefit the **Children's Advocacy Center, Parker County**, on the Who-ish trees in the foyer at City Hall. Bagged, tagged, unwrapped gifts are due at City Hall by **Thu, Dec. 11**.

***Fluffy Friends gifts** of new toys, unopened food/treats, and new blankets/towels to benefit the dogs and cats of the **Weatherford Animal Shelter** are being collected at City Hall. There is also a gift list available on the City of Willow Park's Facebook Page.

Interim City Manager updated everyone with the following information:

Items of Community Interest:

Christmas Charity Donation opportunities at City Hall:

***Angel Tree gift tags** to benefit the **Children's Advocacy Center, Parker County**, on the Who-ish trees in the foyer at City Hall. Bagged, tagged, unwrapped gifts are due at City Hall by **Thu, Dec. 11**.

***Fluffy Friends gifts** of new toys, unopened food/treats, and new blankets/towels to benefit the dogs and cats of the **Weatherford Animal Shelter** are being collected at City Hall. There is also a gift list available on the City of Willow Park's Facebook Page.

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

There were no future items requested for the Agenda at this meeting.

ADJOURN

As authorized by Section 551.127, of the Texas Government Code, one or more Council Members or employees may attend this meeting remotely using video conferencing technology.

With there being nothing further do discuss or consider Mayor Teresa Palmer called for a motion to adjourn this regular meeting of the Willow Park City Council.

Motion was made to adjourn the regular meeting of the Willow Park City Council at 9:25 pm.

Merry Christmas Everyone!

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

_____/s/_____

City Secretary

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 dmcmullen@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 <http://www.willowparktx.gov/>

THESE MINUTES WERE APPROVED BY WILLOW PARK CITY COUNCIL:

Mayor

Date

City Secretary