



## **CITY COUNCIL MEETING MAY 12, 2026 MINUTES**

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

**Tuesday, May 12, 2026 at 6:00 PM**

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### **CALL TO ORDER AND DETERMINATION OF QUORUM**

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

#### **PRESENT**

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

#### **STAFF PRESENT:**

Interim City Manager Toni Fisher

City Secretary Deana McMullen

City Attorney Andy Messer

### **INVOCATION, PLEDGE OF ALLEGIANCE AND TEXAS PLEDGE; Pastor Ted Kitchens with Christ Chapel Church will be in attendance for the Invocation.**

Pastor Ted Kitchens of Christ Chapel Church was present and gave the Invocation and led the Pledge of Allegiance and the Texas Pledge given by all present.

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

Mayor Teresa Palmer quoted Bible Verse: 6:24-26 Lord Bless & Keep you and give you peace.

Mayor Palmer also recognized the following businesses in Willow Park: New Business Toastique - 270 Willow Bend Dr. Existing Business: Christ Chapel West has been in our City since 2014.

### **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.*

Those Present to Give Comments were:

Hunter Reynolds

Zach Doty

Gene Martin

Houston Wingard

## **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.*

### **2. Approval of Regular City Council Meeting Minutes: April 29, 2026**

Motion was made to approve the Consent Agenda as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

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

## **REGULAR AGENDA ITEMS**

### **3. Discussion/Action to approve 2nd Quarter Financial Report (CPA, Jake Weber, Interim City Manager Michelle Guelker)**

CPA Jake Weber was present to give a 2nd Quarter Financial Report to Council. He stated that General Fund has started off strong with a \$1.2m surplus. Sales tax is trending on point where we should be. It is up by \$103,000 which is helping with the reserves. Court is down about 20% Expenditures are at 46% and are on track. Water and Wastewater revenue is down a small amount, but typically will come in above once summer water usage starts. There is money in the water/wastewater impact fees, however this money is restricted but could be used for water line upgrades.

Legal Fees-Lawsuit(s) are up but have come back on track. To date the Halff lawsuit is around \$700,000 expended so far.

We are currently on Budget and have Good reserves. We are trending on budget where we should be.

**4. Canvass of the Votes from May 2, 2026 General Election and approve Resolution No. 2026-24 declaring the results of the General Election held on May 2, 2026. (City Secretary Deana McMullen)**

City Secretary Deana McMullen read aloud the results from the May 2, 2026 General Election for City Council Place 3, City Council Place 4 and City Council Place 5 and stated that Council needs to approve Resolution 2026-24 declaring the results of the General Election held on May 2, 2026 to complete the canvass of votes.

Motion was made to approve Resolution 2026-24 declaring the results of the General Election held on May 2, 2026 completing the canvassing of votes.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

**5. Administer the Oath of Office to Newly Elected Officials**

Parker County Judge Pat Deen administered the Oath of Office to the newly elected officials at the request of City Council Place 3 Buddy Wright, City Council Place 4 Scott Smith and City Council Place 5 Nathan Crummel.

**6. Discussion/Action: Appointment of Mayor Pro Tem**

Motion was made to appoint Nathan Crummel as the Mayor Pro Tem for a one (1) year term ending in May 2027.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

**7. Discuss and authorize increasing the scope of updating the 2014 Willow Park Comprehensive Plan to require public hearings and receive a status update on all capital improvement plans. (Mayor Teresa Palmer)**

Derek Turner with Jacob & Martin was present to discuss the updating of the 2014 CIP with the City Council. Mr. Turner stated that they are currently working on the update and still in the process of collecting data for the Comp Plan. He stated that there will be a minimum of four (4) workshops with staff that will cover water/sewer, drainage system, and streets. They will then compile all of that data and bring back to staff and will meet requirements for Public Hearings. We will have an update on the Comp Plan in June. The CIP for the streets will include a survey of every street. Discussions will be held with staff as to where the main problems are and we will evaluate the conditions and

cost, then set priorities will be identified. Engineers will scan the streets, topographical to look at the base, asphalt, etc. It is a very technical process and will produce a very extensive document.

There was no action on this item by Council.

- 8. Discussion/Action: Consider Approval of Resolution approving the TxDOT Advance Funding Agreement (AFA) funding sidewalks and bicycle lanes on Meadow Place Drive and Kings Gate Drive Project.** (*Parks Director Mandy McCarley, City Engineer Gretchen Vazquez*)

Motion was made to approve Resolution 2026-25 approving the TxDOT Advanced Funding Agreement (AFA) for sidewalks and bicycle lanes for Meadow Place Drive and Kings Gate Drive Project as presented with corrections requested by TxDOT.

Motion made by Councilmember Gilliland, Seconded by Councilmember Wright.

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

- 9. Discussion /Action: Discuss specific road improvements and authorize staff to coordinate renewal of the Interlocal Agreement and an Addendum with Parker County for road improvements in Precinct Four authorizing funding from general fund reserves.** (*Mayor Teresa Palmer*)

Mr. Houston Wiingard had a short presentation regarding needed street repairs asking why we can not approve work/road repairs for the bad streets and use funding that is already available without going into debt. There were 13 roads done with a Tax Note. We could fix Laguna Vista/El Chico with Asphalt Chip/overlay with hot mix. 16 roads that need repairs could be done for \$1.4m cost. There is currently \$3.9m in reserves. This could be used to make the necessary road repairs.

He requested the Council approve to renew the contract with Parker County for the Road repairs and use the reserves for the payment without having to go in debt.

CPA Jake Weber stated that the City cannot spend that much money out of reserves. It would be very unwise to do this.

We should plan together to do the Squaw Creek project and the Road repairs are part of the CIP that we are currently working on.

There was no action taken on this item.

- 10. Discussion/Action: consider approval of Resolution approving a Grant for the upsizing of water lines on West Oak** (*City Engineer Gretchen Vazquez, Public Works Director Chase McBride*)

Motion was made to approve Resolution 2026-26 approving a grant for the upsizing of water lines on West Oak St.

Public Works Director Chase McBride and City Engineer Gretchen Vazquez presented information to the City Council regarding a Grant for upsizing the water lines on West Oak Street. During the 89th Texas legislative Session appropriated a one-time \$1.038 billion in general revenue to the Texas Water Development Board for water supply and infrastructure projects and grants. Funding under the one-time grant opportunity will be a 100 percent grant assistance. It is limited to water supply and infrastructure projects only. It must address water loss, resolve TECQ violations and/or provide for additional water supply. Staff is recommending the grant be used for the West Oak Neighborhood. They are severely underserved with only 4 fire hydrants and small service lines in the area. The water lines will be upgraded to 8 inch water lines and there will be several more fire hydrants added to the area. The annual median household income in this area is \$76k - \$78k making this the perfect area and the cost will be covered 100% so taxpayers will not have to pay for any of the repairs.

Motion was made to approve Resolution 2026-26 approving the Grant for the upsizing of the water lines on West Oak as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Wright.

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

**11. Receive a Status Report on the Crown Road reconstruction required following installation of a sewer line by the City of Hudson Oaks** *(Mayor Teresa Palmer)*

Mayor Palmer stated that she has spoken with the Mayor and City Manager of Hudson Oaks and they have stated that the project on Crown Road should be done by mid-September. It will have new asphalt on it where the repairs have been made with full restoration of the street.

No Action was taken on this item at this time.

**12. Discussion/Action: to authorize a salary study for Police Department Personnel** *(Mayor Teresa Palmer)*

Mayor Palmer had discussion with the City Council regarding a possible salary survey for the Police Department. She stated that our department salaries were way below those in other surrounding communities. She stated that she would like for the Police Officers to receive a \$10k raise to get them up to competitive salaries in the area. Commander Quincy Hamilton presented a salary survey that had been done about a year ago. It shows deficiencies in pay rates for all ranks of the Police department. Council asked for the City Manager(s) to work with the Police Department and get a revised copy of the salary survey and start the process of seeing what we are able to do. This would need to be a part of the Budgeting process which will be starting up soon.

Motion was made to authorize Commander Hamilton to take another look and get new numbers on a salary survey for the police departments in our area.

Motion made by Councilmember Smith, Seconded by Councilmember Contreras.

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

**13. Discuss/Action to bring back the Squaw Creek Project.** *(Councilmember Eric Contreras)*

Councilmember Eric Contreras brought up a discussion on what it would take to bring back the Squaw Creek Road project. He stated that we need to explore if we can do a different CO bond or would we need to do it as a Tax Note or a GO Bond that would go to the voters with maybe additional street repairs as part of that project.

Motion was made to to instruct staff to look at all financial options to bring back the Squaw Creek project and additional streets that need to be repaired.

Motion made by Councilmember Contreras, Seconded by Councilmember Wright.

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

**14. Discussion/Action: Home Rule Charter Update and authorize the next steps in the process for Home Rule Charter Election** *(Mayor Teresa Palmer)*

Mayor Palmer asked what the next steps would be in the process of putting the Home Rule Charter on the November Ballot for citizens to vote on it.

City Attorney Andy Messer stated that he has not looked into the questions brought up by Councilmembers regarding some potential legal issues due to being tied up with the existing law suit. He stated he would work on this and bring back to council at a later date. He also noted that August 17th is the deadline to call for an election to put this on a November ballot.

No action was taken on this item.

**15. Discussion Only: Consider applying for a reimbursement Federal Funding Grant for Willow Park Police Officers to become ICE Certified.** *(Councilmember Chawn Gilliland)*

Councilmember Chawn Gilliland asked for this item be tabled until the next regular meeting on June 9, 2026. No formal 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 into Executive Session at 7:32 pm to discuss the items listed on the Agenda. 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, City Attorney Andy Messer and Interim City Manager Toni Fisher.

- 16. 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**
- 17. Section 551.071, Consultation with Attorney; City of Willow Park v. Halff & Associates**
- 18. Section 551.074; Personnel, Police Chief position**
- 19. Section 551.074; Personnel, regarding selection of City Manager**
- 20. Consultation with Legal Counsel (Texas Government Code Section 551.071) regarding potential claims, legal duties, and exposure relating to governance and compliance concerns involving use of city resources, handling of city intellectual property/logos, Texas Public Information Act compliance, participation of non-official persons in closed meetings, protection of attorney-client privileged communications, and the scope of executive authority under applicable Texas law.**

## **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 City Council meeting at 9:18 pm and asked if there is any action on any item discussed in Executive Session.

Motion was made for City Council to negotiate an employment contract with Toni Fisher for City Manager.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

Motion was also made by Councilmember Eric Contreras, seconded by Mayor Pro Tem Nathan Crummel to appoint Commander Quincy Hamilton as Interim Police Chief and Officer Bryan Goode as the Interim Assistant Chief.

Motion carried with all voting in favor of the motion and none opposed.

## INFORMATIONAL COMMENTS

### 21. City Manager Comments

Interim City Manager Toni Fisher thanked Mr. Houston Wingard for the information on the Street Repairs and said that this is exactly what the staff has been in the process of doing. Updating the CIP - 5 year plan for future Street Repairs.

### 22. City Council/Mayor Comments: Response/Reaction to meeting

Councilmember Eric Contreras thanked everyone who came out to vote in the May 2, 2026 General Election.

Mayor Palmer reminded everyone that the regular meeting for Tuesday, May 26, 2026 has been cancelled. The next regular meeting will be on Tuesday, June 9, 2026 at 6:00 pm

### 23. Items of Community Interest: Willow Spark event for July 4th more details to come

Willow Spark event for July 4th - Face Painting, Live Music, Family Fun, Drone Show at the District of Willow Park 6-9:15 pm

### 24. Future Agenda Items requested by Mayor, City Council or City Staff

There were no future agenda items requested at this time.

## ADJOURN

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

Motion was made to adjourn the regular meeting of Willow Park City Council at 9:22 pm.

Motion made by Councilmember Wright, Seconded by Councilmember Smith.

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