



CITY COUNCIL MEETING JULY 8, 2025 MINUTES

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

Tuesday, July 08, 2025 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

Meeting called to order by Mayor Palmer at 6:00 p.m.

Quorum confirmed.

PRESENT

Mayor Teresa Palmer
Councilmember Eric Contreras
Councilmember Chawn Gilliland
Councilmember Greg Runnebaum
Councilmember Lea Young
Councilmember Nathan Crummel

City Manager Bryan Grimes

City Attorney Pat Chesser

PLEDGE OF ALLEGIANCE AND INVOCATION - Pastor Clark Bosher of Willow Park Baptist Church will give the Invocation.

Pastor Clark Bosher of Willow Park Baptist Church gave the Invocation. The Pledge of Allegiance was given by all present.

PUBLIC COMMENTS (Limited to three minutes per person)

Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to three (3) minutes. The Texas Open Meetings Act provides the following:

A. If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:

- (1) A statement of specific factual information given in response to the inquiry; or
- (2) A recitation of existing policy in response to the inquiry.

B. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

1. Janice Kerr - Speeding
2. Howard Heisch - Personal Driveway
3. Albert Loci - Item 4 - Pavement Study
4. Gene Martin - Item 8 - Home Rule

REGULAR AGENDA ITEMS

1. Approval of Regular City Council Meeting Minutes: June 24, 2025

Motion was made to approve the minutes from the June 24, 2025 Regular meeting as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

2. Discussion/Action: to consider approval of time limit change for public comments from three (3) minutes to five (5) minutes

Clarification: Gilliland - 5 minutes for less than 5 speakers; 5 or more speakers, reduce to 3 minutes.

Councilmember Nathan Crummel agreed to not show favoritism to topic or speaker and Mayor Palmer should have the option of granting additional time for speakers.

Councilmember Chawn Gilliland stated he is keeping his motion. Councilmember Greg Runnebaum seconded the motion. Votes in Favor (Yay) Councilmember Chawn Gilliland and Councilmember Greg Runnebaum. Voting Against (Nay) Councilmember Lea Young, Councilmember Eric Contreras and Councilmember Nathan Crummel. Motion failed.

Councilmember Eric Contreras amended the motion to read if there are **10 speakers or more time would reduce to 3 minutes for each speaker**; Councilmember Lea Young seconded the amended motion. Voting in favor (Yay) - Councilmember Eric Contreras, Councilmember Nathan Crummel, and Councilmember Lea Young. 2nd; Voting Against the motion (Nay) Councilmember Chawn Gilliland and Councilmember Greg Runnebaum

Motion carried

3. Discussion: Presentation regarding master planned residential community of Clearion

Bryson Adams of Brothers In Christ Properties, LLC and Bryan Holland of Skorburg Company presented, "Clearion" to the City Council.

Public questions to be collected by Staff.

There was no formal action on this item by the City Council at this meeting.

4. Discussion: Pavement Index Study

City Engineer Gretchen Vazquez presented the Pavement Index Study, with Public Works Director Chase McBride, to the City Council. Will return on 7/22 to revisit.

Public Comment: Albert Locie - 329 Fairway Dr.

There was no formal action on this item by the City Council

5. Discussion: Budget Work session to discuss General Fund for the 2025-2026 Fund Year

Jake Weber, City CPA, and ACM Michelle Guelker presented portions of the General Fund for the Budget Work Session for Fiscal Year 2025-2026.

No formal action was taken on this item.

6. Discussion/Action: for Approval of Replacement Vehicles for Police Department

Chief Ray Lacy presented to the City Council.

Chief Lacy stated that the Police Department is scheduled to replace several vehicles and equipment in the vehicle lease program. Chief Lacy is asking the Council to consider approval to move forward with the 2025 police vehicles that are available. The total cost for everything is \$208,305 that is included in the proposed budget that was just discussed in the work session.

Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Crummel

Mayor Teresa Palmer called for a short meeting Break at 7:41 p.m.

Mayor Teresa Palmer reconvened the regular city council meeting at 7:46 p.m.

7. Discussion/Action: for Approval of Two (2) Replacement Vehicles for Fire Marshals' Office

Fire Marshal Charlie Schneider presented to the City Council. The Fire Marshal's office currently has two vehicles allocated to the department. The vehicles were acquired through an Enterprise Lease agreement that is expiring in February 2026. The department is requesting approval to replace the vehicles now due to timeline concerns with the current lease ending, vehicle availability and the up-fit time. Staff is requesting the approval to purchase two replacement vehicles through American National Leasing Company for the Fire Marshal's office for a cost of \$37,286.26.

Motion made by Councilmember Gilliland, Seconded by Councilmember Crummel.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Crummel

8. The City Council may consider, discuss and or act on approving the next steps of the City of Willow Park becoming a Home Rule City

Mayor Teresa Palmer said we would be skipping this item as we have changed the time frame that applications to serve on the Home Rule Charter Committee to be due on August 1, 2025 and review would come on August 12, 2025.

Public Comment: Gene Martin

There was no action on this item.

REPORTS

Under this item Mayor Pro Tem Lea Young stated that since the department reports have been in the packet that the Council had a chance to look at them and if there are no questions on any of the reports can we just move on rather than having each department give a verbal report. It was also asked if anyone in the audience had any questions.

Marcy Galle - had a question.

No Councilmembers had a question.

No action was taken on any of the Staff Report items.

9. 2024-2025 Mid-Year Staff Report - Public Works

10. 2024-2025 Mid-Year Staff Report - Engineering Project Update

11. 2024-2025 Mid-Year Staff Report - Development Department

12. 2024-2025 Mid-Year Staff Report - Parks Department

13. 2024-2025 Mid-Year Staff Report - Communications Department

14. 2024-2025 Mid-Year Staff Report - Fire Marshal's Office

15. 2024-2025 Mid-Year Staff Report - Police Department

16. 2024-2025 Mid-Year Staff Report - Municipal Court

EXECUTIVE SESSION *It is anticipated that all, or a portion of the discussion of the foregoing item will be conducted in closed executive session under authority of the Section 551 of the Texas Open Meetings Act. However, no action will be taken on this item until the City Council reconvenes in open session.*

Council convened to Executive Session at 7:58 p.m.

- 17. Section 551.071, Consultation with Attorney; City of Willow Park v. Halff & Associates**
- 18. Section 551. 071, Consultation with City Attorney; Section 551.987, Economic Development Negotiations, Clearion Development.**
- 19. Section 551. 071, Consultation with City Attorney; Section 551.87, Economic Development Negotiations, Dean Ranch Development**
- 20. Section 551.074, Consultation with City Attorney; Section 551.076, Deliberation Regarding Security Devises or Security Audits; "City Hall Safety & Security"**
- 21. Section 551.071, Consultation with Attorney; Section 551.074, Personnel Matters - City Manager**

RECONVENE *into Open Session and consider action, if any, on the item discussed in Executive Session.*

City Council reconvened to open session at 10:00 p.m.

Action Item: Motion to approve Security system and items discussed - not to exceed \$10K

Motion made by Councilmember Gilliland, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Crummel

INFORMATIONAL COMMENTS

22. Mayor & City Council Comments

Mayor comments prior to Executive Session.

I have been out on the streets and in neighborhoods. I have done ride along with the Police Dept. Have attended the Active Shooter Certification with Police Dept. Michelle has taken me for a ride around town to show me all of the water resources. I will be meeting with the new Director of Texas Health next week. And will be going around town with Bryson and Stacy. I will be attending Mayor Training in San Antonio on July 17th,

City Council comments following Executive Session:

23. City Manager Comments

Moved prior to Executive Session: Please keep Deana and her family in your thoughts and prayers. She is out tonight due to a medical emergency with her husband.

ADJOURNMENT

With there being nothing further to discuss or consider

Meeting was adjourned at 10:03 p.m.

THESE MINUTES WERE APPROVED BY WILLOW PARK CITY COUNCIL:

Mayor

Date

City Secretary