



## CITY COUNCIL MEETING MARCH 10, 2026 AGENDA

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

Tuesday, March 10, 2026 at 6:00 PM

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### CALL TO ORDER AND DETERMINATION OF QUORUM

### INVOCATION, PLEDGE OF ALLEGIANCE AND TEXAS PLEDGE

1. **Mayor Comments - Bible Verse, Welcoming New Businesses to Willow Park**

### 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.*

### 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:**

February 10, 2026

February 24, 2026

### REGULAR AGENDA ITEMS

3. **Discussion and Action: Presentation from Snow Garrett and Williams Certified Public Accountants of the Annual Financial Report for the Fund Year Ending September 2025**

4. **Discussion and Action: Water Conservation Impact Fee Credit** (*City Engineer Gretchen Vazquez, Public Works Director Chase McBride*)
5. **Discussion and Action: to consider approval of a contract increase for City Prosecutor Ashley McSwain** (*Court Administrator Michelle Lowe, Interim City Manager Toni Fisher*)
6. **Discussion and Action: to consider approval of the Advanced Funding Agreement (AFA) for Transportation Alternative grant** (*Parks Director Mandy McCarley, Interim City Manager Toni Fisher*)
7. **Discussion and Action: to consider approval of the Bar-ko Land Company LLC Development Agreement.** (*City Planner Chelsea Kirkland, Interim City Manager Toni Fisher*)
8. **Discussion and Action: Non-Disclosure Agreement for confidential meetings with the City** (*City Attorney Andy Messer, Interim City Manager Toni Fisher*)
9. **Discussion & Action: for approval of a Policy and Sponsorship Request Application regarding Hotel Occupancy Tax (HOT) funds.** (*Communications Director Rose Hoffman, Councilmember Eric Contreras*)
10. **Discussion and Action: to consider approval of the sponsorship application from "The District at Willow Park" an open air mixed use development with restaurants, retail and amphitheater for HOT (Hotel Occupancy Tax).** (*Communication Director Rose Hoffman, Inteirm City Manager Toni Fisher*)
11. **Discussion and Action: to review the Trademark application and brand guidelines** (*Communications Director Rose Hoffman, Interim City Manager Toni Fisher*)
12. **Discuss Emergency Management Program and Establish a New Team** (*Mayor Teresa Palmer*)

## 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:*

13. **Section 551.071, Personnel Matters regarding a date for City Manager Finalist Interviews**
14. **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.**
15. **Section 551.071, Consultation with City Attorney; *City of Willow Park vs. Halff & Associates***
16. **Section 551.071, Consultation with City Attorney regarding Police Investigation**

17. **Section 551.071, Consultation with City Attorney regarding Police Department request**
18. **Section 551.071, Consultation with City Attorney regarding Police Procedures for public meetings**
19. **Section 551.071, Consultation with City Attorney; communication with Mayor and governing body**

## **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.*

## **INFORMATIONAL COMMENTS**


20. **City Manager Comments**
21. **City Council/Mayor Comments- Response/Reply to Meeting Items/Comments**
22. **Items of Community Interest - Save the date-July 4, 2026 @ The District of Willow Park, More details coming soon!**
23. **Future Items Requested by Mayor, City Council or City Staff**

## **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.*

*The City Council may convene a public meeting and then recess into closed executive session, to discuss any of the items listed on this agenda, if necessary, and if authorized under chapter 551 of the Texas Government Code. Situations in which a closed executive session may be authorized by law include, without limitation; (1) consulting with the Council's attorney to seek or receive legal advice concerning pending or contemplated litigation, a settlement offer, or any other matter in which the ethical duty of the attorney to the Council clearly conflicts with the general requirement that all meetings be open, § 551.071; (2) discussing the purchase, exchange, lease, or value of real property, § 551.072; (3) discussing a prospective gift or donation, § 551.073; (4) discussing certain personnel matters, §551.074; and (5) discussing security personnel or devices, § 551.076.*

CERTIFICATION I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 120 El Chico Trail, Suite A, Willow Park, TX 76087, a place convenient and readily accessible to the general public at all times and was posted on the city website, and said Notice was posted on the following date and time: March 4, 2026, at/by 6:00 p.m. and remained so posted continuously for at least three (3) business days before said meeting is to convene.

  
Deana McMullen  
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 [dmcullen@willowpark.org](mailto:dmcullen@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/>