



CITY COUNCIL MEETING SEPTEMBER 23, 2025 MINUTES

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

Tuesday, September 23, 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. Mayor Palmer asked if a quorum was present and it was determined that a quorum of the Council 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 were:

City Manager Bryan Grimes

City Secretary Deana McMullen

City Attorney, Fritz Quast

PLEDGE OF ALLEGIANCE AND INVOCATION

Judge Roy Kurban gave the Invocation and led the Pledge of Allegiance that was given by all present.

INFORMATIONAL COMMENTS

1. Mayor Comments

Mayor Teresa Palmer said she had received several calls with complaints regarding Oncor and tree trimming. She met with the Regional manager at Squaw Creek to ask why it is necessary to cut the trees down to stubs rather than just the trimming around the electrical wires on poles. Mayor Palmer stated that she would like to have this item on the next Agenda so that the Regional Manager could be here to explain to Council as well as answer any questions.

Mayor Palmer stated that the Attorney's office has asked for item number 14 on the Agenda (Executive Session - reference to City manager contract) be moved up ahead of item number 2.

Councilmember Chawn Gilliland made a motion to move Item number 4 up before item number 2 due to time constraints for Judge Quisenberry. The motion was seconded by Councilmember Scott Smith. Motion carried with five votes in approval and zero votes opposed.

2. Hear presentation on proposed Parker County Judicial Facilities Bond. (Chawn Gilliland)

Parker County Judge Quisenberry of the 415th District Court was present to discuss the Bond Proposal that is on the ballot in November with early voting being less than a month away. The Bond proposal is for voters to consider approving the bond for a new Justice Center that would house all of the Courts that are now scattered all over, as well as a jail expansion to get ahead of the growth that keeps coming to Parker County. The Judge handed out brochures giving the information on the bond to anyone interested.

No action was taken on this item.

3. Section 551.071, Consultation with Attorney; Section 551.074, Personnel Matters - City Manager; Bryan Grimes Employment Agreement; Severance Agreement.

Mayor Teresa Palmer then adjourned the regular session of the City Council into Executive Session to discuss Section 551.071, Consultation with Attorney; Section 551.074, Personnel Matters - City Manager; Bryan Grimes Employment Agreement; Severance Agreement at 6:18 pm.

Those in attendance were Mayor Teresa Palmer, Mayor Pro Tem Nathan Crummel, Councilmember Eric Contreras, Councilmember Chawn Gilliland, Councilmember Buddy Wright, Councilmember Scott Smith, City Attorney Fritz Quast and City Manager Bryan Grimes.

Following the Executive Session, Mayor Teresa Palmer called the regular meeting of the City Council back to order at 7:24 pm.

Motion was made to have the Attorney's work together to come up with a Severance Agreement for Bryan Grimes and that the City Attorney finalize the agreement.

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

Voting Nay: Councilmember Gilliland, Councilmember Smith

PUBLIC HEARINGS:

The City of Willow Park City Council will hold a public hearing on the proposed 2025-2026 fiscal year budget at a City Council meeting at 6:00 p.m. on September 23, 2025, in the Willow Park City Hall, Council Chambers, 120 El Chico Trl., Suite A, Willow Park, Texas.

Open Public Hearing

Close Public Hearing

Mayor Teresa Palmer opened the Public Hearing for anyone wishing to speak for or against the proposed Budget for the 2025-2026 FY at 7:55 pm

With there being no one to speak for or against the proposed budget for the 2025-2026 FY Mayor Teresa Palmer closed the Public Hearing at 7:55 pm.

No action was taken on this item.

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.

Bill Green

Gene Martin

Randy Keck

Whitney Wass

Roy Kurban - Subject - Formal Objection to Sexist Remarks made by Councilmember Scott Smith at the September 9, 2025 City Council meeting directed at candidate Janette Kurban during her interview for the City Council vacancy. (complaint is attached to the minutes)

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.

4. Approval of Regular City Council Meeting Minutes:

July 28, 2025 Regular Meeting (corrected)

August 5, 2025 Special Meeting

August 12, 2025 Regular Meeting

August 26, 2025 Special Meeting

The July 28th City Council meeting minutes need to come off the consent Agenda for a correction regarding the item Oncor requesting a rate increase.

Motion to approve the consent Agenda with the July 28th regular meeting minutes pulled off to be corrected and brought back to the next meeting.

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

REGULAR AGENDA ITEMS

5. Discussion and Action: Presentation by Jacob & Martin regarding the westward extension of Bankhead Highway from the Clear Fork of the Trinity River to East Bankhead Drive and possible action related to execution of a Letter of Intent with Alan R. Scott related to the construction of the extension and conveyance of the property for right-of-way. (Mayor Teresa Palmer)

Mr. Ryder Scott was present and gave a background report on Bankhead Highway. He gave the history of the highway. Following his information he turned the podium over to Mr. Derek Turner of Jacob & Martin regarding the westward extension of Bankhead Highway from the Clear Fork of the Trinity River to East Bankhead Drive and possible action related to the execution of a letter of intent with Alan R. Scott related to the construction of the extension and conveyance of the property for the right-of-way. The project is to extend Bankhead Highway from the Clear Fork of the Trinity West to the Existing Bankhead Highway. -Options - Full Width Minor Arterial Construction Concrete Street meeting city requirements- Options - Two lane construction concrete street meeting city requirements, Water and Sewer Extensions - along rights of way for either option. Projected cost for option approximately \$4.1 million and \$625,000 for the drainage.

Timeline would be about 2 months for design. 8-12 months for construction. Water and sewer would be upgraded to prepare for the future growth. Councilmember Smith asked if there were any historical constraints. Answer was no. Other councilmembers stated that \$4.1m was a tremendous ask and funding would have to be considered..

Following discussion Mayor Palmer asked if there was a motion to consider this project. There was none. No action taken on this item.

6. Discussion and Action: to adopt an Ordinance for the adoption of the City of Willow Park Municipal Budget for Fiscal Year 2025-2026 *(City Manager Bryan Grimes)*

Taxpayer Impact Statement

Property Tax Due on Median Valued Homestead

2024 Rate vs. 2025 Proposed Rate vs. 2025 No New Revenue Rate

	Rate per \$100 of Median Valued		Tax Due
	Value	Homestead Property	
2024 Adopted Tax Rate	\$0.432546	\$357,677	\$1,547.11
2025 Proposed Tax Rate	\$0.421646	\$380,310	\$1,603.56
2025 No New Revenue Rate	\$0.424084	\$380,310	\$1,612.83

City manager Bryan Grimes stated that there were no changes from the initial work sessions held earlier in the summer. Council needs to approve the ordinance that will adopt the budget for FY 2025-2026.

Motion to approve the ordinance that will adopt the Budget for the 2025-2026 Fund year.

Motion made by Councilmember Crummel, Seconded by Councilmember Smith.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Wright, Councilmember Smith, Councilmember Crummel * Note this was a roll call vote.

7. Update of the City of Willow Park Pavement Management Plan *(City Engineer Gretchen Vazquez)*

City Engineer Gretchen Vazquez gave a power point presentation to the City Council regarding the Pavement Management Plan for Willow Park.

The report gave a Street Inventory and Condition Summary by segment, a 5 Year Rehab Plan and also included Full Size maps that shows Functional Classification, Current Pavement condition (CPU) the 5 year rehab plan, cost estimate (\$155k annual budget) and 5 year Post Rehabilitation PCI \$155k annual budget.

No action was taken on this item.

8. Discussion and Action: to consider approval of Utility Fee Ordinance 923-25 for Fiscal Year 2025-26. *(ACM Michelle Guelker)*

Motion was made to approve the Utility Fee Ordinance 923-25 for Fiscal Year 2025-26

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

9. Discussion and Action: to consider approval of a Resolution appointing Voting Member and alternate to the Fort Worth Water and Wastewater Wholesale Advisory Committee (ACM Michele Guelker)

Motion was made to approve the Resolution appointing Michelle Guelker and Gretchen Vazquez as voting member and alternate to the Fort Worth Water and Wastewater Wholesale Advisory Committee.

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

10. Discussion and Action: to Consider approval of ETJ Map for the City of Willow Park (City Planner, Chelsea Kirkland)

This item was removed from the Agenda.

No action on this item.

11. Discussion and Action: to consider an ordinance denying the proposed change in rates of Oncor Electric Delivery Company. (City Secretary Deana McMullen)

Oncor has requested the City to approve an ordinance denying the proposed change in rates of Oncor Electric Delivery Company.

Motion was made to approve an ordinance denying the proposed change in rates of Oncor Electric Delivery Company.

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

12. Discussion and Action: to consider approval of a Resolution to submit candidate director nominations for Parker County Appraisal District for terms expiring December 31, 2025. (City Secretary Deana McMullen)

This item was to consider approval of a Resolution to submit candidate director nominations for Parker County Appraisal District for terms expiring December 31, 2025.

Following discussion there was no action on this item at this time. This item will be on the next meeting Agenda on October 14, 2025.

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 City Council into Executive Session at 8:48 p.m.

Those in attendance of this Executive Session were Mayor Teresa Palmer, Mayor Pro Tem Nathan Crummel, City Councilmember Eric Contreras, Councilmember Chawn Gilliland, Councilmember Buddy Wright, Councilmember Scott Smith, Assistant City Manager Michelle Guelker, Assistant City Manager Toni Fisher and City Attorney Fritz Quast.

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

14. Section 551. 071, Consultation with City Attorney; Section 551.087, Economic Development Negotiations, Beall-Dean Development.

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 session back to order at 9:17 pm. There was no action on any items discussed in Executive Session.

15. Discussion & Action: on the possible engagement of a search firm, such as Strategic Government Resources (SGR), for interim city manager services. (Mayor Teresa Palmer)

Mayor Teresa Palmer discussed the possible engagement of a search firm, such as Strategic Government Resources (SGR) for interim city manager services.

Mayor Pro Tem Nathan Crummel stated that he would like to see Assistant City Manager Toni Fisher appointed as Interim City Manager.

There was no action on this item.

INFORMATIONAL COMMENTS:

City Manager Comments

City Council Comments

Mayor Comments

City Manager Comments: None

City Council Comments:

Councilmember Scott Smith - Formal apology to Dr. Kurban. This is not who I am. This was not the case and I offer my sincerest apologies.

Mayor Comments - With the Departure of Bryan Grimes maybe we can heal and pull together. I will continue to serve the public as an Active Mayor.

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 to discuss or consider Mayor Teresa Palmer called for a motion to adjourn the meeting.

Motion was made to adjourn the regular city council meeting at 9:24 pm

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.
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