



CITY COUNCIL MEETING JUNE 10, 2025 MINUTES

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

Tuesday, June 10, 2025 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

Mayor Teresa Palmer called the meeting to order at 6:00 pm and asked City Secretary Deana McMullen if a quorum was present. Ms. McMullen stated a quorum was present for this meeting.

PRESENT

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

STAFF PRESENT:

City Manager, Bryan Grimes
 City Attorney, Pat Chesser
 City Secretary, Deana McMullen

PLEDGE OF ALLEGIANCE AND INVOCATION- Pastor Shamoir Griffin of Cross Timbers Baptist Church will give the Invocation.

Pastor Shamoir Griffin of Cross Timbers Baptist Church gave the Invocation and led the Pledge of Allegiance and the Texas Pledge 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.

There were no Public Comments under this section.

REGULAR AGENDA ITEMS

1. Approval of Regular City Council Meeting Minutes: May 13, 2025

Mayor Teresa Palmer stated that there were corrections needed on the minutes so this item will be postponed to the next meeting.

There was no vote on this item.

2. Discussion / Action: Home Rule vs. General Law; Process of City of Willow Park becoming Home Rule including appointing a Charter Committee.

City Attorney Pat Chesser and Mayor Teresa Palmer led a discussion on Home Rule vs. General Law Cities; and the process of City of Willow Park becoming Home Rule including appointing a Charter Committee.

Mayor Teresa Palmer stated that City Attorney Pat Chesser would give a presentation regarding the differences between General Law and Home Rule cities as well as address the process to become Home Rule in the event this is the direction we want to go. Willow Park is the 2nd largest City in Parker County. We reached the 5,000 population threshold eight (8) years ago. The difference is that a Home Rule City has the full power of Self-Government, and may take action in the interest of the citizens health, safety and welfare that is not contrary to the Texas or United States Constitution. It is a document created by the citizens, and approved by the citizens. It is the voice of the Citizens.

City Attorney Pat Chesser gave a presentation describing the difference of Home Rule vs General Law type cities. Willow Park is currently Type A city.

A General Law city is Governed by Chapter 22 of the LGC; it is comprised of a Mayor and five (5) councilmembers; Mayor is the CEO and budget officer for the city; Mayor does not vote except to break a tie; a Quorum consists of 3 city council members, except a special meeting or a meeting concerning taxation (requires 2/3); Mayor does not count toward quorum and two year terms unless extended by election.

A Home Rule form of government and governmental structure is established by a City Charter which is voted on by the citizens; the Charter is essentially the Constitution of a city and can be changed to adapt to new laws or circumstances. The Charter will establish the form of government: Mayor - Council (weak v. strong) or Council-Manager; Power for the Mayor to vote, veto or force reconsideration, Number of Councilmembers, Provide the election of Council members at large, by single member districts or by place; Provide for the terms of office for Councilmembers at two, three or four years, Provide for the structure of the City's administration.

Following the presentation City Attorney Pat Chesser answered questions from the audience.

Citizens that asked to speak were: They all spoke in reference to Willow Park going Home Rule.

1. Janice Miller - 708 Queens Way
2. Marcy Galle - 500 Squaw Creek
3. Gene Martin - 700 Kings Gate Rd.

Mayor Pro Tem Lea Young suggested that the Council consider the following for further discussion:

1. Clarify the Structure of the Commission. (How many people, council members, etc.)
2. Estimate the cost for the process.
3. Provide estimate of time commitment
4. How applications will be solicited and what information should be on the application
5. Requirements for updates back to council
6. Requirements for posting of meetings, video recordings.

The Council agreed this should be discussed at a future meeting. No action was taken on this matter.

3. Discussion/Action: Creating a Citizen Financial Oversight Committee

Mayor Teresa Palmer led the discussion on creating a Citizen Financial Oversight Committee.

Mayor Teresa Palmer stated that this would allow for us to have more Transparency. There are other committees such as Parks, so this would not be an unusual request. People want to talk about the finances and want to be involved. How do we bring in the same thing as we discussed regarding the Home Rule Committee. Would like to see this discussed further at the next meeting. How do we form the committee, what would the application look like.

Mayor Pro Tem Lea Young, question, Other boards have Ordinances that set the parameters of the board. Would this committee need this as well. City Attorney Pat Chesser stated that this would be recommended.

Mayor Palmer stated that the biggest concern at the moment is the City Budget. How do we get the citizens involved in this process.

City Manager Bryan Grimes informed the Council that the Budget pretty much writes itself because there is not a lot of discretionary expenditures. Citizen participation and transparency. We put the Budget out for the public to review 60 days before it is adopted for the public to review and ask questions. There are at least 2 Budget work shops that can be as participatory as the Council likes and citizens can attend and ask questions. We do have a real deadline for Adoption of the Budget. Has to be adopted by October 1, 2025. Meetings are set with staff and City manager to discuss what needs/wants are needed for the new budget.

Mayor Palmer said citizens want a voice and education.

Mayor Pro Tem Lea Young suggested that we make the Work sessions open and allow citizens to ask questions and prepare to get education. Use our Council meetings rather than setting up a new committee. This way we do not slow down the Budget process. We do not want to spread people to thin with all of the committees suggested and we have a mandated guideline to get the Budget adopted. We will make the work sessions part of the regular Council meetings so that the citizens are aware of the discussions and we can answer questions as we move along.

Fail safe adoption of the budget: We have to have 4/5 of the Council present to adopt the budget and set a tax rate. If we have to move dates around we have the 2nd meeting in September to fall back on to get the budget passed.

Councilmember Eric Contreras asked Mayor Palmer what authority would you want the Committee to have. Mayor Palmer said mainly to educate them, I don't see them stepping in to try to make changes.

No action was taken on this matter.

4. Discussion/Action: Approving Resolution 2025-09 Designating an Officer or Employee of the City to Calculate the No-New Revenue Tax Rate and Voter Approval Tax Rate for the City of Willow Park as required by Texas Tax Code Section 26.04

Motion was made to approve Resolution 2025-09 designating an Officer or Employee of the City to Calculate the No-New Revenue Tax Rate and Voter Approval Tax Rate for the City of Willow Park as required by Texas Tax Code Section 26.04.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.
Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

5. Discussion/Action: Budget Calendar for FY 2025-2026 Annual Budget

Motion was made to approve the Budget Calendar for FY 2025-2026 Annual Budget as presented with meeting dates for Budget Workshops and adoption as August 26th, regular city council meeting, September 9, 2025 regular city council meeting, hold Public Hearing and Adopt the Budget, September 10, 2025 Special Meeting to adopt the tax rate.

Motion made by Councilmember Young, Seconded by Councilmember Contreras.

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

6. Discussion/Action: to Authorize Consultants Hub International to seek competitive proposals for Health/Dental/Vision/Life and Short Term Disability Benefits for city employees.

Motion was made to postpone action to authorize consultants with Hub International to seek competitive proposals for Health/Dental/Vision/Life and Short Term Disability Benefits for the City Employees until the June 24, 2025 City Council meeting.

Motion made by Councilmember Young, Seconded by Councilmember Gilliland.

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

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.*

Mayor Teresa Palmer adjourned the regular meeting of the City Council at 7:00 pm. to discuss Section 551.071; Consultation with Attorney, City of Willow Park vs. Halff and Associates and Section 551.074; Personnel Matters, City Manager Mid-year Review.

7. Section 551.071; Consultation with Attorney; City of Willow Park v. Halff & Associates

8. Section 551.074; Personnel Matters; City Manager Mid Year Review

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

Mayor Teresa Palmer called the regular meeting of the City Council back to order at 9:22 pm.

Mayor Teresa Palmer stated there was no action on item regarding City of Willow Park vs Halff & Associates.

Mayor Palmer stated that City manager Bryan Grimes had his mid-year review and we are going to Carry On. He is doing a Great Job.

No action on this item.

INFORMATIONAL COMMENTS

9. Mayor & City Council Comments

Mayor Teresa Palmer asked the Council if they had any comments:

Councilmember Eric Contreras asked everyone to please pray for Cole Thompson and wife Nikki. Cole Thompson had a heart attack. They are a wonderful family, asking for healing prayers for all of them.

Mayor Palmer stated that we also asked for prayers for the family in the community that had a member that was struck by lightning during a bad storm a week ago.

Mayor Pro Tem Lea Young wanted to announce that the Parks Department and Mandy McCarley submitted an application for the TXDOT Green Ribbon Grant and we were accepted for a \$400,000 grant. So we are looking forward to being able to upgrade the entrance into the City.

10. City Manager Comments

City Manager Bryan Grimes comments:

City Hall will be closed on June 19, 2025 for the Juneteenth Holiday.

We have numerous staff members that will be out of the office on vacations and training.

Michelle Guelker and Andi Saylor are in Austin at a TML Budget Conference.

Several other staff members will be attending the Legislative Update conference at the end of the month.

ADJOURNMENT

With there being nothing further to discuss or consider Mayor Teresa Palmer called for a motion to adjourn.

Motion was made to adjourn the regular meeting of the Willow Park City Council at 9:26 pm

Motion made by Councilmember Young, Seconded by Councilmember Gilliland.

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

THESE MINUTES WERE APPROVED BY WILLOW PARK CITY COUNCIL:

Mayor

Date

City Secretary



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6/10/2025

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