



CITY COUNCIL MEETING JUNE 24, 2025 MINUTES

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

Tuesday, June 24, 2025 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

Mayor Teresa Palmer called the meeting to order at 6:00 pm.

Mayor Palmer asked City Secretary Deana McMullen if a quorum was present. There is a quorum present for this meeting.

PRESENT

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

ABSENT

Councilmember Greg Runnebaum

STAFF PRESENT:

City Manager Bryan Grimes

City Attorney Pat Chesser

City Secretary Deana McMullen

PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Teresa Palmer asked Nancy Brown to do 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.

Harold Heisch - 79 Crown Rd - addressed the Council regarding his drive way. Stating it was only widened on one side while all the others in the neighborhood were widened on both sides. He said his driveway should be the same standards as the others.

Marcy Galle - 500 Squaw Creek - Expressed concerns regarding water capacity and volume with all the new development along with the expected growth.

Dixie Smith - 3520 Ranch House Road - Asked about the Beal/Dean Development and if the \$5 million for the Water/Sewer improvements were negotiated for the full amount with the property taxes.

Roy Ramos - 101 Trinity Dr. - Concerned about the \$1.5m Tax Note that was approved a few months ago to fund the new Restroom in the Parks and Street Repairs. I do not support this type of funding. Isn't there money in reserves that can be used instead?

KJ Hannah - addressed the Council regarding the time allowed for Citizens to speak at City Council meetings. She stated the time limit was discussed at a Council meeting in 2021 changed the limit from 5 minutes allowed to only 3 minutes. It was voted on to bring this back to a future meeting Agenda, but did not ever happen. Ask that this be brought back to the Council for consideration of changing back to the 5 minute limit.

REGULAR AGENDA ITEMS

1. Discussion - Budget Work session to discuss Enterprise Funds for the 2025-2026 Fund Year. Work Session from 6-7pm

City Manager Bryan Grimes gave a presentation to everyone present regarding the Enterprise Funds for the 2025-2026 Fund Year. This session started at 6:18 pm and ended at 7:18 pm. Mr. Grimes gave a presentation that explained the Budget process and timeline set by the state. Mr. Grimes went over the proposed budget for FY 2025-2026 and answered questions from the audience and the City Council covering the Water, Waste Water and Drainage Budgets as well as the salaries and positions funded in the Water Budget.

No action on items discussed. Mr. Grimes stated there will be additional workshops at future meetings, with the next one being the General Fund to be discussed on July 8th.

2. Approval of Regular City Council Meeting Minutes: for May 13, 2025 and June 10, 2025

Motion to approve Regular City Council Meeting Minutes for May 13, 2025 and June 10, 2025 as presented.

Motion made by Councilmember Young, Seconded by Councilmember Crummel.

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

3. Discussion/ Action: Authorize Staff to Purchase a Hydro Vac Truck for Public Works.

Director of Public Works Chase McBride addressed the Council regarding the purchase of a Hydro Vac Truck and for Public Works. Chase McBride informed the Council that the current equipment being used is over 11 years old and is in disrepair. The cost for parts to repair would be \$40,000 to \$50,000, however they no longer make the parts for it. If the new truck is approved the old equipment will be Auctioned off. If approved the new Vac Truck would be delivered within a week. The cost of the new Vac Truck would be \$365,101 and funds are available in reserve funds.

Motion to authorize Staff to purchase a Hydro Vac Truck for Public Works for the price of \$365,101.01 as discussed.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

4. Discussion/Action: Authorize staff to execute engagement letter with Snow Garrett for Auditing Services.

Motion to authorize staff and Mayor to execute engagement letter with Snow Garrett for Auditing Services for year ending September 30, 2025.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

5. The City Council may consider, discuss and or act on approving an application form for residents of Willow Park to express interest in serving on the Home Rule Charter Commission and authorize staff to post the application form on the City website and issue a press release to the Community News regarding the application.

There was discussion regarding the application form to be posted in the newspaper and on the city website for the residents of Willow Park to fill out if they are interested in serving on the Home Rule Charter Commission.

There was additional discussion on this item involving the application and time limit when it should be turned in as well as processes and time commitments that will be

involved. so that interested persons would understand what will be expected if chosen to serve on the commission.

Following the additional discussion Councilmember Chawn Gilliland then amended his motion to include an August 1st deadline on the application. The amendment to the motion was seconded by Councilmember Lea Young.

Voting Yea to the amendment to the original motion was Councilmember Eric Contreras, Councilmember Chawn Gilliland, Councilmember Lea Young and Councilmember Nathan Crummel.

Motion was made to approve the application as presented.

Motion made by Councilmember Gilliland, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, 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 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.*

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

There was no Executive Session needed for this meeting.

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

There was no Executive Session at this meeting.

INFORMATIONAL COMMENTS

7. Mayor & City Council Comments

Mayor Teresa Palmer stated that she has had a good first month although somewhat rocky at times because she has so many questions. She is still on par to meet with all of the employees one on one to get to know them and the job they do for the City. So far all of the ones spoken with are very qualified and have been great. She also commented that Chief Lacy and the Police Department have been wonderful and took her on ride-along for both night and day shift and she will do this again. She has a goal to speak with every employee.

Mayor Pro Tem Lea Young - Thank you to the citizens for all the questions. Out of respect for the Mayor Ms. Young asked if the following items could be placed on a Future Agenda for consideration. 1) The Speaker Policy that was brought up this evening; 2) A Comp Plan Revision; 3) Water and Wastewater Capacity and the impact the new taps with the new development will have on that so we can identify future needs; 4) The pavement study will be on the Agenda for July 8, 2025; 5) Questions about Debt and

the Tax Note that was approved a few months ago and how to structure that. We want all the roads in the city to be addressed; 6) Any new drainage projects that we can get the engineers working on.

Eric Contreras- He would also like to see the items Ms. Young brought up and also the following: 1) Road/project Update - When the project will start, when the County will be here and the communication for that project; 2) Still waiting for a Waste Water Plant Tour; Michelle Guelker ACM of Public Works/Finance stated it would be best to wait until September as the expansion should be complete by then and the weather will be a little cooler; 3) Parks and Restroom project update, when will it start, is there a water fountain with this project, (would like to see that added)

Chawn Gilliland - Asked for thoughts and prayers for Councilmember Greg Runnebaum who was injured in an accident.

Nathan Crummel - At the last meeting we asked for thoughts and prayers for Cole Thompson who was having health issues. Cole passed away so asking for continued prayers for their family. He was an amazing person that had a huge impact on the Community.

8. City Manager Comments

City Manager Bryan Grimes - asked to keep Rose Hoffman (city employee) and her family in thoughts and prayers. Her dad had a medical emergency and she has been out for a couple of days.

Several of us will be going to Georgetown on Thursday and Friday this week for the Wrap up of the Legislative Update. I will then be going on vacation for a week, so will be out of the office until July 7, 2025.

ADJOURNMENT

With nothing further to discuss or consider motion was made to adjourn the regular meeting of the Willow Park City Council at 7:56 pm.

Motion made by Councilmember Crummel, Seconded by Councilmember Contreras.

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

THESE MINUTES WERE APPROVED BY WILLOW PARK CITY COUNCIL:



Mayor


City Secretary

